

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.

March 25, 2025 - 6:00 PM

TWO WAYS TO PARTICIPATE:

In Person: The Mill, Sawyers Room, 1808 Main Street, Lake Stevens
or Join Zoom Meeting: [Zoom Link](#) Meeting ID: 88282225498 Passcode: 816968
or call in at (253) 215-8782 Meeting ID 88282225498

1. **Call to Order**
2. **Pledge of Allegiance** Mayor
3. **Roll Call**
4. **Approval of Agenda** Council President
5. **Guest Business**
 - A. Swearing in Officer Amanda Van Hook
6. **Citizen Comments**
7. **Council Business** Council President
8. **Mayor's Business**
9. **City Department Report**
 - A. Public Works Department Report Ben Romanaggi
10. **Consent Agenda**
 - A. 2025 Vouchers Barb Stevens
 - B. City Council Workshop Meeting Minutes of March 4, 2025 Kelly Chelin
 - C. City Council Regular Meeting Minutes of March 11, 2025 Kelly Chelin
 - D. Snohomish County Interlocal Agreement for Funding Parks Projects Jill Meis
 - E. Ordinance 1196 amending Municipal Code Section 2.84.010 - Bonds Maximilian Roth
 - F. King County Regional Automated Fingerprint Identification System (AFIS) - MOA Jeffrey Beazizo, Troy Stevens

11. Discussion Items

A. Traffic Cameras

Aaron
Halverson, Kim
Klinkers

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

A. Discussion of Property Acquisition. No action to follow.

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: 3/25/2025

Contact Person/Department: Ben Romanaggi, Public Works

The Engineering Division of Public Works has attached a brief update for the 116th / 117th Avenue Pedestrian Project. The project was last reviewed at the March 4, 2025 City Council meeting.

Please refer to the project website for updates:

<https://lakestevenswa.civilspace.io/en/projects/117th-116th-st-ne-pedestrian-project>

Department Report



Public Works Department

DATE: March 25, 2025

TO: Mayor and City Council

FROM: Ben Romanaggi, Senior Civil Engineer

SUBJECT: March 4, 2025 City Council Meeting Follow-Up Items

The purpose of this report is to answer questions received during a previous Council meeting and address additional community questions and concerns as the 116th / 117th Avenue Pedestrian Project advances.

- 1. For potential stormwater improvements on 116th / 117th Ave NE, would there be a water quality benefit to implement low impact development (LID) drainage options with the pedestrian improvements, such as a bioswale?**

The proposed one-way couplet would not increase the amount of impervious pollution generating surfaces. With the existing configuration, some stormwater runoff along 116th Ave NE is collected by catch basins and flows to Mitchell Creek without pretreatment. In addition, some stormwater runoff along 117th Ave NE, north of 22nd St NE, is collected and directed to a City maintained stormwater pond near 120th Ave NE, where it is treated. 117th Ave NE, south of 22nd St NE, flows to 20th St NE and to Lake Stevens without pretreatment.

- 2. Consider if the posted speed along 116th / 117th Ave NE should be 20 mph with the proposed pedestrian improvements.**

This request will be evaluated with the other proposed improvements. In general, solely changing the posted speed limit to 20 mph does not tend to change driver behavior. The proposed one-way couplet would naturally help reduce traffic speeds by narrowing the travel lanes and providing adjacent pedestrian amenities.

Additionally, RCW 46.61.415, allows local authorities to set speed limits to 20 mph. WSDOT recommends setting local streets to 20 mph. Seattle, Tacoma, and Bainbridge Island have done so. This programmatic approach may be evaluated in the future along with other city-wide traffic calming methods.

- 3. What is the estimated cost to implement the conceptual 116th / 117th Ave NE pilot project?**

The current estimated cost to purchase and install the materials for the proposed pilot project along both road segments is **\$48,000**. The work would include approximately 400 white candlestick delineators and 20 new traffic signs. These materials could be adjusted or reused in other locations as needed. Additionally, paint line and traffic channelization symbols would be installed to direct pedestrians and vehicles along the couplet.

- 4. Please refer to the attached project FAQ that was posted and shared on March 18, 2025.**

← [Back to Project Page](#)

Project Update FAQ

FAQ

March 18, 2025

At the March 4th, 2025, City Council meeting, Public Works and the project consultant presented the results of their study to turn 116th and 117th Avenue NE into a one-way couplet, with a protected pedestrian path. There have been questions, and we hope this FAQ addresses those. If you have follow-up questions, contact Ben Romanaggi, the project manager. The City will host an Open House and will announce the date soon. We hope to hear from as many residents as possible. The Open House will be followed by a pilot project, implementing the couplet for one month.

- Will mailboxes be moved?
 - Mailboxes will not need to be moved. Similar location is Hartford Road, which has a slightly smaller daily traffic than both roads.
 - In the protected pedestrian path, there will be spaces for a mail truck to pass through the delineators/armadillos/similar elements, to enter the pedestrian area. The mail truck can then stop in the pedestrian area temporarily, with normal traffic in the vehicle lane.
- How will garbage vehicles get through?

- Garbage cans will be moved to one side of the street.
- In the protected pedestrian path, there will be spaces for a mail truck to pass through the delineators/similar elements to enter the pedestrian area. The mail truck can stop in the pedestrian area temporarily, with normal traffic in the vehicle lane.
- How will I get my RVs/trailers/boats into my driveway?
 - The delineators/similar elements will be placed a distance away from driveways, giving room to turn and back up.
 - Existing parking for some RVs/trucks/vehicles is in the right-of-way (ROW) for possible sidewalks and could not be parked at the property.
- How much will this cost? Why not put in sidewalks instead?
 - The approximate costs of the Lake Stevens standard sidewalk on one half of 117th Avenue NE from 20th Street NE to 26th Street NE, would be close to \$2.3 million. This includes a landscape strip, storm sewer replacement, and increased ROW costs.
 - 116th Avenue NE will not have a sidewalk for at least ten to fifteen years, as there are higher priority sidewalks through the city to be constructed. Cost will be similar to 117th Avenue NE.
 - The maximum cost for the one-way couplet on both 116th/117th Avenue NE is \$450,000, including signage, landscaping, traffic elements, and engineering studies to monitor the performance.
- Will this affect vehicles speeds?
 - We anticipate a speed reduction with the reduced travel width for vehicles, a narrower roadway usually results in lower speeds. Generally, drivers will reduce speeds in the presence of pedestrians. We anticipate an increase in pedestrians with a more comfortable pedestrian environment.
- Will this affect my property values?
 - Decreasing traffic speeds will increase property values.
 - Increasing pedestrian access will increase property values.
 - Additional landscaping will increase property values.

- How will pedestrians be protected?
 - * One possible element would be armadillos, as seen in another pilot project in the image below. Made of durable plastic, a slow moving vehicle can navigate around, but provide a barrier to fast moving vehicles.



Stay Informed

Get notified on upcoming engagements and the latest project related news.

Sign up for notifications

BLANKET VOUCHER APPROVAL
2025

Payroll Direct Deposits	3/10/2025, 03/25/2025	\$823,874.02
Payroll Checks	62909	\$2,531.98
Electronic Funds Transfers	ACH	\$532,011.61
Claims	62995-63099	\$375,675.03
Void Checks		
Total Vouchers Approved:		\$1,734,092.64

This 25th day of March 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

March 25, 2025



City expenditures by type for this voucher packet		
Personnel Costs	\$826,406	48%
Payroll Federal Taxes	\$151,309	9%
Excise Tax	\$538	0%
Retirement Benefits - Employer	\$88,830	5%
Medical Benefits - Employer	\$262,906	15%
Other Employer Paid Benefits	\$8,119	0%
Employee Paid Benefits	\$37,961	2%
Supplies	\$26,202	2%
Professional Services	\$185,578	11%
Refunds	\$4,938	0%
Capital *	\$122,039	7%
Debt Payments	\$19,268	1%
Void Checks	\$0	0%
Total	\$1,734,093	100%

Large Purchases *

*LS Council Chambers & Infrastructure \$38,623

*LS Museum Design \$53,335

*Right of Way Acquisition \$25,920

City of Lake Stevens Blanket Voucher Report
Checks to be approved for period 03/07/2025 - 03/20/2025

Total for Period
\$907,686.64

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
911 Supply Inc	INV-2-46125	001 008 521 20 31 06	LE - Uniform Clothing	CSO Uniform Shirt - M Cooper	63005	\$107.44
911 Supply Inc	INV-2-46238	001 008 521 20 31 01	LE-Fixed Minor Equipment	Armor - P Bassett	63005	\$1,970.69
911 Supply Inc	INV-2-46375	001 008 521 20 31 06	LE - Uniform Clothing	PD Uniform Collar Letters	63005	\$1,251.17
					63005 Total	\$3,329.30
Ace Hardware	80723/7	005 000 518 20 30 00	RP - Operating Supplies	KEY SCHLAGE	63006	\$8.49
Ace Hardware	80731/7	001 010 576 80 31 05	PK-R&M Supplies	10W/30 Oil 1 qt - Davies Dock Repair	63006	\$7.64
Ace Hardware	80731/7	001 010 576 80 31 05	PK-R&M Supplies	Chalk/Speedreel Combo BLU-F3 - Davies Dock Repair	63006	\$14.20
Ace Hardware	80731/7	001 010 576 80 31 05	PK-R&M Supplies	Fasteners - Davies Dock Repair	63006	\$21.75
Ace Hardware	80741/7	001 010 576 80 31 05	PK-R&M Supplies	Comp SS Link for Lundeen Mens RR Sink	63006	\$16.71
Ace Hardware	80756/7	101 016 544 90 31 02	ST-Operating Cost	ACE LABEL KEY BLANK	63006	\$3.93
Ace Hardware	80756/7	101 016 544 90 31 02	ST-Operating Cost	KEYKRAFTER BRASS	63006	\$10.03
Ace Hardware	80770/7	101 016 544 90 31 02	ST-Operating Cost	Gorilla Const Adhesive	63006	\$8.19
Ace Hardware	80770/7	410 016 531 10 31 02	SW - Operating Costs	Gorilla Const Adhesive	63006	\$8.19
					63006 Total	\$99.13
AFLAC	035364	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Insurance Prem	EFT	\$749.14
					EFT Total	\$749.14
Alexander Printing Co Inc	88304	001 007 558 50 31 01	PL-Operating Supplies	Business Cards - D Levitan	63007	\$96.46
Alexander Printing Co Inc	88469	101 016 544 90 31 01	ST-Office Supplies	Business Cards - W Ojalehto	63007	\$48.23
Alexander Printing Co Inc	88469	410 016 531 10 31 01	SW - Office Supplies	Business Cards - W Ojalehto	63007	\$48.23
Alexander Printing Co Inc	88822	001 007 558 50 31 01	PL-Operating Supplies	Business Cards - J Ludden	63007	\$96.46
					63007 Total	\$289.38
All Battery Sales and Service	50018536	101 016 544 90 31 02	ST-Operating Cost	COMM 12V 18 MOS/12V 30MO	63008	\$259.58
All Battery Sales and Service	50018536	410 016 531 10 31 02	SW - Operating Costs	COMM 12V 18 MOS/12V 30MO	63008	\$259.57
All Battery Sales and Service	300-10161035	101 016 544 90 31 02	ST-Operating Cost	Wipers/Jump Start	63008	\$163.18
All Battery Sales and Service	300-10161035	410 016 531 10 31 02	SW - Operating Costs	Wipers/Jump Start	63008	\$163.18
					63008 Total	\$845.51
Amazon Capital Services	13WN-R6MW-7RXV	101 016 544 90 31 02	ST-Operating Cost	Ignition Controls Control Board	63009	\$130.86
Amazon Capital Services	13WN-R6MW-7RXV	410 016 531 10 31 02	SW - Operating Costs	Ignition Controls Control Board	63009	\$130.86
Amazon Capital Services	14XK-KNGL-93PR	101 016 544 90 31 02	ST-Operating Cost	Anti-Fog Polycarbonate Safety Glasses - P Stevens	63009	\$21.61
Amazon Capital Services	14XK-KNGL-93PR	410 016 531 10 31 02	SW - Operating Costs	Anti-Fog Polycarbonate Safety Glasses - P Stevens	63009	\$21.62
Amazon Capital Services	167Y-NVH3-THKK	001 008 521 20 31 10	LE - Wellness Grant Supplies	Counseling Cops - What Clinicians Need to Know	63009	\$37.16
Amazon Capital Services	19JL-N9X6-7RML	001 010 576 80 31 05	PK-R&M Supplies	Kawasaki Genuine OEM Starter Recoil	63009	\$123.43
Amazon Capital Services	19JL-N9X6-7RML	001 010 576 80 31 00	PK-Operating Supplies	Thermal Laminating Pouches	63009	\$34.60
Amazon Capital Services						

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Amazon Capital Services	1LVV-QY6M-F3X4	101 016 544 90 31 01	ST-Office Supplies	Microsoft Sculpt Ergonomic Mouse - K Klinkers	63009	\$42.02
Amazon Capital Services	1LVV-QY6M-F3X4	410 016 531 10 31 01	SW - Office Supplies	Microsoft Sculpt Ergonomic Mouse - K Klinkers	63009	\$42.03
Amazon Capital Services	1PJR-7Y76-KKCW	001 008 521 20 31 00	LE-Office Supplies	Flag Pole Rings	63009	\$62.19
Amazon Capital Services	1TCD-FXFY-3JPD	101 016 544 90 31 01	ST-Office Supplies	Notebooks	63009	\$26.50
Amazon Capital Services	1TCD-FXFY-3JPD	410 016 531 10 31 01	SW - Office Supplies	Notebooks	63009	\$26.51
Amazon Capital Services	1TVV-DX31-96YM	001 005 518 10 31 01	HR- Operating Supplies	USB C to HDMI Cable 3Ft - A Rose	63009	\$10.92
Amazon Capital Services	1WM1-M7H4-3H7T	410 016 531 10 31 01	SW - Office Supplies	Dual Wireless Gaming Headset with Microphone/Cell Phone Stand	63009	\$60.09
Amazon Capital Services	1WM1-M7H4-3H7T	101 016 544 90 31 01	ST-Office Supplies	iPhone Charger 3pack	63009	\$5.46
Amazon Capital Services	1WM1-M7H4-3H7T	410 016 531 10 31 01	SW - Office Supplies	iPhone Charger 3pack	63009	\$5.46
Amazon Capital Services	1X6C-D699-7VHC	001 013 518 20 31 00	GG-Operating Costs	Double Toilet Paper Holder with Shelf	63009	\$83.16
Amazon Capital Services	1X6C-D699-7VHC	101 016 544 90 31 02	ST-Operating Cost	Double Toilet Paper Holder with Shelf	63009	\$41.58
Amazon Capital Services	1X6C-D699-7VHC	410 016 531 10 31 02	SW - Operating Costs	Double Toilet Paper Holder with Shelf	63009	\$41.58
Amazon Capital Services	1XLC-DCLM-VTKN	001 007 558 50 31 01	PL-Operating Supplies	Desk Organizer Caddy - J Ludden	63009	\$13.49
Amazon Capital Services	1XLC-DCLM-VTKN	001 013 518 20 31 00	GG-Operating Costs	Pens	63009	\$48.85
Amazon Capital Services	1XLC-DCLM-VTKN	001 007 558 50 31 01	PL-Operating Supplies	Wall Calendar - J Ludden	63009	\$8.73
Amazon Capital Services	1XP4-QG9L-KY7K	001 008 521 20 31 00	LE-Office Supplies	Mini USB A to Mini USB B Cable	63009	\$6.77
Amazon Capital Services	1XP4-QG9L-KY7K	001 008 521 20 31 00	LE-Office Supplies	Mini USB Cable Data Sync Charging Extension Cable for GPS Dash	63009	\$10.81
Amazon Capital Services	1XXK-W7N1-91J6	001 005 518 10 31 01	HR- Operating Supplies	Cover Case Microsoft Surface Laptop	63009	\$25.95
Amazon Capital Services	1XXK-W7N1-91J6	001 005 518 10 31 01	HR- Operating Supplies	Microsoft Surface Slim Pen 2 Stylus	63009	\$132.08
Amazon Capital Services	1XXK-W7N1-91J6	001 005 518 10 31 01	HR- Operating Supplies	Privacy Screen for Surface Laptop	63009	\$27.53
					63009 Total	\$1,430.07
American Red Cross	22763688	001 008 521 40 49 01	LE- Staff Development	Adult and Pediatric First Aid/CPR/AED	63010	\$1,400.00
					63010 Total	\$1,400.00
Anderson	031025 ANDERSON	101 016 542 30 49 01	ST-Staff Development	NWPWI Training Meal PerDiem - M Anderson	63011	\$144.00
					63011 Total	\$144.00
ARC Architects Inc	0000000002	306 013 594 18 60 00	FC - Municipal Campus GG	LS Council Chambers & Infrastructure	63012	\$38,622.70
					63012 Total	\$38,622.70
Assoc of Washington Cities EFT	66739	001 007 558 50 20 00	PL-Benefits	Dental Insurance Premium - M.Place	EFT	(\$7.53)
Assoc of Washington Cities EFT	66739	001 000 283 00 00 00	Payroll Liability Medical	Medical Insurance Premium	EFT	\$259,465.69
Assoc of Washington Cities EFT	66739	001 007 559 30 20 00	PB-Benefits	Medical Insurance Premium - C.Glaser	EFT	\$352.84
Assoc of Washington Cities EFT	66739	001 010 576 80 20 00	PK-Benefits	Medical Insurance Premium - T.Ambrose	EFT	\$426.76
					EFT Total	\$260,237.76
Badgleys Landscape LLC	91754	005 000 518 20 40 02	Rental Property Services	Landscape Maint 10515-10519 Aug-Dec 2024	63013	\$7,695.82
					63013 Total	\$7,695.82
Belson Outdoors LLC	374413	001 010 576 80 31 05	PK-R&M Supplies	Replacement Arm Rest Boards for Plaza Series Chair	63014	\$44.62

