City of Lake Stevens Vision Statement

By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

CITY COUNCIL JOINT MEETING WITH PLANNING COMMISSION AND WORKSHOP MEETING AGENDAS
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens

Tuesday, December 13, 2016 – 5:30 p.m.

JOINT CITY COUNCIL/PLANNING COMMISSION MEETING: Russ

- 2016 Accomplishments (10 minutes)
- Code Amendments (10 minutes)
- 2017 Work Plan (10 minutes)

CITY COUNCIL WORKSHOP

- City Hall Siting (30 minutes) Russ

CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens

Tuesday, December 13, 2016 – 7:00 p.m.

NOTE: ***WORKSHOP ON VOUCHERS AT 6:45 P.M.***

CALL TO ORDER:		7:00 P.M.	Mayor
PLEDGE OF ALLEGIANCE			Council President
ROLL CALL:			
APPROVAL OF AGENDA:			Council President
GUEST BUSINESS:			
COUNCIL BUSINESS:			Council President
MAYOR'S BUSINESS:			
CITY DEPARTMENT REPORT:		Update	
CONSENT AGENDA:	*A	Approve 2016 Vouchers	Barb
	*B	Approve City Council Workshop Meeting Minutes of November 8, 2016	Barb

Lake Stevens City Council Regular Meeting Agenda December 13, 2016

	*C	Approve City Council Regular Meeting Minutes of November 8, 2016	Barb
	*D	Approve City Council Special Meeting Minutes of November 29, 2016	Barb
	*E	Boards and Commissions Reappointments	Mayor
	*F	Approve City Attorney Retainer Agreement	Mary
	*G	Approve Public Defender Contract	Mary
	*H	91st Avenue SE Safe Routes to School Project Acceptance	Adam
	*I	Approve Resolution 2016-23 Establishing Park Mitigation Fund 302	Barb
	*J	Approve Resolution 2016-24 Establishing a Capital Equipment-Vehicle Replacement Fund 515	Barb
	*K	Approve Interlocal Agreement with Snohomish County Conservation District	Mick
	*L	Approve Contract Extension with ServPro re Asbestos Inspection/Removal	Mick
	*M	Approve Budget and Size Increase for Modular Structure Purchase re Temporary City Hall	Mick
	*N	Approve Master Non-Exclusive On-Call Public Works Contract for Electrical Services	Mick
	*O	Approve First Amendment to WAVE Broadband Agreement for Dark Fiber	Troy
PUBLIC MEETING:	*A	Accept Final Plat and Associated Right-of-Way for Maple Rock II	Dillon

PUBLIC HEARINGS:

PUBLIC HEARING FORMAT:

1. Open Public Hearing
2. Staff presentation
3. Council's questions of staff
4. Proponent's comments
5. Comments from the audience
6. Close public comments portion of hearing
7. Discussion by City Council
8. Re-open public comment portion of the hearing for additional comments (optional)
9. Close Hearing
10. COUNCIL ACTION:
    a. Approve
    b. Deny
    c. Continue

*A Public Hearing and Adoption of Comprehensive Plan Amendments — Stacie/Melissa

1. Adopt Ordinance 978 re Land Use Map Amendments Requested by Lake Stevens School District
2. Adopt Ordinance 979 re Citizen- Initiated Land Use Map Amendment
3. Adopt Ordinance 980 re City-Initiated Land Use Maps and Text Amendments and 2016 Comprehensive Plan Amendments

City of Lake Stevens Vision Statement

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	*B	Rezone 1. Adopt Ordinance 981 re Lake Stevens School District Request for Rezone 2. Adopt Ordinance 982 re Citizen-Initiated Request for Rezone 3. Adopt Ordinance 983 re City-Initiated Rezone	Stacie/Melissa
	*C	2nd & Final Reading and Adoption of Ordinance 975 – 2017 Budget	Barb
ACTION ITEMS:	*A	Approve Resolution 2016-22 re ICMA Deferred Compensation Plan	Steve
	#B	2017 Legislative Agenda	Mary

DISCUSSION ITEM:

EXECUTIVE SESSION: Real Property With No Action to Follow

ADJOURN

***** ITEMS ATTACHED	****** ITEMS PREVIOUSLY DISTRIBUTED	**#** ITEMS TO BE DISTRIBUTED

THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE:

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

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LAKE STEVENS CITY COUNCIL
LAKE STEVENS PLANNING COMMISSION
STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Joint City Council / Planning Commission Workshop

Contact Person/Department:	Russ Wright Planning and Community Development	**Budget Impact:**	Specific projects as approved by Council

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

The recommended action is for the City Council to review and accept the 2017 Long-Range Planning Work Program as presented.

BACKGROUND:

Council reviews the long-range work plan annually. The 2017 work program primarily includes the Planning Commission's 2017 work plans.

DISCUSSION:

A. 2016 Planning & Community Development Accomplishments

This last year has been a transformative year for Planning and Community Development. At the start of the year, the department was down several key staff members and had to rely on the dedication of the core staff members and use consultants to maintain a high level of service to the community. Staff embarked on the most aggressive work plan in years, processed record numbers of applications of every variety and coordinated with other departments and agencies to implement multiple capital projects.

Administration

- In 2016, Planning and Community Development added three staff positions and a temporary employee: Assistant Planner, Building Inspector, Parks and Recreation Coordinator, and a Temporary Permit Specialist.
- The department has almost entirely transformed through filling vacancies or promotion: Director (promotion), Assistant Planner (promotion), Associate Planner (new hire), Senior Planners (2 promotions), Building Inspectors (2 new hires), Building Official (new hire), Permit Specialist (promotion), Parks and Recreation Coordinator (new hire).

- **Three new positions**
- **New & revised development incentives**
- **Citizen Connect web portal**
- **Sno-Isle/City of Lake Stevens master plan collaboration**

- Staff has worked to create efficiencies across the board in terms of permit processing, developing internal policies and activating Citizens Connect, which is a web portal that allows anyone to

review projects online, and revising Permit Center hours to ensure staff can dedicate quality time to plans review and processing.

- Every staff member has had the opportunity to receive training in 2016 and expand his or her skills.
- The Director developed revised development incentives for new commercial/industrial businesses in direct coordination with Administration, the Planning and Economic Development Subcommittee and entire Council.
- The Director has coordinated with the Economic Development Coordinator to develop a surplus property strategy, which has led to a broker selection process to liquidate unneeded city properties.
- The Director and Administration have established a relationship with Sno-Isle Library District to master plan the Chapel Hill site for a potential library, police station, city hall and other civic buildings.
- The Community Development Director and Public Works Director continue to coordinate on several projects including the Grade Road Embankment Repair, Lundeen Park Improvements, and the site and building planning for a temporary city hall.
- Staff continues to coordinate on regional issues with Alliance for Affordable Housing, Snohomish County Tomorrow, Planning Advisory Committee and Snohomish County.

Building Division

- Staff has processed 811 building permits (698 SFR and 113 Commercial) a 30% increase from 2015, 130 business licenses, 73 fire permits, 119 right-of-way permits and 19 sign permits.
- The city received several large commercial projects including a new Elementary School, Classroom Additions and Early Learning Center; Boys & Girls Club addition; a Mixed-used Building near SR-204; and a Multi-Building Commercial Center and new standalone Pharmacy in the Lake Stevens Center.

- **811 Building Permits**
- **73 Fire Permits**
- **119 Right-of-Way Permits**
- **19 Sign Permits**
- **5,124 Inspections**
- **500 Code Enforcement Inspections**

- Staff has conducted 5,124 Inspections (some days there were more than 30 inspections), which is nearly a 300% increase from 2015.
- Inspection protocols were streamlined to allow online scheduling and adding inspections in the field, which cuts down on administrative tasks, reduces travel time, and allows the inspectors to concentrate on high quality service and building relationships with the job superintendents.
- Staff has instituted a small plans review program where all departments can analyze small/simple projects jointly to expedite the review – we hope to expand this program in 2017.
- Staff have developed policies for processing basic plan reviews, refunding fees and re-instating expired building permits.
- Staff has worked to close old expired permits.
- Casey Howell earned her certified Permit Specialist certification.
- Tyler Farmer is working to complete his basic inspector certification.

- Council authorized the replacement of a staff vehicle, which ensures field staff has a safe vehicle to conduct daily inspections.

Code Enforcement Division

- With additional staff available, the Director, Building Official, Inspectors and Planning Staff have been able to develop an efficient / consistent code enforcement process and develop standardized forms leading to clearing a large backlog of cases and being more responsive to the public.
- 125 code enforcement cases have been filed.
- 102 old code enforcement cases have been closed.
- Nearly 500 code enforcement inspections have been conducted.
- Notable code enforcement cases in coordination with the PD include securing two homes that had been enclaves for squatters.

Economic Development Division

- The Economic Development Coordinator has networked with commercial developers and brokers and continued to prioritize marketing the 20th Street SE Corridor, including the following:
    - Collaboration with Planning and Public Works to coordinate the development of programs and infrastructure for site development for future commercial development; and
    - Managed a marketing contract that resulted in high-end, attractive marketing materials that touts the benefits of locating commercial development in Lake Stevens.
- The Economic Development Coordinator attended three ICSC conferences and secured meetings with western regional developers resulting in significant interest from developers.
- The Economic Development Coordinator identified an opportunity to create more amenities and services for Lake Stevens' citizens as well as tourism by working to amend city ordinances to allow for concessions on public property. This lead to recruiting and assisting a small business locate in Lundeen Park. This work resulted in a highly-successful, first-ever Lake Stevens paddle board concession.
- In an effort to support Lake Stevens' home brewers expand their business into bricks and mortar the Economic Development Coordinator produced a "Brewers Forum." This one-time business program included 28 passionate craft brewers, distilleries and wineries; a panel of business experts; and great food. This event showed that the city is open for business and supports craft businesses. To date, one small craft brewer has opened their doors in Lake Stevens and another is in the development/permitting stage.
- The Economic Development Coordinator worked closely with Public Works and Lake Stevens Chamber of Commerce to open the Visitor Information Center. The Economic Development Coordinator continues to coordinate with the Chamber regarding business development, retention, and expansion.

Parks Division

- In 2016, the city hired its first Parks and Recreation Coordinator.
- The Parks and Recreation Coordinator has focused on several projects over the last few months including Cavelero Skate Park, the transition of Frontier Heights Parks to the city, outreach to establish a community garden at Eagle Ridge Park, coordination on Lundeen Park Improvements, and volunteer organization.

- **Cavelero Skate Park Coordination**
- **Lundeen Park Improvements**
- **Nancy Mitchell Visitor Information Center**
- **Park Concessions**

- In 2017, we will be adding recreational programming in coordination with the Lake Stevens School District.

Planning Division

- The Planning Division has been extremely busy in 2016 processing over 193 land use permits including 8 preliminary plats, 6 short plats, 6 final plats, 13 shoreline permits, 22 special event permits, several boundary line adjustments, rezones, code amendments, etc. To date, there was a 54% increase in land use activity. Additional applications are expected before the end of December.

- **193 Land Use Permits**
- **Downtown Subarea Plan**
- **City-Wide Beautification Program**
- **Master Annexation Schedule**

- Planning staff has completed 8 code amendments (marijuana, administrative authority, single-family impact fee deferral, floodplain, manufacturing incentives, removed obsolete sewer code provisions, parks and nuisance)
- Planning staff is currently processing mandatory critical areas, stormwater, land disturbance/forest practices, recreational vehicle code amendments and building/fire code updates that should be completed in early 2017.
- Planning staff is processing two-citizen initiated comprehensive plan map amendments and concurrent rezones. Additionally staff is processing a city-initiated comprehensive plan map amendment and text amendments to the land use, parks, utilities and capital facilities chapter.
- Planning staff has been managing the development of a Lake Stevens Downtown Subarea Plan in coordination with Crandall Arambula. As part of the process, a Citizens Advisory Committee was formed with approximately 50 members who have held several meetings. To date, two open houses have been held. At the last meeting, the community agreed to several fundamental plan elements.
- Staff has developed a preferred consultant program for critical areas specialists, geotechnical engineers and archeologists. This will streamline projects and reduce applicant fees when preferred consultants are used. The city is currently soliciting applications from interested firms to establish the inaugural list.
- Following public and board input, staff has developed a beautification program looking at ways to improve the appeal of community open spaces, develop a consistent identity and create dynamic

signage. Overwhelmingly, the community preference led staff to develop a "Contemporary Northwest" design concept for public spaces. Staff will solicit professional services in 2017 for graphics.

- The Director prepared a new master annexation schedule that will be implemented over the next two years. Early actions have been an adopting resolution, preparation of fact sheets and consultation with Snohomish County.
- Stacie Pratschner has earned her American Institute of Certified Planners certificate.
- Jill Meis has earned her bachelor's of science degree in business management and certification in Project Management.

B. Code Amendment Status

1. **Critical Areas Regulations**

The Growth Management Act of Washington requires cities and counties to review their critical area ordinances as part of their mandatory Comprehensive Plan update under RCW 36.70A.130. Planning and Community Development staff have completed a review of the entire Critical Areas regulations in Chapter 14.88 LSMC. Staff is proposing minor updates to the full chapter in addition to significant changes to the wetlands section based on adoption of the 2014 Wetland Rating System for Western Washington and integration of model code elements published in Wetland Guidance for CAO Updates (Publication No. 16-06-001), June 2016.

The Washington State Department of Ecology (DOE) has recently made significant changes to the Wetland Rating System for Western Washington manual, which became effective January 1, 2015. The changes were based on best available science and a better understanding of wetland ecological functions after reviewing results of an analysis of 211 wetland sites in eastern and western Washington. According to DOE, the changes to the rating system offer a more accurate characterization wetland functions based on the wetland characterization and rating.

The Planning Commission received briefings on the amendment on December 2, 2015, February 3, 2016, and June 1, 2016. Planning Commission will hold a public hearing on January 4, 2017 and City Council will hold its public hearing and consider the amendments on January 24, 2017.

2. **Land Disturbance Regulations**

The city is proposing a new Land Disturbance chapter to the municipal code. As part of the 2015 Comprehensive Plan update process, the city identified the following issues to be updated in the clearing and grading portions of municipal code: 1) the current thresholds for requiring a permit; 2) assumption of regulatory authority for the Class IV-General forest practices permits now issued by the DNR; and 3) evaluation of current tree preservation standards.

The Planning Commission was briefed on the amendments on January 6, 2016, June 1, 2016, August 3, 2016, and November 16, 2016. City Council was briefed on the amendments on February 9, 2016.

The amendment is slated for a public hearing before the Planning Commission on January 4, 2017 and for a public hearing and City Council consideration in February 2017.

3. **Stormwater Regulations**

The city is proposing amendments to the municipal code to adopt the 2012 Department of Ecology Stormwater Management Manual for Western Washington. The Federal Clean Water Act, 33 U.S.C. 1251 et seq. (the Act), requires local governments to implement stormwater management

programs and regulations within prescribed a time. Pursuant to this Act, the United States Environmental Protection Agency (EPA) has adopted rules for stormwater programs and regulations. The EPA has delegated authority to the Washington State Department of Ecology (Ecology) to administer stormwater programs and regulations. The DOE has issued the Western Washington Phase II Municipal Stormwater Permit (NPDES), effective August 1, 2013 through July 13, 2018, which requires local governments to implement numerous stormwater management requirements, including adopting Ecology's 2012 Stormwater Management Manual for Western Washington and related regulations.

Staff presented a briefing to the Planning Commission on November 16, 2016 to describe how the 2012 Manual controls the adverse impacts from stormwater runoff through the application of Best Management Practices. The principal differences between the currently-adopted manual and the 2012 Manual are revisions to recommended BMP's, an emphasis on low impact development techniques (LID) for water quality and revised definitions, requirements and performance standards. Staff has completed an initial review of all the applicable municipal codes that will require amendments, and identified Chapter's 11.06 and 14.64 LSMC for updates.

The amendment is slated for a public hearing before the Planning Commission on January 4, 2017 and for a public hearing and City Council consideration on January 24, 2017.

4. **Recreational Park Trailers and Recreational Vehicles (RV) Regulations**

   The proposed code amendments respond to a WCIA land use audit in 2015 of the city's municipal code that identified some regulatory deficiencies that Lake Stevens needs to address to comply with recent WA State legislative enactments governing manufactured housing/recreational vehicles. Per RCW 35.21.684, cities and counties may not adopt an ordinance that has the effect, directly or indirectly, of preventing the entry or requiring the removal of a recreational vehicle used as a primary residence in manufactured/mobile home communities. The amendments propose to add LSMC 14.44.070 Recreational Park Trailers and Recreational Vehicles (RV) Regulations and amend Chapters 14.08 Definitions and 14.40.040 Permissible and Prohibited Uses.

   The Planning Commission was briefed on the proposed amendments on November 2, 2016 and the Commission on December 7, 2016 held a public hearing. The proposed amendments are slated for a public hearing and City Council consideration on January 10, 2017.

5. **Building / Fire Code**
   Proposed code amendments to adopt the current International Building and Fire Codes with local amendments.

C. 2017 Long Range Planning Work Program / Comprehensive Plan Docket

The 2017 Work Program includes amendments related to the Environment, Streets, Zoning, Miscellaneous Updates, Process and Subarea Regulations. There are several mandatory updates necessary for the city to stay compliant with current state and federal regulations, updates needed to implement the comprehensive plan and carry-over items from 2016.

The 2017 work program (**Attachment A**) includes mandatory updates, updates in process, a few significant miscellaneous updates and Comprehensive Plan updates.

The proposed 2017 Comprehensive Plan Docket will include the following city-initiated requests:

1. Map amendment / concurrent rezone to designate the Chapel Hill properties Public / Semi-Public.
2. Text amendments as needed (parks, land use and capital facilities); and

3. Preparation of amendments related to the Downtown Lake Stevens Subarea Plan and related amendments to the Shoreline Master Program.

Staff will bring the work program for Council's approval on the next Consent Agenda.

APPLICABLE CITY POLICIES:
Council gives the Planning Commission direction on work activities as advisory bodies.

BUDGET IMPACT:
Direct budget impacts will require project specific funding to be approved by the Council as needed.

ATTACHMENTS:
A – 2017 Master Schedule

Attachment A

Lake Stevens 2017 Long Range Work Program				
Code Amendments	**1st quarter**	**2nd quarter**	**3rd quarter**	**4th quarter**
Environment (carry over)				
1. Critical Areas – adopt January	PC / CC			
2. Stormwater – adopt January	PC / CC			
3. Land Disturbance – adopt February	PC / CC			
Zoning Code (carry over)				
1. RV Code – adopt February	PC/CC			
2. Wireless Facilities	PC	CC		
3. Temporary Encampments			PC	CC
4. Content Based Sign Code			PC	CC
Zoning Code (new)				
1. Private Roads		PC	CC	
2. Model Homes			PC	CC
3. Accessory Dwellings		PC	CC	
4. Local Business Land Uses	PC	CC		
5. Annexation Zoning – Compact Residential		PC	CC	
Process				
1. Permit Extensions	PC	CC		
2. Park Fees			PC	CC
Comprehensive Plan				
1. Annual Docket	PC	PC	CC	
2. Subarea Plan / SMP if required		PC	CC	

1st Quarter January through March

2nd Quarter April through June

3rd Quarter July through September

4th Quarter October through December

LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: City Hall Siting

Contact Person/Department:	Russ Wright Planning and Community Development	**Budget Impact:**	Specific projects as approved by Council

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Review the structured decision making assessment for potential city hall locations.

DISCUSSION:

Staff has prepared a structured decision making analysis identifying the advantages and disadvantages of potential city hall locations for City Council's consideration. As the city completes the planning efforts for Downtown and the Master Plan for Chapel Hill, it is imperative that Council decides on a location for a permanent City Hall location. Based on Council's discussion it can move to a formal decision or affirm its preference.

APPLICABLE CITY POLICIES:
N/A

BUDGET IMPACT:
Direct budget impacts will require project specific funding to be approved by the Council as needed.

ATTACHMENTS:
A – Structured Analysis

Attachment A

Decision Statement

As the city continues to grow and evolve, the City Council must decide on a location for a permanent City Hall facility that is the most beneficial to the community. Two primary locations have been identified for consideration: Downtown Lake Stevens or Chapel Hill.

Objectives and Attributes

Staff has developed five performance attributes (e.g., Economics, Place-making, Community Accessibility, Retail Influences, and Opportunities) to guide City Council through their decision making process. Each attribute contributes to a consistent and transparent process for comparing alternatives, differences and constraints. The rubric contains two alternatives sections. The first will review the impacts/benefits to downtown with and without city hall. The second will analyze impacts/benefits at citywide level to help determine an appropriate location for a permanent city hall. An analysis of the benefits and constraints for each alternative location follow:

Objective: Determine which location is most beneficial to the community to locate a new city hall.	**Locations – district level analysis**	
	Downtown w/ City Hall	**Downtown w/out City Hall**
Economics – What is the impact to city finances?	1. The city will need to acquire additional property, as North Cove Park is not a suitable location based on the city's vision for proposed downtown improvements. 2. The city will need to expend resources for planning, engineering and architectural services for the facility. 3. The city will need to expend resources for the construction and extensions of utilities to the facility.	1. The city will need to locate another viable location for City Hall (city has purchased property that would allow this function). 2. Depending on the location, the city will need to evaluate the impact on finances for development and construction at the particular location. 3. If the preferred location were in a campus financial impacts of construction would be shared.
Place-making – How does the location contribute to enhancing the city's identity?	1. City Hall has been located in the downtown area historically, which has contributed to the social identity of the community as the location for city services along with other community services. The City has not fully capitalized on the setting.	1. The historic connection between people and the places would change and create an opportunity to build an identity based on community amenities and tourism. 2. Other civic functions including the Police Station and Library are planned to locate in a central location.

		3. A limited survey conducted this year indicates that most people visiting City Hall and the Permit Center only visit for city business and then leave. 4. Through the subarea process, keeping City Hall downtown as a fundamental, action has only received about 50% support compared to over 90% support for items such as expanding North Cove Park, improving Main Street and constructing a Community / Conferencing Center.
Community Accessibility – How easy is it for the community to access the facility?	1. Downtown Lake Stevens is located in the northeastern portion of the city. 2. Downtown Lake Stevens can be accessed from three primary routes, 20th Street SE / E. Lakeshore Drive, Grade Road & South Lakeshore Drive. All of these roads have limitations on size and an ability to expand. Ultimate buildout will limit traffic capacity for bot city services and retail. 3. There is limited bus service to downtown. 4. There are not continuous sidewalks on public rights-of-way leading into downtown.	N/A – accessibility and transportation would need to be analyzed for an alternative location.
Retail Influences – What impact does the location have on the success of local businesses?	1. Local business owners in the downtown area have viewed City Hall as an anchor tenant. 2. Twenty-three staff members potentially frequent downtown businesses.	1. Potential loss of 23 customers to local downtown businesses, which creates a degree of uncertainty. 2. If City Hall is not located downtown, this opens other properties for potential commercial development.

		3. By centralizing city services in a different location and opening downtown for different development, the city can provide an opportunity for two distinct economic centers.
Opportunities – Are there any special features or considerations that benefit the location or can other enhancements offset perceived impacts to the location.	1. One unique attribute is the location of North Cove Park that visitors could visit.	1. The limited functions provided city employees and customers could be replaced and expanded with the implementation of the downtown plan fundamentals e.g., Community Center, improved Main Street, Connections to the Centennial Trail, Expanded Retail and Enhance North Cove Park. 2. Relocating City Hall allows the city the opportunity to create a new identity for the community as a whole and recreate downtown as a vibrant tourist destination.

Objective	**Location – community level analysis**	
	Downtown w/ City Hall	**Chapel Hill**
Economics – What is the impact to city finances?	1. The city will need to acquire additional property, as North Cove Park is not a suitable location based on the city's vision for proposed downtown improvements. 2. The city will need to expend resources for planning, engineering and architectural services for the facility. 3. The city will need to expend resources for the construction and extensions of utilities to the facility.	1. As the city is coordinating with Sno-Isle Library District on the Master Plan, the Chapel Hill site could accommodate the police station, library and city hall with additional space for other civic uses. 2. The city owns the property. 3. Campus environment 4. Cost saving for planning, engineering and architectural services for the facility shared between two agencies.

		5. Cost saving for the construction and extensions of utilities to the facility shared between two agencies.
Place-making – How does the location contribute to enhancing the city's identity?	1. City Hall has been located in the downtown area historically, which has contributed to the social identity of the community as the location for city services along with other community services. 2. The City has not fully capitalized on the setting for increased commercial development or tourism as a unique identifier from city services.	1. Majority of growth 2. Allows city to be near population and looking to the future 3. Embracing the annexed population to "create one community around the lake"
Community Accessibility – How easy is it for the community to access the facility?	1. Downtown Lake Stevens is located in the northeastern portion of the city. 2. Downtown Lake Stevens can be accessed from three primary routes, 20th Street SE / E. Lakeshore Drive, Grade Road & South Lakeshore Drive. All of these roads have limitations on size and an ability to expand. Ultimate buildout will limit traffic capacity for city services and retail both. 3. There is limited bus service to downtown. 4. There are not continuous sidewalks on public rights-of-way leading into downtown.	1. Located near transit hub. 2. Located directly off the state highway on a collector. 3. Centrally located in the city. The majority of the population live west of the lake and in the growing southern part of the city. 4. Easier access for customers building in the southern part of the city (majority of construction).
Retail Influences – What impact does the location have on the success of local businesses?	1. Local business owners in the downtown area have viewed City Hall as an anchor tenant. 2. Twenty-three staff members potentially frequent downtown businesses.	1. Campus environment significantly improves retail presence due to an exclusive audience of a growing city, police and library staff 2. Daytime economy in the area, which can support restaurants and retail and professional services.

	3. The economy could be more vibrant if the economy is focused on tourism, events and expanded niche retail.	3. Professional services and retail growth
Opportunities – Are there any special features or considerations that benefit the location or can other enhancements offset perceived impacts to the location.	1. Civic functions replaced downtown with community / conference center to define district identity. 2. Enhance North Cove Park as a draw for community use, tourism and special events.	1. This site does not directly compete for limited commercial area. 2. Helps redefine city identity by looking to the future "one community around the lake." 3. Would be located in civic campus near the new library, police station and a fire station.

Discussion

From a review of the **– district level analysis** – the advantages and constraints seem to be neutral if the city is satisfied with the current land use patterns that is marginally improved by having a City Hall. If the city embraces the proposed vision of the subarea plan that could bring a more diverse economy based on tourism and consistent event planning and additional retail, City Hall becomes a determent because it competes with limited land area, traffic capacity and existing infrastructure.

From a review of the **– community level analysis –** the advantages and constraints would favor locating City Hall in a campus setting at Chapel Hill. This alternative would require less financial expenditure from the city because there would not be additional property purchases and service and construction costs would be shared with the other new civic development. Additionally, the Chapel Hill location is centrally located that would allow greater access to the community's growing population. The final advantage of the Chapel Hill site is a positive retail/economic influence for both downtown and the Lake Stevens Center.

Evaluation and Selection

Based on the assumptions presented in the structure preference assessment of the two alternatives along with the discussion of advantages and constraint, City Council should be able to come to a preferred location.

CITY DEPARTMENT REPORT
DECEMBER 13, 2016 CITY COUNCIL MEETING

Police Department

- **Field Training** – Officer Schedler is progressing very well through the Filed Training process. When he completes Field Training, we will bring him to a Council meeting.

- **Promotion** – Dean Thomas was selected, for promotion, to Patrol Sergeant. He will move from Detectives to Patrol right after the first of the year.

- **Detective Sergeant** – The application period for Detective Sergeant closed on 12-09-16. We will be making that selection this week.

- **Lateral Police Officer** – We are in the process of interviewing from the Lateral List, to backfill from the Detective Sergeant selection. We should have more information by the next Council meeting.

- **Marshbank Construction** – We received a $10,000 donation from Marshbank construction for 2017, to help with items such as AED's for patrol vehicles, trauma kits for officers, and supplies for community events. This is very generous from a company that wants to give back into the community they serve.

- **Major case** – As you have all seen, we have been involved with a missing person case for the past few weeks. The detective division has been following every possible avenue in this case, and we have partnered with:
  - Crime Stoppers of Snohomish County
  - Local news outlets
  - National Center for Missing Children
  - Several other local Police agencies
  - FBI
  - Dept. of Homeland Security
  - Search and Rescue of Snohomish County

  As soon as we have news on this case, we will let Council know.

- **Crime Mapping** – We are now working with Everett PD to make a citizen crime mapping application available to Lake Stevens residents. We will report further on this upon role out.

Public Works Department

- Icy road conditions – during the freezing temperatures, PW's has been applying an anti-icing agent along main arterials and other identified ice routes. These routes are the ones identified in the City's adopted Snow and Ice plan. It appears to be working very well with the current conditions.
- Aerator removal – work is scheduled to begin on Monday 12th of December. It is expected that this work could be completed by the end of the week. This is for the removal of the aerator riser system.

- Temporary City Hall – the first stage of the process has begun; staff is being relocated out of the Permit Center house. IT is now operating out of the Police Department and this move has made room in the Annex for the City Administrator, HR Director, Building Official, and two code enforcement staff to move in. Possibly later this month or early in January the remaining staff in the house will be relocated into the current City Hall. Once this is completed, demolition of the house can be planned and implemented. This is likely to occur in February.
- Cavelero Skate Park – A design layout concept is in its final phase and details on configuration are being worked out. This includes grading, drainage, and site features (such as mounding, restroom location, trails and paved walkways). The County and City staff are working closely to keep this on track for construction this year. The City has also developed a concept layout for 79th Ave SE Phase 1 which will match into the future park improvements including the northern area parking area of the skate park.

Human Resources Department

- Recruitment is beginning for another Public Works Crew Worker II.
- The annual open enrollment process for 2017 employee benefit changes will end this week.
- The Police Department and H.R. are working together on the recruitment process for the new Commander positions.
- The City's annual United Way campaign ended December 1st. City employees pledged over $2,100 for 2017.
- H.R. is recruiting for a new Civil Service Commissioner to replace Commissioner Danny Pitocco. Mr. Pitocco is moving out of the City limits.
- The Police Department has begun the background check process on a Lateral Police Officer Candidate.
- H.R. has completed the hazardous chemical inventory on the Police Station. City Hall and the Permit Center are the last facilities to inventory.
- Final work is being done on the City's 2017 WellCity Application.
- H.R. is getting ready to move to the Annex Building this week.

Information Service Department:

- City Website Redesign – launch date January 2017
- IT Committee – The IT Committee was established October 2016, it is comprised of representatives of each of the City's Departments. The main goal is developing better collaboration within departments as it pertains to technology need, concerns, or issues. This helps to establish IT project priorities, goals, policies, and procedures.
- Relocation of Data Center – The IT Department has moved the majority of our systems to the County Data Center however, we have identified more systems that can and should be moved to the County to ensure that network services are not interrupted during a power outage at the Police Department. This would include moving our Telco service, Internet services, and network Firewall.
- Office 365 Migration – IT has currently migrated our mailboxes to Exchange Online to test and validate the process before migrating other user mailboxes. The goal is to utilize the full suite of tools offered by our subscription which includes Exchange Online, SharePoint Online, Skype for Business (video conferencing and desktop sharing), Office 2016 Pro, OneDrive for Business, Project Online to name a few.
- City Hall Relocation – IT is working with vendors, suppliers, and carriers to migrate network demarcations to new location for our new temporary City Hall location.

- Text Messaging Archiving – We are currently signed up with MobileGuard to start archiving text and mms messaging and waiting for Verizon to port number into solution. We will the start training with deployment shortly following.
- RFP for new Telephone Systems – The IT Committee has determined that it would be in the best interest of the IT Department to contract out the new telephone system for the City. The goal is to have the new system in place with the new temporary City Hall building. This will include conference room solutions for telephone and video conferencing capabilities, as well as door entry solutions, and video security.
- Upgrade Network at the Public Works Shop – IT is working with Mathew Goad to upgrade the network cabling and network demarcation site with new switch and firewall to improve the overall network performance at this location.
- Security Audit – IT completed our CJIS (Criminal Justice Information Services) audit for the Police Department in November. There were 3 findings that we are working on resolving to meet their compliancy level. We are reviewing some software solutions that will help with meeting these requirements.

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BLANKET VOUCHER APPROVAL

2016

Payroll Direct Deposits	**11/15/16, 12/01/16**	**$359,560.18**
Payroll Checks	**41429-41430, 41530-41531**	**$10,939.31**
Tax Deposit(s)	**11/15/16, 12/01/16**	**$151,305.64**
Electronic Funds Transfers	**ACH**	**$211,005.82**
Claims	**41431-41529, 41532-41619**	**$654,020.28**
Void Checks	**40218, 40367, 40517, 41128**	**($511.95)**
Total Vouchers Approved:		**$1,386,319.28**

This 13th day of December 2016:

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

Mayor

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby approve for payment of the above mentioned claims:

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

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Accounts Payable Checks and EFTs for period of 11/4/2016 to 12/8/2016

	Invoice	AccountCode	Item Description		Amount
A Worksafe Service Inc			**Check 41437**	**11/23/2016**	**$52.00**
	233598	001-010-576-80-41-00	Pre employment drug screening		$17.33
	233598	101-016-542-30-41-02	Pre employment drug screening		$17.33
	233598	410-016-531-10-41-01	Pre employment drug screening		$17.34
Ace Hardware			**Check 41438**	**11/23/2016**	**$1,750.14**
	51228	001-006-518-80-31-00	Cable/Powerstrip		$77.29
	52542	001-008-521-20-31-01	RainX Car Wash		$17.40
	52639	001-008-521-20-31-01	ziplocks/trash bags		$20.12
	52658	001-008-521-21-31-00	Fasteners for North River Seahawk Radar		$1.61
	52638	001-008-521-80-30-00	Trash Can/Damp Rid		$52.24
	52633	001-010-576-80-31-00	Supplies for safety corrections at City Shop		$19.59
	51237	001-010-576-80-31-00	Marking Paint/Oil		$22.67
	51948	001-010-576-80-31-00	RainX car wash		$5.80
	51930	001-010-576-80-31-00	duct Tape/trash bags		$19.85
	52006	001-010-576-80-31-00	Flashlight		$10.88
	51545	001-010-576-80-31-00	spray foam		$7.97
	51497	001-010-576-80-31-00	Fasteners		$1.93
	52618	001-010-576-80-31-00	Supplies for Safety corrections at City Shop		$13.96
	52496	001-013-518-20-31-00	Lights & tools to repair Family Center		$65.31
	52553	001-013-518-20-31-00	Splash block for City Hall		$12.50
	52640	001-013-518-90-49-03	Door sweep/drill bit for VIC		$50.07
	51545	101-016-544-90-31-02	spray foam		$7.97

	Invoice	AccountCode	Item Description		Amount
	51948	101-016-544-90-31-02	RainX car wash		$5.80
	51237	101-016-544-90-31-02	Marking Paint/Oil		$22.67
	51639	101-016-544-90-31-02	Concrete/level/conduit		$110.95
	51679	101-016-544-90-31-02	Utility knife/blades		$26.09
	52450	101-016-544-90-31-02	Measuring tape		$22.81
	51720	101-016-544-90-31-02	Mineral Spirits/denatured alcohol/oil/filters		$26.38
	52618	101-016-544-90-31-02	Supplies for Safety corrections at City Shop		$13.96
	51957	101-016-544-90-31-02	Magnets for reseting Radar signs		$16.86
	52006	101-016-544-90-31-02	Flashlight		$10.89
	52354	101-016-544-90-31-02	Headlights		$43.54
	52633	101-016-544-90-31-02	Supplies for safety corrections at City Shop		$19.59
	51497	101-016-544-90-31-02	Fasteners		$1.93
	52626	101-016-544-90-31-02	Ice Melt		$912.32
	51545	410-016-531-10-31-02	spray foam		$7.97
	51720	410-016-531-10-31-02	Mineral Spirits/denatured alcohol/oil/filters		$26.38
	52618	410-016-531-10-31-02	Supplies for Safety corrections at City Shop		$13.96
	52633	410-016-531-10-31-02	Supplies for safety corrections at City Shop		$19.59
	51497	410-016-531-10-31-02	Fasteners		$1.93
	51237	410-016-531-10-31-02	Marking Paint/Oil		$22.67
	52006	410-016-531-10-31-02	Flashlight		$10.89
	51948	410-016-531-10-31-02	RainX car wash		$5.80
Ace Hardware			**Check 41533**	**12/8/2016**	**$416.70**
	52719	001-008-521-20-31-01	Moss Out Granules		$18.50
	52733	001-008-521-20-31-01	Elbow Dish washer		$11.97

Invoice	AccountCode	Item Description		Amount
52660	001-008-521-20-31-01	Fasteners		$1.32
52846	001-010-576-80-31-00	Pitch forks		$87.10
52775	001-010-576-80-31-04	Hose bibs for North Cove dock repair		$103.43
52760	001-012-572-20-31-00	Hose bibs for Library		$8.70
52726	001-012-572-20-31-00	Cover plate for Library		$4.33
52720	001-012-572-20-31-00	Liquid tight fitting/straps for Library lights		$9.77
52721	001-013-518-20-31-00	Screws & bits to repair stairs at City Hall		$14.80
52689	001-013-518-20-31-00	Joint Compound/screws for City Hall flood repair		$15.55
52737	001-013-518-20-31-00	Hose bibs for City Buildings		$21.71
52872	001-013-594-18-60-02	PVC glue for temp city hall		$10.88
52880	001-013-594-18-60-02	Couplings/pins/straps for fiber optic box temp city hall		$12.34
52717	101-016-542-64-31-00	Fasteners for street sign		$3.77
52701	101-016-544-90-31-02	Poly film		$32.66
52674	101-016-544-90-31-02	Marking wand		$27.21
52701	410-016-531-10-31-02	Poly film		$32.66
ACES		**Check 41439**	**11/23/2016**	**$329.00**
	001-005-517-60-31-00	Safty mtg-Driving & Fighting fatigue		$74.78
	101-016-517-60-31-00	Safty mtg-Driving & Fighting fatigue		$127.11
	410-016-517-60-31-00	Safty mtg-Driving & Fighting fatigue		$127.11
Adams Nathan		**Check 41440**	**11/23/2016**	**$32.81**
	001-008-521-20-43-00	PSR meal reimbursement		$32.81
Advantage Building Services		**Check 41441**	**11/23/2016**	**$793.25**
2648	001-007-558-50-41-00	Janitorial Services		$30.00
2648	001-007-559-30-41-00	Janitorial Services		$30.00

Invoice	AccountCode	Item Description		Amount
2648	001-008-521-20-41-00	Janitorial Services		$315.00
2648	001-010-576-80-41-00	Janitorial Services		$20.00
2648	001-012-575-50-41-00	Janitorial Services		$120.00
2648	001-013-518-20-41-00	Janitorial Services		$160.00
2648	001-013-518-20-41-00	Janitorial Services		$120.00
2648	101-016-542-30-41-02	Janitorial Services		$20.00
2648	410-016-531-10-41-01	Janitorial Services		$20.00
2648	621-000-386-00-00-00	Retainage-Advantage svcs		($41.75)
Advantage Building Services		**Check 41534**	**12/8/2016**	**$793.25**
2703	001-007-558-50-41-00	Janitorial Services		$30.00
2703	001-007-559-30-41-00	Janitorial Services		$30.00
2703	001-008-521-20-41-00	Janitorial Services		$315.00
2703	001-010-576-80-41-00	Janitorial Services		$20.00
2703	001-012-575-50-41-00	Janitorial Services		$120.00
2703	001-013-518-20-41-00	Janitorial Services		$160.00
2703	001-013-518-20-41-00	Janitorial Services		$120.00
2703	101-016-542-30-41-02	Janitorial Services		$20.00
2703	410-016-531-10-41-01	Janitorial Services		$20.00
2703	621-000-386-00-00-00	Retainage-Advantage svcs		($41.75)
AFLAC		**Check 0**	**12/8/2016**	**$1,671.60**
42704	001-000-284-00-00-00	Employee paid Insurance Prem		$1,671.60
AG Enterprise Supply Inc		**Check 41535**	**12/8/2016**	**$92.56**
	101-016-544-90-31-02	Nozzle & Filter screen for PW23 deicer		$46.28
	410-016-531-10-31-02	Nozzle & Filter screen for PW23 deicer		$46.28

Invoice	AccountCode	Item Description		Amount
Alexander Printing		**Check 41536**	**12/8/2016**	**$54.60**
48729	001-010-576-80-31-00	Business cards - Jim Haugen		$27.30
49205	101-016-544-90-31-02	Business cards - Adam Emerson		$27.30
Alpine Fire and Safety Sys Inc		**Check 41442**	**11/23/2016**	**$96.81**
3914	001-010-576-80-31-00	First aid supplies		$32.27
3914	101-016-544-90-31-02	First aid supplies		$32.27
3914	410-016-531-10-31-02	First aid supplies		$32.27
Amec Foster Wheeler Environmental Inc		**Check 41537**	**12/8/2016**	**$5,000.00**
	001-013-518-20-41-00	Ridgeline Property Phase 1 ESA		$5,000.00
Aquatechnex		**Check 41538**	**12/8/2016**	**$95,513.70**
7381	410-016-531-16-48-00	2016 Alum treatment for Lake Stevens		$95,513.70
Arrowhead Forensics		**Check 41539**	**12/8/2016**	**$137.37**
92005	001-008-521-80-30-00	Paper evidence bags/currency bags		$137.37
Assoc of Washington Cities EFT		**Check 0**	**12/8/2016**	**$109,467.84**
42705	001-000-283-00-00-00	Medical Insurance Premium		$109,467.99
42705	001-013-518-30-20-00	Medical Insurance Premium		($0.15)
Averill Ann		**Check 41443**	**11/23/2016**	**$375.00**
	001-003-514-20-41-00	City Council Minutes preparation		$375.00
Bills Blueprint		**Check 41444**	**11/23/2016**	**$108.70**
541823	001-007-558-50-31-01	PRR 176 Donague		$82.28
542404	001-007-558-50-31-01	BLD2016-0245 blueprint copies		$26.42
BLR		**Check 41540**	**12/8/2016**	**$42.63**
	001-005-518-10-49-00	Sales tax for Washington Employment Laws Newsletter		$42.63

	Invoice	AccountCode	Item Description		Amount
Bradley Casey			**Check 41445**	**11/23/2016**	**$1,217.80**
		001-002-513-11-43-00	Travel reimb for City Admin interview-Bradley		$1,217.80
Business Card			**Check 41446**	**11/23/2016**	**$7,436.92**
	9185.6875	001-002-513-11-43-00	City Administrator reception		$29.48
	9185.6875	001-002-513-11-43-00	City Administrator reception		$239.34
	9185.6875	001-002-513-11-43-00	City Administrator reception		$31.69
	9185.6875	001-002-513-11-43-00	City Administrator reception		$34.74
	9185.6875	001-002-513-11-43-00	City Administrator reception		$233.65
	3880.6875	001-002-513-11-43-00	Meeting-Brazel/Mayor/City Admin		$43.69
	4396.6875	001-004-514-23-43-00	Budget Subcommittee mtg		$50.09
	4396.6875	001-004-514-23-43-00	Budget Subcommittee mtg		$4.99
	9185.6875	001-005-517-90-41-00	Wellness event supplies-Benefits Fair		$33.80
	9185.6875	001-005-518-10-41-00	Dropbox account		$108.70
	9185.6875	001-005-518-10-42-00	Mailing		$22.95
	9185.6875	001-006-518-80-42-00	Mailing		$81.06
	4396.6875	001-006-518-80-43-00	Hotel-ACCIS Conference-T Stevens		$298.36
	8484.6875	001-007-558-50-41-03	CompPlan NPH_PC_Hild Postcard		$105.86
	8484.6875	001-007-558-50-41-03	LUA2016-0118 NPH Post Card		$9.62
	8484.6875	001-007-558-50-41-03	LUA2016-0130 SEPA NOD		$8.99
	8484.6875	001-007-558-50-41-03	LUA2016-00117 NPH Post Card Tyler		$23.18
	8484.6875	001-007-558-50-41-03	CompPlan NPH_PC_Postcard_003		$41.28
	8484.6875	001-007-558-50-41-03	LUA2016-0047 Postcard DRB		$8.00
	8484.6875	001-007-558-50-41-03	LUA2016-0145 NOA Post Card 1		$48.67
	8484.6875	001-007-558-50-41-03	LUA2016-0047 Postcard DRB 1		$21.20

Invoice	AccountCode	Item Description	Amount
8484.6875	001-007-558-50-41-03	LUA2016-0138 0139 NOA DRB Postcard Public	$10.12
8484.6875	001-007-558-50-41-03	LUA2016-0129 NOA Johnson Neighbor	$5.13
8484.6875	001-007-558-50-43-00	Train fare-Portland-Wright	$129.50
8484.6875	001-007-558-50-43-00	Subarea Plan mtg supplies	$68.66
8026.6875	001-007-558-50-43-00	Meals-ICSC WA P3 Retail Conf	$5.66
8484.6875	001-007-558-50-43-00	Downtown Subarea Plan mtg supplies	$47.49
8026.6875	001-007-558-50-43-00	Hotel-ICSC WA P3 Retail Conf	$186.17
8026.6875	001-007-558-50-43-00	Meals-ICSC WA P3 Retail Conf	$5.90
8026.6875	001-007-558-50-43-00	Meals-ICSC WA P3 Retail Conf	$16.08
8026.6875	001-007-558-50-43-00	Parking-ICSC WA P3 Retail Conf	$27.00
8484.6875	001-007-558-50-43-00	Mtg-Portland-Wright/McDaniel/Spencer	$57.50
8484.6875	001-007-558-50-43-00	Downtown Subarea Plan mtg supplies	$18.25
8484.6875	001-007-559-30-43-00	Hotel-Training-T Farmer	$80.35
2956.6875	001-008-521-20-26-00	Uniform insignias	$46.75
2956.6875	001-008-521-20-26-00	Uniform insignias	$96.86
2956.6875	001-008-521-20-31-00	Paper	$22.40
8877.6875	001-008-521-20-31-00	Holiday Decorations	$92.95
2956.6875	001-008-521-20-31-01	Newspaper	$0.99
4396.6875	001-008-521-20-31-01	Hwy tolls	$8.25
8877.6875	001-008-521-20-31-01	Evidence destruction dump fees	$20.00
6863.6875	001-008-521-20-31-01	357 Mags	$78.37
8877.6875	001-008-521-20-31-01	Downtown Halloween event supplies	$396.41
8877.6875	001-008-521-20-31-01	Office chair	$195.99
8877.6875	001-008-521-20-31-01	IT Cable Cards	$29.24

Invoice	AccountCode	Item Description	Amount
8877.6875	001-008-521-20-31-01	Downtown Halloween event supplies	$32.96
8877.6875	001-008-521-20-41-00	Database searches	$54.45
8877.6875	001-008-521-20-41-00	Database searches	$54.45
8877.6875	001-008-521-20-42-00	Postage	$400.00
5428.6875	001-008-521-20-43-00	Coffee-Sergeant promotional meeting	$17.37
2956.6875	001-008-521-20-49-00	Police Exec Research Forums-Dyer	$70.00
6863.6875	001-008-521-21-31-00	Spare keys for North River Boat	$27.52
8877.6875	001-008-521-22-31-00	Nikon D7200 Camera Body	$996.95
8877.6875	001-008-521-22-31-00	Transcription services case 2016-20478	$6.30
8877.6875	001-008-521-22-31-00	Transcription services case 2016-20478	$86.10
8877.6875	001-008-521-22-40-00	Transcription services case 2016-15230	$40.50
8877.6875	001-008-521-22-40-00	Transcription services case 2016-15230	$140.00
8060.6875	001-010-576-80-31-00	Backup camera for Tractor	$21.61
8484.6875	001-010-576-80-31-00	Recording fee-Hartford Trail	$75.00
8484.6875	001-010-576-80-49-00	WRPA Gold Agency Membership-Haugen	$205.00
9185.6875	001-013-518-20-31-00	Employee Anniversary Awards	$103.96
8060.6875	001-013-518-20-31-00	Water for Emergency stock	$49.90
8060.6875	001-013-594-18-60-02	SmartDraw software license	$316.95
8060.6875	101-016-542-30-49-01	2016 IACC Conference reg-Emerson	$235.00
8060.6875	101-016-543-30-43-00	Interview mtg	$21.34
8060.6875	101-016-543-30-43-00	Hotel-2016 IACC Conference reg-Emerson	$248.40
8060.6875	101-016-544-90-31-02	Rite in the Rain Tablet	$35.48
8060.6875	101-016-544-90-31-02	Surface Pro and car charger for inspector Wicken	$117.96
8060.6875	101-016-544-90-31-02	Surface Pro cover for inspector Wicken	$116.46

Invoice	AccountCode	Item Description		Amount
8060.6875	101-016-544-90-31-02	Backup camera for Tractor		$21.62
8060.6875	101-016-544-90-31-02	Rite in the Rain Tablets/Tape/Pens/ink/tape dispenser		$121.82
8060.6875	101-016-544-90-31-02	Arborvitae		$325.80
8060.6875	410-016-531-10-31-02	Backup camera for Tractor		$21.62
8060.6875	410-016-531-10-31-02	HPA application to WDFW LUA2011-15		$150.00
8060.6875	410-016-531-10-43-00	Hotel-Training-Goad		$197.04
Canon Financial Services Inc		**Check 41542**	**12/8/2016**	**$34.13**
16712521	001-010-576-80-31-00	Copier maintenance-City Shop		$11.38
16712521	101-016-544-90-31-02	Copier maintenance-City Shop		$11.37
16712521	410-016-531-10-31-02	Copier maintenance-City Shop		$11.38
Carquest Auto Parts Store		**Check 41447**	**11/23/2016**	**$156.64**
	101-016-544-90-31-02	Oil & Filter for PW23		$17.60
	101-016-544-90-31-02	Oil/filters/washer fluid		$45.21
	101-016-544-90-31-02	Oil		$15.51
	410-016-531-10-31-02	Oil		$15.51
	410-016-531-10-31-02	Oil/filters/washer fluid		$45.21
	410-016-531-10-31-02	Oil & Filter for PW23		$17.60
Carquest Auto Parts Store		**Check 41543**	**12/8/2016**	**$58.61**
	101-016-544-90-31-02	Engine oil for PW30		$29.31
	410-016-531-10-31-02	Engine oil for PW30		$29.30
Cashmere Valley Bank		**Check 41431**	**11/10/2016**	**$37,082.09**
42675	212-016-591-48-71-00	2010 Series A Bond Principal		$33,924.31
42675	212-016-592-48-83-00	2010 Series A Bond Interest		$3,157.78
CDW Government Inc		**Check 41448**	**11/23/2016**	**$1,847.27**

	Invoice	AccountCode	Item Description		Amount
		001-008-521-20-31-01	Toughbook power adapter for car		$146.07
		510-006-518-80-49-00	Watchguard software license renewal		$1,701.20
CDW Government Inc			**Check 41544**	**12/8/2016**	**$8,353.09**
		510-006-518-80-31-00	2 Panasonic TB CF-54 Laptops		$4,747.89
		510-006-518-80-31-00	3 Sierra LTE Cell/PCS-GPS Antennas		$421.02
		510-006-518-80-31-00	1 Pan Havis Vehicle Docking Station		$817.57
		510-006-518-80-31-00	3 Havis Support Docking Stations		$197.16
		510-006-518-80-31-00	3 Sierra Airlink GX450 LTE Cell Modems		$2,169.45
Cemex Inc			**Check 41449**	**11/23/2016**	**$9,697.39**
	9434456517	101-016-542-67-41-00	Street sweeping disposal		$4,848.69
	9434456517	410-016-531-10-41-03	Street sweeping disposal		$4,848.70
Centro Print Solutions			**Check 41545**	**12/8/2016**	**$123.38**
	210875	001-004-514-23-31-00	W2s/1099s and envelopes for 2016		$123.38
CHS Engineers LLC			**Check 41546**	**12/8/2016**	**$3,769.78**
	371612	001-007-558-50-41-00	Engineering services LUA2016-0160 Eagle Glen		$592.68
	371611	001-007-558-50-41-00	Engineering services LUA2016-0152 Redwood Courts		$339.08
	371601	001-007-558-50-41-00	Engineering services Hartford BSP		$423.14
	371609	001-007-558-50-41-00	Engineering services LUA2016-0124 Sea Pac		$529.98
	371612	101-016-542-30-41-02	Engineering services LUA2016-0160 Eagle Glen		$296.34
	371601	101-016-542-30-41-02	Engineering services Hartford BSP		$211.57
	371609	101-016-542-30-41-02	Engineering services LUA2016-0124 Sea Pac		$265.00
	371611	101-016-542-30-41-02	Engineering services LUA2016-0152 Redwood Courts		$169.54
	371611	410-016-531-10-41-01	Engineering services LUA2016-0152 Redwood Courts		$169.54
	371609	410-016-531-10-41-01	Engineering services LUA2016-0124 Sea Pac		$265.00

