

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.

February 11, 2025 - 6:00 PM

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

Via zoom: Join Meeting: [Zoom Link](#), Meeting ID: 85629044887

Call in at (253) 215-8782, Meeting ID 85629044887, Passcode: 554765

- 1. Call to Order**
- 2. Pledge of Allegiance** Mayor
- 3. Roll Call**
- 4. Approval of Agenda** Council President
- 5. Guest Business**
- 6. Citizen Comments**
- 7. Council Business** Council President
- 8. Mayor's Business**
- 9. City Department Report**
 - A. 2024 Public Works Annual Report Lori Erickson
 - B. 2024 Planning and Community Development Annual Report Russ Wright
- 10. Consent Agenda**
 - A. 2025 Vouchers Barb Stevens
 - B. City Council Meeting Minutes of January 21, 2025 Kelly Chelin
 - C. City Council Meeting Minutes of January 28, 2025 Caitlin Weaver
 - D. Region 1 SWAT Interlocal Agreement Jeffrey Beazizo
 - E. Amendment to Ordinance 1194 and LSMC Section 3.08.030 D, Relating to Taxation of Electrical Utility Providers Barb Stevens
- 11. Public Hearing**

A. Interim Ordinance 1192

David Levitan

12. Executive Session - Confidential Session of the Council per RCW 42.30.110

A. Property Acquisition

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: 2/11/2025

Contact Person/Department: Lori Erickson, Public Works

The Public Works Department accomplished many things in 2024, and the 2024 Annual Report summarizes some of the highlights and key statistics for Operations, Environmental Programs, and Engineering, including (but not limited to):

- APWA Accreditation
 - Bomb Cyclone Response
 - 1,009 Service Requests Received and 8,475 Work Orders Completed
 - Received a \$900k Grant for Environmental Programs
 - Regulatory Compliance Met
 - Wetland Restoration on Hartford Drive
 - 14 Miles of Stormwater Pipes Inspected and Pipe Condition Assessed
 - Transportation Benefit Program (TBP) Update
 - 3,000 Feet of Sidewalks Constructed Along 91st Ave Se
 - Completed 6 capital Projects
-



2024 ANNUAL REPORT



APWA ACCREDITATION



The City earned American Public Works Association Accreditation in June, a mark of excellence in public works. This rigorous process verifies compliance with industry best practices, ensuring quality, efficiency, and strong agency management. Only 7 cities in Washington hold this distinction.

BOMB CYCLONE RESPONSE

The November "bomb cyclone" caused major damage, but thanks to preparation, our crews responded safely and efficiently, spending 260 hours and \$11K on cleanup and repairs.



FROM THE PUBLIC WORKS DIRECTOR:



Lake Stevens Public Works' tireless efforts to improve service delivery is unmatched in the region. This is evidenced by our successes this past year including accreditation, completion of more work orders than ever, improved lake water quality and efficient delivery of capital projects.

Over the next year we will build on the 2024's successes by tracking metrics, expanding preventative maintenance programs and delivering capital projects that are both high-quality and cost-effective.

I hope this annual report builds trust in the community that their Public Works Department sets the standard for efficiency and service.

-Aaron Halverson, Public Works Director
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8,475 Work Orders Completed



Get the App or
scan this QR
Code to submit a
Service Request



1,009 Public Service
Requests Submitted



PUBLIC WORKS FACILITIES DIVISION STAFF

From the Operations Manager

“Public Works is the foundation of a community’s growth, safety, and sustainability. Through diligent planning, training and innovation, we are building and maintaining the infrastructure that supports our future.” -Curtis Clifton

Operations Highlights



Facilities

- 1,872 work orders completed by 4 employees (468/employee)
- New Facilities Division created
- Completed inventory of all facilities to develop preventative maintenance program.



Stormwater

- 5,298 work orders completed by 10 employees (530/employee)
- 833 catch basins cleaned
- 2,883 catch basins inspected
- Swept 1,200 miles of roadway (equivalent to sweeping the roads nearly 5 times)

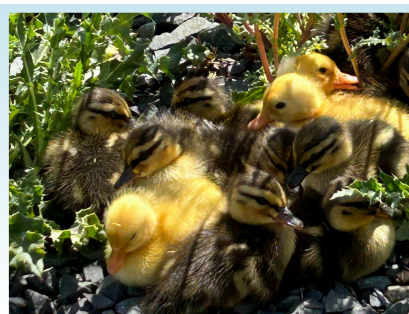


Streets

- 1,305 of work orders completed by 6 employees (217/employee)
- Replaced 18 school zone flashing signs
- 300 signs installed/repared
- 236 miles of roadside shoulder mowed
- 14 new/updated crosswalks

What We Maintain

Roadway Miles	252 Miles of Roadway
Sidewalks	137 Miles
Signs	3,161
Catch Basins	5,996
Stormwater Pipe	137 Miles
Stormwater Facilities	125 City-Owned
Public Facilities	19
Capital Projects	9
Fleet Vehicles	103
# of Employees	35



A group of ducklings was safely rescued from a catch basin, thanks to our dedicated Stormwater Team!

Environmental Programs

“ This year, our team excelled in meeting regulatory requirements and securing funding to build the Environmental Programs Division. Their hard work and expertise are reflected in this brief sample of project accomplished. ”

- Shannon Farrant,
Environmental Programs Manager

WATER QUALITY
SAMPLING ON
LAKE STEVENS

\$900k in Grant Funded Projects



- Comprehensive watershed planning
- Stormwater infrastructure condition inventory
- Property acquisition for wetland restoration

What do we do?

- Protect and maintain water quality through monitoring, management, and permit compliance.
- Manage stormwater systems to reduce pollution in lakes, streams and wetlands.
- Pursue projects that enhance and preserve natural resources.



INVESTIGATED
OVER 30 WATER
QUALITY
VIOLATIONS

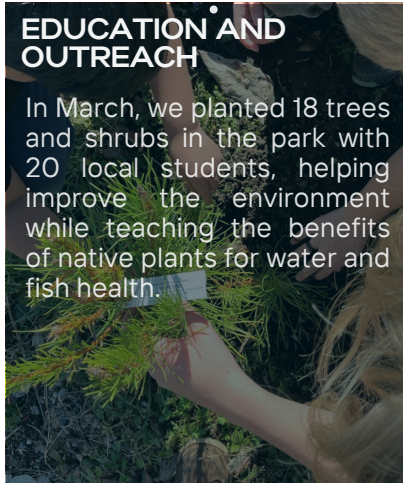
WETLAND RESTORATION

Earlier this year, the City removed an abandoned building on Hartford Drive, taking a key step in restoring the wetland.

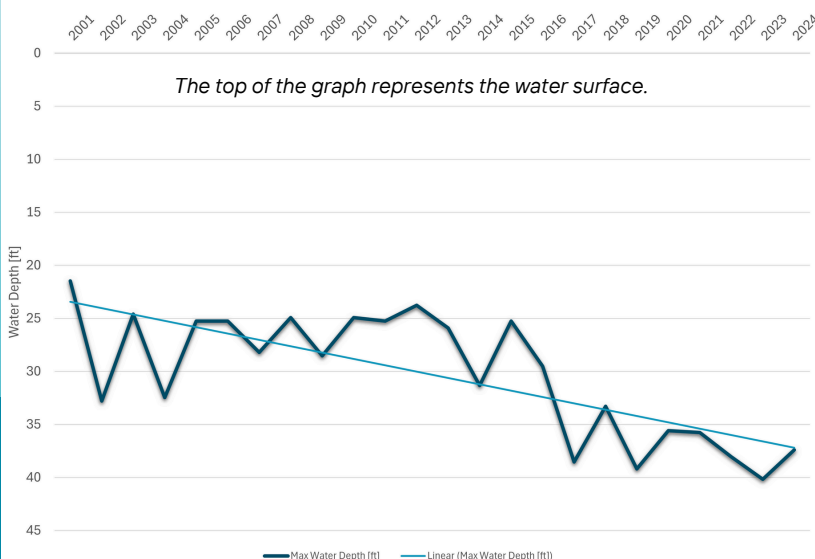


EDUCATION AND OUTREACH

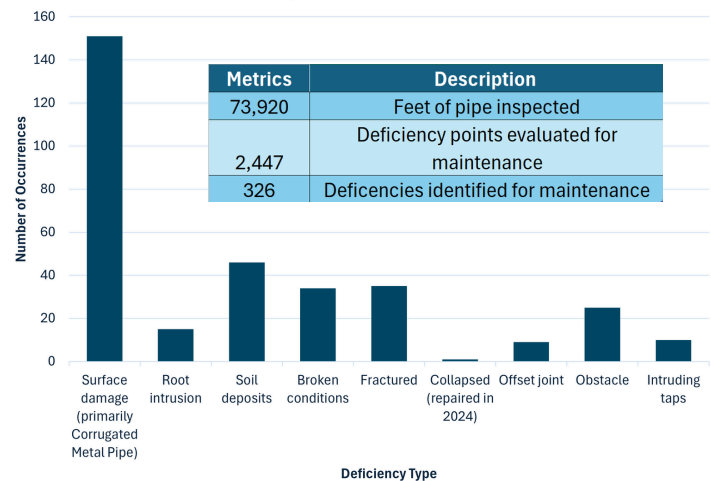
In March, we planted 18 trees and shrubs in the park with 20 local students, helping improve the environment while teaching the benefits of native plants for water and fish health.



Water Clarity Depth



Pipe Deficiencies Found



STORMWATER PIPE CONDITION ASSESSMENT

In 2024, 14 miles of stormwater pipes were inspected and assigned a condition rating. We found 326 deficiencies for repair. In 2025 - 2026, the city will inventory 30 additional miles of pipe. This is an important step to maintaining the City's stormwater infrastructure. The graph above summarizes the findings.

LAKE CLARITY - DEEPEST IN 10 YEARS!

Water clarity in Lake Stevens has improved over time (see graph to the left), thanks to regular monitoring, lake management, and stormwater system maintenance. Water clarity depth is an indicator of water quality, the deeper one can see into the lake the better the quality of water.



THE
ENVIRONMENTAL
PROGRAMS TEAM

Engineering and Capital Projects



91ST AVE SE
SIDEWALK PROJECT

2024 HIGHLIGHTS



13 miles of lane lines and fog lines were refreshed, and 140 crosswalk bars and 42 traffic arrows were installed



3,000 feet of sidewalks were constructed along 91st Ave SE



Repaved 2.5 miles of roadway



Completed 6 capital projects



2,850 feet of paved trail, 2 parking lots and 2 dog parks were constructed for the first phase of the Bayview Connector Trail



BAYVIEW CONNECTOR
TRAIL

TRANSPORTATION BENEFIT PROGRAM (TBP) UPDATE

The 2022 voter-approved 0.2% sales tax will generate \$1.5M annually for 10 years to improve walkability and transportation. In 2024, TBP funds were used to construct two segments of the 91st Ave SE sidewalk, creating a continuous path between Market Place and 8th St SE. This benefits students at Hillcrest and Skyline Elementary, Lake Stevens Middle School, and Community Transit riders. To maximize funds, the City also secured a \$442,564 grant from the Transportation Improvement Board.

Main Street Capital Projects

Design

The City finished designing the Main Street Improvements Project, set for construction in 2025 with a \$3.3M federal grant.

At the same time, work is moving forward on designs for intersection upgrades at 20th Street NE and Main Street, backed by a \$2.5M federal grant.

Construction

In February 2025, the city's contractor will begin construction of the Main Street Improvements Project including sidewalks, roadway and utility improvements between North Lakeshore Drive and 16th Street NE.

To get more information about City projects scan this QR code.



2024 OVERLAY



THE
ENGINEERING
TEAM

FROM THE CITY ENGINEER

“We will continue to harness our expertise and passion to build a city where innovation and collaboration pave the way for progress and prosperity.” - Kim Klinkers, PE

CITY DEPARTMENT REPORT



Agenda Date: 2/11/2025

Contact Person/Department: Russ Wright, Community Development

The 2024 Planning and Community Development (PCD) Year End Report highlights significant achievements and activities in land use, building permits, long-range planning, economic development and process improvements. It also describes changes in staffing, training and coordination with other agencies. Finally, it provides a snapshot of proposed 2025 activities for the department.

2024 Planning and Community Development (PCD) Year End Report

2024 Department Highlights

PCD was busy reviewing development applications – land use permits remained consistent and business licenses increased. Residential and commercial development were steady with new neighborhoods, varied housing types and new commercial projects under design or construction.



The team completed several long-range planning projects.

- 2024 Comprehensive Plan update
- Four code amendments
- After an extensive study, the City Council approved a new fee schedule for building and land use permits based on cost recovery.
- Consultants were selected for the Civic Campus and Lake Stevens Historical Museum.

Partial PCD Staff Photo

PCD continued to emphasize process improvements, staff training and internal growth.

- Process improvements focused on permit workflows with a goal to reduce review times and increase clarity, citations and consistency of city comments across departments.
 - PCD revised or created 23 Standard Operating Procedures
 - Staff revised 21 application forms and updated 79 checklists
 - Migrated our department files into SharePoint
- All staff had opportunities for training and to attend conferences to increase their skills.
 - Staff took advantage of 69 training opportunities, earning over 81 educational credits throughout 2024 to stay current on ever-evolving land use and permitting requirements and best practices, which lead to several certifications.
- Staffing:
 - We said hello to Dawn Erickson, our first dedicated administrative support person.
 - We said goodbye to Mariamne Busby, which opened an opportunity for Cody Schwindt to successfully compete for the Civil Plan Reviewer position.
 - In turn, we welcomed Gloriana Huhta onto our team as the new Permit Lead.
 - Jill Needham moved into the Planner position and will take on more complex projects.
 - Caleb Glaser moved into the Building Inspector 2 role after earning additional credentials and additional responsibilities.

