CITY COUNCIL MEETING AGENDA

City of Lake Stevens Vision Statement

We are a thriving community that promotes a vibrant economy, preserves natural beauty, and supports an exceptional quality of life for all.

November 12, 2024 - 6:00 PM
In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens or
Join Zoom Meeting:https://lakestevenswa.zoom.us/j/87586854584
or call in at (253) 215-8782 Meeting ID 87586854584

1.	**Call to Order**		
2.	**Pledge of Allegiance**		Mayor
3.	**Roll Call**		
4.	**Approval of Agenda**		Council President
5.	**Guest Business**		
	A.	Introduce Returning Officer Wayne Aukerman and Community Services Officer Margaret Cooper	Jeffrey Beazizo
	B.	Intrroduce Parks Maintenance Worker Nathan Grueber	Sarah Garceau
6.	**Citizen Comments**		
7.	**Council Business**		Council President
8.	**Mayor's Business**		
9.	**City Department Report**		
	A.	Public Works Department Report	Aaron Halverson
10.	**Consent Agenda**		
	A.	2024 Vouchers	Barb Stevens
	B.	City Council Meeting Minutes of October 22, 2024	Kelly Chelin
	C.	Second Amendment to Interlocal Agreement for Jail Services	Jeffrey Beazizo
	D.	Bridge Coordination Services (Domestic Violence Coordinator)	Jeffrey Beazizo
	E.	Target Zero Fiscal Year 2025 Agreements	Jeffrey Beazizo
	F.	Appoint Murika Matz to the Planning Commission with a term expiring December 31, 2027	Kelly Chelin

	G.	Resolution 2024-11 - Fee Updates	Sarah Garceau, Shannon Farrant
11.	**Public Hearing**		
	A.	Public Hearing No. 2: 2025 - Budget Ordinance 1191	Barb Stevens
12.	**Action Items**		
	A.	Interlocal Cooperation Agreement for Snohomish Conservation Futures Funds	Shannon Farrant
13.	**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.

CITY DEPARTMENT REPORT

Agenda Date: 11/12/2024

Contact Person/Department: Aaron Halverson, Public Works

The purpose of this report is to answer questions received during previous Council meetings that were not answered or to clarify information previously provided.

DEPARTMENT REPORT

Public Works Department

DATE: November 12, 202

TO: Mayor and City Council

FROM: Aaron Halverson, Public Works Director

SUBJECT: Responses to Questions from the Council and Updates

The purpose of this report is to answer questions received during previous Council meetings that were not answered or to clarify information previously provided.

1. **What roadway restoration projects and sewer extension projects could be funded by a Sewer Utility Tax?**
    a. Each percent of utility tax raises an estimated $220K/year.
    b. Pavement preservation: a 2% tax would provide ~$440K each year for pavement preservation associated with sewer infrastructure. There are 3,764 sewer manholes in the city and this funding would enable the city to adjust hundreds of sewer lids to grade and repair settled sewer trenches across the city.
    c. Capital Construction: An additional 2% tax would provide $440K each year for capital construction. Over three years, perhaps through a Public Works Trust Fund Loan, the funding would be adequate to construct the sewer main on Soper Hill Road from Lake Drive to the new roundabout.

2. **What is the status of the Developer Extension Agreement with the Lake Stevens Sewer District for 131st Ave NE?**
    a. The city and the district are negotiating terms of the agreement. Currently, the district has provided comments and revisions on the most recent draft and we are reviewing them with legal counsel.

BLANKET VOUCHER APPROVAL

2024

Payroll Direct Deposits	**10/25/2024**	**$412,051.45**
Payroll Checks	**62005**	**$2,753.22**
Electronic Funds Transfers	**ACH**	**$393,994.69**
Claims	**62002-62004, 62006-62009, 62011-62144**	**$1,123,280.82**
Void Checks	**59311, 59344, 59719, 60966, 61814, 61991**	**($44,355.72)**
Total Vouchers Approved:		**$1,887,724.46**

This 12th day of November 2024

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

November 12, 2024

City expenditures by type for this voucher packet		
Personnel Costs	$414,805	22%
Payroll Federal Taxes	$145,174	8%
Excise Tax	$16,187	1%
Quarterly L&I	$88,510	5%
Family Medical Leave	$26,182	1%
Retirement Benefits - Employer	$87,144	5%
Other Employer Paid Benefits	$908	0%
Employee Paid Benefits	$34,022	2%
Supplies	$126,751	7%
Professional Services	$415,113	22%
Refunds	$51,314	3%
Capital *	$525,760	28%
Debt Payments	$212	0%
Void Checks	-$44,356	-2%
Total	**$1,887,724**	**100%**

Large Purchases *

* John Deere Z930M ZTrak $15,305
* LS Museum Design $16,515
* Bayview Trail - Phase 0 PE#3 $368,273
* 2024 Thermoplastic and Longline Striping $19,122
* Reissue CK #61991 - NC Floating Dock Installation $43,756

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 10/18/2024 - 11/07/2024

Total for Period
$1,517,275.51

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-42316	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - A Hogan	62011	$573.86
911 Supply Inc	INV-2-42317	001 008 521 20 31 05	LE-Equipment - New Officers	Armor Name Tape - A Hogan	62011	$27.37
911 Supply Inc	INV-2-42541	001 008 521 20 31 06	LE - Uniform Clothing	Nameplates - B Fiske	62011	$48.42
911 Supply Inc	INV-2-42657	001 008 521 20 31 06	LE - Uniform Clothing	Name Tapes	62011	$1,767.18
911 Supply Inc	INV-2-42697	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - A Vanhook	62011	$129.58
911 Supply Inc	INV-2-42698	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Gear - A Fox	62011	$98.98
911 Supply Inc	INV-2-42740	001 008 521 20 31 06	LE - Uniform Clothing	PD Records Polos	62011	$212.14
911 Supply Inc	INV-2-42749	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - W Aukerman	62011	$545.45
911 Supply Inc	INV-2-42821	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - A Vanhook	62011	$567.35
					62011 Total	**$3,970.33**
Ace Hardware	80182	410 016 531 10 31 02	SW - Operating Costs	PVC Elbows/Pipes	62012	$29.71
Ace Hardware	80183	101 016 544 90 31 02	ST-Operating Cost	Toilet Ring Remover/Odor Eliminator/Cleaning Pads	62012	$60.14
Ace Hardware	80203	101 016 544 90 31 02	ST-Operating Cost	Connector Screws/Fasteners	62012	$48.46
Ace Hardware	80214	101 016 544 90 31 02	ST-Operating Cost	Toilet Ring Remover/Scrubber	62012	$91.74
Ace Hardware	80222	410 016 531 10 31 02	SW - Operating Costs	Duct Tape/Silicone/Socket Adapter	62012	$45.85
					62012 Total	**$275.90**
Alexander Printing Co Inc	85895	001 007 558 50 31 00	PL-Office Supplies	Business Cards - C Manus/N Held	62013	$95.63
Alexander Printing Co Inc	86106	001 003 514 20 31 00	CC-Office Supply	Business Cards - B Tallman	62013	$96.99
Alexander Printing Co Inc	86293	001 013 518 20 31 00	GG-Operating Costs	Commuity Meeting Postcards	62013	$64.28
					62013 Total	**$256.90**
Amazon Capital Services	11R4-Y3Y7-1913	001 008 521 30 31 00	LE-Community Outreach Supplies	Thin Blue Line Awareness Lanyard	62014	$167.60
Amazon Capital Services	1313-RF47-GWVG	410 016 531 10 31 02	SW - Operating Costs	Pour Pot for Crack Sealant/USB Ext Cable/Ergonomic Mouse	62014	$162.06
Amazon Capital Services	1349-WPVN-HQPW	001 010 576 80 31 07	PK-Recreation Supplies	Travel Case for Sound System	62014	$40.43
Amazon Capital Services	13LH-J3RH-3XKJ	001 003 514 20 31 00	CC-Office Supply	Selfie Stick Tripod	62014	$26.19
Amazon Capital Services	13LH-J3RH-3XKJ	001 013 518 20 31 00	GG-Operating Costs	Legal Writing Pads	62014	$15.29
Amazon Capital Services	14CL-CF3V-FY77	001 010 576 80 31 08	PK-Special Event Supplies	Supplies for Events & Lundeen Storage	62014	$171.53
Amazon Capital Services	14CL-CF3V-P67D	001 008 521 20 31 02	LE-Minor Equipment	Compact Bench Power Supply	62014	$81.75
Amazon Capital Services	14GN-LTTC-9PGX	001 008 521 20 31 00	LE-Office Supplies	Mesh Bags	62014	$41.52
Amazon Capital Services	14KN-Y7MD-9CH6	001 008 521 20 31 00	LE-Office Supplies	Logitech Mouse for Light Duty Desk	62014	$32.78
Amazon Capital Services	171X-JXFC-1KT3	001 013 518 20 31 00	GG-Operating Costs	Copy Paper/Pens/Monthly Planner	62014	$95.13
Amazon Capital Services	174P-MT6K-FJL1	001 008 521 20 31 05	LE-Equipment - New Officers	Shoes for Academy - Vanhook	62014	$85.48
Amazon Capital Services	19QH-GWXR-4CGK	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Wiper Blades	62014	$81.50
Amazon Capital Services	1C13-JG9W-GKJY	101 016 544 90 31 02	ST-Operating Cost	Portable Power Station	62014	$87.42
Amazon Capital Services	1CGG-V1TL-L7VR	101 016 544 90 31 02	ST-Operating Cost	Noise Cancelling Headphones (2)	62014	$43.61
Amazon Capital Services	1CGG-V1TL-L7VR	101 016 544 90 31 02	ST-Operating Cost	Noise Cancelling Headphones (2)/Wireless Keyboard MouseCombo (2)	62014	$137.48
Amazon Capital Services	1CGG-V1TL-L7VR	410 016 531 10 31 02	SW - Operating Costs	Noise Cancelling Headphones (2)	62014	$43.61
Amazon Capital Services	1CPN-7VHM-DM6R	001 008 521 20 31 01	LE-Fixed Minor Equipment	Tools Storage Stand/Car Wheel Dolly Jack Skates	62014	$535.22
Amazon Capital Services	1FDD-H4QM-93TR	001 010 576 80 31 08	PK-Special Event Supplies	Event Vest Sample	62014	$14.91
Amazon Capital Services	1G79-NQRV-1C69	001 003 514 20 31 00	CC-Office Supply	Video Cables for MSD Records Position	62014	$43.62
Amazon Capital Services	1H6H-4PVX-3TQ6	001 008 521 20 31 06	LE - Uniform Clothing	Tactical Boots - J Beazizo	62014	$70.52
Amazon Capital Services	1H9T-GHC1-4469	101 016 544 90 31 02	ST-Operating Cost	TV Wall Mount	62014	$119.02
Amazon Capital Services	1H9T-GHC1-4469	410 016 531 10 31 00	SW - Clothing	Waterproof Boots	62014	$150.17
					62014 Total	**$2,246.84**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1JH6-7CVF-YY6T	001 010 576 80 31 02	PK-Office Supplies	Cell Phone Case	62015	$21.65
Amazon Capital Services	1JH6-7CVF-YY6T	001 010 576 80 31 03	PK- Equipment & Tools	Gas Can/Big Shot Kit/Tool Box/Arborist Throw Line Kit	62015	$931.34
Amazon Capital Services	1JKW-HTRD-N1DD	001 005 517 90 31 00	HR - Wellness Program Supplies	Supplies for Turkey Bowl 2024	62015	$196.02
Amazon Capital Services	1K9J-QFHX-YC7L	303 013 594 18 60 02	Citywide Security Cameras	Leviton QuickPort Patch Panel	62015	$42.00
Amazon Capital Services	1KHM-NVVH-FCMQ	001 006 518 80 31 00	IT- Operating Supplies	Precision Screwdriver Set	62015	$20.76
Amazon Capital Services	1M6L-N14G-VCH1	001 008 521 20 31 05	LE-Equipment - New Officers	Tactical Boots - M Cooper	62015	$98.32
Amazon Capital Services	1M7N-17DY-7JY1	101 016 544 90 31 01	ST-Office Supplies	Wall Calendars	62015	$103.30
Amazon Capital Services	1M7N-17DY-7JY1	410 016 531 10 31 01	SW - Office Supplies	Wall Calendars	62015	$103.30
Amazon Capital Services	1MVJ-LW6V-1CTD	001 007 558 50 31 00	PL-Office Supplies	Dry Erase Whiteboard	62015	$32.94
Amazon Capital Services	1MVJ-LW6V-1CTD	001 013 518 20 31 00	GG-Operating Costs	Markers/Batteries	62015	$55.36
Amazon Capital Services	1RJW-J1HF-73LW	001 010 576 80 31 08	PK-Special Event Supplies	Pipe Cleaners for Harvestfest/WinterFest	62015	$38.20
Amazon Capital Services	1VFM-V3LY-713P	001 005 518 10 31 00	HR-Office Supplies	Name Badges	62015	$7.41
Amazon Capital Services	1VFM-V3LY-713P	001 007 558 50 31 00	PL-Office Supplies	Telescoping Pointer Stick	62015	$9.47
Amazon Capital Services	1VFM-V3LY-713P	001 007 559 30 31 00	PB-Office Supplies	Monthly Planner	62015	$8.73
Amazon Capital Services	1VFM-V3LY-713P	001 013 518 20 31 00	GG-Operating Costs	Office Supplies CH	62015	$77.08
Amazon Capital Services	1WF4-JDCM-7HFP	001 010 576 80 31 07	PK-Recreation Supplies	Foot Stool/Outdoor Games/Fasteners	62015	$80.62
Amazon Capital Services	1WF4-JDCM-7HFP	001 010 576 80 31 08	PK-Special Event Supplies	Supplies for Winterfest/Harvestfest	62015	$435.88
Amazon Capital Services	1WGF-VYRP-PMXF	410 016 531 10 31 02	SW - Operating Costs	Squeegees	62015	$61.20
Amazon Capital Services	1WRF-LFWH-Q9V9	001 008 521 50 48 00	LE-Facility Repair & Maint	Wiper Blades	62015	$276.14
Amazon Capital Services	1X9J-DCXK-4Q9Q	101 016 544 90 31 02	ST-Operating Cost	Laptop Backpack	62015	$21.84
Amazon Capital Services	1X9J-DCXK-4Q9Q	410 016 531 10 31 02	SW - Operating Costs	Hard Hat/Chest Waders	62015	$304.94
Amazon Capital Services	1XGC-Y93K-FVCF	001 008 521 20 31 00	LE-Office Supplies	USB-C to HDMI Cable	62015	$21.81
Amazon Capital Services	1XQ3-LMWM-KTQ9	001 010 576 80 31 02	PK-Office Supplies	Desk Organizer	62015	$17.47
Amazon Capital Services	1XQ3-LMWM-KTQ9	001 010 576 80 31 04	PK-Vandalism Supplies	White Paint	62015	$61.90
Amazon Capital Services	1XQ3-LMWM-KTQ9	001 010 576 80 31 08	PK-Special Event Supplies	Plush Spiders for HarvestFest/Construction Paper Holder	62015	$41.14
Amazon Capital Services	1XR1-NXD3-YDQ1	303 013 594 18 60 02	Citywide Security Cameras	Leviton QuickPort Patch Panel	62015	$42.00
Amazon Capital Services	1YGK-7HV6-DWJV	001 008 521 20 31 00	LE-Office Supplies	Batteries/Notebooks	62015	$211.20
					62015 Total	**$3,322.02**
American Red Cross	22728607	001 007 558 50 49 01	PL-Staff Development	Adult First Aid Training	62016	$190.00
American Red Cross	22728607	001 007 559 30 49 01	PB-Staff Development	Adult First Aid Training	62016	$190.00
American Red Cross	22728607	101 016 542 30 49 01	ST-Staff Development	Adult First Aid Training	62016	$190.00
American Red Cross	22728607	410 016 531 10 49 01	SW - Staff Development	Adult First Aid Training	62016	$228.00
					62016 Total	**$798.00**
APWA Washington State Chapter	10252024-2106	101 016 542 30 49 01	ST-Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 S VanOstrand	62017	$650.00
APWA Washington State Chapter	10282024-2109	001 010 576 80 49 01	PK-Staff Development	NWPWI Leadership Skills 10/21/25-10/24/25 C Talley	62017	$550.00
APWA Washington State Chapter	10282024-2110	101 016 542 30 49 01	ST-Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 B Connolly	62017	$550.00
APWA Washington State Chapter	10282024-2111	410 016 531 10 49 01	SW - Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 T Piland	62017	$550.00
APWA Washington State Chapter	10282024-2111	410 016 531 10 49 01	SW - Staff Development	NWPWI Leadership Skills 10/21/25-10/24/25 T Piland	62017	$550.00
APWA Washington State Chapter	10282024-2111	410 016 531 10 49 01	SW - Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 T Piland	62017	$550.00
APWA Washington State Chapter	10292024-2112	101 016 542 30 49 01	ST-Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 M Anderson	62017	$550.00
APWA Washington State Chapter	10292024-2112	101 016 542 30 49 01	ST-Staff Development	NWPWI Leadership Skills 10/21/25-10/24/25 M Anderson	62017	$550.00
APWA Washington State Chapter	10292024-2112	101 016 542 30 49 01	ST-Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 M Anderson	62017	$550.00
APWA Washington State Chapter	10292024-2113	101 016 542 30 49 01	ST-Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 B Connolly	62017	$550.00
					62017 Total	**$5,600.00**
Badgleys Landscape LLC	91474	005 000 518 20 40 02	Rental Property Services	Landscape Maint 1819 S Lake Stevens Rd 08-2024	62018	$777.03
Badgleys Landscape LLC	91527	005 000 518 20 40 02	Rental Property Services	Landscape Maint 1819 S Lake Stevens Rd 09-2024	62018	$777.03
					62018 Total	**$1,554.06**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
BCRA Inc	32884	004 010 594 76 60 01	PR - Eagle Ridge Park	Eagle Ridge Park Phase 2	62019	$9,595.00
					62019 Total	**$9,595.00**
Beavers Northwest	INV-24056	410 016 531 10 41 01	SW - Professional Services	Monitoring/Maint/Reporting	62020	$9,383.93
					62020 Total	**$9,383.93**
Beazizo	111824 BEAZIZO	001 008 521 20 43 00	LE-Travel & Per Diem	WASPC Fall Conf Meal PerDiem - J Beazizo	62021	$283.00
					62021 Total	**$283.00**
Bishop	110124 BISHOP	410 016 531 10 49 01	SW - Staff Development	CDL Reimbursement	62022	$158.25
					62022 Total	**$158.25**
Bronze Memorials Inc	7098	001 013 518 20 31 00	GG-Operating Costs	Solid Cast Plaque	62023	$537.94
					62023 Total	**$537.94**
Canon Financial Services Inc	35556865	001 013 518 20 48 00	GG-Repair & Maintenance	XTZ01787 Copier Lease CH Admin Month to Month Le	62024	$286.05
Canon Financial Services Inc	35867052	001 007 558 50 48 00	PL-Repairs & Maint.	2YJ04075 Copier Lease CH Tax	62024	$6.56
Canon Financial Services Inc	35867052	001 007 559 30 48 00	PB-Repair & Maintenance	2YJ04075 Copier Lease CH Tax	62024	$6.56
Canon Financial Services Inc	35867052	001 007 591 58 70 01	PL -Lease Agreements	2YJ04075 Copier Lease CH	62024	$70.56
Canon Financial Services Inc	35867052	001 007 591 59 70 01	PB - Lease Agreements	2YJ04075 Copier Lease CH	62024	$70.56
Canon Financial Services Inc	35867052	001 013 518 20 48 00	GG-Repair & Maintenance	2YJ04075 Copier Lease CH Tax	62024	$6.57
Canon Financial Services Inc	35867052	001 013 591 18 70 01	Lease Agreements	2YJ04075 Copier Lease CH	62024	$70.56
Canon Financial Services Inc	35870274	001 010 576 80 48 00	PK-Repair & Maintenance	QNN08471 Copier Lease PW Upstairs	62024	$11.42
Canon Financial Services Inc	35870274	101 016 542 30 48 00	ST-Repair & Maintenance	QNN08471 Copier Lease PW Upstairs	62024	$11.41
Canon Financial Services Inc	35870274	410 016 531 10 48 00	SW - Repairs & Maintenance	QNN08471 Copier Lease PW Upstairs	62024	$11.41
					62024 Total	**$551.66**
CDW Government Inc	AA85Q3W	001 007 558 50 31 01	PL-Operating Costs	Microsoft 3 Year Extended Hardware Service Protection Plan	62025	$114.66
CDW Government Inc	AA85Q4E	001 005 518 10 31 01	HR-Operating Cost	Microsoft Extended Service Agreement	62025	$469.22
CDW Government Inc	AB18X4K	101 016 544 90 31 02	ST-Operating Cost	Adobe Express	62025	$65.32
CDW Government Inc	AB1LK11	001 003 514 20 31 00	CC-Office Supply	Surface Dock2	62025	$218.83
CDW Government Inc	AB1LK11	001 003 514 20 31 00	CC-Office Supply	Surface Pro Keyboard	62025	$151.26
CDW Government Inc	AB1LK11	001 003 514 20 31 00	CC-Office Supply	Surface Pro10	62025	$1,810.00
CDW Government Inc	AB1NV1C	510 006 518 80 49 08	LR - TrendMicro Antivirus	TM Vision 1 ASRM	62025	$3,111.12
CDW Government Inc	AB1RQ7N	510 006 518 80 31 00	Purchase Computer Equipment	Apple Ipad Mini 6th Refund	62025	($523.59)
CDW Government Inc	AB2M58L	101 016 544 90 31 02	ST-Operating Cost	Adobe Express	62025	$65.32
					62025 Total	**$5,482.14**
Central Welding Supply Co Inc	2184599	001 010 576 80 31 00	PK-Operating Costs	Argon/Centrashield/Propane	62026	$36.01
Central Welding Supply Co Inc	2184599	101 016 544 90 31 02	ST-Operating Cost	Argon/Centrashield/Propane	62026	$36.02
Central Welding Supply Co Inc	2184599	410 016 531 10 31 02	SW - Operating Costs	Argon/Centrashield/Propane	62026	$36.01
					62026 Total	**$108.04**
City of Everett	I240006157	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 09-2024	62027	$1,060.00
City of Everett	I240006196	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Laboratory Analysis	62027	$166.50
					62027 Total	**$1,226.50**
Co-Op Supply Marysville	254116/1	001 010 576 80 31 03	PK- Equipment & Tools	Broom for NC Project	62028	$94.06
					62028 Total	**$94.06**
Cory de Jong and Sons Inc	E327096	001 010 576 80 31 05	PK-R&M Supplies	Hog Fuel for NC Rain Garden	62029	$112.58
Cory de Jong and Sons Inc	E327097	001 010 576 80 31 05	PK-R&M Supplies	Hog Fuel for NC Rain Garden	62029	$112.58
					62029 Total	**$225.16**
Criminal Justice Training Commission	180494 REFUND	001 000 389 90 00 00	Refunds or Overpayments	Refund of Officer Wellness Grant Overpayment	62030	$50,807.00
					62030 Total	**$50,807.00**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Crystal Springs	5249844 110124	001 007 558 50 31 01	PL-Operating Costs	Bottled Water - City Hall	62031	$66.75
Crystal Springs	5249844 110124	001 007 559 30 31 01	PB-Operating Cost	Bottled Water - City Hall	62031	$66.75
Crystal Springs	5249844 110124	001 013 518 20 31 00	GG-Operating Costs	Bottled Water - City Hall	62031	$152.39
					62031 Total	**$285.89**
David Evans and Associates Inc	568447	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2024-0050 Mulvaney Plat Review	62032	$2,541.50
David Evans and Associates Inc	569086	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2024-0106 Fagerlie Plat	62032	$936.00
David Evans and Associates Inc	569087	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2024-0078 Nyden Farms Prelim Plat Review	62032	$396.50
David Evans and Associates Inc	572663	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2024-0050 Mulvaney Plat Review	62032	$1,807.50
David Evans and Associates Inc	572664	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2024-0139 Village at LS Review	62032	$213.00
David Evans and Associates Inc	572665	001 007 558 50 41 04	Permit Related Professional Sr	Engineering Svcs LUA2023-0016 & LUA2024-0063 Lanark	62032	$2,767.00
					62032 Total	**$8,661.50**
Deere & Company	117670006	530 016 594 48 60 00	Purchase Of Capital Equipment	John Deere Z930M ZTrak PO #1957	62033	$15,305.44
					62033 Total	**$15,305.44**
Dept of Labor and Industries	Q3 2024 L&I	001 000 281 00 00 00	Payroll Liability Taxes	Q3 2024 Workers Comp Insurance	EFT	$88,509.58
Dept of Labor and Industries	Q3 2024 L&I	001 008 521 20 24 00	LE-Workers Comp	Q3 2024 Workers Comp Insurance	EFT	$3.26
Dept of Labor and Industries	Q3 2024 L&I	001 010 576 80 24 00	PK-Workers Comp	Q3 2024 Workers Comp Insurance	EFT	$221.61
Dept of Labor and Industries	Q3 2024 L&I	001 013 518 30 24 00	GG-Workers Comp	Q3 2024 Workers Comp Insurance - rounding adj	EFT	$0.67
Dept of Labor and Industries	Q3 2024 L&I	101 016 542 30 24 00	ST-Workers Comp	Q3 2024 Workers Comp Insurance	EFT	$169.17
Dept of Labor and Industries	Q3 2024 L&I	410 016 531 10 24 00	SW-Workers Comp	Q3 2024 Workers Comp Insurance	EFT	$10.60
					EFT Total	**$88,914.89**
Dept of Licensing	101924 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 10/13/24 - 10/19/24	62034	$180.00
					62034 Total	**$180.00**
Dept of Retirement (Deferred Comp)	10252024	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	$8,251.06
Dept of Retirement PERS LEOFF	10252024	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT	$86,851.65
Dept of Retirement PERS LEOFF	10252024	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT	$292.29
Dept of Revenue EFT	09-2024 EXCISE	001 010 576 80 31 00	PK-Operating Costs	Anchor Shackles for NC Sales Tax	EFT	$16.00
Dept of Revenue EFT	09-2024 EXCISE	001 010 576 80 31 06	PK-Lake Safety	Buoys for No Wake Zone Sales Tax	EFT	$261.69
Dept of Revenue EFT	09-2024 EXCISE	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes 09-2024	EFT	$935.72
Dept of Revenue EFT	09-2024 EXCISE	101 016 544 90 31 02	ST-Operating Cost	Fan for Weld Helmet Sales Tax	EFT	$9.25
Dept of Revenue EFT	09-2024 EXCISE	410 016 531 10 31 02	SW - Operating Costs	Fan for Weld Helmet Sales Tax	EFT	$9.26
Dept of Revenue EFT	09-2024 EXCISE	633 000 589 30 00 11	DOR - Sales Tax Remittance	Lean Class Sales Tax 09-2024	EFT	$161.08
Dept of Revenue Leasehold EFT	Q3 2024 LHET	001 013 518 90 49 06	GG-Excise Tax	Q3 2024 Leasehold Excise Tax Adjustment	EFT	$0.08
Dept of Revenue Leasehold EFT	Q3 2024 LHET	633 000 589 30 00 01	Leasehold Excise Tax Remit	Q3 2024 Leasehold Excise Tax	EFT	$14,793.45
Dept of Revenue Unclaimed Property EFT	2024 UNCLAIMED	001 000 201 00 00 00	AP	2024 Unclaimed Property to DOR	EFT	$575.00
					EFT Total	**$112,156.53**
Designer Studio	26	001 013 518 20 31 00	GG-Operating Costs	PW Accreditation Photo	62035	$81.98
					62035 Total	**$81.98**
Dicks Towing Inc	18292554	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2024-18626	62036	$180.02
Dicks Towing Inc	18292820	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2024-18872	62036	$197.16
Dicks Towing Inc	18293408	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2024-19282	62036	$197.16
					62036 Total	**$574.34**
Dobbs Heavy Duty Holdings LLC	026P62864	101 016 544 90 31 02	ST-Operating Cost	Glass Windshield PW66	62037	$258.48
Dobbs Heavy Duty Holdings LLC	026P62864	410 016 531 10 31 02	SW - Operating Costs	Glass Windshield PW66	62037	$258.48
					62037 Total	**$516.96**
Earthwork Solutions LLC	12297	411 016 594 31 60 02	SWC - Capital Purchases	Septic Pumping 2202 Hartford Dr	62038	$655.80
					62038 Total	**$655.80**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
EFTPS	10252024	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	$145,174.33
					EFT Total	**$145,174.33**
Electronic Business Machines	AR288433	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - QNN08471	62039	$21.55
Electronic Business Machines	AR288433	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - QNN08471	62039	$21.54
Electronic Business Machines	AR288433	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - QNN08471	62039	$21.55
Electronic Business Machines	AR289261	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62039	$71.27
Electronic Business Machines	AR289261	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62039	$71.27
Electronic Business Machines	AR289261	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - 2YJ14491	62039	$71.27
					62039 Total	**$278.45**
Elite Securities Inc	40848	001 012 575 50 31 00	CS- The Mill- Ops	Deadbolts for Bathroom	62040	$1,089.08
					62040 Total	**$1,089.08**
Employment Security Department EFT	Q3 2024 PMFL	001 000 284 00 00 00	Payroll Liability Other	Q3 2024 PMFL	EFT	$26,181.64
Employment Security Department EFT	Q3 2024 PMFL	001 013 518 30 20 00	GG-Benefits	Q3 2024 PMFL - rounding adj	EFT	$0.24
Employment Security Department EFT	Q3 2024 WaCares	001 000 284 00 00 00	Payroll Liability Other	Q3 2024 WA Cares	EFT	$13,512.78
Employment Security Department EFT	Q3 2024 WaCares	001 013 518 30 20 00	GG-Benefits	Q3 2024 Wa Cares - rounding adj	EFT	($0.29)
					EFT Total	**$39,694.37**
Environmental Abatement Services Inc	A24186	411 016 594 31 60 02	SWC - Capital Purchases	Asbestos Abatement 2202 Hartford Dr	62041	$3,560.97
					62041 Total	**$3,560.97**
Envirotech Services Inc	CD202500615	101 016 542 66 31 00	ST-Snow & Ice - Sply	Ice Melt	62042	$8,576.60
					62042 Total	**$8,576.60**
Facet NW Inc	58425	001 010 594 76 64 00	PK-Capital Outlay	NC Floating Dock	62043	$7,474.38
Facet NW Inc	58747	411 016 594 31 60 07	Wier Replacement Scope Design	Weir Replacement	62043	$1,371.50
					62043 Total	**$8,845.88**
Fastenal Company	WAARN175432	101 016 544 90 31 02	ST-Operating Cost	Glasses/Batteries/Wypall/Gloves	62044	$255.02
Fastenal Company	WAARN175432	410 016 531 10 31 02	SW - Operating Costs	Glasses/Batteries/Wypall/Gloves	62044	$255.02
Fastenal Company	WAARN175443	101 016 544 90 31 02	ST-Operating Cost	Earplugs/ScrubWipes/Gloves	62044	$189.87
Fastenal Company	WAARN175443	410 016 531 10 31 02	SW - Operating Costs	Earplugs/ScrubWipes/Gloves	62044	$189.88
Fastenal Company	WAARN175629	101 016 544 90 31 02	ST-Operating Cost	Safety Glasses/Gloves/Batteries	62044	$88.35
Fastenal Company	WAARN175629	410 016 531 10 31 02	SW - Operating Costs	Safety Glasses/Gloves/Batteries	62044	$88.34
					62044 Total	**$1,066.48**
Feldman and Lee PS	10-2024 FELDMAN	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 10-2024	62045	$14,000.00
Feldman and Lee PS	2024 LKS-SSP-10	001 011 515 91 41 01	Social Worker Program (Grant)	LS Social Services OPD Program 10-2024	62045	$600.00
Feldman and Lee PS	2024 LKS-SSP-10	001 011 515 91 41 01	Social Worker Program (Grant)	LS Social Services Program 10-2024	62045	$460.00
Feldman and Lee PS	2024 LKS-SSP-10	633 000 589 30 00 12	OPD Grant Exp - Arlington	Arlington Social Services OPD Program 10-2024	62045	$900.00
					62045 Total	**$15,960.00**
Gailey	100624 GAILEY1	001 001 513 10 43 00	Executive - Travel & Mtgs	WEFTEC Conf Meal PerDiem	62046	$296.00
Gailey	100624 GAILEY2	001 001 513 10 43 00	Executive - Travel & Mtgs	WEFTEC Conf Flight Reimbursement	62046	$455.69
Gailey	100624 GAILEY3	001 001 513 10 43 00	Executive - Travel & Mtgs	WEFTEC Conf Hotel Reimbursement	62046	$524.90
Gailey	100624 GAILEY4	001 001 513 10 43 00	Executive - Travel & Mtgs	WEFTEC Conf Lyft Reimbursement	62046	$112.87
					62046 Total	**$1,389.46**
Galls LLC	29422151	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - C Byram	62047	$43.41
Galls LLC	29428150	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - M Lindseth	62047	$49.05
Galls LLC	29440913	001 008 521 20 31 05	LE-Equipment - New Officers	Uniform Gear - B Morgan	62047	$49.05
Galls LLC	29493739	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Jumpsuit - R Fenton	62047	$736.41
Galls LLC	29507117	001 008 521 20 31 06	LE - Uniform Clothing	Uniform Jumpsuit - C Lyons	62047	$590.84
					62047 Total	**$1,468.76**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Garceau	100724 GARCEAU1	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Meal PerDiem	62048	$367.00
Garceau	100724 GARCEAU2	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Lyft Reimbursement	62048	$63.79
Garceau	100724 GARCEAU3	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Flight Baggage Fees Reimbursement	62048	$70.00
Garceau	100724 GARCEAU4	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Mileage PerDiem	62048	$71.69
Garceau	100724 GARCEAU5	001 010 576 80 43 00	PK-Travel & Meetings	NRPA Conf Airport Parking Reimbursement	62048	$72.80
					62048 Total	**$645.28**
GCP WW Holdco LLC	INV2010015808	101 016 542 90 31 01	ST-Clothing	Jacket/Pullover/Bib - O Dittrick	62049	$202.73
GCP WW Holdco LLC	INV2010015809	101 016 542 90 31 01	ST-Clothing	Jacket - T Bailey	62049	$133.52
GCP WW Holdco LLC	INV2010015810	101 016 542 90 31 01	ST-Clothing	Pullover - O Dittrick	62049	$54.39
					62049 Total	**$390.64**
Good	100124 GOOD	001 005 517 90 31 00	HR - Wellness Program Supplies	Employee Benefits Fair Prize Drawing Items & Bags	62050	$231.65
					62050 Total	**$231.65**
Grainger	9273227992	410 016 531 10 35 00	SW - Small Tools	Magnetic Locator w/Power Line Indicator	62051	$865.60
Grainger	9281982059	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Automated Test System	62051	$3,851.83
Grainger	9281982059	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Battery Charger	62051	$589.35
Grainger	9281982059	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Calibration Gas Cylinder Stand	62051	$1,698.39
Grainger	9282136317	410 016 531 10 31 02	SW - Operating Costs	Transfer Pepette/Microscope Slide	62051	$66.89
Grainger	9286419925	410 016 531 10 31 02	SW - Operating Costs	Dry Wipes	62051	$13.30
Grainger	9286419941	410 016 531 10 31 02	SW - Operating Costs	Mic Cover Glass	62051	$61.85
Grainger	9294650891	001 010 576 80 31 05	PK-R&M Supplies	Inside Cover for Lundeen Plumbing	62051	$8.04
					62051 Total	**$7,155.25**
Granite Construction Supply	104247	101 016 542 64 48 02	ST-Traffic Control - Striping	White Flats w/Skid Optics	62052	$5,275.20
Granite Construction Supply	104526	101 016 544 90 31 02	ST-Operating Cost	Marker Pads/Corner Bolt/Flanged Nuts/Jumbo Head Drive Rivet	62052	$615.99
Granite Construction Supply	104536	001 010 576 80 31 00	PK-Operating Costs	Park Signs	62052	$1,746.31
Granite Construction Supply	104536	001 010 576 80 31 05	PK-R&M Supplies	Park Signs	62052	$564.34
Granite Construction Supply	104536	001 010 576 80 31 10	PK-Boat Launch Expenses	Park Signs	62052	$458.28
Granite Construction Supply	104609	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	62052	$98.91
Granite Construction Supply	104616	101 016 542 64 31 00	ST-Traffic Control - Supply	Square Perforated Telespar/Heavy Duty Anchors	62052	$3,935.02
Granite Construction Supply	104632	001 010 576 80 31 00	PK-Operating Costs	Custom Fee Signs	62052	$54.95
Granite Construction Supply	104632	001 010 576 80 31 10	PK-Boat Launch Expenses	Custom Park Hours Sign	62052	$135.18
Granite Construction Supply	104633	101 016 542 64 31 00	ST-Traffic Control - Supply	Street Signs	62052	$190.13
Granite Construction Supply	104739	410 016 531 10 31 02	SW - Operating Costs	Pourable Crack Sealer	62052	$137.38
					62052 Total	**$13,211.69**
Great Western Installations Inc	2404091	001 010 576 80 31 05	PK-R&M Supplies	Lundeen Playground Net Replacement	62053	$6,169.99
					62053 Total	**$6,169.99**
Greenshields Industrial Supply Inc	146263	410 016 531 10 31 02	SW - Operating Costs	RI Custom Rigging Assembly/Rags	62054	$153.75
Greenshields Industrial Supply Inc	146482	001 013 518 20 31 00	GG-Operating Costs	Hoist Chainfall/Poly Spring Eye/Shackle	62054	$141.72
Greenshields Industrial Supply Inc	146482	005 000 518 20 30 00	Rental Property Operating Cost	Hoist Chainfall/Poly Spring Eye/Shackle	62054	$50.02
Greenshields Industrial Supply Inc	146482	101 016 544 90 31 02	ST-Operating Cost	Hoist Chainfall/Poly Spring Eye/Shackle	62054	$6.25
Greenshields Industrial Supply Inc	146482	410 016 531 10 31 02	SW - Operating Costs	Hoist Chainfall/Poly Spring Eye/Shackle	62054	$10.42
					62054 Total	**$362.16**
Guardian Alliance Technologies Inc	25966	001 008 521 20 41 00	LE-Professional Services	Guardian Platform Software License/Credit Reports	62055	$95.00
					62055 Total	**$95.00**
Hach Company	14205353	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	SW Test Kits	62056	$173.38
Hach Company	14226282	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Surface Water Test Kit IDDE Program S5C5	62056	$650.34
					62056 Total	**$823.72**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Halverson	100524 AARON	101 016 543 30 43 00	ST-Travel & Meetings	WEFTEC Conf Parking	62057	$64.50
Halverson	100524 AARON	101 016 543 30 43 00	ST-Travel & Meetings	WEFTEC Conf Uber from Airport to Hotel	62057	$33.00
Halverson	100524 AARON	410 016 531 10 43 00	SW - Travel & Meetings	WEFTEC Conf Parking	62057	$64.50
Halverson	100524 AARON	410 016 531 10 43 00	SW - Travel & Meetings	WEFTEC Conf Uber from Airport to Hotel	62057	$33.00
					62057 Total	**$195.00**
Hathaway	37322	001 003 514 20 31 00	CC-Office Supply	Nameplate - B Tallman	62058	$20.17
Hathaway	37362	001 007 558 50 31 00	PL-Office Supplies	Nameplate for Council Mtgs - D Levitan	62058	$31.04
					62058 Total	**$51.21**
Henesee	102224 HENESEE	001 000 362 00 00 50	Deposit Forfeitures	LS23-Jacob2_4-27-24 Mill Deposit Forfeiture	62059	($100.00)
Henesee	102224 HENESEE	001 000 382 10 00 01	The Mill - Deposit	LS23-Jacob2_4-27-24 Mill Deposit Forfeiture	62059	$100.00
Henesee	102224 HENESEE	001 013 582 10 00 00	Refund of Deposit	LS23-Jacob2_4-27-24 Mill Deposit Forfeiture	62059	$400.00
					62059 Total	**$400.00**
Honey Bucket	554472200	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - West Lake Park	62060	$180.50
Honey Bucket	554482998	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Catherine Creek Park	62060	$167.75
Honey Bucket	554482999	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Oak Hill	62060	$264.50
Honey Bucket	554485230	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Lundeen Park	62060	$290.95
Honey Bucket	554491712	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Eagle Ridge	62060	$142.00
Honey Bucket	554508648	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Sunset Beach	62060	$264.50
					62060 Total	**$1,310.20**
Houghtaling	101624 NATASHA	101 016 544 90 31 02	ST-Operating Cost	Water/Soda/Poppi/Donuts for Roadeo Reimbursement	62061	$53.46
Houghtaling	101624 NATASHA	410 016 531 10 31 02	SW - Operating Costs	Water/Soda/Poppi/Donuts for Roadeo Reimbursement	62061	$53.47
Houghtaling	103124 NATASHA	001 013 518 10 30 00	LEAN Training - Supplies	Supplies for LEAN Activity	62061	$43.67
					62061 Total	**$150.60**
HSA Bank	10252024	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	62006	$340.00
					62006 Total	**$340.00**
ICONIX Waterworks US Inc	U2416043804	410 016 531 10 31 02	SW - Operating Costs	Erosion Control Fabric & Staples	62062	$854.11
					62062 Total	**$854.11**
Industrial Bolt and Supply Inc	857899-2	101 016 544 90 31 02	ST-Operating Cost	Fender & Bumper Push Type Retainer/4 Way Plus	62063	$160.45
Industrial Bolt and Supply Inc	857899-2	410 016 531 10 31 02	SW - Operating Costs	Fender & Bumper Push Type Retainer/4 Way Plus	62063	$160.45
Industrial Bolt and Supply Inc	859237-1	101 016 544 90 31 02	ST-Operating Cost	Locking Air Chuck/Gloves/Knurled Probe/Tie Wrap	62063	$82.52
Industrial Bolt and Supply Inc	859237-1	410 016 531 10 31 02	SW - Operating Costs	Locking Air Chuck/Gloves/Knurled Probe/Tie Wrap	62063	$82.51
Industrial Bolt and Supply Inc	860279-1	101 016 544 90 31 02	ST-Operating Cost	Sanding Rolls/Disinfectant Spray/Odor Eliminator	62063	$412.85
Industrial Bolt and Supply Inc	860279-1	410 016 531 10 31 02	SW - Operating Costs	Sanding Rolls/Disinfectant Spray/Odor Eliminator	62063	$412.85
					62063 Total	**$1,311.63**
Ink It Your Way LLC	11418	001 008 521 20 31 06	LE - Uniform Clothing	Polo	62064	$22.17
Ink It Your Way LLC	11502	001 013 518 10 30 00	LEAN Training - Supplies	Ceramic Stackable Mugs for Lean Program	62064	$245.03
Ink It Your Way LLC	11620	001 013 518 10 30 00	LEAN Training - Supplies	Stickers for Lean Program	62064	$135.53
					62064 Total	**$402.73**
Iron Mountain Quarry LLC	12505	410 016 531 10 31 02	SW - Operating Costs	Gravel	62065	$518.39
					62065 Total	**$518.39**
J Thayer Co Inc	1706931-0	001 010 576 80 31 02	PK-Office Supplies	Oiffice Supplies for PW	62066	$34.07
J Thayer Co Inc	1706931-0	101 016 544 90 31 01	ST-Office Supplies	Oiffice Supplies for PW	62066	$34.07
J Thayer Co Inc	1706931-0	410 016 531 10 31 01	SW - Office Supplies	Oiffice Supplies for PW	62066	$34.08
J Thayer Co Inc	1706931-1	001 010 576 80 31 02	PK-Office Supplies	Oiffice Supplies for PW	62066	$20.33
J Thayer Co Inc	1706931-1	101 016 544 90 31 01	ST-Office Supplies	Oiffice Supplies for PW	62066	$20.33
J Thayer Co Inc	1706931-1	410 016 531 10 31 01	SW - Office Supplies	Oiffice Supplies for PW	62066	$20.33
					62066 Total	**$163.21**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Jones	110424 JONES	101 016 543 30 43 00	ST-Travel & Meetings	APWA Emergency Mgmt Training Meal PerDiem - C Jones	62067	$124.00
					62067 Total	**$124.00**
Kindberg	3A0824264	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services A0824264 & 3A0673626	62002	$225.00
					62002 Total	**$225.00**
Klinkers	100824 KLINKERS	101 016 543 30 43 00	ST-Travel & Meetings	APWA Fall Conf Hotel Reimbursement	62068	$332.80
Klinkers	100824 KLINKERS	101 016 543 30 43 00	ST-Travel & Meetings	APWA Fall Conf Meal PerDiem	62068	$58.50
Klinkers	100824 KLINKERS	101 016 543 30 43 00	ST-Travel & Meetings	APWA Fall Conf Mileage PerDiem	62068	$170.18
Klinkers	100824 KLINKERS	410 016 531 10 43 00	SW - Travel & Meetings	APWA Fall Conf Hotel Reimbursement	62068	$332.80
Klinkers	100824 KLINKERS	410 016 531 10 43 00	SW - Travel & Meetings	APWA Fall Conf Meal PerDiem	62068	$58.50
Klinkers	100824 KLINKERS	410 016 531 10 43 00	SW - Travel & Meetings	APWA Fall Conf Mileage PerDiem	62068	$170.18
Klinkers	102224 KLINKERS	101 016 543 30 43 00	ST-Travel & Meetings	IACC Conf Hotel Reimbursement - B Romanaggi	62068	$346.96
Klinkers	102224 KLINKERS	410 016 531 10 43 00	SW - Travel & Meetings	IACC Conf Hotel Reimbursement - B Romanaggi	62068	$346.96
Klinkers	103024KLINKERS1	101 016 542 30 49 01	ST-Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 W Ojalehto	62068	$275.00
Klinkers	103024KLINKERS1	410 016 531 10 49 01	SW - Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 W Ojalehto	62068	$275.00
Klinkers	103024KLINKERS2	101 016 542 30 49 01	ST-Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 B Romanaggi	62068	$275.00
Klinkers	103024KLINKERS2	410 016 531 10 49 01	SW - Staff Development	NWPWI Public Works Essentials 03/11/25-03/14/25 B Romanaggi	62068	$275.00
Klinkers	103024KLINKERS3	101 016 542 30 49 01	ST-Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 B Romanaggi	62068	$275.00
Klinkers	103024KLINKERS3	410 016 531 10 49 01	SW - Staff Development	NWPWI Developing Leader 06/03/25-06/06/25 B Romanaggi	62068	$275.00
Klinkers	103024KLINKERS4	101 016 542 30 49 01	ST-Staff Development	NWPWI Leadership Skills 10/21/25-10/24/25 B Romanaggi	62068	$275.00
Klinkers	103024KLINKERS4	410 016 531 10 49 01	SW - Staff Development	NWPWI Leadership Skills 10/21/25-10/24/25 B Romanaggi	62068	$275.00
					62068 Total	**$4,016.88**
Lake Industries LLC	305057	410 016 531 10 31 02	SW - Operating Costs	Fill Material Hauled In	62069	$384.00
Lake Industries LLC	305076	410 016 531 10 31 02	SW - Operating Costs	Washed Screened Sand	62069	$395.25
					62069 Total	**$779.25**
Lake Stevens Chamber of Commerce	11-2024 CHAMBER	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC 11-2024	62070	$1,500.00
					62070 Total	**$1,500.00**
Lake Stevens Police Guild	10252024	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	62007	$1,369.50
					62007 Total	**$1,369.50**
Lake Stevens Sewer District	1195 10-2024	001 010 576 80 47 00	PK-Utilities	Sewer - Cedarwood Park Acct 1195-01	62003	$99.00
Lake Stevens Sewer District	12326 10-2024	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	62003	$105.00
Lake Stevens Sewer District	13135 10-2024	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	62003	$994.83
Lake Stevens Sewer District	13135 10-2024	401 070 535 10 47 01	Sewer Dist Utilities	Sewer - Decant Facility Acct 13135-01	62003	$1,989.66
Lake Stevens Sewer District	13135 10-2024	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	62003	$994.82
Lake Stevens Sewer District	2538 10-2024	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	62003	$3,394.88
Lake Stevens Sewer District	3628 10-2024	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	62003	$99.00
Lake Stevens Sewer District	5189 10-2024	005 000 518 20 40 01	Rental Property Utilities	Sewer - 10519 20th St SE 5189-04	62003	$447.15
Lake Stevens Sewer District	6294 10-2024	001 008 521 50 47 00	LE-Facility Utilities	Sewer - PD Evidence Bldg Acct 6294-04	62003	$99.00
Lake Stevens Sewer District	6296 10-2024	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Station Acct 6296-03	62003	$99.00
Lake Stevens Sewer District	6390 10-2024	005 000 518 20 40 01	Rental Property Utilities	Sewer - 1819 S Lake Stevens Acct 6390-03	62003	$115.67
Lake Stevens Sewer District	6666 10-2024	001 012 575 30 47 00	CS- Museum - Utilities	Sewer - Museum Acct 6666-01	62003	$99.00
Lake Stevens Sewer District	6671 10-2024	001 013 518 20 47 00	GG-Utilities	Sewer - City Hall Acct 6671-01	62003	$425.87
Lake Stevens Sewer District	6810 10-2024	001 012 575 50 47 00	CS- The Mill- Utilities	Sewer - The Mill Acct 6810-01	62003	$198.00
Lake Stevens Sewer District	7002 10-2024	001 010 576 80 47 00	PK-Utilities	Sewer - North Cove Park Restroom 7002-01	62003	$99.00
Lake Stevens Sewer District	8710 10-2024	001 008 521 50 47 00	LE-Facility Utilities	Sewer - Police Training Bldg Acct 8710-03	62003	$99.00
Lake Stevens Sewer District	9902 10-2024	001 012 572 20 47 00	CS- Library-Utilities	Sewer - Library Grade Rd Acct 9902-01	62003	$99.00
					62003 Total	**$9,457.88**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Language Line Services Inc	11428683	001 008 521 20 41 01	LE-Professional Serv-Fixed	Over the Phone Interpretation Services PD	62071	$104.42
					62071 Total	**$104.42**
Lemay Mobile Shredding Inc	4862165S185	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	62072	$14.09
Lemay Mobile Shredding Inc	4863366S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	62072	$42.27
					62072 Total	**$56.36**
Les Schwab Group Holdings LLC	40200746172	001 010 576 80 41 00	PK-Professional Services	Mower Tire Replacement	62073	$207.57
					62073 Total	**$207.57**
Levitan	101724 LEVITAN1	001 007 558 50 43 00	PL-Travel & Mtgs	APA Conf Mileage PerDiem - D Levitan	62074	$61.64
Levitan	101724 LEVITAN2	001 007 558 50 43 00	PL-Travel & Mtgs	APA Conf Parking Reimbursement - D Levitan	62074	$34.00
					62074 Total	**$95.64**
Lynden Incorporated	4473421	101 016 542 66 31 00	ST-Snow & Ice - Sply	Deicer Salt	62075	$7,068.81
					62075 Total	**$7,068.81**
McLoughlin & Eardley Group Inc	279299	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Equipment - Mic Converstion Kit/Grommet Mount Kit	62076	$205.01
McLoughlin & Eardley Group Inc	279331	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Equipment	62076	$4,440.83
McLoughlin & Eardley Group Inc	279356	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Equipment - ION Light Blue	62076	$452.64
					62076 Total	**$5,098.48**
MissionSquare - 108991	6737016	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	62008	$502.96
					62008 Total	**$502.96**
MissionSquare - 307428	6227891	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	62009	$2,493.91
					62009 Total	**$2,493.91**
MJ Neal Associates Architects PLLC	10-2024 MUSEUM	306 000 594 75 60 00	Culture/Rec Facility Capital	LS Museum Design	62077	$16,515.00
					62077 Total	**$16,515.00**
Monroe Correctional Complex	MCC2409.0130	001 010 576 80 48 00	PK-Repair & Maintenance	DOC Work Crew 09-2024	62078	$107.78
Monroe Correctional Complex	MCC2409.0130	101 016 542 30 48 00	ST-Repair & Maintenance	DOC Work Crew 09-2024	62078	$436.81
					62078 Total	**$544.59**
Nationwide Retirement Solution	10252024	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	$7,178.89
					EFT Total	**$7,178.89**
Northend Excavating Inc	BAYVIEW PE#3	304 010 594 76 61 01	R2 - LS Bayview Connnector	Bayview Trail - Phase 0 PE#3	62079	$368,273.32
					62079 Total	**$368,273.32**
Nwestco LLC	INV513794	101 016 542 30 41 02	ST-Professional Service	FuelMaster Card Reader Install at PW	62004	$3,770.00
					62004 Total	**$3,770.00**
O Reilly Auto Parts	2960-495647	001 010 576 80 48 01	PK - R&M Vehicles	Filters/Motor Oil PW21	62080	$70.05
O Reilly Auto Parts	2960-496524	001 010 576 80 48 01	PK - R&M Vehicles	Axel Seal PW21	62080	$28.13
					62080 Total	**$98.18**
Ogden Murphy Wallace PLLC	897567	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 09-2024	62081	$19,815.26
Ogden Murphy Wallace PLLC	897567	001 011 515 41 41 01	Ext Consult - PRA	Legal Services 09-2024 PRR	62081	$2,502.50
Ogden Murphy Wallace PLLC	897567	001 011 515 41 41 04	Ext Attorney - Sewer	Legal Services 09-2024 Sewer	62081	$845.00
Ogden Murphy Wallace PLLC	897567	001 011 515 45 41 02	Ext Litigation - Sewer	Legal Services 09-2024 Sewer	62081	$18,595.50
					62081 Total	**$41,758.26**
Ojalehto	100824 OJALEHTO	101 016 543 30 43 00	ST-Travel & Meetings	APWA Conf Hotel Reimbursement	62082	$332.80
Ojalehto	100824 OJALEHTO	101 016 543 30 43 00	ST-Travel & Meetings	APWA Conf Meal PerDiem	62082	$58.50
Ojalehto	100824 OJALEHTO	410 016 531 10 43 00	SW - Travel & Meetings	APWA Conf Hotel Reimbursement	62082	$332.80
Ojalehto	100824 OJALEHTO	410 016 531 10 43 00	SW - Travel & Meetings	APWA Conf Meal PerDiem	62082	$58.50
					62082 Total	**$782.60**
Pace Engineers Inc	93053	304 016 594 31 60 01	R2 - FC114 - Machias Sewer Inf	Machias Lift Station	62083	$333.25
					62083 Total	**$333.25**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Pacific Power Batteries	11444045	101 016 544 90 31 02	ST-Operating Cost	Batteries	62084	$170.69
Pacific Power Batteries	11444045	410 016 531 10 31 02	SW - Operating Costs	Batteries	62084	$170.70
					62084 Total	**$341.39**
Pape Machinery Inc	14979664	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Hose-Humps PW77 Vactor	62085	$478.15
					62085 Total	**$478.15**
Parker	112923 REISSUE	003 000 322 10 00 00	Building Permits	Reissue CK #59719 BLD2023-0966 Refund	62086	$55.00
Parker	112923 REISSUE	510 000 341 81 00 00	Technology Fee	Reissue CK #59719 BLD2023-0966 Refund	62086	$1.65
					62086 Total	**$56.65**
Petrocard Inc	0536347-IN	001 001 513 10 43 00	Executive - Travel & Mtgs	Fuel PW97	62087	$184.38
Petrocard Inc	0536347-IN	001 007 558 50 31 02	PL-Permit Related Op. Costs	Fuel PW51	62087	$28.34
Petrocard Inc	0536347-IN	001 007 558 50 32 00	PL-Fuel & Tolls	Fuel	62087	$24.29
Petrocard Inc	0536347-IN	001 007 559 30 32 00	PB-Fuel	Fuel	62087	$133.96
Petrocard Inc	0536347-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	62087	$1,814.44
Petrocard Inc	0536347-IN	101 016 542 30 32 00	ST-Fuel	Fuel	62087	$2,276.69
Petrocard Inc	0536347-IN	410 016 531 10 32 00	SW - Fuel	Fuel	62087	$2,276.69
					62087 Total	**$6,738.79**
Pitney Bowes Bank Inc	09-2024 POSTAGE	001 007 558 50 42 00	PL-Communication	Postage	62088	$72.91
Pitney Bowes Bank Inc	09-2024 POSTAGE	001 010 576 80 42 00	PK-Communication	Postage	62088	$0.61
Pitney Bowes Bank Inc	09-2024 POSTAGE	001 013 518 20 42 00	GG-Communication	Postage	62088	$122.82
Pitney Bowes Bank Inc	09-2024 POSTAGE	101 016 543 30 42 00	ST-Communications	Postage	62088	$1.83
Pitney Bowes Bank Inc	09-2024 POSTAGE	410 016 531 10 42 00	SW - Communications	Postage	62088	$1.83
Pitney Bowes Bank Inc	10-2024 POSTAGE	001 007 558 50 42 00	PL-Communication	Postage	62088	$61.68
Pitney Bowes Bank Inc	10-2024 POSTAGE	001 010 576 80 42 00	PK-Communication	Postage	62088	$1.03
Pitney Bowes Bank Inc	10-2024 POSTAGE	001 013 518 20 42 00	GG-Communication	Postage	62088	$347.34
Pitney Bowes Bank Inc	10-2024 POSTAGE	101 016 543 30 42 00	ST-Communications	Postage	62088	$19.57
Pitney Bowes Bank Inc	10-2024 POSTAGE	410 016 531 10 42 00	SW - Communications	Postage	62088	$19.57
					62088 Total	**$649.19**
Place	101624 PLACE1	001 007 558 50 43 00	PL-Travel & Mtgs	APA Conf Mileage PerDiem - M Place	62089	$47.97
Place	101624 PLACE2	001 007 558 50 43 00	PL-Travel & Mtgs	APA Conf Parking Reimbursement - M Place	62089	$17.00
					62089 Total	**$64.97**
PODS Enterprises LLC	PODS008238382	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage	62090	$179.25
PODS Enterprises LLC	PODS008241732	001 013 518 20 41 00	GG-Professional Service	POD Rental for Museum Storage	62090	$179.25
					62090 Total	**$358.50**
Precision Concrete Cutting	WA88659BC	101 016 542 30 41 02	ST-Professional Service	Sidewalk Repairs	62091	$21,780.47
					62091 Total	**$21,780.47**
Proforce Marketing Inc	559666	001 008 521 20 31 01	LE-Fixed Minor Equipment	Firearms & Supplies PO #1956	62092	$599.91
Proforce Marketing Inc	560050	001 008 521 20 31 05	LE-Equipment - New Officers	Ameriglo Suppressor Sights 2XL PO #1969	62092	$45.04
Proforce Marketing Inc	560050	001 008 521 20 31 05	LE-Equipment - New Officers	Holosun 509T PO #1969	62092	$1,169.59
Proforce Marketing Inc	560050	001 008 521 20 31 05	LE-Equipment - New Officers	Streamlight TLR 1-HL PO #1969	62092	$443.32
					62092 Total	**$2,257.86**
Public Safety Testing Inc	2024-1118	001 008 521 20 41 00	LE-Professional Services	PST Candidate Agency Testing Q3 2024	62093	$1,056.00
					62093 Total	**$1,056.00**
Puget Sound Energy	200003723810 10-2024	001 012 575 30 47 00	CS- Museum - Utilities	Natural Gas - Museum	62094	$89.34
Puget Sound Energy	200024316495 10-2024	001 010 576 80 47 00	PK-Utilities	Natural Gas - PW Shop	62094	$25.78
Puget Sound Energy	200024316495 10-2024	101 016 543 50 47 00	ST-Utilities	Natural Gas - PW Shop	62094	$25.77
Puget Sound Energy	200024316495 10-2024	410 016 531 10 47 00	SW - Utilities	Natural Gas - PW Shop	62094	$25.77
Puget Sound Energy	220022339471 10-2024	001 012 575 50 47 00	CS- The Mill- Utilities	Natural Gas - The Mill	62094	$114.58

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Puget Sound Energy	220024770236 10-2024	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept Evidence Bldg	62094	$62.37
Puget Sound Energy	220028663866 10-2024	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept	62094	$70.11
Puget Sound Energy	220028663874 10-2024	005 000 518 20 40 01	Rental Property Utilities	Natural Gas - 1819 S Lake Stevens Rd	62094	$56.88
					62094 Total	**$470.60**
Quadient Finance USA Inc	10-2024 POSTAGE	001 008 521 20 42 00	LE-Communication	PD Postage	62095	$40.12
					62095 Total	**$40.12**
Reece Construction Company	PE #3 OVERLAY	120 000 382 20 00 00	Retainage	2024 Overlay Project PE#3 Retainage	62096	($2,984.37)
Reece Construction Company	PE #3 OVERLAY	120 016 542 30 41 00	TBP - Pavement Preservation	2024 Overlay Project PE#3	62096	$59,687.50
					62096 Total	**$56,703.13**
Runyon	60766918REISSUE	001 000 362 00 00 17	North Cove Park - Rental	Reissue Ck #59311 North Cove Shelter Rental Refund	62097	$50.00
					62097 Total	**$50.00**
S&S Worldwide Inc	IN101493634	001 010 576 80 31 07	PK-Recreation Supplies	Duracart Playground Cart PO #1968	62098	$505.99
					62098 Total	**$505.99**
San Diego Police Equipment Co Inc	663339	001 008 521 20 31 01	LE-Fixed Minor Equipment	Ammo PO #1955	62099	$5,773.82
					62099 Total	**$5,773.82**
Scottco Distributors Inc	69801	001 010 576 80 31 00	PK-Operating Costs	Extra Floatation Connect-A-Dock for Davies	62100	$1,241.58
					62100 Total	**$1,241.58**
Six Robblees Inc	14P41677	101 016 544 90 31 02	ST-Operating Cost	SWS 150 TSX Jack Assy PW40	62101	$23.90
Six Robblees Inc	14P41677	410 016 531 10 31 02	SW - Operating Costs	SWS 150 TSX Jack Assy PW40	62101	$23.90
					62101 Total	**$47.80**
Snohomish Conservation District	8419	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Grant Reimbursement Q3 2024	62102	$2,981.89
					62102 Total	**$2,981.89**
Snohomish County Dept of Emergency Mgmt	I000642489	001 013 525 10 41 00	GG-Emergency	Q4 2024 Emergency Mgmt Svcs	62103	$14,087.25
					62103 Total	**$14,087.25**
Snohomish County PUD	100810572	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Electric	62104	$170.20
Snohomish County PUD	100810572	001 010 576 80 47 00	PK-Utilities	203582010 Lundeen Restrooms Water	62104	$953.16
Snohomish County PUD	100810572	001 012 557 30 40 01	CS- VIC Utilities	203582010 Visitor Information Center Electric	62104	$78.50
Snohomish County PUD	100810572	101 016 542 63 47 00	ST-Lighting - Utilities	203582010 Street Lights	62104	$46.30
Snohomish County PUD	106323527	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	62104	$70.47
Snohomish County PUD	109609794	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal/Street Lights	62104	$158.45
Snohomish County PUD	109610861	001 010 576 80 47 00	PK-Utilities	223759374 Cedarwood Water	62104	$61.85
Snohomish County PUD	116192832	005 000 518 20 40 01	Rental Property Utilities	222450314 Commercial Bldg 1819 S Lake Stevens	62104	$531.13
Snohomish County PUD	116195656	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Row Club Electric/Water	62104	$211.06
Snohomish County PUD	126103938	101 016 542 63 47 00	ST-Lighting - Utilities	223687294 Street Lights	62104	$47.47
Snohomish County PUD	126106491	001 013 518 20 47 00	GG-Utilities	223034448 Old WWTP Area Lighting	62104	$9.61
Snohomish County PUD	126107136	001 010 576 80 47 00	PK-Utilities	200493443 Catherine Creek Park Electric	62104	$34.98
Snohomish County PUD	132695991	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	62104	$106.42
Snohomish County PUD	139199485	001 010 576 80 47 00	PK-Utilities	201487055 2424 Soper Hill Mobile Water/Electric	62104	$86.81
Snohomish County PUD	139203345	005 000 518 20 40 01	Rental Property Utilities	224209403 10519 20th St SE Ste 3A & 3B	62104	$55.87
Snohomish County PUD	139203989	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Area Lighting	62104	$9.86
Snohomish County PUD	139203989	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Electric	62104	$1,610.06
Snohomish County PUD	139203989	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Water	62104	$212.29
Snohomish County PUD	139208037	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	62104	$336.19
Snohomish County PUD	139208037	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	62104	$336.18
Snohomish County PUD	139208037	410 016 531 10 47 00	SW - Utilities	203599006 City Shop Electric/Water	62104	$336.18
					62104 Total	**$5,463.04**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	142538051	101 016 542 63 47 00	ST-Lighting - Utilities	223611120 Traffic Light	62105	$73.22
Snohomish County PUD	142539038	101 016 542 63 47 00	ST-Lighting - Utilities	202648705 Street Lights	62105	$72.73
Snohomish County PUD	142539468	001 010 576 80 47 00	PK-Utilities	222509911 Davies Beach Electric/Water	62105	$100.33
Snohomish County PUD	149191247	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	62105	$92.25
Snohomish County PUD	149191247	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	62105	$92.21
Snohomish County PUD	149191247	410 016 531 10 47 00	SW - Utilities	221908015 City Shop Mechanic	62105	$92.22
Snohomish County PUD	152496528	001 010 576 80 47 00	PK-Utilities	222625881 Froniter Circle Water	62105	$61.85
Snohomish County PUD	152505086	001 010 576 80 47 00	PK-Utilities	223973587 Sunset Park Electric	62105	$39.64
Snohomish County PUD	155769596	001 010 576 80 47 00	PK-Utilities	222205049 Oak Park Electric	62105	$44.18
Snohomish County PUD	155771082	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	62105	$76.14
Snohomish County PUD	158951354	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at113th	62105	$62.76
Snohomish County PUD	158951862	001 010 576 80 47 00	PK-Utilities	222658130 The Timbers Park Water	62105	$897.13
Snohomish County PUD	158955382	001 012 572 20 47 00	CS- Library-Utilities	203033030 Library Grade Rd Electric/Water	62105	$469.99
Snohomish County PUD	162109267	001 013 518 20 47 00	GG-Utilities	222931883 Row Club Wtr/Electric 12308 17th Pl NE	62105	$120.95
Snohomish County PUD	165300341	001 010 576 80 47 00	PK-Utilities	222942633 North Cove BBQ Shelter Electric	62105	$291.00
Snohomish County PUD	165304198	005 000 518 20 40 01	Rental Property Utilities	224091256 10515 20th St SE	62105	$273.99
Snohomish County PUD	165304198	005 000 518 20 40 01	Rental Property Utilities	224091256 10519 20th St SE	62105	$243.95
Snohomish County PUD	165309983	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	62105	$61.85
Snohomish County PUD	168436498	001 010 576 80 47 00	PK-Utilities	221860174 Frontier Park Electric	62105	$36.15
					62105 Total	**$3,202.54**
Snohomish County Sheriffs Office	2024-8266	001 008 523 60 41 00	LE-Jail	Jail Services 05-2024	62106	$5,642.79
Snohomish County Sheriffs Office	2024-8410	001 008 523 60 41 00	LE-Jail	Jail Services 09-2024	62106	$13,628.55
					62106 Total	**$19,271.34**
Sound Publishing Inc	EDH1002326	301 016 595 30 60 05	TZ1 - Main Street	RFB Main St Improvement Project	62107	$443.76
Sound Publishing Inc	EDH1002795	301 016 595 30 60 05	TZ1 - Main Street	RFQ Main St Improvement Project	62107	$116.96
Sound Publishing Inc	EDH1003464	001 013 518 30 41 01	GG-Advertising	Notice of Public Hearing	62107	$58.60
Sound Publishing Inc	EDH1003471	001 007 558 50 41 03	PL-Advertising	Comp Plan Special Meeting 10/09/24	62107	$79.24
Sound Publishing Inc	EDH1003625	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0154 SSDP	62107	$94.72
Sound Publishing Inc	EDH1003626	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0147 SSDP	62107	$93.00
Sound Publishing Inc	EDH1003893	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0134/0093 Miller Dock Shorelien Variance	62107	$67.20
Sound Publishing Inc	EDH1003941	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0180 Fagerlie Final Plat	62107	$86.12
Sound Publishing Inc	EDH1004271	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0184/0185/0186 Gamble Property Rezone	62107	$115.36
Sound Publishing Inc	EDH1004314	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0194 Reifle Property	62107	$79.24
Sound Publishing Inc	EDH1004351	001 013 518 30 41 01	GG-Advertising	Ordinance 1188	62107	$34.52
Sound Publishing Inc	EDH1004352	001 013 518 30 41 01	GG-Advertising	Ordinance 1189	62107	$37.96
Sound Publishing Inc	EDH1004353	001 013 518 30 41 01	GG-Advertising	Ordinance 1190	62107	$31.08
Sound Publishing Inc	EDH1004366	001 013 518 30 41 01	GG-Advertising	CC Meeting Cancelled 11/05/24	62107	$20.76
Sound Publishing Inc	EDH1004535	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0198 Stillwater Final Plat	62107	$77.52
					62107 Total	**$1,436.04**
Sound Security Inc	1150755	001 010 576 80 41 00	PK-Professional Services	Access Monitoring Lundeen Park	62108	$17.85
Sound Security Inc	1150755	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	62108	$316.42
Sound Security Inc	1150755	001 010 576 80 41 00	PK-Professional Services	Intrusion Monitoring Eagle Ridge	62108	$130.93
Sound Security Inc	1150755	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	62108	$672.26
Sound Security Inc	1150755	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	62108	$658.10
Sound Security Inc	1150755	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	62108	$316.43
Sound Security Inc	1150755	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	62108	$316.42
					62108 Total	**$2,428.41**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Specialized Pavement Marking LLC	27812-1	101 000 382 20 00 00	PW - Retainage	2024 Thermoplastic and Longline Striping Retainage	62109	($6,750.37)
Specialized Pavement Marking LLC	27812-1	101 016 542 64 48 02	ST-Traffic Control - Striping	2024 Thermoplastic and Longline Striping	62109	$135,007.29
Specialized Pavement Marking LLC	27812-1	301 000 382 20 00 00	PW Retainage Held	2024 Thermoplastic and Longline Striping Retainage	62109	($1,006.43)
Specialized Pavement Marking LLC	27812-1	301 016 595 61 64 04	TZ3 - 79th/8th Project	2024 Thermoplastic and Longline Striping	62109	$20,128.67
					62109 Total	**$147,379.16**
Sprague Pest Solutions	5592203	001 012 575 51 40 00	CS-Grimm House - Services	Pest Control - Grimm House	62110	$105.20
Sprague Pest Solutions	5592205	001 013 518 20 41 00	GG-Professional Service	Pest Control - CH	62110	$138.26
Sprague Pest Solutions	5592243	001 013 518 20 41 00	GG-Professional Service	Pest Control - VIC	62110	$105.20
Sprague Pest Solutions	5592244	001 013 518 20 41 00	GG-Professional Service	Pest Control - Senior Center	62110	$105.20
					62110 Total	**$453.86**
Springbrook Nursery and Trucking Inc	370378	001 010 576 80 31 05	PK-R&M Supplies	Drain Rock - NC Rain Garden	62111	$101.15
Springbrook Nursery and Trucking Inc	371113	410 016 531 10 31 02	SW - Operating Costs	Pea Gravel	62111	$110.05
					62111 Total	**$211.20**
Stevens	102824 STEVENSB1	001 004 514 23 43 00	FI-Travel & Meetings	Springbrook Conf Meal PerDiem - B Stevens	62112	$234.00
Stevens	102824 STEVENSB2	001 004 514 23 43 00	FI-Travel & Meetings	Springbrook Conf Lyft Reimbursement - B Stevens	62112	$57.44
Stevens	102824 STEVENSB3	001 004 514 23 43 00	FI-Travel & Meetings	Springbrook Conf Flight Reimbursement - B Stevens	62112	$236.20
					62112 Total	**$527.64**
Stone Security LLC	68674	303 013 594 18 60 02	Citywide Security Cameras	Camera Hardware CH (A)	62113	$3,408.89
Stone Security LLC	68675	303 013 594 18 60 02	Citywide Security Cameras	Camera Hardware CH (B)	62113	$3,758.44
Stone Security LLC	68676	303 013 594 18 60 02	Citywide Security Cameras	Camera Hardware PW	62113	$6,387.49
Stone Security LLC	68677	303 013 594 18 60 02	Citywide Security Cameras	Camera Hardware NC Park Strobe	62113	$2,015.51
Stone Security LLC	72133	303 013 594 18 60 02	Citywide Security Cameras	Camera Install NC Park Strobe	62113	$2,537.41
Stone Security LLC	72134	303 013 594 18 60 02	Citywide Security Cameras	Camera Install PW	62113	$8,229.76
Stone Security LLC	72136	303 013 594 18 60 02	Citywide Security Cameras	Camera Install CH (B)	62113	$2,056.48
Stone Security LLC	72137	303 013 594 18 60 02	Citywide Security Cameras	Camera Install CH (A)	62113	$2,828.14
					62113 Total	**$31,222.12**
Summit Law Group PLLC	157869.1	001 011 515 41 41 03	Ext Consult - Labor Relations	Labor Relations Arbitratio Prep & Negotiations	62114	$6,515.00
					62114 Total	**$6,515.00**
Sunbelt Rentals Inc	160712224-0001	001 010 576 80 45 00	PK-Equipment Rental	Ride on Aerator Rental - NC Drainage	62115	$201.31
					62115 Total	**$201.31**
Tannen	111724 TANNEN	001 008 521 20 43 00	LE-Travel & Per Diem	Basic Collision Training Meal PerDiem - J Tannen	62116	$469.00
					62116 Total	**$469.00**
Thermo Scientific Portable Analytical Instruments	INV162845	001 008 521 20 31 09	LE - Supply- Opioid Settlement	TruNarc Unlimited	62117	$34,576.32
					62117 Total	**$34,576.32**
Thomas	111824 THOMAS	001 008 521 20 43 00	LE-Travel & Per Diem	WASPC Fall Conf Meal PerDiem - D Thomas	62118	$283.00
					62118 Total	**$283.00**
Thyssenkrupp Elevator Corporation	3008169822	001 008 521 50 48 00	LE-Facility Repair & Maint	Elevator Service - 1825 S Lake Stevens Rd	62119	$948.98
					62119 Total	**$948.98**
Transpo Group USA Inc	33541	304 016 595 30 60 05	R2 - Main Street	LS Main Street Design	62120	$2,732.00
					62120 Total	**$2,732.00**
TransUnion Risk and Alternative Data Solutions Inc	4016011-202410-1	001 008 521 20 41 01	LE-Professional Serv-Fixed	TILO - Information Gathering Services	62121	$96.40
					62121 Total	**$96.40**
TranTech Engineering LLC	2022034-10	410 016 531 10 41 01	SW - Professional Services	36th Ave NE Inspections	62122	$909.89
					62122 Total	**$909.89**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Trevor Justin Government Relations LLC	24	001 013 511 70 40 00	Lobbying Services	Lobbying Services 10-2024	62123	$5,000.00
					62123 Total	**$5,000.00**
ULINE	184088645	001 013 518 20 31 00	GG-Operating Costs	Cleaning Supplies	62124	$463.27
ULINE	184088645	101 016 544 90 31 02	ST-Operating Cost	IBC Tank	62124	$2,101.61
					62124 Total	**$2,564.88**
UPS	0000074Y42424	001 008 521 20 42 00	LE-Communication	Evidence Shipping	62125	$34.74
					62125 Total	**$34.74**
Urban Restoration Group US Inc	45149	001 010 576 80 31 04	PK-Vandalism Supplies	Graffiti Supplies	62126	$424.40
					62126 Total	**$424.40**
Verizon Wireless	9977017086	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	62127	$3,361.42
					62127 Total	**$3,361.42**
Viking Marine Constuction LLC	INV-0104	001 000 382 20 00 00	Retainage	Reissue CK #61991 - NC Floating Dock Installation Retainage	62128	($2,302.95)
Viking Marine Constuction LLC	INV-0104	001 010 594 76 64 00	PK-Capital Outlay	Reissue CK #61991 - NC Floating Dock Installation	62128	$46,059.02
					62128 Total	**$43,756.07**
Waltz	100824 WALTZ	410 016 531 10 43 00	SW - Travel & Meetings	WALPA Conf Meal PerDiem - S Waltz	62129	$164.00
					62129 Total	**$164.00**
Warrington	091324 ANYA	001 005 518 10 43 00	HR-Travel & Meetings	Parking Fees for Council Retreat Reimbursement	62130	$6.07
Warrington	100224 ANYA	001 005 518 10 43 00	HR-Travel & Meetings	GovAI Conf Flight to San Jose Reimbursement	62130	$140.10
Warrington	100524 ANYA	001 005 518 10 31 03	HR-Emp Recognition Supplies	Clear Bins for ACE Committee Reimbursement	62130	$25.29
Warrington	100924 ANYA	001 005 518 10 43 00	HR-Travel & Meetings	AWC Expo Meal PerDiem	62130	$48.00
Warrington	102924 ANYA	001 005 518 10 43 00	HR-Travel & Meetings	GovAI Conf Flight from San Jose Reimbusement	62130	$175.48
Warrington	120424 ANYA	001 005 518 10 43 00	HR-Travel & Meetings	GovAI Conf Meal PerDiem	62130	$293.00
					62130 Total	**$687.94**
Washington Alarm Inc	632272	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10515 20th St SE 11-2024	62131	$49.19
Washington Alarm Inc	632273	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10519 20th St SE 11-2024	62131	$49.19
					62131 Total	**$98.38**
Washington Assoc of Sheriffs and Police Chiefs	DUES 2024-00689	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Affiliate Dues - Fox	62132	$75.00
Washington Assoc of Sheriffs and Police Chiefs	DUES 2024-00689	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Associate Dues - Kolomyza	62132	$75.00
Washington Assoc of Sheriffs and Police Chiefs	DUES 2024-00689	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Associate Dues - Thomas	62132	$75.00
Washington Assoc of Sheriffs and Police Chiefs	DUES2024-00233	001 008 521 20 49 00	LE-Dues & Memberships	WASPC Membership Dues - J Beazizo	62132	$305.00
					62132 Total	**$530.00**
Washington Festivals & Events Association	847	001 010 576 80 49 01	PK-Staff Development	WFEA Conf Registration - T Woldridge	62133	$100.00
					62133 Total	**$100.00**
Washington Recreation & Park Assoc	10330	001 010 576 80 49 01	PK-Staff Development	WRPA Fall Conf Registation - T Ambrose/C Talley	62134	$498.00
Washington Recreation & Park Assoc	10338	001 010 576 80 49 00	PK-Dues & Memberships	WRPA Agency Membership Dues	62134	$315.00
					62134 Total	**$813.00**
Washington State Patrol	I2502321	633 000 589 30 00 10	Gun Permit - WSP Remittance	Weapons Permit Background Checks	62135	$304.75
					62135 Total	**$304.75**
Washington State Support Registry	10252024	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	EFT	$875.68
					EFT Total	**$875.68**
West Coast Code Consultants Inc	2024-613-SEP	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 09-2024	62136	$1,232.24
					62136 Total	**$1,232.24**

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
WEX Bank	100495780	001 008 521 20 32 00	LE-Fuel	PD Fuel	62137	$8,177.69
					62137 Total	**$8,177.69**
Willards Pest Control Co	445219	001 008 521 50 48 00	LE-Facility Repair & Maint	Monthly Rodent Service - PD	62138	$85.53
Willards Pest Control Co	445220	001 008 521 50 48 00	LE-Facility Repair & Maint	All Nuisance Ants - PD	62138	$160.39
					62138 Total	**$245.92**
Wolbaum	111522 REISSUE	302 010 594 76 61 03	PM -LS Bayview Connector - PT	Reissue Ck #59344 Quail Court Easement Acquisition	62139	$100.00
					62139 Total	**$100.00**
Woldridge	102924 TONYA1	001 010 576 80 43 00	PK-Travel & Meetings	WFEA Conf Meal PerDiem - T Woldridge	62140	$143.00
Woldridge	102924 TONYA2	001 010 576 80 43 00	PK-Travel & Meetings	WFEA Conf Mileage PerDiem - T Woldridge	62140	$42.08
Woldridge	102924 TONYA3	001 010 576 80 43 00	PK-Travel & Meetings	WFEA Conf Hotel Parking - T Woldridge	62140	$35.00
					62140 Total	**$220.08**
WR Lake Stevens LLC	10-2024 PD	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Car Washes for PD Vehicles 10-2024	62141	$700.00
					62141 Total	**$700.00**
Wright	102224 WRIGHT	001 007 558 50 43 00	PL-Travel & Mtgs	IACC Conf Meal PerDiem - R Wright	62142	$82.00
					62142 Total	**$82.00**
Zachor Stock and Krepps Inc PS	24-LKS-0010	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Prosecution Services	62143	$14,865.76
					62143 Total	**$14,865.76**
Zoom Video Communications Inc	INV276387020	001 013 518 20 41 00	GG-Professional Service	Zoom Unlimited 10/09/24 - 02/02/25	62144	$873.51
					62144 Total	**$873.51**

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
October 22, 2024, 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. Mayor Brett Gailey
ELECTED OFFICIALS PRESENT:	Mayor Gailey, Council President Gary Petershagen, Kim Daughtry, Ryan Donoghue, Steve Ewing, Marcus Tageant, Kymm Shipman and Anji Jorstad.

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 Agenda
Councilmember Petershagen asked that Resolution 2024-12, Approval to Apply for RCO Grant, be moved from Action Items to the Consent Agenda.

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

Citizen Comments
Glora Eilertsen. Gloria spoke about the comprehensive plan and is worried about her housing complex, Clairmont.
Brian Clark. Brian spoke about a stormwater pond issue on his property and has been trying to contact the City.

Council Business

City Department Report
Public Works Department Report

Consent Agenda
MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Tageant, to approve the consent agenda as amended earlier. The motion passed 7-0-0-0.

The consent agenda items were as follows:
- 2024 Vouchers

- City Council Meeting Minutes of October 8, 2024
- City Council Meeting Minutes of October 15, 2024
- Gonzaga University Affiliation Agreement for Doctor of Nursing Practice Project Student
- Cancel November 5, 2024 Council Workshop

Public Hearings
2024 Comprehensive Plan and Concurrent Rezones

Mayor Gailey opened the public hearing.

Senior Planner Levitan explained that tonight the Council is holding is a public hearing on the 2024 Comprehensive Plan and concurrent rezones (LUA2023-0195), which were recommended for approval by the Planning Commission following the October 9 continuation of their October 2 public hearing.

Staff is recommending approval of Ordinance 1188 adopting the 2024 Comprehensive Plan and Land Use Map (Exhibits B and C of Ordinance 1188) and Ordinance 1189 amending the Zoning Map (Exhibit B of Ordinance 1189), with any proposed Council revisions.

Citizen Comments
Liz Davies, Lake Stevens. Liz spoke about the concerns with the changes to the Comprehensive Plan.
Suzanne Quigley, Lake Stevens. Suzanne spoke about the same as above.
Kevin Quigley, Lake Stevens. Kevin spoke about the same as above.
Bryce Seek, Lake Stevens. Bryce spoke about the same as above.
Jon and Kristin Courter, Lake Stevens. Jon spoke in favor of a rezone in the Comprehensive Plan.

Mayor Gailey closed the public hearing.

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Ewing, to extend this hearing to deliberate to November 12, 2024, and direct staff to clarify/relook to make sure we are covering our basis. Motion FAILED 0-7-0-0.

Ordinance 1188 adopting the 2024 Comprehensive Plan and Land Use Map

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Donoghue, to approve Ordinance 1188 adopting the 2024 Comprehensive Plan and Land Use Map. The motion passed 5-2-0-0 with Councilmembers Daughtry and Petershagen opposed.

Ordinance 1189 Amending the Zoning Map

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Donoghue, to approve Ordinance 1189 amending the Zoning Map. The motion passed 5-2-0-0 with Councilmembers Daughtry and Petershagen opposed.

MOTION. At 8:00 p.m., Councilmember Jorstad made a motion, seconded by Councilmember Shipman, to extend the meeting to 8:35 p.m. The motion passed unanimously.

2025 Property Tax Levy - Ordinance 1190

Mayor Gailey opened the public hearing.

Finance Director Stevens presented Ordinance 1190 - Authorizing Collection of Property Tax Levy for 2025 and Setting the Property Tax Levy.

There were no public comments.

Mayor Gailey closed the public hearing.

MOTION. Councilmember Petershagen made a motion, seconded by Councilmember Tageant, to approve Ordinance 1190 – 2025 Property Tax Levy. The motion passed 7-0-0-0.

2025 Annual Budget - Public Hearing No.1 - Ordinance 1191

Mayor Gailey opened the public hearing.

Finance Director Stevens presented the first reading of the 2025 Budget and Ordinance 1191.

There were no public comments.

Mayor Gailey closed the public hearing.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Tageant, to approve the first reading of Ordinance 1191. The motion passed 7-0-0-0.

Adjournment

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

The meeting adjourned at 8:34 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Second Amendment to Interlocal Agreement for Jail Services

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Request Council to approve and Mayor to sign the Fifteenth Amendment

SUMMARY/BACKGROUND:
The City of Lake Stevens and the City of Marysville entered into an Interlocal Agreement for Jail Services in September 1999, which was ratified by a new agreement on September 28, 2023. The parties approved the first amendment to extend the agreement to December 31, 2024.

The second amendment extends the agreement to December 31, 2025.

All of the written amendment set forth above shall remain in full force and effect unchanged.

APPLICABLE CITY POLICIES:

ATTACHMENTS:
1. Lake Stevens Jail ILA 2nd Amendment 10-21-24 - jw edit

AFTER RECORDING RETURN TO:

City of Marysville
501 Delta Avenue
Marysville, WA 98270

Second Amendment to Interlocal Agreement for Jail Services
Lake Stevens
Effective January 1, 2025.

THIS SECOND AMENDMENT TO INTERLOCAL AGREEMENT FOR JAIL SERVICES ("Agreement") is made and entered into by and between the CITY OF MARYSVILLE ("Marysville"), and the CITY OF LAKE STEVENS ("Lake Stevens").

WHEREAS, the cities have had an Interlocal Agreement for Jail Services (hereinafter known as "Agreement") since September 27, 1999, which was ratified by a new agreement on September 28, 2023; and

WHEREAS, the parties executed a First Amendment to the Agreement effective January 1, 2024; and

WHEREAS, the parties wish to extend the agreement to December 31, 2025.

NOW, THEREFORE, in consideration of the mutual covenants, conditions and promises contained herein, Marysville and Lake Stevens mutually agree as follows:

1. Effective January 1, 2025, the fees assessed under the Agreement are those set forth in Schedule A attached; and
2. The term of this Agreement is extended to December 31, 2025; and
3. All other terms of the Agreement remain in full force and effect.

CITY OF LAKE STEVENS	CITY OF MARYSVILLE
By ______________________________	By ______________________________
Brett Gailey, Mayor	Jon Nehring, Mayor
DATE: ___________________________	DATE: ___________________________

APPROVED as to form:

By ________________________________
____________________, City Attorney

DATE: ____________________________

Attest: _____________________________
_______________, City Clerk

APPROVED as to form:

By ________________________________
Jon Walker, City Attorney

DATE: ____________________________

Attest: _____________________________
______________, Deputy City Clerk

SCHEDULE A Effective January 1, 2025

Booking fee beginning January 1, 2025	$147.29**

Should Marysville decide to collect booking fees pursuant to RCW 70.48.390 from the funds possessed by the prisoner or defendant directly at the time of booking, the booking fee to be paid by the City of Lake Stevens for such prisoner or defendant shall be adjusted by a credit in favor of the City Lake Stevens of that sum actually paid by the prisoner or defendant.

Inmate transfer administrative fee	$20.00

In cases where Lake Stevens prisoners are relocated to another jail facility other than the Snohomish County jail, Lake Stevens agrees to pay Marysville an Inmate Transfer Administrative Fee of $20.00 per prisoner.

Marysville Transportation Fee	$75.00

Lake Stevens agrees to pay Marysville a Transportation Fee of $75.00 per prisoner for transportation to another facility or for transportation from another facility to the Marysville Municipal Court. For example: Transporting a prisoner from the Marysville Jail to the SCORE facility would be one trip. Transporting a prisoner from SCORE to the Marysville Municipal Court would be one trip. Transporting a prisoner from the Marysville Municipal Court back to SCORE would be one trip. The same examples would apply to transports to and from the Snohomish County Jail.

Daily maintenance fee	$161.71**

Bed space as needed on a space available basis.

Video Court fee	$150.00

Lake Stevens agrees to pay Marysville a Video Court fee of $150.00 per prisoner for each court appearance by video. Marysville in its discretion or upon request by Lake Stevens may cause a Lake Stevens inmate to appear for court hearings via the Marysville video court system. The use of video court hearings will conform to procedures and rules of the Marysville jail and the Marysville Municipal Court.

**Yearly COLA Increase on Booking Fees and Daily Maintenance Fees Booking and Daily Maintenance Fees will be increased at a rate of 100% of the Seattle CPI-W June Index for the year prior with a minimum of 0% to a maximum of 3.0%. The rate increase will occur on January 1 of each year unless otherwise negotiated and agreed by the parties. (For example the June 2024 Seattle CPI-W index will set the amount of the January 1, 2025 increase to Booking and Daily Maintenance Fees.)

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Bridge Coordination Services (Domestic Violence Coordinator)

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact: $52,514.50 ($63.50/hour for a max of 827 hours) in 2025.
$59,436.00 ($63.50/hour for a max of 936 hours) in 2026.

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign the Bridge Coordination Services Contract for 2025-2026.

SUMMARY/BACKGROUND:
Bridge Coordination Services, LLC. (BCS) is a consulting and contract service designed to provide information, education, and resources to victims of violence-related crimes and the law enforcement agencies which serve them. BCS Victim Coordinators are experienced in providing direct services to victims of crime with the goal of bridging the information gap with those impacted by harm. BCS has worked with Lake Stevens Police Department since 2023.
BCS Victim Coordinators are familiar with the dynamics of law enforcement and are committed to assisting officers who respond to violence-related calls, the detectives who investigate the crimes, and the prosecutors who pursue charges. Victim Coordinators are familiar with law enforcement reporting and are able to obtain follow-up information from victims and provide supplemental statements to police reports.
BCS Victim Coordinators provide direct victim services, community outreach, law enforcement agency training and community presentations about domestic violence, and victim services for a variety of general crimes. BCS believes in immediate victim contact following a criminal incident, and each BCS Victim Coordinator has experience in providing safety planning and resource referrals to victims of crime. BCS Victim Coordinators serve as a point of contact within a law enforcement agency providing victims of crime with continued updates on criminal cases and incidents where no criminal charges are referred.

BCS Victim Coordinators are system-based coordinators who work within law enforcement agencies and are subject to mandatory reporting of criminal activity. This means any case-related information or exculpatory information obtained from a victim is documented and shared with the law enforcement agency and prosecutors. Victim Coordinators share their role with Victims or crime, clearly explaining the mandatory reporting function of Victim Coordinators and sharing the ability to and act as a liaison between the victim, the law enforcement agency, and the prosecutor's office.
In addition to direct services provided to victims of crime, BCS Victim Coordinators share service recommendations to local non-profit organizations to build and maintain positive community relations in a professional and compassionate manner. BCS works to set goals and assist law enforcement agencies in bridging the communication gap with victims and the criminal justice system.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2025-2026 PROFESSIONAL SERVICES AGREEMENT

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, is made and entered into in duplicate this **1st** day of **December 2024** by and between the CITY OF LAKE STEVENS, a Washington municipal corporation, hereinafter referred to as the "CITY" and **BRIDGE COORDINATION SERVICES, LLC**., hereinafter referred to as the "SERVICE PROVIDER."

RECITALS:

WHEREAS, the CITY desires to have certain services and/or tasks performed as set forth below requiring specialized skills and other supportive capabilities; and

WHEREAS, sufficient CITY resources are not available to provide such services; and

WHEREAS, the SERVICE PROVIDER represents that the SERVICE PROVIDER is qualified and possesses sufficient skills and the necessary capabilities, including technical and professional expertise, where required, to perform the services and/or tasks set forth in this Agreement.

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

1. Scope of Services.

The SERVICE PROVIDER shall perform such services and accomplish such tasks, including the furnishing of all materials and equipment necessary for full performance thereof, as are identified and designated as SERVICE PROVIDER responsibilities throughout this Agreement and as detailed herein **Domestic Violence Coordinator Contract.** Project will begin **JANUARY 1, 2025** and will be completed **DECEMBER 31, 2026**. Hours of operation will be flexed to meet the needs of the project, not to exceed **827 annual hours in 2025 and 936 annual service hours in 2026** for the full contract.
Project: **"Exhibit A" Domestic Violence Coordinator Scope of Work,** attached.

2. Term.

The Project shall begin on **January 1, 2025,** and shall be completed no later than **December 31, 2026** unless sooner terminated according to the provisions herein.

3. Compensation And Method of Payment.

3.1 Payments for services provided hereunder shall be made following the performance of such services, unless otherwise permitted by law and approved in writing by the CITY.

2. No payment shall be made for any service rendered by the SERVICE PROVIDER except for services identified and set forth in this Agreement.

3.3 The CITY shall pay the SERVICE PROVIDER for work performed under this

Agreement as follows: SERVICE PROVIDER shall submit monthly invoices detailing work performed and expenses for which reimbursement is sought. CITY shall approve all invoices before payment is issued. Payment shall occur within thirty (30) days of receipt and approval of an invoice. The SERVICE PROVIDER shall be paid an hourly rate of **<u>$63.50</u> per hour for 827 ANNUAL SERVICE HOURS in 2025 and <u>$63.50</u> per hour for 936 ANNUAL SERVICE HOURS** for services provided as described in the **Domestic Violence Coordinator scope of work** subject to approval of the City Administrator.

4. <u>Reports And Inspections</u>.

4.1 The SERVICE PROVIDER at such times and in such forms as the CITY may require, shall furnish to the CITY such statements, records, reports, data, and information as the CITY may request pertaining to matters covered by this Agreement.

4.2 The SERVICE PROVIDER shall at any time during normal business hours and as often as the CITY or State Auditor may deem necessary, make available for examination all of its records and data with respect to all matters covered, directly or indirectly, by this Agreement and shall permit the CITY or its designated authorized representative to audit and inspect other data relating to all matters covered by this Agreement. The CITY shall receive a copy of all audit reports made by the agency or firm as to the SERVICE PROVIDER'S activities. The CITY may, at its discretion, conduct an audit at its expense, using its own or outside auditors, of the SERVICE PROVIDER'S activities which relate, directly or indirectly, to this Agreement.

5. <u>Independent Contractor Relationship</u>.

5.1 The parties intend that an independent SERVICE PROVIDER/CITY relationship will be created by this Agreement. The CITY is interested primarily in the results to be achieved; subject to paragraphs herein, the implementation of services will lie solely with the discretion of the SERVICE PROVIDER. No agent, employee, servant or representative of the SERVICE PROVIDER shall be deemed to be an employee, agent, servant or representative of the CITY for any purpose, and the employees of the SERVICE PROVIDER are not entitled to any of the benefits the CITY provides for its employees. The SERVICE PROVIDER will be solely and entirely responsible for its acts and for the acts of its agents, employees, servants, subcontractors or representatives during the performance of this Agreement.

5.2 In the performance of the services herein contemplated the SERVICE PROVIDER is an independent contractor with the authority to control and direct the performance of the details of the work, however, the results of the work contemplated herein must meet the approval of the CITY and shall be subject to the CITY'S general rights of inspection and review to secure the satisfactory completion thereof.

6. Service Provider Employees/agents

The CITY may at its sole discretion require the SERVICE PROVIDER to remove any employee, agent or servant from employment on this Project. The SERVICE PROVIDER may however employ that (those) individual(s) on other non-CITY related projects.

7. Hold Harmless/Indemnification.

7.1 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 resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

7.2 No liability shall attach to the CITY by reason of entering into this Agreement except as expressly provided herein.

8. Treatment of Assets.

Title to all property furnished by the CITY shall remain in the name of the CITY and the CITY shall become the owner of the work product and other documents, if any, prepared by the SERVICE PROVIDER pursuant to this Agreement.

9. Compliance with Laws.

10.1 The SERVICE PROVIDER, in the performance of this Agreement, shall comply with all applicable federal, state or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in this Agreement to assure quality of services.

10.2 The SERVICE PROVIDER specifically agrees to pay any applicable business and occupation (B & 0) taxes which may be due on account of this Agreement.

10. Nondiscrimination.

10.1 The CITY is an equal opportunity employer.

10.2 Nondiscrimination in Employment. In the performance of this Agreement, the SERVICE PROVIDER will not discriminate against any employee or applicant for employment on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap; provided that the prohibition against discrimination in employment because of handicap shall not apply if the particular disability prevents the proper performance of the particular worker involved. The SERVICE PROVIDER shall ensure that applicants are employed, and that employees are treated during employment without discrimination because of their race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap. Such action shall include, but not be limited to: employment, upgrading, demotion or transfers, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and programs for training including apprenticeships. The SERVICE PROVIDER shall take such action with respect to this Agreement as may be required to ensure full compliance with local, state and federal laws prohibiting discrimination in employment.

10.3 Nondiscrimination in Services. The SERVICE PROVIDER will not discriminate against any recipient of any services or benefits provided for in this Agreement on the grounds of race, creed, color, national origin, sex, marital status, age or the presence of any sensory, mental or physical handicap.

10.4 If any assignment and/or subcontracting has been authorized by the CITY, said assignment or subcontract shall include appropriate safeguards against discrimination. The SERVICE PROVIDER shall take such action as may be required to ensure full compliance with the provisions in the immediately preceding paragraphs herein.

11. Assignment/subcontracting.

11.1 The SERVICE PROVIDER shall not assign its performance under this Agreement or any portion of this Agreement without the written consent of the CITY, and it is further agreed that said consent must be sought in writing by the SERVICE PROVIDER not less than thirty (30) days prior to the date of any proposed assignment. The CITY reserves the right to reject without cause any such assignment.

11.2 Any work or services assigned hereunder shall be subject to each provision of this Agreement and proper bidding procedures where applicable as set forth in local, state and/or federal statutes, ordinances and guidelines.

11.3 Any technical/professional service subcontract not listed in this Agreement, must have express advance approval by the CITY.

12. Changes.

Either party may request changes to the scope of services and performance to be provided hereunder, however, no change or addition to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and signed by both parties. Such amendments shall be attached to and made part of this Agreement.

13. Maintenance and Inspection of Records.

13.1 The SERVICE PROVIDER shall maintain books, records and documents, which sufficiently and properly reflect all direct and indirect costs related to the performance of this Agreement and shall maintain such accounting procedures and practices as may be necessary to assure proper accounting of all funds paid pursuant to this Agreement. These records shall be subject at all reasonable times to inspection, review, or audit, by the CITY, its authorized representative, the State Auditor, or other governmental officials authorized by law to monitor this Agreement.

13.2 The SERVICE PROVIDER shall retain all books, records, documents and other material relevant to this agreement, for six (6) years after its expiration. The SERVICE PROVIDER agrees that the CITY or its designee shall have full access and right to examine any of said materials at all reasonable times during said period.

14. Other Provisions.

If changes in state law necessitate that services hereunder be expanded, the parties shall negotiate an appropriate amendment. If after thirty **(30)** days of negotiation, agreement can not be reached, this Agreement may be terminated by the City no sooner than sixty **(60)** days thereafter.

15. Termination.

15.1 Termination for Convenience. The CITY may terminate this Agreement, in whole or in part, at any time, by at least **SIXTY (60)** days written notice to the SERVICE PROVIDER.

15.2 Termination for Cause. If the SERVICE PROVIDER fails to perform in the manner called for in this Agreement, or if the SERVICE PROVIDER fails to comply with any other provisions of the Agreement and fails to correct such noncompliance within **THIRTY (30)** days written notice thereof, the CITY may terminate this Agreement for cause. Termination shall be affected by serving a notice of termination on the SERVICE PROVIDER setting forth the manner in which the SERVICE PROVIDER is in default. The SERVICE PROVIDER will only be paid for services performed in accordance with the manner of performance set forth in this Agreement.

16. Notice.

Notice provided for in this Agreement shall be sent by certified mail to the addresses designated for the parties on the last page of this Agreement.

17. Attorneys Fees and Costs.

If any legal proceeding is brought for the enforcement of this Agreement, or because of a dispute, breach, default, or misrepresentation in connection with any of the provisions of this Agreement, the prevailing party shall be entitled to recover from the other party, in addition to any other relief to which such party may be entitled, reasonable attorney's fees and other costs incurred in that action or proceeding.

18. Jurisdiction and Venue.

18.1 This Agreement has been and shall be construed as having been made and delivered within the State of Washington, and it is agreed by each party hereto that this Agreement shall be governed by laws of the State of Washington, both as to interpretation and performance.

18.2 Any action of law, suit in equity, or judicial proceeding for the enforcement of this Agreement or any provisions thereof, shall be instituted and maintained only in any of the courts of competent jurisdiction in Snohomish County, Washington.

19. Severability.

19.1 If, for any reason, any part, term or provision of this Agreement is held by a court of the United States to be illegal, void or unenforceable, the validity of the remaining provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular provision held to be invalid.