	Invoice	AccountCode	Item Description		Amount
	371601	410-016-531-10-41-01	Engineering services Hartford BSP		$211.57
	371612	410-016-531-10-41-01	Engineering services LUA2016-0160 Eagle Glen		$296.34
City of Everett			**Check 41547**	**12/8/2016**	**$240.00**
		410-016-531-10-41-01	Laboratory Analysis-fecal coliform		$240.00
City of Everett			**Check 41548**	**12/8/2016**	**$116.36**
	10340.6875	101-016-543-50-47-00	Water services-9306 20th St SE		$116.36
City of Marysville			**Check 41450**	**11/23/2016**	**$10,630.24**
		001-013-512-50-41-00	Municipal Court fees October 2016		$10,630.24
Comcast			**Check 41451**	**11/23/2016**	**$469.86**
	692756.625	001-008-521-20-42-00	Internet services at Market Pl		$106.18
	808840.625	001-010-576-80-42-00	Internet services at City Shop		$25.40
	991976.625	001-013-518-20-42-00	Internet services at VIC		$136.18
	827887.625	101-016-542-64-47-00	Traffic Signal Control		$151.32
	808840.625	101-016-543-30-42-00	Internet services at City Shop		$25.39
	808840.625	410-016-531-10-42-00	Internet services at City Shop		$25.39
Comcast			**Check 41549**	**12/8/2016**	**$409.86**
	692756.6875	001-008-521-20-42-00	Internet serivices - Market Place		$106.18
	810218.6875	001-008-521-20-42-00	Internet serivices - N Lakeshore Drive		$76.18
	808840.6875	001-010-576-80-42-00	Internet services - City Shop		$25.39
	827887.6875	101-016-542-64-47-00	Traffic signal control		$151.32
	808840.6875	101-016-543-30-42-00	Internet services - City Shop		$25.40
	808840.6875	410-016-531-10-42-00	Internet services - City Shop		$25.39
Comdata Corporation			**Check 41452**	**11/23/2016**	**$141.06**

Invoice	AccountCode	Item Description		Amount
20257233	001-008-521-20-32-00	Fuel		$110.08
20257241	001-013-518-20-32-00	Fuel		$30.98
Cory De Jong and Sons Inc		**Check 41453**	**11/23/2016**	**$221.76**
	101-016-544-90-31-02	Top soil		$161.72
	101-016-544-90-31-02	Landscaping bark		$60.04
Crandall Arambula PC		**Check 41550**	**12/8/2016**	**$27,531.10**
2	001-007-558-70-41-00	Conceptual park & Trail Network Design (Greenworks)		$3,275.00
6	001-007-558-70-41-00	Subarea plan & EIS/Planned Action Ordinance		$24,256.10
Crux Diving Inc		**Check 41432**	**11/10/2016**	**$15,666.65**
1010	410-016-531-20-48-00	Aerator Removal Evaluation		$15,666.65
Crystal and Sierra Springs		**Check 41454**	**11/23/2016**	**$338.81**
5249844110116	001-007-558-50-31-01	Bottled water		$18.08
5249844110116	001-007-559-30-31-01	Bottled water		$18.08
5249844110116	001-013-518-20-31-00	Bottled water		$92.29
5249844110116	101-016-544-90-31-02	Bottled water		$105.18
5249844110116	410-016-531-10-31-02	Bottled water		$105.18
Crystal and Sierra Springs		**Check 41551**	**12/8/2016**	**$89.41**
16015194111216	001-008-521-20-31-01	Bottled Water-Police Dept		$89.41
Databar Inc		**Check 41455**	**11/23/2016**	**$394.91**
225091	001-004-514-23-31-00	2000 Multipurpose checks		$394.91
Daughtry Kim		**Check 41552**	**12/8/2016**	**$642.79**
	001-001-511-60-43-00	Economic Dev class travel expenses-Daughtry		$642.79
Day Wireless Systems		**Check 41456**	**11/23/2016**	**$501.47**

Invoice	AccountCode	Item Description		Amount
421982	001-008-521-20-26-00	Flexible ear insert-Bassett		$39.28
422521	001-008-521-20-26-00	Flexible Ear Insert-Carter		$36.82
421453	001-008-521-20-26-00	Remote speaker mic-Warbis		$97.19
423496	001-008-521-20-26-00	Remote speaker mic-Bassett		$170.44
422628	001-008-521-20-42-00	Pro Lasers III		$239.58
	001-008-521-20-48-00	Deduct overpayment made on ck 41008		($81.84)
Dell Marketing LP		**Check 41553**	**12/8/2016**	**$4,052.78**
	510-006-518-80-31-00	Dell Adapter - Display Port to DVI		$60.24
	510-006-518-80-31-00	3 OptiPlex 7440 Desktops 4CL9B02/BDL9B02/8CL9B02		$3,992.54
Dept of Emergency Management		**Check 41457**	**11/23/2016**	**$8,609.25**
	001-013-525-10-51-00	Q4 2016 Emergency Services		$8,609.25
Dept of Retirement (Deferred Comp)		**Check 0**	**11/23/2016**	**$4,950.00**
42689	001-000-282-00-00-00	Employee Portion-State Deferre		$2,500.00
42704	001-000-282-00-00-00	Employee Portion-State Deferre		$2,450.00
Dept of Retirement PERS LEOFF		**Check 0**	**12/8/2016**	**$74,107.63**
42704	001-000-282-00-00-00	PERS LEOFF Contributions		$74,107.63
Dept of Revenue		**Check 0**	**12/8/2016**	**$9,027.98**
42675	001-008-521-20-31-01	Nov 2018 UseTaxes		$4.36
42675	001-013-518-90-49-06	Nov 2018 Excise Taxes		$196.93
42644	001-013-518-90-49-06	Excise Taxes October 2016		$186.97
42675	410-016-531-10-44-00	Nov 2018 Excise Taxes		$8,482.39
42644	410-016-531-10-44-00	Excise Taxes October 2016		$157.33
Dicks Towing Inc		**Check 41458**	**11/23/2016**	**$480.48**

Invoice	AccountCode	Item Description		Amount
160187	001-008-521-20-31-01	Towing PT56 to County shop		$114.66
	001-008-521-80-40-01	Evidence towing case 2016-20592		$114.66
161545	001-008-521-80-40-01	Evidence towing case 2016-21420		$125.58
58865	001-008-521-80-40-01	Evidence towing case 2016-20478		$125.58
Dicks Towing Inc		**Check 41554**	**12/8/2016**	**$382.20**
160755	001-008-521-80-40-01	Evidence Towing case 2016-22390		$382.20
Dooley Enterprises		**Check 41459**	**11/23/2016**	**$1,251.24**
53206	001-008-521-20-31-01	Ammunition		$1,251.24
DuByne Kelly		**Check 41460**	**11/23/2016**	**$485.00**
233	001-012-575-50-31-00	Prof Services for Community Center update		$485.00
Dunlap Industrial Hardware		**Check 41555**	**12/8/2016**	**$92.81**
	101-016-542-90-31-01	Carhardt work bibs		$46.41
	410-016-531-10-31-00	Carhardt work bibs		$46.40
EFTPS Electronic Federal Tax Pmt System		**Check 0**	**11/23/2016**	**$151,305.64**
42689	001-000-281-00-00-00	Federal Payroll Taxes		$66,741.84
42704	001-000-281-00-00-00	Federal Payroll Taxes		$84,563.80
Electronic Business Machines		**Check 41461**	**11/23/2016**	**$1,019.74**
	001-008-521-20-48-00	Copier repair		$293.22
	001-013-518-20-48-00	Copier repair		$726.52
Electronic Business Machines		**Check 41556**	**12/8/2016**	**$752.16**
	001-007-558-50-48-00	Copier Maintenance		$87.37
	001-007-558-50-48-00	Copier Maintenance		$61.57
	001-007-559-30-48-00	Copier Maintenance		$87.37

Invoice	AccountCode	Item Description		Amount
	001-007-559-30-48-00	Copier Maintenance		$61.57
	001-008-521-20-48-00	Copier Maintenance		$146.80
	001-010-576-80-48-00	Copier Maintenance		$3.20
	101-016-542-30-48-00	Copier Maintenance		$87.37
	101-016-542-30-48-00	Copier Maintenance		$3.19
	101-016-542-30-48-00	Copier Maintenance		$61.58
	410-016-531-10-48-00	Copier Maintenance		$61.58
	410-016-531-10-48-00	Copier Maintenance		$87.37
	410-016-531-10-48-00	Copier Maintenance		$3.19
Everett Office Furniture		**Check 41557**	**12/8/2016**	**$1,308.63**
	001-013-518-20-31-00	CHM-Furniture for new IT office		$1,308.63
Everett Stamp Works		**Check 41558**	**12/8/2016**	**$22.76**
20289	001-002-513-11-31-00	Nameplate - Brazel		$22.76
Evergreen Security Systems		**Check 41462**	**11/23/2016**	**$103.46**
73073	001-008-521-80-47-00	Service call - N Lakeview Dr		$103.46
Farmer Tyler		**Check 41559**	**12/8/2016**	**$107.00**
	001-007-558-50-43-00	Travel expenses for Code Enforcement Training		$107.00
Feldman and Lee		**Check 41463**	**11/23/2016**	**$9,000.00**
42644	001-011-515-91-41-00	Public defender services October 2016		$9,000.00
Feldman and Lee		**Check 41560**	**12/8/2016**	**$9,000.00**
42675	001-011-515-91-41-00	Public Defender services November 2016		$9,000.00
Financial Consulting Solutions Group		**Check 41464**	**11/23/2016**	**$2,415.00**
	001-004-514-23-41-00	Lake Stevens Strategic Fianancial Plan		$2,415.00

Invoice	AccountCode	Item Description		Amount
Financial Consulting Solutions Group		**Check 41561**	**12/8/2016**	**$821.25**
	001-004-514-23-41-00	Lake Stevens Strategic Financial Plan		$821.25
Frontier		**Check 41465**	**11/23/2016**	**$63.65**
4253979685	101-016-542-64-47-00	Traffic control modem		$63.65
Gall LLC		**Check 41466**	**11/23/2016**	**$1,400.45**
6205367	001-008-521-20-26-00	Uniform Trousers - Dyer		$187.20
6346497	001-008-521-20-26-00	Armoured vest - Dyer		$902.04
6331283	001-008-521-80-30-00	Nik Test - Methadone		$28.74
6310638	001-008-521-80-30-00	Nik Tests - various drugs		$282.47
Gall LLC		**Check 41562**	**12/8/2016**	**$607.27**
6411386	001-008-521-20-31-01	Pepper spray		$440.65
6361471	001-008-521-20-31-01	Pepper spray		$22.02
6354077	001-008-521-20-31-01	Pepper spray		$88.08
6434755	001-008-521-80-30-00	Narcotics test kit - Opium		$56.52
GCR Tire & Service		**Check 41563**	**12/8/2016**	**$207.88**
	101-016-542-30-48-00	Service call to shop for PW31		$103.94
	410-016-531-10-48-00	Service call to shop for PW31		$103.94
Glens Welding and Machine Inc		**Check 41467**	**11/23/2016**	**$46.06**
	101-016-542-30-48-00	Weedeater repair		$23.03
	410-016-531-10-48-00	Weedeater repair		$23.03
Glens Welding and Machine Inc		**Check 41564**	**12/8/2016**	**$72.49**
	001-010-576-80-48-00	Repair of weedwacker		$11.27
	101-016-542-30-48-00	Repair of weedwacker		$11.27

	Invoice	AccountCode	Item Description		Amount
		101-016-544-90-31-02	Hydralic Hose for PW34		$19.34
		410-016-531-10-31-02	Hydralic Hose for PW34		$19.34
		410-016-531-10-48-00	Repair of weedwacker		$11.27
Grainger			**Check 41468**	**11/23/2016**	**$260.31**
	9263773682	001-010-576-80-31-00	Economical Duster		$17.56
	9260841193	001-010-576-80-31-00	Pincel Tire pressure gage/Dual foot srvc gauge		$16.93
	9260841185	001-010-576-80-31-00	Industrial headlamps		$41.68
	9261026380	001-010-576-80-31-00	Truck tire gauge		$10.62
	9263773682	101-016-544-90-31-02	Economical Duster		$17.55
	9260841193	101-016-544-90-31-02	Pincel Tire pressure gage/Dual foot srvc gauge		$16.92
	9260841185	101-016-544-90-31-02	Industrial headlamps		$41.67
	9261026380	101-016-544-90-31-02	Truck tire gauge		$10.62
	9260841185	410-016-531-10-31-02	Industrial headlamps		$41.67
	9260841193	410-016-531-10-31-02	Pincel Tire pressure gage/Dual foot srvc gauge		$16.92
	9263773682	410-016-531-10-31-02	Economical Duster		$17.55
	9261026380	410-016-531-10-31-02	Truck tire gauge		$10.62
Grainger			**Check 41565**	**12/8/2016**	**$1,527.88**
	9284271997	001-007-558-50-31-01	Janitorial Supplies		$82.08
	9287856547	001-008-521-20-31-01	Fluorescent linear lamps		$71.22
	9284271997	001-008-521-20-31-01	Janitorial Supplies		$359.10
	9284271997	001-010-576-80-31-00	Janitorial Supplies		$184.68
	9274445825	001-010-576-80-31-01	Coveralls		$15.24
	9284271997	001-012-575-50-41-00	Janitorial Supplies		$112.86
	9272345787	001-013-518-20-31-00	Emergency rations		$384.96

Invoice	AccountCode	Item Description		Amount
9284271997	001-013-518-20-31-00	Janitorial Supplies		$102.60
9274445825	101-016-542-90-31-01	Coveralls		$15.23
9284271997	101-016-544-90-31-02	Janitorial Supplies		$92.34
9274445825	410-016-531-10-31-00	Coveralls		$15.23
9284271997	410-016-531-10-31-02	Janitorial Supplies		$92.34
Granite Construction Supply		**Check 41469**	**11/23/2016**	**$454.10**
	001-007-558-50-31-01	Stakes for installing development signs		$119.79
	001-010-576-80-31-00	Adopt a Park signs		$63.16
	101-016-542-64-31-00	Street signs		$156.49
	101-016-542-64-31-00	Street signs		$76.44
	101-016-542-64-31-00	Street signs		$38.22
Grating Pacific LLC		**Check 41566**	**12/8/2016**	**$29,813.50**
	001-010-594-76-64-00	Fibergrate Fiberglass Grating for docks		$29,813.50
Graybar Electric		**Check 41470**	**11/23/2016**	**$36.41**
987828342	001-008-521-20-31-01	Computer line for IT office at PD		$12.66
987828343	001-008-521-20-31-01	Extension cord for patrol printer		$23.75
Griffen Chris L		**Check 41471**	**11/23/2016**	**$900.00**
	001-011-515-91-41-00	Public Defender services		$300.00
	001-011-515-91-41-00	Public Defender services		$300.00
	001-011-515-91-41-00	Public Defender services		$300.00
Group Health Coop		**Check 41472**	**11/23/2016**	**$366.00**
66662651	001-010-576-80-41-00	New employee medical exam		$122.00
66662651	101-016-542-30-41-02	New employee medical exam		$122.00
66662651	410-016-531-10-41-01	New employee medical exam		$122.00

	Invoice	AccountCode	Item Description		Amount
Group Health Coop			**Check 41567**	**12/8/2016**	**$190.00**
	69243958	101-016-542-30-41-02	Employee Commercial Drivers Medical Exams		$95.00
	69243958	410-016-531-10-41-01	Employee Commercial Drivers Medical Exams		$95.00
Hart Michael			**Check 41473**	**11/23/2016**	**$1,220.78**
		001-002-513-11-43-00	Travel expense reimb for City Administrator interview-Hart		$1,220.78
Haugen James			**Check 41568**	**12/8/2016**	**$43.67**
		001-010-576-80-31-00	Reimburse for Adobe Photo Shop		$43.67
HB Jaeger Co LLC			**Check 41474**	**11/23/2016**	**$562.84**
		410-016-531-10-31-02	Trash grate for storm drain		$562.84
HB Jaeger Co LLC			**Check 41569**	**12/8/2016**	**$1,178.89**
		001-013-594-18-60-02	Conduit & J boxes for temp city hall		$918.77
		410-016-531-10-31-02	Female adapter & plug		$123.41
		410-016-531-10-31-02	Manhole hooks		$136.71
Honey Bucket			**Check 41475**	**11/23/2016**	**$331.79**
	550162390	001-010-576-80-45-00	Honey Bucket rental Swim Beach		($50.36)
	550177900	001-010-576-80-45-00	Honey Bucket rental Boat Launch		$214.00
	550037463	001-010-576-80-45-00	Honey Bucket rental Boat Launch		$168.15
Industrial Supply Inc			**Check 41476**	**11/23/2016**	**$91.20**
	588373	001-010-576-80-31-00	Broom/Rake		$91.20
Ink It Your Way			**Check 41477**	**11/23/2016**	**$36.92**
	5318	001-008-521-20-31-04	Explorer logos imprinted on 4 shirts		$36.92
ISOutsource			**Check 41478**	**11/23/2016**	**$701.25**
		001-006-518-80-41-00	IT Consulting services		$701.25

Invoice	AccountCode	Item Description		Amount
J Thayer Company Inc		**Check 41479**	**11/23/2016**	**$1,515.22**
	001-004-514-23-31-00	Pens		$11.42
	001-004-514-23-31-00	File case returned		($23.03)
	001-007-558-50-31-00	Folders returned		($106.61)
	001-007-558-50-31-00	Folders/tissue/clasp envelopes		$93.61
	001-007-558-50-31-00	Legal size folders		$126.22
	001-007-558-50-31-01	Microwave/air freshner/copy holder		$64.78
	001-007-559-30-31-01	Microwave/air freshner/copy holder		$64.78
	001-008-521-20-31-00	Flash Drive		$69.59
	001-008-521-20-31-00	Paper		$293.97
	001-008-521-20-31-00	Binders/indexes/rubberbands/envelopes/markers/sissors/pens		$586.26
	001-013-518-20-31-00	Paper/Clasp envelopes		$204.68
	101-016-544-90-31-02	Microwave/air freshner/copy holder		$64.78
	410-016-531-10-31-02	Microwave/air freshner/copy holder		$64.77
J Thayer Company Inc		**Check 41570**	**12/8/2016**	**$956.86**
	001-004-514-23-31-00	Paper		$13.06
	001-005-518-10-31-00	Folders		$84.88
	001-007-558-50-31-00	Folders/mouse		$38.58
	001-007-559-30-31-00	Folders/mouse		$38.57
	001-008-521-20-31-00	Dry Erase Board		$272.20
	001-008-521-20-31-00	Blank cds/blank DVDs		$283.84
	001-008-521-20-31-00	Index tabs		($60.74)
	001-008-521-20-31-00	Business card magnet/business cards/desk pad		$31.83
	001-010-576-80-31-00	New desk supplies		$69.39

Invoice	AccountCode	Item Description		Amount
	001-013-518-20-31-00	Batteries/label tape		$46.47
	101-016-544-90-31-01	New desk supplies		$69.39
	410-016-531-10-31-01	New desk supplies		$69.39
John E Reid and Associates		**Check 41480**	**11/23/2016**	**$570.00**
170831	001-008-521-40-49-01	Interview & Interrogation training-Parnell		$570.00
Johns Cleaning Service		**Check 41481**	**11/23/2016**	**$70.96**
1859	001-008-521-20-26-00	Uniform cleaning		$70.96
Kamins Construction Inc		**Check 41571**	**12/8/2016**	**$7,123.02**
5	309-016-595-61-63-01	91st Avenue SE Sidewalk		$7,123.02
Kevin Ricco		**Check 41572**	**12/8/2016**	**$11,023.70**
1634	001-010-576-80-41-01	Emergency Tree removal		$11,603.90
1634	621-000-386-00-00-02	Retainage-Avid Tree Care		($580.20)
Kroesens Uniforms		**Check 41482**	**11/23/2016**	**$1,025.37**
40003	001-008-521-20-26-00	Uniform items - Bassett		$962.22
40275	001-008-521-21-26-00	Uniform items - Carter		$63.15
Kroesens Uniforms		**Check 41573**	**12/8/2016**	**$951.57**
40266	001-008-521-20-26-00	Shirt/Duty Belt/Under Belt		$164.30
40617	001-008-521-20-26-00	Boots/shirt/Trousers/Sweater-Starkenburg		$552.65
40466	001-008-521-20-26-00	Trousers/belt - J Anderson		$40.29
40467	001-008-521-20-26-00	Shirt/trousers - Bassett		$194.33
Lake Industries LLC		**Check 41483**	**11/23/2016**	**$120.00**
31988	101-016-544-90-31-02	Fill Hauled in by the Yard		$60.00
31988	410-016-531-10-31-02	Fill Hauled in by the Yard		$60.00

Invoice	AccountCode	Item Description		Amount
Lake Industries LLC		**Check 41574**	**12/8/2016**	**$480.00**
31633	101-016-544-90-31-02	Fill Hauled in by the Yard		$20.00
32061	101-016-544-90-31-02	Fill Hauled in by the Yard		$50.00
32054	101-016-544-90-31-02	Fill Hauled in by the Yard		$80.00
32087	101-016-544-90-31-02	Fill Hauled in by the Yard		$30.00
31996	101-016-544-90-31-02	Fill Hauled in by the Yard		$60.00
31996	410-016-531-10-31-02	Fill Hauled in by the Yard		$60.00
32061	410-016-531-10-31-02	Fill Hauled in by the Yard		$50.00
31633	410-016-531-10-31-02	Fill Hauled in by the Yard		$20.00
32087	410-016-531-10-31-02	Fill Hauled in by the Yard		$30.00
32054	410-016-531-10-31-02	Fill Hauled in by the Yard		$80.00
Lake Stevens Chamber of Commerce		**Check 41575**	**12/8/2016**	**$1,500.00**
42705	001-013-518-90-49-01	December 2016 Contribution for VIC operations		$1,500.00
Lake Stevens Fire		**Check 41576**	**12/8/2016**	**$155.00**
9790	001-012-575-30-47-00	2016 Annual Fire Inspection - Historical Museum		$155.00
Lake Stevens Police Guild		**Check 41532**	**11/30/2016**	**$2,006.00**
42689	001-000-284-00-00-00	Employee Paid Union Dues		$1,003.00
42704	001-000-284-00-00-00	Employee Paid Union Dues		$1,003.00
Lake Stevens School District		**Check 41484**	**11/23/2016**	**$5,037.08**
16170005	001-008-521-20-32-00	Fuel		$5,037.08
Lake Stevens School District		**Check 41577**	**12/8/2016**	**$4,832.88**
16170022	001-008-521-20-32-00	Fuel		$4,832.88
Lake Stevens Sewer District		**Check 41485**	**11/23/2016**	**$996.00**

Invoice	AccountCode	Item Description		Amount
42675	001-008-521-50-47-00	Sewer - N Lakeshore Dr		$83.00
42675	001-008-521-50-47-00	Sewer - Police Station		$83.00
42675	001-010-576-80-47-00	Sewer - Lundeen Park		$166.00
42675	001-012-572-20-47-00	Sewer - Library		$83.00
42675	001-013-518-20-47-00	Sewer - Family Center		$83.00
42675	001-013-518-20-47-00	Sewer - City Hall		$166.00
42675	001-013-518-20-47-00	Sewer - Vacant Houses 20th St SE		$166.00
42675	001-013-518-20-47-00	Sewer - Permit Center		$83.00
42675	101-016-543-50-47-00	Sewer - 99th Ave SE Property		$83.00
Lasting Impressions Inc		**Check 41486**	**11/23/2016**	**$54.55**
34098	001-008-521-20-26-00	Transfers on jackets for volunteers		$54.55
LeBlanc Megan		**Check 41578**	**12/8/2016**	**$370.00**
	001-008-521-20-43-00	Per Diem for Records Academy-LeBlanc		$370.00
LEIRA attn: Lezlie Arntz		**Check 41487**	**11/23/2016**	**$250.00**
	001-008-521-40-49-01	Class registration-All records clerks		$250.00
Lemay Mobile Shredding		**Check 41488**	**11/23/2016**	**$13.95**
4498260	001-008-521-20-31-01	Shredding services		$9.30
4498261	001-013-518-20-31-00	Shredding services		$4.65
Lowes Companies		**Check 41489**	**11/23/2016**	**$108.71**
920452	001-007-558-50-31-01	Wooden stakes for development signs		$66.22
965329	001-013-518-20-31-00	Hot water tank element for Family Center		$10.16
920854	101-016-544-90-31-02	Cement for sidewalk repair		$32.33
Marshall Sign Inc		**Check 41490**	**11/23/2016**	**$600.60**

Invoice	AccountCode	Item Description		Amount
1044	520-008-594-21-63-00	Police Boat Lettering		$600.60
Marshbank Construction Inc		**Check 41491**	**11/23/2016**	**$21,708.43**
	304-016-595-20-61-00	Emergency Grade Road Stabilization		$21,708.43
Marshbank Construction Acct 17620012767		**Check 41492**	**11/23/2016**	**$1,142.55**
	304-016-595-20-61-00	Retainage - Marshbank Contruction		$1,142.55
Meis Helen		**Check 41579**	**12/8/2016**	**$85.42**
	001-005-517-90-41-00	Wellness event supplies-Turkey Bowl		$11.98
	001-007-558-50-43-00	Mileage to Fall Regional Planners Forum		$73.44
Monroe Correctional Complex		**Check 41580**	**12/8/2016**	**$484.00**
	001-010-576-80-48-00	DOC Work Crew October		$91.05
	101-016-542-30-48-00	DOC Work Crew October		$197.89
	101-016-542-30-48-00	DOC Work Crew October		$76.86
	410-016-531-10-48-00	DOC Work Crew October		$118.20
Nationwide Retirement Solution		**Check 0**	**12/8/2016**	**$3,200.00**
42704	001-000-282-00-00-00	Employee Portion-Nationwide		$1,725.00
42689	001-000-282-00-00-00	Employee Portion-Nationwide		$1,475.00
Office of The State Treasurer		**Check 41493**	**11/23/2016**	**$14,075.26**
42644	633-000-586-00-00-15	October 2016 State Court Fees		$2.50
42644	633-007-586-00-00-02	October 2016 State Court Fees		$243.00
42644	633-008-586-00-00-03	October 2016 State Court Fees		$6,324.48
42644	633-008-586-00-00-04	October 2016 State Court Fees		$3,779.79
42644	633-008-586-00-00-05	October 2016 State Court Fees		$1,926.48
42644	633-008-586-00-00-08	October 2016 State Court Fees		$597.72

Invoice	AccountCode	Item Description		Amount
42644	633-008-586-00-00-09	October 2016 State Court Fees		$9.71
42644	633-008-586-00-00-10	October 2016 State Court Fees		$121.29
42644	633-008-586-00-00-11	October 2016 State Court Fees		$852.16
42644	633-008-586-00-00-12	October 2016 State Court Fees		$41.64
42644	633-008-586-00-00-13	October 2016 State Court Fees		$26.46
42644	633-008-586-00-00-14	October 2016 State Court Fees		$150.03
Office of The State Treasurer		**Check 41581**	**12/8/2016**	**$10,858.08**
42675	633-000-586-00-00-15	November 2016 State Court Fees		$2.49
42675	633-007-586-00-00-02	November 2016 State Court Fees		$211.50
42675	633-008-586-00-00-03	November 2016 State Court Fees		$5,030.90
42675	633-008-586-00-00-04	November 2016 State Court Fees		$2,846.96
42675	633-008-586-00-00-05	November 2016 State Court Fees		$1,267.79
42675	633-008-586-00-00-08	November 2016 State Court Fees		$403.89
42675	633-008-586-00-00-09	November 2016 State Court Fees		$79.85
42675	633-008-586-00-00-10	November 2016 State Court Fees		$150.78
42675	633-008-586-00-00-11	November 2016 State Court Fees		$576.18
42675	633-008-586-00-00-12	November 2016 State Court Fees		$51.81
42675	633-008-586-00-00-13	November 2016 State Court Fees		$35.35
42675	633-008-586-00-00-14	November 2016 State Court Fees		$200.58
Outcomes by Levy LLC		**Check 41494**	**11/23/2016**	**$5,282.40**
	001-013-511-20-41-02	Legislative/Regulatory consulting Oct 2016		$5,282.40
Pacific Power Batteries		**Check 41495**	**11/23/2016**	**$94.10**
12229704	001-010-576-80-31-00	Dewalt tool battery		$19.99
87915	001-010-576-80-31-00	Car chargers/micro cable		$11.38

Invoice	AccountCode	Item Description		Amount
87915	101-016-544-90-31-02	Car chargers/micro cable		$11.38
12229704	101-016-544-90-31-02	Dewalt tool battery		$19.98
12229704	410-016-531-10-31-02	Dewalt tool battery		$19.98
87915	410-016-531-10-31-02	Car chargers/micro cable		$11.39
Pacific Power Batteries		**Check 41582**	**12/8/2016**	**$118.70**
12235546	001-010-576-80-31-00	Cable/usb wall chargers for City Shop		$39.56
12235546	101-016-544-90-31-02	Cable/usb wall chargers for City Shop		$39.57
12235546	410-016-531-10-31-02	Cable/usb wall chargers for City Shop		$39.57
Pakor Inc NW8935		**Check 41496**	**11/23/2016**	**$310.82**
8020702	001-008-521-20-31-00	Passport supplies		$310.82
Parnell Kristen		**Check 41497**	**11/23/2016**	**$998.00**
	001-008-521-20-43-00	Per Diem for Interview & Interrogation training-Parnell		$998.00
Performance Marine Inc		**Check 41498**	**11/23/2016**	**$276.71**
4134415	001-008-521-21-48-00	Winterize North River Boat		$276.71
Perteet Engineering Inc		**Check 41583**	**12/8/2016**	**$26,289.28**
	101-016-542-30-41-02	2016 Grant Writing Assistance		$515.00
	301-016-544-40-41-00	20th Street SE Phanse II-Segment 1		$25,774.28
Pilchuck Rentals		**Check 41584**	**12/8/2016**	**$780.06**
45495	001-010-576-80-45-00	Rental of stump grinder		$234.56
45628	001-010-576-80-45-00	Stump Grinder rental		$545.50
Platt Electric Supply		**Check 41585**	**12/8/2016**	**$104.64**
	001-013-594-18-60-02	PVC/Conduit-temp City Hall		$52.32
	001-013-594-18-60-02	PVC/Conduit-temp City Hall		$52.32

Invoice	AccountCode	Item Description		Amount
Police Executive Research Forum		**Check 41586**	**12/8/2016**	**$200.00**
2633	001-008-521-20-49-00	2017 PERF Dues - John Dyer		$200.00
Powerplan		**Check 41587**	**12/8/2016**	**$310.98**
10215962	101-016-544-90-31-02	Street Pads		$106.21
10215950	101-016-544-90-31-02	Street Pads		$204.77
Prothman Company		**Check 41499**	**11/23/2016**	**$18,955.06**
	001-002-513-11-41-00	City Administrator search		$6,500.00
	001-002-513-11-41-00	City Administrator search		$2,000.56
	001-002-513-11-41-00	Municipal consulting - Swenson		$7,736.33
	101-016-542-30-41-02	Municipal consulting - Swenson		$1,568.18
	401-070-535-10-41-00	Municipal consulting - Swenson		$104.55
	410-016-531-10-41-01	Municipal consulting - Swenson		$1,045.44
Public Safety Testing Inc		**Check 41500**	**11/23/2016**	**$1,438.16**
	001-008-521-20-41-00	Background report-New Hire		$1,438.16
Puget Sound Energy		**Check 41501**	**11/23/2016**	**$83.98**
24316495.6875	001-010-576-80-47-00	Natural Gas - City Shop		$27.99
24316495.6875	101-016-543-50-47-00	Natural Gas - City Shop		$27.99
24316495.6875	410-016-531-10-47-00	Natural Gas - City Shop		$28.00
Puget Sound Energy		**Check 41502**	**11/23/2016**	**$130.30**
3723810.6875	410-016-531-10-47-00	Natural Gas - Lake Shore Dr		$130.30
Republic Services 197		**Check 41503**	**11/23/2016**	**$1,826.53**
	001-010-576-80-31-00	Dumpster services - City Shop		$498.85
	101-016-542-30-45-00	Dumpster Rental - City Shop		$165.00

Invoice	AccountCode	Item Description		Amount
	101-016-544-90-31-02	Dumpster services - City Shop		$498.84
	410-016-531-10-31-02	Dumpster services - City Shop		$498.84
	410-016-531-10-45-00	Dumpster Rental - City Shop		$165.00
Republic Services 197		**Check 41504**	**11/23/2016**	**$264.56**
	001-010-576-80-31-00	Dumpster svcs - Lundeen Park		$250.92
	001-010-576-80-45-00	Dumpster rental - Lundeen Park		$13.64
Republic Services 197		**Check 41505**	**11/23/2016**	**$132.15**
	001-013-518-20-31-00	Dumpster services - City Hall		$115.95
	001-013-518-20-45-00	Dumpster rental - City Hall		$16.20
Right On Heating & Sheet Metal Inc		**Check 41506**	**11/23/2016**	**$500.00**
21715	001-013-518-20-48-00	HVAC fall services all city buildings		$500.00
Robinson Noble		**Check 41507**	**11/23/2016**	**$257.05**
	101-016-595-61-64-41	Geotechnical Engineering services Grade Road Embankment		$257.05
SeaCom Cabling Technology Solutions		**Check 41588**	**12/8/2016**	**$1,280.12**
	001-013-594-18-60-01	Internet Cabling at VIC		$1,280.12
Servpro of N Everett-Lake Stevens-Monroe		**Check 41508**	**11/23/2016**	**$4,913.08**
4994849	001-013-518-20-41-00	Lead/Mold/Asbestos Sampling City Hall/Permit Center		$2,687.43
1	001-013-518-20-41-00	Water Mitigation-City Hall		$2,225.65
Sirchie Acquisition Company LLC		**Check 41509**	**11/23/2016**	**$512.31**
	001-008-521-80-30-00	Fingerprint supplies		$512.31
Sirchie Acquisition Company LLC		**Check 41589**	**12/8/2016**	**$49.00**
	001-008-521-20-31-01	Latex powder free gloves		$49.00
Six Robblees Inc		**Check 41590**	**12/8/2016**	**$40.47**

Invoice	AccountCode	Item Description		Amount
	101-016-544-90-31-02	Jack A Frame for PW8		$20.24
	410-016-531-10-31-02	Jack A Frame for PW8		$20.23
Smith Deborah		**Check 41591**	**12/8/2016**	**$134.34**
	001-005-517-90-41-00	Wellness event supplies-Turkey Bowl		$134.34
Snohomish County Cities		**Check 41592**	**12/8/2016**	**$35.00**
215	001-001-511-60-43-00	SCC mtg 11/17/16 - Sam Low		$35.00
Snohomish County Conservation Dist		**Check 41593**	**12/8/2016**	**$3,263.03**
2528	410-016-531-50-31-15	Q3 2016 Salaries & Benefits		$3,263.03
Snohomish County PUD		**Check 41510**	**11/23/2016**	**$17,484.12**
150803695	001-008-521-50-47-00	202766820 Police Dept Electric		$482.60
147519386	001-008-521-50-47-00	203033030 Police Dept Water		$66.21
117838144	001-008-521-50-47-00	200558690 Police N Lakeshore Drive		$90.62
150800329	001-010-576-80-47-00	202513354 Park lighting		$19.38
160447501	001-010-576-80-47-00	205395999 Visitor Center		$119.45
166927624	001-010-576-80-47-00	200748721 Parks		$48.24
144223406	001-010-576-80-47-00	201513934 Parks		$2.23
137590592	001-010-576-80-47-00	203531959 Mobile at 2424 Soper Hill Rd		$38.64
140893727	001-010-576-80-47-00	202340527 Yard		$8.79
100274137	001-012-572-20-47-00	200206977 Library		$354.80
124475439	001-012-575-30-47-00	202289237 Museum		$19.68
131085290	001-012-575-50-47-00	200860922 Community Center		$133.09
124475439	001-012-575-51-47-00	202289237 Grimm House		$19.68
117840025	001-013-518-20-47-00	200321172 Permit Center		$230.64
100274137	001-013-518-20-47-00	200206977 Library water meter		$119.38

Invoice	AccountCode	Item Description	Amount
114527975	001-013-518-20-47-00	201956075 War Memorial	$27.44
114529189	001-013-518-20-47-00	200245215 Family Center	$191.96
157253657	001-013-518-20-47-00	201783685 Annex	$92.67
111206483	001-013-518-20-47-00	200206019 City Hall	$289.02
111207112	101-016-542-63-47-00	200363505 Traffic Signal	$79.09
166925550	101-016-542-63-47-00	202648101 Street Lights - Soper Hill Annexation	$1,066.97
137589753	101-016-542-63-47-00	204719074 Catherine Creek Bridge lights	$21.42
121155441	101-016-542-63-47-00	202013249 Traffic Signal	$91.55
140902386	101-016-542-63-47-00	205338056 SR92 Roundabout at113th	$64.88
100273480	101-016-542-63-47-00	202624367 Street Lights	$10,177.45
150799296	101-016-542-63-47-00	201973682 Street Lights	$44.73
160448708	101-016-542-63-47-00	203731153 Traffic Signal	$95.08
166922885	101-016-542-63-47-00	202988481 Street Lights	$224.24
166925631	101-016-542-63-47-00	202670725 Street Lights	$1,181.12
160448706	101-016-542-63-47-00	203730189 Traffic Signal	$77.56
140893727	101-016-542-63-47-00	202340527 Yard	$8.79
131086015	101-016-542-63-47-00	201860178 Traffic Signal	$184.77
154056217	101-016-542-63-47-00	202648705 Street Lights	$50.91
150796236	101-016-542-63-47-00	203582010 Street Lights	$103.56
163662008	101-016-542-63-47-00	203115522 Street Light meter	$188.73
127777002	101-016-542-63-47-00	201595113 Street Lights	$227.94
100274495	101-016-542-64-47-00	221128085 Traffic Signal 7441 20th St SE	$1,232.01
140893727	410-016-531-10-47-00	202340527 Yard	$8.80
Snohomish County PUD		**Check 41594** **12/8/2016**	**$1,811.24**

Invoice	AccountCode	Item Description	Amount
147527661	001-010-576-80-47-00	205395999 Visitor Center	$171.18
147522720	001-010-576-80-47-00	203599006 City Shop	$159.38
114539703	001-010-576-80-47-00	202340527 Yard	$8.43
144228159	101-016-542-63-47-00	202342622 Street Lights	$69.58
117843885	101-016-542-63-47-00	205320781 SR92 Roundabout at 99th	$60.93
111223058	101-016-542-63-47-00	204719074 Catherine Creek Bridge lights	$21.42
147526344	101-016-542-63-47-00	203582010 Street Lights	$123.86
157265304	101-016-542-63-47-00	202988481 Street Lights	$234.12
166935479	101-016-542-63-47-00	203728159 Traffic Signal	$56.61
147526505	101-016-542-63-47-00	203730189 Traffic Signal	$83.28
104569982	101-016-542-63-47-00	200178218 Traffic Signal	$199.38
147526508	101-016-542-63-47-00	203731153 Traffic Signal	$105.49
160464264	101-016-542-63-47-00	202013249 Traffic Signal	$98.92
114539703	101-016-542-63-47-00	202340527 Yard	$8.43
100277718	101-016-542-64-47-00	221128085 Traffic Signal 7441 20th St SE	$82.98
147522720	101-016-543-50-47-00	203599006 City Shop	$159.39
114539703	410-016-531-10-47-00	202340527 Yard	$8.42
147522720	410-016-531-10-47-00	203599006 City Shop	$159.44
Snohomish County PW S		**Check 41511 11/23/2016**	**$24,909.39**
	101-016-542-64-48-00	Traffic Signal & Sign repair & maintenance	$1,107.77
	101-016-542-64-48-02	Lane Striping	$17,174.07
	410-016-531-20-41-00	Lake Monitoring & Gaging services Q3 2016	$6,627.55
Snohomish County PW S		**Check 41595 12/8/2016**	**$495.81**
	101-016-542-30-41-02	Bridge inspection	$239.39

Invoice	AccountCode	Item Description		Amount
	101-016-542-64-48-00	Street light & signal repair		$256.42
Snohomish County PW V		**Check 41596**	**12/8/2016**	**$18,344.04**
	001-008-521-20-48-00	Vehicle repair		$3,840.75
	001-008-521-20-48-00	Vehicle repair		$5,792.70
	101-016-542-30-48-00	Vehicle repair		$4,686.70
	101-016-542-30-48-00	Vehicle repair		$1,079.91
	101-016-542-64-31-00	Sign posts		$1,864.06
	410-016-531-10-48-00	Vehicle repair		$1,079.92
Snohomish County Sheriffs Office		**Check 41512**	**11/23/2016**	**$7,953.00**
	001-008-521-30-51-00	2016 Bridge SRDTF JAG graint contribution		$7,953.00
Snohomish County Sherrifs Office		**Check 41513**	**11/23/2016**	**$8,820.98**
	001-008-523-60-51-00	Prisoner medical Sept 2016		$62.18
	001-008-523-60-51-00	Prisoner housing Sept 2016		$8,758.80
Snohomish County Sherrifs Office		**Check 41597**	**12/8/2016**	**$11,257.24**
	001-008-523-60-51-00	Prisoner housing October 2016		$11,257.24
Snohomish County Treasurer		**Check 41514**	**11/23/2016**	**$232.85**
42644	633-008-586-00-00-01	October 2016 Crime Victims Compensation		$232.85
Snohomish County Treasurer		**Check 41598**	**12/8/2016**	**$195.48**
42675	633-008-586-00-00-01	November 2016 Crime Victims Compensation		$195.48
Snopac		**Check 41515**	**11/23/2016**	**$26,017.48**
8634	001-008-528-00-51-00	Dispatch Services		$26,017.48
Sound Publishing Inc		**Check 41516**	**11/23/2016**	**$250.24**
	001-004-514-23-41-01	2017 Budget PH Prop		$62.16

Invoice	AccountCode	Item Description	Amount
	001-004-514-23-41-01	2017 Budget Study Session	$31.08
	001-013-518-30-41-01	Special Mtg Admin Candidate Reception Workshop	$37.96
	001-013-518-30-41-01	Special Meeting Nov 16 - 2016	$39.68
	001-013-518-30-41-01	Special Mtg Admin Candidate Reception Workshop	$41.40
	001-013-518-30-41-01	Study Session	$37.96
Sound Publishing Inc		**Check 41599 12/8/2016**	**$927.16**
	001-007-558-50-41-03	LUA2016-0145/146/147 Chapel 5 Prelim Plat	$101.60
	001-007-558-50-41-03	LUA2016-0152 Redwoods Court	$70.64
	001-007-558-50-41-03	LUA2016-0047 Smoots Mixed use	$93.00
	001-007-558-50-41-03	LUA2016-0139 Eagle Glen North	$105.04
	001-007-558-50-41-03	LUA2016-0117 Tyler Prelim Plat	$80.96
	001-007-558-50-41-03	LUA2016-0118 St John Variance	$87.84
	001-007-558-50-41-03	LUA2016-0157 Temp downtown height limits	$77.52
	001-007-558-50-41-03	LUA2016-0158 Rec Vehicle Regulations	$108.48
	001-010-576-80-31-00	Cavelero Skate Park Open House	$65.60
	001-013-518-30-41-01	Ordinances 976/977	$32.80
	001-013-518-30-41-01	Special City Council meeting	$36.24
	001-013-518-30-41-01	City Council meeting cancellation	$41.52
	001-013-518-30-41-01	Request for Proposal - Electrical contractor on call	$25.92
Standard Insurance Company		**Check 0 12/8/2016**	**$5,740.25**
42704	001-000-284-00-00-00	Life/Disability Ins Premiums	$148.00
42704	001-002-513-11-20-00	Life/Disability Ins Premiums	$0.00
42704	001-003-514-20-20-00	Life/Disability Ins Premiums	$145.31
42704	001-004-514-23-20-00	Life/Disability Ins Premiums	$146.13

Invoice	AccountCode	Item Description		Amount
42704	001-005-518-10-20-00	Life/Disability Ins Premiums		$70.67
42704	001-006-518-80-20-00	Life/Disability Ins Premiums		$139.15
42704	001-007-558-50-20-00	Life/Disability Ins Premiums		$450.02
42704	001-007-559-30-20-00	Life/Disability Ins Premiums		$309.93
42704	001-008-521-20-20-00	Life/Disability Ins Premiums		$2,725.61
42704	001-010-576-80-20-00	Life/Disability Ins Premiums		$179.72
42704	001-013-518-30-20-00	Life/Disability Ins Premiums		$39.56
42704	101-016-542-30-20-00	Life/Disability Ins Premiums		$702.02
42704	401-070-535-10-20-00	Life/Disability Ins Premiums		$63.95
42704	410-016-531-10-20-00	Life/Disability Ins Premiums		$620.18
Starkenburg Kathy		**Check 41600**	**12/8/2016**	**$370.00**
	001-008-521-20-43-00	Per Diem for travel to Records Academy-Starkenburg		$370.00
Summers Robert		**Check 41517**	**11/23/2016**	**$24.30**
42680	001-008-521-20-43-00	PSR Lunch reimbursement-Summers		$24.30
Symbol Arts		**Check 41601**	**12/8/2016**	**$622.50**
	001-008-521-20-31-01	Badges		$622.50
Tacoma Screw Products Inc		**Check 41518**	**11/23/2016**	**$261.46**
18138511	001-010-576-80-31-00	Diamond cut off blade		$87.16
18138511	101-016-544-90-31-02	Diamond cut off blade		$87.15
18138511	410-016-531-10-31-02	Diamond cut off blade		$87.15
Tacoma Screw Products Inc		**Check 41602**	**12/8/2016**	**$184.53**
18139108	001-010-576-80-31-00	Magnetic nut setters		$61.51
18139108	101-016-544-90-31-02	Magnetic nut setters		$61.51
18139108	410-016-531-10-31-02	Magnetic nut setters		$61.51

Invoice	AccountCode	Item Description		Amount
Tageant Marcus		**Check 41603**	**12/8/2016**	**$821.66**
	001-001-511-60-43-00	Per Diem for NLC Pittsburg-Tageant		$821.66
Teamsters Local No 763		**Check 41604**	**12/8/2016**	**$988.00**
42704	001-000-284-00-00-00	Union Dues		$988.00
Terra Services Inc		**Check 41519**	**11/23/2016**	**$5,545.10**
	001-007-559-30-41-00	Temporary services-Receptionist		$820.51
	001-007-559-30-41-00	Temporary services-Receptionist		$1,025.64
	001-010-576-80-41-00	Temporary services-PW Admin		$148.31
	001-010-576-80-41-00	Temporary services-PW Admin		$142.46
	001-013-518-20-41-00	Temporary services-PW Admin		$148.31
	001-013-518-20-41-00	Temporary services-PW Admin		$142.46
	101-016-542-30-41-02	Temporary services-PW Admin		$569.84
	101-016-542-30-41-02	Temporary services-Receptionist		$293.04
	101-016-542-30-41-02	Temporary services-PW Admin		$593.26
	101-016-542-30-41-02	Temporary services-Receptionist		$234.43
	410-016-531-10-41-01	Temporary services-PW Admin		$569.84
	410-016-531-10-41-01	Temporary services-Receptionist		$117.22
	410-016-531-10-41-01	Temporary services-Receptionist		$146.52
	410-016-531-10-41-01	Temporary services-PW Admin		$593.26
Terra Services Inc		**Check 41605**	**12/8/2016**	**$7,835.38**
	001-007-558-50-41-00	Temporary services - PW Admin		$686.81
	001-007-558-50-41-00	Temporary services - Planning admin		$732.60
	001-007-558-50-41-00	Temporary services - Planning admin		$439.56
	001-007-559-30-41-00	Temporary services - Planning admin		$732.60

Invoice	AccountCode	Item Description		Amount
	001-007-559-30-41-00	Temporary services - Planning admin		$439.56
	001-007-559-30-41-00	Temporary services - PW Admin		$686.82
	001-010-576-80-41-00	Temporary services - PW Admin		$161.95
	001-010-576-80-41-00	Temporary services - PW Admin		$93.67
	001-013-518-20-41-00	Temporary services - PW Admin		$156.12
	001-013-518-20-41-00	Temporary services - PW Admin		$156.12
	001-013-518-20-41-00	Temporary services - PW Admin		$161.95
	001-013-518-20-41-00	Temporary services - PW Admin		$93.67
	101-016-542-30-41-02	Temporary services - PW Admin		$647.80
	101-016-542-30-41-02	Temporary services - PW Admin		$624.48
	101-016-542-30-41-02	Temporary services - PW Admin		$374.69
	410-016-531-10-41-01	Temporary services - PW Admin		$624.48
	410-016-531-10-41-01	Temporary services - PW Admin		$374.69
	410-016-531-10-41-01	Temporary services - PW Admin		$647.81
Thomas Dean		**Check 41520**	**11/23/2016**	**$15.46**
	001-008-521-20-43-00	PSR Lunch-Thomas		$15.46
United Way of Snohomish Co		**Check 41606**	**12/8/2016**	**$61.68**
42704	001-000-284-00-00-00	Employee Contributions		$61.68
Universal Field Services Inc		**Check 41607**	**12/8/2016**	**$602.16**
48005	001-013-518-20-41-00	Ridgeline & Grade Properties Land Exchange		$301.08
48017	301-010-576-80-61-00	Aquisition of ROW-Hartford Trailhead		$301.08
UPS		**Check 41521**	**11/23/2016**	**$71.03**
	001-008-521-20-42-00	Evidence shipping		$21.94
	001-008-521-20-42-00	Evidence shipping		$15.51

Invoice	AccountCode	Item Description		Amount
	001-008-521-20-42-00	Evidence shipping		$33.58
UPS		**Check 41608**	**12/8/2016**	**$10.39**
	001-008-521-20-42-00	Evidence shipping		$1.78
	001-008-521-20-42-00	Evidence shipping		$8.61
Valley Freightliner Inc		**Check 41522**	**11/23/2016**	**$10,607.98**
	101-016-542-30-48-00	Ford Dump truck repair PW40		$4,716.50
	410-016-531-10-48-00	Stering Vactor Truck repair PW26		$1,174.97
	410-016-531-10-48-00	Ford Dump truck repair PW40		$4,716.51
Valley Freightliner Inc		**Check 41609**	**12/8/2016**	**$9,433.02**
	101-016-542-30-48-00	Repair of PW40 Ford dump/plow truck		$2,750.00
	101-016-542-30-48-00	Repair of PW40 Ford dump/plow truck		$1,966.51
	410-016-531-10-48-00	Repair of PW40 Ford dump/plow truck		$2,750.00
	410-016-531-10-48-00	Repair of PW40 Ford dump/plow truck		$1,966.51
Vanderwalker Michelle		**Check 41523**	**11/23/2016**	**$13.00**
	001-008-521-20-43-00	Parking reimb-WAPRO training-Vanderwalker		$13.00
Verizon Northwest		**Check 41524**	**11/23/2016**	**$2,915.52**
9774198612	001-001-513-10-42-00	Wireless phone services		$70.03
9774198612	001-002-513-11-42-00	Wireless phone services		$101.80
9774198612	001-003-514-20-42-00	Wireless phone services		$55.39
9774198612	001-005-518-10-42-00	Wireless phone services		$52.56
9774198612	001-006-518-80-42-00	Wireless phone services		$179.88
9774198612	001-007-558-50-42-00	Wireless phone services		$282.92
9774198612	001-007-559-30-42-00	Wireless phone services		$108.70
9774198612	001-008-521-20-42-00	Wireless phone services		$1,577.79

Invoice	AccountCode	Item Description		Amount
9774198612	001-010-576-80-42-00	Wireless phone services		$162.15
9774198612	101-016-543-30-42-00	Wireless phone services		$162.15
9774198612	410-016-531-10-42-00	Wireless phone services		$162.15
Verizon Northwest		**Check 41610**	**12/8/2016**	**$3,091.73**
9775867950	001-001-513-10-42-00	Wiresless phone services		$71.57
9775867950	001-002-513-11-42-00	Wiresless phone services		$103.75
9775867950	001-003-514-20-42-00	Wiresless phone services		$55.39
9775867950	001-005-518-10-42-00	Wiresless phone services		$52.56
9775867950	001-006-518-80-42-00	Wiresless phone services		$180.10
9775867950	001-007-558-50-42-00	Wiresless phone services		$235.57
9775867950	001-007-559-30-42-00	Wiresless phone services		$113.98
9775867950	001-008-521-20-42-00	Wiresless phone services		$1,580.22
9775867950	001-010-576-80-42-00	Wiresless phone services		$232.86
9775867950	101-016-543-30-42-00	Wiresless phone services		$232.86
9775867950	410-016-531-10-42-00	Wiresless phone services		$232.87
Wachtveitl Jerad		**Check 41525**	**11/23/2016**	**$54.00**
	001-008-521-20-43-00	Per Deim for WAHIA conference-Wachtveitl		$54.00
Washington Audiology Services		**Check 41526**	**11/23/2016**	**$20.00**
49752	001-005-518-10-41-00	Employee Hearing test		$20.00
Washington State Dept of Agriculture		**Check 41611**	**12/8/2016**	**$33.00**
74167	001-010-576-80-31-00	2017 Pesticide License - Holly		$33.00
Washington State Patrol		**Check 41527**	**11/23/2016**	**$582.00**
	633-008-586-00-00-06	Weapons permit background checks		$582.00

Invoice	AccountCode	Item Description		Amount
Washington State Support Registry		**Check 0**	**11/23/2016**	**$804.92**
42689	001-000-284-00-00-00	Employee Paid Child Support		$402.46
42704	001-000-284-00-00-00	Employee Paid Child Support		$402.46
Washington Teamsters Welfare Trust EFT		**Check 0**	**12/8/2016**	**$2,035.60**
42704	001-000-283-00-00-00	Teamsters Dental Ins Premiums		$2,035.60
Washington Tractor		**Check 41612**	**12/8/2016**	**$224.43**
1166614	101-016-544-90-31-02	Oil/filters for PW30		$112.22
1166614	410-016-531-10-31-02	Oil/filters for PW30		$112.21
Watch Systems		**Check 41528**	**11/23/2016**	**$100.32**
31112	001-008-521-20-42-00	Community Notification - Sex offender		$100.32
Watch Systems		**Check 41613**	**12/8/2016**	**$38.12**
31671	001-008-521-20-31-01	Community Notification - sex offender		$38.12
Wave Broadband		**Check 41529**	**11/23/2016**	**$1,382.61**
1296664	001-002-513-11-42-00	Telephone Service		$10.76
1296664	001-003-514-20-42-00	Telephone Service		$21.51
1296664	001-004-514-23-42-00	Telephone Service		$21.52
1296664	001-005-518-10-42-00	Telephone Service		$10.75
1296664	001-006-518-80-42-00	Telephone Service		$32.26
1296664	001-007-558-50-42-00	Telephone Service		$69.95
1296664	001-007-559-30-42-00	Telephone Service		$10.76
1296664	001-008-521-20-42-00	Telephone Service		$365.83
1296664	001-012-575-30-42-00	Telephone Service Museum		$10.76
1296664	001-012-575-50-42-00	Telephone Service Senior Ctr		$10.75
1296664	001-013-518-20-42-00	Telephone Service		$43.02

Invoice	AccountCode	Item Description		Amount
1296664	101-016-543-30-42-00	Telephone Service Shop		$61.90
1296664	410-016-531-10-42-00	Telephone Service Shop		$61.90
1299614	510-006-518-80-49-00	Fiber lease for New World Connection		$650.94
Wave Broadband		**Check 41614**	**12/8/2016**	**$1,400.81**
1371953	001-002-513-11-42-00	Telephone Service		$11.02
1371953	001-003-514-20-42-00	Telephone Service		$22.05
1371953	001-004-514-23-42-00	Telephone Service		$22.04
1371953	001-005-518-10-42-00	Telephone Service		$11.02
1371953	001-006-518-80-42-00	Telephone Service		$33.07
1371953	001-007-558-50-42-00	Telephone Service		$71.69
1371953	001-007-559-30-42-00	Telephone Service		$11.02
1371953	001-008-521-20-42-00	Telephone Service		$374.94
1371953	001-012-575-30-42-00	Telephone Service Museum		$11.02
1371953	001-012-575-50-42-00	Telephone Service Senior Ctr		$11.03
1371953	001-013-518-20-42-00	Telephone Service		$44.09
1371953	101-016-543-30-42-00	Telephone Service Shop		$63.44
1371953	410-016-531-10-42-00	Telephone Service Shop		$63.44
1374977	510-006-518-80-49-00	Fiber lease for New World Connection		$650.94
Waynes Auto Detail		**Check 41615**	**12/8/2016**	**$244.75**
10478	001-007-559-30-48-00	Full Detail - Expedition PW7		$244.75
WC-3 West Coast Code Consultants Inc		**Check 41433**	**11/10/2016**	**$250.00**
	001-007-559-30-49-01	Code Enforcement training-Farmer/Williamson		$250.00
Weed Graafstra & Associates Inc		**Check 41616**	**12/8/2016**	**$12,770.68**
158	001-011-515-30-41-00	Legal services - General Matters		$12,770.68

Invoice	AccountCode	Item Description		Amount
West Marine Pro		**Check 41617**	**12/8/2016**	**$477.65**
9780	520-008-594-21-63-00	Accessories for 2017 Almar Patrol Boat		$477.65
Western Conference of Teamsters Pension Trust		**Check 41434**	**11/10/2016**	**$2,190.25**
42675	001-000-282-00-00-00	Employee Contributions - Teamster Pension		$2,190.25
Western Conference of Teamsters Pension Trust		**Check 41436**	**11/14/2016**	**$48.00**
42675	001-000-282-00-00-00	Retro Teamster Pension Withholding		$48.00
Western Conference of Teamsters Pension Trust		**Check 41618**	**12/8/2016**	**$2,312.29**
42675	001-000-282-00-00-00	Employee Contributions - Teamster Pension		$2,312.29
Whitfield United - Leaveitt		**Check 41435**	**11/10/2016**	**$100.00**
	001-003-514-20-49-00	Notary bond & seal - Kathleen Pugh		$100.00
Williamson David		**Check 41619**	**12/8/2016**	**$144.40**
	001-007-558-50-43-00	Expense reimb for code enforcement training-Williamson		$144.40
		Total Disbursements		**$1,016,331.74**

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CITY OF LAKE STEVENS
CITY COUNCIL WORKSHOP MEETING MINUTES
Tuesday, November 8, 2016
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER:	6:00 p.m. by Council President Sam Low
ELECTED OFFICIALS PRESENT:	Councilmembers Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant
ELECTED OFFICIALS ABSENT:	Mayor John Spencer
STAFF MEMBERS PRESENT:	Interim City Administrator Mary Swenson, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Mick Monken, Police Chief John Dyer, Human Resources Director Steve Edin, Deputy City Clerk Kathy Pugh and City Attorney Grant Weed
OTHERS:	Doug Levy and Jennifer Ziegler

Council President Sam Low called the meeting to order and introduced Jennifer Ziegler from Outcomes by Levy.