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	BRAZEL 03-2025	001 002 513 11 49 00	AD-Staff Development	AWC Action Days Fuel - Brazel	63004	\$56.54
Business Card	BRAZEL 03-2025	001 002 513 11 49 00	AD-Staff Development	AWC Action Days Parking Fees - Brazel	63004	\$6.00
Business Card	BRAZEL 03-2025	001 002 513 11 49 00	AD-Staff Development	DC Fly In Flight - Brazel	63004	\$706.60
Business Card	BRAZEL 03-2025	001 002 513 11 49 00	AD-Staff Development	WCMA NW Managers Conf Registration - Brazel	63004	\$430.00
Business Card	CHELIN 03-2025	001 002 513 11 49 00	AD-Staff Development	AWC Action Days Hotel - Brazel	63004	\$538.40
Business Card	CHELIN 03-2025	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC Action Days Hotel - Ewing	63004	\$538.40
Business Card	CHELIN 03-2025	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC Action Days Hotel - Jorstad	63004	\$538.40
Business Card	CHELIN 03-2025	001 001 511 60 49 01	Legislative - Prof. Developmen	AWC Action Days Hotel - Peterhagen	63004	\$538.40
Business Card	CHELIN 03-2025	001 001 513 10 31 00	Executive - Supplies	Embroidered Ribbons for CH Flag	63004	\$428.05
Business Card	CLIFTON 03-2025	101 016 542 30 49 01	ST-Staff Development	APWA Training Hotel - Clifton	63004	\$92.54
Business Card	CLIFTON 03-2025	410 016 531 10 49 01	SW - Staff Development	APWA Training Hotel - Clifton	63004	\$92.55
Business Card	CLIFTON 03-2025	101 016 542 30 41 02	ST-Professional Service	CC Fees To Be Reimbursed	63004	\$29.00
Business Card	CLIFTON 03-2025	101 016 542 30 49 01	ST-Staff Development	NWPWI Executive Leadership Registration - Clifton	63004	\$425.00
Business Card	CLIFTON 03-2025	410 016 531 10 49 01	SW - Staff Development	NWPWI Executive Leadership Registration - Clifton	63004	\$425.00
Business Card	CLIFTON 03-2025	101 016 544 90 31 02	ST-Operating Cost	Snow and Ice Operations Debrief Coffee/Pizza	63004	\$156.65
Business Card	CLIFTON 03-2025	410 016 531 10 31 02	SW - Operating Costs	Snow and Ice Operations Debrief Coffee/Pizza	63004	\$156.65
Business Card	DREHER 03-2025	510 006 518 80 49 02	LR - Lansweeper	Lansweeper Starter Annual	63004	\$2,186.00
Business Card	HALVERSON 03-2025	101 016 544 90 31 02	ST-Operating Cost	Air Louvers Slimline Vision Lit Kit Pack w/Tempered Safety Glass	63004	\$758.15
Business Card	HALVERSON 03-2025	001 012 575 50 31 00	CS- The Mill- Ops	Commander Hall Call for The Mill	63004	\$649.77
Business Card	HALVERSON 03-2025	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Education Program Survey Distribution	63004	\$325.00
Business Card	HALVERSON 03-2025	410 016 531 10 49 01	SW - Staff Development	ISA Professional Membership	63004	\$315.83
Business Card	HALVERSON 03-2025	101 016 542 30 49 01	ST-Staff Development	NWPWI PW Essentials Hotel - Ojahleto/Connolly/Anderson/McNabb	63004	\$2,322.02
Business Card	HALVERSON 03-2025	410 016 531 10 49 01	SW - Staff Development	NWPWI PW Essentials Hotel - Ojahleto/Piland	63004	\$995.17
Business Card	HALVERSON 03-2025	410 016 531 10 49 01	SW - Staff Development	NWPWI PW Essentials Hotel - Waltz	63004	\$641.67
Business Card	HALVERSON 03-2025	101 000 369 91 00 00	Miscellaneous Revenue - Other	UPS Fraud Charge Extra Refund	63004	(\$150.05)
Business Card	HALVERSON 03-2025	101 000 369 91 00 00	Miscellaneous Revenue - Other	UPS Fraud Charge Interest Fee Extra Refund	63004	(\$0.36)
Business Card	HALVERSON 03-2025	101 000 369 91 00 00	Miscellaneous Revenue - Other	UPS International Fraud Charge Extra Refund	63004	(\$4.80)
Business Card	HALVERSON 03-2025	101 016 542 30 49 01	ST-Staff Development	WCMA NW Managers Conf Registration - Halverson	63004	\$200.00
Business Card	HALVERSON 03-2025	410 016 531 10 49 01	SW - Staff Development	WCMA NW Managers Conf Registration - Halverson	63004	\$200.00
Business Card	HINGTGEN 03-2025	001 008 521 20 41 05	LE - Donation Exp Services	Insurance Services - B Suarez	63004	\$153.00
Business Card	HINGTGEN 03-2025	001 008 521 20 31 01	LE-Fixed Minor Equipment	Malfunction Rounds	63004	\$95.30
Business Card	MACDONALD 03-2025	101 016 544 90 31 02	ST-Operating Cost	Silicon Voltage Regulator PW19	63004	\$59.26
Business Card	MACDONALD 03-2025	410 016 531 10 31 02	SW - Operating Costs	Silicon Voltage Regulator PW19	63004	\$59.26
Business Card	POOLOS 03-2025	001 006 518 80 31 00	IT- Operating Supplies	Ethernet C		

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	AICP/APA/WA Chapter Membership - J Needham	63004	\$708.00
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	CESCL Training Registration - C Schwindt	63004	\$400.00
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	Meal - Reimbursed City 02/24	63004	\$76.03
Business Card	WRIGHT 03-2025	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2024-0093 Miller Dock	63004	\$17.12
Business Card	WRIGHT 03-2025	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2024-0195 Closser Dock	63004	\$17.12
Business Card	WRIGHT 03-2025	001 007 558 50 41 04	Permit Related Professional Sr	Postcard Mailers LUA2024-0209 Creason Dock	63004	\$13.87
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	Reclaim Your Time Registration - C Manus	63004	\$40.00
Business Card	WRIGHT 03-2025	001 007 558 50 41 03	PL-Advertising	Senior Planner Job Posting	63004	\$50.00
Business Card	WRIGHT 03-2025	001 007 558 50 31 01	PL-Operating Supplies	SketchUp Pro Annual	63004	\$385.65
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	WCMA NW Managers Conf Registration - R Wright	63004	\$400.00
Business Card	WRIGHT 03-2025	001 007 558 50 49 01	PL-Staff Development	WSAPT Conf Hotel Room Deposit - N Held	63004	\$199.87
Business Card	WRIGHT 03-2025	001 007 559 30 49 01	PB-Staff Development	WSAPT Conf Registration - N Held	63004	\$200.00
					63004 Total	\$23,772.04
Business Card	GARCEAU 03-2025	001 010 576 80 49 01	PK-Staff Development	CESCL Training & Cert Registration - R Anderson	63017	\$425.00
Business Card	GARCEAU 03-2025	001 010 576 80 31 00	PK-Operating Supplies	Dog Poo Bags	63017	\$1,486.30
Business Card	GARCEAU 03-2025	001 012 575 50 48 00	CS- The Mill - R & M	Fire Ball Socket & Plug Connector	63017	\$91.89
Business Card	GARCEAU 03-2025	001 010 576 80 31 00	PK-Operating Supplies	Keys for Connex	63017	\$77.56
Business Card	GARCEAU 03-2025	001 010 576 80 31 00	PK-Operating Supplies	Lag Screws	63017	\$138.89
Business Card	GARCEAU 03-2025	001 010 576 80 31 01	PK-Ops-Clothing	New Employee Uniform Pants	63017	\$461.68
Business Card	GARCEAU 03-2025	001 010 576 80 49 01	PK-Staff Development	Pesticide Law & Safety/Aquatic Pest Control Study Guides	63017	\$43.23
Business Card	GARCEAU 03-2025	001 010 576 80 49 01	PK-Staff Development	WFEA Spring Conf Hotel - T Woldridge	63017	\$757.26
Business Card	GARCEAU 03-2025	001 010 576 80 49 01	PK-Staff Development	WFEA Spring Conf Registration - T Woldridge	63017	\$415.00
Business Card	GARCEAU 03-2025	001 010 576 80 49 01	PK-Staff Development	WFEA Spring Pre-Conf Registration - T Woldridge	63017	\$207.50
					63017 Total	\$4,104.31
Canon Financial Services Inc	39073127	001 008 591 21 70 01	Lease Agreements	2XW05905 Copier Lease PD	63018	\$252.95
Canon Financial Services Inc	39073127	001 008 521 20 48 00	LE-Repair & Maintenance Equip	2XW05905 Copier Lease PD Tax	63018	\$23.52
					63018 Total	\$276.47
Carstar Collision Specialties	2174	101 016 542 30 48 00	ST-Repair & Maintenance	Vehicle Repair Services PW85	63019	\$1,101.30
Carstar Collision Specialties	2174	410 016 531 10 48 00	SW - Repairs & Maintenance	Vehicle Repair Services PW85	63019	\$1,101.30
					63019 Total	\$2,202.60
Chelin	031825 CHELIN	001 003 514 20 49 02	CC-Staff Development	WMCA Conf Meal PerDiem - Chelin	63020	\$51.00
					63020 Total	\$51.00
City of Marysville	LKS25-002	001 013 512 52 40 00	GG-Municipal Court Fees	Marysville Court Citations 02-2025	63021	\$16,825.09
					63021 Total	\$16,825.09
Comcast	02-2025 COMCAST	00				

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
David Evans and Associates Inc	580739	001 007 558 50 41 04	Permit Related Professional Sr	24-11 Lanark Resubmittal Review Paid by Applicant	63026	\$645.50
					63026 Total	\$645.50
Dept of Licensing	031525 DOL	633 000 589 30 00 05	Gun Permit - State DOL	Weapons Permits 03/09/25 - 03/15/25	63027	\$279.00
					63027 Total	\$279.00
Dept of Retirement (Deferred Comp)	03102025	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-State Deferred	EFT	\$9,696.18
					EFT Total	\$9,696.18
Dept of Retirement PERS LEOFF	03102025	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions	EFT	\$88,554.38
Dept of Retirement PERS LEOFF	03102025	001 000 282 00 00 00	Payroll Liability Retirement	PERS LEOFF Contributions - State	EFT	\$275.79
					EFT Total	\$88,830.17
Dept of Revenue EFT	02-2025 EXCISE	001 008 521 20 31 06	LE - Uniform Clothing	Baton Mag & Radio Cases/Flashlights Sales Tax	EFT	\$70.67
Dept of Revenue EFT	02-2025 EXCISE	001 013 518 90 49 06	GG-Excise Tax	Excise Taxes 02-2025	EFT	\$399.43
Dept of Revenue EFT	02-2025 EXCISE	410 016 531 10 44 00	SW-Excise Taxes	Excise Taxes 02-2025 Stormwater	EFT	\$76.47
Dept of Revenue EFT	02-2025 EXCISE	633 000 589 30 00 11	DOR - Sales Tax Remittance	Lean Class Sales Tax 02-2025	EFT	\$61.96
Dept of Revenue EFT	02-2025 EXCISE	001 008 521 50 30 02	LE-Fleet Minor Equipment	Lighbar Cover Sales Tax	EFT	\$20.49
					EFT Total	\$629.02
Dicks Towing Inc	18301166	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-03148	63028	\$197.16
Dicks Towing Inc	18301442	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-03576	63028	\$196.08
Dicks Towing Inc	18301466	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-03485	63028	\$197.16
Dicks Towing Inc	18301522	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-03526	63028	\$197.16
Dicks Towing Inc	18301895	001 008 521 20 41 00	LE-Professional Services	Evidence Towing	63028	\$196.08
Dicks Towing Inc	18301912	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-03841	63028	\$197.16
Dicks Towing Inc	18302255	001 008 521 20 41 00	LE-Professional Services	Evidence Towing 2025-04186	63028	\$196.08
					63028 Total	\$1,376.88
Dreher	040525 D DREHER	001 008 521 40 49 01	LE- Staff Development	WSNIA Training Meal PerDiem - D Dreher	63029	\$465.00
					63029 Total	\$465.00
EFTPS	03102025	001 000 281 00 00 00	Payroll Liability Taxes	Federal Payroll Taxes	EFT	\$151,308.93
					EFT Total	\$151,308.93
Electronic Business Machines	AR299955	001 007 558 50 48 00	PL-Repairs & Maint.	Printer Copy Fees CH - 2YJ04075	63030	\$320.13
Electronic Business Machines	AR299955	001 007 559 30 48 00	PB-Repair & Maintenance	Printer Copy Fees CH - 2YJ04075	63030	\$320.14
Electronic Business Machines	AR299955	001 013 518 20 48 00	GG-Repair & Maintenance	Printer Copy Fees CH - 2YJ04075	63030	\$320.13
Electronic Business Machines	AR300359	001 008 521 50 48 00	LE-Facility Repair & Maint	Printer Copy Fees PD - 2WU09725	63030	\$63.92
					63030 Total	\$1,024.32
Enterprise FM Trust	604558-030525	530 016 591 48 70 01	PW Lease Agreements	City Vehicle Lease/Mgmt/Tax Fees	63031	\$11,172.92
Enterprise FM Trust	633992-030525	520 008 594 21 63 00	Vehicles - Capital Equip	PD Vehicle Lease Taxes/Fees 03-2025	63031	\$401.25
Enterprise FM Trust	633992-030525	520 0				

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Fastenal Company	WAARN177291	101 016 544 90 31 02	ST-Operating Cost	Batteries	63034	\$7.83
Fastenal Company	WAARN177291	410 016 531 10 31 02	SW - Operating Costs	Batteries	63034	\$7.83
Fastenal Company	WAARN177349	101 016 544 90 31 02	ST-Operating Cost	Glasses/Black Ice Trees/Gloves/WypAll/Cleaner	63034	\$59.22
Fastenal Company	WAARN177349	410 016 531 10 31 02	SW - Operating Costs	Glasses/Black Ice Trees/Gloves/WypAll/Cleaner	63034	\$59.22
					63034 Total	\$990.78
Feldman & Lee PS	02-2025 FELDMAN	001 011 515 91 41 00	LG-General Public Defender	Public Defender Services 02-2025	63035	\$15,000.00
					63035 Total	\$15,000.00
Fenton	040625 FENTON	001 008 521 40 49 01	LE- Staff Development	BMLE Training Meal PerDiem - R Fenton	63036	\$469.00
					63036 Total	\$469.00
Fireshield Inc	12373	005 000 518 20 40 02	Rental Property Services	Inspection and Testing of Alarm System - 10519 20th St SE	63037	\$433.75
Fireshield Inc	12373	005 000 518 20 40 02	Rental Property Services	Inspection and Testing of Alarm System - 1819 S Lake Stevens Rd	63037	\$433.75
Fireshield Inc	12373	001 013 518 20 41 00	GG-Professional Service	Inspection and Testing of Alarm System - CH	63037	\$433.75
Fireshield Inc	12373	001 012 572 20 41 00	CS- Library-Professional Svc	Inspection and Testing of Alarm System - Library	63037	\$433.75
Fireshield Inc	12373	001 008 521 20 41 00	LE-Professional Services	Inspection and Testing of Alarm System - PD Building	63037	\$433.75
Fireshield Inc	12373	001 008 521 20 41 00	LE-Professional Services	Inspection and Testing of Alarm System - PD Training Center	63037	\$433.75
Fireshield Inc	12373	101 016 542 30 41 02	ST-Professional Service	Inspection and Testing of Alarm System - PW Shop	63037	\$433.75
Fireshield Inc	12373	001 012 575 50 48 00	CS- The Mill - R & M	Inspection and Testing of Alarm System - The Mill	63037	\$433.75
Fireshield Inc	12379	005 000 518 20 40 02	Rental Property Services	Clean & Re-Test Smoke 10515 20th St SE	63037	\$147.56
Fireshield Inc	12379	005 000 518 20 40 02	Rental Property Services	Replacement FACP Battery 10515 20th St SE	63037	\$109.30
					63037 Total	\$3,726.86
Full Circle Training Solutions	250103	001 008 521 40 49 01	LE- Staff Development	Direct NIBRS - C Byram	63038	\$239.00
					63038 Total	\$239.00
Granite Construction Supply	105791	101 016 542 64 31 00	ST-Traffic Control - Supply	STREET SIGN 1ST PL SE DBL SIDED	63039	\$49.46
					63039 Total	\$49.46
Hardwick	BLD2024-0207	003 007 582 10 00 00	Repayment of overpayments	BLD2024-0207 Refund Building Permit Fees from 2024	63040	\$1,275.25
Hardwick	BLD2024-0207	302 010 582 10 00 00	PM - Refund	BLD2024-0207 Refund Park Mitigation Fees from 2024	63040	\$1,912.53
Hardwick	BLD2024-0207	301 000 589 90 00 00	Refunds or Reimbursements	BLD2024-0207 Refund Traffic Mitigation Fees from 2024	63040	\$1,750.00
					63040 Total	\$4,937.78
Hathaway	37829	101 016 544 90 31 01	ST-Office Supplies	Nameplate Civil Engineer	63041	\$7.11
Hathaway	37829	410 016 531 10 31 01	SW - Office Supplies	Nameplate Civil Engineer	63041	\$7.12
Hathaway	37832	001 001 511 60 31 00	Legislative - Operating Costs	Nameplate - Donoghue	63041	\$27.51
Hathaway	37832	001 007 558 50 31 01	PL-Operating Supplies	Nameplates/Holder - Levitan	63041	\$63.54
Hathaway	37897	001 007 558 50 31 01	PL-Operating Supplies	Nameplates - Ludden	63041	\$45.20
					63041 Total	\$150.48
Hingtgen	032325 HINGTGEN	001 008 521 20 41 01	LE-Professional Serv-Fixed	Prisoner Extraction Meal PerDiem - M Hingtgen	63042	\$139.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Idemia Identity & Security USA LLC	179884	001 008 521 20 31 02	LE-Minor Equipment	Fingerprint Scanner	63045	\$1,858.10
Idemia Identity & Security USA LLC	179884	001 008 521 20 31 02	LE-Minor Equipment	Fingerprint Scanner 1 Year Warranty	63045	\$273.25
					63045 Total	\$2,131.35
Industrial Bolt and Supply Inc	868870-2	101 016 544 90 31 02	ST-Operating Cost	ACURA PUSH TYPE BUMPER CLIP	63046	\$18.66
Industrial Bolt and Supply Inc	868870-2	410 016 531 10 31 02	SW - Operating Costs	ACURA PUSH TYPE BUMPER CLIP	63046	\$18.66
Industrial Bolt and Supply Inc	869908-1	101 016 544 90 31 02	ST-Operating Cost	Bushings/Plugs/Fuse Holders/Studs/Clamps/Misc	63046	\$117.17
Industrial Bolt and Supply Inc	869908-1	410 016 531 10 31 02	SW - Operating Costs	Bushings/Plugs/Fuse Holders/Studs/Clamps/Misc	63046	\$117.18
					63046 Total	\$271.67
Ink It Your Way LLC	12181	001 010 576 80 31 01	PK-Ops-Clothing	Core Blend Tees	63047	\$430.34
Ink It Your Way LLC	12181	001 010 576 80 31 01	PK-Ops-Clothing	Essential Fleece Pullover Hooded Sweatshirts	63047	\$270.17
Ink It Your Way LLC	12181	001 010 576 80 31 01	PK-Ops-Clothing	Long Sleeve Core Blend Tees	63047	\$125.59
					63047 Total	\$826.10
J Thayer Co Inc	1718994-0	001 008 521 20 31 00	LE-Office Supplies	Envelopes	63048	\$159.13
J Thayer Co Inc	1718994-0	001 008 521 20 31 00	LE-Office Supplies	Paper	63048	\$217.99
J Thayer Co Inc	1718994-0	001 008 521 20 31 00	LE-Office Supplies	Pens	63048	\$52.30
J Thayer Co Inc	1718994-1	001 008 521 20 31 00	LE-Office Supplies	Printer Toner	63048	\$168.97
					63048 Total	\$598.39
KnowBe4 Inc	INV370240	510 006 518 80 49 26	LR - KnowBe4 Cyber Security Tr	KnowBe4 Security Awareness Training Subscription	63049	\$3,824.63
					63049 Total	\$3,824.63
Lake Stevens Chamber of Commerce	03-2025 CHAMBER	001 013 518 90 49 01	GG-Chamber of Commerce	Contributions for VIC 03-2025	63050	\$1,500.00
					63050 Total	\$1,500.00
Lake Stevens Police Guild	03102025	001 000 284 00 00 00	Payroll Liability Other	Employee Paid Union Dues	62998	\$1,447.00
					62998 Total	\$1,447.00
Lake Stevens Sewer District	1195 03-2025	001 010 576 80 47 00	PK-Utilities	Sewer - Cedarwood Park Acct 1195-01	63051	\$99.00
Lake Stevens Sewer District	12326 03-2025	001 010 576 80 47 00	PK-Utilities	Sewer - Boat Launch Restrooms Acct 12326-01	63051	\$105.00
Lake Stevens Sewer District	13135 03-2025	101 016 543 50 47 00	ST-Utilities	Sewer - Annual Pretreatment Fee Decant Facility	63051	\$125.00
Lake Stevens Sewer District	13135 03-2025	401 070 535 10 47 01	Sewer Dist Utilities	Sewer - Annual Pretreatment Fee Decant Facility	63051	\$250.00
Lake Stevens Sewer District	13135 03-2025	410 016 531 10 47 00	SW - Utilities	Sewer - Annual Pretreatment Fee Decant Facility	63051	\$125.00
Lake Stevens Sewer District	13135 03-2025	101 016 543 50 47 00	ST-Utilities	Sewer - Decant Facility Acct 13135-01	63051	\$93.06
Lake Stevens Sewer District	13135 03-2025	401 070 535 10 47 01	Sewer Dist Utilities	Sewer - Decant Facility Acct 13135-01	63051	\$186.12
Lake Stevens Sewer District	13135 03-2025	410 016 531 10 47 00	SW - Utilities	Sewer - Decant Facility Acct 13135-01	63051	\$93.06
Lake Stevens Sewer District	2538 03-2025	001 010 576 80 47 00	PK-Utilities	Sewer - Lundeen Park Acct 2538-02	63051	\$1,432.53
Lake Stevens Sewer District	3628 03-2025	001 010 576 80 47 00	PK-Utilities	Sewer - Davies Beach Acct 3628-02	63051	\$160.55
Lake Stevens Sewer District	5189 03-2025	005 000 518 20 40 01	Rental Property Utilities	Sewer - 10519 20th St SE 5189-04	63051	\$367.79