19.2 If it should appear that any provision hereof is in conflict with any statutory provision of the State of Washington, said provision which may conflict therewith shall be deemed inoperative and null and void insofar as it may be in conflict therewith, and shall be deemed modified to conform to such statutory provisions.

20. Entire Agreement.

The parties agree that this Agreement is the complete expression of the terms hereto and any oral representations or understandings not incorporated herein are excluded. Further, any modification of this Agreement shall be in writing and signed by both parties. Failure to comply with any of the provisions stated herein shall constitute material breach of contract and cause for termination. Both parties recognize time is of the essence in the performance of the provisions of this Agreement. It is also agreed by the parties that the forgiveness of the nonperformance of any provision of this Agreement does not constitute a waiver of the provisions of this Agreement.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

SERVICE PROVIDER:

Bridge Coordination Services, LLC.
P.O Box 2632
Stanwood, WA 98292

Attest:

Date:

____________________________ ____________________

Tiffany Krusey Owner / Director

CITY OF LAKE STEVENS
1812 Main Street
P.O. BOX 257
Lake Stevens, WA 98258

Attest: Date: ______________________________

____
____

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Target Zero Fiscal Year 2025 Agreements

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign the agreements for Target Zero Fiscal Year 2025

SUMMARY/BACKGROUND:
The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listings Catalog of Federal Domestic Assistance (CFDA) number 20.600 for traffic safety grant project 2025-HVE-5423-Region 10 Target Zero Task Force, specifically to provide funding for the law enforcement agencies in WTSC Region 10 to conduct straight time or overtime enforcement activities (traffic safety emphasis patrols) as outlined in the Statement of Work (SOW), in support of Target Zero priorities. The Target Zero Manager (TZM) and/or the Law Enforcement Liaison (LEL) shall coordinate the SOW with the SUB-RECIPIENT with the goal of reducing traffic crashes.

Grant 2025-HVE-5423-Region 10 Target Zero Task Force was awarded to the Region 10 to support collaborative efforts to conduct HVE activities. By signing this agreement, the SUB- RECIPIENT can seek reimbursement for straight time or overtime for approved law enforcement activity expenses incurred as a participant in the region’s HVE grant.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Region 10_L3 GRAF_FFY2025
2. Region 10_L3 HVE IAA_FFY2025

Grant Requirements Acknowledgment Form for High Visibility Enforcement (HVE) Mobilizations

WEMS ID: 2025-HVE-5423-Region 10 Target Zero Task Force

Before beginning work on this grant project, the grantee Project Manager should thoroughly read and understand the terms of the Inter-agency Agreement (IAA). This Grant Requirements Acknowledgment Form provides an explanation of some key terms and highlights but is not comprehensive. If the Project Manager has questions after reviewing this document, please refer to the WTSC Grants Management Manual, or contact the WTSC Program Manager assigned to this grant.

When you, the grant Project Manager, agree to this document, you certify that you understand the grant requirements and agree to fully comply with the terms and conditions set forth in the Agreement/Contract, as well as additional federal requirements outlined in the Code of Federal Regulations for Federal Grants and Agreements, as referenced below.

If anything in this document conflicts with the Agreement/Contract, the Agreement/Contract takes precedence.

Before you begin work, you must have:

- A fully executed IAA or contract signed by both parties.
- Attested to the Grant Requirements Acknowledgment Form (this document).

Work cannot begin before the start date on the IAA, or before the IAA is signed by all parties. **WTSC will only reimburse expenses incurred after the IAA is fully executed.**

Select Contract Provisions:

- **Statement of Work:** This summarizes the work to be done for this grant. If this changes significantly, the grantee will need to request a change in WEMS, and an IAA amendment may be required.
- **High Visibility Enforcement (HVE) Operational Requirements:** The specific HVE requirements listed in the Scope of Work are extremely important to the success of the high visibility enforcement strategy. ALL of these requirements must be followed.
- **WEMS Digital Activity Log:** WTSC requires all agencies participating in high visibility enforcement to use the WEMS system to document the activity of all participating officers. An officer cannot participate if they do not have a WEMS account and do not input their activities into the WEMS digital activity log.
- **Officer Training Requirements:** Any officer participating officer must document in WEMS that they have current qualifications for BAC and SFST.
- **Period of Performance:** All work must be completed, and goods and services must be received, during the period of performance on the IAA.

- **Compensation:**
    - Comp time is not an allowable expense for reimbursement on a high visibility enforcement (HVE) campaign contract or other OT (Overtime) patrol projects. The funding for these types of projects are for the actual activity of patrolling and comp time or any other type of leave will not be reimbursed.
    - All expenses must be incurred during the period of performance on the IAA.
    - Expenses cannot exceed the total amount of the agreement and must fall within the amounts of each budget category as listed in the IAA.
    - Funds may be moved, with prior approval and within certain limits, between planned budget categories. A formal request must be submitted to the Target Zero Manager.
- **Advance Payments Prohibited:** WTSC cannot pay for any costs prior to the work being completed or the goods being delivered.
- **Agreement Alterations and Amendments:** If your agency wants to seek an exception to any of the HVE operational requirements, you must submit an exception request to the WTSC's primary contact listed in the in Interagency Agreement.
- **Billing Procedure:** Your agency is required to utilize the Digital Activity Log in the WEMS system, supplied by the WTSC for all of your invoices. Your local TZM can give you training and support if you need assistance using this system.
- **Buy America Act:** For any manufactured goods over $5,000, the grantee must provide written certification that the goods, including IT software and hardware, were produced in the USA**.**
- **Cost Principles:** Grantee cannot use grant funds to replace routine and/or existing staff or expenditures. Must comply with [2 CFR Part 200 Subpart E.]
- **Income:** Any income generated with this grant must be accounted for and applied to project purposes or used to reduce project costs.
- **Lobbying/Political Activity:** Because this grant uses federal funds, no work being funded by this grant can be used to lobby or otherwise influence state or federal officials, or support or oppose legislation; there is an allowance for "customary state practice."
- **Records Maintenance:** Maintain records pertaining to this agreement for 6 years after expiration

Other Requirements:

- **Promotional Item Purchase Restrictions:** No promotional items can be purchased with these grant funds.
- **Single Audit Requirements:** Required of an entity that expends $750,000 or more annually of federal funds, federal grants, or federal awards; usually performed annually.

By checking this box and typing your name below, you certify that you agree to fully comply with the terms and conditions set forth in the Agreement, as well as the requirements listed in this document. Typing your name below constitutes your electronic signature on this document.

☐ I Agree

(Name, Agency, Title) (Date)

INTERAGENCY AGREEMENT

BETWEEN THE

Washington Traffic Safety Commission

AND

____

THIS AGREEMENT is made and entered into by and between the Washington Traffic Safety Commission, hereinafter referred to as "WTSC," and ____________________________________, hereinafter referred to as "SUB-RECIPIENT."

NOW THEREFORE, in consideration of the authority provided to WTSC in RCW 43.59 and RCW 39.34, terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties mutually agree as follows:

1. PURPOSE OF THE AGREEMENT:

The purpose of this Agreement is to provide funding, provided by the United States Department of Transportation (USDOT) National Highway Traffic Safety Administration (NHTSA) and allowed under the Assistance Listings Catalog of Federal Domestic Assistance (CFDA) number 20.600 for traffic safety grant project **2025-HVE-5423-Region 10 Target Zero Task Force**, specifically to provide funding for the law enforcement agencies in WTSC Region **10** to conduct straight time or overtime enforcement activities (traffic safety emphasis patrols) as outlined in the Statement of Work (SOW), in support of Target Zero priorities. The Target Zero Manager (TZM) and/or the Law Enforcement Liaison (LEL) shall coordinate the SOW with the SUB-RECIPIENT with the goal of reducing traffic crashes.

Grant **2025-HVE-5423-Region 10 Target Zero Task Force** was awarded to the WTSC Region **10** to support collaborative efforts to conduct HVE activities. By signing this agreement, the SUB-RECIPIENT can seek reimbursement for straight time or overtime for approved law enforcement activity expenses incurred as a participant in the region's HVE grant.

2. PERIOD OF PERFORMANCE

The period of performance of this Agreement shall commence upon the date of execution by both parties, but not earlier than October 1, 2024, and remain in effect until September 30, 2025 unless terminated sooner, as provided herein.

3. SCOPE OF WORK

3.1.1 Problem ID and/or Opportunity

The main causes of serious injury and fatality collisions on Washington's roadways are driver impairment through drug and/or alcohol use, speeding, occupant restraint mis/nonuse, and distraction. Fatalities have increased almost 40 percent since 2019. Despite a very high seat belt use rate (greater than 90% for many years in a row), the number of unrestrained fatalities and serious injuries have increased to the highest number since before 2010. Since 2019, unrestrained fatalities have increased over 40 percent Motorcyclists also represent a high number of injured and killed because of unsafe and poorly trained riders and the challenges vehicle drivers face in observing motorcycles on the road.

Washington has seen a drastic decrease in proactive enforcement of traffic laws. This decrease is due to a myriad of factors, include the COVID-19 pandemic, political actions to update laws that reduce an officer's ability to stop drivers,

This project will fund locally coordinated enforcement mobilizations to address impaired driving, distracted driving, seat belt safety, speeding, and motorcycle safety. Funding and events will be organized by local Target Zero Managers (TZMs) & the statewide Law Enforcement Liaison networks and their local Target Zero Task Force. These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination.

3.1.2 Project Purpose and Strategies

This project will fund High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols to prevent impaired driving, distracted driving, seat belt use, speeding, and motorcycle safety.

High Visibility Enforcement (HVE) and Traffic Safety Enforcement Program (TSEP) patrols are designed to create deterrence by increasing the expectation of a citation/fine/arrest. Officers may also remove high risk (impaired) drivers when encountered. So together, this countermeasure works by preventing dangerous driving behaviors and stopping those who still decide to engage in those behaviors.

Funding and events will be organized by local TZMs, LELs, and their local Target Zero Task Force. Task forces will use local data and professional judgement to determine enforcement priorities for their jurisdictions and will schedule and plan enforcement and outreach activities. Regional participation in the following National Campaigns is mandatory:

- Impaired driving enforcement during the Holiday DUI campaign (December 2024).
- Distracted driving enforcement during the Distracted Driving campaign (April 2025)
- Seat belt enforcement during the Click It or Ticket campaign (May 2025).
- Impaired driving enforcement during the Summer DUI campaign (August 2025).

These patrols will also be coordinated with the Washington State Patrol (WSP). Target Zero Managers will establish or strengthen relationships with key WSP district personnel to improve interagency coordination with the WSP.

3.1.3 Requirements for National Mobilizations and Traffic Safety Enforcement Program (TSEP)

1. HVE events will be data informed; based on crash data, anecdotal evidence, and the professional judgement of task force members. WTSC strongly believes in the expertise of local officers to understand the highest priority areas in their communities to focus their efforts.
2. The SUB-RECIPIENT will ensure that all officers participating in these patrols are BAC certified and have received and passed the SFST refresher training.
3. SUB-RECIPIENT will ensure all officers participating in Impaired Driving patrols have also received Advanced Roadside Impaired Driving Enforcement (ARIDE) training.
4. SUB-RECIPIENT shall ensure all participating personnel will use the WEMS system provided by the WTSC to record all activities in digital activity logs conducted by their commissioned officers pursuant to the HVE events. Participating officers will fill out all applicable fields of the digital activity log and use the comments field to provide details on irregularities, challenges or other details that would help explain what was encountered during their shift. SUB-RECIPIENT will also ensure all supervisors and fiscal staff have the ability to review and edit those activity logs.

5. Activity conducted outside of the quarterly task force operational plans will not be reimbursed.

3.1.4 Project Intent and Best Practice

1. SUB-RECIPIENT is encouraged to help their Region Task Force fulfill the requirement to participate in the four mandatory National Campaigns. (Holiday DUI campaign in December 2024, Distracted Driving campaign in April 2025, Click It or Ticket campaign in May 2025, and Summer DUI campaign in August 2025).
   NOTE: Agencies must participate in speed or impaired driving enforcement under this agreement to be eligible to receive funding under the WASPC equipment grant.
2. SUB-RECIPIENT is strongly encouraged to participate in their task force to plan and execute enforcement events.
3. Regional task force will be submitting quarterly operational plans and SUB-RECIPIENT is encouraged to participate to the fullest extent possible. Quarterly operational plans are due October 15, December 15, March 15, and June 15.
4. WTSC encourages participating officers to prioritize violations that directly contribute to the injury and death of road users, such as impaired driving, speeding, distracted driving, non-restraint, etc.
5. SUB-RECIPIENT should promote patrol events through all earned, owned and, if funded, paid media that is available so that the public is made aware of the event before, during, and after the enforcement takes place. It is best practice to translate messages as needed and invite local media involvement in the effort to reach communities in which HVE will occur.
6. SUB-RECIPIENT should strive to actively enforce traffic safety laws focused on collision causing behaviors in priority areas throughout the year outside of HVE events.
7. When participating in motorcycle patrols SUB-RECIPIENT should focus on the illegal and unsafe driving actions of all motor vehicles interacting with motorcycles. This includes speeding, failure to yield to a motorcycle, following too closely to a motorcycle, distracted driving, etc.
8. When participating in motorcycle patrols SUB-RECIPIENT should ensure that enforcement will focus on the illegal and unsafe driving actions of motorcycles that are known to cause serious and fatal crashes. This includes impaired driving, speeding, and following too closely.
9. Performance will be monitored by the regional TZM, LEL, and Task Force, as well as WTSC. WTSC reserves the right to designate specific officers as ineligible for cost reimbursement. This will occur if an officer is determined to not have not met the purpose/intent of this grant in multiple emphasis patrols.
10. Funds can be used to support the mentoring of officers in traffic enforcement. This can be focused on impaired driving, or general traffic enforcement.
    For DUI mentorship, WTSC has found it to be best practice to include a mix of instruction and practical experience. The mentor should be a DRE when possible, or a highly effective DUI emphasis patrol officer with a minimum of ARIDE training. Mentor/mentee activities will be pre-approved by the TZM or LEL after the mentee submits their interest.
11. Community outreach/collaboration: Funds can be used to pay for traffic safety focused community outreach and collaboration activities. The operational approach for regional community outreach and collaboration activities should be developed at the Task Force level and be approved by the WTSC. WTSC recommends that these activities include an opportunity for the audience to provide feedback on local traffic safety priorities and activities, which ideally will influence the region's plan for traffic safety programming.

In order to receive funding from this grant, agencies must participate with the regional traffic safety task force/coalition in the planning efforts for these activities.

WTSC also encourages all law enforcement agencies in Washington to utilize WTSC's data analysis resources, such as interactive dashboards and data from a statewide attitudinal survey, as well their regional Target Zero Manager to identify priorities for engaging with the community.

WTSC will provide tools for documenting community collaboration activities, such as the WEMS activity log.

3.1.5 NATIONAL AND STATE-WIDE MOBILIZATIONS

Not all agencies are required to participate in all of these, however the region has committed to participate as a region in all of these. Dates are tentative and may change when NHTSA publishes their FFY2025 mobilization calendar.

Mobilization	Dates
Holiday DUI	December 14, 2024 – January 1, 2025
U Drive. U Text. U Pay.	April 7 – 14, 2025
Click It or Ticket	May 12 – June 1, 2025
It’s a Fine Line (optional if funded)	July 7 – 20, 2025
DUI Drive Sober or Get Pulled Over	August 13 – September 1, 2025

3.2 PROJECT GOALS

Prevent traffic crashes to reduce traffic related deaths and serious injuries through active, visible, consistent, and targeted traffic law enforcement, law enforcement training, and community outreach. Law enforcement can have a profound effect on traffic safety and this project aims to increase participation to accomplish that.

3.3 COMPENSATION

3.3.1 The Compensation for the straight time or overtime work provided in accordance with this Agreement has been established under the terms of RCW 39.34. The cost of accomplishing the work described in the SOW will not exceed dollar total from amounts listed below. Payment for satisfactory performance shall not exceed this amount unless the WTSC and SUB-RECIPIENT mutually agree to a higher amount in a written Amendment to this Agreement executed by both the WTSC and SUB-RECIPIENT. Comp-time is not considered overtime and will not be approved for payment. All law enforcement agencies who are active members of the Region’s traffic safety task force with a fully executed grant agreement are eligible to participate in this grant.

3.3.2 WTSC will reimburse for personnel straight time or overtime expenses at 150 percent of the officer’s normal salary rate plus SUB-RECIPIENT’s contributions to employee benefits, limited to the following:

- FICA
- Medicare
- Any portion of L&I that is paid by the employer (SUB-RECIPIENT)
- Retirement contributions paid by the employer (SUB-RECIPIENT) can be included if the contribution is based on a percentage of their hours worked.

Health insurance, or any other benefits not listed above, are not eligible for reimbursement.

The SUB-RECIPIENT will provide law enforcement officers with appropriate equipment (e.g., vehicles, radars, portable breath testers, etc.) to participate in the emphasis patrols.

3.3.3 Funding alterations are permitted as follows: Upon agreement by the regional TZM and all other parties impacted by a proposed budget alteration, the budget category amounts may be increased or decreased without amending this agreement, so long as the total grant award amount does not increase. HVE grant funds should be managed collaboratively by the SUB-RECIPIENT and the TZM.

These alterations must be requested through email communication between the regional TZM and assigned WTSC Program Manager. This communication shall include details of the requested budget modifications and a description of why these changes are needed. The TZM will also send an updated quarterly Operations Plan to the WASPC representative monitoring the project if the budget modification will result in changes to the previously submitted plan.

3.3.4 These funds, designated for salaries and benefits, are intended to pay for the hourly straight time or overtime costs and proportional amounts of fringe benefits of commissioned staff pursuing the activities described in the statement of work. These funds may not be used for any other purpose for example any work required to maintain a law enforcement commission including recertification trainings like firearm qualification. This agreement is expressly designated to fund salaries and benefits. By signing this agreement, SUB-RECIPIENT agrees to supply all necessary equipment and vehicles needed to accomplish the work in the scope of work. WTSC is not responsible for any equipment that is lost, stolen, or destroyed in the execution of the scope of work.

3.3.5 Dispatch: WTSC will reimburse communications officers/dispatch personnel for work on this project providing SUB-RECIPIENT has received prior approval from their region's TZM. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.3.6 Transport Officers: WTSC will reimburse transport officers for their work on this project providing SUB-RECIPIENT has received approval from their regions TZM. The TZM will work with the regional LEL to determine if need is warranted for the type of HVE activity. This activity must be overtime and only the expenses listed in section 3.2 and its subsections will be reimbursed.

3.3.7 The law enforcement agency involved will not schedule individual officer overtime shifts for longer than eight hours. WTSC understands there may be instances when more than eight hours are billed due to DUI processing or other reasons and an explanation should be provided on the WEMS Officer Activity Log.

3.3.8 The law enforcement agency involved will ensure that any reserve officer for whom reimbursement is claimed has exceeded his/her normal weekly working hours when participating in an emphasis patrol and is authorized to be paid at the amount requested. Reserve officers may only be paid at the normal hourly rate and not at the 150 percent overtime rate.

3.4 PROJECT COSTS

The WTSC has awarded **$225,000** to the WTSC Region **10** Traffic Safety Task Force for the purpose of conducting coordinated HVE enforcement and community outreach/collaboration activities. The funding must be used for traffic safety purposes in the areas of impaired driving, distracted driving, occupant restraint use, speeding, and motorcycle safety. See the project in WEMS for an updated distribution of funding by specific emphasis area.

By signing this agreement, the SUB-RECIPIENT can seek reimbursement for approved straight time or overtime expenses incurred as a participant in this grant. Funds are expressly designated for staffing activities and may not be used for other expenses that may be incurred, such as vehicle damage, supply replacement, etc. All activity must be coordinated by the region's traffic safety task force and TZM to be eligible for reimbursement.

APPLICABLE STATE AND FEDERAL TERMS AND CONDITIONS:

4. ACTIVITY REPORTS

The SUB-RECIPIENT agrees to have all personnel who work HVE patrols submit a WEMS Officer Activity Log within 24 hours of the end of all shifts worked. These same logs will be associated with invoices as detailed in the "BILLING PROCEDURE" section. Use of the Officer Activity Log in the WTSC's online grant management system, WEMS, is required. Supervisor review and accuracy certification will also be done in WEMS.

5. ADVANCE PAYMENTS PROHIBITED

No payments in advance of or in anticipation of goods or services to be provided under this Agreement shall be made by the WTSC.

6. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the Parties in the form of a written request to amend this Agreement. Such amendments shall only be binding if they are in writing and signed by personnel authorized to bind each of the Parties. Changes to the budget, SUB-RECIPIENT'S Primary Contact, and WTSC Program Manager can be made through email communication and signatures are not required.

7. ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

8. ASSIGNMENT

The SUB-RECIPIENT may not assign the work to be provided under this Agreement, in whole or in part, without the express prior written consent of the WTSC, which consent shall not be unreasonably withheld. The SUB-RECIPIENT shall provide the WTSC a copy of all third-party contracts and agreements entered into for purposes of fulfilling the SOW. Such third-party contracts and agreements must follow applicable federal, state, and local law, including but not limited to procurement law, rules, and procedures. If any of the funds provided under this Agreement include funds from NHTSA, such third-party contracts and agreements must include the federal provisions set forth in this Agreement in sections 32 through 40.

9. ATTORNEYS' FEES

In the event of litigation or other action brought to enforce the Agreement terms, each party agrees to bear its own attorney fees and costs.

10. BILLING PROCEDURE

All invoices for reimbursement of HVE activities will be done using the WTSC's grant management system, WEMS. WEMS Officer Activity logs will be attached to invoices, directly linking the cost of the activity to the invoice. Because the activity, approval, and invoicing are all done within WEMS, no back up documentation is required in most cases.

Once submitted by the SUB-RECIPIENT, invoices are routed to the regional TZM for review and approval. The TZM will submit all approved invoices to the WTSC via WEMS within 10 days of receipt.

Payment to the SUB-RECIPIENT for approved and completed work will be made by warrant or account transfer by WTSC within 30 days of receipt of such properly documented invoices acceptable to WTSC. Upon expiration of the Agreement, any claim for payment not already made shall be submitted within 45 days after the expiration date of this Agreement. All invoices for goods received or services performed on or prior to June 30, 2025, **must be received by WTSC no later than August 10, 2025**. All invoices for goods received or services performed between July 1, 2024 and September 30, 2025, **must be received by WTSC no later than November 15, 2025.**

11. CONFIDENTIALITY / SAFEGUARDING OF INFORMATION

The SUB-RECIPIENT shall not use or disclose any information concerning the WTSC, or information which may be classified as confidential, for any purpose not directly connected with the administration of this Agreement, except with prior written consent of the WTSC, or as may be required by law.

12. COST PRINCIPLES

Costs incurred under this Agreement shall adhere to provisions of 2 CFR Part 200 Subpart E.

13. COVENANT AGAINST CONTINGENT FEES

The SUB-RECIPIENT warrants that it has not paid, and agrees not to pay, any bonus, commission, brokerage, or contingent fee to solicit or secure this Agreement or to obtain approval of any application for federal financial assistance for this Agreement. The WTSC shall have the right, in the event of breach of this section by the SUB-RECIPIENT, to annul this Agreement without liability.

14. DISPUTES

14.1. Disputes arising in the performance of this Agreement, which are not resolved by agreement of the parties, shall be decided in writing by the WTSC Deputy Director or designee. This decision shall be final and conclusive, unless within 10 days from the date of the SUB-RECIPIENT's receipt of WTSC's written decision, the SUB-RECIPIENT furnishes a written appeal to the WTSC Director. The SUB-RECIPIENT's appeal shall be decided in writing by the Director or designee within 30 days of receipt of the appeal by the Director. The decision shall be binding upon the SUB-RECIPIENT and the SUB-RECIPIENT shall abide by the decision.

14.2. Performance During Dispute. Unless otherwise directed by WTSC, the SUB-RECIPIENT shall continue performance under this Agreement while matters in dispute are being resolved.

14.3 In the event that either Party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the Parties hereto agree that any such action or proceedings shall be brought in the superior court situated in Thurston County, Washington.

15. GOVERNANCE

15.1. This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

15.2. In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

15.2.1. Applicable federal and state statutes and rules
15.2.2. Terms and Conditions of this Agreement
15.2.3. Any Amendment executed under this Agreement
15.2.4. Any SOW executed under this Agreement
15.2.5. Any other provisions of the Agreement, including materials incorporated by reference

16. INCOME

Any income earned by the SUB-RECIPIENT from the conduct of the SOW (e.g., sale of publications, registration fees, or service charges) must be accounted for, reported to WTSC, and that income must be applied to project purposes or used to reduce project costs.

17. INDEMNIFICATION

17.1. To the fullest extent permitted by law, the SUB-RECIPIENT shall indemnify and hold harmless the WTSC, its officers, employees, and agents, and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs of whatsoever kind ("claims") brought against WTSC arising out of or in connection with this Agreement and/or the SUB-RECIPIENT's performance or failure to perform any aspect of the Agreement. This indemnity provision applies to all claims against WTSC, its officers, employees, and agents arising out of, in connection with, or incident to the acts or omissions of the SUB-RECIPIENT, its officers, employees, agents, contractors, and subcontractors. Provided, however, that nothing herein shall require the SUB-RECIPIENT to indemnify and hold harmless or defend the WTSC, its agents, employees, or officers to the extent that claims are caused by the negligent acts or omissions of the WTSC, its officers, employees or agents; and provided further that if such claims result from the concurrent negligence of (a) the SUB-RECIPIENT, its officers, employees, agents, contractors, or subcontractors, and (b) the WTSC, its officers, employees, or agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the SUB- RECIPIENT, its officers, employees, agents, contractors, or subcontractors.

17.2. The SUB-RECIPIENT agrees that its obligations under this Section extend to any claim, demand and/or cause of action brought by, or on behalf of, any of its employees or agents in the performance of this agreement. For this purpose, the SUB-RECIPIENT, **by mutual negotiation**, hereby waives with respect to WTSC only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions chapter 51.12 RCW.

17.3. The indemnification and hold harmless provision shall survive termination of this Agreement.

18. INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

19. INSURANCE COVERAGE

19.1. The SUB-RECIPIENT shall comply with the provisions of Title 51 RCW, Industrial Insurance, if required by law.

19.2. If the SUB-RECIPIENT is not required to maintain insurance in accordance with Title 51 RCW, prior to the start of any performance of work under this Agreement, the SUB-RECIPIENT shall provide WTSC with proof of insurance coverage (e.g., vehicle liability insurance, private property liability insurance, or commercial property liability insurance), as determined appropriate by WTSC, which protects the SUB-RECIPIENT and WTSC from risks associated with executing the SOW associated with this Agreement.

20. LICENSING, ACCREDITATION, AND REGISTRATION

The SUB-RECIPIENT shall comply with all applicable local, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of this Agreement. The SUB-RECIPIENT shall complete registration with the Washington State Department of Revenue, if required, and be responsible for payment of all taxes due on payments made under this Agreement.

21. RECORDS MAINTENANCE

21.1. During the term of this Agreement and for six years thereafter, the SUB-RECIPIENT shall maintain books, records, documents, and other evidence that sufficiently and properly reflect all direct and indirect costs expended in the performance of the services described herein. These records shall be subject to inspection, review, or audit by authorized personnel of the WTSC, the Office of the State Auditor, and federal officials so authorized by law. All books, records, documents, and other material relevant to this Agreement will be retained for six years after expiration. The Office of the State Auditor, federal auditors, the WTSC, and any duly authorized representatives shall have full access and the right to examine any of these materials during this period.

21.2. Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. The receiving party will not disclose or make available this material to any third parties without first giving notice to the furnishing party and giving them a reasonable opportunity to respond. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

22. RIGHT OF INSPECTION

The SUB-RECIPIENT shall provide right of access to its facilities to the WTSC or any of its officers, or to any other authorized agent or official of the state of Washington or the federal government, at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement. The SUB-RECIPIENT shall make available information necessary for WTSC to comply with the right to access, amend, and receive an accounting of disclosures of their Personal Information according to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) or any regulations enacted or revised pursuant to the HIPAA provisions and applicable provisions of Washington State law. The SUB-RECIPIENT shall upon request make available to the WTSC and the United States Secretary of the Department of Health and Human Services all internal policies and procedures, books, and records relating to the safeguarding, use, and disclosure of Personal Information obtained or used as a result of this Agreement.

23. RIGHTS IN DATA

23.1. WTSC and SUB-RECIPIENT agree that all data and work products (collectively called “Work Product”) pursuant to this Agreement shall be considered works made for hire under the U.S. Copyright Act, 17 USC §101 et seq., and shall be owned by the state of Washington. Work Product includes, but is not limited to, reports, documents, pamphlets, advertisement, books, magazines, surveys, studies, computer programs, films, tapes, sound reproductions, designs, plans, diagrams, drawings, software, and/or databases to the extent provided by law. Ownership includes the right to copyright, register the copyright, distribute, prepare derivative works, publicly perform, publicly display, and the ability to otherwise use and transfer these rights.

23.2. If for any reason the Work Product would not be considered a work made for hire under applicable law, the SUB-RECIPIENT assigns and transfers to WTSC the entire right, title, and interest in and to all rights in the Work Product and any registrations and copyright applications relating thereto and any renewals and extensions thereof.

23.3. The SUB-RECIPIENT may publish, at its own expense, the results of project activities without prior review by the WTSC, provided that any publications (written, visual, or sound) contain acknowledgment of the support provided by NHTSA and the WTSC. Any discovery or invention derived from work performed under this project shall be referred to the WTSC, who will determine through NHTSA whether patent protections will be sought, how any rights will be administered, and other actions required to protect the public interest.

24. SAVINGS

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to completion of the SOW under this Agreement, the WTSC may terminate the Agreement under the "TERMINATION FOR CONVENIENCE" clause, without the 30-day notice requirement. The Agreement is subject to renegotiation at the WTSC’s discretion under any new funding limitations or conditions.

25. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

26. SITE SECURITY

While on WTSC premises, the SUB-RECIPIENT, its agents, employees, or sub-contractors shall conform in all respects with all WTSC physical, fire, or other security policies and applicable regulations.

27. TAXES

All payments of payroll taxes, unemployment contributions, any other taxes, insurance, or other such expenses for the SUB-RECIPIENT or its staff shall be the sole responsibility of the SUB-RECIPIENT.

28. TERMINATION FOR CAUSE

If the SUB-RECIPIENT does not fulfill in a timely and proper manner its obligations under this Agreement or violates any of these terms and conditions, the WTSC will give the SUB-RECIPIENT written notice of such failure or violation, and may terminate this Agreement immediately. At the WTSC's discretion, the SUB-RECIPIENT may be given 15 days to correct the violation or failure. In the event that the SUB-RECIPIENT is given the opportunity to correct the violation and the violation is not corrected within the 15- day period, this Agreement may be terminated at the end of that period by written notice of the WTSC.

29. TERMINATION FOR CONVENIENCE

Except as otherwise provided in this Agreement, either party may terminate this Agreement, without cause or reason, with 30 days written notice to the other party. If this Agreement is so terminated, the WTSC shall be liable only for payment required under the terms of this Agreement for services rendered or goods delivered prior to the effective date of termination.

30. TREATMENT OF ASSETS

30.1. Title to all property furnished by the WTSC shall remain property of the WTSC. Title to all property furnished by the SUB-RECIPIENT for the cost of which the SUB-RECIPIENT is entitled to be reimbursed as a direct item of cost under this Agreement shall pass to and vest in the WTSC upon delivery of such property by the SUB-RECIPIENT. Title to other property, the cost of which is reimbursable to the SUB-RECIPIENT under this Agreement, shall pass to and vest in the WTSC upon (i) issuance for use of such property in the performance of this Agreement, or (ii) commencement of use of such property in the performance of this Agreement, or (iii) reimbursement of the cost thereof by the WTSC in whole or in part, whichever first occurs.

30.2. Any property of the WTSC furnished to the SUB-RECIPIENT shall, unless otherwise provided herein or approved by the WTSC, be used only for the performance of this Agreement.

30.3. The SUB-RECIPIENT shall be responsible for any loss or damage to property of the WTSC which results from the negligence of the SUB-RECIPIENT or which results from the failure on the part of the SUB-RECIPIENT to maintain and administer that property in accordance with sound management practices.

30.4. If any WTSC property is lost, destroyed, or damaged, the SUB-RECIPIENT shall immediately notify the WTSC and shall take all reasonable steps to protect the property from further damage.

30.5. The SUB-RECIPIENT shall surrender to the WTSC all property of the WTSC upon completion, termination, or cancellation of this Agreement.

30.6. All reference to the SUB-RECIPIENT under this clause shall also include SUB-RECIPIENT's employees, agents, or sub- contractors.

31. WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement.

APPLICABLE CERTIFICATIONS AND ASSURANCES FOR HIGHWAY SAFETY GRANTS (23 CFR PART 1300 APPENDIX A):

32. BUY AMERICA ACT

The SUB-RECIPIENT will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using federal funds. Buy America requires the SUB-RECIPIENT to purchase only steel, iron, and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use federal funds to purchase foreign produced items, the WTSC must submit a waiver request that provides an adequate basis and justification, and which is approved by the Secretary of Transportation.

33. DEBARMENT AND SUSPENSION

Instructions for Lower Tier Certification

33.1. By signing this Agreement, the SUB-RECIPIENT (hereinafter in this section referred to as the "lower tier participant") is providing the certification set out below and agrees to comply with the requirements of 2 CFR part 180 and 23 CFR part 1200.

33.2. The certification in this section is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

33.3. The lower tier participant shall provide immediate written notice to the WTSC if at any time the lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

33.4. The terms covered transaction, civil judgement, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200.

33.5. The lower tier participant agrees by signing this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by WTSC.

33.6. The lower tier participant further agrees by signing this Agreement that it will include the clause titled "Instructions for Lower Tier Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions, and will require lower tier participants to comply with 2 CFR part 180 and 23 CFR part 1200.

33.7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (https://www.sam.gov/).

33.8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

33.9. Except for transactions authorized under paragraph 33.5. of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions

33.10. The lower tier participant certifies, by signing this Agreement, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.

33.11. Where the lower tier participant is unable to certify to any of the statements in this certification, such participant shall attach an explanation to this Agreement.

34. THE DRUG-FREE WORKPLACE ACT OF 1988 (41 U.S.C. 8103)

34.1. The SUB-RECIPIENT shall:

34.1.1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the SUB-RECIPIENT's workplace, and shall specify the actions that will be taken against employees for violation of such prohibition.

34.1.2. Establish a drug-free awareness program to inform employees about the dangers of drug abuse in the workplace; the SUB- RECIPIENT's policy of maintaining a drug-free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations occurring in the workplace.

34.1.3. Make it a requirement that each employee engaged in the performance of the grant be given a copy of the statement required by paragraph 34.1.1. of this section.

34.1.4. Notify the employee in the statement required by paragraph 34.1.1. of this section that, as a condition of employment under the grant, the employee will abide by the terms of the statement, notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction, and notify the WTSC within 10 days after receiving notice from an employee or otherwise receiving actual notice of such conviction.

34.1.5. Take one of the following actions within 30 days of receiving notice under paragraph 34.1.3. of this section, with respect to any employee who is so convicted: take appropriate personnel action against such an employee, up to and including termination, and/or require such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

34.1.6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of all of the paragraphs above.

35. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA)

In accordance with FFATA, the SUB-RECIPIENT shall, upon request, provide WTSC the names and total compensation of the five most highly compensated officers of the entity, if the entity in the preceding fiscal year received 80 percent or more of its annual gross revenues in federal awards, received $25,000,000 or more in annual gross revenues from federal awards, and if the public does not have access to information about the compensation of the senior executives of the entity through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 or section 6104 of the Internal Revenue Code of 1986.

36. FEDERAL LOBBYING

36.1. The undersigned certifies, to the best of his or her knowledge and belief, that:

36.1.1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

36.1.2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

36.1.3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grant, loans, and cooperative agreements), and that all sub- recipients shall certify and disclose accordingly.

36.2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

37. NONDISCRIMINATION (Title VI, 42 U.S.C. § 2000d et seq.)

37.1. During the performance of this Agreement, the SUB-RECIPIENT agrees:

37.1.1. To comply with all federal statutes and implementing regulations relating to nondiscrimination ("Federal

Nondiscrimination Authorities"). These include but are not limited to:

37.1.1.1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252

37.1.1.2. 49 CFR part 21

37.1.1.3. 28 CFR section 50.3

37.1.1.4. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970

37.1.1.5. Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.)

37.1.1.6. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.)

37.1.1.7. The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.)

37.1.1.8. The Civil Rights Restoration Act of 1987

37.1.1.9. Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189)

37.1.1.10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations

37.1.1.11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency

37.1.1.12. Executive Order 13985, Advancing Racial Equity and Support for Underserved Communities through the Federal Government

37.1.1.13. Executive Order 13988, Preventing and Combating Discrimination on the Basis of Gender Identity or Sexual Orientation

37.1.2. Not to participate directly or indirectly in the discrimination prohibited by any federal non-discrimination law or regulation, as set forth in Appendix B of 49 CFR Part 21 and herein.

37.1.3. To keep and permit access to its books, records, accounts, other sources of information, and its facilities as required by the WTSC, USDOT, or NHTSA in a timely, complete, and accurate way. Additionally, the SUB-RECIPIENT must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance

37.1.4. That, in the event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding Agreement, the WTSC will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding recipient under the contract/agreement until the contractor/funding recipient complies, and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part.

37.1.5. In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the SUB-RECIPIENT hereby gives assurance that it will promptly take any measures necessary to ensure that: "No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA".

37.1.6. To insert this clause, including all paragraphs, in every sub-contract and sub-agreement and in every solicitation for a sub- contract or sub-agreement that receives federal funds under this program.

38. POLITICAL ACTIVITY (HATCH ACT)

The SUB-RECIPIENT will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limit the political activities of employees whose principal employment activities are funded in whole or in part with federal funds.

39. PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

The SUB-RECIPIENT will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists. This Agreement does not include any aspects or elements of helmet usage or checkpoints, and so fully complies with this requirement.

40. STATE LOBBYING

None of the funds under this Agreement will be used for any activity specifically designed to urge or influence a state or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any state or local legislative body. Such activities include both direct and indirect (e.g., “grassroots”) lobbying activities, with one exception. This does not preclude a state official whose salary is supported with NHTSA funds from engaging in direct communications with state or local legislative officials, in accordance with customary state practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

41. CERTIFICATION ON CONFLICT OF INTEREST

41.1. No employee, officer or agent of the SUB-RECIPIENT who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward.

41.2. Based on this policy:

41.2.1. The SUB-RECIPIENT shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents. The code or standards shall provide that the SUB-RECIPIENT’s officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential sub-awardees, including contractors or parties to subcontracts and establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulation.

41.2.2. The SUB-RECIPIENT shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

41.3. No SUB-RECIPIENT, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities.

41.3.1. The SUB-RECIPIENT shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to WTSC. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.

42. DESIGNATED CONTACTS

The following named individuals will serve as designated contacts for each of the parties for all communications, notices, and reimbursements regarding this Agreement:

The Contact for the SUB-RECIPIENT is:	The Target Zero Manager for Region 10 is:	The Contact for WTSC is:
	Stacey McShane **Snohomish County Sheriff's Office** **stacey.mcshane@snoco.org** **425-407-2697**	Jerry Noviello WTSC Program Manager jnoviello@wtsc.wa.gov 360-725-9897

AUTHORITY TO SIGN

The undersigned acknowledge that they are authorized to execute this Agreement and bind their respective agencies or entities to the obligations set forth herein.

IN WITNESS WHEREOF, the parties have executed this Agreement.

SUB-RECIPIENT:

Signature

Printed Name

Title

Date

WASHINGTON TRAFFIC SAFETY COMMISSION

Signature

Printed Name

Title

Date

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Resolution 2024-11 - Fee Updates

Contact Person/Department: Sarah Garceau, Shannon Farrant, Parks Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:
Approve Resolution 2024-11 - Fee Updates

SUMMARY/BACKGROUND:
As the City Council reviews its 2025 budget, it is appropriate to review and update fees. Resolution No. 2024-0011 includes fe updates for stormwater management, as well as park rentals and service fees.

Stormwater Managment Utility Fees

Resolution No. 2024-0011 will set stormwater management utility fees for 2025 - 2027. The fees have been updated consistent with the 3 percent annual rate increase for level of service 3 in the 2018 Rate Study. Proposed rates were presented to the Council at the October 15, 2024 City Council Workshop. Rates set for 2025 - 2027 will continue to fund the implementation of the City's NPDES permit, water quality management programs, 6-year CIP projects, develop and implement a program for private stormwater facility compliance, and continue work to perform condition assessments on the City's stormwater conveyance infrastructure. A new rate study will be performed in 2026/2027 to evaluate the City's stormwater programs and set future rates.

Park Rental and Service Fees

Resolution No. 2024-0011 includes fee updates to cover the costs of providing services in the Parks and Recreation Department. This includes the Observation Deck's all-day rental, hourly rates for Boat Launch Parking, annual fees for renting garden beds at Eagle Ridge Park, Boat Ramp and Mill Spur Closure fees, and rental fees for The Mill. Additionally, the Parks and Public Works Departments are proposing recovery costs for when items are vandalized or stolen, and recouping costs if items loaned out for special events are not returned.

Since discussing park fees at the October 8, 2024 meeting, the following changes were incorporated. A $15 Lake Stevens Resident Discount was added for the Annual Boat Launch Passes. The two-hour $5 fee for parking at Davies Beach was changed to three hours for $5, instead of adding multiple types of hourly options; additionally, hourly fees were added for North Cove.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Resolution 2024-0011

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2024-~~04~~0011

A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, REPEALING RESOLUTION NO. 2024~~23~~-04~~12~~ AND ADOPTING AMOUNTS FOR THE RATES, FEES, AND DEPOSITS FOR VARIOUS SERVICES PROVIDED AND ACTIONS PERFORMED BY THE CITY AND FINES LEVIED AGAINST CODE VIOLATORS, TO INCLUDE NEW LAND USE FEES FOR SERVICES ACTIONS OR PERMITS

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution; and,

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued and fees are no longer needed; and,

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived there from;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS TO RE-ENACT RESOLUTION 2024-04 AS FOLLOWS: Resolution No. 2023-12 is hereby repealed and the following rates, fees, and deposits for various services provided and actions performed by the city and fines levied against code violators are hereby adopted:

Section 1. Fees and Deposits-General.

A. Fees. Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Certain fees may be refundable based on a case by case analysis from the applicable department director and approval of the Finance Director. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.

B. Payment Due. Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.

C. Late Payment Penalties. If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month, with a maximum monthly interest accrual of $20.00, from the date the fee became due and the date payment is actually made.

D. Waivers. Upon petition by the applicant, the Mayor or designee may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm, or upon the submittal of a signed and notarized declaration of financial hardship, in the form attached to this resolution.

E. Concurrent Applications. Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no reduction in fees where more than one type of fee is charged for a project.

Section 2. Land Use Fees. Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney fees may be recovered for specific projects. *(Note: "X.XX" number refers to Use Category from Title 14 Table of Permissible Uses.)*

Table A: Schedule of Land Use Fees

Action/Permit/Determination	Fee ($)
ADMINISTRATIVE APPROVALS/DETERMINATIONS – TYPE I REVIEW	
Adult Family Home	325
Boundary Line Adjustments	1,000
Changes of Use	Included in Business License Fee
Code Interpretations	200
Eligible Facility Modification	200 for first two hours + 100 per hour for each hour of additional staff time
Lot Status Determination	200 for first two hours + 100 per hour for each hour of additional staff time
Floodplain Development Permit when no Shoreline Exemption is required (may also require SEPA and critical area review fees)	200
Home Occupations	Reviewed as part of business license
Lot Line Consolidation	500
Pasture/Waste Management Plan (LSMC 5.18.040) Plan Review Fee Subsequent Plan Modification Review	 100 100/hour
Reasonable Use Exceptions	200+critical areas review
Site Plan Review (for standalone review only)	200 for first two hours + 100 per hour for each hour of additional staff time
Temporary Use Temporary Residence (1.700) Temporary Mobile/Modular Public Structures (15.500) in any zone Temporary Structures (23.000) Temporary Encampment (LSMC 14.44.038)	 125 100 200 1,250
ADMINISTRATIVE REVIEW (If hearing is requested additional cost for hearing examiner at actual cost)	
Administrative Conditional Use Permit	1,000
Administrative Deviation	200 for first two hours + 100 for each additional hour of staff time
Administrative Review of Model Home	200 for first two hours + 100 per hour for each additional hour of staff time
Administrative Modifications	450
Administrative Variance	1,000
Administrative Review of Small Wireless Facilities	200 deposit for first two hours + 100 per hour for each hour of additional staff time 21n

Action/Permit/Determination	Fee ($)
ANNEXATIONS	
Submission of 10% Petition	0
Submission of 60% Petition	0
If it goes to BRB hearing	0
ATTORNEY FEES	Applicant pays actual cost charged City plus 35 Administrative fee
APPEALS PER TITLE 14	
To City Council	350
To Hearing Examiner	350+Hearing Examiner cost
To Shoreline Hearings Board	100/hr
BINDING SITE PLANS	**6,000**
Revision	1,000
CODE ENFORCEMENT – NOTICE OF VIOLATION (Per Ch. 17.20 LSMC)	
Filing Fee to Request Contested Hearing	350
Filing Fee to Request Mitigation Hearing	350
Hearing Examiner Hearing (except for initial open record hearing per LSMC 17.20.080(d)	Hearing Examiner cost
COMPREHENSIVE PLAN AMENDMENTS (including area-wide-rezones)	
Minor Amendment (annual cycle)	2,400
Major Amendment (5-year cycle)	3,500
CONCESSIONS	
Background Check	70
Concession Agreement Review/Administration (RFP exempt)	200
Damage and Litter Deposit (refundable at end of contract)	Negotiated~~200~~
Lease Rate	Negotiated~~5% of revenue~~
CONDITIONAL USE PERMITS	3,500+ Hearing Examiner cost
CONSTRUCTION PLAN APPROVAL	
Residential developments 1-9 units	1,500 + 100 per lot for first two reviews + each additional review will be charged either: a) 100 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
Residential developments 10 or more units	1,500 + 150 per lot for first two reviews + each additional review will be charged either: a) 100 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director

Action/Permit/Determination	Fee ($)
Commercial and/or non-residential developments	2,000 for first two reviews + each additional review will be charged either: a) 100 per hour staff time; or b) Consultant fees (see below) As determined by the appropriate Department Director
CONSULTANT FEES (when applicable)	Applicant pays actual cost charged City plus 35 Administrative fee
CRITICAL AREA REVIEW	Applicant pays actual cost charged City plus 35 Administrative fee
DESIGN REVIEW	
Design Review – Administrative Decision	450
DEVELOPMENT AGREEMENT	1,400
EDDS DEVIATION REQUEST	200 for first two hours + 100 per hour for each additional hour of staff time
ESSENTIAL PUBLIC FACILTIES (in addition to conditional use permit fees)	
Essential Public Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
Secure Community Transition Facility	Public participation costs (e.g., mailings, noticing, room rental) +consultant fees +attorney fees
EVENT PERMITS	
Event Level1	100
Event Level 2	225
Event Level 3	300
Event Level 4	1,050
Event Level 4 Deposit	80% of City estimated cost for City services
Event Expedited Review Fee	100
Boat Launch Closure	~~1~~200/day
Mill Spur Closure	200/day
Recycle Containers	10/unit deposit 35/unit replacement fee for unreturned or damaged units
IMPACT FEES	
Park Mitigation	
Single-family residences (e.g., single-family residence, duplex and manufactured home)	4,154.92/dwelling unit
Multifamily residences with three or more units	3,004.75/dwelling unit
Multifamily residences and Accessory Dwelling Units with 0-1 bedrooms	1,912.53/dwelling unit
School Mitigation	
Lake Stevens School District – fees as shown below or as adopted in most current Capital Facilities Plan	
Detached Single Family Residence	11,434/dwelling
Duplex/Townhouse	2,526/dwelling
Multifamily Residential with 2 or more bedrooms	2,526/unit

Action/Permit/Determination	Fee ($)
Snohomish School District – fees as shown below or as adopted in most current Capital Facilities Plan	
Detached Single Family Residence	6,495/dwelling
Duplex/Townhouse	4,514/dwelling
Multifamily Residential with 2 or more bedrooms	4,514/unit
Traffic Mitigation	
Traffic Impact Zone 1	2,771/PM peak hour trip
Traffic Impact Zones 2 & 3	3,500/PM peak hour trip
Impact Fee Adjustment/Deferral Application	200
LAND DISTURBANCE	
Minor Land Disturbance Permits	500
Major Land Disturbance Permits	1,000
Major Land Disturbance Permit with Class IV Forest Practice	1,250
LAND USE CODE AMENDMENTS	3,000
MISCELLANEOUS ACTIONS/ITEMS	
Manufacturing Tax Exemption Application	500
Permit Extension	200
Public Notice Signs Rental Fee	50
Security Administration Fee, per each security	100
Sign Non-Return Charge – If not returned within 7 days of permit approval	10/sign
Tree Replacement Fee In-Lieu (per LSMC 14.76.120(e))	35/tree
Lake Safety Marker – one-time fee for contribution to the Lake Safety Program for buoy purchase.	350
MISCELLANEOUS TASKS	
Miscellaneous Engineering Review (e.g., storm drainage plans for Single-Family Residential & Duplexes, drainage studies, etc.)	100/hr
Miscellaneous Research or other staff time	100/hr
MOBILE FOOD VENDING UNITS	
Initial License Application	75
License Renewals	40
PARK PERMITS	
Park Permit without Picnic Shelter	35
Park Permit is included if Picnic Shelter is rented	0
PLANNED NEIGHBORHOOD DEVELOPMENTS	3,500+Hearing Examiner cost
PRE-APPLICATION CONFERENCE FEE ($400 credited toward application fee over $1,000 upon submittal of said application if received within 12 months from date of pre-application conference.)	
Without Consultant Review	400
With Requested Consultant Review (e.g., critical areas consultant, etc.)	400+Consultant fees
RECONSIDERATION OF DECISION by:	
Planning Director	200
City Council	200
Hearing Examiner	100+Hearing Examiner cost
RECORDING FEES	At cost (paid directly to Snohomish County)
REZONES - ZONING MAP AMENDMENTS	
Rezone Minor	500+Hearing Examiner cost
Rezone Major	1,000+Hearing Examiner cost

RIGHT-OF-WAY	
Right-of-Way Permit	
Individual Residential (outside roadway improvements)	50

Action/Permit/Determination	Fee ($)
All Others	200
Right-of-Way Vacation	1,000
Road Cuts (required only for pavement cuts where roadway overlay is not required by City)	2 per square foot
SEPA REVIEW (does not include critical areas review, which is a separate fee)	
Planned Action Project Certification Review including SEPA Checklist	750
Review of SEPA Checklist	750
Review of requested studies	100 per hour 2 hour minimum
Review of requested traffic studies	100 per hour 2 hour minimum
Review of requested drainage studies	100 per hour 2 hour minimum
Environmental Impact Statement (EIS)	100 per hour 10 hour minimum
Addendum	300
SEPA Appeals (to Hearing Examiner)	200+Hearing Examiner cost
SHORELINE PERMITS (may also require SEPA and critical area review fees)	
Mooring Buoy Application	200
Shoreline Conditional Use	1,500+Hearing Examiner cost
Shoreline Exemption Shoreline Exemption with Floodplain Development Permit	200 300
Shoreline Substantial Development Related to Single Family Residence Related to Multifamily Residence or Commercial Property Related to Subdivision Other	+Hearing Examiner if requested by public 500 1,500 2,000 2,500
Shoreline Variance	1,500+Hearing Examiner
SHORT-TERM RENTAL	
Initial Application	500
Annual Renewal	100
SIGN PERMITS	
Sign Permit	200+50/sign
Sign Insert replacements (fee applies to replacement cabinet signs with no structural or size modifications)	25
Master Sign Program Permit	600
SUBDIVISIONS (1-9 lots – Short Plat; more than 9 lots – Plat)	
Preliminary Short Plat	4,320
Final Short Plat	765
Final Plat / Short Plat Pre-check and Survey Review	100/hour, 2 hour minimum plus $1,000 survey deposit
Short Plat Alteration	1,225
Short Plat Vacation	1,225
Preliminary Plat	10,030
Final Plat	1,565 + 100 per lot or unit + Survey Consultant Review cost
Plat Alteration	1,600
Plat Vacation	1,600
Street Signs (per Manual on Uniform Traffic Control Devices)	Purchased & installed by applicant per code & consistent with MUTCD
VARIANCE (Hearing Examiner review)	1,100+Hearing Examiner cost
ZONING CERTIFICATION LETTER	200

Section 3. Building Permit Fees. (Land Use fees, if required, are in addition to Building Permit fees.)

A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from the current editions of:
   1. The International Building Code (IBC)
   2. The International Residential Code (IRC)
   3. The International Mechanical Code including the International Fuel Code, National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and National Fire Protection Association 54 (National Fuel Gas Code
   4. The Uniform Plumbing Code
   5. Washington State Barrier Free Regulations (Title 51 WAC)
   6. Current edition of the Washington State Energy Code
   7. The International Fire Code
   8. Current edition of the Washington State Ventilation & Indoor Air Quality Code

B. Valuation for Calculating Building Permit Fees shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent semi-annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

Table 1A: Building Permit Fees

Total Valuation	Fee
$1.00 to $499.99	$23.50
$500.00 to $1,999.99	$23.50 for the first $499.99 plus $3.05 for each additional $100, or fraction thereof, up to and including $1,999.99.
$2,000.00 to $24,999.99	$69.25 for the first $1,999.99 plus $14 for each additional $1,000, or fraction thereof, up to and including $24,999.99.
$25,000.00 to $49,999.99	$391.25 for the first $24,999.99 plus $10.10 for each additional $1,000, or fraction thereof, up to and including $49,999.99.
$50,000 to $99,999.99	$643.75 for the first $49,999.99 plus $7.00 for each additional $1,000, or fraction thereof, up to and including $99,999.99.
$100,000 to $499,999.99	$993.75 for the first $99,999.99 plus $6.50 for each additional $1,000, or fraction thereof, up to and including $499,999.99.
$500,000 to $999,999.99	$3,233.75 for the first $499,999.99 plus $4.75 for each additional $1,000, or fraction thereof, up to and including $999,999.99.
$1,000,000 and up	$5,608.75 for the first $999,999.99 plus $3.65 for each additional $1,000, or fraction thereof.

C. Plan Review Fees:

Residential:

- New construction & additions: 65% of permit fee using Table 1A
- Repairs & Alterations: $100 per hour (min. 1 hour)
- Basic House Plan Review – see Table B2

Commercial:

- New construction & additions: 85% of permit fee using Table 1A
- Tenant Improvements (TI) & Alterations: 85% of permit fee using Table 1A **OR** $100 per hour (min. 1 hour) as determined by the building official
- Plumbing & mechanical: 25% of permit fee or City's hourly rate of $100 per hour (min. 1 hour)

D. Fire Department Commercial Plan Review.

New or Tenant Improvement Building Permits – Applies to all Occupancies except Group U

Construction Valuation From:	To:	Fee
Group R-3 or IRC Dwellings (regardless of valuation)		$30
$0	$1,000	$30
$1,001	$5,000	$115
$5,001	$10,000	$175
$10,001	$20,000	$200
$20,001	$45,000	$260
$45,001	$100,000	$315
$100,001	$250,000	$430
$250,001	$500,000	$545
$500,001	$1,000,000	$690
$1,000,001	$1,500,000	$775
$1,500,001	$2,000,000	$835
>$2 million		$865 plus $55 per $500,000 (prorated over $2 million

E. Other Inspections and Fees:

See Section II Tables D and E for Sprinkler and Alarm fees.
Inspections outside of normal business hours: $100/hour, 2 hour minimum.
Reinspection fees assessed at $100 per hour (1 hour minimum).
Penalty for commencing work prior to permit issuance: Double permit fee.
Inspections for which no fee is specifically indicated: $100/hour (1/2 hour minimum).
Additional plan review required by changes, additions or revisions to plans: $100/hour.
For use of outside consultants for plan checking and inspections, or both: Actual Costs

F. Miscellaneous Building Permit Fees. Tables B2 and B3 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Subsections A and B:

Table B2: Schedule of Miscellaneous Building Permit Fees

Permit	Fee ($) Permit	Plan Check	Total
Accessory Structures	Valued as Utility (BVD) See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
BASIC HOUSE PLAN REVIEW			
Initial Plan	See table 1A		
Set-up fee			200
Basic Plan		20% of permit fee per Table 1A	Per Table 1A
State Building Code fee (each residential permit) Each additional residential unit Each Commercial permit (per RCW 19.27.085)	$6.50 $2.00 $25.00		$6.50 $2.00 $25.00
Deck	Valued at: $15/sq.ft. – uncovered $17/sq.ft. – covered See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Demolition	$100		$100
Dock	Valued at: $30/sq.ft. See Table 1A for fees	65% of permit fee	Permit fee + plan check fee
Fence/Retaining Wall	$100	$100/hr (1 hr min)	$100 + plan check fee
Manufactured Home Placement ((& Skirting))	$225		$225
Certificate of Occupancy	$100		$100
Reroof: Residential Residential with sheathing Commercial	 $40.00 $90.00 Refer to Table1A	 Same as Commercial TI	 $40.00 $90.00 Permit fee + plan check fee
Adult Family Home	$200		$200
Re-inspection	$100		$100

Current BVD = Building Valuation Data, International Code Council

Table B3: Mechanical and Plumbing Fees

Mechanical Fees		Plumbing Fees	
Mechanical Permit	**35.00**	**Plumbing Permit**	**35.00**
AC unit < 100,000k	**20.00**	**Back Flow Preventer**	**10.00**
AC unit 100,000k – 499,999 k	**30.00**	**Bathtub**	**10.00**
AC unit 500,000k and up	**40.00**	**Commercial Dishwasher**	**15.00**
Air Handlers <10,000 CFM	**13.00**	**Drinking Fountain**	**10.00**
Air Handlers 10,000 CFM and up	**23.00**	**Floor Sink or Drain**	**10.00**
Boilers	**15.00**	**Grease Interceptor**	**50.00**
Commercial Incinerator	**30.00**	**Grease Traps**	**10.00**

Mechanical Fees		Plumbing Fees	
Condensers	**20.00**	**Hose Bibs**	**10.00**
Domestic Incinerator	**20.00**	**Ice Makers**	**10.00**
Duct Work	**15.00**	**Kitchen Sink**	**10.00**
Evaporative Cooler	**15.00**	**Laundry Tray**	**10.00**
Forced Air System <100,000 BTU	**18.00**	**Lavatory**	**10.00**
Forced Air System 100,000 or more BTU	**24.00**	**Lawn Sprinkler System**	**10.00**
Gas Clothes Dryer	**15.00**	**Medical Gas 1- 5**	**50.00**
Gas Piping 1 – 4 Outlets	**11.00**	**Medical Gas, for each one over five**	**10.00**
Additional Outlets	**1.00**	**Mop Sink**	**10.00**
Heat Exchanger	**15.00**	**Other**	**10.00**
Heat Pump	**15.00**	**Pedicure Chair**	**10.00**
Manf. Fireplace/ Log Lite	**18.00**	**Reclaimed Water System**	**40.00**
Misc. Appliance	**15.00**	**Residential Dishwasher**	**10.00**
Range Hood – Residential	**15.00**	**Roof Drains**	**10.00**
Range Hood – Commercial	**150.00**	**Shower**	**10.00**
Refrigeration Unit <100K	**20.00**	**Specialty Fixtures**	**10.00**
Refrigeration Unit 100K – 499K	**30.00**	**Supplemental Permit**	**15.00**
Refrigeration Unit 500K and up	**40.00**	**Testing of Reclaimed Water System**	**30.00**
Relocation Repair	**15.00**	**Urinal**	**10.00**
Stove Appliance	**15.00**	**Vacuum Breakers 1- 5**	**10.00**
Supplemental Permit	**15.00**	**Vacuum Breakers, for each one over five**	**2.00**
Vent Systems	**15.00**	**Washing Machine**	**10.00**
Vent w/o Appliance	**10.00**	**Waste Interceptor**	**10.00**
Ventilation Fans	**10.00**	**Water Closet**	**10.00**
Wall/Unit Heaters	**20.00**	**Water Heater**	**15.00**
Water Heater	**15.00**	**Water Service**	**10.00**
Wood Stoves	**18.00**		

Section 5. Animal Code Fees. Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

Table D: Animal Code Fees

Permit/Action	Fee ($)
Dog/Cat License:	
– Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime	Free
– Each dog or cat neutered or non-neutered, lifetime	20
– Senior Citizen (defined as being 62 years of age or older) owners, lifetime	Free
– Service and guide dogs, lifetime	Free
– Duplicate license for lost or destroyed dog/cat tag	4
– Duplicate license - Senior Citizen owners and Service/Guide Dogs	Free
– Other Code Violations: ■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts. ■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.	
Impound Fees for Cost Recovery:	
– Dogs and cats (at police kennel)	25
– Animals	30
–	
- Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional $5.00 administrative fee for reviewing and processing billing statements.	
–	
– Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.	Varies
Pasture/Waste Management Plan (Sec 5.18.040): *See Table A Land Use Fees*	

Section 6. Miscellaneous Police Fees. Fees for various Police services, actions, and permits shall be as listed in Table E.

Table E: Schedule of Miscellaneous Police Fees & Fines

Permit/Action/Service	Fee ($)
Fingerprinting:	
1. For Concealed Pistol and Solicitor Licenses	State fee
2. People who work or reside in the City (per 2 cards)	10
3. People who do not work or reside in the City (per 2 cards)	20
Fine:	
1. Failure to pay fee (50% reduction if paid within 24 hours)	40
DUI cost recovery:	
1. Administrative fee	200
2. Jail booking fee (or as revised by Snohomish County or City of Marysville)	82
3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)	61
False Alarm Fees:	
1. Second response to premises within six months after the first response	25
2. Third response to premises within six months after a second response	50
3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response	100
Impound Fees for Cost Recovery:	
Signs if owner wants returned, per sign	25
Impound fee for wheeled recreational devices	60
Administrative storage fee for impounded vehicles	15
Fine for parking:	
1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking	50
2. Fine if paid within 24 hours	25
Off-duty Officer:	**Refer to current billable rate schedule**
Security for Non-profits	
Security for others (includes a 15% administrative fee)	
Special Event Services Deposit: (For special planned events that require additional police services)	$100 per hour of event with one hour minimum
Letters for search of local criminal justice data bases	10
Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee	**25**

Section 7. Miscellaneous Fees. Fees for various other services, actions, and permits shall be as listed in Table F.

Table F: Schedule of Miscellaneous Fees and Fines

Permit/Action	Fee or Fine ($)
Public Works and Parks and Recreation Departments : Hourly Rate for Service for Non-profits Hourly Rate for Service for others (includes a 15% administrative fee) **Equipment/Assets:** - Theft or Vandalism/Damage - Lost Items (applies when City items are leant out to events)	 **Refer to current billable rate schedule** Actual Replacement Cost + 20% + Staff Time
Business Licenses:	
- Non-refundable Adult Entertainment (Cabaret) application Fee	100
- Adult Entertainment (Cabaret) Establishment (annual)	500
- Adult Entertainment (Cabaret) Establishment Manager/ Entertainer (annual)	50/person
- Business License Registration – Application	40
- Business License Registration – Annual Renewal	25
- Temporary business license	40
Renewal	5
- Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol fingerprint processing fee. License expires one year from date of application.)	75 for the 1st three employees, and $10 for each additional employee
- Live music and/or dance entertainment (annual)	50
- Games (annual)	50
- Pawnbroker and Second Dealers (annual)	500
- Washington State Department of Licensing's Master License Service - Business license handling fee (fees shall be automatically amended by the State)	Currently New Application $19 Renewal $11
Duplication of Public Records: (postage/delivery costs extra) For all records duplication regardless of format, first $1 cumulative will be waived.	
- In-house Copying of City documents to pdf when original document is not in electronic format.	15¢/page/side
- Electronic files or attachments uploaded to e-mail, cloud-based data storage service or other means of electronic delivery.	10¢/page/side $1 extra for copy to CD
- Transmission of public records in an electronic format or for the use of agency equipment to send the records electronically. The City shall take reasonable steps to provide the record in the most efficient manner available to the agency in its normal operations.	5¢ per each four electronic files or attachments plus 10¢ per gigabyte
- Digital storage media or device provided by the City, the actual cost of any container or envelope used to mail the copies to the requestor and the actual postage or delivery charge	Actual Cost
- In-House duplication of City documents to CD, such as • Comprehensive Plan, Lake Stevens Municipal Code Title 14,	Actual Cost

Permit/Action	Fee or Fine ($)
• Urban Design Standards, Engineering Design and Development Standards, etc.	
- Documents or CDs printed by outside vendor	Actual cost to reproduce (minimum deposit required); requestor may arrange to pay outside vendor directly)
- Maps - Duplication of maps less than 11”X17”	$.15/page
- Maps - Duplication of maps greater than 11”x17” and - Special requests for plotted maps, aerials, plans, etc. (each)	$1 per square foot for in-house printing or actual cost if sent out to reproduce
- Police Body Worn Camera • Redaction of audio/video	$0.84 per minute
- Audio recordings of meetings: • Duplicated by Staff • Duplicated by outside vendor	$1/tape/disc Actual cost to reproduce
- Color photos (cost to reproduce)	40¢
- Certified copy of a public record	$5 for 1st Page and $1 each after the 1st Page
Dishonored Check Fine (in payment of City services)	$35
Technology Fee	A technology fee of three (3) percent will be assessed on city services including, but not limited to issued building and land use permits and park and event rentals.

Section 8. Community Facility Rental Fees. Fees for renting the City's Community Center and other facilities shall be as listed in Table G.

Table G: Schedule of Rental Fees

Classification	Rental Amount ($)
Facilities	
Athletic Fields	Youth Sports: $20 every 2hrs
	Adult Sports: $30 every 2 hrs
Eagle Ridge Community Garden B~~b~~ed R~~r~~ental (Annually)	$50~~$40 annually~~ $25 ADA Bed (half size)
The Mill	See Table G1 – G3

Table G1: ~~Standard~~ Mill Rental Fees

	~~Max Occupancy~~	Saturday	Friday or Sunday	Mon-Thurs	~~Damage Deposit (refundable)~~	~~Reservation Deposit (non-refundable~~
Entire Mill	~~461~~	$2000~~$1800~~	$1800~~$1300~~		~~$250 without alcohol~~ ~~$500 with alcohol~~	~~$200~~
Hartford Hall	~~213~~	$1500~~$1300~~	$1200~~$900~~	$85~~$75~~/hr $800~~$600~~ all day	~~$250 without alcohol~~ ~~$500 with alcohol~~	~~$200~~
Hartford Hall w/ The Stack		$1800	$1500	$1000		
The Stack	~~48~~	$70 ~~$67~~/hr	$70~~$67~~/hr	$60~~$55~~/hr	~~$150~~ ~~$300 with alcohol~~	~~$50~~
Sawyers Room	~~200~~	$120~~$77~~/hr	$100~~$77~~/hr		~~$150~~ ~~$300 with alcohol~~	~~$50~~

~~NON-PROFIT~~ Non-Profit Rental Fee~~s~~: 20% discount (rounded up to the nearest dollar)
~~Friday – Sunday, 30% discount (rounded up to nearest dollar)~~
~~Monday – Thursday, 50% discount (rounded up to nearest dollar)~~

	~~Saturday~~	~~Friday or Sunday~~	~~Mon-Thurs~~
~~Entire Mill~~	~~$1260~~	~~$910~~	
~~Hartford Hall~~	~~$910~~	~~$630~~	~~$300~~
~~The Stack~~	~~$47/hr~~	~~$47/hr~~	~~$38/hr~~
~~Sawyers Room~~		~~$54/hr~~	~~$28/hr~~

1. **Non-Profit Community Interest Groups devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. This classification would include, but not be limited to: Girl Scouts, Lake Stevens Historical Society and Lake Stevens Rowing Club. Non-profit group is defined as being registered with the Secretary of State as a non-profit.
2. Use of public facilities for the purpose of generating personal gain is prohibited without written agreement with the City of Lake Stevens.

Table G2: Mill Deposits

The Mill Deposits (refundable when the facility is returned to pre-rental condition and all rules and rental times are followed.

	Deposit	Add Alcohol	Deposit & Alcohol
Entire Mill or Two Rooms	$500	$500	$1,000
Individual Rooms or Hourly	$250	$250	$500

Table G2: The Mill – Other Fees

Cancellation Fee	$250
Modification Fee (change in hours and/or days; not for adding hours before/after).	$35

Section 9. Park Fees. Fees for boat launch parking and the rental of Park Shelters shall be as listed in Table H (below).

Table H: Schedule of Park Fees

	Number of shelters	**Rate**
Park Shelter/Facility		**Rental fee**
Lundeen Park	North or South Shelter (half)	**$100**
	Full Shelter (both sides)	**$200**

North Cove Park Shelter	**$100**
North Cove Park Observation Deck	**$100 $~~75~~**
Mill Outdoor Plaza Rental	**$100**
All Shelters/Facilities – Half Day Rentals	**$60 (Available during peak season, April 1 through September 30.)**
Cancellation Fee for Shelters/Facilities	**$25 if cancelled more than 14 days in advanced. No refunds 14 days or less from reservation date.**
Reservation Date Modification	**$10 (Modifications cannot be made 14 days or less from reservation date.)**
Boat Launch Parking	**$10 for one day~~daily/~~** **$5 ~~$2~~ for three~~two~~-hour parking ~~(Davies Only)~~**
Annual Parking Pass	**$75** **$60 for Lake Stevens Residents (One per household)**
Technology Fee (CivicRec Transactions)	**3%**

Section 10. Stormwater Utility and Lake Management Charges. Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

Table IA: Stormwater Management Utility

Type	Impervious Area per Equivalent Service Unit	Annual Rate per
Residential and Multifamily Residential with Five or Fewer Units[1]	NA	$273~~220~~ Year 2025~~19~~ $281~~235~~ Year 2026~~0~~ $290~~42~~ Year 2027~~1~~ ~~$250 Year 2022~~ ~~$257 Year 2023~~ ~~$265 Year 2024~~
All Other Customers, Including Commercial and Multifamily Residential with Six or More Units	3,000 square feet	$273 Year 2025 $281 Year 2026 $290 Year 2027 ~~$220 Year 2019~~ ~~$235 Year 2020~~ ~~$242 Year 2021~~ ~~$250 Year 2022~~ ~~$257 Year 2023~~ ~~$265 Year 2024~~
Undeveloped[2]	NA	No Charge
State Highways		Set in accordance with RCW 90.03.525
Low Income Senior or Disabled Exemption		Set in accordance with Snohomish County guidelines

1. Multifamily residential units with five or fewer units will be charged the ESU rate multiplied by the number of units.
2. Undeveloped lots are not altered from the natural state by construction and may include lakefront and split lots.
3. Surface water utility service charges are evaluated in accordance with LSMC Title 11.
~~2.~~4. A developed parcel will receive a minimum of one ESU.
~~3. Annual increases are based on the completion of the 2018 Stormwater Management rate study and approval of the "Level of Service 3 - High Priority Capital" recommendation,~~

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

Class		Impervious Surface %	Monthly Rate	Annual Rate
Lakefront Lot		NA	$16.00 per parcel	$192.00 per parcel
Split Lot		NA	$11.33 per parcel	$136.00per parcel

1. The lakefront lot assessment applies to each ~~land~~ developed parcel within 200-feet of the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and an upland portion beyond the limits of the shoreline master program. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate.
2. Lakefront lots developed with only a dock or other over the water structure are developed parcels ~~will receive a lakefront assessment~~.
3. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units.
4. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface.
5. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

Section 11. Fire Safety Inspections, Permits and Fire District Related Service Fees

Fees for fire safety inspections, permits and Fire District related services shall be as listed in Tables A through L below. Fees listed in Tables C through K are comprehensive for plan review, permit issuance, and two (2) site inspections per inspection item.

Table A - Fire Safety Inspection Fees	
Inspected Square-footage (SF)	**Fee**
1-1,000	$25
1,001-2,500	$50
2,501-10,000	$75
10,001-50,000	$150
50,001-150,000	$300
150,001-400,000	$425
Over 400,000	$550
R-2 Apartment Buildings	**Fee**
1 and 2 story	$25
3 story and greater	$50
Interior halls	SF Fee
Other Fees	**Fee**
Re-inspection Fee (for uncorrected violations are time of re-inspection)	$50

Table B - Operational Fire Permits
An Operational Fire Permit constitutes permission to store, or handle hazardous materials, or to operate processes that may produce conditions hazardous to life or property.
An Operational Fire Permit is required prior to engagement in the activities, operations, practices, or functions described in IFC 105.6 AND, if an ongoing operation, is required to be renewed at least annually.

Request for waivers of fees for non-profit events, in accordance with Title 9.28.135, shall be made in writing to the Fire Marshal no less than 7 days before the event.

IFC Reference	Permit	Required for:	Fee
105.6.1	Aerosol Products	Level 2 or Level 3 aerosol products in excess of 500 pounds.	$75
105.6.2	Amusement Buildings	Operation of a special amusement building.	$75
105.6.3	Aviation Facilities	Using a Group H or Group S occupancy for aircraft servicing or repair and aircraft fuel-servicing vehicles.	$75
105.6.4	Carbon Dioxide Systems	Carbon dioxide systems having more than 100 pounds of carbon dioxide.	$75
105.6.5	Carnivals and Fairs	Conducting a carnival or fair.	$75
105.6.6	Cellulose Nitrate Film	Storage, handling or using cellulose nitrate film in a Group A occupancy.	$75
105.6.7	Combustible Dust-Producing Operations	Operation of a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices or sugar, or other operations producing combustible dusts as defined in Chapter 2.	$75
105.6.8	Combustible Fibers	Storage and handling of combustible fibers in quantities greater than 100 cubic feet.	$75
105.6.9	Compressed Gases	Storage, use or handling of compressed gases in excess of the amounts listed in Table 105.6.9.	$75
105.6.10	Covered and Open Mall Buildings	(1) The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall. (2) The display of liquid- or gas-fired equipment in the mall. (3) The use of open-flame or flame-producing equipment in the mall.	$75

105.6.11	Cryogenic Fluids	Production, storage, transportation on site, use, handling or dispensing cryogenic fluids in excess of the amounts listed in Table 105.6.11.	$75
105.6.12	Cutting and Welding	Cutting or welding operations.	$75
105.6.13	Dry Cleaning	Dry cleaning or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.	$75
105.6.14	Exhibits and Trade Shows	Operation of exhibits and trade shows	$75
105.6.15	Explosives	See Table D	Table D
105.6.16	Fire Hydrants and Valves	Contact water purveyor having jurisdiction.	No Fee
105.6.17	Flammable and Combustible Liquids	See IFC 105.6.17 for permit requirements.	$75
105.6.18	Floor Finishing	Floor finishing or surfacing operations exceeding 350 square feet using Class I or Class II liquids.	$75
105.6.19	Fruit and Crop Ripening	Operation of a fruit- or crop-ripening facility or conduct a fruit-ripening process using ethylene gas.	$75
105.6.20	Fumigation and Insecticidal Fogging	Operation of a business of fumigation or insecticidal fogging, and to maintain a room, vault or chamber in which a toxic or flammable fumigant is used.	$75
105.6.21	Hazardous Materials	Storage, transportation on site, dispensing, use or handling of hazardous materials in excess of the amounts listed in Table 105.6.21.	$75
105.6.22	HPM Facilities	Storage, handling or use hazardous production materials.	$75
105.6.23	High-Piled Storage	Use of a building or portion thereof as a high-piled storage area exceeding 500 square feet.	$75

105.6.24	Hot Work Operations	Hot work including, but not limited to: (1) Public exhibitions and demonstrations where hot work is conducted. (2) Use of portable hot work equipment inside a structure. (3) Fixed-site hot work equipment, such as welding booths. (4) Hot work conducted within a wildfire risk area. (5) Application of roof coverings with the use of an open-flame device. (6) Where approved, the fire code official shall issue a permit to carry out a hot work program.	$75
105.6.25	Industrial Ovens	Operation of industrial ovens regulated by Chapter 30.	$75
105.6.26	Lumber Yards and Woodworking Plants	Storage or processing of lumber exceeding 100,000 board feet.	$75
105.6.27	Liquid or Gas-Fueled Vehicles or Equipment in Assembly Buildings	Display, operation or demonstration of liquid- or gas-fueled vehicles or equipment in assembly buildings.	$75
105.6.28	LP Gas	(1) Storage and use of LP-gas. (2) Operation of cargo tankers that transport LP-gas.	$75
105.6.29	Magnesium	Melting, casting, heat treatment or grind more than 10 pounds of magnesium.	$75
105.6.30	Miscellaneous Combustible Storage	Storage in any building or upon any premises in excess of 2,500 cubic feet gross volume of combustible empty packing cases, boxes, barrels or similar containers, rubber tires, rubber, cork or similar combustible material.	$75
105.6.31	Motor Fuel-Dispensing Facilities	Operation of automotive, marine and fleet motor fuel-dispensing facilities.	$75

105.6.32	Open Burning	Kindling or maintaining of an open fire or a fire on any public street, alley, road, or other public or private ground.	$75
105.6.33	Open Flames and Torches	Removing paint with a torch; or to use a torch or open-flame device in a wildfire risk area.	$75
105.6.34	Open Flames and Candles	Use of open flames or candles in connection with assembly areas, dining areas of restaurants or drinking establishments.	$75
105.6.35	Organic Coatings	Any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	$75
105.6.36	Places of Assembly	Operation a place of assembly.	$75
105.6.37	Private Fire Hydrants	The removal from service, use or operation of private fire hydrants.	$75
105.6.38	Pyrotechnic Special Effects Material	Use and handling of pyrotechnic special effects material.	$75
105.6.39	Pyroxylin Plastics	Storage or handling of more than 25 pounds of cellulose nitrate (pyroxylin) plastics, and for the assembly or manufacture of articles involving pyroxylin plastics.	$75
105.6.40	Refrigeration Equipment	Operation of a mechanical refrigeration unit or system regulated by Chapter 6.	$75
105.6.41	Repair Garages and Motor Fuel-Dispensing Facilities	Operation of repair garages.	$75
105.6.42	Rooftop Heliports	Operation of a rooftop heliport.	$75
105.6.43	Spraying or Dipping	Conducting a spraying or dipping operation utilizing flammable or combustible liquids, or the application of combustible powders regulated by Chapter 24.	$75

105.6.44	Storage of Scrap Tires and Tire Byproducts	Establishing, conducting or maintaining storage of scrap tires and tire byproducts that exceeds 2,500 cubic feet of total volume of scrap tires, and for indoor storage of tires and tire byproducts.	$75
105.6.45	Temporary Membrane Structures and Tents	Operation of an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet.	Table C
105.6.46	Tire-Rebuilding Plants	Operation and maintenance of a tire-rebuilding plant.	$75
105.6.47	Waste Handling	Operation of wrecking yards, junk yards and waste material-handling facilities.	$75
105.6.48	Wood Products	Storage of chips, hogged material, lumber or plywood in excess of 200 cubic feet.	$75
105.6.49	Marijuana Extraction Systems	Use of a marijuana / cannabis extraction system regulated under WAC 314-55-104.	$75
WAC 173-425-060	Residential Open Burning (Only for unincorporated Snohomish County within Lake Stevens Fire District boundary)	Outdoor burning of leaves, clippings, prunings and other yard and gardening refuse originating on lands immediately adjacent and in close proximity to a human dwelling and burned on such lands by the property owner or his or her designee.	$25

Table C - Special Assembly Permits	
IFC 105.7.18 Required to erect an air-supported temporary membrane structure, a temporary stage canopy or a tent having an area in excess of 400 square feet. Fees listed below include issuance of operational permit 105.6.45.	
Temporary Membrane Structures, Canopies and Tents	
Duration of Use	**Fee**
Less than 3 Days	No Fee
4-180 Days	$60
Temporary Assembly Membrane Structures, Canopies and Tents	
Occupant Load	**Fee**
50-99 persons	$60
Over 100 persons	$115

Table D - Explosives	
IFC 105.6.15 Required for manufacturing, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks or pyrotechnic special effects within the scope of Chapter 56.	
Retail and Wholesale Fireworks	
Type	**Fee**
CFRS Facility - Wood Stand	$100
CFRS Facility - Tent or Canopy	$100
Fireworks sales in other than a CFRS Facility	$100
Public Fireworks Display	
Type	**Fee**
Public Display (Licensed pyrotechnic operators in accordance with RCW 70.77 only)	$250
Temporary Storage	$175
Blasting	
Type	**Fee**
Blasting (Licensed blasters in accordance with WAC 296-52 only)	$250
Temporary Storage	$175

Table E - NFPA 72 Fire Alarm and Detection Systems and Related Equipment
IFC 105.7.6 Required for installation of or modification to fire alarm and detection systems and related equipment.
Devices include individual parts of a fire alarm system including, but not limited to initiating devices, notification appliances, NAC panels, modules, relays, remote annunciation panels, and other such devices. Each part of the system is one device.
Note: All Central Station Monitoring shall be UL or FM listed.
Tenant Improvement or Modification to Existing System

Number of Devices	Fee
1-2	$85
3-5	$145
6-10	$200
11-20	$260
21-40	$345
41-100	$430
101-200	$545
Over 200	$660
New System	
Number of Devices	**Fee**
1-100	$430
101-200	$545
Over 200	$660
FACP and/or Transmitter	
In addition to the above device fees shown, the following fees also apply:	
Condition	**Fee**
Replacement	$145
New	$230

Table F - Automatic Fire Extinguishing Systems and Components	
IFC 105.7.1 required for installation of or modification to an automatic fire-extinguishing system.	
NFPA 13 and 13R Fire Sprinkler Systems &	
Devices are individual parts of an automatic fire extinguishing system including, but not limited to sprinkler heads, risers, valves, gongs and other such devices. Each part of the system is one device.	
Tenant Improvement or Modification to Existing System	
Number of Heads and Devices	**Fee**
1-2	$85
3-5	$145
6-10	$200
11-20	$260
21-40	$345
41-100	$430
101-200	$545
201-300	$660
Over 300	$720

New System	
Number of Heads and Devices	**Fee**
1-100	$430
101-200	$545
201-300	$660
Over 300	$720
NFPA 13D Residential Fire Sprinkler Systems	
Number of Heads and Devices	**Fee**
1-10	$200
11-25	$260
Over 25	$315
*Non-required NFPA 13D systems shall not be charged a fee for plan review, permits or inspections.	
UL 300 Commercial Cooking Hood Suppression Systems & NFPA 2001 Clean Agent Systems	
Type	**Fee**
Pre-Engineered	$145
Custom Engineered	$315
NFPA 14 Standpipe Systems	
IFC 105.7.17 Required for the installation, modification or removal from service of a standpipe system.	
Class	**Fee**
I, II or III	$175
NFPA 20 Fire Pumps and Related Equipment	
IFC 105.7.7 Required for installation of or modification to fire pumps and related fuel tanks, jockey pumps, controllers and generators.	
Quantity	**Fee**
1	$345
2 or more	$575

Underground Supply Piping for Automatic Sprinkler Systems	
IFC 105.7.20 Required for the installation of the portion of the underground water supply piping, public or private, supplying a water-based fire protection system. The permit shall apply to all underground piping and appurtenances downstream of the first control valve on the lateral piping or service line from the distribution main to one foot above finished floor of the facility with the fire protection system.	
Quantity of Supply Lines to Building	**Fee**
1	$115
2 or more	$230

Private Fire Hydrants	
IFC 105.7.13 Required for the installation or modification of private fire hydrants.	
Quantity	**Fee**
1	$115
2 or more	$230

Table G - Hazardous Materials	
IFC 105.7.10 Required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 50 where the hazardous materials in use or storage exceed the amounts listed in Table 105.6.21.	
Quantity	**Fee**
1-2 Hazardous Materials	$115
3-5 Hazardous Materials	$230
Over 5 Hazardous Materials	$460

Table H - Gases, Liquids and Cryogenics	
Compressed Gases	
IFC 105.7.3 Where the compressed gases in use or storage exceed the amounts listed in Table 105.6.9, a construction permit is required to install, repair damage to, abandon, remove, place temporarily out of service, or close or substantially modify a compressed gas system.	
Type	**Fee**
Compressed Gas System	$230
LP- Gas	
IFC 105.7.12 Required for installation of or modification to an LP-gas system.	
Tanks	**Fee**
500 Gallons or Less	$115
501-1,000 Gallons	$230
Over 1,000	$460
Residential LP-Gas System	$85
Flammable and Combustible Liquids	
IFC 105.7.8 Required to (1) to install, repair or modify a pipeline for the transportation of flammable or combustible liquids. (2) To install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used. (3) To install, alter, remove, abandon or otherwise dispose of a flammable or combustible liquid tank.	

Type	Fee
(1) Pipeline	$230
(2) Vehicles, Equipment, Facilities, etc.	$230
(3) Tanks	**Fee**
500 Gallons or Less	$115
501-1,000 Gallons	$230
Over 1,000 Gallons	$460
Residential Fuel Tank Install or Abandonment	$60
Cryogenic Fluids	
IFC 105.7.4 Required for installation of or alteration to outdoor stationary cryogenic fluid storage systems where the system capacity exceeds the amounts listed in Table 105.6.11.	
Quantity	**Fee**
500 Gallons or Less	$115
501-1,000 Gallons	$230
Over 1,000 Gallons	$460

Table I - Spraying/Dipping, Industrial Ovens and Marijuana Extraction Systems	
Spraying or Dipping	
IFC 105.7.16 Required to install or modify a spray room, dip tank or booth.	
Type	**Fee**
Pre-Engineered Booth or Tank	$175
Site-Built or Used Room, Booth or Tank	$290
Industrial Ovens	
IFC 105.7.11 Required for installation of industrial ovens covered by Chapter 30.	
Class	**Fee**
Class A, B, C or D	$290
Marijuana Extraction System	
IFC 105.7.19 Required to install a marijuana/cannabis extraction system regulated under WAC 314-55-104.	
Valuation	**Fee**
$25,000 or Less	$115
$25,001-$50,000	$230
$50,001-$100,000	$460
Over $100,000	$575

Table J - Power, Radio and Smoke Control Systems	
Battery System	
IFC 105.7.2 Required to install stationary storage battery systems having a liquid capacity of more than 50 gallons.	
Quantity	**Fee**
50-100 Gallons	$115
Over 100 Gallons	$230
Solar Photovoltaic Power System	
IFC 105.7.15 required to install or modify solar photovoltaic power systems.	
Type	**Fee**
Residential PV System	$115
Commercial PV System	$230
Emergency Responder Radio Coverage System	
IFC 105.7.5 required for installation of or modification to emergency responder radio coverage systems and related equipment.	
Type	**Fee**
Single Bi-Directional Antenna System	$230
Distributed Antenna System	$460
Smoke Control System	
IFC 105.7.14 required for installation of or alteration to smoke control or smoke exhaust systems.	
Type	**Fee**
Smoke Control Systems (Passive and Mechanical)	$460

Table K - Gates and Barricades Across Fire Apparatus Roads	
IFC 105.7.9 Required for the installation of or modification to a gate or barricade across a fire apparatus access road.	
Quantity	**Fee**
1	$115
2 or More	$230

Table L - Miscellaneous Fees	
Description	**Fee**
After Hours Inspections (Regular Hours: Monday-Friday 8:00am - 4:00pm excluding Holidays)	$100 per Hour; 1 Hour Minimum
Additional Plan Review Fee (required by (1) changes, (2) additions, or (3) revisions to approved plans)	$100 per Hour; 1 Hour Minimum
City of Lake Stevens Administrative Fee (added to all fees collected by the City of Lake Stevens)	15% of Permit Fee

Construction Permit Extension (additional 180 days)	$200
Construction Re-Inspection Fee (for uncorrected violations after 2nd site inspection)	$100
Expired Construction Permit Re-Issuance (for expired permits not exceeding 1 year abandonment)	50% of Permit Fee
Firefighter Fire Watch or Standby	$100 per Hour per Firefighter; 2 Hour Minimum
Fire Flow Determination	Contact Water Purveyor Having Jurisdiction
Outside Consultant Review	Actual Cost Plus 50% of Permit Fee
Work Without a Permit	Permit Fee x 3

Table M - Fire Investigation Fees	
Cause Determined As	**Fee**
Accidental, Natural or Undetermined	No Fee
Incendiary (intentionally set or criminal fire, arson)	Actual cost shall be billed to the convicted party for investigation, report preparation, courtroom preparation and testimony as received from Snohomish County in accordance with the current ILA.

PASSED by the City Council of the City of Lake Stevens on the ~~25th~~ 12th day of November~~June~~, 2024.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Public Hearing No. 2: 2025 - Budget Ordinance 1191

Contact Person/Department: Barb Stevens, Finance

Budget Impact: 2025 Budget

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
APPROVE: Second and Final Reading of 2025 Budget and adopt Ordinance 1191

SUMMARY/BACKGROUND:
Budgeting is an essential element of the financial planning, control, and evaluation processes of governments. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions. Financial control and evaluation processes typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues.

Upon adoption, the expenditure estimates are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded unless subsequently amended by the legislative body. Expenditures should be monitored through the accounting system to assure budgetary compliance. Unexpended appropriations lapse at the year's end and may be brought forward as an amendment to the budget.

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2025 budget ordinance.

The 2025 Proposed Budget document is available at: www.lakestevenswa.gov

The following is a link to the online version of the budget book: City of Lake Stevens Digital Budget Book

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A few minor changes have been made to the 2025 annual budget since being presented at Public Hearing No. 1 on October 22nd.

- Reconciliation of Interfund Transfers - In both instances, the expenditure was budgeted but the correlating revenue was not so the transactions did not balance.
  - Increased General Fund revenues by $5,000
  - Increased the Municipal Arts Fund revenues by $25,000

- Drug Task Force - Increased expenditure by $5,300 based on the new 2025 contract.

- Updated Legal Fees - Based on current usage and anticipated future needs, the 2024 expenditure estimates were increased by $68,306 and the 2025 expenditure budget was reduced by the same amount. This update decreased the beginning fund balance for 2025, but also decreased the expenditure, so the ending fund balance did not change.

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, the legislative body shall adopt the budget by ordinance. Per RCW 84.55.120 the legislative body will hold public hearings on the proposed budget for the coming year.

ATTACHMENTS:

1. 2025 Budget Ordinance No. 1191
2. 2025 Proposed Budget
3. 2025 Budget Presentation - Public Hearing 2

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. **1191**

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS, WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2025

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2025, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

WHEREAS, the said City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 22nd day of October and the 12th day of November, 2024, at the hour of 6:00 P.M., in the Sawyers Room, at the Mill building, 1808 Main Street, and via Zoom for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

WHEREAS, the said City Council did meet at said dates, times, and place and did receive public testimony during a public hearing as to the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Lake Stevens for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Lake Stevens do ordain as follows:

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2025 is hereby adopted, the content which will be set forth in the document entitled City of Lake Stevens 2025 Annual Budget, 1 copy of which will be on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2025 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2025 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	$22,424,126	$23,060,737	$31,986,428	$13,498,435
101	Street	$2,040,186	$3,927,007	$4,308,722	$1,658,471
111	Drug Seizure & Forfeiture	$69,336	$3,028	$36,000	$36,364
112	Municipal Arts Fund	$386	$52,367	$0	$52,753
120	Transportation Benefit Fund	$1,590,682	$1,612,179	$1,410,000	$1,792,861
210	2008 Bonds	$0	$211,865	$211,865	$0
214	2019A LTGO Bond	$0	$460,097	$460,097	$0
215	2021A LTGO Bond - 17005	$0	$608,350	$608,350	$0
216	2024A LTGO Bond - City Campus	$0	$597,200	$587,200	$10,000
301	Cap. Proj.-Dev. Contrib.	$3,286,106	$800,110	$560,000	$3,526,216
302	Park Mitigation	$2,333,021	$1,952,352	$3,593,350	$692,023
303	REET 1	$8,114,460	$1,500,975	$1,159,162	$8,456,273
304	REET 2	$6,826,358	$4,763,387	$7,585,300	$4,004,445
306	Facility Capital Project	$3,196,004	$3,904,000	$6,914,800	$185,204
309	Sidewalk Capital Project	$281,899	$15,000	$100,000	$196,899
401	Sewer	$58,404	$798,285	$798,285	$58,404
410	Storm and Surface Water	$1,915,847	$6,323,583	$7,128,577	$1,110,853
411	Storm Water Capital	$4,133,203	$2,793,594	$2,628,800	$4,297,997
412	Storm Water Debt	$0	$100,177	$100,177	$0
501	Unemployment	$10,949	$31,000	$30,000	$11,949
510	Equipment Fund - Computers	$101,151	$832,563	$818,992	$114,722
515	Equipment Fund - Vehicles	$120,060	$4,068	$0	$124,128
520	Equipment Fund-Police	$864,425	$379,534	$220,106	$1,023,853
525	Equipment Fund - Parks	$0	$139,000	$69,240	$69,760
530	Equipment Fund-PW	$576,685	$190,259	$332,000	$434,944
633	Treasurer's Trust	$1,061	$395,900	$396,961	$0
	Total	$57,944,349	$55,456,617	$72,044,412	$41,356,554

Section 3. The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 4. A summary of this ordinance consisting of the title shall be published in the official City newspaper. This ordinance shall take effect and be in full force five (5) days after publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ____ day of ______________, 2024.

Brett Gailey, Mayor

ATTEST:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First Reading: October 22, 2024
Second Reading: November 12, 2024
Final Reading:
Effective:

Ordinance No. 1191

City of Lake Stevens
2025 Proposed Budget

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INTRODUCTION

Mayor's Message

Brett Gailey, Mayor

October 18, 2024

Honorable City Council,

The 2025 budget continues to be an opportunity for the City of Lake Stevens to work on its internal processes. The City has quickly grown in the last decade, and we are continuously working to bring business up to current day standards. This budget improves city operations by receiving accreditation from the American Public Works Association (APWA), completing capital projects, and meeting community requests for more recreational and outdoor opportunities.

The accreditation of our Public Works Department ensures systems and procedures are meeting national standards. The City received an impressive 99.7% full compliance rating, and joins 214 other cities across the country who have also received the APWA accreditation. This accreditation not only improves service delivery, but also saves taxpayer dollars with improved efficiency.

In January, City Council decided to pursue the issuance of approximately $10.2 million of Limited Tax General Obligation Bonds to finance the development of a municipal services campus and historical museum. D.A. Davidson & Co. in Seattle served as bond underwriter for the bonds. In preparation for the bond sale, Moody's Investors Service upgraded the City's long-term rating from 'Aa2' to 'Aa1'. Lake Stevens is one of only seven cities in Washington currently rated 'Aa1" by Moody's. The 'Aa1' rating reflects the City's financial and economic profile, including robust financial position, strong local economic growth, strong financial performance for the past three years, and low debt.

There are multiple capital projects underway throughout the city supporting outdoor recreation and pedestrian connections. West Lake Park, formally known as 20th Street Ballfields Park and Trailhead, located at 8629 20th Street SE, held a groundbreaking ceremony on July 30, 2024. Once the project is complete, the new park will provide residents with a beautiful green space including a scenic trail for walking, jogging, and biking. The park will also include a new parking lot, benches, and a dog park.

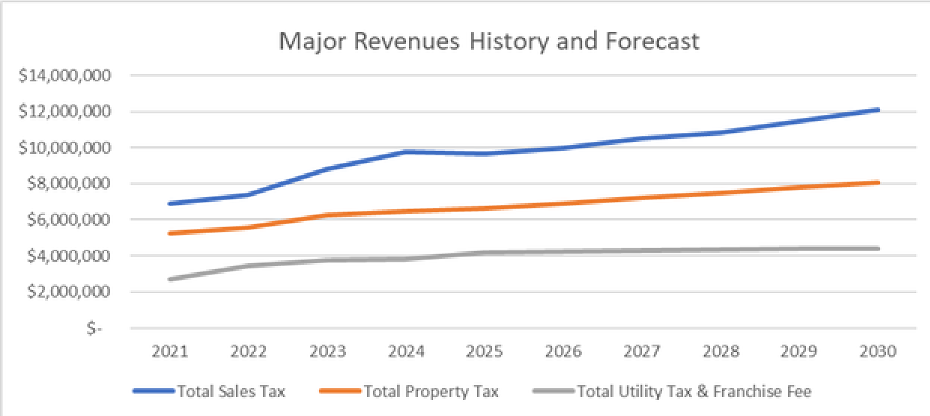
The first phase of the Transportation Benefit Program's 91^{st} Avenue SE between Market Place and 8^{th} Street SE project is finalizing construction. This route is the first of two project phases that will, together, meet an overall goal of the City Transportation Benefit Program by providing a continuous multimodal connection between Market Place and 20th Street SE.

Residents of Lake Stevens have been clear and vocal about their desire for infrastructure improvements and recreational activities/enjoyment of the outdoors. We will continue to meet these needs for residents and visitors alike and share in funding vital city services.
As always, we appreciate your support and welcome your questions.

REVENUES

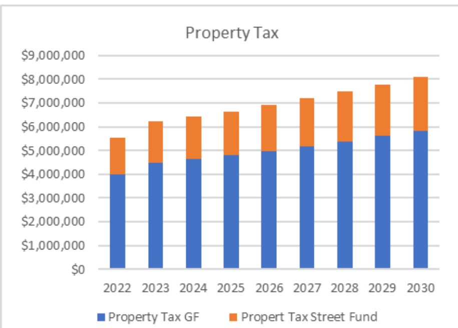
Lake Stevens has seen revenue growth over the past seven years and can expect some sources to continue to grow, while others flatten out. Using reasonable assumptions, we foresee overall growth of 2% per year for all combined revenue.

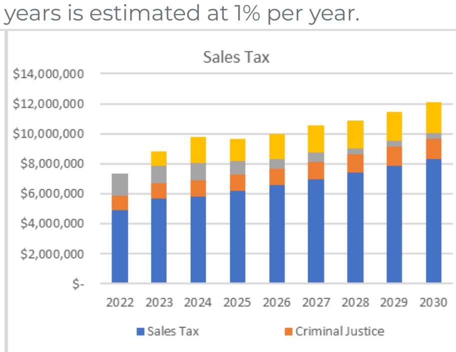
Lake Stevens voters approved the 0.2% Transportation Benefit funding enacted in 2023. The revenues created by this funding are estimated at $1,500,000 per year to be used on the approved list of roads, sidewalks, and trails. The first $500,000 per year is intended for pavement preservation to maintain and enhance the city's existing roadway infrastructure.



The assumptions used to make these projections are:

- Sales Tax increases an average of 4% per year through 2030. Although retail sales are forecasted to increase 6% per year, sales related to construction will decrease.
- Property Tax increase of 1% plus estimated new construction and annexation assessments.
- Utility Tax increase of 11% in 2025 due to a tax on sewer assigned to the Street fund for road repair and maintenance. The increase in future years is estimated at 1% per year.





Lake Stevens continues to see new retail and redevelopment which signals a strong economy and reinforces the city's revenue projections.

The city continues to allocate $300,000 of construction sales tax revenue into the general fund for operating purposes. Any remaining construction sales tax is allocated to our reserves for future infrastructure needs.

2025 Priorities

Our budget priorities for 2025 are to:

- Enhance Pedestrian & Traffic Safety
- Proactively Maintain Infrastructure
  - Increase Levels of Service
  - Encourage Innovative Process Improvement

Proposed Operating Budget

Our proposed budget is structured to fund the highest priority needs for city residents while maintaining adequate reserves. The city looks toward the future with continued economic development citywide. In the meantime, the 2025 budget strategically funds department needs that are a priority for residents.

The proposed staffing budget includes:

1. Add two Police Officers
2. Add Parks Maintenance Worker
3. Add Parks & Recreation Office Assistant
4. Add Parks & Recreation Revenue Development Specialist
5. Add Planning and Community Development Assistant Planner
6. Add Planning and Community Development Building Supervisor
7. Add Senior Accountant
8. Add two Seasonal Crew workers to Facilities Department
9. Allow for internal promotional opportunities to retain staff
10. Add three Intern positions to assist with GIS data input
11. Allow for additional Intern positions to be departmentally funded

12. Cost of Living Adjustment for Non-Represented Staff (represented staff receive adjustments based on contract agreements)

To maintain a balanced budget, some positions are budgeted to start in middle to late 2025.

SUMMARY

The 2025 budget continues to support the city we all live in and enjoy, as well as attract and retain skilled staff to deliver services our community wants. Our city is continuously changing and improving to meet these needs and function more efficiently. I am ready to enter 2025 knowing the challenges of change and improvement are our budget priorities.

I appreciate the hard work of our staff, city council, and the community in not only building this budget, but also in building “One Community Around the Lake.”

Respectfully,
Brett Gailey, Mayor

Mission, Vision, & Strategic Plan

Mission Statement:
Provide a safe and desirable community with open communication and dedicated public service.