Ms. Ziegler reviewed the proposed 2017 Legislative Priorities including interim legislative activities which include homelessness/affordable housing/mental health, infrastructure including the public works trust fund, 1% Property Tax Cap Coalition, the Public Records Act and Stakeholder Group, criminal justice training funding request, federal transportation funding distributions, the Model Toxics Contract Act Governor's Work Group, the B&O Licensing Group, Growth Management Act House local government work sessions, the Use of Deadly Force Task Force and the Body Worn Cameras Tax Force.

Ms. Ziegler commented on the legislative outlook, noting there are close margins in the two legislative chambers and that this is the final biennium to fulfill the stating funding obligations for basic education. She also commented that state revenues are stable, and also that marijuana revenues are up sharply, but that the City will have to be defensive regarding shared revenues.

Mr. Levy reviewed the draft state legislative priorities as follows: The City is requesting $3 million in the 2017-19 Capital Budget for the next phase of its downtown Civic Center project, that the City will actively support legislative and budget initiatives to add affordable housing units for those most in need and also to add services and facilities to combat homelessness, as well as better funding for mental health and chemical dependency prevention; and that the City will continue its efforts to protect and restore "state-shared" revenues and provide local governments with options to better address local resource needs.

Ms. Ziegler added they will work to modernize the Public Records Act.

Ms. Ziegler and Mr. Levy next reviewed the 2017 items they would support or oppose and also those topics they would track and monitor, including criminal justice/public safety/fire/courts, economic development and infrastructure matters, land use and the Growth Management Act, and other miscellaneous topics that may affect local government.

Mr. Levy also commented that they will monitor personnel, pension and other human resources issues and would oppose legislation that would impose unfunded mandates; they will support initiatives that can help to reduce costs for cities and counties.

Ms. Ziegler reviewed the next steps including finalization of the legislative agenda and meeting with the legislative delegation. She added that the 2017 legislative session begins January 19th.

Mr. Levy and Ms. Ziegler then responded to Councilmembers' questions.

Mayor Pro Tem Low thanked Ms. Levy and Ms. Ziegler for being here this evening.

EXECUTIVE SESSION: Council President Low announced an executive session beginning at 6:46 p.m. for 10 minutes to discuss a personnel matter, with action to follow during the regular meeting immediately following.

Adjourn:

The work session adjourned at 6:45 p.m.

_____ _____

John Spencer, Mayor Kathy Pugh, Deputy City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL REGULAR MEETING MINUTES
Tuesday, November 8, 2016
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER:	7:00 p.m. by Mayor Pro Tem Sam Low
ELECTED OFFICIALS PRESENT:	Councilmembers Kim Daughtry, Sam Low, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant
ELECTED OFFICIALS ABSENT:	Mayor John Spencer
STAFF MEMBERS PRESENT:	Interim City Administrator Mary Swenson, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Mick Monken, Police Chief John Dyer, Human Resources Director Steve Edin, Deputy City Clerk Kathy Pugh and City Attorney Grant Weed
OTHERS:	

Pledge of Allegiance: Mayor Pro Tem Sam Low acknowledged the Senior Center members in attendance at the meeting and asked that they lead the Pledge of Allegiance.

Roll Call: All present.

EXECUTIVE SESSION: Mayor Pro Tem Low advised there was an Executive Session immediately prior to this meeting and requested a motion to approve the contract for City Administrator with Gene Brazell.

MOTION: Moved by Councilmember Welch, seconded by Councilmember Daughtry, to approve the employment contract with Gene Brazell for the City Administrator position. On vote the motion carried (7-0-0-0).

Approval of Agenda: Mayor Pro Tem Low announced that Consent Item K, Approve Interlocal Agreement with Snohomish Conservation District, is being removed from the agenda at Staff's request.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to approve the agenda with the noted change. On vote the motion carried (7-0-0-0).

Guest Business: None.

Council Business:

Kim Daughtry: Two subcommittee meetings.
Sam Low: Nothing
Kurt Hilt: Thanked all veterans for their service.
Todd Welch: Nothing.

Rauchel McDaniel: Three subcommittee meetings including Downtown meeting.
Kathy Holder: Planning & Economic Development Subcommittee, next Subarea meeting in February.
Marcus Tageant: Planning and Economic Development Subcommittee; Lake Stevens Chamber of Commerce.

Guest Business: None.

Mayor's Business: Mayor Pro Tem Low said there might be a special Council meeting on November 29, 2016. Mayor Pro Tem Low also said that an email was received regarding the 2017 Budget Public Hearing but that it will be fine to move ahead with tonight's public hearing and First Reading of Ordinance 975. He added the Budget Subcommittee will review the email prior to the second reading of Ordinance 975 scheduled for December 13, 2016.

City Department Report. None.

Consent Agenda:

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Tageant, to approve (A) 2016 Vouchers [Payroll Direct Deposits of $151,203.57, Payroll Checks 41355-41356 in the amount of $5,040.41, Tax Deposits of $58,894.74, Electronic Funds Transfers (ACH) totaling $235,554.30, Claims Check Nos. 41354, 41357-41428 totaling $631,821.97, Void Checks – none, Total Vouchers Approved: $1,082,514.99]; (B) City Council Workshop Meeting Minutes of October 25, 2016; (C) City Council Regular Meeting Minutes of October 25, 2016, (D) City Council Special Meeting Minutes of October 26, 2016; (E) First Amendment to Interlocal Agreement for Joint Planning and Development of Public Library and City Civic Facilities; (F) Library Pros and Cons; (G) Award Contract for Grade Road As-Built Survey; (H) Approve Budget and Authorize Mayor to Enter into Services re Temporary City Hall Facility Placement; (I) Authorize Mayor to Enter into Professional Services Agreement for Environmental Site Assessment for Future Temporary City Campus and North Cove Park Site; (J) Approve Purchase and Authorize Mayor to Enter into Purchase Agreement with Pacific Mobile Structures for New Modular Building for Temporary City Hall; (K) removed. On vote the motion carried (7-0-0-0).

Public Hearing:

Approve First Reading of Ordinance No. 975 – 2017 Budget: Deputy City Clerk Kathy Pugh opened the public hearing and read the rules of procedure for the record.

Finance Director/City Clerk Barb Stevens presented the staff report and reviewed the proposed 2017 budget including the history of how the proposed budget was developed. Director Stevens said that executive priorities have not changed from previous presentations. Identified goals are to improve Public Safety, to improve parks mobility around the city, invest in infrastructure and prepare for the downtown revitalization. Director Stevens reviewed some of the expenditure assumptions made throughout all of the funds and funding sources including property, sales and real estate excise taxes, and projected expenditures by department.

She then responded to Councilmembers' questions.

Ruth Bramall, 11420 22nd Place, Lake Stevens, read from a prepared statement. She said the Senior Center is asking for $20,000 from the City. The funding will be used to pay for the Wednesday and Friday lunch programs. Ms. Bramwall noted that previously United Way assisted the Senior Center, but no longer does so. The Senior Center also needs assistance with utility payments, septic maintenance and other costs. Seniors have donated over 7000 volunteer hours this year. Ms. Bramwall provided her written statement for the record.

MOTION: Councilmember Daughtry moved, Councilmember Hilt seconded, to close the public comment portion of the public hearing. On vote the motion carried (7-0-0-0).

In response to a question from Councilmember Welch, Director Stevens said she will research how other cities include the Senior Center as part of the city.

MOTION: Councilmember Welch moved, Councilmember Tageant seconded, to close the public hearing. On vote the motion carried (7-0-0-0).

MOTION: Councilmember Daughtry moved, Councilmember McDaniel seconded, to approve the First Reading of Ordinance No. 975 – 2017 Budget. On vote the motion carried (7-0-0-0).

Action Items:

Approve Ordinance No. 977 – Declaration of Substantial Need for Setting Limit Factor for the 2017 Property Tax Levy: Director Stevens presented the staff report and explained that the substantial need ordinance increases the taxing limit factor from 100.953% to 101%. She invited Councilmembers' questions and there were none.

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Holder, to approve Ordinance No. 977 – Declaration of Substantial Need for Setting Limit Factor for the 2017 Property Tax Levy. On vote the motion carried (6-1-0-0).

Approve Ordinance No. 976 – 2017 Property Tax Levy: Director Stevens presented the staff report and explained that the City is required to submit an ordinance to the County annually to collect property taxes for the City and setting the tax rate to be collected. This ordinance includes an estimated 4% increase over the 2016 levy amount, and was reviewed during the budget presentation. She then responded to Councilmembers' questions.

MOTION: Moved by Councilmember Tageant, seconded by Councilmember Welch, to approve Ordinance 976 authorizing collection of property tax levy for 2017 and setting the property tax levy. On vote the motion carried (6-1-0-0).

Approve 2017 Legislative Priorities: Interim City Administrator Mary Swenson requested the Council approve the proposed 2017 Legislative Priorities that were presented by Doug Levy during this evening's earlier workshop.

MOTION: Moved by Councilmember McDaniel, seconded by Councilmember Daughtry, to approve the proposed 2017 Legislative Priorities. On vote the motion carried (6-1-0-0).

Study Session: None.

Adjourn:

Moved by Councilmember Hilt, seconded by Councilmember McDaniel to adjourn the meeting at 7:33 p.m. On vote the motion carried (7-0-0-0).

John Spencer, Mayor

Kathy Pugh, Deputy City Clerk

CITY OF LAKE STEVENS
CITY COUNCIL SPECIAL MEETING MINUTES

Tuesday, November 29, 2016
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER:	6:30 p.m. by Mayor John Spencer
ELECTED OFFICIALS PRESENT:	Councilmembers Kim Daughtry, Kurt Hilt, Todd Welch, Rauchel McDaniel, Kathy Holder, Marcus Tageant
ELECTED OFFICIALS ABSENT:	None
STAFF MEMBERS PRESENT:	Interim City Administrator Mary Swenson, Finance Director/City Clerk Barb Stevens, Community Development Director Russ Wright, Public Works Director Mick Monken, Police Chief John Dyer, Human Resources Director Steve Edin, Deputy City Clerk Kathy Pugh and City Attorney Grant Weed, Adam Emerson, Senior Engineer
OTHERS:	Gene Brazel

Pledge of Allegiance: Council President Welch led the Pledge of Allegiance.

Roll Call: All present.

Approval of Agenda: Moved by Councilmember Tageant, seconded by Councilmember Daughtry, to approve the agenda. On vote the motion carried (6-0-0-0).

Guest Business: None.

Council Business:

- Kim Daughtry: National League of Cities, Pittsburgh, Snohomish County Committee for Improved Transportation (SCCIT)
- Kurt Hilt: Budget Committee, Snohomish Health District funding, Legislative Agenda
- Todd Welch: Snohomish County Cities Dinner (SCC)
- Rauchel McDaniel: No report
- Kathy Holder: No report
- Marcus Tageant: Chamber of Commerce, National League of Cities, Pittsburgh

Mayor's Business: SCC Dinner, testified before Washington State Transportation Commission; upcoming agenda items; met with Reid Shockey, president of SCCIT, introduced incoming City Administrator Gene Brazel.

City Department Report. No report.

Consent Agenda:

MOTION: Moved by Councilmember Hilt, seconded by Councilmember Welch, to approve (A) Resolution 2016-25 Authorizing Surplus of Grade Road Property and (B) Supplement No. 2 to Professional Services Agreement with Perteet re Temporary City Hall Facilities. On vote the motion carried (6-0-0-0).

Action Items:

Authorize Mayor and City Staff to Begin Search to Fill Vacant Council Position: Mayor Spencer said that with the resignation of Sam Low effective November 29, 2016 at noon, following his election to the County Council, the City needs to move forward with a process for filling the vacant Council Position No. 2. The RCW's and the Council's Rules of Procedure provide the process, including that Council must authorize Staff and the Mayor to undertake the Council appointment process.

City Attorney Weed commented that the decision is Council's to make and that it does need to be a public process and conducted in an open meeting, and that if a decision is not made within 90 days the decision goes to the County Council. If the County Council cannot make a decision then it goes to the Governor's office for an appointment to be made.

Mayor Spencer said each Councilmember would have the opportunity to ask each candidate one question and requested that questions be submitted to the City Administrator. Councilmembers will have an opportunity to approve the questions that are selected for the interview process.

Councilmember Tageant would like the new councilmember on board prior to the upcoming Retreat. Mayor Spencer responded the retreat may be scheduled in February and agreed with Councilmember Tageant.

Councilmember McDaniel asked if the application period needs to be so long. Discussion ensued. Councilmember McDaniel suggested the deadline for submittal of letters of interest be around December 15. There was agreement to hold the interviews on December 20.

Interim City Administrator Swenson said she has participated in a similar process previously and that it works very well.

MOTION: Moved by Councilmember Daughtry, seconded by Councilmember McDaniel, to authorize City Staff and the Mayor to undertake the Council appointment process to fill vacant Council Position No. 2 with the closing date to be December 15, 2016 and with date of selection set for December 20, 2016. On vote the motion carried (6-0-0-0).

Discussion Items: None.

Executive Session: None.

Adjourn:

Moved by Councilmember Daughtry, seconded by Councilmember Tageant to adjourn the meeting at 6:50 p.m. On vote the motion carried (6-0-0-0).

John Spencer, Mayor

Kathy Pugh, Deputy City Clerk

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City of Lake Stevens

Memo

To: **City Council**

From: **Mayor Spencer**

Date: **December 13, 2016**

RE: **Boards and Commissions Reappointments**

There are a number of Boards and Commissions appointments that expire on December 31, 2016. We have reached out to those Boards and Commission members asking if they would like to be reappointed for a four-year term beginning January 1, 2017 and expiring December 31, 2020. We have received the following requests for reappointment:

Arts Commission:
- Gisela Hinchcliffe
- Linda Ehman
- Holly Forbis

Library Board:
- Debra Ames
- Abe Martinez

Parks Board:
- Chris Jones
- Carl Johnson
- Roger Schollenberg

It is my recommendation that these Board members be reappointed to their respective positions for a four-year term expiring December 31, 2020.

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Authorize Mayor to Enter into City Attorney Retainer Agreement

Contact Person/Department:	Mary Swenson, Interim City Administrator	**Budget Impact:**	$84,000+ annually

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to enter into a City Attorney Retainer Agreement for Calendar Years 2017-2018.

SUMMARY/BACKGROUND: City Attorney services have been provided by the law firm of Weed, Graafstra & Associates (formerly Weed, Graafstra & Benson) for a number of years. In late 2015 City Council requested that Staff request proposals for City Attorney services. Staff completed this process and subsequently Mayor Spencer, Councilmembers Low and Tageant and Interim City Administrator Swenson interviewed three of the responding law firms (five firms responded to the RFP). Following the interviews it was recommended that Weed, Graafstra & Associates be selected to continue providing legal services to the City.

The attached City Attorney Retainer Agreement provides for City Attorney services by Weed, Graafstra & Associates for the period January 1, 2017 through December 31, 2018. The base monthly retainer is $7,000 per month, and fees for additional services such as litigation are identified in the retainer agreement. There is no increase from the current contract.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: $84,000 annually plus additional fees as necessary

ATTACHMENTS:

Attachment A: City Attorney Retainer Agreement

CITY ATTORNEY RETAINER AGREEMENT
CALENDAR YEAR 2017-2018

I - PARTIES/EMPLOYMENT

The CITY OF LAKE STEVENS (hereinafter "CITY") agrees to retain the law firm of WEED, GRAAFSTRA & ASSOCIATES, INC., P.S., 110 Cedar Avenue, Suite 102, Snohomish, Washington, and said law firm (hereinafter "CITY ATTORNEY") agrees to serve as CITY ATTORNEY on the terms and conditions stated below. The CITY ATTORNEY shall serve at the pleasure of the Mayor; PROVIDED, that all decisions relative to such employment, or termination of the same, shall be subject to confirmation by a majority vote of the City Council.

II - QUALITY OF SERVICES

The CITY ATTORNEY shall perform all legal services covered by this contract in a capable and efficient manner, and in accordance with the professional and ethical standards of the Washington State Bar Association.

III - COMPENSATION

A. Basic Retainer: The CITY shall pay the CITY ATTORNEY a retainer in the amount of $7,000.00 per month, which retainer shall be compensation for up to 40 hours of work per month for the following legal services:

1. To attend the two regularly scheduled meetings of the City Council per month.

2. To provide legal advice to the Mayor, Councilpersons, and administrative heads of the various departments of the CITY under the direction of the Mayor.

3. To prepare and/or review such ordinances, resolutions, and instruments as the Mayor, City Council and department heads may direct, to render legal advice on all civil and criminal matters, and to prepare or review such correspondence, contracts, easements, and instruments as may be necessary and appropriate.

B. Additional Services: The CITY shall pay the CITY ATTORNEY for the following additional or special legal services at the rate of $185.00 per hour, or, if said services are performed by a paralegal in the CITY ATTORNEY's office the same shall be compensated at

the rate of $140.00 per hour:

1. Time in excess of basic retainer. Any and all hours expended on legal services referred to in paragraph A above (Basic Retainer) in excess of 30 hours per month.

2. Extra meetings. Attendance, at the request of the Mayor or Chief Administrative Officer, at evening meetings of CITY boards, commissions or committees, except for regular City Council meetings held two times a month.

3. Local Improvement Districts. All legal services performed in connection with the formation and financing of any LID or ULID (although it is understood that the primary responsibility for this type of legal work will fall under the exceptions referred to in paragraph V below).

C. Litigation. The CITY shall pay the CITY ATTORNEY for all superior and appellate court litigation and all administrative hearings of a quasi-judicial nature, except those conducted by the CITY itself, at the rate of $195.00 per hour.

D. Time Records. In order to determine appropriate compensation, the CITY ATTORNEY shall maintain accurate time records, copies of which shall be made available to the CITY.

E. Time for Payment. The CITY shall pay all compensation provided herein to the CITY ATTORNEY on a monthly basis, and within four weeks of the date on which each billing statement is received.

IV - REIMBURSEMENT

In addition to compensation for the legal services specified above, the CITY shall reimburse the CITY ATTORNEY for direct expenses incurred, and costs advanced, including but not limited to court costs, filing fees, witness fees, recording fees, copying expenses at cost, long distance phone calls, and the cost of travel, lodging and tuition relating to meetings of the Association of Washington Cities and Association of Municipal Attorneys. However, ordinary law office operating expenses, such as rent and secretarial services, shall not be compensated or reimbursed.

V - EXCEPTIONS

This contract shall not cover legal representation relating to insurance defense, the formation and financing of local improvement districts, or other specialized fields where it is agreed by the parties that outside legal counsel should be retained.

VI - INSURANCE COVERAGE

The CITY shall provide insurance coverage for the CITY ATTORNEY's errors and omissions, and malpractice, while acting in the capacity of CITY ATTORNEY, and shall indemnify and hold the CITY ATTORNEY harmless from any and all claims brought by third parties against the CITY ATTORNEY in said capacity.

VII - EFFECTIVE DATE AND DURATION

This contract shall take effect on and after January 1, 2017 and shall continue in effect until December 31, 2018 unless earlier terminated or renegotiated by either party upon 60 days' written notice. This contract shall also be renegotiable within the final 90 days of calendar year 2018 for the succeeding year. If no such renegotiation is undertaken, this contract shall be renewed automatically for one calendar year upon the same terms and conditions.

DATED this _____ day of _____ 2016.

WEED, GRAAFSTRA
& ASSOCIATES, INC., P.S.

By_____
GRANT K. WEED, PRESIDENT

CITY OF LAKE STEVENS

By_____
JOHN SPENCER, MAYOR

ATTEST:

By_____
KATHY PUGH, DEPUTY CITY CLERK

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Authorize Mayor to Enter into Second Amendment to Contract for Public Defender Services

Contact Person/Department:	Mary Swenson, Interim City Administrator	**Budget Impact:**	$120,000

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to enter into a Second Amendment to the Contract for Public Defender Services for 2017.

SUMMARY/BACKGROUND: The City entered into a contract with Feldman & Lee, P.S. to provide public defender services. The contract ran from January 1, 2014 through December 31, 2016. The contract is based on a formula that estimates the number of cases that will require public defender services times the estimated number of attorney hours to provide those services. The original contract cost was $6,985 per month.

In 2015 the City entered into a first amendment which adjusted the estimated number of cases and the estimated attorney hours, with the fee for public defender services being adjusted to $9,000 per month in 2015. The first amendment also included a formula to increase the flat monthly fee in January of each year. No adjustment to the fees was made in 2016.

Feldman and Lee estimates an increase in the Lake Stevens caseload based on 290 cases in 2016, up0 from the previous estimate of 250 cases. Based on the uptick in cases Feldman & Lee proposes an increase of attorney services from .625 attorneys to .725 attorneys, while keeping the same $14,400 rate per attorney the same, resulting in an increase from $9,000 to $10,440 per month. Based on the fact that Feldman & Lee also provides public defender services to Marysville and Arlington, which operate out of the same courthouse, they will accept a reduced rate of $10,000 per month.

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: $120,000

ATTACHMENTS:

Attachment A: Second Amendment to Contract for Public Defender Services

ATTACHMENT A

CITY OF LAKE STEVENS
SECOND AMENDMENT TO CONTRACT FOR PUBLIC DEFENSE SERVICE

THIS AGREEMENT amends that certain Contract for Public Defense Services between the City of Lake Stevens, Washington, hereinafter "the City," and Feldman & Lee, P.S., hereinafter "Attorney."

I. RECITALS

A. The City selected Attorney to provide public defense services for the period January 1, 2014 through December 31, 2016, inclusive, and entered a Contract for Public Defense Services. The Parties signed an amendment to the contract in January 2015 herein after "the Contract."

B. The parties desire to continue the contractual relationship for an additional year and provide for an annual adjustment of the flat monthly fee based upon the actual number of cases compared to the anticipated number of cases upon which the fee for 2017 is based. The City and Attorney acknowledge that the estimated number of City cases to which Attorney will be appointed in 2017 is 290 cases, requiring the provision of 72.5% of one full time equivalent public defender.

UPON the foregoing premises and the mutual undertakings set forth below, the parties agree as follows.

II. AGREEMENT

1. The City Standards are hereby incorporated into the Agreement by this reference as if set forth at length.

2. Section 3.2 of the Contract is amended only as to the following paragraph:

3.2.1 Compensation. Subject to all the provisions of this section, the City shall pay to the Attorney a flat fee of Ten Thousand Dollars ($10,000.00) per month for the Services, as set forth in Section 3.1 of the Contract.

3. Section 3.3 of the Contract is replaced with the following:

3.3 Time of Performance. Unless terminated earlier pursuant to Section 3.7 or 3.17 below, the Attorney agrees that the Services shall be provided from January 1, 2017 at 12:01 a.m. through December 31, 2017 at 12:00 p.m.

4. All other provisions of the Contract not specifically amended herein shall remain in full force and effect.

CITY OF LAKE STEVENS	FELDMAN & LEE, P.S.
By:_____	By:_____
John Spencer, Mayor	James A. Feldman, President

Attest:

By:_____
Kathy Pugh, Deputy City Clerk

Approved as to Form:

_____
Grant K. Weed, City Attorney

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: 13 Dec. 2016

Subject: **16004 – 91st Avenue SE Safe Routes to School**

Contact / Department: Adam Emerson, Public Works **Budget Impact:** $524,152.59

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize final project acceptance of the work performed by Kamins Construction, Inc. for the 91st Avenue SE Safe Routes to School project.

SUMMARY/BACKGROUND: On 28 June 2016, Council awarded Kamins Construction, Inc. the contract for the city's 91st Avenue SE, Safe Routes to School, sidewalk project. The authorized construction budget was $459,533.90 with an administrative contingency of $120,255.10 for a total project budget of $579,789.00. The work, which was completed in November 2016, meets the intent of the contract and was performed on schedule. This Council action will final the project and begin the 45 day lien period requirement.

The final construction cost is $524,152.59. This is $55,636.41 below the Council approved project budget which includes the contingency. The sidewalk project included the installation of curb, gutter, sidewalk, new school zone flashers, planter strip, as well as a 5' bike lane.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: $524,152.59

ATTACHMENTS:

► Exhibit A: Final Quantity & Pay Estimate

EXHIBIT A
Final Pay Estimate

City of Lake Stevens
91st Avenue SE Safe Routes to School
Pay Estimate: **5**
Billing Period: 11/01/2016 - 11/30/2016
Prepared by: Adam Emerson, E.I.T.
Date: 11/30/2016
Base Bid

Contractor:
Kamins Construction
PO Box 867
Bothell, WA 98041

Bid Item	Description	Unit	Est Qty	Unit Price	Contract Total	Previous Quantities Billed	Current Period Quantities	Quantity Billed to date	Current Period Earned	Total Project Earned	Notes
1	Mobilization	LS	1	$ 53,558.40	$ 53,558.40	0.95	0.05	1.00	$ 2,677.92	$ 53,558.40	
2	Construction Survey	LS	1	$ 4,680.00	$ 4,680.00	1.00	0.00	1.00	$ -	$ 4,680.00	
3	Project Temporary Traffic Control	LS	1	$ 36,540.00	$ 36,540.00	0.95	0.05	1.00	$ 1,827.00	$ 36,540.00	
4	Temporary Erosion Control	LS	1	$ 2,688.00	$ 2,688.00	0.95	0.05	1.00	$ 134.40	$ 2,688.00	
5	Clearing and Grubbing	LS	1	$ 5,436.00	$ 5,436.00	1.00	0.00	1.00	$ -	$ 5,436.00	
6	Removal of Structure and Obstruction	LS	1	$ 13,492.80	$ 13,492.80	1.00	0.00	1.00	$ -	$ 13,492.80	
7	Sawcut Existing Concrete (Asphalt/Cement)	LF	1700	$ 3.00	$ 5,100.00	2375.00	0.00	2375.00	$ -	$ 7,125.00	
8	Removal of Existing Concrete (Asphalt/Cement)	SY	1525	$ 14.00	$ 21,350.00	1939.00	0.00	1939.00	$ -	$ 27,146.00	
9	Crushed Surfacing Base Course	CY	175	$ 51.46	$ 9,005.50	192.00	0.00	192.00	$ -	$ 9,880.32	
10	HMA Cl 1/2 PG 64-22	TON	153	$ 187.61	$ 28,704.33	153.00	0.00	153.00	$ -	$ 28,704.33	
11	High Density Polyethelene (HDPE) 12" Dia. Pipe	LF	700	$ 45.62	$ 31,934.00	630.00	0.00	630.00	$ -	$ 28,740.60	
12	Catch Basin Type 1	EA	10	$ 1,381.20	$ 13,812.00	9.00	0.00	9.00	$ -	$ 12,430.80	
13	Curb Inlet	EA	4	$ 1,154.40	$ 4,617.60	4.00	0.00	4.00	$ -	$ 4,617.60	
14	Metal Frame & Vane Grate (CB Type 1)	EA	14	$ 720.00	$ 10,080.00	14.00	0.00	14.00	$ -	$ 10,080.00	
15	Metal Frame & Solid Grate (CB Type 1)	EA	7	$ 720.00	$ 5,040.00	7.00	0.00	7.00	$ -	$ 5,040.00	
16	Cement Conc. Traffic Curb and Gutter	LF	1585	$ 26.61	$ 42,176.85	1595.00	0.00	1595.00	$ -	$ 42,442.95	
17	Cement Conc. Sidewalk	SY	585	$ 52.87	$ 30,928.95	510.00	0.00	510.00	$ -	$ 26,963.70	
18	Cement Conc. Curb Ramp	EA	17	$ 2,290.59	$ 38,940.03	16.00	0.00	16.00	$ -	$ 36,649.44	
19	Cement Conc. Driveways	SY	53	$ 70.78	$ 3,751.34	53.00	0.00	53.00	$ -	$ 3,751.34	
20	Plastic Bicycle Lane Symbol (Bike + Arrow)	EA	5	$ 428.40	$ 2,142.00	5.00	0.00	5.00	$ -	$ 2,142.00	
21	Plastic Crosswalk Line	SF	1160	$ 4.44	$ 5,150.40	920.00	0.00	920.00	$ -	$ 4,084.80	
22	Plastic Stop Line	SF	40	$ 4.44	$ 177.60	0.00	0.00	0.00	$ -	$ -	
23	Removal of Paint Line	LF	3400	$ 0.66	$ 2,244.00	2530.00	0.00	2530.00	$ -	$ 1,669.80	
24	4" Paint Line	LF	2165	$ 0.34	$ 736.10	2170.00	0.00	2170.00	$ -	$ 737.80	
25	6" Paint Line	LF	1200	$ 0.44	$ 528.00	1210.00	0.00	1210.00	$ -	$ 532.40	
26	Raised Pavement Markers	HUND	3	$ 396.00	$ 1,188.00	0.00	0.00	0.00	$ -	$ -	
27	Dual-sided Rectangular Rapid Flashing Beacon	CROSS	2	$ 15,306.00	$ 30,612.00	2.00	0.00	2.00	$ -	$ 30,612.00	
28	School Zone Flashers	EA	2	$ 8,700.00	$ 17,400.00	2.00	0.00	2.00	$ -	$ 17,400.00	
29	Relocation/Reinstallation of Signs	LS	1	$ 3,600.00	$ 3,600.00	1.00	0.00	1.00	$ -	$ 3,600.00	
30	New Signage	LS	10	$ 360.00	$ 3,600.00	10.00	0.00	10.00	$ -	$ 3,600.00	
31	Restoration	LS	1	$ 1,800.00	$ 1,800.00	0.95	0.05	1.00	$ 90.00	$ 1,800.00	
32	Chain Link Fence	LF	90	$ 48.00	$ 4,320.00	86.00	0.00	86.00	$ -	$ 4,128.00	
33	Landscaping	SY	500	$ 8.40	$ 4,200.00	496.00	0.00	496.00	$ -	$ 4,166.40	
34	Force Account	FC	1	$ 20,000.00	$ 20,000.00						
	C.O.#1 - Thickened Concrete (Asphalt/Cement) Cutting	LF	2250	$ 2.00		2250.00	0.00	2250.00	$ -	$ 4,500.00	Force Account
	C.O.#2 - Thickened Concrete (Asphalt/Cement) Removal	SY	1525	$ 14.00	$ 21,350.00	1525.00	0.00	1525.00	$ -	$ 21,350.00	
	C.O.#3 - Additional Landscaping/Topsoil Placement	CY	95	$ 50.00		95.00	0.00	95.00	$ -	$ 4,750.00	Force Account
	C.O.#4 - Additional ADA Ramp Removal	LS	1	$ 1,079.26		1.00	0.00	1.00	$ -	$ 1,079.26	Force Account
	C.O.#5 - Additional Pavement Marking Mobilization	LS	1	$ 500.00		1.00	0.00	1.00	$ -	$ 500.00	Force Account
	C.O.#6 - Reduce SW Quantity & add Driveway Quantity	SY	84	$ 70.78	$ 5,945.52	84.00	0.00	84.00	$ -	$ 5,945.52	
	C.O.#7 - Additional Driveway & Bike Lane Paving	TON	250.01	$ 187.61	$ 46,904.38	250.01	0.00	250.01	$ -	$ 46,904.38	
	C.O.#8 - Adjust 5 Existing Castings	LS	1	$ 765.97		1.00	0.00	1.00	$ -	$ 765.97	Force Account
	C.O.#9 - Relocate Pole Foundation	LS	1	$ 923.28		1.00	0.00	1.00	$ -	$ 923.28	Force Account
	C.O.#10 - Grinding Thermoplastic Crosswalks	SF	120	$ 5.00		120.00	0.00	120.00	$ -	$ 600.00	Force Account
	C.O.#11 - Change RRFB and SZF Post Type	LS	1	$ 2,393.70		0.00	1.00	1.00	$ 2,393.70	$ 2,393.70	Force Account
	C.O.#12 - Final Settlement of Quantities & Contract Amount	LS	1	$ (9,581.21)	$ (9,581.21)	-	-	-	$ -	$ -	

Bid Total	$ 524,152.59	Total Earned this Pay Estimate	$ 7,123.02	
Original Contract Amount	$ 459,533.90	Retainage this Project (5%)	N/A	(Retainage Bond in Place)
Administrative Contingency	$ 120,255.10	**Total Due this Pay Estimate**	**$ 7,123.02**	
Construction Total	$ 579,789.00	Total Earned this Project	$ 524,152.59	
Total Earned this Project	$ 524,152.59	Retainage this Project (5%)	N/A	(Retainage Bond in Place)
Remaining Budget	$ 55,636.41	Total Due this Project	$ 524,152.59	

Approvals:

Recommended By: _____ (Project Manager) _____ Date
Adam Emerson, E.I.T.

Endorsed By: _____ (Contractor) _____ Date
Chad Kamins, Kamins Construction

Approval By: _____ (PW Director) _____ Date
Mick Monken, P.E.

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Park Mitigation Capital Project Fund 302

Contact Person/Department: Barb Stevens/ Finance **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:
Approve Resolution 2016-23, establishing a capital project fund to be designated as the Park Mitigation Capital Project Fund.

SUMMARY/BACKGROUND:
For reporting purposes, local governments should use capital project funds to account for the accumulation of resources that are restricted, committed, or assigned for expenditure for capital outlays. Creation of this fund is pursuant to the recommendations outlined by the BARS manual for entities reporting on a cash basis.

The establishment of Fund 302 as the Park Mitigation Capital Project Fund would separate Park Mitigation revenues from Traffic Mitigation revenues which are currently accounted for together in Fund 301. This separation is for the ease of reporting and tracking only, and does not alter any other aspect of the mitigation funds.

APPLICABLE CITY POLICIES:
The Washington State Auditor's Office prescribes the accounting and reporting of local governments in the State of Washington, under RCW 43.09.200, using Budgetary, Accounting, and Reporting System (BARS) manuals and financial reporting packages.

BUDGET IMPACT:
N/A

ATTACHMENTS:

► Exhibit A: Resolution 2016-23

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2016-23

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, ESTABLISHING A FUND TO BE DESIGNATED AS THE PARK MITIGATION CAPITAL PROJECT FUND 302

WHEREAS, the Washington State Auditor's Office prescribes the accounting and reporting of local governments in the State of Washington, under RCW 43.09.200, using Budgetary, Accounting, and Reporting System (BARS) manuals and financial reporting packages; and

WHEREAS, for reporting purposes, local governments should use capital project funds to account for the accumulation of resources that are restricted, committed, or assigned for expenditure for capital outlays; and

WHEREAS, the City desires to establish a park mitigation capital project fund for the accumulation of resources that are restricted, committed, or assigned for park capital outlays.

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

Section 1. The City of Lake Stevens hereby establishes Fund 302 as the Park Mitigation Capital Projects Fund.

Section 2. The Park Mitigation Capital Projects Fund will be used to account for the accumulation of mitigation fees that are restricted, committed, or assigned for expenditure for park capital outlays.

PASSED by the City Council and **APPROVED** by the Mayor of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Kathleen Pugh, Deputy City Clerk

APPROVED AS TO FORM:

_____
Grant Weed, City Attorney

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Capital Equipment Vehicle Replacement Fund 515

Contact Person/Department: Barb Stevens/ Finance **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:
Approve Resolution 2016-24, establishing an internal service fund to be designated as the Capital Equipment Vehicle Replacement Fund.

SUMMARY/BACKGROUND:
For reporting purposes, local governments may use internal service funds to account for activity that provides goods or services to other funds or departments. Creation of this fund is pursuant to the recommendations outlined by the BARS manual for entities reporting on a cash basis.

The establishment of Fund 515 as the Capital Equipment Vehicle Replacement Fund would allow for the accumulation of funds for replacement of planning/building and administrative department vehicles. The Public Works and Police departments already have these types of funds in place. The fund resources would come from annual budgeted contributions based on a replacement schedule of vehicles. The 2017 budget includes $10,000 contribution request to the fund for future replacement of the 2 building department vehicles. Additional contributions will be requested in future years' budgets.

APPLICABLE CITY POLICIES:
The Washington State Auditor's Office prescribes the accounting and reporting of local governments in the State of Washington, under RCW 43.09.200, using Budgetary, Accounting, and Reporting System (BARS) manuals and financial reporting packages.

BUDGET IMPACT:
N/A

ATTACHMENTS:

► Exhibit A: Resolution 2016-24

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2016-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON, ESTABLISHING A FUND TO BE DESIGNATED AS THE CAPITAL EQUIPMENT - VEHICLE REPLACMENT FUND

WHEREAS, the Washington State Auditor's Office prescribes the accounting and reporting of local governments in the State of Washington, under RCW 43.09.200, using Budgetary, Accounting, and Reporting System (BARS) manuals and financial reporting packages; and

WHEREAS, for reporting purposes, local governments may use internal service funds to account for any activity that provides goods or services to other funds or departments; and

WHEREAS, the City desires to establish a capital equipment – vehicle replacement fund for the accumulation of resources for replacement of community development and administrative vehicles.

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

Section 1. The City of Lake Stevens hereby establishes Fund 515 as the Capital Equipment – Vehicle Replacement Fund.

Section 2. The Capital Equipment – Vehicle Replacement Fund will be used for the accumulation of resources and reporting of activity, for replacement of community development and administrative vehicles.

PASSED by the City Council and **APPROVED** by the Mayor of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Kathleen Pugh, Deputy City Clerk

APPROVED AS TO FORM:

_____
Grant Weed, City Attorney

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Authorize the renewal of Interlocal Agreement with Snohomish Conservation District for Support Services

Contact Person/Department: Mick Monken, Public Works Director **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to execute the Interlocal Agreement with Snohomish County Conservation District

SUMMARY/BACKGROUND: Snohomish Conservation District (District) can be used to provide support services to the City for tasks and projects that are associated with natural resources. Services provided by the District can include NPDES compliance, watershed management, localized flooding, wetland management, low impact development, and drainage control.

The District was formed about 20 years prior to the City's incorporation. As such, the residents of the City have been included in this District and pay an annual fee of $5/year. Some of the costs associate with using the District may be offset through the portion of the fees collected by the District from citizens of the City of Lake Stevens.

The District has been providing services to the City since 2010. Recently these services have been the implementation of the Public Education and Outreach requirement of the Cities NPDES permit, which includes the "I Love Lake" campaign. Other services that the District has provided in the past have included assist the City in submitting for grants, designing and implementing two rain gardens, one at the City Shop and one at Lundeen Park, to treat and infiltrate stormwater runoff from City's facilities, planting demonstration shoreline plantings, along with technical assistance on various projects.

The Annual cost to the City for the District's services has been in the past and is projected to continue at $10,000 annually; this has been funded and will continue to be funded through the capacity grant that the City receives bi-annually from the Department of Ecology.

The City Attorney has reviewed and approved this Interlocal Agreement with recommended changes, all of which were agreed to be the Snohomish Conservation District.

BUDGET IMPACT: $10,000 annually funded by DOE Capacity Grant details to be determined in the development of a scope of service.

APPLICABLE CITY POLICIES:

BUDGET IMPACT:

ATTACHMENTS: Exhibit A: ILA with Snohomish Conservation District

INTERLOCAL AGREEMENT
BETWEEN
CITY OF LAKE STEVENS
AND
SNOHOMISH CONSERVATION DISTRICT
FOR JOINT OR COOPERATIVE SERVICES

Execution Date through December 31, 2021

This Interlocal Agreement (hereinafter "Agreement") is entered into by and between the City of Lake Stevens (hereinafter "City"), a political subdivision of the State of Washington, and the Snohomish Conservation District (hereinafter "District"), a Washington municipal corporation established pursuant to Chapter 89.08 RCW.

WHEREAS, the District was established pursuant to Chapter 89.08 RCW to undertake a variety of activities relating to the conservation, management, and sustainability of natural resources; and

WHEREAS, the District and City are authorized pursuant to the Interlocal Cooperation Act, Chapter 39.34 RCW, to enter into agreements with one another for joint or cooperative action; and

WHEREAS, the District's boundaries include all of the City; and

WHEREAS, for over 70 years the District has assisted landowners and local governments as they face resource management challenges relating to water quality and other natural resource issues; and

WHEREAS, increasing demands for resource management programs, resulting from more stringent regulations, urban development pressures, and public interest and awareness, has put a strain on both District and City financial resources; and

WHEREAS, the District has outlined long term goals and objectives in its 5-Year Plan; and

WHEREAS, the City shares responsibility for conserving and managing the City's natural resources; and

WHEREAS, the District and City support and concur in the need to continually refine and coordinate their long and short term goals, objectives, and programs for managing and conserving the City's natural resources; and

WHEREAS, the revenue from special assessments imposed by Snohomish County (County) pursuant to RCW 89.08.400 will allow the District to work in partnership with the City to obtain grant funding and support the County and the City in addressing requirements of the National Pollutant Discharge Elimination System (NPDES), Endangered Species Act (ESA) listing of salmon species, and other natural resource protection requirements and needs;

NOW, THEREFORE, the District and City mutually agree as follows:

I. PURPOSE

A. The recitals set forth above are incorporated herein by this reference.

B. The purpose of this Agreement is to establish and define the terms and conditions for the cooperative efforts to be undertaken by the City and the District to promote, facilitate, and undertake certain conservation programs and activities.

C. This Agreement shall be implemented through an annual scope of work as provided in Articles VI and VII.

II. DURATION OF AGREEMENT

A. This Agreement shall commence on the date of execution of this agreement and terminate December 31, 2021, unless otherwise modified or terminated in accordance with the terms of this Agreement.

The Parties hereby agree to and ratify any work performed and payments made between December 31, 2015 and the Date of this agreement.

B. The activities described in Appendix 1-2016 that are performed after the execution date of this agreement, shall be eligible for funding under this Agreement.

III. FUNDING

Funds for the resource management and conservation programs provided for in this Agreement shall be defined within the annual Scope of Work and Budget negotiated between the City and the District.

In the event funding is not appropriated in the City budget this Agreement may be suspended until funding becomes available, or at the option of either party, this Agreement may be terminated as provided in Section VIII

IV. RESPONSABILITIES OF THE DISTRICT

A. Scope of Work

This Agreement shall be implemented through a scope of work. The City and District shall negotiate a scope of work and budget for each year of this Agreement, which scope of work and budget will coordinate and describe the conservation programs and activities to be undertaken using funds from the City and District. The first scope of work and budget is set out in Appendix 1-2016, attached hereto and incorporated herein by this reference, which shall take effect on the date of execution of this agreement. Subsequent annual scope of work and budget will be attached to this Agreement labeled as the subsequent years, for example Appendix 1-2017.

B. Future Scope of Work

On or before December 1 of each year, the District will submit to the City, a proposed annual scope of work and budget that describes the District's conservation programs and activities proposed. The scope of work will be coordinated with City conservation programs and activities. The District shall actively involve constituents and partners in the development of proposed scope of work.

C. Program Reporting

With each quarterly invoice, the District shall prepare and submit to the City, a quarterly report which shall summarize the work performed and expenditures incurred during the preceding months for funding provided by the City and evaluate the performance and results of the work performed. The reports shall also include, but not be limited to, the following:

1. A description of work performed during the period and progress made to date.

2. A description of any adverse conditions that affected the program objectives and/or time schedules, and actions taken to resolve them.

V. RESPONSIBILITIES OF THE CITY

A. Cooperation with the District

The City shall assist the District in a timely manner in the preparation, review, modification, and implementation of the scope of work, including accommodation of sensitive District timelines and assistance in identifying and making plan modifications that are reasonably consistent with the mission and goals of the District.

B. Payment of Billing Requests

The City shall provide payment within 30 days of an approved billing request submitted by the District for work activities and expenditures identified by the agreed to scope of work and budget.

VI. ENTIRETY OF AGREEMENT

This Agreement constitutes the entire agreement between the City and the District and supersedes all proposals, oral and written, and all other communication between the parties in relation to the subject matter of this Agreement. No other agreement exists between the City and the District with regards to the instant subject matter except as expressly set forth in this instrument. Except as otherwise provided herein, no modification of this Agreement shall be effective until reduced to writing and executed by both parties.

VII. MAINTENANCE OF RECORDS

The District shall maintain all books, documents, receipts, invoices, and records, including payroll records, necessary to sufficiently and properly reflect the expenditures associated with this Agreement. The accounting records shall provide for a separate recording and reporting of all receipts and expenditures. Financial records pertaining to matters authorized by this Agreement are subject to inspection and audit by representatives of City or the State Auditor upon request.

VIII. TERMINATION

The City or District may terminate this agreement at any time with or without cause providing 15 days advance notification in writing. In the event of termination the City shall pay the District a pro-rated amount for work completed to the date of termination. All work product shall be delivered to the City and shall become the property of the City.

IX.. AMENDMENTS AND MODIFICATIONS OF PROGRAM EXPENDITURES

A. Changes in Approved Projects or Program Activities

The City must approve the removal, modification, or addition of work identified in the annual scope of work.

B. Delays

Spending for some projects or program activities may be delayed because of extended timeframes for obtaining supporting grant funds, holdups in the permit review/approval processes, or other unforeseen circumstances. Variations in the scope of work or budget for these reasons shall be documented between the District and the City.

X. PROPERTY

Title to property purchased by the District in carrying out the scope of work shall vest in the District.

XI. GENERAL PROVISIONS

A. Notice

Except as set forth elsewhere in this Agreement, notice for purposes of this Agreement, except service of process, shall be given by the District to the City by delivery to the Public Works Director, 1820 Main St., Lake Stevens, WA 98258. Notice to the District for purposes of this Agreement, except service of process, shall be given to the Chair of the Board of Supervisors of the District and to the District Manager, 528 – 91st Ave. NE. Lake Stevens, WA 98258.

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

B. Compliance with Laws

The District and the City shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations applicable to the performance of this Agreement. The District and the City agree to comply with all the provisions of the Americans with Disabilities Act and all regulations interpreting or enforcing such acts.

C. Indemnification

The District and the City agree to protect, defend and hold harmless each other, its elected and appointed officials, employees and agents, from and against all claims, demands and causes of action of any kind or character, including any cost of defense and attorney's fees, arising out of any actions, errors or omissions of the other party, its officials, employees and agents in performing this Agreement except for those arising out of the sole negligence of the other party.

D. Insurance

The City and the District shall each obtain and maintain at all times hereunder (i) a commercial general liability insurance policy with a minimum policy limit of $1,000,000 per occurrence and $1,000,000 combined single limit

per occurrence, (ii) a minimum umbrella coverage of $3,000,000 each occurrence and $5,000,000 annual aggregate, and (iii) errors and omissions coverage including employment practices liability $1,000,000 per occurrence and $1,000,000 annual aggregate. Each party's policy shall provide that such policy shall not be terminated or reduced without thirty (30) days prior notice to the other party. The City and the District will provide a certificate of insurance to the other party evidencing the aforementioned coverage. In the alternative either party to this agreement may fulfill the insurance obligations contained herein by maintaining membership in and coverage provided by a self-insurance program pursuant to Chapter 48.62 RCW. In this regard, the parties understand that the party to this agreement who is a member of such program is not able to name the other party as an "additional insured" under its coverage provided by the self-insurance program

E. Non-assignment

The District shall not subcontract, assign or delegate any of the rights, duties or obligations covered by this Agreement without prior express written approval by the City.

F. Independent Contractor

The District will perform the services under this Agreement as an independent contractor and not as an agent, employee, or servant of the City. The parties agree that the District is not entitled to any benefits or rights enjoyed by employees of the City. The District specifically has the right to direct and control the District's own activities in implementing the scope of work in accordance with the terms of this Agreement. The City shall only have the right to ensure performance.

G. Interlocal Cooperation Act

The parties agree that no separate legal or administrative entities are necessary in order to carry out this Agreement. If determined by a court to be necessary for purposes of the Interlocal Cooperation Act, Ch. 39.34 RCW, an administrator or joint board responsible for administering the Agreement will be established by mutual agreement. Any real or personal property used by either party in connection with this Agreement will be acquired, held, and disposed of by that party in its discretion, and the other party will

have no joint or other interest herein. No partnership or joint venture between the parties is created by this Agreement.

XII. MISCELLANEOUS

A. No obligation in this Agreement shall limit the District or the City in fulfilling its responsibilities otherwise defined by law.

B. The City shall cause this Agreement to be recorded with the Snohomish County Auditor.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the latest date written below.

SNOHOMISH CONSERVATION DISTRICT

Accepted and executed this ____ day of _____, 2016

By: _____
Mark Craven, Chair
Snohomish Conservation District

CITY OF LAKE STEVENS

Accepted and executed this ____ day of _____, 2016

By: _____
(Legal Representative for the City)
City of Lake Stevens

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Date: **Agenda** 13 December 16

Subject: Temporary City Hall – Permit Center House – Asbestos Removal

Contact Person/Department:	Mick Monken Public Works	**Budget Impact:**	$13,162.25

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to execute a public works contract with SERVPRO of North Everett/Lake Stevens/Monroe to perform asbestos removal at City Hall and the Permit Center house for an amount not to exceed $11,162.25 and authorize a contingency management reserve of $2,000 for a total budget amount of $13,162.25.

