

CIVIL SERVICE COMMISSION 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.

September 11, 2025 - 4:00 PM
City Hall (1812 Main St.) and [via Zoom](#)

1. **Call to Order**
2. **Roll Call**
3. **Action Items**
 - A. Approve Minutes of August 14, 2025 Civil Service Commission Meeting Julie Kelch
4. **New Business**
 - A. Staffing and Recruiting Update Dean Thomas
 - B. Public Safety Testing Annual Business Meeting and Civil Service Conference Julie Kelch
 - C. Meeting Schedule for Oct.-Dec. 2025 Julie Kelch
5. **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 OF LAKE STEVENS
CIVIL SERVICE COMMISSION MEETING MINUTES

August 14, 2025

Hybrid meeting via Zoom and in-person at City Hall

CALL TO ORDER:	4:00 p.m. by Chairperson Ray Mitchell
COMMISSIONERS PRESENT:	Ray Mitchell, Brian McManus, Debbie Willis
STAFF PRESENT:	Jeff Beazizo, <i>Police Chief</i> ; Dean Thomas, <i>Acting Deputy Police Chief</i> ; Julie Kelch, <i>Senior Human Resources Specialist and Chief Examiner/Secretary</i>

Action Items:

MOTION by Ray Mitchell to approve the Minutes of the July 10, 2025 Civil Service Commission Meeting. Motion seconded by Debbie Willis. Motion passed unanimously. Motion carried.

Staffing and Recruiting Update:

Commander Thomas and Chief Beazizo reported that the department is down by four police officers. Recruiting is ongoing; a new employee started the Basic Law Enforcement Academy this week. They anticipate asking the City Council for two additional commissioned positions in the 2026 budget, which would bring each squad to six officers, and include a Support Services Sergeant for another Support Services unit that would have traffic, K-9, and CSOs. The Deputy Police Chief announced he is retiring in September.

Chief Beazizo reported that the new CSO will start working next week and will help officers with calls at the parks. There has already been a significant drop in calls for service at parks, so he is hopeful the additional CSO will help continue that trend. The city will acquire the Cavalero Skate Park around the beginning of September.

Discussion regarding the number of Lake Stevens police officers per capita compared to other areas:

- .48 for current patrol officer staffing
- .98 for commissioned officers, including command staff
- Lake Stevens ranks the lowest in Washington for cities of the same population

Washington State has the lowest number of Police Officers in the country, including Washington, DC.

Sending a candidate to the police academy in Burien costs the department \$30,000 because the city is 47 miles from the Academy and doesn't meet the 50-mile threshold that would allow the city a \$23,000 food and housing stipend to be covered by the State. If the city was 50 miles

away or further, it would only pay \$7,395 (25%). It would be significantly cheaper to send candidates to the academy in Arlington, but the wait time is 9-12 months.

Discussion regarding crime statistics:

- Lake Stevens is the 10th safest city in Washington this year
- Officers are still running from call to call to call
- Chief is aiming for a four-person minimum; it's where the department should be (supervisor and four officers)
- A recent study showed 3:00 p.m.- 9:00 p.m. is the busiest time (10:00 p.m. this time of year)
- DUI and other calls can take several hours to process
- Looking at technology options

Discussion regarding the administration of traffic cameras.

Debbie asked about incorporating an electric bike policy. Chief Beazizo reported that information about electric bikes has been sent to the public and is available on the website that explains the different classifications. The issues in the city are that 12-14 juveniles are riding them, to whom infractions can't be issued; the juvenile court won't take them due to the seriousness of the violation. The Chief, the city, and the attorney are reviewing the Ordinance. Currently, 20-30 kids are riding around the city on them.

Ray commended Officer Savchuk for helping a resident who speaks Ukrainian.

Julie reported she's working with PST to identify another testing date at The Mill.

Chief Beazizo added that we'll be doing a Sergeant's Assessment Center in November.

Chief Beazizo asked to discuss with Julie whether to continue paying for Entry Level Police Officer candidates to include the City of Lake Stevens on their agency list. There's been an increase in unresponsive candidates, and others have said they only signed up because the city paid for it. Commander Thomas suggested that perhaps the City should only pay the fee if the applicant is participating in testing that the city is hosting at The Mill.

Chief Beazizo reported that they now have three background investigators: Commander Thomas, Sgt. Hingtgen and Phil Bassett, and are considering adding two more in the patrol division for succession planning. The new Guardian program has reduced background investigations from approximately 40 hours to 20 hours, as much of the process can now be completed electronically.

New Business:

None.

Adjourn:

MOTION by Ray Mitchell to adjourn the meeting. Motion seconded by Debbie Willis. Motion passed unanimously. Motion carried.

The meeting was adjourned at 4:19 p.m.

Respectfully Submitted:

Approved By:

Julie Kelch, Chief Examiner/Secretary
Civil Service Commission

Ray Mitchell, Chairperson
Civil Service Commission

Eligibility List	Authorized Positions	Vacant Positions	Candidates on Eligibility List	Activity from Aug. 12-Sep. 2, 2025	
Police Officer*	36*	4			
Entry Level			69	New candidates: 22 Removed from Eligibility List: 16 Hired: 00 • Matthew Ashbrook hired 7/28/25; Academy: 8/12/25-12/18/25	Conditional offer of employment: 0 Background check in Progress: 0 Resigned/Separated: 0
Entry Level-Advanced			1	New candidates: 2 Removed from Eligibility List: 2 Hired: 0	Conditional offer of employment: 0 Background check in progress: 0 Resigned/Separated: 0
Lateral			1	New candidates: 1 Removed from Eligibility List: 0 Hired: 0	Conditional offer of employment: 0 Background check in progress: 0 Resigned/Separated: 0
Police Sergeant			0	Eligibility List expired Sept. 10, 2024	
Police Records Supervisor	1	0	0	Eligibility List expired Dec. 13, 2024	
Police Records Specialist	5	0	0	Eligibility List expired Apr. 10, 2025	
Community Service Officer	2	0	7	New candidates: 0 Removed from Eligibility List: 0 Hired: 0	Background check in progress: 0 Resigned/Separated: 0
Evidence Technician	1	0	0	Eligibility List expired pre-2018	

*Does not include Police Chief, Deputy Police Chief, or Commander.

Hiring Process:

1. Eligibility List certification
2. Command interview
3. Two ride-alongs
4. Polygraph**
5. Background check
6. Conditional offer of employment**
7. Psychological exam**
8. Medical exam**
9. Offer of employment

**Police Officers only

Upcoming Vacancies:

We are unaware of any.