Vision Statement:
We are a thriving community that promotes a vibrant economy, preserves natural beauty, and supports an exceptional quality of life **for all.**

Strategic Planning:
The City of Lake Stevens' strategic priorities will not only preserve the natural beauty that attracts so many of its citizens, but enhance and harmonize with the environment to accommodate new people who desire to live here. Through shared, active participation among citizens, Mayor, Council, and City Staff, we commit ourselves to quality living for this and future generations. Growth in our community is inevitable. The City will pursue an active plan on how, when, and where it will occur to properly plan for needed services, ensure public safety, and maintain the unique ambiance that is Lake Stevens.

City-Wide 5-Year Strategic Plan DRAFT 2024-2029

Strategic Priority - *What categories of work will drive our focus?*	**Goals – The "What"** - *What do we need to create, expand, develop, enhance, stabilize, or be capable of to progress toward our Vision and Mission?*
Community Vitality	• Sustain and promote public safety • Draw people to the community • Promote a positive business environment/community through efficient City processes • Engage community groups and individuals to expand and improve services
Accessible and Optimal Infrastructure	• Design thoughtful, forward-thinking, and creative infrastructure while balancing cost and efficiency • Proactively maintain existing infrastructure while balancing the needs of new projects • Provide infrastructure to areas with the greatest public benefit • Continue to maintain and build out safe and accessible sidewalks, shared roadways, and connected trails
Financial Stewardship and Economic Success	• Promote diverse jobs and industries leading to a balanced economy • Promote open communication and encourage financial collaboration with our community • Continue investment in infrastructure to support industrial and commercial growth • Encourage to be fiscally responsible by balancing financial decisions
Operational Innovation and Excellence	• Promote exceptional service as the top priority • Build governmental excellence through internal and external relationships • Invest in employee professional development • Promote creative problem-solving and thoughtful improvement of processes
Environmental Stewardship	• Protect natural habitats • Make conscious decisions in all departments and operations for climate and sustainability • Maintain/increase public access • Maintain/improve lake clarity and quality

Elected Officials

The City of Lake Stevens operates under the mayor-council system. The city's motto, "One Community Around the Lake", embodies its quality of life, top-ranked school district, and the City Council's commitment to providing excellent services and amenities for its citizens. Here you can find answers to your questions about leadership and upcoming projects, and discover how our government departments work together to maintain this beautiful city and provide the services on which we rely.

Through shared, active participation among residents, the Mayor, City Council, and City staff, we commit ourselves to quality living for this and future generations.

Mayor Brett Gailey

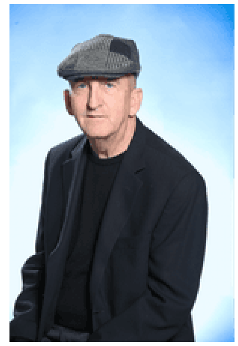
Brett Gailey is a long-time resident of Lake Stevens. He retired from the Everett Police Department in May 2020 after 21 years in law enforcement.

He is a Lieutenant Colonel branched Military Intelligence in the US Army Reserves, with a Bachelor's degree in Spanish from Boise State University and a Masters in Business Administration from the American Military University.

He is married to Micah and between the two of them have seven children, who attend or attended Lake Stevens schools. Family is important to Brett; as Mayor of Lake Stevens, he enjoys the opportunity to help build this great community, with his focus on parks and maintaining a small-town quality of life.

He is a member of the Snohomish County Tomorrow Executive Committee, the Lake Stevens Art and Parks Foundation, and the Lake Stevens Rotary Club.
Brett enjoys music from the '80s, running, hiking nearby peaks, making contacts with his amateur radio, and crawling things with his Jeep.

Councilmember Kim Daughtry, Position #1



Biography

Originally from Puyallup, Kim Daughtry and his wife, Debbie, moved to Lake Stevens in 2000 after retiring with 25 years in the US Navy. They have been married for 34 years and have two grown sons, one living in Bellevue and the other in South Carolina with the US Air Force.

Following the Navy he was recruited by the Strategy and Technology Consulting Firm, Booz Allen Hamilton to further facilitate the process improvement and perform cost benefit analysis for several entities including the San Diego School District, the California Space Consortium, the California State Department of Finance, San Diego County Waste Management Board, and the US Navy.

Kim next became the Chief Information Officer for Teligistics, a telecommunications cost analysis firm where he designed and implemented a database and cost analysis system that analyzed business phone bills and recommended improvements for cutting a client's telecommunications costs and recovering overcharges by their suppliers. After Teligistics, Kim started his own business as a home restoration and rehabilitation specialist in and around Lake Stevens and also has a business designing and maintaining websites for small businesses and non-profit groups.

For relaxation Kim enjoys woodworking and working around their pond and yard.

Special Projects

Serves on the board of the Snohomish Health District.

Council liaison to:

- Lake Stevens School District
- Community Transit Board of Directors
- Lake Stevens Family Center
- Puget Sound Regional Transportation Board
- Snohomish County Cities
- Member of the Lake Stevens Chamber of Commerce

Councilmember Gary Petershagen, Position #2

Biography

Gary has been a lifelong resident of the Everett/Lake Stevens area, settling full-time in Lake Stevens since 1995. Gary is married to his wife Jeanne, and together they have two children, both proud graduates of Lake Stevens Schools.

Having been involved in various aspects of the real estate industry in the past 38+ years, his experiences include banking, land entitlement/development and 12 years in homebuilding. Currently, Gary is the principal owner of Alexander Reed, LLC, specializing in land development and CD21S, LLC, which provides the construction industry with inspection services and due diligence. Gary is also a licensed Real Estate Broker in the State of Washington.

With past business activities primarily in the Marysville area, Gary was involved in Marysville Noon Rotary Club for 18 years, earning a Paul Harris Award for Community Service. He also served as the Chairman of the Board in '04-'05 for the Marysville Tulalip Chamber of Commerce. Other activities involved the Economic Development Council of Snohomish County along with his service of 6 years on the Lake Stevens Planning Commission.

Having served on the City Council since January 2017, Gary was re-elected in 2021 to serve another 4-year term.

Councilmember Ryan Donoghue, Position #3

Biography

Originally from Stanwood, WA, Ryan Donoghue moved to Lake Stevens in 2016 with his wife, Michelle. Ryan and Michelle have been married since 2015 and have a young son and daughter with whom they love experiencing all Lake Stevens has to offer. When Ryan and his family aren't at North Cove Park for the Farmer's Market or the playground, they can be found enjoying pizza at Contos' or practicing the art of self-control at the Lake Stevens Costco.

Ryan received his JD/MBA from the Seattle University School of Law and the Seattle University Albers School of Business. After graduating, Ryan worked briefly as a Snohomish County Deputy Prosecutor before joining the strategic advisory group of an intellectual property (IP) law firm in Seattle. Ryan currently works as a consultant for a large global services company where he leads teams of IP and data analytics professionals in advising companies on risk mitigation strategies related to their IP portfolios.

For relaxation, Ryan enjoys spending time with his family; hanging out at the dog park with his dog, Fynn; and watching Formula 1.

Councilmember Kymm Shipman, Position #4

Biography

Kymm Shipman
Kymm was born and raised in Everett, WA, and moved east of the trestle in 1992; settling in Lake Stevens in 1999. Kymm was drawn to Lake Stevens because of its hometown feel and strong school district. Both of her children attended/graduated from the Lake Stevens School District. Her oldest in 2013 and her youngest is in the Class of 2024. She enjoyed volunteering in their classroom throughout their elementary school years, being Team Mom, and helping out where needed.

In 2009, Kymm opened Kids Way Child Care and Early Learning Center in Old Town Lake Stevens and expanded to include school-age children in 2016. As a Lake Stevens business owner and resident/parent, Kymm has strong roots and appreciation for Lake Stevens and all it has to offer.

In her spare time, Kymm enjoys spending time with her family, walking her dog, doing projects around the house, attending Lake Stevens festivals, venturing to the Whidbey Island beaches, day hikes in the beautiful PNW, and she is an avid skier.

Councilmember Anji Jorstad, Position #5

Biography

Anji Jorstad is a Pacific Northwest native. Born in Washington and raised in Eastern Oregon, she was drawn to the natural beauty of Snohomish County in 1993 to pursue her career in community mental health. Anji and her husband Jesse moved to Lake Stevens in 2011, excited to raise their family in a tight-knit, friendly community with a distinguished school district. Their children attend Lake Stevens High School and Mount Pilchuck Elementary.

Anji is a graduate of Pacific University in Forest Grove, Oregon with a double major in Psychology/Social Work. She earned her Master's Degree in Social Work from Eastern Washington University and is a Licensed Social Worker with experience in both the public and non-profit sectors. Anji currently works for Snohomish County as a Behavioral Health supervisor in the Human Services Department, overseeing innovative programs that bring law enforcement, corrections, behavioral health and housing systems together to address service gaps throughout Snohomish County.

Anji leverages over 25 years of experience in community organizing, project development, and budget oversight to the work of the Council. She is committed to creating opportunities to bring the ideas in our community to City Hall, where open dialogue and transparency are necessary to move us forward.
Anji spends her free time with her husband and family cooking delicious meals and discovering new restaurants, playing card and board games, and finding new ways to enjoy Lake Stevens and the Pacific Northwest.

Councilmember Steve Ewing, Position #6

Biography

Washington natives Steve and his wife Athena, have been happily married since 2000, and have been in Lake Stevens since 2005. They were won over by the excellent schools coupled with its proximity to recreational and employment opportunities. Each of their five children are/have been blessed to have received their education within the Lake Stevens School District.

Steve graduated from college and began his career with the State of Washington in 2002. He has worked as a Mental Health Counselor, Community Corrections Officer, and has served many years as an Administrative Hearings Officer in both the prison and community settings. Steve finds his service oriented professional work both rewarding and challenging.

Serving his community and others has long been part of Steve's life. He served a two-year mission for his church to Milan, Italy, and has served in many church leadership positions since. He has also served many years as the President of his 136 member Homeowners Association. Prior to joining the City Council in 2019, Steve served on the City's Planning Commission for two years. Steve is a regular blood donor and is proud to have his 8 gallon pin!

In his free time Steve loves to garden, and hikes in the gorgeous mountains that surround us. He is proud of his fig trees and other garden produce that he and his family enjoy every season.

Councilmember Marcus Tageant, Position #7

Biography

Marcus Tageant grew up in Lake Stevens and graduated from the Lake Stevens School District. After graduation Marcus joined the United States Marines where he fought in the Persian Gulf War. After serving in the Marines he attended college at Washington State University. He then relocated back to Lake Stevens.

Marcus has owned and operated Task Properties / Impact Property Management in the Lake Stevens community for the past 12 years. His companies manage Condominium Associations, Home Owner Associations, residential properties and commercial properties in Snohomish and King counties. Working and living in the Lake Stevens community he has established great working relationships with many community members.

Mr. Tageant belongs to, and volunteers in, many community groups such as the Lake Stevens Kiwanis, the Greater Lake Stevens Chamber of Commerce, and the American Legion. He feels that it is important to give back to the community in which he lives and works.

Special Projects
Liaison To:

- Lake Stevens School Board
- Chamber of Commerce
- Lake Stevens Aquafest

City Council-Mayor-City Administrator

One Community Around the Lake

Since settling in 1886, Lake Stevens has been home to families who set their sights on pioneering a better way of life for western Washington and beyond. Encompassing approximately nine miles of Snohomish County, and surrounding one of the region's most coveted recreational lakes, the City of Lake Stevens has emerged as one of the most desirable places in the state to call home.

Just 10 minutes east of Everett, and 34 minutes from downtown Seattle, Lake Stevens is home to hardworking families and retirees. Our growth is outpacing the rest of Snohomish County. In 2022, the city had more than 35,000 residents and forecasts that by 2035 Lake Stevens will experience 40% growth to exceed a population of 40,000.

The City was incorporated in 1960 and operates with a mayor-council form of government. The City is a general-purpose governmental entity that provides services to its residents including health and social services, public safety, street improvement, parks and recreation, and general administrative services.

Fire service is provided by Snohomish County Regional Fire & Rescue. Sewage collection and treatment service is provided by Lake Stevens Sewer District under a Unified Sewer Agreement.

Organization Chart

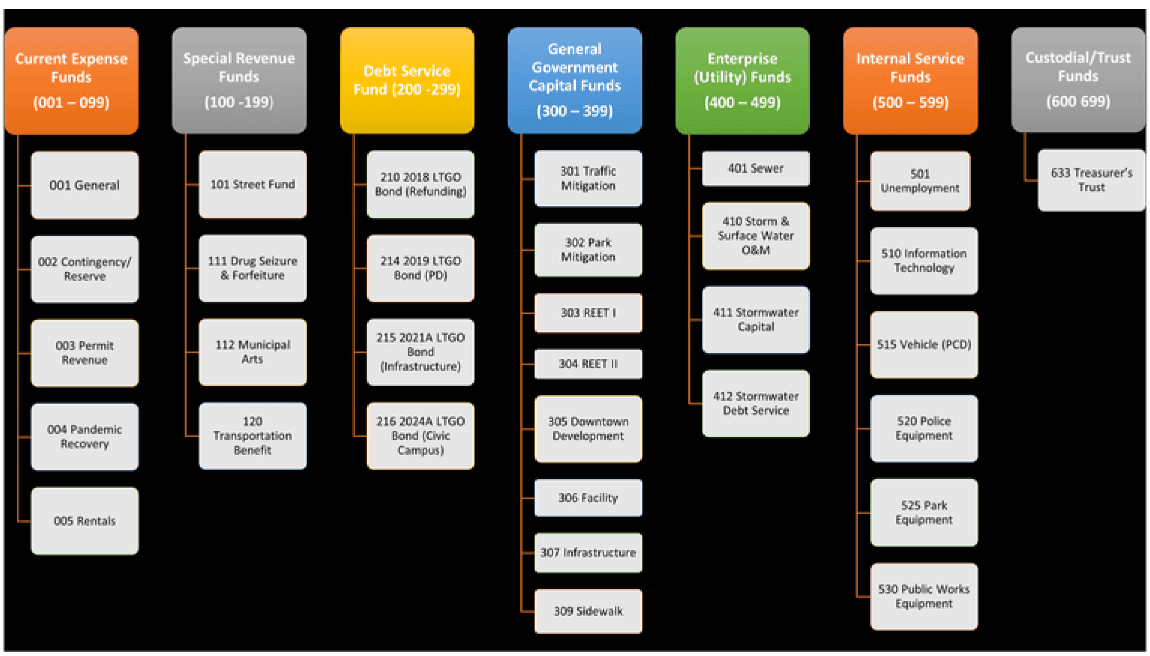
This citywide organizational chart is color coded to highlight the changes to city staffing for 2025. Some new positions are scheduled to be hired in the first quarter of the year, while others are being held until later in the year to conserve budget. Certain other positions are eligible for reclassification and/or promotions.

Fund Structure

Fund Structure

Funds are classified based on their function as follows:

- Current Expense Funds – General Fund
  - There may only be one General Fund for reporting purposes, but managerial funds are allowed for the purpose of tracking transactions assigned to a specific use. Most revenues in the current expense fund are unrestricted.
- Special Revenue Funds – Street Fund and Transportation Benefit Program
  - Uses are restricted for a specific purpose.
- Debt Service Funds – Used to pay outstanding debt service
- General Government Capital Project Funds – Mitigation, REET, Project Specific
  - These funds are used to track and report revenues and expenditures related to capital projects. Revenues are generally restricted to use on capital projects listed in the Comprehensive/Capital Improvement Plan (CIP). Additional restrictions apply to certain revenue sources.
- Enterprise (Utility) Funds – Sewer and Storm & Surface Water Funds
  - The Sewer fund is used to receipt and pay debt service on loans held by the City on behalf of the Sewer District. The City invoices the District prior to paying the debt invoices.
  - The Storm & Surface Water Funds are self-sustained, meaning fees are charged to cover their expenses, and those revenues must not be commingled with other funds or pay for any expenses not related to the function of the fund. Allocations of expenses such as administrative and overhead are allowed but must be justified and reasonable.
- Internal Service Fund – Unemployment, IT, and Equipment
  - These funds receive allocated contributions from the General, Street, and Storm Water funds to build a reserve for future purchases and replacements.
  - The City uses a "pay-as-you-go" method for unemployment rather than taking part in an insurance-type program. As such, funds are allocated based on policy and paid from this fund when claims are made.
- Custodial/Trust Fund – Treasurer's Trust Fund
  - Funds are held in trust until passed through to the final recipient. Money does not belong to the City. Revenue sources include court fees, state share of taxes, and fire fees.

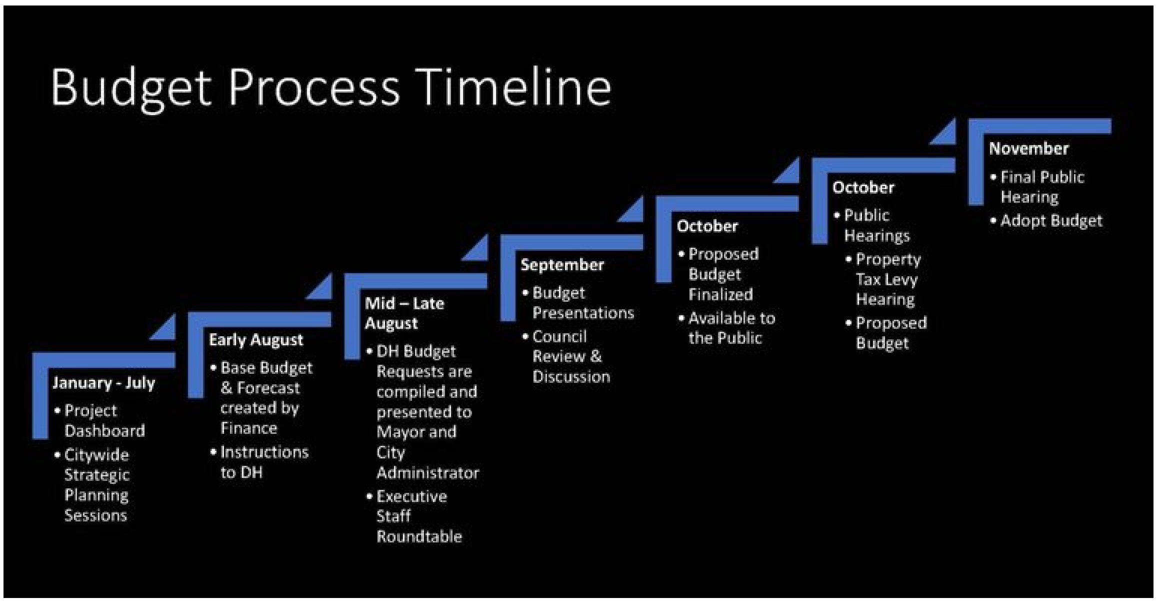


Budget Process

In the City of Lake Stevens, annual budgeting begins with a six-year financial forecast and general direction provided by the City Council. The city budget process serves the function of creating a framework to implement the policies set forth by that body to administer the city organization and deliver the various services to the community.

Under the general guidance of the mayor and city administrator, department directors have primary responsibility for formulating budget proposals in line with the mayor and City Council priorities.

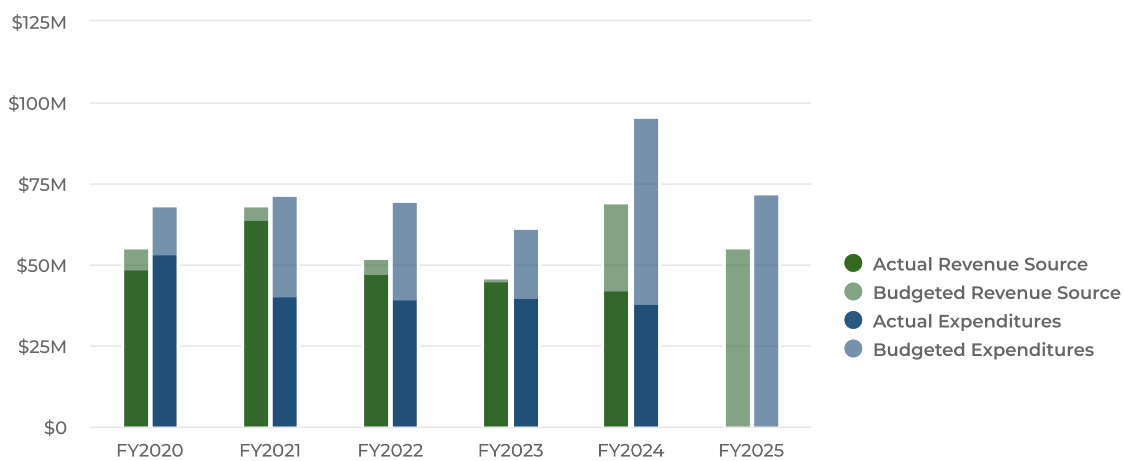
The budget document sets forth the city's financial plan for the upcoming fiscal year.



FUND SUMMARIES

Summary

The City of Lake Stevens is projecting $55.46M of revenue in FY2025, which represents a 20.3% decrease over the prior year. Budgeted expenditures are projected to decrease by 24.9% or $23.89M to $72.04M in FY2025.



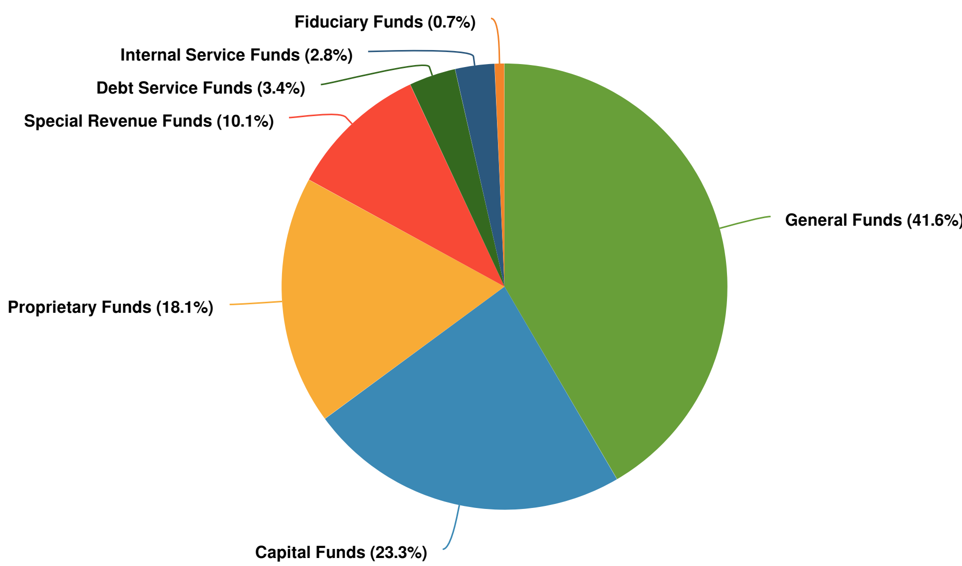
All Funds - Citywide Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$67,312,571**	**$67,312,571**	**$58,012,658**
Revenues			
Taxes	$15,299,508	$21,195,915	$22,559,469
Licenses and Permits	$1,155,806	$1,814,183	$1,562,842
Intergovernmental	$2,964,588	$10,763,174	$7,830,089
Charges for Services	$4,845,150	$10,999,811	$8,264,058
Fines and Forfeitures	$94,903	$121,000	$132,000
Miscellaneous Revenue	$3,334,650	$4,790,221	$5,018,720
Other Fund Resources	$324,210	$1,066,987	$1,053,900
Other Financing Sources	$14,411,743	$18,811,597	$9,035,539
Total Revenues:	**$42,430,558**	**$69,562,888**	**$55,456,617**
Expenditures			
Non Expenditure	$4,388,482	$6,733,254	$7,104,450
Salaries	$10,728,474	$15,428,896	$17,158,788
Benefits	$3,994,675	$6,012,238	$6,353,545
Supplies	$840,193	$1,763,478	$1,471,352

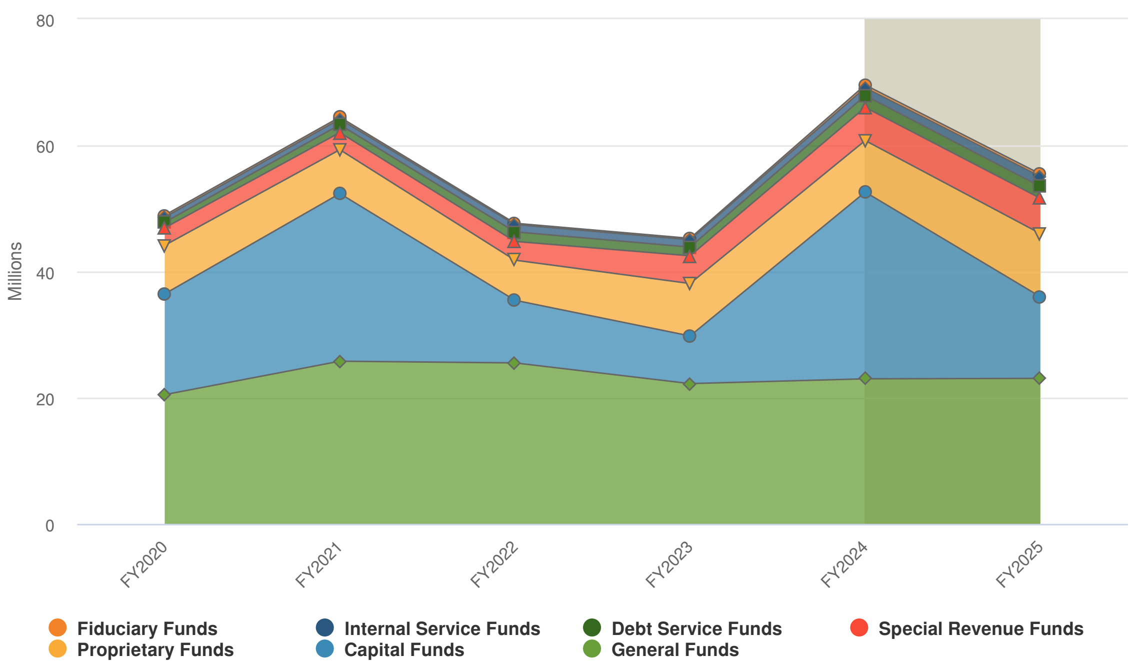
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Services	$6,668,039	$10,586,519	$11,593,024
Capital	$9,799,698	$51,695,436	$25,297,548
Debt Principal	$1,336,936	$2,300,431	$2,069,871
Debt Interest	$676,322	$1,412,362	$995,834
Total Expenditures:	**$38,432,819**	**$95,932,614**	**$72,044,412**
Total Revenues Less Expenditures:	**$3,997,739**	**-$26,369,726**	**-$16,587,795**
Ending Fund Balance:	**$71,310,310**	**$40,942,845**	**$41,424,863**

Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



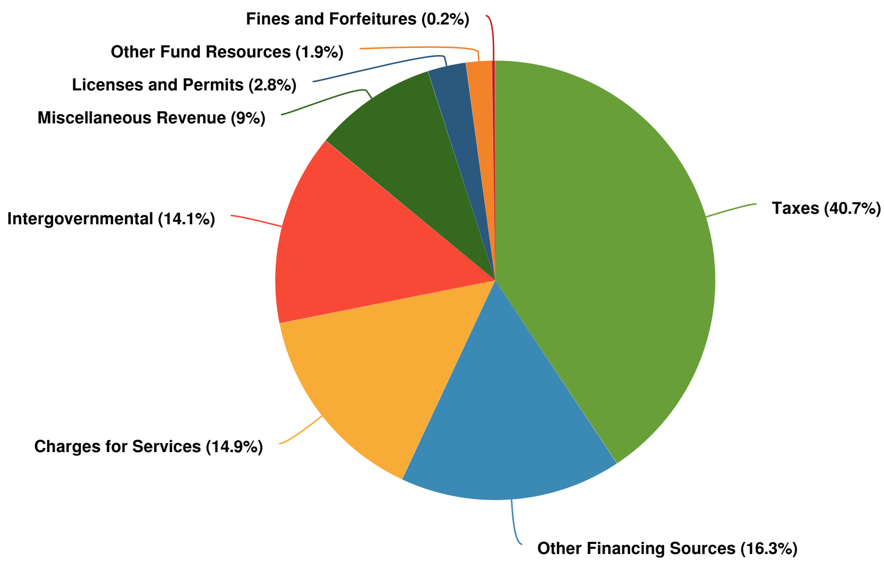
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
General Funds				
General	$16,467,432	$22,986,228	$23,060,737	0.3%
Total General Funds:	**$16,467,432**	**$22,986,228**	**$23,060,737**	**0.3%**
Special Revenue Funds				
Street	$2,210,474	$3,438,448	$3,927,007	14.2%
Drug Seizure and Forfeiture	$4,254	$3,000	$3,028	0.9%
Municipal Arts	$30,124	$52,150	$52,367	0.4%
Transportation Benefit	$1,265,115	$1,760,000	$1,612,179	-8.4%
Total Special Revenue Funds:	**$3,509,967**	**$5,253,598**	**$5,594,581**	**6.5%**
Debt Service Funds				
LTGO 2008A Bond	$213,890	$213,890	$211,865	-0.9%
2019A LTGO Bond - PD	$463,599	$463,600	$460,097	-0.8%
2021A LTGO Bond	$609,605	$609,150	$608,350	-0.1%
2024A LTGO Bond Fund	$424,760	$578,548	$597,200	3.2%
Total Debt Service Funds:	**$1,711,854**	**$1,865,188**	**$1,877,512**	**0.7%**
Capital Funds				
Cap Proj-Dev Contrib-Traffic	$558,320	$1,005,000	$800,110	-20.4%
Park Mitigation Fund	$516,431	$4,789,941	$1,952,352	-59.2%
Real Estate Excise Tax I	$1,329,765	$1,150,000	$1,500,975	30.5%

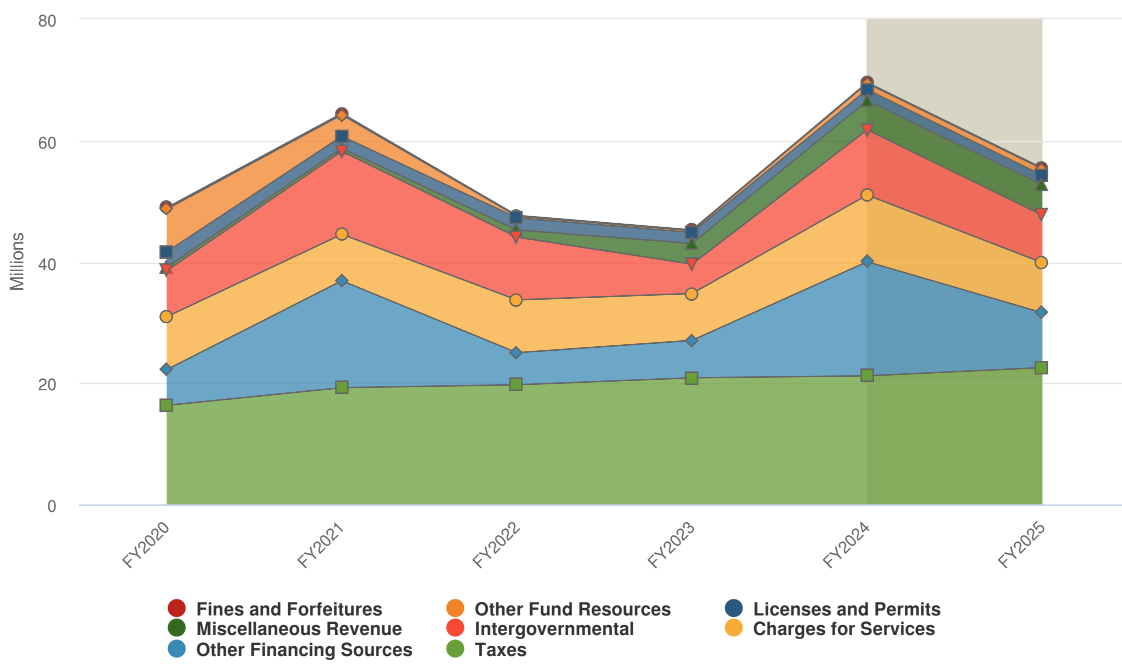
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Real Estate Excise Tax II	$1,293,606	$4,439,409	$4,763,387	7.3%
Downtown Redevelopment	$13,432	$25,000	$0	-100%
Facility Capital Project Fund	$10,754,224	$14,601,283	$3,904,000	-73.3%
Sidewalk Capital Project	$21,528	$30,000	$15,000	-50%
Infrastructure Capital Project	$863,746	$3,561,745	$0	-100%
Total Capital Funds:	**$15,351,052**	**$29,602,378**	**$12,935,824**	**-56.3%**
Proprietary Funds				
Sewer	$814,009	$810,285	$798,285	-1.5%
Storm and Surface Water	$3,025,306	$5,267,063	$6,323,583	20.1%
Storm Water Capital	$155,536	$1,923,975	$2,793,594	45.2%
Storm Water Debt Service	$167,081	$167,082	$100,177	-40%
Total Proprietary Funds:	**$4,161,932**	**$8,168,405**	**$10,015,639**	**22.6%**
Internal Service Funds				
Unemployment	$1,097	$1,000	$31,000	3,000%
Capital Equip - Computer	$362,858	$498,279	$832,563	67.1%
Capital Equip - Vehicle Replac	$18,886	$24,500	$4,068	-83.4%
Capital Equip - Police	$323,360	$370,000	$379,534	2.6%
Capital Equip - Parks	$0	$0	$139,000	N/A
Capital Equip - PW	$324,062	$354,325	$190,259	-46.3%
Total Internal Service Funds:	**$1,030,263**	**$1,248,104**	**$1,576,424**	**26.3%**
Fiduciary Funds				
Treasurer's Trust	$198,058	$438,987	$395,900	-9.8%
Total Fiduciary Funds:	**$198,058**	**$438,987**	**$395,900**	**-9.8%**
Total:	**$42,430,558**	**$69,562,888**	**$55,456,617**	**-20.3%**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



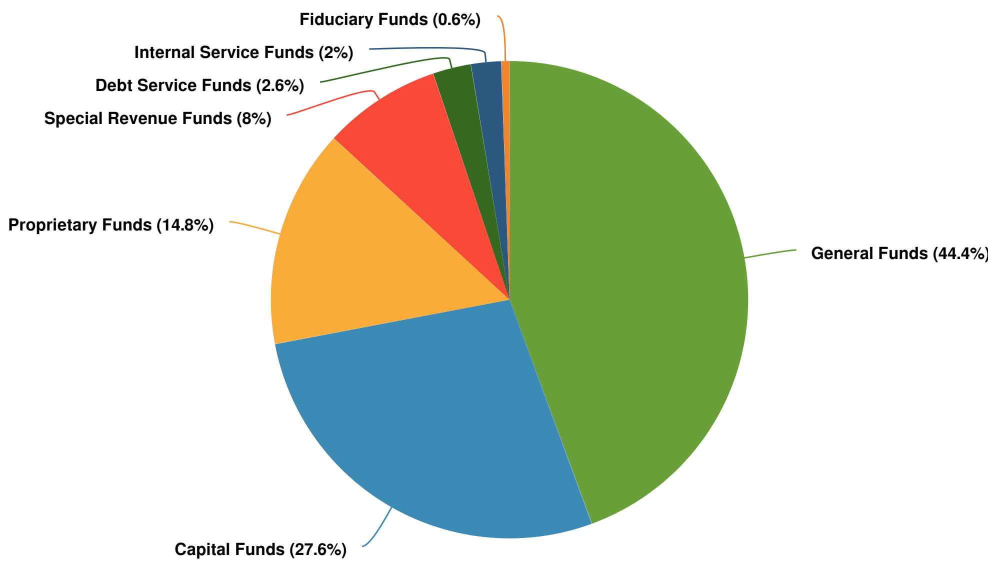
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

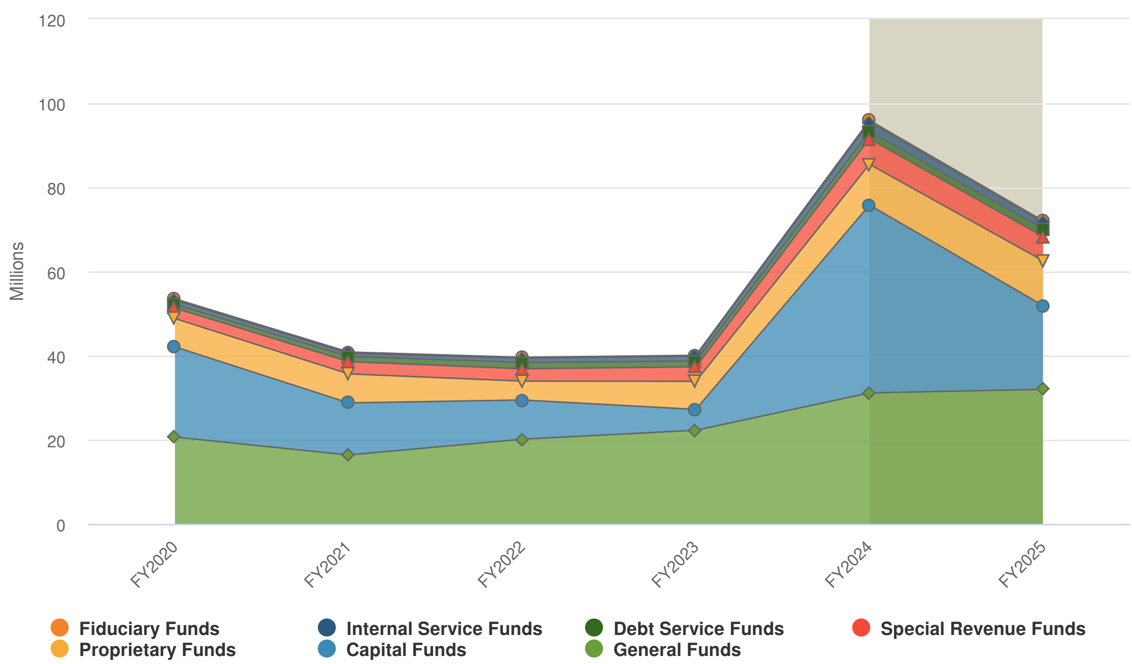
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Taxes	$15,299,508	$21,195,915	$22,559,469	6.4%
Licenses and Permits	$1,155,806	$1,814,183	$1,562,842	-13.9%
Intergovernmental	$2,964,588	$10,763,174	$7,830,089	-27.3%
Charges for Services	$4,845,150	$10,999,811	$8,264,058	-24.9%
Fines and Forfeitures	$94,903	$121,000	$132,000	9.1%
Miscellaneous Revenue	$3,334,650	$4,790,221	$5,018,720	4.8%
Other Fund Resources	$324,210	$1,066,987	$1,053,900	-1.2%
Other Financing Sources	$14,411,743	$18,811,597	$9,035,539	-52%
Total Revenue Source:	**$42,430,558**	**$69,562,888**	**$55,456,617**	**-20.3%**

Expenditures by Fund

2025 Expenditures by Fund



Budgeted and Historical 2025 Expenditures by Fund



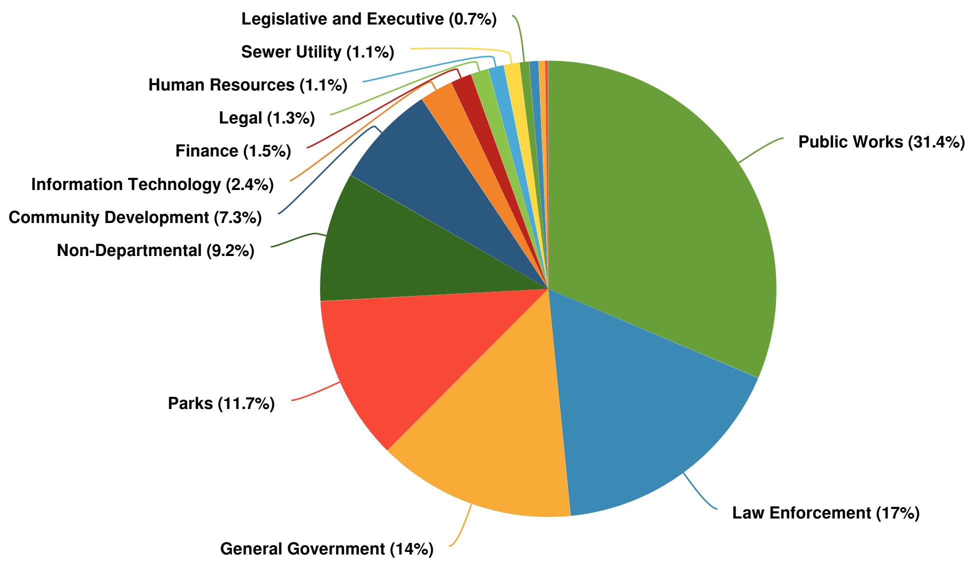
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
General Funds				
General	$17,432,554	$31,130,072	$31,986,428	2.8%
Total General Funds:	**$17,432,554**	**$31,130,072**	**$31,986,428**	**2.8%**
Special Revenue Funds				
Street	$2,846,802	$4,262,198	$4,308,722	1.1%
Drug Seizure and Forfeiture	$7,662	$36,000	$36,000	0%
Municipal Arts	$0	$25,000	$0	-100%
Transportation Benefit	$739,716	$1,749,100	$1,410,000	-19.4%
Total Special Revenue Funds:	**$3,594,180**	**$6,072,298**	**$5,754,722**	**-5.2%**
Debt Service Funds				
LTGO 2008A Bond	$19,620	$213,890	$211,865	-0.9%
2019A LTGO Bond - PD	$463,599	$463,600	$460,097	-0.8%
2021A LTGO Bond	$122,250	$609,150	$608,350	-0.1%
2024A LTGO Bond Fund	$95,127	$418,549	$587,200	40.3%
Total Debt Service Funds:	**$700,596**	**$1,705,189**	**$1,867,512**	**9.5%**
Capital Funds				
Cap Proj-Dev Contrib-Traffic	$431,945	$3,879,634	$560,000	-85.6%
Park Mitigation Fund	$133,809	$6,071,029	$3,593,350	-40.8%
Real Estate Excise Tax I	$1,101,302	$1,251,233	$1,159,162	-7.4%

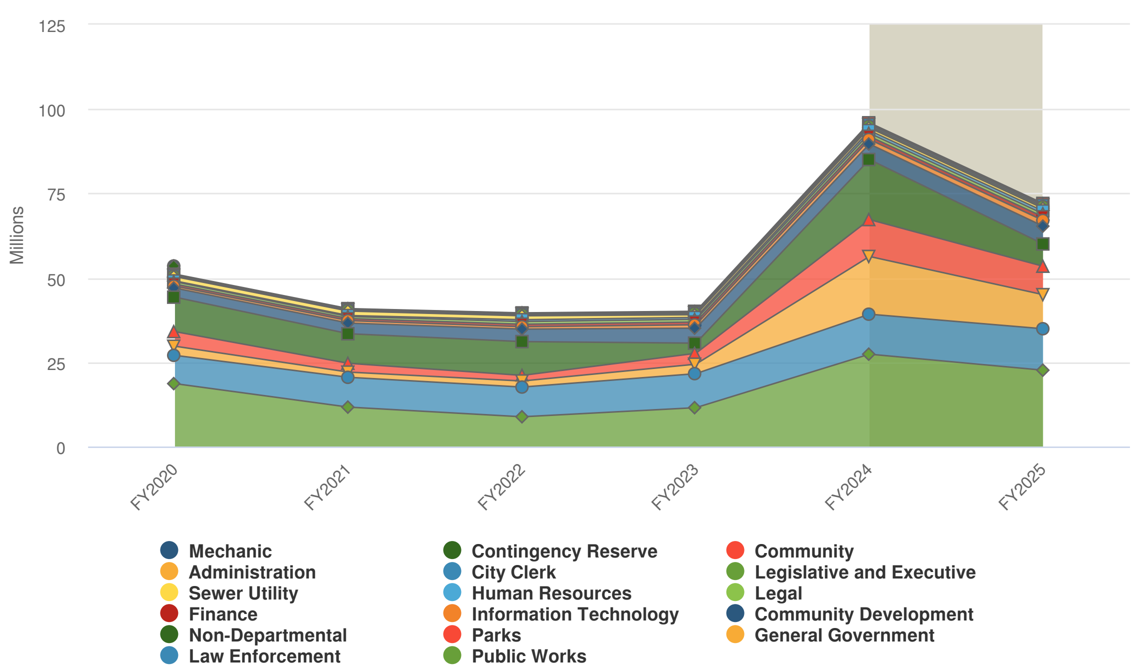
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Real Estate Excise Tax II	$1,062,846	$7,546,162	$7,585,300	0.5%
Downtown Redevelopment	$540,110	$530,350	$0	-100%
Facility Capital Project Fund	$7,349,082	$14,613,443	$6,914,800	-52.7%
Sidewalk Capital Project	$94,213	$430,000	$100,000	-76.7%
Infrastructure Capital Project	$67,764	$10,344,555	$0	-100%
Total Capital Funds:	**$10,781,071**	**$44,666,406**	**$19,912,612**	**-55.4%**
Proprietary Funds				
Sewer	$797,315	$836,239	$798,285	-4.5%
Storm and Surface Water	$3,363,630	$6,249,165	$7,128,577	14.1%
Storm Water Capital	$604,424	$2,443,375	$2,628,800	7.6%
Storm Water Debt Service	$164,636	$167,082	$100,177	-40%
Total Proprietary Funds:	**$4,930,005**	**$9,695,861**	**$10,655,839**	**9.9%**
Internal Service Funds				
Unemployment	$14,229	$30,000	$30,000	0%
Capital Equip - Computer	$490,228	$711,101	$818,992	15.2%
Capital Equip - Police	$118,852	$643,717	$220,106	-65.8%
Capital Equip - Parks	$0	$0	$69,240	N/A
Capital Equip - PW	$205,723	$842,045	$332,000	-60.6%
Total Internal Service Funds:	**$829,032**	**$2,226,863**	**$1,470,338**	**-34%**
Fiduciary Funds				
Treasurer's Trust	$165,381	$435,925	$396,961	-8.9%
Total Fiduciary Funds:	**$165,381**	**$435,925**	**$396,961**	**-8.9%**
Total:	**$38,432,819**	**$95,932,614**	**$72,044,412**	**-24.9%**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

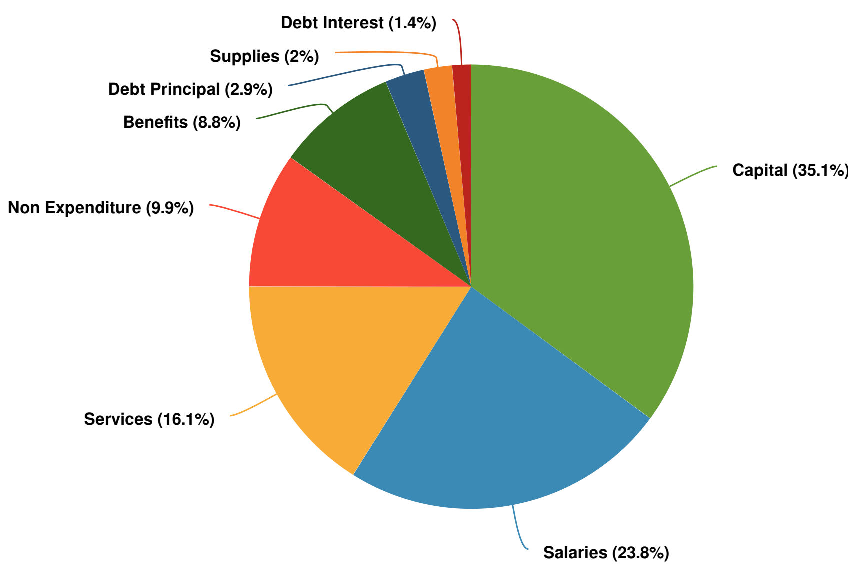


Grey background indicates budgeted figures.

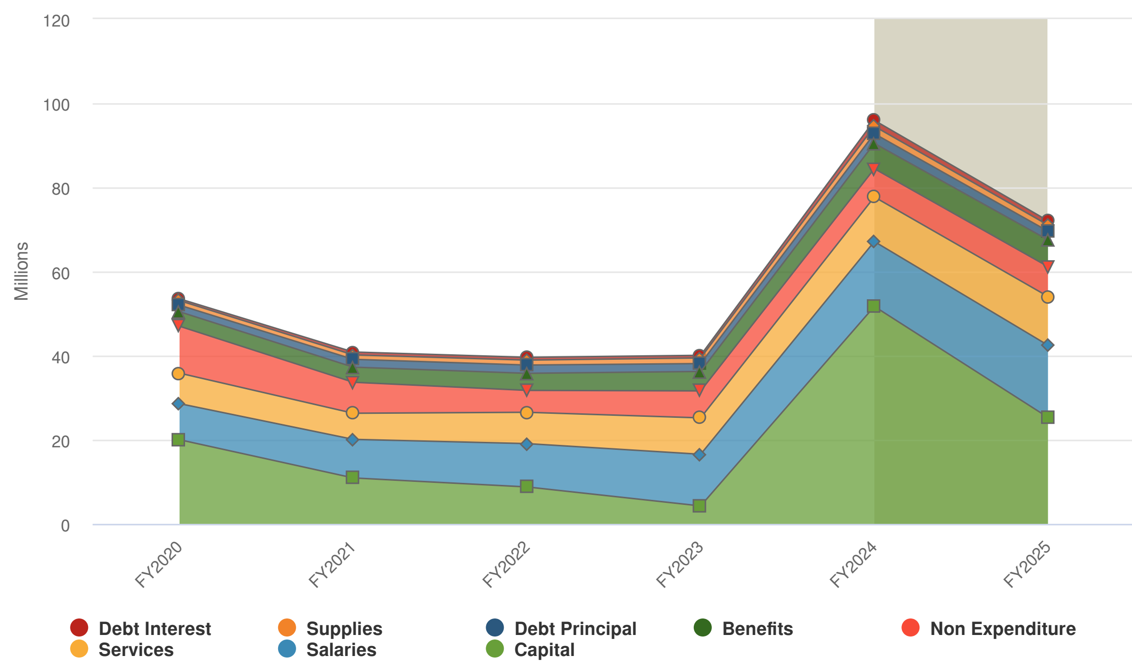
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental	$2,419,524	$17,793,058	$6,600,805	-62.9%
Legislative and Executive	$345,761	$461,736	$486,842	5.4%
Administration	$229,236	$310,480	$321,398	3.5%
City Clerk	$304,927	$503,611	$480,599	-4.6%
Finance	$534,575	$917,738	$1,082,393	17.9%
Human Resources	$530,736	$802,998	$802,674	0%
Information Technology	$940,074	$1,347,831	$1,693,401	25.6%
Community Development	$3,596,451	$4,601,296	$5,284,668	14.9%
Law Enforcement	$7,840,954	$11,848,402	$12,279,932	3.6%
Parks	$2,115,056	$10,935,706	$8,420,674	-23%
Legal	$564,980	$926,387	$903,134	-2.5%
Community	$87,147	$218,945	$165,920	-24.2%
General Government	$8,750,258	$17,105,526	$10,106,111	-40.9%
Public Works	$9,375,825	$27,364,115	$22,617,576	-17.3%
Sewer Utility	$797,315	$794,785	$798,285	0.4%
Total Expenditures:	**$38,432,819**	**$95,932,614**	**$72,044,412**	**-24.9%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

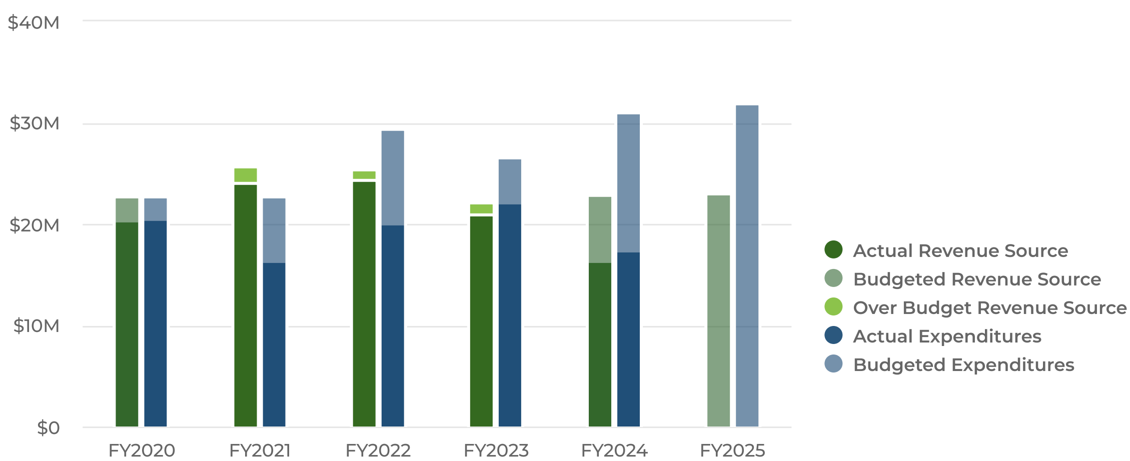


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure	$4,388,482	$6,733,254	$7,104,450	5.5%
Salaries	$10,728,474	$15,428,896	$17,158,788	11.2%
Benefits	$3,994,675	$6,012,238	$6,353,545	5.7%
Supplies	$840,193	$1,763,478	$1,471,352	-16.6%
Services	$6,668,039	$10,586,519	$11,593,024	9.5%
Capital	$9,799,698	$51,695,436	$25,297,548	-51.1%
Debt Principal	$1,336,936	$2,300,431	$2,069,871	-10%
Debt Interest	$676,322	$1,412,362	$995,834	-29.5%
Total Expense Objects:	**$38,432,819**	**$95,932,614**	**$72,044,412**	**-24.9%**

Summary

The City of Lake Stevens is projecting $23.06M of revenue in FY2025, which represents a 0.3% increase over the prior year. Budgeted expenditures are projected to increase by 2.8% or $856.36K to $31.99M in FY2025.



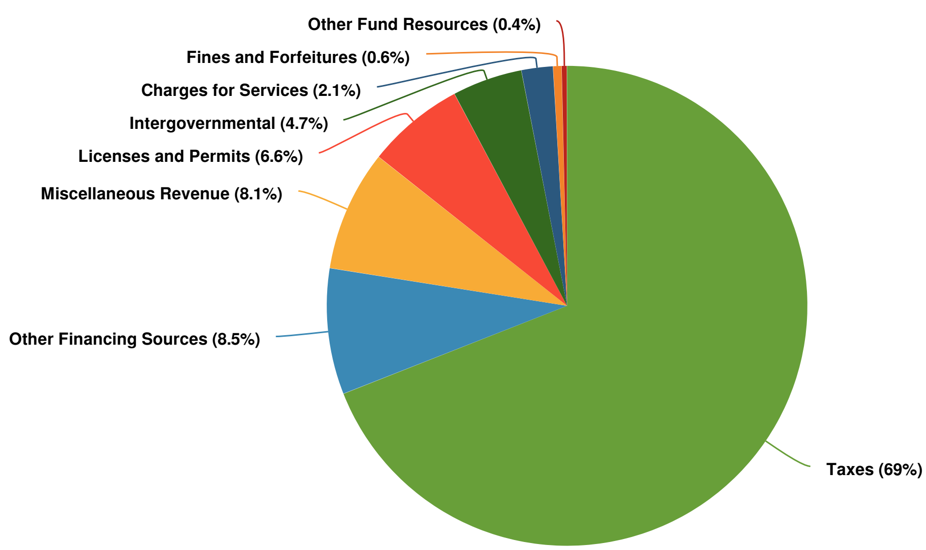
General Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$24,958,936**	**$24,958,936**	**$22,492,432**
Revenues			
Taxes	$10,642,266	$15,612,205	$15,921,533
Licenses and Permits	$1,122,506	$1,769,183	$1,517,842
Intergovernmental	$974,093	$1,166,040	$1,083,388
Charges for Services	$369,386	$538,351	$489,026
Fines and Forfeitures	$94,903	$121,000	$132,000
Miscellaneous Revenue	$1,622,585	$2,058,989	$1,877,098
Other Fund Resources	$88,657	$78,000	$83,000
Other Financing Sources	$1,553,036	$1,642,460	$1,956,850
Total Revenues:	**$16,467,432**	**$22,986,228**	**$23,060,737**
Expenditures			
Non Expenditure	$1,680,757	$1,976,200	$2,323,850
Salaries	$8,040,652	$11,500,576	$12,942,698
Benefits	$2,961,366	$4,355,127	$4,619,164
Supplies	$394,862	$1,008,348	$956,398

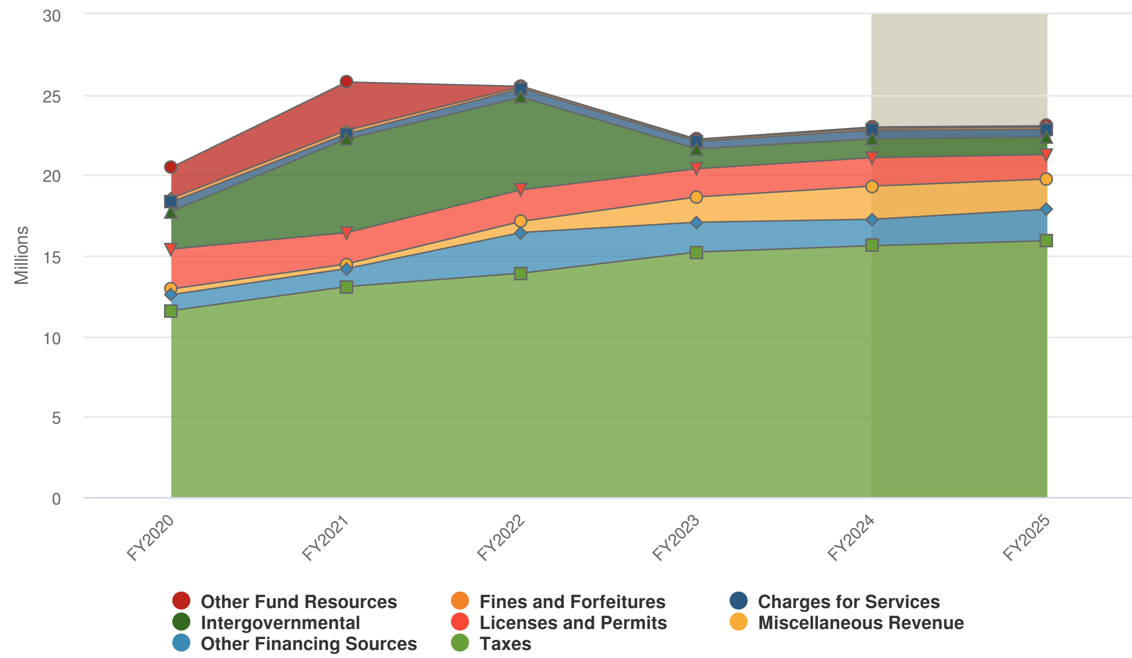
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Services	$4,060,718	$6,430,836	$7,371,764
Capital	$220,806	$5,782,260	$3,695,829
Debt Principal	$73,393	$76,725	$76,725
Total Expenditures:	**$17,432,554**	**$31,130,072**	**$31,986,428**
Total Revenues Less Expenditures:	**-$965,122**	**-$8,143,844**	**-$8,925,691**
Ending Fund Balance:	**$23,993,814**	**$16,815,092**	**$13,566,741**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

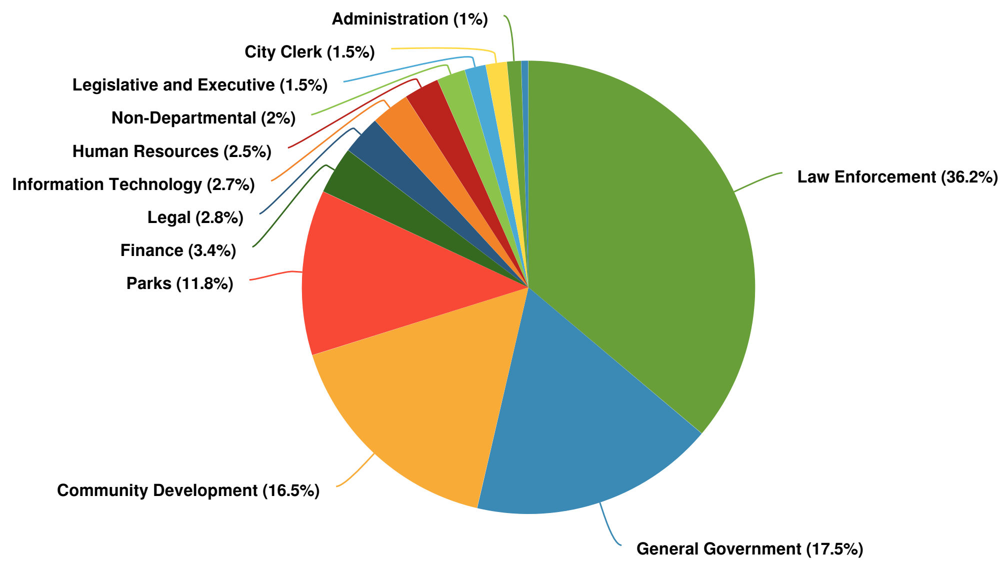


Grey background indicates budgeted figures.

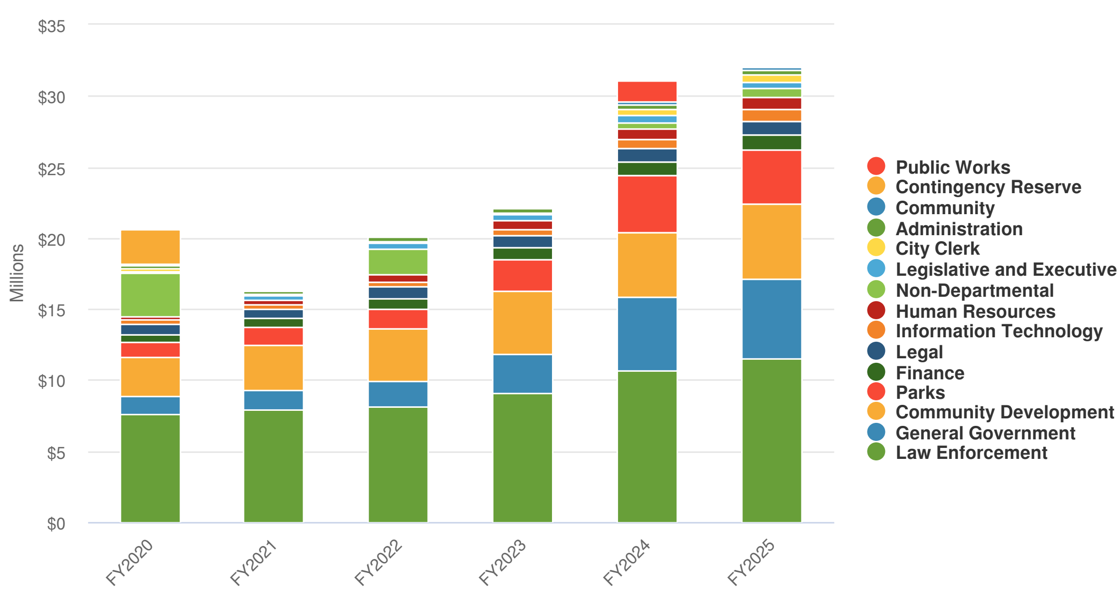
Name	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
No Data To Display	

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental				

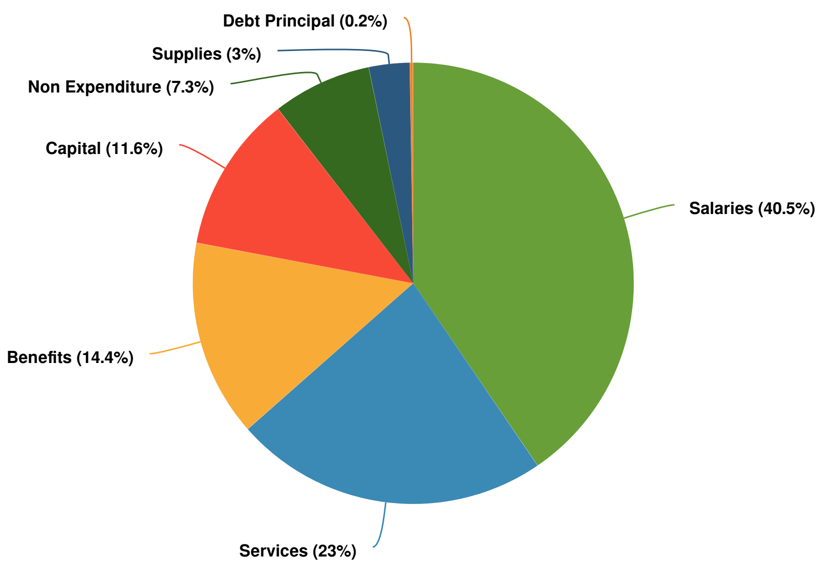
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Non Expenditure	$4,668	$227,000	$201,967	-11%
Supplies	$225	$0	$20,000	N/A
Services	$48,852	$153,100	$429,000	180.2%
Capital	$0	$40,000	$0	-100%
Total Non-Departmental:	**$53,745**	**$420,100**	**$650,967**	**55%**
Legislative and Executive				
Salaries	$167,257	$223,650	$231,654	3.6%
Benefits	$54,623	$69,944	$73,663	5.3%
Supplies	$1,975	$600	$1,350	125%
Services	$121,906	$167,542	$180,175	7.5%
Total Legislative and Executive:	**$345,761**	**$461,736**	**$486,842**	**5.4%**
Administration				
Salaries	$159,690	$212,560	$216,983	2.1%
Benefits	$49,627	$67,911	$69,235	1.9%
Supplies	$0	$800	$800	0%
Services	$19,919	$29,209	$34,380	17.7%
Total Administration:	**$229,236**	**$310,480**	**$321,398**	**3.5%**
City Clerk				
Salaries	$217,878	$339,930	$316,618	-6.9%
Benefits	$72,193	$129,493	$128,981	-0.4%
Supplies	$206	$6,000	$6,000	0%
Services	$14,650	$28,188	$29,000	2.9%
Total City Clerk:	**$304,927**	**$503,611**	**$480,599**	**-4.6%**
Finance				
Salaries	$358,067	$480,810	$624,169	29.8%
Benefits	$119,578	$164,928	$170,192	3.2%
Supplies	$3,058	$5,000	$5,000	0%
Services	$52,662	$167,000	$183,242	9.7%
Capital	$1,210	$100,000	$99,790	-0.2%
Total Finance:	**$534,575**	**$917,738**	**$1,082,393**	**17.9%**
Human Resources				
Salaries	$358,901	$472,132	$485,236	2.8%
Benefits	$109,884	$156,121	$157,441	0.8%
Supplies	$10,413	$35,220	$30,000	-14.8%
Services	$51,538	$139,525	$129,997	-6.8%
Total Human Resources:	**$530,736**	**$802,998**	**$802,674**	**0%**
Information Technology				

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Salaries	$299,246	$399,400	$479,452	20%
Benefits	$94,726	$142,400	$160,164	12.5%
Supplies	$7,683	$11,500	$149,250	1,197.8%
Services	$48,191	$83,430	$85,543	2.5%
Total Information Technology:	**$449,846**	**$636,730**	**$874,409**	**37.3%**
Community Development				
Non Expenditure	$1,622,841	$1,690,000	$2,056,883	21.7%
Salaries	$1,259,702	$1,709,830	$2,064,370	20.7%
Benefits	$529,911	$714,849	$780,284	9.2%
Supplies	$41,108	$161,087	$62,718	-61.1%
Services	$141,431	$323,530	$318,413	-1.6%
Debt Principal	$1,458	$2,000	$2,000	0%
Total Community Development:	**$3,596,451**	**$4,601,296**	**$5,284,668**	**14.9%**
Law Enforcement				
Salaries	$3,947,075	$5,817,707	$6,458,294	11%
Benefits	$1,460,092	$2,121,141	$2,263,007	6.7%
Supplies	$181,155	$442,911	$368,811	-16.7%
Services	$1,579,211	$2,147,315	$2,336,892	8.8%
Capital	$12,508	$104,286	$65,000	-37.7%
Debt Principal	$70,800	$71,725	$71,725	0%
Total Law Enforcement:	**$7,250,841**	**$10,705,085**	**$11,563,729**	**8%**
Parks				
Salaries	$921,027	$1,422,230	$1,565,550	10.1%
Benefits	$330,810	$559,777	$556,151	-0.6%
Supplies	$121,353	$287,230	$264,969	-7.8%
Services	$365,090	$542,058	$788,414	45.4%
Capital	$203,671	$1,219,882	$597,000	-51.1%
Total Parks:	**$1,941,951**	**$4,031,177**	**$3,772,084**	**-6.4%**
Legal				
Services	$564,980	$926,387	$903,134	-2.5%
Total Legal:	**$564,980**	**$926,387**	**$903,134**	**-2.5%**
Community				
Supplies	$5,563	$24,000	$19,000	-20.8%
Services	$81,584	$169,595	$146,920	-13.4%
Total Community:	**$87,147**	**$193,595**	**$165,920**	**-14.3%**
General Government				
Non Expenditure	$53,248	$59,200	$65,000	9.8%

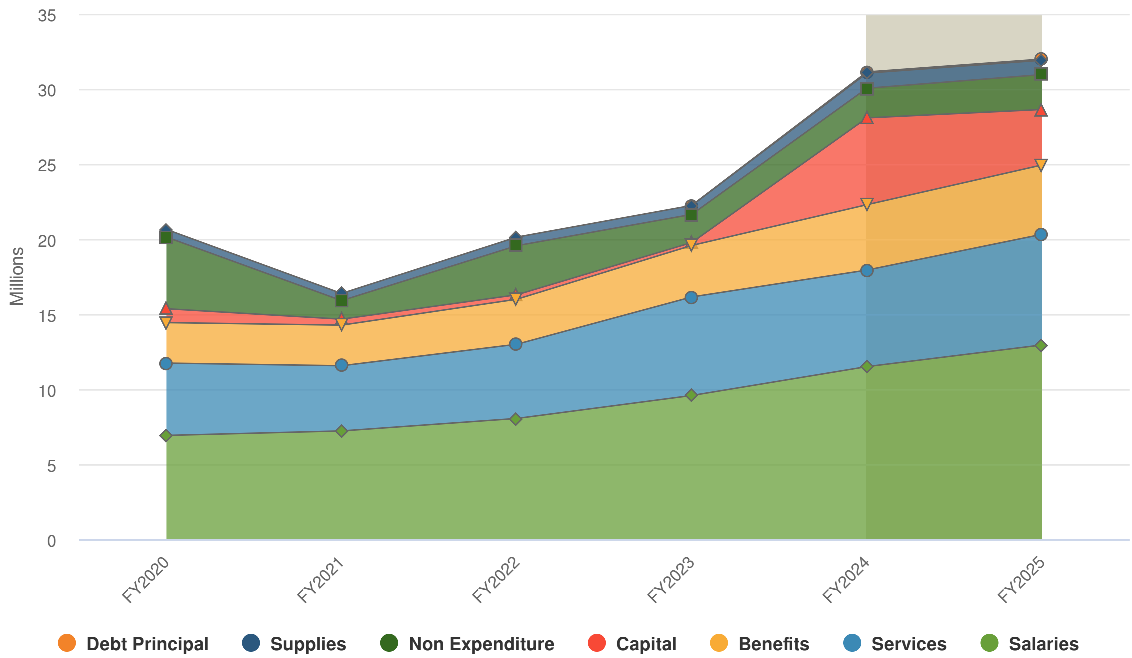
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Salaries	$351,809	$422,327	$500,372	18.5%
Benefits	$139,922	$228,563	$260,046	13.8%
Supplies	$22,123	$34,000	$28,500	-16.2%
Services	$970,704	$1,553,957	$1,806,654	16.3%
Capital	$3,417	$2,818,092	$2,934,039	4.1%
Debt Principal	$1,135	$3,000	$3,000	0%
Total General Government:	**$1,542,358**	**$5,119,139**	**$5,597,611**	**9.3%**
Public Works				
Capital	$0	$1,500,000	$0	-100%
Total Public Works:	**$0**	**$1,500,000**	**$0**	**-100%**
Total Expenditures:	**$17,432,554**	**$31,130,072**	**$31,986,428**	**2.8%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

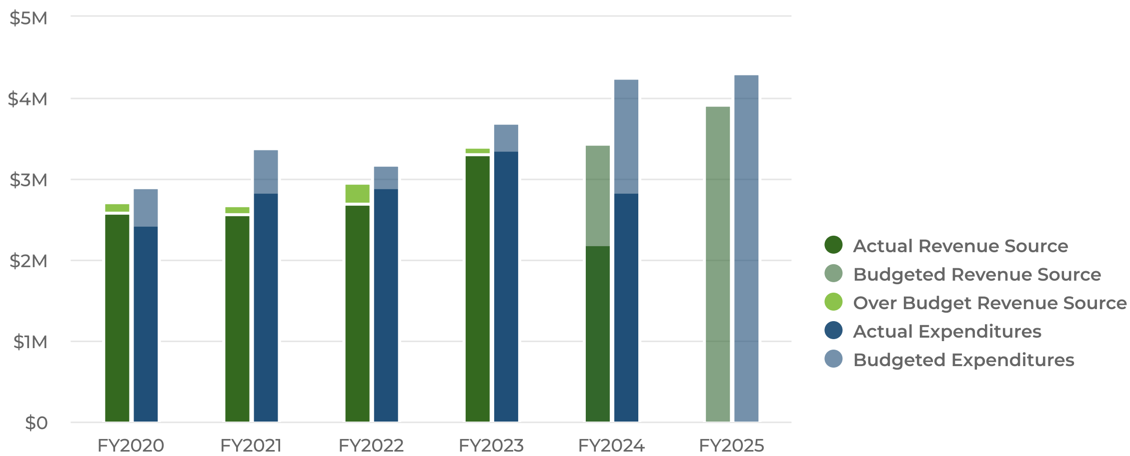
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
Non-Departmental	$4,668	$227,000	$201,967	-11%
Community Development	$1,622,841	$1,690,000	$2,056,883	21.7%
General Government	$53,248	$59,200	$65,000	9.8%
Total Non Expenditure:	**$1,680,757**	**$1,976,200**	**$2,323,850**	**17.6%**
Salaries				
Legislative and Executive	$167,257	$223,650	$231,654	3.6%
Administration	$159,690	$212,560	$216,983	2.1%
City Clerk	$217,878	$339,930	$316,618	-6.9%
Finance	$358,067	$480,810	$624,169	29.8%
Human Resources	$358,901	$472,132	$485,236	2.8%
Information Technology	$299,246	$399,400	$479,452	20%
Community Development	$1,259,702	$1,709,830	$2,064,370	20.7%
Law Enforcement	$3,947,075	$5,817,707	$6,458,294	11%
Parks	$921,027	$1,422,230	$1,565,550	10.1%
General Government	$351,809	$422,327	$500,372	18.5%
Total Salaries:	**$8,040,652**	**$11,500,576**	**$12,942,698**	**12.5%**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Benefits				
Legislative and Executive	$54,623	$69,944	$73,663	5.3%
Administration	$49,627	$67,911	$69,235	1.9%
City Clerk	$72,193	$129,493	$128,981	-0.4%
Finance	$119,578	$164,928	$170,192	3.2%
Human Resources	$109,884	$156,121	$157,441	0.8%
Information Technology	$94,726	$142,400	$160,164	12.5%
Community Development	$529,911	$714,849	$780,284	9.2%
Law Enforcement	$1,460,092	$2,121,141	$2,263,007	6.7%
Parks	$330,810	$559,777	$556,151	-0.6%
General Government	$139,922	$228,563	$260,046	13.8%
Total Benefits:	**$2,961,366**	**$4,355,127**	**$4,619,164**	**6.1%**
Supplies				
Non-Departmental	$225	$0	$20,000	N/A
Legislative and Executive	$1,975	$600	$1,350	125%
Administration	$0	$800	$800	0%
City Clerk	$206	$6,000	$6,000	0%
Finance	$3,058	$5,000	$5,000	0%
Human Resources	$10,413	$35,220	$30,000	-14.8%
Information Technology	$7,683	$11,500	$149,250	1,197.8%
Community Development	$41,108	$161,087	$62,718	-61.1%
Law Enforcement	$181,155	$442,911	$368,811	-16.7%
Parks	$121,353	$287,230	$264,969	-7.8%
Community	$5,563	$24,000	$19,000	-20.8%
General Government	$22,123	$34,000	$28,500	-16.2%
Total Supplies:	**$394,862**	**$1,008,348**	**$956,398**	**-5.2%**
Services				
Non-Departmental	$48,852	$153,100	$429,000	180.2%
Legislative and Executive	$121,906	$167,542	$180,175	7.5%
Administration	$19,919	$29,209	$34,380	17.7%
City Clerk	$14,650	$28,188	$29,000	2.9%
Finance	$52,662	$167,000	$183,242	9.7%
Human Resources	$51,538	$139,525	$129,997	-6.8%
Information Technology	$48,191	$83,430	$85,543	2.5%
Community Development	$141,431	$323,530	$318,413	-1.6%
Law Enforcement	$1,579,211	$2,147,315	$2,336,892	8.8%
Parks	$365,090	$542,058	$788,414	45.4%
Legal	$564,980	$926,387	$903,134	-2.5%
Community	$81,584	$169,595	$146,920	-13.4%
General Government	$970,704	$1,553,957	$1,806,654	16.3%
Total Services:	**$4,060,718**	**$6,430,836**	**$7,371,764**	**14.6%**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Capital				
Non-Departmental	$0	$40,000	$0	-100%
Finance	$1,210	$100,000	$99,790	-0.2%
Law Enforcement	$12,508	$104,286	$65,000	-37.7%
Parks	$203,671	$1,219,882	$597,000	-51.1%
General Government	$3,417	$2,818,092	$2,934,039	4.1%
Public Works	$0	$1,500,000	$0	-100%
Total Capital:	**$220,806**	**$5,782,260**	**$3,695,829**	**-36.1%**
Debt Principal				
Community Development	$1,458	$2,000	$2,000	0%
Law Enforcement	$70,800	$71,725	$71,725	0%
General Government	$1,135	$3,000	$3,000	0%
Total Debt Principal:	**$73,393**	**$76,725**	**$76,725**	**0%**
Total Expense Objects:	**$17,432,554**	**$31,130,072**	**$31,986,428**	**2.8%**

Summary

The City of Lake Stevens is projecting $3.93M of revenue in FY2025, which represents a 14.2% increase over the prior year. Budgeted expenditures are projected to increase by 1.1% or $46.52K to $4.31M in FY2025.



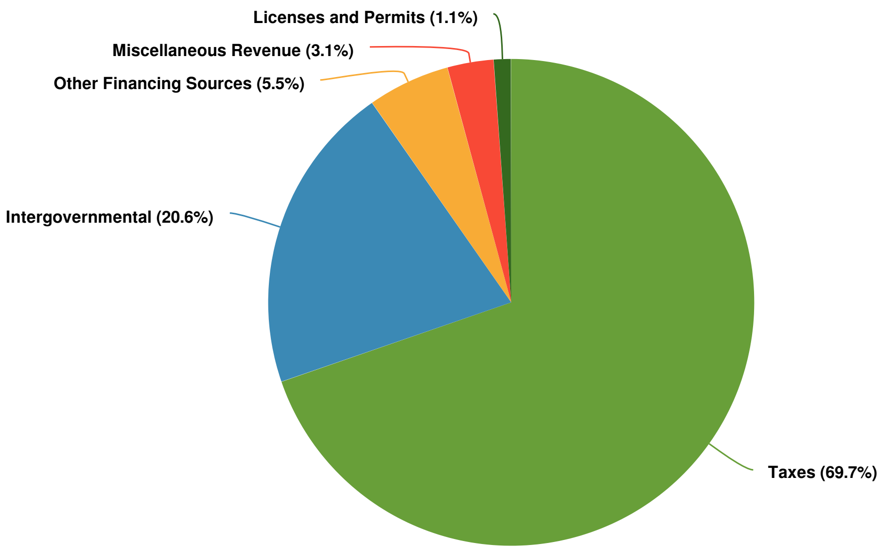
Street Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$2,554,047**	**$2,554,047**	**$2,040,186**
Revenues			
Taxes	$1,362,043	$2,283,710	$2,737,936
Licenses and Permits	$33,300	$45,000	$45,000
Intergovernmental	$579,865	$784,438	$807,953
Charges for Services	$1,253	$0	$0
Miscellaneous Revenue	$103,836	$111,200	$121,118
Other Fund Resources	$11,710	$40,000	$0
Other Financing Sources	$118,467	$174,100	$215,000
Total Revenues:	**$2,210,474**	**$3,438,448**	**$3,927,007**
Expenditures			
Non Expenditure	$17,382	$40,000	$0
Salaries	$1,163,523	$1,565,690	$1,920,805
Benefits	$425,630	$658,075	$811,816
Supplies	$230,608	$294,814	$273,542
Services	$963,933	$1,505,810	$1,169,559

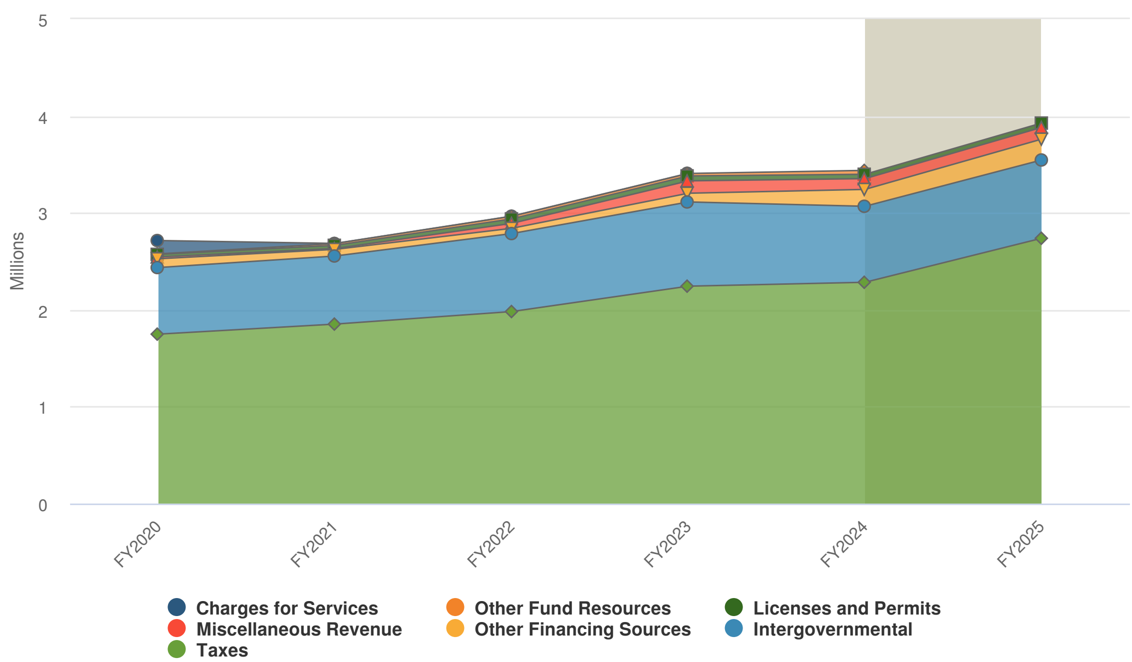
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Capital	$45,726	$194,809	$130,000
Debt Principal	$0	$3,000	$3,000
Total Expenditures:	**$2,846,802**	**$4,262,198**	**$4,308,722**
Total Revenues Less Expenditures:	**-$636,328**	**-$823,750**	**-$381,715**
Ending Fund Balance:	**$1,917,719**	**$1,730,297**	**$1,658,471**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



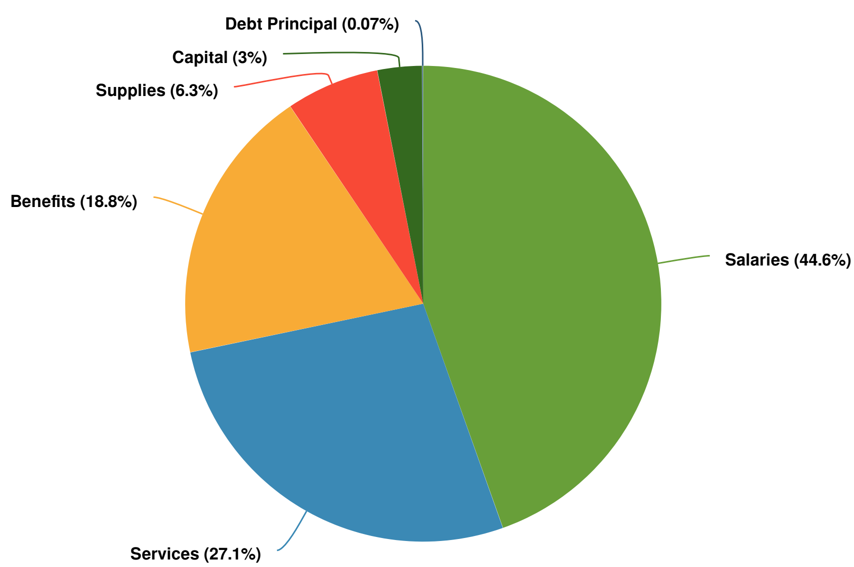
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				
Taxes				
Real & Personal Property Tax	$954,034	$1,806,024	$1,848,350	2.3%
Utility Tax - Garbage	$408,009	$477,686	$489,586	2.5%
Utility Tax - Sewer		$0	$400,000	N/A
Total Taxes:	**$1,362,043**	**$2,283,710**	**$2,737,936**	**19.9%**
Licenses and Permits				
Other Non-Bus. ROW Permits	$33,300	$45,000	$45,000	0%
Total Licenses and Permits:	**$33,300**	**$45,000**	**$45,000**	**0%**
Intergovernmental				
Commerce Grants - State	$0	$10,000	$0	-100%
Multimodal Transportation	$39,672	$52,910	$52,756	-0.3%
MVFT - City Streets	$540,193	$721,528	$755,197	4.7%
Total Intergovernmental:	**$579,865**	**$784,438**	**$807,953**	**3%**
Charges for Services				
Street - PW Charge for Service	$1,253	$0	$0	0%
Total Charges for Services:	**$1,253**	**$0**	**$0**	**0%**

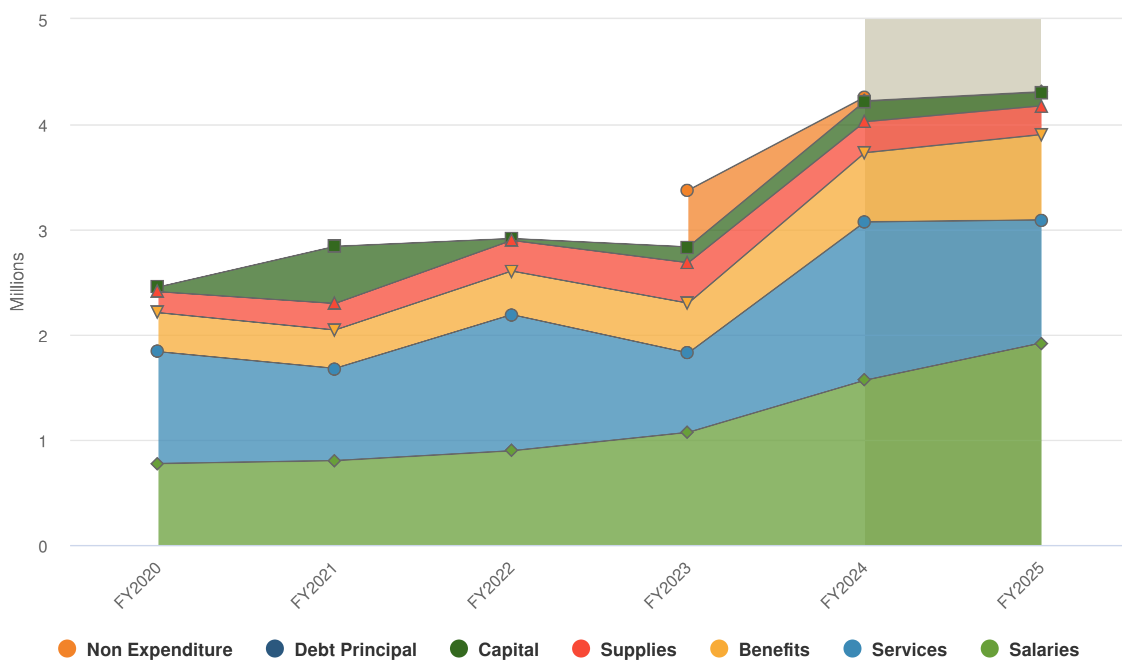
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Miscellaneous Revenue				
Investment Interest	$78,476	$100,000	$84,526	-15.5%
Street Op Special Assessment	$21,650	$11,200	$36,592	226.7%
Miscellaneous Revenue - Other	$3,710	$0	$0	0%
Total Miscellaneous Revenue:	**$103,836**	**$111,200**	**$121,118**	**8.9%**
Other Fund Resources				
PW - Retainage	$11,710	$40,000	$0	-100%
Total Other Fund Resources:	**$11,710**	**$40,000**	**$0**	**-100%**
Other Financing Sources				
Insurance Recoveries - Capital	$6,258	$0	$0	0%
Interfund Transfer In	$48,963	$25,000	$65,000	160%
Transfer In - TBD Fund 120	$60,851	$149,100	$150,000	0.6%
Insurance Recoveries - Non Cap	$2,395	$0	$0	0%
Total Other Financing Sources:	**$118,467**	**$174,100**	**$215,000**	**23.5%**
Total Revenue Source:	**$2,210,474**	**$3,438,448**	**$3,927,007**	**14.2%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

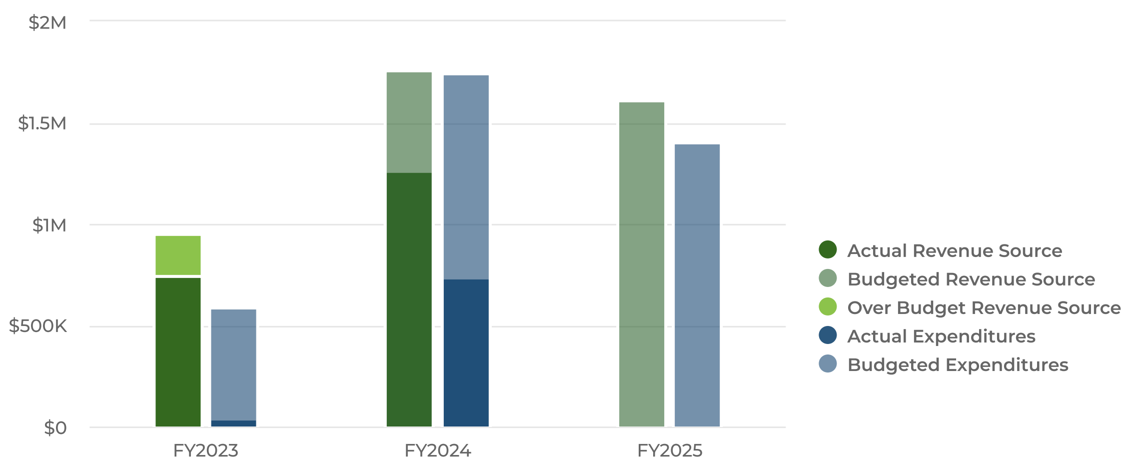
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
PW Retainage Release	$17,382	$40,000	$0	-100%
Total Non Expenditure:	**$17,382**	**$40,000**	**$0**	**-100%**
Salaries				
ST-Salaries	$1,130,040	$1,529,290	$1,882,949	23.1%
ST-Overtime	$33,483	$36,400	$37,856	4%
Total Salaries:	**$1,163,523**	**$1,565,690**	**$1,920,805**	**22.7%**
Benefits				
ST-Benefits	$216,471	$370,350	$457,578	23.6%
ST-Social Security	$88,789	$109,080	$138,831	27.3%
ST-Retirement	$102,361	$136,510	$168,672	23.6%
ST-Workers Comp	$17,253	$36,466	$44,335	21.6%
ST-Clothing - Cleaning Stipend	$756	$5,669	$2,400	-57.7%
Total Benefits:	**$425,630**	**$658,075**	**$811,816**	**23.4%**
Supplies				
ST-Fuel	$20,724	$36,414	$37,142	2%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
ST-Traffic Control - Supply	$37,015	$40,000	$40,000	0%
ST-Snow & Ice - Sply	$1,295	$30,000	$25,000	-16.7%
ST-Roadside - Supply	$3,356	$10,000	$7,500	-25%
ST-Beautification Street Signs	$695	$2,000	$0	-100%
ST-Clothing	$14,426	$5,000	$7,500	50%
ST-Office Supplies	$804	$2,000	$2,000	0%
ST-Operating Cost	$152,293	$154,400	$154,400	0%
ST - Quartermaster Supplies	$0	$15,000	$0	-100%
Total Supplies:	**$230,608**	**$294,814**	**$273,542**	**-7.2%**
Services				
ST-Pavement Preservation	$283,716	$400,000	$200,000	-50%
ST-Advertising	$90	$1,000	$0	-100%
ST-Professional Service	$46,914	$47,140	$50,000	6.1%
ST - Prof Services - Comp Plan	$33,593	$47,534	$0	-100%
ST - Prof Service - Trees	$8,526	$50,000	$30,000	-40%
ST-Rentals-Leases	$5,854	$3,000	$5,000	66.7%
ST-Repair & Maintenance	$37,973	$25,000	$25,000	0%
ST-Miscellaneous	$1,516	$1,000	$0	-100%
ST-Staff Development	$6,562	$15,000	$30,000	100%
ST- SWM Fee Payment	$8,549	$8,550	$9,000	5.3%
ST-Sidewalk R&M	$22,853	$45,000	$30,000	-33.3%
ST-Lighting - Utilities	$128,956	$200,500	$225,109	12.3%
ST-Lighting - R&M	$0	$10,000	$0	-100%
ST-Traffic Control -Utility	$9,461	$20,650	$13,107	-36.5%
ST-Traffic Control - R&M	$2,077	$20,000	$4,000	-80%
ST-Traf Control - Guardrail	$17,656	$40,000	$30,000	-25%
ST-Traffic Control - Striping	$3,153	$100,000	$100,000	0%
ST - Contrib to PW Equipt	$58,500	$78,000	$78,000	0%
ST - Contrib to Computer	$50,625	$67,500	$120,000	77.8%
ST-Communications	$13,140	$16,306	$19,268	18.2%
ST-Travel & Meetings	$7,182	$8,000	$0	-100%
ST-Insurance	$205,829	$205,830	$148,000	-28.1%
ST - Contrib to Unemployment	$0	$0	$13,975	N/A
ST-Utilities	$6,281	$10,800	$9,100	-15.7%
ST-Prof Srv - Engineering	$4,927	$85,000	$30,000	-64.7%
Total Services:	**$963,933**	**$1,505,810**	**$1,169,559**	**-22.3%**
Capital				
ST-Capital Expenditures	$39,885	$82,309	$30,000	-63.6%
ST-Traffic Control-Capital	$5,841	$112,500	$100,000	-11.1%
Total Capital:	**$45,726**	**$194,809**	**$130,000**	**-33.3%**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Debt Principal				
Lease Agreements	$0	$3,000	$3,000	0%
Total Debt Principal:	**$0**	**$3,000**	**$3,000**	**0%**
Total Expense Objects:	**$2,846,802**	**$4,262,198**	**$4,308,722**	**1.1%**

Summary

The City of Lake Stevens is projecting $1.61M of revenue in FY2025, which represents a 8.4% decrease over the prior year. Budgeted expenditures are projected to decrease by 19.4% or $339.1K to $1.41M in FY2025.

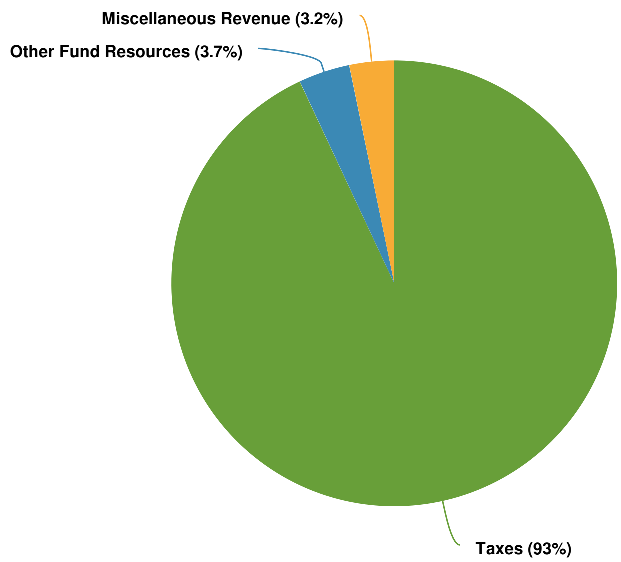


Transportation Benefit Fund Comprehensive Summary

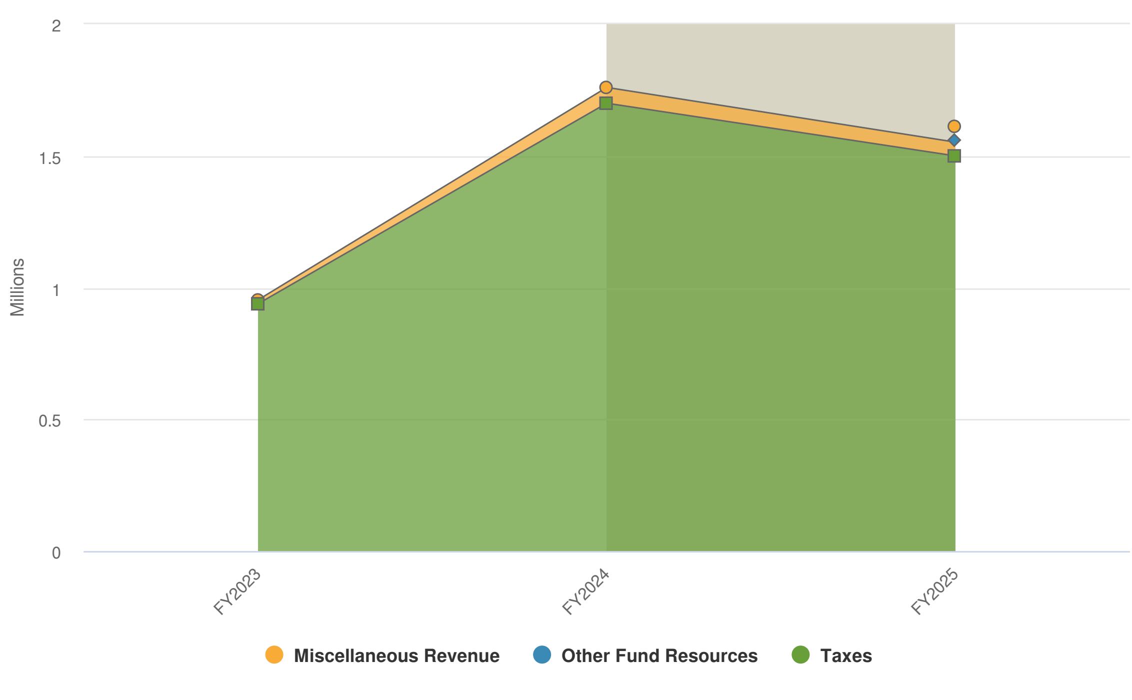
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$906,894**	**$906,894**	**$1,590,682**
Revenues			
Taxes	$1,202,497	$1,700,000	$1,500,000
Miscellaneous Revenue	$50,908	$60,000	$52,179
Other Fund Resources	$11,710	$0	$60,000
Total Revenues:	**$1,265,115**	**$1,760,000**	**$1,612,179**
Expenditures			
Non Expenditure	$60,851	$149,100	$210,000
Services	$246,689	$600,000	$500,000
Capital	$432,176	$627,500	$700,000
Debt Interest	$0	$372,500	$0
Total Expenditures:	**$739,716**	**$1,749,100**	**$1,410,000**
Total Revenues Less Expenditures:	**$525,399**	**$10,900**	**$202,179**
Ending Fund Balance:	**$1,432,293**	**$917,794**	**$1,792,861**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

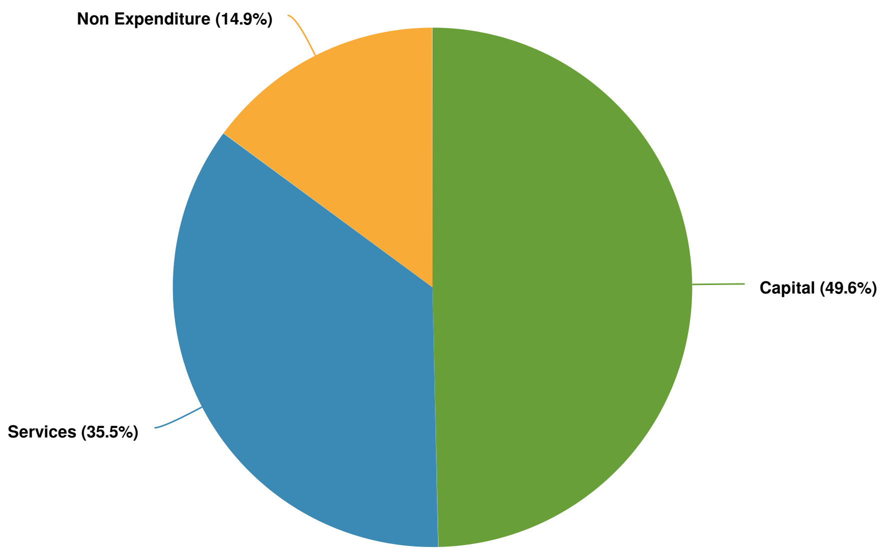


Grey background indicates budgeted figures.