SUMMARY/BACKGROUND: The City is in the process of constructing a new temporary City Hall facility which will include the demolition of the existing City Hall, Annex modular, and the Permit Center house. Prior to demolition these structures need to be inspected for hazardous material and any finds to be mitigated.

In July the City did a call for bids to perform the initial testing and to provide a plan for the abatement of identified asbestos and lead paint within these three units. The findings identified asbestos material in the City Hall and Permit Center house. The contract under this action is to perform the removal and disposal of these identified material by SERVPRO.

The cost of this is included in the identified local funding budget in 2017.

BUDGET IMPACT: This is budgeted in part under a Grant (2016) and with local funding (2017).

ATTACHMENTS:

► Exhibit A: Proposal by SERVPRO

EXHIBIT A

LIMITED PUBLIC WORKS CONTRACT (Under $35,000)

THIS LIMITED PUBLIC WORKS CONTRACT ("Contract") is made and entered into by and between the City of Lake Stevens, Washington, a Washington State municipal corporation ("City"), and

WHEREAS, asbestos has been identified by Servpro and must be removed to allow for the demolition of the Permit Center house; and

WHEREAS, the Contractor and the City desire to enter into this Contract for said work in accordance with the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the terms, conditions and agreements contained herein, the City and Contractor agree as follows:

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the Permit Center House Asbestos Removal ("Project") in accordance with this Contract and the incorporated Contract Documents specified in Section 2. The Project shall be completed no later than 30 calendar days after the Notice to Proceed or 31 March 2017.

2. Contract Documents.

The following documents are incorporated into the Contract by this reference:

A. ☐ Plans and Contract Drawings.

B. ☐ Scope of Work.

C. ☒ Proposal/Bid Submittal (attached).

D. ☐ 2016 or _____ Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) ("Standard Specifications") (referenced but not attached).

E. ☐ WSDOT Amendments to the Standard Specifications (referenced but not attached)

F. ☐ 2010 APWA Supplement General Special Provisions (referenced but not attached).

G. ☐ City of Lake Stevens Engineering Standards (referenced but not attached)

H. ☐ Addenda **(if any)**

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. Commencement of Work.

A. Work shall not proceed under this Contract until the following conditions have been met by the Contractor:

B. Contract has been signed and fully executed by the parties.

C. The Contractor has provided the City with the certificates of insurance and additional insured endorsements required under Section 22.

D. The Contractor has obtained a City of Lake Stevens Business License.

E. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.

These conditions shall be satisfied within ten (10) calendar days of the City's Notice of Award of the Contract to the Contractor. Upon satisfaction of these conditions, the City shall issue a Notice to Proceed and Contractor shall commence work within five (5) calendar days of the date of said Notice.

4. Time is of the Essence/Liquidated Damages.

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1. If said work is not completed within the time specified, the Contractor agrees to pay the City as liquidated damages the sum set forth in Section 1-08.9 of the Standard Specifications for each and every calendar day said work remains uncompleted after expiration of the specified time.

5. Payment for Project.

A. Total Contract Sum for Project. Excluding approved change orders, the City shall pay the Contractor for satisfactory completion of the Project under the Contract a total Contract Sum not to exceed $11,162.25 (eleven thousand one hundred sixty two dollars and twenty five cents) all applicable Washington State Sales Tax. The total Contract Sum includes all expenses and costs incurred in planning, designing and constructing the Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

B. Payments shall be for Performance of Project Work. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

C. Right to Withhold Payments if Work is Unsatisfactory. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

D. Payments. Subject to F below, progress payments shall be based on the timely submittal

by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter.

E. Payments for Alterations and/or Additions. Requests for changes orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

F. Final Payment. As a Limited Public Works project under $35,000, the City shall not require a payment and performance bond if requested by Contractor and the City shall not withhold statutory retainage under RCW Chapter 60.28. However, the parties agree that the City shall retain fifty percent of the contract amount for a period of thirty days after the date of final acceptance or until the following has occurred:

1. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the Washington State Department of Labor and Industries and the City.

2. An Affidavit by the Contractor is on file with the City that sums due from the Contractor and all Subcontractors to the Washington State Department of Revenue, Employment Security Department, and Department of Labor and Industries for all taxes and penalties due or to become due with respect this Contract have been paid

3. Releases from all of Contractor's subcontractors and/or suppliers have been provided to the City, or the period for filing claims by said subcontractors and/or suppliers has expired without claims being filed.

4. The Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

G. Final Acceptance. Final Acceptance of the Project is determined when the Project is accepted by the City as being one hundred percent (100%) complete.

H. Payment in the Event of Termination. In the event this Contract is terminated by the either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the Contract exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

I. Maintenance and Inspection of Financial Records. The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives

of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the City, and all Project Contracts shall similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. Term of Contract.

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

A. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

B. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The Contractor will apply for, pay for and obtain any and all City, county, state and federal permits necessary to commence, construct and complete the Project. All required permits and associated costs shall be included in the Total Contract Sum for Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens Business License prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in a timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment from Contractor or upon written request from the City.

13. Job Safety.

A. General Job Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

B. Trench Safety Systems. The Contractor shall ensure that all trenches are provided with adequate safety systems as required by RCW Chapter 49.17 and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrates to the satisfaction of the

City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

A. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the Project work. The Contractor shall remedy any defects in its Project work, and the materials, and equipment utilized in the Project and pay for any damages resulting therefrom which shall appear within a period of one (1) year from the date of final acceptance of the Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

B. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

C. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the Project.

D. Any repairs or replacement required during the warranty period shall be performed within 30 calendar days following notification by the City.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. Indemnification and Hold Harmless.

A. The Contractor shall indemnify, defend and hold the City, its elected officials, agents,

officers and/or employees and volunteers harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

B. The Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City or its elected officials, agents, officers and/or employees.

C. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

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

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

E. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

F. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. Insurance.

A. **Insurance Term.**

The Contractor shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise, as required in this Section, without interruption from or in connection with the performance commencement of the Contractor's work through the term of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors contract and for thirty (30) days after the Physical Completion date, unless otherwise indicated herein.

B. **No Limitation**

Contractor's maintenance of insurance, its scope of coverage and limits as required herein shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. **Minimum Scope of Insurance**.

Contractor's required insurance shall be of the types and coverage as stated below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on at least as broad as Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

2 Commercial General Liability insurance shall be written on at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement There shall be no e exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured- Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad of coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. ☐ Required. Builders Risk insurance covering interests of the City, the Contractor, Subcontractors, and Sub-contractors in the work. Builders Risk insurance shall be on a special perils policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood, earthquake, theft, vandalism, malicious mischief, and collapse. The Builders Risk insurance shall include coverage for temporary buildings, debris removal and damage to materials in transit or stored off-site. This Builders Risk insurance covering the work will have a deductible of $5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for floor and earthquake perils may be accepted by the City upon written request by the Contractor and written acceptance by the City. Any increased deductibles accepted by the City will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the City.

5. ☒ Required. Contractors Pollution Liability insurance covering losses caused by pollution conditions that arise from the operations of the Contractor. Contractors Pollution Liability insurance shall be written in an amount of at least $1,000,000 per loss, with an annual aggregate of at least $1,000,000. Contractors Pollution Liability shall cover bodily injury, property damage, cleanup costs and defense including costs and expenses incurred in the investigation, defense, or settlement of claims.

If the Contractor's Pollution Liability insurance is written on a claims-made basis, the Contractor warrants that any retroactive date applicable to coverage under the policy precedes the effective date of this contract; and that continuous coverage will be maintained or an extended discovery period will be exercised for a period of three (3) years beginning from the time that work under the contract is completed.

The City shall be named by endorsement as an additional insured on the Contractors Pollution Liability insurance policy.

If the scope of services as defined in this contract includes the disposal of any hazardous materials from the job site, the Contractor must furnish to the City evidence of Pollution Liability insurance maintained by the disposal site operator for losses arising from the insured facility accepting waste under this contract. Coverage certified to the City under this paragraph must be maintained in minimum amounts of $1,000,000 per loss, with an annual aggregate of at least $1,000,000.

Pollution Liability coverage at least as broad as that provided under ISO Pollution Liability-Broadened Coverage for Covered Autos Endorsement CA 99 48 shall be provided, and the Motor Carrier Act Endorsement (MCS 90) shall be attached.

D. **Minimum Amounts of Insurance.**

The Contractor shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $1,000,000 general aggregate and a $2,000,000 products-completed operations aggregate limit.

3. ☐ Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.

4. ☒ Required. Contractors Pollution Liability shall be written in the amounts set forth above.

E. **City Full Availability of Contractor Limits.**

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

F. **Other Insurance Provisions.**

The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

G. **Acceptability of Insurers.**

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

H. **Verification of Coverage.**

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, upon request by the City, the Contractor shall furnish certified copies of all required insurance policies, including endorsements, required in this contract and evidence of all subcontractors' coverage.

☐ Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Builders Risk insurance policy that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

☐ Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Pollution Liability insurance that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

I. **Contractor's Insurance for Other Losses**.

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee-owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or subcontractors as well as to any temporary structures, scaffolding and protective fences.

J. **Subcontractors.**

The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

The Contractor shall cause each and every Subcontractor to provide insurance coverage that complies with all applicable requirements of the Contractor-provided insurance as set forth herein. The Contractor shall ensure that the City is an additional insured on each and every Subcontractor's Commercial General liability insurance policy using an endorsement at least as broad as ISO Additional Insured endorsement CG 20 38 04 13.

K. **Waiver of Subrogation.**

The Contractor and the City waive all rights against each other, any of their subcontractors, lower tier subcontractors, agents and employees, each of the other, for damages caused by fire or other perils to the extent covered by Builders Risk insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

L. **Notice of Cancellation of Insurance.**

The Contractor shall provide the City and all Additional Insureds for this work with written notice of any policy cancellation within two business days of their receipt of such notice.

M. Failure to Maintain Insurance.

Failure on the part of the Contractor to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five (5) business days' notice to the Contractor to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Contractor from the City.

23. Assignment and Subcontractors.

A. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

B. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

C. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents.

D. The Contractor shall, before commencing any work, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

E. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

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

24. Severability.

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

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

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties relative to the Project, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or inconsistencies between this Contract and the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

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

27. Survival.

Any provision of this Contract which imposes an obligation after termination or expiration of this Contract shall survive the term or expiration of this Contract and shall be binding on the parties to this Contract.

28. Contract Representatives and Notices.

This Contract shall be administered for the City by Project Manager Name, and shall be administered for the Contractor by the Contractor's Contract Representative, Contractor Representative Name. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To City:	To Contractor:
City of Lake Stevens Attn: City Clerk 1812 Main Street (Physical Address) Post Office Box 257 (Mailing Address) Lake Stevens, WA 98258 Telephone: 425-334-1012	SERVPRO of North Everett/Lake Stevens/Monroe Attn: Paul Leavens 1830 Bickford Avenue Suite 101 Snohomish, WA 98290 Telephone: 360-243-8313

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

29. Third Parties.

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. Governing Law.

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. Venue.

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

32. Attorney Fees.

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. Authority.

The person executing this Agreement on behalf of Contractor represents and warrants that he or she has been fully authorized by Contractor to execute this Agreement on its behalf and to legally bind Contractor to all the terms, performances and provisions of this Agreement. The person executing this Contractor on behalf of the City represents and warrants that he or she has been fully authorized by the City to execute this Contractor on its behalf and to legally bind the City to all the terms, performances and provisions of this Contractor.

34. Counterparts.

This Contract may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Contract.

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

CITY OF LAKE STEVENS

By:_____
John Spencer, Mayor

SERVPRO of North Everett/Lake Stevens/Monroe

By:_____

_____
Printed Name & Title

ATTEST:

_____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

By:_____
Grant K. Weed, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:

City	Contractor

ATTACHMENTS:
A – Project proposal – 1 December 2016

ATTACHMENT A

North Everett/ Lake Stevens/ Monroe & South Everett

SERVPRO of North Everett/ Lake Stevens/ Monroe
SERVPRO of South Everett
1830 Bickford Ave. Suite 101
Snohomish, WA 98290
Franchise # 10230
Tax ID: 46-3671828
Business # (360)243-8313

Client:	City of Lake Stevens	Home:	(425) 212-3312
Operator:	DCOTA		
Estimator:	Paul Leavens	Business:	(360) 243-8313
Company:	SERVPRO of N. Everett/Lake Stevens/Monroe, SERVPRO of S. Everett	E-mail:	pleavens@servproeverettwa.com
Business:	1830 Bickford Ave. SE Snohomish, WA 98290		

Type of Estimate:	Bio/Hazzard/Lab Cleanup		
Date Entered:	12/1/2016	Date Assigned:	12/1/2016
Date Est. Completed:	12/1/2016	Date Job Completed:	

Price List:	WAEV8X_OCT16
Labor Efficiency:	Restoration/Service/Remodel
Estimate:	CITY_OF_LK_STVNS_MTG

Enclosed you'll find the pricing for the needed asbestos abatement for the permit building and city hall. This includes the abatement only in preparation for the building demolition and assumes that the city hall will have no content in the areas needing abatement.

North Everett/ Lake Stevens/ Monroe & South Everett

SERVPRO of North Everett/ Lake Stevens/ Monroe
SERVPRO of South Everett
1830 Bickford Ave. Suite 101
Snohomish, WA 98290
Franchise # 10230
Tax ID: 46-3671828
Business # (360)243-8313

CITY_OF_LK_STVNS_MTG

DESCRIPTION	QTY	REMOVE	REPLACE	TAX	TOTAL
1. Asbestos Abatement	1.00 EA	0.00	10,250.00	912.25	11,162.25

Asbestos abatement in accordance with industry standards. Estimate includes permit, containment, air testing and the removal and disposal of the following materials containing asbestos:

Permit Building
- Remove exterior siding

City Hall
- Remove vinyl flooring under door outside of safe room
- Remove cove molding in copy room
- Remove all drywall in copy room
- Remove cove molding in men's bathroom
- Remove all drywall in men's bathroom

Totals: Job	912.25	11,162.25
Line Item Totals: CITY_OF_LK_STVNS_MTG	**912.25**	**11,162.25**

North Everett/ Lake Stevens/ Monroe & South Everett

SERVPRO of North Everett/ Lake Stevens/ Monroe
SERVPRO of South Everett
1830 Bickford Ave. Suite 101
Snohomish, WA 98290
Franchise # 10230
Tax ID: 46-3671828
Business # (360)243-8313

Summary

Line Item Total	10,250.00
Sales Tax	912.25
Replacement Cost Value	**$11,162.25**
Net Claim	**$11,162.25**

Paul Leavens

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Date: **Agenda** 13 December 16

Subject: Temporary City Hall – Modular Structure Purchase – size and budget increase

Contact Person/Department:	Mick Monken Public Works	**Budget Impact:**	$71,009.88

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve a budget increase of $71,009.88, which includes a $20,000 management reserve, to allow for the size increase from a 60x60 foot to a 60x72 foot temporary City Hall modular structure which was authorized for purchase by the City Council on 8th November 2016 and which will change the total budget from $406,850.78 to $477,860.66.

SUMMARY/BACKGROUND: The City Council authorized the purchase of a temporary 60x60 foot modular City Hall facility on 8th November 2016. This is to provide for a temporary replacement of the the existing City Hall, Permit Center house, and modular Annex structure which are in disrepair and in need of upgrade or replacement, plus these existing facilities are inadequate to house the current staff and to provide sufficient meeting and public space. The entire campus is a patch quilt of pieces together; work spaces with leaks, trip hazards, poor ventilation (heating, cooling, and air circulation), and inadequate parking.

The original plan was to provide for a 60x60 floor plan and to operate using the City Shop to store most files and to utilize the Community Center for regular daily meetings with developers and the general public. After further consideration it was determined that this would be inefficient and impact the staff's ability to conduct walk in meetings. A review was performed to determine if an addition of a 12 x60 section would allow these needs to be met within the new modular City Hall. The findings were that with a 60x72 modular these needs could be met and would also allow for a larger public counter space, larger lunch room and more restroom stalls (60x60 met minimum code requirements and were shared).

As with the original proposed modular structure, this will replace the City Hall, Annex modular, and Permit Center house.

It is estimated that up to 40% of this facility cost will be covered under a State Grant received in 2016. The balance will be covered by the City and is currently included in the 2017 budget.

BUDGET IMPACT: This is budgeted in part under a Grant (2016) and with local funding (2017).

ATTACHMENTS:

- Exhibit A: 60x72 Mobile Office Quote
- Exhibit B: Proposed 60x72 placement

EXHIBIT A

PACIFIC MOBILE STRUCTURES

City of Lake Stevens
72x60 Mobile Office

11/28/2016

City Of Lake Stevens

Mike O'Brien

Pacific Mobile Structures, Inc. is pleased to offer the following pricing in conjunction with our KCDA contract requirements.

Contract # 15-255 Portable & Modular Buildings

Conditions:

Pricing is based on site being flat, level, and truck accessible. Ground compaction to be no less than 2000 PSF.

All utility connections are by the customer (i.e. water, sewer, electrical.).

All plumbing connections from bottom of floor joist to service connection are by the customer.

All local permits that are required by local inspection agencies are the responsibility of the customer.

Foundations (unless specified otherwise) are pad and pier set above grade with pressure treated wood skirting.

Deviations from the stated conditions above and /or unusual site conditions will require review for additional cost and/or special requirements.

Payment terms will be based on a Pacific Mobile Structures schedule of values. Progress payments will be billed accordingly.

All Buildings will be invoiced for the "Factory Complete" amount when the Modules are completed in the factory.

Ramp length on proposal is based on a typical installation on flat, level building pad. Minor adjustments may be required during installation due to site conditions and will be addressed via change order.

Mike O'Brien - 360-658-6364 Email: mikeo@pacificmobile

PACIFIC MOBILE STRUCTURES

City of Lake Stevens

72x60 Mobile Office

11/28/2016

WA Cat #	Description	Takeoff Quantity	Unit Price	Grand Total
	KCDA Pricing			
WVM15	Delivery Change (per mile) for 12' Wide Mobile Units Below:	1,590.00 Mile	14.17	22,530.30
WVM26	12x60 Open Office	5.00 Ea	56,293.10	281,465.50
WVM27	12x60 1 Wall With Single Restroom	1.00 Ea	63,033.47	63,033.47
		100		367,029.27
WVJ2	Add for Two Handicap Restrooms	1.00 Ea	16,078.29	16,078.29
WCE22	Interior Hollow Core Door with Passage	5.00 Ea	671.25	3,356.25
WVG1	Plastic Laminate cabinets overhead and lower per lineal foot	7.00 Lf	492.36	3,446.52
WCE23	ADA Hi-Lo Drinking Fountain	1.00 Ea	2,323.24	2,323.24
WVG2	Price per additional exterior light	-7.00 Ea	206.79	(1,447.53)
WVG5	Price for floor mounted phone data/electrical outlet - black plastic flange	30.00 Ea	552.88	16,586.40
WCE9	J-box Raceway, stub up and down	16.00 Ea	62.12	993.92
WCE19	Duplex Receptacle	18.00 Ea	96.22	1,731.96
		101		43,069.05
WVK3	Aluminum Ramp Wet Stamped copies of engineering	1.00 Ea	286.19	286.19
WCE75	Standard 30' offset ramp w/flush end transition: 5'x5' Landing w/30' Ramp Single	1.00 Ea	6,642.62	6,642.62
WCE77	Additional Landing Option: 5'x5' Landing with one Rail, Handrail	4.00 Ea	1,236.46	4,945.84
WCE79	Switchback Landing Option: 5'x10' Switchback Landing with Returns, Handrail	1.00 Ea	2,688.95	2,688.95
WCE82	Landing/Stair to Alternate Entrance Options: Add 5'x5' Landing w/ 5-Rise 4-Steps with Guardrail	2.00 Ea	3,456.06	6,912.12
WCE88	Stair Options: 4-Step, 5-Riser Stair With Handrail	1.00 Ea	1,640.65	1,640.65
WCE90	Installation for Aluminum Ramps and Landings: Standard 5'x5' Landing with 28' or 30' Ramp	1.00 Ea	1,013.25	1,013.25
WCE92	Installation for Aluminum Ramps and Landings: Install Steps to Landing	3.00 Ea	82.99	248.97
WCE93	Installation for Aluminum Ramps and Landings: Additional Components: Landings, Ramp Sections, Each	4.00 Ea	82.99	331.96
WVK11	Upgrade from PT Wood Pads to Black Plastic Pads at Each Leg - per Each	32.00 Ea	12.81	409.92
		115		25,120.47
	KCDA Pricing			435,218.79
	Means Pricing			
	Delete Exterior Walls, Doors, and Windows			(58,391.29)
	Add Interior Walls			9,614.45
	Upgrade Flooring to 28 Oz Carpet and 4" Rubber Base			5,635.37
	Add Sink at Break Area			1,974.96
	Add LED ExteriorLights			2,445.06

Mike O'Brien - 360-658-6364 Email: mikeo@pacificmobile

PACIFIC MOBILE STRUCTURES

City of Lake Stevens
72x60 Mobile Office

11/28/2016

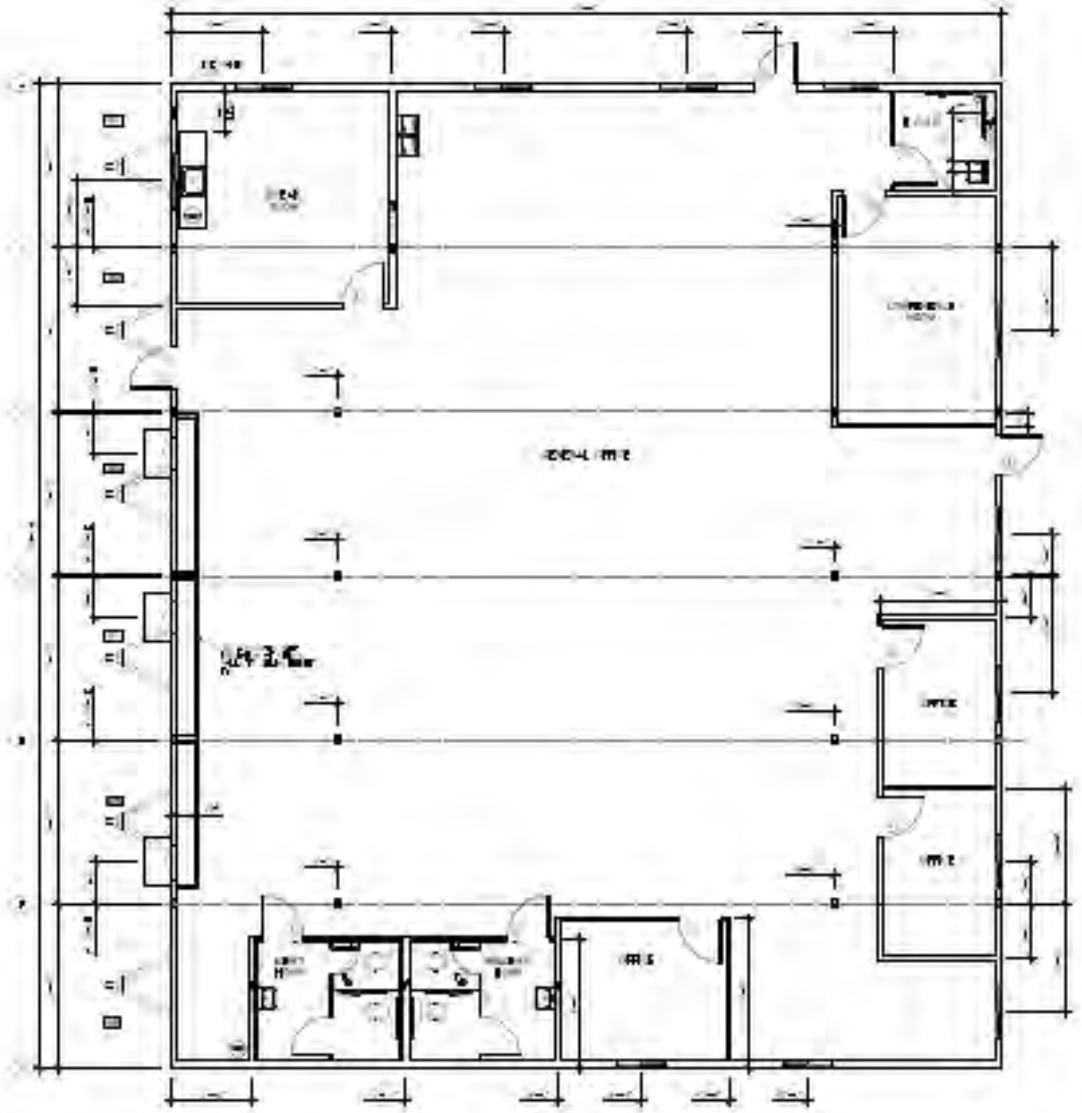
WA Cat #	Description	Takeoff Quantity	Unit Price	Grand Total
	Add Storefront Exterior door			5,677.96
	Enlarge Two Restrooms			9,857.25
	Means Pricing			(23,186.24)

Estimate Totals

Description	Amount	Totals
Bond - 2%	**8,408.83**	
Total		***420,441.38***

WSST	***37,419.28***
TOTAL	***$457,860.66***

We agree to do the above estimated work.
Signature _____
Print Name _____
Date _____



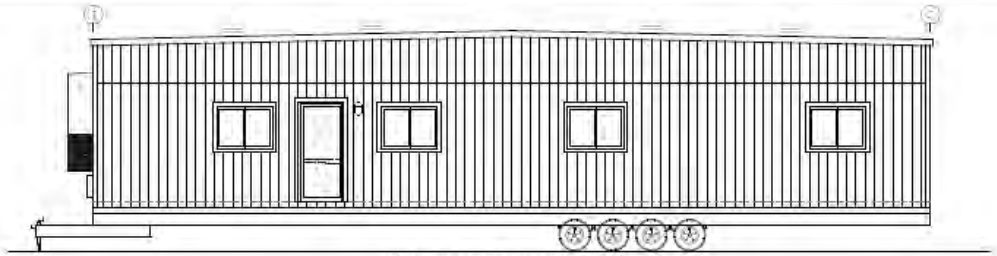
FLOOR PLAN

CUSTOMER APPROVAL

PRELIMINARY

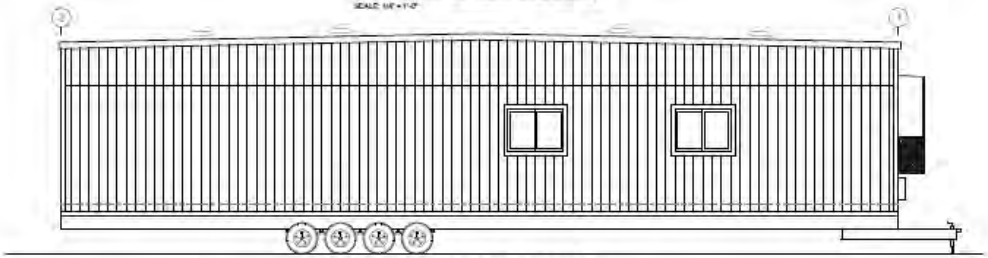
Temporary Office for:
Lake Stevens City Hall

A-1

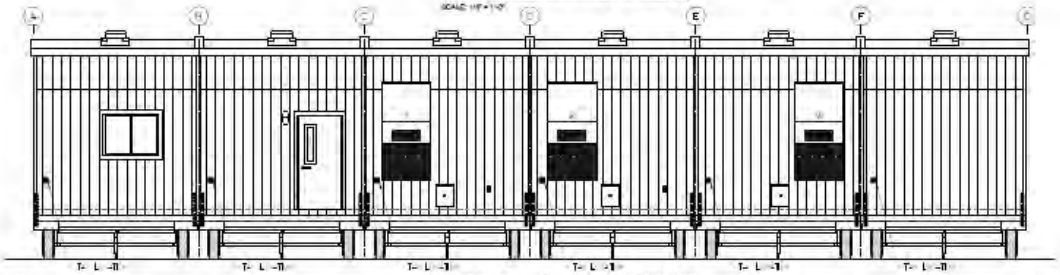


FRONT

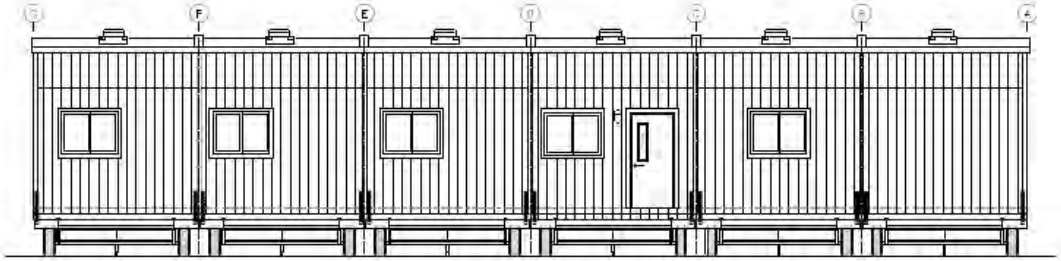
WALL 'A' ELEVATION



WALL 'G' ELEVATION



WALL '1' ELEVATION



WALL '2' ELEVATION

CUSTOMER APPROVAL
☐ APPROVED
☐ APPROVED EXCEPT AS NOTED
☐ REVISE AS NOTED AND RESUBMIT
APPROVED BY _____ Date _____

PRELIMINARY
NOT FOR CONSTRUCTION

DATE	REVISION	BY	DATE	REVISION	BY	DATE	REVISION	BY

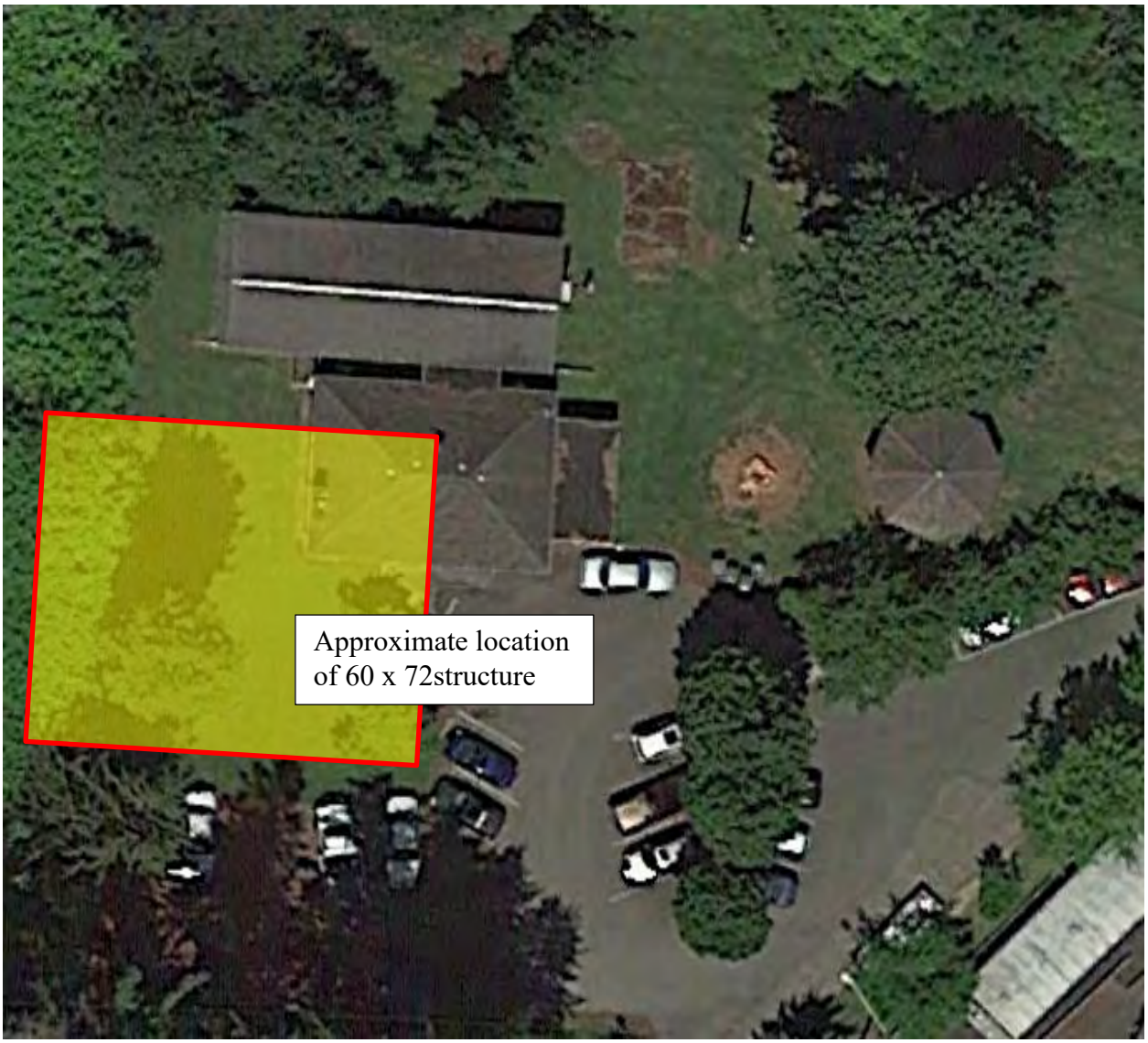
Blazer

MOBILE
72 x 60
WA, GOLD

Temporary Offices for:
Lake Stevens City Hall
Pacific Mobile
Lake Stevens, WA

A-3

EXHIBIT B



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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Date: **Agenda** 13 December 2016

Subject: 2016-2018 On-Call Electrician Services - CDI

Contact Person/Department:	Mick Monken Public Works	**Budget Impact:**	$75,000

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Award and authorize the Mayor to execute a 2016-2018 on-call contract with Control Dynamics Inc. to provide electrician services for a total budget not to exceed $75,000 annually.

SUMMARY/BACKGROUND: Throughout the year the City has a need for electrician services varying from simple trouble shooting, system re-wiring, to new services at City facilities. The contract is set up to allow for a variety of unanticipated and planned projects and allows for the City to respond quickly when the need for services arises.

The City did a call for proposals in late November 2016 and received no responses. The lack of response is attributed to the strong market conditions where work is plentiful. To attract contractors the City is now making direct contacts with electrical service providers within and near the City. CDI was identified through this process.

With on-call contracts a budget limit of $75,000 is set for each contractor. When services are sought for a specific task/project, staff will contact an on-call contractor and make a request for an estimate. If more than one contractor is under on-call for the same services, rotation is made to distribute the work when possible.

Note: This item is being brought forward prior to an attorney review of the contract as electrician services are needed for the Food Bank facility in Eagle Ridge which currently has no power due to a wiring problem.

BUDGET IMPACT: Funding will be provided from within the existing approved 2016 and 2017 budget or be brought before the Council in the next budget adjustment for those items not included in the associated year budget.

ATTACHMENTS:

► Attachment A: On-Call Public Works Contract for Electrical Services

ATTACHMENT A

CITY OF LAKE STEVENS
MASTER NON-EXCLUSIVE ON-CALL PUBLIC WORKS CONTRACT
FOR
ELECTRICAL SERVICES

THIS MASTER ON-CALL PUBLIC WORKS CONTRACT ("Contract") is made and entered into this _____ day of _____, 2016, by and between and the City of Lake Stevens, a municipal corporation ("City") and Control Dynamics Inc., a Washington corporation ("Contractor").

WHEREAS, the City desires on-call electrical services; and

WHEREAS, the City solicited a written Bid Proposal for the Contract; and

WHEREAS, whereas the City received no responses to the Bid Proposals for the Contract and has solicited several local Contractors; and

WHEREAS, Control Dynamics Inc. has responded with interest to provide these services; and

WHEREAS, the Contactor and the City desire to enter into this Contract for said work and in accordance with the terms and conditions of this Contract.

NOW, THEREFORE, in consideration of the terms, conditions and agreements contained herein, the City and Contractor agree as follows:

1. Scope of Work—the Project.

The Contractor shall perform, carry out and complete the on-call electrical services as assigned per INDIVIDUAL TASK APPROVAL ORDER FORM **(Exhibit A)** in accordance with this Contract and the incorporated Contract Documents specified in Section 2. Each Task/Project shall be completed per the completion date on the INDIVIDUAL TASK APPROVAL ORDER FORM.

2. Contract Documents.

In addition to Contractor's attached Bid Proposal, the following documents are incorporated into the Contract by this reference:

a. ☐ Request for Proposal/Bid and Bid Documents
b. ☐ Proposal/Bid Submittal (attached)
c. ☐ Plans and Contract Drawings.
d. ☒ INDIVIDUAL TASK APPROVAL ORDER FORM
e. ☐ Prevailing Wage Rates

f. ☐ 2014 Standard Specifications for Road, Bridge, and Municipal Construction (WSDOT/APWA) ("Standard Specifications") (referenced but not attached).
e. ☐ 2010 APWA Supplement General Special Provisions (referenced but not attached).
f. ☐ Addenda **(if any).**

In the event of any inconsistencies or conflicts between the language of this Contract and these incorporated documents, the language of the Contract shall prevail over the language of the documents.

3. Commencement of Work.

Work shall not proceed under this Contract until the Contractor has met following conditions:

a. The Contract has been signed and fully executed by the parties.
b. The Contractor has provided the City with the certificates of insurance required under Section 22.
c. The Contractor has obtained a City of Lake Stevens Business License.
d. The Contractor has provided the City with satisfactory documentation that Contractor is licensed and bonded as a contractor in the Washington State.
e. City has issued INDIVIDUAL TASK APPROVAL ORDER FORM

These conditions shall be satisfied within ten (10) calendar days of the City's Notice of Award of the Contract to the Contractor. Upon satisfaction of these conditions, the City shall issue a Notice to Proceed and Contractor shall commence work within five (5) calendar days of the date of said Notice.

4. Time is of the Essence/Liquidated Damages.

Time is of the essence in the performance of this Contract. The Contractor shall diligently pursue the Project work to physical completion by the date specified in Section 1. If said work is not completed within the time specified, the Contractor agrees to pay the City as liquidated damages the sum set forth in Section 1-08.9 of the Standard Specifications for each and every calendar day said work remains uncompleted after expiration of the specified time.

5. Payment for Project.

a. Total Contract Sum for Project. Excluding approved changes orders, the City shall pay the Contractor for satisfactory completion of the INDIVIDUAL TASK APPROVAL ORDER FORM Projects under the Contract a total Contract Sum not to exceed $35,000 for INDIVIDUAL TASK APPROVAL ORDER FORM Projects and not to exceed $75,000 total for all INDIVIDUAL TASK APPROVAL ORDER FORM Projects under this Contract per calendar year. Work shall be in accordance with the bid price in Contractor's Bid Proposal and including all applicable Washington State Sales Tax. The total INDIVIDUAL TASK APPROVAL ORDER FORM Project sum includes all expenses and costs incurred in planning, designing and constructing the INDIVIDUAL TASK APPROVAL ORDER FORM Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

b. Payments shall be for Performance of Project Work. Payments for work provided hereunder shall be made following the performance of such work, unless otherwise permitted by law and approved in writing by the City. No payment shall be made for any work rendered by the Contractor except as identified and set forth in this Contract.

c. Right to Withhold Payments if Work is Unsatisfactory. If during the course of the Contract, the work rendered does not meet the requirements set forth in the Contract, the Contractor shall correct or modify the required work to comply with the requirements of the Contract. The City shall have the right to withhold payment for such work until it meets the requirements of the Contract.

d. Payments. Progress payments shall be based on the timely submittal by the Contractor of the City's standard payment request form. The form shall be appropriately completed and signed by the Contractor. Applications for payment not signed and/or completed shall be considered incomplete and ineligible for payment consideration. The City shall initiate authorization for payment after receipt of a satisfactorily completed payment request form and shall make payment to the Contractor within approximately thirty (30) calendar days thereafter. Progress payments shall be subject to withholding in accordance with subsection (f) below.

e. Payments for Alterations and/or Additions. Requests for changes orders and/or payments for any alterations in or additions to the work provided under this Contract shall be in accordance with the change order process set forth in Section 1-04.4 of the Standard Specifications.

f. Final Payment. As each INDIVIDUAL TASK APPROVAL ORDER FORM Project is a public works project under $35,000, the City shall not require a payment and performance bond nor withhold statutory retainage under RCW Chapter 60.28. However, the parties agree that the City shall not make the Final Payment to the Contractor on any INDIVIDUAL TASK APPROVAL ORDER FORM Project under this Contract until the Public Works Director has issued a Final Acceptance of INDIVIDUAL TASK APPROVAL ORDER FORM Project and the following has occurred:

i. Affidavits of Wages Paid for the Contractor and all Subcontractors are on file with the City

ii. An Affidavit by the Contractor is on file with the City that sums due from the Contractor and all Subcontractors to the Washington State Department of Revenue, Employment Security Department, and Department of Labor and Industries for all taxes and penalties due or to become due with respect this Contract have been paid.

iii. Releases from all of Contractor's subcontractors and/or suppliers have been provided to the City, before the period for filing claims by said subcontractors and/or suppliers has expired without claims being filed.

iv. The Contractor shall provide the City with proof that insurance required under Section 22 remains in effect.

v. Statement of Intent to Pay Prevailing Wages. The Contractor shall provide the City with a copy of the Contractor's Intent to Pay Prevailing Wages prior to Payment. Affidavits of payment of Prevailing Wage shall be submitted after completion of each INDIVIDUAL TASK APPROVAL ORDER FORM Project.

g. Final Acceptance. Final Acceptance of the Project occurs when the Public Works Director has determined that the Project is one hundred percent (100%) complete and has been constructed in accordance with the Plans and Specifications.

h. Payment in the Event of Termination. In the event this Contract is terminated by either party, the Contractor shall not be entitled to receive any further amounts due under this Contract until the work specified in the INDIVIDUAL TASK APPROVAL ORDER FORM Project – Scope of Work is satisfactorily completed, as scheduled, up to the date of termination. At such time, if the unpaid balance of the amount to be paid under the INDIVIDUAL TASK APPROVAL ORDER FORM Project exceeds the expense incurred by the City in finishing the work, and all damages sustained by the City or which may be sustained by the City or which may be sustained by the reason of such refusal, neglect, failure or discontinuance of Contractor performing the work, such excess shall be paid by the City to the Contractor. If the City's expense and damages exceed the unpaid balance, Contractor and his surety shall be jointly and severally liable therefore to the City and shall pay such difference to the City. Such expense and damages shall include all reasonable legal expenses and costs incurred by the City to protect the rights and interests of the City under the Contract.

i. Maintenance and Inspection of Financial Records. The Contractor and its subcontractors shall maintain reasonable books, accounts, records, documents and other evidence pertaining to the costs and expenses allowable, and the consideration paid under this Contract, in accordance with reasonable and customary accepted accounting practices. All such books of account and records required to be maintained by this Contract shall be subject to inspection and audit by representatives of City and/or of the Washington State Auditor at all reasonable times, and the Contractor shall afford the proper facilities for such inspection and audit to the extent such books and records are under control of the City, and all Project Contracts shall similarly provide for such inspection and audit rights. Such books of account and records may be copied by representatives of City and/or of the Washington State Auditor where necessary to conduct or document an audit. The Contractor shall preserve and make available all such books of account and records in its control for a period of three (3) years after final payment under this Contract, and Bunker Repair Project subcontracts shall impose similar duties on the subcontractors.

6. Term of Contract.

The term of this Contract shall commence upon full execution of this Contract by the City and Contractor and shall terminate 31 December 2018 and upon final payment by the City to the Contractor, unless sooner terminated by either party under Section 7 or applicable provision of the Contract.

7. Termination of Contract.

a. Except as otherwise provided under this Contract, either party may terminate this Contract upon ten (10) working days' written notice to the other party in the event that said other party is in default and fails to cure such default within that ten-day period, or such longer period as provided by the non-defaulting party. The notice of termination shall state the reasons therefore and the effective date of the termination.

b. The City may also terminate this Contract in accordance with the provisions of Section 1-08.10 of the Standard Specifications.

8. Status of Contractor.

The Contractor is a licensed, bonded and insured contractor as required and in accordance with the laws of the State of Washington. Contractor is acting as an independent contractor in the performance of each and every part of this Contract and INDIVIDUAL TASK APPROVAL ORDER FORM Project. No officer, employee, volunteer, and/or agent of either party shall act on behalf of or represent him or herself as an agent or representative of the City. Contractor and its officers, employees, volunteers, agents, contractors and/or subcontractors shall make no claim of City employment nor shall claim against the City any related employment benefits, social security, and/or retirement benefits. Nothing contained herein shall be interpreted as creating a relationship of servant, employee, partnership or agency between Contractor and the City.

9. Permits.

The City will obtain and cover the City issued permits for INDIVIDUAL TASK APPROVAL ORDER FORM Projects. Other permits that may be required outside of the City's requirements are the responsibility of the Contractor to obtain and the Contractor will apply for, pay for and obtain any and all additional City, county, state and federal permits necessary to commence, construct and complete the INDIVIDUAL TASK APPROVAL ORDER FORM Project. All required permits and associated costs shall be included in the Total sum for the INDIVIDUAL TASK APPROVAL ORDER FORM Project.

10. Business License Required.

The Contractor shall obtain a City of Lake Stevens Business License prior to commencement of work under this Contract.

11. Work Ethic.

The Contractor shall perform all work and services under and pursuant to this Contract in timely, professional and workmanlike manner.

12. City Ownership of Work Products.

All work products (reports, maps, designs, specifications, etc.) prepared by or at the request of Contractor regarding the planning, design and construction of the INDIVIDUAL TASK APPROVAL ORDER FORM Project shall be the property of the City. Contractor shall provide the City with paper and electronic copies of all work products in possession or control of Contractor at the request of final payment of the INDIVIDUAL TASK APPROVAL ORDER FORM Project from Contractor or upon written request from the City.

13. Job Safety.

a. General Job Safety. Contractor shall take all necessary precaution for the safety of employees on the work site and shall comply with all applicable provisions of federal, state and local regulations, ordinances and codes. Contractor shall erect and properly maintain, at all times, as required by the conditions and progress of the work, all necessary safeguards for the protection of workers and the public and shall post danger signs warning against known and unusual hazards.

b. Trench Safety Systems. The Contractor shall ensure that all trenches are provided with adequate safety systems as required by RCW Chapter 49.17 and WAC 296-155-650 and -655. The Contractor is responsible for providing the competent person and registered professional engineer required by WAC 296-155-650 and -655.

14. Prevailing Wages.

Contractor shall pay its employees, and shall require its subcontractors to pay their employees, prevailing wages as required by and in compliance with applicable state and/or federal law and/or regulations, including but not limited to RCW Chapter 39.12 and RCW Chapter 49.28. Prior to final payment under the INDIVIDUAL TASK APPROVAL ORDER FORM Project of this Contract, Contractor shall certify in writing that prevailing wages have been paid for all work on the INDIVIDUAL TASK APPROVAL ORDER FORM Project as required and in accordance with applicable law and/or regulations.

15. Taxes and Assessments.

The Contractor shall be solely responsible for compensating its employees, agents, and/or subcontractors and for paying all related taxes, deductions, and assessments, including, but not limited to, applicable use and sales taxes, federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Contract.

16. Nondiscrimination Provision.

During the performance of this Contract, the Contractor shall comply with all applicable equal opportunity laws and/or regulations and shall not discriminate on the basis of race, age, color, sex, sexual orientation, religion, national origin, creed, veteran status, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, and the provision of work and services under this Contract. The Contractor further agrees to maintain notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Contractor understands that violation of this provision shall be cause for immediate termination of this Contract and the Contractor may be barred from performing any services or work for the City in the future unless the Contractor demonstrate to the satisfaction of the City that discriminatory practices have been eliminated and that recurrence of such discriminatory practices is unlikely.

17. The Americans with Disabilities Act.

The Contractor shall comply, and shall require its subcontractors to comply, with the Americans with Disabilities Act of 1990, 42 U.S.C. § 12101 et seq. (ADA), and its implementing regulations, and Washington State's anti-discrimination law as contained in RCW Chapter 49.60 and its implementing regulations, with regard to the work and services provided pursuant to this Contract. The ADA provides comprehensive civil rights to individuals with disabilities in the area of employment, public accommodations, public transportation, state and local government services, and telecommunications.

18. Compliance With Law.

The Contractors shall perform all work and services under and pursuant to this Contract in full compliance with any and all applicable laws, rules, and regulations adopted or promulgated by any governmental agency or regulatory body, whether federal, state, local, or otherwise.

19. Guarantee of Work.

a. The Contractor guarantees and warrants all of its work, materials, and equipment provided and utilized for this Project to be free from defects for a period of one (1) year from the date of final acceptance of the INDIVIDUAL TASK APPROVAL ORDER FORM Project work. The Contractor shall remedy any defects in its INDIVIDUAL TASK APPROVAL ORDER FORM Project work, and the materials, and equipment utilized in the INDIVIDUAL TASK APPROVAL ORDER FORM Project and pay for any damages resulting therefrom which shall appear within a period of one (1) year from the date of final acceptance of the INDIVIDUAL TASK APPROVAL ORDER FORM Project work unless a longer period is specified. The City will give notice of observed defects with reasonable promptness.

b. The guarantee/warranty period shall be suspended from the time a significant defect is first documented by the City until the work or equipment is repaired or replaced by the Contractor and accepted by the City. In the event that fewer than ninety (90) calendar days remain in the guarantee period after acceptance of such repair or replacement (after deducting the period of suspension above), the guarantee period shall be extended to allow for at least ninety (90) calendar days guarantee of the work from the date of acceptance of such repair or equipment.

c. The Contractor shall also provide the City with manufacturer's warranties for all components, materials and equipment installed as part of the INDIVIDUAL TASK APPROVAL ORDER FORM Project.

20. Contractor's Risk of Loss.

It is understood that the whole of the work under this Contract and INDIVIDUAL TASK APPROVAL ORDER FORM Projects is to be done at the Contractor's risk, and that he has familiarized himself with all existing conditions and other contingencies likely to affect the work, and has made his bid accordingly, and that he shall assume the responsibility and risk of all loss or damage to materials or work which may arise from any cause whatsoever prior to completion.

21. Indemnification and Hold Harmless.

a. The Contractor shall indemnify, defend and hold the City, its elected officials, agents, officers and/or employees and volunteers harmless from and against any and all claims, demands, liabilities, losses, costs, damages or expenses of any nature whatsoever (including all costs and attorneys' fees) to or by third parties arising from, resulting from or connected with the work and services performed or to be performed under this Contract by the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors to the fullest extent permitted by law and subject to the limitations provided below.

b. The Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City and/or its elected officials, agents, officers and/or employees, and (b) the Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors, shall apply only to the extent of negligence of Contractor and/or its directors, officers, agents, employees, consultants, and/or subcontractors.

c. The Contractor specifically and expressly waives any immunity that may be granted it under the Washington State Industrial Insurance Act, Title 51 RCW, as provided in RCW 4.24.115. The indemnification obligation under this Contract shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable to or for any third party under workers compensation acts, disability benefits acts, or other employee benefits acts; provided the Contractor's waiver of immunity by the provisions of this paragraph extends only to claims against the Contractor by the City and does not include, or extend to, any claims by the Contractor's employees directly against Contractor. The obligations of Contractor under this subsection have been mutually negotiated by the parties hereto, and Contractor acknowledges that the City would not enter into this Contract without the waiver thereof of Contractor.

d. Nothing contained in this section or Contract shall be construed to create a liability or a right of indemnification by any third party.

f. The provisions of this section shall survive the expiration or termination of this Contract with respect to any event occurring prior to such expiration or termination.

22. <u>Insurance</u>.

The Contractor shall procure, and maintain for the duration of the Contract, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, their agents, representatives, employees or subcontractors. Failure by the Contractor to maintain the insurance as required shall constitute a material breach of contract upon which the City may, after giving five (5) working days' notice to the Contractor to correct the breach, immediately terminate the Contract or at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, off set against funds due the Contractor from the City.

a. <u>Minimum Scope of Insurance</u>.

The Contractor shall obtain insurance of the types described below:

i. <u>Automobile Liability</u> insurance covering all owned non-owned, hired and leased vehicles. Coverage shall be written on at least as broad as Insurance Services Office (ISO) form CA Automobile 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

ii. <u>Commercial General Liability</u> insurance shall be written on at least as broad as ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, stop gap liability, independent contractors, products-completed

operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall be endorsed to provide the per project general aggregate limit using ISO form CG 25 03 05 09 or an equivalent endorsement There shall be no e exclusion for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured- Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing at least as broad of coverage.

iii. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

iv. ☐ Required. Builders Risk insurance covering interests of the City, the Contractor, Subcontractors, and Sub-contractors in the work. Builders Risk insurance shall be on a special perils policy form and shall insure against the perils of fire and extended coverage and physical loss or damage including flood, earthquake, theft, vandalism, malicious mischief, and collapse. The Builders Risk insurance shall include coverage for temporary buildings, debris removal and damage to materials in transit or stored off-site. This Builders Risk insurance covering the work will have a deductible of $5,000 for each occurrence, which will be the responsibility of the Contractor. Higher deductibles for floor and earthquake perils may be accepted by the City upon written request by the Contractor and written acceptance by the City. Any increased deductibles accepted by the City will remain the responsibility of the Contractor. The Builders Risk insurance shall be maintained until final acceptance of the work by the City.

b. Minimum Amounts of Insurance.

The Contractor shall maintain the following Insurance limits:

i. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of $1,000,000 per accident.

ii. Commercial General Liability insurance shall be written with limits no less than $1,000,000 each occurrence, $2,000,000 general aggregate and a $2,000,000 products-completed operations aggregate limit.

iii. ☐ Required. Builders Risk insurance shall be written in the amount of the completed value of the project with no coinsurance provisions.

c. Other Insurance Provisions.