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Lemay Mobile Shredding Inc	4877522S185	001 013 518 20 41 00	GG-Professional Service	Shredding Services CH	63053	\$14.09
Lemay Mobile Shredding Inc	4878681S185	001 008 521 20 41 01	LE-Professional Serv-Fixed	Shredding Services PD	63053	\$28.18
					63053 Total	\$42.27
Les Schwab Group Holdings LLC	40200767211	001 010 576 80 48 01	PK - R&M Vehicles	New Tires PW21	63054	\$916.66
Les Schwab Group Holdings LLC	40200768226	410 016 531 10 48 00	SW - Repairs & Maintenance	Tire Replacement PW76	63054	\$650.69
					63054 Total	\$1,567.35
Lowes Companies	987578	101 016 544 90 31 02	ST-Operating Cost	Concrete Stain	63055	\$171.14
					63055 Total	\$171.14
McDaniels Do It Center	667	101 016 544 90 31 02	ST-Operating Cost	AK20 BATTERY	63056	\$153.01
McDaniels Do It Center	667	101 016 544 90 31 02	ST-Operating Cost	MICRO 3	63056	\$29.50
					63056 Total	\$182.51
MissionSquare - 108991	6890804	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employer Contribution	62999	\$519.26
					62999 Total	\$519.26
MissionSquare - 307428	6715763	001 000 282 00 00 00	Payroll Liability Retirement	ICMA Deferred Comp - Employee Contribution	63000	\$2,349.85
					63000 Total	\$2,349.85
MJ Neal Associates Architects PLLC	02-2025 MUSEUM	306 000 594 75 60 00	Culture/Rec Facility Capital	LS Museum Design	63057	\$53,335.00
					63057 Total	\$53,335.00
National Assoc of Women Law Enforcement Exec	08744	001 008 521 20 49 00	LE-Dues & Memberships	NAWLEE Membership	63058	\$100.00
					63058 Total	\$100.00
Nationwide Retirement Solution	03102025	001 000 282 00 00 00	Payroll Liability Retirement	Employee Portion-Nationwide	EFT	\$8,536.69
New York Life	Y6W_20250303	001 000 284 00 00 00	Payroll Liability Other	Whole Life Insurance Premiums	EFT	\$147.00
New York Life EFT	FEB2025	001 001 513 10 20 00	Executive - Benefits	Life/Disability Insurance Premiums	EFT	\$79.38
New York Life EFT	FEB2025	001 002 513 11 20 00	AD-Benefits	Life/Disability Insurance Premiums	EFT	\$85.88
New York Life EFT	FEB2025	001 003 514 20 20 00	CC-Benefits	Life/Disability Insurance Premiums	EFT	\$190.01
New York Life EFT	FEB2025	001 004 514 23 20 00	FI-Benefits	Life/Disability Insurance Premiums	EFT	\$263.06
New York Life EFT	FEB2025	001 005 518 10 20 00	HR-Benefits	Life/Disability Insurance Premiums	EFT	\$253.09
New York Life EFT	FEB2025	001 006 518 80 20 00	IT-Benefits	Life/Disability Insurance Premiums	EFT	\$299.44
New York Life EFT	FEB2025	001 007 558 50 20 00	PL-Benefits	Life/Disability Insurance Premiums	EFT	\$575.72
New York Life EFT	FEB2025	001 007 559 30 20 00	PB-Benefits	Life/Disability Insurance Premiums	EFT	\$371.08
New York Life EFT	FEB2025	001 008 521 20 20 00	LE-Benefits	Life/Disability Insurance Premiums	EFT	\$2,201.29
New York Life EFT	FEB2025	001 010 576 80 20 00	PK-Benefits	Life/Disability Insurance Premiums	EFT	\$598.67
New York Life EFT	FEB2025	001 013 518 30 20 00	GG-Benefits	Life/Disability Insurance Premiums	EFT	\$338.41
New York Life EFT	FEB2025	005 013 518 20 20 00	RP-Benefits	Life/Disability Insurance Premiums	EFT	\$79.07
New York Life EFT	FEB2025	101 016 542 30 20 00	ST-Benefits	Life/Disability Insurance Premiums	EFT	\$856.34
New York Life EFT	FEB2025	410 016 531 10 20 00	SW-Benefits	Life/Disability Insurance Premiums	EFT	\$1,155.20
					EFT Total	\$16,030.33
Ovens	030625 OVENS	001 008 521 40 49 01	LE- Staff Development	Investigation of Force Training Registration - Schedler	63059	\$340.00

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Pilchuck Veterinary Hospital	886147	111 008 521 20 40 00	Drug Seize - Canine Prof Serv	Cia Exam/Blood Work	63063	\$431.08
Pilchuck Veterinary Hospital	888837	111 008 521 20 40 00	Drug Seize - Canine Prof Serv	Emergency Vet Services for Cia	63063	\$1,700.37
					63063 Total	\$2,131.45
Pitney Bowes Global Financial Services	3320445474	001 013 518 20 45 00	GG-Rental & Services	Postage Machine Rental 01/23/25 - 04/22/25	63064	\$13.25
Pitney Bowes Global Financial Services	3320445474	001 013 591 18 70 01	Lease Agreements	Postage Machine Rental 01/23/25 - 04/22/25	63064	\$202.74
					63064 Total	\$215.99
Playcore Wisconsin Inc	PJI-0259080	001 010 576 80 31 05	PK-R&M Supplies	Galv Chain Connection Assembly - NC Disc Swing	63065	\$663.86
					63065 Total	\$663.86
Police Records & Information Mgmt Group	31111	001 008 521 40 49 01	LE- Staff Development	Eliminating Risk and Liability - B Suarez	63066	\$279.00
Police Records & Information Mgmt Group	31111	001 008 521 40 49 01	LE- Staff Development	Eliminating Risk and Liability - C Byram	63066	\$209.25
Police Records & Information Mgmt Group	31111	001 008 521 40 49 01	LE- Staff Development	Eliminating Risk and Liability - M Lindseth	63066	\$181.35
Police Records & Information Mgmt Group	31113	001 008 521 40 49 01	LE- Staff Development	Releasing and Redacting Records - B Suarez	63066	\$134.25
Police Records & Information Mgmt Group	31113	001 008 521 40 49 01	LE- Staff Development	Releasing and Redacting Records - C Byram	63066	\$179.00
Police Records & Information Mgmt Group	31113	001 008 521 40 49 01	LE- Staff Development	Releasing and Redacting Records - M Lindseth	63066	\$116.35
Police Records & Information Mgmt Group	31114	001 008 521 40 49 01	LE- Staff Development	Managing Police Records - B Suarez	63066	\$279.00
Police Records & Information Mgmt Group	31114	001 008 521 40 49 01	LE- Staff Development	Managing Police Records - M Lindseth	63066	\$209.25
					63066 Total	\$1,587.45
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Autocut Mowing Head	63067	\$26.17
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Blade	63067	\$423.23
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Deflector Kit	63067	\$23.05
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Extreme Mulching Blade	63067	\$55.77
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Mowing Head	63067	\$38.15
Precision Turf Equipment LLC	12088-60564	001 010 576 80 31 05	PK-R&M Supplies	Recoil	63067	\$144.30
					63067 Total	\$710.67
Rexel USA Inc	6A76833	001 013 518 20 31 00	GG-Operating Costs	CAR 1" RISER-GARD - CITY SEWER	63068	\$402.25
Rexel USA Inc	6A76833	001 013 518 20 31 00	GG-Operating Costs	PTM MAPMASTER MINI CLA - CITY SEWER	63068	\$78.69
					63068 Total	\$480.94
SCCFOA	03-2025 SCCFOA	001 004 514 23 49 01	FI-Staff Development	SCCFOA Monthly Meeting - Stevens/Heist/Rowe/Wells	63069	\$80.00
					63069 Total	\$80.00
Smarsh Inc	INV-256225	510 006 518 80 49 05	LR - Smarsh	SMS Text Archiving	63070	\$993.60
					63070 Total	\$993.60
Snohomish County PUD	100830255	001 010 576 80 47 00	PK-Utilities	203599006 City Shop Electric/Water	63071	\$502.26
Snohomish County PUD	100830255	101 016 543 50 47 00	ST-Utilities	203599006 City Shop Electric/Water	63071	\$502.26
Snohomish County PUD	100830255	410 016 531 10 47 00	SW - Utilities	203599006 City Shop Electric/Water	63071	\$502.26
Snohomish County PUD	122860892	101 016 542 63				

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Snohomish County PUD	142619183	101 016 542 63 47 00	ST-Lighting - Utilities	203728159 Traffic Signal	63071	\$74.72
Snohomish County PUD	145975914	001 010 576 80 47 00	PK-Utilities	223973587 Sunset Park Electric	63071	\$38.48
Snohomish County PUD	149269849	101 016 542 63 47 00	ST-Lighting - Utilities	205320781 SR92 Roundabout at 99th	63071	\$92.02
Snohomish County PUD	155863728	001 010 576 80 47 00	PK-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	63071	\$57.37
Snohomish County PUD	155863728	101 016 543 50 47 00	ST-Utilities	222947715 Decant Electric/Water 12703 31st PL NE	63071	\$57.37
Snohomish County PUD	155863728	401 070 535 10 47 01	Sewer Dist Utilities	222947715 Decant Electric/Water 12703 31st PL NE	63071	\$172.12
Snohomish County PUD	155863728	410 016 531 10 47 00	SW - Utilities	222947715 Decant Electric/Water 12703 31st PL NE	63071	\$57.38
Snohomish County PUD	159041125	001 010 576 80 47 00	PK-Utilities	223759374 Cedarwood Water	63071	\$62.40
Snohomish County PUD	159042219	001 010 576 80 47 00	PK-Utilities	221908015 City Shop Mechanic	63071	\$123.68
Snohomish County PUD	159042219	101 016 543 50 47 00	ST-Utilities	221908015 City Shop Mechanic	63071	\$123.64
Snohomish County PUD	159042219	410 016 531 10 47 00	SW - Utilities	221908015 City Shop Mechanic	63071	\$123.64
Snohomish County PUD	165389200	001 010 576 80 47 00	PK-Utilities	222509887 Davies Beach Row Club Electric/Water	63071	\$214.88
Snohomish County PUD	165392448	001 013 518 20 47 00	GG-Utilities	223034448 Old WWTP Area Lighting	63071	\$37.94
Snohomish County PUD	168520958	001 010 576 80 47 00	PK-Utilities	222191314 20th St Ballfield Water	63071	\$62.60
					63071 Total	\$5,909.51
Snohomish County Sheriffs Office	2025-8556	001 008 523 60 41 00	LE-Jail	Jail Services 01-2025	63072	\$19,895.51
Snohomish County Sheriffs Office	2025-8575	001 008 523 60 41 00	LE-Jail	Jail Services Medical 01-2025	63072	\$125.48
					63072 Total	\$20,020.99
Sound Publishing Inc	EDH1009085	001 013 518 30 41 01	GG-Advertising	CC Meeting Cancellation 02/18/25	63073	\$20.76
Sound Publishing Inc	EDH1009141	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0209 Creason Dock	63073	\$68.92
Sound Publishing Inc	EDH1009198	001 013 518 30 41 01	GG-Advertising	Ordinance 1195	63073	\$34.52
Sound Publishing Inc	EDH1009219	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0195 SEPA Closser Dock	63073	\$98.16
Sound Publishing Inc	EDH1009512	001 007 558 50 41 03	PL-Advertising	2025 Comp Plan Docket	63073	\$158.48
Sound Publishing Inc	EDH1009941	001 013 518 20 41 00	GG-Professional Service	Ordinance 1188	63073	\$37.96
Sound Publishing Inc	EDH1010095	001 007 558 50 41 04	Permit Related Professional Sr	LUA2024-0196 SEPA Columbia Crest Montessori	63073	\$80.96
					63073 Total	\$499.76
Sound Security Inc	1164256	001 010 576 80 41 00	PK-Professional Services	Access Monitoring Lundeen Park	63074	\$19.51
Sound Security Inc	1164256	001 013 518 20 41 00	GG-Professional Service	Fire & Security Monitoring CH	63074	\$700.59
Sound Security Inc	1164256	001 012 575 50 47 00	CS- The Mill- Utilities	Fire & Security Monitoring The Mill	63074	\$734.78
Sound Security Inc	1164256	001 010 576 80 41 00	PK-Professional Services	Fire Monitoring/Confidence Testing PW Shop	63074	\$343.61
Sound Security Inc	1164256	101 016 542 30 41 02	ST-Professional Service	Fire Monitoring/Confidence Testing PW Shop	63074	\$343.61
Sound Security Inc	1164256	410 016 531 10 41 01	SW - Professional Services	Fire Monitoring/Confidence Testing PW Shop	63074	\$343.61
Sound Security Inc	1164256	001 010 576 80 41 00	PK-Professional Services	Intrusion Monitoring Eagle Ridge	63074	\$142

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Teamsters Local No 763	FEB2025	001 000 284 00 00 00	Payroll Liability Other	Union Dues	63001	\$2,098.00
					63001 Total	\$2,098.00
Teamsters Welfare Trust Dental EFT	APRIL2025	001 000 283 00 00 00	Payroll Liability Medical	Teamsters Dental Premium	EFT	\$3,440.00
					EFT Total	\$3,440.00
Technological Services Inc	2508	001 008 521 20 48 00	LE-Repair & Maintenance Equip	Vehicle Repair Services PT-23-98	63081	\$959.98
					63081 Total	\$959.98
Thyssenkrupp Elevator Corporation	3008380916	005 000 518 20 40 02	Rental Property Services	Elevator Service - 10515 20th St SE	63082	\$390.06
					63082 Total	\$390.06
Transpo Group USA Inc	34415	001 007 558 50 41 00	PL-Professional Servic	LS Streets and Parking Code Updates	63083	\$7,416.25
					63083 Total	\$7,416.25
Trueheart Family Counseling	1979	001 005 517 90 41 00	HR-Wellness Program Services	Mental Health Counseling Services	63084	\$1,000.00
Trueheart Family Counseling	1979	001 008 521 20 41 02	LE-Prof Srv - Wellness Grant	Mental Health Counseling Services	63084	\$2,000.00
					63084 Total	\$3,000.00
ULINE	189080620	001 013 518 20 31 00	GG-Operating Costs	Janitorial Supplies - Gen Facilities	63085	\$1,214.16
ULINE	189080620	005 000 518 20 30 00	RP - Operating Supplies	Janitorial Supplies - Gen Facilities	63085	\$428.52
ULINE	189080620	101 016 544 90 31 02	ST-Operating Cost	Janitorial Supplies - Gen Facilities	63085	\$53.56
ULINE	189080620	410 016 531 10 31 02	SW - Operating Costs	Janitorial Supplies - Gen Facilities	63085	\$89.28
ULINE	189121778	101 016 544 90 31 02	ST-Operating Cost	Vornado Desktop Fan	63085	\$21.32
ULINE	189121778	410 016 531 10 31 02	SW - Operating Costs	Vornado Desktop Fan	63085	\$21.31
					63085 Total	\$1,828.15
UPS	0000074Y42105	001 008 521 20 42 00	LE-Communication	Evidence Shipping	63086	\$27.61
					63086 Total	\$27.61
US Postal Service	030625 POSTAGE	410 016 531 50 31 16	DOE - Capacity Grant Op Costs	Postage for Mailer Campaign for Surface Water	62995	\$3,179.44
					62995 Total	\$3,179.44
Van Why	030725 VANWHY	004 010 594 76 60 03	PR - LS Bayview Connector	Right of Way Acquisition	63087	\$25,920.00
					63087 Total	\$25,920.00
Verizon Wireless	6106758201	001 008 521 20 42 00	LE-Communication	Wireless Phone Service	63088	\$3,292.61
					63088 Total	\$3,292.61
Volunteers of America	INV022825-4195	001 012 565 10 49 00	CS- Human Services	Rental Assistance & Flex Funds	63089	\$1,072.47
					63089 Total	\$1,072.47
Waltz	031025 WALTZ	410 016 531 10 49 01	SW - Staff Development	NWPWI Training Meal PerDiem - S Waltz	63090	\$144.00
					63090 Total	\$144.00
Warrington	040625 ANYA	001 005 518 10 49 01	HR-Staff Development	TLG Conf Meal PerDiem - Warrington	63091	\$336.00
					63091 Total	\$336.00
Washington Assoc of Sheriffs and Police Chiefs	DUES 2024-00562	001 008 521 20 49 00	LE-Dues & Memberships	Associate Dues - J Ubert	63092	\$75.00
					63092 Total	\$75.00
Washington State Patrol	I2504801	633 000 589 30 00 10	Gun Permit - WSP Remittance			

Vendor Name	Invoice #	Account #	Account Name	Description	Check #	Amount
Wave	103946401-0011365	510 006 518 80 49 04	LR - WaveBroadband Fiber Lease	Fiber Leases	63094	\$1,268.82
Wave	103946401-0011365	001 002 513 11 42 00	AD-Communications	Telephone Service	63094	\$73.26
Wave	103946401-0011365	001 003 514 20 42 00	CC-Communications	Telephone Service	63094	\$146.51
Wave	103946401-0011365	001 004 514 23 42 00	FI-Communications	Telephone Service	63094	\$146.51
Wave	103946401-0011365	001 005 518 10 42 00	HR-Communications	Telephone Service	63094	\$73.26
Wave	103946401-0011365	001 006 518 80 42 00	IT-Communications	Telephone Service	63094	\$219.77
Wave	103946401-0011365	001 007 558 50 42 00	PL-Communication	Telephone Service	63094	\$476.42
Wave	103946401-0011365	001 007 559 30 42 00	PB-Communication	Telephone Service	63094	\$73.26
Wave	103946401-0011365	001 008 521 20 42 00	LE-Communication	Telephone Service	63094	\$2,491.74
Wave	103946401-0011365	001 012 575 30 42 00	CS- Museum - Communications	Telephone Service	63094	\$73.26
Wave	103946401-0011365	001 012 575 50 42 00	CS- The Mill- Communication	Telephone Service	63094	\$73.26
Wave	103946401-0011365	001 013 518 20 42 00	GG-Communication	Telephone Service	63094	\$293.02
Wave	103946401-0011365	101 016 543 30 42 00	ST-Communications	Telephone Service	63094	\$421.60
Wave	103946401-0011365	410 016 531 10 42 00	SW - Communications	Telephone Service	63094	\$421.60
					63094 Total	\$6,252.29
Weaver	031825 WEAVER	001 003 514 20 49 02	CC-Staff Development	WMCA Conf Meal PerDiem - Weaver	63095	\$51.00
Weaver	031825 WEAVER	001 003 514 20 49 02	CC-Staff Development	WMCA Conf Mileage PerDiem - Weaver	63095	\$125.58
					63095 Total	\$176.58
West Coast Code Consultants Inc	2025-613-FEB	001 007 558 50 41 04	Permit Related Professional Sr	Building Inspection Services 02-2025	63096	\$7,688.80
					63096 Total	\$7,688.80
Western Conference of Teamsters Pension Trust	03102025	001 000 282 00 00 00	Payroll Liability Retirement	Employee Contribution-Teamster Pension	63002	\$4,741.02
					63002 Total	\$4,741.02
Willards Pest Control Co	10118	001 008 521 50 48 00	LE-Facility Repair & Maint	All Nuisance Ants - PD	63097	\$160.68
Willards Pest Control Co	13123	001 008 521 50 48 00	LE-Facility Repair & Maint	Monthly Rodent Service - PD	63097	\$85.69
					63097 Total	\$246.37
Zipty Fiber	03-2025 ZIPLY	005 000 518 20 40 01	Rental Property Utilities	Telephone Services 10515 20th St	63098	\$63.06
Zipty Fiber	03-2025 ZIPLY	001 012 575 30 47 00	CS- Museum - Utilities	Telephone Services Museum	63098	\$101.53
Zipty Fiber	03-2025 ZIPLY	101 016 542 64 47 00	ST-Traffic Control -Utility	Traffic Control Modem	63098	\$77.67
					63098 Total	\$242.26
Zoom Communications Inc	INV295529658	001 006 518 80 31 00	IT- Operating Supplies	Zoom Cloud Recording 30 GB - Overage Fee	63099	\$15.00
					63099 Total	\$15.00

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

Tuesday, March 4, 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 Council President Donoghue
ELECTED OFFICIALS PRESENT:	Councilmembers Kim Daughtry, Gary Petershagen, Steve Ewing, Anji Jorstad, Kymm Shipman and Ryan Donoghue
ELECTED OFFICIALS ABSENT:	Councilmember Marcus Tageant

The Mill 2024 Report

Director Garceau reported that the Parks and Recreation Department has prepared a 2024 report for The Mill, which includes the number of rentals and a financial analysis. Council and staff discussed the report.