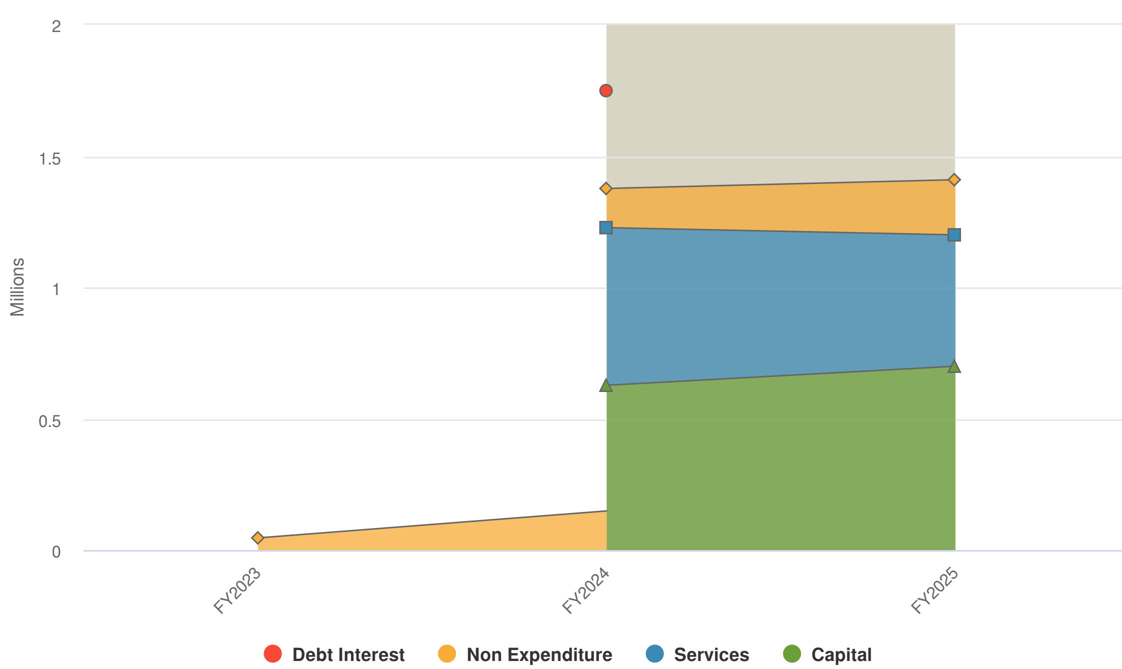
Name	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
No Data To Display	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



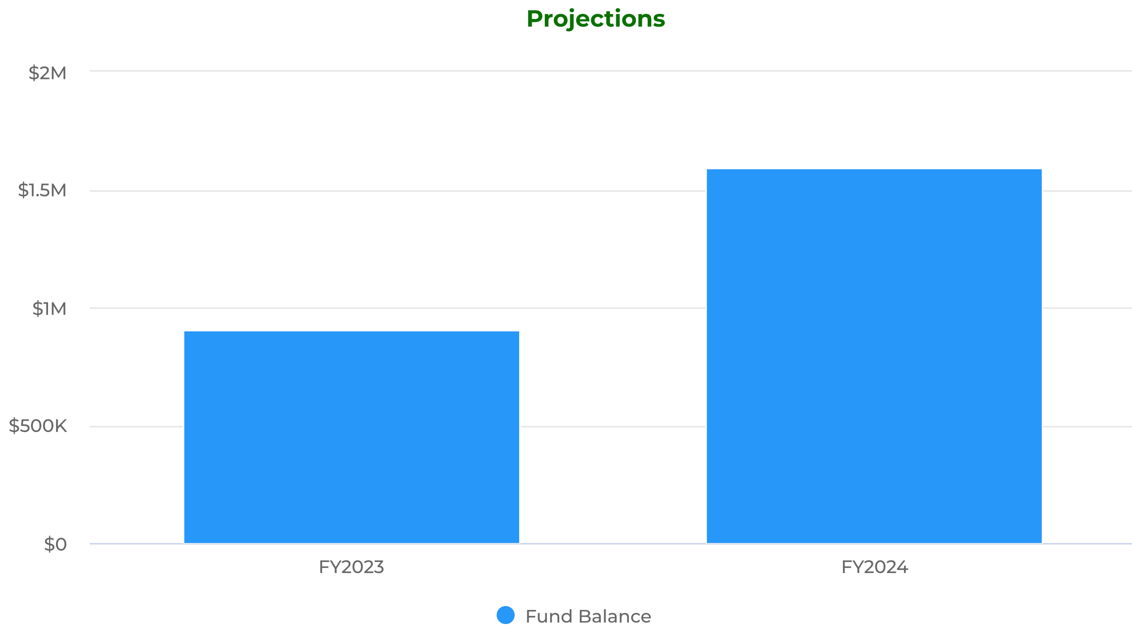
Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

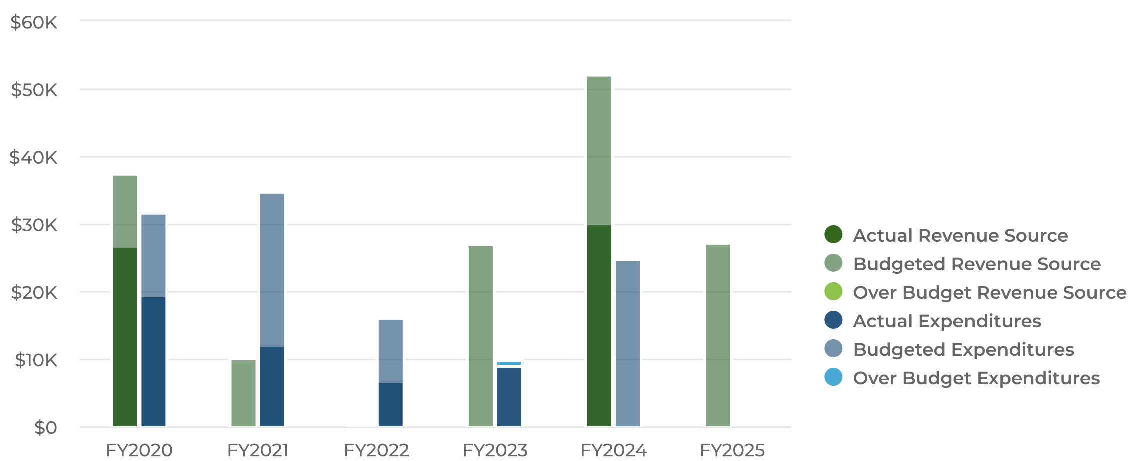
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
Transfer Out - Wages	$60,851	$149,100	$150,000	0.6%
Retainage Release	$0	$0	$60,000	N/A
Total Non Expenditure:	**$60,851**	**$149,100**	**$210,000**	**40.8%**
Services				
TBP - Pavement Preservation	$246,689	$600,000	$500,000	-16.7%
Total Services:	**$246,689**	**$600,000**	**$500,000**	**-16.7%**
Capital				
TBP01 - On Hold	$179	$0	$0	0%
TBP02: 91st - 4th to Market	$375,000	$375,000	$0	-100%
TBP03: 91st - 8th to 4th	$56,997	$77,500	$0	-100%
TBP04: 117th NE - 20th to26th	$0	$175,000	$300,000	71.4%
TBP07: Soper Hill	$0	$0	$400,000	N/A
Total Capital:	**$432,176**	**$627,500**	**$700,000**	**11.6%**
Debt Interest				
Transfer Out - Debt Payments	$0	$372,500	$0	-100%
Total Debt Interest:	**$0**	**$372,500**	**$0**	**-100%**
Total Expense Objects:	**$739,716**	**$1,749,100**	**$1,410,000**	**-19.4%**

Fund Balance



Summary

The City of Lake Stevens is projecting $27.37K of revenue in FY2025, which represents a 47.5% decrease over the prior year. Budgeted expenditures are projected to decrease by 100% or $25K to $0 in FY2025.

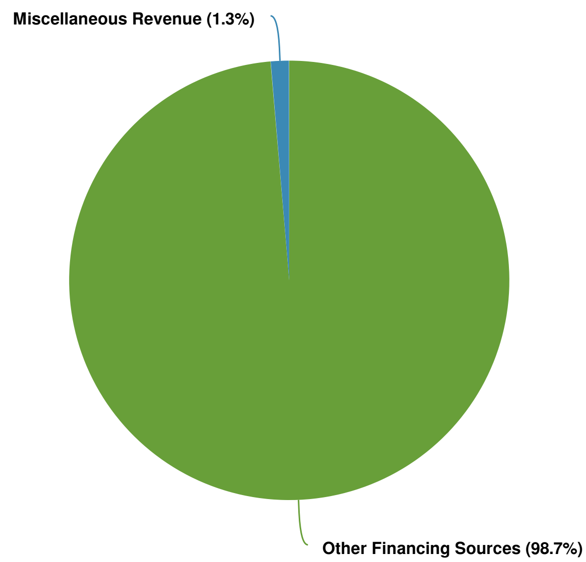


Municipal Arts Fund Comprehensive Summary

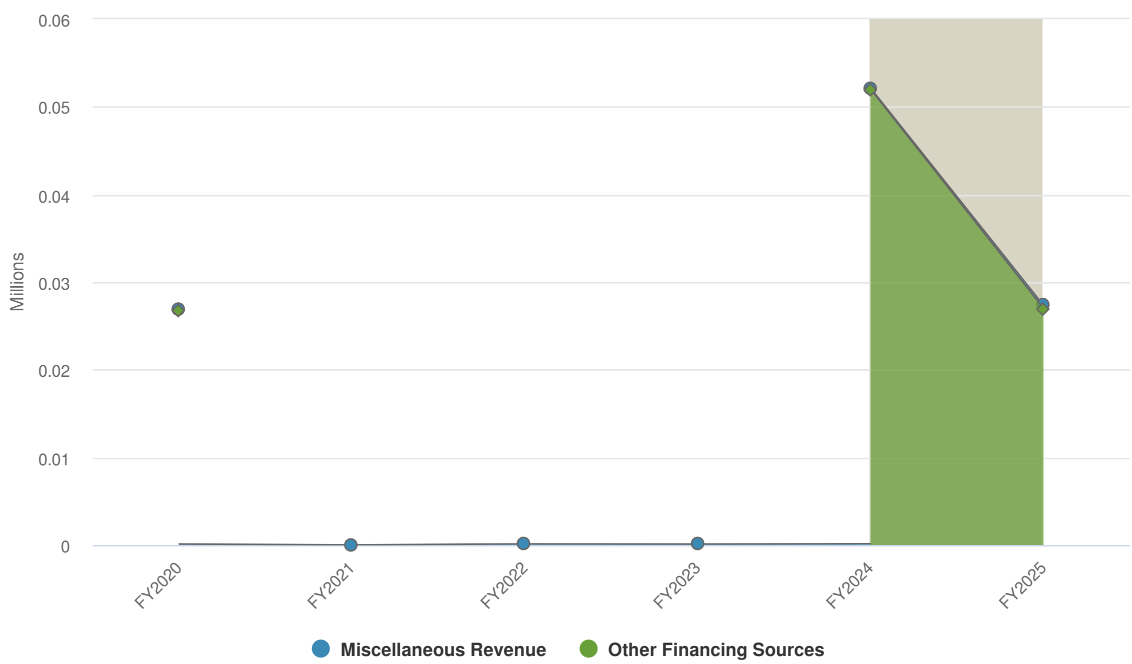
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**N/A**	**N/A**	**$386**
Revenues			
Miscellaneous Revenue	$511	$150	$367
Other Financing Sources	$29,613	$52,000	$52,000
Total Revenues:	**$30,124**	**$52,150**	**$52,367**
Expenditures			
Capital	$0	$25,000	$0
Total Expenditures:	**$0**	**$25,000**	**$0**
Total Revenues Less Expenditures:	**$30,124**	**$27,150**	**$52,367**
Ending Fund Balance:	**N/A**	**N/A**	**$52,753**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

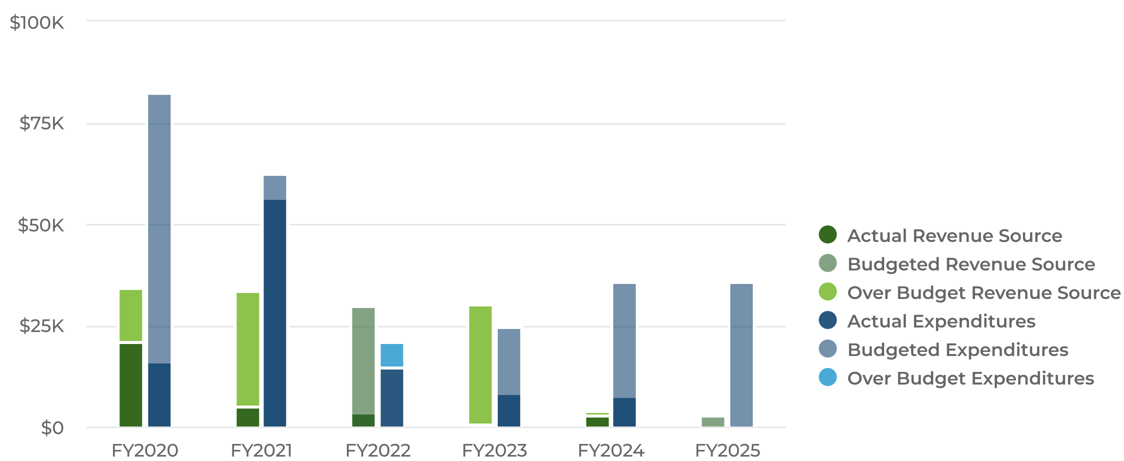
Name	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
No Data To Display	

Expenditures by Expense Type

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Capital	$0	$25,000	$0	-100%
Total Expense Objects:	**$0**	**$25,000**	**$0**	**-100%**

Summary

The City of Lake Stevens is projecting $3.03K of revenue in FY2025, which represents a 0.9% increase over the prior year. Budgeted expenditures are projected to increase by 0% or $0 to $36K in FY2025.

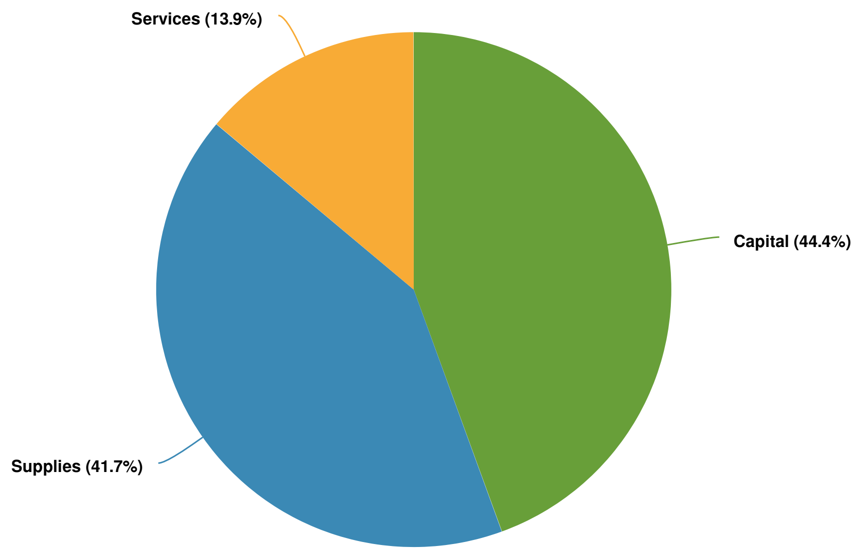


Drug Seizure and Forfeiture Fund Comprehensive Summary

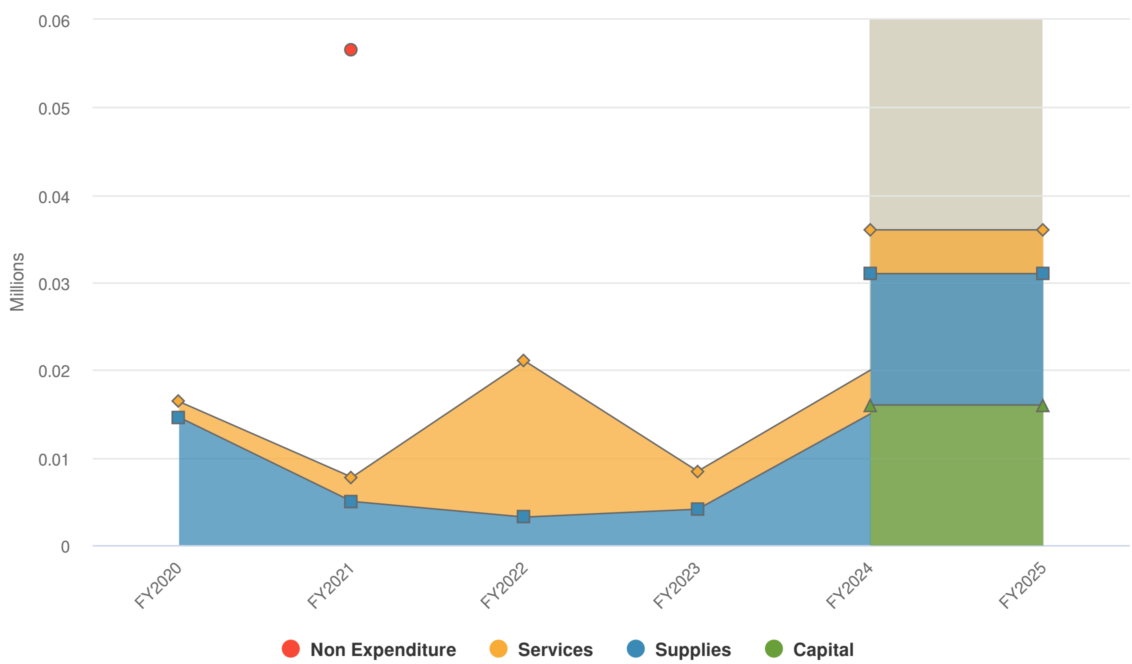
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$74,192**	**$74,192**	**$69,339**
Revenues			
Miscellaneous Revenue	$2,752	$3,000	$3,028
Other Financing Sources	$1,502	$0	$0
Total Revenues:	**$4,254**	**$3,000**	**$3,028**
Expenditures			
Supplies	$1,366	$15,000	$15,000
Services	$6,296	$5,000	$5,000
Capital	$0	$16,000	$16,000
Total Expenditures:	**$7,662**	**$36,000**	**$36,000**
Total Revenues Less Expenditures:	**-$3,408**	**-$33,000**	**-$32,972**
Ending Fund Balance:	**$70,784**	**$41,192**	**$36,367**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

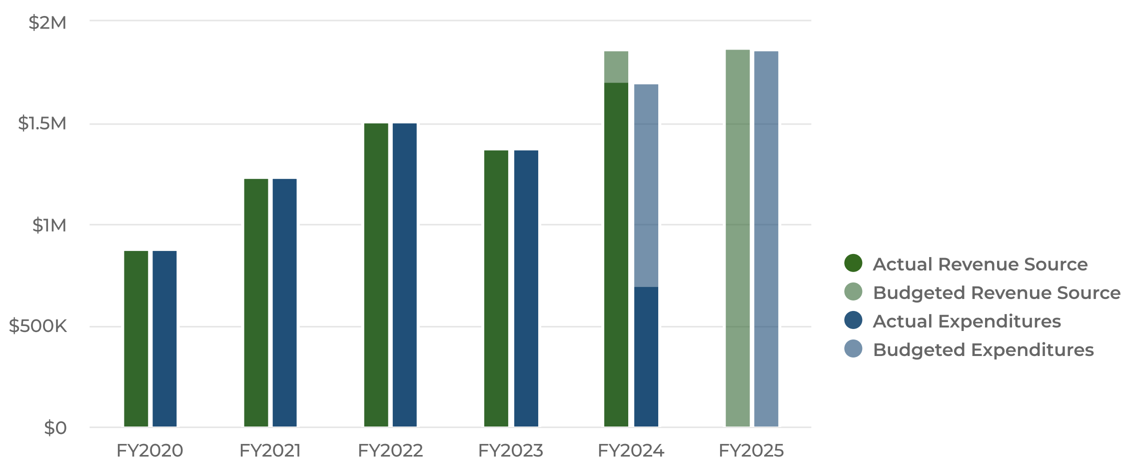


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Supplies				
Law Enforcement				
Drug Seize - Operating Costs	$0	$10,000	$10,000	0%
Drug Seize - Canine Supplies	$1,366	$5,000	$5,000	0%
Total Law Enforcement:	**$1,366**	**$15,000**	**$15,000**	**0%**
Total Supplies:	**$1,366**	**$15,000**	**$15,000**	**0%**
Services				
Law Enforcement				
Drug Seize - Canine Prof Serv	$6,296	$5,000	$5,000	0%
Total Law Enforcement:	**$6,296**	**$5,000**	**$5,000**	**0%**
Total Services:	**$6,296**	**$5,000**	**$5,000**	**0%**
Capital				
Law Enforcement				
Drug - Capital Outlay	$0	$16,000	$16,000	0%
Total Law Enforcement:	**$0**	**$16,000**	**$16,000**	**0%**
Total Capital:	**$0**	**$16,000**	**$16,000**	**0%**
Total Expense Objects:	**$7,662**	**$36,000**	**$36,000**	**0%**

Summary

The City of Lake Stevens is projecting $1.88M of revenue in FY2025, which represents a 0.7% increase over the prior year. Budgeted expenditures are projected to increase by 9.5% or $162.32K to $1.87M in FY2025.

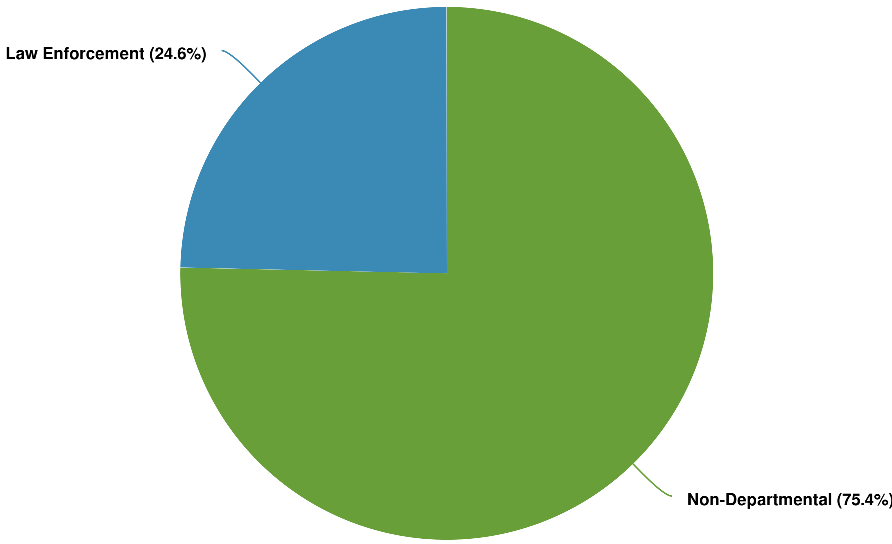


Debt Service Funds Comprehensive Summary

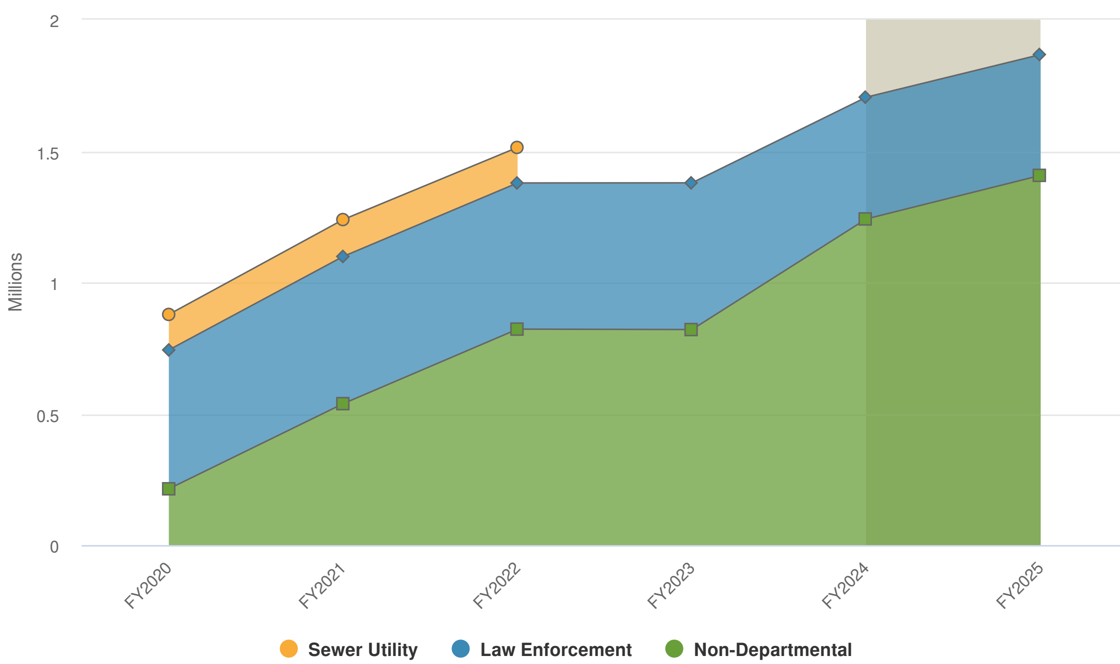
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**N/A**	**N/A**	**N/A**
Revenues			
Miscellaneous Revenue	$6,613	$10,000	$10,000
Other Financing Sources	$1,705,241	$1,855,188	$1,867,512
Total Revenues:	**$1,711,854**	**$1,865,188**	**$1,877,512**
Expenditures			
Debt Principal	$195,000	$840,000	$905,000
Debt Interest	$505,596	$865,189	$962,512
Total Expenditures:	**$700,596**	**$1,705,189**	**$1,867,512**
Total Revenues Less Expenditures:	**$1,011,258**	**$159,999**	**$10,000**
Ending Fund Balance:	**N/A**	**N/A**	**N/A**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

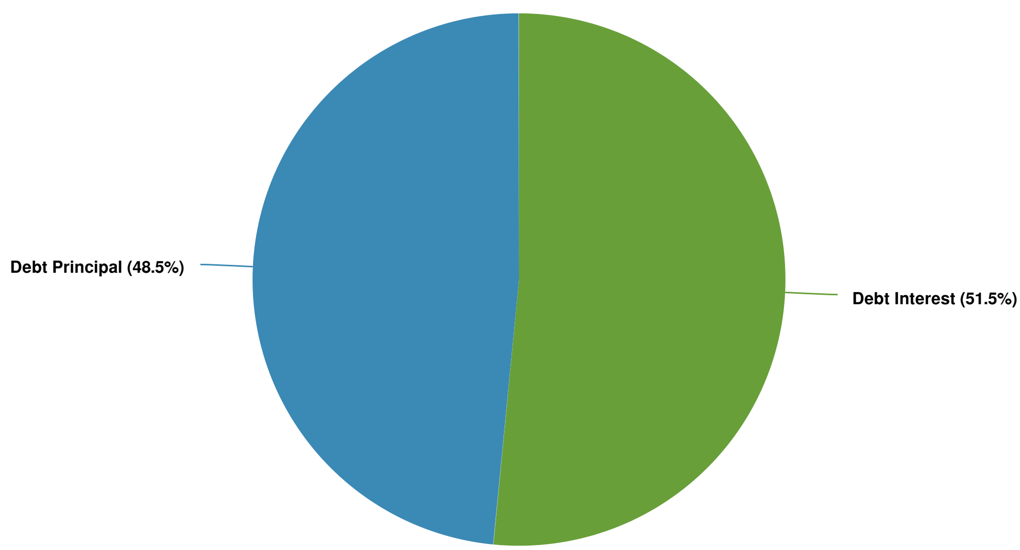


Grey background indicates budgeted figures.

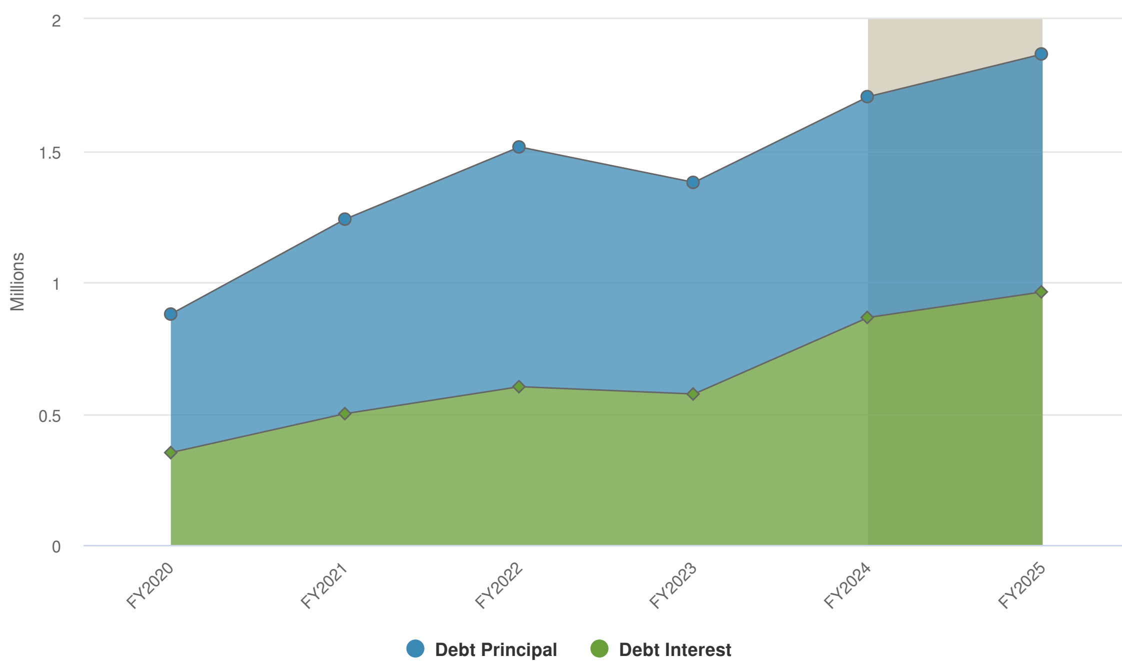
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental	$236,997	$1,241,589	$1,407,415	13.4%
Law Enforcement	$463,599	$463,600	$460,097	-0.8%
Total Expenditures:	**$700,596**	**$1,705,189**	**$1,867,512**	**9.5%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

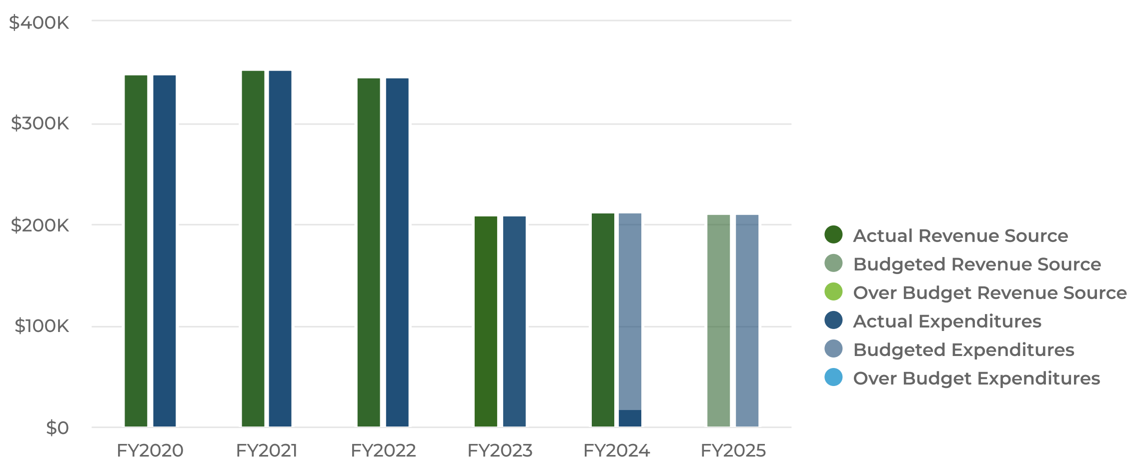


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Debt Principal	$195,000	$840,000	$905,000	7.7%
Debt Interest	$505,596	$865,189	$962,512	11.2%
Total Expense Objects:	**$700,596**	**$1,705,189**	**$1,867,512**	**9.5%**

Summary

The City of Lake Stevens is projecting $211.87K of revenue in FY2025, which represents a 0.9% decrease over the prior year. Budgeted expenditures are projected to decrease by 0.9% or $2.03K to $211.87K in FY2025.

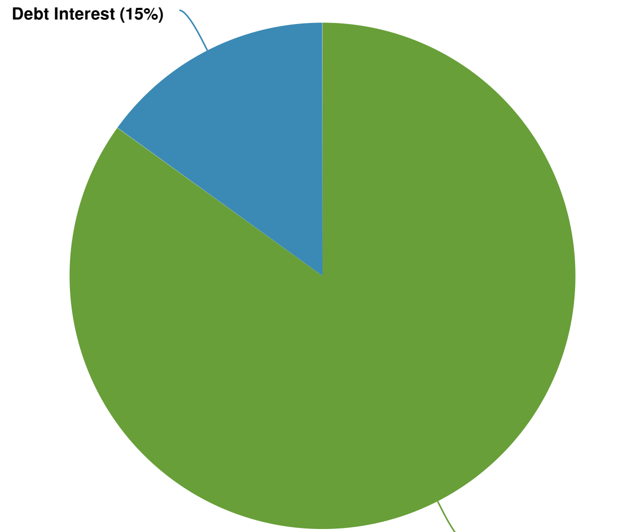


LTGO 2008A Bond Comprehensive Summary

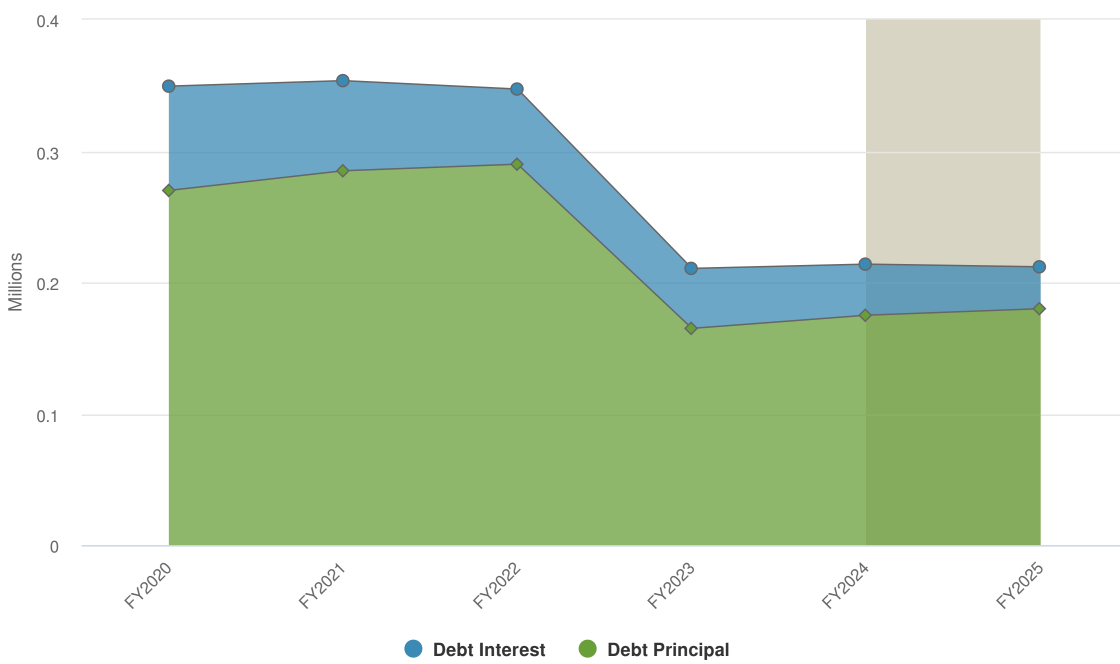
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**N/A**	**N/A**	**N/A**
Revenues			
Other Financing Sources	$213,890	$213,890	$211,865
Total Revenues:	**$213,890**	**$213,890**	**$211,865**
Expenditures			
Debt Principal	$0	$175,000	$180,000
Debt Interest	$19,620	$38,890	$31,865
Total Expenditures:	**$19,620**	**$213,890**	**$211,865**
Total Revenues Less Expenditures:	**$194,270**	**$0**	**$0**
Ending Fund Balance:	**N/A**	**N/A**	**N/A**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

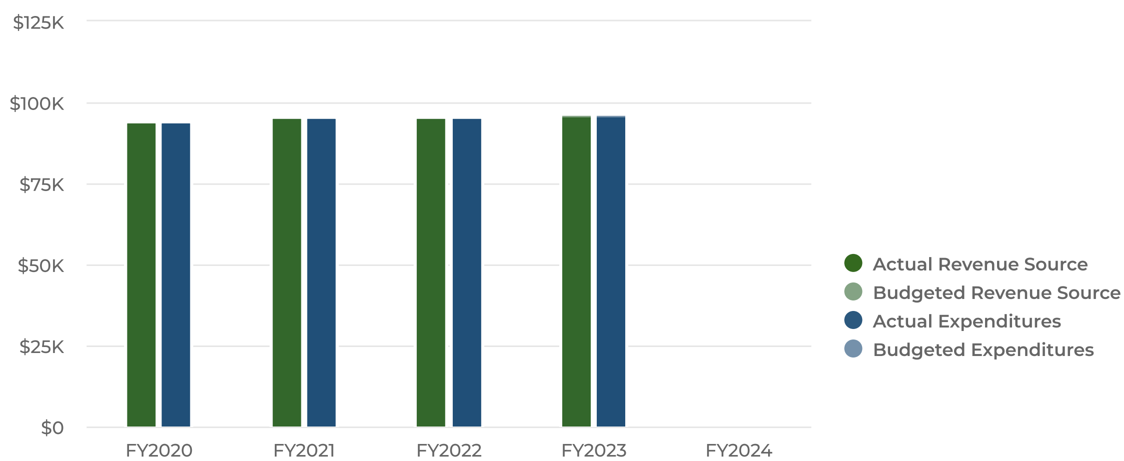


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Debt Principal	$0	$175,000	$180,000	2.9%
Debt Interest	$19,620	$38,890	$31,865	-18.1%
Total Expense Objects:	**$19,620**	**$213,890**	**$211,865**	**-0.9%**

Summary

The City of Lake Stevens is projecting $0 of revenue in FY2025, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or $0 to $0 in FY2025.

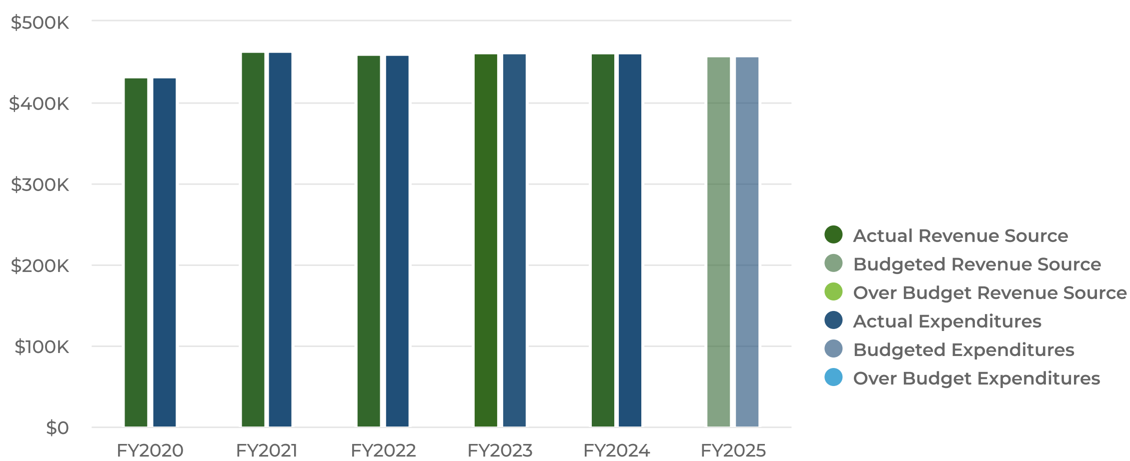


2015 LTGO Bond Comprehensive Summary

Name
No Data To Display

Summary

The City of Lake Stevens is projecting $460.1K of revenue in FY2025, which represents a 0.8% decrease over the prior year. Budgeted expenditures are projected to decrease by 0.8% or $3.5K to $460.1K in FY2025.

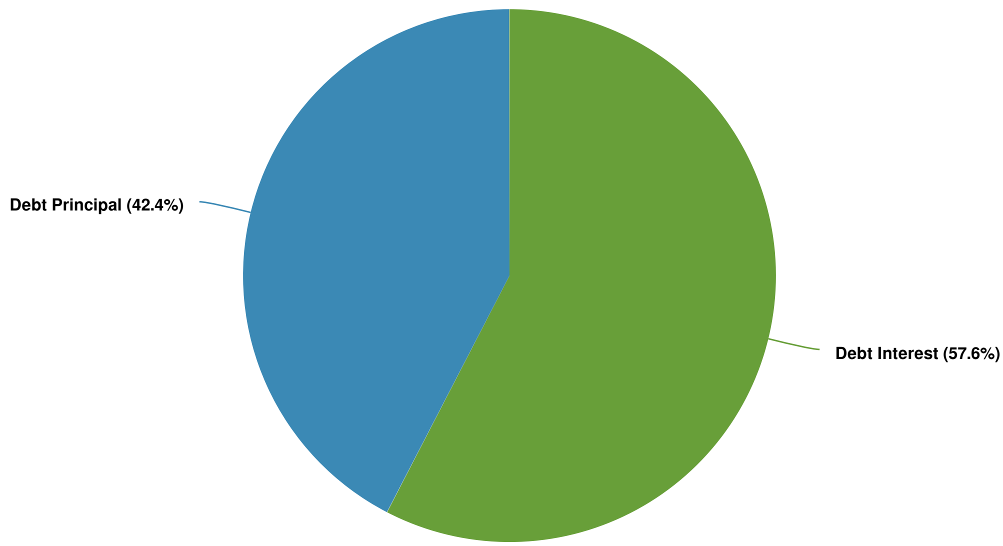


2019A LTGO Bond Comprehensive Summary

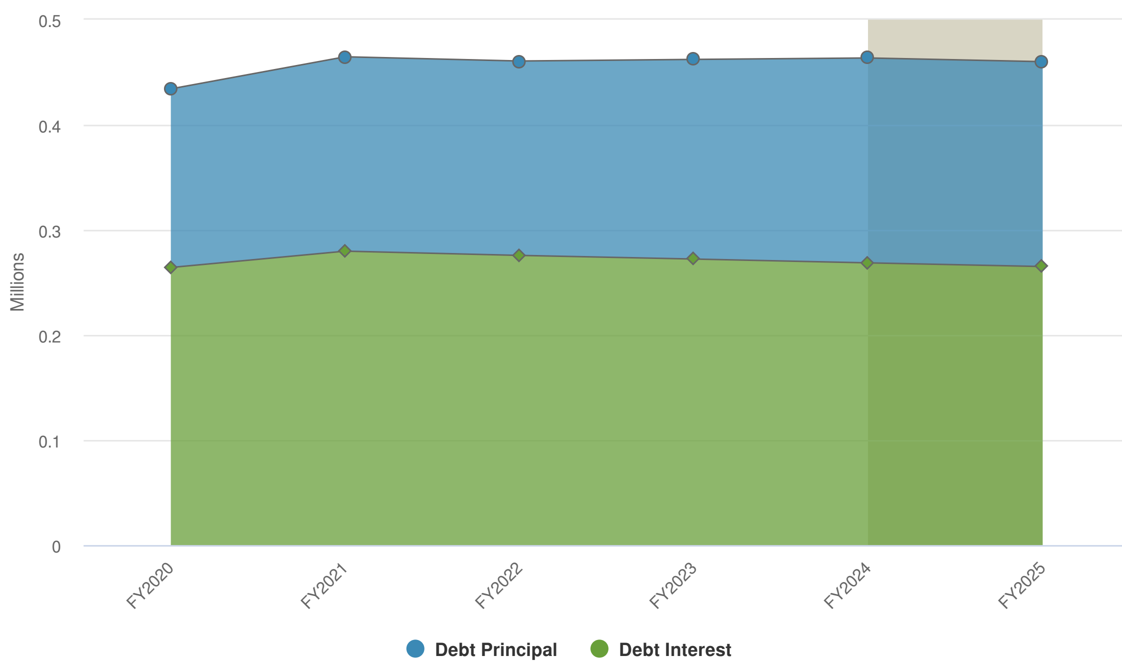
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**N/A**	**N/A**	**N/A**
Revenues			
Other Financing Sources	$463,599	$463,600	$460,097
Total Revenues:	**$463,599**	**$463,600**	**$460,097**
Expenditures			
Debt Principal	$195,000	$195,000	$195,000
Debt Interest	$268,599	$268,600	$265,097
Total Expenditures:	**$463,599**	**$463,600**	**$460,097**
Ending Fund Balance:	**N/A**	**N/A**	**N/A**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

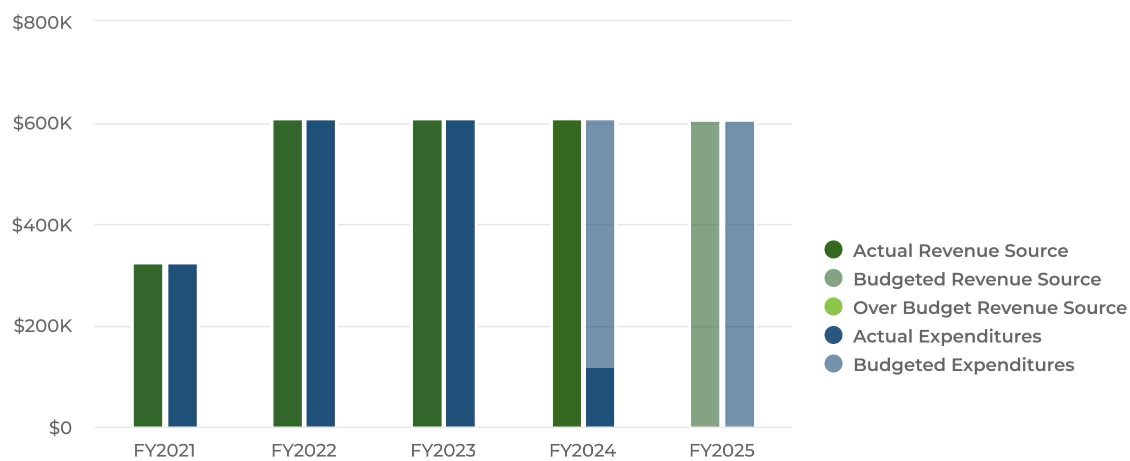


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Debt Principal	$195,000	$195,000	$195,000	0%
Debt Interest	$268,599	$268,600	$265,097	-1.3%
Total Expense Objects:	**$463,599**	**$463,600**	**$460,097**	**-0.8%**

Summary

The City of Lake Stevens is projecting $608.35K of revenue in FY2025, which represents a 0.1% decrease over the prior year. Budgeted expenditures are projected to decrease by 0.1% or $800 to $608.35K in FY2025.

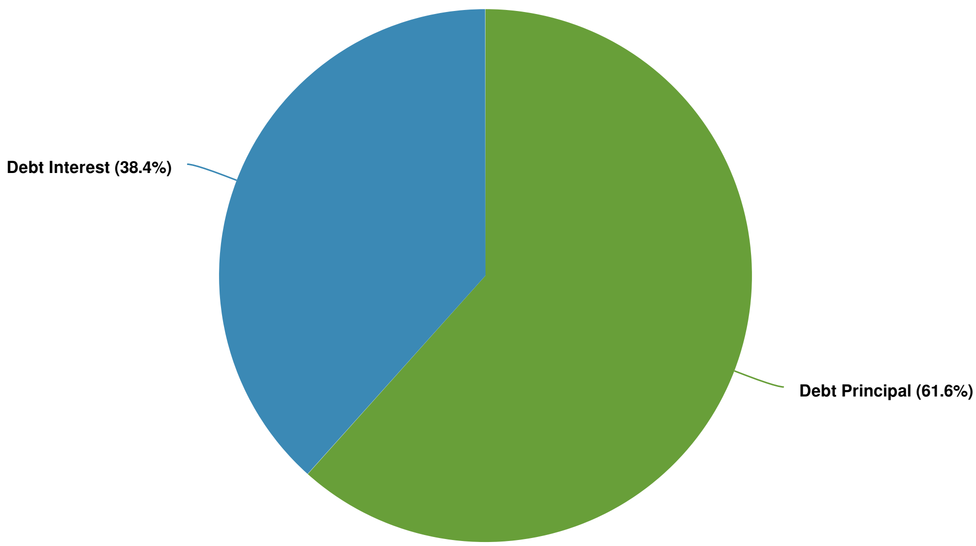


2021A LTGO Bond Comprehensive Summary

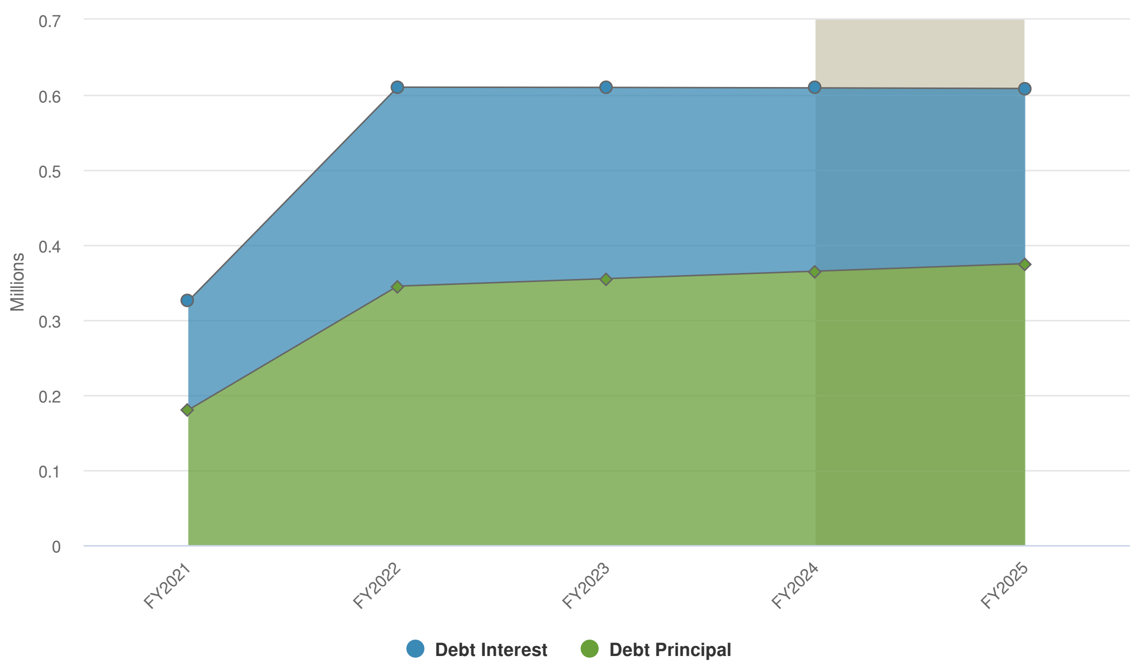
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**N/A**	**N/A**	**N/A**
Revenues			
Other Financing Sources	$609,605	$609,150	$608,350
Total Revenues:	**$609,605**	**$609,150**	**$608,350**
Expenditures			
Debt Principal	$0	$365,000	$375,000
Debt Interest	$122,250	$244,150	$233,350
Total Expenditures:	**$122,250**	**$609,150**	**$608,350**
Total Revenues Less Expenditures:	**$487,355**	**$0**	**$0**
Ending Fund Balance:	**N/A**	**N/A**	**N/A**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

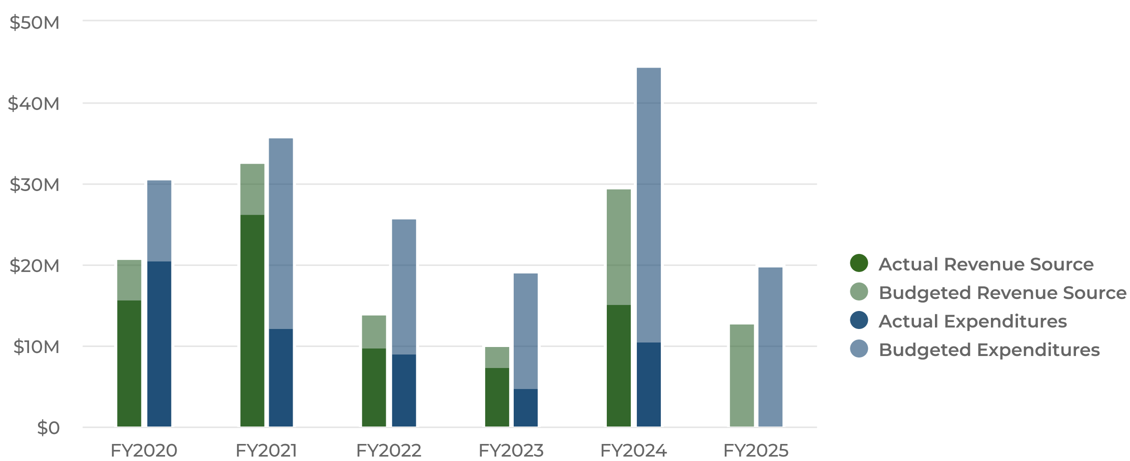


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Debt Principal	$0	$365,000	$375,000	2.7%
Debt Interest	$122,250	$244,150	$233,350	-4.4%
Total Expense Objects:	**$122,250**	**$609,150**	**$608,350**	**-0.1%**

Summary

The City of Lake Stevens is projecting $12.94M of revenue in FY2025, which represents a 56.3% decrease over the prior year. Budgeted expenditures are projected to decrease by 55.4% or $24.75M to $19.91M in FY2025.



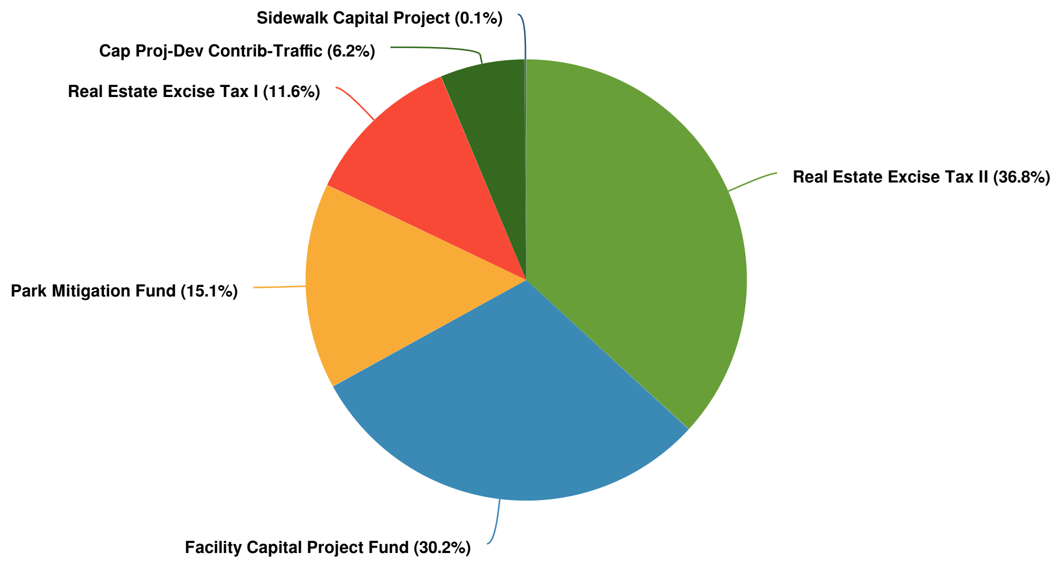
Capital Project Funds Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$30,329,975**	**$30,329,975**	**$24,037,848**
Revenues			
Taxes	$2,092,702	$1,600,000	$2,400,000
Intergovernmental	$596,037	$7,428,936	$4,366,602
Charges for Services	$740,725	$4,205,000	$955,000
Miscellaneous Revenue	$1,232,038	$2,189,000	$1,714,222
Other Fund Resources	$0	$500,000	$500,000
Other Financing Sources	$10,689,550	$13,679,442	$3,000,000
Total Revenues:	**$15,351,052**	**$29,602,378**	**$12,935,824**
Expenditures			
Non Expenditure	$2,295,417	$2,753,347	$2,267,462
Salaries	$36,277	$250,000	$155,000
Benefits	$13,144	$87,600	$60,000
Supplies	$2,195	$75,000	$25,000
Capital	$8,299,748	$41,364,667	$17,405,150
Debt Interest	$134,290	$135,792	$0

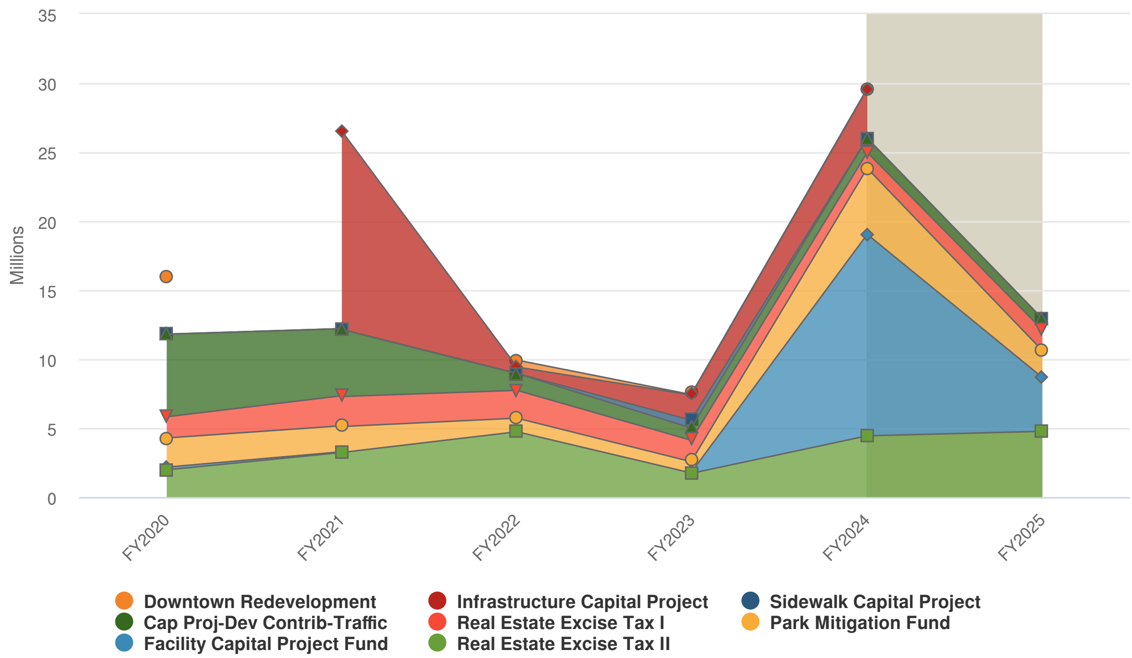
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Total Expenditures:	**$10,781,071**	**$44,666,406**	**$19,912,612**
Total Revenues Less Expenditures:	**$4,569,981**	**-$15,064,028**	**-$6,976,788**
Ending Fund Balance:	**$34,899,956**	**$15,265,947**	**$17,061,060**

Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund

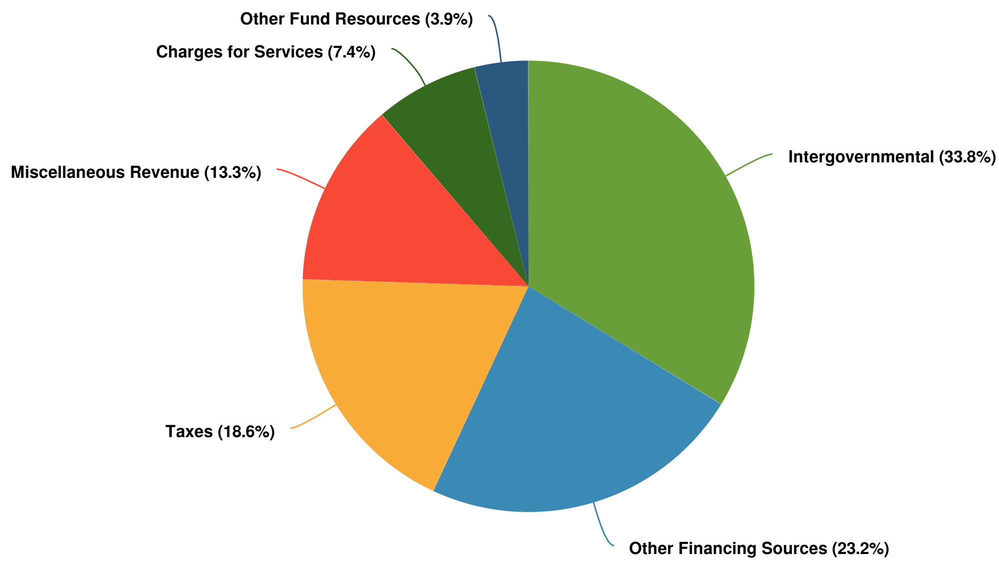


Grey background indicates budgeted figures.

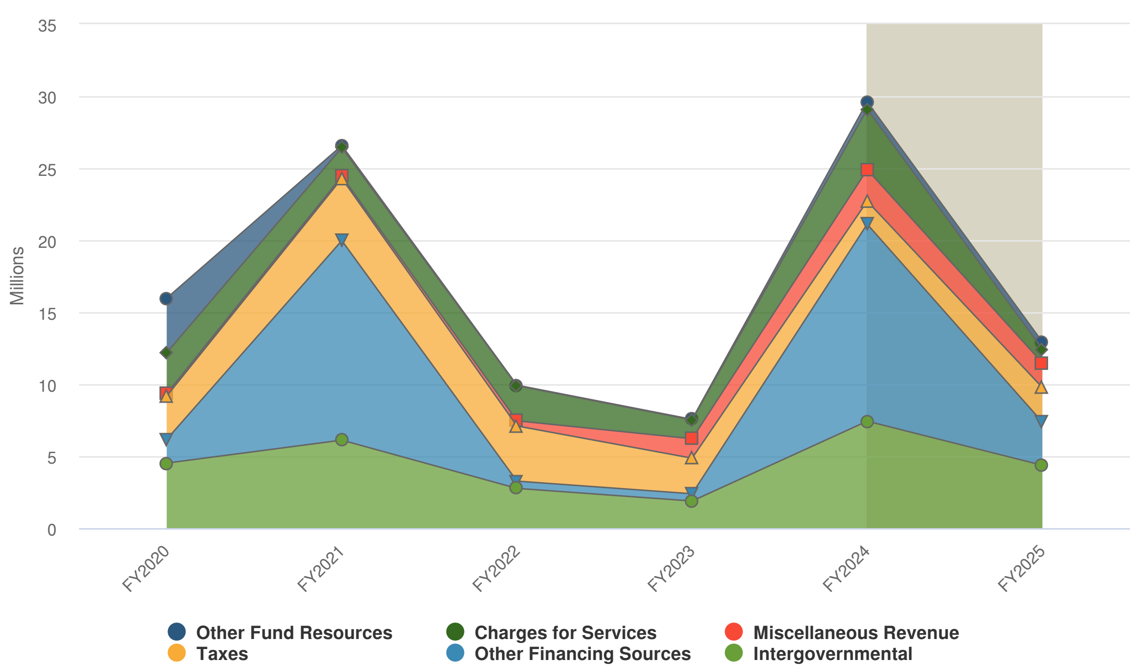
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Cap Proj-Dev Contrib-Traffic	$558,320	$1,005,000	$800,110	-20.4%
Park Mitigation Fund	$516,431	$4,789,941	$1,952,352	-59.2%
Real Estate Excise Tax I	$1,329,765	$1,150,000	$1,500,975	30.5%
Real Estate Excise Tax II	$1,293,606	$4,439,409	$4,763,387	7.3%
Downtown Redevelopment	$13,432	$25,000	$0	-100%
Facility Capital Project Fund	$10,754,224	$14,601,283	$3,904,000	-73.3%
Sidewalk Capital Project	$21,528	$30,000	$15,000	-50%
Infrastructure Capital Project	$863,746	$3,561,745	$0	-100%
Total:	**$15,351,052**	**$29,602,378**	**$12,935,824**	**-56.3%**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



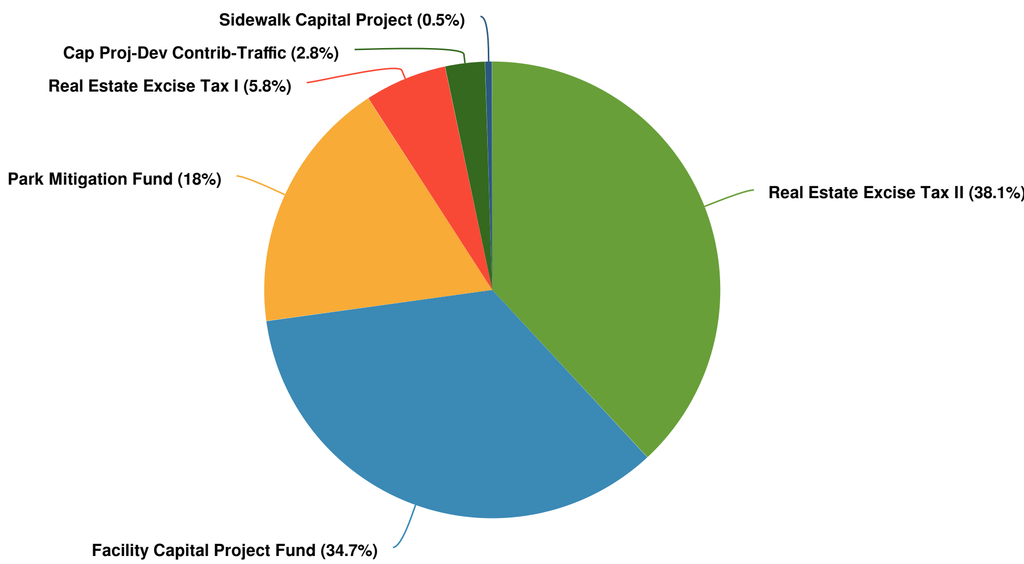
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

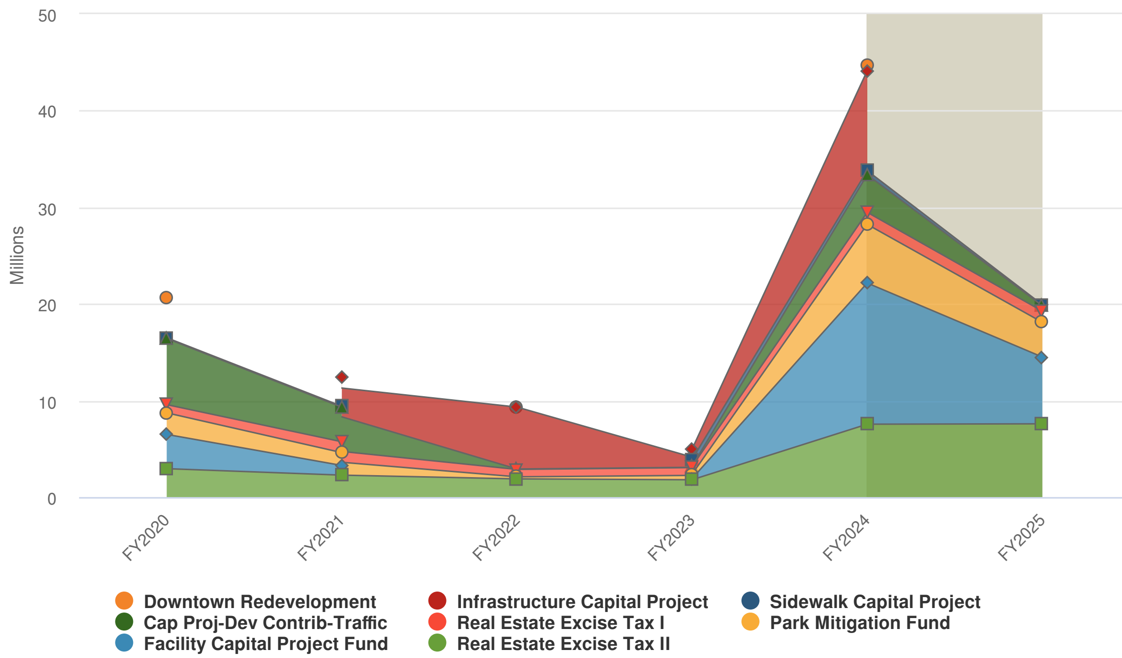
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Taxes	$2,092,702	$1,600,000	$2,400,000	50%
Intergovernmental	$596,037	$7,428,936	$4,366,602	-41.2%
Charges for Services	$740,725	$4,205,000	$955,000	-77.3%
Miscellaneous Revenue	$1,232,038	$2,189,000	$1,714,222	-21.7%
Other Fund Resources	$0	$500,000	$500,000	0%
Other Financing Sources	$10,689,550	$13,679,442	$3,000,000	-78.1%
Total Revenue Source:	**$15,351,052**	**$29,602,378**	**$12,935,824**	**-56.3%**

Expenditures by Fund

2025 Expenditures by Fund



Budgeted and Historical 2025 Expenditures by Fund

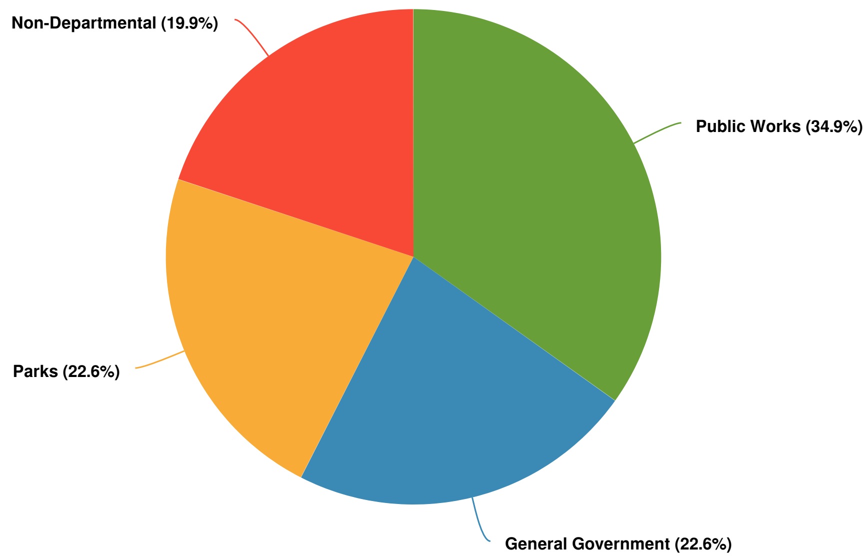


Grey background indicates budgeted figures.

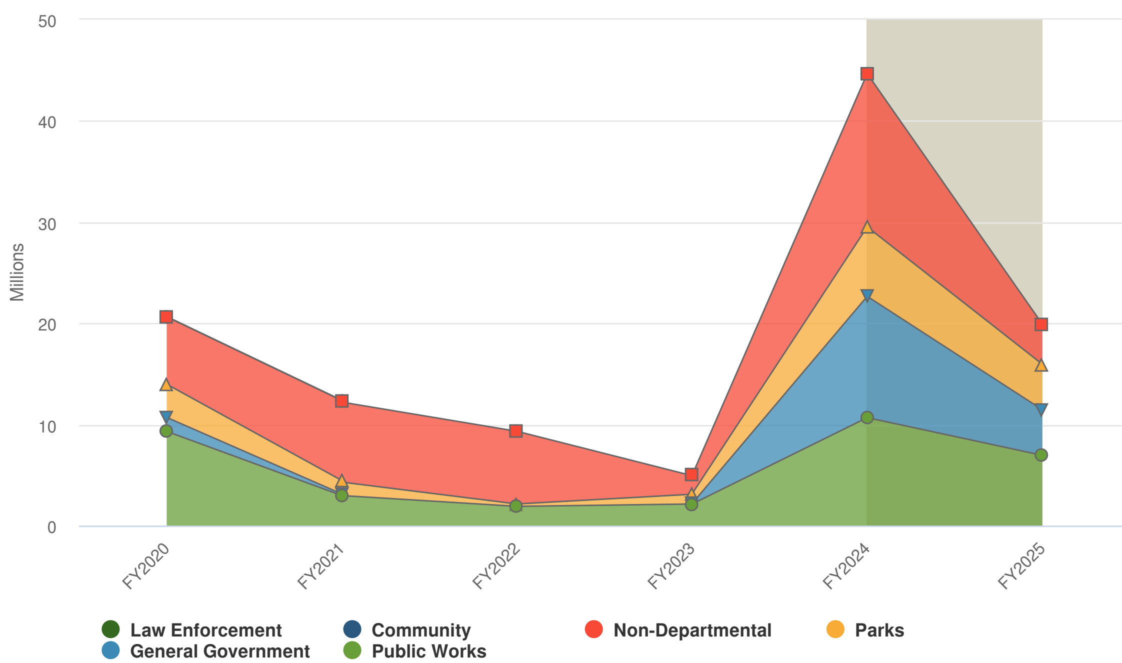
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Cap Proj-Dev Contrib-Traffic	$431,945	$3,879,634	$560,000	-85.6%
Park Mitigation Fund	$133,809	$6,071,029	$3,593,350	-40.8%
Real Estate Excise Tax I	$1,101,302	$1,251,233	$1,159,162	-7.4%
Real Estate Excise Tax II	$1,062,846	$7,546,162	$7,585,300	0.5%
Downtown Redevelopment	$540,110	$530,350	$0	-100%
Facility Capital Project Fund	$7,349,082	$14,613,443	$6,914,800	-52.7%
Sidewalk Capital Project	$94,213	$430,000	$100,000	-76.7%
Infrastructure Capital Project	$67,764	$10,344,555	$0	-100%
Total:	**$10,781,071**	**$44,666,406**	**$19,912,612**	**-55.4%**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

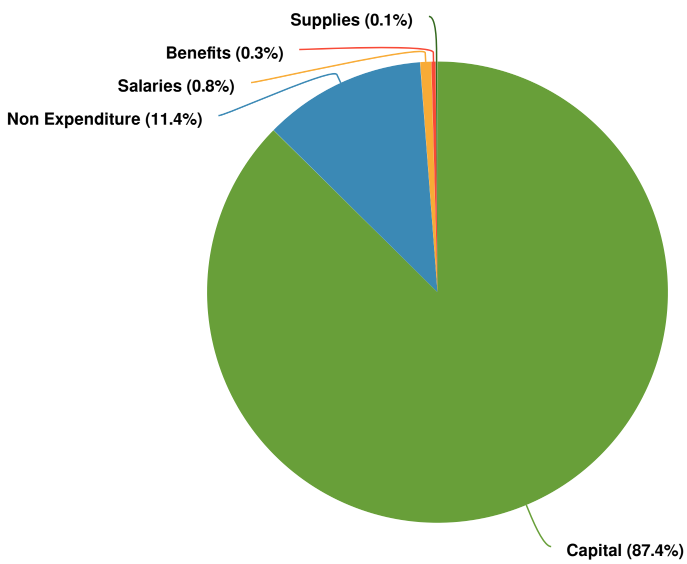


Grey background indicates budgeted figures.

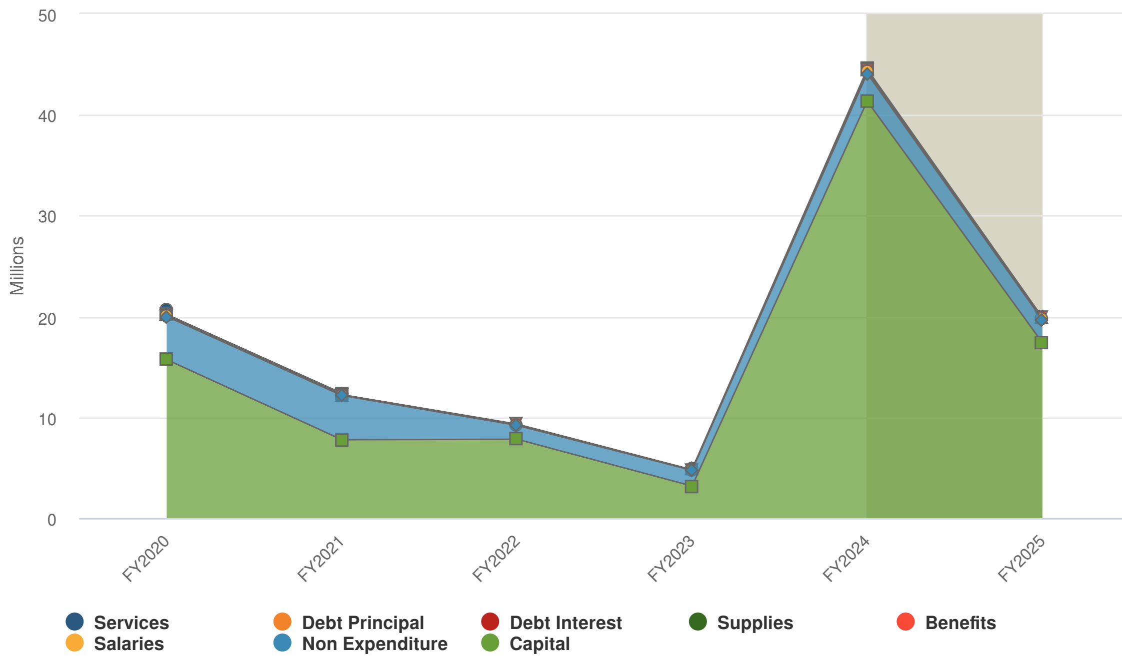
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental	$1,888,321	$15,143,844	$3,965,462	-73.8%
Parks	$172,611	$6,867,029	$4,495,350	-34.5%
Community	$0	$350	$0	-100%
General Government	$7,207,900	$11,986,387	$4,508,500	-62.4%
Public Works	$1,512,239	$10,668,796	$6,943,300	-34.9%
Total Expenditures:	**$10,781,071**	**$44,666,406**	**$19,912,612**	**-55.4%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

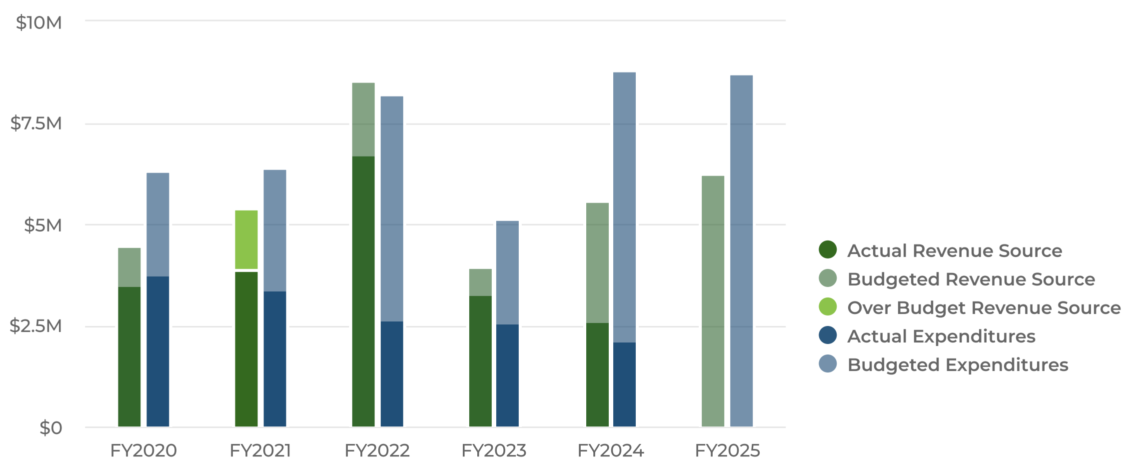


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure	$2,295,417	$2,753,347	$2,267,462	-17.6%
Salaries	$36,277	$250,000	$155,000	-38%
Benefits	$13,144	$87,600	$60,000	-31.5%
Supplies	$2,195	$75,000	$25,000	-66.7%
Capital	$8,299,748	$41,364,667	$17,405,150	-57.9%
Debt Interest	$134,290	$135,792	$0	-100%
Total Expense Objects:	**$10,781,071**	**$44,666,406**	**$19,912,612**	**-55.4%**

Summary

The City of Lake Stevens is projecting $6.26M of revenue in FY2025, which represents a 12.1% increase over the prior year. Budgeted expenditures are projected to decrease by 0.6% or $52.93K to $8.74M in FY2025.

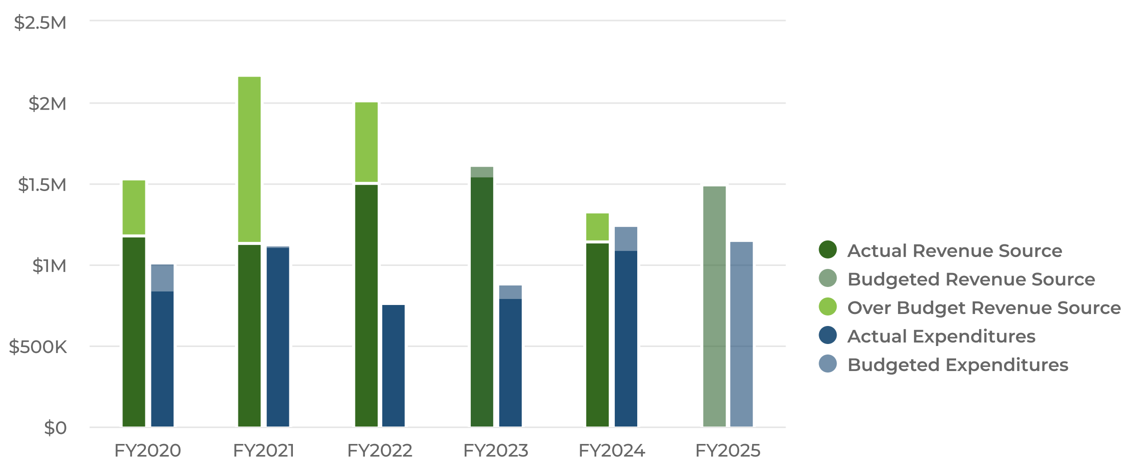


Real Estate Excise Taxes Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$14,138,655**	**$14,138,655**	**$14,940,818**
Revenues			
Taxes	$2,092,702	$1,600,000	$2,400,000
Intergovernmental	$0	$3,207,250	$3,207,250
Miscellaneous Revenue	$518,511	$670,000	$557,112
Other Fund Resources	$0	$100,000	$100,000
Other Financing Sources	$12,158	$12,159	$0
Total Revenues:	**$2,623,371**	**$5,589,409**	**$6,264,362**
Expenditures			
Non Expenditure	$1,727,136	$1,805,188	$1,867,462
Salaries	$15,140	$50,000	$15,000
Benefits	$4,116	$17,600	$5,000
Capital	$417,756	$6,924,607	$6,857,000
Total Expenditures:	**$2,164,148**	**$8,797,395**	**$8,744,462**
Total Revenues Less Expenditures:	**$459,223**	**-$3,207,986**	**-$2,480,100**
Ending Fund Balance:	**$14,597,878**	**$10,930,669**	**$12,460,718**

Summary

The City of Lake Stevens is projecting $1.5M of revenue in FY2025, which represents a 30.5% increase over the prior year. Budgeted expenditures are projected to decrease by 7.4% or $92.07K to $1.16M in FY2025.

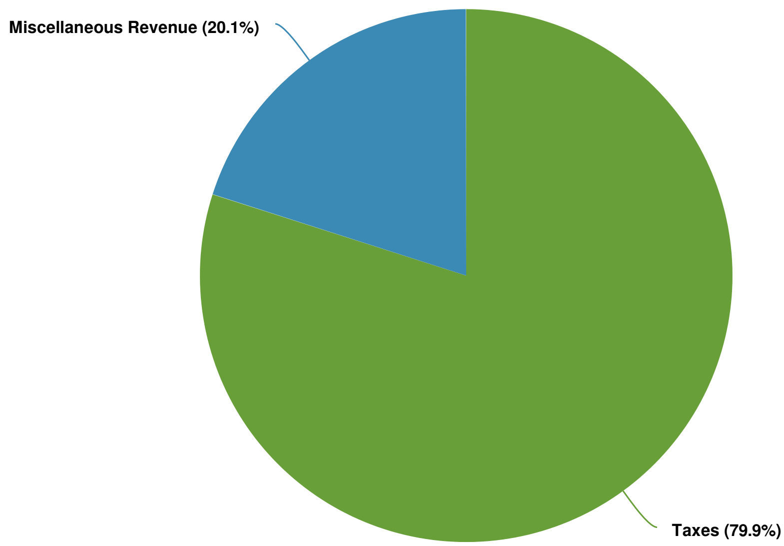


REET 1 Comprehensive Summary

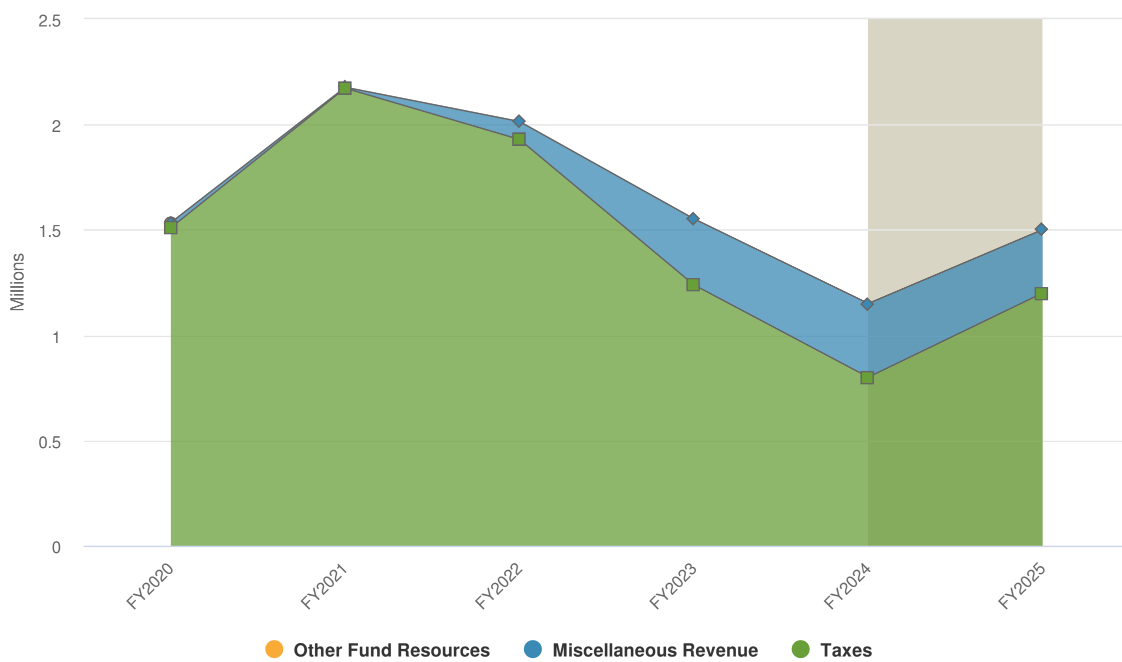
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$7,659,059**	**$7,659,059**	**$8,114,460**
Revenues			
Taxes	$1,049,846	$800,000	$1,200,000
Miscellaneous Revenue	$279,919	$350,000	$300,975
Total Revenues:	**$1,329,765**	**$1,150,000**	**$1,500,975**
Expenditures			
Non Expenditure	$1,096,036	$1,096,038	$1,159,162
Capital	$5,266	$155,195	$0
Total Expenditures:	**$1,101,302**	**$1,251,233**	**$1,159,162**
Total Revenues Less Expenditures:	**$228,463**	**-$101,233**	**$341,813**
Ending Fund Balance:	**$7,887,522**	**$7,557,826**	**$8,456,273**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



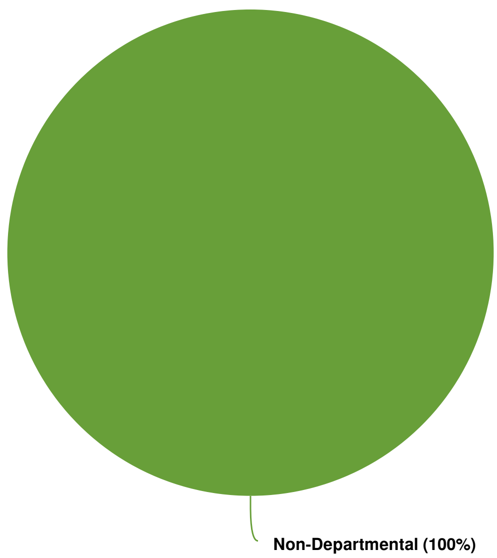
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

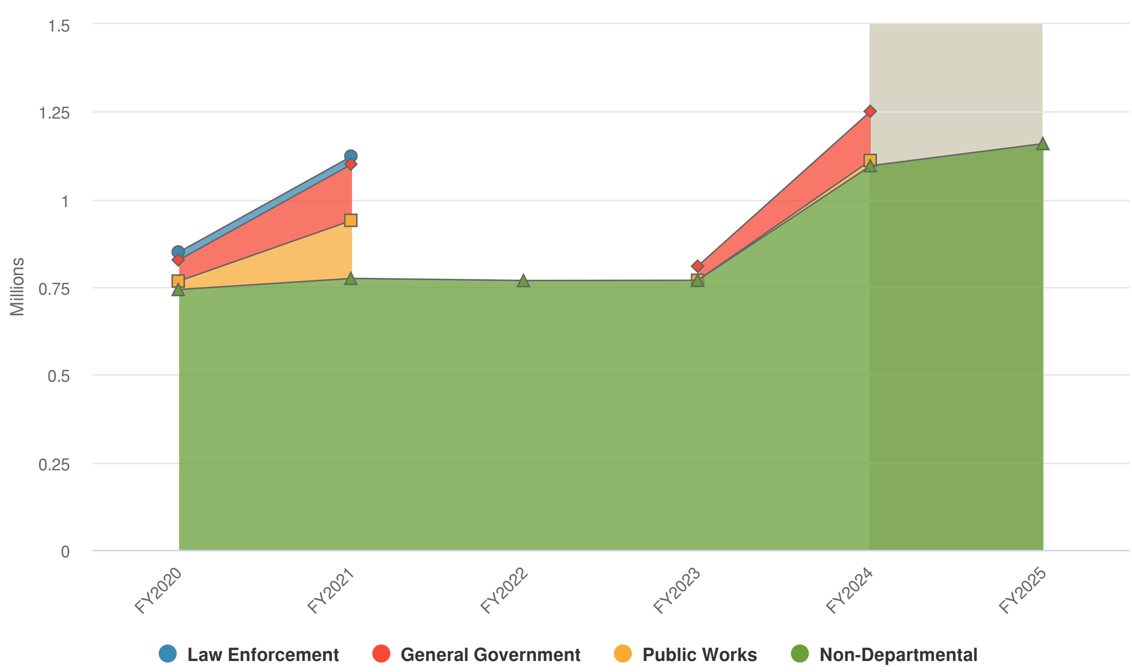
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Taxes				
REET 1-1st Quarter Percent	$1,049,846	$800,000	$1,200,000	50%
Total Taxes:	**$1,049,846**	**$800,000**	**$1,200,000**	**50%**
Miscellaneous Revenue				
Investment Interest	$279,919	$350,000	$300,975	-14%
Total Miscellaneous Revenue:	**$279,919**	**$350,000**	**$300,975**	**-14%**
Total Revenue Source:	**$1,329,765**	**$1,150,000**	**$1,500,975**	**30.5%**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

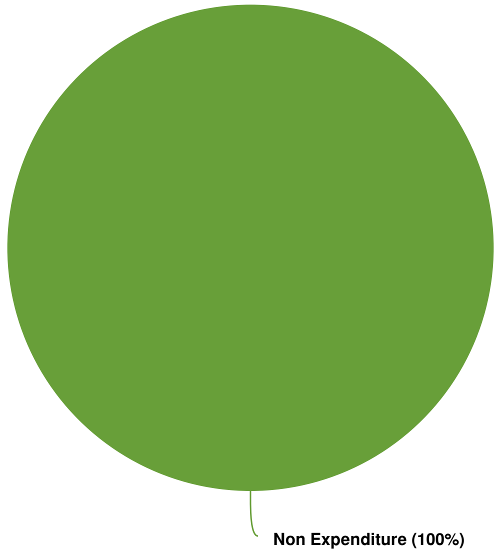


Grey background indicates budgeted figures.

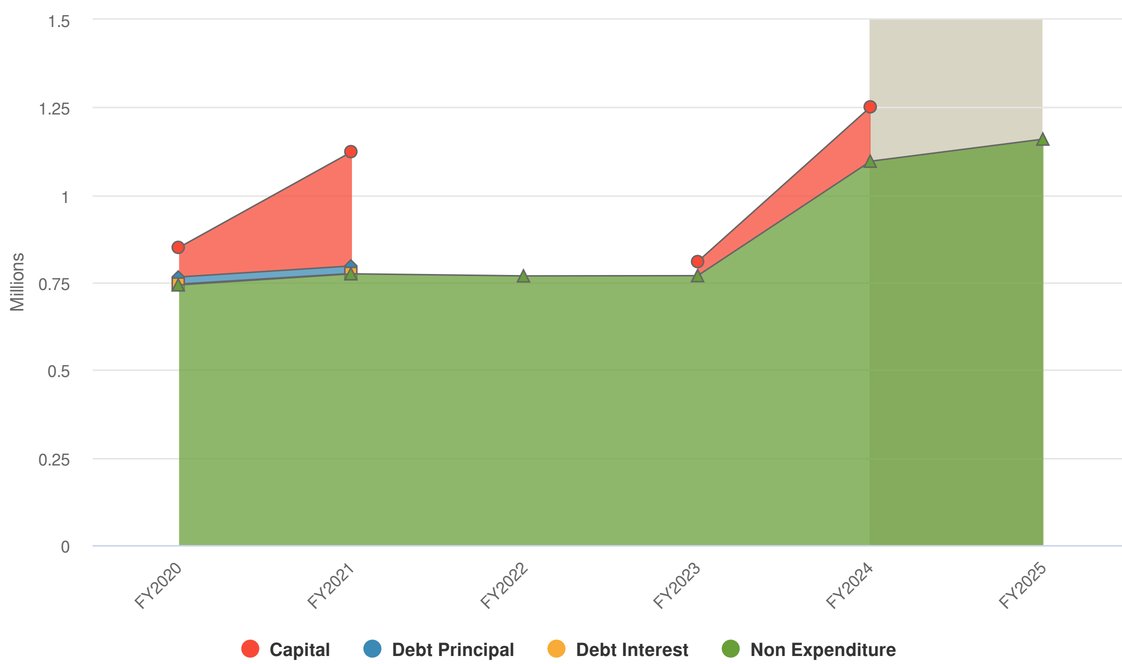
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental	$1,096,036	$1,096,038	$1,159,162	5.8%
General Government	$5,266	$140,195	$0	-100%
Public Works	$0	$15,000	$0	-100%
Total Expenditures:	**$1,101,302**	**$1,251,233**	**$1,159,162**	**-7.4%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

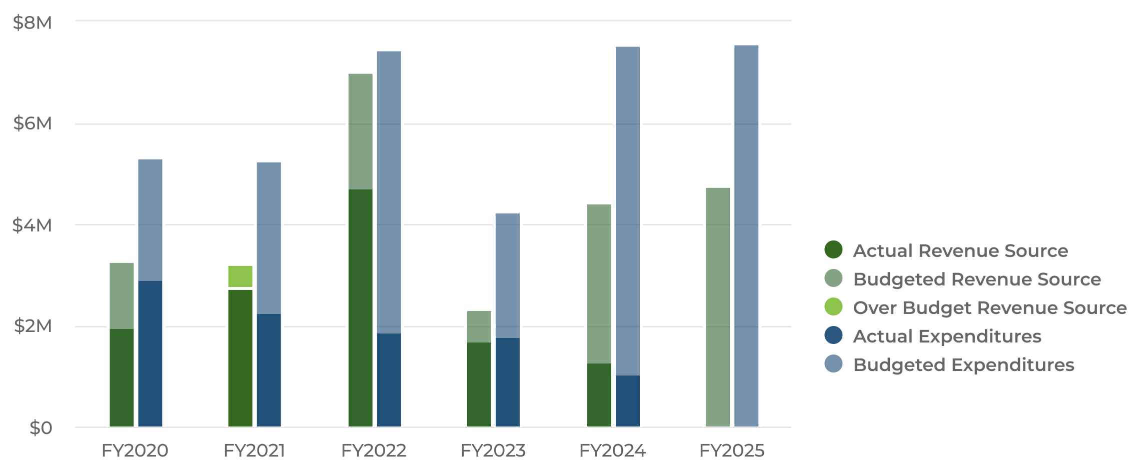


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
transfer to 210 for 2008 bonds	$213,890	$213,890	$211,865	-0.9%
Transfer Out 2019A New PD Bond	$463,599	$463,600	$460,097	-0.8%
Transfer Out - 2024A Bond Fund	$418,547	$418,548	$487,200	16.4%
Total Non Expenditure:	**$1,096,036**	**$1,096,038**	**$1,159,162**	**5.8%**
Capital				
Citywide Security Cameras	$5,266	$140,195	$0	-100%
PW Shop Feasibility	$0	$15,000	$0	-100%
Total Capital:	**$5,266**	**$155,195**	**$0**	**-100%**
Total Expense Objects:	**$1,101,302**	**$1,251,233**	**$1,159,162**	**-7.4%**

Summary

The City of Lake Stevens is projecting $4.76M of revenue in FY2025, which represents a 7.3% increase over the prior year. Budgeted expenditures are projected to increase by 0.5% or $39.14K to $7.59M in FY2025.