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance.

i. The Contractor's insurance coverage shall be primary insurance with respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be in excess of the Contractor's insurance and shall not contribute with it.

d. Acceptability of Insurers.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

e. Verification of Coverage.

The Contractor shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the Automobile Liability and Commercial General Liability insurance of the Contractor before commencement of the work. Throughout the term of this Contract, the Contractor shall provide the City with proof of insurance upon request by the City.

☐ Required. Before any exposure to loss may occur, the Contractor shall file with the City a copy of the Builders Risk insurance policy that includes all applicable conditions, exclusions, definitions, terms and endorsements related to this Project.

f. Contractor's Insurance for Other Losses.

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or subcontractors as well as to any temporary structures, scaffolding and protective fences.

g. Subcontractors.

The Contractor shall include all subcontractors as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

h. Waiver of Subrogation.

The Contractor and the City waive all rights against each other, any of their subcontractors, lower tier subcontractors, agents and employees, each of the other, for damages caused by fire or other perils to the extent covered by Builders Risk insurance or other property insurance obtained pursuant to the Insurance Requirements Section of this Contract or other property insurance applicable to the work. The policies shall provide such waivers by endorsement or otherwise.

i. Notice of Cancellation of Insurance.

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

23. Assignment and Subcontractors.

a. The Contractor shall not assign this Contract or any interest herein, nor any money due to or to become due hereunder, without first obtaining the written consent of the City.

b. The Contractor shall not subcontract any part of the services to be performed hereunder without first obtaining the consent of the City and complying with the provisions of this section.

c. In the event the Contractor does assign this Contract or employ any subcontractor, the Contractor agrees to bind in writing every assignee and subcontractor to the applicable terms and conditions of the Contract documents and INDIVIDUAL TASK APPROVAL ORDER FORM.

d. The Contractor shall, before commencing any work on any INDIVIDUAL TASK APPROVAL ORDER FORM Project, notify the City in writing of the names of any proposed subcontractors. The Contractor shall not employ any subcontractor or other person or organization (including those who are to furnish the principal items or materials or equipment), whether initially or as a substitute, against whom the City may have reasonable objection. Each subcontractor or other person or organization shall be identified in writing to the City by the Contractor prior to the date INDIVIDUAL TASK APPROVAL ORDER FORM Project to this Contract is signed by the Contractor. Acceptance of any subcontractor or assignee by the City shall not constitute a waiver of any right of the City to reject defective work or work not in conformance with the contract documents. If the City, at any time, has reasonable objection to a subcontractor or assignee, the Contractor shall submit an acceptable substitute.

e. The Contractor shall be fully responsible for all acts and omissions of its assignees, subcontractors and of persons and organization directly or indirectly employed by it and of persons and organizations for whose acts any of them may be liable to the same extent that it is responsible for the acts and omissions of person directly employed by it.

f. The Contract does not and shall not create or be construed to create any relationship, contractual or otherwise, between the City and any subcontractor or assignee. Nothing in the Contract shall create any obligation on the part of the City to pay or to assure payment of any monies due any subcontractor or assignee.

24. Severability.

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

b. If any provision of this Contract or INDIVIDUAL TASK APPROVAL ORDER FORM Project is in direct conflict with any statutory provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

25. Integration and Supersession.

This Contract sets forth all of the terms, conditions, and Contracts of the parties subject to

and relative to the INDIVIDUAL TASK APPROVAL ORDER FORM Projects, and supersedes any and all such former Contracts which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or Contracts with respect thereto except as provided herein, and no amendment or modification of this Contract shall be effective unless reduced to writing and executed by the parties. In the event of any conflicts or inconsistencies between this Contract and the Declaration, the terms of this Contract shall control in all cases.

26. Non-Waiver.

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

27. Survival.

Any provision of this Contract which imposes an obligation after termination or expiration of this Contract shall survive the term or expiration of this Contract and shall be binding on the parties to this Contract.

28. Contract Representatives and Notices.

This Contract shall be administered for the City by the City's Contract Representative Barb Stevens, and shall be administered for the Contractor by the Contractor's Contract Representative Insert Name of Contractor Representative. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties at their addresses as follows:

To the City:	To the Contractor:
City of Lake Stevens	Control Dynamics Inc.
Attn: City Clerk	Attn: Eric Moran
1812 Main Street (physical address)	21 East Marine View Drive, Ste G
Post Office Box 257 (mailing address)	Everett, WA 98201
Lake Stevens, WA 98258-0257	206-510-3413
425-334-1012	eric@cdinw.com

or to such addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand-delivered. Such notices shall be deemed effective when mailed or hand-delivered at the addresses specified above.

29. Third Parties.

The City and Contractor are the only parties to this Contract and are the only parties entitled to enforce its terms. Nothing in this Contract gives, is intended to give, or shall be construed to give or provide, any right or benefit, whether directly or indirectly or otherwise, to third persons.

30. Governing Law.

This Contract shall be governed by and construed in accordance with the laws of the State of Washington.

31. Venue.

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

32. Attorney Fees

Should either the City or the Contractor commence any legal action relating to the provisions of this Contract or the enforcement thereof, the prevailing party shall be awarded judgment for all costs of litigation including, but not limited to, costs, expert witnesses, and reasonable attorney fees.

33. Authority

The person executing this Agreement on behalf of Contractor represents and warrants that he or she has been fully authorized by Contractor to execute this Agreement on its behalf and to legally bind Contractor to all the terms, performances and provisions of this Agreement. The person executing this Contractor on behalf of the City represents and warrants that he or she has been fully authorized by the City to execute this Contractor on its behalf and to legally bind the City to all the terms, performances and provisions of this Contractor.

34. Counterparts.

This Contract may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Contract.

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

CITY OF LAKE STEVENS

By:_____
John Spencer, Mayor

CONTRACTOR

By:_____

_____
Printed Name

_____
Title

Approved as to Form:

_____
Grant K. Weed, City Attorney

Acknowledgement of Waiver of Contractor's Industrial Insurance Immunity:

City Signature	Contractor Signature

Exhibit A

INDIVIDUAL TASK ORDER FORM NO. _____
TO
CITY OF LAKE STEVENS
MASTER NON-EXCLUSIVE ON-CALL PUBLIC WORKS CONTRACT
FOR
ELECTRICAL SERVICES

This INDIVIDUAL TASK ORDER No._____ is made and entered into on the ____ day of _____, 20____, between the City of Lake Stevens, hereinafter called the "City" and _____, hereinafter called "Contractor"

This agreement is made pursuant to and incompliance with the City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20___ following a Request for Bid awarded on _____, 20____.

WITNESSETH THAT:

WHEREAS, the parties hereto have previously entered into the City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20____ following a Request for Bid awarded on _____, 20____ (Contract); and

WHEREAS, both parties desire to implement a Electrical service work project pursuant to the City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20____; and

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

Each and every provision of the City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrical Services dated _____, 20____ (Contract), shall remain in full force and effect, and the INDIVIDUAL TASK ORDER IS AS FOLLOWS:

1. The Scope of Services for this INDIVIDUAL TASK ORDER FORM NO. _____ is as follows:

_____
_____
_____
_____
(or as set forth in attached Exhibit 1)

Performance of the services shall be subject to the terms and conditions of the Contract.

2. INDIVIDUAL TASK APPROVAL ORDER FORM No _____ Project completion date is _____, 20____.
3. Additional specifications and requirements may be attached to this form (see attached Exhibit 2) and are incorporated into the City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20___ (Contract) .

4. Pursuant to Contract Paragraph 5. Payment for Project.

The Contractor agrees to perform the services and provide the material described above for the amount not to exceed $_____, unless modified by the City in a signed written subsequent INDIVIDUAL TASK ORDER APPROVAL FORM. In no event shall the INDIVIDUAL TASK ORDER FORM project sum exceed $35,000.

Work shall be in accordance with the bid price in Contractor's Bid Proposal incorporated by herein by this reference and including all applicable Washington State Sales Tax. The total INDIVIDUAL TASK APPROVAL ORDER FORM Project sum includes all expenses and costs incurred in planning, designing and constructing the INDIVIDUAL TASK APPROVAL ORDER FORM Project, including, but not limited to, applicable sales and use taxes, costs and expenses for overhead, profit, labor, materials, supplies, permits, subcontractors, consultants, and professional services necessary to construct and complete the Project.

5. **The Total Amount payable to the Contractor under the Contract is summarized as follows:**

Original City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20____, Authorized Amount not to exceed per the duration of the Contract: $75,000.00

INDIVIDUAL TASK APPROVAL ORDER FORM No _____ $_____

(List other INDIVIDUAL TASK APPROVAL ORDER FORM No _____ as they are implemented)

Grand Total of INDIVIDUAL TASK APPROVAL ORDER FORMS $_____

Balance Remaining under City of Lake Stevens Master Non-Exclusive On-Call Public Works Contract for Electrician Services dated _____, 20____: $_____

IN WITNESS WHEREOF, the parties hereto have executed this INDIVIDUAL TASK APPROVAL ORDER FORM as of the day and year first above written.

CITY OF LAKE STEVENS

By:_____
John Spencer, Mayor

CONTROL DYNAMICS INC.

By:_____
Eric Moran

ATTEST/AUTHENTICATED:

By:_____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

By:_____
Grant K. Weed, City Attorney

Exhibit 1 - INDIVIDUAL TASK ORDER FORM NO. _____
Scope of Work and Costs

Exhibit 2 - INDIVIDUAL TASK ORDER FORM NO. _____
Additional specifications and requirements

RATE SHEET

Control Dynamics, Inc
[illegible] East Marine View Drive
Suite C
Everett, WA [illegible]

LICENSED ELECTRICIANS

LABOR RATES 1ST SHIFT

STANDARD TIME	$126.33
OVERTIME	$162.15
DOUBLE TIME	$201.34

LABOR RATES 2ND SHIFT

STANDARD TIME	$141.65
OVERTIME	$162.15
DOUBLE TIME	$201.34

LABOR RATES 3RD SHIFT

STANDARD TIME	$157.91
OVERTIME	$162.15
DOUBLE TIME	$201.34

PLC PROGRAMMING	$160.00

Standard time is the first 8 hours worked, next 2 hours are at Overtime rate, last 2 hours are at Double time rate.

Phone: 1-800-738-5004 / Fax: 1-425-355-3891 / www.cdinw.com

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Authorize Mayor to Enter into First Amendment to Dark Fiber Optic Lease Agreement

Contact Person/Department:	Mary Swenson, Interim City Administrator	**Budget Impact:**	$3,511.00

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to enter into the First Amendment to Dark Fiber Optic Lease Agreement to relocate dark fiber optic demark at a cost of $3,511.00.

SUMMARY/BACKGROUND: The City previously entered into a Dark Fiber Optic Lease Agreement with Blackrock Cable, now WDH Black Rock, LLC, in 2009. The First Amendment to that agreement provides for WDH Black Rock to relocate services at the new City Hall site. The cost, $3,511, is a onetime charge

APPLICABLE CITY POLICIES: N/A

BUDGET IMPACT: $3,511.00

ATTACHMENTS:

Attachment A: First Amendment to Dark Fiber Optic Lease Agreement.

FIRST AMENDMENT
TO
DARK FIBER OPTIC LEASE AGREEMENT

This FIRST AMENDMENT TO DARK FIBER OPTIC LEASE AGREEMENT (this "**First Amendment**") is dated for reference purposes as of November 30, 2016 (the "**Effective Date**"), by and between WDH BLACK ROCK, LLC, a Washington limited liability company ("**Wave**"), and the CITY OF LAKE STEVENS, a Washington municipal corporation ("**Customer**").

RECITALS

A. Wave, as successor in interest to Black Rock Cable, a Nevada corporation DBA Black Rock Cable, Inc., and Customer are the parties to that certain Dark Fiber Optic Lease Agreement dated June 9, 2009 (the "**Original Agreement**"). As amended by this First Amendment, the Original Agreement may be referred to as the "**Agreement**."

B. Pursuant to the Original Agreement, Customer purchase certain dark fiber optic services (the "**Services**") from Wave that connect the following two Customer service sites: (i) the A Location of the City of Lake Stevens City Hall, located at 1812 Main Street, Lake Stevens, Washington 98258 (the "**City Hall Site**"); and (ii) the Z Location of the City of Lake Stevens Police Department, located at 2211 Grade Road, Lake Stevens, Washington 98258.

C. Customer is in the process of performing construction at the City Hall Site. In connection with Customer's construction activities, Customer needs Wave to relocate the demarc for the Services at the City Hall Site from its current location to a new location on the same property. Provider is willing to perform such relocation under the terms and conditions contained in this First Amendment.

D. Capitalized terms used but not defined in this First Amendment shall have the meanings given to them in the Original Agreement.

AGREEMENT

Now, therefore, in consideration of the mutual promises, covenants and agreements set forth below, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties amend and supplement the Original Agreement as follows:

1. NEW DARK FIBER ROUTE

Within approximately thirty (30) days after the Effective Date of this First Amendment, Wave shall relocate the demarc for the Services at the City Hall Site to a new location that accommodates Customer's construction project. Customer shall pay Provider a one-time, non-recurring charge in the amount of Three Thousand Five Hundred Eleven and No/100 Dollars ($3,511.00) in connection with Provider's relocation of the demarc.

2. CUSTOMER CONTACT PERSON

Customer's initial point of contact for Wave with respect to this First Amendment shall be:

Troy Stevens
tstevens@lakestevenswa.gov
425-737-7103 (Ph)

3. RATIFICATION

Except as expressly amended by this First Amendment, the Original Agreement remains in full force and effect in accordance with its terms and is hereby ratified and affirmed by the parties.

4. MISCELLANEOUS

This First Amendment may be executed in multiple counterparts, each of which shall constitute an original, and all of which shall constitute one and the same instrument. Any executed documents sent to one party by the other party in portable document format (pdf) images via email will be considered the same as an original document.

IN WITNESS WHEREOF, the Parties hereto have executed this First Amendment as of the dates written below.

CUSTOMER:	**WAVE:**
City of Lake Stevens, a Washington municipal corporation	Wave Business Solutions, LLC, a Washington limited liability company
By_____	By_____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: **Final Plat – Maple Rock II (LUA2016-0179)**

Contact Person/Department: Dillon Roth / Planning and Development **Budget Impact:** N/A

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. **ACTION**: Hold a public meeting pursuant to LSMC 14.18.035(a); and
2. **MOTION**: Accept Maple Rock II subdivision and associated right-of-way dedication (LUA2016-0179) by motion.

SUMMARY: Public meeting and City Council acceptance of the final plat and associated right-of-way dedication for the Maple Rock II Subdivision – a proposed 64 lot subdivision.

BACKGROUND: Final Plats are Type V Quasi-Judicial decisions per Table 14.16A-I. City Council accepts final plats, following a public meeting and dedication of right-of-way, when the subdivision's proponent has met municipal requirements for preliminary plats (Chapter 14.18 LSMC), completed applicable conditions of approval and met the requirements of Chapter 58.17 RCW.

The city determined the proposal qualifies as a Planned Action and additional SEPA review is not required. The city issued a combined Notice of Application and Planned Action Certificate on June 29, 2015. The city held a duly noticed public meeting with the Design Review Board (DRB) on August 3, 2015. The DRB recommended approval of the project. A duly noticed public hearing was held on August 20, 2015. The Hearing Examiner approved the preliminary plat on September 11, 2015. A minor administrative modification was approved on April 26, 2016. The city approved construction plans for the project on May 9, 2016. The city received a pre-application for early review of the final plat on August 24, 2016 at which time staff, partner agencies and the city's surveying consultant reviewed and commented on the final project drawings and reports. The final plat as received addressed pre-application review comments.

CONCLUSIONS: Planning and Community Development have prepared a final subdivision recommendation (Attachment 1) for City Council's review and consideration along with the final plat map. Staff concludes the final subdivision meets the requirements of the Lake Stevens Municipal Code, conditions of approval and the requirements of Chapter 58.17 RCW (Subdivisions-Dedications).

1. The city has confirmed that all required improvements for subdivision approval have been installed, are pending installation or are financially secured as approved by the Public Works Director and the Community Development Director or designees.
2. The proposed subdivision documents submitted to the city of Lake Stevens meet all requirements of the Preliminary Plat Approval and the city's standards for Final Plat Approval.
3. The subdivision, as proposed, is consistent with all applicable requirements, permit processing procedures, and other applicable codes.

RECOMMENDATION & CONDITIONS

The Planning and Community Development Department recommends **APPROVAL,** of the Final Plat for the Maple Rock II Subdivision along with dedication of right-of-way (e.g., 96th Drive SE, 97th Avenue SE, 98th Drive SE, 15th St SE and 15th Place SE) as shown in Exhibit 2, **subject to the listed conditions**:

1. The proponent or successor shall record the approved subdivision (final plat) as depicted in Exhibit 2 within 12 months of this approval – all recording fees shall be the obligation of the subdivision proponent.
2. The proponent or successor shall provide conformed copies of the approved final plat to the city of Lake Stevens after recording with Snohomish County.
3. The proponent or successor must complete all remaining items under the terms of the accepted financial securities in place including final paving, frontage improvements and maintenance obligations.
4. The proponent or successor must comply with any federal, state, or local statutes, ordinances, or regulations applicable to this project. Failure to meet or maintain strict compliance with these regulations and conditions shall be grounds for revocation of this permit.

APPLICABLE CITY POLICIES: Chapter 14.18 LSMC - Subdivisions, Boundary Line Adjustments and Binding Site Plans and Chapter 14.16B LSMC

BUDGET IMPACT: None at the time of subdivision; however, the city will collect impact fees for schools, parks, and traffic when building permits are issued.

ATTACHMENTS: Attachment 1 - Final Plat Recommendation with exhibits

Exhibit 1

Planning and Community Development
1812 Main Street, P O Box 257
Lake Stevens WA 98258
Phone Number (425) 377-3235

RECEIVED
NOV 17 2016

To Be Completed By Staff
Date of Application: _____
Staff Initials: _____
Permit Number: LUA2016-0179

TYPE IV, V AND VI - COUNCIL DECISIONS
LAND USE DEVELOPMENT APPLICATION

CHECK ONE

TYPE IV – Quasi-judicial
- ☐ Essential Public Facility
- ☐ Planned Neighborhood Development
- ☐ Rezone – Site Specific Zoning Map Amendment
- ☐ Secure Community Transition Facility
- ☐ Type IV Other: _____

TYPE V – Quasi-judicial
- ■ Final Plats
- ☐ Plat Alterations
- ☐ Plat Vacations
- ☐ Right-of-Way Vacations
- ☐ Type V Other: _____

TYPE VI – Legislative
- ☐ Comprehensive Plan Amendment, Map and Text
- ☐ Development Agreements
- ☐ Land Use Code Amendments
- ☐ Rezones – Area Wide Zoning Map Amendments
- ☐ Type VI Other: _____

ARE ANY LOWER LEVEL PERMITS REQUIRED? Yes ☐ No ■ **Describe:** _____

Property Information	Site Address: 1510 & 1524 99th Avenue SE			
	Assessor Parcel No: 00457000000401 & 0402	Area of property	Square Feet: 456,522	Acres: 10.48
	Land Use Designation: HDR		Zoning: HUR	
	Number of Buildings on Site/: 2 houses + outbildings		Number to be Retained: 0	
	Existing Impervious Surface Area:		Proposed Impervious Surface Area: ~255,650 sf (56% of site)	
Applicant	Name/Company: Raelyn Hulquist - SSHI, LLC dba D.R. Horton			
	Address: 12910 Totem Lake Blvd NE #220	City/State/Zip: Kirkland, WA 98034		
	Phone: 425-825-3180	Applicants relationship to owner: Owner		
	Fax:	Email: rhulquist@drhorton.com		
Primary Contact	Name/Company: Mark Villwock - LDC, Inc.			
	Address: 14201 NE 200th St. #100	City/State/Zip: Woodinville, WA 98072		
	Phone: 425-806-1869	Email: mvillwock@ldccorp.com		
	Fax:			

$815.

Property Owner	Name/Company: Same as Applicant				
	Address:	City/State/Zip:			
	Phone:	Email:			
	Fax:				
Project Description	Grading Quantities	Cut: 40,000 cy	Fill: 40,000 cy		
	Proposed project/land use (attach additional sheets if necessary):				
	Final Plat for a new 64 lot single family home development including road and utility				
	improvements. There will be 40,000 CY of cut and 40,000 CY of fill with 9.84 acres of				
	disturbed area. Lots will be arranged in a loop with connections to the north, east, and south.				
Building Information	Gross Floor Area of Existing and Proposed Buildings: TBD				
	Bldg 1:	Bldg: 2	Bldg 3:	Bldg 4:	Bldg 5:
	Gross Floor Area by Use of Buildings (please describe use as well as floor area):				
	Use 1:				
	Use 2:				
	Use3:				
	Use4:				

You may not begin any activity based on this application until a decision, including the resolution of any appeal, has been made. Conditions or restrictions may be placed on your permit if it is approved. After the City has acted on your application, you will receive notice of the outcome. If an appeal is filed, you may not begin any work until the appeal is settled. You may also need approvals from other agencies; please check this before beginning any activity.

This application expires 180 days after the last date that additional information is requested (LSMC 14316A.245)

If you suspect that your site contains a stream or wetland or is adjacent to a lake, you may need a permit from the state or federal government.

I DECLARE UNDER PENALTY OF THE PERJURY LAWS THAT THE INFORMATION I HAVE PROVIDED ON THIS APPLICATION IS TRUE, CORRECT AND COMPLETE.

SSHI, LLC dba D. R. Horton

Signature of Property Owner/Agent

8-19-16
Date of Application

By affixing my signature I certify that I am the legal owner of the property for which this application is issued or an authorized agent of the owner.

VOL/PG

MAPLE ROCK II

THE SE 1/4, SECTION 24, TOWNSHIP 29 N, RANGE 5 E, W.M.,
CITY OF LAKE STEVENS, SNOHOMISH COUNTY, WASHINGTON
LUA 2016-0179

DEDICATION

KNOW ALL MEN, (PERSONS) BY THESE PRESENTS THAT SSHI LLC, A DELAWARE LIMITED LIABILITY COMPANY, DBA D R HORTON, THE UNDERSIGNED OWNER, IN FEE SIMPLE OF THE LAND HEREBY PLATTED, HEREBY DECLARE THIS PLAT AND DEDICATE TO THE USE OF THE PUBLIC FOREVER ALL STREETS, AVENUES, PLACES AND SEWER EASEMENTS OR WHATEVER PUBLIC PROPERTY THERE IS SHOWN ON THE PLAT AND THE USE FOR ANY AND ALL PUBLIC PURPOSES NOT INCONSISTENT WITH THE USE THEREOF FOR PUBLIC HIGHWAY PURPOSES. ALSO, THE RIGHT TO MAKE ALL NECESSARY SLOPES FOR CUTS AND FILLS UPON LOTS, BLOCKS, TRACTS, ETC. SHOWN ON THIS PLAT IN THE REASONABLE ORIGINAL GRADING OF ALL THE STREETS, AVENUES, PLACES, ETC. SHOWN HEREON. ALSO, THE RIGHT TO DRAIN ALL STREETS OVER AND ACROSS ANY LOT OR LOTS WHERE WATER MIGHT TAKE A NATURAL COURSE AFTER THE STREET OR STREETS ARE GRADED. ALSO, ALL CLAIMS FOR DAMAGE AGAINST ANY GOVERNMENTAL AUTHORITY ARE WAIVED WHICH MAY BE OCCASIONED TO THE ADJACENT LAND BY THE ESTABLISHED CONSTRUCTION, DRAINAGE, AND MAINTENANCE OF SAID ROADS.

FOLLOWING ORIGINAL REASONABLE GRADING OF ROADS AND WAYS HEREON, NO DRAINAGE WATERS ON ANY LOT OR LOTS SHALL BE DIVERTED OR BLOCKED FROM THEIR NATURAL COURSE SO AS TO DISCHARGE UPON ANY PUBLIC ROAD RIGHTS-OF-WAY TO HAMPER PROPER ROAD DRAINAGE. THE OWNER OF ANY LOT OR LOTS PRIOR TO MAKING ANY ALTERATION IN THE DRAINAGE SYSTEM AFTER THE RECORDING OF THE PLAT, MUST MAKE APPLICATION TO AND RECEIVE APPROVAL FROM THE DIRECTOR OF THE DEPARTMENT OF PUBLIC WORKS FOR SAID ALTERATION. ANY ENCLOSING OF DRAINAGE WATERS IN CULVERTS OR DRAINS OR REROUTING THEREOF ACROSS ANY LOT AS MAY BE UNDERTAKEN BY OR FOR THE OWNER OF ANY LOT SHALL BE DONE BY AND AT THE EXPENSE OF SUCH OWNER.

TRACTS 995 THROUGH 997 NATIVE GROWTH PROTECTION AREA (NGPA); TRACT 998 OPEN SPACE; AND TRACT 999, OPEN SPACE AND DETENTION; ARE HEREBY GRANTED AND CONVEYED TO THE MAPLE ROCK HOMEOWNERS ASSOCIATION (HOA) UPON RECORDING OF THIS PLAT SUBJECT TO AN EMERGENCY MAINTENANCE EASEMENT GRANTED AND CONVEYED TO THE CITY OF LAKE STEVENS. OWNERSHIP AND MAINTENANCE OF SAID TRACTS CONSISTENT WITH CITY CODE SHALL BE THE RESPONSIBILITY OF THE HOA UNLESS AND UNTIL TRACT OWNERSHIP BY ALL LOTS WITHIN THIS SUBDIVISION IS AUTHORIZED PURSUANT TO A FINAL PLAT ALTERATION. USE OF SAID TRACTS IS RESTRICTED TO THAT SPECIFIED IN THE APPROVED FINAL PLAT. THE HOA AND THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION SHALL COMPLY WITH THOSE CITY REGULATIONS AND CONDITIONS OF FINAL SUBDIVISION APPROVAL SPECIFIED ON THE PLAT. THE HOA SHALL REMAIN IN EXISTENCE UNLESS AND UNTIL ALL LOTS WITHIN THIS SUBDIVISION HAVE ASSUMED COMMON OWNERSHIP OF SAID TRACTS. IN THE EVENT THAT THE HOA SHOULD BE DISSOLVED, THEN EACH LOT SHALL HAVE AN EQUAL AND UNDIVIDED OWNERSHIP INTEREST IN THE TRACTS PREVIOUSLY OWNED BY THE HOA AS WELL AS RESPONSIBILITY FOR MAINTAINING THE TRACTS. MEMBERSHIP IN THE HOA AND PAYMENT OF DUES OR OTHER ASSESSMENTS FOR MAINTENANCE PURPOSES SHALL BE A REQUIREMENT OF LOT OWNERSHIP, AND SHALL REMAIN AN APPURTENANCE TO AND INSEPARABLE FROM EACH LOT. THIS COVENANT SHALL BE BINDING UPON AND INURE TO THE BENEFIT OF THE HOA, THE OWNERS OF ALL LOTS WITHIN THE SUBDIVISION AND ALL OTHERS HAVING ANY INTEREST IN THE TRACTS OR LOTS.

IN WITNESS WHEREOF, WE SET OUR HANDS AND SEALS THIS _____ DAY OF _____ , 20___.

SSHI LLC, A DELAWARE LIMITED LIABILITY COMPANY, DBA D R HORTON
BY: SHLR OF WASHINGTON INC, A WASHINGTON CORPORATION, IT'S MANAGER.

BY: _____
KEVIN A. CAPUZZI, DIVISION PRESIDENT

ACKNOWLEDGMENTS

STATE OF WASHINGTON)
) SS.
COUNTY OF KING)

I CERTIFY THAT I KNOW OR HAVE SATISFACTORY EVIDENCE THAT KEVIN A. CAPUZZI IS THE PERSON WHO APPEARED BEFORE ME, AND SAID PERSON ACKNOWLEDGED THAT HE SIGNED THIS INSTRUMENT, ON OATH STATED THAT HE WAS AUTHORIZED TO EXECUTE THE INSTRUMENT AND ACKNOWLEDGED IT AS THE DIVISION PRESIDENT OF SSHI LLC, A DELAWARE LIMITED LIABILITY COMPANY, DBA D R HORTON, TO BE THE FREE AND VOLUNTARY ACT OF SUCH PARTY FOR THE USES AND PURPOSES MENTIONED IN THE INSTRUMENT.

DATED _____
SIGNATURE OF NOTARY PUBLIC _____
PRINTED NAME _____
TITLE _____
RESIDING AT _____
MY APPOINTMENT EXPIRES _____

PLANNING AND COMMUNITY DEVELOPMENT SUBDIVISION APPROVAL

CERTIFICATE OF SUBDIVISION APPROVAL
EXAMINED AND APPROVED THIS ____ DAY OF _____ ,2016

_____
LAKE STEVENS PLANNING AND COMMUNITY DEVELOPMENT DIRECTOR

APPROVAL OF PUBLIC IMPROVEMENTS
EXAMINED AND APPROVED THIS ____ DAY OF _____ ,2016.

_____
LAKE STEVENS PUBLIC WORKS DIRECTOR

CITY COUNCIL APPROVAL
EXAMINED, FOUND TO BE IN CONFORMITY WITH APPLICABLE ZONING AND OTHER LAND USE CONTROLS, AND APPROVED THIS _____ DAY OF_____, 2016.

_____ _____
LAKE STEVENS MAYOR DATE

CERTIFICATE OF CITY TREASURER
I HEREBY CERTIFY THAT ALL MONIES AND DEBTS PERTAINING TO THIS DIVISION WERE PAID TO THE CITY OF LAKE STEVENS BY THE _____ DAY OF_____, 2016.

_____ _____
FINANCE DIRECTOR DATE

SNOHOMISH COUNTY TREASURER'S CERTIFICATE
I HEREBY CERTIFY THAT ALL STATE AND COUNTY TAXES HERETOFORE LEVIED AGAINST THE PROPERTY DESCRIBED HEREIN, ACCORDING TO THE BOOKS AND RECORDS OF MY OFFICE, HAVE BEEN FULLY PAID AND DISCHARGED, INCLUDING _____ TAXES.

_____ _____
DEPUTY COUNTY TREASURER DATE

LEGAL DESCRIPTION

FROM FIRST AMERICAN TITLE INSURANCE COMPANY
GUARANTEE NO. 2586232, NOVEMBER 15, 2016

THE LAND IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON, DESCRIBED AS FOLLOWS:

PARCEL I:
LOT 2 OF CITY OF LAKE STEVENS BOUNDARY LINE ADJUSTMENT NO. LUA 2013-0108, RECORDED JUNE 13, 2014 AS RECORDING NO. 201406130132, AND SURVEY RECORDED JUNE 13, 2014 AS RECORDING NO. 201406135001, RECORDS OF SNOHOMISH COUNTY, WASHINGTON,

PARCEL II:
THE SOUTH HALF OF TRACT 4, PLAT OF GLENWOOD DIVISION A, ACCORDING TO THE PLAT THEREOF, RECORDED IN VOLUME 7 OF PLATS, PAGE 46, RECORDS OF SNOHOMISH COUNTY, WASHINGTON

EXCEPT THOSE PORTIONS CONVEYED TO THE STATE OF WASHINGTON BY DEEDS RECORDED UNDER AUDITOR'S FILE NUMBERS 799143 AND 968868, RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

EXCEPT THAT PORTION OF THE SOUTH HALF OF TRACT 4 LYING WESTERLY OF STATE HIGHWAY (SR) 9.

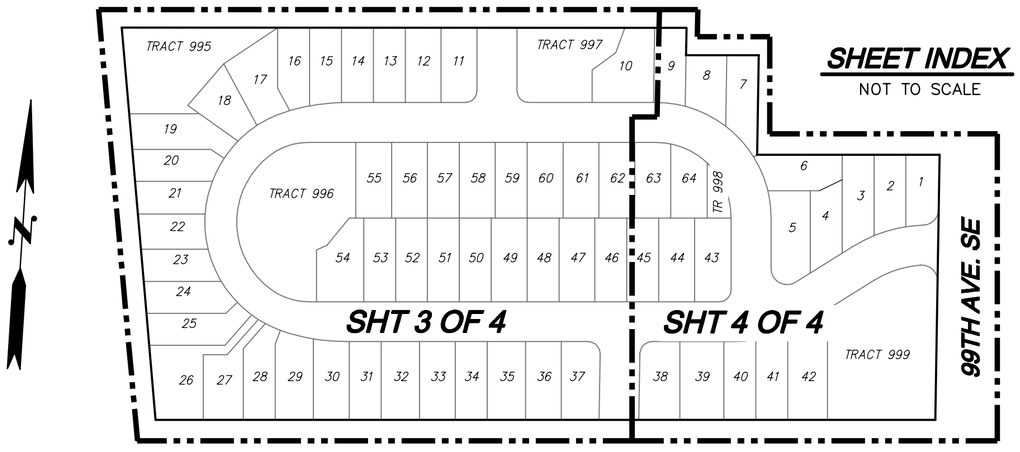
SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON

AUDITOR'S CERTIFICATE

FILED FOR RECORD AT THE REQUEST OF _____
THIS _____ DAY OF_____, 20____,AT ____ MINUTES PAST _____ __M. AND RECORDED IN VOLUME _____ OF PLATS, PAGE(S) _____,
UNDER AUDITOR'S FILE NO. _____
RECORDS OF SNOHOMISH COUNTY, WASHINGTON.

_____
AUDITOR, SNOHOMISH COUNTY

BY: _____
DEPUTY COUNTY AUDITOR



LUA 2016-0179 AF. NO. _____

SHEET: 1 OF 4

LAND SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE PLAT OF MAPLE ROCK II IS BASED UPON AN ACTUAL SURVEY AND SUBDIVISION OF THE SOUTHEAST QUARTER, SECTION 24, TOWNSHIP 29 NORTH, RANGE 5 EAST, W.M., AS REQUIRED BY STATE STATUTES; THAT ALL DISTANCES, COURSES AND ANGLES ARE SHOWN THEREON CORRECTLY; THAT THE MONUMENTS SHALL BE SET AND THE LOT AND BLOCK CORNERS SHALL BE STAKED CORRECTLY ON THE GROUND, THAT I FULLY COMPLIED WITH THE PROVISIONS OF THE STATE AND LOCAL STATUTES AND REGULATIONS GOVERNING PLATTING.

_____
MICHAEL R. MERRITT, PROFESSIONAL LAND SURVEYOR DATE
STATE OF WASHINGTON CERTIFICATE NO. 48761

MICHAEL ROBERT MERRITT · STATE OF WASHINGTON · 48761 · REGISTERED PROFESSIONAL LAND SURVEYOR

LDC
THE CIVIL ENGINEERING GROUP
Engineering
Structural
Planning
Survey
14201 NE 200th St., #100
Woodinville, WA 98072
Ph. 425.806.1869
Fx. 425.482.2893
www.LDCcorp.com

MAPLE ROCK II

SE 1/4 OF SEC. 24, TWN. 29 N, RGE. 5 E, W.M.,
SNOHOMISH COUNTY, STATE OF WASHINGTON

DRAWN BY:	DATE:	DRAWING FILE NAME:	SCALE:	JOB NUMBER:
SAG	6-10-16	15-161SV-FP	NO SCALE	15-161

VOL/PG

VOL/PG

MAPLE ROCK II

THE SE 1/4, SECTION 24, TOWNSHIP 29 N, RANGE 5 E, W.M.,
CITY OF LAKE STEVENS, SNOHOMISH COUNTY, WASHINGTON
LUA 2016-0179

DRAINAGE FACILITY MAINTENANCE COVENANT

WE, THE OWNERS AND CONTRACT PURCHASERS OF THE LANDS HEREIN PLATTED (GRANTOR), AGREE THAT THE OBLIGATIONS OF GRANTOR SHALL INURE TO THE BENEFIT OF AND BE BINDING UPON THE HEIRS, SUCCESSORS, AND ASSIGNS. GRANTOR AGREES THAT THIS COVENANT TOUCHES AND CONCERNS THE LAND DESCRIBED HEREIN AND SHALL RUN WITH THE LAND.

GRANTOR BY EXECUTION OF THIS COVENANT ACKNOWLEDGES THAT THE BENEFITS OF THIS COVENANT INURE TO GRANTOR, DOWNSTREAM PROPERTY OWNERS, AND THE GENERAL PUBLIC, AND THAT CITY OF LAKE STEVENS (CITY) AS THIRD-PARTY BENEFICIARY OF THIS COVENANT HAS THE RIGHT, BUT NOT THE OBLIGATION, TO ENFORCE THIS COVENANT ON BEHALF OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC. CITY REQUIRES THIS COVENANT TO PROTECT PRIVATE AND PUBLIC PROPERTY, PRIVATE AND PUBLIC DRAINAGE INFRASTRUCTURE, AND NATURAL RESOURCES OF DOWNSTREAM PROPERTY OWNERS AND THE GENERAL PUBLIC.

GRANTOR, IN CONSIDERATION OF THE APPROVAL OF THIS SUBDIVISION, HEREBY COVENANTS TO PERFORM REGULAR MAINTENANCE UPON THE DRAINAGE FACILITIES INSTALLED, OR TO BE INSTALLED, UPON GRANTOR'S PROPERTY. REGULAR MAINTENANCE SHALL INCLUDE, AT A MINIMUM, ANNUAL INSPECTION OF THE STORM WATER DRAINAGE SYSTEM. AS APPLICABLE, THE SYSTEM SHALL INCLUDE THE STORM WATER CONVEYANCE SYSTEM PIPES, DITCHES, SWALES, AND CATCH BASINS; STORM WATER FLOW REGULATION SYSTEM DETENTION PONDS, VAULTS, PIPES, RETENTION PONDS, FLOW REGULATION AND CONTROL STRUCTURES; INFILTRATION SYSTEMS AND WATER QUALITY CONTROL SYSTEM.

THE SCOPE OF THIS COVENANT AND RIGHT OF ENTRY SHALL BE ADEQUATE TO PROVIDE FOR THE ACCESS, INSPECTION, AND MAINTENANCE OF THE STORM WATER DRAINAGE SYSTEM, AND SHALL BE SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. CITY SHALL HAVE THE PERPETUAL RIGHT OF ENTRY ACROSS ADJACENT LANDS OF THE GRANTOR FOR PURPOSES OF INSPECTION, AUDITING, OR CONDUCTING REQUIRED MAINTENANCE OF THE DRAINAGE FACILITY.
2. IF CITY INSPECTION DETERMINES THAT MAINTENANCE IS NOT BEING PERFORMED, CITY SHALL ENDEAVOR TO PROVIDE GRANTOR REASONABLE ADVANCE NOTIFICATION OF THE NEED TO PERFORM THE MAINTENANCE AND A REASONABLE OPPORTUNITY FOR GRANTOR TO PERFORM IT. IN THE EVENT THAT GRANTOR FAILS TO COMPLETE THE REQUIRED MAINTENANCE WITHIN A REASONABLE TIME PERIOD, CITY SHALL HAVE THE RIGHT TO PERFORM OR CONTRACT WITH OTHERS TO PERFORM IT AT THE SOLE EXPENSE OF THE GRANTOR. IF CITY IN ITS SOLE DISCRETION DETERMINES THAT AN IMMINENT OR PRESENT DANGER EXISTS, REQUIRED MAINTENANCE AND/OR REPAIR MAY BEGIN IMMEDIATELY AT GRANTOR'S EXPENSE WITHOUT PRIOR NOTICE TO GRANTOR. IN SUCH EVENT, CITY SHALL PROVIDE GRANTOR WITH A WRITTEN STATEMENT AND ACCOUNTING OF ALL WORK PERFORMED AND THE FEES, CHARGES, AND EXPENSES INCURRED IN MAKING SUCH REPAIRS. GRANTOR SHALL AGREE TO REIMBURSE CITY OR PAY CITY'S VENDORS DIRECTLY FOR ALL REASONABLE FEES, CHARGES, AND EXPENSES IDENTIFIED IN COUNTY'S STATEMENT.
3. IF CITY IS REQUIRED TO ACT AS A RESULT OF GRANTOR'S FAILURE TO COMPLY WITH THIS COVENANT, CITY MAY REMOVE ANY OBSTRUCTIONS AND/OR INTERFERENCES THAT IN THE SOLE OPINION OF CITY IMPAIR THE OPERATION OF THE DRAINAGE FACILITY OR THE MAINTENANCE THEREOF. GRANTOR AGREES TO HOLD CITY, ITS OFFICERS, EMPLOYEES, AND AGENTS HARMLESS FROM ANY AND ALL CLAIMS, ACTIONS, SUITS, LIABILITY, LOSS, EXPENSES, DAMAGES AND JUDGMENTS OF ANY NATURE WHATSOEVER, INCLUDING COSTS AND ATTORNEY'S FEES, INCURRED BY THE REMOVAL OF VEGETATION OR PHYSICAL INTERFERENCE FROM THE DRAINAGE FACILITY.
4. WHEN EXERCISING THE MAINTENANCE PROVISIONS OF THE COVENANT, IN THE EVENT OF NONPAYMENT, CITY MAY BRING SUIT TO RECOVER SUCH COSTS, INCLUDING ATTORNEY'S FEES, AND UPON OBTAINING A JUDGEMENT, SUCH AMOUNT SHALL BECOME A LIEN AGAINST THE PROPERTY OF GRANTOR AS PROVIDED IN RCW 4.56.190.
5. GRANTOR COVENANTS THAT ALL OF THE OWNERS, CONTRACT PURCHASERS AND LIEN HOLDERS OF THE PROPERTY DESCRIBED HEREIN HAVE SIGNED THE DEDICATION AND/OR DECLARATION OF THIS SUBDIVISION, THAT THEY HAVE THE RIGHT TO GRANT THIS COVENANT ON THE PROPERTY, AND THAT THE TITLE TO THE PROPERTY IS FREE AND CLEAR OF ANY ENCUMBRANCES WHICH WOULD INTERFERE WITH THE ABILITY TO GRANT THIS COVENANT.

EASEMENT PROVISIONS

1. AN EASEMENT IS HEREBY RESERVED FOR AND GRANTED TO ALL UTILITIES SERVING SUBJECT PLAT AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, UNDER AND UPON THE EXTERIOR 10 FEET PARALLEL WITH AND ADJOINING THE STREET FRONTAGE OF ALL LOTS, TRACTS AND COMMON AREAS IN WHICH TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN UNDERGROUND CONDUITS, CABLES, PIPE, AND WIRES WITH NECESSARY FACILITIES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THIS SUBDIVISION AND OTHER PROPERTY WITH ELECTRIC, TELEPHONE, GAS, TELEVISION CABLE AND OTHER UTILITY SERVICES TOGETHER WITH THE RIGHT TO ENTER UPON THE LOTS, TRACTS AND COMMON AREAS AT ALL TIMES FOR THE PURPOSES HEREIN STATED. DRAINAGE EASEMENTS DESIGNATED ON THE PLAT ARE HEREBY RESERVED FOR AND GRANTED TO CITY OF LAKE STEVENS, EXCEPT THOSE DESIGNATED ON THE PLAT AS PRIVATE EASEMENTS, TOGETHER WITH THE RIGHT OF INGRESS AND EGRESS AND THE RIGHT TO EXCAVATE, CONSTRUCT, OPERATE, MAINTAIN, REPAIR AND/OR REBUILD AN ENCLOSED OR OPEN CHANNEL STORM WATER CONVEYANCE SYSTEM AND/OR OTHER DRAINAGE FACILITIES, UNDER, UPON OR THROUGH THE DRAINAGE EASEMENT.
2. THE 10-FOOT WIDE LANDSCAPE EASEMENT AS SHOWN ACROSS THE WEST PORTION OF LOTS 19 THROUGH 26 IS HEREBY RESERVED FOR AND GRANTED TO THE MAPLE ROCK HOMEOWNERS ASSOCIATION. THE OWNERS OF SAID LOTS 19 THROUGH 26 SHALL BE RESPONSIBLE FOR MAINTAINING SAID EASEMENT (HOA).

UTILITY EASEMENT PROVISIONS

SHARED DRIVEWAY & UTILITY EASEMENTS AS DEPICTED HEREIN ARE FOR THE BENEFIT OF INDIVIDUAL LOTS INDICATED HEREIN. THE RESPONSIBILITY OF AND THE COSTS FOR THE MAINTENANCE, REPAIR, AND/OR RECONSTRUCTION OF THE JOINT USE DRIVEWAY & UTILITIES, INCLUDING STORMWATER, LOCATED WITHIN SAID PRIVATE EASEMENTS SHALL BE BORNE BY THOSE OWNERS BENEFITING FROM SAID SYSTEMS (INCLUDING THE OWNER OF THE LOT ON WHICH THE EASEMENT IS LOCATED IF SUCH LOT USES SUCH DRIVEWAY).

THE SHARED DRIVEWAY OVER LOT 27 IS GRANTED AND CONVEYED TO LOT 26.

PRIVATE SIDE SEWER EASEMENT

THE 10-FOOT WIDE PRIVATE SIDE SEWER EASEMENT LOCATED ACROSS LOT 26, AS SHOWN HEREON, IS HEREBY RESERVED FOR AND GRANTED TO LOT 27 FOR THE PURPOSE OF CONSTRUCTING, RECONSTRUCTION, OPERATING AND MAINTAINING THE PRIVATE SIDE SEWER WITH THE RIGHT OF INGRESS AND EGRESS FOR SUCH PURPOSES. THE COST OF THAT PORTION USED IN COMMON SHALL BE BORNE IN EQUAL SHARES, EXCEPT THAT THE OWNERS OF ANY LOWER PARCEL SHALL NOT BE RESPONSIBLE FOR THE SIDE SEWER ABOVE THEIR CONNECTION, WITH THE RIGHT OF INGRESS AND EGRESS FOR SUCH PURPOSES.

EASEMENTS AND RESTRICTIONS

1. NO FURTHER DIVISION OF ANY LOT IS ALLOWED WITHOUT SUBMITTING FOR A NEW SUBDIVISION OR SHORT SUBDIVISION.
2. THE SALE OR LEASE OF LESS THAN A WHOLE LOT IN ANY SUBDIVISION PLATTED AND FILED UNDER LSMC 14.18.020 FOR RE-SUBDIVISION IS EXPRESSLY PROHIBITED EXCEPT IN COMPLIANCE WITH 14.18.020.
3. THE HOMEOWNERS' ASSOCIATION, ESTABLISHED FOR MAPLE ROCK, SHALL BE RESPONSIBLE FOR MAINTENANCE OF PLANTER AREAS WITHIN ALL RIGHTS-OF-WAY.
4. THE HOMEOWNERS' ASSOCIATION, ESTABLISHED FOR MAPLE ROCK, SHALL BE RESPONSIBLE FOR MAINTENANCE OF OPEN SPACE TRACT 998, AND OPEN SPACE AND DETENTION TRACT 999.
5. ALL NATIVE GROWTH PROTECTION AREAS SHALL BE LEFT PERMANENTLY UNDISTURBED IN A SUBSTANTIALLY NATURAL STATE, NO CLEARING, GRADING, FILLING, BUILDING CONSTRUCTION OR PLACEMENT, OR ROAD CONSTRUCTION OF ANY KIND SHALL OCCUR, EXCEPT REMOVAL OF HAZARDOUS TREES. THE ACTIVITIES AS SET FORTH IN LSMC 14.88.295 ARE ALLOWED WHEN APPROVED BY THE CITY.
6. EACH LOT SHALL INCLUDE A PARKING PAD WITH A MINIMUM DIMENSION OF 18 FEET WIDE BY 19 FEET DEEP, BEHIND THE EDGE OF THE RIGHT-OF-WAY, TO SUPPORT TWO VEHICLES PER TABLE 14.72-I LSMC; SATISFY DIMENSIONAL REQUIREMENTS PER LSMC 14.72.030; AND SAFETY STANDARDS PER LSMC 14.56.050.
7. THE PROPONENT OR SUCCESSOR SHALL PAY TRAFFIC MITIGATION FEES TO MITIGATE 62 NEW PM PEAK HOUR TRIPS PRIOR TO BUILDING PERMIT ISSUANCE. MITIGATION FEES ARE THOSE IN EFFECT AT THE TIME OF BUILDING PERMIT. TWO CREDITS WILL BE APPLIED FOR THE EXISTING DWELLING UNITS.
8. THE PROPONENT OR SUCCESSOR SHALL PAY PARK IMPACT FEES PRIOR TO OR AT THE TIME OF BUILDING PERMIT ISSUANCE FOR NEW SINGLE-FAMILY RESIDENCES. MITIGATION FEES ARE THOSE IN EFFECT AT THE TIME OF PAYMENT. TWO CREDITS SHALL BE APPLIED FOR THE EXISTING DWELLING UNITS.
9. THE PROPONENT OR SUCCESSOR SHALL PAY SCHOOL IMPACT FEES PRIOR TO OR AT THE TIME OF BUILDING PERMIT ISSUANCE FOR NEW SINGLE-FAMILY RESIDENCES. MITIGATION FEES ARE THOSE IN EFFECT AT THE TIME OF PAYMENT. TWO CREDITS SHALL BE APPLIED FOR THE EXISTING DWELLING UNITS.
10. ALL LANDSCAPING AND LAWNS BOTH IN PUBLIC RIGHT OF WAY AND ON PRIVATE LOTS SHALL BE INSTALLED AND MAINTAINED TO THE STANDARDS AND SPECIFICATIONS OF BMP T5.13 POST CONSTRUCTION SOIL QUANTITY AND DEPTH PER THE WDOE STORMWATER MANAGEMENT MANUAL FOR WESTERN WASHINGTON.
11. THE SUBJECT SUBDIVISION'S STORMWATER FACILITY HAS BEEN DESIGNED TO ACCOMMODATE 254,390 SQUARE FEET OF IMPERVIOUS SURFACE PER THE STORMWATER / DRAINAGE REPORT APPROVED BY THE PUBLIC WORKS DIRECTOR. 106,265 SQUARE FEET OF CAPACITY FROM IMPERVIOUS SURFACES HAS BEEN ASSIGNED TO PUBLIC IMPROVEMENTS, INCLUDING ROADS AND SIDEWALKS. THE REMAINING STORMWATER CAPACITY WILL ALLOW FOR 148,125 SQUARE FEET OF ADDITIONAL IMPERVIOUS SURFACE TOWARDS DEVELOPMENT OF THE SUBJECT LOTS FOR HOMES, DECKS, PATIOS AND OTHER ALLOWED APPURTENANCES. ANY PRIVATE IMPERVIOUS SURFACE IMPROVEMENTS OF THIS PLAT THAT EXCEED THE MAXIMUM CAPACITY OF THE ON-SITE STORMWATER FACILITY WILL BE SUBJECT TO COMPLIANCE WITH THE STORMWATER RULES IN EFFECT AT THE TIME OF APPLICATION.
12. SUBJECT TO THE TERMS AND PROVISIONS CONTAINED IN THE DOCUMENT ENTITLED "LAKE STEVENS MID-HIGH SCHOOL DEVELOPER EXTENSION AGREEMENT" AS RECORDED UNDER AUDITOR'S FILE NUMBER 200602150505. (NOT PLOTTABLE)
13. SUBJECT TO A MAPLE ROCK II DEVELOPER EXTENSION AGREEMENT AND THE TERMS AND CONDITIONS THEREOF AS RECORDED UNDER AUDITOR'S FILE NUMBER 201304110533. (NOT PLOTTABLE)
14. SUBJECT TO TERMS, COVENANTS, CONDITIONS, RESTRICTIONS, EASEMENTS, BOUNDARY DISCREPANCIES AND ENCROACHMENTS AS CONTAINED IN RECORDED LOT LINE ADJUSTMENT (BOUNDARY LINE REVISIONS) AS RECORDED UNDER AUDITOR'S FILE NUMBER 201406130132. (NOT PLOTTABLE)
15. SUBJECT TO CONDITIONS, NOTES, EASEMENTS, PROVISIONS AND/OR ENCROACHMENTS CONTAINED OR DELINEATED ON THE FACE OF THE SURVEY RECORDED UNDER AUDITOR'S FILE NUMBER 201406135001. (NOT PLOTTABLE)
16. SUBJECT TO PERPETUAL DRAINAGE AND TEMPORARY CONSTRUCTION EASEMENT AS RECORDED UNDER AUDITOR'S FILE NUMBER 201511200349. (NOT PLOTTABLE)
17. SUBJECT TO A TEMPORARY DRAINFIELD EASEMENT, TO BE REMOVED, AS RECORDED UNDER AUDITOR'S FILE NUMBER 201403280383.
18. SUBJECT TO A TEMPORARY DRAINFIELD RESERVE EASEMENT, TO BE REMOVED, AS RECORDED UNDER AUDITOR'S FILE NUMBER 201405210305.
19. SUBJECT TO THE RESERVATIONS AND EXCEPTIONS, INCLUDING THE TERMS AND CONDITIONS THEREOF FOR MINERALS AS RECORDED ON DECEMBER 17, 2015 UNDER RECORDING NUMBER 201512170478.
20. SUBJECT TO THE EASEMENT INCLUDING TERMS AND PROVISIONS CONTAINED THEREIN, AS RECORDED OCTOBER 10, 2016, UNDER RECORDING NUMBER 201610100227, IN FAVOR OF PUGET SOUND ENERGY, INC., A WASHINGTON CORPORATION, FOR ELECTRIC AND/OR GAS TRANSMISSION AND/OR DISTRIBUTION SYSTEM.
21. A NO PROTEST AGREEMENT HAS BEEN RECORDED UNDER AUDITOR'S FILE NO. _____ IN REFERENCE TO THE FORMATION OF A LOCAL IMPROVEMENT DISTRICT FOR FUTURE UNDERGROUNDING OF UTILITIES PER LSMC 14.60.450.