City Alcohol Policy Revision

Parks and Recreation Specialist Woldridge explained that Parks & Recreation had an event request asking permission to serve drinks containing spirits. After consultation with other City departments, including Risk Management, Planning, and Police, the recommendation is to allow all alcohol ABV % when the permit is event is located inside of The Mill or other City-owned recreational facilities. The Council agreed with this recommendation.

2025 Q1 Code Amendment Status Update

Director Wright explained that the City Council approved the 2025 Long-Range Planning Work Program, which includes six development code update projects that cover a variety of different topics. Staff have started work on several of these projects. The Council and staff discussed the status of these projects.

116th / 117th Avenue Pedestrian Project Alternatives Analysis

Senior Civil Engineer Romanaggi explained that Public Works staff hired a consultant to provide engineering and traffic analysis services for the 117th Ave NE Sidewalk Project. The project would modify 117th Ave NE and 116th Ave NE between 20th St NE and 26th St NE in order to provide for a more pedestrian friendly environment, perhaps with a one-way couplet. There are several schools in the area, generating significant demand for pedestrians. The Council and staff discussed the data collected, analysis completed, and initial recommendations for corridor modifications.

Council Retreat Agenda Items for April 24, 2025

City Clerk Chelin reviewed the agenda items with the Council for the upcoming retreat.

Adjournment

The meeting adjourned at 7:16 p.m.

Brett Gailey, Mayor

Kelly M. Chelin, City Clerk

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

March 11, 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. Council President Ryan Donoghue

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

Call to Order

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

Pledge of Allegiance

Council President Donoghue led the Pledge of Allegiance.

Roll Call

All Councilmembers were present.

Approval of Agenda

MOTION. Councilmember Tageant made a motion, seconded by Councilmember Petershagen, to approve the agenda with the amendment of removing item 12.B, Interlocal Agreement for 131st Ave NE Sewer Extension Developer Extension Agreement. The motion passed 7-0-0-0.

Citizen Comments

Kelly L.-Citizen spoke about a safety concern at a bus stop in his neighborhood.
Tony B.-Citizen spoke about the Creator Zone.

Guest Business

Swearing In for Officer Everest

Officer Everest was sworn in by Council President Donoghue.

Police Department Awards

Chief Beazizo presented the annual Lake Stevens Police Department awards.

Consent Agenda

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

The consent agenda items were as follows:

- 2025 Vouchers

- City Council Meeting Minutes of February 25, 2025
- 2025 Scope of Work for AquaTechnex
- Contract with Ecology for CCTV and EMP Grant Award

Public Hearing**2025 Comp Plan Docket Ratification**

Senior Planner Levitan presented the 2025 comprehensive plan docket and Resolution 2025-0002. Council had the opportunity to ask questions of staff. The public hearing was opened at 6:40 p.m. No public comment was received. The public hearing was closed at 6:41 p.m.

MOTION. Councilmember Daughtry made a motion, seconded by Councilmember Ewing, to approved Resolution 2025-0002. The motion passed 7-0-0-0.

Action Item**Gambling Tax Penalty Waiver Request**

Director Stevens presented on a gambling tax waiver request. Discussion occurred.

MOTION. Councilmember Ewing made a motion, seconded by Councilmember Shipman to approve the gambling tax waiver. The motion passed 7-0-0-0.

Adjournment

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

The meeting adjourned at 6:50 p.m.

Brett Gailey, Mayor

Caitlin Weaver, Deputy City Clerk

CITY COUNCIL STAFF REPORT



Agenda Date: 3/25/2025

Subject: Snohomish County Interlocal Agreement for Funding Parks Projects

Contact Person/Department: Jill Meis, Parks Department

Budget Impact: Inflows of \$87,134.00 and \$100,000

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Approve the Mayor to sign the ILAs for Snohomish County funding.

SUMMARY/BACKGROUND:

Staff applied for funding from Snohomish County under the County/City Partnerships Program (REET II) funds. Lake Stevens was awarded two projects; North Cove Marina Planning and West Lake Park Recreation Amenities. North Cove Marina Planning was awarded \$87,134 and West Lake was awarded \$100,000. The attached ILAs outline the projects and the funding timeline.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 2025_REETII_CityofLakeStevens_NorthCoveMarina_ILA_ForSignature
2. 2025_REETII_CityofLakeStevens_WestLakePark_ILA_ForSignature

INTERLOCAL AGREEMENT BETWEEN SNOHOMISH COUNTY AND THE CITY OF LAKE STEVENS FOR THE NORTH COVE MARINA – BOAT LAUNCH PROJECT

This INTERLOCAL AGREEMENT (the “Agreement”), is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the “County”), and the CITY OF LAKE STEVENS, a Washington municipal corporation (the “City”), collectively the “Parties,” pursuant to chapter 39.34 RCW.

RECITALS

A. The 2024 Snohomish County Parks and Recreation Element, a component of the Snohomish County Growth Management Act Comprehensive Plan, has documented a County-wide need for a wide variety of recreational facilities; and

B. The County Executive and the County Council have determined that it is consistent with the Snohomish County Parks and Recreation Element and is in the public interest of County residents to participate in joint undertakings with local municipalities to increase recreational opportunities and facility capacity; and

C. Amended Ordinance 24-081, included \$1,600,000 of REET II funds, collected pursuant to chapter 82.46 RCW, to be split equally between the five council districts for Council/City Partnership Projects; and

D. The County Council adopted benchmarks for Council/City Partnership Projects through Motion 23-259; and

E. Pursuant to the adopted benchmarks, the Council identified various projects for inclusion in the Council/City Partnership Projects; and

F. One of the identified Council/City projects is the City’s North Cover Marina – boat launch project (“the Project”) which will replace the existing dilapidated structure with a new marina; and

G. Snohomish County has agreed to provide EIGHTY-SEVEN THOUSAND ONE HUNDRED THIRTY-FOUR DOLLARS (\$87,134.00) of REET II funds (the “Funds”) in support of the Project; and

H. The City has provided the following: copy of submission form for County funds (Attachment A, attached hereto and incorporated herein by reference); proof of City’s ownership of the Project property (Attachment B, attached hereto and incorporated herein by this reference); relevant portions of the City’s Capital Facilities Plan (“CFP”) identifying the Project (Attachment C, attached hereto and incorporated herein by this reference); and proof of insurance (Attachment D, attached hereto and incorporated herein by this reference); and

I. Pursuant to this Agreement, the County wishes to provide, and the City wishes to accept, the above-described Funds from the County.

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 County and the City agree as follows:

1. Purpose of Agreement.

This Agreement is authorized by and entered into pursuant to chapter 39.34 RCW. The purpose and intent of this Agreement is to define the responsibilities of the County and the City as they relate to the County's provision of the funds to the City's Project located at 12301 17TH Place NE, Lake Stevens, WA 98258 (the "Property").

2. Effective Date and Duration.

This Agreement shall take effect when it has been duly executed by both parties and either filed with the County Auditor or posted on the County's Interlocal Agreements website. This Agreement shall remain in effect through December 31, 2027, unless earlier terminated pursuant to the provisions of Section 12 below; PROVIDED HOWEVER, that each party's obligations are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with applicable law.

3. Administrators.

Each party to this Agreement shall designate an individual (an "Administrator"), who may be designated by title or position, to oversee and administer such party's participation in this Agreement. The Parties' initial Administrators shall be the following individuals:

County's Initial Administrator:

Rich Patton, Parks Manager
Snohomish County Parks & Recreation
6705 Puget Park Drive
Snohomish, Washington 98296
(425) 388-6614 phone
Rich.Patton@snoco.org

City's Initial Administrator:

Jill Meis, Parks Planning and Development
Coordinator
City of Lake Stevens Parks and Recreation
2306 131st Ave NE
Lake Stevens, WA 98258
425-622-9431
jmeis@lakestevenswa.gov

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

4. Project Performance.

4.1 Certification of Real Property Interest. The City certifies to the County that the City owns the Property, as evidenced by Exhibit B, and additional real property or easements are not needed to complete the Project.

4.2 City's Financial Commitment. The City certifies to the County that the City will have sufficient monies to complete the Project by the Project deadline identified in Section 4.4 below (the "City's Financial Commitment") and that the Project was included in the City's CFP as evidenced by Attachment C.

4.3 Project Completion. The City shall complete the Project as detailed in Attachment A.

4.4 Project Deadline. On or before December 31, 2027, the City shall complete the Project. In executing the Project, the City shall obtain and, upon request, provide the County with copies of all permits necessary to complete the Project.

4.5 Recognition of County as Financial Sponsor. The City shall recognize the County as a financial sponsor of the Project as follows:

4.5.1 Upon completion of the Project or dedication of the completed Project, whichever comes first, the City shall install at the Project site a plaque in a form approved by the County that indicates that the County is a financial sponsor of, or contributor to, the Project;

4.5.2 The City shall invite the County to all events promoting the Project and recognize the County at all such events as a financial sponsor of the Project;

4.5.3 The City shall recognize the County as a financial sponsor in all brochures, banners, posters, and other promotional material related to the Project.

4.6 Project Maintenance. The City shall be responsible for on-going capital improvements to, and maintenance of, the Project and the Property. The County makes no commitment to support the Project or Property beyond what is provided for in this Agreement and assumes no obligation for future support of the Project or Property except as expressly set forth in this Agreement.

4.7 Availability to County Residents. The City shall make the Property available to all County residents on the same terms as it is available to residents of the City.

5. Invoicing and Payment.

5.1 Invoicing. Within thirty days of final completion of the Project or by December 31, 2027, whichever occurs first, the City shall submit to the County one invoice on City letterhead requesting disbursement of the Funds for the Project. The invoice needs to include name and address of City, name and the address of who the invoice is addressed to (the County), the date, the amount being requested for reimbursement, and the name of the project being funded. Invoices shall provide line-item detail for materials, labor, and overhead. Backup documentation should include of copies of invoices paid by the City to contractors/consultants for the work performed, which covers the full amount being requested for reimbursement

and proof of payment on those invoices. Additionally, providing progress photos of the site is strongly recommended with prior, during, and after completion photos.

5.2 Payment. Unless the County delivers to the City written notice disputing the amount of a particular line item, within twenty (20) working days of receipt from the City of an invoice properly submitted to the County pursuant to Section 5.1, the County shall remit to the City an amount not to exceed Eighty-Seven Thousand One Hundred Thirty-Four Dollars. In the event the total costs of the Project is less than \$87,134.00, the County shall only remit those funds necessary to pay the submitted invoice in full unless otherwise disputed as provided in this Section 5.2.

5.3 Accounting. The City shall maintain a system of accounting and internal controls that complies with generally accepted accounting principles and governmental accounting and financial reporting standards and provisions concerning preservation and destruction of public documents in accordance with applicable laws, including chapter 40.14 RCW.

5.4 Recordkeeping. The City shall maintain adequate records to support billings. The records shall be maintained by the City for a period of five (5) years after completion of this Agreement. The County, or any of its duly authorized representatives, shall have access to books, documents, or papers and records of the City relating to this Agreement for purposes of inspection, audit, or the making of excerpts or transcripts.

5.5 Audit and Repayment. The City shall return Funds disbursed to it by the County under this Agreement upon the occurrence of any of the following events:

5.5.1 If overpayments are made; or

5.5.2 If an audit of the Project by the State or the County determines that the Funds have been expended for purposes not permitted by the REET II statute, the State, the County, or this Agreement.

In the case of 5.5.1 or 5.5.2, the County shall make a written demand upon the City for repayment, and the City shall be obligated to repay to the County the Funds demanded within sixty (60) calendar days of the demand. The County's right to demand repayment from the City may be exercised as often as necessary to recoup from the City all funds required to be returned to the County.

The City is solely responsible for seeking repayment from any subcontractor in conformance with its debt collection policy.

6. Independent Contractor. The City will perform all work associated with the Project as an independent contractor and not as an agent, employee, or servant of the County. The City shall be solely responsible for control, supervision, direction and discipline of its personnel, who shall be employees and agents of the City and not the County. The County shall only have the right to ensure performance.

7. Indemnification/Hold Harmless.

The City shall assume the risk of liability for damage, loss, costs, and expense arising out of the activities under this Agreement and all use of any improvements it may place on the Property. The City shall hold harmless, indemnify, and defend the County, its officers, elected and appointed officials, employees, and agents from and against all claims, losses, lawsuits, actions, counsel fees, litigation costs, expenses, damages, judgments, or decrees by reason of damage to any property or business and/or any death, injury, or disability to, or of, any person or party, including but not limited to any employee, arising out of or suffered, directly or indirectly, by reason of, or in connection with, the acquisition or use of the Property and this Agreement; PROVIDED, that the above indemnification does not apply to those damages solely caused by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees or agents. This indemnification obligation shall include, but is not limited to, all claims against the County by an employee or former employee of City, and City, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects the County only, under any industrial insurance act, including Title 51 RCW, other Worker's Compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim.

8. Liability Related to City Ordinances, Policies, Rules and Regulations.

In executing this Agreement, the County does not assume liability or responsibility for or in any way release the City from any liability or responsibility which arises in whole or in part from the existence or effect of City ordinances, policies, rules, or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

9. Insurance.

The City shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from, or in connection with, exercise of the rights and privileges granted by this Agreement, by the City, its agents, representatives, and employees/subcontractors. The cost of such insurance shall be paid by the City.

9.1 Minimum Scope and Limits of Insurance. General Liability: Insurance Services Office Form No. CG 00 01 Ed. 11-88, covering COMMERCIAL GENERAL LIABILITY with limits no less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

9.2 Other Insurance Provisions. Coverage shall be written on an "Occurrence" form. The insurance policies required in this Agreement are to contain or be endorsed to contain the

County, its officers, officials, employees, and agents as additional insureds as respects liability arising out of activities performed by or on behalf of the City in connection with this Agreement.

9.3 Verification of Coverage. The City shall furnish the County with certificate(s) of insurance and endorsement(s) required as evidenced by Attachment D.

9.4 Self-insured Status. If the City is self-insured, in lieu of the insurance required in this Section 9, the City shall, upon request of the County, provide the County a letter certifying the City's self-insurance program.

10. Compliance with Laws.

In the performance of its obligations under this Agreement, each party shall comply with all applicable federal, state, and local laws, rules and regulations.

11. Default and Remedies.

11.1 Default. If either the County or the City fails to perform any act or obligation required to be performed by it hereunder, the other party shall deliver written notice of such failure to the non-performing party. The non-performing party shall have twenty (20) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said twenty (20) day period, then the non-performing party shall not be in Default if it commences cure within said twenty (20) day period and thereafter diligently pursues cure to completion.

11.2 Remedies. In the event of a party's Default under this Agreement, then after giving notice and an opportunity to cure pursuant to Section 11.1 above, the non-Defaulting party shall have the right to exercise any or all rights and remedies available to it in law or equity.

12. Early Termination.

12.1 30 Days' Notice. Except as provided in Section 12.2 below, either party may terminate this Agreement at any time, with or without cause, upon not less than thirty (30) days' advance written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

12.2 Termination for Breach. In the event that the City fails to complete the Project by December 31, 2027, and/or otherwise commits a Default as described in Section 11, the County may terminate this Agreement immediately by delivering written notice to the City. Within thirty (30) days of such early termination, the City shall return to the County all Funds previously disbursed from the County to the City for the Project plus interest at the rate of twelve percent (12%) per annum beginning thirty (30) days from the date of early termination.

13. Dispute Resolution.

In the event differences between the Parties should arise over the terms and conditions or the performance of this Agreement, the Parties shall use their best efforts to resolve those differences on an informal basis. If those differences cannot be resolved informally, the matter may be referred for mediation to a mediator mutually selected by the Parties. If mediation is not successful or if a party waives mediation, either of the Parties may institute legal action for specific performance of this Agreement or for damages.

14. Notices.

All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in Section 3 of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

15. Miscellaneous.

15.1 Entire Agreement; Amendment. 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 executed with the same formalities as required for this Agreement and signed by the party against whom such modification is sought to be enforced.

15.2 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

15.3 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.

15.4 Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the Parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the Parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

15.5 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.

15.6 No Waiver. A party's forbearance or delay in exercising any right or remedy with respect to a Default by the other party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by either party of any particular Default constitute a waiver of any other Default or any similar future Default.

15.7 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

15.8 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.

15.9 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the Parties.

15.10 No Separate Entity Necessary. The Parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

15.11 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

15.12 No Third Party Beneficiaries. This Agreement and each and every provision hereof is for the sole benefit of the City and the County. No other persons or Parties shall be deemed to have any rights in, under or to this Agreement.

15.13 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 have executed this Agreement on the date set forth under their signatures below, and effective as of the date of the last party to sign.