2024 PCD Permit Highlights

Residential Building Permits

- Vintage Senior Housing – 188 units
- Village Concepts Assisted Living – 141 units
- Single-Family Residences – 81 reviewed / 147 completed

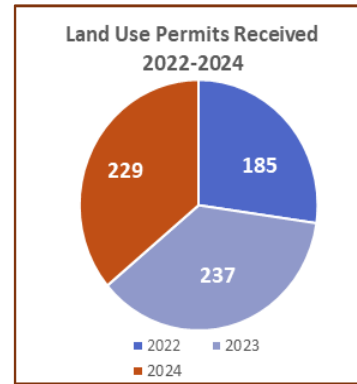
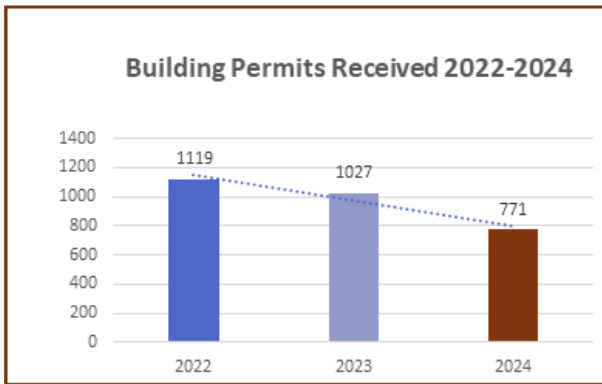
Residential Land Use Permits

- 8 active subdivisions – 303 new lots in the queue
- 4 active townhome projects – 141 units in the queue
- ADUs – Applied: 4 new/1 alteration; Issued - 2 new/2 alterations

6,226 Building inspections (17 per day) & 694 Land Use inspections (2 per day) completed



Fagerlie Subdivision Under Construction



Three-Year Land Use and Building Permit Trends

The three-year trends show an overall decline in building permits between 2022 and 2024, with land use permits staying steady for the last two years. This may reflect reduced land availability or higher development costs. However, **in the last two years, the number of land use permits has exceeded the prior five-year average.**



Each land use permit generates multiple Building Permits



Most approved land use permits create a multiplier for building permits. For example, a **30-lot subdivision would include a building permit for each residence plus construction-related building permits**. There is generally a one-to-two-year lag between approved land use and building permits. We anticipate an increase in 2025 and 2026 building permit activity.



Village Concepts Assisted Living Facility Under Construction

Civic Building & Land Use Permits

- Sno-Isle Library
- Food Bank repair
- Bayview Trail
- Main Street improvements
- Sewer lift station and capacity improvements
- 91st Ave Multi-Use Path

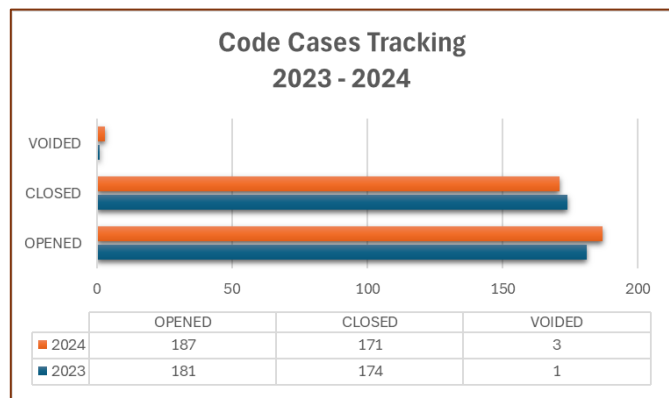
Commercial Land Use Permits

- South Lake Business Park
- Lakeshore Plaza
- Meyer Industrial
- Panda Express
- Pursuit Fitness
- AJ Family Dentistry
- Planet Fitness

Code Enforcement

Code Enforcement focused on customer compliance, remained proactive in response times and continued to monitor violations. The number and flow of open and closed code cases were broadly consistent with the previous year.

- 2024 saw 187 cases opened and 171 cases closed, compared with 181 and 174, respectively, for 2023.
- New compliance forms and processes were developed with concise steps for customers, resulting in faster case resolution.



Two-year Code Enforcement Trends

2024 PCD Long-Range Planning and Economic Development Highlights

Long-Range Planning

2024 Comprehensive Plan

The Comprehensive Plan Periodic Update dominated the 2024 Long Range Planning Work Program and represents the first major plan update since 2015. Community engagement was integral to the process:

- 7 Planning Commission work sessions
- 4 City Council work sessions
- 2 Open houses
- Outreach at community events
- An interactive GIS story map describing proposed map changes
- A comprehensive project website, including a FAQ document
- Extensive public noticing in advance of the public hearing



Important Changes to the 2024 plan:

- Addressed changes to the Growth Management Act for housing, climate change/ sustainability and multimodal transportation
- Aligned the city plan with countywide and regional policies
- Adopted new growth targets through the year 2044
- Targeted rezones to increase the supply of multi-family housing and commercial areas.

Lake Stevens Growth Targets	2019/2020 Estimate	2044 Growth Target	2020-2044 Increase
Population (people)	38,951	48,565	9,614
Employment (jobs)	5,675	8,894	3,219
Housing Units (units)	13,473	18,388	4,915

Lake Stevens 2044 Growth Targets

Code Amendments

- *Ordinance 1160* – 2021 International Building Codes updated building, construction and fire regulations, which became effective February 28, 2024.
- *Ordinance 1179*—Code Clean Up corrected code inconsistencies and improved the administration of existing code to comply with state housing legislation, notably HB 1110 (middle housing) and HB 1337 (accessory dwelling units). It became effective on March 6, 2024.
- *Ordinance 1185* – The Solicitor License ordinance amended the local Solicitor License code and became effective on July 3, 2024.
- *Interim Ordinance 1192* – Project Permit Review adopted local regulations to be consistent with SB 5290. The interim code is effective through December 2025 and will be replaced by permanent rules as part of a larger process code amendment in 2025.

Code Amendments in Action – the City Council and staff spent considerable time working on a short-term rental ordinance in 2023 with a citizen’s committee and the Planning Commission. Since its inception, staff have approved 23 short-term rental applications and renewed eight applications in 2024. There have been no reported problems to date.

Economic Development and Other Outreach

Department Goal: Maintain A Unique and Vibrant Community That Promotes Economic Growth and Healthy Neighborhoods with Sustainable Development and Environmental Protection

The **91st Ave NE Sidewalk Project design was completed in 2024** after several months of public and council engagement.



Photo Simulation of Future 91st Ave SE Improvements

- This roadway will provide a blueprint for future active commercial roads with bike paths and inviting sidewalks and pedestrian areas. Complete design is slated for January 2026.
- This project will connect neighborhoods to shopping and recreation areas and provide multiple safe transportation options when completed.

Other economic development activities this year focused on marketing surplus city properties with the assistance of a real estate broker; coordinating the floor plan of the Lake Stevens Historical Museum; and bringing on a design team to complete the Municipal Service Campus.

Beautification Plan

- City-branded wayfinding signage was installed in the first quarter of 2024 throughout the city at several key locations.

- PCD worked with a consultant to create an official “City of Lake Stevens” flag. The flag contains each district’s icon and brings them together under the “*One Community Around the Lake*” banner. The flag was carried during the Association of Washington Cities Annual Conference in June 2024.



- Staff has been coordinating with the Mayor and an HOA on a future mural to be painted on the long wall at SR-9 and Market Place.

External Collaboration

- In May 2024, city staff and council members traveled with members of the Economic Alliance to Washington DC, to discuss countywide needs with our delegates. The city of Lake Stevens met individually with our delegates to address city priorities, including transportation, housing and other topics.
- City staff actively participated with Snohomish County Tomorrow (SCT) – the Community Development Director serves as co-chair of the Planning Advisory Committee and as the city and town representative to the Puget Sound Regional Council. The Community Development Director will participate on an exploratory committee in 2025 to evaluate the role of SCT as a regional group to improve communication across sub-committees.



- PCD participated in a year-long pilot project as part of a Community Transit Community Working Group comprised of community representatives. The Community Working Group developed the service area and recommended the mode of transportation, resulting in the Zip Shuttle program. The Zip Shuttle provides over 50 daily rides.

CT Community Working Group

- PCD staff continues to participate in the Alliance for Affordable Housing. Notable accomplishments in 2024 included revised demographic information for the cities completing their comprehensive plans.
- PDC Code Enforcement staff meets monthly with code enforcement staff from the cities of Monroe, Sultan and Snohomish for consistency of code application across jurisdictions.
- The building officials from Monroe, Stanwood, Duvall, Gold Bar and Sultan meet monthly to discuss policy and ensure consistency across jurisdictions. Snohomish County and Woodinville have recently joined the group.

The cities of Lake Stevens, Monroe and Stanwood, received the WABO Award for their efforts coordinating with neighboring jurisdictions preparing and implementing handouts pertaining to the recent building code updates.

2025 PCD LOOK AHEAD

Process Improvements

Automation and Simplification are PCD's themes for 2025!

PCD's goal is to become more efficient as we perform regular activities to improve workflows and productivity.

- The 2024 upgrades to our permitting software provided additional automation opportunities for us to simplify workflows for plan review and inspections. Automation will increase permitting consistency and make reporting easier to comply with SB 5290.
- Future SharePoint and GIS integrations will also increase efficiency.

As a city, staff will begin testing artificial intelligence (AI) across our various tasks using Microsoft Copilot.

- In PCD, AI can assist in preparing public notices, form updates and similar tasks.
- This tool will help us improve customer service through online prompts for permits and long-range projects.

Reduce meetings and focus on those that are purposeful.

Increase cross-training on processes and promote a holistic understanding of work to reduce silos to improve consistency and predictability, improving customers' experiences.

Projects

The 2025 Long-Range Work Program will focus on overhauling the permit process, revising streets and parking, updating critical areas, implementing additional housing / mixed-use tools, and reimagining the Lake Stevens Industrial Center. It will also oversee the annual docket.

Other projects will include adding beautification signs, public art, and continued coordination with external agencies.

PCD staff will deliver the Museum project this year and manage the development of the Civic Campus, which should be under construction in late 2025.

Training and Staffing

We will add a new assistant planner in the first quarter and a building supervisor later in the year to improve our customer service and response times. We also plan to hire a planning intern to help with long-range projects.

All staff will continue to receive additional training and certifications focusing on technology and best industry practices, allowing us to keep up with changing codes and techniques.

BLANKET VOUCHER APPROVAL
2025

Payroll Direct Deposits		
Payroll Checks		
Electronic Funds Transfers	ACH	\$275,031.30
Claims	62699-62789	\$391,946.26
Void Checks	62447	(\$1,447.00)
Total Vouchers Approved:		\$665,530.56

This 11th day of February 2025

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

February 11, 2025



City expenditures by type for this voucher packet		
Payroll Federal Taxes	\$151,383	23%
Excise Tax	\$14,354	2%
Retirement Benefits - Employer	\$90,231	14%
Other Employer Paid Benefits	\$519	0%
Employee Paid Benefits	\$24,508	4%
Supplies	\$48,723	7%
Professional Services	\$250,065	38%
Refunds	\$1,563	0%
Capital *	\$80,813	12%
Debt Payments	\$4,819	1%
Void Checks	-\$1,447	0%
Total	\$665,531	100%

Large Purchases *

* Surface Laptops (7) \$13,037

* LS Museum Design \$17,000

* Lundeen Park Camera Install \$33,665

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 01/24/2025 - 02/06/2025

Total for Period
\$666,977.56

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-45029	001 008 521 20 31 06	LE - Uniform Clothing	Armor - W Aukerman	62703	\$1,970.69
911 Supply Inc	INV-2-45169	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor - D Carter	62703	\$1,970.69
911 Supply Inc	INV-2-45171	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor - C Lyons	62703	\$1,970.69
911 Supply Inc	INV-2-45195	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor - J Kilroy	62703	\$1,970.69
					62703 Total	\$7,882.76
Ace Hardware	80538	001 010 576 80 31 00	PK-Operating Supplies	Blk & Gld Drill Bit - Connex Lock	62704	\$16.38
Ace Hardware	80542	101 016 544 90 31 02	ST-Operating Cost	Air Freshener Supernova 3PK	62704	\$5.02
Ace Hardware	80542	101 016 544 90 31 02	ST-Operating Cost	Auto Cleaning Cloth 12PK	62704	\$16.38
Ace Hardware	80542	101 016 544 90 31 02	ST-Operating Cost	Tire Gloss 240Z	62704	\$21.84
Ace Hardware	80554	101 016 544 90 31 02	ST-Operating Cost	Key Bands Assrt Plst	62704	\$3.25
Ace Hardware	80554	101 016 544 90 31 02	ST-Operating Cost	Keykrafter Brass	62704	\$10.02
Ace Hardware	80557	101 016 544 90 31 02	ST-Operating Cost	Pipe Valve Brs	62704	\$29.72
Ace Hardware	80557	410 016 531 10 31 02	SW - Operating Costs	Pipe Valve Brs	62704	\$29.71
Ace Hardware	80562	101 016 544 90 31 02	ST-Operating Cost	33 PC Security Bit Set	62704	\$14.20
Ace Hardware	80562	101 016 544 90 31 02	ST-Operating Cost	Spraypaint	62704	\$29.48
Ace Hardware	80564	001 013 518 20 31 00	GG-Operating Costs	Paper Towels/Picture Hanging Kit - Gen Facilities	62704	\$71.32
Ace Hardware	80564	005 000 518 20 30 00	RP - Operating Supplies	Paper Towels/Picture Hanging Kit - Gen Facilities	62704	\$25.18
Ace Hardware	80564	101 016 544 90 31 02	ST-Operating Cost	Paper Towels/Picture Hanging Kit - Gen Facilities	62704	\$3.15
Ace Hardware	80564	410 016 531 10 31 02	SW - Operating Costs	Paper Towels/Picture Hanging Kit - Gen Facilities	62704	\$5.25
Ace Hardware	80571	101 016 544 90 31 02	ST-Operating Cost	Base Exterior Paint and Primer	62704	\$55.73
Ace Hardware	80571	101 016 544 90 31 02	ST-Operating Cost	Jumbo Paint Tray	62704	\$3.92
Ace Hardware	80571	101 016 544 90 31 02	ST-Operating Cost	Mini Roller	62704	\$8.28
Ace Hardware	80571	101 016 544 90 31 02	ST-Operating Cost	Spraypaint	62704	\$9.83
Ace Hardware	80571	101 016 544 90 31 02	ST-Operating Cost	State Paintcare Gallon Fee	62704	\$1.05
Ace Hardware	80595/7	101 016 544 90 31 02	ST-Operating Cost	Stop Start Valve	62704	\$10.19
Ace Hardware	80616/7	001 010 576 80 31 05	PK-R&M Supplies	Combo Lock Accent SN - Lundeen Shed Lock	62704	\$89.99
Ace Hardware	80617/7	001 010 576 80 31 05	PK-R&M Supplies	Entry Deadbolt and Entry Knob Return - Lundeen Shed Lock	62704	(\$89.99)
Ace Hardware	80617/7	001 010 576 80 31 05	PK-R&M Supplies	Entry Lever and Deadbolt Set - Lundeen Shed Lock	62704	\$74.99
					62704 Total	\$444.89
Alexander Printing Co Inc	87230	001 013 518 20 31 00	GG-Operating Costs	Regular Envelopes (1500)	62705	\$278.53
Alexander Printing Co Inc	87393	001 004 514 23 31 00	FI- Operating Supplies	Window Envelopes (2500)	62705	\$461.51
Alexander Printing Co Inc	87832	001 010 576 80 42 01	PK-Advertising Services	Signs - Boat Closure/Mill Open House/Food Truck Parking	62705	\$180.57
					62705 Total	\$920.61
Amazon Capital Services	13TH-F1K4-4CHW	001 008 521 20 31 00	LE-Office Supplies	Binder Clips Assorted Sizes	62706	\$25.13
Amazon Capital Services	16CW-XN96-CGLJ	001 008 521 20 31 00	LE-Office Supplies	Sound Machine	62706	\$17.48
Amazon Capital Services	16CW-XN96-CGLJ	001 008 521 20 31 00	LE-Office Supplies	Tension Curtain Rod	62706	\$31.69
Amazon Capital Services	1CFX-HXWQ-FMNG	001 013 518 10 30 00	LEAN Training - Supplies	Picture Frame Set of 12	62706	\$40.10
Amazon Capital Services	1CRK-47T9-LHCK	001 008 521 20 31 02	LE-Minor Equipment	Walkers Razor Slim Electronic Muff (20)	62706	\$916.40
Amazon Capital Services	1CW3-PCHX-XYXQ	001 008 521 20 31 02	LE-Minor Equipment	Retractable Ratchet Straps	62706	\$81.87
Amazon Capital Services	1D6G-1CDD-D3WL	001 008 521 20 31 02	LE-Minor Equipment	Energizer Battery Lithium 3v - 5 Packs of 5	62706	\$94.00
Amazon Capital Services	1JV-1MGG-WXKL	001 005 517 60 31 00	HR-Safety Program Supplies	Medical Pack of 50 CPR Training Shields	62706	\$28.31
Amazon Capital Services	1JV-1MGG-WXKL	001 005 517 60 31 00	HR-Safety Program Supplies	Tourniquets	62706	\$52.43
Amazon Capital Services	1KHH-3WG7-MR4C	001 010 576 80 31 00	PK-Operating Supplies	Wooden Desktop Bookshelf - T Woldridge Office Move	62706	\$98.36
Amazon Capital Services	1L4X-NQCR-6W11	001 010 576 80 31 08	PK-Special Event Supplies	Plastic Watering Can	62706	\$18.56