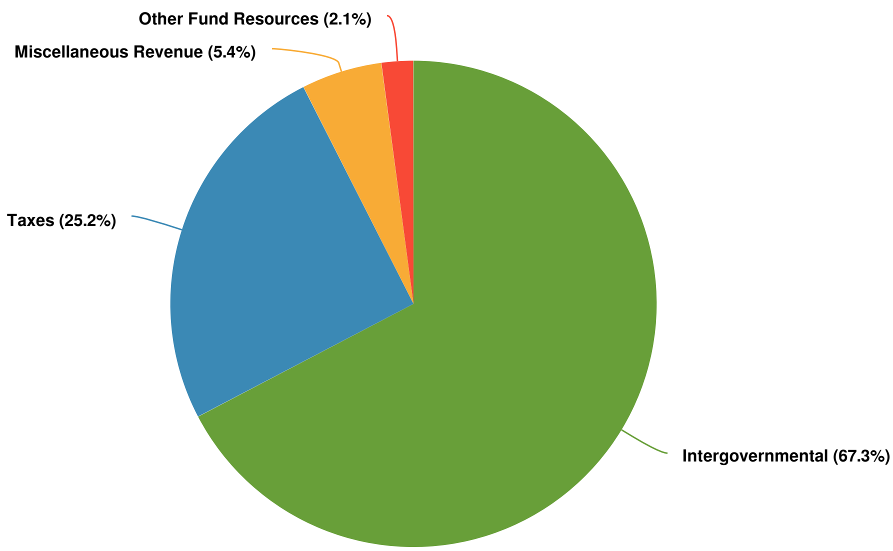


REET 2 Comprehensive Summary

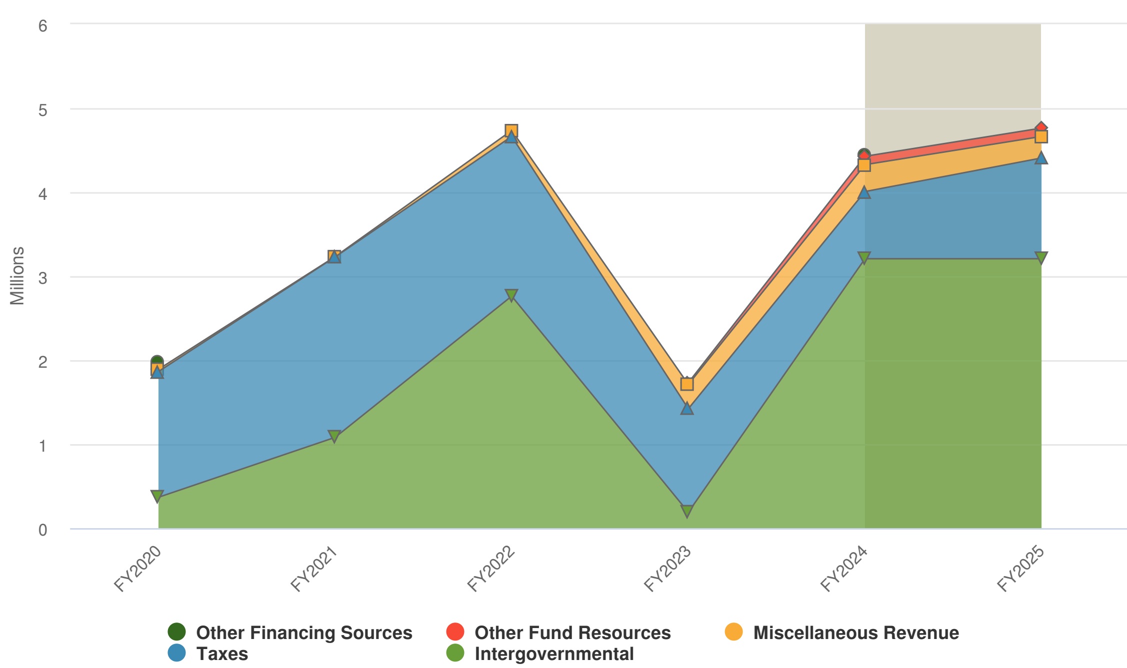
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$6,479,596**	**$6,479,596**	**$6,826,358**
Revenues			
Taxes	$1,042,856	$800,000	$1,200,000
Intergovernmental	$0	$3,207,250	$3,207,250
Miscellaneous Revenue	$238,592	$320,000	$256,137
Other Fund Resources	$0	$100,000	$100,000
Other Financing Sources	$12,158	$12,159	$0
Total Revenues:	**$1,293,606**	**$4,439,409**	**$4,763,387**
Expenditures			
Non Expenditure	$631,100	$709,150	$708,300
Salaries	$15,140	$50,000	$15,000
Benefits	$4,116	$17,600	$5,000
Capital	$412,490	$6,769,412	$6,857,000
Total Expenditures:	**$1,062,846**	**$7,546,162**	**$7,585,300**
Total Revenues Less Expenditures:	**$230,760**	**-$3,106,753**	**-$2,821,913**
Ending Fund Balance:	**$6,710,356**	**$3,372,843**	**$4,004,445**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



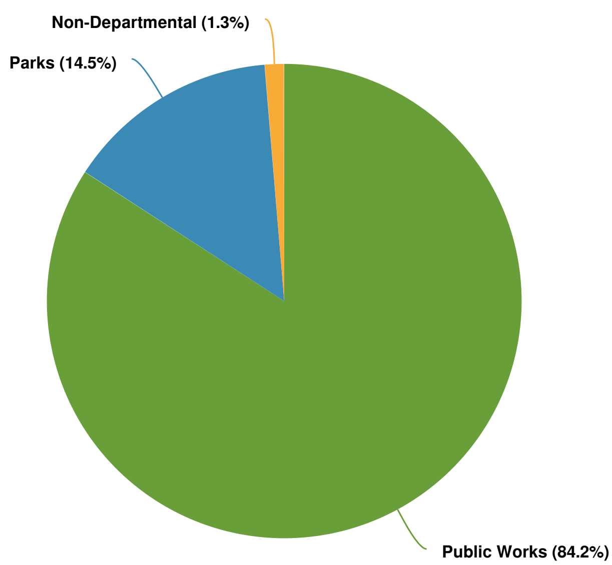
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

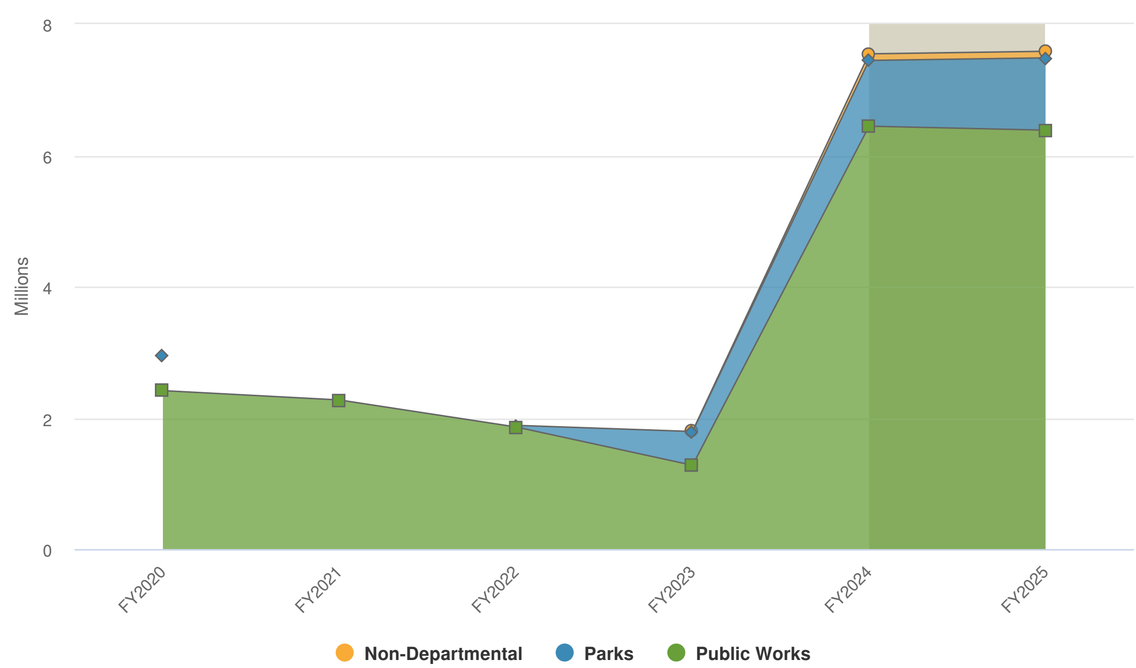
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Taxes				
REET 2- 2nd Quarter Percent	$1,042,856	$800,000	$1,200,000	50%
Total Taxes:	**$1,042,856**	**$800,000**	**$1,200,000**	**50%**
Intergovernmental				
Main Street - FHWA/PSRC	$0	$3,157,250	$3,157,250	0%
CERB - Commerce Grant	$0	$50,000	$50,000	0%
Total Intergovernmental:	**$0**	**$3,207,250**	**$3,207,250**	**0%**
Miscellaneous Revenue				
Investment Interest	$238,592	$320,000	$256,137	-20%
Total Miscellaneous Revenue:	**$238,592**	**$320,000**	**$256,137**	**-20%**
Other Fund Resources				
Retainage	$0	$100,000	$100,000	0%
Total Other Fund Resources:	**$0**	**$100,000**	**$100,000**	**0%**
Other Financing Sources				
Transfer in	$12,158	$12,159	$0	-100%
Total Other Financing Sources:	**$12,158**	**$12,159**	**$0**	**-100%**
Total Revenue Source:	**$1,293,606**	**$4,439,409**	**$4,763,387**	**7.3%**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

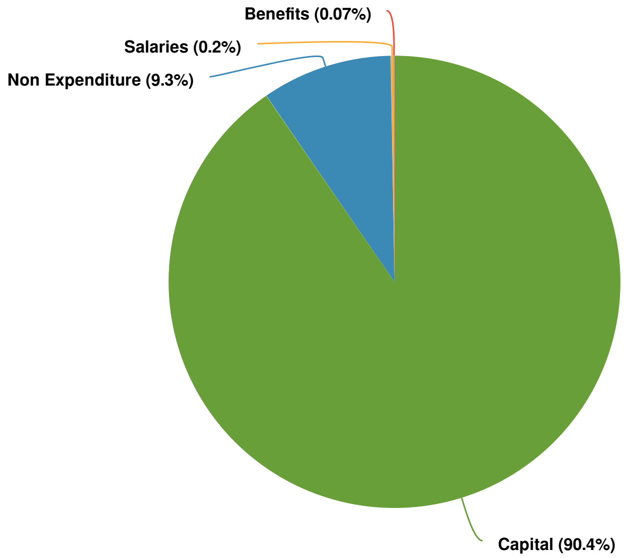


Grey background indicates budgeted figures.

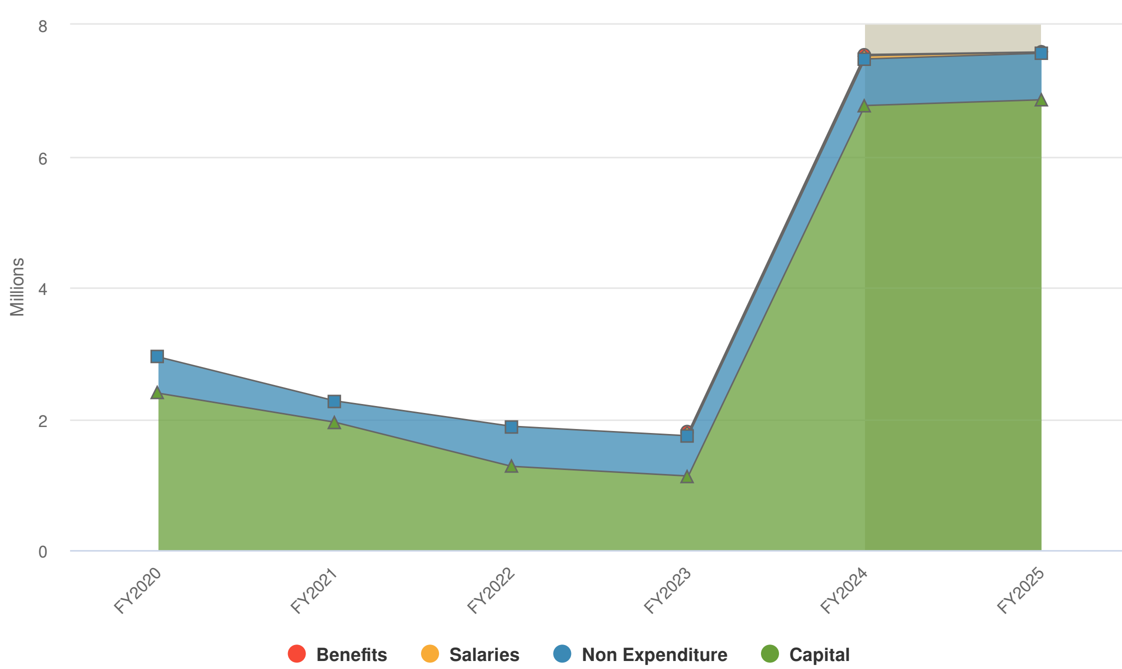
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental				
Non Expenditure	$21,950	$100,000	$100,000	0%
Total Non-Departmental:	**$21,950**	**$100,000**	**$100,000**	**0%**
Parks				
Capital	$54,815	$1,002,000	$1,102,000	10%
Total Parks:	**$54,815**	**$1,002,000**	**$1,102,000**	**10%**
Public Works				
Non Expenditure	$609,150	$609,150	$608,300	-0.1%
Salaries	$15,140	$50,000	$15,000	-70%
Benefits	$4,116	$17,600	$5,000	-71.6%
Capital	$357,675	$5,767,412	$5,755,000	-0.2%
Total Public Works:	**$986,081**	**$6,444,162**	**$6,383,300**	**-0.9%**
Total Expenditures:	**$1,062,846**	**$7,546,162**	**$7,585,300**	**0.5%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



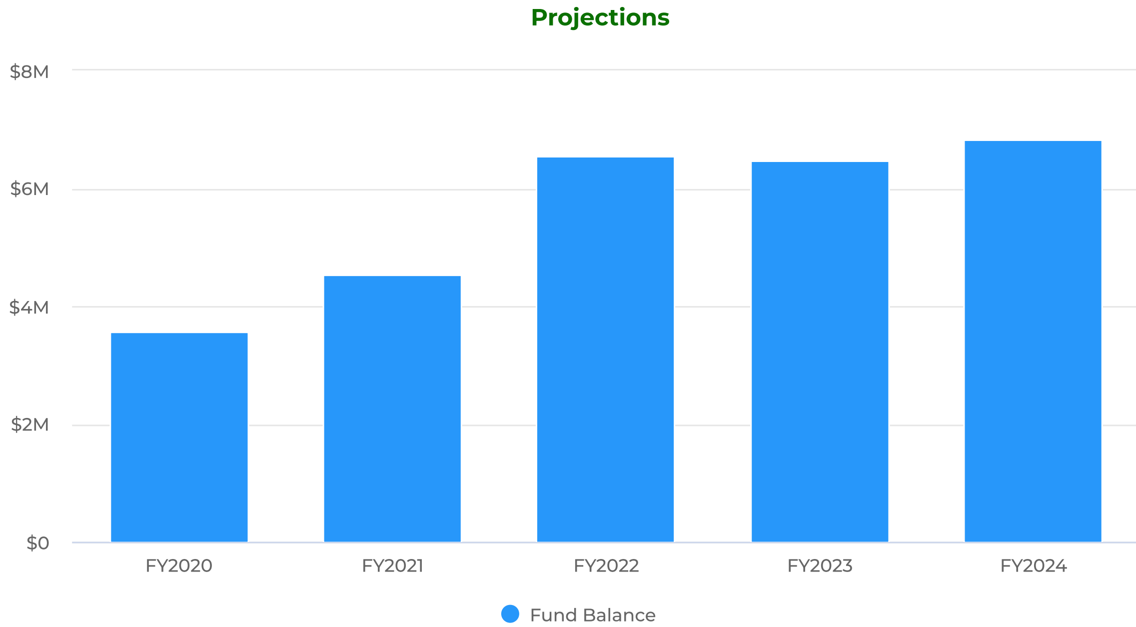
Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

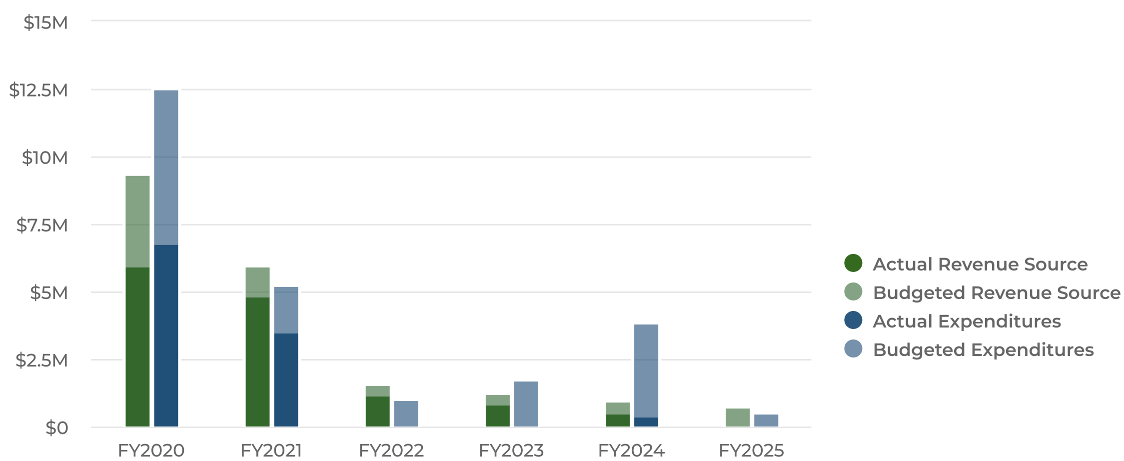
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure	$631,100	$709,150	$708,300	-0.1%
Salaries	$15,140	$50,000	$15,000	-70%
Benefits	$4,116	$17,600	$5,000	-71.6%
Capital	$412,490	$6,769,412	$6,857,000	1.3%
Total Expense Objects:	**$1,062,846**	**$7,546,162**	**$7,585,300**	**0.5%**

Fund Balance



Summary

The City of Lake Stevens is projecting $800.11K of revenue in FY2025, which represents a 20.4% decrease over the prior year. Budgeted expenditures are projected to decrease by 85.6% or $3.32M to $560K in FY2025.

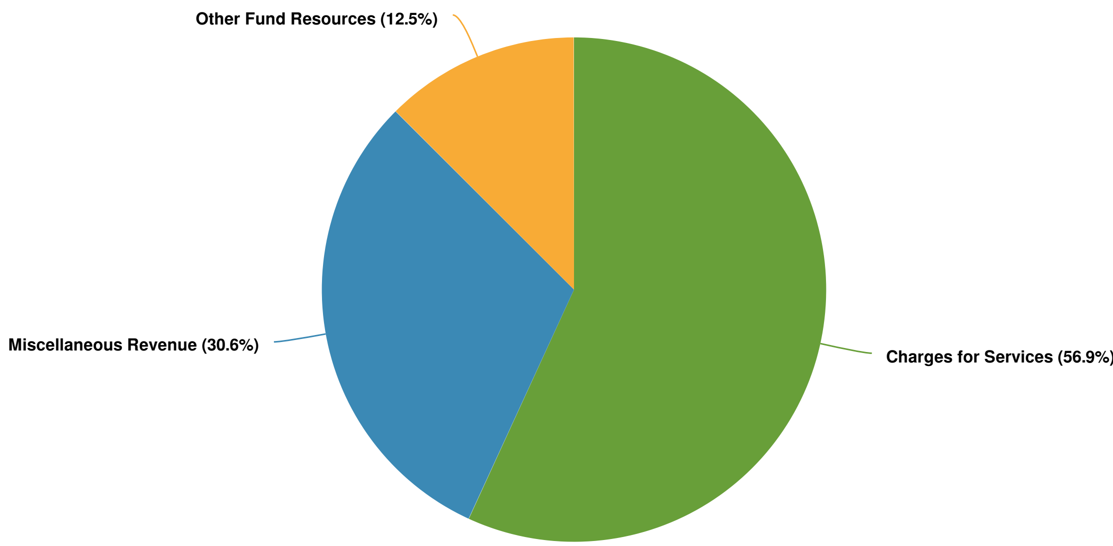


Traffic Mitigation Fund Comprehensive Summary

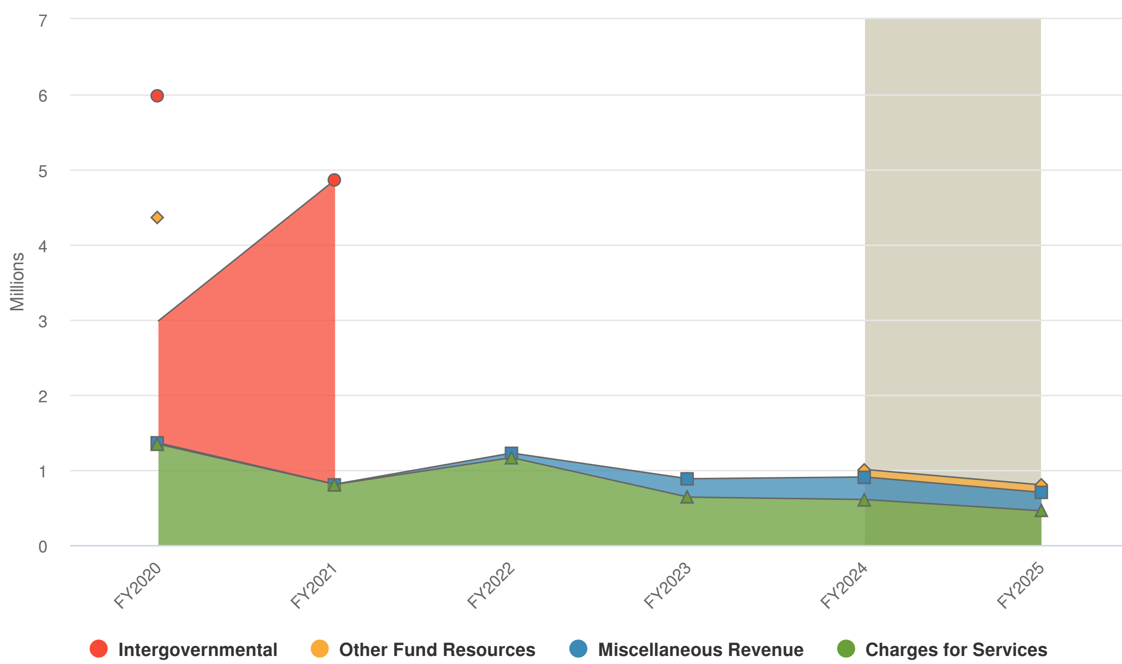
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$5,808,069**	**$5,808,069**	**$3,286,106**
Revenues			
Charges for Services	$331,343	$605,000	$455,000
Miscellaneous Revenue	$226,977	$300,000	$245,110
Other Fund Resources	$0	$100,000	$100,000
Total Revenues:	**$558,320**	**$1,005,000**	**$800,110**
Expenditures			
Non Expenditure	$0	$100,000	$100,000
Salaries	$7,957	$75,000	$15,000
Benefits	$3,392	$25,000	$10,000
Capital	$420,596	$3,679,634	$435,000
Total Expenditures:	**$431,945**	**$3,879,634**	**$560,000**
Total Revenues Less Expenditures:	**$126,375**	**-$2,874,634**	**$240,110**
Ending Fund Balance:	**$5,934,444**	**$2,933,435**	**$3,526,216**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



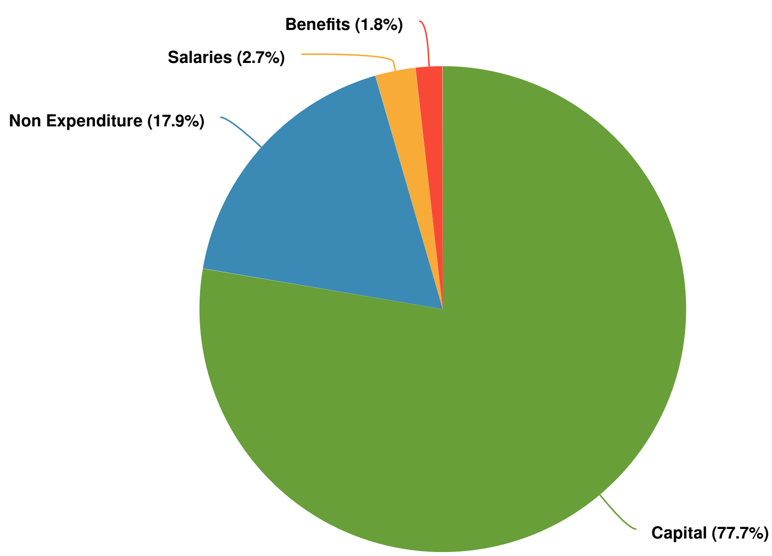
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

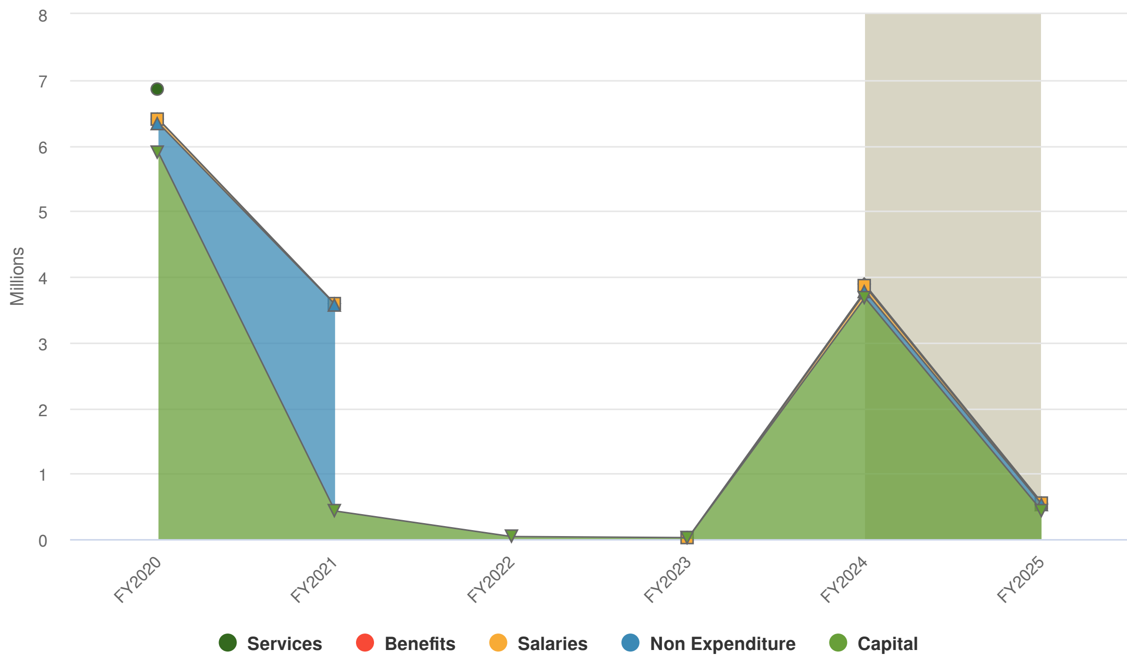
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Charges for Services				
Local Trans. Act -Impact Fees	$55,365	$5,000	$5,000	0%
Traffic Mitigation - TIZ 1	$49,878	$50,000	$50,000	0%
Traffic Mitigation - TIZ 2	$14,000	$50,000	$50,000	0%
Traffic Mitigation - TIZ 3	$212,100	$500,000	$350,000	-30%
Total Charges for Services:	**$331,343**	**$605,000**	**$455,000**	**-24.8%**
Miscellaneous Revenue				
Investment Interest	$226,977	$300,000	$245,110	-18.3%
Total Miscellaneous Revenue:	**$226,977**	**$300,000**	**$245,110**	**-18.3%**
Other Fund Resources				
PW Retainage Held	$0	$100,000	$100,000	0%
Total Other Fund Resources:	**$0**	**$100,000**	**$100,000**	**0%**
Total Revenue Source:	**$558,320**	**$1,005,000**	**$800,110**	**-20.4%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



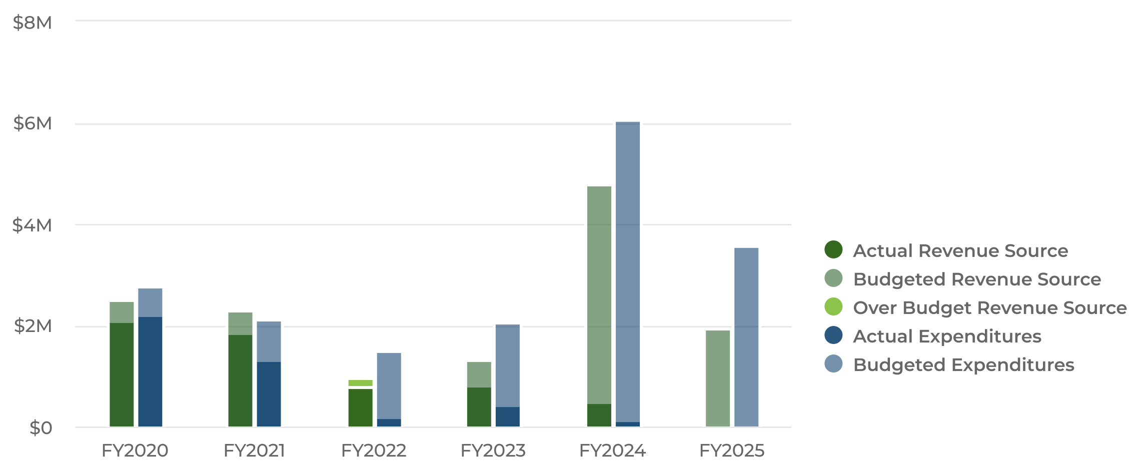
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
Non-Departmental				
PW Retainage Release	$0	$100,000	$100,000	0%
Total Non-Departmental:	**$0**	**$100,000**	**$100,000**	**0%**
Total Non Expenditure:	**$0**	**$100,000**	**$100,000**	**0%**
Salaries				
Public Works				
Roadway CP Salaries	$7,957	$75,000	$15,000	-80%
Total Public Works:	**$7,957**	**$75,000**	**$15,000**	**-80%**
Total Salaries:	**$7,957**	**$75,000**	**$15,000**	**-80%**
Benefits				
Public Works				
Roadway CP Benefits	$3,392	$25,000	$10,000	-60%
Total Public Works:	**$3,392**	**$25,000**	**$10,000**	**-60%**
Total Benefits:	**$3,392**	**$25,000**	**$10,000**	**-60%**
Capital				

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Public Works				
TZ3-17005- 24th St & 91st Ext	$0	$1,689,634	$0	-100%
TZ1 - Main Street	$48,071	$500,000	$335,000	-33%
Fee In Lieu of - Sidewalks	$0	$233,000	$0	-100%
TZ3 - 79th/8th Project	$24,737	$85,000	$0	-100%
TZ3- TBP03 - 91st Av SE Sidwlk	$322,784	$572,000	$0	-100%
TZ2- TBP02 - 91st Av SE Sidwlk	$25,004	$600,000	$0	-100%
TZ1 - 131st Ave Infrastructure	$0	$0	$100,000	N/A
Total Public Works:	**$420,596**	**$3,679,634**	**$435,000**	**-88.2%**
Total Capital:	**$420,596**	**$3,679,634**	**$435,000**	**-88.2%**
Total Expense Objects:	**$431,945**	**$3,879,634**	**$560,000**	**-85.6%**

Summary

The City of Lake Stevens is projecting $1.95M of revenue in FY2025, which represents a 59.2% decrease over the prior year. Budgeted expenditures are projected to decrease by 40.8% or $2.48M to $3.59M in FY2025.

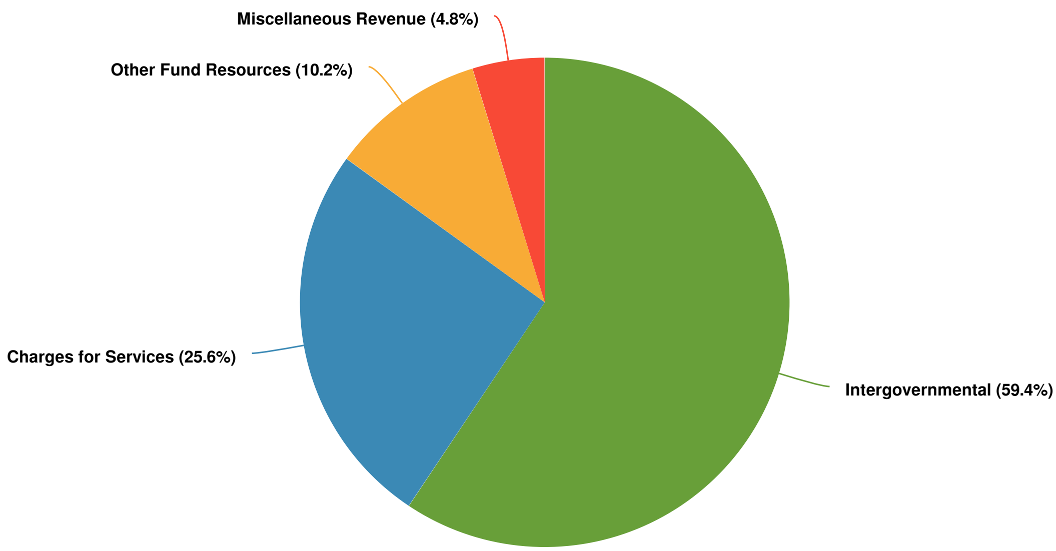


Park Mitigation Fund Comprehensive Summary

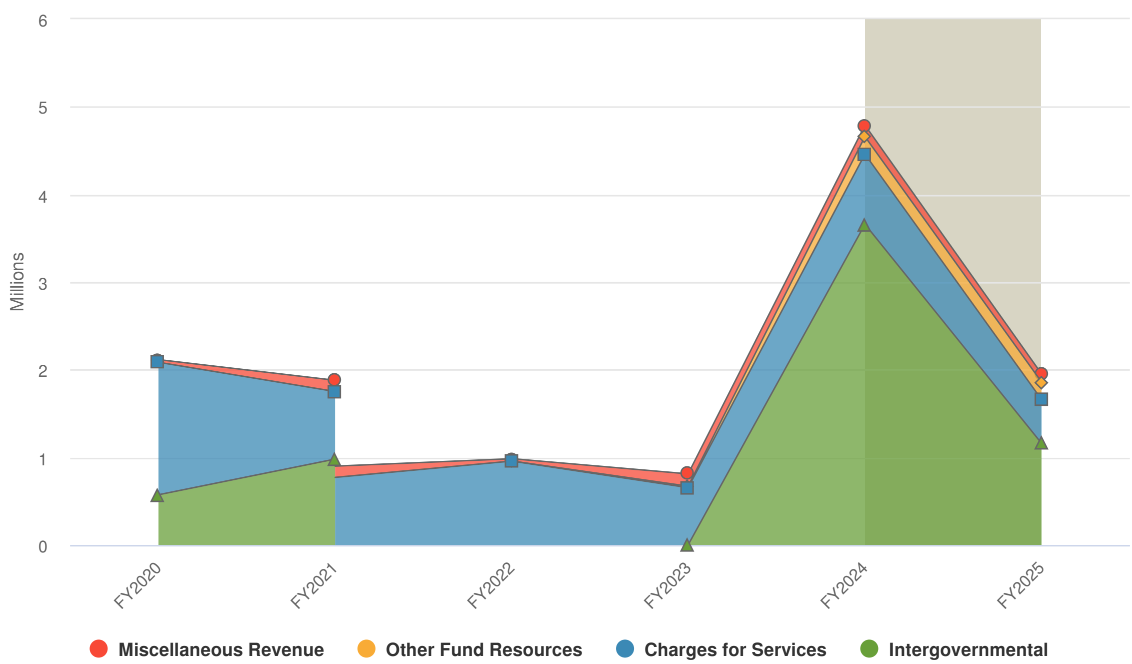
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$2,276,884**	**$2,276,884**	**$2,333,021**
Revenues			
Intergovernmental	$0	$3,659,941	$1,159,352
Charges for Services	$409,382	$800,000	$500,000
Miscellaneous Revenue	$107,049	$130,000	$93,000
Other Fund Resources	$0	$200,000	$200,000
Total Revenues:	**$516,431**	**$4,789,941**	**$1,952,352**
Expenditures			
Non Expenditure	$16,013	$206,000	$200,000
Salaries	$13,180	$75,000	$75,000
Benefits	$5,636	$25,000	$25,000
Supplies	$2,195	$75,000	$25,000
Capital	$96,785	$5,690,029	$3,268,350
Total Expenditures:	**$133,809**	**$6,071,029**	**$3,593,350**
Total Revenues Less Expenditures:	**$382,622**	**-$1,281,088**	**-$1,640,998**
Ending Fund Balance:	**$2,659,506**	**$995,796**	**$692,023**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



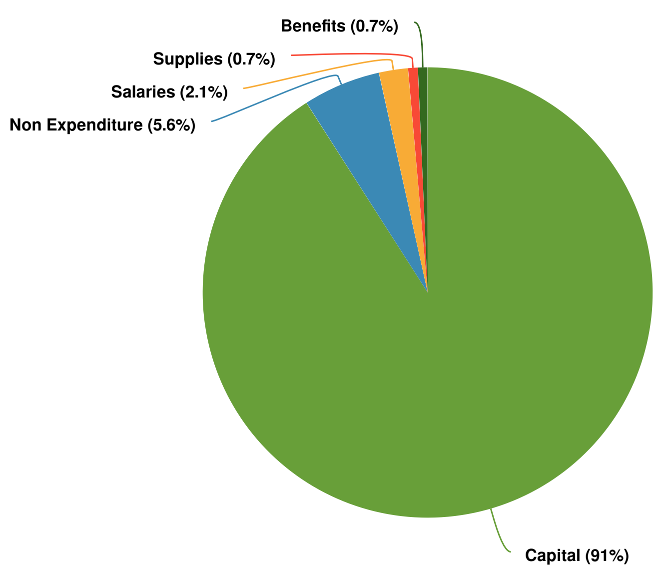
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

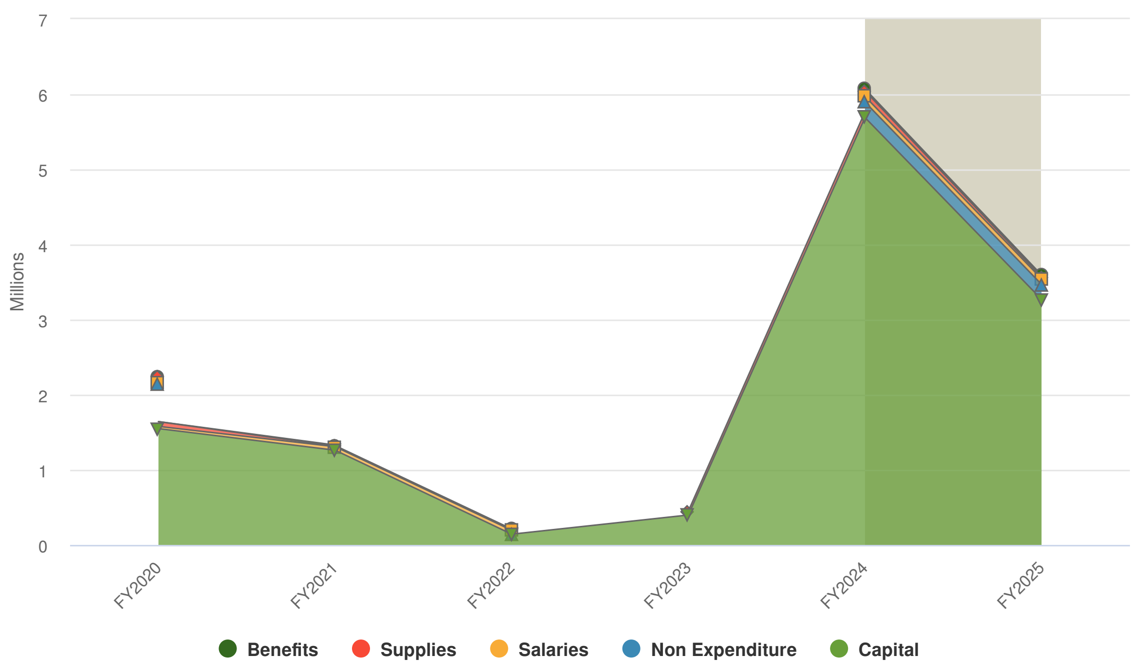
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Intergovernmental				
RCO - Frontier Heights Grants	$0	$1,159,352	$1,159,352	0%
State Commerce - Cedarwood	$0	$2,455,589	$0	-100%
Snohomish County SCPP Grants	$0	$45,000	$0	-100%
Total Intergovernmental:	**$0**	**$3,659,941**	**$1,159,352**	**-68.3%**
Charges for Services				
Park Mitigation	$409,382	$800,000	$500,000	-37.5%
Total Charges for Services:	**$409,382**	**$800,000**	**$500,000**	**-37.5%**
Miscellaneous Revenue				
Investment Interest	$94,379	$120,000	$78,000	-35%
Tree Replacement Fee	$12,670	$10,000	$15,000	50%
Total Miscellaneous Revenue:	**$107,049**	**$130,000**	**$93,000**	**-28.5%**
Other Fund Resources				
PW Retainage	$0	$200,000	$200,000	0%
Total Other Fund Resources:	**$0**	**$200,000**	**$200,000**	**0%**
Total Revenue Source:	**$516,431**	**$4,789,941**	**$1,952,352**	**-59.2%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



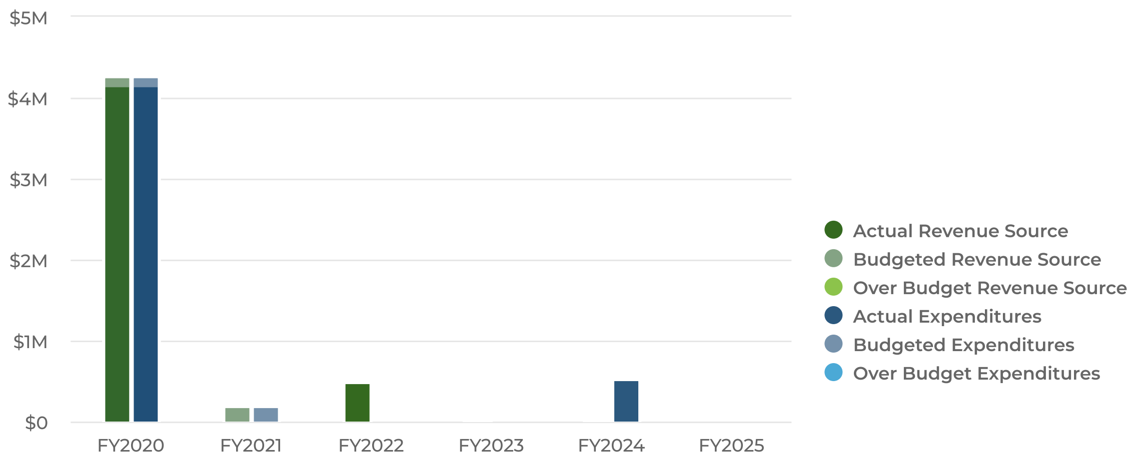
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
Retainage Release	$16,013	$206,000	$200,000	-2.9%
Total Non Expenditure:	**$16,013**	**$206,000**	**$200,000**	**-2.9%**
Salaries				
Park Mit CP Salaires	$13,180	$75,000	$75,000	0%
Total Salaries:	**$13,180**	**$75,000**	**$75,000**	**0%**
Benefits				
Park Mit CP Benefits	$5,636	$25,000	$25,000	0%
Total Benefits:	**$5,636**	**$25,000**	**$25,000**	**0%**
Supplies				
Tree Replacement Expenditures	$2,195	$75,000	$25,000	-66.7%
Total Supplies:	**$2,195**	**$75,000**	**$25,000**	**-66.7%**
Capital				
PM - Frontier Heights Capital	$0	$1,708,440	$1,700,000	-0.5%
PM - Lundeen Park Capital	$9,640	$10,000	$0	-100%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
PM -LS Bayview Connector - PT	$84,165	$900,000	$590,000	-34.4%
PM - Eagle Ridge	$2,486	$10,000	$22,850	128.5%
PM - Davies Beach	$0	$0	$100,000	N/A
PM - North Cove	$0	$0	$150,000	N/A
PM - Cedarwood Park	$494	$2,955,589	$499,500	-83.1%
PM - North Cove Feasibility	$0	$106,000	$106,000	0%
PM - Westlake Park	$0	$0	$100,000	N/A
Total Capital:	**$96,785**	**$5,690,029**	**$3,268,350**	**-42.6%**
Total Expense Objects:	**$133,809**	**$6,071,029**	**$3,593,350**	**-40.8%**

Summary

The City of Lake Stevens is projecting $0 of revenue in FY2025, which represents a 100% decrease over the prior year. Budgeted expenditures are projected to decrease by 100% or $530.35K to $0 in FY2025.

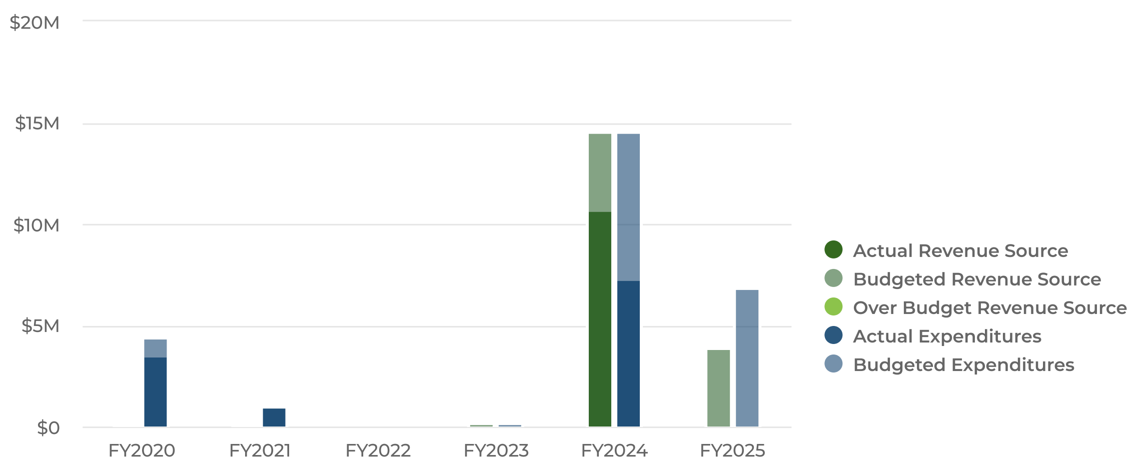


Downtown Redevelopment Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$526,679**	**$526,679**	**N/A**
Non-Departmental			
Total Non-Departmental:	**$540,110**	**$530,000**	**$0**
Community			
Total Community:	**$0**	**$350**	**$0**
Total Revenues Less Expenditures:	**$0**	**$350**	**$0**
Ending Fund Balance:	**$526,679**	**$527,029**	**N/A**

Summary

The City of Lake Stevens is projecting $3.9M of revenue in FY2025, which represents a 73.3% decrease over the prior year. Budgeted expenditures are projected to decrease by 52.7% or $7.7M to $6.91M in FY2025.



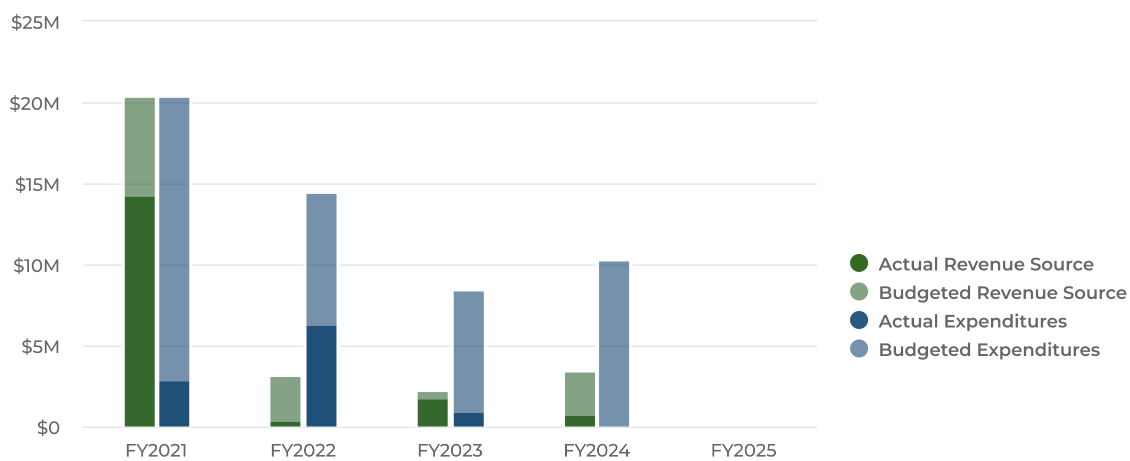
Facility Capital Project Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$12,160**	**$12,160**	**$3,196,004**
Non-Departmental			
Total Non-Departmental:	**$12,158**	**$112,159**	**$100,000**
Non-Departmental			
Total Non-Departmental:	**$0**	**$2,519,300**	**$2,306,300**
Non-Departmental			
Total Non-Departmental:	**$134,290**	**$135,792**	**$0**
General Government			
Total General Government:	**$0**	**$50,000**	**$50,000**
General Government			
Total General Government:	**$0**	**$20,000**	**$20,000**
General Government			
Total General Government:	**$7,202,634**	**$11,776,192**	**$4,438,500**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Total Revenues Less Expenditures:	**$7,202,634**	**$11,776,192**	**$4,438,500**
Ending Fund Balance:	**$7,214,794**	**$11,788,352**	**$7,634,504**

Summary

The City of Lake Stevens is projecting $0 of revenue in FY2025, which represents a 100% decrease over the prior year. Budgeted expenditures are projected to decrease by 100% or $10.34M to $0 in FY2025.

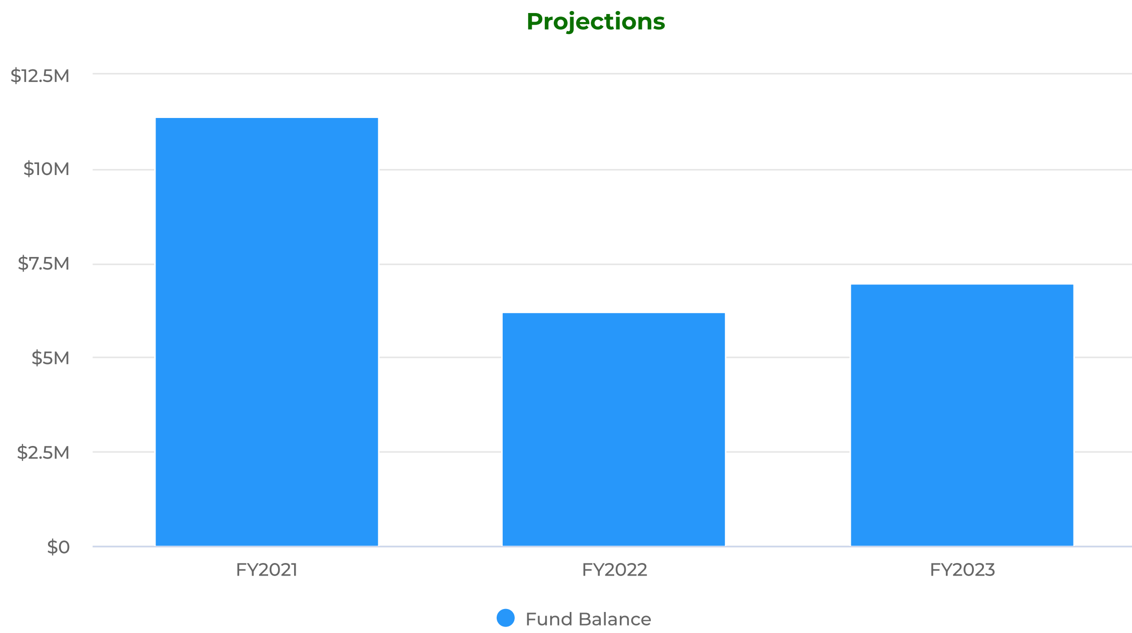


Infrastructure Capital Project Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$6,980,680**	**$6,980,680**	**N/A**
Revenues			
Intergovernmental			
TIB - Grant 17005	$596,037	$561,745	$0
Total Intergovernmental:	**$596,037**	**$561,745**	**$0**
Charges for Services			
Traffic Impact- Credit Receipt	$0	$2,800,000	$0
Total Charges for Services:	**$0**	**$2,800,000**	**$0**
Miscellaneous Revenue			
Investment Interest	$267,709	$200,000	$0
Total Miscellaneous Revenue:	**$267,709**	**$200,000**	**$0**
Total Revenues:	**$863,746**	**$3,561,745**	**$0**
Expenditures			
Capital			

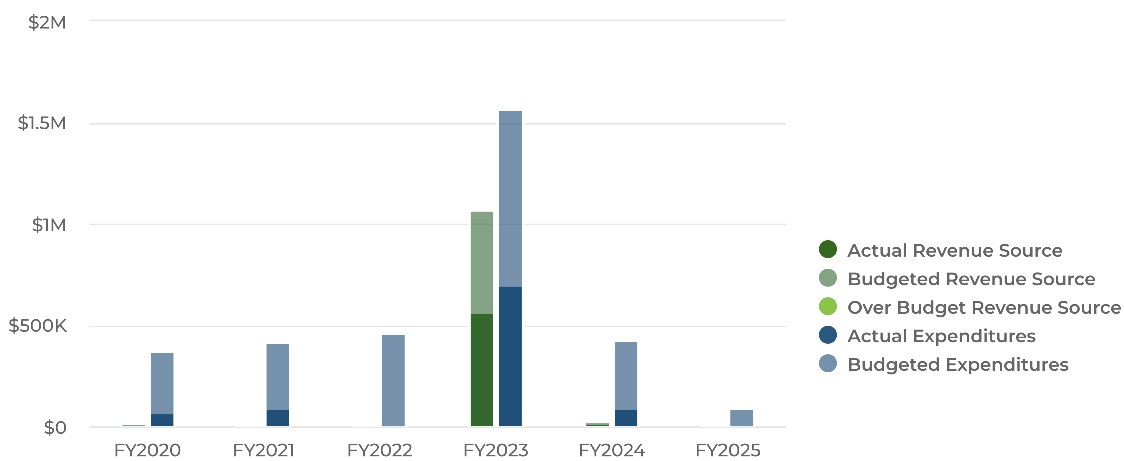
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Non-Departmental			
Project Construction Account	$67,764	$10,344,555	$0
Total Non-Departmental:	**$67,764**	**$10,344,555**	**$0**
Total Capital:	**$67,764**	**$10,344,555**	**$0**
Total Expenditures:	**$67,764**	**$10,344,555**	**$0**
Total Revenues Less Expenditures:	**$795,982**	**-$6,782,810**	**$0**
Ending Fund Balance:	**$7,776,662**	**$197,870**	**N/A**

Fund Balance



Summary

The City of Lake Stevens is projecting $15K of revenue in FY2025, which represents a 50% decrease over the prior year. Budgeted expenditures are projected to decrease by 76.7% or $330K to $100K in FY2025.



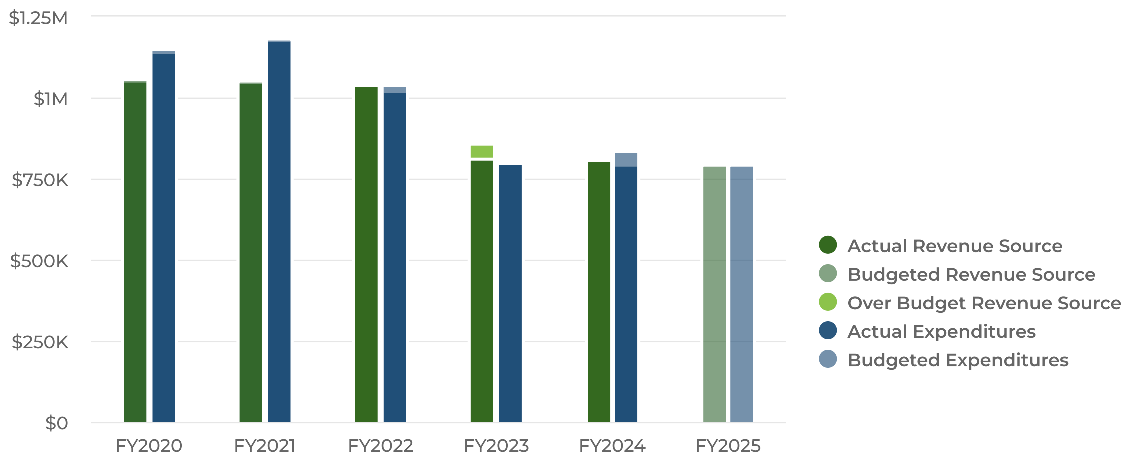
Sidewalk Capital Project Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$586,848**	**$586,848**	**$281,899**
Revenues			
Miscellaneous Revenue			
Investment Interest	$21,528	$30,000	$15,000
Total Miscellaneous Revenue:	**$21,528**	**$30,000**	**$15,000**
Total Revenues:	**$21,528**	**$30,000**	**$15,000**
Expenditures			
Capital			
Public Works			
SW-TBP02	$0	$180,000	$0
ADA Crosswalk Improvements	$94,213	$150,000	$100,000
Sidewalk Construction	$0	$100,000	$0
Total Public Works:	**$94,213**	**$430,000**	**$100,000**
Total Capital:	**$94,213**	**$430,000**	**$100,000**
Total Expenditures:	**$94,213**	**$430,000**	**$100,000**
Total Revenues Less Expenditures:	**-$72,685**	**-$400,000**	**-$85,000**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Ending Fund Balance:	**$514,163**	**$186,848**	**$196,899**

Summary

The City of Lake Stevens is projecting $798.29K of revenue in FY2025, which represents a 1.5% decrease over the prior year. Budgeted expenditures are projected to decrease by 4.5% or $37.95K to $798.29K in FY2025.

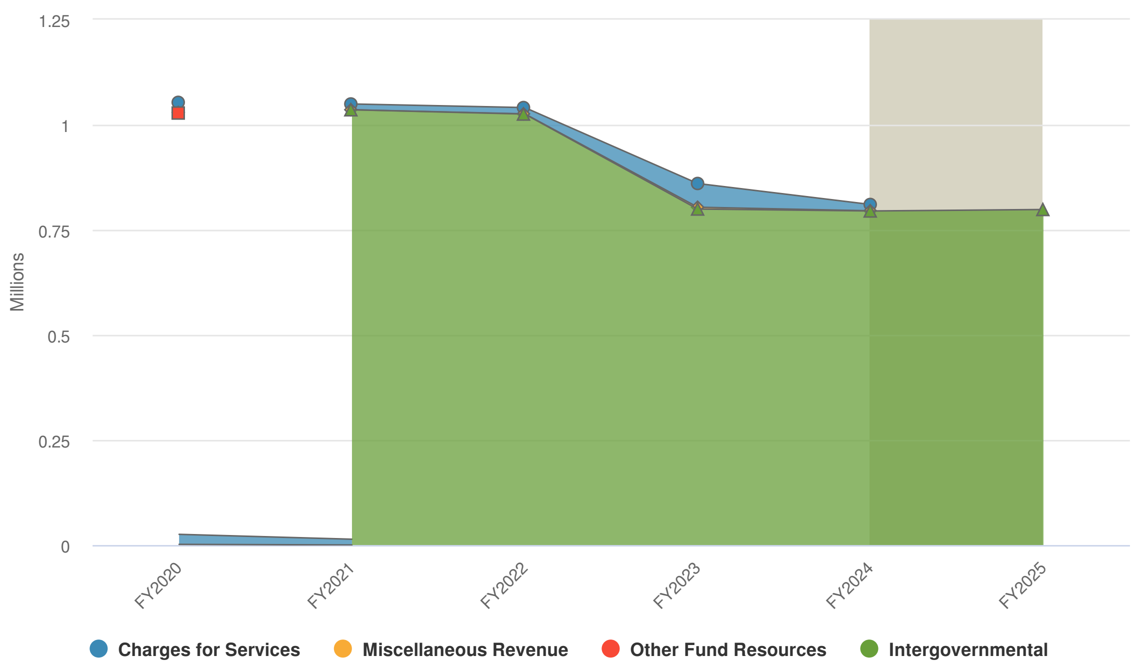


Sewer Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$78,695**	**$78,695**	**$58,404**
Revenues			
Intergovernmental	$795,084	$794,785	$798,285
Charges for Services	$12,440	$15,000	$0
Miscellaneous Revenue	$6,485	$500	$0
Total Revenues:	**$814,009**	**$810,285**	**$798,285**
Expenditures			
Services	$2,533	$0	$3,500
Capital	$0	$41,454	$0
Debt Principal	$763,904	$763,907	$763,907
Debt Interest	$30,878	$30,878	$30,878
Total Expenditures:	**$797,315**	**$836,239**	**$798,285**
Total Revenues Less Expenditures:	**$16,694**	**-$25,954**	**$0**
Ending Fund Balance:	**$95,389**	**$52,741**	**$58,404**

Revenues by Source

Budgeted and Historical 2025 Revenues by Source

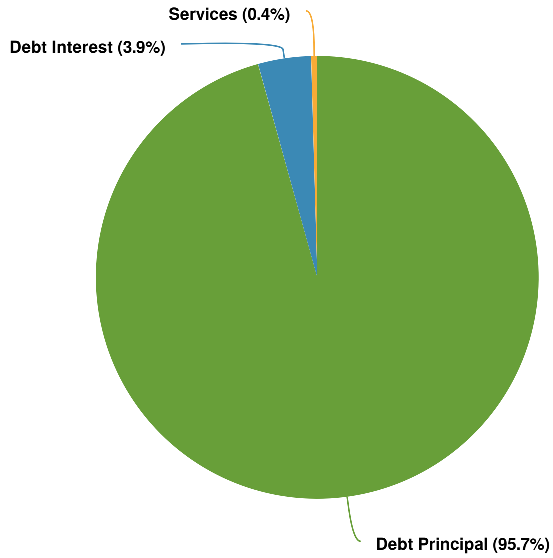


Grey background indicates budgeted figures.

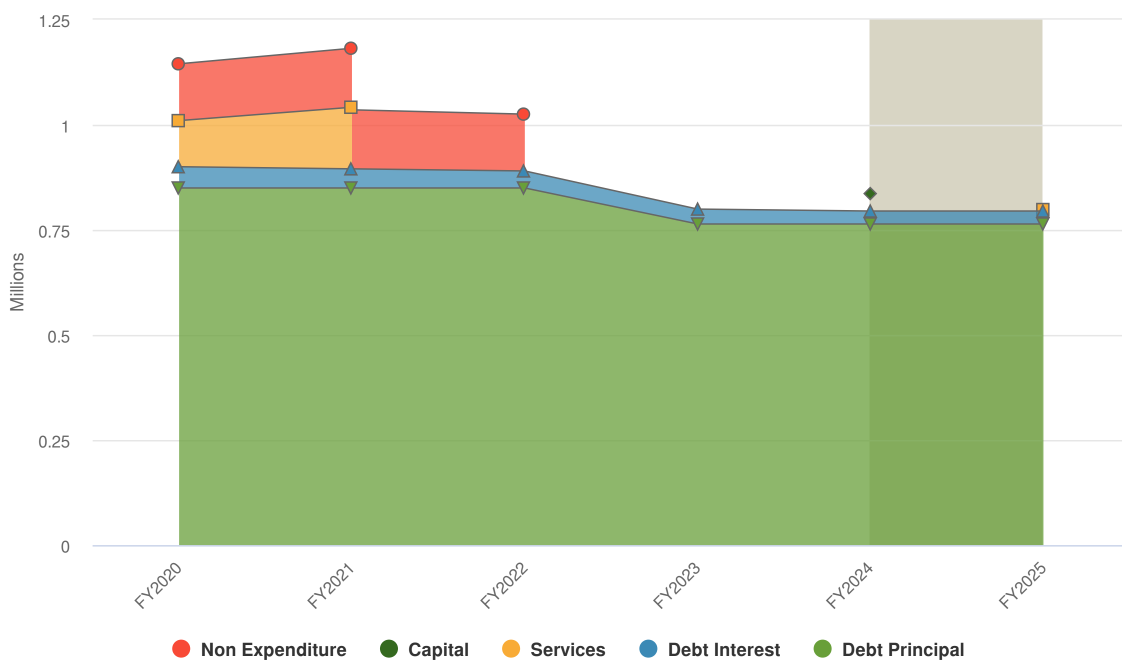
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				
Intergovernmental	$795,084	$794,785	$798,285	0.4%
Charges for Services	$12,440	$15,000	$0	-100%
Miscellaneous Revenue	$6,485	$500	$0	-100%
Total Revenue Source:	**$814,009**	**$810,285**	**$798,285**	**-1.5%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

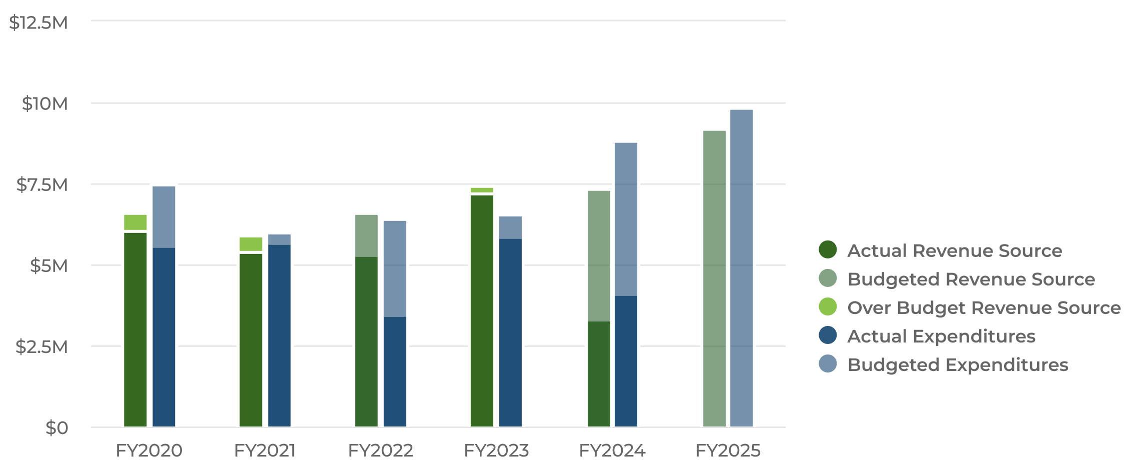


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Services	$2,533	$0	$3,500	N/A
Capital	$0	$41,454	$0	-100%
Debt Principal	$763,904	$763,907	$763,907	0%
Debt Interest	$30,878	$30,878	$30,878	0%
Total Expense Objects:	**$797,315**	**$836,239**	**$798,285**	**-4.5%**

Summary

The City of Lake Stevens is projecting $9.22M of revenue in FY2025, which represents a 25.3% increase over the prior year. Budgeted expenditures are projected to increase by 11.3% or $997.93K to $9.86M in FY2025.



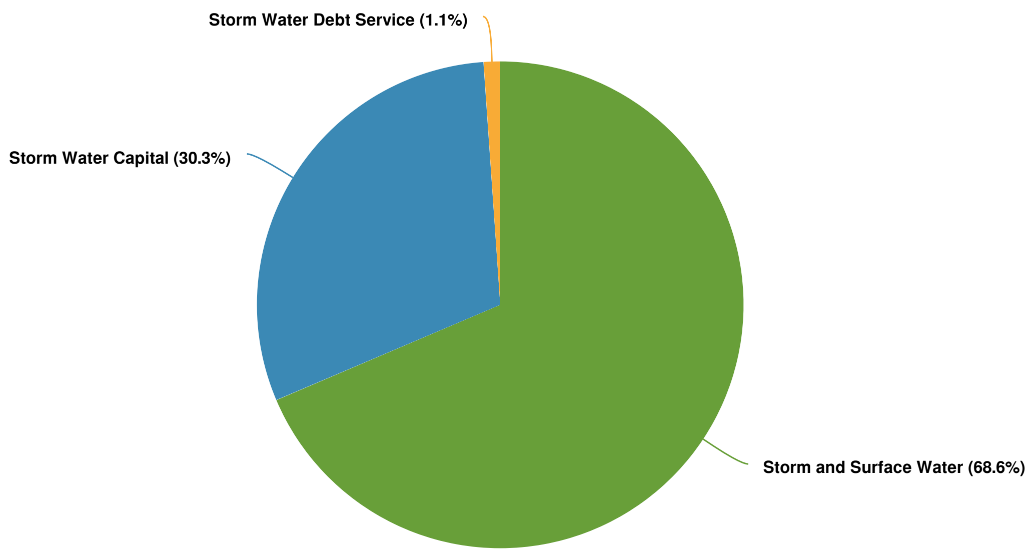
Storm Water Funds Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$6,463,306**	**$6,463,306**	**$6,049,050**
Revenues			
Intergovernmental	$19,509	$588,975	$773,861
Charges for Services	$2,865,858	$5,087,681	$5,403,921
Miscellaneous Revenue	$226,956	$279,382	$1,164,395
Other Fund Resources	$14,075	$10,000	$15,000
Other Financing Sources	$221,525	$1,392,082	$1,860,177
Total Revenues:	**$3,347,923**	**$7,358,120**	**$9,217,354**
Expenditures			
Non Expenditure	$168,694	$1,378,682	$1,822,177
Salaries	$1,488,022	$2,112,630	$2,140,285
Benefits	$594,535	$911,436	$862,565
Supplies	$137,508	$295,316	$201,412
Services	$965,762	$1,573,501	$1,962,938
Capital	$613,533	$2,418,975	$2,766,000
Debt Principal	$159,078	$161,079	$99,733

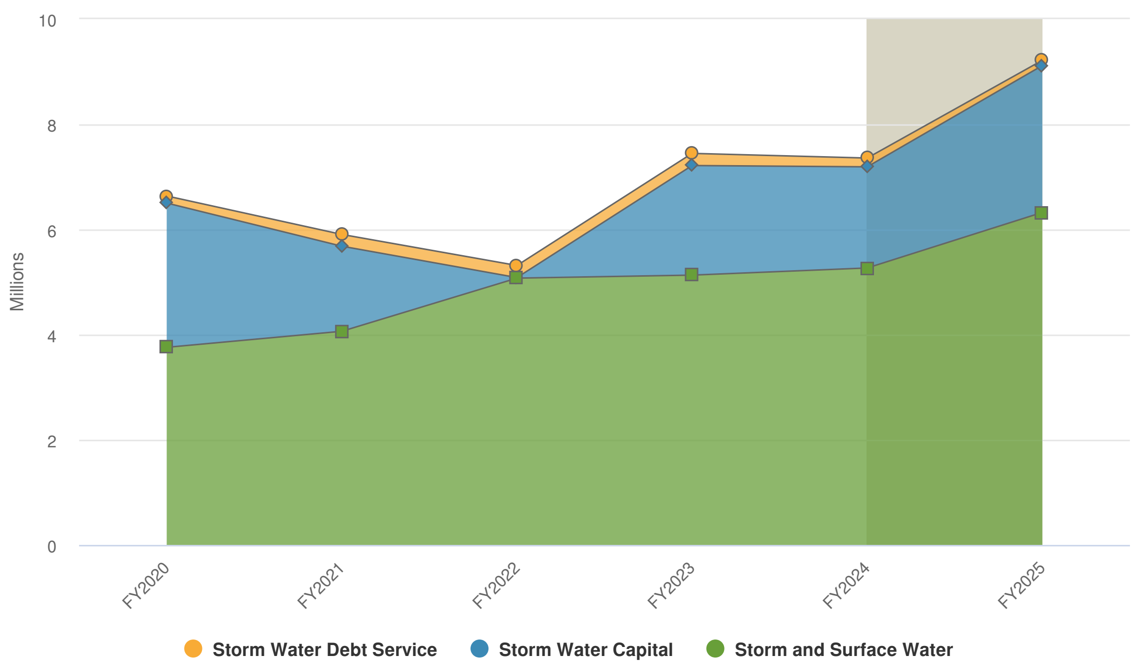
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Debt Interest	$5,558	$8,003	$2,444
Total Expenditures:	**$4,132,690**	**$8,859,622**	**$9,857,554**
Total Revenues Less Expenditures:	**-$784,767**	**-$1,501,502**	**-$640,200**
Ending Fund Balance:	**$5,678,539**	**$4,961,804**	**$5,408,850**

Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund

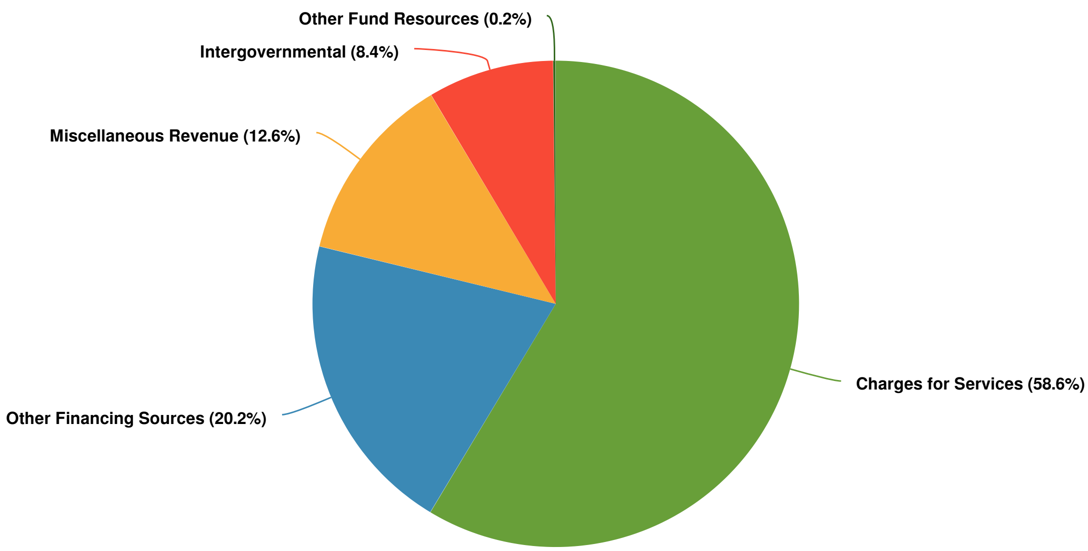


Grey background indicates budgeted figures.

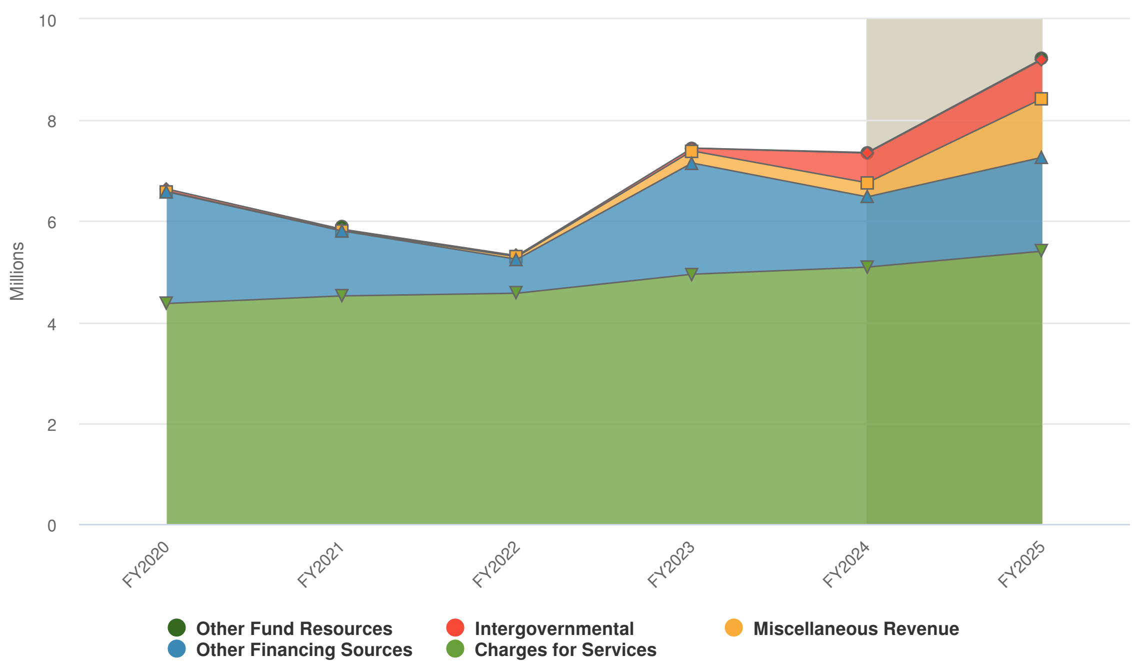
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Storm and Surface Water	$3,025,306	$5,267,063	$6,323,583	20.1%
Storm Water Capital	$155,536	$1,923,975	$2,793,594	45.2%
Storm Water Debt Service	$167,081	$167,082	$100,177	-40%
Total:	**$3,347,923**	**$7,358,120**	**$9,217,354**	**25.3%**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



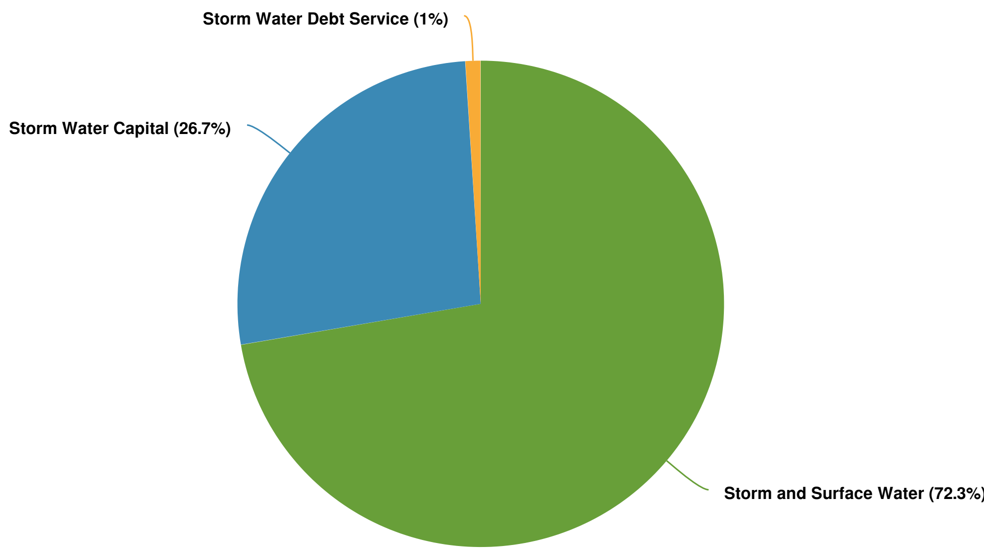
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

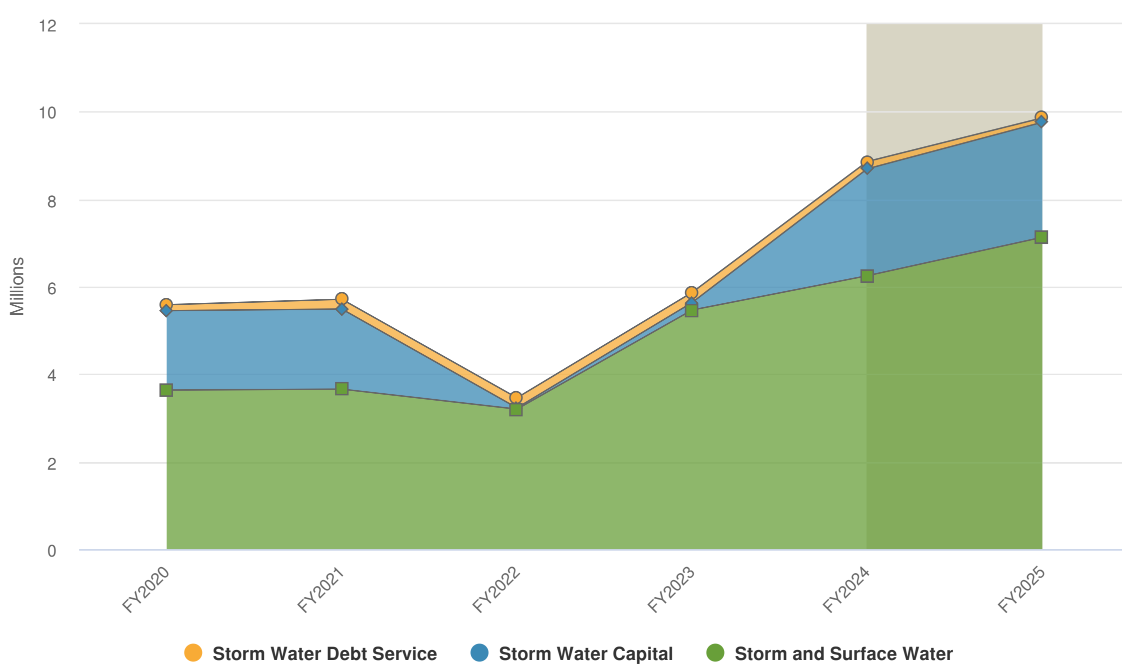
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Intergovernmental				
DOE - Capacity Grants	$19,509	$75,000	$70,000	-6.7%
DOE - SFAP Grant	$0	$0	$658,861	N/A
Commerce Grant	$0	$0	$45,000	N/A
SnoCo Conservation Futures Grt	$0	$513,975	$0	-100%
Total Intergovernmental:	**$19,509**	**$588,975**	**$773,861**	**31.4%**
Charges for Services				
Storm Drainage Charges	$2,598,039	$5,087,681	$5,403,921	6.2%
SW - Charge for Service	$267,819	$0	$0	0%
Total Charges for Services:	**$2,865,858**	**$5,087,681**	**$5,403,921**	**6.2%**
Miscellaneous Revenue				
Investment Interest	$67,710	$79,382	$80,801	1.8%
Miscellaneous Revenues - Storm	$3,710	$0	$0	0%
Investment Interest	$155,473	$200,000	$172,594	-13.7%
Misc Revenue	$63	$0	$911,000	N/A
Total Miscellaneous Revenue:	**$226,956**	**$279,382**	**$1,164,395**	**316.8%**
Other Fund Resources				
SW-Retainage	$14,075	$0	$5,000	N/A
Retainage	$0	$10,000	$10,000	0%
Total Other Fund Resources:	**$14,075**	**$10,000**	**$15,000**	**50%**
Other Financing Sources				
Interfund Transfer In	$52,305	$25,000	$60,000	140%
SWM - Insurance Recovery	$2,139	$0	$0	0%
Transfer In	$0	$1,200,000	$1,700,000	41.7%
Interfund Transfer In	$167,081	$167,082	$100,177	-40%
Total Other Financing Sources:	**$221,525**	**$1,392,082**	**$1,860,177**	**33.6%**
Total Revenue Source:	**$3,347,923**	**$7,358,120**	**$9,217,354**	**25.3%**

Expenditures by Fund

2025 Expenditures by Fund



Budgeted and Historical 2025 Expenditures by Fund



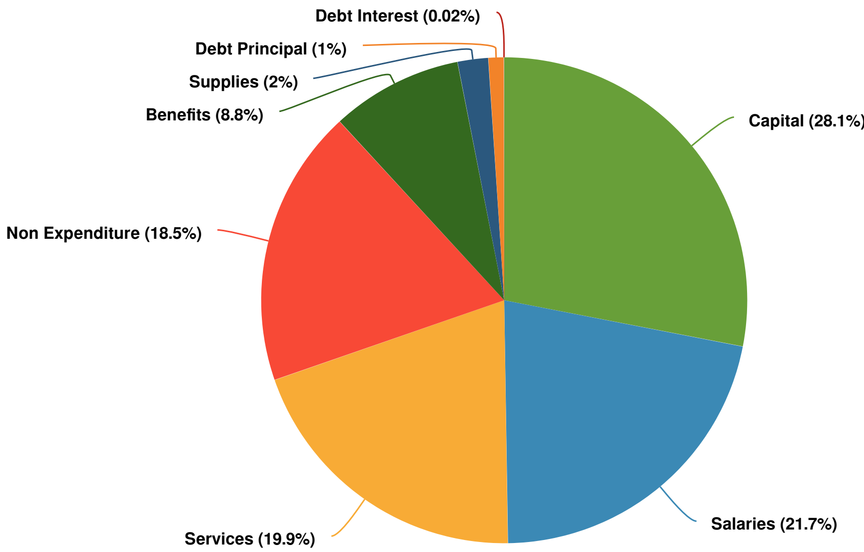
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Storm and Surface Water	$3,363,630	$6,249,165	$7,128,577	14.1%

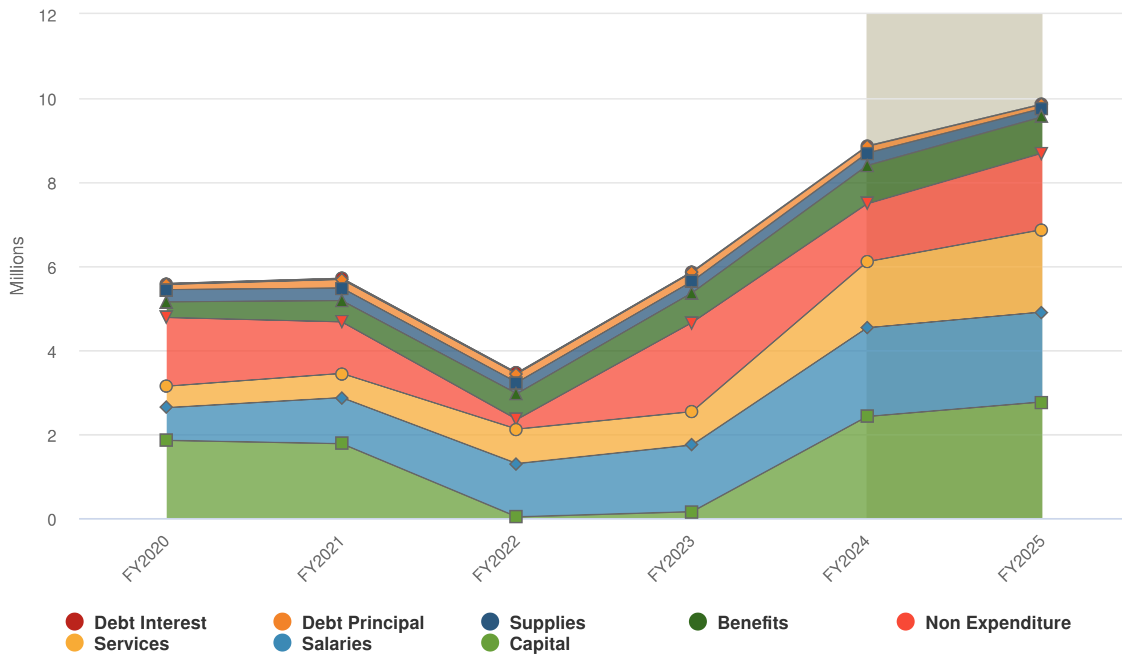
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Storm Water Capital	$604,424	$2,443,375	$2,628,800	7.6%
Storm Water Debt Service	$164,636	$167,082	$100,177	-40%
Total:	**$4,132,690**	**$8,859,622**	**$9,857,554**	**11.3%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

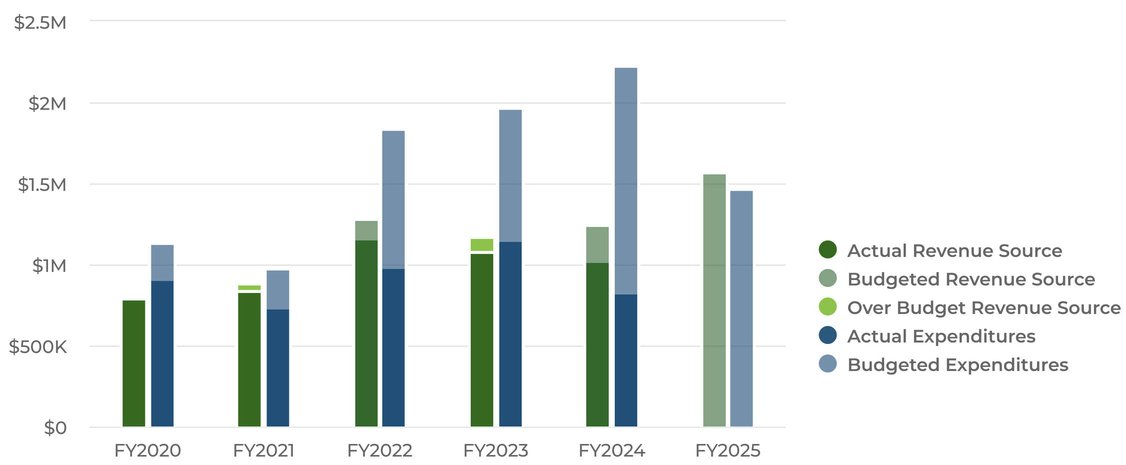
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure				
SW - Retainage Release	$1,613	$0	$12,000	N/A
SW- Transfer to SWM Capital	$0	$1,200,000	$1,700,000	41.7%
SW - Transfer to SWM Debt	$167,081	$167,082	$100,177	-40%
Retainage Release	$0	$11,600	$10,000	-13.8%
Total Non Expenditure:	**$168,694**	**$1,378,682**	**$1,822,177**	**32.2%**
Salaries				
SW-Salaries	$1,447,967	$2,069,030	$2,095,021	1.3%
SW-Overtime	$40,055	$41,600	$43,264	4%
SWM CP Salaries	$0	$2,000	$2,000	0%
Total Salaries:	**$1,488,022**	**$2,112,630**	**$2,140,285**	**1.3%**
Benefits				
SW-Benefits	$307,900	$518,370	$456,995	-11.8%
SW-Social Security	$112,509	$145,720	$156,128	7.1%
SW-Retirement	$145,291	$186,100	$192,751	3.6%
SW-Workers Comp	$27,623	$55,446	$52,291	-5.7%
SW - Clothing Cleaning Stipend	$1,212	$5,000	$3,600	-28%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
SWM CP Benefits	$0	$800	$800	0%
Total Benefits:	**$594,535**	**$911,436**	**$862,565**	**-5.4%**
Supplies				
SW - Clothing	$11,985	$5,000	$7,500	50%
SW - Office Supplies	$785	$6,000	$6,000	0%
SW - Operating Costs	$82,061	$150,000	$150,000	0%
SW- Quartermaster Supplies	$0	$15,000	$0	-100%
SW - Fuel	$20,724	$29,316	$22,912	-21.8%
SW - Small Tools	$1,345	$15,000	$15,000	0%
DOE - Capacity Grant Op Costs	$20,608	$75,000	$0	-100%
Total Supplies:	**$137,508**	**$295,316**	**$201,412**	**-31.8%**
Services				
SW - Prof Serv - Tree	$0	$50,000	$50,000	0%
SW - Professional Services	$36,639	$63,580	$125,000	96.6%
SW - Aquatic Vegetation Mgmt	$52,565	$100,000	$150,000	50%
SW - Disposal Fees	$13,323	$30,000	$30,000	0%
SW - Advertising	$90	$500	$0	-100%
SW - SnoCo SWM Billing Fees	$38,659	$45,000	$45,000	0%
SW - DOE Annual Permit/Monitor	$16,088	$64,182	$60,000	-6.5%
SW - Prof Service - CCTV	$281,762	$350,000	$775,131	121.5%
SW - Communications	$13,194	$16,306	$19,370	18.8%
SW - Travel & Meetings	$5,842	$5,000	$0	-100%
SW-Excise Taxes	$43,934	$88,000	$77,575	-11.8%
SW - Rentals-Leases	$3,898	$20,000	$20,000	0%
SW-Insurance	$242,323	$242,324	$133,000	-45.1%
SW - Utilities	$6,281	$10,694	$9,012	-15.7%
SW - Drainage	$7,754	$7,755	$8,100	4.4%
SW - Repairs & Maintenance	$17,352	$35,000	$35,000	0%
SW - Miscellaneous	$1,474	$400	$0	-100%
SW - Staff Development	$8,662	$15,000	$20,000	33.3%
SW - Alum Treatment	$0	$139,260	$139,260	0%
SW - SnoCo Lake Management	$10,547	$30,000	$30,000	0%
SW - Contrib to PW Equipt	$114,750	$153,000	$76,375	-50.1%
SW - Contrib to Unemployment	$0	$0	$10,115	N/A
SW - Contrib to Computer	$50,625	$67,500	$120,000	77.8%
SW-Diking District Contrib	$0	$30,000	$30,000	0%
SWC - Cap Proj Engineering	$0	$10,000	$0	-100%
Total Services:	**$965,762**	**$1,573,501**	**$1,962,938**	**24.7%**
Capital				
SW - Capital Expenditure	$9,109	$0	$150,000	N/A

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
SWC - PW Shop Feasibility	$0	$15,000	$15,000	0%
SWC - Capital Purchases	$435,284	$523,975	$0	-100%
Capital Drainage	$25,000	$50,000	$1,205,000	2,310%
Machias Sewer Infrast. (FC114)	$151	$100,000	$85,000	-15%
Catherine Creek/36th St Bridge	$22,986	$250,000	$1,131,000	352.4%
Wier Replacement Scope Design	$86,003	$150,000	$0	-100%
Capital Equipment	$35,000	$150,000	$0	-100%
131st Ave NE Sewer Ext	$0	$180,000	$180,000	0%
24th/91st Drainage/Wetland	$0	$1,000,000	$0	-100%
Total Capital:	**$613,533**	**$2,418,975**	**$2,766,000**	**14.3%**
Debt Principal				
Lease Agreements	$0	$2,000	$2,000	0%
2019 LTGO Bond - Principal	$66,000	$66,000	$0	-100%
LP_2020B - Principal	$93,078	$93,079	$97,733	5%
Total Debt Principal:	**$159,078**	**$161,079**	**$99,733**	**-38.1%**
Debt Interest				
2019 LTGO Bond - Interest	$788	$789	$0	-100%
LP_2020B Interest	$4,770	$7,214	$2,444	-66.1%
Total Debt Interest:	**$5,558**	**$8,003**	**$2,444**	**-69.5%**
Total Expense Objects:	**$4,132,690**	**$8,859,622**	**$9,857,554**	**11.3%**

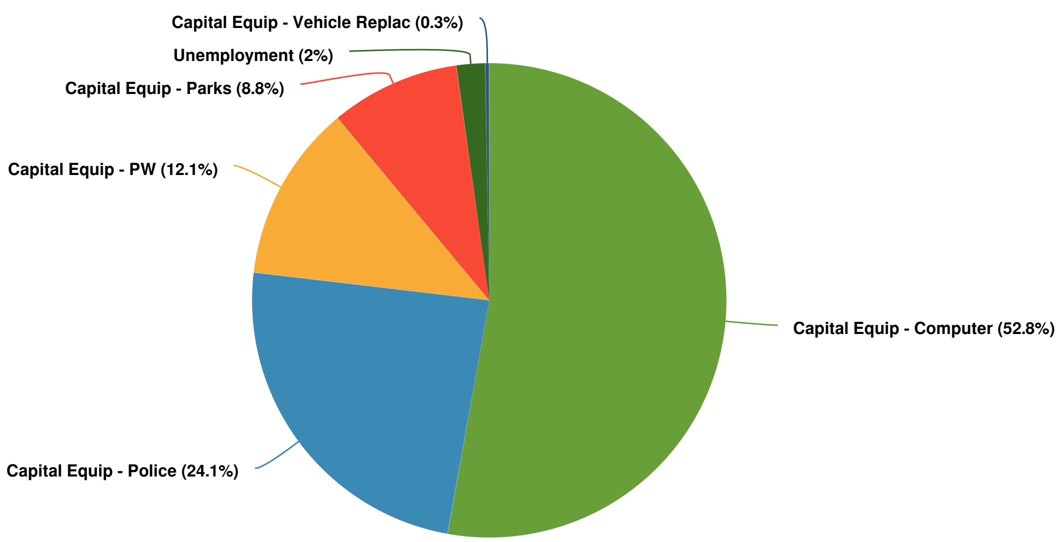
Summary

The City of Lake Stevens is projecting $1.58M of revenue in FY2025, which represents a 26.3% increase over the prior year. Budgeted expenditures are projected to decrease by 34.0% or $756.53K to $1.47M in FY2025.

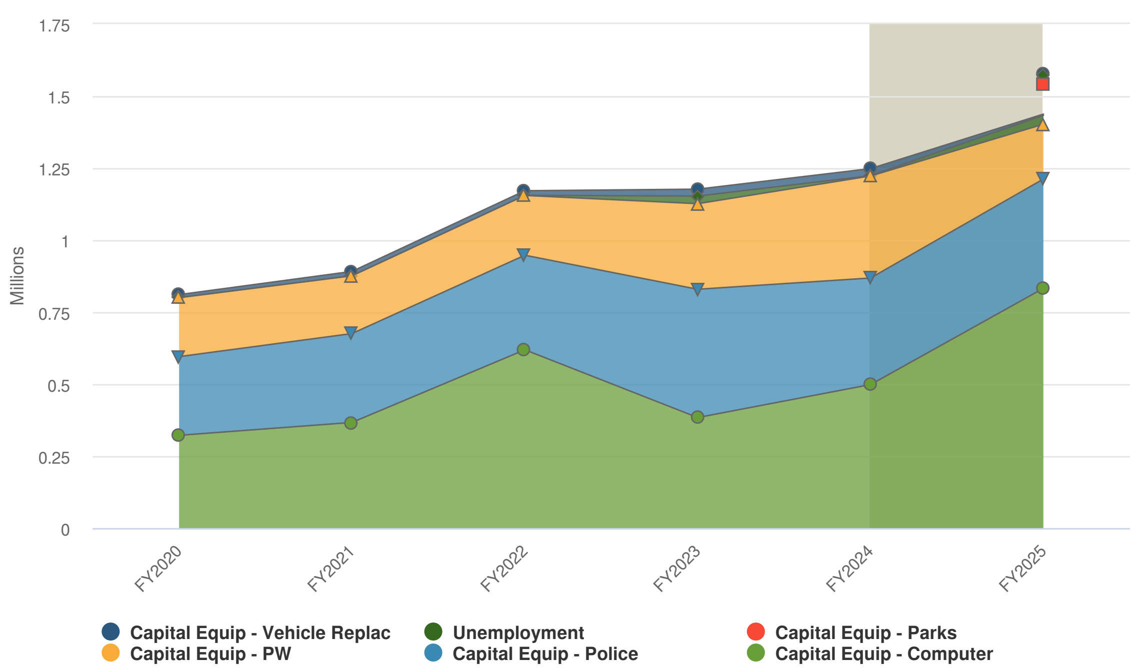


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund

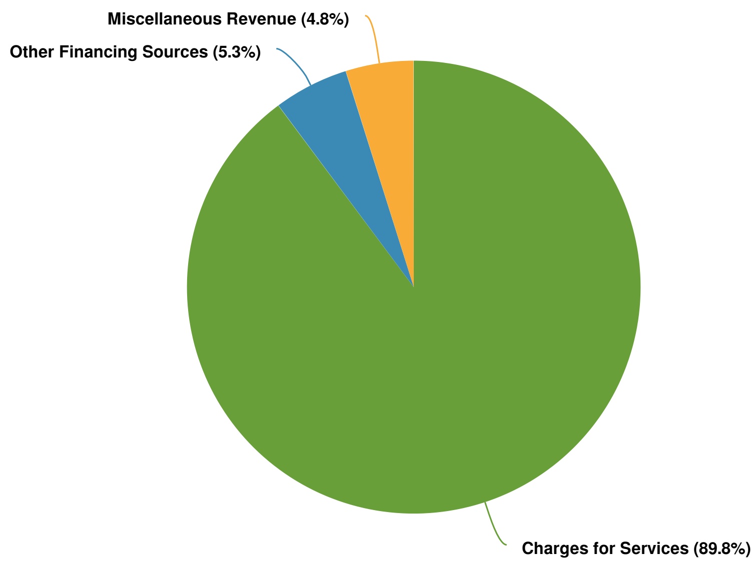


Grey background indicates budgeted figures.