MICHAEL ROBERT MERRITT
STATE OF WASHINGTON
48761
REGISTERED
PROFESSIONAL LAND SURVEYOR

LUA 2016-0179 AF. NO. _____

SHEET: 2 OF 4

LDC
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MAPLE ROCK II

SE 1/4 OF SEC. 24, TWN. 29 N, RGE. 5 E, W.M.,
SNOHOMISH COUNTY, STATE OF WASHINGTON

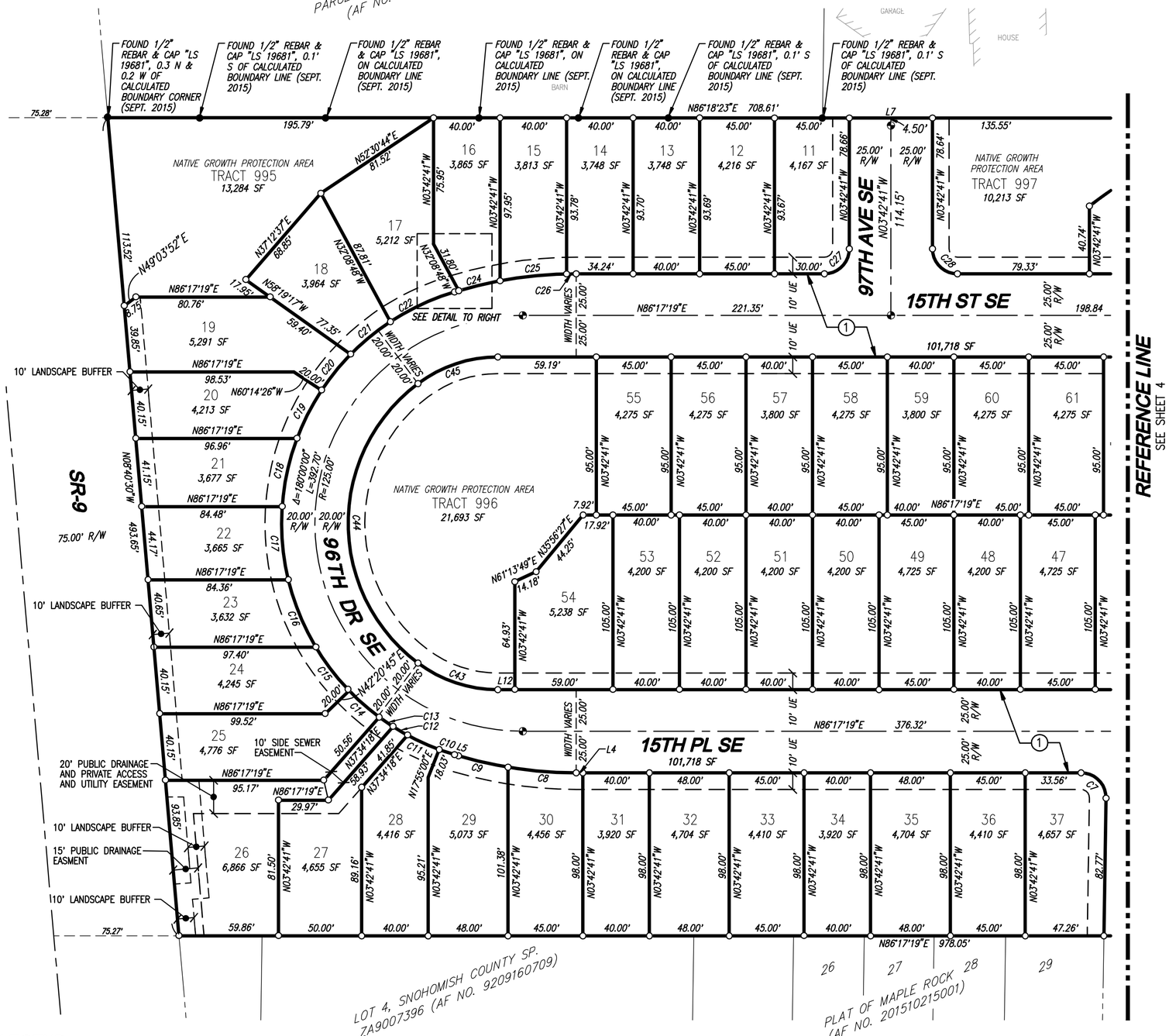
DRAWN BY:	DATE:	DRAWING FILE NAME:	SCALE:	JOB NUMBER:
SAG	6-10-16	15-161SV-FP	NTS	15-161

VOL/PG

MAPLE ROCK II

THE SE 1/4, SECTION 24, TOWNSHIP 29 N, RANGE 5 E, W.M.,
CITY OF LAKE STEVENS, SNOHOMISH COUNTY, WASHINGTON
LUA 2016-0179

VOL/PG



SCALE: 1" = 50'

50' 0 50' 100'

SURVEY INSTRUMENTATION

SURVEYING PERFORMED IN CONJUNCTION WITH THIS MAPPING UTILIZED THE FOLLOWING EQUIPMENT AND PROCEDURES:

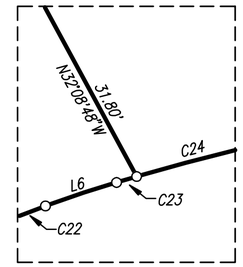
5" ROBOTIC TOTAL STATION MAINTAINED TO MANUFACTURE'S SPECIFICATIONS AS REQUIRED BY WAC-332-130-100.

PROCEDURE USED: FIELD TRAVERSE WITH ACCURACY MEETING OR EXCEEDING THE REQUIREMENTS OF WAC-332-130-090.

BASIS OF BEARING

E. LINE OF SE QUARTER SEC. 24, T. 29N, R. 5E, W.M. ALSO BEING THE MONUMENTED CENTERLINE OF 99TH AVE SE BEING N02°47'17"W.

CURVE TABLE			
CURVE	DELTA	LENGTH	RADIUS
C1	95°17'12"	33.26	20.00
C2	27°34'16"	62.56	130.00
C3	10°28'06"	34.71	190.00
C4	12°31'29"	41.53	190.00
C5	8°56'29"	29.65	190.00
C6	89°05'53"	23.33	15.00
C7	90°54'07"	23.80	15.00
C8	9°26'09"	41.17	250.00
C9	7°00'27"	30.58	250.00
C10	3°49'24"	9.68	145.00
C11	8°15'58"	20.92	145.00
C12	4°01'22"	10.18	145.00
C13	3°58'47"	10.07	145.00
C14	9°31'20"	24.10	145.00
C15	13°01'33"	32.97	145.00
C16	17°21'20"	43.92	145.00
C17	17°30'57"	44.33	145.00
C18	16°38'18"	42.11	145.00
C19	12°52'42"	32.59	145.00
C20	11°00'35"	27.86	145.00
C21	12°13'28"	30.94	145.00
C22	16°51'07"	42.65	145.00
C23	0°02'07"	0.15	250.00
C24	5°51'38"	25.57	250.00
C25	9°13'36"	40.26	250.00
C26	1°19'15"	5.76	250.00
C27	90°00'00"	23.56	15.00
C28	90°00'00"	23.56	15.00
C29	14°56'57"	37.83	145.00
C30	22°25'46"	56.76	145.00
C31	20°44'11"	52.48	145.00
C32	18°12'37"	46.08	145.00
C33	13°40'29"	34.61	145.00
C34	121°56'04"	42.56	20.00
C35	9°40'54"	30.42	180.00
C36	13°15'02"	41.63	180.00
C37	7°01'15"	22.06	180.00
C38	87°05'43"	30.40	20.00
C39	11°32'13"	19.13	95.00
C40	31°38'12"	52.46	95.00
C41	46°49'35"	77.64	95.00
C42	90°00'00"	23.56	15.00
C43	36°52'11"	51.48	80.00
C44	106°15'37"	194.73	105.00
C45	36°52'12"	51.48	80.00



DETAIL
NOT TO SCALE

LINE TABLE		
LINE	LENGTH	BEARING
L1	68.10	N54°21'15"E
L2	22.42	N54°21'15"E
L3	50.01	N86°17'19"E
L4	4.01	N86°17'19"E
L5	2.49	N77°16'06"W
L6	2.49	S69°50'43"W
L7	50.00	N86°18'23"E
L8	2.52	N86°17'19"E
L9	21.86	N54°21'15"E
L10	47.13	N54°21'15"E
L11	15.26	N54°21'15"E
L12	10.19	N86°17'19"E

LEGEND

- SECTION CORNER FOUND
- SECTION QTR CORNER FOUND
- SET CONCRETE MONUMENT WITH BRASS DISK IN CASE FOR THIS PLAT
- SET 5/8"x24" REBAR WITH ORANGE PLASTIC CAP STAMPED "LDC-LDCCORP.COM - PLS 48761 - PROPERTY CORNER"
- FOUND REBAR AND CAP AS NOTED

(C) CALC'D
(D) DEED DISTANCE

(1) RIGHT OF WAY TO BE DEDICATED TO THE CITY OF LAKE STEVENS UPON THE RECORDING OF THIS PLAT.

MICHAEL ROBERT MERRITT STATE OF WASHINGTON 48761 REGISTERED PROFESSIONAL LAND SURVEYOR

LUA 2016-0179 AF. NO. _____

SHEET: 3 OF 4

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MAPLE ROCK II

SE 1/4 OF SEC. 24, TWN. 29 N, RGE. 5 E, W.M.,
SNOHOMISH COUNTY, STATE OF WASHINGTON

DRAWN BY:	DATE:	DRAWING FILE NAME:	SCALE:	JOB NUMBER:
SAG	6-10-16	15-161SV-FP	1"=50'	15-161

VOL/PG

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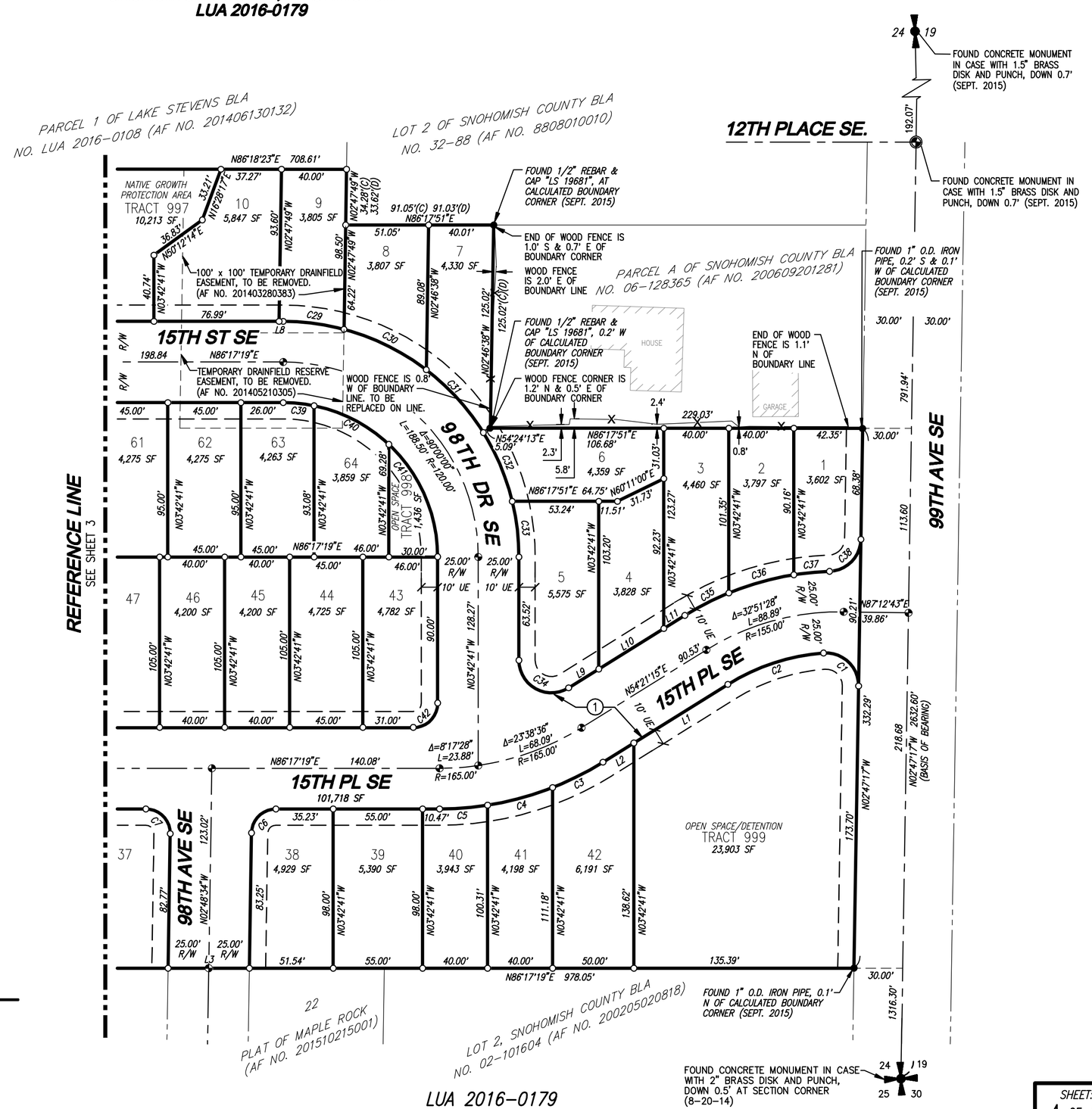
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SURVEY INSTRUMENTATION

SURVEYING PERFORMED IN CONJUNCTION WITH THIS MAPPING UTILIZED THE FOLLOWING EQUIPMENT AND PROCEDURES:

5" ROBOTIC TOTAL STATION MAINTAINED TO MANUFACTURE'S SPECIFICATIONS AS REQUIRED BY WAC-332-130-100.

PROCEDURE USED: FIELD TRAVERSE WITH ACCURACY MEETING OR EXCEEDING THE REQUIREMENTS OF WAC-332-130-090.

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- ● FOUND REBAR AND CAP AS NOTED
- (C) CALC'D
- (D) DEED DISTANCE
- N.G.P.A. NATIVE GROWTH PROTECTION AREA
- (1) RIGHT OF WAY TO BE DEDICATED TO THE CITY OF LAKE STEVENS UPON THE RECORDING OF THIS PLAT.

MICHAEL ROBERT MERRITT
STATE OF WASHINGTON
48761
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PROFESSIONAL LAND SURVEYOR

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DRAWN BY:	DATE:	DRAWING FILE NAME:	SCALE:	JOB NUMBER:
SAG	6-10-16	15-161SV-FP	1"=50'	15-161

SHEET: 4 OF 4

VOL/PG

Exhibit 3

CITY OF LAKE STEVENS

AFFIDAVIT OF NOTICE

Project Name: Maple Rock II Final Plat

Project Number: LUA 2016-0179

Place Posted	Date Posted	Signature
1. Property	11/28/16	
2. City Hall	11/28/16	
3. Planning	11/28/16	
4. Everett Herald	11/26/16	
5. Mailings	11/28/16	
6. Website	11/28/16	

Exhibit 4

CITY OF LAKE STEVENS NOTICE OF APPLICATION AND PUBLIC MEETING
Final Plat

PROJECT NAME/ FILE NUMBER:	Maple Rock II Final Plat / LUA2016-0179
APPLICANT:	Raelyn Hulquist
PROJECT LOCATION:	1500 and 1524 99th Ave SE / AFN# 00457000000401 & 0402
DATE OF APPLICATION:	November 17, 2016
NOTICE OF APPLICATION ISSUED:	November 26, 2016
END OF COMMENT PERIOD:	**December 12, 2016**
PUBLIC MEETING DATE / TIME:	**December 13, 2016 / 7:00 pm**
LOCATION:	Lake Stevens School District Administrative Building; 12309 22nd St NE, Lake Stevens

PROPOSED PROJECT DESCRIPTION:

Final Plat for a new 64 lot single family home development including road and utility improvements. Access to the new subdivision will be from 99th Ave SE with planned future connections to the north and south as well. A Planned Action determination has been issued for the project consistent with the Planned Action for the 20th Street Subarea and no further environmental review is needed at this time.

Final Plats are a Type V permit requiring a public meeting and City Council approval.

PUBLIC REVIEW AND COMMENT:
Interested parties may submit written comments before the meeting or testify in person. Comments can be submitted to City Hall, Attn: Dillon Roth, PO Box 257, Lake Stevens, WA 98258 or by email at droth@lakestevenswa.gov. Persons who submit written or oral testimony may appeal the decision.

The project file, including the staff report, site map and recommendations is available for review at the Permit Center, located behind City Hall, Monday-Thursday 9 am - 4 pm and Friday 8 am to noon. Limited materials are available at: http://www.ci.lake-stevens.wa.us/index.aspx?nid=380.

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant
Posted at Permit Center, City Hall, Subject Property and Website
Mailed to property Owners within 300 feet of project site
Published in Everett Herald

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Date: December 13, 2016

Subject: 2016 Comprehensive Plan Amendments (LUA2015-0119, LUA 2016-0007 and LUA 2016-0017) – Public Hearing

Contact Person/Department: Stacie Pratschner, Senior Planner
Melissa Place, Senior Planner

Budget Impact: None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Hold a public hearing for the 2016 Comprehensive Plan Docket and first reading of Ordinance Nos. 978, 979 and 980.

1. **A Motion To Approve Ordinance No. 978**, amending land use map and approving a citizen-initiated map amendment, submitted by the Lake Stevens School District (M1 – LUA2015-0119), which changes the land use designation for two parcels located near Lake Drive and 28th Street NE to Public/Semi-Public.
2. **A Motion To Approve Ordinance No. 979**, amending land use map and approving a citizen-initiated map amendment, submitted by Seattle Pacific Homes (M2 – LUA2016-0007) and a city-initiated expansion (M3), which changes the land use designation for six parcels located near SR-92 And 127th Drive NE to Medium Density Residential and an isolated parcel east of 127th Dr. NE to General Industrial.
3. **A Motion To Approve Ordinance No. 980**, amending the Lake Stevens Comprehensive Plan; Approving city-initiated text amendments T-1 through T-4; Amending the Official Comprehensive Plan Land Use Map, Enacted by Ordinance; Approving a City-Initiated Map Amendment (M4 – The SW Quad Rezone; LUA2016-0017), which changes the land use designation for 10 parcels located adjacent to SR-9 and 20th Street SE To Commercial.

SUMMARY: Public hearing to consider city-initiated amendments including text amendments, other minor administrative amendments to the Comprehensive Plan and a city-initiated amendment to the land use map (LUA2016-0017); a citizen-initiated amendment in concurrence with a city-initiated amendment to the land use map (LUA2016-0007); and a citizen-initiated amendment to the land use map (LUA2015-0119).

BACKGROUND/ HISTORY:

Under the Growth Management Act, the City can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process.

The city is proposing text amendments to the Comprehensive Plan and a land use map amendment (LUA2016-0017) as summarized below and included in Ordinance 980.

1. T-1 – The city is proposing text amendments to Chapter 5 – the Parks, Recreation and Open Space Element, which would add improvements for Lundeen Park and acquisition of park property in the northwestern portion of the city. The amendment also includes text redlines to pages P-28 through P-33.

2. T-2 – The city is proposing text amendments to Chapter 9 – the Capital Facilities Element, which would include amendments to Lundeen Park improvements, park acquisition, the 20th Street SE Transit Alignment and revisions to the Transportation Improvement Program (TIP) 2017 to 2022. The city is also proposing amendments to Chapter 2 – the Land Use Element, which would include updates to the applicable Figures and Tables to reflect the adoption of the two citizen-initiated map amendments (LUA2015-0119 and LUA2016-0007- with the city-initiated portion) and the city-initiated map amendment (LUA2016-0017). The city is also proposing amendments to Chapter 7 – the Public Services and Utilities Element to update references to the Lake Stevens Sewer District Comprehensive Plan and the Lake Stevens School District #4's Capital Facilities Plan.
3. T-3 – Update Appendices A, C and F to incorporate SEPA Addendum #9, the 2016 Lake Stevens Sewer District Comprehensive Plan and the 2016-2021 Lake Stevens School District #4 Capital Facilities Plan.
4. T-4 – Along with the above-defined text amendments, staff will also include standard administrative amendments including updating the dates on the cover, the Executive Summary footnotes, Table of Contents and Introduction.

The city has received two citizen-initiated amendments to the land use map as summarized below and included in Ordinance 978 (**Exhibit 1)** and Ordinance 979 (**Exhibit 2**).

1. M-1 – The Lake Stevens School District Map Amendment (LUA2015-0119) to change the land use designation on two (2) parcels totaling approximately 38 acres, located at 9105 and 9203 29th Street NE, from Medium Density Residential to Public / Semi-Public. The District is constructing a new elementary school and early learning center on the property.
2. M-2/M-3 – The Hild aka the Refuge and a city-expansion (LUA2016-0007) to change the land use designation on six (6) parcels totaling approximately 19 acres, located on the west side of 127th Drive NE between SR-9 and 36th Street NE, from Planned Business District to Medium Density Residential and an isolated 0.44 acre parcel east of 127th Dr. NE designated Planned Business District to General Industrial. The applicants will apply for a residential subdivision on the citizen-initiated portion of the amended properties.
3. M-4 – The SW Quad Property Map Amendment (LUA2016-0017), a city-initiated amendment to change the land use designation on 10 parcels totaling approximately 8.5 acres, located adjacent to SR-9 and 20th Street SE, from Mixed Use to Commercial. The city's goal is to encourage further economic growth in the 20th Street SE Corridor Subarea (**Exhibit 3**).

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on August 12, 2016 for the required 60-day review by State agencies. Staff has issued SEPA determinations for LUA2015-0119 (School District #4) and LUA2016-0007(Hild and City-Initiated). A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on August 30, 2016. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the 20th Street SE Corridor Subarea was issued on October 28, 2016 (LUA2016-0017).

FINDINGS AND CONCLUSIONS:
The Planning Commission held a public hearing for the 2016 Comprehensive Plan Docket on November 2, 2016 and a draft recommendation letter is attached (**Exhibit 4**) recommending that the City Council approve the items on the 2016 Docket.

The items on the ratified docket have been analyzed against the criteria to grant or deny an amendment. The Planning Commission packet from the November 2, 2016 Public Hearing is attached to this

document (**Exhibit 5**). The individual staff reports for each of the proposed land use amendments, the above-referenced SEPA checklists and amendments, supporting reports and documentation of public outreach efforts, public comments and GIS maps are included as exhibits in the individual rezone reports. Staff concludes that each of the items on the ratified docket meet the applicable criteria for approval and adoption. The text redlines are updated and are **Exhibit 3a.**

APPLICABLE CITY POLICIES: Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code and the Lake Stevens Comprehensive Plan.

BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Exhibit 1 – DRAFT Ordinance 978

Exhibit 2 – DRAFT Ordinance 979

Exhibit 3 – DRAFT Ordinance 980

3a. Text Amendments

Exhibit 4 – Draft Planning Commission Recommendation Letter

Exhibit 5 – November 2, 2016 Planning Commission Report

Exhibit 1

CITY OF LAKE STEVENS
Lake Stevens, Washington

ORDINANCE NO. 978

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE OFFICIAL COMPREHENSIVE PLAN LAND USE MAP, ENACTED BY ORDINANCE NO. 902; APPROVING A CITIZEN-INITIATED LAND USE MAP AMENDMENT (M1 – LAKE STEVENS SCHOOL DISTRICT #4 LUA 2015-0119), WHICH CHANGES THE LAND USE DESIGNATION FOR TWO PARCELS LOCATED NEAR LAKE DRIVE AND 28TH STREET NE TO PUBLIC/SEMI-PUBLIC (P/S-P), PURSUANT TO THE CITY'S ANNUAL AMENDMENT AND UPDATE PROCESS; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, as one of the cities in Snohomish County, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

WHEREAS, on September 22, 2015, the Lake Stevens City Council enacted Ordinance No. 937 adopting an updated Official Comprehensive Plan Land Use Map; and

WHEREAS, the 2016 Comprehensive Plan Docket, ratified by Resolution No. 2016-06, includes the Lake Stevens School District #4 map amendment (M-1 – LUA 2015-0119), which would change the land use designation for parcels 29050100401000 and 29050100401400, containing approximately thirty-eight acres located adjacent to Lake Drive and north of 28th Street NE, from Medium Density Residential (MDR) to Public / Semi-Public (P/S-P), as depicted in Exhibit A, on the official Comprehensive Plan Land Use Map;

WHEREAS, the proposed land use map amendment M-1 requires a concurrent rezone with a separate Type VI review and approval process to be adopted separately; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, the City issued a State Environmental Policy Act (SEPA) Determination of Non-Significance on July 22, 2016 for M-1 (LUA2015-0119) – no comments or appeals were received within the 14-day comment period; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2016 Comprehensive Plan land use map, text and figure amendments, held a duly noticed public hearing on November 2, 2016, and all public testimony was given full consideration; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2016 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 13, 2016; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2016 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

Section 1. The City Council hereby finds that the Lake Stevens School District #4 Map Amendment (M1 – LUA2015-0119) meets the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan:

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community as a whole, and are in the best interest of the community.

Section 2. The map amendment shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

Section 3. The City Council hereby amends the Official Land Use Map, enacted by Ordinance No. 902 as amended, and approves the Lake Stevens School District Map Amendment (M-1 - LUA2015-0119) changing the land use designation for parcels 29050100401000 and 29050100401400 to Public/Semi-Public (P/S-P) as depicted in **Exhibit A, attached hereto and incorporated by this reference.**

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

CITY OF LAKE STEVENS
Lake Stevens, Washington

ORDINANCE NO. 979

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE OFFICIAL COMPREHENSIVE PLAN LAND USE MAP, ENACTED BY ORDINANCE NO. 937; APPROVING BOTH A CITIZEN-INITIATED MAP AMENDMENT (M2 – HILD LUA2016-0007) AND A CITY-INITIATED MAP AMENDMENT (M3), WHICH CHANGES THE LAND USE DESIGNATION FOR SIX PARCELS LOCATED NEAR SR-92 AND 127TH DRIVE NE TO MEDIUM DENSITY RESIDENTIAL AND HIGH URBAN RESIDENTIAL (HUR) AND AN ISOLATED PARCEL EAST OF 127TH DRIVE NE TO GENERAL INDUSTRIAL (GI), PURSUANT TO THE CITY'S ANNUAL AMENDMENT AND UPDATE PROCESS; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE

WHEREAS, as one of the cities in Snohomish County, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

WHEREAS, on September 22, 2015, the Lake Stevens City Council enacted Ordinance No. 937 adopting an updated Official Comprehensive Plan Land Use Map; and

WHEREAS, the 2016 Comprehensive Plan Docket, ratified by Resolution No. 2016-06, includes the Hild map amendment and City Expanded map amendment (M-2 and M3 –LUA2016-0007), which would change the land use designation for parcels 29060500101400, 29060500102300, 29060500101600, 29060500101300, 00465400100700, and 00465400100500 containing approximately nineteen acres located near SR-92 and 127th Drive NE, from Planned Business District (PBD) to Medium Density Residential (MDR), and would change the land use designation for parcel 00444700300100 located east of 127th Drive NE on 36th St. NE, from Planned Business District (PBD) to General Industrial (GI) as depicted in Exhibit A, on the official Comprehensive Plan Land Use Map;

WHEREAS, the proposed land use map amendments M-2 and M-3 require a concurrent rezone with a separate quasi-judicial review and approval process to be adopted separately; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, the City issued a State Environmental Policy Act (SEPA) Determination of Non-Significance on July 20, 2016 for M-2 and M3 (LUA2015-0007) – no comments or appeals were received within the 14-day comment period; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the Hild DNS by reference; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2016 Comprehensive Plan land use map, text and figure amendments, held a duly noticed public hearing on November 2, 2016, and all public testimony was given full consideration; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2016 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 13, 2016; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2016 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

Section 1. The City Council hereby finds that the Hild (aka The Refuge) Map Amendment and City Expanded Map Amendment (M2 and M3 – LUA2016-0007) meets the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan:

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community as a whole, and are in the best interest of the community.

Section 2. The map amendment shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

Section 3. The City Council hereby amends the Official Land Use Map, enacted by Ordinance No. 937 as amended, and approves the Hild (aka The Refuge) Map Amendment and City Expanded

Map Amendment (M2 and M3 – LUA2016-0007) changing the land use designation for parcels 29060500101400, 29060500102300, 29060500101600, 29060500101300, 00465400100700, and 00465400100500 from Planned Business District (PBD) to Medium Density Residential (MDR), and changing the land use designation for parcel 00444700300100 from Planned Business District (PBD) to General Industrial (GI) as depicted in **Exhibit A, attached hereto and incorporated by this reference.**

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

CITY OF LAKE STEVENS
Lake Stevens, Washington
ORDINANCE NO. 980

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON AMENDING THE LAKE STEVENS COMPREHENSIVE PLAN; APPROVING CITY-INITIATED TEXT AMENDMENTS T-1 (CHAPTER 5 PARKS, RECREATION AND OPEN SPACE ELEMENT), T-2 (CHAPTER 2 THE LAND USE ELEMENT AND CHAPTER 9 CAPITAL FACILITIES PLAN AND CHAPTER 5 UTILITIES), T-3 (APPENDICES), T-4 (COVER, FOOTERS, TABLE OF CONTENTS, INTRODUCTION) AND A CITY-INITIATED LAND USE MAP AMENDMENT (M4 – THE SW QUAD PROPERTY LUA2016-0017) TO CHANGE THE LAND USE DESIGNATION OF TEN PARCELS TOTALING APPROXIMATELY EIGHT AND A HALF ACRES ADJACENT TO SR-9 AND 20TH STREET SE FROM MIXED USE TO COMMERCIAL AS PART OF THE CITY'S ANNUAL COMPREHENSIVE PLAN AMENDMENT AND UPDATE PROCESS; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE

WHEREAS, as one of the cities in Snohomish County, the City of Lake Stevens is required to review, and if needed, revise its Comprehensive Plan and development regulations to ensure the plan and regulations are consistent with and comply with the Growth Management Act, Chapter 36.70A RCW; and

WHEREAS, the Growth Management Act allows jurisdictions to amend comprehensive plans once a year, except in those situations enumerated in RCW 36.70A.130(2)(a); and

WHEREAS, on September 22, 2015, the Lake Stevens City Council enacted Ordinance No. 937 adopting an updated Official Comprehensive Plan Land Use Map; and

WHEREAS, the 2016 Comprehensive Plan Docket, ratified by Resolution No. 2016-06, includes in addition to text amendments T1 through T4 and the city-initiated map amendment, two citizen-initiated map amendments (adopted by separate action) with concurrent rezones and one additional city-initiated map expansion with a concurrent rezone. The map expansion was reviewed in concurrence with an accompanying citizen-initiated map amendment and all the described actions propose to revise the Comprehensive Plan land use map, text and figures; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth in this ordinance were considered concurrently so the cumulative effect of the proposals could be ascertained; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

WHEREAS, on October 28, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 1 to the 20th Street SE Corridor Subarea Final Environmental Impact Statement;

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2016 Comprehensive Plan land use map, text and figure amendments, held a duly noticed public hearing on November 2, 2016, and all public testimony was given full consideration; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2016 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 13, 2016; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2016 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

Section 1. The City Council hereby finds the citizen-initiated map amendments and city-initiated map amendments and text amendments meet the approval criteria as set forth in LSMC 14.16C.040 for amendments to the Comprehensive Plan:

1. The Amendments are consistent with the Growth Management Act and other applicable State laws;
2. The Amendments are consistent with the applicable Countywide Planning Policies;
3. The Amendments are consistent with the Community Vision or other goals, policies, and provisions of the Comprehensive Plan;
4. The Amendments can be accommodated by all applicable and available public services and facilities, including transportation;
5. The Amendments will change the development or use potential of a site or area without creating significant adverse impacts on existing sensitive land uses, businesses, and/or residents; and
6. The Amendments will result in long-term benefits to the community as a whole, and are in the best interest of the community.

Section 2. The amendments shall be included with the Comprehensive Plan filed in the office of the Planning and Community Development Department and shall be available for public inspection.

Section 3. The City Council hereby amends the Comprehensive Plan and Ordinance No. 937 by adopting the 2016 city-initiated text amendments T-1 through T-4 as referenced in **Exhibit A** and map amendment M-4 as referenced in **Exhibit B**.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

City of Lake Stevens 2015-2035 Comprehensive Plan







City of Lake Stevens
Ordinance 978
12/13/2016

Chapter 2: Land Use Element



CHAPTER 2: LAND USE ELEMENT

A VISION FOR LAND USE

As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

INTRODUCTION

The current city boundaries, established in December 2009, following a series of annexations between 2000 and 2009, encompass an area of approximately 5,760 acres (8.9 square miles). Small pockets of unincorporated areas comprise the remainder of the Lake Stevens Urban Growth Area (UGA) with an area of 2,192 acres (3.4 square miles) including the lake. The current Lake Stevens UGA provides sufficient capacity to accommodate population and employment forecasts considering environmental constraints, existing development, infrastructure and services, existing and/or planned transportation corridors and areas where urban services could be extended logically. The city limits currently surround the northern, northeastern and western banks of Lake Stevens. The city anticipates that the remainder of the Urban Growth Area (UGA) will be annexed over the next planning horizon.

Directly west of the city is the Snohomish River flood plain, which consists of critical habitat areas and agricultural uses. To the east are largely forested lands with limited residential development. The area south of the current city boundaries and an unincorporated portion of the UGA is a patchwork of large-lot residences, small farms, and wooded areas with limited commercial areas.

Beyond the Lake Stevens UGA to the north, east and south the city and Snohomish County have established a Rural Urban Transition Area (RUTA) as a future planning area to accommodate growth beyond the 20-year planning horizon. The city's Comprehensive Plan acknowledges that development policies within the RUTA will have direct and indirect impacts on the Lake Stevens community, and it has an interest in decision-making in these areas as it affects development. The RUTA directly adjacent to the Lake Stevens UGA totals approximately 5,400 acres and is largely rural in character. It contains large lot residences, several sizable tracts of forested land and limited agricultural uses. According to the Snohomish County Comprehensive Plan, RUTAs are intended as areas to set aside for potential supply of land for employment and residential land uses and possible inclusion in a UGA.

PLANNING CONTEXT

The Land Use Element presents a blueprint for growth over the next 20 years. This element considers the general location, intensity and density of land uses, how traffic, drainage, community services, etc. interact with and affect development. The Land Use Element influences how the community develops through the implementation of municipal code. This section provides an overview of the existing land use patterns within the city and its unincorporated UGA, and describes the city's existing strategy for accommodating residential and employment growth within city limits and beyond.

In implementing its growth strategy, the city faces several challenges including development of land within city limits and the unincorporated UGA constrained by topography, critical areas, infrastructure needs, or ability to accommodate larger employment uses. The city and partner agencies also face challenges to fund the infrastructure needs associated with population and employment growth.

State Planning

The Land Use Element is one of the six mandatory elements required by the Growth Management Act, RCW 36.70A.070(1). Within the Land Use Element, the city must:

- Provide a future land use map;
- Consider approaches to promote physical activity;
- Provide a consistent population projection;
- Estimate population densities and building intensities based on future land uses;
- Include provisions for the protection of groundwater;
- Describe lands useful for public purposes, including essential public facilities, airports and military installations as applicable;
- Identify open space corridors;
- Consider review of drainage, flooding and stormwater run-off;
- Designate policies to protect critical areas; and
- Considers transfer of development rights for significant forest or agricultural lands.

These specific state requirements are discussed in subsequent sections or as specific goals and policies as applicable.

Regional Planning

VISION 2040 supports using the urban lands efficiently and sustainably to accommodate population and employment growth across the central Puget Sound. Some specific land use concerns mirror those found in the GMA, such as establishing consistent planning targets for housing and employment. The city's plan identifies housing and employment targets that are consistent with the 2012 Buildable Lands Report within the Land Use and Housing elements. Many 2040 provisions cross over into different elements, such as Environment, Development Patterns, Housing, Economic Development, Public Services and Transportation. Another important aspect of the regional strategy is to promote centers and compact urban development, which is a central theme of the city's plan, which focuses on local growth centers implemented as subarea plans. The city's subarea plans present an integrated planning approach based on incorporating economic development, environmental protection, sustainability, social justice and well-being, compact and mixed-use development and multimodal transportation. In addition, the city's municipal code provides several effective mechanisms supporting compact infill development. Another PSRC provision is healthy and active living. The city's plan promotes this ideal in the Parks, Recreation and Open Space, Land Use and Transportation elements. Finally, the city has considered the role of adjacent rural areas as they relate to the city beyond the planning horizon.

Countywide Planning

Snohomish County has adopted Countywide Planning Policies that provide a consistent framework for each jurisdiction to develop its comprehensive plans adopted.

The Development Patterns Goal found in the Countywide Planning Policies states,

> **"The cities, towns, and Snohomish County will promote and guide well-designed growth into designated urban areas to create more vibrant urban places while preserving our valued rural and resource lands."**

Specific policies relevant to the Land Use Element include the role of Urban Growth Areas in land use planning including future expansions or modifications, inter-jurisdictional coordination, utilities, and location of employment and housing in relation to infrastructure and transit. Another theme relevant to this element previously identified in the state and regional planning strategies is designating local centers, promoting compact urban developments and transit-oriented developments that encourage higher residential density and infill while integrating new development into existing neighborhoods. Finally, the land use element should consider annexation polices for the unincorporated UGA.

The city recognizes the importance of efficient planning and use of land within the entire UGA in order to meet the population, employment, environmental and other objectives of the GMA and established countywide planning policies. The city's Comprehensive Plan and

existing growth strategy is reflective of the policies and vision within the County's Comprehensive Plan and Countywide Planning Policies.

Lake Stevens Planning

The city's Land Use Element considers the themes expressed in the state, regional and countywide plans. Specifically the Land Use Element describes anticipated land use assumptions and growth targets over the current planning period. This information is the basis for current land use designations and zoning districts as well as the city's local growth strategy.

In order to meet projected growth targets, the Lake Stevens UGA must accommodate a population of **46,380** and **7,821** jobs by 2035 (Source: Appendix A Table 1 Snohomish County 2035 Population Growth Targets). The city's portion would include a population of 39,340 or an increase of 11,130 people over the planning period. The current employment target for the city is 7,412 or an increase of 3,818 jobs by 2035. (Source: Appendix D, Table 1 - 2035 Population Growth Targets for Cities, UGAs and the Rural/Resource Area). Figure 2.1 illustrates the total number and percent of both the city's and the unincorporated UGA's 2035 population and employment growth targets.

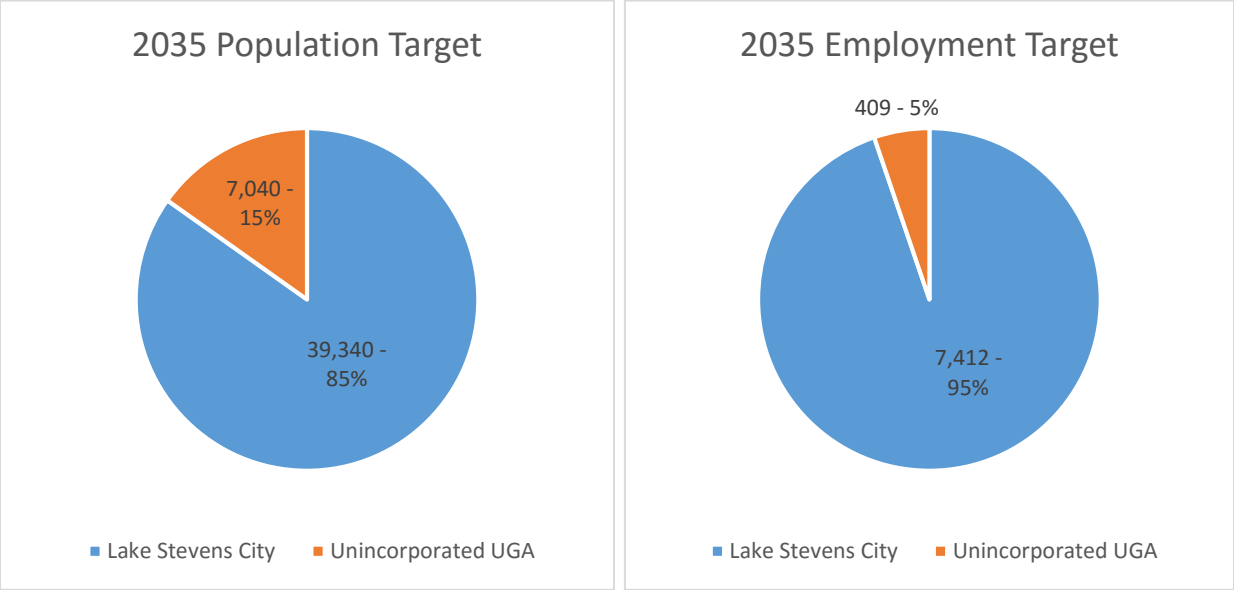


Figure 2.1 – 2035 Growth Targets

LAKE STEVENS GROWTH STRATEGY

The Snohomish County Growth Monitoring Report indicates the population of the city grew by over 341 percent between 2000 and 2010 adding 21,708 people. Annexation and steady residential development fueled this rapid growth. Since 2010, the city population has continued to grow annually by approximately 3.9 percent.

The city's growth strategy directs the majority of residential and employment growth into concentrated centers readily available for development. It is the city's vision to accommodate and attract new businesses that provide family-wage jobs by growing a range of employment sectors near Growth Centers in proximity to housing. Downtown Lake Stevens, Lake Stevens Center, and the 20th Street SE Corridor are identified as Community Growth Centers, while the Hartford Industrial area is an Industrial Center. Figure 2.2 illustrates the location of the four primary centers. A summary of development potential for each growth center is summarized in Table 2.1.

Each defined Growth Center has varying suitability and potential for future employment uses due to location, access to the transportation network, overall size, development potential, and range of parcel sizes. This growth center strategy implements countywide, regional and statewide goals by focusing development where infrastructure and services are or will be available and preserving the natural characteristics of the city. The city's growth center strategy is consistent with the public vision expressed during the community outreach for this project and others.

To complement its growth strategy, the city began developing an economic development approach. In 2010, the city completed an Economic Development Assessment. The main findings suggested residents were spending retail dollars outside the city and leaving the city to work. This document was followed by a demographic assessment and economic profile of the city. These documents laid the foundation for future economic development and complemented the evolving growth strategy.

The city's ultimate goal for each center, based on the economic and demographic assessments, is to develop a unique subarea plan with distinguishing characteristics that serve slightly different markets ensuring economic diversity and vitality. The first big achievement in the city's strategy was the adoption of two Subarea Plans in 2012 (e.g., Lake Stevens Center and the 20th Street SE Corridor). As a development incentive, the city adopted a Planned Action Ordinance for each subarea to satisfy State Environmental Policy Act review requirements. Adoption of the plans resulted in area-specific design guidelines, development regulations and zoning districts. In addition, a framework plan has been completed for Downtown Lake Stevens as a precursor to a future subarea plan. City Council has authorized a subarea plan to be completed by the end of 2016.

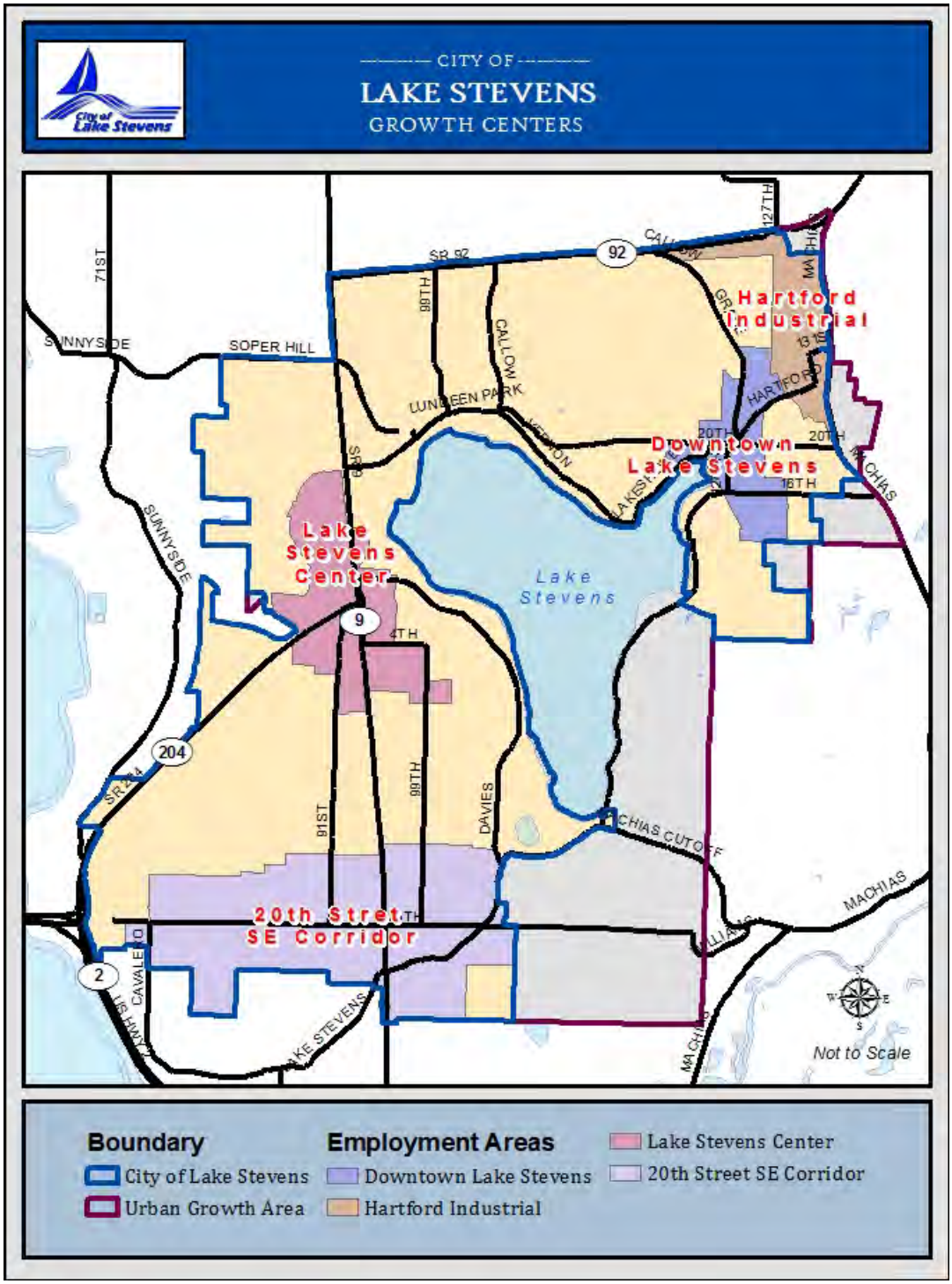


Figure 2.2 – Growth Centers Map

Table 2.1 - Growth and Development Potential of Existing Growth Centers

	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20TH STREET SE CORRIDOR
Size (Acres)	239	359	267	845
Subarea Planning	• Framework plan completed in 2012 • Subarea plan proposed for 2016	• Subarea Plan adopted 2012 • Planned Action Ordinance adopted 2012	• None	• Subarea Plan adopted 2012 • Planned Action Ordinance adopted 2012
Relation to Transportation System	• Local access via 20th St NE • Indirect access to SR 92 via Grade Rd	• Direct access to SR 9 and SR 204 • Indirect access to US 2 via SR 204	• Indirect access to SR 92 via Machias Rd., Old Hartford Dr. • Indirect access to US 2 via Machias Road • Limited internal network of roads	• Indirect access to SR 9 via 20th St SE, S Lake Stevens Rd.
Existing Land Use Pattern	• Small to medium parcels (0.2-3.0 acres) in Historic Town Center • Existing residential uses on commercially zoned parcels • Significant amount of multi-family residential uses and zoning in southeast portion of center with small to large parcels (0.3-10 acres) • Medium to large parcels (1-10 acres) in Grade Rd. area, largely undeveloped	• Auto-oriented commercial uses primarily on large parcels (>10acres) with smaller parcels (<0.5 acres) carved out along street frontage • Primarily multi-family residential uses and zoning at edges of center with some single family residential uses in eastern portion of center • Significant portion of government-owned property on eastside of SR 9 @ Market Pl.	• Primarily medium to large parcels (3-30 acres) • Cluster of smaller parcels (< 1 acre) in middle of center • Largely undeveloped	• Primarily medium to large parcels (1-10 acres) with several irregular parcels due to diagonal intersection • Limited existing commercial uses and zoning at intersection of 20th St SE and S Lake Stevens Rd. in eastern portion of center • Primarily mix of multi-family and single-family residential uses • Several large parcels (> 10 acres) zoned multi-family

	DOWNTOWN LAKE STEVENS	LAKE STEVENS CENTER	HARTFORD CENTER	20TH STREET SE CORRIDOR
Environmental Constraints	• Wetlands and flood prone areas within Grade Rd. area • Category 2 wetlands east of historic town center area where zoned multi-family residential. • Catherine Creek bisects the Grade Rd. area and downtown	• Wetlands between SR 9 and 91st Ave SE, near SR 204	• Small amount of wetlands just north of Hartford Dr. NE and just north of 36th St NE	• Wetlands at northeast corner of S Lake Stevens Rd and 20th St SE, north of S Lake Stevens Rd
Amenities	• Lake Stevens shoreline access • Catherine Creek • View potential	• View potential	• View potential	• View potential
Potential Land Use Issues	• Center has lower intensity single-family uses to the north, west, and south and higher intensity industrial uses to the east	• Center is surrounded by lower-intensity single-family and multi-family residential uses	• Center is surrounded by lower intensity residential uses • Lack of Utilities & Infrastructure	• Center is surrounded by lower-intensity single-family residential uses
Conclusion	• Limited potential for larger employment uses due to transportation access and small parcel sizes • More suitable for local-serving retail and small commercial uses • Potential as a Mixed-Use Town Center consisting of civic and local-serving retail uses, limited office and residential uses	• Some potential for larger employment uses given transportation access and large parcels, but contingent upon redevelopment potential • Potential for Main Street center on 91st Street NE between Market Place/SR204 • Potential as a Commercial Mixed-Use Center consisting primarily of regional retail commercial uses with multi-family residential uses towards the edges of the center	• Potential to accommodate larger employment uses, but limited by location and transportation access • Potential as an Industrial Center consisting primarily of industrial uses and limited office uses	• Potential for larger employment uses including business parks and retail centers • Potential for Mixed-Use Centers consisting primarily of residential uses with some office and local-serving retail commercial uses

DOWNTOWN LAKE STEVENS

Downtown Lake Stevens includes an area of more than 200acres near 20th St NE, Main St and Hartford Drive NE, and consists of the historic town center adjacent to the northwestern tip of the lake, the Grade Road Planned Business District, and associated residential areas. This area has been characterized primarily by low-intensity commercial and residential development on small to medium-sized parcels.

The historic town center has several key attributes to support its revitalization including its lake front setting, strong projected population growth and the potential for higher density residential development. Development of an effective plan and an active marketing campaign for this area is a high priority for the city. In 2005, the city developed a conceptual plan for downtown Lake Stevens. In 2012, the city proposed a framework plan for the area that identified preferred land uses and potential infrastructure improvements to facilitate desired growth patterns. This framework will lead to a full subarea plan, scheduled for completion in 2016, to identify uses, development intensity, parking requirements, public improvements, program development, etc.

Downtown Lake Stevens will have some challenges, specifically access and infrastructure. Several road improvements are proposed to improve access throughout downtown and to the Hartford Industrial Center, and to the to the regional highway system. The city continues to work with utility providers to assess needed infrastructure improvements.

In 2007, the city purchased a 40-acre site off Grade Road that includes a collection of medium to large parcels, located directly north of Downton Lake Stevens. It is one of the two areas in the city zoned Planned Business District (PBD). The Grade Road PBD Master Plan, prepared in 2006, proposes to establish the city's future Municipal Campus at this location. The plan also envisions complimentary residential and commercial uses. Wetlands and streams encumber parts of the Grade Road site. Portions of the area are prone to local flooding. Limited roadway frontage currently restricts access to the Grade Road site. At the same time, the potential for constructing new residential development at greater densities in this area is seen as a catalyst for downtown revitalization efforts.

LAKE STEVENS CENTER SUBAREA (FORMERLY FRONTIER VILLAGE GROWTH CENTER)

Lake Stevens Center is comprised of approximately 360 acres of land centered on the State Route 9/State Route 204 intersection. In September 2012, the ~~803ity~~ City Council adopted the Lake Stevens Center Subarea Plan to revitalize the center, emphasizing retail and office growth. The plan also amended the Land Use Map for many parcels within the subarea. Future residential development would be primarily high-density residential. The general land use pattern would consist of a commercial core, smaller commercial and mixed-use areas, a main street area, and transit-oriented development. The plan assumes future

growth of 140,000-150,000 gross square feet of retail, 140,000-150,000 gross square feet of office, and 180 to 200 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

20TH STREET SE CORRIDOR (FORMERLY SOUTH LAKE GROWTH CENTER)

The 20th Street SE Corridor is comprised of approximately 850 acres of land crossing the southern portion of the city from approximately South Lake Stevens Road in the east to Cavalero Road in the west. In September 2012, the City Council adopted the 20th Street SE Corridor Subarea Plan to create an employment center emphasizing business parks and commercial development. Future residential development would be primarily higher-density development including townhomes, row houses, cottage housing, and live/work units. The general land use pattern would consist of at least one large business park, a regional retail center, and commercial or mixed-use nodes with higher-density residential growth in transitional areas between existing single-family developments and higher intensity development. The plan assumes future growth of 400,000-450,000 gross square feet of retail, 1-1.25 million gross square feet of office, and 900 to 1,000 additional dwelling units. A Planned Action Ordinance, capital facilities plan, development regulations, and design guidelines were also adopted.