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1LLP-XV73-F46M	001 010 576 80 31 00	PK-Operating Supplies	Angle Measurement Ruler	62706	\$5.45
Amazon Capital Services	1LLP-XV73-F46M	001 010 576 80 31 00	PK-Operating Supplies	Evidence Markers Crime Scene Tents	62706	\$21.85
Amazon Capital Services	1LLP-XV73-F46M	001 010 576 80 31 00	PK-Operating Supplies	High Strength Cubicle Wall Hook	62706	\$9.29
Amazon Capital Services	1PPV-PVF4-QT6P	001 008 521 20 31 00	LE-Office Supplies	Small Standing Desk Adjustable Height	62706	\$61.20
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Command Hooks	62706	\$13.11
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Cords	62706	\$12.02
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 03	PK- Equipment & Tools	Drill Bit Sharpener	62706	\$174.83
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Floating Key Rings	62706	\$17.47
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Hanger Hooks	62706	\$15.29
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Hanging File Folders	62706	\$25.76
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Painters Tape	62706	\$6.55
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Parts Cleaner	62706	\$11.28
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 00	PK-Operating Supplies	Picture Frames	62706	\$15.29
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	RedMax Air Filters	62706	\$20.43
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Backpack Blower	62706	\$18.46
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 03	PK- Equipment & Tools	Redmax Backpack Blower Support Pad	62706	\$90.64
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Blower Air Filters	62706	\$109.19
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Blower Clips	62706	\$111.46
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Blower Tubs	62706	\$60.53
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Choke Lever Parts	62706	\$8.62
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Redmax Fuel Filters	62706	\$9.83
Amazon Capital Services	1PW7-CT3P-MJJR	001 012 575 50 48 00	CS- The Mill - R & M	Safe	62706	\$119.15
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Stihl Air Filters	62706	\$6.55
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Stihl Small Engine Fuel Filters	62706	\$16.66
Amazon Capital Services	1PW7-CT3P-MJJR	001 010 576 80 31 05	PK-R&M Supplies	Stihl Spark Plugs	62706	\$19.65
Amazon Capital Services	1PXJ-4W7T-3PVG	001 008 521 20 31 02	LE-Minor Equipment	Extension Cord	62706	\$65.71
Amazon Capital Services	1VTD-JCCV-9VYL	001 010 576 80 31 00	PK-Operating Supplies	Keyboard/Mouse Combo for Training Room	62706	\$40.79
Amazon Capital Services	1VTD-JCCV-9VYL	101 016 544 90 31 01	ST-Office Supplies	Keyboard/Mouse Combo for Training Room	62706	\$40.78
Amazon Capital Services	1VTD-JCCV-9VYL	410 016 531 10 31 01	SW - Office Supplies	Keyboard/Mouse Combo for Training Room	62706	\$40.79
Amazon Capital Services	1WDG-PLR9-Q93R	001 008 521 20 31 01	LE-Fixed Minor Equipment	Energizer 3 Volt Lithium Coin Battery 10 Pack	62706	\$104.86
Amazon Capital Services	1WDG-PLR9-Q93R	001 008 521 20 31 01	LE-Fixed Minor Equipment	Magpul 223 Dummy Rounds	62706	\$28.86
Amazon Capital Services	1WDG-PLR9-Q93R	001 008 521 20 31 01	LE-Fixed Minor Equipment	ST Action Pro 9mm Action Trainer Dummy Rounds	62706	\$46.10
Amazon Capital Services	1WFX-3J9N-H69M	001 010 576 80 31 00	PK-Operating Supplies	Clear Plastic Drawer Organizers Set	62706	\$20.71
Amazon Capital Services	1XHP-N9CJ-67WX	001 010 576 80 31 00	PK-Operating Supplies	Office Organizers - Garceau/Woldridge	62706	\$72.08
Amazon Capital Services	1XHP-N9CJ-67WX	001 010 576 80 31 00	PK-Operating Supplies	Office Organizers - Garceau/Woldridge/Smith	62706	\$45.51
Amazon Capital Services	1XHP-N9CJ-67WX	001 010 576 80 31 00	PK-Operating Supplies	Stakes for Art Tower	62706	\$25.58
Amazon Capital Services	1XXR-C37X-4CPW	001 010 576 80 31 00	PK-Operating Supplies	Clip Strip Shelf Dividers for New Cabinets	62706	\$23.43
					62706 Total	\$2,940.09
APWA	013025 MEIS	001 010 576 80 49 01	PK-Staff Development	NWPWI Project Mgmt for PW - J Meis	62707	\$550.00
					62707 Total	\$550.00
APWA Membership	869025	101 016 544 90 31 02	ST-Operating Cost	APWA Reimbursable Expenses	62708	\$3,059.47
APWA Membership	869025	410 016 531 10 31 02	SW - Operating Costs	APWA Reimbursable Expenses	62708	\$3,059.47
					62708 Total	\$6,118.94
Bendiksen	LSPD14	001 008 521 20 41 00	LE-Professional Services	Pre-Employment Polygraph Exam	62709	\$300.00
					62709 Total	\$300.00
Brazel	021824 BRAZEL	001 002 513 11 49 00	AD-Staff Development	AWC Action Days Meal PerDiem - Brazel	62710	\$72.00
					62710 Total	\$72.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Canon Financial Services Inc	37554128	001 010 576 80 48 00	PK-Repair & Maintenance	QNN08471 Copier Lease PW Upstairs	62711	\$11.41
Canon Financial Services Inc	37554128	101 016 542 30 48 00	ST-Repair & Maintenance	QNN08471 Copier Lease PW Upstairs	62711	\$11.41
Canon Financial Services Inc	37554128	410 016 531 10 48 00	SW - Repairs & Maintenance	QNN08471 Copier Lease PW Upstairs	62711	\$11.42
					62711 Total	\$34.24
Carstar Collision Specialties	2123	101 016 542 30 48 00	ST-Repair & Maintenance	Vehicle Repair Services PW58	62712	\$9,178.86
Carstar Collision Specialties	2123	410 016 531 10 48 00	SW - Repairs & Maintenance	Vehicle Repair Services PW58	62712	\$9,178.87
					62712 Total	\$18,357.73
CDW Government Inc	AC36W2G	001 006 518 80 49 01	IT-Staff Development	MS EA O365XTRAFILESTRGGCC ADD	62713	\$483.93
CDW Government Inc	AC3TU9M	001 004 514 23 31 00	FI- Operating Supplies	APPLE IPAD MINI WIFI 128GB SG	62713	\$539.01
CDW Government Inc	AC3TU9M	001 004 514 23 31 00	FI- Operating Supplies	APPLE PENCIL 2ND GENERATION	62713	\$130.42
CDW Government Inc	AC4LI3K	510 006 518 80 49 14	LR - Barracuda Email Archive	Barracuda Essentials	62713	\$11,686.36
CDW Government Inc	AC4MN4V	510 006 518 80 31 00	Purchase Computer Equipment	MEA MS AZURE OVG CS	62713	\$246.45
CDW Government Inc	AC4QM4H	510 006 518 80 31 00	Purchase Computer Equipment	BELKIN 100W USB-C CORE GAN CHARGER	62713	\$57.47
CDW Government Inc	AC4RE4Y	101 016 544 90 31 02	ST-Operating Cost	LG 55IN 4K UHD SIGNAGE DISPLAY	62713	\$1,827.50
CDW Government Inc	AC4Z76F	510 006 594 18 64 00	Capital - Purch Computer Equip	SUR LT STUDIO2 17/16/512GB	62713	\$4,933.91
CDW Government Inc	AC5GV1S	510 006 518 80 49 03	LR - Adobe Pro	Adobe Acrobat/Express/CC All Apps	62713	\$13,237.98
CDW Government Inc	AC5IE8Z	510 006 594 18 64 00	Capital - Purch Computer Equip	Surface Laptops (7)	62713	\$13,037.01
					62713 Total	\$46,180.04
City of Everett	I240007397	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 11-2024	62714	\$1,290.00
City of Everett	I25000592	001 008 554 30 41 00	LE-Animal Control	Animal Control Services 12-2024	62714	\$3,010.00
					62714 Total	\$4,300.00
Code Publishing LLC	GC00128866	001 003 514 20 41 00	CC-Professional Services	Code Annual Web Fees	62715	\$500.00
Code Publishing LLC	GC00128866	001 003 514 20 41 00	CC-Professional Services	Code Web Update Annual Fee	62715	\$180.00
					62715 Total	\$680.00
Comcast	01-2025 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - 20 S Davies Rd	62716	\$401.71
Comcast	01-2025 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Frontier Park	62716	\$401.71
Comcast	01-2025 COMCAST	001 010 576 80 42 00	PK-Communication	Internet Services - Parks/Rec Office	62716	\$8.93
Comcast	01-2025 COMCAST	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Signal Control	62716	\$329.98
					62716 Total	\$1,142.33
Crystal Springs	5249844 020125	001 007 558 50 31 01	PL-Operating Supplies	Bottled Water Service for CH	62717	\$60.23
Crystal Springs	5249844 020125	001 007 559 30 31 01	PB-Operating Supplies	Bottled Water Service for CH	62717	\$60.23
Crystal Springs	5249844 020125	001 013 518 20 31 00	GG-Operating Costs	Bottled Water Service for CH	62717	\$142.66
					62717 Total	\$263.12
Daily Journal of Commerce Inc	3406175	410 016 531 10 41 01	SW - Professional Services	RFQ Salmonid Basins Advertisement 01/10/25	62718	\$180.20
Daily Journal of Commerce Inc	3406175	410 016 531 10 41 01	SW - Professional Services	RFQ Salmonid Basins Advertisement 01/17/25	62718	\$180.20
					62718 Total	\$360.40
Daughtry	021825 DAUGHTRY	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC Action Days Meal PerDiem - Daughtry	62719	\$72.00
					62719 Total	\$72.00
DCI Engineers	230306	411 016 594 31 60 11	131st Ave NE Sewer Ext	131st Acquisition Engineering	62720	\$1,247.62
					62720 Total	\$1,247.62
Dept of Licensing	011825 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/12/25 - 01/18/25	62721	\$234.00
Dept of Licensing	012525 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/19/25 - 01/25/25	62721	\$162.00
Dept of Licensing	020125 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 01/26/25 - 02/01/25	62721	\$234.00
					62721 Total	\$630.00
Dept of Retirement (Deferred Comp)	1252025	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	\$9,648.13
					EFT Total	\$9,648.13