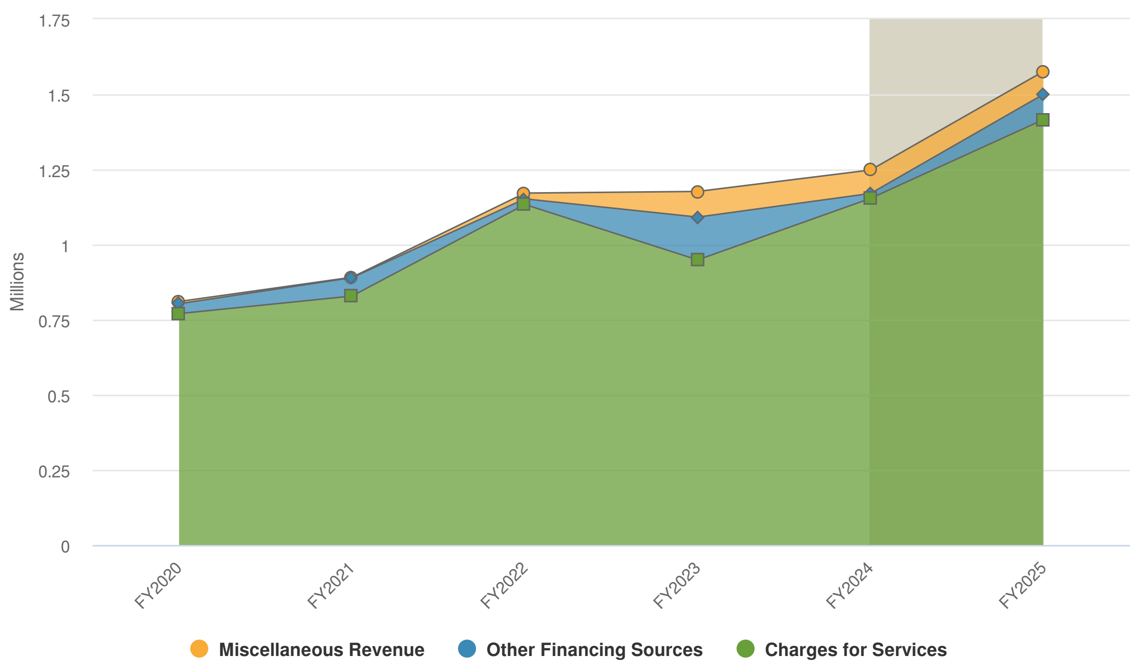
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Unemployment	$1,097	$1,000	$31,000	3,000%
Capital Equip - Computer	$362,858	$498,279	$832,563	67.1%
Capital Equip - Vehicle Replac	$18,886	$24,500	$4,068	-83.4%
Capital Equip - Police	$323,360	$370,000	$379,534	2.6%
Capital Equip - Parks	$0	$0	$139,000	N/A
Capital Equip - PW	$324,062	$354,325	$190,259	-46.3%
Total:	**$1,030,263**	**$1,248,104**	**$1,576,424**	**26.3%**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



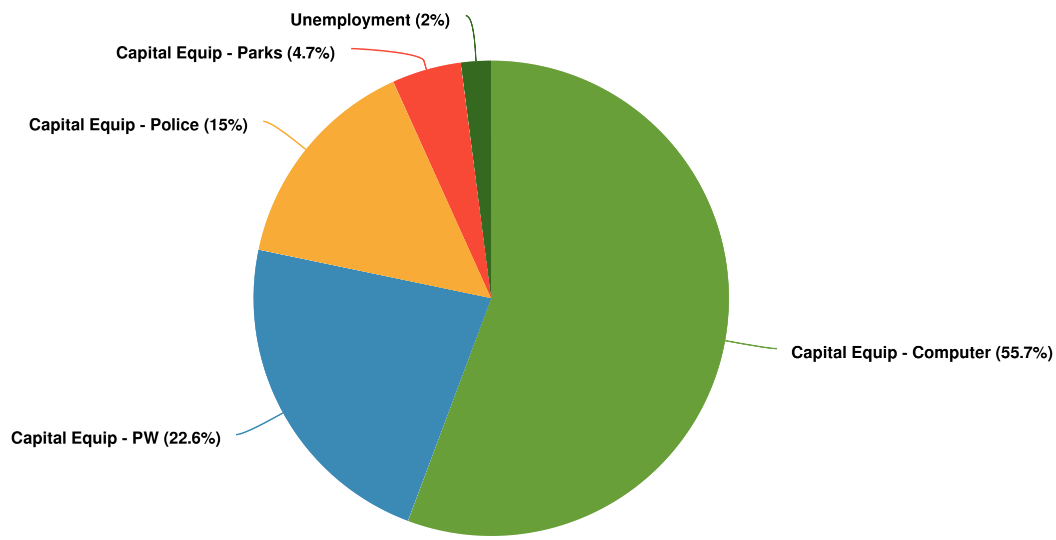
Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				

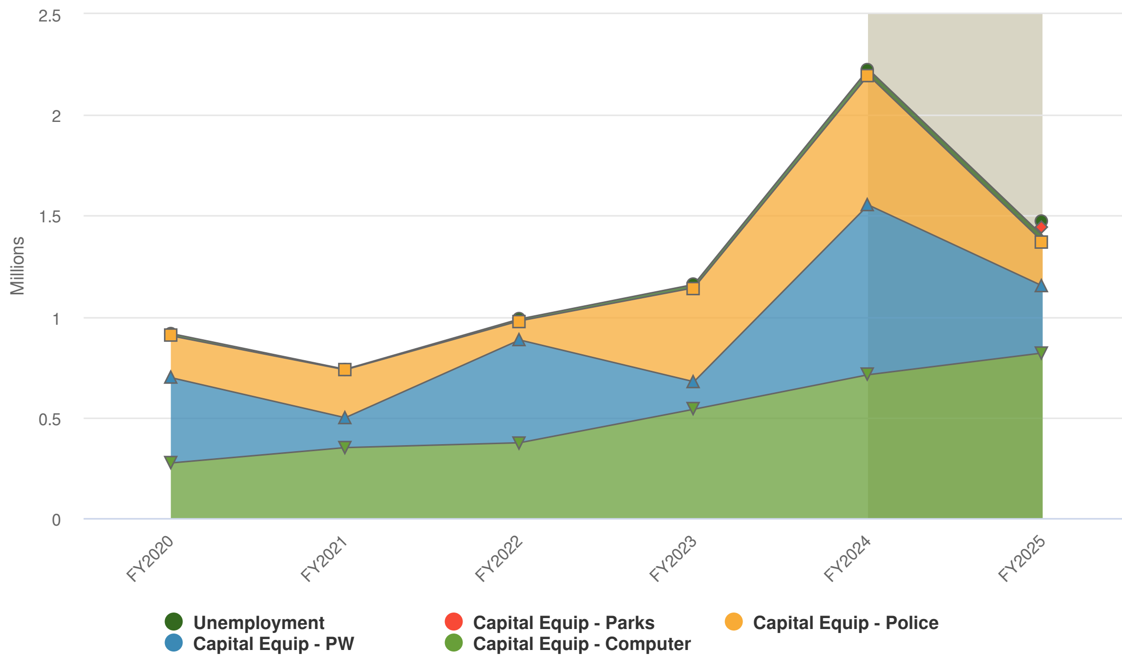
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Charges for Services	$855,488	$1,153,779	$1,416,111	22.7%
Miscellaneous Revenue	$81,966	$78,000	$76,313	-2.2%
Other Financing Sources	$92,809	$16,325	$84,000	414.5%
Total Revenue Source:	**$1,030,263**	**$1,248,104**	**$1,576,424**	**26.3%**

Expenditures by Fund

2025 Expenditures by Fund



Budgeted and Historical 2025 Expenditures by Fund

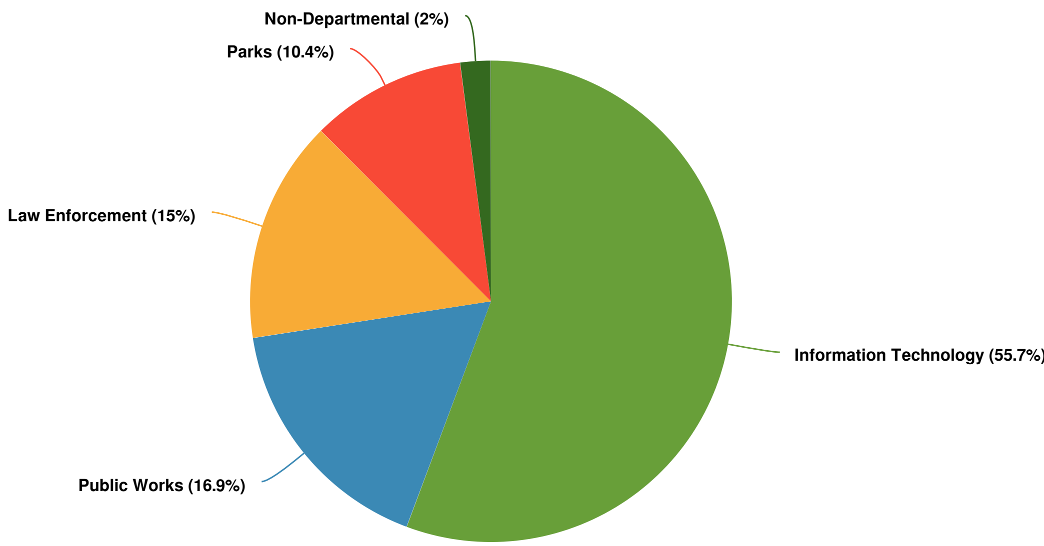


Grey background indicates budgeted figures.

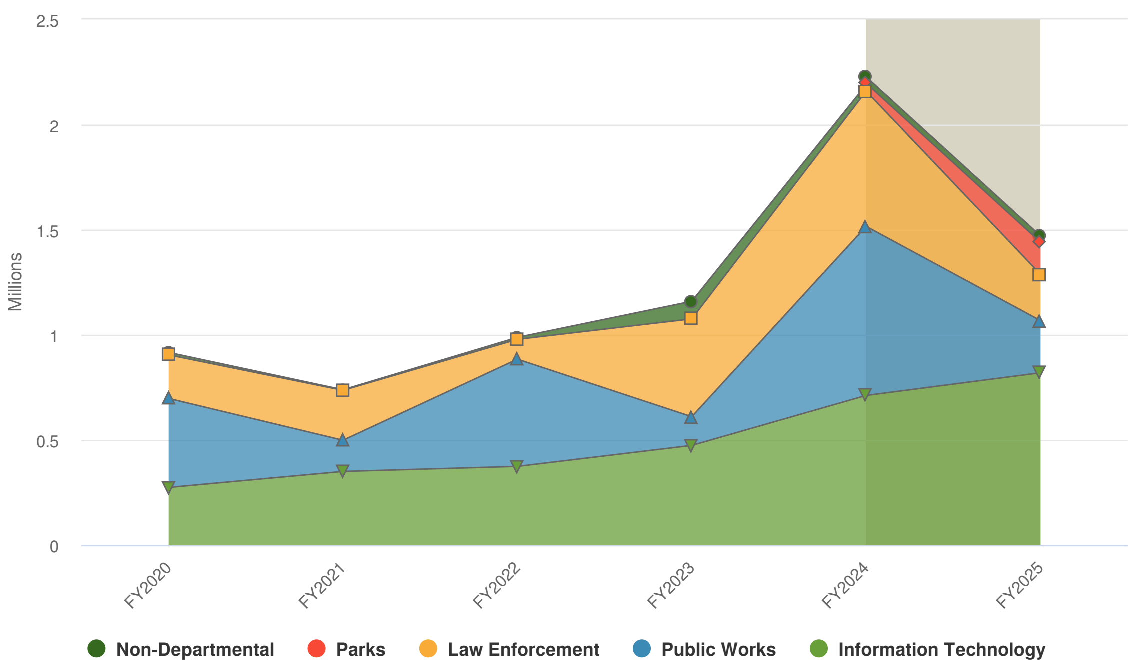
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Unemployment	$14,229	$30,000	$30,000	0%
Capital Equip - Computer	$490,228	$711,101	$818,992	15.2%
Capital Equip - Police	$118,852	$643,717	$220,106	-65.8%
Capital Equip - Parks	$0	$0	$69,240	N/A
Capital Equip - PW	$205,723	$842,045	$332,000	-60.6%
Total:	**$829,032**	**$2,226,863**	**$1,470,338**	**-34%**

Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function

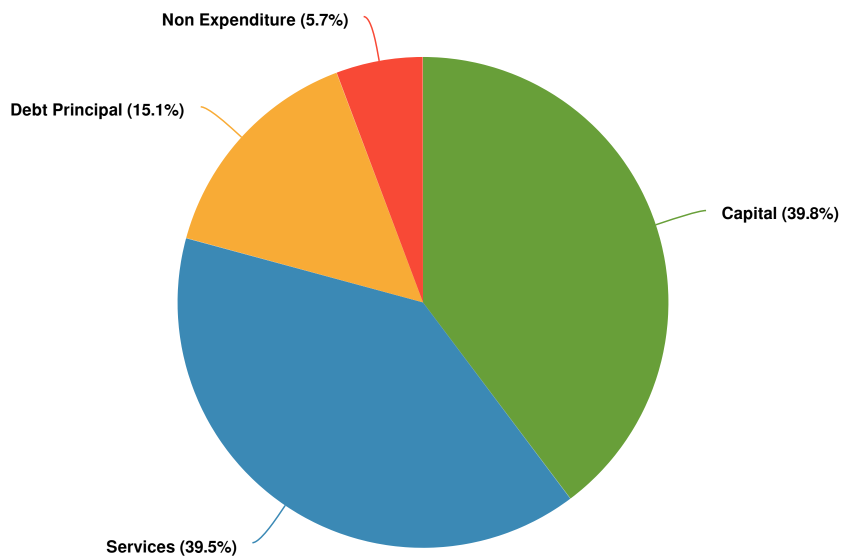


Grey background indicates budgeted figures.

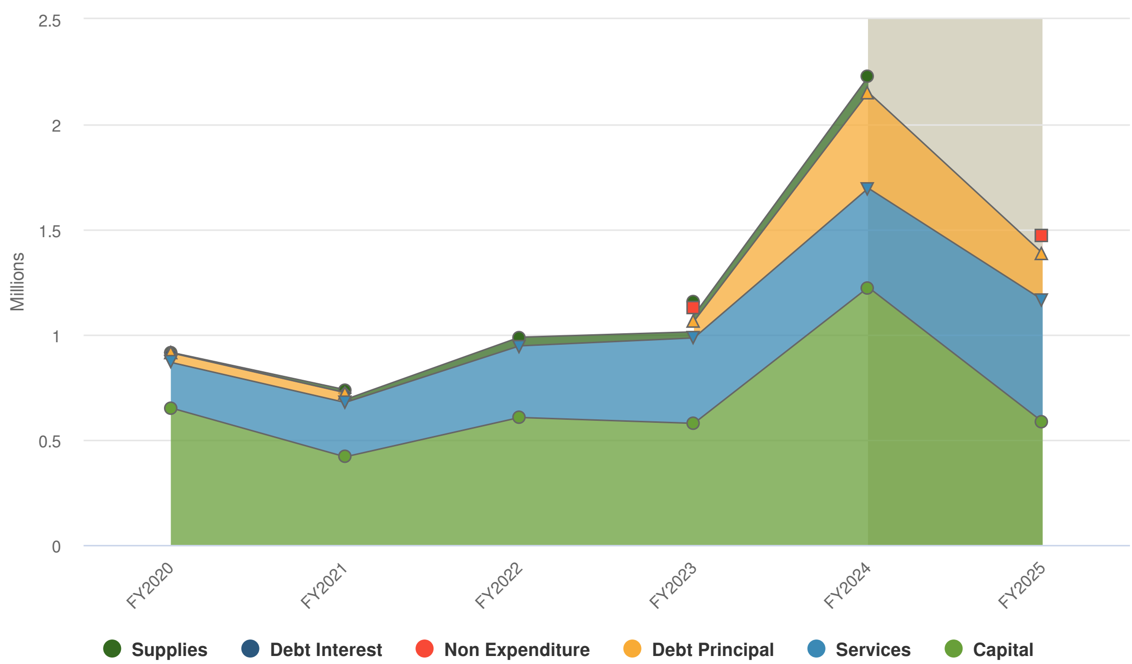
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expenditures				
Non-Departmental	$14,229	$30,000	$30,000	0%
Information Technology	$490,228	$711,101	$818,992	15.2%
Law Enforcement	$118,852	$643,717	$220,106	-65.8%
Parks	$494	$37,500	$153,240	308.6%
Public Works	$205,229	$804,545	$248,000	-69.2%
Total Expenditures:	**$829,032**	**$2,226,863**	**$1,470,338**	**-34%**

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type

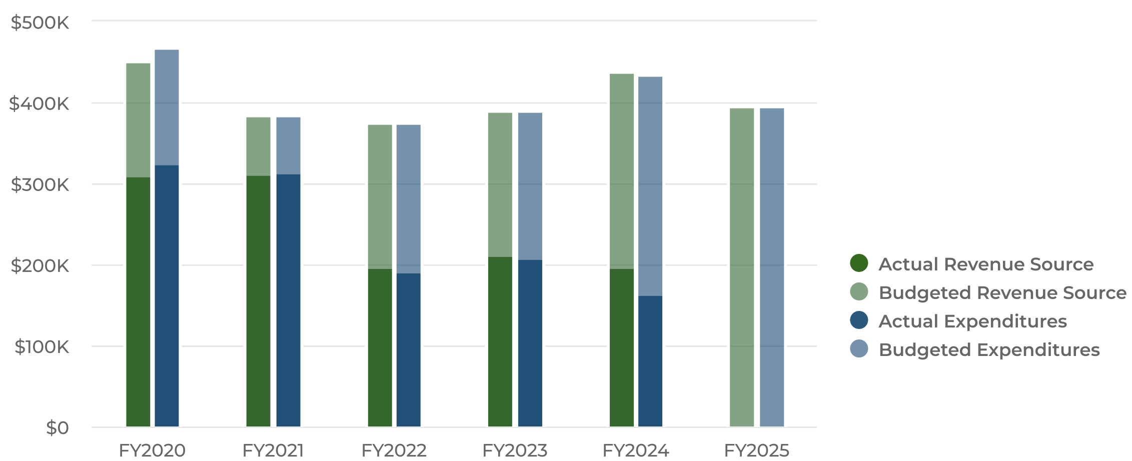


Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Expense Objects				
Non Expenditure	$0	$0	$84,000	N/A
Supplies	$73,654	$75,000	$0	-100%
Services	$422,108	$471,372	$580,263	23.1%
Capital	$187,709	$1,224,771	$584,569	-52.3%
Debt Principal	$145,561	$455,720	$221,506	-51.4%
Total Expense Objects:	**$829,032**	**$2,226,863**	**$1,470,338**	**-34%**

Summary

The City of Lake Stevens is projecting $395.9K of revenue in FY2025, which represents a 9.8% decrease over the prior year. Budgeted expenditures are projected to decrease by 8.9% or $38.96K to $396.96K in FY2025.



Treasurer Trust Fund Comprehensive Summary

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Beginning Fund Balance:	**$3,121**	**$3,121**	**$1,061**
Revenues			
District Court - State Portion	$97,474	$300,000	$300,000
District Court - Crime Victims	$1,416	$4,100	$4,100
Gun Permit Fees - DOL	$6,916	$12,000	$12,000
St. Bldg Permit Fee Non-Rev	$2,164	$9,000	$9,000
Leasehold Excise Tax Receipts	$38,272	$54,000	$14,000
Seizure & Forfeit - State REV	$0	$10,087	$7,000
Fire DistrictFees	$37,560	$35,000	$35,000
Gun Permit Fees - WSP	$2,378	$4,000	$4,000
Sales Tax owed to DOR	$1,078	$0	$0
OPD Grant - Arlington Portion	$10,800	$10,800	$10,800
Total Revenues:	**$198,058**	**$438,987**	**$395,900**
Expenditures			
Non-Departmental			
State Court Remit	$97,474	$300,000	$300,000

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed
Crime Victims Comp - SnoCo	$1,416	$4,100	$4,100
Seizure & Forfeit State REMIT	$3,086	$7,000	$7,000
Leasehold Excise Tax Remit	$23,479	$54,000	$14,000
Fire District Fee Remit	$21,145	$35,000	$35,000
State Building Permit Remit	$1,994	$9,000	$9,000
Gun Permit - State DOL	$6,384	$12,000	$12,000
Gun Permit - WSP Remittance	$2,263	$4,000	$4,000
DOR - Sales Tax Remittance	$916	$0	$1,061
OPD Grant Exp - Arlington	$7,224	$10,825	$10,800
Total Non-Departmental:	**$165,381**	**$435,925**	**$396,961**
Total Expenditures:	**$165,381**	**$435,925**	**$396,961**
Total Revenues Less Expenditures:	**$32,677**	**$3,062**	**-$1,061**
Ending Fund Balance:	**$35,798**	**$6,183**	**$0**

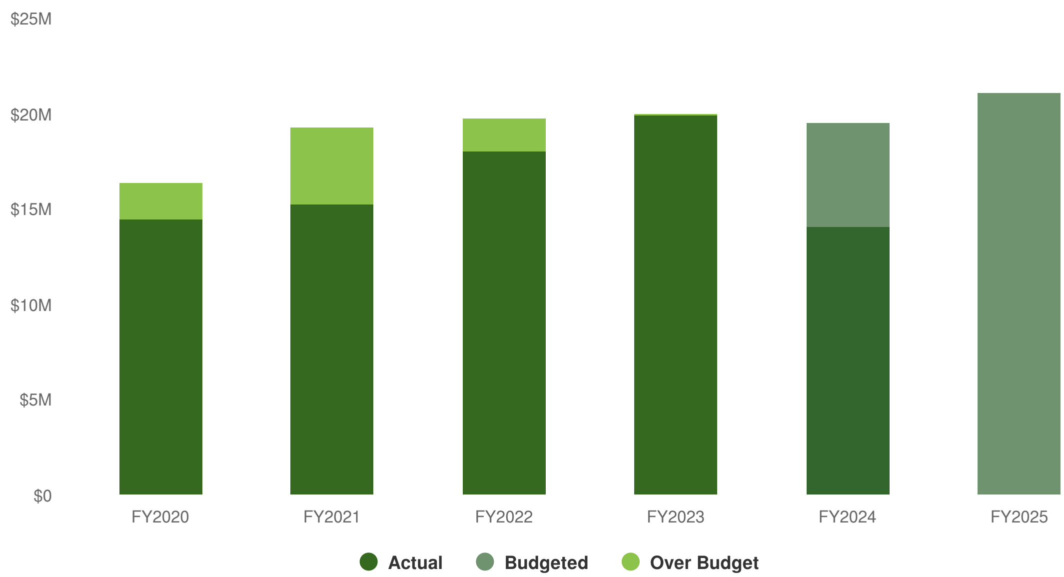
FUNDING SOURCES

Taxes Summary

$21,059,469

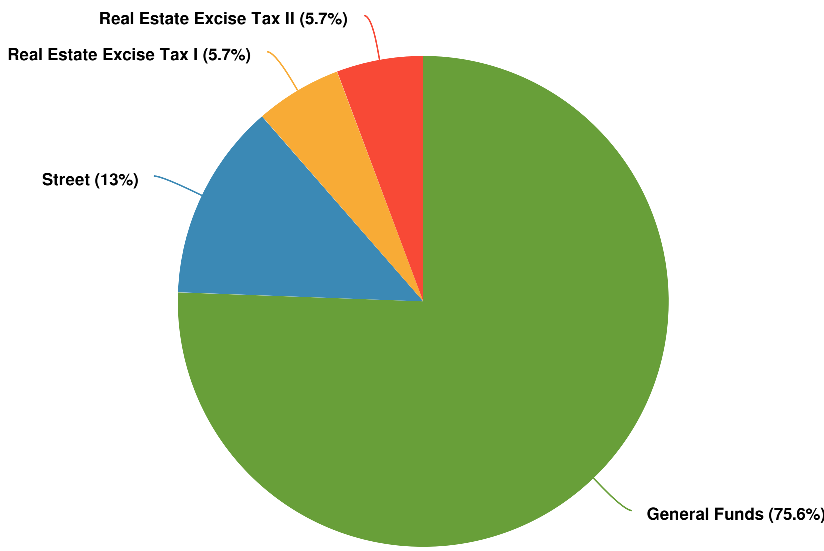
$1,563,554
(8.02% vs. prior year)

Taxes Proposed and Historical Budget vs. Actual

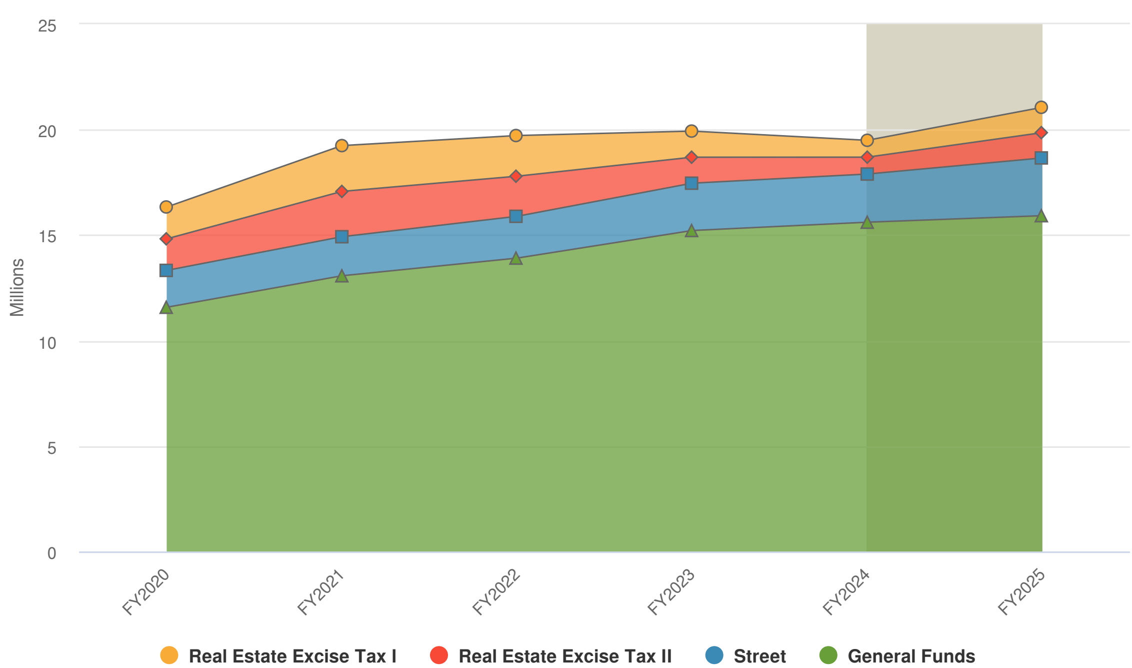


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



Grey background indicates budgeted figures.

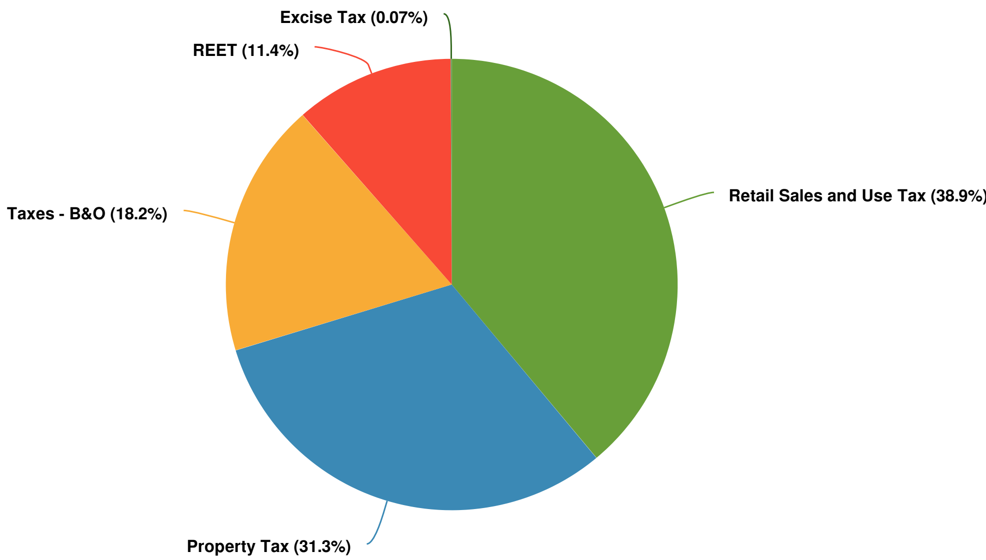
Name	FY2023 Actual	FY2023 Budgeted	FY2025 Proposed
General Funds			
General			

Name	FY2023 Actual	FY2023 Budgeted	FY2025 Proposed
Property Tax			
Real & Personal Property Tax	$4,498,105	$4,513,600	$4,752,900
Total Property Tax:	**$4,498,105**	**$4,513,600**	**$4,752,900**
Retail Sales and Use Tax			
Local Retail Sales-Use Tax	$5,689,181	$5,490,875	$6,212,586
Construction Sales & Use Tax	$300,000	$300,000	$300,000
Affordable & Sup. Housing	$35,349	$46,460	$32,296
Criminal Justice Sales-Use Tax	$992,421	$1,098,175	$1,056,140
Local Construction Sales Tax	$877,429	$800,000	$600,000
Total Retail Sales and Use Tax:	**$7,894,380**	**$7,735,510**	**$8,201,022**
Taxes - B&O			
Utility Tax - Electric	$1,309,235	$1,270,799	$1,549,558
Utility Tax - Gas	$725,448	$510,889	$639,510
Utility Tax - Telephone	$242,712	$239,931	$224,677
Utility Tax - Water	$515,405	$418,258	$515,687
Gambling Tx - Punch-Pull Tabs	$23,524	$25,066	$23,296
Gambling Tx - Amuse Games	$177	$100	$93
Total Taxes - B&O:	**$2,816,501**	**$2,465,043**	**$2,952,821**
Excise Tax			
Leasehold Excise Tax	$9,556	$9,000	$14,790
Total Excise Tax:	**$9,556**	**$9,000**	**$14,790**
Total General:	**$15,218,542**	**$14,723,153**	**$15,921,533**
Total General Funds:	**$15,218,542**	**$14,723,153**	**$15,921,533**
Street			
Property Tax			
Real & Personal Property Tax	$1,749,263	$1,755,289	$1,848,350
Total Property Tax:	**$1,749,263**	**$1,755,289**	**$1,848,350**
Taxes - B&O			
Utility Tax - Garbage	$494,339	$438,801	$489,586
Utility Tax - Sewer			$400,000
Total Taxes - B&O:	**$494,339**	**$438,801**	**$889,586**
Total Street:	**$2,243,602**	**$2,194,090**	**$2,737,936**
Real Estate Excise Tax I			
REET			
REET 1-1st Quarter Percent	$1,238,184	$1,500,000	$1,200,000
Total REET:	**$1,238,184**	**$1,500,000**	**$1,200,000**
Total Real Estate Excise Tax I:	**$1,238,184**	**$1,500,000**	**$1,200,000**
Real Estate Excise Tax II			

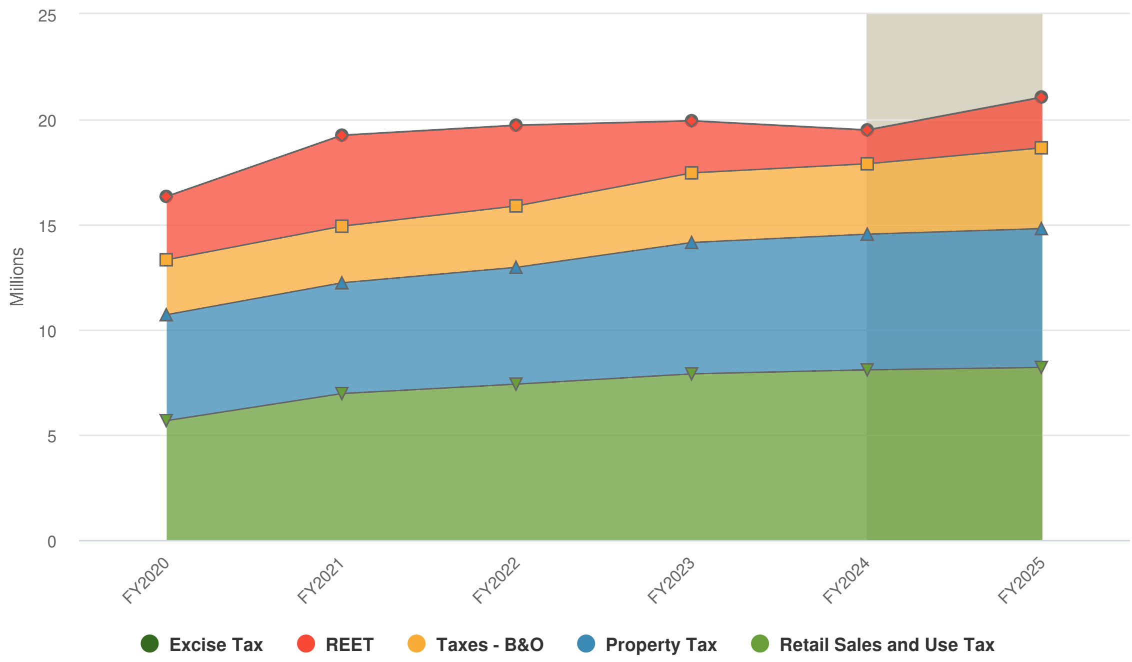
Name	FY2023 Actual	FY2023 Budgeted	FY2025 Proposed
REET			
REET 2- 2nd Quarter Percent	$1,232,212	$1,500,000	$1,200,000
Total REET:	**$1,232,212**	**$1,500,000**	**$1,200,000**
Total Real Estate Excise Tax II:	**$1,232,212**	**$1,500,000**	**$1,200,000**
Total:	**$19,932,540**	**$19,917,243**	**$21,059,469**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Grey background indicates budgeted figures.

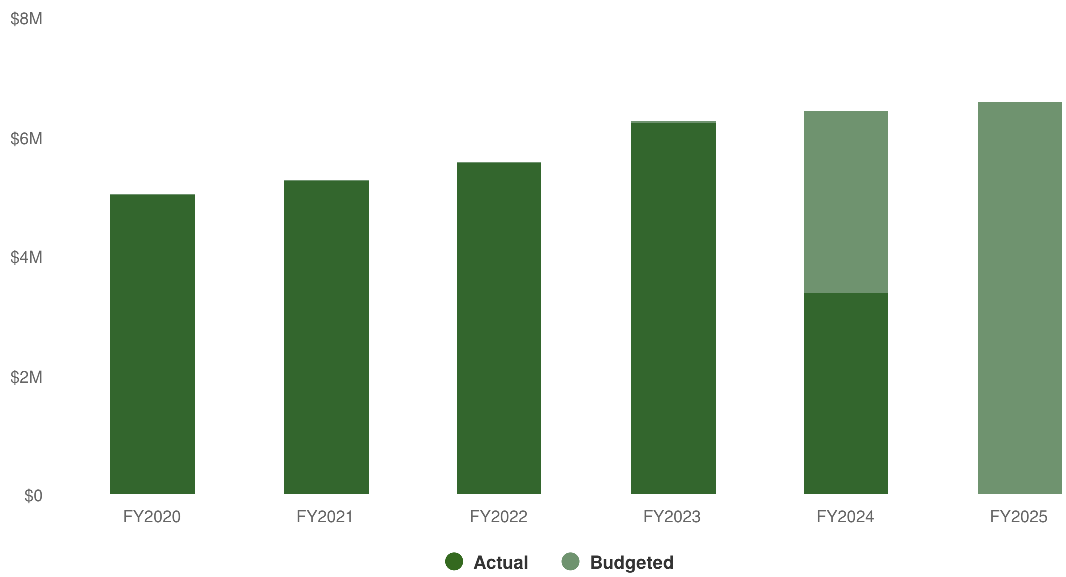
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				
Taxes				
Property Tax				
Real & Personal Property Tax	$2,453,230	$4,644,062	$4,752,900	2.3%
Real & Personal Property Tax	$954,034	$1,806,024	$1,848,350	2.3%
Total Property Tax:	**$3,407,264**	**$6,450,086**	**$6,601,250**	**2.3%**
Retail Sales and Use Tax				
Local Retail Sales-Use Tax	$4,371,697	$5,821,310	$6,212,586	6.7%
Construction Sales & Use Tax	$300,000	$300,000	$300,000	0%
Affordable & Sup. Housing	$20,105	$17,435	$32,296	85.2%
Criminal Justice Sales-Use Tax	$737,079	$1,047,836	$1,056,140	0.8%
Local Construction Sales Tax	$461,785	$900,000	$600,000	-33.3%
Total Retail Sales and Use Tax:	**$5,890,666**	**$8,086,581**	**$8,201,022**	**1.4%**
Taxes - B&O				
Utility Tax - Electric	$1,126,860	$1,403,780	$1,549,558	10.4%
Utility Tax - Gas	$553,178	$721,273	$639,510	-11.3%
Utility Tax - Telephone	$181,739	$247,215	$224,677	-9.1%
Utility Tax - Water	$405,044	$473,852	$515,687	8.8%
Gambling Tx - Punch-Pull Tabs	$19,426	$23,392	$23,296	-0.4%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Gambling Tx - Amuse Games	$69	$164	$93	-43.3%
Utility Tax - Garbage	$408,009	$477,686	$489,586	2.5%
Utility Tax - Sewer		$0	$400,000	N/A
Total Taxes - B&O:	**$2,694,325**	**$3,347,362**	**$3,842,407**	**14.8%**
Excise Tax				
Leasehold Excise Tax	$12,054	$11,886	$14,790	24.4%
Total Excise Tax:	**$12,054**	**$11,886**	**$14,790**	**24.4%**
REET				
REET 1-1st Quarter Percent	$1,049,846	$800,000	$1,200,000	50%
REET 2- 2nd Quarter Percent	$1,042,856	$800,000	$1,200,000	50%
Total REET:	**$2,092,702**	**$1,600,000**	**$2,400,000**	**50%**
Total Taxes:	**$14,097,011**	**$19,495,915**	**$21,059,469**	**8%**
Total Revenue Source:	**$14,097,011**	**$19,495,915**	**$21,059,469**	**8%**

Property Taxes Summary

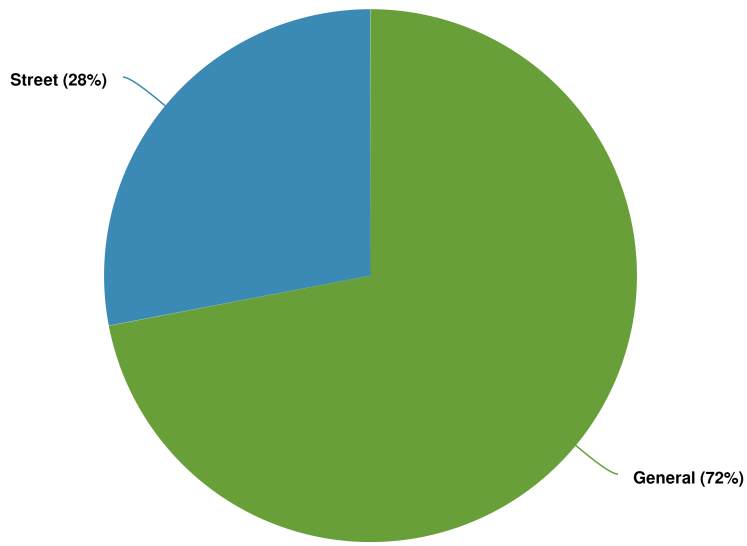
$6,601,250 **$151,164**
(2.34% vs. prior year)

Property Taxes Proposed and Historical Budget vs. Actual

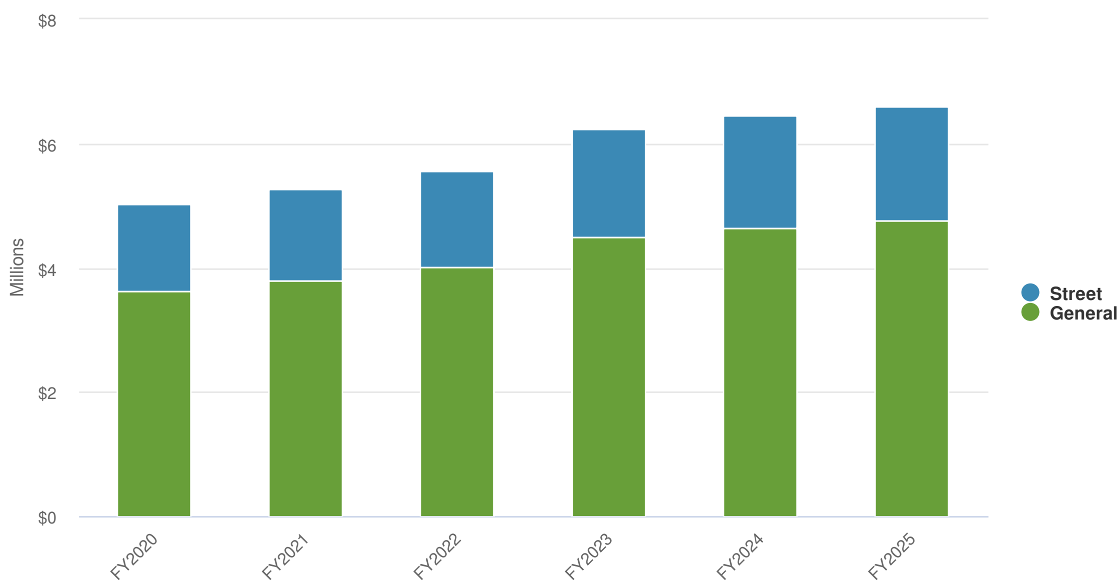


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
General				
Real & Personal Property Tax	$2,453,230	$4,644,062	$4,752,900	2.3%
Total General:	**$2,453,230**	**$4,644,062**	**$4,752,900**	**2.3%**
Street				

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Real & Personal Property Tax	$954,034	$1,806,024	$1,848,350	2.3%
Total Street:	**$954,034**	**$1,806,024**	**$1,848,350**	**2.3%**
Total:	**$3,407,264**	**$6,450,086**	**$6,601,250**	**2.3%**

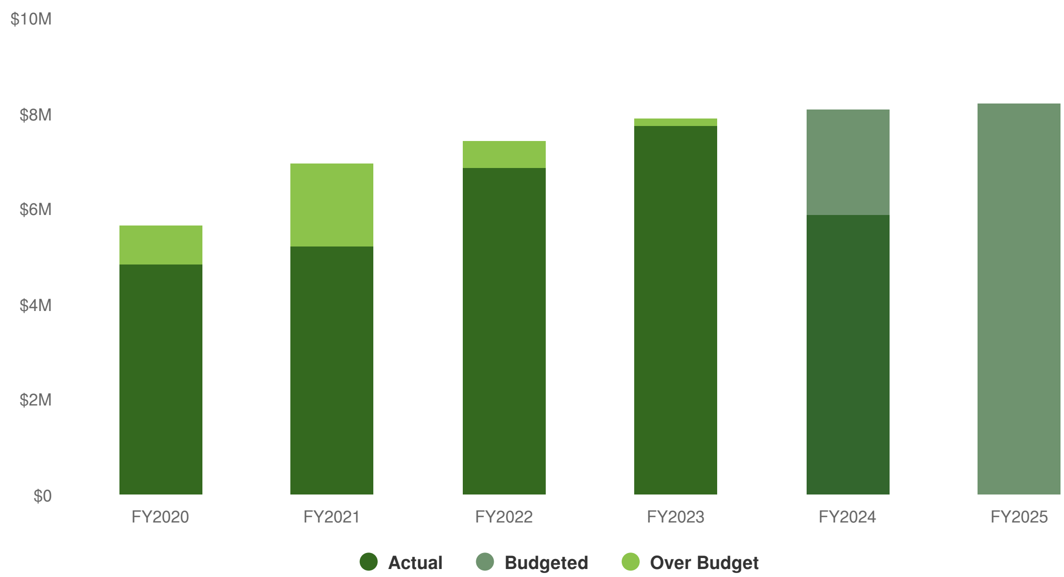
Sales Tax Summary

$8,201,022

$114,441

(1.42% vs. prior year)

Sales Tax Proposed and Historical Budget vs. Actual



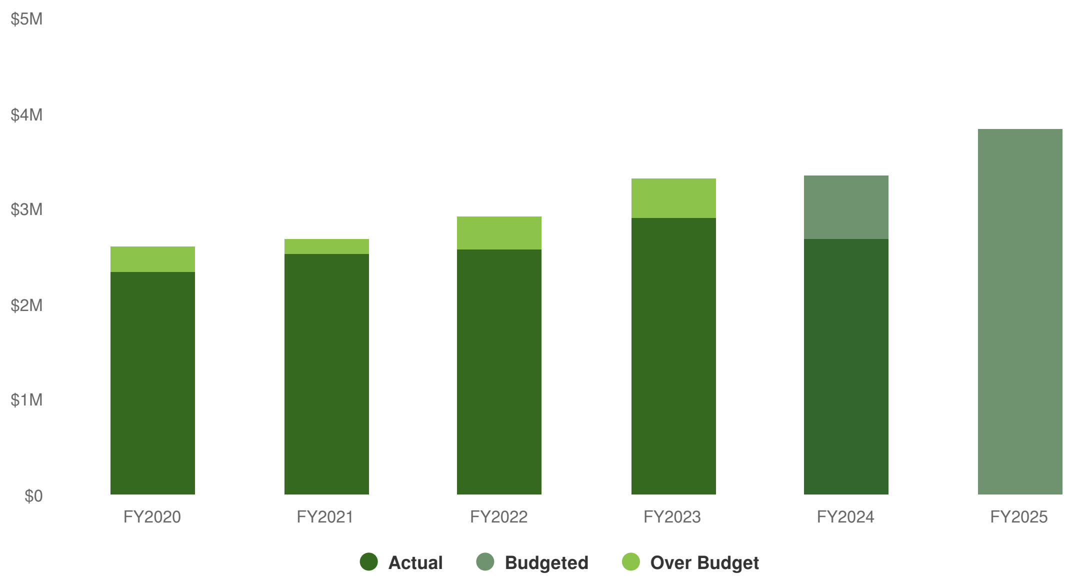
Revenues by Source

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				
Taxes				
Retail Sales and Use Tax				
Local Retail Sales-Use Tax	$4,371,697	$5,821,310	$6,212,586	6.7%
Construction Sales & Use Tax	$300,000	$300,000	$300,000	0%
Affordable & Sup. Housing	$20,105	$17,435	$32,296	85.2%
Criminal Justice Sales-Use Tax	$737,079	$1,047,836	$1,056,140	0.8%
Local Construction Sales Tax	$461,785	$900,000	$600,000	-33.3%
Total Retail Sales and Use Tax:	**$5,890,666**	**$8,086,581**	**$8,201,022**	**1.4%**
Total Taxes:	**$5,890,666**	**$8,086,581**	**$8,201,022**	**1.4%**
Total Revenue Source:	**$5,890,666**	**$8,086,581**	**$8,201,022**	**1.4%**

Utility Taxes Summary

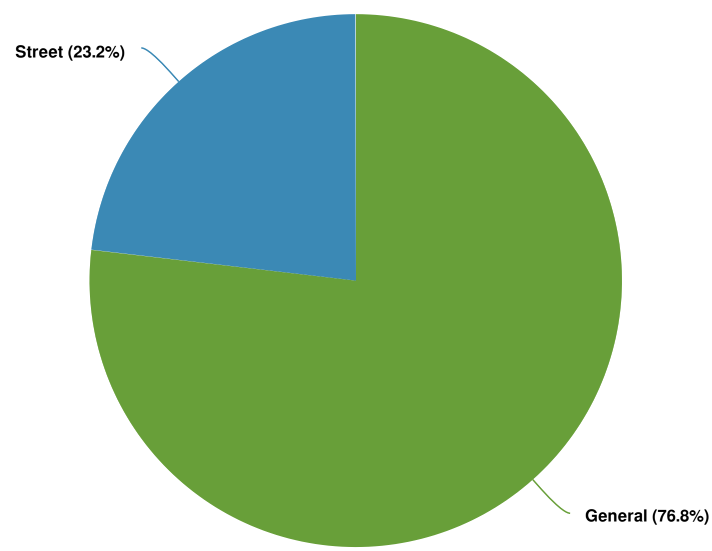
$3,842,407 **$495,045**
(14.79% vs. prior year)

Utility Taxes Proposed and Historical Budget vs. Actual

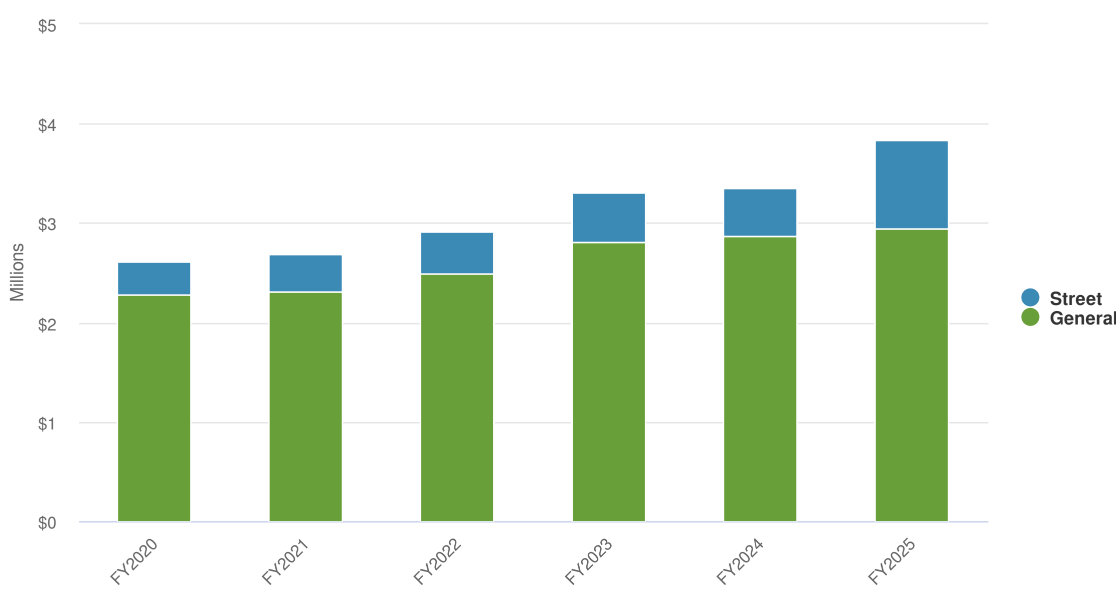


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



Name	FY2021 Actual	FY2021 Budgeted	FY2025 Proposed
General			
Taxes - B&O			
Utility Tax - Electric	$1,118,093	$997,000	$1,549,558
Utility Tax - Gas	$486,938	$452,000	$639,510
Utility Tax - Telephone	$239,271	$346,000	$224,677
Utility Tax - Water	$447,771	$395,000	$515,687

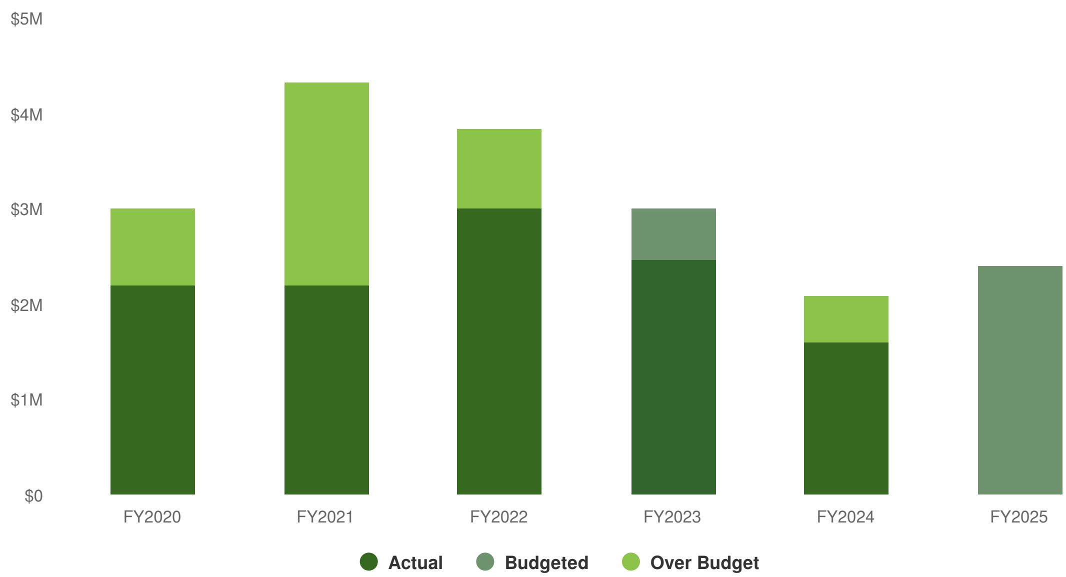
Name	FY2021 Actual	FY2021 Budgeted	FY2025 Proposed
Gambling Tx - Punch-Pull Tabs	$22,286	$20,000	$23,296
Gambling Tx - Amuse Games	$89	$125	$93
Total Taxes - B&O:	**$2,314,448**	**$2,210,125**	**$2,952,821**
Total General:	**$2,314,448**	**$2,210,125**	**$2,952,821**
Street			
Taxes - B&O			
Utility Tax - Garbage	$377,591	$323,000	$489,586
Utility Tax - Sewer			$400,000
Total Taxes - B&O:	**$377,591**	**$323,000**	**$889,586**
Total Street:	**$377,591**	**$323,000**	**$889,586**
Total:	**$2,692,039**	**$2,533,125**	**$3,842,407**

Real Estate Excise Tax Summary

$2,400,000

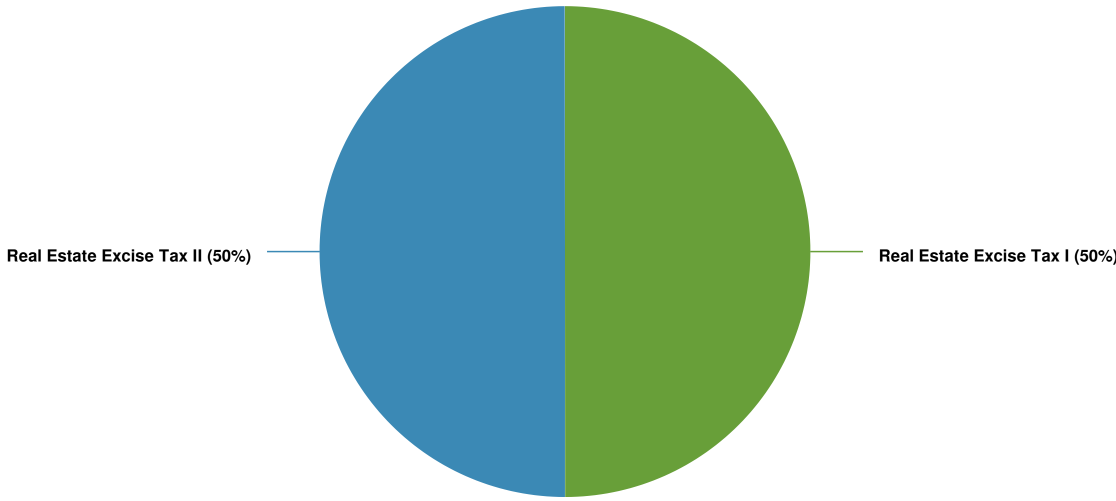
$800,000
(50.00% vs. prior year)

Real Estate Excise Tax Proposed and Historical Budget vs. Actual

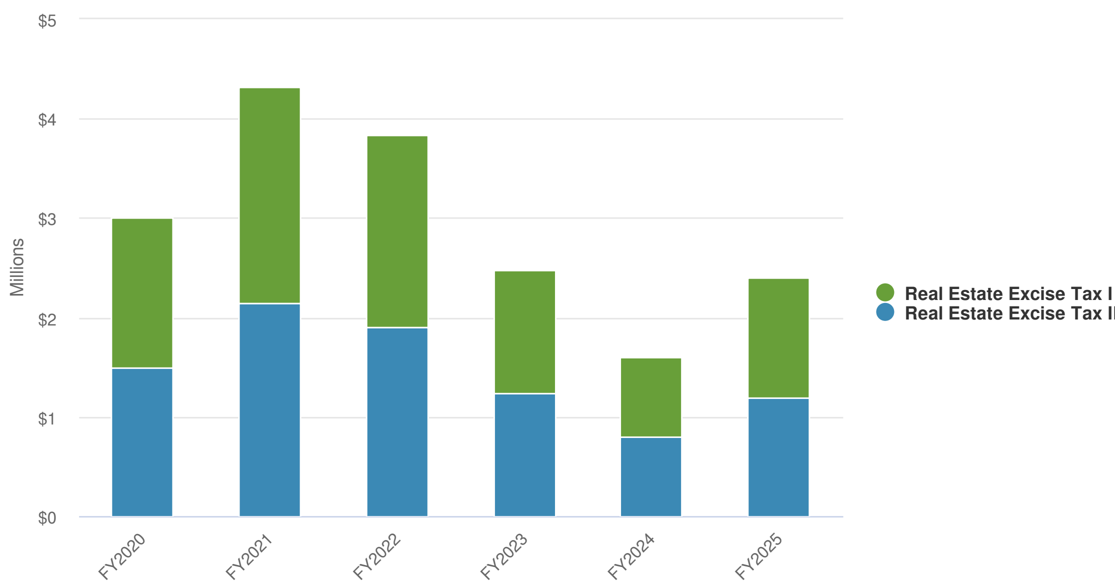


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



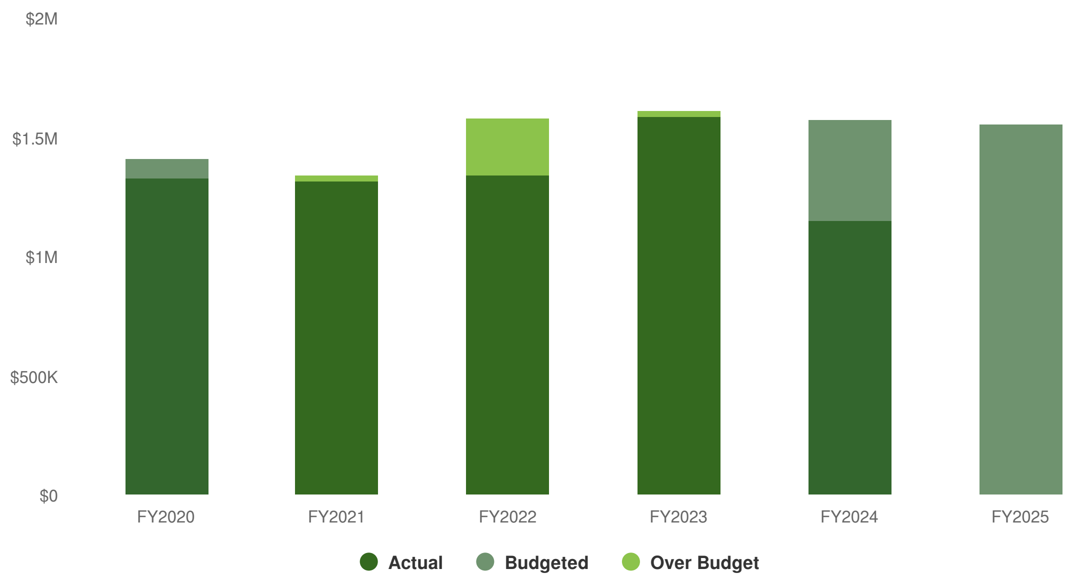
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Real Estate Excise Tax I				
REET				
REET 1-1st Quarter Percent	$1,049,846	$800,000	$1,200,000	50%
Total REET:	**$1,049,846**	**$800,000**	**$1,200,000**	**50%**

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Total Real Estate Excise Tax I:	**$1,049,846**	**$800,000**	**$1,200,000**	**50%**
Real Estate Excise Tax II				
REET				
REET 2- 2nd Quarter Percent	$1,042,856	$800,000	$1,200,000	50%
Total REET:	**$1,042,856**	**$800,000**	**$1,200,000**	**50%**
Total Real Estate Excise Tax II:	**$1,042,856**	**$800,000**	**$1,200,000**	**50%**
Total:	**$2,092,702**	**$1,600,000**	**$2,400,000**	**50%**

State Shared Revenues Summary

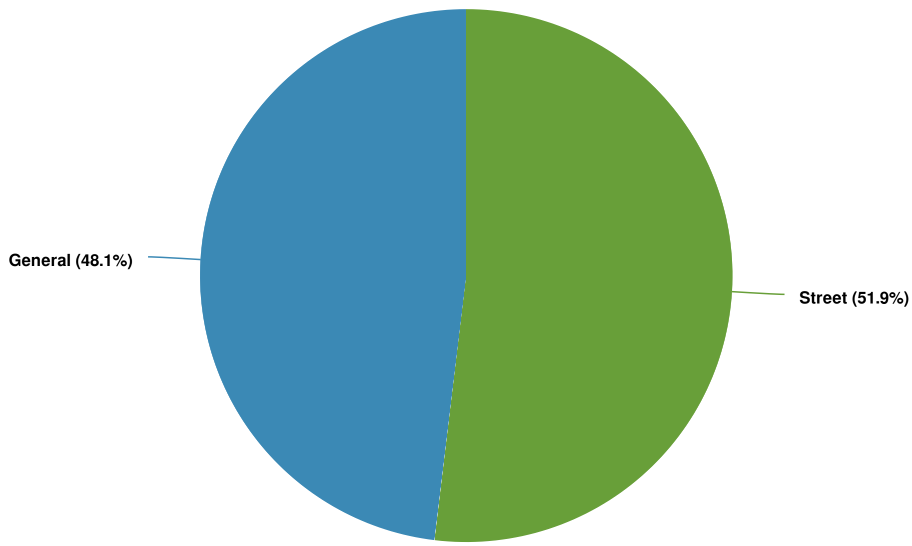
$1,556,217 **-$16,827**
(-1.07% vs. prior year)

State Shared Revenues Proposed and Historical Budget vs. Actual

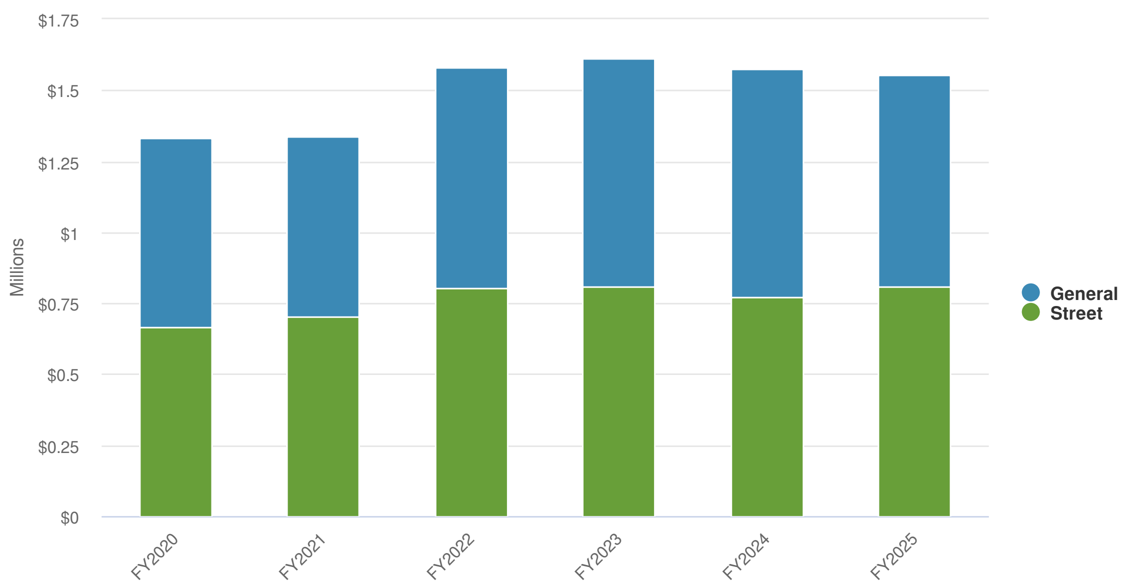


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



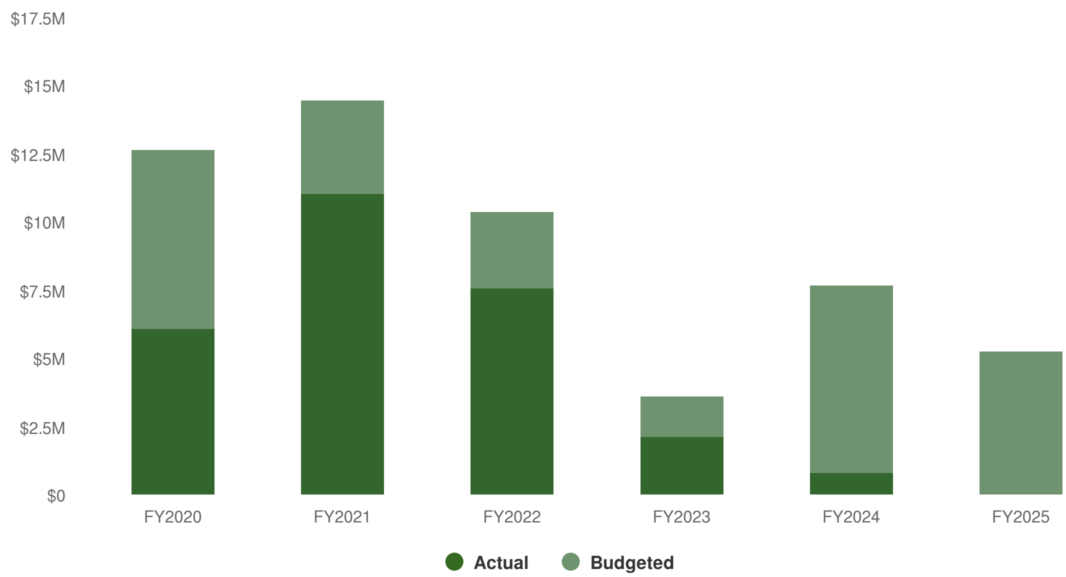
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
General				
State Shared Revenues				
Vessel Registration Fees	$15,813	$10,680	$15,971	49.5%
City-County Assistance	$0	$32,913	$0	-100%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Crim Jus - Violent Crimes-Pop	$11,691	$15,679	$16,616	6%
Crim Jus - Special Programs	$41,107	$55,701	$55,156	-1%
Marijuana Excise Tax	$56,636	$72,005	$77,334	7.4%
DUI & Other Crim Jus Assist	$3,805	$1,963	$4,535	131%
Liquor-Beer Excise Tax	$211,439	$298,310	$272,502	-8.7%
Liquor Control Board Profits	$233,605	$311,355	$306,150	-1.7%
Total State Shared Revenues:	**$574,096**	**$798,606**	**$748,264**	**-6.3%**
Total General:	**$574,096**	**$798,606**	**$748,264**	**-6.3%**
Street				
State Shared Revenues				
Multimodal Transportation	$39,672	$52,910	$52,756	-0.3%
MVFT - City Streets	$540,193	$721,528	$755,197	4.7%
Total State Shared Revenues:	**$579,865**	**$774,438**	**$807,953**	**4.3%**
Total Street:	**$579,865**	**$774,438**	**$807,953**	**4.3%**
Total:	**$1,153,961**	**$1,573,044**	**$1,556,217**	**-1.1%**

Grants Summary

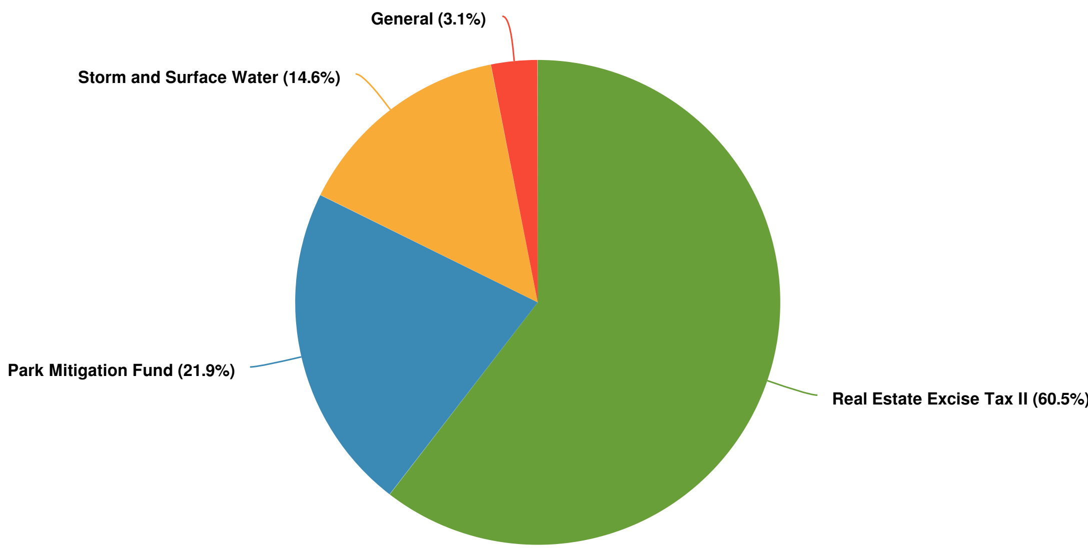
$5,304,463 -$2,424,541
(-31.37% vs. prior year)

Grants Proposed and Historical Budget vs. Actual

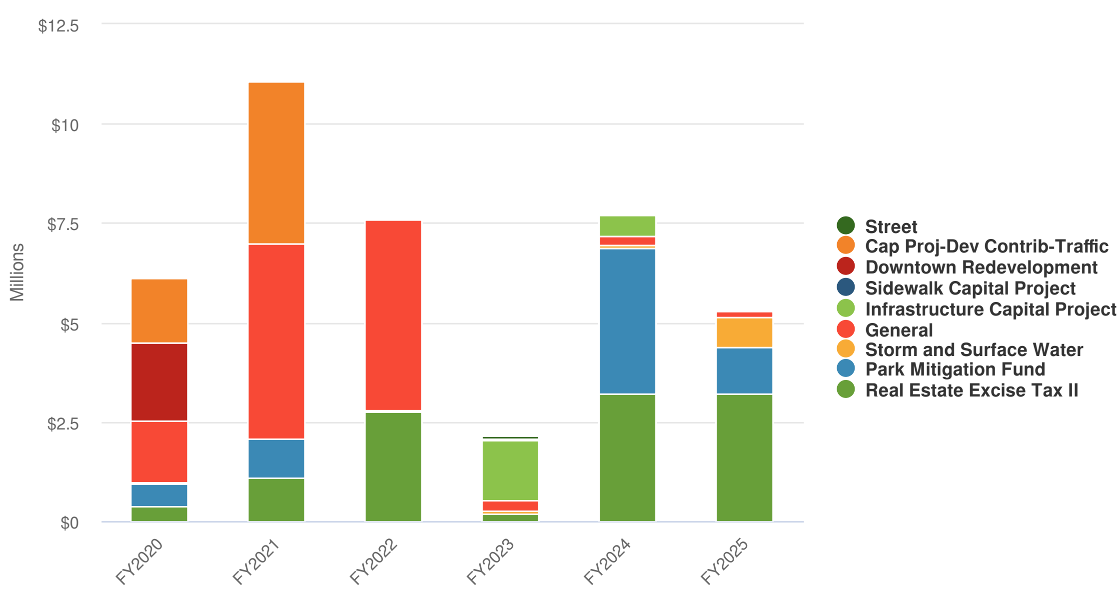


Revenue by Fund

2025 Revenue by Fund



Budgeted and Historical 2025 Revenue by Fund



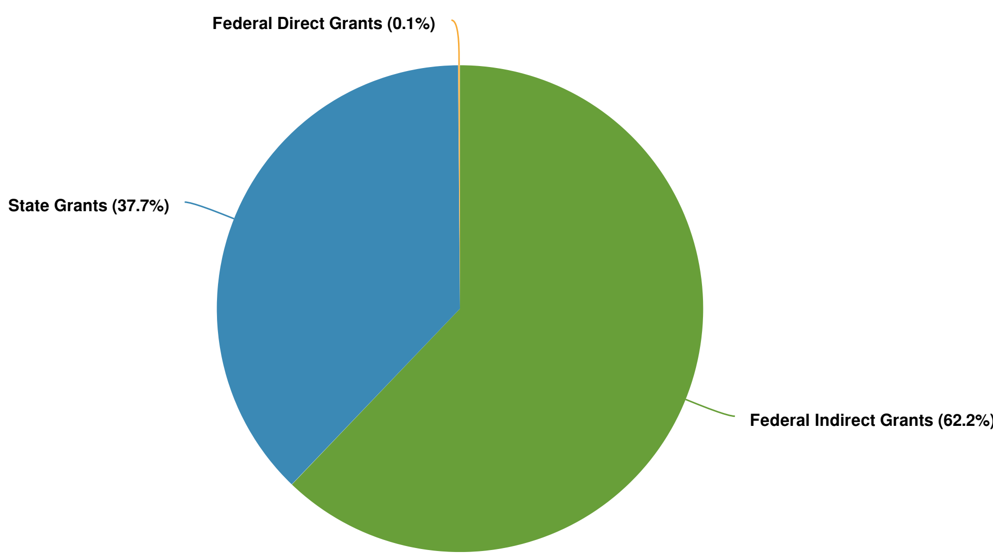
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
General				
Federal Direct Grants				
DOJ Fed Dir 16.607 BPV Grant	$5,925	$3,000	$4,000	33.3%
Equitable sharing progam - DOJ	$2,500	$0	$2,500	N/A

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Total Federal Direct Grants:	**$8,425**	**$3,000**	**$6,500**	**116.7%**
Federal Indirect Grants				
DOT Fed Ind. 20.616 Hwy Safety	$930	$0	$0	0%
DHS Fed Ind 97.012 Boat Safety	$3,026	$12,148	$12,000	-1.2%
DHS Fed Ind 97.036 FEMA	$0	$0	$128,300	N/A
Total Federal Indirect Grants:	**$3,956**	**$12,148**	**$140,300**	**1,054.9%**
State Grants				
LE - CJTC Grant	$140,147	$140,220	$0	-100%
WA OPD - Social Worker	$7,200	$7,200	$7,200	0%
State Commerce - Grants	$62,500	$52,500	$0	-100%
LnI Stay at Work Grant	$10,000	$0	$10,000	N/A
Total State Grants:	**$219,847**	**$199,920**	**$17,200**	**-91.4%**
Total General:	**$232,228**	**$215,068**	**$164,000**	**-23.7%**
Street				
State Grants				
Commerce Grants - State	$0	$10,000	$0	-100%
Total State Grants:	**$0**	**$10,000**	**$0**	**-100%**
Total Street:	**$0**	**$10,000**	**$0**	**-100%**
Park Mitigation Fund				
State Grants				
RCO - Frontier Heights Grants	$0	$1,159,352	$1,159,352	0%
State Commerce - Cedarwood	$0	$2,455,589	$0	-100%
Total State Grants:	**$0**	**$3,614,941**	**$1,159,352**	**-67.9%**
Interlocal Grants and Pymt				
Snohomish County SCPP Grants	$0	$45,000	$0	-100%
Total Interlocal Grants and Pymt:	**$0**	**$45,000**	**$0**	**-100%**
Total Park Mitigation Fund:	**$0**	**$3,659,941**	**$1,159,352**	**-68.3%**
Real Estate Excise Tax II				
Federal Indirect Grants				
Main Street - FHWA/PSRC	$0	$3,157,250	$3,157,250	0%
Total Federal Indirect Grants:	**$0**	**$3,157,250**	**$3,157,250**	**0%**
State Grants				
CERB - Commerce Grant	$0	$50,000	$50,000	0%
Total State Grants:	**$0**	**$50,000**	**$50,000**	**0%**
Total Real Estate Excise Tax II:	**$0**	**$3,207,250**	**$3,207,250**	**0%**
Infrastructure Capital Project				

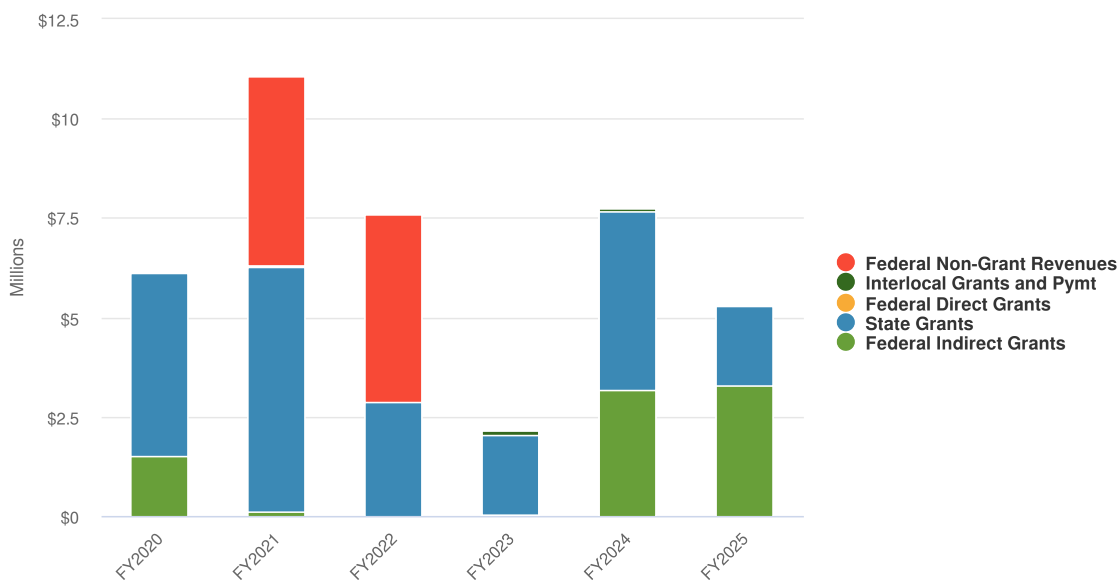
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
State Grants				
TIB - Grant 17005	$596,037	$561,745	$0	-100%
Total State Grants:	**$596,037**	**$561,745**	**$0**	**-100%**
Total Infrastructure Capital Project:	**$596,037**	**$561,745**	**$0**	**-100%**
Storm and Surface Water				
State Grants				
DOE - Capacity Grants	$19,509	$75,000	$70,000	-6.7%
DOE - SFAP Grant	$0	$0	$658,861	N/A
Commerce Grant	$0	$0	$45,000	N/A
Total State Grants:	**$19,509**	**$75,000**	**$773,861**	**931.8%**
Total Storm and Surface Water:	**$19,509**	**$75,000**	**$773,861**	**931.8%**
Total:	**$847,774**	**$7,729,004**	**$5,304,463**	**-31.4%**

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
Revenue Source				
Intergovernmental				
Federal Direct Grants				
DOJ Fed Dir 16.607 BPV Grant	$5,925	$3,000	$4,000	33.3%
Equitable sharing progam - DOJ	$2,500	$0	$2,500	N/A
Total Federal Direct Grants:	**$8,425**	**$3,000**	**$6,500**	**116.7%**
Federal Indirect Grants				
DOT Fed Ind. 20.616 Hwy Safety	$930	$0	$0	0%
DHS Fed Ind 97.012 Boat Safety	$3,026	$12,148	$12,000	-1.2%
DHS Fed Ind 97.036 FEMA	$0	$0	$128,300	N/A
Main Street - FHWA/PSRC	$0	$3,157,250	$3,157,250	0%
Total Federal Indirect Grants:	**$3,956**	**$3,169,398**	**$3,297,550**	**4%**
State Grants				
LE - CJTC Grant	$140,147	$140,220	$0	-100%
WA OPD - Social Worker	$7,200	$7,200	$7,200	0%
State Commerce - Grants	$62,500	$52,500	$0	-100%
LnI Stay at Work Grant	$10,000	$0	$10,000	N/A
Commerce Grants - State	$0	$10,000	$0	-100%
RCO - Frontier Heights Grants	$0	$1,159,352	$1,159,352	0%
State Commerce - Cedarwood	$0	$2,455,589	$0	-100%
CERB - Commerce Grant	$0	$50,000	$50,000	0%
TIB - Grant 17005	$596,037	$561,745	$0	-100%

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)
DOE - Capacity Grants	$19,509	$75,000	$70,000	-6.7%
DOE - SFAP Grant	$0	$0	$658,861	N/A
Commerce Grant	$0	$0	$45,000	N/A
Total State Grants:	**$835,393**	**$4,511,606**	**$2,000,413**	**-55.7%**
Interlocal Grants and Pymt				
Snohomish County SCPP Grants	$0	$45,000	$0	-100%
Total Interlocal Grants and Pymt:	**$0**	**$45,000**	**$0**	**-100%**
Total Intergovernmental:	**$847,774**	**$7,729,004**	**$5,304,463**	**-31.4%**
Total Revenue Source:	**$847,774**	**$7,729,004**	**$5,304,463**	**-31.4%**

DEPARTMENTS

Legislative and Executive

The City's executive, legislative and policy-making body is the City Council, composed of seven Council members who are elected to serve staggered four-year terms. The Mayor is elected at large for a term of four years and serves as full-time chief executive.

The current City Council members and their terms of office are listed in the following table:

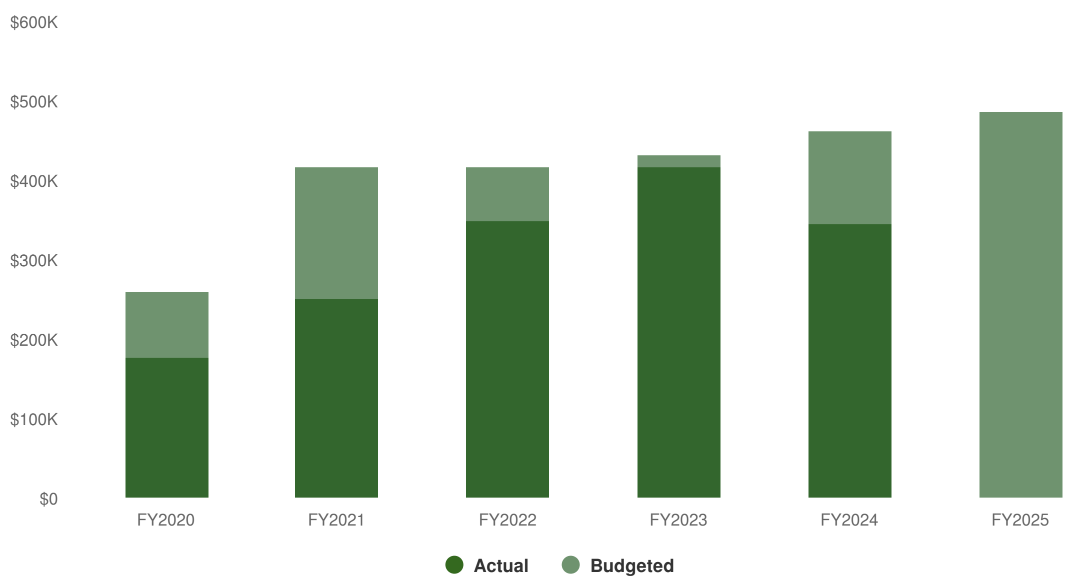
Elected Official	Position	Term Expires (12/31)
Brett Gailey	Mayor	2027
Kim Daughtry	Council Member	2025
Gary Petershagen	Council Member	2025
Ryan Donoghue	Council Member	2027
Kymm Shipman	Council Member	2027
Anji Jorstad	Council Member	2027
Steve Ewing	Council Member	2025
Marcus Tageant	Council Member	2025

Expenditures Summary

$486,842 **$25,106**

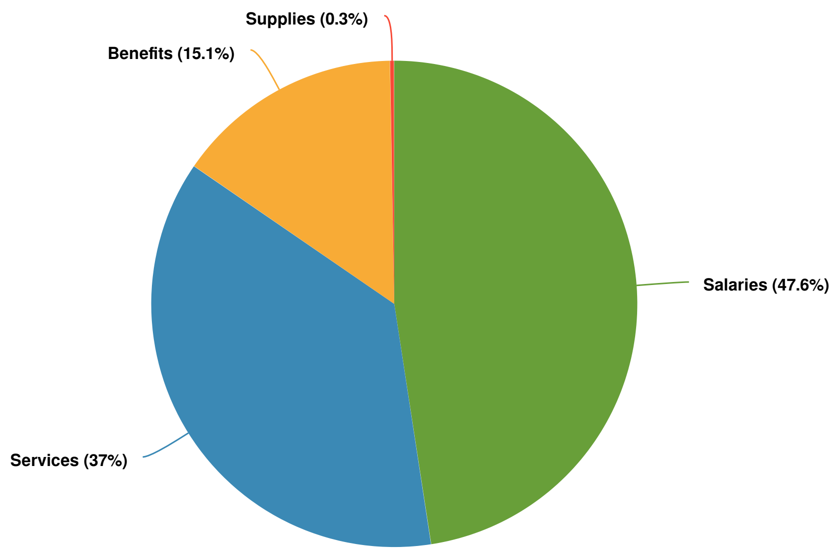
(5.44% vs. prior year)

Legislative and Executive Proposed and Historical Budget vs. Actual

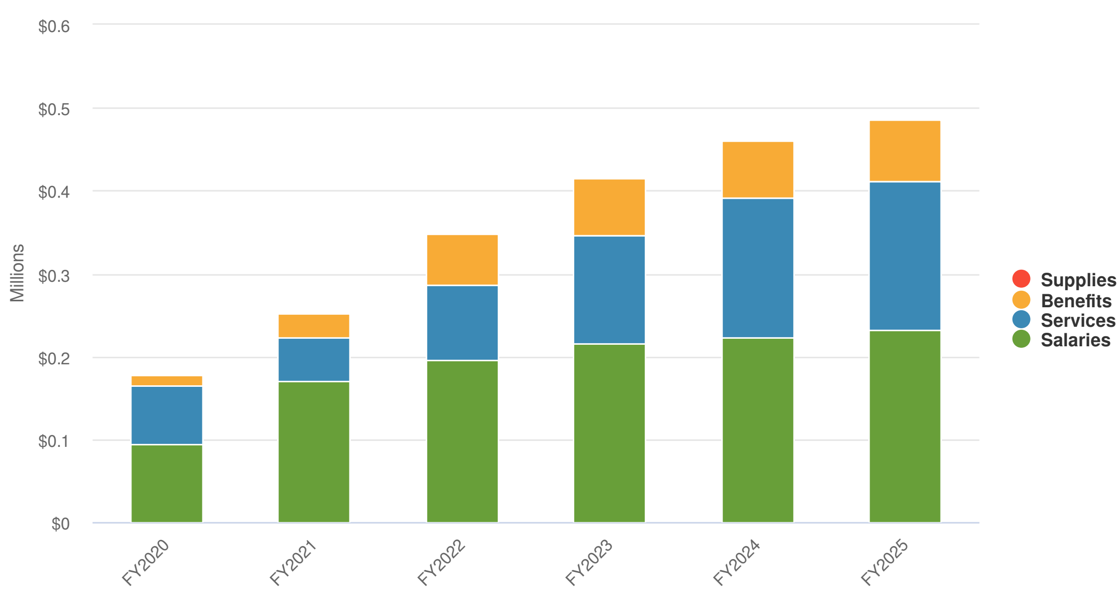


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Legislative - Salaries	$61,706	$81,860	$84,509	3.2%	
Executive - Salaries	$105,257	$140,900	$146,145	3.7%	
EX-Overtime	$294	$890	$1,000	12.4%	
Total Salaries:	**$167,257**	**$223,650**	**$231,654**	**3.6%**	
Benefits					
Legislative - Benefits	$130	$260	$179	-31.2%	
Legislative - Social Security	$4,720	$6,270	$6,465	3.1%	
Legislative - Workers Comp	$98	$329	$329	0%	
Executive - Benefits	$31,364	$38,200	$41,524	8.7%	
Executive - Social Security	$7,935	$10,800	$11,180	3.5%	
Executive - Retirement	$10,021	$13,600	$13,501	-0.7%	
Executive - Workers Comp	$355	$485	$485	0%	
Total Benefits:	**$54,623**	**$69,944**	**$73,663**	**5.3%**	
Supplies					
Boards & Comm Op Supplies	$865	$0	$750	N/A	
Legislative - Operating Costs	$210	$400	$400	0%	
Executive - Supplies	$900	$200	$200	0%	
Total Supplies:	**$1,975**	**$600**	**$1,350**	**125%**	
Services					
Legislative - Communication	$2,763	$4,500	$4,500	0%	
Legislative - Travel & Mtgs	$6,620	$35,000	$0	-100%	
Legislative - Professional Srv	$245	$500	$500	0%	
Legislative - Prof. Developmen	$13,504	$5,000	$35,000	600%	
Legislative - C.C.Retreat	$12,294	$15,000	$20,000	33.3%	
Executive - Communication	$380	$614	$675	9.9%	
Executive - Travel & Mtgs	$7,975	$10,000	$0	-100%	
Executive - Miscellaneous	$200	$686	$0	-100%	
Executive - Prof. Development	$7,122	$5,000	$27,000	440%	
Executive - Board/Staff Apprec	$0	$500	$500	0%	
Legislative - Election Costs	$15,062	$35,000	$35,000	0%	
Legislative - Voter Reg Fees	$55,741	$55,742	$57,000	2.3%	
Total Services:	**$121,906**	**$167,542**	**$180,175**	**7.5%**	
Total Expense Objects:	**$345,761**	**$461,736**	**$486,842**	**5.4%**	

Administration

Gene Brazel
City Administrator

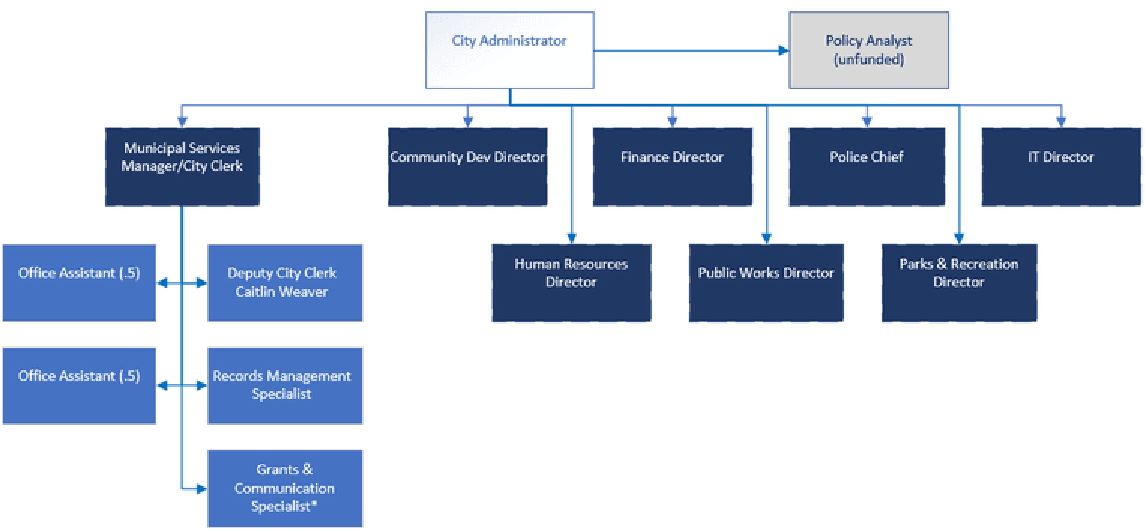
The Administration Department is responsible for assisting in the coordination of activities and services the City provides to its customers and assists in the translation of Mayor/Council goals and policies into action.

The major responsibility of the Administration Department is the coordination and supervision of the work of all other departments. Additional responsibilities include, contract negotiations and management; participation with other departments in the pursuit of grant funds; preparing regular and special management reports; processing citizen inquiries and service requests; and working with other regional governments.

Administration of the City is performed under the direction of the City Administrator. The City Administrator is hired by, is responsible to, and serves at the pleasure of the Mayor as confirmed by the City Council. City officials are appointed by the City Administrator.

Gene Brazel has been the City Administrator of the City of Lake Stevens since January 1, 2017. Prior to being hired by the City, Mr. Brazel had numerous leadership positions at the City of Monroe, Washington, including serving as the City Administrator for 7 years. Mr. Brazel has 32 years of municipal government experience. Mr. Brazel is responsible for coordinating and directing all City operations, projects and programs, and administering all policies and laws adopted by the City Council on behalf of the Mayor.

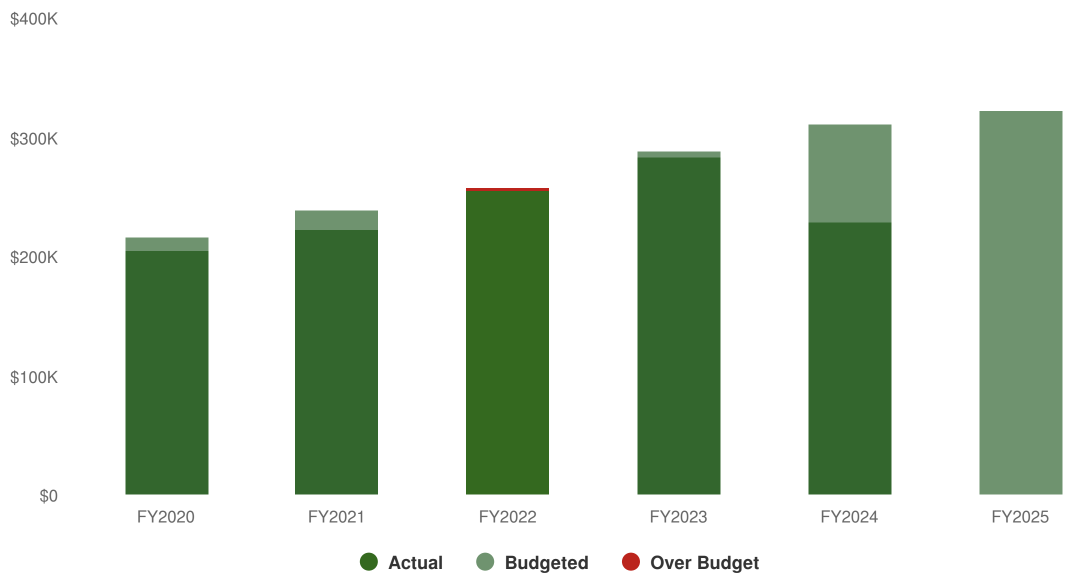
Organizational Chart



Expenditures Summary

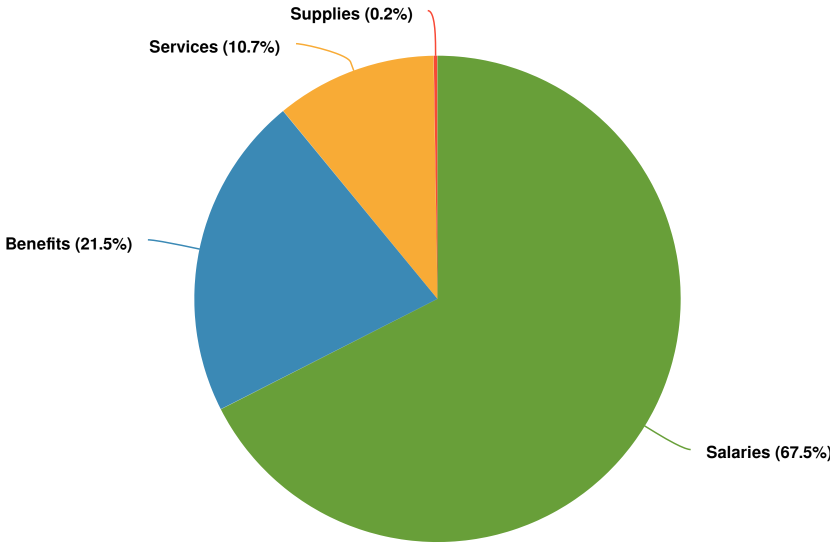
$321,398 **$10,918**
(3.52% vs. prior year)

Administration Proposed and Historical Budget vs. Actual

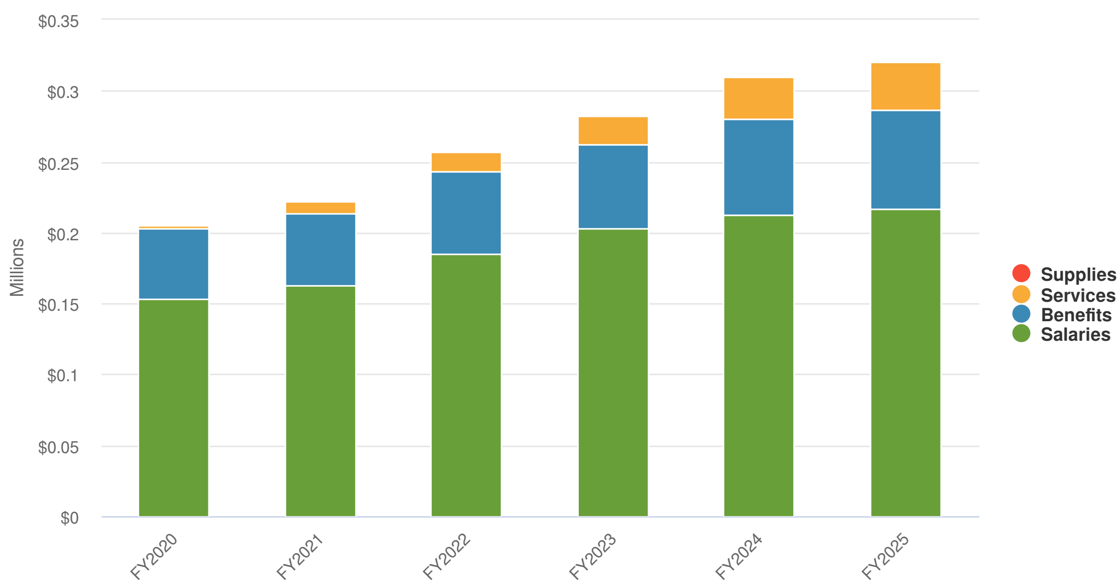


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
AD-Salaries	$159,396	$211,700	$216,483	2.3%	
AD-Overtime	$294	$860	$500	-41.9%	
Total Salaries:	**$159,690**	**$212,560**	**$216,983**	**2.1%**	
Benefits					
AD-Benefits	$16,996	$21,680	$22,907	5.7%	
AD-Social Security	$10,681	$16,200	$16,561	2.2%	
AD-Retirement	$21,693	$29,640	$29,380	-0.9%	
AD-Workers Comp	$257	$391	$387	-1%	
Total Benefits:	**$49,627**	**$67,911**	**$69,235**	**1.9%**	
Supplies					
AD- Operating Supplies	$0	$800	$800	0%	
Total Supplies:	**$0**	**$800**	**$800**	**0%**	
Services					
AD-Succession Development	$0	$5,000	$5,000	0%	
AD-Professional Services	$140	$500	$500	0%	
AD-Communications	$1,112	$1,709	$1,880	10%	
AD-Travel & Meetings	$8,666	$15,000	$0	-100%	
AD-Staff Development	$8,252	$5,000	$27,000	440%	
AD-Miscellaneous	$1,749	$2,000	$0	-100%	
Total Services:	**$19,919**	**$29,209**	**$34,380**	**17.7%**	
Total Expense Objects:	**$229,236**	**$310,480**	**$321,398**	**3.5%**	

Municipal Services Division

Kelly M. Chelin
Municipal Services Manager/ City Clerk

The Municipal Services Division was created in 2024 to consolidate many dispersed service positions and the City Clerk's Office into one team. This merger has centralized communication and enhanced customer service under the direction of the Municipal Services Manager/City Clerk.

This division of the Department of Administration provides assistance and support to the Mayor, City Council, and City Administrator.

This office is called upon to provide information about the community, maintain the record of ordinances and laws of the city, prepare and distribute City Council agenda materials, and attend City Council meetings and prepare the official minutes of actions taken. The City Clerk's office processes contracts, deeds, and easements. Appointments to volunteer boards and commissions are also coordinated through this office, and staff supports the various boards and commissions by attending meetings and preparing minutes.

The Municipal Services Division oversees city communications. The Grants and Communication Specialist handles both internal and external city communication. This position also provides grant guidance and technical assistance to staff applying for local, state, and federal funding opportunities.

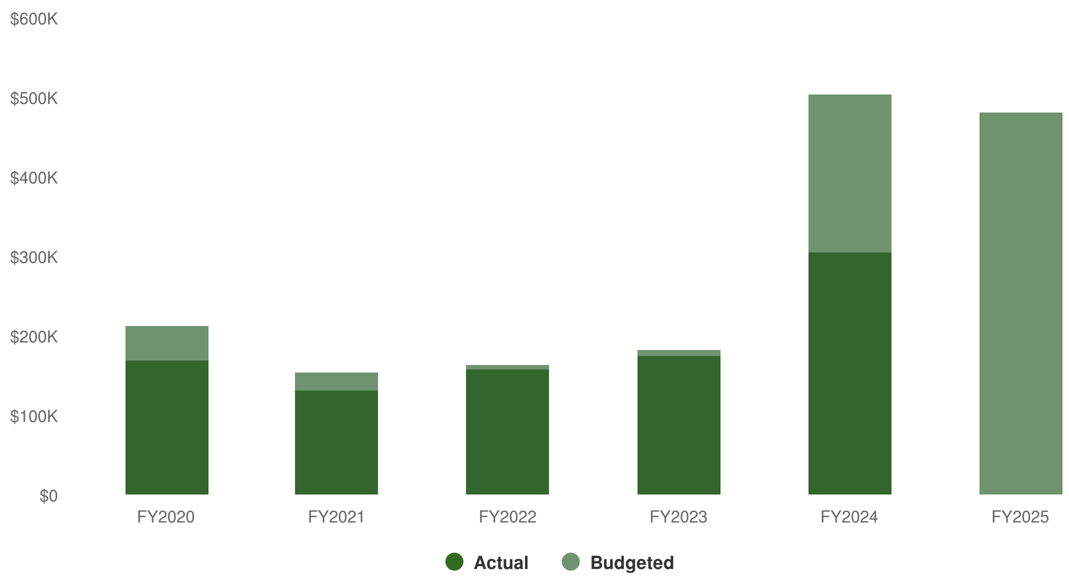
Deputy City Clerk

Caitlin Weaver, CMC
Deputy City Clerk/Executive Assistant
to the
Mayor, City Council, and City Administrator

Expenditures Summary

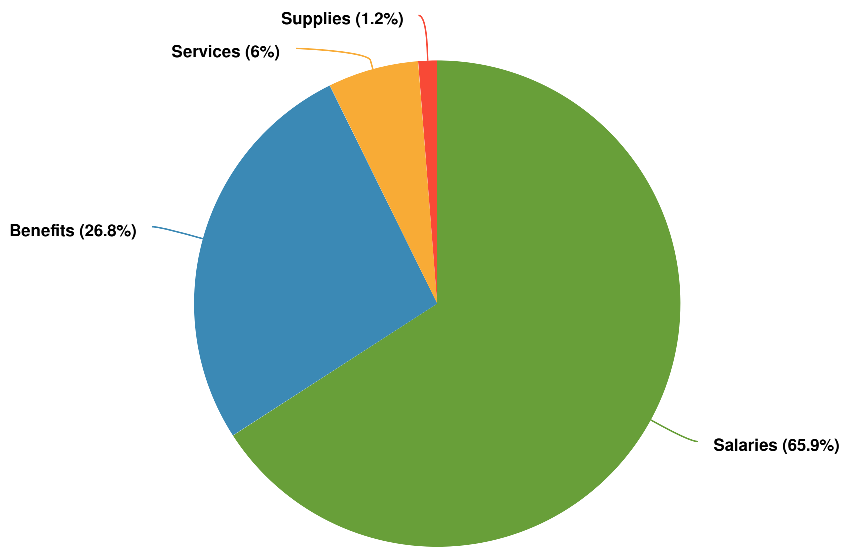
$480,599 **-$23,012**
(-4.57% vs. prior year)

Municipal Services Division Proposed and Historical Budget vs. Actual

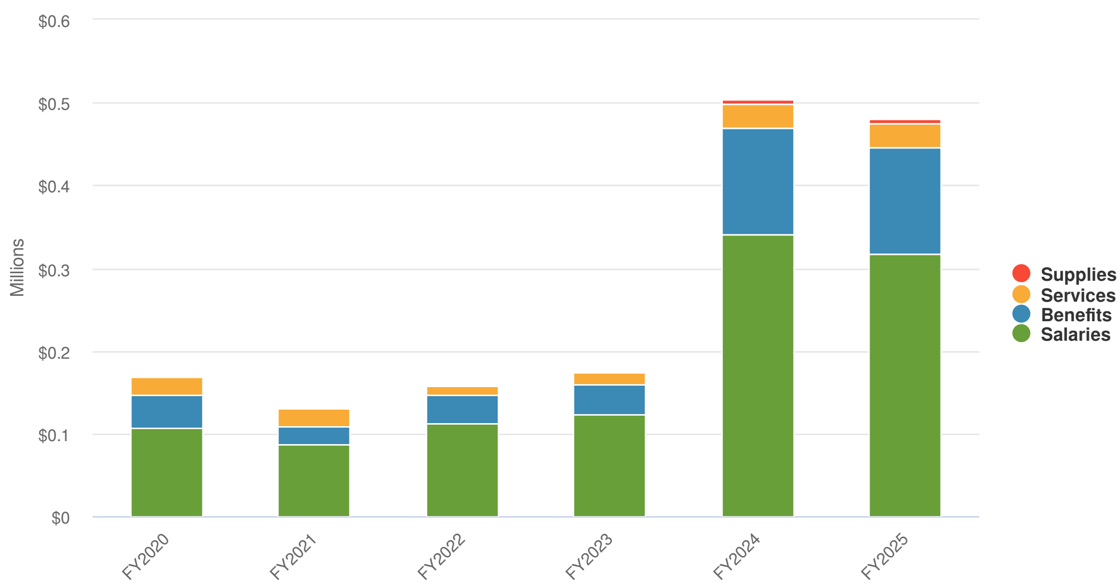


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
CC-Salaries	$213,156	$332,930	$313,618	-5.8%	
CC-Overtime	$4,722	$7,000	$3,000	-57.1%	
Total Salaries:	**$217,878**	**$339,930**	**$316,618**	**-6.9%**	
Benefits					
CC-Benefits	$33,658	$69,160	$73,501	6.3%	
CC-Social Security	$16,423	$25,500	$23,992	-5.9%	
CC-Retirement	$21,722	$33,400	$30,181	-9.6%	
CC-Workers Comp	$390	$1,433	$1,307	-8.8%	
Total Benefits:	**$72,193**	**$129,493**	**$128,981**	**-0.4%**	
Supplies					
CC- Operating Supply	$206	$6,000	$6,000	0%	
Total Supplies:	**$206**	**$6,000**	**$6,000**	**0%**	
Services					
CC-Professional Services	$6,932	$10,000	$10,000	0%	
CC-Communications	$2,180	$3,188	$3,000	-5.9%	
CC-Travel & Meetings	$2,137	$8,400	$0	-100%	
CC-Miscellaneous	$370	$600	$0	-100%	
CC-Staff Development	$3,031	$6,000	$16,000	166.7%	
Total Services:	**$14,650**	**$28,188**	**$29,000**	**2.9%**	
Total Expense Objects:	**$304,927**	**$503,611**	**$480,599**	**-4.6%**	

Finance

Barb Stevens
Director

The purpose of the Finance Department is to provide administrative support and information services to the public and City departments, maintain financial information in accordance with general accounting principles, and to ensure compliance to legal and prudent fiscal requirements in all financial and procedural operations.