HARTFORD INDUSTRIAL CENTER

The Hartford Industrial Center is an area of approximately 267 acres located in the northeast portion of the city, between Downtown Lake Stevens and unincorporated Snohomish County. The Hartford Center is adjacent to industrially zoned properties outside the city limits. The area is zoned General Industrial (GI) and Light Industrial (LI), which allow a wide range of industrial uses. The area currently has a mix of low-intensity industrial uses, some retail and older single-family residential pockets. The Hartford Industrial Center currently has additional employment capacity available for redevelopment. It is the city's intention to promote and develop the Hartford Industrial Center as a local employment center. The Hartford Industrial Center's potential to accommodate larger employment uses are currently limited by location, limited visibility, lack of extensive public infrastructure and transportation access. The city will conduct a market study of the area to determine any need for expansion, infrastructure improvements, and marketing strategies to attract appropriate industries.

NEIGHBORHOOD SERVICE CENTERS

In addition to the defined growth centers, the city has several small Neighborhood Service Centers located throughout the city zoned Local Business (LB) or Mixed Use. Small neighborhood service centers serve the immediate shopping and service needs for the surrounding residential areas. These neighborhood service centers augment economic

development activity citywide and balance the commercial uses found in larger growth centers.

ANNEXATION AND RURAL URBAN TRANSITION AREA (RUTA)

The city will continue to coordinate annexation of the remaining unincorporated UGA throughout the 2035 planning horizon. Additionally, the city of Lake Stevens is looking outside its borders given the impact that planning efforts have on the entire Lake Stevens community in preparation for future UGA expansions after build-out.

For the purposes of defining a Framework Plan that includes the Rural Urban Transition Area (RUTA) as an area for long-term employment growth, the city's existing strategy for growth within the UGA has been reviewed and analyzed. Related documents such as County plans and Buildable Lands Report are discussed further below, together with summaries of information related to public services and utilities. The city completed a project report for the Lake Stevens South Rural Urban Transition Area in August 2008. The city recognizes the importance of review and analysis of all adjacent RUTA areas for future comprehensive planning and benefit.

The city of Lake Stevens recognizes that the UGA is bordered by areas labeled by the County as "transitional". The city also recognizes that development policies within these areas and beyond will have direct and indirect impacts on the Lake Stevens community, its quality of life, infrastructure, transportation, services, finance and the stewardship of land and lake water quality. Therefore the city's vision requires its involvement in the decision-making in these areas as they affect development and its impacts.

LAND USES AND ZONING

Lake Stevens includes a mix of residential, commercial, industrial and public/semi-public land use designations. Residential designations are spread throughout the city and include both high-density and single-family oriented land uses. There are several commercial designations that vary in intensity by location. For example, the highest intensity commercial land uses are located along highways and arterials, while neighborhood level commercial use may be congregated at the intersections of arterials and collectors. The city's industrial land uses are primarily located in the northeastern corner of the city, with the exception of one area in the northwestern corner, subject to a development agreement. Public/Semi-public land uses are spread across the city. Most public/semi-public areas include school sites, municipal services and parks. Figure 2.3, the current Comprehensive Plan Land Use Map, illustrates the distribution of land use throughout the city.

Residential Land Uses – Residential land uses include all single-family development and multifamily uses including, apartments, condominiums, manufactured housing, foster care facilities, group quarters, and cooperative housing.

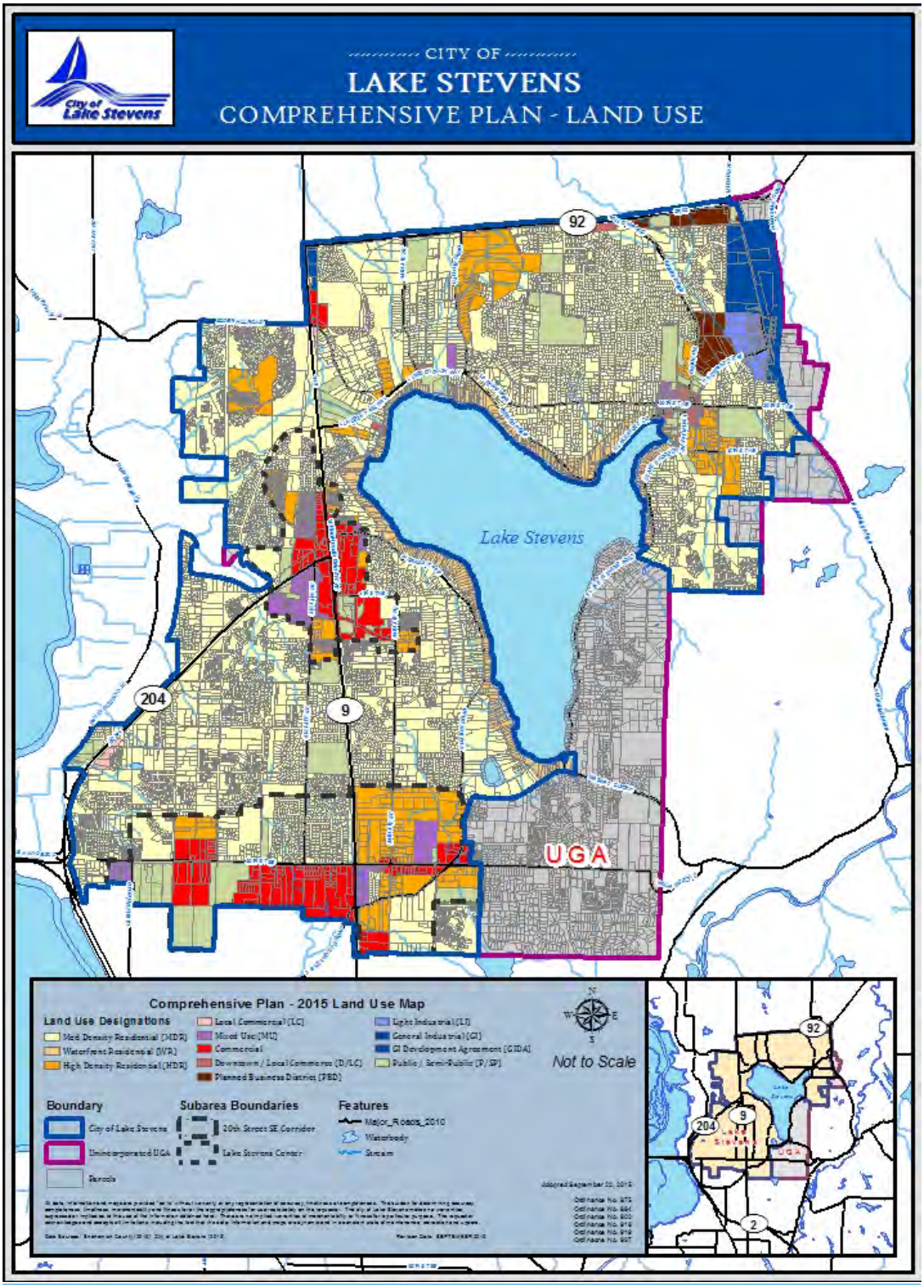


Figure 2.3 – City Land Use Map

***Figure to be updated pending final city action**

- High Density Residential allows any form of single-family, two-family, and multifamily residential uses with no density limits. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between single-family designations and commercial designations where infrastructure and public transportation is readily available.
- Medium Density Residential allows single-family, two-family and some multifamily residential development with a gross density between four (4) to 12 units per acre based on zoning. This designation includes detached and attached units, accessory units, townhouses, condominiums, duplexes, tourist homes, special service homes and manufactured/mobile structures. It also allows limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural areas where infrastructure is readily available.
- Waterfront Residential allows single-family (1 du/lot) residential uses with a gross density of four (4) units per acre. It includes detached, tourist homes, and special service homes. It also allows limited public/semi-public, community, and recreational uses. This designation is located in residential neighborhoods within the shoreline jurisdiction.

Through implementation of zoning regulations, the city will consider innovative and flexible residential options, in appropriate zoning districts, to allow a variety of housing. For example, the High Urban Residential Zone (HUR) allows higher-density residential uses such as townhouses and small-lot, single-family residential units, and innovative housing options such as cottage housing. In all residential zones, cluster subdivisions and planned residential developments allow variations in housing styles and increases in housing density as a means of encouraging good design, specifically on challenging sites where natural characteristics (slopes, wetlands, streams, etc.) require careful design and development.

Commercial Land Uses – Commercial land uses include all commercial and mixed-use configurations including, small scale/neighborhood commercial, large scale retail, and employment designations.

- Downtown/Local Commercial: This designation permits moderate to higher intensity land uses including the Central Business District and other dense arrangements of professional offices and retail stores. This designation discourages uses that are land consumptive (i.e., warehouses) or that generate high-traffic volumes (e.g., drive-through businesses or gas stations). It allows mixed-use development.
- Mixed-Use Commercial: This designation permits moderate to higher intensity land use that includes both commercial and residential elements and encourages mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or as a transition between high and low intensity zones.

- Planned Business District: The Planned Business District allows moderate intensity commercial or mixed-use development through a Master Development Plan. It is intended that this land use designation be placed on lands between high and low intensity uses to act as a buffer; or on sites containing sensitive resources; or other sites where, due to property specific circumstances, detailed planning would benefit all property owners involved as well as the public by allowing transfer of densities among parcels in order to avoid impacts to critical areas or local infrastructure. It also allows limited public/semi-public, community, and recreational uses.
- Commercial: This is a high intensity land use that includes both high-intensity retail and employment uses including community and regional retail centers, offices, business parks, and associated uses. Multifamily residential uses could be included above or behind commercial uses. It should be located in areas with direct access to highways and arterials in addition to transit facilities, adequate public services and traffic capacity.

Industrial Land Uses – Industrial uses include a mix of light and general industrial trades geared toward manufacturing, resource extraction, agriculture, warehousing and other intensive types of land uses.

- General Industrial – This designation allows a full range of industrial uses which may impact surrounding properties. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity.
- Light Industrial – This designation allows a full range of industrial uses with less impact to surrounding properties than general industrial properties. The city looks to this designation as accommodating the future high-tech industries and family-wage jobs. This category also allows retail sales, public/semi-public, community and recreational uses. It should be located in areas with direct access to truck routes, adequate public services, infrastructure and traffic capacity, and be transitional to commercial/mixed-use areas.

Public/Semi-Public – This category includes public buildings, public services, and transportation facilities to support operations of the city, the school district, fire district and miscellaneous other governmental functions. These services require land throughout the city.

EXISTING ZONING IN CITY AND UGA

The city establishes zoning for areas within the city limits while Snohomish County establishes zoning for areas within the unincorporated portions of the Lake Stevens UGA. Existing zoning within the city and its UGA allows a range of residential and employment uses.

Commercial/Industrial Zoning Districts

The city's zoning districts that allow employment uses primarily occur within growth centers and subareas. These zones vary in type of permitted uses and requirements for special or conditional use permits. Residential uses above and/or behind permitted non-residential uses are allowed in PBD, LB, CBD, MU, BD, CD, MS and MUN. There remains untapped capacity for new commercial development in the two Planned Business District zones, and in the Central Business District (CBD) and Mixed Use (MU) zones, where existing houses have not yet converted to commercial uses. Table 2.2 shows a summary of employment zones by acres within the city and its UGA, which is followed by a brief description of the various employment zoning districts.

TABLE 2.2 - EMPLOYMENT ZONING IN LAKE STEVENS UGA

EMPLOYMENT ZONE	ACRES	PERCENT OF CITY	PERCENT OF UNINCORPORATED UGA[1]
General Industrial	94.39	1.64%	1.19%
General Industrial w/Development Agreement	7.02	0.12%	0.09%
Light Industrial	40.19	0.70%	0.51%
Central Business District	21.78	0.38%	0.27%
Planned Business District	43.83	0.76%	0.55%
Local Business	18.88	0.33%	0.24%
Mixed Use	14.98	0.26%	0.19%
Business District	104.07	1.81%	1.31%
Commercial District	196.96	3.42%	2.48%
Main Street District	32.78	0.57%	0.41%
Neighborhood Business	45.42	0.87%	0.63%
Mixed-Use Neighborhood	58.89	1.02%	0.74%
Heavy Industrial (Snohomish County Code)	62.35	1.08%	0.78%
Business Park (Snohomish County Code)	23.62	0.41%	0.30%
Total	781.96	13.58%	9.83%
~~General Industrial~~	~~93.85~~	~~1.63%~~	~~1.18%~~
~~General Industrial w/Development Agreement~~	~~7.02~~	~~0.12%~~	~~.09%~~
~~Light Industrial~~	~~40.19~~	~~0.70%~~	~~0.51%~~
~~Central Business District~~	~~21.78~~	~~0.38%~~	~~0.27%~~
~~Planned Business District~~	~~64.75~~	~~1.12%~~	~~0.81%~~

[1] Combined UGA (city and unincorporated UGA) total approximately 7,952 acres, city portion is 5,760 acres.

~~Local Business~~	~~18.88~~	~~0.33%~~	~~0.24%~~
~~Mixed Use~~	~~14.98~~	~~0.26%~~	~~0.19%~~
~~Business District~~	~~104.11~~	~~1.81%~~	~~1.31%~~
~~Commercial District~~	~~196.96~~	~~3.42%~~	~~2.48%~~
~~Main Street District~~	~~32.78~~	~~0.57%~~	~~0.41%~~
~~Neighborhood Business~~	~~37.75~~	~~0.65%~~	~~0.47%~~
~~Mixed Use Neighborhood~~	~~71.27~~	~~1.24%~~	~~0.90%~~
~~Heavy Industrial (Snohomish County Code)~~	~~62.35~~	~~0%~~	~~0.90%~~
~~Business Park (Snohomish County Code)~~	~~23.62~~	~~0%~~	~~0.47%~~
~~TOTAL~~	~~790.06~~	~~12.23%~~	~~10.23%~~

The three industrial zones – General Industrial (GI), Light Industrial (LI) and General Industrial with Development Agreement (GIDA), permit a range of uses including manufacturing, processing and equipment repair uses, as well as allowing indoor recreational uses, restaurants, storage, motor vehicle sales, and home occupations.

Other employment zones include Planned Business District (PBD), Local Business (LB), Central Business District (CBD), Mixed Use (MU), and Public/Semi-Public (P/SP). These zones allow a wide range of employment uses including sales and rental of goods, office, some manufacturing uses, and retail uses. The CBD zone allows two-family and multifamily residences.

New employment zones since adoption of the subarea plans include Business District (BD), Commercial District (CD), Neighborhood Business (NB), Main Street District (MS), and Mixed-Use Neighborhood (MUN). The BD zone is geared toward high-tech and other professional occupations. The CD zone allows the most intensive retail uses in the city, while the BD zone is geared toward retail needs of adjacent neighborhoods. The MS and MUN zones are mixed-use zones. With adoption of the Lake Stevens Center and 20th Street SE Corridor subarea plans, approximately 1~~2~~4 percent of the land within the city, or 10 percent of total UGA (city plus UGA) is zoned for commercial and employment uses.

Employment zones in the unincorporated UGA are found in the northeast portion of the city adjacent to the Hartford Industrial Center. It is assumed that similar city zoning would be applied once these areas are annexed into the city.

Residential Zoning Districts

Table 2.3 shows a summary of residential zones by acres within the city and in the unincorporated UGA. Single-family zones include Suburban Residential, Urban Residential, and Waterfront Residential. The higher-density residential zones include High-Urban Residential, Multi-family Residential, and MF Development Agreement.

TABLE 2.3 - RESIDENTIAL ZONING

	CITY ONLY		UNINCORPORATED UGA	
	Acres	Percent	Acres	Percent
Higher-Density Zoning	~~805.06~~791.63	13.~~97~~74%	9.8	0.12%
Single-family Zoning	~~3,733.36~~3733.38	64.~~82~~82%	1,165.7	14.65%

Approximately 14 percent of the city is zoned for higher-density residences while approximately 6~~5~~ percent is zoned for single-family residential uses. Areas zoned for higher-density residential development are found within designated growth centers, subareas and several areas outside of these centers, along SR 9 and Callow Road in the northern portion of the city. A smaller area zoned for multifamily residential uses occurs along Lundeen Parkway, approximate to the northwest tip of the lake. Snohomish County zoning applies to unincorporated areas within the Lake Stevens UGA. Approximately 0.12 percent of the unincorporated UGA is zoned for multifamily residential uses while approximately 15 percent of the area is zoned for single-family residential.

BUILDABLE LANDS ANALYSIS / GROWTH TARGETS

The annexation of lands through 2009 increased the amount of buildable land in the city. The city recognizes the importance of efficient planning and use of remaining lands to meet the population, employment, environmental and other objectives of growth management. The amount of land that is fully developable within the city limits is limited, with large portions of remaining land constrained by topography, critical areas and infrastructure needs. A vital community must find a balance between inevitable growth, a quality environment, good service to citizens and fiscal responsibility. The Land Use Plan is a key factor in developing this balance. Coordination between the Land Use Element and the Capital Facilities Element is essential to produce a Plan that can realistically be implemented. The Comprehensive Plan must ensure that infrastructure can support existing and new development.

Under the GMA, Snohomish County and its cities review and evaluate the adequacy of suitable residential, commercial and industrial land supplies inside the UGA for accommodating projected population and employment growth every five years. Regular updates to the buildable lands report ensure that communities continue to meet growth targets for the remaining portion of its current planning horizon.

Going into the 2007 buildable lands update, the Lake Stevens UGA had a population surplus and employment deficit of 264 jobs. These findings were generally consistent between Snohomish County's analysis and the city's independent analysis. The city's independent

study was designed to reflect a more accurate picture of the growth potential and/or limitations in the city limits and the UGA given the city's annexation goals and schedule. The county and cities worked diligently to reach consensus on the methodologies used to calculate land capacity; all major differences were reconciled at the UGA level.

Since 2007, as the city limits grew through annexation, the city identified reasonable measures to address capacity deficiencies and inconsistencies within the UGA. A detailed list of reasonable measures are found later in this section. As discussed previously, through the city's growth center strategy it has developed two subarea plans, which directly address employment deficiencies. Moving into the 2012 BLR, the Lake Stevens UGA has reconciled its forecasted employment deficit. Overall, there is an adequate land capacity to accommodate the adopted 2035 population and employment growth targets. Table 2.4 compares the 2012 buildable lands capacity estimates and adopted 2035 growth targets for population and employment for the Lake Stevens UGA. The city's portion of the 2035 growth targets for employment would be 7,412 jobs and 39,340 population respectively.

Table 2.4 Buildable Lands / 2035 Growth Target Comparison

	2035 GROWTH TARGETS	2025 POPULATION CAPACITY	DIFFERENCE
Population	46,380	46,634 (BLR)	254
Employment	7,821	7,988 (BLR)	167

Tables 2.5 summarizes the 2012 buildable lands capacity for residential zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.

Table 2.5 - Buildable Lands Analysis – Residential Capacity[2] (2012)

ZONING DISTRICT – RESIDENTIAL	TOTAL ACRES[3]	BUILDABLE ACRES[4]	ADDITIONAL HOUSING CAPACITY	ADDITIONAL POPULATION CAPACITY
Commercial District	197.07	0.165	1	3
Main Street	32.78	9.248	178	327
Mixed-Use Neighborhood	71.27	31.939	297	585

[2] Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013
[3] Approximate zone area that includes rights-of-way.
[4] This column represents estimates the amount of buildable land that is not constrained by critical areas or other limiting factors and includes pending, vacant, partially-used and redevelopable parcels from the 2012 Buildable Lands Report. The estimate is not a precise inventory. Site-specific studies are necessary at the time of development to identify location and size of potentially unbuildable lands precisely.

Mixed-Use	14.98	1.636	3	5
Multifamily Development Agreement	80.03	29.881	288	802
Multifamily Residential	136.93	10.346	163	300
High Urban Residential	588.09	205.271	1,198	2,278
Suburban Residential	1,500.54	144.852	531	1,481
Urban Residential	1,976.72	268.448	1,082	3,009
Waterfront Residential	256.11	14.844	43	119
City Totals		**716.63**	**3,784**	**8,909**
Unincorporated UGA Residential		**385.923**	**1,211**	**3,372**
Lake Stevens UGA Total		**1,212.016**	**5,465**	**13,416**

Of the estimated 3,784 city units, 3,145 would be single-family and 639 would be multifamily. The 2035 housing unit target is 4,413, which is less than assumed buildable lands capacity. The 2012 BLR did not provide a complete estimate for potential mixed-use residential developments in the commercial and mixed-use zones. By comparison, the unincorporated UGA has approximately 385 buildable acres. After reductions, the estimated buildable housing capacity in the unincorporated UGA would be 1,211 new single-family units.

Tables 2.6 summarizes the 2012 buildable lands capacity for employment zoning districts within the city of Lake Stevens. Each total includes the remaining acreage.

Table 2.6 - Buildable Lands Analysis– Employment Capacity[5] (2012)

ZONING DISTRICT - EMPLOYMENT	TOTAL ACRES	BUILDABLE ACRES	ADDITIONAL EMPLOYMENT CAPACITY
High Urban Residential	588.09	33.86	75
Mixed-Use Neighborhood	71.27	25.36	53
Mixed-Use	14.98	1.64	19
Main Street	71.27	5.86	49
Commercial District	197.07	32.61	477
Neighborhood Business	37.75	8.04	67
Local Business	18.88	4.36	32

[5] Adapted from the Lake Stevens UGA - Additional Population Capacity Table Snohomish County Tomorrow 2012 Buildable Lands Report, June 2013

Business District	104.11	47.53	1,167
General Industrial	93.85	2.18	15
City Totals		**161.43**	**1,954**
Unincorporated UGA Employment		**56.74**	**455**
Lake Stevens UGA Total		**218.17**	**2,410**

DEVELOPMENT TRENDS

A look at development trends inside city limits is helpful to understand how current zoning affects future development potential inside the city and shapes the city's growth strategy. A review of development trends also provides insight into growth potential outside city limits as the city contemplates annexation of unincorporated portions of the UGA. Figure 2.4 shows ~~residential~~ development activity in the city since 2012.

Residential

The current population target for the Lake Stevens UGA is 46,380. Under current zoning the city and unincorporated UGA should have a surplus population of nearly 509 people based on the buildable lands report. Large portions of the city have developed within the past several decades resulting in a relatively new housing stock. Much of the development within recently annexed areas of the city occurred while these areas were part of unincorporated Snohomish County. The present-day land use pattern within the city and its surrounding UGA remains predominantly single-family residential:

- Approximately 64 percent of land within city (not including HUR zoning district), and
- 61 percent of the entire UGA is zoned for single-family use.

Multifamily residential zones are located near the perimeter of the downtown Central Business District, along Grade Road to the north, along 16th Street NE to the south, and in and around Lake Stevens Center.

- The city has designated nearly 800 acres for high-density single-family and multifamily residential land uses, most of which is High Urban Residential.

The city has also designated several commercial and mixed-use zones that allow multifamily development associated with the underlying commercial use.

Since 2006, Lake Stevens has experienced a steady stream of residential construction, as ~~reflected~~ anticipated in the 2012 Buildable Lands Report.

- ~~—~~Between 2012 and mid-2016, approximately 739 new single-family dwellings were constructed. Almost half of these occurred in 2016 (320 single-family permits were issued). ~~Between 2012 and early 2015 – 83 properties identified in the buildable~~

~~lands report have had a change in development status resulting in the construction/completion of over 600 new single-family dwellings.~~

- ~~Another 85 – 100 units should be completed by the end of 2015.~~
- Approximately 450 new lots are pending through subdivision. ~~Approximately 500 new lots are pending through subdivision.~~

These growth numbers equate to the city achieving ~~approximately~~ over 30 percent of its 2035 housing capacity. As the trend for steady residential construction continues approximately 200 acres of vacant land remains inside the city with another 900 acres of partially-used/redevelopable land available for infill development as of early 2015.

As mentioned, the buildable lands study did not assign a large amount of residential capacity to commercially zoned and mixed-use properties, which allow apartments above the ground floor. It is difficult to predict how many dwellings these zones would accommodate because of a lack of past development history in the city. The potential for accommodating additional dwellings in mixed-use projects is increasing as the city continues to become more urban and with the focus on growth centers through the adoption of distinct subarea plans.

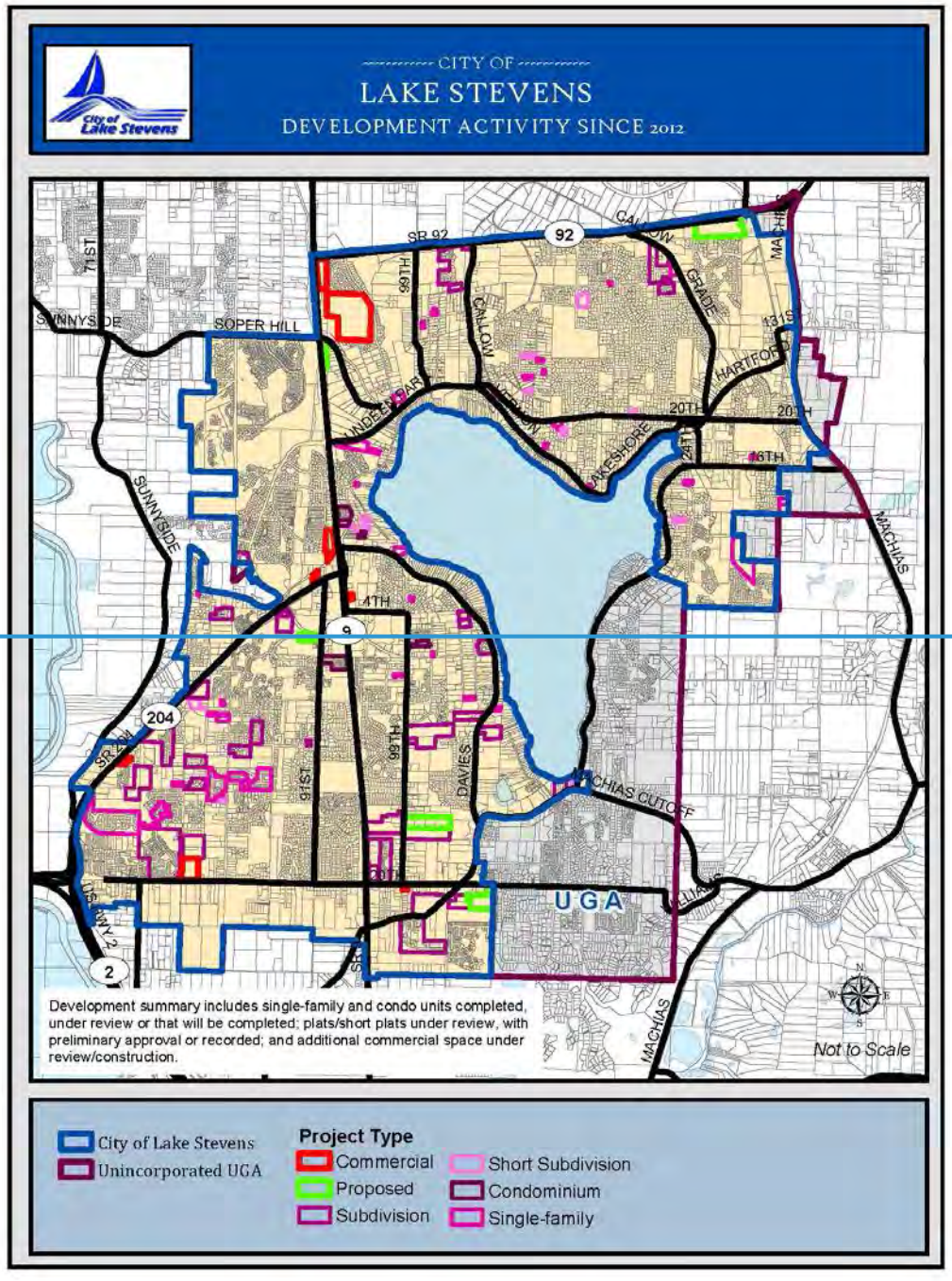


Figure 2.4 – Development Trends Map

Commercial

Lake Stevens has historically had one of the lowest job to household ratios compared to other Snohomish County cities. The city desired to increase the number of employment opportunities given the increasing size of its population and the need to maintain a sustainable and economically healthy community. The city continues to work to improve its house-to-employment ratio through the implementation of reasonable measures, development of subarea plans and its growth strategy. At present, the entire UGA has an employment growth target of 7,821 jobs by 2035. The 2012 BLR estimates a surplus of 1,373 jobs at build out based on a capacity of 7,988 jobs, which exceeds the growth target.

Commercial development has been modest in the city's commercially zoned districts. Downtown Lake Stevens and Lake Stevens Center continue to redevelop.

- Between 2012 and mid-2016, the city has approved 43 new commercial/industrial projects, with roughly half of those approved in 2016.~~Between 2012 and mid-2015, the city has approved approximately 29,000 square feet of new commercial space with identified tenants.~~
- The city has also approved a new elementary school and early learning center off of Soper Hill Road and a new shopping center in Lake Stevens Center. ~~The city has also approved four new mixed-use building pads off 20th Street SE that will accommodate at lease 47,000 square feet of ground floor commercial and residential uses.~~

There remains untapped capacity for new commercial development throughout the city, notably in the two Planned Business Districts, undeveloped or underdeveloped downtown properties, and properties located in the Lake Stevens Center and 20th Street SE Corridor.

Industrial

The industrial zones remain largely underdeveloped. Much of the industrial activity has occurred on the individual sites or within existing buildings. New construction has been in the form of small additions or low-employment activities (e.g. self-storage, etc.).

- Since the 2012 Buildable Lands Report, the city has approved two industrial projects adding 13 buildings and approximately 108,000 square feet of storage space.
- At present, just over 68 acres of buildable industrial land remains. Most of this land is in the Hartford Road industrial area in the northeastern part of the city.
- The city is reviewing a current industrial land segregation that will add additional industrial employment capacity in 2017.

The city added approximately 100 acres of employment-oriented zoning, as part of the subarea plans which remain available for development. For example, the new Business District is geared toward high-tech employment, manufacturing and professional offices and

medical as principal uses. This zone should attract employers as the city continues to grow because of its central locations and availability of infrastructure.

REASONABLE MEASURES

The Growth Management Act requires that cities consider "reasonable measures" to allow growth to meet the adopted population and employment targets. The following table (Table 4-3) lists the reasonable measures included in the Countywide Planning Policies (part of the 2005 County Comprehensive Plan update), identifies those in effect in Lake Stevens, and comments on their effectiveness or potential.

The reasonable measures with the greatest potential to increase employment in suitable locations include establishment of an economic development strategy and then, encouraging development in centers through subarea planning.

As the city moves forward with the implementation of its Comprehensive Plan, these reasonable measures will be reviewed, revised or added to the city's regulations and development programs.

Table 2.7 – Reasonable Measures Included in Countywide Planning Policies

MEASURES TO INCREASE RESIDENTIAL CAPACITY			
MEASURE	**ADOPTED?**	**APPLICABILITY**	**EFFECTIVENESS/POTENTIAL**
Permit Accessory Dwelling Units (ADUs) in single family zones	Yes	Allows small accessory units	Good tool for providing affordable housing. The city currently allows accessory apartments in all residential zones on lots having at least 150 percent of the minimum square footage.
Multi-family Housing Tax Credits to Developers	No		
Transfer of Development Rights	Yes	Properties with critical areas	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.
Clustered Residential Development	Yes	PRDs and Cluster Subdivisions	The city has adopted provision in its subdivision code and critical areas codes to allow reduced lots size and development transfers.
Allow Co-Housing	Yes	Shared housing by non-family members	The zoning code allows boarding houses and other congregate living arrangements in specified zones.
Increased Residential Densities	Yes	Single-family zones.	The city allows a range of single-family densities ranging from 4 -12 gross units per acre.

Maximum Lot Sizes	No		
Minimum Residential Densities	Yes	Discourages residential sprawl	The city allows a range of single-family densities ranging from 4 -12 gross units per acre.
Reduce Street Width	Yes	Reduced street standards in residential areas	The city allows a variety of standard and reduced road profiles in its Engineering Design & Development Standards
Allow Small Residential Lots	Yes	Smaller lots in compact neighborhoods	The city allows a range of single-family lot sizes ranging from 3,600 to 9,600 square feet.
Encourage Infill and Redevelopment	Yes	New or redevelopment in urban areas	The zoning code allows innovative housing and small lots housing options for infill development.
Inclusionary Zoning	No		Subarea plans encourage as an optional development incentive
Manufactured Housing	Yes	Manufactured homes allowed under the same rules as other housing types	Lake Stevens allows manufactured housing in all residential zoning districts.
MEASURES TO INCREASE EMPLOYMENT CAPACITY			
MEASURE	**ADOPTED?**	**APPLICABILITY**	**EFFECTIVENESS/POTENTIAL**
Economic Development Strategy	Yes	Lake Stevens Center and 20th Street SE Corridor Subareas	In 2012, two subareas were adopted with planned actions to create areas for employment and additional commercial development. An Economic Development Strategy began as part of the subarea planning and will continue in the future. The Downtown subarea plan anticipated for 2016.
Create Industrial Zones	Yes	General and Light Industrial Zones	Capacity exists. Largely undeveloped. Minimal potential for additional implementation.
Zone by building type, not use	Yes, some	Current city zoning is based on use; adopted subarea plans include some regulation by building type	Minimal potential for implementation to significantly alter the growth strategy except within subareas.
Brownfields Programs	No	No known brownfields within the city	
Urban Centers/Villages	Yes	City adopted two subareas that permit a higher density mix of residential and non-residential uses	Implementation through subarea planning with rezoning to increase intensity and density with transition areas between existing residential areas and planning for multi-model transportation system
Allow Mixed Uses	Yes	CBD, PBD and MU zones and within the subareas	City allows mixed-use in MU zones and most commercial zones.

Transit Oriented Design	Yes	Currently there is limited transit service within the Lake Stevens area	Included within subarea plans and Community Transit has identified 20th Street SE as a transit emphasis corridor for future frequent service.
Downtown Revitalization	Yes	A plan has been developed for the Grade Road portion of the historic town area.	Began historic town center planning in 2006. Downtown framework plan approved in 2013. The Downtown subarea plan anticipated for 2016.
Adequate Public Facilities	Yes	Concurrency standards for infrastructure.	The city has adopted concurrency standards and GMA-based traffic impact, school and park mitigation fees.
Transportation Efficient Land Use	Yes	Mixed-use zoning	No specific measures for transit oriented development.
Urban Growth Management Agreements	Yes		Annexation interlocal agreement with Snohomish County; Traffic interlocal agreement with Snohomish County.
Annexation plans	Yes		Annexation plan adopted for eventual "One Community Around the Lake" in the future.
Reduce off-street surface	Yes	Reduced minimum standard required for office uses	Subarea plans include use of low impact development and building height incentives for reducing surface coverage. Also added use of Floor Area Ratios (FARs) within subareas.
Identify and redevelop vacant buildings	No	Few vacant buildings within city and UGA	Minimal potential for additional implementation to significantly alter the growth strategy. Due to market conditions, some of the few vacant buildings have been redeveloped.
Concentrate critical services near homes, jobs and transit	Yes	Subareas	Subarea plans should bring much needed services to the city at Lake Stevens Center and along 20th Street SE and additional planning to Downtown.
Locate civic buildings in existing communities rather than in greenfield areas	Yes		City campus, library and post office are located in historic downtown. Plans for new Civic Center north of historic downtown.
Implement permit expedition	Yes	Processing Code and Planned Actions	Although permit review times are not currently extensive, the new processing code adopted in 2010, planned actions adopted in 2012 and a new permit tracking system in 2012 should provide specific requirements for submittal and minimize necessary review times.

MEASURES TO MITIGATE IMPACTS OF DENSITY			
MEASURE	**ADOPTED?**	**APPLICABILITY**	**EFFECTIVENESS/POTENTIAL**
Design Standards	Yes	Applies to commercial and high-density residential development	Community design quality and expectations have increased as a result of the adopted standards. Creating new design standards for cottage housing. City has a Design Review Board. Subarea Design Guidelines were adopted for development within the subareas using the Design Review Board and administrative review.
Urban Amenities for Increased Densities	Yes	PRDs and subareas	PRD plats are required to provide additional amenity. Subarea plans allow for increased floor area ratios with a menu of amenity options.
Community Visioning	Yes		Provided basis of land use policies. Updated in 2006 Plan. Important part of subarea planning, downtown framework planning and shoreline planning.
OTHER MEASURES			
MEASURE	**ADOPTED?**	**APPLICABILITY**	**EFFECTIVENESS/POTENTIAL**
Low Densities in Rural and Resource Lands	N/A		
Urban Holding Zones	Yes	Does not apply to areas within the city	None
Capital Facilities Investment	Yes	Subarea Plans and GMA Traffic Impact Fees	Subarea planning included adoption of a subarea capital facilities plan and GMA traffic impact fees adopted. Expectation is that investment will spur development.
Environmental review and mitigation built into subarea planning process	Yes		Planned actions adopted for the subareas include required mitigation measures. In addition, a GMA-base traffic impact mitigation fee code was adopted with specific fees identified.
Partner with non-governmental organizations to preserve natural resource lands	In Process		City in discussions with various organizations.

LAND USE GOALS AND POLICIES

GOAL 2.1 PROVIDE SUFFICIENT LAND AREA TO MEET THE PROJECTED NEEDS FOR HOUSING, EMPLOYMENT AND PUBLIC FACILITIES WITHIN THE CITY OF LAKE STEVENS.

Policies

2.1.1 Accommodate a variety of land uses to support population and employment growth, consistent with the city's responsibilities under the Growth Management Act, Regional Growth Strategy and the Countywide Planning Policies.

2.1.2 Review cumulative changes to residential, commercial, industrial and public land use designations during the annual comprehensive plan cycle to ensure employment and population capacity estimates are being met.

2.1.3 Review land uses in conjunction with updates to the Buildable Lands Report and Growth Monitoring Report to ensure employment and population capacity estimates are being met. The strategy will be used to amend the Plan as necessary to remain consistent with actual development trends.

2.1.4 Direct new growth to areas where infrastructure and services are available or planned to ensure growth occurs in a fiscally responsible manner to support a variety of land uses.

2.1.5 Coordinate land use decisions with capital improvement needs for public facilities including streets, sidewalks, lighting systems, traffic signals, water, storm and sanitary sewer, parks and recreational facilities, cultural facilities and schools.

GOAL 2.2 ACHIEVE A WELL BALANCED AND WELL-ORGANIZED COMBINATION OF RESIDENTIAL, COMMERCIAL, INDUSTRIAL, OPEN SPACE, RECREATION AND PUBLIC USES.

Policies

2.2.1 Allow the following residential land use designations as described.

1. High Density Residential – Encourage a variety of residential forms of residential structures containing three or more dwellings. Multiple structures may be located on a single parcel, and there are no density limits, provided the project meets the zoning district requirements and other pertinent codes, standards and adopted development guidelines. This land use category also allows limited public/semi-public, community, recreational, and commercial uses.

2. Medium Density Residential – Encourage single-family (1 du/lot), two-family residential and some multifamily housing with a gross density between 4 and 12 units per acre. This designation allows detached, attached, conversion, accessory apartments, townhouses, condominiums, duplexes, tourist homes, special service homes and some manufactured/mobile structures. Also allows limited public/semi-public, community, recreational, and neighborhood commercial uses.

3. Low Density Residential – Allows for single-family homes on large lots, with fewer than four units per acre. Buildings usually have fewer stories and are spaced farther apart with large setbacks to side boundaries and the street, and have large areas of private open space.

2. Waterfront Residential – Provides single-family (1 du/lot) residential uses with a gross density of 4 units per acre on residential properties located adjacent to Lake Stevens subject to the regulations of the shoreline master program. This designation includes detached, tourist homes, special service homes, limited public/semi-public, community, and recreational uses.

2.2.2 Allow the following commercial land use designations as described.

1. Downtown/Local Commercial – Encourages medium to high intensity commercial uses and other dense arrangements of professional offices and retail stores. This designation allows mixed-use development. This land use designation may be placed on lands between higher-intensity commercial areas and residential areas to act as a buffer. This designation also allows limited public/semi-public, community and recreational uses.

2. Mixed-Use – Allows medium to high intensity mixed-use (commercial and residential). It is intended that this land use designation will be placed where a "village atmosphere" is desired, or on lands between higher and lower intensity uses to buffer commercial and residential areas. This designation also allows limited public/semi-public, community and recreational uses.

3. Planned Business District – The Planned Business District allows moderate intensity commercial or mixed-use development. It is intended that this land use designation be placed on lands between higher and lower intensity uses as a buffer or on sites containing sensitive resources. The intent of this designation is to provide detailed planning that would benefit all property owners involved, as well as the public, by allowing transfer of densities among parcels in order to avoid impacts to sensitive resources. It achieves this by requiring that a Master Development Plan be developed for all similarly zoned contiguous parcels before any one parcel can be developed, and that any parcel developed is developed according to that plan. This designation encourages high floor area ratios by allowing a minimum of 2:1, with a 3:1 ratio allowed in designated density receiving areas when excess density is

transferred from a designated sending area. This designation also allows limited public/semi-public, community, and recreational uses.

4. Commercial District – The Commercial District allows for high-intensity commercial and employment with some mixed-use. Principal uses include community and regional retail centers, offices, business parks, civic, cultural, recreational, and associated uses. Multi-family residential uses could be included above or behind commercial uses. This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity, in addition to transit facilities.

2.2.3 Allow the following industrial land use designations as described

1. General Industrial – This category allows a full range of industrial and employment uses which traditionally can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.

2. Light Industrial – This category includes only those types of industrial, sale, or service uses, which have minimal externalities, but can cause impacts to surrounding properties because of the high intensity uses. This designation does not allow any residential (except temporary or caretaker residences). This land use designation should be located in areas with direct access to highways and arterials that provide adequate public services and traffic capacity.

2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities, and transportation facilities. This designation may also allow a limited range of commercial uses.

GOAL 2.3 APPLY THE COMPREHENSIVE PLAN AS A GUIDE FOR COMMUNITY DEVELOPMENT IMPLEMENTED THROUGH THE CITY'S DEVELOPMENT REGULATIONS TO ENSURE PREFERRED COMMUNITY GROWTH PATTERNS ARE ACHIEVED.

Policies

2.3.1 Review development standards and regulations to ensure that they possess an appropriate level of flexibility to promote efficient use of buildable land, balanced with the need for predictable decision-making.

2.3.2 Preserve and promote the character of existing neighborhoods through thoughtful development regulations and design standards.

2.3.3 Encourage infill development on suitable vacant parcels and redevelopment of underutilized parcels. Ensure that the height, bulk and design of infill and redevelopment projects are compatible with their surroundings.

2.3.4 Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.

2.3.5 Promote architecture that is pedestrian friendly and conducive to human interaction (e.g., front porches, garages behind houses, small front yard setbacks, no "walled" neighborhoods).

2.3.6 Ensure that subdivisions are pedestrian friendly and include ample street trees, adequate sidewalks, walkways and paths connecting plats.

2.3.7 Review Development and Design Guidelines for Multifamily Residential, Planned Residential Developments, Commercial and Mixed-Use development outside of subareas.

2.3.8 Promote neighborhood commercial uses in appropriate places where the property:

a. is located at an intersection with at least one arterial street;

b. is at least one-half mile distance from other similarly designated properties; and

c. results in no more than two acres of land being designated for neighborhood commercial uses at the same intersection.

2.3.9 Promote commercial uses catering to day to day needs of neighbors in locations that are easily reached by foot or local commuters. Proposed uses shall clearly reflect this intent.

2.3.10 Encourage nodal development through adoption of zoning designations, specific design guidelines and development regulations.

2.3.11 The Planning Commission shall continue to welcome citizen input from all citizens within the incorporated city and unincorporated Urban Growth Area when making planning decisions that affect the city and future annexation areas.

GOAL 2.4 ENCOURAGE THE CONTINUED PLANNING OF LOCAL GROWTH CENTERS TO DEVELOP A BALANCED AND SUSTAINABLE COMMUNITY THAT PROVIDES A FOCUS FOR EMPLOYMENT, PUBLIC AND RESIDENTIAL DEVELOPMENT.

Policies

2.4.1 Prior to the adoption of a subarea plan, the city should develop a thorough economic analysis for each growth center that considers investments and expenditures to provide a full range of services and infrastructure in relation to project revenue.

2.4.2 Each growth center should consider impacts on existing commercial properties, and residential areas to ensure the compatibility and synergy between existing and new development as a subarea plan is developed.

2.4.3 Future subarea planning of growth centers shall include substantial public involvement through multiple meetings, updates in the media and on city-owned modes of communication. The city shall provide clear information as to the benefits, costs, and risks so that the community can provide informed opinions to the Planning Commission and City Council.

2.4.4 Ensure that adequate connections are made to link growth centers, subareas and adjacent residential areas.

GOAL 2.5 DEVELOP A SUBAREA PLAN FOR DOWNTOWN LAKE STEVENS THAT ENCOURAGES A COMPACT COMMERCIAL DISTRICT THAT FACILITATES EASY PEDESTRIAN ACCESS BETWEEN SHOPS AND BUILDINGS, ALLOWS MIXED-USE DEVELOPMENT, PROMOTES ECONOMIC DEVELOPMENT COMPATIBLE WITH THE CHARACTER OF LAKE STEVENS AND STIMULATES A DIVERSE ARRAY OF BUSINESS TYPES TO ATTRACT VISITORS AND MEET THE NEEDS OF RESIDENTS.

Policies

2.5.1 The lakefront property owned by the city is a valuable community asset under public ownership and with public access. The subarea plan shall ensure that significant lakeside non-commercial public access is maintained for informal and formal recreational opportunities, and is balanced with the desire to develop a vibrant mixed-use downtown

2.5.2 Develop or revise specific design guidelines for Downtown Lake Stevens that emphasize a high-quality design and pedestrian orientation and integrated

flexibility in the downtown design concept, within certain parameters such as building location, building massing and circulation.

2.5.3 Encourage a design standard that accentuates historic commercial elements and storefronts in Lake Stevens, as documented in Lake Stevens' Historical Museum photography collection and avoids trendy and artificial themes which may be quickly out dated. The architecture should incorporate strong traditional downtown elements and the design concept shall be stable enough to survive the life of the buildings.

GOAL 2.6 PROMOTE AN ACTIVE, HEALTHY AND DIVERSE HARTFORD ROAD INDUSTRIAL DISTRICT.

Policies

2.6.1 Pursue and implement incentive programs that would encourage industrial uses which result in high employment densities.

2.6.2 Aggressively market the Hartford Industrial Center and aggressively pursue family-wage employers to that revitalized area.

2.6.3 Review development regulations to ensure that impacts are kept to a minimum, especially those that affect adjoining, non-industrially zoned areas.

2.6.4 Conduct a market study as part of the Hartford Road Industrial Area study to determine any need for expansion, infrastructure needs and marketing strategies.

2.6.5 Consider developing a framework plan for the Hartford Industrial Center based on market study.

2.6.6 Pursue local improvement districts and grant funding for infrastructure development.

GOAL 2.7 PROVIDE APPROPRIATE BUFFERS BETWEEN LAND USES ADJACENT TO MACHIAS ROAD AND SR-92.

2.7.1 Require retention of all trees within a 30' visual/noise buffer along SR-92, SR-9, and the Hartford/Machias Road (as measured from the edge of ultimate right-of-way). Where trees need to be removed because of instability, require replanting of 5-gallon (minimum) conifers at a 3:1 ratio within the 30' buffer.

2.7.2 Ensure that design of highway accessible/visible commercial uses along SR-92, SR-9, and the Hartford/Machias Road is aesthetically pleasing from both the roadway and the local roads.

GOAL 2.8 COORDINATE GROWTH AND DEVELOPMENT WITH ADJACENT JURISDICTIONS TO PROMOTE AND PROTECT INTERJURISDICTIONAL INTERESTS.

Policies

2.8.1 Participate in the Snohomish County Tomorrow Planning Advisory Committee (PAC) to improve inter-jurisdictional coordination of land use planning activities in the adopted urban growth area.

2.8.2 Coordinate planning efforts among jurisdictions, agencies, and federally recognized Indian tribes, where there are common borders or related regional issues, to facilitate a common vision.

2.8.3 Promote cooperation and coordination among transportation providers, local governments and developers to ensure that developments are designed to promote and improve physical, mental and social health, and reduce the impacts of climate change on the natural and built environments.

GOAL 2.9 PROMOTE ANNEXATIONS OF LANDS INTO THE CITY IN A MANNER THAT IS FISCALLY RESPONSIBLE TO ENSURE THE CITY IS ABLE TO PROVIDE A HIGH LEVEL OF URBAN SERVICES.

Policies

2.91 Affiliate all urban unincorporated lands appropriate for annexation with an adjacent city or identify those that may be feasible for incorporation.

2.9.2 It is the city's intent to annex the entire Lake Stevens Urban Growth Area over the planning horizon to become one city, considering the following:

a. To manage growth in the UGA it is important to note that elected officials who reside within, and represent the Lake Stevens community make the best land use and Comprehensive Plan decisions for the Lake Stevens area.

b. To keep locally generated sales tax revenues within the community to meet local needs rather than allowing those revenues to be distributed throughout the entire county.

c. To provide an accessible and open forum in which citizens may participate in their own governance.

d. To create a larger city which can have greater influence on regional and state policy decisions and can be more competitive for grants.

e. To stabilize the development environment, striving to bring land use predictability to residents and property owners.

d. To ensure that urban infrastructure is provided at the time development occurs to minimize the need to retrofit substandard improvements in the future.

2.9.3 To the degree reasonably possible, annexations should serve to regularize city boundaries, and not divide lots. The intent is to ensure practical boundaries in which services can be provided in a logical, effective and efficient manner.

2.9.4 Prior to any annexation, the city should consider the effects on special purpose districts and County services within the Urban Growth Area, considering the following:

a. Outstanding special bonds or other debt,

b. Absorbing the district's or county's service provision responsibilities and acquiring the necessary assets at the appropriate stage (set by state law); and

c. Impacts on the district's or county's operations and personnel.

2.9.5 The city's intent is to minimize disruption to residents, businesses and property owners in annexed areas, considering the following:

a. Annexed property should be designated in the Comprehensive Plan and zoning ordinance in a manner that most closely reflects the pre-annexation designations adopted by Snohomish County. The City Council will consider alternative designations proposed by those properties included in the annexation. Council may adopt alternative designations if it finds the proposal protects the general health, safety, and welfare of the community and it meets the requirements of the Growth Management Act.

b. Uses that are either previously established legal non-conforming, or are made non-conforming with the annexation, will be allowed to continue in a manner consistent with the rights established in the city's land use code.

c. Annexed areas shall be accorded equal accommodation in the distribution of capital improvements, maintenance of roads and other facilities, police and other services.

d. For annexed areas, the city shall strive to ensure annexed areas are fairly represented by the Mayor and city Council, with extra care during the initial two years in which the annexed area may have not had a chance to vote for their local officials.

2.9.6 At such time an annexation proposal is made, the city shall make every reasonable effort to provide accurate, timely and useful information to community members so that they may make reasoned and well-informed decisions.

GOAL 2.10 ENSURE THAT LAND USES OPTIMIZE ECONOMIC BENEFIT AND THE ENJOYMENT AND PROTECTION OF NATURAL RESOURCES WHILE MINIMIZING THE THREAT TO HEALTH, SAFETY AND WELFARE.

Policies

2.10.1 Preserve and accentuate the lake as the centerpiece of Lake Stevens in compliance with the shoreline master program.

2.10.2 Preserve and promote a safe, clean living environment.

2.10.3 Prohibit storage of soil, yard waste, refuse, machines and other equipment in front yard setbacks.

2.10.4 Where a sight distance or safety problem is created, prohibit storage of vehicles in front and side yard setbacks, except on driveways (and then no more than three) or in parking lots.

2.10.5 Protect and preserve wetlands and riparian corridors associated with Shorelines of the State and open space corridors within and between urban growth areas useful for recreation, wildlife habitat, trails, and connection of critical areas.

2.10.6 Encourage growth that is responsive to environmental concerns and that enhances the natural environment of the lake drainage basin and the area watersheds.

GOAL 2.11 WHERE POSSIBLE, USE ELEMENTS OF THE NATURAL DRAINAGE SYSTEM TO MINIMIZE STORM WATER RUNOFF IMPACTS.

Policies

2.11.1 Encourage new developments to use natural drainage patterns and incorporate means to contain storm water pollutants.

2.11.2 Encourage new developments to implement “low impact development” techniques which can better manage stormwater while providing cost savings in terms of land and improvements.

2.11.3 Recognize that storm drainage problems cross jurisdictional lines and therefore create the need to work with the Drainage Improvement District and residents to address those problems.

2.11.4 Adopt and keep current a stormwater control ordinance requiring best management practices for stormwater control, addressing such issues as detention, release, erosion and siltation, etc.

GOAL 2.12 ENCOURAGE ENERGY-SAVING METHODS IN TRANSPORTATION, LAND USE AND BUILDING CONSTRUCTION.

Policies

2.12.1 Encourage the development of paths and easements for non-motorized transportation to facilitate pedestrian and bicycle use throughout the city.

2.12.2 Encourage new developments to compliment and improve development of a grid system to reduce public and private utility and transportation costs.