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Dept of Retirement PERS LEOFF	1252025	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT	\$89,964.49
Dept of Retirement PERS LEOFF	1252025	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT	\$266.09
					EFT Total	\$90,230.58
Dept of Revenue Leasehold EFT	Q4 2024 LHET	633 000 589 30 00 01	Leasehold Excise Tax Remit	Q4 2024 Leasehold Tax	EFT	\$14,353.62
Dept of Revenue Leasehold EFT	Q4 2024 LHET	001 013 518 90 49 06	GG-Excise Tax	Q4 2024 Leasehold Tax Adjustment	EFT	\$0.04
					EFT Total	\$14,353.66
Dicks Towing Inc	18298961	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-11095	62722	\$197.16
Dicks Towing Inc	18298996	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-01126	62722	\$197.16
					62722 Total	\$394.32
Economic Alliance Snohomish County	14837	001 002 513 11 49 00	AD-Staff Development	DC Fly In Registration - Brazel	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Daughtry	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Ewing	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 513 10 49 01	Executive - Prof. Development	DC Fly In Registration - Gailey	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Jorstad	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Petershagen	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Shipman	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 001 511 60 49 01	Legislative - Prof. Developmen	DC Fly In Registration - Tageant	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 005 518 10 49 01	HR-Staff Development	DC Fly In Registration - Warrington	62723	\$2,400.00
Economic Alliance Snohomish County	14837	001 003 514 20 49 02	CC-Staff Development	DC Fly In Registration - Weaver	62723	\$2,400.00
					62723 Total	\$24,000.00
EFTPS	1252025	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	\$151,383.12
					EFT Total	\$151,383.12
Electronic Business Machines	AR293831	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$55.39
Electronic Business Machines	AR293831	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$55.39
Electronic Business Machines	AR293831	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$55.38
Electronic Business Machines	AR295924	001 010 576 80 48 00	PK-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$74.34
Electronic Business Machines	AR295924	101 016 542 30 48 00	ST-Repair & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$74.33
Electronic Business Machines	AR295924	410 016 531 10 48 00	SW - Repairs & Maintenance	Printer Copy Fees PW - 2YJ14491	62724	\$74.33
					62724 Total	\$389.16
Enterprise FM Trust	633992-010525	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Lease Taxes/Fees 01-2025	62725	\$1,776.07
Enterprise FM Trust	633992-010525	520 008 591 21 70 00	LE - Lease Agreements	PD Vehicle Leases 01-2025	62725	\$4,818.95
Enterprise FM Trust	633992-010525	001 008 521 20 48 00	LE-Repair & Maintenance Equip	PD Vehicle Monthly Maint 01-2025	62725	\$236.56
					62725 Total	\$6,831.58
Ewing	021825 EWING	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC City Action Days Meal PerDiem - Ewing	62726	\$72.00
					62726 Total	\$72.00
Farrant	040625 FARRANT	410 016 531 10 49 01	SW - Staff Development	TLG Conf Flight Reimbursement - Farrant	62727	\$623.59
					62727 Total	\$623.59
Fastenal Company	WAARN176594	101 016 544 90 31 02	ST-Operating Cost	Glasses/Gloves/Cleaner/Graffiti Remover	62728	\$38.73
Fastenal Company	WAARN176594	410 016 531 10 31 02	SW - Operating Costs	Glasses/Gloves/Cleaner/Graffiti Remover	62728	\$38.72
Fastenal Company	WAARN176711	101 016 544 90 31 02	ST-Operating Cost	Duct Tape/Cleaner/Knock'erLoose	62728	\$31.50
Fastenal Company	WAARN176711	410 016 531 10 31 02	SW - Operating Costs	Duct Tape/Cleaner/Knock'erLoose	62728	\$31.50
Fastenal Company	WAARN176729	101 016 544 90 31 02	ST-Operating Cost	Gloves/Safety Glasses/QwikStik	62728	\$46.75
Fastenal Company	WAARN176729	410 016 531 10 31 02	SW - Operating Costs	Gloves/Safety Glasses/QwikStik	62728	\$46.75
					62728 Total	\$233.95
FBI - LEEDA	200120171	001 008 521 40 49 01	LE- Staff Development	DLE 25-2E Registration - A Fox	62729	\$350.00
					62729 Total	\$350.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Feldman & Lee PS	01-2025 FELDMAN	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 01-2025	62730	\$15,000.00
					62730 Total	\$15,000.00
Fireshield Inc	12215	005 000 518 20 40 02	Rental Property Services	5-Year Smoke Sensitivity Testing 10515 20th St SE Bldg #2	62731	\$400.00
Fireshield Inc	12215	005 000 518 20 40 02	Rental Property Services	Inspection and Testing of Alarm System 10515 20th St SE Bldg #2	62731	\$645.00
					62731 Total	\$1,045.00
Gailey	021825 GAILEY	001 001 513 10 49 01	Executive - Prof. Development	AWC City Action Days Meal PerDiem - Gailey	62732	\$72.00
					62732 Total	\$72.00
Galls LLC	29816953	001 008 521 20 31 01	LE-Fixed Minor Equipment	CPL Chevrons Merrowed Border	62733	\$7.87
Galls LLC	29828785	001 008 521 20 31 01	LE-Fixed Minor Equipment	PD Uniform Commendation Bars	62733	\$1,908.39
Galls LLC	30200917	001 008 521 20 31 01	LE-Fixed Minor Equipment	PD Uniform Commendation Bars	62733	\$791.88
					62733 Total	\$2,708.14
GCP WW Holdco LLC	CM100000177	101 016 542 90 31 01	ST-Clothing	Basic Stealth HV Hooded Sweatshirt Credit - T Bailey	62734	(\$64.28)
GCP WW Holdco LLC	INV2010017292	410 016 531 10 31 00	SW - Clothing	HV Multi-Pocket Surveyor Safety Vest - S Bishop	62734	\$84.06
GCP WW Holdco LLC	INV2010017293	101 016 542 90 31 01	ST-Clothing	Carhartt Duck Double-Front Bib Overall - J Evans	62734	\$89.01
GCP WW Holdco LLC	INV2010017350	101 016 542 90 31 01	ST-Clothing	Boots - T Bailey	62734	\$296.71
GCP WW Holdco LLC	INV2010017351	101 016 542 90 31 01	ST-Clothing	Basic Stealth HV Hooded Sweatshirt - T Bailey	62734	\$64.28
GCP WW Holdco LLC	INV2010017352	101 016 542 90 31 01	ST-Clothing	Basic Stealth HV Hooded Sweatshirt - T Bailey	62734	\$59.34
					62734 Total	\$529.12
Grainger	9376778933	410 016 531 10 31 02	SW - Operating Costs	Corrosive Safety Cabinet	62735	\$1,565.24
					62735 Total	\$1,565.24
Hach Company	14312707	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Stormwater Test Kit	62736	\$914.85
					62736 Total	\$914.85
Hathaway	37655	101 016 544 90 31 02	ST-Operating Cost	Nameplates/Wall Holders	62737	\$65.94
Hathaway	37655	410 016 531 10 31 02	SW - Operating Costs	Nameplates/Wall Holders	62737	\$80.17
					62737 Total	\$146.11
Honey Bucket	554646310	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Eagle Ridge	62738	\$142.00
Honey Bucket	554655785	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Swim Beach	62738	\$219.05
Honey Bucket	554661070	001 010 576 80 45 00	PK-Equipment Rental	Honey Bucket Rental - Sunset Beach	62738	\$264.50
					62738 Total	\$625.55
HSA Bank	1252025	001 000 284 00 00 00	Payroll Liability Other	Health Savings Account Employee Contributions	62699	\$200.00
					62699 Total	\$200.00
IACP	1034	001 008 521 40 49 01	LE- Staff Development	IACP Officer Safety & Wellness Conf - P Bassett	62739	\$485.00
					62739 Total	\$485.00
Industrial Bolt and Supply Inc	866472-1	101 016 544 90 31 02	ST-Operating Cost	Connectors/Tape/Bushings/Drills	62740	\$193.89
Industrial Bolt and Supply Inc	866472-1	410 016 531 10 31 02	SW - Operating Costs	Connectors/Tape/Bushings/Drills	62740	\$193.89
					62740 Total	\$387.78
Jamie S Kim PS Inc	013125 DEFENSE	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 3A0296151	62741	\$450.00
					62741 Total	\$450.00
Jorstad	021825 JORSTAD	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC City Action Days Meal PerDiem - Jorstad	62742	\$72.00
					62742 Total	\$72.00
Lake Industries LLC	305859	410 016 531 10 31 02	SW - Operating Costs	Dump Site Fill Material Clean - Hauled In	62743	\$192.00
					62743 Total	\$192.00
Lake Stevens Chamber of Commerce	02-2025 CHAMBER	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC 02-2025	62744	\$1,500.00
					62744 Total	\$1,500.00
Lake Stevens Police Guild	1252025	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	62700	\$1,447.00
					62700 Total	\$1,447.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lake Stevens Police Guild	12252024REISSUE	001 000 284 00 00 00	Payroll Liability Other	Reissue Check 62447 Employee Paid Union Dues	62745	\$1,447.00
					62745 Total	\$1,447.00
Land Development Consultants Inc	36968	004 010 594 76 60 02	PR - Frontier Heights Park P2	Frontier Heights Park Playfields	62746	\$2,296.25
					62746 Total	\$2,296.25
Langland	011525 LANGLAND	001 010 576 80 49 01	PK-Staff Development	Traffic Control Flagging Class Mileage PerDiem - Langland	62747	\$37.73
					62747 Total	\$37.73
Law Enforcement Coaching LLC	6	001 008 521 20 41 00	LE-Professional Services	Coaching Sessions	62748	\$320.00
Law Enforcement Coaching LLC	6	001 008 521 20 41 00	LE-Professional Services	Duty Driven Deterioration Training	62748	\$5,500.00
Law Enforcement Coaching LLC	6	001 008 521 20 41 00	LE-Professional Services	Mastering the Mind Training	62748	\$15,000.00
					62748 Total	\$20,820.00
Leight	LUA2024-0175	003 000 345 81 00 00	Zoning-Subdivision Fees	LUA2024-0175 Refund SEPA Review Fees	62749	\$750.00
					62749 Total	\$750.00
Lemay Mobile Shredding Inc	4873623S185	001 013 518 20 41 00	GG-Professional Service	Shredding Services for CH	62750	\$14.09
					62750 Total	\$14.09
McDaniel Do It Center	421	101 016 544 90 31 02	ST-Operating Cost	Chain	62751	\$26.22
McDaniel Do It Center	421	101 016 544 90 31 02	ST-Operating Cost	Cordless Pruner Set	62751	\$163.94
McDaniel Do It Center	421	101 016 544 90 31 02	ST-Operating Cost	GTA Pole Extension	62751	\$98.36
McDaniel Do It Center	421	101 016 544 90 31 02	ST-Operating Cost	Pico Bar	62751	\$39.34
					62751 Total	\$327.86
McLoughlin & Eardley Group Inc	280673	520 008 594 21 63 00	Vehicles - Capital Equip	Ford Police Interceptor Twelve 6-LED DUO Lamps	62752	\$1,067.28
McLoughlin & Eardley Group Inc	280673	520 008 594 21 63 00	Vehicles - Capital Equip	Ford Police Interceptor Upper Rear Housing for Eight Lamp	62752	\$909.05
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Accessory Pocket	62752	\$41.81
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Armrest for Top Mount Console	62752	\$149.20
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Black Paddle Type Rocker Switch	62752	\$45.90
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Chargeguard Select	62752	\$87.71
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Console Accessory Bracket Kit with 2 Lighter Plug Outlets	62752	\$127.88
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Docking Station for Panasonic Toughbook	62752	\$751.72
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Heavy-Duty Telescoping Pole	62752	\$188.54
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Internal Cup Holders	62752	\$54.93
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Mic Clip Bracket	62752	\$31.15
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Swing Arm with Motion Adapter	62752	\$300.86
McLoughlin & Eardley Group Inc	280687	520 008 594 21 63 00	Vehicles - Capital Equip	Wide Flat Vehicle-Specific Console	62752	\$748.57
McLoughlin & Eardley Group Inc	280819	520 008 594 21 63 00	Vehicles - Capital Equip	Ford Police Interceptor Utility Running Board Mounting Kit	62752	\$65.03
McLoughlin & Eardley Group Inc	280819	520 008 594 21 63 00	Vehicles - Capital Equip	Tracer 5-Lamp Housing	62752	\$1,866.47
McLoughlin & Eardley Group Inc	280901	520 008 594 21 63 00	Vehicles - Capital Equip	Airhorn Plus 3 Traffic Advisor Switches and Microphone	62752	\$301.10
McLoughlin & Eardley Group Inc	280929	520 008 594 21 63 00	Vehicles - Capital Equip	SCANport Kit for C399	62752	\$120.30
					62752 Total	\$6,857.50
MissionSquare - 108991	6344759	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	62701	\$519.26
					62701 Total	\$519.26
MissionSquare - 307428	6300426	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	62702	\$2,349.85
					62702 Total	\$2,349.85
MJ Neal Associates Architects PLLC	012525 MUSEUM	306 000 594 75 60 00	Culture/Rec Facility Capital	LS Museum Design	62753	\$17,000.00
					62753 Total	\$17,000.00
Nationwide Retirement Solution	1252025	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	\$8,325.73
					EFT Total	\$8,325.73