County

SNOHOMISH COUNTY

City

CITY OF LAKE STEVENS

By _____
Title: County Executive Date

By _____
Brett Gailey, Mayor Date

Approved as to Form:

Approved as to Form:

Deputy Prosecuting Attorney Date

Office of the City Attorney Date

SNOHOMISH COUNTY PARTNERSHIP PROJECTS

OVERVIEW: Funding is available through Snohomish County's Capital Improvement Program to provide dollars for the completion of qualifying projects in partnership with public entities. Eligible public entities include: school districts, park districts, utility districts, county and cities/towns that have a CIP. Funding is provided through the Real Estate Excise Tax 2 (REET 2) Fund and projects must comply with fund restrictions and ideally, be included in the receiving entity's adopted capital budget. Funding is subject to availability and appropriation by the County Council.

QUALIFYING PROJECTS: REET 2 may only be used for financing "capital projects" specified in the capital facilities plan. RCW 82.46.035(5) defines capital projects as:

- (a) Planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems;
- (b) Planning, construction, reconstruction, repair, rehabilitation, or improvement of parks; and
- (c) Until January 1, 2026, planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of facilities for those experiencing homelessness and affordable housing projects.

****Your entity must own the land which the project is located on.**

SECTION 1: CONTACT INFORMATION

Public Entity Name	Public Entity Address		
Person Authorized to Approve Agreement for Funding	Contact Person Name	Contact Person Phone	Contact Person Email

SECTION 2: PROJECT INFORMATION

Program Year		
Project Title		
Project Location		
Project Description: <i>Brief (1-2 sentences) description of what the project will accomplish</i>		
Please select the appropriate category of REET II eligible uses for your proposed project:		
Is the project identified in the budget? <i>If your project is selected, please submit appropriate budget pages upon request</i>	YES	NO
Is this project identified in a CIP? <i>If your project is selected, please submit appropriate budget pages upon request</i>	YES	NO
Is the land identified for the project owned by the applying entity? Under long-term lease, approved by staff prior to submission	YES	NO
Is your entity in agreement with the attached template agreement for funding?	YES	NO

SECTION 3: FUNDING REQUEST – The maximum amount allowed per Council District is dependent on available funding and is subject to budget approval and appropriation. Funds may only be awarded to eligible public entities in Snohomish County, Washington.

County Funds Requested	\$
Public Entity Match Provided	\$

SECTION 4: INSURANCE COVERAGE – please check the appropriate box below to indicate if your entity can obtain each type of coverage. (Waivers may be granted in some instances.) *If N/A or Other, please notate next to the field.*

Type	Agency CAN obtain this coverage	Agency CANNOT obtain this coverage
Public Liability Insurance - \$1,000,000 personal injury and property damage		
Worker's Compensation Coverage – as required by the State of Washington		
Professional Liability – Only required when providing professional services, \$1,000,000 error and omissions.		
Self-Insured – Public Entities ONLY		

SECTION 5: FINAL QUESTIONS – HAVE YOU...

Completed all form questions	YES	NO
Confirmed desired project is in the appropriate budget documents	YES	NO
Confirmed desired project is in your CIP	YES	NO
Reviewed the agreement template	YES	NO
Confirmed Proof of Insurance	YES	NO

SECTION 6: SUBMISSION REQUIREMENTS

Please submit the form and all requested attachments to the following address by July 31st, 5 PM

Council District 5
sam.low@co.snohomish.wa.us
425-388-2577

3000 Rockefeller Avenue, M/S 609
 Everett, WA 98201-4046

From: [Jill Meis](#)
To: [Cheesman, Darcy](#)
Cc: [Gorle, Nicole](#); [Jessica Rowe](#); [Sarah Garceau](#)
Subject: RE: Snohomish County Partnership
Date: Thursday, October 3, 2024 8:16:21 AM



CAUTION. This email originated from outside of this organization. Please exercise caution with links and attachments.

Hi Darcy,

That is wonderful news! The city would like to apply these funds to the North Cove Marina planning project. Please let Councilmember Low know that we are grateful for the funding.

Thank you,



Jill Meis, BSBM, PM, CPRP, *Parks Planning and Development Coordinator*

City of Lake Stevens | Parks and Recreation

1812 Main Street | PO Box 257
Lake Stevens, WA 98258
(425) 622-9431
jmeis@lakestevenswa.gov

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

From: Cheesman, Darcy <Darcy.Cheesman@co.snohomish.wa.us>
Sent: Thursday, October 3, 2024 7:42 AM
To: Jill Meis <jmeis@lakestevenswa.gov>
Cc: Gorle, Nicole <Nicole.Gorle@co.snohomish.wa.us>
Subject: RE: Snohomish County Partnership

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

Good Morning Jill

CM Low would like to allocate additional funds to Lake Stevens in the upcoming budget – which project would you like those additional funds to be applied to?

Darcy Cheesman | *Legislative Aide to Councilmember Sam Low*

District 5

3000 Rockefeller Ave., M/S #609 | Everett, WA 98201-4046

O: 425.388.3494 | M: 425.512.1004 | darcy.cheesman@snoco.org

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

ATTACHMENT B - PROOF OF OWNERSHIP

LAND USE AGREEMENT

(Lake Stevens - Snohomish County)

THIS AGREEMENT is between THE STATE OF WASHINGTON, THE DEPARTMENT OF GAME, hereinafter referred to as the "State" and CITY OF LAKE STEVENS, whose address is 1812 - 124th Avenue NE, Lake Stevens, Washington 98258, hereinafter referred to as the "City". The State, for and in consideration of the covenants contained herein and the public benefits to be derived therefrom, grants to the City the right to operate and maintain the Lake Stevens access area for public fishing, boat launching and other appropriate public uses. Said Lake Stevens access area is situated in County of Snohomish, State of Washington and more particularly described as follows:

Lot 15 and the South 25 feet of Lot 16. Also Lots 35, 36 and 37 EXCEPT the East 25 feet thereof for alley. All in the Renas Addition to Lake Stevens according to the plat thereof recorded in Volume 12 of Plats, Page 8, records of Snohomish County, Washington,

Together with all improvements of the State located thereon.

The State hereby and the City, by accepting and signing this agreement, mutually covenant and agree as follows:

1. TERM: The term of this agreement shall be twenty-five (25) years beginning June 15, 1984 and ending June 14, 2009.
2. RENEWAL: At the end of the term, this agreement shall automatically be renewed for another term of twenty-five (25) years and said automatic renewal shall apply to subsequent terms of twenty-five (25) years provided neither party notifies the other in writing of their interest to terminate this agreement six (6) months in advance of the anniversary date thereof.
3. OPERATION, IMPROVEMENTS AND MAINTENANCE: The City shall operate, improve and maintain the site and post signs necessary to guide and direct public uses. Major alterations and improvements to the land shall be done only with written approval by the State. The City shall be responsible for all costs associated with the operation, improvement and maintenance of the site. In the event the concrete planks on the boat ramp need replacing, the State will furnish the replacement planks. The State will not require a Conservation Decal for users of this area.
4. RESTRICTIONS OF USE: The following restrictions of use shall apply:
 - a. During the open fishing season each year, the anglers shall have unobstructed use of the **area** for fishing, boat launching and parking purposes. Subject to paragraph 5.

4. RESTRICTIONS OF USE (continued):
 - b. The anglers shall not be charged a fee for access, parking, boat launching or fishing.
 - c. Commercial use shall not be allowed on the site.
5. CLOSURE OF ACCESS AREA: The City shall have the right to close the access area two days each year for the City's annual water festival. The City shall also have the right to close the access not to exceed three days for major maintenance or improvements. Prior to any closure the City must post the area with the dates at least two weeks in advance of the closure; notify the local sports clubs of the closure; put notices in the Lake Stevens and Everett newspapers; and notify the public of and direct the public to the other boat launching site on the lake.
6. COMPLIANCE - OTHER AGENCIES AND LAWS: The City shall comply with all applicable laws, rules and regulations made thereunder by other agencies and government jurisdictions in operating and maintaining the area as outlined in the provisions of this agreement.
7. ASSIGNMENT: The City shall invite the public to enter upon and use the premises for purposes of fishing, boat launching, and other appropriate uses as agreed upon by the City and the State. Assignment of rights and privileges shall be with written approval of the State.
8. ASSESSMENTS: The City shall pay all charges for utilities incurred in use and occupancy of the premises. The City shall not permit liens or assessments to be attached to the property.
9. ACKNOWLEDGEMENT: The City shall acknowledge the State on those signs identifying the area.
10. INDEMNITY: The City shall not hold the State, its successors or assigns, liable for any damages or injuries caused by the City's exercise of the rights herein granted and the City further agrees to indemnify and hold harmless the State, its agents and employees on account of damages or claims of damages by whomsoever made and of any nature whatsoever arising out of or in any manner connected with the City's exercise of the rights herein described.
17. ENFORCEMENT: The City has primary responsibility for enforcement of all matters relating to public health, safety, and welfare. The State will retain primary responsibility insofar as wildlife law enforcement is concerned.
12. MODIFICATION OF AGREEMENT: Minor modification to this agreement may be authorized by letter following consultation between the City and the State.
13. CANCELLATION: This agreement may be cancelled by the State upon thirty {30} days written notice to the City in the event the City permits a use of the premises, or a condition to exist on the premises clearly contrary to the terms of this agreement, and the City fails to correct such use or condition within thirty (30) days following receipt of said written notice.

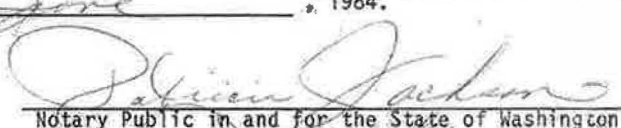
STATE OF WASHINGTON

County of Snohomish

)
) ss
)

On this day personally appeared before me **RICHARD H. TOYER** to me known to be the Mayor of the City of Lake Stevens and the individual who executed the within and foregoing instrument and acknowledge that he signed the same as his free and voluntary act and deed for the uses and purpose therein mentioned.

GIVEN under my hand and official seal this 11th
day of June, 1984.


Notary Public in and for the State of Washington
residing at Lake Stevens

14. SURRENDER OF PREMISES: In the event of cancellation of this agreement by either party, as herein provided, and at termination of this agreement, the City shall vacate and deliver the premises in as good or better condition as at time of occupancy, reasonable wear and tear and damage by the elements specifically excepted. Maintenance and other improvements undertaken by the City pursuant hereto shall not be considered damage or degradation to the condition of the premises. Upon cancellation or termination, the City shall have the right for a period of six months from the date of notice of cancellation or termination to remove all facilities they installed not permanently attached to the ground from the premises. Any such facilities not removed by the City at the end of the removal period become the property of the **State** without further process.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as below subscribed.

THE STATE OF WASHINGTON, THE DEPARTMENT OF GAME

6-14-84
Date
Jerry Neal
Jerry Neal, Regional Administrator

17/11
for

CITY OF LAKE STEVENS

(o-ft '4-By
Date

STATE OF WASHINGTON)
County of Thurston) ss

?, nT O,cF

On this day personally appeared before me I Htt b-AIIREIICE, to me known to be the Assistant Director of the Department of Game and the individual who executed the within and foregoing instrument and acknowledge that he signed the same as his .aod;...t luntary act and deed, for the uses and purposes therein ment i. L. D{J.:-

GICAV under I m. "teRt" "gal this 2nd day of
-1-

Notary Public in and for the State of Washington
residing in Olympia

ATTACHMENT D - PROOF OF INSURANCE

P.O. Box 88030
Tukwila, WA 98138
Phone: 206-575-6046
Fax: 206-575-7426
www.wciapool.org

2/7/2025

Ref#: 15969

Snohomish County
Attn: Connie Price
3000 Rockefeller Ave M/S 303
Everett, WA 98201

Re: City of Lake Stevens
North Cove Marina Planning and West Lake Park Grants

Evidence of Coverage

The City of Lake Stevens is a member of the Washington Cities Insurance Authority (WCIA), which is a self-insured pool of over 160 public entities in the State of Washington.

WCIA has at least \$4 million per occurrence limit of liability coverage in its self-insured layer that may be applicable in the event an incident occurs that is deemed to be attributed to the negligence of the member. Liability coverage includes general liability, automobile liability, stop-gap coverage, errors or omissions liability, employee benefits liability and employment practices liability coverage.

WCIA provides contractual liability coverage to the City of Lake Stevens. The contractual liability coverage provides that WCIA shall pay on behalf of the City of Lake Stevens all sums which the member shall be obligated to pay by reason of liability assumed under contract by the member.

WCIA was created by an interlocal agreement among public entities and liability is self-funded by the membership. As there is no insurance policy involved and WCIA is not an insurance company, your organization cannot be named as an additional insured.

Sincerely,



Rob Roscoe
Deputy Director

cc: Anya Warrington
Jill Meis

INTERLOCAL AGREEMENT BETWEEN SNOHOMISH COUNTY AND THE CITY OF LAKE STEVENS FOR THE WEST LAKE PARK RECREATION AMENITIES PROJECT

This INTERLOCAL AGREEMENT (the “Agreement”), is made by and between SNOHOMISH COUNTY, a political subdivision of the State of Washington (the “County”), and the CITY OF LAKE STEVENS, a Washington municipal corporation (the “City”), collectively the “Parties,” pursuant to chapter 39.34 RCW.

RECITALS

A. The 2024 Snohomish County Parks and Recreation Element, a component of the Snohomish County Growth Management Act Comprehensive Plan, has documented a County-wide need for a wide variety of recreational facilities; and

B. The County Executive and the County Council have determined that it is consistent with the Snohomish County Parks and Recreation Element and is in the public interest of County residents to participate in joint undertakings with local municipalities to increase recreational opportunities and facility capacity; and

C. Amended Ordinance 24-081, included \$1,600,000 of REET II funds, collected pursuant to chapter 82.46 RCW, to be split equally between the five council districts for Council/City Partnership Projects; and

D. The County Council adopted benchmarks for Council/City Partnership Projects through Motion 23-259; and

E. Pursuant to the adopted benchmarks, the Council identified various projects for inclusion in the Council/City Partnership Projects; and

F. One of the identified Council/City projects is the City’s West Lake Park Recreation Amenities Project (“the Project”) which will plan recreation amenities at a newly constructed dog park and trail head for the regional Bayview Trail; and

G. Snohomish County has agreed to provide ONE HUNDRED THOUSAND DOLLARS (\$100,000) of REET II funds (the “Funds”) in support of the Project; and

H. The City has provided the following: copy of submission form for County funds (Attachment A, attached hereto and incorporated herein by reference); proof of City’s ownership of the Project property (Attachment B, attached hereto and incorporated herein by this reference); relevant portions of the City’s Capital Facilities Plan (“CFP”) identifying the Project (Attachment C, attached hereto and incorporated herein by this reference); and proof of insurance (Attachment D, attached hereto and incorporated herein by this reference); and

I. Pursuant to this Agreement, the County wishes to provide, and the City wishes to accept, the above-described Funds from the County.

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 County and the City agree as follows:

1. Purpose of Agreement.

This Agreement is authorized by and entered into pursuant to chapter 39.34 RCW. The purpose and intent of this Agreement is to define the responsibilities of the County and the City as they relate to the County's provision of the funds to the City's Project located at 8629 20th Street SE, Lake Stevens, WA 98258 (the "Property").

2. Effective Date and Duration.

This Agreement shall take effect when it has been duly executed by both parties and either filed with the County Auditor or posted on the County's Interlocal Agreements website. This Agreement shall remain in effect through December 31, 2027, unless earlier terminated pursuant to the provisions of Section 12 below; PROVIDED HOWEVER, that each party's obligations are contingent upon local legislative appropriation of necessary funds for this specific purpose in accordance with applicable law.

3. Administrators.

Each party to this Agreement shall designate an individual (an "Administrator"), who may be designated by title or position, to oversee and administer such party's participation in this Agreement. The Parties' initial Administrators shall be the following individuals:

County's Initial Administrator:

Rich Patton, Parks Manager
Snohomish County Parks & Recreation
6705 Puget Park Drive
Snohomish, Washington 98296
(425) 388-6614 phone
Rich.Patton@snoco.org

City's Initial Administrator:

Jill Meis, Parks Planning and Development
Coordinator
City of Lake Stevens Parks and Recreation
2306 131st Ave NE
Lake Stevens, WA 98258
425-622-9431
jmeis@lakestevenswa.gov

Either party may change its Administrator at any time by delivering written notice of such party's new Administrator to the other party.

4. Project Performance.

4.1 Certification of Real Property Interest. The City certifies to the County that the City owns the Property, as evidenced by Exhibit B, and additional real property or easements are not needed to complete the Project.

4.2 City's Financial Commitment. The City certifies to the County that the City will have sufficient monies to complete the Project by the Project deadline identified in Section 4.4 below (the "City's Financial Commitment") and that the Project was included in the City's CFP as evidenced by Attachment C.

4.3 Project Completion. The City shall complete the Project as detailed in Attachment A.

4.4 Project Deadline. On or before December 31, 2027, the City shall complete the Project. In executing the Project, the City shall obtain and, upon request, provide the County with copies of all permits necessary to complete the Project.

4.5 Recognition of County as Financial Sponsor. The City shall recognize the County as a financial sponsor of the Project as follows:

4.5.1 Upon completion of the Project or dedication of the completed Project, whichever comes first, the City shall install at the Project site a plaque in a form approved by the County that indicates that the County is a financial sponsor of, or contributor to, the Project;

4.5.2 The City shall invite the County to all events promoting the Project and recognize the County at all such events as a financial sponsor of the Project;

4.5.3 The City shall recognize the County as a financial sponsor in all brochures, banners, posters, and other promotional material related to the Project.

4.6 Project Maintenance. The City shall be responsible for on-going capital improvements to, and maintenance of, the Project and the Property. The County makes no commitment to support the Project or Property beyond what is provided for in this Agreement and assumes no obligation for future support of the Project or Property except as expressly set forth in this Agreement.

4.7 Availability to County Residents. The City shall make the Property available to all County residents on the same terms as it is available to residents of the City.

5. Invoicing and Payment.

5.1 Invoicing. Within thirty days of final completion of the Project or by December 31, 2027, whichever occurs first, the City shall submit to the County one invoice on City letterhead requesting disbursement of the Funds for the Project. The invoice needs to include name and address of City, name, and the address of who the invoice is addressed to (the County), the date, the amount being requested for reimbursement, and the name of the project being funded. Invoices shall provide line-item detail for materials, labor, and overhead. Backup documentation should include of copies of invoices paid by the City to contractors/consultants for the work performed, which covers the full amount being requested for reimbursement

and proof of payment on those invoices. Additionally, providing progress photos of the site is strongly recommended with prior, during, and after completion photos.

5.2 Payment. Unless the County delivers to the City written notice disputing the amount of a particular line item, within twenty (20) working days of receipt from the City of an invoice properly submitted to the County pursuant to Section 5.1, the County shall remit to the City an amount not to exceed One Hundred Thousand Dollars. In the event the total costs of the Project is less than \$100,000, the County shall only remit those fund necessary to pay the submitted invoice in full unless otherwise disputed as provided in this Section 5.2.

5.3 Accounting. The City shall maintain a system of accounting and internal controls that complies with generally accepted accounting principles and governmental accounting and financial reporting standards and provisions concerning preservation and destruction of public documents in accordance with applicable laws, including chapter 40.14 RCW.

5.4 Recordkeeping. The City shall maintain adequate records to support billings. The records shall be maintained by the City for a period of five (5) years after completion of this Agreement. The County, or any of its duly authorized representatives, shall have access to books, documents, or papers and records of the City relating to this Agreement for purposes of inspection, audit, or the making of excerpts or transcripts.