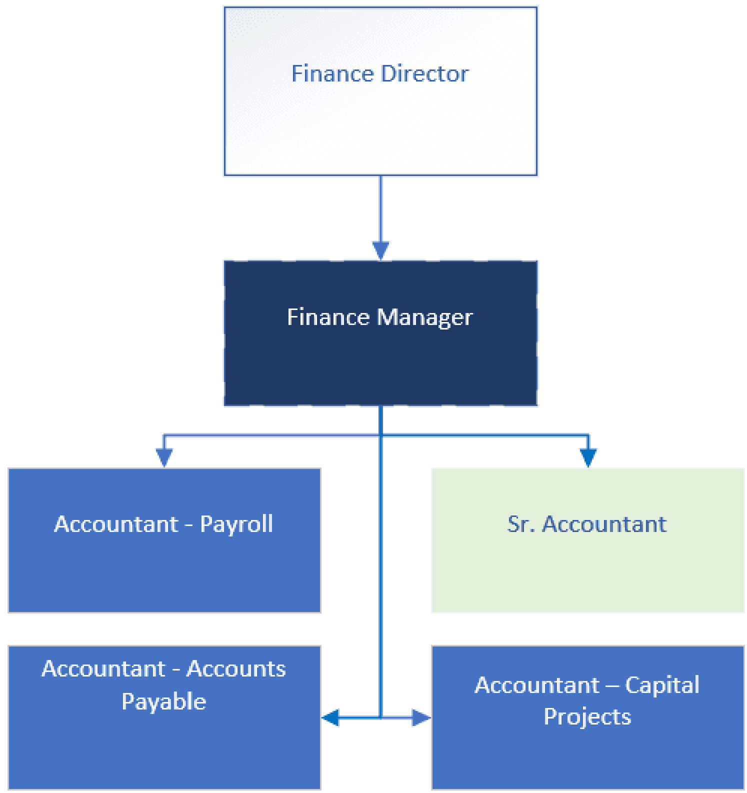
The Finance Department has many areas of responsibility. The following gives a brief description of each:

- ***Administration:*** To provide planning, organization, and control over the Finance Department functions and overall City financial matters.
- ***Treasury:*** Responsible for cashiering and cash control, investment of City funds, and debt service payment processing. Financing services include issuance of bonds, interfund loans, etc.
- ***Budget Accounting and Reporting:*** Provides for financial record keeping including budgeting, accounting, reporting, audit assistance, grant accounting, ongoing balancing, and control.
- ***Personnel Services:*** Responsible for payroll processing, federal and state reporting of taxes, retirement, insurance, and other deductions.
- ***Purchasing:*** Provides coordination of purchasing by the departments, processes vendor payments, handles insurance claims, assists in obtaining competitive bids for the best prices.
- ***Data Processing:*** Responsible for financial systems data processing including budgeting, accounting and payroll.

The Finance Director is appointed by the City Administrator and acts as the City Treasurer.

Finance Director
Barb Stevens began her career as Finance Director for the City on February 9, 2009. Prior to joining the City, Ms. Stevens was an Assistant Audit Manager with the Washington State Auditor's Office. As a member of the senior executive team, Ms. Stevens is responsible for controlling the City's finances and establishing strategies for the long-term financial health of the City.

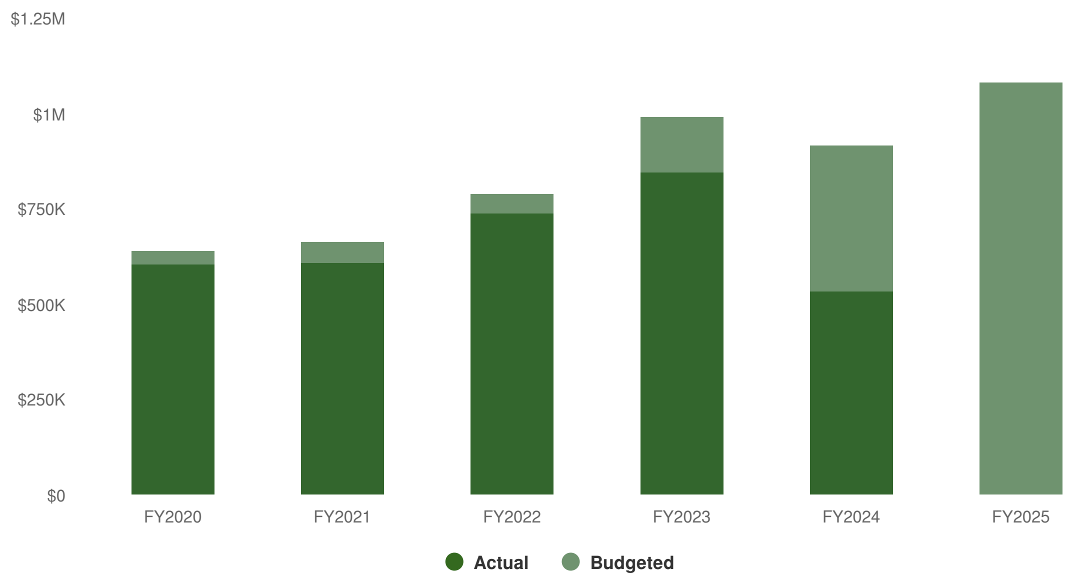
Organizational Chart



Expenditures Summary

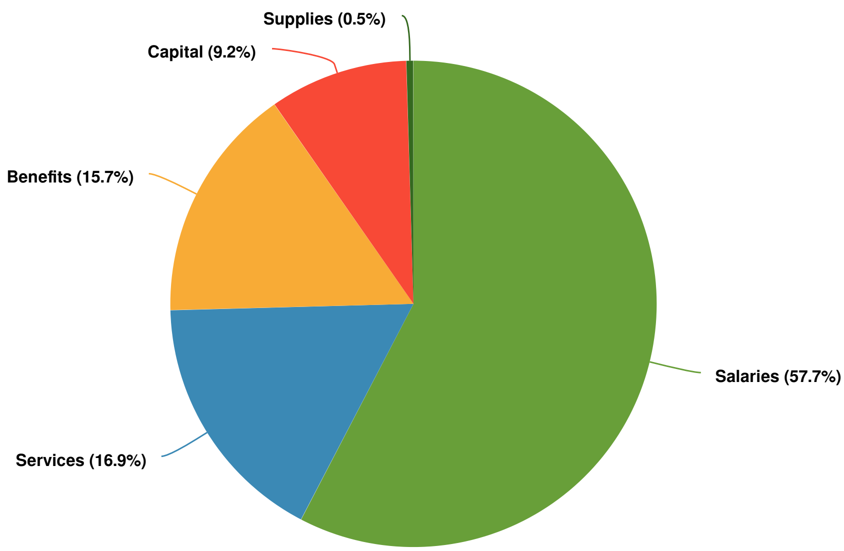
$1,082,393 **$164,655**
(17.94% vs. prior year)

Finance Proposed and Historical Budget vs. Actual

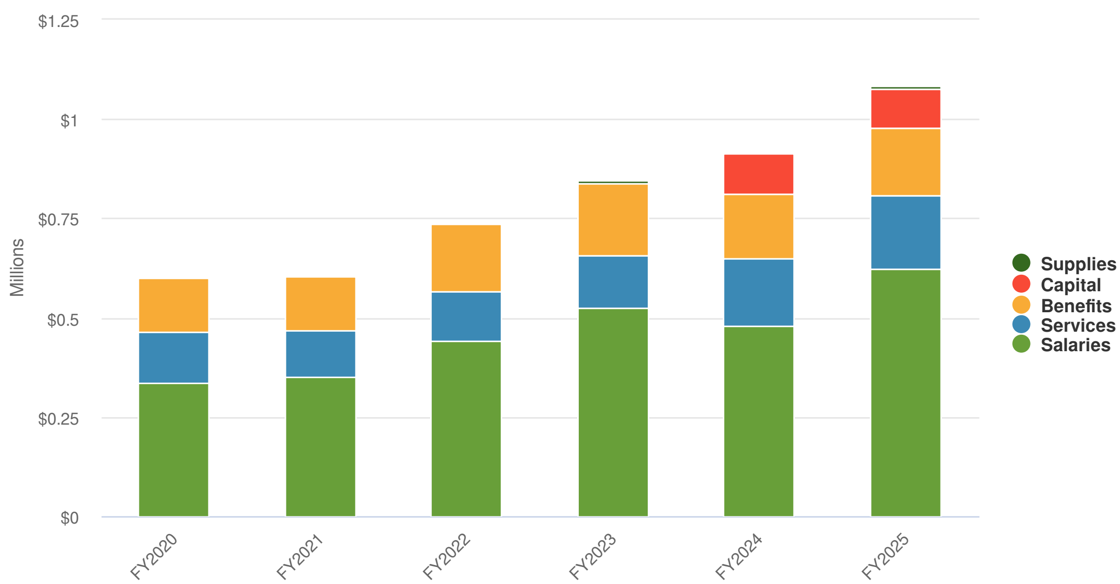


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
FI-Salaries	$358,034	$476,810	$622,669	30.6%	
FI-Overtime	$33	$4,000	$1,500	-62.5%	
Total Salaries:	**$358,067**	**$480,810**	**$624,169**	**29.8%**	
Benefits					
FI-Benefits	$55,264	$77,350	$81,706	5.6%	
FI-Social Security	$26,986	$36,500	$37,703	3.3%	
FI-Retirement	$36,348	$49,600	$49,366	-0.5%	
FI-Workers Comp	$980	$1,478	$1,417	-4.1%	
Total Benefits:	**$119,578**	**$164,928**	**$170,192**	**3.2%**	
Supplies					
FI- Operating Supplies	$3,058	$5,000	$5,000	0%	
Total Supplies:	**$3,058**	**$5,000**	**$5,000**	**0%**	
Services					
FI-Professional Service	$832	$70,200	$90,000	28.2%	
FI-Advertising	$0	$100	$0	-100%	
FI-Communications	$1,799	$3,302	$3,632	10%	
FI-Travel & Meetings	$1,387	$5,500	$0	-100%	
FI-Insurance	$97	$98	$110	12.2%	
FI-Software Maint	$0	$500	$0	-100%	
FI-Miscellaneous	$723	$1,000	$0	-100%	
FI-Staff Development	$3,254	$3,500	$16,000	357.1%	
FI-Banking Services	$2,588	$2,800	$3,500	25%	
FI-Credit Card Services	$41,982	$80,000	$70,000	-12.5%	
Total Services:	**$52,662**	**$167,000**	**$183,242**	**9.7%**	
Capital					
PR - Financial Software	$1,210	$100,000	$99,790	-0.2%	
Total Capital:	**$1,210**	**$100,000**	**$99,790**	**-0.2%**	
Total Expense Objects:	**$534,575**	**$917,738**	**$1,082,393**	**17.9%**	

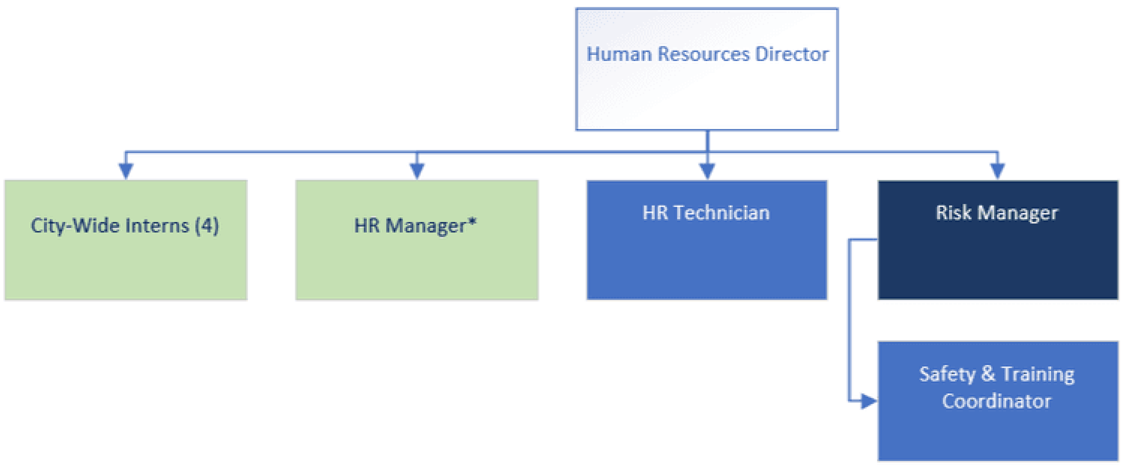
Human Resources

Anya Warrington
Human Resources Director

The Human Resources department is a central hub where all aspects of employee management are overseen. Services include risk and emergency management, occupational safety, organizational development, human resources legal compliance, policy development and application, recruitment and selection, classification and compensation, benefits, labor relations, employee development and training, and employee engagement.

The City of Lake Stevens Human Resources department prides itself on the diversity it brings and educates every city employee on their rights, responsibilities, and benefits as an employee. This department also manages training and development programs to promote constant growth of all employees. As our city employees grow in innovation and wellness, so does our community.

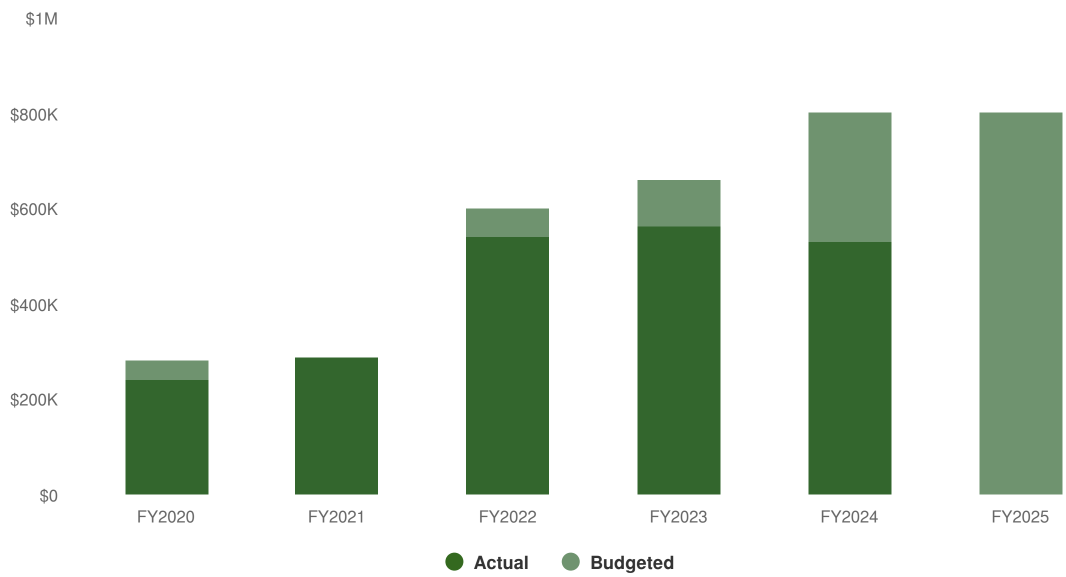
Organizational Chart



Expenditures Summary

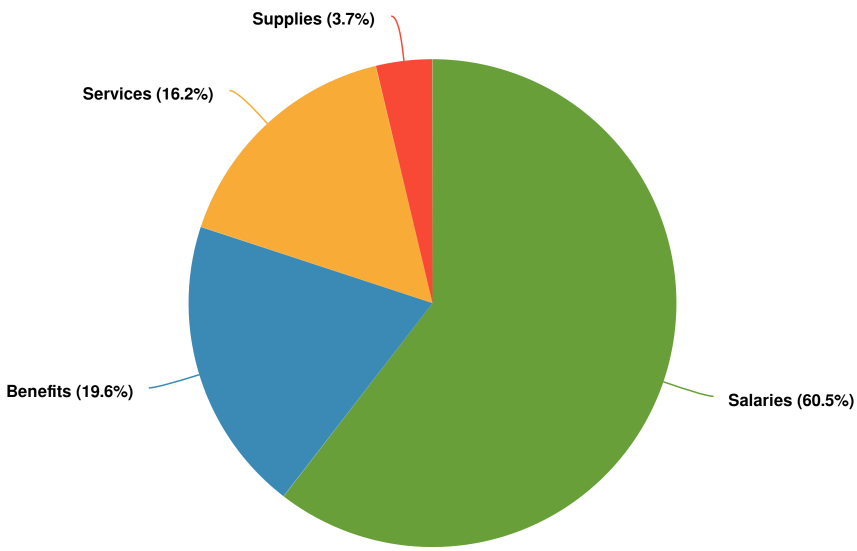
$802,674 **-$324**
(-0.04% vs. prior year)

Human Resources Proposed and Historical Budget vs. Actual

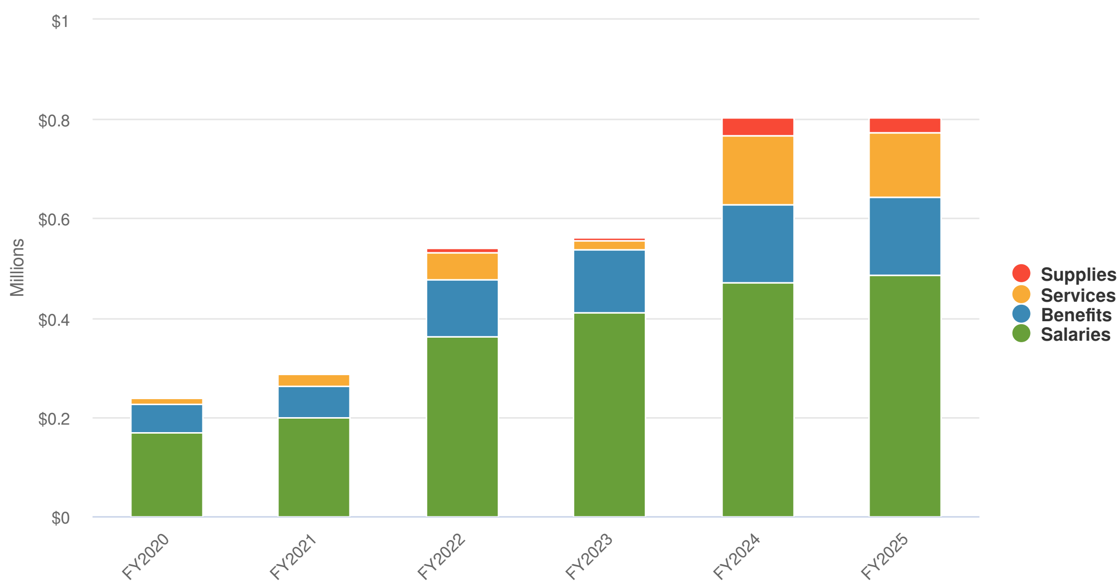


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

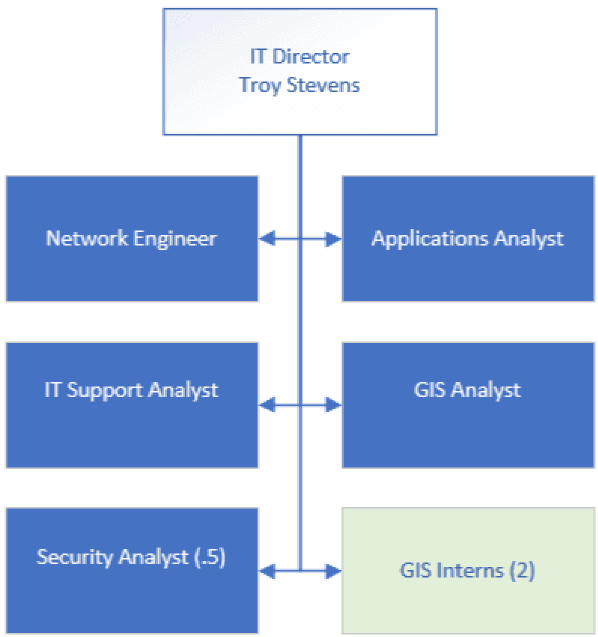
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
HR-Salaries	$358,901	$470,780	$484,736	3%	
HR-Overtime	$0	$1,352	$500	-63%	
Total Salaries:	**$358,901**	**$472,132**	**$485,236**	**2.8%**	
Benefits					
HR-Benefits	$47,190	$70,760	$73,504	3.9%	
HR-Soc Security	$27,155	$36,100	$36,460	1%	
HR-Retirement	$34,509	$47,810	$46,082	-3.6%	
HR-Workers Comp	$1,030	$1,451	$1,395	-3.9%	
Total Benefits:	**$109,884**	**$156,121**	**$157,441**	**0.8%**	
Supplies					
HR-Safety Program Supplies	$1,429	$5,000	$5,000	0%	
HR - Wellness Program Supplies	$215	$1,500	$1,500	0%	
HR-Office Supplies	$977	$1,500	$0	-100%	
HR-Operating Supplies	$6,493	$12,100	$9,500	-21.5%	
HR - Emergency Mgmt Supplies	$604	$11,120	$10,000	-10.1%	
HR-Emp Recognition Supplies	$695	$4,000	$4,000	0%	
Total Supplies:	**$10,413**	**$35,220**	**$30,000**	**-14.8%**	
Services					
HR-Safety Program Services	$0	$0	$3,250	N/A	
HR-Wellness Program	$6,050	$30,000	$30,000	0%	
HR-City Training Program	$14,435	$22,182	$20,000	-9.8%	
HR-Professional Services	$12,563	$50,000	$40,000	-20%	
HR - Advertising/Marketing	$1,325	$5,500	$5,500	0%	
HR-Communications	$2,581	$2,043	$2,247	10%	
HR-Travel & Meetings	$6,838	$9,000	$0	-100%	
HR-Miscellaneous	$1,053	$1,800	$0	-100%	
HR-Staff Development	$5,878	$8,000	$18,000	125%	
HR-Employee Recognition	$815	$1,000	$1,000	0%	
HR - Tuition Reimbursement CW	$0	$10,000	$10,000	0%	
Total Services:	**$51,538**	**$139,525**	**$129,997**	**-6.8%**	
Total Expense Objects:	**$530,736**	**$802,998**	**$802,674**	**0%**	

Information Technology

Troy Stevens
IT Director

The Information Technology Department (ITD) provides strategic technology solutions to business units and residents, supporting the city's mission. The department is responsible for procuring all technology used in the city, inventory management, and software license compliance functions. The department consists of a Client Services division responsible for all desktop support functions, an Infrastructure Services division responsible for the server, network, and cybersecurity functions, an Application Services division accountable for supporting enterprise applications and business preprocess, and an Information Security division responsible for assessing cybersecurity risk across all divisions, responding to incidents/alerts, remediation of vulnerability, and continuous monitoring to ensure our systems are secured. The city has partnered with Critical Informatics, which provides 24/7 monitoring of cybersecurity threats and escalates events to our team.

Organizational Chart

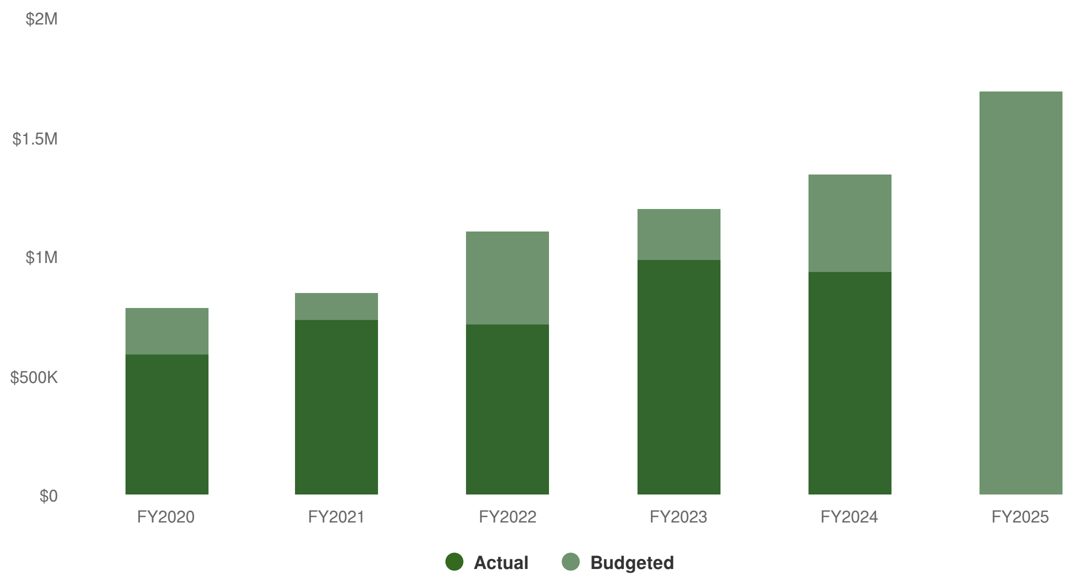


Expenditures Summary

$1,693,401

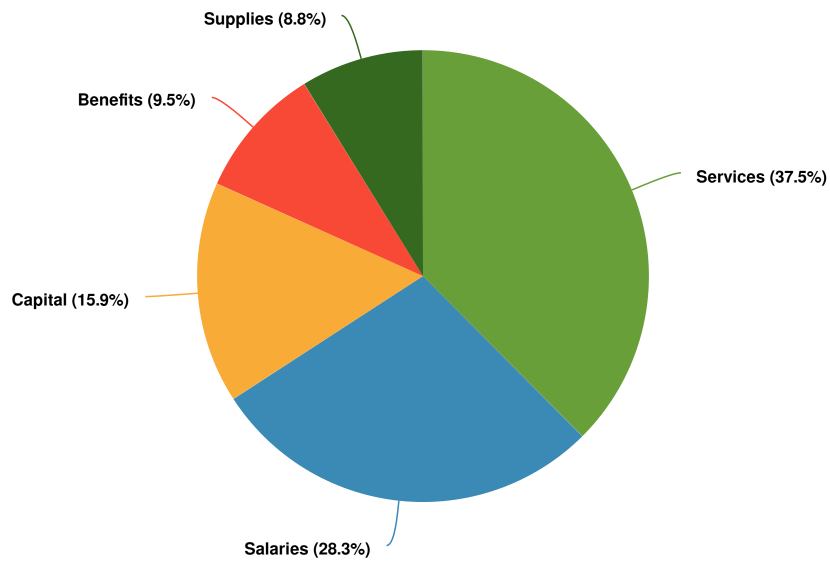
$345,570
(25.64% vs. prior year)

Information Technology Proposed and Historical Budget vs. Actual

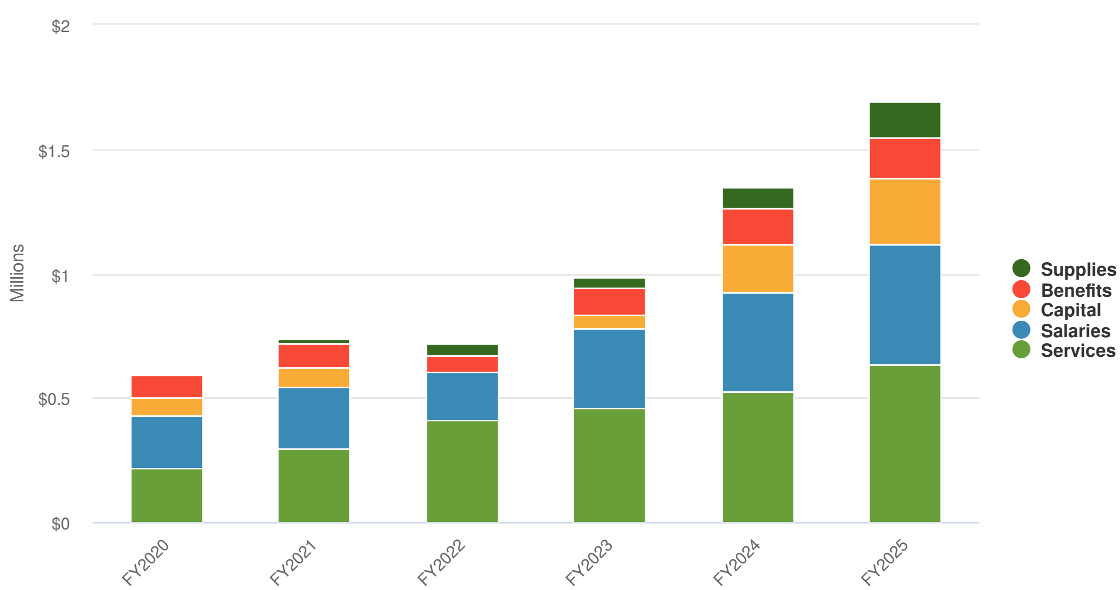


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries	$299,246	$399,400	$479,452	20%	
Benefits	$94,726	$142,400	$160,164	12.5%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Supplies	$81,337	$86,500	$149,250	72.5%	
Services	$453,105	$524,802	$635,806	21.2%	
Capital	$11,660	$194,729	$268,729	38%	
Total Expense Objects:	**$940,074**	**$1,347,831**	**$1,693,401**	**25.6%**	

Goal #1

ESRI GIS Drone Imaging
This Application Services Division has purchased a program called Site Scan from ESRI that will allow the city to utilize our drone for scheduling and filing FAA flight plans for inspection work, aerial imagery, and an automated workflow to keep our Geographic Information Services maps up to date.

Goal #2

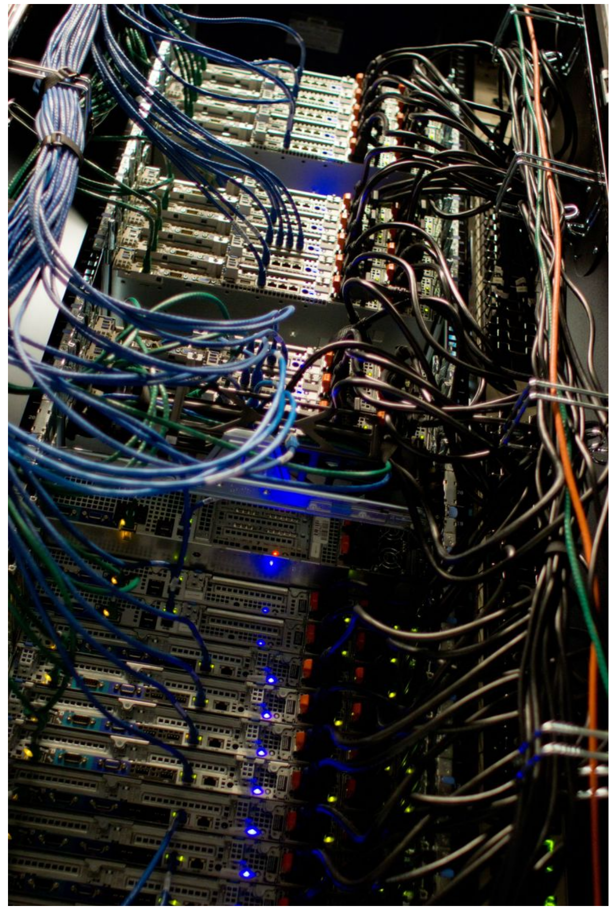
Infrastructure improvement projects
The Infrastructure Services Division has several significant projects to improve our network services. Our department evaluates areas for improvement and seeks to minimize disruptions to operational services.

We have added a secondary firewall and split our redundant network service providers to prevent a single point of failure to hardware or service provider interruptions.

We will redesign and upgrade our primary data center server and storage equipment, to replace aging equipment and add additional resiliency to the environment.

We will focus on critical network management hardware and tools for monitoring and securing our environment.

We will be implementing new cybersecurity controls and policies to meet new regulatory requirements.



Operational Goals

Our Client Services Division is working on operational process improvements related to the hardware and software automated deployment tasks.

Developing better business processes for IT Asset Management tasks, IT Surplus asset recovery cost

Moving towards a DevOps delivery model to automate standard services and business process changes.

The city has several internal multi-department lean six-sigma processes underway. As the new Application Analyst, she will be a key player in gathering current business requirements and procedures to improve operational efficiencies across various information services.

The city is engaged in a data migration and records management improvement project.

Community Development

Russ Wright
Planning and Community Development Director

The goal of the Department of Planning and Community Development (DPCD) is to efficiently provide effective and fair administration of land use planning, development permitting, coordination of economic development, parks and recreation services, and building and fire services.

The DPCD has many different areas of responsibility. The following is a brief description of each:

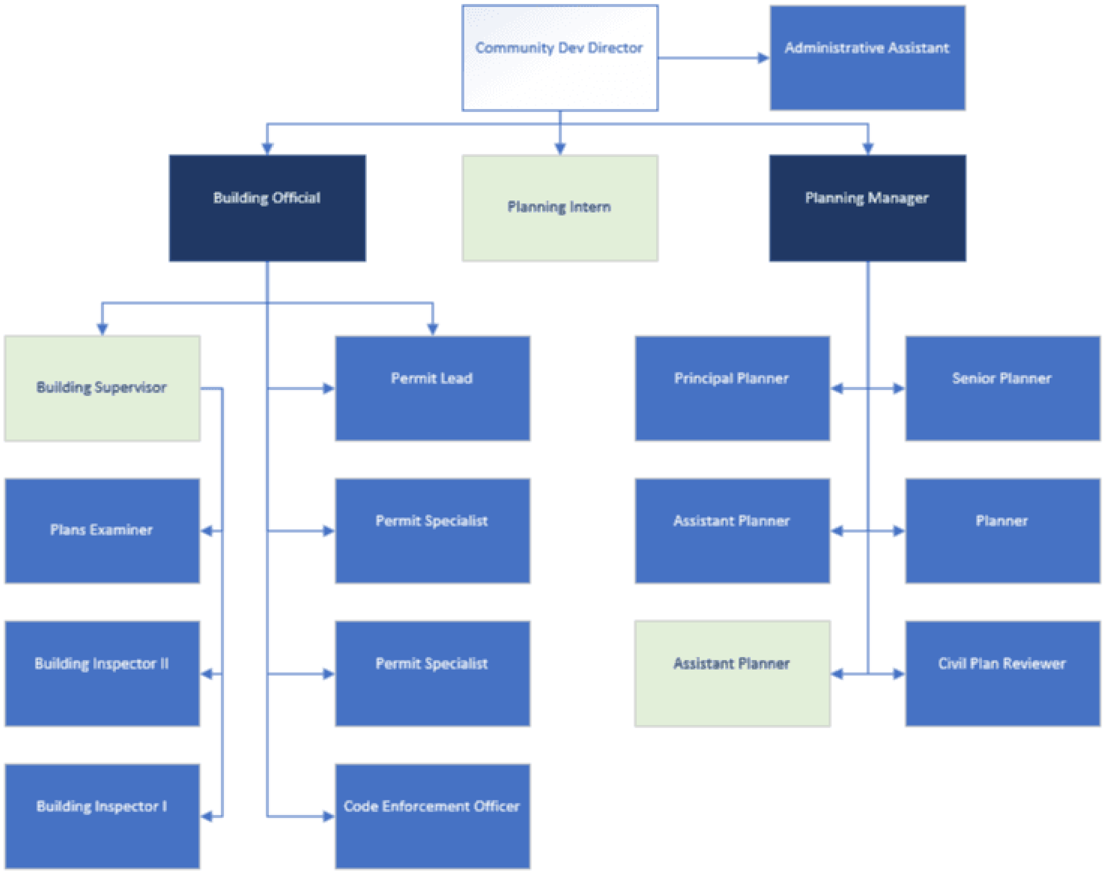
- ***Operational Planning and Long Range Planning:*** Provide comprehensive planning services including administering, maintaining and updating the Comprehensive Plan and Land Use Code; preparing local and regional facility plans; conducting interlocal agreement negotiations; and coordinating annexations. Write grants as appropriate. Develop and maintain the City's Geographic Information System (GIS) and Permit Tracking software. Review and comment on State, Federal and Snohomish County regulation changes and land use permit applications in the Lake Stevens Urban Growth Area. Coordinate legal issues with the City Attorney. Coordinate with and represent the City at various groups including Snohomish County Tomorrow's Planning Advisory Committee, and the AWC Planning Director's Association.
- ***Development Review:*** Administer the land use code, coordinate review on all land use applications, review business licenses, conduct pre-application conferences, monitor fees and deposits. Implement the City's permit tracking system. Manage the City's Land Use, Subdivision, SEPA, Shorelines, and Critical Areas codes and other land use processes. Provide staff support for the Hearing Examiner, Planning Commission, Park Board and Design Review Board.
- ***Code Enforcement:*** Assist in code enforcement activities, particularly as related to the Land Use, Building and Fire Codes.
- ***Support Functions:*** Provide staff support for City Council, Planning Commission, Park Board, Snohomish County Tomorrow, and various *ad hoc* committees.
- ***Building:*** Review building permit applications, issue building permits, conduct plan review, and administer the Uniform Building Code, Uniform Plumbing Code, Uniform Mechanical Code, etc. Monitor building permit fees, perform inspections, and perform code enforcement activities, particularly with regard to the building code enforcement activities, particularly with regard to the building code.
- ***Economic Development:*** The Economic Development Division is responsible for recruiting new businesses into the city in support of the city planning efforts, coordinating with the Chamber of Commerce on business retention and expansion opportunities, and promoting opportunities for tourism and special events. Write grants as appropriate.

The Planning and Community Development Director is appointed by the City Administrator.

Director

Russ Wright has been the Community Development Director for the City since November 2015 and has worked for Lake Stevens since April 2011. Between 2003 and 2011, Mr. Wright worked as a professional planner for the cities of Monroe and Mukilteo in Washington. Prior to that, Mr. Wright worked for the WA Department of Fish and Wildlife for nine years. Mr. Wright is responsible for directing all development, environmental and permitting operations in the city; coordinating with other agencies, departments and interested stakeholders on planning and economic development; ensuring that the City's Comprehensive Plan and Development Regulations comply with the Growth Management Act and other state legislation; and is responsible for the oversight of parks planning and recreation in the community.

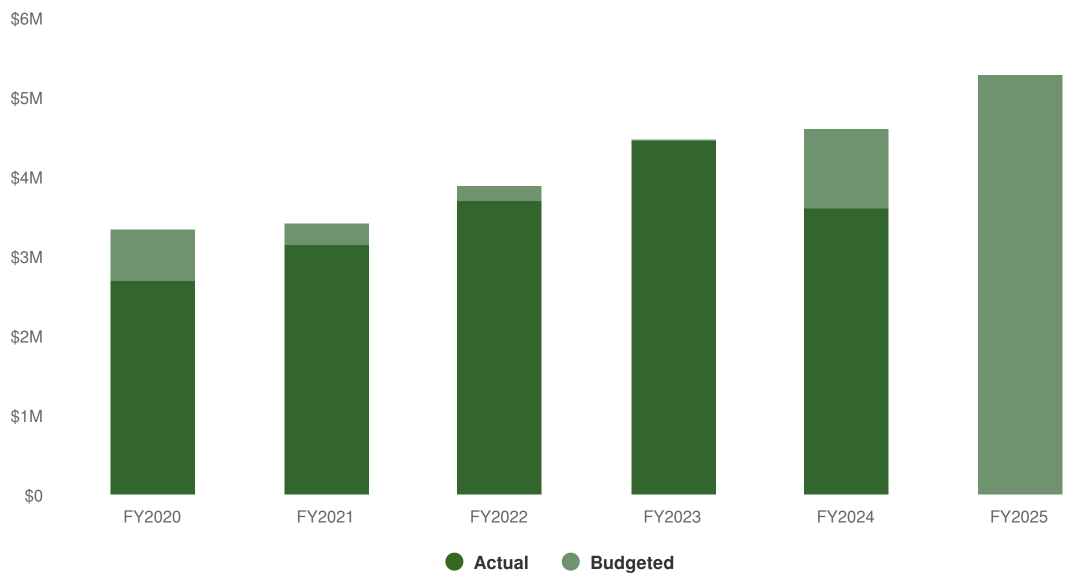
Organizational Chart



Expenditures Summary

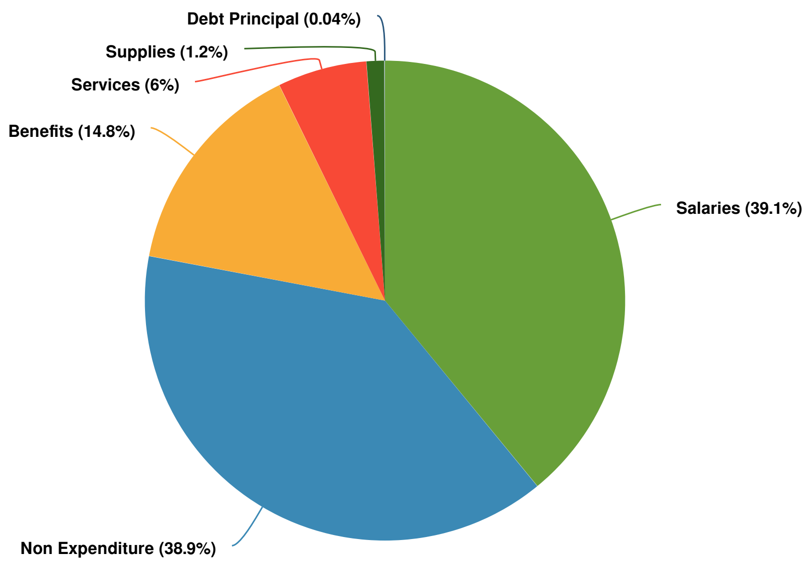
$5,284,668 **$683,372**
(14.85% vs. prior year)

Community Development Proposed and Historical Budget vs. Actual

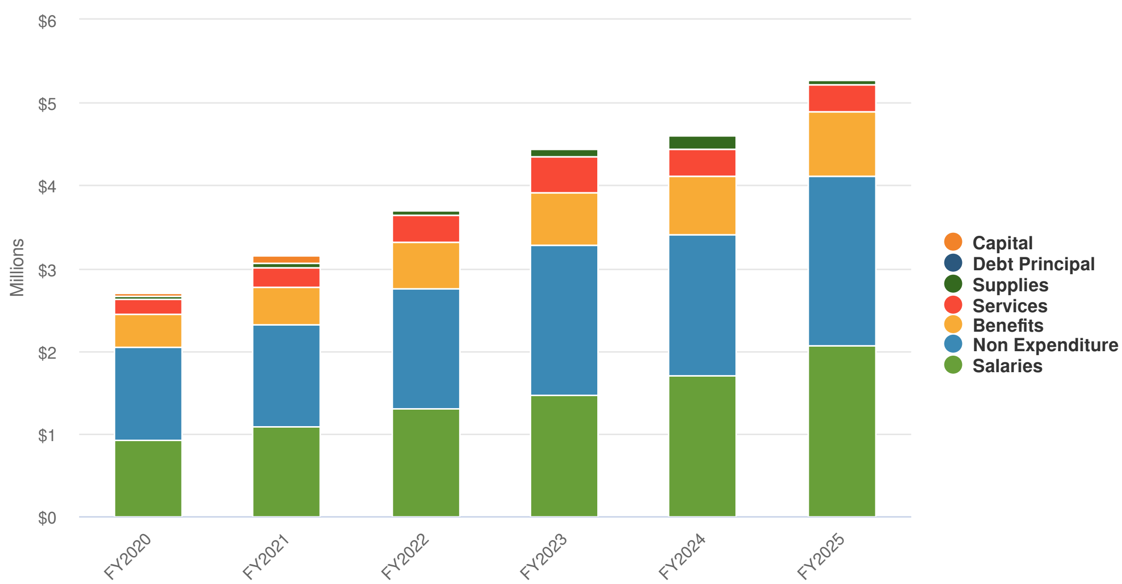


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Non Expenditure					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Repayment of overpayments	-$800	$0		N/A	
Interfund Transfer Out	$1,623,641	$1,690,000	$2,056,883	21.7%	
Total Non Expenditure:	**$1,622,841**	**$1,690,000**	**$2,056,883**	**21.7%**	
Salaries					
PL-Salaries	$814,939	$1,103,680	$1,416,416	28.3%	
PL-Overtime	$523	$3,000	$3,000	0%	
PB-Salaries	$443,033	$598,150	$641,954	7.3%	
PB-Overtime	$1,207	$5,000	$3,000	-40%	
Total Salaries:	**$1,259,702**	**$1,709,830**	**$2,064,370**	**20.7%**	
Benefits					
PL-Benefits	$155,199	$222,940	$262,705	17.8%	
PL-Social Security	$67,803	$84,440	$90,086	6.7%	
PL-Retirement	$89,255	$111,530	$115,188	3.3%	
PL-Workers Comp	$2,659	$6,839	$6,941	1.5%	
PB-Benefits	$127,184	$163,200	$175,341	7.4%	
PB-Social Security	$33,414	$45,760	$49,110	7.3%	
PB-Retirement	$44,699	$59,330	$63,075	6.3%	
PB-Workers Comp	$9,698	$20,810	$17,838	-14.3%	
Total Benefits:	**$529,911**	**$714,849**	**$780,284**	**9.2%**	
Supplies					
PL-Office Supplies	$3,513	$6,500	$0	-100%	
PL-Operating Supplies	$459	$5,000	$13,000	160%	
PL-Permit Related Op. Costs	$6,176	$30,000	$30,000	0%	
PL-Fuel & Tolls	$101	$0	$0	0%	
PL - Citywide Beautification	$27,572	$110,000	$10,000	-90.9%	
PB-Office Supplies	$27	$3,500	$3,500	0%	
PB-Operating Supplies	$989	$2,600	$2,600	0%	
PB-Clothing	$488	$2,025	$1,500	-25.9%	
PB-Fuel	$1,783	$1,462	$2,118	44.9%	
Total Supplies:	**$41,108**	**$161,087**	**$62,718**	**-61.1%**	
Services					
PL-Professional Servic	$53,801	$120,000	$125,000	4.2%	
PL-Software Maint.	$0	$500	$500	0%	
PL-Advertising	$581	$5,000	$5,000	0%	
Permit Related Professional Sr	$40,368	$100,000	$100,000	0%	
PL-Communication	$8,542	$14,780	$16,258	10%	
PL-Travel & Mtgs	$3,214	$5,000	$0	-100%	
PL-Repairs & Maint.	$982	$1,500	$1,500	0%	
PL-Miscellaneous	$1,609	$4,000	$0	-100%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
PL-Staff Development	$3,435	$5,000	$10,000	100%	
PL-Printing and Bindin	$92	$1,000	$1,000	0%	
PL-UGA-RUTA-Annexation	$0	$20,000	$20,000	0%	
PL-Prof Serv-Hearing E	$6,807	$2,000	$10,000	400%	
PL-Economic Devel	$0	$10,000	$10,000	0%	
PL - Contrib to Vehicle Replac	$15,000	$20,000	$0	-100%	
PB-Professional Srv	$0	$1,500	$1,500	0%	
PB-Communication	$2,572	$6,050	$6,655	10%	
PB-Travel & Mtgs	$441	$1,000	$0	-100%	
PB-Repair & Maintenance	$1,542	$1,000	$1,000	0%	
PB-Miscellaneous	$610	$1,000	$0	-100%	
PB-Staff Development	$1,835	$4,000	$10,000	150%	
Miscellaneous	$0	$200	$0	-100%	
Total Services:	**$141,431**	**$323,530**	**$318,413**	**-1.6%**	
Debt Principal					
PL -Lease Agreements	$729	$1,000	$1,000	0%	
PB - Lease Agreements	$729	$1,000	$1,000	0%	
Total Debt Principal:	**$1,458**	**$2,000**	**$2,000**	**0%**	
Total Expense Objects:	**$3,596,451**	**$4,601,296**	**$5,284,668**	**14.9%**	

Law Enforcement

Jeffrey Beazizo
Chief of Police

The Lake Stevens Police Department is a full-service law enforcement agency, providing a full range of community policing services. The City enjoys a low violent crime rate because of our partnerships with the residents, other city departments, other area law enforcement agencies, and the City Council.

The Police Department is divided into four main divisions:

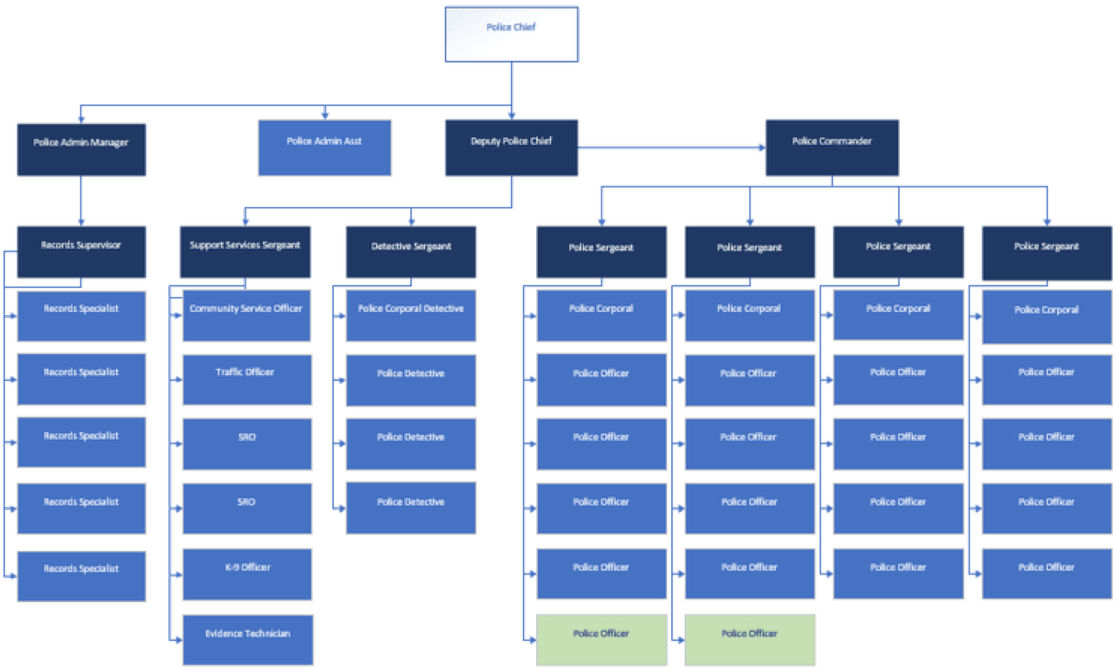
The Office of the Chief
The Chief of Police is responsible for planning, organizing, and leading the Police Department, through working with the Command Team, which is made up of the Chief, Deputy Chief, Administrative Manager, Operations Commander, and Administrative Assistant.
This division directs personnel-related activities, including the organization of functional areas, approval of plans and activities, performance appraisal, counseling and disciplining and the hiring of staff and promotions. The Chief also serves as the police liaison with other agencies, regional service providers, and community groups.

Administration Division
The Police Administrative Manager oversees the Administration Division which includes the Police Records Unit and office volunteers. This division is responsible for the department budget, accreditation, and policy manual, public disclosure, Concealed Pistol License, firearm transfers, Child ID Kits and case management and records retention. The Records Supervisor oversees the day-to-day management of the office. Records Specialists are the face of the department when citizens call our office or enter the lobby.

Operations Division Operations
The Deputy Chief oversees the Operations Division which is managed by the Operations Commander. This division consists of the Patrol Unit. The Patrol function is the most visible service provided by the Police Department. Police officers provide public safety services that include responding to calls for service from the public; investigating criminal activity; responding to community needs; education; traffic safety services; boating safety services; and crime prevention.

Support Services Division
Support Services are overseen by the Deputy Chief. This division is responsible for the multitude of services that are required to support our law enforcement functions. These include all department training, public information, fleet management, community event liaison, IT functions, and administrative investigations. Also included in this division are the departments' traffic functions, evidence management, school safety, marine safety, the Criminal Investigations Unit, and animal control functions. Police Detectives are the main investigations unit in the Police Department. They are highly trained and investigate a wide range of crimes committed in Lake Stevens. They also act as liaisons with other agencies as they investigate crimes that are regional in nature.

Organizational Chart

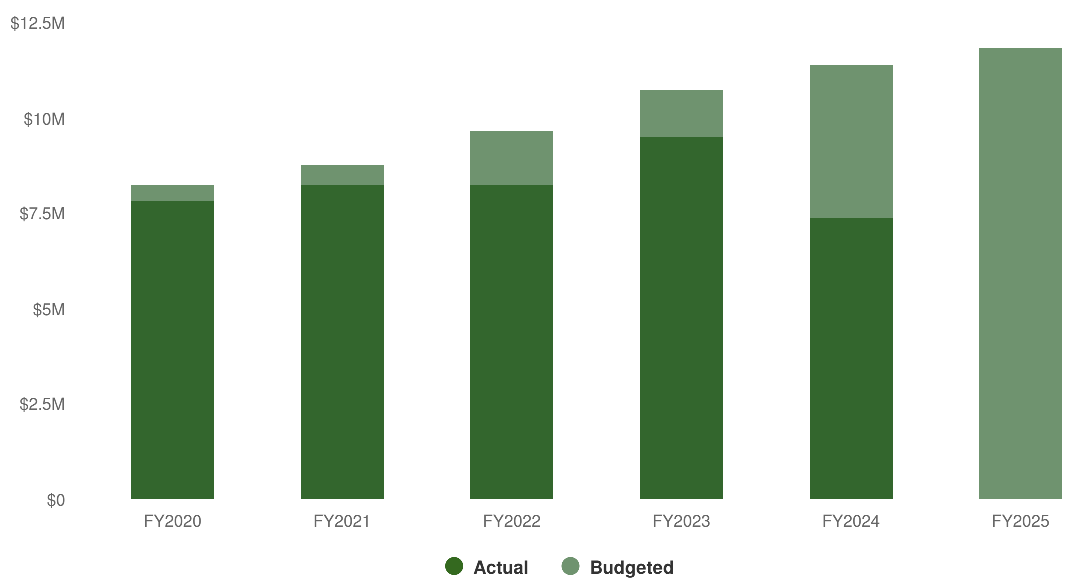


Expenditures Summary

$11,819,835 **$435,033**

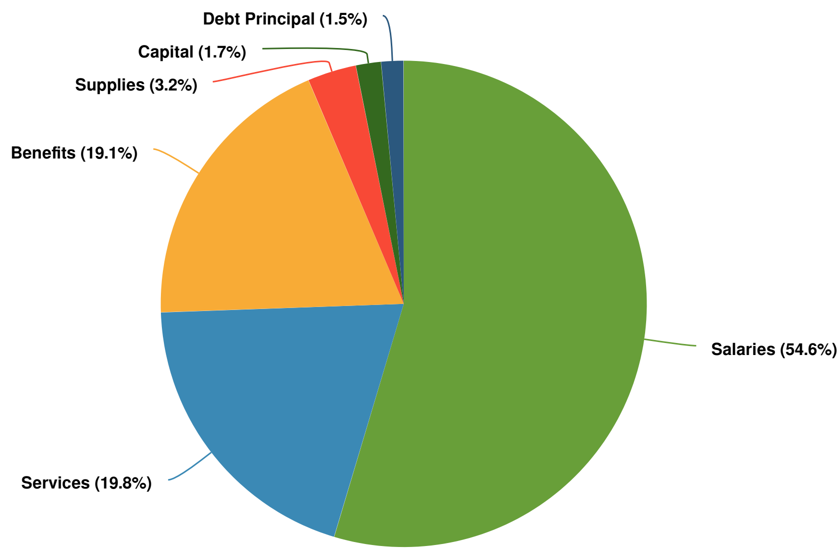
(3.82% vs. prior year)

Law Enforcement Proposed and Historical Budget vs. Actual

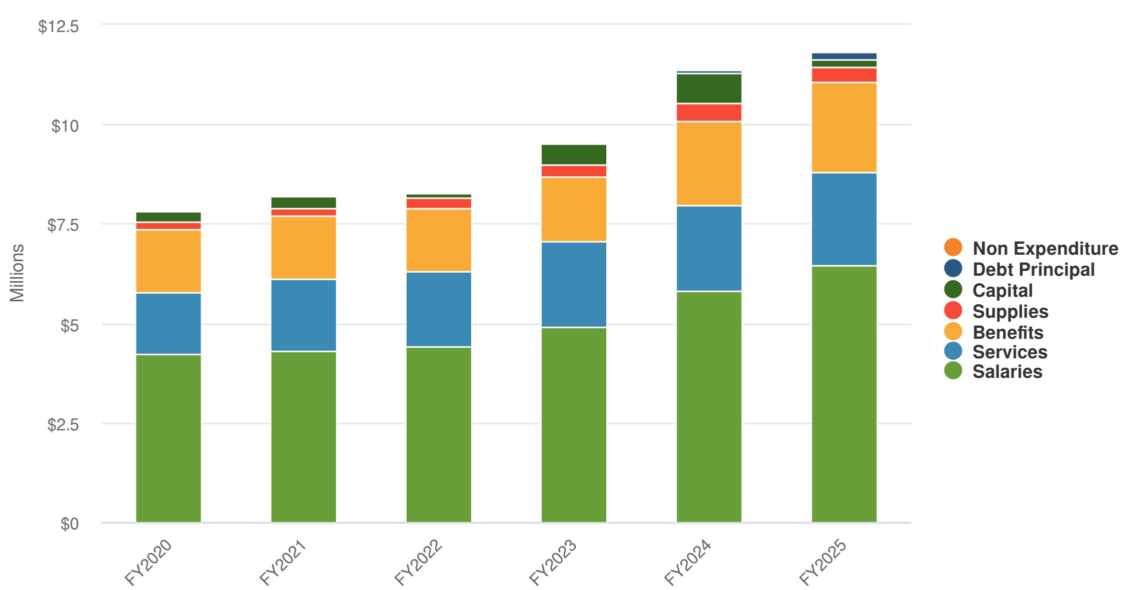


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
LE-Salaries	$3,584,641	$5,159,875	$5,793,294	12.3%	
LE-Overtime	$263,864	$350,000	$350,000	0%	
LE-Holiday Cashout	$21,554	$117,832	$125,000	6.1%	
LE-Signing Bonus	$47,500	$120,000	$120,000	0%	
LE-Boating Salaries Local	$23,574	$20,000	$20,000	0%	
LE-Boating - Other Salaries	$5,942	$50,000	$50,000	0%	
Total Salaries:	**$3,947,075**	**$5,817,707**	**$6,458,294**	**11%**	
Benefits					
LE-Benefits	$762,064	$1,150,124	$1,233,793	7.3%	
LE-Social Security	$298,131	$394,730	$425,529	7.8%	
LE-Retirement	$243,993	$316,176	$343,142	8.5%	
LE-Workers Comp	$142,103	$242,311	$242,743	0.2%	
LE-Clothing Allowance	$2,950	$6,000	$6,000	0%	
LE-Boating Benefit Local	$9,466	$8,200	$8,200	0%	
LE-Boat Other Benefits	$1,385	$3,100	$3,100	0%	
LE-Boating Clothing	$0	$500	$500	0%	
Total Benefits:	**$1,460,092**	**$2,121,141**	**$2,263,007**	**6.7%**	
Supplies					
LE-Office Supplies	$7,719	$17,000	$17,000	0%	
LE-Fixed Minor Equipment	$29,081	$92,325	$53,725	-41.8%	
LE-Minor Equipment	$26,959	$64,686	$64,686	0%	
LE-Donation Exp - Other	$2,035	$12,170	$0	-100%	
LE-Equipment - New Officers	$17,347	$65,555	$0	-100%	
LE - Uniform Clothing	$10,356	$25,000	$63,600	154.4%	
LE - Business Meeting Supplies	$3,003	$4,000	$4,000	0%	
LE - Supply- Opioid Settlement	$0	$25,000	$28,600	14.4%	
LE - Body Worn Camera Program	$7,254	$5,475	$5,500	0.5%	
LE-Fuel	$64,429	$102,000	$102,000	0%	
LE-Boating Minor Equipment	$2,782	$4,000	$4,000	0%	
LE-Boating-Fuel	$0	$2,500	$2,500	0%	
LE-Community Outreach Supplies	$1,639	$5,000	$5,000	0%	
LE-Facilities Supplies	$2,804	$10,200	$10,200	0%	
LE-Facilities Minor Equipment	$4,499	$3,000	$3,000	0%	
LE-Fleet Minor Equipment	$1,248	$5,000	$5,000	0%	
Drug Seize - Operating Costs	$0	$10,000	$10,000	0%	
Drug Seize - Canine Supplies	$1,366	$5,000	$5,000	0%	
Total Supplies:	**$182,521**	**$457,911**	**$383,811**	**-16.2%**	
Services					
LE - Contrib to Vehicle Repl	$207,750	$277,000	$277,000	0%	
LE - Contrib to Boat Repl	$12,000	$16,000	$16,000	0%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
LE-Contrib toTaser Repl	$18,000	$24,000	$35,000	45.8%	
LE - Contrib to Firearm Repl	$15,000	$20,000	$20,000	0%	
LE-Professional Services	$38,993	$45,000	$45,000	0%	
LE-Professional Serv-Fixed	$109,538	$143,300	$88,320	-38.4%	
LE-Prof Srv - Wellness Grant	$14,000	$31,200	$0	-100%	
LE-Advertising	$0	$1,500	$1,500	0%	
LE - PS - Opioid Settlement	$0	$12,192	$12,192	0%	
LE-Communication	$51,032	$79,000	$86,900	10%	
LE-Travel & Per Diem	$23,945	$44,500	$0	-100%	
LE-Business Meetings	$288	$5,000	$5,000	0%	
LE-Insurance	$264,619	$264,620	$472,000	78.4%	
LE-Repair & Maintenance Equip	$55,285	$82,460	$82,460	0%	
LE-Dues & Memberships	$2,260	$4,000	$4,000	0%	
LE-Boating-Travel & Per Diem	$0	$4,000	$4,000	0%	
LE-Boating Repair & Maint	$98	$3,500	$3,500	0%	
LE-Drug Task Force	$6,585	$6,500	$11,800	81.5%	
LE-Staff Development	$34,945	$38,500	$83,000	115.6%	
LE - Use of Force - Grant Exp	$0	$15,670	$0	-100%	
LE-Staff Development - BLEA	$4,044	$22,422	$22,422	0%	
LE-Boating- Registration Fees	$0	$500	$500	0%	
LE-Facility Utilities	$21,476	$29,000	$29,580	2%	
LE-Facility Repair & Maint	$8,584	$36,000	$36,000	0%	
LE-Jail	$352,558	$509,232	$559,411	9.9%	
LE-SNO911	$318,359	$424,480	$414,479	-2.4%	
LE-Animal Control	$19,852	$7,739	$26,828	246.7%	
Drug Seize - Canine Prof Serv	$6,296	$5,000	$5,000	0%	
Asset Surplus Fees PD	$2,965	$0		N/A	
Total Services:	**$1,588,472**	**$2,152,315**	**$2,341,892**	**8.8%**	
Capital					
LE-Capital Boating	$0	$54,000	$54,000	0%	
LE-Capital Outlays Equipment	$0	$16,000	$11,000	-31.2%	
LE-Capital Outlay - Facilities	$12,508	$34,286	$0	-100%	
Drug - Capital Outlay	$0	$16,000	$16,000	0%	
Vehicles - Capital Equip	$66,926	$601,707	$100,000	-83.4%	
Taser - Capital Equip	$2,907	$0	$0	0%	
Firearm - Capital Equip	$6,789	$18,372	$15,500	-15.6%	
Total Capital:	**$89,130**	**$740,365**	**$196,500**	**-73.5%**	
Debt Principal					
Lease Agreements	$2,276	$3,200	$3,200	0%	
Axon BWC - Installment Purch	$68,524	$68,525	$68,525	0%	
LE - Lease Agreements	$20,903	$0	$70,000	N/A	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Taser - Installment Purch	$18,362	$23,638	$34,606	46.4%	
Total Debt Principal:	**$110,065**	**$95,363**	**$176,331**	**84.9%**	
Total Expense Objects:	**$7,377,355**	**$11,384,802**	**$11,819,835**	**3.8%**	

Parks & Recreation

Sarah Garceau
Parks & Recreation Director

The Parks and Recreation Department focuses on providing well maintained parks and recreational opportunities that are desirable, safe, and accessible to the community.

The parks system consists of twenty-two parks managed by the department, with an additional thirteen locations co-managed through agreements. The department has a variety of amenities, including sports courts, picnic shelters, playgrounds, trails, docks, boat ramps, a community garden, and a disc golf course.

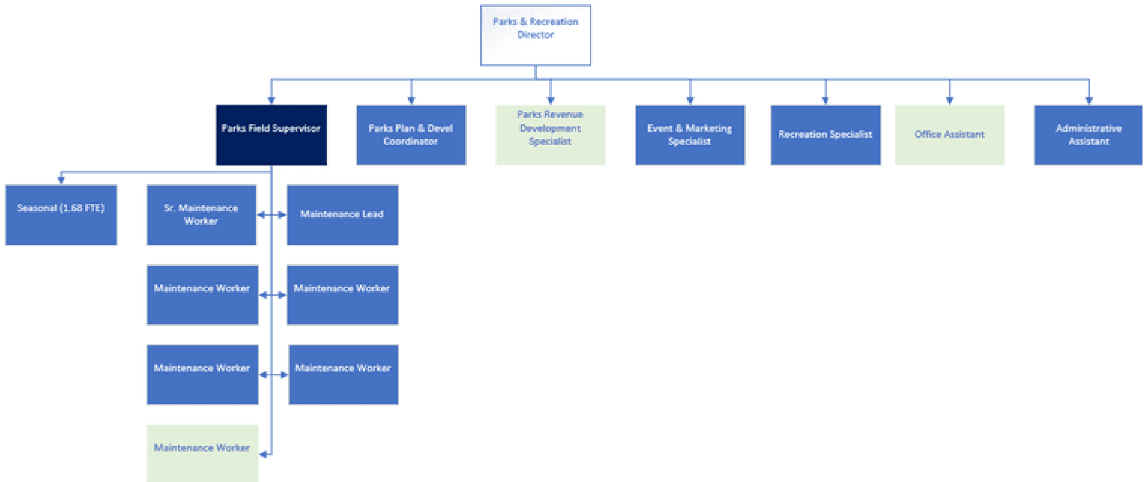
The department's goals for the year include:
- Establishing maintenance and operations management standards.
- Identifying classes, events, and recreational needs for the community, and creating additional opportunities to meet these needs.
- Review and update administrative policies and procedures, including park rules and municipal code.
- Improve the department’s internet presence and marketing. This will include improving webpages to provide easy to access information for the public, including park information, event and activity calendars, capital project information and volunteer opportunities.

The administrative and recreation staff are responsible for:
- Recreation programming (teen/youth recreation services).
- Special event coordination (internal and external events).
- Pursues funding for parks through grants and other sources.
- Reservations for facilities (including shelters, open areas, garden beds, and The Mill).
- Marketing and public engagement, including public meetings and surveys.
- Organizing volunteer opportunities, including managing the adopt-a-street and adopt-a-park programs.

The park crew are responsible for:
- Performing facility and ground maintenance, including landscaping, irrigation, trail maintenance and smaller construction projects.
- Inspect and repair facilities, including restrooms, docks and playgrounds.
- Placing buoys, maintaining swim lines and assisting with lake safety.
- Providing events and recreation support.

The Parks and Recreation Department was established in August 2022. Prior to this date, parks and recreational needs were a shared responsibility between the Planning & Community Development and Public Works Departments.

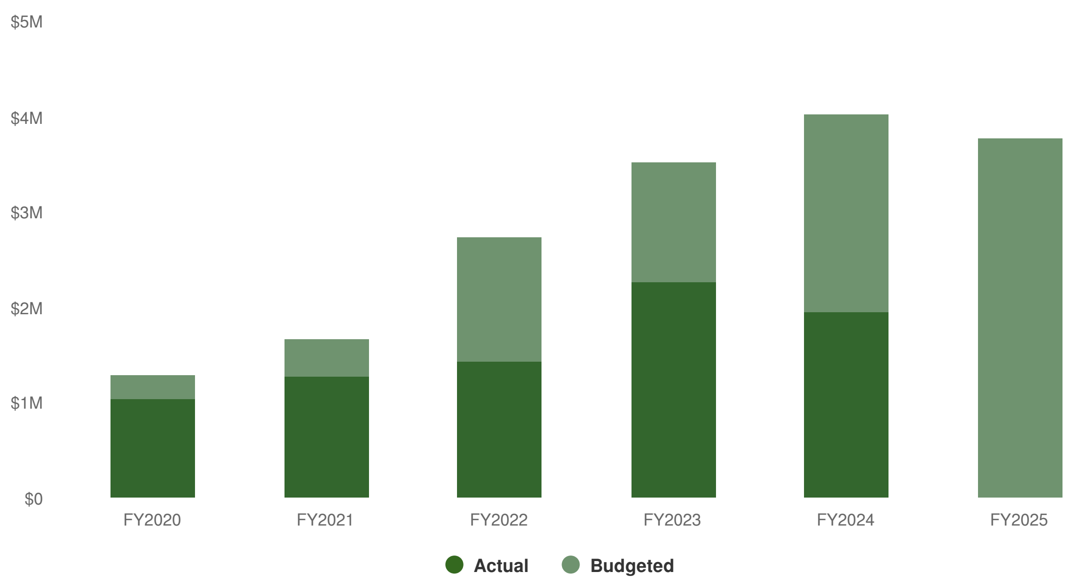
Organizational Chart



Expenditures Summary

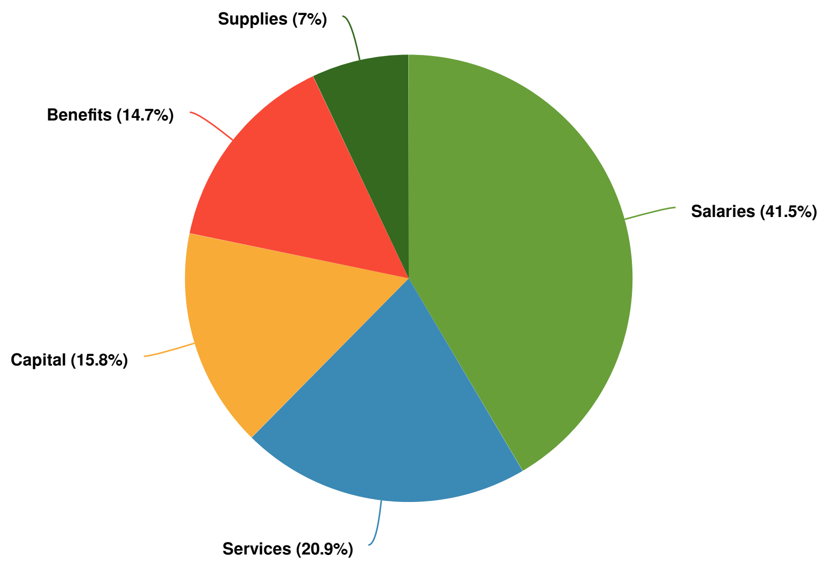
$3,772,084 **-$259,093**
(-6.43% vs. prior year)

Parks & Recreation Proposed and Historical Budget vs. Actual

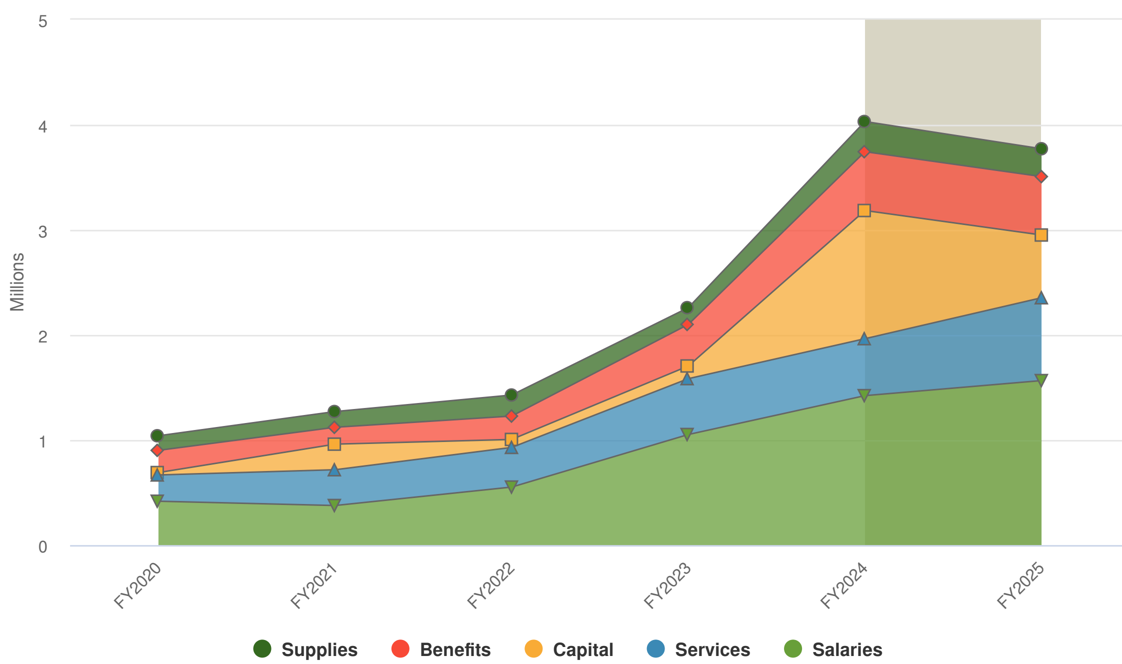


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries					
PK-Salaries	$899,968	$1,405,590	$1,548,245	10.1%	
PK-Overtime	$21,059	$16,640	$17,305	4%	
Total Salaries:	**$921,027**	**$1,422,230**	**$1,565,550**	**10.1%**	
Benefits					
PK-Benefits	$173,815	$289,940	$296,732	2.3%	
PK-Social Security	$63,277	$100,260	$99,260	-1%	
PK-Retirement	$78,432	$122,130	$116,450	-4.7%	
PK-Workers Comp	$14,974	$47,447	$41,709	-12.1%	
PK-Clothing - Cleaning Stipend	$312	$0	$2,000	N/A	
Total Benefits:	**$330,810**	**$559,777**	**$556,151**	**-0.6%**	
Supplies					
PK-Operating Costs	$68,578	$81,000	$93,500	15.4%	
PK-Ops-Clothing	$9,133	$12,230	$13,730	12.3%	
PK-Office Supplies	$1,103	$4,500	$0	-100%	
PK- Equipment & Tools	$12,364	$20,000	$26,500	32.5%	
PK-Vandalism Supplies	$2,917	$18,000	$15,000	-16.7%	
PK-R&M Supplies	$7,271	$80,000	$70,500	-11.9%	
PK-Lake Safety	$4,347	$8,000	$8,000	0%	
PK-Recreation Supplies	$22	$9,500	$9,500	0%	
PK-Special Event Supplies	$6,671	$13,000	$13,000	0%	
PK - Quartermaster Supplies	$0	$15,000	$0	-100%	
PK-Boat Launch Expenses	$0	$6,000	$6,000	0%	
PK-Fuel Costs	$8,947	$20,000	$9,239	-53.8%	
Total Supplies:	**$121,353**	**$287,230**	**$264,969**	**-7.8%**	
Services					
PK - Contrib to PK Equpt	$28,500	$38,000	$50,000	31.6%	
PK-Professional Services	$20,365	$54,000	$204,000	277.8%	
PK-Professional Tree Srv	$1,639	$70,000	$70,000	0%	
PK-Row Club Discount on Rent	$2,243	$2,990	$2,990	0%	
PK-Recreation Prof Services	$0	$2,000	$3,000	50%	
PK-Special Events Prof Service	$8,078	$8,000	$10,000	25%	
PK-Communication	$12,928	$22,500	$24,750	10%	
PK-Advertising Services	$926	$3,000	$3,000	0%	
PK-Travel & Meetings	$6,030	$18,000	$0	-100%	
PK-Equipment Rental	$16,905	$32,000	$32,000	0%	
PK-Insurance	$153,972	$153,973	$223,000	44.8%	
PK-Utilities	$33,302	$52,600	$48,674	-7.5%	
PK-Storm Drainage	$46,414	$46,415	$49,000	5.6%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
PK-Repair & Maintenance	$25,528	$20,000	$28,000	40%	
PK - R&M Vehicles	$489	$0	$8,000	N/A	
PK-Dues & Memberships	$459	$1,000	$0	-100%	
PK-Staff Development	$7,312	$17,580	$32,000	82%	
Total Services:	**$365,090**	**$542,058**	**$788,414**	**45.4%**	
Capital					
PK-Capital Outlay	$31,587	$196,237	$0	-100%	
PR - Eagle Ridge Park	$102,037	$459,000	$339,000	-26.1%	
PR - Frontier Heights Park P2	$29,351	$103,344	$60,000	-41.9%	
PR - LS Bayview Connector	$40,696	$461,301	$198,000	-57.1%	
Total Capital:	**$203,671**	**$1,219,882**	**$597,000**	**-51.1%**	
Total Expense Objects:	**$1,941,951**	**$4,031,177**	**$3,772,084**	**-6.4%**	

Public Works

Aaron Halverson
Public Works Director

The Lake Stevens Public Works Department has three divisions; operations, surface water, and engineering. The department operated and maintains:

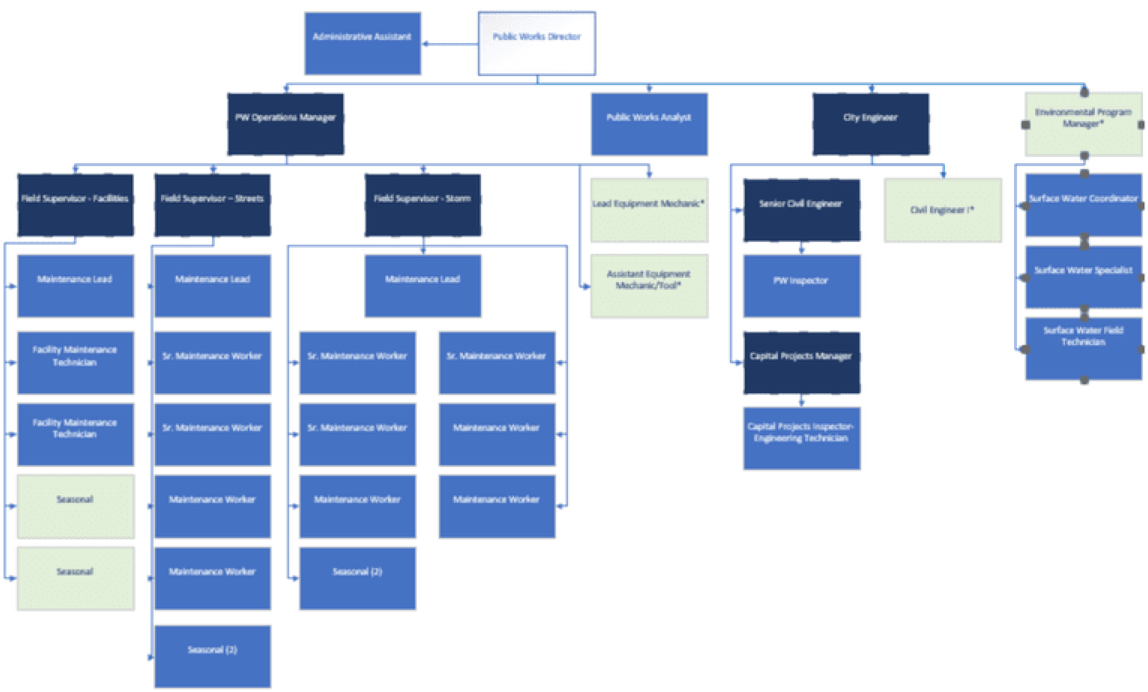
- 227 miles of roadway
- 114 miles of sidewalks
- 10 facilities (Public Works Shop, Decant Facility, Mill, City Hall, Police Station, Library, Senior Center, Food Bank Building, Visitor Information Center, South Lake Stevens Road Commercial Building)
- 5,500 catchbasins
- 95 stormwater ponds/facilities
- 130 miles of stormwater pipe

The department is also responsible for capital project planning/design/construction, reviewing private developer plans for compliance with design standards and stormwater controls, managing lake health, and implementing the National Pollutant Discharge Elimination Phase II Permit.

Public Works Organization

OUR MISSION
We serve the Lake Stevens community by providing consistent maintenance and operations for the City through professional public works services, organizational excellence, and community interaction.

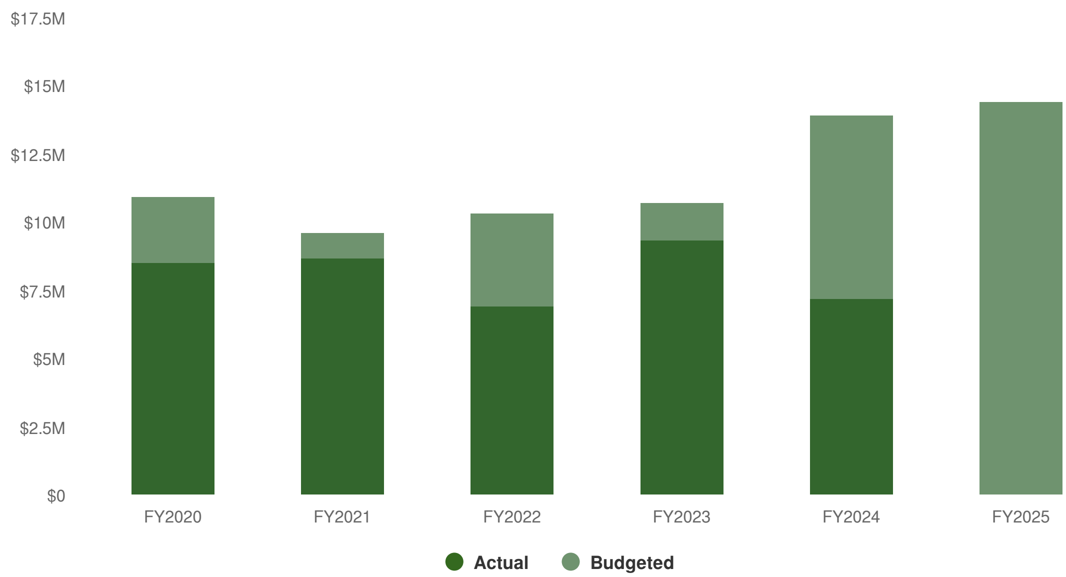
OUR VISION
The Lake Stevens Public Works Department is a trusted, safety-minded, and qualified group of dedicated public works professionals. As a team, we work tirelessly to set the standard for public works operations and maintenance.



Expenditures Summary

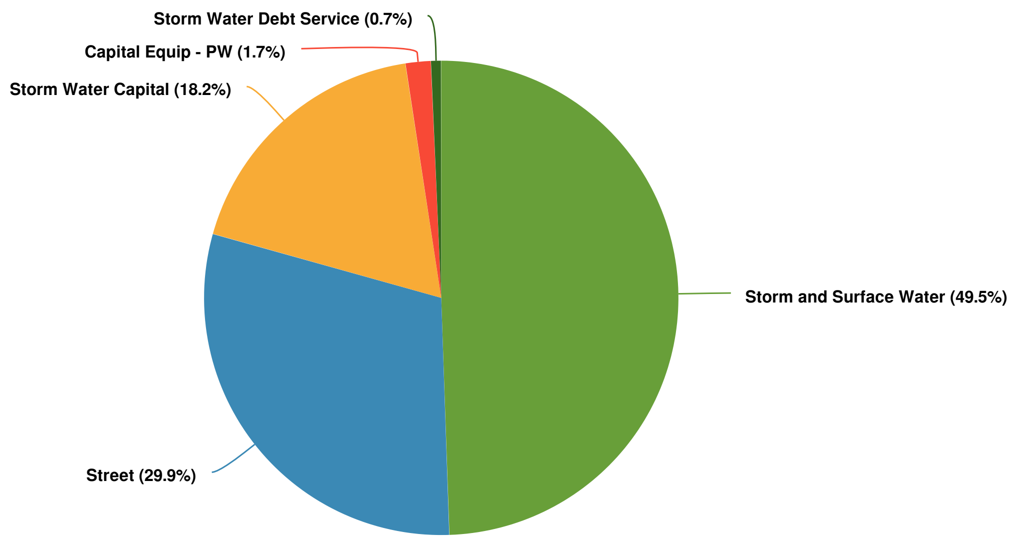
$14,414,276 **$487,911**
(3.50% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

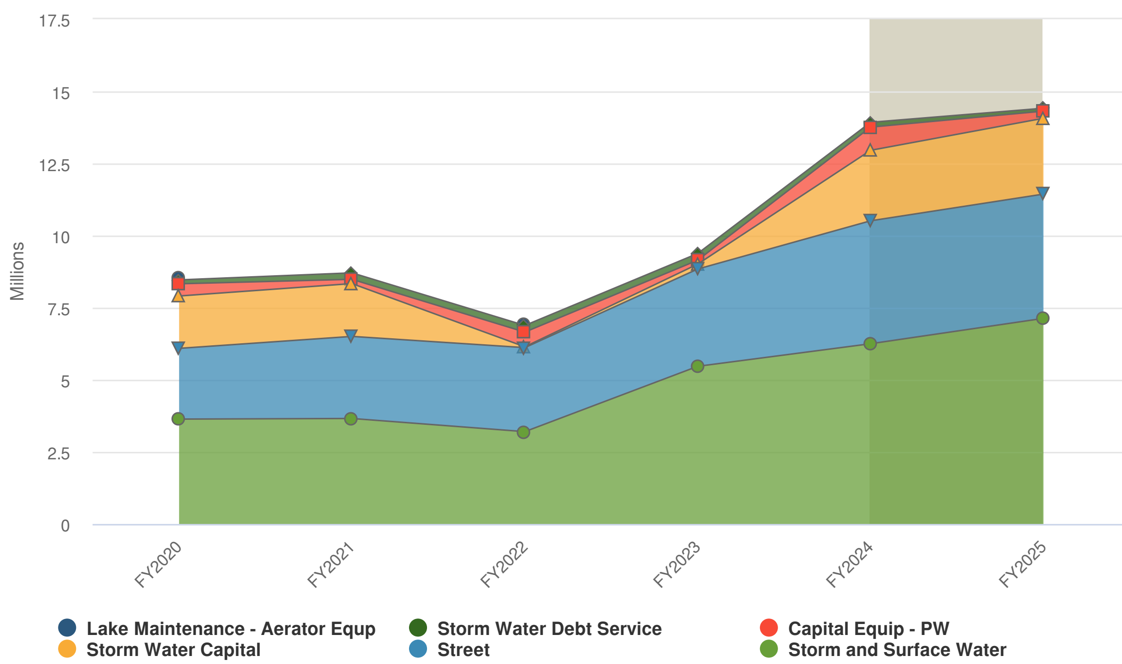


Expenditures by Fund

2025 Expenditures by Fund



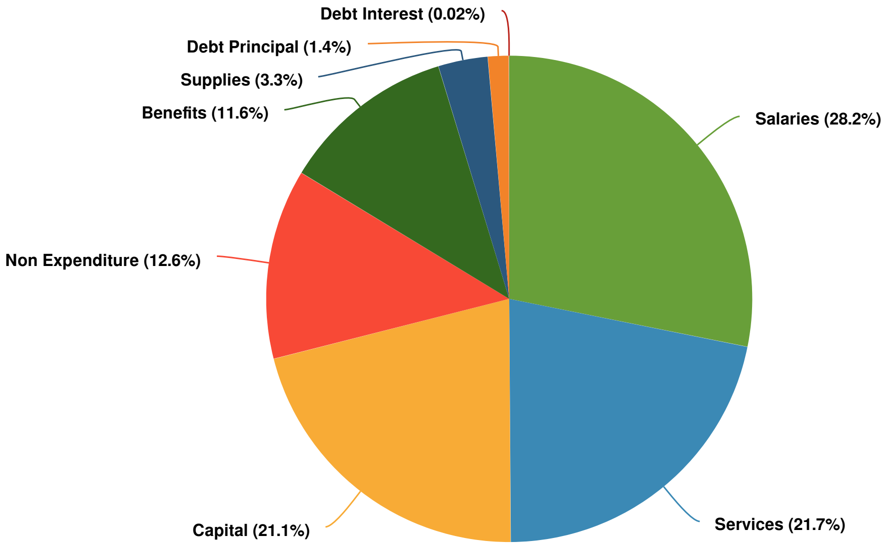
Budgeted and Historical 2025 Expenditures by Fund



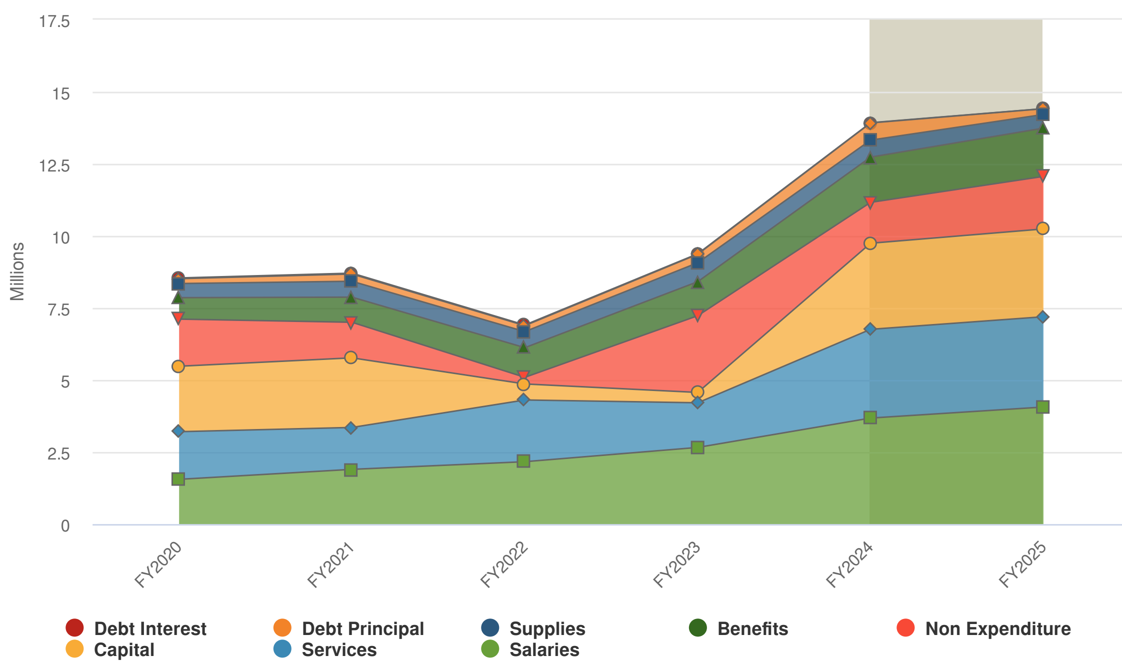
Grey background indicates budgeted figures.