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Office of the State Treasurer	01-2025 STATE	633 000 589 30 00 03	State Building Permit Remit	Bulding Code Remittance 01-2025	62754	\$494.50
Office of the State Treasurer	01-2025 STATE	633 000 586 00 00 01	State Court Remit	State Court Remittance 01-2025	62754	\$15,867.00
					62754 Total	\$16,361.50
Ogden Murphy Wallace PLLC	901897	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 12-2024	62755	\$7,975.52
Ogden Murphy Wallace PLLC	901897	001 011 515 41 41 00	Ext Consultation - City Atty	Legal Services 12-2024 Costco Development Agmt	62755	\$241.50
Ogden Murphy Wallace PLLC	901897	001 011 515 41 41 01	Ext Consult - PRA	Legal Services 12-2024 PRR	62755	\$5,135.00
Ogden Murphy Wallace PLLC	901897	001 011 515 45 41 02	Ext Litigation - Sewer	Legal Services 12-2024 Sewer	62755	\$26,116.50
					62755 Total	\$39,468.52
Petershagen	021825 GARY	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC Action Days Meal PerDiem - Petershagen	62756	\$72.00
					62756 Total	\$72.00
Petrocard Inc	0542152-IN	001 007 559 30 32 00	PB-Fuel	Fuel	62757	\$107.33
Petrocard Inc	0542152-IN	001 010 576 80 32 00	PK-Fuel Costs	Fuel	62757	\$671.78
Petrocard Inc	0542152-IN	101 016 542 30 32 00	ST-Fuel	Fuel	62757	\$1,422.18
Petrocard Inc	0542152-IN	410 016 531 10 32 00	SW - Fuel	Fuel	62757	\$1,422.18
					62757 Total	\$3,623.47
Pitney Bowes Bank Inc	01-2025 POSTAGE	001 007 558 50 42 00	PL-Communication	Postage	62758	\$66.49
Pitney Bowes Bank Inc	01-2025 POSTAGE	001 010 576 80 42 00	PK-Communication	Postage	62758	\$1.85
Pitney Bowes Bank Inc	01-2025 POSTAGE	001 013 518 20 42 00	GG-Communication	Postage	62758	\$191.02
Pitney Bowes Bank Inc	01-2025 POSTAGE	101 016 543 30 42 00	ST-Communications	Postage	62758	\$70.82
Pitney Bowes Bank Inc	01-2025 POSTAGE	410 016 531 10 42 00	SW - Communications	Postage	62758	\$70.82
					62758 Total	\$401.00
Precision Garage Door	197251995	001 008 521 50 48 00	LE-Facility Repair & Maint	PD Door Replacement	62759	\$15,751.97
					62759 Total	\$15,751.97
Precision Turf Equipment LLC	12088-59952	001 010 576 80 31 05	PK-R&M Supplies	EXMARK MULCHING BLADE	62760	\$71.83
					62760 Total	\$71.83
PrepareSmart LLC	21729	001 005 518 10 31 02	HR - Emergency Mgmt Supplies	CERT Training Supplies	62761	\$3,224.35
					62761 Total	\$3,224.35
Puget Sound Energy	200003723810 01-2025	001 012 575 30 47 00	CS- Museum - Utilities	Natural Gas - Museum	62762	\$288.79
Puget Sound Energy	200024316495 01-2025	001 010 576 80 47 00	PK-Utilities	Natural Gas - PW Shop	62762	\$422.76
Puget Sound Energy	200024316495 01-2025	101 016 543 50 47 00	ST-Utilities	Natural Gas - PW Shop	62762	\$422.75
Puget Sound Energy	200024316495 01-2025	410 016 531 10 47 00	SW - Utilities	Natural Gas - PW Shop	62762	\$422.75
Puget Sound Energy	220022339471 01-2025	001 012 575 50 47 00	CS- The Mill- Utilities	Natural Gas - The Mill	62762	\$658.58
Puget Sound Energy	220024770236 01-2025	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept Evidence Bldg	62762	\$314.52
Puget Sound Energy	220028663866 01-2025	001 008 521 50 47 00	LE-Facility Utilities	Natural Gas - Police Dept	62762	\$409.96
Puget Sound Energy	220028663874 01-2025	005 000 518 20 40 01	Rental Property Utilities	Natural Gas - 1819 S Lake Stevens Rd	62762	\$197.34
					62762 Total	\$3,137.45
Quadient Finance USA Inc	01-2025 POSTAGE	001 008 521 20 42 00	LE-Communication	PD Postage	62763	\$202.79
Quadient Finance USA Inc	01-2025 POSTAGE	001 008 521 20 42 00	LE-Communication	PD Postage Supplies	62763	\$292.81
					62763 Total	\$495.60
Rexel USA Inc	5V99784	001 013 518 20 31 00	GG-Operating Costs	Enclosure Continuous Hinge with Clamps	62764	\$560.29
Rexel USA Inc	5W28312	001 013 518 20 31 00	GG-Operating Costs	LED Flood Light/Die Cast/Florescent Lamps - Gen Facilities	62764	\$453.21
Rexel USA Inc	5W28312	005 000 518 20 30 00	RP - Operating Supplies	LED Flood Light/Die Cast/Florescent Lamps - Gen Facilities	62764	\$159.96
Rexel USA Inc	5W28312	101 016 544 90 31 02	ST-Operating Cost	LED Flood Light/Die Cast/Florescent Lamps - Gen Facilities	62764	\$20.00
Rexel USA Inc	5W28312	410 016 531 10 31 02	SW - Operating Costs	LED Flood Light/Die Cast/Florescent Lamps - Gen Facilities	62764	\$33.32
					62764 Total	\$1,226.78
Shipman	021825 SHIPMAN	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC City Action Days Meal PerDiem - Shipman	62765	\$72.00
					62765 Total	\$72.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County Public Works Solid	I000665555	001 008 521 20 41 01	LE-Professional Serv-Fixed	Illegal Dumping Fees	62766	\$98.00
					62766 Total	\$98.00
Snohomish County PUD	100824799	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Area Lighting	62767	\$10.19
Snohomish County PUD	100824799	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Electric	62767	\$1,612.01
Snohomish County PUD	100824799	001 008 521 50 47 00	LE-Facility Utilities	204719082 Police Station Water	62767	\$215.10
Snohomish County PUD	116240595	101 016 542 63 47 00	ST-Lighting - Utilities	200363505 Traffic Signal	62767	\$100.50
Snohomish County PUD	119542930	101 016 542 63 47 00	ST-Lighting - Utilities	200178218 Traffic Signal/Street Lights	62767	\$145.45
Snohomish County PUD	126154487	101 016 542 63 47 00	ST-Lighting - Utilities	223611120 Traffic Light	62767	\$75.87
Snohomish County PUD	126154488	101 016 542 63 47 00	ST-Lighting - Utilities	223687294 Street Lights	62767	\$49.24
Snohomish County PUD	132745826	001 012 572 20 47 00	CS- Library-Utilities	203033030 Library Grade Rd Electric/Water	62767	\$789.55
Snohomish County PUD	139259799	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	62767	\$111.07
Snohomish County PUD	139259799	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	62767	\$111.03
Snohomish County PUD	139259799	410 016 531 10 47 00	SW - Utilities	221908015 City Shop Mechanic	62767	\$111.03
Snohomish County PUD	152563066	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	62767	\$93.43
Snohomish County PUD	159014553	101 016 542 63 47 00	ST-Lighting - Utilities	205338056 SR92 Roundabout at 113th	62767	\$80.07
Snohomish County PUD	159015166	005 000 518 20 40 01	Rental Property Utilities	222450314 Commercial Bldg 1819 S Lake Stevens	62767	\$522.14
					62767 Total	\$4,026.68
Snohomish County Sheriffs Office	2024-8506	001 008 523 60 41 00	LE-Jail	Jail Services 12-2024	62768	\$18,131.11
Snohomish County Sheriffs Office	2024-8540	001 008 523 60 41 00	LE-Jail	Jail Services Medical 12-2024	62768	\$20.82
					62768 Total	\$18,151.93
Snohomish County Treasurer	01-2025 TREASURER	633 000 586 00 00 02	Crime Victims Comp - SnoCo	Crime Victims Compensation 01-2025	62769	\$217.56
					62769 Total	\$217.56
Solgen Power	FIR2025-0001	001 000 342 40 00 00	Protective Inspections - Fire	FIR2025-0001 Refund for Overpayment of City Fire Admin Fee	62770	\$20.67
Solgen Power	FIR2025-0001	633 000 389 30 00 08	Fire DistrictFees	FIR2025-0001 Refund for Overpayment of Fire Fee	62770	\$689.00
Solgen Power	FIR2025-0001	633 000 389 30 00 08	Fire DistrictFees	FIR2025-0001 Refund for Overpayment of Fire Technology Fee	62770	\$103.35
					62770 Total	\$813.02
Sound Publishing Inc	EDH1007337	001 013 518 30 41 01	GG-Advertising	CC Meeting Notice	62771	\$29.36
Sound Publishing Inc	EDH1008175	001 007 558 50 41 03	PL-Advertising	2024 Comp Plan Update	62771	\$87.84
					62771 Total	\$117.20
Sound Security Inc	1157200	001 008 521 20 41 01	LE-Professional Serv-Fixed	Security Monitoring Svcs 1825 S Lake 01-20245	62772	\$1,355.22
Sound Security Inc	1157201	001 008 521 20 41 01	LE-Professional Serv-Fixed	Security Monitoring Svcs 10518 18th St 01-2025	62772	\$104.45
					62772 Total	\$1,459.67
Sprague Pest Solutions	5683611	101 016 542 30 41 02	ST-Professional Service	Pest Control - PW Shop	62773	\$93.18
Sprague Pest Solutions	5683611	410 016 531 10 41 01	SW - Professional Services	Pest Control - PW Shop	62773	\$93.18
Sprague Pest Solutions	5683612	001 013 518 20 41 00	GG-Professional Service	Pest Control - CH	62773	\$138.26
					62773 Total	\$324.62
Stone Security LLC	73004	303 013 594 18 60 02	Citywide Security Cameras	Lundeen Park Camera Install	62774	\$33,664.63
					62774 Total	\$33,664.63
Summit Law Group PLLC	160210	001 011 515 41 41 03	Ext Consult - Labor Relations	Labor Relations - General & Employment	62775	\$4,325.00
					62775 Total	\$4,325.00
The Wide Format Co	146797	001 007 558 50 31 02	PL-Permit Related Op. Costs	Plotter Paper for Land Use Signs	62776	\$316.97
The Wide Format Co	148008	001 007 558 50 31 02	PL-Permit Related Op. Costs	Plotter Paper	62776	\$617.55
					62776 Total	\$934.52
Trevor Justin Government Relations LLC	27	001 013 511 70 40 00	Lobbying Services	Lobbying Services 01-2025	62777	\$5,000.00
					62777 Total	\$5,000.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
ULINE	187361145	101 016 544 90 31 01	ST-Office Supplies	Adjust Height Desk/Dry Erase Board/Divide Creek Picture	62778	\$1,428.55
ULINE	187361145	410 016 531 10 31 01	SW - Office Supplies	Adjust Height Desk/Dry Erase Board/Divide Creek Picture	62778	\$1,428.55
					62778 Total	\$2,857.10
UPS	0000074Y42045	001 008 521 20 42 00	LE-Communication	Evidence Shipping	62779	\$3.83
					62779 Total	\$3.83
Verizon Wireless	6104306808	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	62780	\$3,291.15
					62780 Total	\$3,291.15
Waltz	012825 WALTZ	410 016 531 10 31 02	SW - Operating Costs	Plankton Two Net Reimbursement - S Watzl	62781	\$219.00
					62781 Total	\$219.00
Washington Alarm Inc	642496	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10515 20th St SE 02-2025	62782	\$49.19
Washington Alarm Inc	642497	005 000 518 20 40 02	Rental Property Services	Elevator Monitoring 10515 20th St SE 02-2025	62782	\$27.33
Washington Alarm Inc	642498	005 000 518 20 40 02	Rental Property Services	Fire Alarm Monitoring 10519 20th St SE 02-2025	62782	\$49.19
					62782 Total	\$125.71
Washington Finance Officers Assoc	3450	001 004 514 23 49 01	FI-Staff Development	WFOA Membership - A Crim	62783	\$75.00
Washington Finance Officers Assoc	3635	001 004 514 23 49 01	FI-Staff Development	WFOA Membership - M Heist	62783	\$75.00
					62783 Total	\$150.00
Washington State Dept of Enterprise Svcs	71149101	101 016 542 30 49 01	ST-Staff Development	Getting Along in the Workplace - P Stevens	62784	\$159.50
Washington State Dept of Enterprise Svcs	71149101	410 016 531 10 49 01	SW - Staff Development	Getting Along in the Workplace - P Stevens	62784	\$159.50
					62784 Total	\$319.00
Washington State Support Registry	1252025	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Child Support	EFT	\$1,090.08
					EFT Total	\$1,090.08
West Coast Code Consultants Inc	2024-613-DEC	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 12-2024	62785	\$1,719.43
					62785 Total	\$1,719.43
WEX Bank	102405692	001 008 521 20 32 00	LE-Fuel	Fuel	62786	\$7,936.64
					62786 Total	\$7,936.64
Wicks	122824 WICKS	001 010 576 80 31 08	PK-Special Event Supplies	City Christmas Tree	62787	\$544.50
					62787 Total	\$544.50
Woldridge	120824 TONYA	001 010 576 80 49 01	PK-Staff Development	Event Prep Mileage PerDiem - T Woldridge	62788	\$2.68
Woldridge	120824 TONYA	001 010 576 80 49 01	PK-Staff Development	WinterFest Errands Mileage PerDiem - T Woldridge	62788	\$6.70
Woldridge	120824 TONYA	001 010 576 80 31 08	PK-Special Event Supplies	WinterFest Supplies Reimbursement - T Woldridge	62788	\$8.20
					62788 Total	\$17.58
Zachor Stock & Krepps Inc PS	25-LKS-0001	001 011 515 41 41 02	Ext Consult - Prosecutor Svs	Prosecution Services Rendered - January 2025	62789	\$16,572.32
					62789 Total	\$16,572.32

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

Tuesday, January 21, 2025, at 6:00 p.m.

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

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

ELECTED OFFICIALS PRESENT: Councilmembers Kim Daughtry, Gary Petershagen, Steve Ewing, Anji Jorstad, Kymm Shipman, Marcus Tageant and Ryan Donoghue

Call to Order

Note: Council President Donoghue asked that a Parks Department Report be added to the agenda under City Department Reports.

Joint City Council/Planning Commission Meeting

All Planning Commission members were present except for Commissioner Davis. Director Wright explained that the purpose of this joint meeting is to hold an open discussion between the Planning Commission and the City Council on priorities and communication. Council and the Planning Commission engaged in a discussion with Director Wright moderating.

City Department Reports

Public Works Strategic Plan and Climate Survey Staff Report

Public Works Analyst Erickson presented the plan and survey to the Council. She explained that the Public Works Department implemented a 5-year, department-level Strategic Plan in 2024. While the Strategic Plan was being deployed, a climate survey was conducted to assess and address workplace culture and improvement opportunities within the department.

Update Regarding Mill Spur Community Concerns

(Due to time restraints, this report will come back to the January 28, 2025 meeting)

Parks Department Report

Director Garceau presented the 2024 Year End Report for the Parks Department.

Adjournment

The meeting adjourned at 8:00 pm.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

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

January 28, 2025, 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: Council President Gary Petershagen, Kim Daughtry, Ryan Donoghue, Steve Ewing, Anji Jorstad, Marcus Tageant and Kymm Shipman.

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

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

Joint Park Board Meeting

The City of Lake Stevens Parks and Recreation Board participated in a joint meeting with City Council. The 2024 park board accomplishments and their 2025 work program were shared. Discussion occurred.

Citizen Comments

Dave Amlin: Dave spoke about the war memorial.

Steve Formhals: Steve spoke about the sewer utility tax.

City Department Report

Public Works Department Report

Director Halverson shared a presentation on Mill Spur community concerns and discussed solutions and future actions that could be taken to address the issues being reported related to Mill Spur.

Consent Agenda

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

The consent agenda items were as follows:

- 2024 Vouchers
- 2025 Vouchers
- City Council Meeting Minutes of January 7, 2025
- City Council Meeting Minutes of January 14, 2025
- Vessel Registration Fee Agreement Amendment
- Approve 2025 Long Range Work Program

Note: Council took a 5-minute break to clear the room.

Executive Session

The meeting recessed to Executive Session at 6:50 p.m. for 30 minutes to discuss Potential Litigation and Property Acquisition with action to follow and a return time of 7:20pm.

The meeting reconvened to regular session at 7:20 p.m.

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Daughtry, to allow the Mayor to sign the purchase and sale agreement for the property at 2326 Soper Hill Road. Discussion occurred. The motion passed 7-0-0-0.

MOTION. Councilmember Jorstad made a motion, seconded by Councilmember Daughtry, to approve the settlement and release of claim agreement with Edmark Chiropractic in the amount of \$4,974.00. The motion passed 7-0-0-0.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Jorstad, to approve the settlement and release of claim agreement with Husbey Homes in the amount of \$3,338.00. The motion passed 7-0-0-0.

Adjournment

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

The meeting adjourned at 7:22 p.m.

Brett Gailey, Mayor

Caitlin Weaver, Deputy City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 2/11/2025

Subject: Region 1 SWAT Interlocal Agreement

Contact Person/Department: Jeffrey Beazizo, Police Department

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Approve the City administrator/Mayor to sign the Region 1 SWAT ILA

SUMMARY/BACKGROUND:

Lake Stevens Police Department is part of the Region 1 SWAT (Special Weapons and Tactics) Team and currently holds two positions. Region 1 SWAT Team includes Everett Police Department, Snohomish County Sheriff's Office and Lake Stevens Police Department. Region 1 SWAT's goal is to include other regional agencies in the future.

Region 1 SWAT has ability to safely control, contain, and resolve high risk criminal incidents that require the application of specialized equipment, training and tactics, including but not limited to barricaded subjects, hostage situations, high risk felony arrests, high risk search warrants, dignitary protection, as well as other incidents identified by the Urban Area Security Initiative ("UASI") grant program, has strained the resources of the Participating Agencies. Law enforcement efforts directed at these high-risk criminal incidents have, for the most part, been conducted by law enforcement agencies working independently. A multi-jurisdictional effort to respond to and resolve specific high risk criminal incidents is anticipated to result in more effective pooling of personnel, improved utilization of Participating Agencies funds, reduced duplication of equipment, improved training, development of specialized expertise, and increased utilization/application of a combined special response team. This cooperation results in improved services for the citizens of all participating jurisdictions, increased safety for team members and the community, and improved cost effectiveness. Therefore, the Participating Agencies hereby establish a Region 1 SWAT Team to effectively address

the concerns described above.