5.5 Audit and Repayment. The City shall return Funds disbursed to it by the County under this Agreement upon the occurrence of any of the following events:

5.5.1 If overpayments are made; or

5.5.2 If an audit of the Project by the State or the County determines that the Funds have been expended for purposes not permitted by the REET II statute, the State, the County, or this Agreement.

In the case of 5.5.1 or 5.5.2, the County shall make a written demand upon the City for repayment, and the City shall be obligated to repay to the County the Funds demanded within sixty (60) calendar days of the demand. The County's right to demand repayment from the City may be exercised as often as necessary to recoup from the City all funds required to be returned to the County.

The City is solely responsible for seeking repayment from any subcontractor in conformance with its debt collection policy.

6. Independent Contractor. The City will perform all work associated with the Project as an independent contractor and not as an agent, employee, or servant of the County. The City shall be solely responsible for control, supervision, direction and discipline of its personnel, who shall be employees and agents of the City and not the County. The County shall only have the right to ensure performance.

7. Indemnification/Hold Harmless.

The City shall assume the risk of liability for damage, loss, costs, and expense arising out of the activities under this Agreement and all use of any improvements it may place on the Property. The City shall hold harmless, indemnify, and defend the County, its officers, elected and appointed officials, employees, and agents from and against all claims, losses, lawsuits, actions, counsel fees, litigation costs, expenses, damages, judgments, or decrees by reason of damage to any property or business and/or any death, injury, or disability to, or of, any person or party, including but not limited to any employee, arising out of or suffered, directly or indirectly, by reason of, or in connection with, the acquisition or use of the Property and this Agreement; PROVIDED, that the above indemnification does not apply to those damages solely caused by the negligence or willful misconduct of the County, its elected and appointed officials, officers, employees or agents. This indemnification obligation shall include, but is not limited to, all claims against the County by an employee or former employee of City, and City, by mutual negotiation, expressly waives all immunity and limitation on liability, as respects the County only, under any industrial insurance act, including Title 51 RCW, other Worker's Compensation act, disability benefit act, or other employee benefit act of any jurisdiction which would otherwise be applicable in the case of such claim.

8. Liability Related to City Ordinances, Policies, Rules and Regulations.

In executing this Agreement, the County does not assume liability or responsibility for or in any way release the City from any liability or responsibility which arises in whole or in part from the existence or effect of City ordinances, policies, rules, or regulations. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such City ordinance, policy, rule or regulation is at issue, the City shall defend the same at its sole expense and, if judgment is entered or damages are awarded against the City, the County, or both, the City shall satisfy the same, including all chargeable costs and reasonable attorney's fees.

9. Insurance.

The City shall procure and maintain for the duration of this Agreement, insurance against claims for injuries to persons or damages to property which may arise from, or in connection with, exercise of the rights and privileges granted by this Agreement, by the City, its agents, representatives, and employees/subcontractors. The cost of such insurance shall be paid by the City.

9.1 Minimum Scope and Limits of Insurance. General Liability: Insurance Services Office Form No. CG 00 01 Ed. 11-88, covering COMMERCIAL GENERAL LIABILITY with limits no less than \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

9.2 Other Insurance Provisions. Coverage shall be written on an "Occurrence" form. The insurance policies required in this Agreement are to contain or be endorsed to contain the

County, its officers, officials, employees, and agents as additional insureds as respects liability arising out of activities performed by or on behalf of the City in connection with this Agreement.

9.3 Verification of Coverage. The City shall furnish the County with certificate(s) of insurance and endorsement(s) required as evidenced by Attachment D.

9.4 Self-insured Status. If the City is self-insured, in lieu of the insurance required in this Section 9, the City shall, upon request of the County, provide the County a letter certifying the City's self-insurance program.

10. Compliance with Laws.

In the performance of its obligations under this Agreement, each party shall comply with all applicable federal, state, and local laws, rules and regulations.

11. Default and Remedies.

11.1 Default. If either the County or the City fails to perform any act or obligation required to be performed by it hereunder, the other party shall deliver written notice of such failure to the non-performing party. The non-performing party shall have twenty (20) days after its receipt of such notice in which to correct its failure to perform the act or obligation at issue, after which time it shall be in default ("Default") under this Agreement; provided, however, that if the non-performance is of a type that could not reasonably be cured within said twenty (20) day period, then the non-performing party shall not be in Default if it commences cure within said twenty (20) day period and thereafter diligently pursues cure to completion.

11.2 Remedies. In the event of a party's Default under this Agreement, then after giving notice and an opportunity to cure pursuant to Section 11.1 above, the non-Defaulting party shall have the right to exercise any or all rights and remedies available to it in law or equity.

12. Early Termination.

12.1 30 Days' Notice. Except as provided in Section 12.2 below, either party may terminate this Agreement at any time, with or without cause, upon not less than thirty (30) days' advance written notice to the other party. The termination notice shall specify the date on which the Agreement shall terminate.

12.2 Termination for Breach. In the event that the City fails to complete the Project by December 31, 2027, and/or otherwise commits a Default as described in Section 11, the County may terminate this Agreement immediately by delivering written notice to the City. Within thirty (30) days of such early termination, the City shall return to the County all Funds previously disbursed from the County to the City for the Project plus interest at the rate of twelve percent (12%) per annum beginning thirty (30) days from the date of early termination.

13. Dispute Resolution.

In the event differences between the Parties should arise over the terms and conditions or the performance of this Agreement, the Parties shall use their best efforts to resolve those differences on an informal basis. If those differences cannot be resolved informally, the matter may be referred for mediation to a mediator mutually selected by the Parties. If mediation is not successful or if a party waives mediation, either of the Parties may institute legal action for specific performance of this Agreement or for damages.

14. Notices.

All notices required to be given by any party to the other party under this Agreement shall be in writing and shall be delivered either in person, by United States mail, or by electronic mail (email) to the applicable Administrator or the Administrator's designee. Notice delivered in person shall be deemed given when accepted by the recipient. Notice by United States mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, and addressed to the Administrator, or their designee, at the addresses set forth in Section 3 of this Agreement. Notice delivered by email shall be deemed given as of the date and time received by the recipient.

15. Miscellaneous.

15.1 Entire Agreement; Amendment. 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 executed with the same formalities as required for this Agreement and signed by the party against whom such modification is sought to be enforced.

15.2 Conflicts between Attachments and Text. Should any conflicts exist between any attached exhibit or schedule and the text or main body of this Agreement, the text or main body of this Agreement shall prevail.

15.3 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.

15.4 Interpretation. This Agreement and each of the terms and provisions of it are deemed to have been explicitly negotiated by the Parties, and the language in all parts of this Agreement shall, in all cases, be construed according to its fair meaning and not strictly for or against either of the Parties hereto. The captions and headings in this Agreement are used only for convenience and are not intended to affect the interpretation of the provisions of this Agreement. This Agreement shall be construed so that wherever applicable the use of the singular number shall include the plural number, and vice versa, and the use of any gender shall be applicable to all genders.

15.5 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.

15.6 No Waiver. A party's forbearance or delay in exercising any right or remedy with respect to a Default by the other party under this Agreement shall not constitute a waiver of the Default at issue. Nor shall a waiver by either party of any particular Default constitute a waiver of any other Default or any similar future Default.

15.7 No Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express written consent of the other party, which may be granted or withheld in such party's sole discretion. Any attempt to assign this Agreement in violation of the preceding sentence shall be null and void and shall constitute a Default under this Agreement.

15.8 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.

15.9 No Joint Venture. Nothing contained in this Agreement shall be construed as creating any type or manner of partnership, joint venture or other joint enterprise between the Parties.

15.10 No Separate Entity Necessary. The Parties agree that no separate legal or administrative entities are necessary to carry out this Agreement.

15.11 Ownership of Property. Except as expressly provided to the contrary in this Agreement, any real or personal property used or acquired by either party in connection with its performance under this Agreement will remain the sole property of such party, and the other party shall have no interest therein.

15.12 No Third Party Beneficiaries. This Agreement and each and every provision hereof is for the sole benefit of the City and the County. No other persons or Parties shall be deemed to have any rights in, under or to this Agreement.

15.13 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 have executed this Agreement on the date set forth under their signatures below, and effective as of the date of the last party to sign.

County

SNOHOMISH COUNTY

City

CITY OF LAKE STEVENS

By _____
County Executive Date

By _____
Brett Gailey, Mayor Date

Approved as to Form:

Approved as to Form:

Deputy Prosecuting Attorney Date

Office of the City Attorney Date

SNOHOMISH COUNTY PARTNERSHIP PROJECTS

OVERVIEW: Funding is available through Snohomish County's Capital Improvement Program to provide dollars for the completion of qualifying projects in partnership with public entities. Eligible public entities include: school districts, park districts, utility districts, county and cities/towns that have a CIP. Funding is provided through the Real Estate Excise Tax 2 (REET 2) Fund and projects must comply with fund restrictions and ideally, be included in the receiving entity's adopted capital budget. Funding is subject to availability and appropriation by the County Council.

QUALIFYING PROJECTS: REET 2 may only be used for financing "capital projects" specified in the capital facilities plan. RCW 82.46.035(5) defines capital projects as:

- (a) Planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems;
- (b) Planning, construction, reconstruction, repair, rehabilitation, or improvement of parks; and
- (c) Until January 1, 2026, planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of facilities for those experiencing homelessness and affordable housing projects.

****Your entity must own the land which the project is located on.**

SECTION 1: CONTACT INFORMATION

Public Entity Name	Public Entity Address		
Person Authorized to Approve Agreement for Funding	Contact Person Name	Contact Person Phone	Contact Person Email

SECTION 2: PROJECT INFORMATION

Program Year		
Project Title		
Project Location		
Project Description: <i>Brief (1-2 sentences) description of what the project will accomplish</i>		
Please select the appropriate category of REET II eligible uses for your proposed project:		
Is the project identified in the budget? <i>If your project is selected, please submit appropriate budget pages upon request</i>	YES	NO
Is this project identified in a CIP? <i>If your project is selected, please submit appropriate budget pages upon request</i>	YES	NO
Is the land identified for the project owned by the applying entity?	YES	NO
Is your entity in agreement with the attached template agreement for funding?	YES	NO

SECTION 3: FUNDING REQUEST – The maximum amount allowed per Council District is dependent on available funding and is subject to budget approval and appropriation. Funds may only be awarded to eligible public entities in Snohomish County, Washington.

County Funds Requested	\$
Public Entity Match Provided	\$

SECTION 4: INSURANCE COVERAGE – please check the appropriate box below to indicate if your entity can obtain each type of coverage. (Waivers may be granted in some instances.) *If N/A or Other, please notate next to the field.*

Type	Agency CAN obtain this coverage	Agency CANNOT obtain this coverage
Public Liability Insurance - \$1,000,000 personal injury and property damage		
Worker's Compensation Coverage – as required by the State of Washington		
Professional Liability – Only required when providing professional services, \$1,000,000 error and omissions.		
Self-Insured – Public Entities ONLY		

SECTION 5: FINAL QUESTIONS – HAVE YOU...

Completed all form questions	YES	NO
Confirmed desired project is in the appropriate budget documents	YES	NO
Confirmed desired project is in your CIP	YES	NO
Reviewed the agreement template	YES	NO
Confirmed Proof of Insurance	YES	NO

SECTION 6: SUBMISSION REQUIREMENTS

Please submit the form and all requested attachments to the following address by July 31st, 5 PM

Council District 5
sam.low@co.snohomish.wa.us
425-388-2577

3000 Rockefeller Avenue, M/S 609
 Everett, WA 98201-4046

[Home](#)[Other Property Data](#)[Help](#)[Property Search](#) > [Search Results](#) > Property Summary

Property Account Summary

2/18/2025

Parcel Number	00457000001600	Property Address	UNKNOWN UNKNOWN , UNKNOWN,
---------------	----------------	------------------	----------------------------

General Information

Property Description	GLENWOOD DIV A BLK 000 D-00 - W 2/3 LOT 16 LESS ESE TO SEATTLE CITY LIGHT & LESS R/W TO SNO CO PER FOR RD SWD AFN 200808080303 & CORR AFN 201109060211
Property Category	Land and Improvements
Status	Active, Locally Assessed
Tax Code Area	00408

Property Characteristics

Use Code	910 Undeveloped (Vacant) Land
Unit of Measure	Acre(s)
Size (gross)	6.33

Parties

Role	Percent	Name	Address
Taxpayer	100	CITY OF LAKE STEVENS	PO BOX 257, LAKE STEVENS, WA 98258 United States
Owner	100	CITY OF LAKE STEVENS	PO BOX 257, LAKE STEVENS, WA 98258 United States

Related Properties

No Related Properties Found

Date	Receipt No.	Amount Applied	Amount Due
No Receipts Found			

Sales History

Sale Date	Entry Date	Recording Number	Sale Amount	Excise Number	Deed Type	Transfer Type	Grantor(Seller)	Grantee(Buyer)	Other Parcels
10/26/2001	01/14/2002		\$0.00	269613	QC	M	RICE ALAN E	RICE ALAN E	No
11/01/2002	06/02/2004		\$0.00	474669	W	M	RICE ANAN E	HOWARD MICHAEL RAY II & TAMMY I	No
11/01/2002	11/05/2002		\$240,000.00	465694	W	M	RICE ALAN E	HOWARD MICHAEL RAY III & TAMMY A	No
08/05/2008	08/08/2008		\$0.00	575026	W	M	HOWARD MICHAEL RAY II & TAMMY I	SNOHOMISH COUNTY PUBLIC WORKS	No
08/05/2008	08/08/2008		\$425,000.00	575027	W	M	HOWARD MICHAEL RAY II & TAMMY I	SNOHOMISH COUNTY PUBLIC WORKS	No
06/17/2016	06/17/2016		\$0.00	1105680	QC	M	SNOHOMISH COUNTY	CITY OF LAKE STEVENS	No

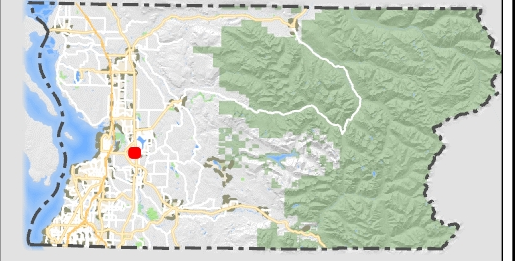
Property Maps

Neighborhood Code	Township	Range	Section	Quarter	Parcel Map
2616000	29	05	24	SW	View parcel maps for this Township/Range/Section

[Printable Version](#)

Developed by Aumentum Technologies.
 @2005-2020 All rights reserved.
 Version 4.0.3.0

Map Title



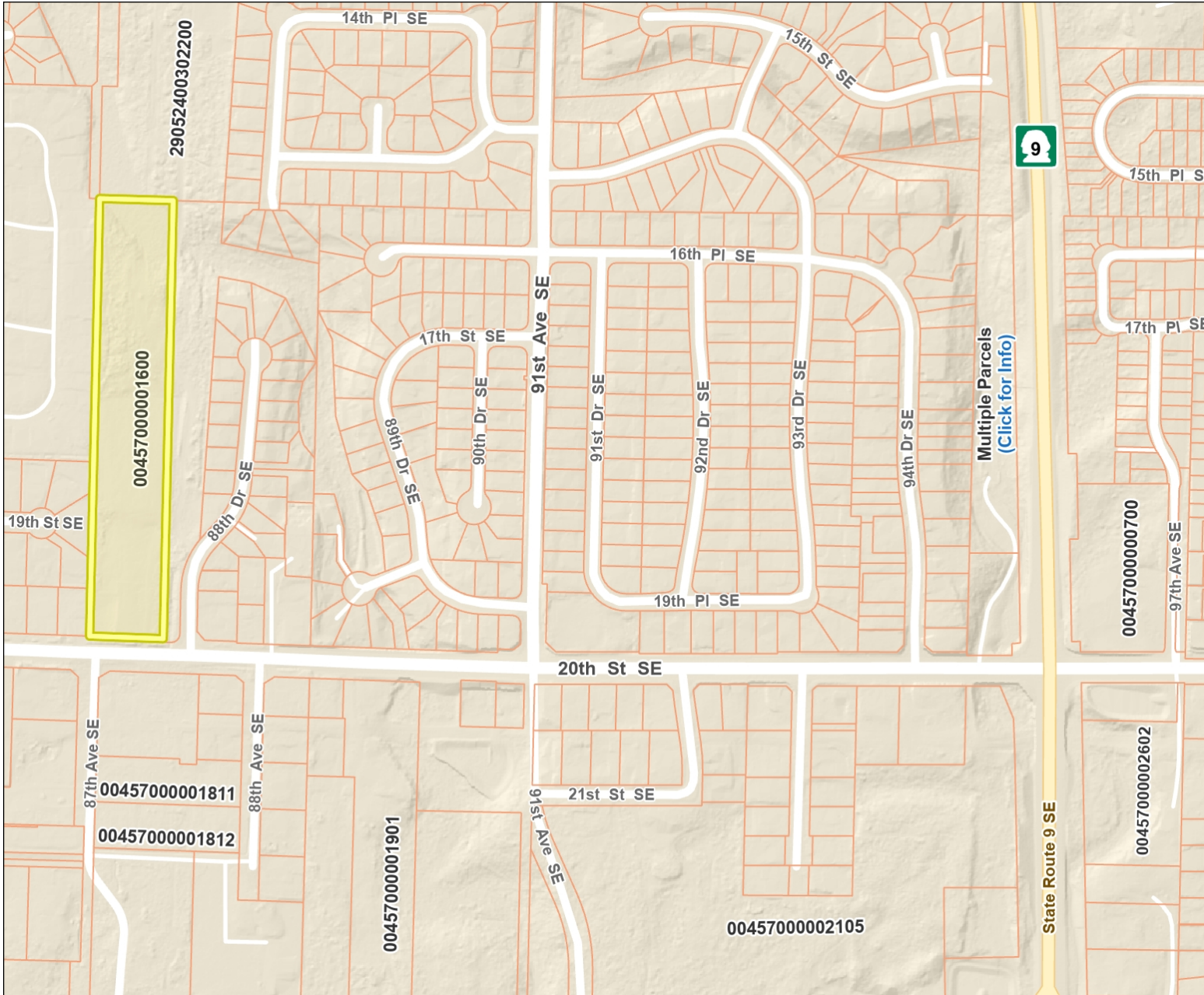
Legend

- Parcel
- Recent Sales 2025
- Recent Sales 2024
- Recent Sales 2023
- City Boundary
- County Park
- National Forest
- Water

Street Types

- Interstate
- State Route
- Local Road

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



0 491 982 Feet

2/13/2025



City of Lake Stevens
2025 - 2030 Capital Improvement Plan

ATTACHMENT C - PORTION OF CIP

Type	Project No.	Project Name	Total Project Cost	2025	2026	2027	2028	2029	2030	Grants		
										Amount	Source	Notes
STREETS	RD-101	Main St. Improvements (16th St NE to 20th St NE)	\$ 3,820,000	\$ 3,820,000						\$ 3,304,000	FHWA	Obligated
	FC-112	131st Avenue Infrastructure Improvements	\$ 2,500,000	\$ 2,500,000						\$ 700,000	LSSD Share	Negotiations in process
	RD-113	20th St NE and Main Street Roundabout	\$ 2,500,000	\$ 500,000	\$ 2,000,000					\$ 2,500,000	Federal Earmark	Obligate by Sept. 2026
	TBD-04	117th Ave NE Sidewalk (20th to 26th St NE)	\$ 1,500,000	\$ 300,000	\$ 1,200,000							
	TBD-05	91st Ave SE Sidewalk (20th to 12th St SE)	\$ 2,600,000	\$ 300,000	\$ 300,000	\$ 2,000,000				\$ 800,000	WSDOT SRTS	Applied / unsecured
	TBD-07	Soper Hill Sidewalk & Sewer Improvements	\$ 3,700,000	\$ 400,000	\$ 300,000	\$ 3,000,000						
		20th St SE Widening (Trestle to 83rd Ave)	\$ 14,200,000	\$ 200,000	\$ 1,500,000	\$ 1,500,000	\$ 11,000,000			\$ 2,432,000	TIB	Applied / unsecured
	RD-100	79th Ave SE Access Road	\$ 3,180,000		\$ 400,000	\$ 2,780,000						
	TBD-06	N Lakeshore Dr Sidewalk (Main St to 123rd Ave NE)	\$ 225,000			\$ 100,000	\$ 125,000					
	TBD-01	16th Street NE Multi-Use Path	\$ 3,150,000			\$ 350,000	\$ 300,000	\$ 2,500,000		\$ 2,500,000	Capital Transportation	Available 2029
	RD-102	91st Ave NE Commercial Revitalization Phase I	\$ 3,850,000				\$ 350,000	\$ 3,500,000				
	RD-102II	91st Ave NE Commercial Revitalization Phase II	\$ 1,100,000			\$ 100,000	\$ 1,000,000					
	CP-140S	South Lake Stevens Multi-Use Path Phase II	\$ 3,650,000			\$ 400,000	\$ 250,000	\$ 3,000,000		\$ 3,000,000	Capital Transportation	Available 2029
	TBD-18	South Lake Stevens Multi-Use Path Phase III	\$ 3,500,000					\$ 500,000	\$ 3,000,000			
		Annual Citywide Road Striping and Thermoplastic	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			
	RD-202	Annual ADA & Sidewalk Improvements	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			
	RD-203	Annual Pavement Preservation Program	\$ 5,400,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000	\$ 900,000			
	RD-205	Traffic Safety & Calming Program	\$ 600,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000			
			\$ 56,675,000	\$ 9,220,000	\$ 6,900,000	\$ 11,430,000	\$ 14,225,000	\$ 10,700,000	\$ 4,200,000	\$ 15,236,000		
PARKS	PR-100	Frontier Heights Phase II	\$ 2,350,000	\$ 2,350,000						\$ 1,204,352	RCO	Secured thru 2025
	PR-123	Eagle Ridge Storage Building	\$ 22,850	\$ 22,850</								

ATTACHMENT D - PROOF OF INSURANCE

P.O. Box 88030
Tukwila, WA 98138
Phone: 206-575-6046
Fax: 206-575-7426
www.wciapool.org

2/7/2025

Ref#: 15969

Snohomish County
Attn: Connie Price
3000 Rockefeller Ave M/S 303
Everett, WA 98201

Re: City of Lake Stevens
North Cove Marina Planning and West Lake Park Grants

Evidence of Coverage

The City of Lake Stevens is a member of the Washington Cities Insurance Authority (WCIA), which is a self-insured pool of over 160 public entities in the State of Washington.