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Non Expenditure					
PW Retainage Release	$17,382	$40,000	$0	-100%	
SW - Retainage Release	$1,613	$0	$12,000	N/A	
SW- Transfer to SWM Capital	$0	$1,200,000	$1,700,000	41.7%	
SW - Transfer to SWM Debt	$167,081	$167,082	$100,177	-40%	
Retainage Release	$0	$11,600	$10,000	-13.8%	
Total Non Expenditure:	**$186,076**	**$1,418,682**	**$1,822,177**	**28.4%**	
Salaries					
ST-Salaries	$1,130,040	$1,529,290	$1,882,949	23.1%	
ST-Overtime	$33,483	$36,400	$37,856	4%	
SW-Salaries	$1,447,967	$2,069,030	$2,095,021	1.3%	
SW-Overtime	$40,055	$41,600	$43,264	4%	
SWM CP Salaries	$0	$2,000	$2,000	0%	
Total Salaries:	**$2,651,545**	**$3,678,320**	**$4,061,090**	**10.4%**	
Benefits					
ST-Benefits	$216,471	$370,350	$457,578	23.6%	
ST-Social Security	$88,789	$109,080	$138,831	27.3%	
ST-Retirement	$102,361	$136,510	$168,672	23.6%	
ST-Workers Comp	$17,253	$36,466	$44,335	21.6%	
ST-Clothing - Cleaning Stipend	$756	$5,669	$2,400	-57.7%	
SW-Benefits	$307,900	$518,370	$456,995	-11.8%	
SW-Social Security	$112,509	$145,720	$156,128	7.1%	
SW-Retirement	$145,291	$186,100	$192,751	3.6%	
SW-Workers Comp	$27,623	$55,446	$52,291	-5.7%	
SW - Clothing Cleaning Stipend	$1,212	$5,000	$3,600	-28%	
SWM CP Benefits	$0	$800	$800	0%	
Total Benefits:	**$1,020,165**	**$1,569,511**	**$1,674,381**	**6.7%**	
Supplies					
ST-Fuel	$20,724	$36,414	$37,142	2%	
ST-Traffic Control - Supply	$37,015	$40,000	$40,000	0%	
ST-Snow & Ice - Sply	$1,295	$30,000	$25,000	-16.7%	
ST-Roadside - Supply	$3,356	$10,000	$7,500	-25%	
ST-Beautification Street Signs	$695	$2,000	$0	-100%	
ST-Clothing	$14,426	$5,000	$7,500	50%	
ST-Office Supplies	$804	$2,000	$2,000	0%	
ST-Operating Cost	$152,293	$154,400	$154,400	0%	
ST - Quartermaster Supplies	$0	$15,000	$0	-100%	
SW - Clothing	$11,985	$5,000	$7,500	50%	
SW - Office Supplies	$785	$6,000	$6,000	0%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
SW - Operating Costs	$82,061	$150,000	$150,000	0%	
SW- Quartermaster Supplies	$0	$15,000	$0	-100%	
SW - Fuel	$20,724	$29,316	$22,912	-21.8%	
SW - Small Tools	$1,345	$15,000	$15,000	0%	
DOE - Capacity Grant Op Costs	$20,608	$75,000	$0	-100%	
Total Supplies:	**$368,116**	**$590,130**	**$474,954**	**-19.5%**	
Services					
ST-Pavement Preservation	$283,716	$400,000	$200,000	-50%	
ST-Advertising	$90	$1,000	$0	-100%	
ST-Professional Service	$46,914	$47,140	$50,000	6.1%	
ST - Prof Services - Comp Plan	$33,593	$47,534	$0	-100%	
ST - Prof Service - Trees	$8,526	$50,000	$30,000	-40%	
ST-Rentals-Leases	$5,854	$3,000	$5,000	66.7%	
ST-Repair & Maintenance	$37,973	$25,000	$25,000	0%	
ST-Miscellaneous	$1,516	$1,000	$0	-100%	
ST-Staff Development	$6,562	$15,000	$30,000	100%	
ST- SWM Fee Payment	$8,549	$8,550	$9,000	5.3%	
ST-Sidewalk R&M	$22,853	$45,000	$30,000	-33.3%	
ST-Lighting - Utilities	$128,956	$200,500	$225,109	12.3%	
ST-Lighting - R&M	$0	$10,000	$0	-100%	
ST-Traffic Control -Utility	$9,461	$20,650	$13,107	-36.5%	
ST-Traffic Control - R&M	$2,077	$20,000	$4,000	-80%	
ST-Traf Control - Guardrail	$17,656	$40,000	$30,000	-25%	
ST-Traffic Control - Striping	$3,153	$100,000	$100,000	0%	
ST - Contrib to PW Equipt	$58,500	$78,000	$78,000	0%	
ST - Contrib to Computer	$50,625	$67,500	$120,000	77.8%	
ST-Communications	$13,140	$16,306	$19,268	18.2%	
ST-Travel & Meetings	$7,182	$8,000	$0	-100%	
ST-Insurance	$205,829	$205,830	$148,000	-28.1%	
ST - Contrib to Unemployment	$0	$0	$13,975	N/A	
ST-Utilities	$6,281	$10,800	$9,100	-15.7%	
ST-Prof Srv - Engineering	$4,927	$85,000	$30,000	-64.7%	
SW - Prof Serv - Tree	$0	$50,000	$50,000	0%	
SW - Professional Services	$36,639	$63,580	$125,000	96.6%	
SW - Aquatic Vegetation Mgmt	$52,565	$100,000	$150,000	50%	
SW - Disposal Fees	$13,323	$30,000	$30,000	0%	
SW - Advertising	$90	$500	$0	-100%	
SW - SnoCo SWM Billing Fees	$38,659	$45,000	$45,000	0%	
SW - DOE Annual Permit/Monitor	$16,088	$64,182	$60,000	-6.5%	
SW - Prof Service - CCTV	$281,762	$350,000	$775,131	121.5%	
SW - Communications	$13,194	$16,306	$19,370	18.8%	
SW - Travel & Meetings	$5,842	$5,000	$0	-100%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
SW-Excise Taxes	$43,934	$88,000	$77,575	-11.8%	
SW - Rentals-Leases	$3,898	$20,000	$20,000	0%	
SW-Insurance	$242,323	$242,324	$133,000	-45.1%	
SW - Utilities	$6,281	$10,694	$9,012	-15.7%	
SW - Drainage	$7,754	$7,755	$8,100	4.4%	
SW - Repairs & Maintenance	$17,352	$35,000	$35,000	0%	
SW - Miscellaneous	$1,474	$400	$0	-100%	
SW - Staff Development	$8,662	$15,000	$20,000	33.3%	
SW - Alum Treatment	$0	$139,260	$139,260	0%	
SW - SnoCo Lake Management	$10,547	$30,000	$30,000	0%	
SW - Contrib to PW Equipt	$114,750	$153,000	$76,375	-50.1%	
SW - Contrib to Unemployment	$0	$0	$10,115	N/A	
SW - Contrib to Computer	$50,625	$67,500	$120,000	77.8%	
SW-Diking District Contrib	$0	$30,000	$30,000	0%	
SWC - Cap Proj Engineering	$0	$10,000	$0	-100%	
Total Services:	**$1,929,695**	**$3,079,311**	**$3,132,497**	**1.7%**	
Capital					
ST-Capital Expenditures	$39,885	$82,309	$30,000	-63.6%	
ST-Traffic Control-Capital	$5,841	$112,500	$100,000	-11.1%	
SW - Capital Expenditure	$9,109	$0	$150,000	N/A	
SWC - PW Shop Feasibility	$0	$15,000	$15,000	0%	
SWC - Capital Purchases	$435,284	$523,975	$0	-100%	
Capital Drainage	$25,000	$50,000	$1,205,000	2,310%	
Machias Sewer Infrast. (FC114)	$151	$100,000	$85,000	-15%	
Catherine Creek/36th St Bridge	$22,986	$250,000	$1,131,000	352.4%	
Wier Replacement Scope Design	$86,003	$150,000	$0	-100%	
Capital Equipment	$35,000	$150,000	$0	-100%	
131st Ave NE Sewer Ext	$0	$180,000	$180,000	0%	
24th/91st Drainage/Wetland	$0	$1,000,000	$0	-100%	
Purchase Of Capital Equipment	$73,432	$372,463	$133,000	-64.3%	
Capital Lease Taxes & Fees	$25,501	$0	$18,000	N/A	
Total Capital:	**$758,192**	**$2,986,247**	**$3,047,000**	**2%**	
Debt Principal					
Lease Agreements	$0	$3,000	$3,000	0%	
Lease Agreements	$0	$2,000	$2,000	0%	
2019 LTGO Bond - Principal	$66,000	$66,000	$0	-100%	
LP_2020B - Principal	$93,078	$93,079	$97,733	5%	
PW Lease Agreements	$95,124	$327,082	$97,000	-70.3%	
Capital Lease Principal	$11,172	$105,000	$0	-100%	
Total Debt Principal:	**$265,374**	**$596,161**	**$199,733**	**-66.5%**	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Debt Interest					
2019 LTGO Bond - Interest	$788	$789	$0	-100%	
LP_2020B Interest	$4,770	$7,214	$2,444	-66.1%	
Total Debt Interest:	**$5,558**	**$8,003**	**$2,444**	**-69.5%**	
Total Expense Objects:	**$7,184,721**	**$13,926,365**	**$14,414,276**	**3.5%**	

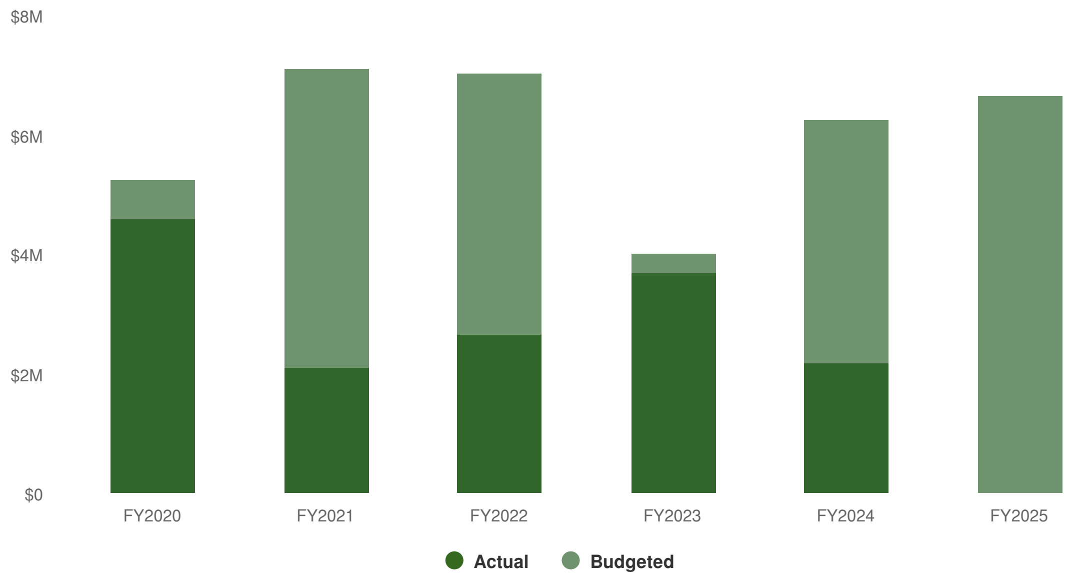
General Government

Expenditures Summary

$6,666,665

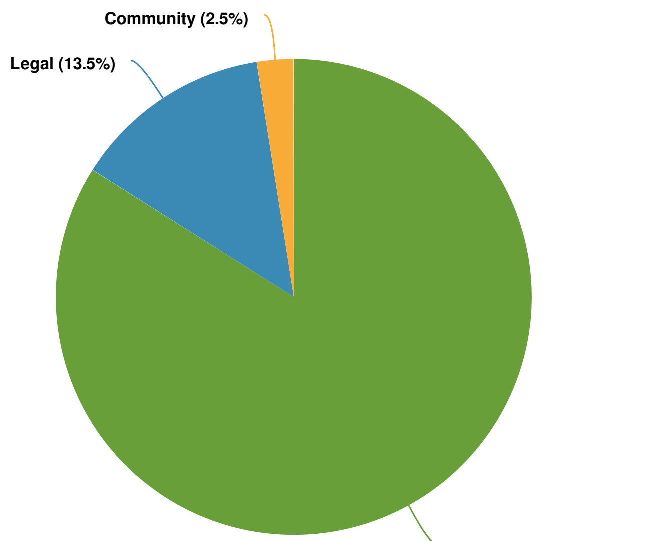
$402,544
(6.43% vs. prior year)

General Government Proposed and Historical Budget vs. Actual

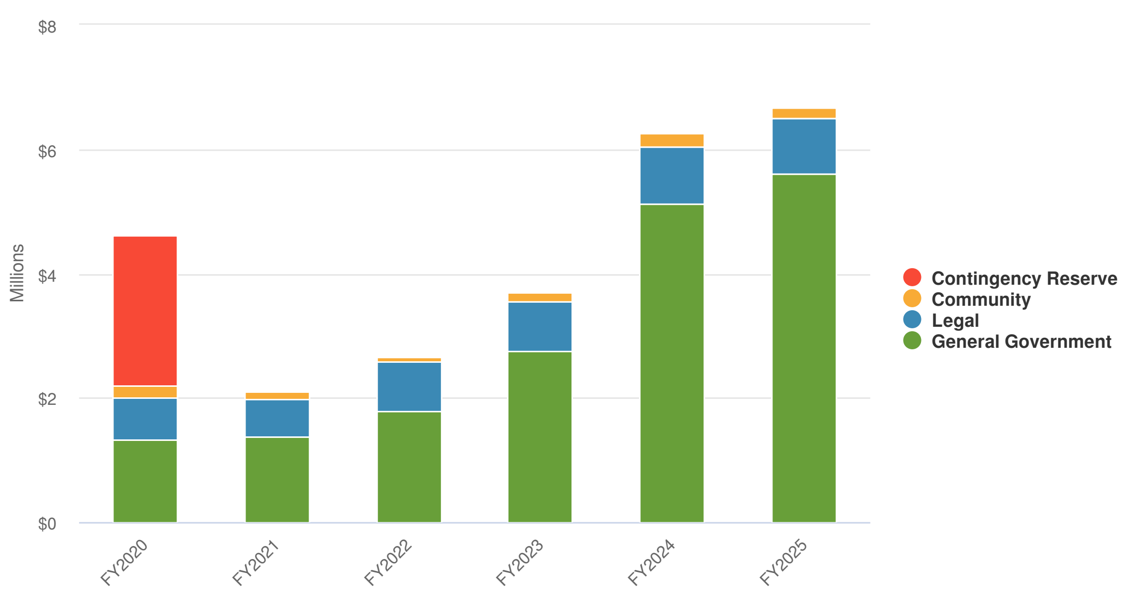


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



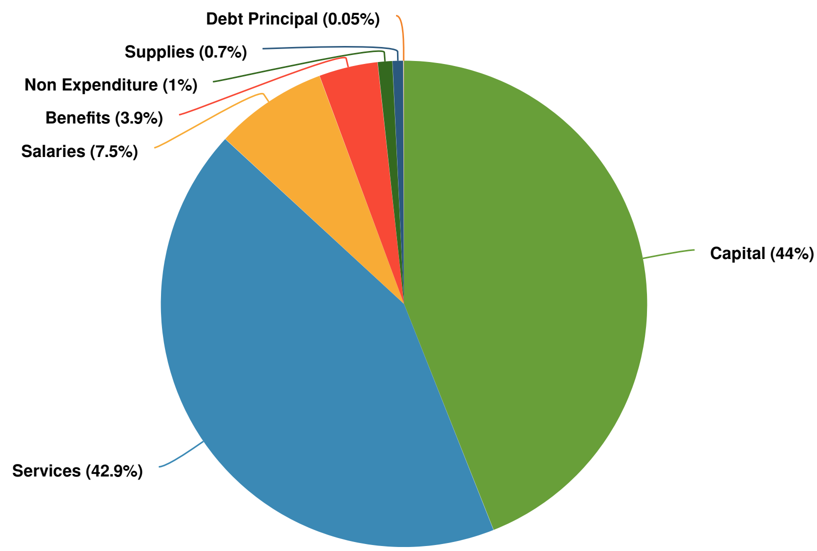
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expenditures					
Legal					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Ext Consultation - City Atty	$158,009	$380,000	$251,101	-33.9%	
Ext Consult - PRA	$15,037	$18,000	$18,950	5.3%	
Ext Consult - Prosecutor Svs	$118,926	$178,400	$200,000	12.1%	
Ext Consult - Labor Relations	$26,149	$82,400	$86,520	5%	
Ext Attorney - Sewer	$4,192	$50,000	$50,000	0%	
Ext Litigation - City Atty	$0	$25,000	$25,000	0%	
Ext Litigation - Sewer	$119,171	$0	$70,000	N/A	
LG-General Public Defender	$115,000	$179,850	$188,843	5%	
Social Worker Program (Grant)	$8,496	$12,737	$12,720	-0.1%	
Total Legal:	**$564,980**	**$926,387**	**$903,134**	**-2.5%**	
Community					
CS- Visitor Center	$0	$500	$500	0%	
CS- VIC Utilities	$1,153	$2,261	$2,284	1%	
CS- Human Services	$30,400	$95,400	$90,000	-5.7%	
CS- Senior Services-Supplies	$583	$0	$0	0%	
CS- Senior Services R&M	$327	$1,500	$1,500	0%	
CS- Library-Utilities	$5,218	$8,112	$8,193	1%	
CS- Library Storm Drainage	$2,261	$2,262	$2,400	6.1%	
CS- Library-Repair & Maint	$546	$3,000	$3,000	0%	
CS- Event Contributions	$1,822	$3,500	$8,500	142.9%	
CS - Event Services	$13,090	$0	$0	0%	
CS- Museum - Operating	$260	$0	$0	0%	
CS- Museum - Communications	$687	$1,000	$1,000	0%	
CS- Museum - Utilities	$5,148	$8,941	$8,010	-10.4%	
CS- The Mill- Ops	$2,790	$15,000	$10,000	-33.3%	
CS- The Mill- Communication	$687	$866	$935	8%	
CS- The Mill- Utilities	$18,434	$36,679	$24,867	-32.2%	
CS- The Mill - R & M	$1,000	$2,000	$2,000	0%	
CS- Grimm House - Operating	$108	$5,000	$0	-100%	
CS-Grimm House - Services	$863	$5,000	$0	-100%	
CS- Grimm House Utilities	$1,770	$2,574	$2,731	6.1%	
Art - Public Art Acquisition	$0	$25,000	$0	-100%	
Total Community:	**$87,147**	**$218,595**	**$165,920**	**-24.1%**	
General Government					
Lobbying Services	$40,259	$65,000	$65,000	0%	
GG-Municipal Court Fees	$102,511	$100,000	$168,673	68.7%	
LEAN Training - Supplies	$3,804	$5,000	$5,000	0%	
LEAN Training - Prof Dev	$0	$0	$5,000	N/A	
GG-Operating Costs	$18,319	$23,500	$23,500	0%	
GG - Quatermaster Supplies	$0	$5,000	$0	-100%	
GG-Fuel	$0	$500	$0	-100%	

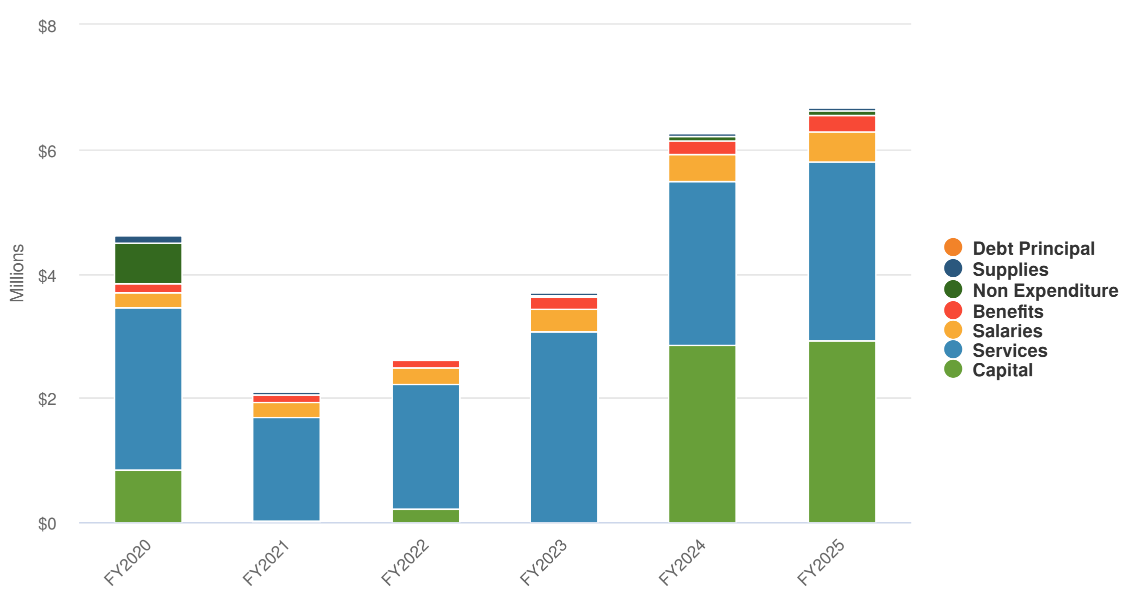
Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
GG-Professional Service	$48,003	$183,710	$125,000	-32%	
GG-Communication	$3,352	$6,050	$6,655	10%	
GG-Rental & Services	$242	$1,500	$1,500	0%	
GG-Insurance	$243,744	$243,745	$275,000	12.8%	
GG-Utilities	$17,462	$28,235	$40,000	41.7%	
GG-Storm Drainage	$28,505	$28,529	$12,200	-57.2%	
GG-Repair & Maintenance	$9,384	$40,000	$40,000	0%	
GG - R&M - Commercial Bldg	$36,324	$0	$0	0%	
GG-Miscellaneous	$15,107	$5,000	$5,000	0%	
GG-Salaries Regular	$343,542	$408,710	$490,576	20%	
GG-Salaries Overtime	$8,267	$13,617	$9,796	-28.1%	
GG-Benefits	$77,326	$106,940	$120,915	13.1%	
GG-Social Security	$26,552	$27,450	$34,894	27.1%	
GG-Retirement	$29,204	$35,100	$42,886	22.2%	
GG-VEBA & Vacation Cash-out	$0	$46,200	$46,200	0%	
GG-Workers Comp	$6,640	$12,873	$14,151	9.9%	
GG-Clothing Cleaning Stipend	$200	$0	$1,000	N/A	
GG-Advertising	$895	$1,000	$1,000	0%	
GG - Contrib to Unemployment	$0	$0	$5,910	N/A	
GG - Contrib to Computer	$236,250	$315,000	$560,000	77.8%	
GG - Contrib to Vehicles	$29,250	$39,000	$8,125	-79.2%	
GG-PSRC	$0	$14,420	$14,853	3%	
GG-Chamber of Commerce	$13,795	$18,295	$18,295	0%	
GG-Economic Alliance	$3,500	$3,500	$3,500	0%	
GG-AWC	$33,491	$35,000	$35,000	0%	
GG-SnoCo Tomorrow	$10,019	$10,770	$11,021	2.3%	
GG-Excise Tax	$7,261	$10,000	$10,000	0%	
GG-Emergency	$42,261	$65,364	$65,364	0%	
GG - Air Pollution	$24,019	$27,796	$33,627	21%	
GG - Liquor Tax to SnoCo	$8,899	$12,043	$12,102	0.5%	
Refund of Deposit	$28,248	$34,200	$40,000	17%	
Lease Agreements	$1,135	$3,000	$3,000	0%	
GG - Capital Outlays	$3,417	$3,500	$0	-100%	
GG-Contrib to Muni Arts Fund	$25,000	$25,000	$25,000	0%	
PR - Sewer Assumption	$16,171	$300,000	$283,829	-5.4%	
PR - City Hall/Museum	$0	$0	$680,700	N/A	
RR - Capital Purchases	$0	$2,814,592	$2,253,339	-19.9%	
Total General Government:	**$1,542,358**	**$5,119,139**	**$5,597,611**	**9.3%**	
Total Expenditures:	**$2,194,485**	**$6,264,121**	**$6,666,665**	**6.4%**	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Non Expenditure					

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
Refund of Deposit	$28,248	$34,200	$40,000	17%	
GG-Contrib to Muni Arts Fund	$25,000	$25,000	$25,000	0%	
Total Non Expenditure:	**$53,248**	**$59,200**	**$65,000**	**9.8%**	
Salaries					
GG-Salaries Regular	$343,542	$408,710	$490,576	20%	
GG-Salaries Overtime	$8,267	$13,617	$9,796	-28.1%	
Total Salaries:	**$351,809**	**$422,327**	**$500,372**	**18.5%**	
Benefits					
GG-Benefits	$77,326	$106,940	$120,915	13.1%	
GG-Social Security	$26,552	$27,450	$34,894	27.1%	
GG-Retirement	$29,204	$35,100	$42,886	22.2%	
GG-VEBA & Vacation Cash-out	$0	$46,200	$46,200	0%	
GG-Workers Comp	$6,640	$12,873	$14,151	9.9%	
GG-Clothing Cleaning Stipend	$200	$0	$1,000	N/A	
Total Benefits:	**$139,922**	**$228,563**	**$260,046**	**13.8%**	
Supplies					
CS- Visitor Center	$0	$500	$500	0%	
CS- Senior Services-Supplies	$583	$0	$0	0%	
CS- Event Contributions	$1,822	$3,500	$8,500	142.9%	
CS- Museum - Operating	$260	$0	$0	0%	
CS- The Mill- Ops	$2,790	$15,000	$10,000	-33.3%	
CS- Grimm House - Operating	$108	$5,000	$0	-100%	
LEAN Training - Supplies	$3,804	$5,000	$5,000	0%	
GG-Operating Costs	$18,319	$23,500	$23,500	0%	
GG - Quatermaster Supplies	$0	$5,000	$0	-100%	
GG-Fuel	$0	$500	$0	-100%	
Total Supplies:	**$27,686**	**$58,000**	**$47,500**	**-18.1%**	
Services					
Ext Consultation - City Atty	$158,009	$380,000	$251,101	-33.9%	
Ext Consult - PRA	$15,037	$18,000	$18,950	5.3%	
Ext Consult - Prosecutor Svs	$118,926	$178,400	$200,000	12.1%	
Ext Consult - Labor Relations	$26,149	$82,400	$86,520	5%	
Ext Attorney - Sewer	$4,192	$50,000	$50,000	0%	
Ext Litigation - City Atty	$0	$25,000	$25,000	0%	
Ext Litigation - Sewer	$119,171	$0	$70,000	N/A	
LG-General Public Defender	$115,000	$179,850	$188,843	5%	
Social Worker Program (Grant)	$8,496	$12,737	$12,720	-0.1%	
CS- VIC Utilities	$1,153	$2,261	$2,284	1%	
CS- Human Services	$30,400	$95,400	$90,000	-5.7%	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
CS- Senior Services R&M	$327	$1,500	$1,500	0%	
CS- Library-Utilities	$5,218	$8,112	$8,193	1%	
CS- Library Storm Drainage	$2,261	$2,262	$2,400	6.1%	
CS- Library-Repair & Maint	$546	$3,000	$3,000	0%	
CS - Event Services	$13,090	$0	$0	0%	
CS- Museum - Communications	$687	$1,000	$1,000	0%	
CS- Museum - Utilities	$5,148	$8,941	$8,010	-10.4%	
CS- The Mill- Communication	$687	$866	$935	8%	
CS- The Mill- Utilities	$18,434	$36,679	$24,867	-32.2%	
CS- The Mill - R & M	$1,000	$2,000	$2,000	0%	
CS-Grimm House - Services	$863	$5,000	$0	-100%	
CS- Grimm House Utilities	$1,770	$2,574	$2,731	6.1%	
Lobbying Services	$40,259	$65,000	$65,000	0%	
GG-Municipal Court Fees	$102,511	$100,000	$168,673	68.7%	
LEAN Training - Prof Dev	$0	$0	$5,000	N/A	
GG-Professional Service	$48,003	$183,710	$125,000	-32%	
GG-Communication	$3,352	$6,050	$6,655	10%	
GG-Rental & Services	$242	$1,500	$1,500	0%	
GG-Insurance	$243,744	$243,745	$275,000	12.8%	
GG-Utilities	$17,462	$28,235	$40,000	41.7%	
GG-Storm Drainage	$28,505	$28,529	$12,200	-57.2%	
GG-Repair & Maintenance	$9,384	$40,000	$40,000	0%	
GG - R&M - Commercial Bldg	$36,324	$0	$0	0%	
GG-Miscellaneous	$15,107	$5,000	$5,000	0%	
GG-Advertising	$895	$1,000	$1,000	0%	
GG - Contrib to Unemployment	$0	$0	$5,910	N/A	
GG - Contrib to Computer	$236,250	$315,000	$560,000	77.8%	
GG - Contrib to Vehicles	$29,250	$39,000	$8,125	-79.2%	
GG-PSRC	$0	$14,420	$14,853	3%	
GG-Chamber of Commerce	$13,795	$18,295	$18,295	0%	
GG-Economic Alliance	$3,500	$3,500	$3,500	0%	
GG-AWC	$33,491	$35,000	$35,000	0%	
GG-SnoCo Tomorrow	$10,019	$10,770	$11,021	2.3%	
GG-Excise Tax	$7,261	$10,000	$10,000	0%	
GG-Emergency	$42,261	$65,364	$65,364	0%	
GG - Air Pollution	$24,019	$27,796	$33,627	21%	
GG - Liquor Tax to SnoCo	$8,899	$12,043	$12,102	0.5%	
PR - Sewer Assumption	$16,171	$300,000	$283,829	-5.4%	
Total Services:	**$1,617,268**	**$2,649,939**	**$2,856,708**	**7.8%**	
Capital					
GG - Capital Outlays	$3,417	$3,500	$0	-100%	
PR - City Hall/Museum	$0	$0	$680,700	N/A	

Name	FY2024 Actual	FY2024 Budgeted	FY2025 Proposed	FY2024 Budgeted vs. FY2025 Budgeted (% Change)	Notes
RR - Capital Purchases	$0	$2,814,592	$2,253,339	-19.9%	
Art - Public Art Acquisition	$0	$25,000	$0	-100%	
Total Capital:	**$3,417**	**$2,843,092**	**$2,934,039**	**3.2%**	
Debt Principal					
Lease Agreements	$1,135	$3,000	$3,000	0%	
Total Debt Principal:	**$1,135**	**$3,000**	**$3,000**	**0%**	
Total Expense Objects:	**$2,194,485**	**$6,264,121**	**$6,666,665**	**6.4%**	

APPENDIX

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union. regarding wages, hours and working conditions.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery--direct, indirect, and capital costs—are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government’s account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking bodyof a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as “personal services,” “expenses,” or “capital outlay.”

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors’ analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, $14.80 per $1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account's balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank's reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders' equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community's assessed value on property must reflect its market, or full and fair cash value.

CITY OF LAKE STEVENS One Community Around The Lake

2025 Budget Public Hearing No. 2

BARB STEVENS, FINANCE DIRECTOR

NOVEMBER 12, 2024

Budget Process Timeline

January - July
- Project Dashboard
- Citywide Strategic Planning Sessions

Early August
- Base Budget & Forecast created by Finance
- Instructions to DH

Mid – Late August
- DH Budget Requests are compiled and presented to Mayor and City Administrator
- Executive Staff Roundtable

September
- Budget Presentations
- Council Review & Discussion

October
- Proposed Budget Finalized
- Available to the Public

October
- Public Hearings
  - Property Tax Levy Hearing
  - Proposed Budget

November
- Final Public Hearing
- Adopt Budget

2025 Budget Priorities

- Enhance Pedestrian & Traffic Safety
  - Community Vitality
  - Accessible & Optimal Infrastructure
  - Operational Innovation & Excellence

- Proactively Maintain Infrastructure
  - Increase Levels of Service
  - Encourage Innovative Process Improvement
    - Community Vitality
    - Accessible & Optimal Infrastructure
    - Operational Innovation & Excellence
    - Financial Stewardship and Economic Success
    - Environmental Stewardship

2025 Proposed Budget – By Fund

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	**General**	**$22,424,126**	**$23,060,737**	**$31,986,428**	**$13,498,435**
101	**Street**	**$2,040,186**	**$3,927,007**	**$4,308,722**	**$1,658,471**
111	Drug Seizure & Forfeiture	$69,336	$3,028	$36,000	$36,364
112	Municipal Arts Fund	$386	$52,367	$0	$52,753
120	Transportation Benefit Fund	$1,590,682	$1,612,179	$1,410,000	$1,792,861
210	2008 Bonds	$0	$211,865	$211,865	$0
214	2019A LTGO Bond	$0	$460,097	$460,097	$0
215	2021A LTGO Bond - 17005	$0	$608,350	$608,350	$0
216	2024A LTGO Bond - City Campus	$0	$597,200	$587,200	$10,000
301	Cap. Proj.-Dev. Contrib.	$3,286,106	$800,110	$560,000	$3,526,216
302	Park Mitigation	$2,333,021	$1,952,352	$3,593,350	$692,023
303	REET 1	$8,114,460	$1,500,975	$1,159,162	$8,456,273
304	REET 2	$6,826,358	$4,763,387	$7,585,300	$4,004,445
306	Facility Capital Project	$3,196,004	$3,904,000	$6,914,800	$185,204
309	Sidewalk Capital Project	$281,899	$15,000	$100,000	$196,899
401	Sewer	$58,404	$798,285	$798,285	$58,404
410	**Storm and Surface Water**	**$1,915,847**	**$6,323,583**	**$7,128,577**	**$1,110,853**
411	Storm Water Capital	$4,133,203	$2,793,594	$2,628,800	$4,297,997
412	Storm Water Debt	$0	$100,177	$100,177	$0
501	Unemployment	$10,949	$31,000	$30,000	$11,949
510	Equipment Fund - Computers	$101,151	$832,563	$818,992	$114,722
515	Equipment Fund - Vehicles	$120,060	$4,068	$0	$124,128
520	Equipment Fund-Police	$864,425	$379,534	$220,106	$1,023,853
525	Equipment Fund - Parks	$0	$139,000	$69,240	$69,760
530	Equipment Fund-PW	$576,685	$190,259	$332,000	$434,944
633	Treasurer's Trust	$1,061	$395,900	$396,961	$0
	Total	**$57,944,349**	**$55,456,617**	**$72,044,412**	**$41,356,554**

2025 Budget Updates

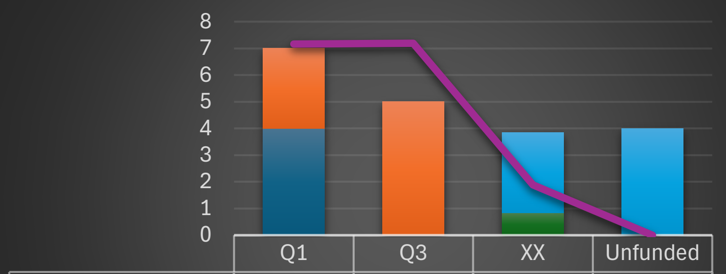
- Reconciliation of Interfund Transfers
  - Increased GF Revenues $5,000
  - Increased Municipal Arts Revenue $25,000
- Drug Task Force
  - Increased Expenditure budget $5,300

- Update of Legal Fees
  - Increased 2024 Expenditure estimates $68,306
  - Reduced 2025 Expenditure budget $68,306

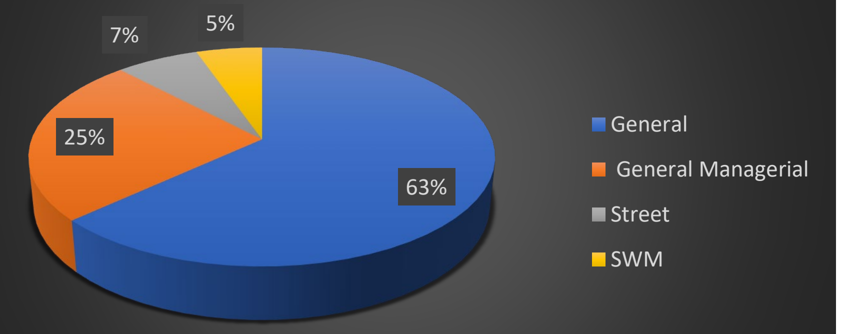
- Sewer Utility Tax
  - 2025 budget placeholder has ***not*** changed – 2%
  - Additional Rate Discussions
    - 2% - 4%
    - All city UT 6%
  - Code Changes
    - Ordinance

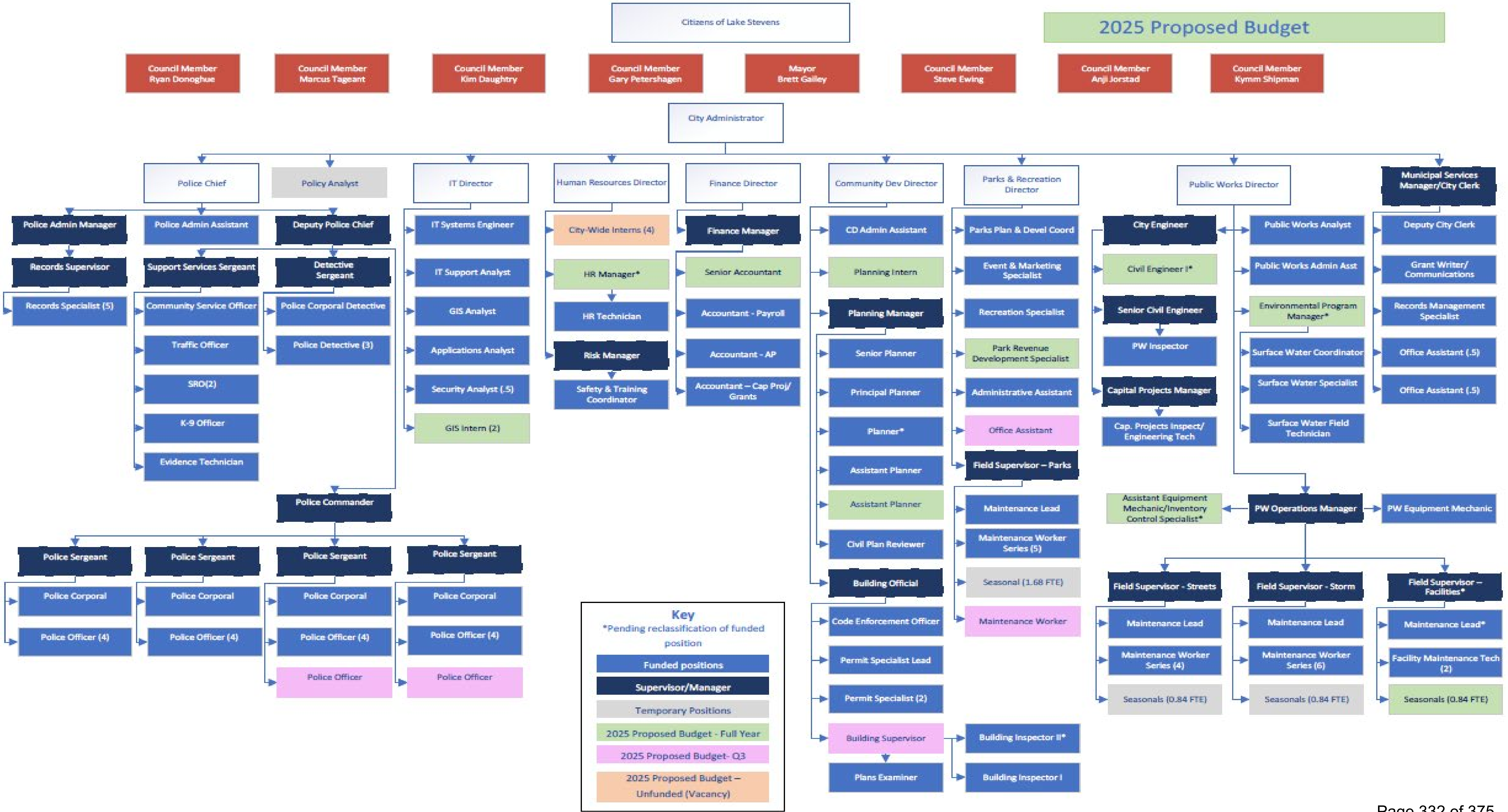
2025 Staff Recommendations

Staffing			$1,015,092
Position Title	**Type**	**Timing**	**Proposed**
Human Resources Manager	Reclass	Q1	$10,570
Assistant Equipment Mechanic/Inventory Control	Reclass	Q1	$4,772
Civil Engineer I	Reclass	Q1	$8,000
Environmental Programs Manager	Reclass	Q1	$7,128
Senior Accountant	New	Q1	$166,444
Parks Revenue Development Specialist	New	Q1	$126,712
Assistant Planner	New	Q1	$124,213
Police Officer #1	New	Q3	$130,000
Police Officer #2	New	Q3	$100,836
Parks Maintenance Worker	New	Q3	$77,714
Office Assistant	New	Q3	$46,298
Building Supervisor	New	Q3	$94,609
Seasonals (0.84 FTE) - Facilities	Seasonal	XX	$49,096
Planning Intern	Intern	XX	$20,000
GIS Intern - Streets	Intern	XX	$28,350
GIS Intern - Public Works	Intern	XX	$20,350
Interns - City-wide	Intern	UF	$0



	Q1	Q3	XX	Unfunded
Internship			3	4
Seasonal			0.84	
New Position	3	5		
Reclassification	4			
Amount	$447,839	$449,457	$117,796	$0

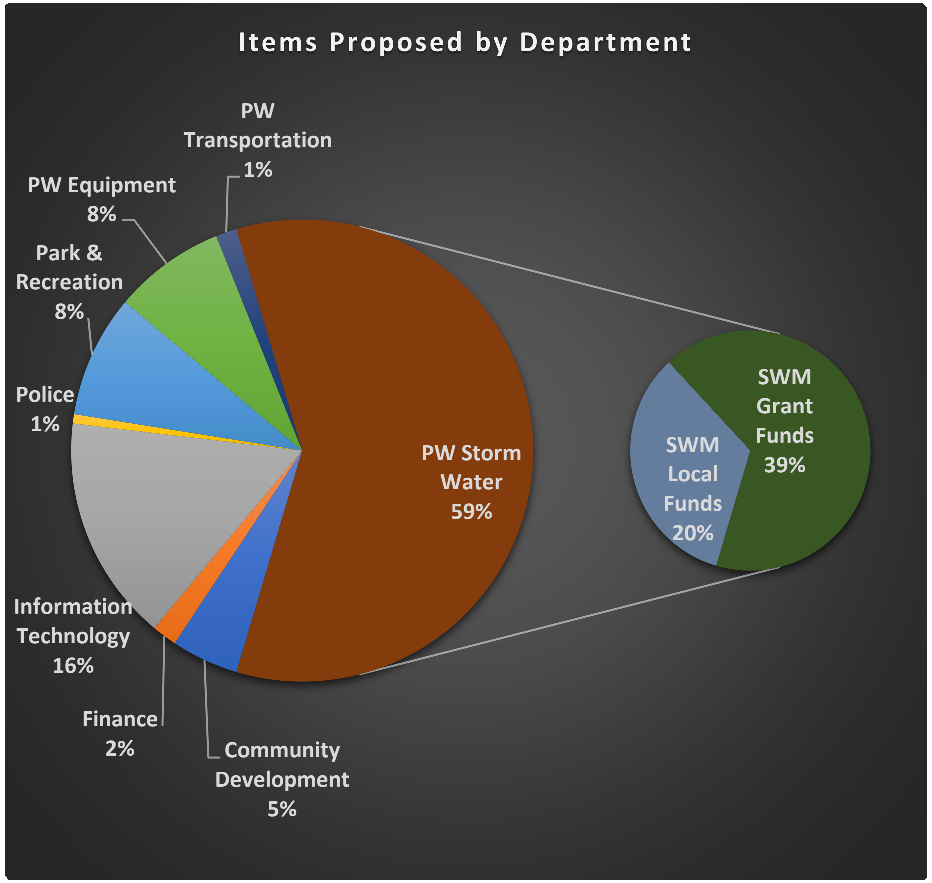




Citizens of Lake Stevens
2025 Proposed Budget
Council Member Ryan Donoghue
Council Member Marcus Tageant
Council Member Kim Daughtry
Council Member Gary Petershagen
Mayor Brett Gailey
Council Member Steve Ewing
Council Member Anji Jorstad
Council Member Kymm Shipman
City Administrator
Police Chief
Policy Analyst
IT Director
Human Resources Director
Finance Director
Community Dev Director
Parks & Recreation Director
Public Works Director
Municipal Services Manager/City Clerk
Police Admin Manager
Police Admin Assistant
Deputy Police Chief
Records Supervisor
Support Services Sergeant
Detective Sergeant
Records Specialist (5)
Community Service Officer
Police Corporal Detective
Traffic Officer
Police Detective (3)
SRO(2)
K-9 Officer
Evidence Technician
Police Commander
Police Sergeant
Police Sergeant
Police Sergeant
Police Sergeant
Police Corporal
Police Corporal
Police Corporal
Police Corporal
Police Officer (4)
Police Officer (4)
Police Officer (4)
Police Officer (4)
Police Officer
Police Officer
IT Systems Engineer
IT Support Analyst
GIS Analyst
Applications Analyst
Security Analyst (.5)
GIS Intern (2)
City-Wide Interns (4)
HR Manager*
HR Technician
Risk Manager
Safety & Training Coordinator
Finance Manager
Senior Accountant
Accountant - Payroll
Accountant - AP
Accountant – Cap Proj/ Grants
CD Admin Assistant
Planning Intern
Planning Manager
Senior Planner
Principal Planner
Planner*
Assistant Planner
Assistant Planner
Civil Plan Reviewer
Building Official
Code Enforcement Officer
Permit Specialist Lead
Permit Specialist (2)
Building Supervisor
Plans Examiner
Building Inspector II*
Building Inspector I
Parks Plan & Devel Coord
Event & Marketing Specialist
Recreation Specialist
Park Revenue Development Specialist
Administrative Assistant
Office Assistant
Field Supervisor – Parks
Maintenance Lead
Maintenance Worker Series (5)
Seasonal (1.68 FTE)
Maintenance Worker
City Engineer
Civil Engineer I*
Senior Civil Engineer
PW Inspector
Capital Projects Manager
Cap. Projects Inspect/ Engineering Tech
Public Works Analyst
Public Works Admin Asst
Environmental Program Manager*
Surface Water Coordinator
Surface Water Specialist
Surface Water Field Technician
Assistant Equipment Mechanic/Inventory Control Specialist*
PW Operations Manager
PW Equipment Mechanic
Field Supervisor - Streets
Field Supervisor - Storm
Field Supervisor – Facilities*
Maintenance Lead
Maintenance Lead
Maintenance Lead*
Maintenance Worker Series (4)
Maintenance Worker Series (6)
Facility Maintenance Tech (2)
Seasonals (0.84 FTE)
Seasonals (0.84 FTE)
Seasonals (0.84 FTE)
Deputy City Clerk
Grant Writer/ Communications
Records Management Specialist
Office Assistant (.5)
Office Assistant (.5)
Key
*Pending reclassification of funded position
Funded positions
Supervisor/Manager
Temporary Positions
2025 Proposed Budget - Full Year
2025 Proposed Budget- Q3
2025 Proposed Budget – Unfunded (Vacancy)

2025 Proposed Budget Summary – Citywide

Item Requests		Proposed Amount
Dept	Request	$1,706,800
CD	Critical Aquifer Mapping and Regulations	$30,000
CD	Industrial Center Zoning and Design Standards	$50,000
FI	RF - Springbrook Software - Accounts Receivable Module	$9,600
FI	Springbrook Software - Consultant Analysis	$20,000
IT	Enhanced Managed Detection and Response Services	$75,000
IT	ESRI Enterprise Agreement	$46,125
IT	Hardware Refresh - Laptops, MDTs, & Rugged	$90,295
IT	ITSM Replacement	$8,000
IT	The Mill Clickshare Hardware	$4,309
IT	Wireless Network Replacement	$45,000
Police	Axon Taser Training Simulator	$11,000
Park	F150 - Replacement Vehicle	$8,688
Park	Music in the Parks - Arts & Parks Foundation	$5,000
Park	Parks Comp Plan - Major Update	$100,000
Park	Skid Steer (Parks/PW Share)	$40,652
PW	Bobcat Skid Steer (Park/PW Share)	$50,000
PW	Boss Sanders and Plows for New 5500 vehicles	$30,000
PW	Replacement 5500 Flatbed Truck (Lease)	$23,000
PW	Traffic Camera Program	$25,000
PW	Walk Behind Airless Striper	$16,000
PW	Walk Behind Concrete Saw	$14,000
SWM	CCTV and Enhancement Maintenance Plan ($668,000 Offsetting Grant)	$775,131
SWM	Invasive Weed Management	$50,000
SWM	Lake Stevens Comprehensive Plan for Salmonid Basins	$30,000
SWM	Private Stormwater Facility Maintenance Program	$150,000

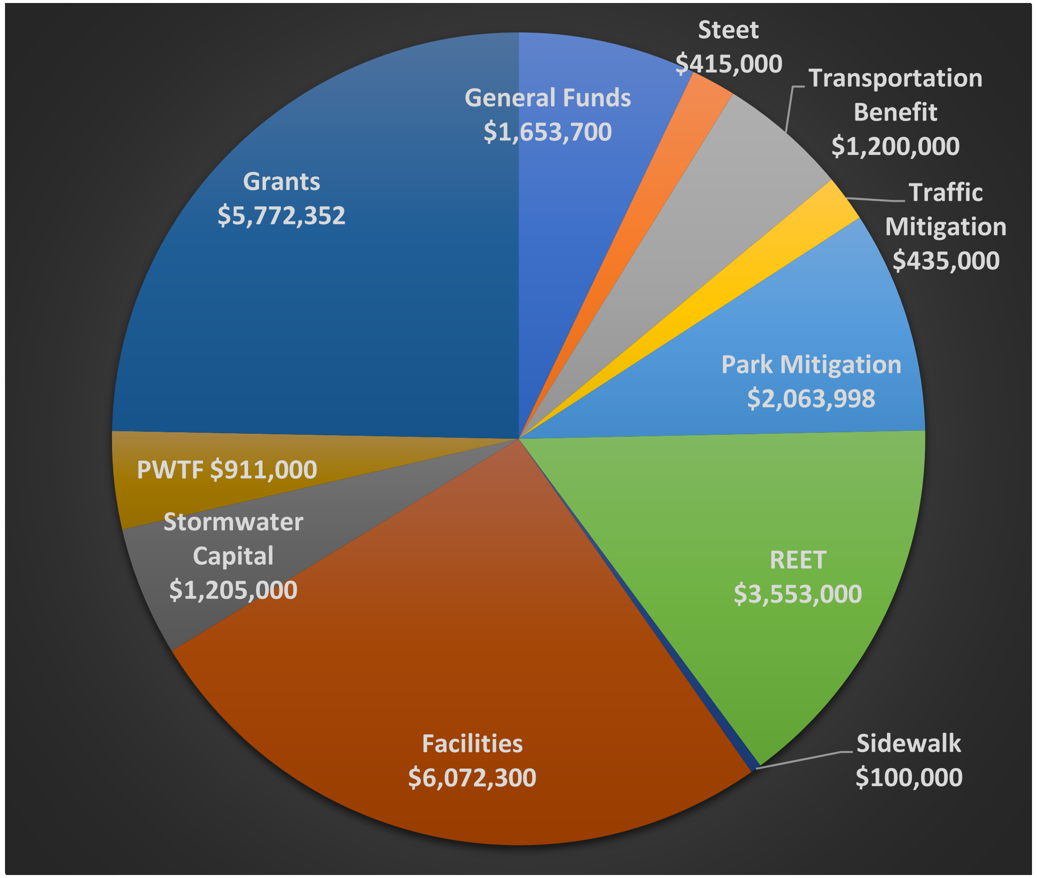


2025 Capital Project Budget Summary

Funding Sources

General Funds	$1,653,700
Steet	$415,000
Transportation Benefit	$1,200,000
Traffic Mitigation	$435,000
Park Mitigation	$2,063,998
REET	$3,553,000
Sidewalk	$100,000
Facilities	$6,072,300
Stormwater Capital	$1,205,000
PWTF Loan	$911,000
Grants	$5,772,352

- *General Fund includes Pandemic Recovery and Rental Funds*
- *Facilities includes bonded debt for the Civic Campus and Museum*



2025 Budget – Next Steps

- Public Comment

- Approve Second & Final Reading of Budget Ordinance 1191

  &

- Pass Ordinance No. 1191 Adopting the 2025 Budget

CITY COUNCIL STAFF REPORT

Agenda Date: 11/12/2024

Subject: Interlocal Cooperation Agreement for Snohomish Conservation Futures Funds

Contact Person/Department: Shannon Farrant, Public Works

Budget Impact: Reimburses City General Fund up to $513,875.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:
Authorize the Mayor to sign an Interlocal Cooperation Agreement between Snohomish County and the City of Lake Stevens to receive a grant award through Snohomish County Conservation Futures for property acquisition in the amount up to $513,875.

SUMMARY/BACKGROUND:
City Public Works staff in the Surface Water Division have coordinated with Snohomish County to prepare an interlocal cooperation agreement (ILA) to access grant awarded funds that will provide up to $513,875 for reimbursement of cost of purchase of 6.82 acres of property and associated fees. Execution of this ILA is a required step for the City to reimburse file for reimbursement of the fund. The County's Conservation Futures grant award was notified to the City August 30, 2023, for the purchase of two properties. It was later extended to include four additional parcels on September 25, 2023. All parcels were arranged purchases from willing sellers on Hartford Drive. The properties largely contain wetlands and will be critical components in the restoration of Lower Stevens Creek to a natural flow path.

Since notice of award of the grant, the City has completed the purchase of all the parcels at agreeable prices, has conducted several maintenance tasks, and demolished a vacant home.

The ILA includes provisions for reimbursement, access and inspection, and usage of the properties for open space and passive park purposes. The agreement includes a conservation easement which was drafted to ensure these provisions are designated in association with the parcels in perpetuity. A three-year reporting period was included to keep the County informed of parcel activities. City legal review and coordination with County legal review was necessary and has been completed. The agreement achieves the mutual goals of the City and the Conservation Futures program.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. PM24-028G_CF-ILA-LakeStevens_20241107_Attachments

INTERLOCAL COOPERATION AGREEMENT
BETWEEN
SNOHOMISH COUNTY AND THE CITY OF LAKE STEVENS
CONCERNING
ACQUISITION OF PROPERTY WITH CONSERVATION FUTURES FUNDS

THIS INTERLOCAL COOPERATION AGREEMENT BETWEEN SNOHOMISH COUNTY AND THE CITY OF LAKE STEVENS CONCERNING ACQUISITION OF PROPERTY WITH CONSERVATION FUTURES FUNDS (this "Agreement"), is made and entered into this ____ day of _____________, 2024, by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the "County"), and the CITY OF LAKE STEVENS, a Washington municipal corporation (the "City") pursuant to Chapter 39.34 RCW.

RECITALS

A. The County manages a Conservation Futures funding program pursuant to RCW 84.34.200 et seq. and Chapter 4.14 Snohomish County Code.

B. Cities and towns located in Snohomish County, nonprofit historic preservation corporations, and nonprofit nature conservancy corporations or associations as such are described in RCW 84.34.210 are eligible to apply to the County for resources to fund acquisition of interests or rights in real property located within Snohomish County that meet the conservation criteria described in RCW 84.34.210 et seq.

C. The City applied for resources from the Snohomish County Conservation Futures Property Tax Fund to acquire fee simple interest to approximately _6.82_acres of real property located in the City of Lake Stevens, referred to as Lower Stevens Creek Land Acquisition, and more particularly described in Section 1 below (hereinafter referred to as the "Property").

D. Whereas, on September 25, 2023, the Conservation Futures Program Advisory Board (the "Board") in a special meeting listened to the presentation, reviewed the project proposal and voted to recommend project funding, through the Conservation Futures Property Tax Fund in the amount of Five Hundred Thirteen Thousand Eight Hundred Seventy-Five ($513,875.00) Dollars, to assist with purchase of the Property.

E. On May 15, 2024, the Snohomish County Council, approved and authorized a new Motion 24-176 revising the grant award total amount from $326,125 to the correct amount of $513,875, and allocated funding in the amount of Five Hundred Thirteen Thousand Eight Hundred Seventy-Five ($513,875.00) Dollars to the City of Lake Stevens from the Snohomish County Conservation Futures Property Tax Fund for that purpose.

NOW, THEREFORE, in consideration of the mutual promises set out below and for other good and valuable consideration, the Parties agree as follows:

1. **Identification of Property**. The unimproved Property is located in the City of Lake Stevens, Washington and is generally legally described as follows:

SEE ATTACHED EXHIBIT A.

2. **Purpose of Property Acquisition**. The Property is to be acquired for the purpose of conserving open spaces and areas as authorized by RCW 84.34.200 et seq., and for conservation and for passive, public recreation.

3. **Duration**. This Agreement shall become effective when executed by both parties and posted on the County's Interlocal Agreements website (the "Effective Date"). If the Property is acquired within the time frame provided in Section 5.1 below, this Agreement shall be in effect perpetually, subject to any amendments agreed to in writing by the parties. If the Property is not acquired within the time frame provided in Section 5.1 below, this Agreement shall be terminated; PROVIDED, HOWEVER, that the County and the City may mutually agree in writing, prior to termination, upon an extension of time.

4. **Administrators.** Each party to this Agreement shall designate an individual (an "Administrator") who may be designated by title or position, to oversee and administer such party's participation in this Agreement. The parties' initial Administrators shall be the following:

County's Initial Administrator:	City's Initial Administrator:
Tom Teigen, Director Snohomish County Department of Conservation and Natural Resources, Division of Parks and Recreation 6705 Puget Park Drive Snohomish, WA 98296	Shannon Farrant, Surface Water Manager City of Lake Stevens 1812 Main Street, PO Box 257, Lake Stevens, WA 98258

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

5. **Duties of the City to Acquire, Operate, Maintain and Conserve**. The City shall:

5.1 Acquire the Property within twenty-four (24) months of the Effective Date of this Agreement and upon closing maintain, operate and conserve the Property for open space and passive park purposes. The City shall undertake all reasonable efforts to acquire the Property but if the owner of is not a willing seller, the City shall not utilize the power of eminent domain to acquire the Property.

5.2 Immediately following acquisition of the Property, execute and record an instrument conveying a Conservation Easement for the Property to the County in substantially the form attached hereto as Exhibit B (the "Conservation Easement").

5.3 Submit an annual report to the County on February 1 of each subsequent year detailing compliance with all on-going requirements of this Agreement for a period of three years following its execution.

5.4 Forward a copy of the recorded deed conveying the Property and a copy of the executed Conservation Easement for the Property to the County as soon as the same are returned from the Snohomish County Auditor.

5.5 Provide an identifying sign, the size and design of which shall be approved by the Snohomish County Department of Conservation and Natural Resources, Division of Parks and Recreation, at the entrance to the Property which shall be in plain sight in perpetuity, listing the County as a participant in the acquisition of the Property through the Snohomish County Conservation Futures Program.

5.6 Fund any improvements that are made to the Property from revenue sources other than Conservation Futures Program Funds and limit any such improvements to those that meet the requirements and intent of RCW 84.34.200 et. seq. and the Conservation Easement.

5.7 Submit to the County a long-term maintenance plan for the Property and any improvements within three (3) months of the completed Property acquisition.

5.8 Provide the County with forty-five (45) days' written notice prior to any subsequent conveyance of the Property. Execute and record any and all necessary documents, as the County requires, to ensure the continuing validity and enforceability of the Conservation Easement regardless of the status of the transferee.

Additionally, pay to the County, upon sale of any of the City's interest in the Property, or any portion thereof, a pro rata share of any consideration received, less the costs of improvements funded by the City. The pro rata share will be equal to the percentage of the cost of acquisition funded by the County pursuant to this Agreement.

5.9 Pay on a current basis all taxes or assessments levied on Property-related activities and the Property; PROVIDED, HOWEVER, that nothing contained herein will modify the City's right to contest any such tax, and the City will not be deemed to be in default as long as it is, in good faith, contesting the validity or amount of any such taxes.

5.10 Obtain and maintain, at its own costs and expense, all necessary permits, licenses and approvals related to the purchase, ownership, and on-going maintenance and management of the Property.

6. Payment from the County. The County shall provide financial assistance to the City in the amount of up to $513,875 from the Conservation Futures Fund for the acquisition of the Property. Payment shall be made within thirty (30) days of County receipt of a City invoice submitted with documentation of imminent purchase of the Property and transfer of title, provided the City is then-currently in compliance with the terms of the Agreement. In no event shall the County be obligated to provide any payment to the City in excess of the actual purchase price of the Property. Any obligations of the County beyond the current fiscal year are subject to appropriation of funds for the specific purpose of funding this Agreement in accordance with its Charter and applicable law.

7. Compliance with Laws. The parties shall comply with all applicable federal, state and local laws, rules and regulations in performing this Agreement, including, but not limited to, laws against discrimination.

8. Records, Inspections and Audits. The City will keep such full and detailed accounts as may be necessary for proper financial management under this Agreement. The County may, at its sole discretion, from time to time whether before or after acquisition of the Property or termination of this Agreement inspect all books and records and other materials related to any matters covered by this Agreement and not otherwise privileged, belonging to the City or any contractor or to elect to have an audit conducted to verify acquisition-related costs through the date of the acquisition, income from the Property, maintenance and operation costs, and the cost of post-acquisition improvements. Such books, records and other materials shall be made available for County inspection during regular business hours within a reasonable time of the request. If the County elects to conduct such an audit, it will give notice to the City, and such audit will be conducted as soon as is reasonably feasible thereafter, but County payments to the City (if any) will not be delayed pending the outcome of the audit. Such audit will be conducted by an auditor selected by the County, and the County will, except as provided herein, pay the cost of such audit. The City agrees to cooperate with the auditor and to make available for examination at its principal office all of its books, records, correspondence and other documents deemed necessary to conduct the audit by the auditor. If the audit reveals a variation equal to five percent (5%) or more of the cost of acquiring the Property, then the City will pay the cost of the audit, not to exceed Ten Thousand and 00/100 Dollars ($10,000.00).

The City will preserve all records for a period of seven (7) years; PROVIDED, HOWEVER, that if the City proposes to dispose of any documents materially related to the Property for a period less than seven (7) years, then the City will deliver the same to the County for disposition by the County.

The County has the right to enter the Property or allow the County's invitees or licensees to enter, at a reasonable time and upon prior written notice to the City, for the following purposes (i) to make general inspection of the Property to monitor compliance with the Conservation Easement ; (ii) to protect, preserve, maintain, improve and restore the Conservation Values of the Property; and (iii) to mitigate or terminate any violation or otherwise enforce the provisions of this Agreement.

The City acknowledges and agrees that its obligations under this Section 8 will survive termination of this Agreement.

9. Risk of Loss. All of the City's personal property of any kind or description whatsoever, or that of its employees, agents, contractors, and/or invitees placed on the Property shall be at the City's sole risk, and the County will not be liable for any damage done to, or loss of, such personal property.

10. Public Records Act. This Agreement and all public records associated with this Agreement shall be available from the County for inspection and copying by the public where required by the Public Records Act, Chapter 42.56 RCW (the "Act"). To the extent that public records then in the custody of the City are needed for the County to respond to a request under the Act, as determined by the County, the City agrees to make them promptly available to the County. If the City considers any portion of any record provided to the County under this Agreement, whether in electronic or hard copy form, to be protected from disclosure under law, the City shall clearly identify any specific information that it claims to be confidential or proprietary. If the County receives a request under the Act to inspect or copy the information so identified by the City and the County determines that release of the information is required by the Act or otherwise appropriate, the County's sole obligations shall be to notify the City (a) of the request and (b) of the date that such information will be released to the requester unless the City obtains a court order to enjoin that disclosure pursuant to RCW 42.56.540. If the City fails to timely obtain a court order enjoining disclosure, the County will release the requested information on the date specified.

The County has, and by this section assumes, no obligation on behalf of the City to claim any exemption from disclosure under the Act. The County shall not be liable to the City for releasing records not clearly identified by the City as confidential or proprietary. The County shall not be liable to the City for any records that the County releases in compliance with this Section or in compliance with an order of a court of competent jurisdiction.

11. **Hold Harmless and Indemnification.** The City shall assume the risk of, be liable for, and pay all damage, loss, costs and expense of any party arising out of the activities under this Agreement and all use of any improvements it may place on the Property. The City shall hold harmless, indemnify and defend the County, its officers, elected and appointed officials, employees and agents from and against all claims, losses, lawsuits, actions, counsel fees, litigation costs, expenses, damages, judgments, or decrees by reason of damage to any property or business and/or any death, injury or disability to or of any person or party, including but not limited to any employee, arising out of or suffered, directly or indirectly, by reason of or in connection with the acquisition or use of the Properties and this Agreement; PROVIDED, that the above indemnification does not apply to those damages caused by the sole negligence or willful misconduct of the County, its elected and appointed officials, officers, employees or agents.

In executing this Agreement, the County does not assume liability or responsibility for or in any way release the City from any liability or responsibility which arises in whole or in part from the existence or effect of City ordinances, policies, rules or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

12. **Dispute Resolution**. The Parties agree to use their best efforts to resolve disputes and other matters arising out of this Agreement or the ongoing administration of this Agreement. If a dispute arises, then (i) within ten (10) business days of a written request by either Party, the City's designated representative and County's designated representative shall meet and resolve the issue; if these parties cannot resolve the issue within ten (10) business days of the meeting, then (ii) the issue shall be submitted to the City's Mayor and to the Director of the Snohomish County Department of Conservation and Natural Resources, Division of Parks and Recreation; if these parties cannot resolve the issue within fifteen (15) business days of submission to them, then (iii) the issue shall be submitted for mediation; if mediation does not successfully resolve the dispute, then (iv) either Party may file suit in a court of competent jurisdiction. The prevailing party in any legal action shall be entitled to a reasonable attorneys' fee and court costs.

13. **Notice.** All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator or Administrator's designee at the addresses set forth in Section 1.4 above. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

14. Miscellaneous.

14.1. Entire Agreement; Amendments. This Agreement shall constitute the full and complete Agreement of the parties regarding the subject matter hereof, and supersedes any and all prior oral or written agreements between the parties regarding the subject matter contained herein. This Agreement may be amended only by written agreement of the parties, executed in the same manner as provided by the Interlocal Cooperation Act, Chapter 39.34 RCW, governing the execution of this Agreement.

14.2. Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

14.3. Governing Law and Stipulation of Venue. This Agreement shall be governed by the laws of the State of Washington and the parties stipulate that any lawsuit regarding this Agreement must be brought in Snohomish County, Washington. In the event that a lawsuit is instituted to enforce any provision of this Agreement, the prevailing party shall be entitled to recover all costs of such a lawsuit, including reasonable attorney's fees.

14.4. Rights and Remedies. The rights and remedies of the Parties to this Agreement are in addition to any other rights and remedies provided by law except as otherwise provided in this Agreement.

14.5. No Third Party Rights. It is understood and agreed that this Agreement is solely for the benefit of the Parties hereto and gives no right to any other party. Nothing in this Agreement, whether express or implied, is intended to confer any rights or remedies under, or by reason of, this Agreement on any persons other than the Parties.

14.6. Binding on Successors. All of the terms, provisions and conditions of this Agreement will be binding upon and inure to the benefit of the Parties hereto and their respective successors, permitted assigns and legal representatives.

14.7. No Waiver. Payment by the County under this Agreement shall not constitute a waiver by the County of any claims it may have against the City for any breach of this Agreement or for failure of City to perform the work or actions, as specified in this Agreement. Forbearance of the rights of the parties under this Agreement will not constitute waiver of entitlement to exercise their respective rights as to any future acts or omissions by the offending party.

14.8. No Employee Relationship. In performing work and services pursuant to this Agreement, the City , its, employees, consultants, agents, and representatives shall be acting as agents of the City and shall not be deemed or construed to be employees or agents of the County in any manner whatsoever. The City shall not hold itself out as, nor claim to be, an officer or employee of the County and will not make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of County. The City shall be solely responsible for any claims for wages or compensation by the City's employees, consultants, agents, and representatives, including sub-consultants, or any agency, and shall defend, indemnify and hold County harmless therefrom.

14.9 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

14.10 Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same Agreement.

14.11 Severability. If any provision of this Agreement or the application thereof to any person or circumstance shall, for any reason and to any extent, be found invalid or unenforceable, the remainder of this Agreement and the application of that provision to other persons or circumstances shall not be affected thereby, but shall instead continue in full force and effect, to the extent permitted by law.

14.12 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

14.13 Warranty of Authority. Each of the signatories hereto warrants and represents that he or she is competent and authorized to enter into this Agreement on behalf of the party for whom he or she purports to sign this Agreement.

14.14 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the parties.

14.15 No Separate Entity Necessary. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

14.16 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

14.17. Execution in Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall constitute one and the same agreement.

EXECUTED this _______ day of ____________, 2024

SNOHOMISH COUNTY:	**CITY OF LAKE STEVENS:**
______________________________	______________________________
Dave Somers Date	Brett Gailey Date
Snohomish County Executive	City Mayor
APPROVED AS TO FORM:	Attest:
______________________________	______________________________
Deputy Prosecuting Attorney Date	City Clerk Date
	APPROVED AS TO FORM:
	________________________
	City Attorney Date

EXHIBIT A

Legal Description

Fee Simple Acquisition

LEGAL DESCRIPTION OF PROPERTY SUBJECT TO CONSERVATION EASEMENT

Property 1:

Parcel 1 Description:
LOT 1, LAKE STEVENS SHORT PLAT RECORDED UNDER RECORDING NO. 7901050157, BEING A PORTION OF LOT 9, RUCKERS MILL PLAT NO. 1, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 53, RECORDS OF SNOHOMISH COUNTY, WASHINGTON;
TOGETHER WITH THAT PORTION OF LOT 10, RUCKERS MILL PLAT NO. 1, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 53, RECORDS OF SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF LOT 10; THENCE NORTH 51 °02'00" WEST ALONG THE SOUTHWESTERLY LINE OF SAID LOT 10, A DISTANCE OF 150.00 FEET TO THE MOST NORTHERLY CORNER OF LOT 1 OF LAKE STEVENS SHORT PLAT RECORDED UNDER RECORDING NO. 7901050157, RECORDS OF SNOHOMISH COUNTY, WASHINGTON; THENCE PROJECTING SAID WEST LINE NORTH 36°35'08" EAST A DISTANCE OF 13.45 FEET; THENCE SOUTH 52°11'42" EAST, A DISTANCE OF 150.29 FEET TO THE WEST RIGHT OF WAY OF HARTFORD DRIVE; THENCE SOUTHWESTERLY ALONG SAID WEST RIGHT OF WAY, A DISTANCE OF 16.49 FEET TO THE POINT OF BEGINNING.
(ALSO KNOWN AS PARCEL A OF BOUNDARY LINE AGREEMENT RECORDED UNDER RECORDING NO. 201811135004, RECORDS OF SNOHOMISH COUNTY, WASHINGTON). SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

Property Information:
Area: approximately 0.52 acres
Parcel ID: 00562200000903
Address: 2202 Hartford Drive, Lake Stevens, WA 98258

Property 2:

Parcel 2 Description:
arcel 2 Description:
That portion of Lot 10, Rucker's Mill Plat No. 1, according to the plat thereof recorded in volume 7 of Plats, page 53, records of Snohomish County, Washington, described as follows: Beginning at the most Easterly corner of Lot 10 of said Plat; thence southwesterly along road right of way 225 feet; thence Northwesterly, parallel to the Southwesterly line of said Lot, a distance of 235 feet; thence Northeasterly to a point on the Northeasterly line of said Lot, 235 feet Northwesterly of the Point of Beginning; thence Southeasterly to the Point of Beginning.

Except that portion of hereinabove described Parcel 2A more particularly described as follows: Commencing at the most Easterly corner of said Lot 10; thence Southwesterly, along the curve of the Southeasterly line of said Lot 10, to the left, which radius point bears South 44° 41' 49" East, having a radius of 2291.83 feet, through a central angle of 5°27'11", an arc distance of 218.12 feet to the True Point of Beginning; thence North 51° 02' 00" West, parallel with the Southwesterly line of said Lot 10, a distance of 66.73 feet; thence North 38° 58' 00" East a distance of 5.64 feet; thence North 51° 02' 00" West, a distance of 75.42 feet; thence South 38° 58' 00" West a distance of 16.08 feet to a point on the Southwesterly line of said Parcel A2; thence South 51° 02' 00" East, along said Southwesterly line of Parcel A2, a distance of 142.01 feet to a point on the Southeasterly line of said Lot 10; thence Northeasterly, along a curve to the right, which radius point bears South 50° 24' 39" East, having a radius of 2291.83 feet, through a central angle of 0°15'39", an arc distance of 10.44 feet to the True Point of Beginning.
Conservation Easement Information:

Area: approximately 1.22 acres
Parcel ID: 00562200001002
Address: 2210 Hartford Drive, Lake Stevens, WA 98258
See Attachment 3 for illustration of the 0.04-acre exception from the 1.26-acre parcel.

Property 3:

Parcel 3 Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-03 - S1/2 LOT 15 EXC TH PTN DAF - COM SW COR L0T 15 TH ELY ALG CO RD 12FT TH NLY TO NW COR S1/2 LOT 15TH SLY 303.38FT TO POB

Property Information:

Area: Approximately 1.27 acres
Parcel ID: 00562200001503
Address: 2410 Hartford Drive, Lake Stevens, WA 98258

Property 4:

Parcel 4 Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-01 - COM SW COR LOT 15 TH ELY ALG CO RD 12FT TH NLY TO NW COR S1/2 LOT 15 TH SLY 303.38FT TO POB

Property Information:

Area: approximately 0.09 acres
Parcel ID: 00562200001501
Address: unknown

Property 5:

Parcel 5 Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-00 LOT 14

Property Information:

Area: approximately 3.24 acres
Parcel ID: 00562200001400
Address: unknown

<u>Property 6:</u>

Parcel 6 Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-00 - TH PTN LOT 13 LY ELY OF CATHERINE CR

Property Information:

Area: Approximately 0.44 acres
Parcel ID: 00562200001300
Address: unknown

EXHIBIT B

Conservation Easement

After Recording Return to:
Assistant Clerk
Snohomish County Council
3000 Rockefeller Avenue MS 609
Everett, WA 98201

GRANT OF CONSERVATION EASEMENT

Grantor: City of Lake Stevens, a municipal corporation of the State of Washington
Grantee: Snohomish County, a political subdivision of the State of Washington
Legal: SEE EXHIBIT A.
Tax Parcel No.: 005622-000-009-03, 005622-000-010-02, 005622-000-015-03, 005622-000-015-01, 005622-000-014-00, and 005622-000-013-00

This grant of a perpetual CONSERVATION EASEMENT (hereinafter "Conservation Easement") is made this ____ day of _______, 2024, by the City of Lake Stevens, a municipal corporation of the State of Washington (hereinafter "Grantor"), to Snohomish County, a political subdivision of the State of Washington (hereinafter "Grantee" or "County"), in perpetuity as holder of the Conservation Easement pursuant to RCW 64.04.130.

RECITALS

A. Grantor is the sole owner in fee simple of the property legally described on Exhibit A, which is attached hereto and incorporated herein by reference (the "Protected Property"), located in Snohomish County, Washington at approximately 2202 & 2210 and 2214 Hartford Drive, Lake Stevens, WA, and which is an assemblage of the following Snohomish County Parcels: 005622-000-009-03, 005622-000-010-02, 005622-000-015-03, 005622-000-015-01, 005622-000-014-00, and 005622-000-013-00.

B. Grantor warrants that Grantor has good legal title to the Protected Property, as well as the right to convey this Conservation Easement, and that the Protected Property is free and clear of any encumbrances except those general exceptions contained in the title policy and any special exceptions shown on the Preliminary Commitment that are accepted by the Grantee; and

C. Grantor warrants that Grantor has no actual knowledge of a release or threatened release of hazardous substances or waste on the Protected Property; and

D. The Protected Property possesses significant long-term natural and open space values ("Conservation Values") of great importance to the people of Snohomish County for passive recreation and/or open space conservation; and

E. This Conservation Easement is authorized by RCW 64.04.130, the provision of state law governing conservation easements; and

F. The Grantor and the Grantee intend and have the common purpose of retaining the Protected Property for open space and passive recreation by placing restrictions on the use of the Protected Property, which shall continue as a servitude running with the land, and authorizing Grantee to monitor and enforce such restrictions, as described herein; and

G. To document the present condition of the Protected Property so that Grantee or its assigns are able to monitor future uses and assure compliance with the terms of this Conservation Easement, Grantee has, at its expense, prepared baseline data consisting of photographs and other documentation summarized in Exhibit B and incorporated herein by reference as though set forth in full (the "Baseline Documentation") that the parties agree provide an accurate representation of the Protected Property as of the date of this Conservation Easement; and

H. Snohomish County, as the Grantee of this Conservation Easement, is a qualified holder of conservation easements under RCW 64.04.130; and

I. This Conservation Easement is being purchased with funds provided, in part, by the County's Conservation Futures Program pursuant to RCW 84.34.200, RCW 84.34.210, RCW 84.34.220 and chapter 4.14 SCC, which authorizes Snohomish County to purchase conservation easements for the purpose of protecting open space and timber land through restrictions on incompatible uses of the land;

NOW, THEREFORE, for and in consideration of the above recitals and the mutual covenants, terms, conditions, and restrictions contained herein and in payment of one dollar ($1.00) and other valuable consideration by Grantee, the receipt of which is hereby acknowledged by Grantor, and pursuant to the laws of the State of Washington, including chapters 64.04 and 84.34 of the Revised Code of Washington, the parties agree as follows:

I. **Grant.** Grantor hereby grants to the Grantee a perpetual Conservation Easement over, under, across and through the Protected Property, as described in Exhibit A attached hereto, to protect, preserve, maintain, improve, restore, limit future use of or otherwise conserve the Protected Property as open space pursuant to chapter 84.34 RCW.

II. **Purpose.** The purpose of this Conservation Easement is to assure that the Protected Property will be retained forever in its current natural and open space condition and to prevent any use of the Protected Property that will significantly impair or interfere with the Conservation Values. Grantor intends that this Conservation Easement will confine the use of, or activity on, the Protected Property to such uses and activities that are consistent with this purpose. This statement of purpose is intended as a substantive provision of the Conservation Easement. Any ambiguity or uncertainty regarding the application of the provisions of this Conservation Easement will be resolved so as to further this purpose.

III. **Rights of the Grantee.** Grantor hereby conveys to the Grantee all rights necessary to accomplish the purpose of this Conservation Easement, including, without limitation, the following:

A. The right to protect, conserve, maintain, improve and restore the Conservation Values of the Protected Property;

B. The right to enter the Protected Property or allow Grantee's invitees or licensees to enter, at a reasonable time and upon prior written notice to the Grantor, for the following purposes (i) to make general inspection of the Protected Property to monitor compliance with this Conservation Easement; (ii) to protect, preserve, maintain, improve and restore the Conservation Values of the Protected Property; and (iii) to mitigate or terminate any violation or otherwise enforce the provisions of this Conservation Easement.

C. The right to enjoin any use of, or activity on, the Protected Property that is inconsistent with the purpose of this Conservation Easement, including trespasses by members of the public, and to require the restoration of such area or features of the Protected Property as may be damaged by uses or activities inconsistent with the provisions of this Conservation Easement, all in accordance with Section XI.

D. The right to enforce the terms of this Conservation Easement, consistent with Section XI.

E. The right to place a sign on the Protected Property which acknowledges this Conservation Easement, any conditions on access, and any funding contribution to the acquisition of the Conservation Easement.

The foregoing are rights, not obligations, and shall not create any third-party rights of enforcement.

IV. **Permitted Uses and Activities.**

A. Grantor reserves to itself, and to its successors and assigns all rights accruing from its ownership of the Protected Property, including the right to engage in or permit or invite others to engage in all uses of the Protected Property that are not prohibited herein and are not inconsistent with the purpose of this Conservation Easement. In the event Grantor plans to undertake actions that could be inconsistent with the purpose of this Conservation Easement, Grantor shall provide Grantee written notice of such intent not less than sixty (60) days prior to the date Grantor intends to undertake the activity in question. The notice shall describe the nature, scope, design, location, timetable, and any other material aspect of the proposed activity in sufficient detail to permit Grantee to make an informed judgment as to its consistency with the purpose of this Conservation Easement. Grantee shall grant or withhold its approval in writing within sixty (60) days of receipt of Grantor's notice. Grantee's approval may be withheld only upon a reasonable determination by Grantee that the action proposed would be inconsistent with the purpose of this Conservation Easement.

B. Any improvements to the Protected Property shall be limited to those which are passive in nature and meet the requirements and intent of RCW 84.34.200-220. Passive improvements include, but are not limited to, trails, interpretive centers, viewpoints, picnicking facilities, access, restrooms, playgrounds and restoration projects. Active recreational improvements are prohibited. Such improvements include, but are not limited to ball fields, use by motorized vehicles, swimming pools, and recreation centers.

C. Nothing herein precludes the Grantor from demolishing, removing, and remediating existing improvements on the property as of the date of this Conservation Easement.

V. <u>Prohibited Uses and Activities.</u> Neither Grantor nor its licensees or invitees shall use the Protected Property for any activity or purpose that is inconsistent with the purpose of this Easement. Without limiting the generality of the foregoing, the following activities are expressly prohibited in the Protected Property:

A. The placement or construction of any buildings, structures, improvements or equipment of any kind except as permitted in subsection IV. B;

B. The continuation, creation, expansion or intensification of any use or activity that is contrary to the purpose of this Conservation Easement or prohibited in this section;

C. Mining or extraction of soil, sand, gravel, oil, natural gas or other mineral;

D. Dumping or accumulation of trash or refuse;

E. The use of motorized vehicles except for those necessary to conduct the uses permitted under this Conservation Easement,; and

F. Any construction, expansion, repair or other development activity that would result in more than ten percent (10%) of the area of the Protected Property being covered with impervious surfaces, including, without limitation, asphalt, concrete, gravel, or buildings, or ponds.

VI. Transfer of Property. The Grantor agrees to:

A. Incorporate the terms of this Conservation Easement by reference in any deed or other legal instrument by which it divests itself of any interest in all or a portion of the Protected Property, including, without limitation, leasehold interests.

B. Describe the Conservation Easement in and append it to any contract for the transfer of any interest in the Protected Property.

C. Give written notice to the Grantee of the transfer of any interest in all or any portion of the Protected Property no later than forty-five (45) days prior to the date of such transfer. Such notice to the Grantee shall include the name, address and telephone number of the prospective transferee or the prospective transferee's representative.

D. Execute and record any and all necessary documents, as required by the Grantee, to ensure the continuing validity and enforceability of the Conservation Easement regardless of the status of the transferee.

The failure of the Grantor to perform any act required by this subsection shall not impair the validity of this Conservation Easement or limit its enforceability.

VII. **Extinguishment.** This Conservation Easement may be terminated or extinguished, whether in whole or in part, only under one or more of the following circumstances:

A. By judicial determination, by a court having jurisdiction over the Conservation Easement, those circumstances have rendered the purpose of this Conservation Easement impossible to achieve.

B. In the event all or any of the Protected Property is taken by exercise of the power of eminent domain or acquired in lieu of condemnation, whether by public, corporate or other authority, except by the parties hereto.

VIII. **Proceeds**. In the event of termination or extinguishment of this Conservation Easement, Grantee shall be compensated by Grantor for the fair market value of its interest in the Protected Property as determined by either a real estate appraiser licensed by the State of Washington or a court of competent jurisdiction.

IX. **Transfer or Assignment of the Conservation Easement.** This Conservation Easement is transferable, but Grantee may assign its rights under this Conservation Easement only to an agency or organization that is authorized to acquire and hold conservation easements under RCW 64.04.130 or RCW 84.34.250, or otherwise qualified at the time of transfer under §170(h) of the Internal Revenue Code of 1986. As a condition of such transfer, Grantee shall require that the transferee exercise its rights under the assignment consistent with the purpose of this Conservation Easement.

X. <u>Costs and Liabilities.</u> Grantor retains all responsibilities and shall bear all costs and liabilities of any kind related to ownership, operation, upkeep, and maintenance of the Protected Property.

A. <u>Taxes</u>. Grantor shall continue to be solely responsible for payment of all taxes and assessments levied against the Protected Property.

B. <u>Attorneys' fees and costs for enforcement</u>. If the Grantee commences and successfully prosecutes an enforcement action pursuant to Section XI below, the Grantor shall pay all reasonable costs and expenses associated with the enforcement action, including but not limited to, reasonable attorneys' fees.

XI. <u>Enforcement & Monitoring.</u> Grantee shall have the authority to enforce the terms of this Conservation Easement. To exercise this authority and thereby further the purpose of this Conservation Easement, the Grantee shall have the following rights under this Conservation Easement, which are subject to the stated limitations:

A. <u>Entry onto Protected Property with Reasonable Notice.</u> If the Grantee has reason to believe that a violation of the terms of this Conservation Easement has occurred or is occurring, the Grantee shall have the right to enter the Protected Property, provided that reasonable advance notice is given to the Grantor, for the purpose of inspecting it for violations of any requirement set forth in this Conservation Easement. Additionally, the Grantee shall have the right to enter the Protected Property at least once a year, at a mutually agreed time, for purposes of inspection and compliance monitoring regardless of whether Grantee has reason to believe that a violation of this Conservation Easement exists. See Section III. B. for description of Grantee's rights for access.

B. <u>Enforcement Mechanisms and Remedial Measures</u>. If the Grantee finds what it believes to be a violation of this Conservation Easement, it may, at its discretion, use any available legal or equitable remedy to secure compliance, including but not limited to seeking injunctive relief and/or specific performance requiring the Grantor to cease and desist all activity in violation of the terms of this Conservation Easement and to return the Protected Property to its condition prior to any violation(s). Except when an imminent violation could irreversibly diminish or impair the Conservation Values of the Protected Property, the Grantee shall give the Grantor written notice of the violation and thirty (30) days in which to take corrective action prior to commencing any legal action. The failure of Grantee to discover a violation or to take immediate legal action shall not bar it from doing so at a later time or constitute a waiver of its rights. Grantee may use the Baseline Documentation as a basis for enforcing the provisions of this Conservation Easement, but is not limited to the use of the Baseline Documentation to show a change of conditions.

C. <u>Emergency Enforcement</u>. If Grantee, in its sole discretion, determines that circumstances require immediate action to prevent or mitigate significant damages to the Conservation Values of the Protected Property, Grantee may pursue its remedies under this section without prior notice to Grantor or without waiting for the period provided for cure to expire.

D. Scope of Relief. Grantee's rights under this section apply equally in the event of either actual or threatened violations of the terms of this Conservation Easement. Grantor agrees that the Grantee's remedies at law for any violation of the terms of this Conservation Easement are inadequate and that Grantee shall be entitled to the injunctive relief described in this section, both prohibitive and mandatory, in addition to such other relief to which Grantee may be entitled, including specific performance of the terms of this Conservation Easement, without the necessity of proving either actual damages or the inadequacy of otherwise available legal remedies. Grantee's remedies described in this section shall be cumulative and shall be in addition to all remedies now or hereafter existing at law or in equity.

E. Costs of Enforcement. In the event Grantee must enforce the terms of this Conservation Easement, any costs of restoration necessitated by acts or omissions of Grantor, its agents, employees, contractors, invitees or licensees in violation of the terms of this Conservation Easement and Grantee's reasonable enforcement expenses, including reasonable attorneys' and consultants' fees and costs, shall be borne by Grantor, its successors or assigns.

F. Waiver of Defenses. Grantor acknowledges it has carefully reviewed this Conservation Easement and has consulted or had the opportunity to consult with counsel of its terms and requirements. In full knowledge of the provisions of this Conservation Easement, Grantor hereby waives any claim or defense it may have against Grantee or its successors or assigns under or pertaining to this Conservation Easement based upon waiver, laches, estoppel or prescription.

G. Acts Beyond Grantor's Control. Nothing contained in this Conservation Easement shall be construed to entitle the Grantee to bring any action against Grantor to abate, correct or restore any condition in the Protected Property or to recover damages for any injury to or change in the Protected Property resulting from causes beyond Grantor's control, including fire, flood, storm, and earth movement or the like.

XII. Hold Harmless. Grantor hereby agrees to release and hold harmless, indemnify and defend Grantee, its officers, elected and appointed officials, employees and agents (collectively "Indemnified Parties") from all liabilities, penalties, costs, losses, damages, expenses, causes of action, claims, demands or judgments, including, without limitation, reasonable attorneys' and consultants' fees arising from or in any way connected with:

A. Injury to or the death of any person, or physical damage to any property, resulting from any act, omission, condition or other matter related to or occurring on or about the Protected Property that is not a consequence of an activity of the Indemnified Parties undertaken under the rights granted to Grantee under this Conservation Easement;

B. Violations or alleged violations of, or other failure to comply with, any federal, state or local law or regulation relating to pollutants or hazardous, toxic or dangerous substances or materials, including without limitation CERCLA (42 U.S.C. 9601 et seq.) and MTCA (Ch. 70.105D RCW), by any person other than any of the Indemnified Parties, in any way affecting, involving or relating to the Protected Property, unless such violations or alleged violations are due to the sole acts or omissions of any of the Indemnified Parties on the Protected Property;

C. The presence or release in, on, from or about the Protected Property, at any time, of any substance now or hereafter defined, listed or otherwise classified pursuant to any federal, state or local law, regulation or requirement of any substance hazardous, toxic or dangerous to the air, water or soil, or in any way harmful or threatening to human health or the environment, unless caused solely by any of the Indemnified Parties.

XIII. <u>Recordation.</u> Grantee shall record this instrument in the Office of the Snohomish County Auditor and may re-record it at any time.

XIV. <u>Notices.</u> Any notice, demand, request, consent, approval, or communication that any party desires or is required to give to another party under the terms of this Conservation Easement shall be in writing and either served at or mailed to:

Grantee:	Snohomish County County Executive Office 3000 Rockefeller Avenue, M/S #407 Everett, WA 98201
Grantor(s):	City of Lake Stevens Office of the Mayor PO Box 257 Lake Stevens, WA 98258

or to such other address as any party from time to time shall designate by written notice to others.

XV. <u>General Provisions.</u>

A. <u>Amendment</u>. If circumstances arise under which an amendment to this Conservation Easement would be appropriate, the Grantor and Grantee may jointly amend this Conservation Easement by a written instrument to be recorded with the Snohomish County Auditor, provided that such an amendment does not diminish the effectiveness of this Conservation Easement in carrying out its purpose to permanently preserve and protect in perpetuity the Conservation Values of the Protected Property.

B. Controlling Law. The interpretation or performance of this Conservation Easement shall be governed by the laws of the State of Washington and the Laws of the United States. Any legal proceeding regarding this Conservation Easement shall be initiated in Snohomish County Superior Court.

C. Interpretation. This Conservation Easement shall be interpreted to resolve any ambiguities and questions of the validity of specific provisions to give maximum effect to its preservation purpose, as stated in Section II, above. If the Grantor has any doubt concerning the Conservation Easement, covenants, conditions, limitations or restrictions herein contained with respect to any particular use of the said Protected Property, it may submit a written request to the Grantee for consideration and approval of such use.

D. Definitions. Any masculine term used in this Conservation Easement shall include the female gender. The terms "Grantor" and "Grantee," wherever used in this Conservation Easement, and any pronouns used in their place, shall be held to mean and include respectively the above-named Grantor, its successors, and assigns, and the above-named Grantee, its successors and assigns.

E. Entire agreement. This Conservation Easement sets forth the entire agreement of the parties with respect to the issues addressed herein and supersedes all prior discussions, negotiations, understandings, or agreements relating to these issues, all of which are merged herein.

F. No forfeiture. Nothing in this Conservation Easement shall result in a forfeiture or revision of Grantor's title in any respect.

G. Successors. As stated in the above recitals, all covenants, terms, conditions, and restrictions of this Conservation Easement shall run with the land and be binding upon, and inure to the benefit of, the parties hereto and their respective successors and assigns.

H. Severability. If any portion of this Conservation Easement is declared unlawful or invalid, the remainder of the Conservation Easement shall remain in full force and effect.

I. Authority of signatories. The individuals executing this Conservation Easement warrant and represent that they are duly authorized to execute and deliver this Conservation Easement.

J. No merger. If Grantee at some future time acquires the underlying fee title in the Protected Property, the interest conveyed by this Conservation Easement will not merge with fee title but will continue to exist and be managed as a separate estate.

XVI. Environmental Compliance.

A. Grantor represents and warrants that, after reasonable investigation and to the best of Grantor's knowledge, Grantor and the Protected Property are in compliance with all federal, state and local laws, regulations and requirements applicable to the Protected Property and its use, including without limitation all federal, state and local environmental laws, regulations and requirements.

B. Grantor further represents and warrants that there has been no release, dumping, burying, abandonment or migration from offsite onto the Property of any substances, materials or wastes that are hazardous, toxic, dangerous or harmful or are designated as, or contain components that are subject to regulation as hazardous, toxic, dangerous or harmful by any federal, state or local law, regulation, statute or ordinance. The property at parcel 0056220000903 presumably contains a non-functional septic tank and drainage field which will be decommissioned at the time of demolition of the residence from the property, and removed through a restoration project. There is no pending or threatened litigation affecting the Property or any portion of the Property that will materially impair the Conservation Values. No civil or criminal proceedings have been instigated or are pending against Grantor or its predecessors by government agencies or third parties arising out of alleged violations of environmental laws, and neither Grantor nor its predecessors in interest have received any notice of violation, penalties, claims, demand letters or other notifications relating to a breach of environmental laws.

C. Remediation. If at any time there occurs or has occurred a release in, on or about the Property of any substances now or hereafter defined, listed or otherwise classified pursuant to any federal, state or local law, regulation or requirement as hazardous, toxic or dangerous to the air, water or soil, or in any way harmful or threatening to human health or environment, Grantor agrees to take all steps necessary to assure its containment and remediation, including any cleanup that may be required, unless the release was caused by the Grantee, in which case Grantee shall be responsible for remediation.

TO HAVE AND TO HOLD unto GRANTEE SNOHOMISH COUNTY, its respective successors and assigns forever.

IN WITNESS WHEREOF the parties have, by their authorized officers, set their own hands as of the day and year first stated above.

GRANTOR:

CITY OF LAKE STEVENS

By_________________________________

Brett Gailey
Its: City Mayor

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

I, _____________________________________ certify that I know or have satisfactory evidence that ________________ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument; on oath stated that (he/she) was authorized to execute the instrument; and acknowledged it, as the Mayor of the City of Lake Stevens, the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this _____ day of _________, 202_.

____
Printed Name: _______________________
NOTARY PUBLIC in and for the State of Washington, residing at _______________.
My Commission Expires: ______________.

Attest:

____
City Clerk Date

APPROVED AS TO FORM

____
City Attorney Date

ACCEPTED BY GRANTEE:

On ________, the Snohomish County Council adopted Motion _________ authorizing the County Executive to accept the Conservation Easement, pursuant to RCW 64.04.130.

GRANTEE:
SNOHOMISH COUNTY

By: ______________________________________
Dave Somers
Snohomish County Executive

STATE OF WASHINGTON)
) ss.
COUNTY OF SNOHOMISH)

I, _____________________________________ certify that I know or have satisfactory evidence that _________________________ is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument; on oath stated that (he/she) was authorized to execute the instrument; and acknowledged it, as the ______________________ of Snohomish County, the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal this _____ day of ___________, 202_.

____
Printed Name: ________________________
NOTARY PUBLIC in and for the State of Washington, residing at _______________.
My Commission Expires: ______________.

APPROVED AS TO FORM:

____
Deputy Prosecuting Attorney Date

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY SUBJECT TO CONSERVATION EASEMENT

Property 1:

Parcel 1 Description:
LOT 1, LAKE STEVENS SHORT PLAT RECORDED UNDER RECORDING NO. 7901050157, BEING A PORTION OF LOT 9, RUCKERS MILL PLAT NO. 1, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 53, RECORDS OF SNOHOMISH COUNTY, WASHINGTON; TOGETHER WITH THAT PORTION OF LOT 10, RUCKERS MILL PLAT NO. 1, ACCORDING TO THE PLAT THEREOF RECORDED IN VOLUME 7 OF PLATS, PAGE 53, RECORDS OF SNOHOMISH COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF LOT 10; THENCE NORTH 51 °02'00" WEST ALONG THE SOUTHWESTERLY LINE OF SAID LOT 10, A DISTANCE OF 150.00 FEET TO THE MOST NORTHERLY CORNER OF LOT 1 OF LAKE STEVENS SHORT PLAT RECORDED UNDER RECORDING NO. 7901050157, RECORDS OF SNOHOMISH COUNTY, WASHINGTON; THENCE PROJECTING SAID WEST LINE NORTH 36°35'08" EAST A DISTANCE OF 13.45 FEET; THENCE SOUTH 52°11'42" EAST, A DISTANCE OF 150.29 FEET TO THE WEST RIGHT OF WAY OF HARTFORD DRIVE; THENCE SOUTHWESTERLY ALONG SAID WEST RIGHT OF WAY, A DISTANCE OF 16.49 FEET TO THE POINT OF BEGINNING.
(ALSO KNOWN AS PARCEL A OF BOUNDARY LINE AGREEMENT RECORDED UNDER RECORDING NO. 201811135004, RECORDS OF SNOHOMISH COUNTY, WASHINGTON). SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

Conservation Easement Information:
Area: approximately 0.52 acres
Parcel ID: 00562200000903
Address: 2202 Hartford Drive, Lake Stevens, WA 98258

Property 2:

Parcel 2 Description:
That portion of Lot 10, Rucker's Mill Plat No. 1, according to the plat thereof recorded in volume 7 of Plats, page 53, records of Snohomish County, Washington, described as follows:
Beginning at the most Easterly corner of Lot 10 of said Plat; thence southwesterly along road right of way 225 feet; thence Northwesterly, parallel to the Southwesterly line of said Lot, a distance of 235 feet; thence Northeasterly to a point on the Northeasterly line of said Lot, 235 feet Northwesterly of the Point of Beginning; thence Southeasterly to the **Point of Beginning**.
Except that portion of hereinabove described Parcel 2 more particularly described as follows:

Commencing at the most Easterly corner of said Lot 10; thence Southwesterly, along the curve of the Southeasterly line of said Lot 10, to the left, which radius point bears South 44° 41' 49" East, having a radius of 2291.83 feet, through a central angle of 5°27'11", an arc distance of 218.12 feet to the **True Point of Beginning**; thence North 51° 02' 00" West, parallel with the Southwesterly line of said Lot 10, a distance of 66.73 feet; thence North 38° 58' 00" East a distance of 5.64 feet; thence North 51° 02' 00" West, a distance of 75.42 feet; thence South 38° 58' 00" West a distance of 16.08 feet to a point on the Southwesterly line of said Parcel 2; thence South 51° 02' 00" East, along said Southwesterly line of Parcel 2, a distance of 142.01 feet to a point on the Southeasterly line of said Lot 10; thence Northeasterly, along a curve to the right, which radius point bears South 50° 24' 39" East, having a radius of 2291.83 feet, through a central angle of 0°15'39", an arc distance of 10.44 feet to the **True Point of Beginning**.

Conservation Easement Information:

Area: approximately 1.22 acres
Parcel ID: 00562200001002
Address: 2210 Hartford Drive, Lake Stevens, WA 98258
See Attachment 3 for illustration of the 0.04-acre exception from the 1.26-acre parcel.

Property 3:

Parcel Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-03 - S1/2 LOT 15 EXC TH PTN DAF - COM SW COR L0T 15 TH ELY ALG CO RD 12FT TH NLY TO NW COR S1/2 LOT 15TH SLY 303.38FT TO POB

Conservation Easement Information:

Area: Approximately 1.27 acres
Parcel ID: 00562200001503
Address: 2410 Hartford Drive, Lake Stevens, WA 98258

Property 4:

Parcel Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-01 - COM SW COR LOT 15 TH ELY ALG CO RD 12FT TH NLY TO NW COR S1/2 LOT 15 TH SLY 303.38FT TO POB

Conservation Easement Information:

Area: approximately 0.09 acres
Parcel ID: 00562200001501
Address: unknown

Property 5:

Parcel Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-00 LOT 14

Conservation Easement Information:

Area: approximately 3.24 acres
Parcel ID: 00562200001400
Address: unknown

Property 6:

Parcel Description:
Section 08 Township 29 Range 06 Quarter NE Subdivision RUCKERS MILL PLAT NO 1 BLK 000 D-00 - TH PTN LOT 13 LY ELY OF CATHERINE CR

Conservation Easement Information:

Area: Approximately 0.44 acres
Parcel ID: 00562200001300
Address: unknown

EXHIBIT B

CONSERVATION EASEMENT BASELINE SITE ASSESSMENT

CURRENT CONDITIONS
Please describe the current conditions of the site at the time of acquisition. If a descriptor below does not apply, then indicate "Not Applicable". Please include a description of:

I. PROPERTY DATA

A. Structures (residential, commercial, agricultural, historic)

On Property 1 a vacant house is standing. On Property 2 a modern small garden tool shed is standing.

B. Access Roads and/or Road Frontage

Gravel driveways access Hartford Drive from Property 1, Property 2 (driveway in use by 2206 Hartford Drive), Property 3, and Property 5. Property 4 fronts Hartford Drive with no access designated.

C. Percentage & Type of Impervious Surfaces (note: gravel is considered impervious)

Property 1:	7.5%	Roof
	2.9%	Gravel
Property 2:	0.1%	Roof
	1.3%	Gravel
Property 3:	0.2%	Asphalt
	7.0%	Gravel
Property 4:	None	
Property 5:	0.8%	Gravel
Property 6:	None	

Note: Property boundary and coverage based on Snohomish County SCOPI with 2022 Aerial, and may be subject to errors associated with the sources.

D. Utilities (power, water, gas, sewer/septic, storm water)

Property 1: Electric, Water, Telephone, Septic
Property 5: Stormwater inlet/pipe

No utilities are serviced to the other properties.

E. Other Site Improvements

On Property 2 a fence and raised garden beds exist in an area being utilized by the adjoining neighbor to the west, a small pedestrian bridge is located over the slough in the rear. Also on Parcel 2, a neighbor to the east has mowed an area and occasionally stores vehicles on this property. On Parcels 3, 4, and 5 a fence has been constructed adjacent to Hartford Dr, and a split rail fence is outside of a previously mowed area.

F. Easements (road, utility, trail, agricultural, other)

No Existing Easements: Property 1, Property 2, Property 3, Property 4, and Property 6..
Access easement: Property 5 (for Property 6).

G. Present Use/Proposed Future Use(s)

Property 1: Present Use: Residential (vacant).
Proposed Use: Restored habitat/stream
Property 2: Present Use: Vacant, driveway, trail, and garden with fence by neighbor
Proposed Use: Restored habitat/stream with use by neighboring excluded from easement.
Property 3: Present Use: Cleared site & vacant.
Proposed Use: Restored habitat/trailhead
Property 4: Present Use: Cleared site & vacant.
Proposed Use: Restored habitat/trailhead
Property 5: Present Use: Cleared site, stream, & vacant.
Proposed Use: Restored habitat/stream/potential Trailhead/interpretive site.
Property 6: Present Use: Stream & Vacant.
Proposed Use: Restored habitat/stream

H. Mineral Rights and/or Water Rights Held by Property Owner and/or Others

N/A

I. Critical Areas

Wetlands exist on each parcel. A critical areas report was prepared for property 3 for the previous owner. Catherine Creek flows north to south along the west edge of properties 5 and 6.

J. Existing Critical Areas Protection Areas and/or Native Growth Protection Areas (attach a copy of any documentation, e.g. Critical Areas Site Plan)

None have been designated.

K. Historic Site Features (Other than Structures)

A low area extending through the rear of Properties one and two is thought to be the original path of Lower Stevens Creek.

II. GRAPHIC DOCUMENATION OF CURRENT SITE CONDITIONS
Please attach documents for items A – D.

A. High resolution aerial photo showing outline of acquisition area.

See Attachment 1

B. Ground photos of existing site features of significance

See Attachment 2

C. Site map. Map should note location of features identified above (A - F), including impervious areas.

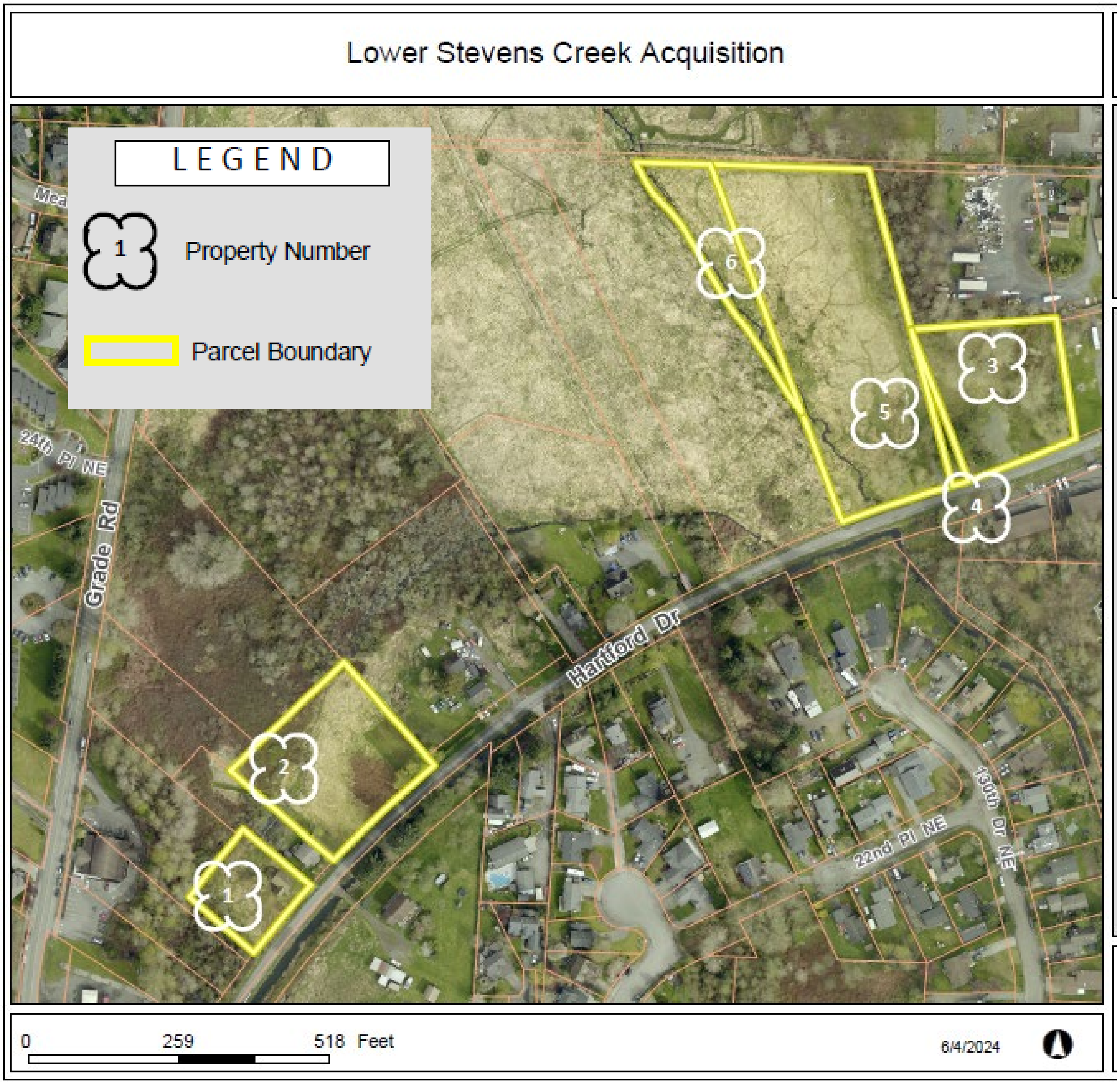
See Attachment 1

D. Property boundary survey, if partial acquisition.

See Attachment 3

Attachment 1.

Lower Stevens Creek Acquisition Area



Attachment 2.

Photographs of existing features of significance per each property.

<u>Property A, Parcel 00562200000903, 2202 Hartford Drive</u>

Looking Northwest

Looking Southeast

Looking Southwest

Looking Northeast

Property 2, Parcel 00562200001002, 2210 Hartford Dr.

Looking North at SW corner

Looking Northeast

Looking Northwest

Properties 3, 4, 5, and 6; Parcels 00562200001503, 00562200001501, 00562200001400, and 00562200001300; 2410 Hartford Dr.

Looking North at Parcel 3

Looking Northwest at Parcels 3, 4, and 5

Looking North at parcel 5

Looking North at Parcel 5 with Parcel 6 in Left Distance

Attachment 3.

Parcel 2 Survey showing 0.04-acre exception area.