This ILA will establish a budget for operational, training and equipment costs of Region 1 SWAT team shared equitably amongst with participating agencies.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2025 Region 1 SWAT ILA

INTERLOCAL AGREEMENT FOR SPECIAL WEAPONS AND TACTICS TEAM (REGION 1 SWAT) COOPERATION

This INTERLOCAL AGREEMENT FOR SPECIAL WEAPONS AND TACTICS TEAM (“SWAT”) COOPERATION (this “Agreement”) is made and entered into by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington, the CITY OF EVERETT, a municipal corporation of the State of Washington, and the CITY OF LAKE STEVENS, a municipal corporation of the State of Washington (collectively referred to as “Participating Agencies”).

RECITALS

- A. The Participating Agencies are public agencies as defined by chapter 39.34 RCW and chapter 10.93 RCW, and are authorized to enter into interlocal agreements to provide for joint or cooperative actions to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and
- B. Incidents of a serious criminal nature occur which require a specially trained and equipped law enforcement response to effectively respond to the situation. These incidents create demand on the Participating Agencies respective to each party’s resources. The parties believe these resources are economically served by forming a regional Special Weapons And Tactics Team (hereinafter “SWAT”).
- C. Through this Agreement the Participating Agencies intend to combine their respective SWAT resources to form a single regional SWAT Team. The regional SWAT team (hereinafter “Region 1 SWAT”) shall be specially structured, trained and equipped to respond to and resolve high risk criminal activity occurring within each Participating Agency’s jurisdiction.
- D. The Participating Agencies desire to achieve increased operational efficiencies and economies of scale by providing a mechanism for the sharing of material, personnel, knowledge, equipment, and training, all as more fully described by, and pursuant to the terms and conditions contained in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Participating Agencies agree as follows:

1. TERM

1.1 Initial Term

The initial term of this Agreement shall govern the parties performance beginning on January 16, 2025, (“Effective Date”) and continuing for two (2) years from the Effective Date of this Agreement, provided however that the parties’ obligations after December 31, 2025, are contingent upon local legislative appropriation of the necessary funds for this specific purpose in accordance with each parties’ Charter and applicable law. As provided by RCW 39.34.040, this Agreement shall not take effect unless and until it has (i) been duly executed by the parties, and (ii) either filed with the Snohomish County Auditor or posted on one of the party’s Interlocal Agreements webpages or other electronically retrievable public source.

1.2 Extensions

The term of this Agreement may be extended for up to two (2) additional terms of one (1) year each (respectively, the “First Additional Term” and “Second Additional Term”). Extension of the Agreement shall be automatic unless one of the parties provides written notice of withdrawal/termination as more fully described in Section 15 of this Agreement.

2. ESTABLISHMENT AND PURPOSE OF THE REGION 1 SWAT TEAM

The ability to safely control, contain, and resolve high risk criminal incidents that require the application of specialized equipment, training and tactics, including but not limited to barricaded subjects, hostage situations, high risk felony arrests, high risk search warrants, dignitary protection, as well as other incidents identified by the Urban Area Security Initiative (“UASI”) grant program, has strained the resources of the Participating Agencies. Law enforcement efforts directed at these high-risk criminal incidents have, for the most part, been conducted by law enforcement agencies working independently. A multi-jurisdictional effort to respond to and resolve specific high risk criminal incidents is anticipated to result in more effective pooling of personnel, improved utilization of Participating Agencies funds, reduced duplication of equipment, improved training, development of specialized expertise, and increased utilization/application of a combined special response team. This cooperation results in improved services for the citizens of all participating jurisdictions, increased safety for team members and the community, and improved cost effectiveness. Therefore, the Participating Agencies hereby establish a Region 1 SWAT Team to effectively address the concerns described above.

3. REGION 1 SWAT TEAM BOARD

The parties hereby create the Region 1 SWAT Team Board (hereinafter referred to as the “Board”) to direct the SWAT Team. The Board shall be comprised of the Snohomish County Sheriff and Police Chiefs of Participating Agencies. The Board shall have decision-making

authority and will approve changes to standard operating procedures (“SOP”) and appointments of personnel to Region 1 SWAT. The Board shall also evaluate the performance of the Team and review the annual SWAT budget.

All Board decisions, except those related to the SWAT SOP, shall be made by a majority of voting members of the Board, provided a quorum of three (3) voting Board members are present. The Board will meet at least once annually.

The Snohomish County Sheriff, or their designee, shall have one (1) vote. The Everett Police Chief, or their designee, shall have one (1) vote. The “At Large” agency’s Police Chief, or their designee, shall have one (1) vote. The “At Large” agency is the Participating Agency, other than the Snohomish County Sheriff or Everett Police Department, that has the most personnel actively assigned to the SWAT Team at the time a vote is taken. In the event that two or more Participating Agencies, other than the Snohomish County Sheriff or Everett Police Department, have the same number of personnel actively assigned to SWAT at the time a vote is taken, the At Large agency shall be the agency that became a Participating Agency first. The At Large agency shall seek input from Participating Agencies that do not have a vote, if any exist, before casting its vote.

Nothing in this designation limits the Participating Agencies from independently approving or disapproving any proposed budget or other obligation not resolved in this agreement.

4. REGION 1 SWAT TEAM STRUCTURE

4.1 Region 1 SWAT Team has an operational goal of having a minimum of thirty-six (“36”) total personnel made up of tactical operators, crisis negotiators and support personnel. The SWAT Commander will determine the composition of the team, as delineated in the SWAT SOPs.

4.2 The Board will select a SWAT Team Commander from Participating Agency personnel. The SWAT Commander shall have the following responsibilities:

- 4.2.1 Providing oversight of all SWAT tactical operations and shall be responsible for validating and approving tactical plans and actions.
- 4.2.2 No later than the end of the second quarter of each year, submitting a proposed operational budget for approval to the Board, including anticipated team training and equipment purchase requests for the following year.
- 4.2.3 No later than the end of the first quarter of each year, presenting an annual report to the Board outlining the prior year’s training, missions, personnel changes, and major equipment acquisitions.
- 4.2.4 Recommending appointments for the positions of Deputy SWAT Team Commander and SWAT Team Leader(s) to the Board, which shall have the authority for final appointment approval.

4.3 Participating Agencies agree that personnel selection processes, training standards and requirements will minimally meet the standards outlined in the SOP. Nothing in this Agreement shall prohibit any Participating Agency from requiring additional agency specific qualification standards and/or training requirements beyond those required by the SOP.

4.4 All Participating Agency personnel assigned to SWAT remain employees of their respective agencies when activated as members of the SWAT Team. Each Participating Agency shall be solely and exclusively responsible for the compensation, benefits, and training expenses their personnel. All rights, duties, and obligations of the employer and the employee shall remain with that Participating Agency. Each Participating Agency shall be responsible for ensuring compliance with all applicable laws regarding employees and with any applicable collective bargaining agreements, civil service rules and regulations.

5. TEAM COMMAND: ACTIVATION AND DEPLOYMENTS

5.1 SWAT Commander

5.1.1 The SWAT Commander has overall operational responsibility and tactical command during deployments. The SWAT Commander shall keep the Incident Commander, when such is designated, informed of the status of the incident.

5.2 Deputy SWAT Commander(s)

5.2.1 The Deputy SWAT Commander(s) will report to the SWAT Commander.

5.2.2 The Deputy SWAT Commander will be responsible for developing tactical plans.

5.2.3 In the absence of the SWAT Commander, the Deputy SWAT Commander shall assume the functions/responsibilities of the SWAT Commander.

5.3 Team Leader

5.3.1 The Team Leader is responsible for the deployment of the Team and directing what Team personnel and assets will be required.

5.3.2 The Team Leader is responsible for execution of the tactical plan in the field.

5.3.3 In the absence of the Team Leader, a qualified Squad Leader shall be designated by the SWAT Commander to perform as the Team Leader.

5.4 Nothing in the section shall prohibit or otherwise prevent the parties from sending designated supervisory personnel to any deployment for the purpose of monitoring and/or evaluating their agency's personnel, training, and or equipment. During a deployment, operational command will follow the Standard Operating Procedures (See section 6 following) developed for the SWAT Team.

6. DEVELOPMENT AND REVIEW OF STANDARD OPERATING PROCEDURES

The parties will cooperatively develop Standard Operating Procedures (“SOP”) for the Region 1 SWAT Team. The SOP will be annually reviewed and approved by the Board. At a minimum, the SOP shall address: Selection criteria, appointment to the team, team composition, command structure, and team activation.

7. COST SHARING/BUDGET AND FINANCE

It is the intent of the parties that operational, training, and equipment costs of Region 1 SWAT be shared equitably among the parties. Notwithstanding any contrary provisions of this Agreement between parties, the parties agree to budget and finance provisions for costs incurred by or in connection with the operations of the Team as follows:

7.1 For purposes of general administration, the City of Everett is designated as the Host police department. The City of Everett will coordinate budgetary expenditures with all Participating Agencies.

7.2 The City of Everett will establish a single Region 1 SWAT budget. All direct Region 1 SWAT costs determined by the Board will be expensed from the Region 1 SWAT budget. See Appendix A.

7.3 By the end of the first quarter of each year, the Participating Agencies will provide an amount of money determined by the Board and approved through the budget processes of each Participating Agency’s legislative body, for necessary purchases per calendar year for approved operational expenditures.

7.4 The City of Everett shall maintain a tracking of all SWAT related costs and expenditures made during a calendar year. For purpose of this Agreement, salary and benefits shall not be tracked or considered part of the Region 1 SWAT budget.

7.5 The Participating Agencies agree that any monies remaining in the Region 1 SWAT fund at the end of the year will be held by the City of Everett for the benefit of the Participating Jurisdictions and used to support Region 1 SWAT operations with the approval of the Board.

7.6 During unusual occurrences emergency expenses outside the parameters of the approved SWAT Team operational budget can be approved and by agreement of the Board. These expenses will be incurred only out of operational necessity (i.e., supplies related to a Region 1 SWAT operation).

8. GRANT FUNDING

The Participating Agencies recognize the need to seek financial assistance through various grant programs. The administration and management of the grant, and related equipment obtained from grant funds, shall be the responsibility of the agency which applies for the grant. Grant management includes any matching funds, distribution agreements, audit, and reporting requirements as the recipient or sub-recipient.

9. EQUIPMENT REQUIREMENTS, MAINTENANCE AND OPERATION

For purposes of this Agreement, the term “Equipment” shall refer to any materials, tools, machinery, equipment, supplies, facilities, or other personal property used in performing one or more Region 1 SWAT activities.

9.1 Participating Agency Equipment Requirements

All costs associated with the initial and continued outfitting of a SWAT Team member, including but not limited to, clothing and weapons, shall be the responsibility of the team member’s employing agency. This equipment shall remain the property of the purchasing Participating Agency. The maintenance and replacement of individual team member’s equipment shall be the responsibility of the employing Participating Agency.

The parties do not intend to restrict personnel operating under this Agreement from utilizing any equipment, gear or weapons owned by another Participating Agency as may be directed by the SWAT Commander consistent with the guidelines of the SOP.

9.2 Care and Maintenance of Other Participating Agency Equipment

A party receiving another party’s Equipment shall be responsible for the proper care, use, maintenance, and security of the Equipment from the time the receiving party receives the Equipment until the Equipment is returned to the providing party. Should any Equipment be returned to a providing party in a damaged or deteriorated condition (not attributable to normal wear and tear during proper use), the party that returned the Equipment in a damaged or deteriorated condition shall pay the party that provided the Equipment the costs of repairing or replacing the Equipment at issue.

9.3 Use and Operation

The parties agree that equipment provided under this agreement shall only be used by personnel qualified in its use through appropriate training and/or supervision.

9.4 Equipment Disposition Upon Withdrawal/Termination

In the event a Participating Agency withdraws from this Agreement in accordance with Section 15, Equipment that was paid for and/or provided by that Participating Agency pursuant to this Agreement, including but not limited to vehicles, equipment, firearms, ammunition, and Class C low explosives, shall belong to and shall be returned to the withdrawing Participating Agency. Equipment that was jointly purchased by Participating Agencies will remain with and be available for use by the SWAT Team until such time that the Agreement is terminated in its entirety.

Upon termination of the Agreement, Equipment used and/or in the possession of the SWAT Team pursuant to this Agreement, including but not limited to vehicles, equipment, firearms, ammunition, and Class C low explosives, shall belong to and shall be returned to the Participating Agency that provided or paid for such items. Items that were jointly purchased by the Participating Agencies will be distributed by the Board.

10. COVENANT TO COOPERATE

The Participating Agencies covenant to the other parties to this Agreement that it shall use good-faith efforts to cooperate with the other parties in implementing the intent and furthering the goals of this Agreement.

11. COMPLIANCE WITH LAWS

The Participating Agencies shall at all times exercise their rights and perform their respective obligations under this Agreement in full compliance with all applicable laws, ordinances, rules and regulations of any public authority having jurisdiction.

12. INTERLOCAL COOPERATION ACT (Chapter 39.34 RCW)

The purpose of this Agreement is to establish and maintain a multi-jurisdictional cooperative SWAT Team to effectively respond to high-risk criminal incidents. The parties agree that no separate legal or administrative entities are necessary to carry out this Agreement. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by any party in connection with the performance of this Agreement will remain the sole property of such party, and the other parties shall have no interest therein.

13. INDEMNIFICATION

Each party to this Agreement shall indemnify, defend and hold every other party and its agents, employees harmless from and against any and all costs, liabilities, suits, losses, damages, claims, expenses, penalties or charges, including, without limitation, reasonable attorneys' fees and disbursements, that other parties may incur or pay out by reason of any accidents, damages or injuries to persons or property occurring during the term of this Agreement, but only to the extent the same are caused by any negligent or wrongful act of the indemnifying party. The provisions of this Section 13 shall survive the expiration or earlier termination of this Agreement.

Industrial Insurance. For purposes of indemnification only, the parties, by mutual negotiation, hereby waive, as respects the other parties, any immunity that would otherwise be available against such claims under the industrial insurance provisions of Title 51 RCW.

14. NOTIFICATION OF CLAIMS AND LAWSUITS

In the event that a lawsuit is brought against a Participating Agency, its officers or employees for actions arising out of their conduct in support of SWAT Team operations, it shall be the duty of each said party to notify the other parties that said claims or lawsuit has been initiated.