WCIA has at least \$4 million per occurrence limit of liability coverage in its self-insured layer that may be applicable in the event an incident occurs that is deemed to be attributed to the negligence of the member. Liability coverage includes general liability, automobile liability, stop-gap coverage, errors or omissions liability, employee benefits liability and employment practices liability coverage.

WCIA provides contractual liability coverage to the City of Lake Stevens. The contractual liability coverage provides that WCIA shall pay on behalf of the City of Lake Stevens all sums which the member shall be obligated to pay by reason of liability assumed under contract by the member.

WCIA was created by an interlocal agreement among public entities and liability is self-funded by the membership. As there is no insurance policy involved and WCIA is not an insurance company, your organization cannot be named as an additional insured.

Sincerely,



Rob Roscoe
Deputy Director

cc: Anya Warrington
Jill Meis

CITY COUNCIL STAFF REPORT



Agenda Date: 3/25/2025

Subject: Ordinance 1196 amending Municipal Code Section 2.84.010 - Bonds

Contact Person/Department: Maximilian Roth, Human Resources

Budget Impact: N/A

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Recommendation for council to approve the mayor to sign ordinance 1196 amending the Lake Stevens Municipal Code section 2.84.010 - Employee Bonds

SUMMARY/BACKGROUND:

Lake Stevens Municipal Code section 2.84.010 states that selected employees, such as the Finance Director/Treasurer, City Clerk, Police Chief, and other employees whose duties include receiving, accounting for, or issuing receipts for money, funds, grants, or deposits, shall be bonded by inclusion in a faithful performance surety "blanket" bond. This blanket bond shall have an annual term and be in the amount of not less than two hundred thousand dollars.

As a member of the Washington Cities Insurance Authority insurance pool, the City of Lake Stevens currently holds crime and fidelity insurance that covers all employees with an insurance limit of \$2.5 million. This insurance coverage satisfies bonding requirements and also provides higher coverage.

To align the municipal code with current practice, it is proposed to change the code language to state that a bond or coverage through insurance should be required for the City employees listed in this code section.

APPLICABLE CITY POLICIES:

N/A

ATTACHMENTS:

1. DRAFT Ordinance 1196 Amending LSMC 2.84.010

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON**

ORDINANCE NO. 1196

**AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON
AMENDING LAKE STEVENS MUNICIPAL CODE (LSMC) SECTION 2.84.010
CONCERNING REQUIRED EMPLOYEE BONDS; PROVIDING FOR
SEVERABILITY, SUMMARY PUBLICATION BY ORDINANCE TITLE ONLY
AND AN EFFECTIVE DATE.**

WHEREAS, the City of Lake Stevens is a non-charter optional municipal code city operating under the Mayor – council plan of government in Chapter 35A.12 RCW; and

WHEREAS, the city council at the request of the mayor desire to clarify bond requirements for certain city employees; now, therefore,

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

Section 1. Lake Stevens Municipal Code section 2.84.010 is hereby amended to read as follows (additions shown in underline):

2.84.010 Bonds Required

The Finance Director/Treasurer, City Clerk, and Police Chief, in accordance with RCW 35A.12.080, along with other City of Lake Stevens employees whose duties include the receiving and/or accounting for, or the issuance of receipts for moneys, funds, grants, and/or deposits paid to or deposited with the City shall be bonded by inclusion in a faithful performance surety “blanket” bond or equivalent coverage through policies of insurance. Said blanket bond or insurance policy shall have an annual term and shall be in the amount of not less than two hundred thousand dollars.

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 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 and effect five days after its publication in the City’s official newspaper.

PASSED by the City Council of the City of Lake Stevens this 24th day of March 2025.

Brett Gailey, Mayor

ATTEST/AUTHENTICATION:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

First and Final Reading: _____, 2025

Published: _____

Effective Date: _____

CITY COUNCIL STAFF REPORT



Agenda Date: 3/25/2025

Subject: King County Regional Automated Fingerprint Identification System (AFIS) - MOA

Contact Person/Department: Jeffrey Beazizo, Troy Stevens, Information Technology

Budget Impact:

Legal Review: No

RECOMMENDATION(S)/ACTION REQUESTED:

Authorize the Mayor or designee to sign the memorandum of agreement between the City of Lake Stevens and King County.

SUMMARY/BACKGROUND:

The King County Regional Automated Fingerprint Identification System (AFIS) outlines the agreement between the Lake Stevens Police Department and the King County Regional Automated Fingerprint Identification System (AFIS) for using Remote Electronic Fingerprint Capture Equipment or Mobile ID. This program provides significant benefits for officers in the field.

Benefits:

The Mobile ID service allows officers to perform quick two-fingerprint searches using mobile electronic fingerprint capture equipment. This enables officers to identify potentially wanted or dangerous subjects before they are released from custody, enhancing community safety.

The Mobile ID service helps protect law enforcement officers by providing important information about detained individuals. Officers can access AFIS search capabilities, including Washington State arrest records and the FBI's Repository for Individuals of Special Concern (RISC), ensuring comprehensive identification.

The Mobile ID service has proven to be an effective crime-fighting tool, assisting law enforcement in identifying subjects while in the field. This timely identification process supports officers in making informed decisions and taking appropriate actions.

The only costs to King County are staff time, while the Lake Stevens Police Department covers the costs of integrating and maintaining the Mobile ID equipment and software. This cost-effective approach ensures that the program is sustainable and beneficial for the department.

**Disclaimer: This staff report was created with the help of Microsoft Copilot based on the attached document and reviewed and edited by Troy Stevens.*

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. King County MOA - Regional AFIS Access

MEMORANDUM OF AGREEMENT

BETWEEN

King County Regional Automated Fingerprint Identification System (AFIS),
a regional program of King County and under the administration of the
King County Sheriff's Office, hereinafter referred to as "KCRA",

AND

LAKE STEVENS POLICE DEPARTMENT, hereinafter
referred to as "AGENCY".

FOR THE USE OF

Remote Electronic Fingerprint Capture Equipment by law enforcement personnel in the field to perform a quick two-fingerprint search hereinafter referred to as "Mobile ID".

THE PURPOSE OF THIS AGREEMENT is for KCRA to provide its Mobile ID service for use by AGENCY Officers.

WHEREAS, KCRA has proven to be an effective crime-fighting service in furtherance of the health, welfare, benefit and safety of the residents within King County; and

WHEREAS, Since January 1, 2019, the County has continued to provide effective AFIS services to public law enforcement agencies within King County, through a voter approved six (6) year levy, as authorized by King County Ordinance No. 18674;

WHEREAS, Mobile ID has been a proven tool in assisting law enforcement to help identify subjects while in the field;

WHEREAS, AGENCY wishes to use the KCRA Mobile ID service to assist in the identification of subjects within its jurisdiction;

NOW, THEREFORE, the parties hereto agree as follows:

KCRA will provide its Mobile ID service for use by AGENCY officers, allowing AFIS search capability at KCRA, the Western Identification Network (WIN), which includes Washington State arrest records, and the FBI's Repository for Individuals of Special Concern (RISC). The purpose of this Agreement is to establish the terms under which the Mobile ID service will be used.

The goals of this Agreement are to:

- Protect the community by assisting law enforcement in identifying potentially wanted or dangerous subjects before they are released from custody.
- Protect law enforcement officers by providing information important to officer safety prior to the release of detained individuals.

Mobile ID is defined as: mobile electronic fingerprint capture equipment (software and hardware) used to obtain prints from two fingers for purposes of searching AFIS to determine an individual's identity. These fingerprints are not stored in AFIS.

I. CONTRACT ADMINISTRATION

This Agreement shall be administered by KCRA through the Regional AFIS Manager or designee and the AGENCY HEAD or designee. Each Party shall approve this Agreement. Each Party shall inform the other within thirty (30) days of this Agreement's execution of its respective contract administrator.

II. GENERAL TERMS AND CONDITIONS

- A. KCRA, in its sole discretion, will determine whether AGENCY is allowed to connect to its Mobile ID service.
- B. AGENCY has or will purchase its own Mobile ID equipment and software and will configure it for use with the KCRA Mobile ID service.
- C. Mobile ID shall be used exclusively for biometric purposes.
- D. Statistics or any information that is pertinent to the use of the Mobile ID service may be requested by the King County Regional AFIS Manager or designee, and will be submitted by AGENCY as needed.
- E. AGENCY shall cooperate with the FBI if contacted through a post-processing review of a Mobile ID match in its database.
- F. KCRA may remove any AGENCY employee's rights to access the Mobile ID service at any time, for any reason.
- G. AGENCY will comply with all applicable Mobile ID requirements as detailed in attached Exhibit A. The Regional AFIS Manager may revise these requirements at any time. Any revised requirements will be provided to AGENCY and automatically incorporated as a new Exhibit A to this agreement. No approval process will be required to amend the Exhibit A.
- H. AGENCY will comply with either the original or an alternative version of KCRA's Biometric Handheld Fingerprint Identification Policy. Copies of these policies are attached in Exhibit B. The Regional AFIS Manager may revise the policies at any time. Any revised policy will be provided to AGENCY and automatically incorporated as a new Exhibit B to this agreement. No approval process will be required to amend the Exhibit B.

III. AGENCY LIAISONS AND TRAINING

- A. AGENCY shall assign at least one (1) Liaison.
- B. AGENCY Liaisons are responsible to be the main point of contact for Mobile ID topics, work with KCRA to schedule AGENCY staff to install the Mobile ID software, schedule staff training, and conduct system testing.
- C. All AGENCY Liaisons are required to attend training in the proper use of and the administrative functions of Mobile ID. Training shall be provided by the KCRA designated Trainer.
- D. All AGENCY Mobile ID Operators are required to attend KCRA provided training in the proper use of Mobile ID by the KCRA designated Trainer.

IV. INSTALLATION AND MAINTENANCE

A. Costs paid by KCRA

The only costs to KCRA would be staff time.

B. Costs paid by AGENCY

1. Any internal infrastructure that may be necessary to connect AGENCY to the King County Network. This infrastructure may include a Local Area Network, or other equipment;
 2. Cost of integrating any AGENCY system to Mobile ID;
 3. KCRA Training sessions conducted outside of King County.
- C. AGENCY may have an agreement with the Mobile ID contractor for maintenance services and will contact said contractor directly for service calls. KCRA does not provide maintenance for contractor services.
- D. KCRA shall act as the point of contact for any questions or service calls from AGENCY regarding connectivity issues inside the King County network. KCRA shall have a contact person available twenty-four (24) hours a day, seven (7) days a week.
- E. AGENCY shall promptly notify KCRA of any error, defect, or nonconformity in the Mobile ID service.
- F. Any local system or network change that would affect the King County network must be reviewed by KCRA prior to implementation.
- G. AGENCY shall provide and maintain the network required to submit electronic fingerprint transmissions, in compliance with the Security Policy as described in Exhibit A.

V. DURATION, TERMINATION AND AMENDMENT

- A. This Agreement shall become effective when it is signed by both Parties.
- B. This Agreement shall continue in full force and effect from year to year unless modified or terminated in accordance with the terms of this Agreement.
- C. This Agreement may be terminated or suspended by either Party without cause, in whole or in part, by providing the other Party's administrator, as described in Article 2, thirty (30) days advance written notice of the termination.
- D. If KCRA or other funding is withdrawn, reduced, or limited in any way, KCRA may, upon written notification to the AGENCY administrator, as described in Section I, terminate or suspend this Agreement in whole or in part and such termination or suspension may take place immediately.
- E. This Agreement shall terminate without penalty in the event that, in the opinion of KCRA, AFIS levy proceeds are, for whatever reason, no longer available for purposes of this Agreement.
- F. As described in Section II, changes to Exhibit A or B may be made by the Regional AFIS Manager. All other amendments to this Agreement must be agreed to in writing by the Parties.

VI. INDEMNIFICATION AND LIMITATION OF LIABILITY

- A. In no event will King County be liable for loss of data, loss of use, interruption of service, incompleteness of data and/or for any direct, special, indirect, incidental or consequential

damages arising out of this Agreement or any performance or non-performance under this Agreement.

- B. Except where prohibited by law, AGENCY shall indemnify, defend and hold harmless King County and its officers, agents, and employees, or any of them, from any and all claims, actions, suits, liability, loss, costs, expenses, and damages arising out of or in any way relating to the AGENCY's installation, maintenance or use of King County's Mobile ID equipment or service, including any claimed violation of any person's civil rights except for injuries or damages caused by the negligence or willful misconduct of King County, its officers, or employees. The foregoing indemnity is specifically and expressly intended to constitute a waiver of AGENCY's immunity under Washington's Industrial Insurance act, RCW Title 51, as respect to King County only, and only to the extent necessary to provide King County with a full and complete indemnity of claims made by AGENCY employees. The Parties acknowledge that these provisions were specifically negotiated and agreed upon by them. In the event that any suit based upon such a claim, action, loss, or damage is brought against King County, AGENCY shall defend the same at its sole cost and expense; provided, that, King County retains the right to participate in said suit at its own expense if any principle of governmental or public law is involved; and if final judgment be rendered against King County and its officers, agents, and employees, or any of them, or jointly against King County and AGENCY and their respective officers, agents, and employees, or any of them, AGENCY shall satisfy the same.
- C. King County assumes no responsibility for the payment of any compensation, fees, wages, benefits or taxes to or on behalf of AGENCY, its employees, contractors or others by reason of this Agreement.
- D. AGENCY shall protect, indemnify and save harmless King County, its officers, agents and employees from any and all claims, costs and losses whatsoever occurring or resulting from (1) AGENCY's failure to pay any compensation, wage, fee, benefit or tax, and (2) the supplying to AGENCY of work, services, materials or supplies by AGENCY employees or agents or other contractors or suppliers in connection with or in support of performance of this Agreement.
- E. The indemnification, protection, defense and save harmless obligations contained herein shall survive the expiration, abandonment or termination of this Agreement.

VII. CHOICE OF LAW AND VENUE

This Agreement will be governed by the laws of the State of Washington, both as to interpretation and performance. Any action at law, suit in equity or other judicial proceeding for the enforcement of this Agreement may be instituted only in King County Superior Court.

VIII. DISPUTES

The Parties shall use their best, good-faith efforts to cooperatively resolve disputes and problems that arise in connection with this Agreement. Both Parties will make a good faith effort to continue without delay to carry out their respective responsibilities under this Agreement while attempting to resolve the dispute under this section.

IX. NO THIRD PARTY BENEFICIARIES

There are no third party beneficiaries to this Agreement, and this Agreement shall not impart any rights enforceable by any person or entity that is not a party hereto.

X. ENTIRE AGREEMENT

No change or waiver of any provision of the Agreement shall be valid unless made in writing and executed in the same manner as this Agreement. Except as to modifications to Exhibits A & B, each Party shall approve any amendment to this Agreement. This Agreement constitutes the entire agreement between the Parties with respect to the subject matter hereof and supersedes all previous agreements, written or oral, between the Parties with respect to the subject matter hereof.

The parties to this Agreement have executed this Agreement as of the last date written below.

KING COUNTY REGIONAL AFIS	LAKE STEVENS POLICE DEPARTMENT
_____ Signature	_____ Signature
_____ Printed Name of Person Signing	_____ Printed Name of Person Signing
_____ Title of Person Signing	_____ Title of Person Signing
_____ Date Signed	_____ Date Signed

EXHIBITS:

A: FP Equipment Requirements

B: Biometric Handheld Fingerprint Identification Policy

EXHIBIT A

MOBILE ID REQUIREMENTS

I. TECHNICAL

AGENCY must provide the proper environment for the Mobile ID software, to include:

- A. The Mobile Data Terminal (MDT) or patrol vehicle mounted laptop with Windows 10 64-bit (or newer) operating system with unique logon credentials for each user.
- B. The coordination of AGENCY IT staff, when needed, to ensure networking and other technical requirements are met to utilize the system.

AGENCY must satisfy one of the following:

- A. The patrol vehicle must be a physically secure location according to current Criminal Justice Information Services Security Policy, or;
- B. The MDT/laptop must have multifactor authentication configured, with the second authentication done at Windows logon.

AGENCY shall report any Mobile ID issues to the Service Request Line (206-263-2777) or the AFIS IT mailbox (AFISITHelp@kingcounty.gov).

II. SECURITY

A. Roles and Responsibilities

AGENCY is responsible for establishing appropriate security control.

AGENCY shall provide security awareness briefing to all personnel who have access to the KCRA Mobile ID system.

B. Monitoring

All access attempts are logged and/or recorded and are subject to routine audit or review for detection of inappropriate or illegal activity.

C. Physical Security

AGENCY must assume responsibility for and enforce the system's security standards with regard to AGENCY and users it services. AGENCY must have adequate physical security to protect against any unauthorized access to Mobile ID at all times.

EXHIBIT B



BIOMETRIC HANDHELD FINGERPRINT IDENTIFICATION POLICY King County Regional Automated Fingerprint Identification System (AFIS)

I. PURPOSE

To provide direction for the use of the biometric handheld fingerprint identification devices, more commonly known as a mobile identification device or Mobile ID. If an agency wishes to adopt its own or deviate from this policy, the agency must present its request to the Regional AFIS Manager.

II. PROGRAM

King County's regional AFIS program has initiated a Mobile ID project, involving the use of wireless remote fingerprint identification throughout the county. The project is designed to assist in identifying persons whose identities are in question. While the fingerprint verification process already exists in King County, Mobile ID moves this function to law enforcement first responders, resulting in a more timely identification process.

The system scans the fingerprints at the Mobile ID device and transmits wirelessly to the King County AFIS. If the fingerprints are in the AFIS database, a positive match returns the person's specific identifiers to the Mobile ID device or officer's mobile computer.

A simultaneous search may also be conducted to search Washington State Patrol's AFIS database and an FBI database known as the Repository for Individuals of Special Concern (RISC).

- A. Only officers trained by AFIS program staff and operating under the guidelines of the Mobile ID project may use the device.
- B. In the event that lack of usage by the assigned officer is a concern, the AFIS program will communicate with the agency and provide retraining and/or direct a reassignment of the device.
- C. Any use of the device not consistent with this policy and/or law enforcement purposes may result in reassignment or forfeiture of the device, and/or a deactivation of access to the AFIS database. Additionally, any violation of the Mobile ID policy/procedure, or of federal or state law, may subject the officer to internal discipline by his/her agency.

III. PROCEDURE

The use or retention of any Mobile ID-collected data shall conform to federal and state laws. It must also conform to individual agency policy as well as the AFIS program procedure as follows:

- A. An officer may use Mobile ID when there is probable cause to arrest a suspect.
- B. An officer may use Mobile ID during a Terry Stop based upon reasonable suspicion. If a person provides a driver's license or other valid means of identification, or gives the officer a name that can be confirmed through a driver's license check, that form of identification should suffice without the use of Mobile ID. However, if there are articulable facts that give rise to reasonable suspicion regarding the accuracy of a person's identity, the officer may use Mobile ID to verify identity.
- C. Absent probable cause or reasonable suspicion of criminal activity, a person may consent to an officer's request to use Mobile ID. However, the consent must be voluntary as defined by current Washington case law; i.e., the person must be informed that he/she has a right to refuse the officer's request.
- D. An officer may use Mobile ID as part of a community caretaking function to identify a person when:
 - 1. The person is unable to identify himself/herself because they are deceased, unconscious, physically injured, intoxicated (drugs or alcohol), or suffering from a mental illness or dementia (for instance, Alzheimer's walk-away patient); and
 - 2. The officer does not find any identification; and
 - 3. The officer takes the person into protective custody (for example, under RCW 70.96.120(2) (alcohol), RCW 71.05, 71.34 (mental health), or similar statutes, or to render aid such as having the person transported to the hospital, or to identify and protect an elderly dementia person who is lost.
- E. Use of the device shall be documented in any report generated as a result of the contact. The officer must articulate the specific facts that support the basis for the use of Mobile ID and must state the voluntary compliance of the Mobile ID if used without arrest, probable cause, or reasonable suspicion.

CITY COUNCIL STAFF REPORT



Agenda Date: 3/25/2025

Subject: Traffic Cameras

Contact Person/Department: Aaron Halverson, Kim Klinkers, Public Works

Budget Impact: \$25,000 is budgeted for 2025. A budget amendment will be necessary for this program in 2025.

Legal Review: Yes

RECOMMENDATION(S)/ACTION REQUESTED:

Review the materials and consider this traffic cameras to improve safety on public roadways.

SUMMARY/BACKGROUND:

In 2024, the Washington State Legislature enacted laws expanding and clarifying the use of traffic safety cameras by municipalities to enforce traffic violations. These cameras can now be deployed to detect stoplight violations, railroad crossing violations, and speed violations in designated areas, including:

- School Zones
- School Walk Zones
- Park Zones
- Hospital Speed Zones
- Roadway Work Zones
- Other high-risk locations identified by the legislative authority, where excessive vehicle speeds contribute to an increased crash risk (at a rate of one per 10,000 population).

Traffic safety cameras serve as a force multiplier for speed enforcement, particularly in school zones and park areas. They have been shown to reduce both the frequency of

speeding and the median speed of vehicles. According to the Washington Traffic Safety Commission, pedestrian survival rates in vehicle collisions are significantly affected by vehicle speed: at 25 mph, 9 out of 10 pedestrians survive, whereas at 40 mph, the fatality rate rises dramatically.

State law requires that revenue generated from this program be allocated to roadway safety improvements, program administration, and related operational enhancements.

Council Consideration

The first step in implementing a traffic safety camera program is adopting a traffic safety camera ordinance. A draft ordinance is attached to this agenda item for review and will be discussed at the City Council retreat on April 24th. Key considerations for the council include:

1. **Program Implementation** – Does the council support implementing a traffic safety camera program to reduce vehicle speeds on public roadways?
2. **Enforcement Scope** – Should the program be limited to school zones (enforced only when school zone lights are flashing), or should it be expanded to include school walk zones (24/7 enforcement at the posted speed limit, with a 20 mph limit when school zone lights are flashing)?

If the council moves forward with the adoption of this ordinance, the next step will be for the administration to procure contract services to conduct an analysis of potential camera locations. The findings from this analysis will be presented to the City Council for further consideration.

APPLICABLE CITY POLICIES:

ATTACHMENTS:

1. 20250321_LkStevens_TrafficOrdinance

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON**

ORDINANCE _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, ADDING A NEW CHAPTER 7.06 OF THE LAKE STEVENS MUNICIPAL CODE, RELATED TO AUTOMATED TRAFFIC SAFETY CAMERAS; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Lake Stevens is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the state of Washington, and has the authority to regulate the use of City streets pursuant to RCW 35A.11.020; and

WHEREAS, the City has an interest in maintaining the safety and welfare of its citizens and ensuring City streets are monitored in a safe manner for their intended use; and

WHEREAS, tragic accidents involving school children are often the result of speeding in school zones; and

WHEREAS, the Washington State Legislature has adopted Chapter 46.63 RCW which authorizes local jurisdictions to use automated traffic safety cameras at arterial intersections and school zones, subject to the limitations set forth therein; and

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

Section 1. NEW CHAPTER. Chapter 7.06 LSMC, Automated traffic safety cameras - Detection of violations - Restrictions, is added as follows:

**CHAPTER 7.06
AUTOMATED TRAFFIC SAFETY CAMERAS**

Sections:

7.06.010	Definitions
7.06.020	Automated Traffic Safety Cameras – Detection of Violations - Restrictions
7.06.030	Notice of Infraction
7.06.040	Prima Facia Presumption
7.06.050	Infractions Processed
7.06.060	Fine
7.06.070	Non-Exclusive Enforcement

7.06.010 Definitions

The definitions in this section apply throughout this section and each section of this chapter.

(1) "Automated traffic safety camera" means a device that uses a vehicle sensor installed to work in conjunction with an intersection traffic control system, a railroad grade crossing

control system, or a speed measuring device, and a camera synchronized to automatically record one or more sequenced photographs, microphotographs, or electronic images of the front or rear of a motor vehicle at the time the vehicle fails to stop when facing a steady red traffic control signal or an activated railroad grade crossing control signal, or exceeds a speed limit as detected by a speed measuring device. "Automated traffic safety camera" also includes a device used to detect stopping at intersection or crosswalk violations; stopping when traffic obstructed violations; public transportation only lane violations; stopping or traveling in restricted lane violations; and public transportation bus stop zone violations detected by a public transportation vehicle-mounted system.

(2) "Hospital speed zone" means the marked area within hospital property and extending 300 feet from the border of the hospital property (a) consistent with hospital use; and (b) where signs are posted to indicate the location is within a hospital speed zone, where "hospital" has the same meaning as in RCW [70.41.020](#).

(3) "Public park speed zone" means the marked area within public park property and extending 300 feet from the border of the public park property (a) consistent with active park use; and (b) where signs are posted to indicate the location is within a public park speed zone.

(4) "Public transportation vehicle" means any motor vehicle, streetcar, train, trolley vehicle, ferry boat, or any other device, vessel, or vehicle that is owned or operated by a transit authority or an entity providing service on behalf of a transit authority that is used for the purpose of carrying passengers and that operates on established routes. "Transit authority" has the same meaning as provided in RCW [9.91.025](#).

(5) "Roadway work zone" means an area of any city roadway, including state highways that are also classified as city streets under chapter [47.24](#) RCW, or county road as defined in RCW [46.04.150](#), with construction, maintenance, or utility work with a duration of 30 calendar days or more. A roadway work zone is identified by the placement of temporary traffic control devices that may include signs, channelizing devices, barriers, pavement markings, and/or work vehicles with warning lights. A roadway work zone extends from the first warning sign or high intensity rotating, flashing, oscillating, or strobe lights on a vehicle to the end road work sign or the last temporary traffic control device or vehicle.

(6) "School speed zone" has the same meaning as described in RCW [46.61.440](#) (1) and (2).

(7) "School walk zone" means a roadway identified under RCW [28A.160.160](#) or roadways within a one-mile radius of a school that students use to travel to school by foot, bicycle, or other means of active transportation.

7.06.010 Automated traffic safety cameras - Detection of Violations - Restrictions

- A. City law enforcement officers and persons commissioned by the Lake Stevens Police Chief are authorized to use automated traffic cameras and related automated systems to detect and record the image of:
 - (1) School speed zone violations,

- (2) Speed zone violations on any roadway identified in a school walk zone,
 - (3) Public park speed zone violations,
 - (4) Roadway work zones when workers are present,
 - (5) Violations of traffic ordinances on state highways that are also classified as a city street under chapter 47.24 RCW,
 - (6) Speed violations in locations the city council has deemed high crash risk due to excessive vehicle speeds under RCW 46.63.250(3) restricting camera usage to one camera per 10,000 population; and (7) Stoplight violations, subject to 46.63.220.
- B. The City Council is required to prepare an analysis of the locations within Lake Stevens where automated traffic safety cameras are proposed to be located before adding traffic safety cameras to a new location or relocating any existing camera to a new location within the jurisdiction. The analysis must include equity considerations including the impact of the camera placement on livability, accessibility, economics, education, and environmental health when identifying where to locate an automated traffic safety camera. The analysis must also show a demonstrated need for traffic cameras based on one or more of the following in the vicinity of the proposed camera location: Travel by vulnerable road users, evidence of vehicles speeding, rates of collision, reports showing near collisions, and anticipated or actual ineffectiveness or infeasibility of other mitigation measures.
- C. Automated traffic safety cameras may only take pictures of the vehicle and vehicle license plate and only while an infraction is occurring. Pictures taken by automated traffic safety cameras may not reveal the face of the driver or of the passengers in the vehicle. The installation of automated traffic safety cameras in a manner that minimizes the impact of camera flash on drivers must be considered by the City.
- D. The City shall clearly mark all locations where automated traffic safety cameras are in use by placing signs at least 30 days prior to activation of the camera in locations that clearly indicate to the driver that: (a) The driver is entering an area where automated traffic safety cameras are authorized; or (b) they are entering a zone where traffic laws are enforced by an automated traffic safety camera. The signs must be visible to a driver approaching an automated traffic safety camera. Signs must follow the specifications and guidelines under the manual of uniform traffic control devices for streets and highways as adopted by the department of transportation under chapter 47.36 RCW.
- E. The City shall post an annual report on the city's website of the number of traffic crashes that occurred at each location where an automated traffic safety camera is located, as well as the number of notices of infraction issued for each camera. Beginning January 1, 2026, the annual report must include the percentage of revenues received from fines issued from automated traffic safety camera infractions that were used to pay for the costs of the automated traffic safety camera program and must describe the uses of revenues that exceeded the costs of operation and administration of the automated traffic safety camera program by the city.

- F. The compensation paid to the manufacturer or vendor of the equipment used must be based only upon the value of the equipment and services provided or rendered in support of the system and may not be based upon a portion of the fine or civil penalty imposed or the revenue generated by the equipment. If the contract between the City and manufacturer or vendor of the equipment does not provide for performance or quality control measures regarding camera images, the City must perform a performance audit of the manufacturer or vendor of the equipment every three years to review and ensure that images produced from automated traffic safety cameras are sufficient for evidentiary purposes as described in section 7.06.020 of this chapter.
- G. Revenue generated by an automated traffic safety camera program may only be used for:
 - 1. Traffic safety activities related to construction and preservation projects and maintenance and operations purposes including, but not limited to, projects designed to implement the complete streets approach as defined in RCW 47.04.010, changes in physical infrastructure to reduce speeds through road design, and changes to improve safety for active transportation users, including improvements to access and safety for road users with mobility sight, or other disabilities.
 - 2. The cost to administer, install, operate, and maintain the automated traffic safety cameras, including the cost of processing infractions.
 - 3. If used for the purposes described in G.1. of this subsection the use of revenue must include the use of revenue in census tracts of the city that have household incomes in the lowest quartile determined by the most currently available census data and areas that experience rates of injury crashes that are above average or the city. Funding contributed from the traffic safety program revenue must be, at a minimum proportionate to the share of the population of the city who are residents of these low income communities and communities experiencing high injury crash rates. This share must be directed to investments that provide direct and meaningful traffic safety benefits to these communities. Revenue use to administer, install, operate, and maintain automate traffic safety cameras, including the cost of processing infractions, are excluded from determination of the proportionate share of revenues under this subsection.
 - 4. Beginning four years after an automated traffic safety camera authorized under this section is initially placed and in use, 25 percent of the noninterest money received for infractions issued by such cameras in excess of the cost to administer, install, operate, and maintain the cameras, including the cost of processing infractions, must be deposited into the Cooper Jones active transportation safety account created in RCW 46.68.480.
- H. The restrictions on the use of automated traffic safety cameras for enforcement of the traffic violations set forth in this section and any other

automated traffic safety camera policies adopted by the city shall be posted on the city's website.

7.06.020 Notice of Infraction.

- A. Whenever any vehicle is photographed by an automated traffic safety camera, a notice of infraction shall be mailed to the registered owner of the vehicle within 14 days of the violation, or to the renter of a vehicle within 14 days of establishing the renter's name and address. A person receiving a notice of infraction based on evidence detected by an automated traffic safety camera may respond to the notice by mail.
- B. If the registered owner of the vehicle is a rental car business, the law enforcement agency shall, before a notice of infraction is issued, provide a written notice to the rental car business that a notice of infraction may be issued to the rental car business if the rental car business does not, within 18 days of receiving the written notice, provide to the agency by return mail: (1) a statement under oath stating the name and known mailing address of the individual driving or renting the vehicle when the infraction occurred; or (2) a statement under oath that the business is unable to determine who was driving or renting the vehicle when the infraction occurred; or (3) in lieu of identifying the vehicle operator, the rental car business may pay the applicable penalty. Timely mailing of this statement to the agency shall relieve the rental car business of any liability under this chapter for the infraction.
- C. The law enforcement officer issuing a notice of infraction shall include with it a certificate or facsimile thereof, based upon the inspection of photographs, microphotographs or electronic images produced by an automated traffic safety camera, citing the infraction and stating the facts supporting the notice of infraction. This certificate or facsimile shall be prima facie evidence of the facts contained in it and shall be admissible in a proceeding charging a violation under this chapter. The photographs, microphotographs or electronic images evidencing the violation must be available for inspection and admission into evidence in a proceeding to adjudicate the liability for the infraction.
- D. The registered owner of a vehicle is responsible for an infraction detected through the use of an automated traffic safety camera unless the registered owner overcomes the presumption set forth in LSMC 7.06.030, or, in the case of a rental car business, satisfies the conditions under LSMC 7.06.030(B)(3). If appropriate, a renter identified under LSMC 7.06.030(B)(3) is responsible for an infraction.
- E. All photographs, microphotographs or electronic images prepared under this chapter are for the exclusive use of law enforcement in the discharge of duties under this chapter and, as provided in 46.63.220(11) RCW, they are not open to the public and may not be used in a court in a pending action or proceeding unless the action or proceeding relates to a violation under this chapter. No photograph, microphotograph or electronic image may be used for any purpose other than enforcement of violations under this chapter nor retained longer than necessary to enforce this chapter.

7.06.030 Prima facie presumption.

- A. In a traffic infraction case involving an infraction detected through the use of an automated traffic safety camera under this chapter, proof that the particular vehicle described in the notice of traffic infraction was involved in the stoplight violation or school speed zone violation, together with proof that the person named in the notice of infraction was at the time of the violation the registered owner of the vehicle, shall constitute in evidence a prima facie presumption that the registered owner of the vehicle was the person in control of the vehicle at the point where, and for the time during which, the violation occurred.
- B. This presumption may be overcome only if the registered owner, under oath, states in a written statement to the court or in testimony before the court that the vehicle involved was, at the time, stolen or in the care, custody or control of some person other than the registered owner.

7.06.50 Fine.

- A. The fine for an infraction detected under the authority of this chapter shall be a base monetary penalty of \$145.00;
- B. Provided that the fine for an infraction detected under the authority of this chapter for school speed zone cameras shall be as follows:
 - 1. A base monetary penalty of \$145.00 for the first offense; and
 - 2. A base monetary penalty of \$290 for repeat offenses; and
 - 3. A base monetary penalty of \$290 for any offense in excess of 11 miles per hour over the posted school zone speed limit.
- C. The base monetary fine for all infractions shall automatically be adjusted for inflation every five years, beginning January 1, 2029, based on the changes in the consumer price index as calculated by the State Office of Financial Management for that time period.
- D. Except as provided in this subsection, registered owners of vehicles who receive notices of infraction for automated traffic safety camera-enforced infractions and are recipients of public assistance under Title 74 RCW or participants in the Washington women, infants, and children program, and who request reduced penalties for infractions detected through the use of automated traffic safety camera violations, must be granted reduced penalty amounts of 50 percent of what would otherwise be assessed for a first automated traffic safety camera violation and for subsequent automated traffic safety camera violations issued within 21 days of issuance of the first automated traffic safety camera violation. Eligibility for Medicaid under 74.09.510 RCW is not a qualifying criterion under this subsection. Registered owners of vehicles who receive notices of infraction must be provided with information on their eligibility and the opportunity to apply for a reduction in penalty amounts through the mail, through electronic mail or other accepted means.

10.06.060 . Nonexclusive enforcement.

Nothing in this chapter prohibits a law enforcement officer from issuing a notice of traffic infraction to a person in control of a vehicle at the time a violation occurs under 46.63.030 RCW.

Section 2. SEVERABILITY. Should any portion of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 3. CORRECTIONS. The City Clerk is authorized to make necessary corrections to this ordinance, including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication.

Section 5. COUNCIL AUTHORIZATION. The City Council shall authorize the placement and plan of operation for all automated traffic camera and related safety equipment including, but not limited to, traffic speed violations; the duration of its operation and the means for determining the effectiveness toward the goal of improved traffic safety within the City.

APPROVED BY A MAJORITY of the Lake Stevens City Council this ____ day
of _____, 2025.

Brett Gailey, Mayor

ATTEST/AUTHENTICATED:

Kelly Chelin, City Clerk

APPROVED AS TO FORM:

Greg Rubstello, City Attorney

Date of Publication: _____

Effective Date: *This ordinance shall take effect _____, 2025 or 5 days after its enactment, whichever date is last to occur.*