15. WITHDRAWAL/TERMINATION

Any party may withdraw from and terminate participation in this Agreement for any reason by providing written notice to the other parties sixty (60) days prior to the effective date of withdrawal/termination. Withdrawal during any calendar year shall not entitle the withdrawing party to a reduction or refund with respect to funds budgeted for or otherwise committed with respect to the withdrawing party for any calendar year. Termination of this Agreement and/or withdrawal of party shall not terminate Sections 13 and 14 with respect to the withdrawing party's obligations as to any incident arising prior to the withdrawal of the party.

The Board may terminate this Agreement at any time. Such termination shall be set forth in writing signed by a majority of the Board. Termination of this Agreement shall be effective on the date of the vote, except as provided in this section of the Agreement.

16. RECORDS

16.1 All records relating to the performance of this Agreement shall be available for full inspection and copying by any Participating Agency. Records maintenance and retention shall be in accordance with the Standard Operating Procedures.

16.2 Public Records Requests

Each Participating Agency shall be responsible for retaining and producing the records it creates, owns, or uses, in accordance with applicable public records access and retention laws and regulations. Nothing in this section is intended to require a party to collect or produce records that are not prepared, owned, used, or retained by that agency as defined by the Public Records Act (Chapter 42.56 RCW).

17. NOTICES/ADMINISTRATOR

Each notice, demand, request, consent, approval, disapproval, designation or other communication that is permitted or required to be given by one party to another party under this Agreement shall be in writing and shall be given or made or communicated by (i) United States registered or certified mail, postage prepaid, return receipt requested, (ii) any nationally recognized overnight carrier or express mail service (such as FedEx or DHL) that provides receipts to indicate delivery, (iii) by personal delivery. All such communications shall be addressed to the appropriate Administrator of this Agreement, who are designated as follows:

To the County:	The City of Lake Stevens:	To Everett:
Snohomish County Sheriff's Office 3000 Rockefeller Avenue, M/S 606 Everett, WA 98201 Attention Special Operations Bureau Chief Telephone: (425) 388-3467 Email: contact.sheriff@snoco.org	The City of Lake Stevens 1825 S. Lake Stevens Rd Lake Stevens, WA 98258 Attention Chief of Police Telephone: 425-622-9378 Email: lspd@lakestevenswa.gov	The City of Everett 3002 Wetmore Ave. Everett, WA 98201 Attention Special Operations Lieutenant Telephone: (425) 257-8460 Email: police@everettwa.gov

Any party hereto may, by reasonable notice to the other parties, designate such other address, or telephone number for the giving of notices as deemed necessary. All notices shall be deemed given on the day each such notice is personally delivered, transmitted by facsimile (with evidence of receipt), or delivered by overnight courier service, or on the third business day following the day such notice is mailed if mailed in accordance with this Section.

18. ADDITIONAL PARTIES

Additional governmental entities, including but not limited to, other municipal corporations and/or counties, may, in the future, elect to participate in the Region 1 SWAT Team established by this Agreement by executing an addendum to this

Agreement, substantially in the form attached hereto as Appendix B. In order to become effective, each such addendum must be executed by the party desiring to begin participation in the Region 1 SWAT Team and all current parties to this Agreement. The additional party must file the addendum with the Snohomish County Auditor or post it on the additional party's Interlocal Agreements webpage or other electronically retrievable public source.

19. MISCELLANEOUS

19.1 Entire Agreement

This Agreement constitutes the entire agreement between 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 not be modified or amended in any manner except by a written document signed by the party against whom such modification is sought to be enforced.

19.2 Governing Law and Venue

This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. The venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County.

19.3 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 any 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.

19.4 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.

19.5 No Waiver

A party's forbearance or delay in exercising any right or remedy with respect to a Default by another party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by any party of any particular Default constitute a waiver of any other Default or any similar future Default.

19.6 Assignment

This Agreement shall not be assigned, either in whole or in part, by any party without the express written consent of the other parties, 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.

19.7 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.

19.8 Appendices

The following Appendices, which are attached to this Agreement, are incorporate herein and by this reference made a part of this Agreement:

Appendix A – Identifying Region 1 SWAT Costs

Appendix B – Addendum Adding an Additional Party

19.9 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.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the date first above written.

THE COUNTY:

Snohomish County, a political subdivision
of the State of Washington

By

Name: _____
Executive

Recommended for approval:

By

Name: _____
Sheriff

Name: _____
Risk Management

Approved as to Form:

Deputy Prosecuting Attorney

Address for Notice:

Snohomish County Sheriff's Office
3000 Rockefeller Avenue M/S 606
Everett, WA 98201

CITY OF EVERETT:

The City of Everett, a Washington municipal corporation

By

Name: _____

Title: _____

Recommended for approval:

By

Name: _____

Chief of Police

Name: _____

Title: _____

Approved as to Form:

City Attorney

Address for Notice:

Chief of Police
Everett Police Department
3002 Wetmore Avenue
Everett, WA 98201

CITY OF LAKE STEVENS:

The City of Lake Stevens, a Washington municipal corporation

By

Name: _____

Title: _____

Recommended for approval:

By

Name: _____

Chief of Police

Name: _____

Title: _____

Approved as to Form:

City Attorney

Address for Notice:

Chief of Police
Lake Stevens Police Department
1825 S. Lake Stevens Road
Lake Stevens, WA 98258

Appendix A

For the purpose of developing an annual agency contribution toward Region 1 SWAT, the total current non-labor related costs that include ammunition, specialty munitions, and other range related costs will be apportioned to each participating agency. On an annual basis, the Board will convene to discuss and determine agency contribution rates. Generally, an agency with more than 100 sworn personnel will contribute the highest amount, not to exceed 50% of the fund balance. Agencies with less than 100 sworn personnel will contribute an amount determined by the Board, but not less than 5% of the fund balance.

By the end of the 1st quarter of each year, Participating Agencies will contribute the amount of funds determined by the Board to be deposited into the Region 1 SWAT Fund.

Participating Agencies agree to leave any monies left over from that year in the Region 1 SWAT Fund balance set up by the host agency, which will be held in the account to supplement/augment Region 1 SWAT organizational operations with the approval of the Board.

During the first year of the Agreement, the Board has determined the following contribution rates:

Agency Contribution Rate	
SCSO	47.50%
EPD	47.50%
LSPD	5.00%
	0.00%
	0.00%

Annual SWAT Fund	\$82,500
-------------------------	-----------------

Agency Contribution Rates	
SCSO	\$39,188
EPD	\$39,188
LSPD	\$4,125

SWAT Commander budget request:

By the end of the 2nd quarter of each calendar year, the SWAT Commander will submit a proposed operational budget request for approval to the Board, itemizing anticipated team/specialty training and team equipment purchase requests for the following budget cycle. The list should include items approved by the Board (i.e., specialty munitions, general operating supplies, paper targets, training)

All communications relating to the Region 1 SWAT Fund shall be addressed to the appropriate Administrator or host agency as follow:

Everett Police Department
3002 Wetmore Avenue
Everett, WA 98201
Attention: Accounts Receivable (425) 262-2144
police@everettwa.gov

Appendix B

ADDENDUM TO INTERLOCAL AGREEMENT FOR SPECIAL WEAPONS AND TACTICS TEAM (REGION 1 SWAT) COOPERATION

THIS ADDENDUM TO INTERLOCAL AGREEMENT FOR SPECIAL WEAPONS AND TACTICS TEAM (“SWAT”) COOPERATION (this “Agreement”) is made and entered into as of this ____ day of _____, 20__ (the “Effective Date”), by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington, the CITY OF EVERETT, a municipal corporation of the State of Washington, and the CITY OF LAKE STEVENS, a municipal corporation of the State of Washington, and **[INSERT NAME]**, a municipal corporation of the State of Washington (collectively referred to as “Participating Agencies”).

RECITALS

- A. The Participating Agencies are public agencies as defined by chapter 39.34 RCW and chapter 10.93 RCW, and are authorized to enter into interlocal agreements to provide for joint or cooperative actions to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and
- B. Incidents of a serious criminal nature occur which require a specially trained and equipped law enforcement response to effectively respond to the situation. These incidents create demand on each party’s resources. The parties believe these resources are economically served by combining resources to form a cooperative Special Weapons and Tactics Team (hereinafter “SWAT”).
- C. The regional SWAT team (hereinafter “Region 1 SWAT”) shall be specially trained and equipped to respond to and resolve high risk criminal activity occurring within each Participating Agency’s jurisdiction.
- D. The parties now desire to achieve increased operational efficiencies and economies of scale by providing a mechanism for the sharing of material, personnel, knowledge, equipment, and training, all as more fully described by, and pursuant to the terms and conditions contained in this Agreement.

AGREEMENT

NOW, THEREFORE, in consideration of the respective agreements set forth below and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Appendix B

1. ADDITION OF PARTY TO THE AGREEMENT

[INSERT NAME] is hereby added as a party to the Agreement, effective as of the date of this Addendum. All references in the Agreement to the term “Participating Agency” shall henceforth be deemed to include *[INSERT NAME]*. All terms and conditions of the Agreement applicable to the Participating Agency shall now also apply to *[INSERT NAME]*.

2. RATIFICATION

Except as expressly modified by this Addendum, the Agreement shall remain in force and effect in accordance with its terms and is hereby ratified and affirmed.

3. EXECUTION IN COUNTERPARTS

This Addendum may be executed in counterparts, each of which shall be an original and all of which shall together constitute one and the same instrument.

IN WITNESS WHEREOF the parties hereto have executed this Addendum as of the date first above written.

CITY COUNCIL STAFF REPORT



Agenda Date: 2/11/2025

Subject: Amendment to Ordinance 1194 and LSMC Section 3.08.030 D, Relating to Taxation of Electrical Utility Providers

Contact Person/Department: Barb Stevens, Finance

Budget Impact:

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:

Adopt Ordinance No. 1195 Amending Ordinance 1194 and Lake Stevens Municipal Code (LSMC) Relating to Electrical Utility Tax

SUMMARY/BACKGROUND:

This amending ordinance clarifies an exclusion to the definition of "gross income" (gross revenue) relating to public electric utility districts. No other changes are being proposed.

Ordinance 1194 amended the definition of "gross income" to include all revenue received by utility providers in payment of the utility tax.

Chapter 54.28. RCW requires the exclusion of any tax levied by a municipal corporation upon a public electrical utility district from the definition of "gross revenue" subject to the tax.

Although LSMC section 3.08.040 F. excludes from the definition of "gross income" as defined in section 3.08.020 all revenues from transactions or activities which the City is prohibited from taxing under the laws and/or Constitutions of the United States or the State of Washington, in the interest of clarity for the Snohomish County Public Utility District #1("PUD"), it is desirable to add language specifically excluding the amount received by the utility resulting from the tax levied from being applied to gross income from electricity sold within the city limits.

This change applies to public electric utility districts only.

APPLICABLE CITY POLICIES:

Lake Stevens Municipal Code 3.08

ATTACHMENTS:

1. Ordinance 1195 - Amendment of Utility Tax Ordinance 1194

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 1195

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, RELATING TO TAXATION OF ELECTRICAL UTILITY PROVIDERS AS PROVIDED IN ORDINANCE 1194; AMENDING SECTION 3.08.030 D OF THE LAKE STEVENS MUNICIPAL CODE; PROVIDING FOR SEVERABILITY; FIXING AN EFFECTIVE DATE; AND PROVIDING FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, Chapter 54.28. RCW requires the exclusion of any tax levied by a municipal corporation upon a public electrical utility district from the definition of “gross revenue” subject to the tax: and

WHEREAS, although section 3.08.040 F. LSMC excludes from the definition of “gross income” as defined in section 3.08.020 all revenues from transactions or activities which the City is prohibited from taxing under the laws and/or Constitutions of the United States or the State of Washington, in the interest of clarity as to the application of the city’s utility tax on the revenues of the Snohomish County Public Utility District #1(“PUD”) from the sale of electricity it is desirable to make specific exemption of the revenue received by the PUD from the sale of electricity for purposes of resale and received by adding the amount of the city’s tax to the rates or charges the utility makes for electricity sold within the limits of the city,

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

Section 1. Section 3.08.030 D. of the Lake Stevens Municipal Code in effect on March 1, 2025 is hereby amended (deletions shown by ~~strikeout~~ and additions by underline) to read as follows:

Upon every person engaged in a light or power business, as defined in RCW 82.16.010, as said statute presently exists or is hereafter amended, a tax equal to six percent (6.0%) of the total gross income derived from such business within the City, excepting gross revenues derived from the sale of electricity by a public electrical utility within the city that are derived from the sale of electricity for purposes of resale and received by adding the amount of the city’s tax to the rates or charges the utility makes for electricity sold within the limits of the city..

Section 2. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. Effective Date. This ordinance shall take effect March 1, 2025. Publication of this ordinance may be by an approved summary thereof consisting of the ordinance title.

Brett Gailey, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg A. Rubstello, City Attorney

Date of Publication: _____

Effective Date: *This ordinance shall take March 1, 2025.*

CITY COUNCIL STAFF REPORT



Agenda Date: 2/11/2025

Subject: Interim Ordinance 1192

Contact Person/Department: David Levitan, Community Development

Budget Impact: N/A

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Hold a public hearing and take oral testimony on Interim Ordinance 1192, which was adopted by the City Council on December 10, 2024 to comply with Senate Bill 5290 (2023). No formal action or decision is required. Permanent code language will be brought before the City Council later in 2025 as part of the Process Code Update.

SUMMARY/BACKGROUND:

In April 2023, the Washington State Legislature passed several bills that made changes to the Growth Management Act (GMA). These included Senate Bill (SB) 5290, which updated local project review timelines to provide a more consistent and reliable local permit review process.

SB 5290 includes several components that became effective on January 1, 2025 and required local jurisdictions to update their development codes to maintain compliance. These include:

1. Clarifying the determination of completeness procedural requirements for project permit applications, which must be based solely on those included on the permit application.
2. Revising the current 120-day review period for issuing permit decisions to reflect a new tiered approach:
 - 65 days for permit applications that don't require public notice (Type I permits, such as shoreline exemptions and short-term rentals)

- 100 days for permit applications that require public notice but no public hearing (Type II applications such as shoreline substantial development permits and major land disturbances)
- 170 days for permit applications that require public notice and a public hearing (Type III-V applications such as shoreline variances and conditional uses)

On December 10, 2024, the City Council adopted Interim Ordinance 1192 (Attachment 1) to provide local code language that is consistent with those provisions of SB 5290 that went into effect on January 1, while allowing staff to work on more substantive permanent changes to the city's Process Code (LSMC Chapters 14.16A and 14.16B). Per [RCW 36.70A.390](#), interim ordinances allow cities to update their development code without a public hearing so long as they hold a public hearing within 60 days of the effective date of the interim ordinance (December 18, 2024). The interim ordinance is effective for up to one year (the interim ordinance includes a work plan) from the effective date or until the city completes its work on the larger Process Code Update.

As required by state law, Section 1 of Interim Ordinance 1192 adopted the findings of fact included in the preamble to the ordinance. This includes discussion of the larger Process Code work and the city's exemption from certain provisions of SB 5290, such as the requirement to limit fee collection at the time of permit submittal to 80% of the total fees and to adopt permit fee refund provisions.

On January 31, 2025, the City published a Notice of Public Hearing for Interim Ordinance 1192 on the city website, at City Hall, and in the Everett Herald. As of February 6, no written public comments have been received. The interim code regulations in Ordinance 1192 are exempt from the State Environmental Policy Act (SEPA) under WAC 197-11-800(19), Procedural Actions.

The City Council is asked to take public testimony on Interim Ordinance during the February 11 public hearing. No additional action is required. City staff will continue to revise the work plan for the larger Process Code Update and will hold several work sessions with the Planning Commission and City Council in advance of the required public hearings for the permanent ordinance, as well as solicit additional community input.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. Attachment 1 - Interim Ordinance 1192

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 1192

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON ADOPTING INTERIM ZONING CODE REGULATIONS IN CHAPTER 14.16A LSMC TO COMPLY WITH UPCOMING CHANGES TO CHAPTER 36.70B RCW, LOCAL PROJECT REVIEW; ADOPTING FINDINGS AND CONCLUSIONS; PROVIDING FOR THE DURATION OF THIS ORDINANCE; IDENTIFYING A POTENTIAL DATE FOR THE PUBLIC HEARING; ESTABLISHING A WORK PROGRAM; AND PROVIDING FOR SEVERABILITY, AN EFFECTIVE DATE AND FOR SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY.

WHEREAS, the City of Lake Stevens is authorized to impose moratoria and interim land use controls (including zoning code amendments) pursuant to RCW 36.70A.390 and RCW 35A.63.220; and

WHEREAS, the Washington State Legislature adopted Second Substitute Bill (SB) 5290 concerning consolidating local permit review processes on April 17, 2023; and

WHEREAS, Section 7 of SB 5290 will become effective on January 1, 2025 and will amend RCW 36.70B.080, including the maximum time periods for local governments to issue a final decision for each type of complete project permit application identified in Chapter 36.70B RCW; and

WHEREAS, SB 5290 amended RCW 36.70B.080 to limit the collection of project permit application fees at the time of permit submittal to 80% of the total permit fee, and to require the refund of up to 20% of the permit fee if the time period timelines are not met, unless a local jurisdiction adopts at least three of the options in RCW 36.70B.160(1); and

WHEREAS, the City has adopted more than three of the measures listed in RCW 36.70B.160(1), including the use of on-call consultants to assist with permit review as needed; requiring public hearings only when they are required by state law; and making pre-application conferences optional but not required. As such, the city can require the payment of the entire project permit fee at the time of submittal and is not subject to the permit fee refund provisions in RCW 36.70b.080; and

WHEREAS, the City must amend its zoning code regulations to comply with Section 7 of 5290 by January 1, 2025; and

WHEREAS, as part of its adopted 2024 long-range planning work program and draft 2025 work program, the City is proposing to revise and consolidate multiple sections of Chapters 14.16A (Administration and Procedures) and 14.16B (Types of Land Use Review) LSMC in an effort to simplify and streamline its development code regulations; and

WHEREAS, the City is proposing that interim regulations be adopted to comply with SB 5290 while it works on larger amendments to Chapters 14.16A and 14.16B LSMC; and

WHEREAS, RCW 36.70A.390 and 35A.63.220 require the City to hold a public hearing on the interim zoning regulations within 60 days of their adoption; and

WHEREAS, RCW 36.70A.390 and 35A.63.220 allow for interim zoning ordinances to be effective for up to one year if a work plan is developed for related studies providing for such a longer period; and

WHEREAS, the City has developed a work plan for amendments to Chapters 14.16A and 14.16B, including permanent code language to comply with SB 5290, which is included in Exhibit A; and

WHEREAS, the Lake Stevens City Council will consider a recommendation from the Lake Stevens Planning Commission on permanent amendments to Chapters 14.16A and 14.16B, following public hearings before both bodies.

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

Section 1. The City Council hereby adopts the recitals expressed above as findings in support of this ordinance.

Section 2. LSMC Section 14.16A.230, entitled "Time Frames for Review", is hereby amended for the term of this ordinance as follows, with additions shown by underline, deletions shown by ~~strikethrough~~, and all other sections and subsections remaining unchanged:

14.16A.230 Time Frames for Review.

(a) Purpose. RCW 36.70B.070 and 36.70B.080 ~~require establish~~ determination of completeness procedural requirements and maximum review time frames be established to ensure that project permit applications are reviewed and processed in a timely and predictable manner. This subsection establishes the time frames and procedures for a determination of completeness and final decision for Type I, II, III, IV or V reviews identified in Tables 14.16A-I and 14.16A-II. No time frames or completeness requirements are established by these statutes for Type ~~I or VI~~ legislative reviews.

(b) Computing Time. ~~Unless otherwise specified, a~~ All time frames are indicated as calendar days, not working days. For the purposes of computing time, the day the determination or decision is rendered shall not be included. The last day of the time period shall be included; ~~provided, that if it is a Saturday, Sunday, a day designated by RCW 1.16.050 or by the City's ordinances as a legal holiday, then it also is excluded and the time period concludes at the end of the next business day.~~ Applications submitted electronically during non-working hours (weekdays from 5 pm – 8 am, weekends, and holidays) shall be considered to have been submitted the following business day.

(c) ~~Complete Determination of Completeness Process~~ Application Review Time Frame. The following procedures shall be applied to new applications requiring Type I, II, III, IV, or V reviews. Applications requiring Type ~~I or VI~~ review are excluded from this requirement.

(1) An application is considered complete for the purposes of this section when:

(i) if the application meets the submittal requirements established listed by the Planning Director on the applicable project permit application, including supplemental handouts and checklists; and

(ii) the application fee for the applicable project permit application(s) as listed in the city's current fees resolution has been paid.

(2) and is sufficient for continued processing, even though additional information may be required or project modifications may be undertaken subsequently. The determination of completeness signifies

that the application is provides sufficient for continued processing information to process. It shall not preclude the Planning Director (or their designee) from requesting additional information or studies either at the time of the Notice of Completeness or subsequently, if new information is required to complete review of the application or substantial changes in the permit application are proposed.

(34) Within 28 days after receiving an application, the Planning Director or their designee shall mail, email, fax, or otherwise provide to the applicant a written determination that the application is complete, or that the application is incomplete, and what is necessary to make the application complete. The applicant has 90 days to submit the necessary information to the City.

(i) Type I applications shall not require the issuance of a written determination of completeness and shall be considered complete upon meeting the requirements in subsection (c)(1).

(i) If a Type I application fails to provide information as required in subsection (c)(1), However, a notice of incompleteness shall be issued within 28 days for Type I applications.

(42) If the Planning Director or their designee does not provide a written determination within the 28 days, the application shall be ~~deemed~~ considered complete at the end of the twenty-eighth day.

(53) If additional information is needed to make the application complete, the Planning Director shall notify the applicant whether the application is complete or what additional information is necessary within 14 days after an applicant has submitted the information identified by the Planning Director as being needed.

~~(4) An application is complete for purposes of this section when it meets the submittal requirements established by the Planning Director and is sufficient for continued processing, even though additional information may be required or project modifications may be undertaken subsequently. The determination of completeness shall not preclude the Planning Director from requesting additional information or studies either at the time of the Notice of Completeness or subsequently, if new information is required to complete review of the application or substantial changes in the permit application are proposed.~~

(65) To the extent known by the City, other agencies with jurisdiction over the project permit application shall be identified in the City's determination of completeness required by subsections (c)(1-5) of this section.

(7) For Type II, III, IV, and V applications, the notice of application shall be provided within 14 days after the determination of completeness, pursuant to RCW 36.70B.110 and Chapter 14.16B LSMC.

(d) Application Review and Decision Time Frames.

(1) ~~Final d~~ Decisions on Type II, III, IV, or V applications project permit applications shall not exceed ~~120 days~~ the following time frames from the date of the determination of completeness, unless the Planning Director makes written findings that a specified amount of additional time is needed for processing of a specific complete project application. Applications for developments that are complex or that have extensive or difficult issues may take additional time. The applicant and the City may mutually agree in writing to extend the time period or the application is covered by subsections (d)(2-5):

(i) Type I Reviews: 65 days

(ii) Type II Reviews: 100 days

(iii) Type III, IV and V Reviews: 170 days

(2) Preliminary Plats. Pursuant to RCW 58.17.140, preliminary plats of any proposed subdivision and dedication shall be approved, disapproved, or returned to the applicant for modification or correction within 90 days from the date of filing thereof unless the applicant consents to an extension of such time period or the 90-day limitation is extended to include up to 21 days as specified under RCW 58.17.095(3). The 90-day period shall not include the time spent preparing and circulating an environmental impact statement by the local governmental agency. Preliminary plat applications that are reviewed concurrently with a Type II-V application shall be subject to the timelines established in subsection (d)(1).

(3) Final Plats and Short Plats. Pursuant to RCW 58.17.140, final plats and short plats shall be approved, disapproved, or returned to the applicant within 30 days from the date of filing thereof, unless the applicant consents to an extension of such time period.

(4) Consolidated reviews of multiple project permit applications shall be subject to LSMC 14.16A.220(g), and the time period for a final decision shall be the longest of the permit time periods identified in subsections (d)(1) and (d)(2).

(54) Appeals. The time period for consideration and decision on appeals shall not exceed 90 days for an open record appeal hearing and 60 days for a closed record appeal. The parties may agree in writing to extend these time periods. Any extension of time mutually agreed upon by the applicant and the City shall be in writing.

(65) Exemptions. The time limits established in this title do not apply if a project permit application:

- (i) Requires an amendment to the Comprehensive Plan or a development regulation;
- (ii) Requires approval of the siting of an essential public facility as provided in RCW 36.70A.200;
- (iii) Is reviewed as a Type I or VI permit;
- (iv) Is substantially revised by the applicant, in which case the time period shall start from the date at which the revised project application is determined to be complete;
- (v) Is listed in RCW 36.70B.140.

(e) Calculating Decision Time Frame. In determining the number of days that have elapsed after the City has notified the applicant that the application is complete for purposes of calculating the time for issuance of the notice of final decision, the following periods shall be excluded:

(1) Any period during which the applicant has been requested by the City to correct plans, perform required studies, or provide additional required information. If the City determines that the information submitted by the applicant is insufficient, it shall notify the applicant of the deficiencies. The period shall be calculated from the date the City notifies the applicant of the need for additional information until ~~the earlier of the date the local government determines whether the additional information satisfies the request for information or 14 days after the date the information has been provided~~ responsive information is resubmitted by the applicant to the City;

~~(2) Any period during which an environmental impact statement is being prepared following a determination of significance (DS) pursuant to Chapter 43.21C RCW, or if the City and the applicant in writing shall agree to a time period for completion of an environmental impact statement;~~

(2) Any period after an applicant informs the city in writing that they would like to temporarily suspend review of the application until the time that the applicant notifies the city in writing that they would like to resume the application.

(3) Any period for an administrative appeals of project permits, if an open record appeal hearing or a closed record appeal, or both, are allowed; or is filed until the appeal is resolved and any additional time period provided by the administrative appeal has expired.

(4) Any extension of time mutually agreed upon by the applicant and the City.

~~(f) Possible Extension of Time for Final Decision. If the City is unable to issue a final decision within the time limits provided herein, the applicant shall be provided written notice of this fact. The notice shall include a statement of reasons why the time limits have not been met and an estimated date for issuance of the notice of final decision. (Ord. 1015, Sec. 4 (Exh. C), 2018; Ord. 811, Sec. 2 (Exh. 1), 2010)~~

(f) The time for issuing a decision on a project permit application shall start over if an applicant proposes a change in use that adds or removes residential components from the original application that would make the application fail to meet the determination of procedural requirements for the new use.

Section 3. The Lake Stevens City Council will hold a public hearing on this matter no later than 60 days from the effective date of this ordinance. Following the public hearing, the City Council may take action to amend this ordinance, including the making of additional findings.

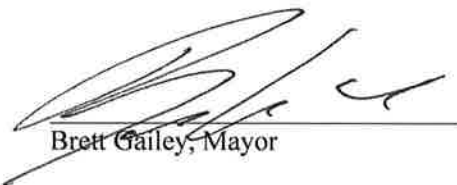
Section 4. The interim zoning code amendments adopted by this ordinance shall remain in effect for a period of one year from the effective date and shall automatically expire unless the same are extended as provided in RCW 36.70A.390 and RCW 35A.63.220 prior to that date, or unless the same are repealed or superseded by permanent amendments prior to that date.

Section 5. Pursuant to RCW 36.70A.106, a copy of this interim ordinance shall be transmitted to the Washington State Department of Commerce.

Section 6. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 7. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication, subject to the expiration referenced in Section 4. .

PASSED by the City Council of the City of Lake Stevens this 10th day of December 2024.



Brett Gailey, Mayor

ATTEST/AUTHENTICATION:



Kelly Chelin, City Clerk

APPROVED AS TO FORM:

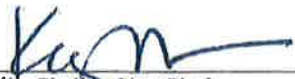
Greg Rubstello, City Attorney

First and Final Reading: December 10, 2024

Published: 12/13/24

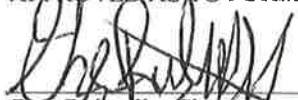
Effective Date: 12/18/24

ATTEST/AUTHENTICATION:



Kelly Chelin, City Clerk

APPROVED AS TO FORM:



Greg Rubstello, City Attorney

First and Final Reading: December 10, 2024

Published: 12/13/24

Effective Date: 12/18/24

Exhibit A – Work Plan

Lake Stevens Process Code Work Plan: Amendments to LSMC 14.16A and 14.16B and Related Sections

Item	Bill/LSMC	Section #	Item
1	HB 1293	1	Clear and objective standards for design review
2	HB 1293	2	Expedited review for affordable housing
3	SB 5290	1	Exclude permits for interior alterations from site plan review
4	SB 5290	6	Clarifications to the determination of completeness process (<i>Interim Ordinance 1192</i>)
5	SB 5290	7	Update permit review timelines, partial refund of fees, and annual reporting requirements (<i>Interim Ordinance 1192</i>)
6	SB 5290	8	Consideration of additional provisions to expedite permit processing
7	LSMC	14.16A	Revise permit expiration and extension policies.
			Determine appeal path for associated land use determinations
			Update security mechanisms in accordance with currently accepted types
			Revise consolidated permit process
			Review for consistency with state law including timelines
8	LSMC	14.16B	Remove redundancies between the two chapters
			Review for consistency with state law