2.12.3 Encourage energy-saving construction and building operation practices and the use of energy-conserving materials in all new construction and rehabilitation of buildings.

2.12.4 Encourage small scale, neighborhood compatible, commercial uses to be distributed throughout the community, thus reducing the need to drive to the nearest "big-box" retailer to pick up day-to-day convenience items. This also provides the opportunity for pedestrian access to stores along with the health and social benefits related to pedestrian activity.

GOAL 2.13 PROMOTE THE IDENTIFICATION, MAINTENANCE, AND PRESERVATION OF SPECIAL HISTORIC, GEOGRAPHIC, ARCHITECTURAL, AESTHETIC OR CULTURAL RESOURCES OR STRUCTURES WHICH HAVE SPECIAL SIGNIFICANCE BECAUSE OF HISTORICAL, ARCHAEOLOGICAL, ARCHITECTURAL, RECREATIONAL, SOCIAL, CULTURAL, AND/OR SCENIC IMPORTANCE THROUGH THE DESIGNATION OF HISTORIC LANDMARKS AND DISTRICTS AND THE ADOPTION OF APPROPRIATE INCENTIVES

Policies

2.13.1 Work with other public agencies and/or a local historical society to determine priorities and establish methods for public and private funding to achieve this goal.

2.13.2 Encourage the development of written narratives and maps for self-guided tours of significant areas and the provision for site markers to identify significant sites.

2.13.3 Encourage additions and alterations to significant architectural buildings to conform to the style and period of the initial construction as much as possible.

GOAL 2.14 DESIGN AND BUILD A HEALTHY COMMUNITY TO IMPROVE THE QUALITY OF LIFE FOR ALL PEOPLE WHO LIVE, WORK, LEARN, AND PLAY WITHIN THE CITY.

Policies

2.14.1 Encourage mixed land use and greater land density to shorten distances between homes, workplaces, schools and recreation so people can walk or bike more easily to them.

2.14.2 Provide good mass transit to reduce the dependence upon automobiles.

2.14.3 Decreases dependence on the automobile by building good pedestrian and bicycle infrastructure, including sidewalks and bike paths that are safely removed from automobile traffic as well as good right of way laws and clear, easy-to-follow signage in proximity to homes, businesses, schools, churches and parks closer to each other so that people can more easily walk or bike between them.

2.14.4 Provide opportunities for people to be physically active and socially engaged as part of their daily routine, improving the physical and mental health of citizens by promoting community centers , public/semi-public areas and by offering access to green space and parks where people can gather and mingle as part of their daily activities.

2.14.5 Allow persons, if they choose, to age in place and remain all their lives in a community that reflects their changing lifestyles and changing physical capabilities.

2.14.6 Develop high quality, compact urban communities throughout the region's urban growth area that impart a sense of place, preserve local character, provide for mixed uses and choices in housing types, and encourage walking, bicycling, and transit use.

Chapter 5:
Parks, Recreation & Open Space Element









CHAPTER 5: PARKS, RECREATION, AND OPEN SPACE ELEMENT

A VISION FOR PARKS

The city of Lake Stevens will create diverse recreational opportunities for all ages to enjoy parks, trails and activities and local events throughout the community and with expanded access to Lake Stevens.

INTRODUCTION

Public parks, recreational facilities and open spaces improve the quality of life for community residents by providing areas for families and friends to socialize. Parks and open spaces create natural buffers between neighborhoods and create functional corridors for humans and wildlife throughout the urban environment.

The Parks, Recreation and Open Space Element of the Comprehensive Plan ("Park Plan") establishes specific goals and policies that will help guide decision-making related to acquisition, development and improvement of facilities and lands. The Park Plan contains an inventory of the city's current parks, recreation facilities and open spaces; analyzes the city's ability to provide adequate parks, open space and recreation services; sets service standards and guidelines; and identifies implementation strategies.

PLANNING CONTEXT

State Planning

The Park Plan conforms to the Growth Management Act (GMA) (Chapter 36.70A RCW) and considers the planning criteria developed by the Washington State Recreation and Conservation Office (RCO).

The GMA includes several sections relating to parks, recreation, and open spaces:

- RCW 36.70A.020(9) establishes a planning goal to "Retain open space, enhance recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities." Capital improvements are included within the definition of "Public Facilities."

- RCW 36.70A.030 (Mandatory Element). Cities may impose impact fees for the provision of Public Facilities (including publicly owned parks, open space and recreation facilities) (RCW 36.70A.040, RCW 82.02.050). Impact fees must be based on demands on existing facilities by new development, and additional improvements required to serve new development (RCW 82.02.090).
- RCW 36.70A.070(8) requires a park and recreation element, which is consistent with the capital facilities plan element as it relates to park and recreation facilities. Furthermore, this section states, "The element shall include: (a) Estimates of park and recreation demand for at least a ten-year period; (b) an evaluation of facilities and service needs; and (c) an evaluation of intergovernmental coordination opportunities to provide regional approaches for meeting park and recreational demand."
- RCW 36.70A.150 states jurisdictions shall identify lands useful for public purposes and that includes recreation.
- RCW 36.70A.160 requires jurisdictions to "identify open space corridors within and between urban growth areas. They shall include lands useful for recreation, wildlife habitat, trails and connection of critical areas as defined in RCW 36.70A.030."

Regional Planning

The regional perspective for parks and recreation emphasizes identifying availability of lands and opportunities for parks and co-location of facilities, such as schools and parks, in support of its growth strategy including links between open space and neighborhoods.

Countywide Planning

In its General Policy Plan, Snohomish County sets goals and policies for countywide parks and recreation facilities. The county's plan empasizes the implementation of state and regional standards and gudiance. Some of the primary goals include providing access to diverse, sustainable, effective and efficient services, programs and facilities, maintaining a level of service tied to growth, preserving cultrual and historic resources, and coordination with other agencies.

Lake Stevens Planning

The Park Plan incorporates the state, regional and countywide perspectives and includes the planning elements (listed below) as recommended by the RCO, which ensures continued eligibility for grant funds administered by that agency:

- Inventory,
- Public Involvement,
- Demand & Need Analysis,
- Goals & Objectives,
- Capital Improvement Program (six year plan for acquisition, development, renovation, & restoration projects), and
- Plan Adoption.

FACILITY CLASSIFICATIONS, CHARACTERISTICS AND INVENTORY

There are many reasons for governments to provide parks, open space, recreational opportunities, cultural amenities, and trails for their citizens. Parks offer innumerable physical and psychological benefits by providing safe places for the community to exercise, recreate, meditate, and generally escape daily pressures. The city of Lake Stevens has a variety of parks ranging from small mini-parks serving a block or two to community parks designed to provide recreational opportunities to the city and beyond. In addition, special use and school parks, open spaces, and trails expand the variety of recreation areas available to the community. The inventory of parks, open spaces, and trails includes a mix of city and county facilities. Table 5.1 provides a brief description of the facilities, within or adjacent to the city of Lake Stevens, and describes the various park classifications; provides descriptions for each classification; and lists typical sizes, amenities and community service areas.

Inventory of Facilities

The following section includes an inventory of the parks, open space tracts, recreational facilities, and cultural programs and facilities found within or near the city. The city has approximately 146 acres of public parks, 10 acres devoted to special uses, 122 acres of open space and approximately seven miles of the Centennial trail (adjacent to or within city limits) in addition to approximately five miles of park trails. The numbers include city and county facilities (mini-parks, neighborhood parks and community parks), special use parks, trails and open space (undeveloped property and Native Growth Protection Areas). In addition to the public facilities described, there are approximately 145 acres of private parks and open spaces and an additional three miles of private trails that complement the city's inventory. Different homeowner's associations are responsible for these facilities created during the subdivision process for specific neighborhoods.

Community Parks

Community parks have the largest service area and attract citizens from across the community. A large size and variety of amenities characterize community parks. These parks provide a mix of informal, active, and passive recreation areas with permanent facilities. Community Parks are generally at least 10 acres, but must be large enough to provide room for multiple uses such as sports fields, a recreation center and group-use shelters alongside large open areas and playgrounds.

Table 5.1 – Park, Recreation & Open Space Classifications and Characteristics

TYPE	TYPICAL SIZE	DESCRIPTION & TYPICAL AMENITIES	TYPICAL AREA SERVED
Community Park	> 10 acres	Informal, formal, active, & passive recreation parks that serve a community with a mix of features (e.g., playgrounds, landscaping, picnic areas, trails, sports fields, structures, parking, special features, permanent restrooms, etc.)	Within 2.5 miles of residential areas
Neighborhood Park	≤ 10 acres	Informal, active, & passive recreation areas that serve adjacent residential neighborhoods that provide multi-use areas with a mix of playgrounds, landscaping, picnicking, trails, single or small sports fields, parking, restrooms, etc.	Within 1 mile of residential areas
Mini-Park	≤ 1 acre	Small public/private areas including playgrounds, landscaping, plazas, and picnic benches that serve the needs of the immediate neighborhood or commercial district	Within 1/2 mile of residential or commercial areas
School Parks	Varies	Playfields, playgrounds, sports & recreation facilities located at schools, distributed throughout the City, that may substitute for other park types and compliment the City's inventory	Varies
Special Use Parks & Facilities	Varies	Any public or private park or facility providing a unique experience or specific recreation need and/or commercial purpose distributed throughout the city	Varies
Trails & Pedestrian Facilities	Varies	Soft surface or paved trails, walking paths, sidewalks or multi-use trails for walking, hiking, and bicycling distributed throughout the city	1 multi-use trail w/in 1 mile of residential areas
Open Space	Varies	Low intensity and passive recreation areas such as Native Growth Protection Areas, greenbelts, or undeveloped areas distributed throughout the city	Varies, based on resource availability

Community parks should provide easy vehicular and pedestrian access to park users from the street network, sidewalks and bike lanes with dedicated parking areas. Community parks may benefit from multijurisdictional cooperation for facility planning, development and maintenance.

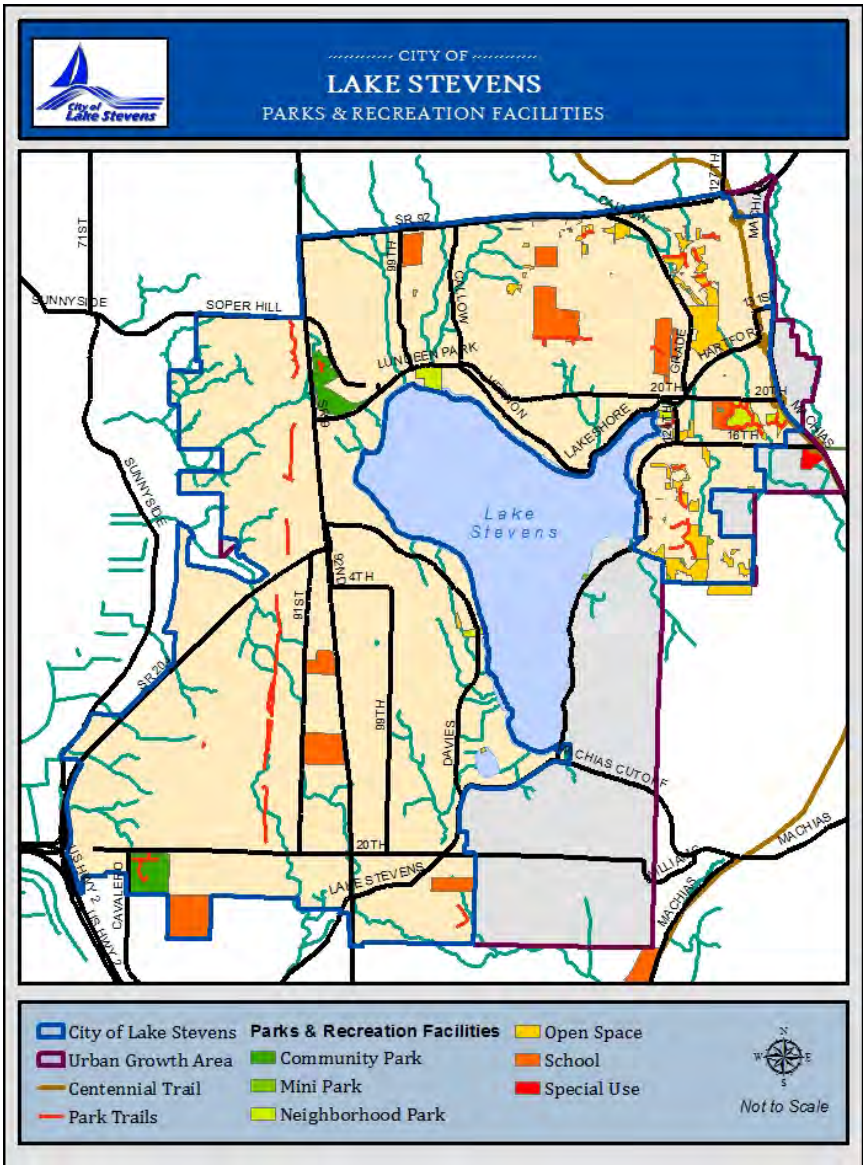
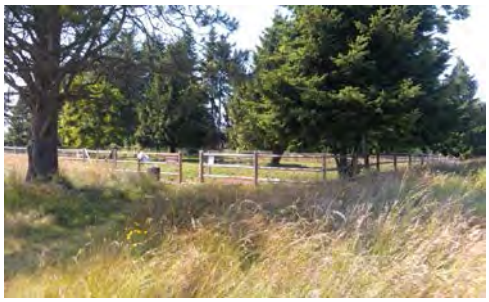


Figure 5.1 – Lake Stevens Parks & Recreation Facilities

~~Cavalero~~ Cavelero Community Park – The park is located off 20th Street SE, in the southwestern part of the city. Because the park has a large undeveloped area and is located within the city of Lake Stevens, the city and Snohomish County are preparing to revise the master plan for this facility through a joint planning effort in the near future. Currently ~~Cavalero~~ Cavelero has an off-leash dog area and undeveloped open space.



Eagle Ridge Park — City Council adopted the Eagle Ridge Park Master Plan in 2010. The plan includes a capital cost estimate and a schedule to implement the Master Plan in three phases over a 10-15 year period. The master plan includes details for park development and proposed amenities and recreational opportunities. The overall vision for the park is that of an 'outdoor classroom' with both passive and active recreational activities that embrace and enhance the natural beauty of this park. Eagle Ridge currently houses the Lake Stevens Senior Center, soft trails, and open spaces. This park is notable for its eagle habitat. The master plan for this park envisions picnic shelters; a community garden; amphitheater; interconnected trails and educational features such as an interpretive center, outdoor classrooms and interpretive signage. The plan promotes the use of Low Impact Development in design and construction.





Lake Stevens Community Athletic Park

LSC Park, east of the city limits, is a 43-acre Snohomish County park. This park provides the largest athletic complex near Lake Stevens with baseball/softball fields, soccer fields and basketball courts. LSC Park also includes a picnic shelter, playground, walking path, permanent restrooms and landscaping.



Table 5.2 – Community Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	VIEW CORRIDOR	RESTROOMS	COMMUNITY CENTER	OPEN SPACE	LANDSCAPING	OTHER
Cavalero Community Park	2032 79th Ave SE	Snohomish County	32.93			X				X			X		X
Eagle Ridge	2424 Soper Hill Road	City of Lake Stevens	28.20			X				X		X	X		X
Lake Stevens Community Park	1601 North Machias Rd	Snohomish County	43.24	X	X	X	X	X	X		X		X	X	
		Total Acres	*104.37*												

As shown in Table 5.2, Lake Stevens Community Park provides the widest variety of recreational and active amenities. However, once Eagle Ridge and ~~Cavalero~~ Cavelero parks are completed, each park will diversify the overall profile for community-level parks and contribute a unique set of amenities.

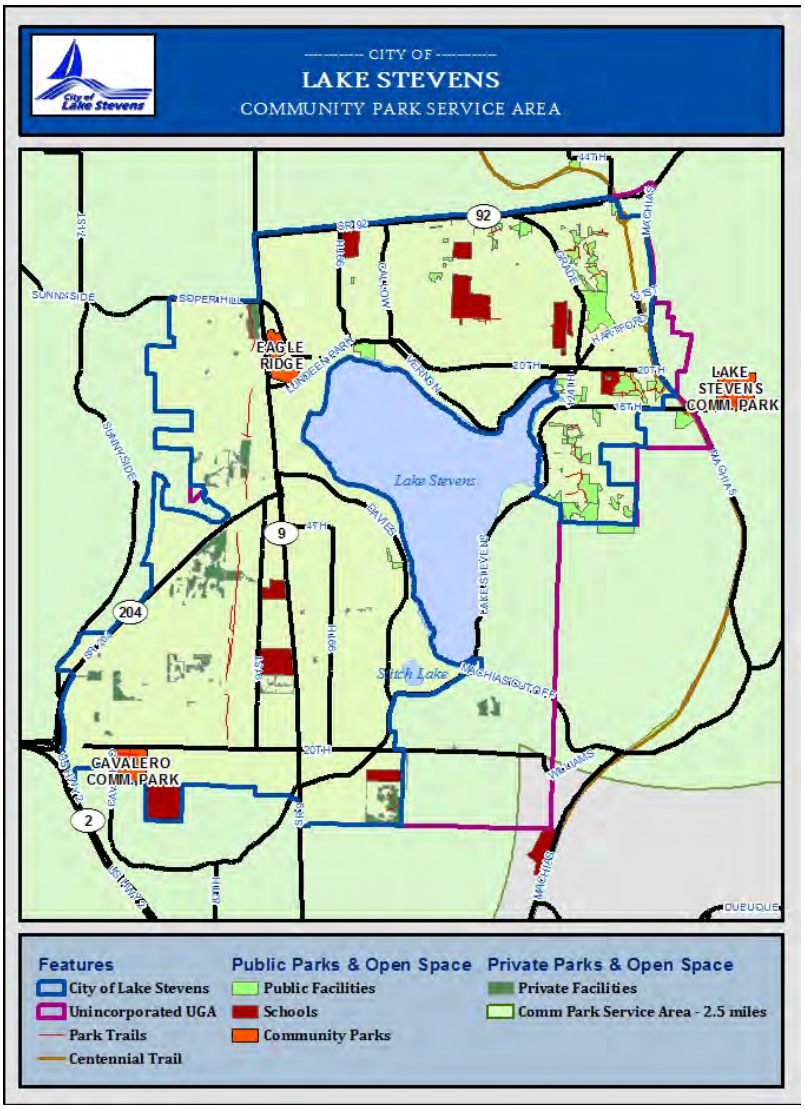


Figure 5.2 – Community Park Distribution

Planning efforts for these parks should build on the unique characteristics of the site and address underrepresented or community preferred recreational uses. Figure 5.2 illustrates the distribution of community parks within and adjacent to Lake Stevens. As shown, there is a small gap, in the service area, located in the southeastern border of the Urban Growth Area. This small gap creates a minor divergence from the service standard for community parks. This gap may need to be addressed in the future if opportunities arise to provide additional meaningful recreation lands in the vicinity. It is more important to assure that Eagle Ridge and ~~Cavalero~~ Cavelero parks provide a mix of high-quality recreational amenities, as they develop.

Neighborhood parks

Neighborhood parks are the "backbone" of the city's parks inventory. These parks offer common gathering sites for social interaction, physical activity and play to residents from contiguous neighborhoods or a larger service area depending on amenities provided. Neighborhood parks should be located in highly visible and centralized locations that provide convenient and safe access for vehicles, pedestrians and bicyclists.

This park type often incorporates passive and active recreational opportunities as well as providing multi-purpose facilities. Neighborhood parks should include permanent restrooms and parking areas.

Catherine Creek Park – An eight-acre community park, which the city leases from the Lake Stevens School District. This park is located adjacent to Mount Pilchuck Elementary School, between 20th Street NE and 16th Street NE. The park is maintained primarily as a "natural" park with a network of trails, access to Catherine Creek, and picnic facilities. It also includes a unique disc golf course, installed and maintained by the community in 2000.





Centennial Woods Park — A 6.3 acre passive recreation park purchased in 1997 through the Snohomish County Conservation Futures grant program. This park includes trails through the site, which connect the Centennial Trail to Catherine Creek Park (with an eye on an eventual connection to downtown).

Lundeen Park – A nine-acre multi-use park located south of Lundeen Parkway at 99th Avenue NE. Facilities include a public pier, 500 feet of shoreline, swimming area, two basketball courts, a children's playground and a tot lot (Sarita's Playground), interpretive stations along a salmon-spawning creek, a caretaker's residence, public restrooms, a rinse-off shower, a covered picnic area and 98 parking spaces. The Lake Stevens Chamber of Commerce has a Visitor Center at the park.





North Cove Park – A four-acre waterfront park located at the extreme northeast end of the lake. Access is available to downtown Lake Stevens, next to the City Hall complex. The park has a 250-foot municipal boardwalk/pier (interpretation, fishing & picnicking, but no boat access), picnic tables, and two horseshoe pits. Parking facilities are shared with the City Hall complex. The city is currently planning for future expansion and development of the park.





Wyatt County Park – A three-acre regional park, formerly known as Davies Beach, located four miles from downtown, across the lake, on Davies Road. Facilities include a public boat launch, a dock (for boats), a fishing pier, a swimming area, restrooms, picnic tables, and 80 parking spaces. This park is especially busy during summer weekends.

As shown in Table 5.3, Lundeen Park provides the widest variety of amenities, notably beach access, picnic facilities and playgrounds. Both Centennial Woods and Catherine Creek provide good locations to expand nature trails and add permanent restrooms and parking areas. Many people consider North Cove Park the "heart of downtown". This Park should undergo a master planning effort to complement the "Downtown Plan" when completed. All of the neighborhood parks could expand playground facilities and add small athletic components. North Cove and Lundeen parks should continue to promote and develop water-related activities.

Table 5.3 – Neighborhood Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER / BENCHES	PLAYGROUND	TRAIL / PATHWAY	BASKETBALL	BEACH / SWIMMING	DOCK	BOAT LAUNCH	VIEW CORRIDOR	RESTROOMS	OPEN SPACE	LANDSCAPING	OTHER
Catherine Creek	12708 20th St NE	Lake Stevens School District	16.55	X		X							X		X
Centennial Woods	131st Dr NE	City of Lake Stevens	6.02			X							X		
Lundeen Park	10108 Lundeen Parkway	City of Lake Stevens	10.05	X	X		X	X	X		X	X		X	X
North Cove	Main St & North Lane	City of Lake Stevens	2.28	X		X			X		X			X	X
Wyatt Park	20 South Davies Rd	Snohomish County	2.48	X				X	X	X	X	X		X	X
Neighborhood Parks Total Acres			*37.37*												

Figure 5.3 illustrates the distribution of neighborhood-level parks within Lake Stevens. As shown, there are gaps in the services area in the southern and western part of the city. To provide equity of distribution, the city should concentrate on acquiring lands in the southern part of the city for additional neighborhood parks as opportunities arise. The gap in the western part of the city is smaller and not as crucial, as two large private parks and an informal trail network provides some recreational outlets for the neighborhoods west of SR-9.

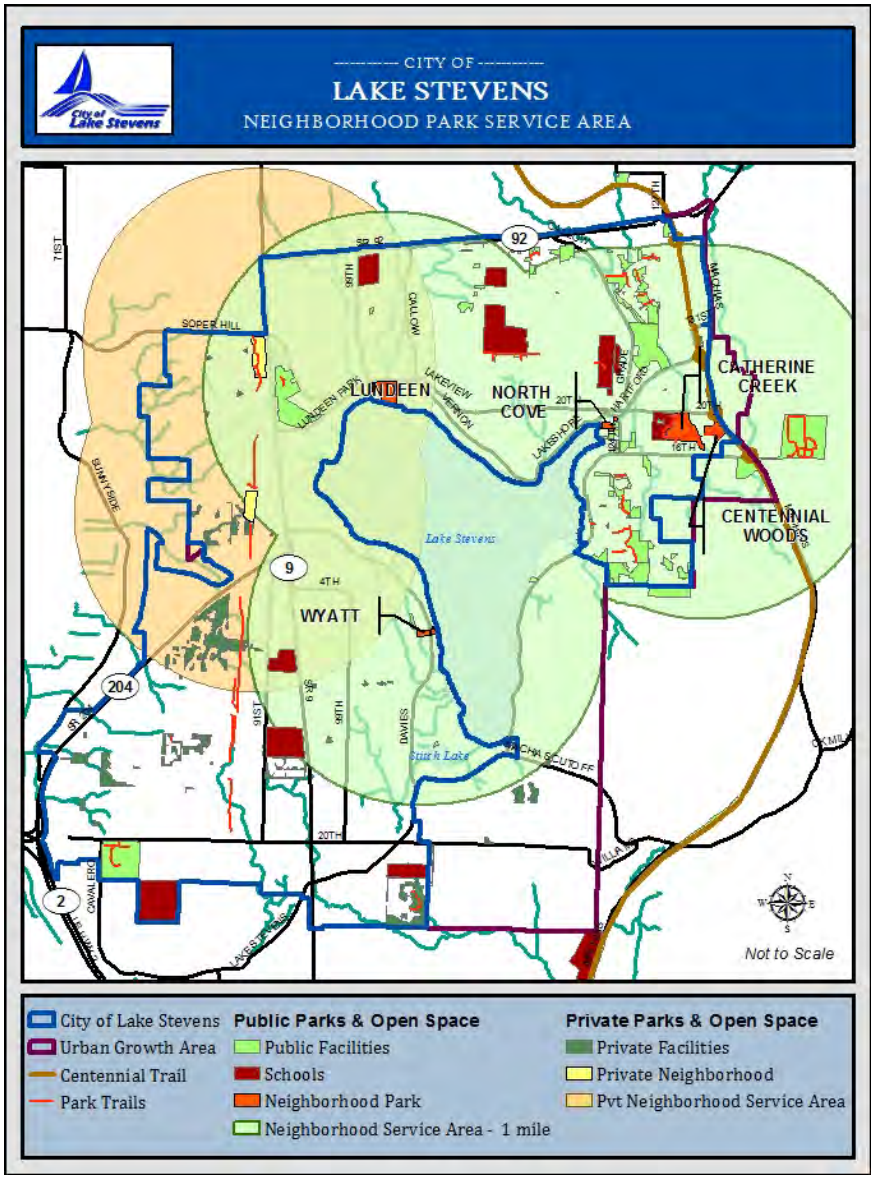


Figure 5.3 – Neighborhood Park Distribution

Mini-Parks

Mini-parks often referred to as "pocket parks" or "tot lots" are the smallest recreation sites within the park inventory. Mini-parks may be public or private. Many were created with neighborhood subdivisions. Mini-parks should be easily accessible to surrounding neighborhoods or within commercial centers. Ideally, mini-parks connect neighborhoods or commercial centers by paths, trails, sidewalks, bikeways or greenways.

Kid's Oasis Playground – A 0.5-acre playground located on the grounds of Mt. Pilchuck Elementary School. This park was built in 1992 as a community volunteer project, with help from individuals, businesses, the city and the Lake Stevens School District. The playground is a "fantasy-style" wooden castle. Parking is available in the school parking lot. Children and parents use the playground throughout the year.

North Lakeshore Swim Beach – A popular 0.5-acre waterfront park providing lake access for summertime swimmers on North Cove. This park is located approximately 0.2 miles west of downtown on North Lakeshore Drive. Facilities include 560 square feet of useable beach, a 600 square foot municipal swimming dock, a portable restroom, and 10 parking spaces.





Sunset Beach – This is a 0.25-acre, County-owned, waterfront park whose primary use is water access and picnicking. It is located 0.3 mile south of downtown on East Lake Stevens Road. Facilities include a public dock, picnic tables, and six parking spaces. This park is especially busy during the summer season.

North Lakeshore Swim Beach and Sunset Park provide parallel amenities, while Kids Oasis provides the largest community playground, as shown in Table 5.4. In addition to the public mini-parks there are approximately 18 acres of private mini-parks.

Table 5.4 – Mini-Park Inventory

FACILITY	LOCATION	OWNER	ACRES	PICNIC SHELTER/BENCHES	PLAYGROUND	TRAIL/PATHWAY	BEACH/SWIMMING	SOFTBALL/BASEBALL	DOCK	VIEW CORRIDOR	OPEN SPACE	LANDSCAPING
Mini-Park – Public												
Kids Oasis	12708 20th St NE	Lake Stevens School District	0.36		X							
North Lakeshore Swim Beach	North Lakeshore Dr	City of Lake Stevens	0.71				X		X	X		
Sunset Park	410 E Lake Stevens Rd	Snohomish County	0.60	X			X		X	X		X
Mini-Park – Created w/ Subdivisions Dedicated to the Public												
Semi-Public Mini-Parks			3.26		X	X					X	X
		Mini-Park Parks Total Acres	*4.93*									

The city will continue to promote mini-parks in new neighborhoods and commercial areas as they develop, especially where gaps exist in the city, as shown in Figure 5.4.

School Parks

School parks constitute ancillary facilities, complementing the community's inventory. School parks often provide recreational needs not available at other parks, or provide similar functions as other park types. For example, elementary playgrounds provide a similar benefit to residential areas commonly met by mini-parks or neighborhood parks; whereas, middle schools and high schools may provide community-level or special-use park functions depending on available amenities. Because schools are typically located within residential neighborhoods, they are easily accessible and evenly distributed throughout the community. Additionally, school campuses provide areas for sports activities, informal recreation uses, and potentially special activities.

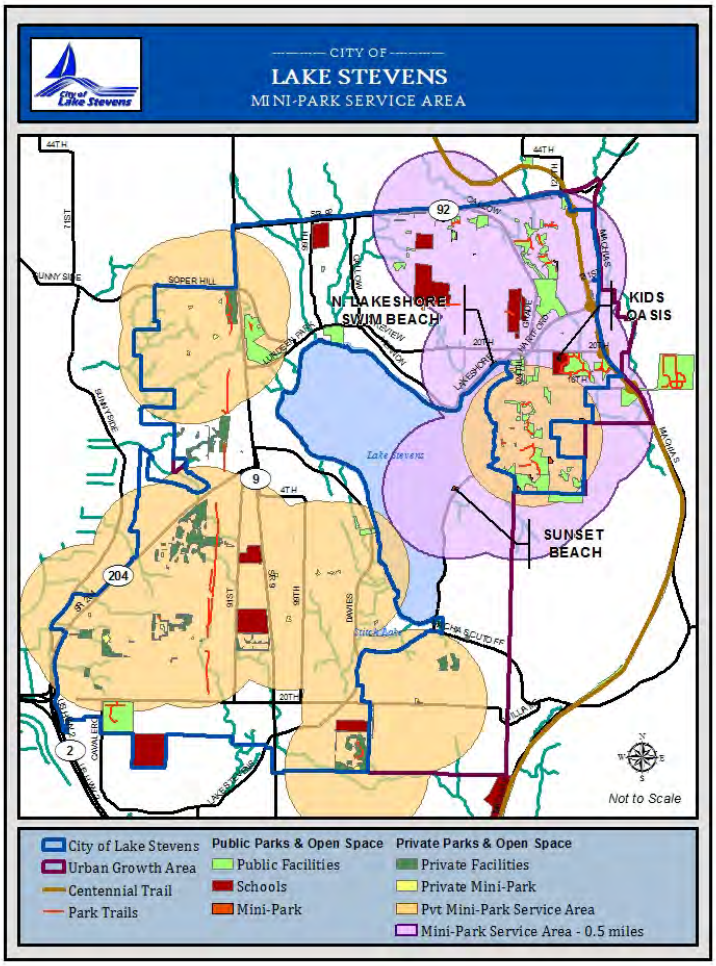


Figure 5.4 – Mini-Park Distribution

The Lake Stevens School District (LSSD) owns the largest percentage of formal recreational/athletic facilities in the city. Many of the facilities are open to the public on a regular basis. The Park Plan promotes policies, which will allow the city to participate in jointly developing and managing parks and recreational facilities with the LSSD and other providers of leisure services to ensure efficient and effective use of the community's resources, avoiding redundant services and facilities.

As described in Table 5.5, the LSSD has six elementary schools – each has playground facilities and a mix of other amenities. There are three middle schools, one mid-high school and a single high school. Each school contains a different mix of athletic fields and play courts. The high school also houses a swimming pool, open to the public, which functions as a special use site.

Table 5.5 – School Parks Inventory (LSSD)

FACILITY	LOCATION	PLAYGROUND	TRAIL/PATHWAY	BASKETBALL	TRACK	TENNIS	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	SWIMMING POOL	GYMNASIUM	OPEN SPACE
Cavelero Mid-High	8220 24th St SE		X		X	X	X	X		X	X
Centennial Middle	3000 S Machias Rd			X	X	X		X		X	X
Glenwood Elementary	2221 103rd Ave SE	X					X	X		X	X
Highland Elementary	3220 113th Ave NE	X					X	X		X	X
Hillcrest Elementary	9315 4th St SE	X		X	X			X		X	X
Lake Stevens High	2602 115th Ave NE				X	X	X	X	X	X	
Lake Stevens Middle/ Skyline Elementary	1031 91st Ave SE	X	X	X	X			X		X	X
North Lake Middle	2226 123rd Ave NE		X		X		X	X		X	X
Pilchuck Elementary	12708 20th St NE	X	X				X	X		X	X
Sunnycrest Elementary	3411 99th Ave NE	X	X	X						X	X

Open Spaces and Natural Resources

Open spaces consist of undeveloped lands, passive recreation areas or Native Growth Protection Areas, both public and private. Open spaces allow residents to engage in low-intensity and passive recreation activities such as hiking and bird/wildlife watching, while protecting natural areas and resources. Typical amenities include soft trails, boardwalks, interpretive signage and scenic views. Open space may provide habitat corridors for wildlife and links between neighborhoods for humans. Open spaces frequently buffer potentially incompatible land uses. Open space should be distributed throughout the city.

Currently, the land use code requires dedication of Native Growth Protection Areas on lands with critical areas such as wetlands, streams, and steep slopes during development. The city also requires the dedication or creation of open space as a condition of approval for some subdivisions and attached housing developments. These set asides form a large portion of the open space inventory for the city that must be managed cooperatively between the city, homeowners, homeowners' associations, other agencies and even non-profit land trusts.

The city has many natural resources with the primary resource being Lake Stevens, a 1,040-acre lake and its tributaries, which provide migration, spawning, and rearing habitat for resident and anadromous fish species. The city provides a variety of habitat niches for terrestrial and aquatic wildlife and birds; notably there are many Bald Eagles that live around the lake. Public agencies own many of these open spaces; others are dedicated through the development process or as gifts from property owners. Generally, open spaces are located in critical areas and are retained in a natural state to protect the resource. In total, the city of Lake Stevens includes nearly 124 acres of public and semi-public open space and an additional 111 acres of privately held open space. Together these areas equal approximately four percent of the city. As previously noted, much of this property is within dedicated Native Growth Protection Areas. Open spaces with the potential for passive recreation uses are listed below.

Downtown Open Spaces – Approximately five acres of open space exist between 16th Street NE and 18th Street NE, in downtown Lake Stevens. This area could be developed into a natural classroom with interpretive information, and connected by trails, sidewalks, and boardwalks.



Mill Cove Reserve Park – A one-acre passive recreation park purchased in 1997 though the Snohomish County Conservation Futures grant program. The wooded site is at the location of the historic Rucker Mill and contains wetlands and shore lands. From the site, one can see the pilings that supported the old mill over the lake. The city will continue to seek grant opportunities to finance trails, signage and other passive recreation amenities.

Grade Road/Hartford Open Space – A 25-acre open space originally purchased as a potential municipal campus site located between Grade Road and Hartford Drive. The city has not officially incorporated this site into the open space inventory. However, this site has the potential for an additional natural area for fish and wildlife habitat protection and passive recreation. Appropriate development could include boardwalks and interpretive signage. Additionally, this site could be linked to other natural sites near downtown Lake Stevens.

Trails and Pedestrian Facilities

Soft surface and paved trails, walking paths, sidewalks and multi-use trails for walking, hiking and bicycling make up the category of trails and pedestrian facilities. Paths and trails enhance connectivity between neighborhoods, parks, schools, transit facilities and commercial areas throughout the community and provide opportunities for alternative transportation. Recreational paths and trails can meander away from the road network, creating a focus on interacting with the natural or built environment. Sidewalks provide safe, direct routes between points along a road network.

Approximately five miles of public or semi-public trails exist in the city. Many of the shorter trails link road segments. Some of the newer subdivisions include soft trails within the outer portions of critical area buffers or as paths between different areas. One trail circumscribes the western and southern borders of the high school property. Two miles of trails meander through Catherine Creek Park. Gravel trails leading through Centennial Woods Park connect Catherine Creek Park to the Centennial Trail. There is also a network of informal trails in the power line corridor, located in the western portion of the city. Over time, the city should look for opportunities to enhance and connect these trails into an organized network throughout the city.

The Snohomish County Centennial Trail skirts the eastern city limits, 1.7 miles of which are within the city. Nearly seven miles of the Centennial Trails is adjacent to the city between Centennial Middle School and the Rhododendron Trail Head.

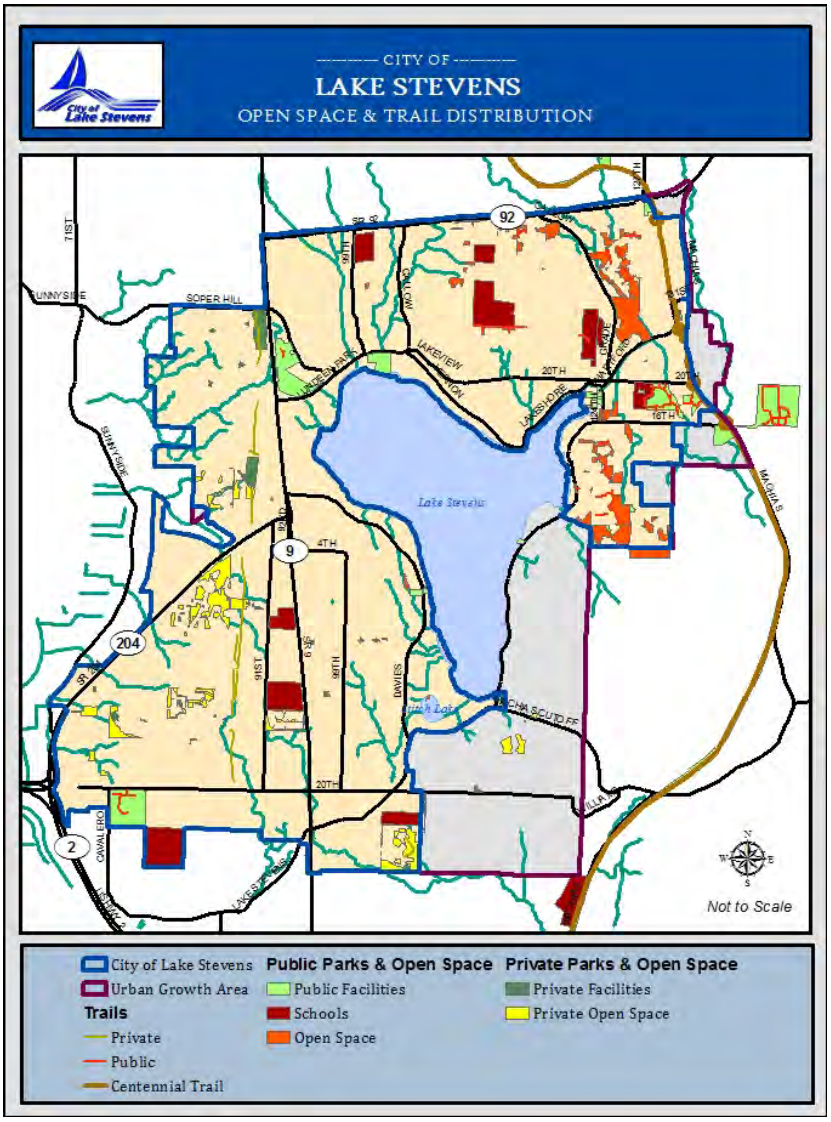


Figure 5.5 – Open Space and Trail Distribution

The trail stretches between the city of Arlington to the north and the city of Snohomish to the south. The trail is planned to extend from the southern Snohomish/King County line to the northern Snohomish/ Skagit County line. The trail serves pedestrians, bicyclists, skaters, and equestrians.

Figure 5.5 provides an overview of public and private open spaces and trail locations within or near the city.

Special Use Parks & Facilities

Special use parks may be any park type or facility (private or public) with a specialized amenity that provides a unique experience, a particular sport or activity, and may provide a revenue income. Special use parks may include boat launches, cultural facilities, community centers, recreation centers/facilities or public art. Commercial enterprises geared toward the lake such as non-motorized uses or the Centennial Trail could compliment the city's inventory of special use facilities. The size of these facilities varies depending on the proposed use and available amenities. Special use parks should be distributed throughout the city. Because demand for special use facilities is generated from within and outside the city limits, the city, county, and other recreation providers should cooperate on locating special use sites.

Bonneville Field Ball Park – A three-acre baseball field, which also provides informal trailhead parking for the Centennial Trail, is located at the intersection of 16th Street NE and Hartford-Machias Road. The Lake Stevens Junior Athletic Association operates this site. Facilities include a baseball diamond and approximately 35 parking spaces. The park is used primarily by organized little league teams during the summer.

City Boat Launch – A one-acre public boat launch and parking lot, with 30 spaces, is located on the eastern shore of North Cove. Access is from 17th Place NE, off Main Street. The Washington State Department of Fish and Wildlife owns this site and leases it to the city. Most users are boaters, anglers, and jet-skiers launching their watercraft. Use is heaviest on summer weekends.



Community Center – Within the City Hall complex is a 1,800 square foot meeting/activity hall with a small (<150 square foot) kitchen. The Center is used for public meetings, activities and classes. The Center is available for rent by the public for specific activities.

Grimm House – The historic Grimm House, associated with the Rucker Mill, is located next to the Historical Museum and serves as an adjunct to the museum. Through volunteer efforts, the house has been relocated and renovated.

Historic Sites – The potential for historic sites in Lake Stevens is excellent because of the city's rich past linked to logging and railroads, evident in remains around the lake. For example, the concrete footing of the water tower serving the Rucker Brothers' Saw Mill is still located in North Cove Park. There are also trestle remains from the mill operations, in the lake, dating back to the turn of the century.

Lake Stevens Historical Museum – Adjacent to the Lake Stevens branch of the Sno-Isle Regional Library is the 1,600 square foot Lake Stevens Historical museum. The museum houses permanent and rotating exhibits illuminating the town's history, the Society's office, and a 1,000-piece historical photograph collection. The Lake Stevens Historical Society, formed in 1982, operates this museum. The Lake Stevens Historical Society is a group of about 150 individuals dedicated to preserving community history through the collecting of information and artifacts and educating the public.

Lake Stevens Senior Center – The Lake Stevens Senior Center, located at Eagle Ridge Park, welcomes all older adults to share in fellowship, classes and social events in the Lake Stevens area. The Senior Center is in a 2,800 square feet building with a commercial kitchen, dining/multi-purpose room, barrier-free bathrooms, office space and additional class and meeting rooms.

Lochsloy Field – The Lake Stevens School District owns this 15-acre site, located north of SR-92, between Lake Stevens and Granite Falls. Facilities include a baseball diamond, numerous soccer fields and a large parking area. Organized league teams use the park primarily during the summer.

Sno-Isle Regional Library, Lake Stevens Branch – The city owns a 2,500 square foot building at 1804 Main Street that serves as a library. The Sno-Isle Libraries provide library services to the community here. The building's size limits the possibility of increasing the collection, adding computer access and increasing programming. Based on current activity levels and 2025 population projections for the Lake Stevens area, Sno-Isle Libraries estimates a need for a 15,000 square foot facility.



Table 5.6 lists some well-known and popular special use sites and facilities.

Table 5.6 – Special Use Inventory

FACILITY	LOCATION	OWNER	ACRES	FOOTBALL/SOCCER FIELDS	SOFTBALL/BASEBALL	DOCK	BOAT LAUNCH	SWIMMING POOL	VIEW CORRIDOR	OTHER
Bonneville Field	1530 N Machias Road	Snohomish County	7.32		X					X
City Boat Launch	North Drive	WA Dept of Fish & Wildlife	0.89			X	X		X	X
Community Center/City Hall	1805 Main Street	City of Lake Stevens	0.58							X
Grimm House	1804 Main Street	City of Lake Stevens	0.60							X
Library / Historic Society	1804 Main Street	City of Lake Stevens	0.25							X
Lochsloy Field	6710 147th Ave NE	Lake Stevens School District	15.17	X	X					
Special Use Parks Total Acres			*24.81*							

Recreation Programs, Events and Special Providers

Aquafest – Lake Stevens' annual city celebration is usually held in July. It includes an aqua-run, children's activities, fireworks, vendor booths and several parades.

Ironman Triathlon – Lake Stevens hosts an annual World Qualifying Triathlon event with competitors swimming, running and bicycling through Lake Stevens.

Lake Stevens Boys and Girls Club – A one-acre property located at the intersection of 16th Street NE and Main streets. Clubs, Inc., a non-profit organization composed of representatives of the Lake Stevens Lions Club and the Lake Stevens Junior Athletic Association (LSJAA), owns this property. The Boys and Girls Club includes a recently remodeled building, gymnasium and a small meeting room (50-60 person occupancy) available for rent. This room is available at no cost to service clubs and scout troops. The

property also includes a baseball diamond (Bond field), used for youth team sports, and storage/concession area, operated and maintained by LSJAA, behind the gymnasium. Approximately 75 parking spaces are available on the property.

Lake Stevens Junior Athletic Association (LSJAA) – A non-profit youth organization, the LSJAA organizes seasonal teams for baseball, softball, soccer, football, and basketball. User fees fund LSJAA programs.

Lake Stevens School District – The LSSD offers evening and weekend classes in sports, hobbies, job skills, continuing education and other recreational classes. The LSSD operates the indoor swimming pool. The LSSD Community Education program currently provides recreation and leisure service programming, such as summer youth recreation programs and adult programs, in the fall, winter and spring.

Rowing Clubs – Different rowing clubs use Lake Stevens frequently, hosting several large regattas on the lake, including the Washington State Games, as well as offering competitive rowing opportunities for juniors and adults.

Scouting, 4-H, Church Youth Programs, Other Special Interest Groups – All the scouting organizations are represented in Lake Stevens, as well as 4-H. Additionally, many of the churches have youth programs.

FUTURE NEEDS AND LEVELS OF SERVICE

Methodology and Public Process

The city has traditionally based its level of service for parks and recreation facilities on an overall population ratio. Under this model, using the 2012 population estimate of 29,104, the city provides approximately five acres of developed or planned parkland per 1,000 residents. Comparatively, this is within the level of service ranges provided by neighboring communities. As a first step to providing an adequate land supply, setting a broad population-based goal is acceptable. However, there are inherent problems with this method. The city and its UGA have a limited amount of large usable lands remaining. As the city's population grows, it is not likely that it can continue to acquire a larger inventory of new parkland. Secondly, a population-based model ignores access to different types of parks, special features and an equitable distribution throughout the community. Finally, this older method does not inform a jurisdiction on the city's satisfaction with individual facilities, the inventory as a whole or identify preferences for specific types of amenities.

The current needs assessment and proposed service standards seek to address the deficiencies of the previous model. First, the city developed a park classification system previously described in Table 5.1. Second, the city completed an updated inventory of public and private facilities. The inventory categorized the facility by its classification, included

current acreage and identified specific amenities available at each location. Third, the city proposed new level of service standards and mapped the distribution of different park facilities throughout the community based on the defined levels of service. The maps include an overall park distribution and individual distribution of different park types to determine access to residential areas. Fourth, the city developed and distributed a parks and recreation survey. The survey contained questions related to demographics, access to facilities, facility use and preferences, community desires, satisfaction and potential funding sources. Staff distributed the survey by direct mailing to a random sample population, posted it on the city's website and circulated it at city events and meetings during the summer of 2013. Fifth, the Park and Recreation Planning Board held several regular meetings throughout the year and hosted two open houses, at different venues, to reach different city residents. The first open house included a presentation focusing on the current facility inventory and proposed changes to the level of service. The second open house was an informal "meet and greet" allowing Park Board members and staff to discuss parks and recreation issues directly with the public. Staff also briefed the Planning Commission and City Council about the project throughout 2013 at open public meetings. Finally, staff refined the earlier elements based on survey responses and comments from the community and city officials to develop the proposed model.

Level of Service Standards and Goals

The level of service standard (LOS) for park facilities are based on residential access and equitable distribution of facilities to different park types and trails community wide. The LOS standard for community parks is one park within 2.5 miles of residential areas. The LOS standard for neighborhood parks is one park within one mile of residential areas. The service goal for mini-parks (public and private) is one mini-park within 0.5 miles of residential areas. The LOS standard for multi-use trails is one trail within one mile of residential areas. The LOS standard for open space is five percent of the community. Within each facility, the city will strive to maintain a mix of amenities that reflect community use preferences as defined in the most current Lake Stevens Parks and Recreation Survey.

Needs Assessment

Survey respondents suggested that community and neighborhood level parks should receive the highest priorities. Some of the most popular uses included walking/hiking, picnicking, beach/dock use, and swimming. Some of the most desired improvements include walking, hiking and multi-use trails, picnic areas, public docks, a community garden, playgrounds, a skate park, and improved restrooms. Overall respondents claim to be somewhat satisfied with the facilities and amenities. The most common complaint was a perceived lack of amenities. Respondents identified the cost of park maintenance and land for additional access as major issues to be resolved. Popular funding sources include public and private partnerships and user fees.

Through a process of applying the adopted parks and open space LOS standards, reviewing the current inventory and analyzing the 2013 Community Survey, a clear picture of the city's needs for public park and recreation facilities emerges. Four main categories comprise the current needs assessment: Planning, Acquisition, Site Development and Improvements & Maintenance. Each element provides the basis for developing a capital improvement plan. Decision-makers should prioritize the selection of capital projects based on gaps in the service for different park types, distribution of amenities throughout the park network, community preferences, opportunities, and likelihood of partnerships with other jurisdictions or private groups.

Park Planning

To improve existing recreational facilities and design new facilities, the city needs to develop master plans for specific uses in existing parks, in addition to new facilities added to the inventory. Master plans should consider the distribution of existing inventoried facilities and identify locations for improving and developing preferred uses and amenities from the community survey. Specifically, new master plans should consider opportunities to add playgrounds, picnic areas, permanent restrooms and active recreation areas including the location of a permanent skate/BMX park. Additionally master plans should identify potential locations for additional trails and shoreline acquisition and development.

The following list includes a series of proposed planning efforts, based on responses from the community survey, to implement the Park Plan.

1. Coordinate with Snohomish County to plan park facilities jointly within or adjacent to the city. A specific example for a capital project would be developing a coordinated master plan for Cavalero Community Park. This project would meet the identified preference for development of community level parks. This site should include a more formal trail network and could continue to include an off-leash dog area. A master plan for Cavalero should provide a formal parking area, restrooms, playgrounds, scenic views, picnic areas, and consider the inclusion of some type of active recreation amenity.
2. Craft a master plan for trails emphasizing formalizing the power line trail system into a multi-use trail, developing a lakefront path within the public right-of-way along Lake Stevens that provides pedestrian access to the waterfront at various locations and creating trail links between the western and eastern portions of the city, ultimately linking to downtown and the Centennial trail. Survey respondents identified walking paths and multi-use trails as preferred uses consistently throughout the community survey.
3. Develop a master plan to improve North Cove Park that addresses the need for additional beach access, playgrounds, picnicking, restrooms, etc. – all of which are community-preferred improvements. A master plan for North Cove Park should parallel downtown planning efforts.

4. Develop a master plan for non-motorized uses of the waterfront including swimming areas, beach use, rowing/paddling and public docks/piers. Improved shoreline access and a variety of water-related activities are important identified issues by residents. This project should be coordinated with a variety of user groups and stakeholders.
5. Prepare an open space plan for the various downtown shorelines, wetlands and riparian open spaces (e.g., Mill Cove Reserve, 16th and 18th Street wetlands and Grade Road open space) with an emphasis on low impact development, interpretative education and linkages. The community identified habitat protection and development of interpretive sites as an important goal for the community parks, recreation and open space system.
6. Produce a park wayfinding program, to identify the locations of parks and recreational facilities throughout the community. A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements.

Acquisition

Based on the distribution of park facilities and survey responses, the city should identify opportunities to acquire the following lands to meet the recreational needs of city residents. Decision-makers should include one or more of these potential acquisitions as placeholders on the capital program list to act on as opportunities are identified.

1. The city should identify locations for two new public neighborhood level parks in the southern part of the city, near 20th Street SE. Acquisitions should include one park on each side of SR-9 to ensure equity of distribution. It is advisable to provide one park on the northern side of 20th Street SE that can be accessed on foot from the numerous developments occurring in this area.
2. The city should identify a location for a public neighborhood level park in the central part of city - west of SR-9. As noted earlier, acquisition of public property in this vicinity is important, but is secondary to acquiring lands in the southern part of the city because of the two large private parks in this area.
3. The city should identify locations for additional shoreline properties on Lake Stevens. Shoreline acquisition should consider expansion of current properties, a balanced distribution of access points on all sides of the lake, lands that can provide a mix of active and passive recreation activities and linear access tracts for trails, paths and view corridors.
4. Rights-of-way/easements for multi-use trails, pedestrian paths and sidewalks throughout the city with an emphasis on lakefront locations, the power line corridor in the western part of the city and east/west connections to the Centennial Trail and downtown.

Site Development

Some projects are ready for immediate implementation and construction. Decision-makers should give these projects a high-priority for inclusion on the capital project list. As the city completes other master plans, Council should consider adding these as future capital projects.

1. Complete construction of Eagle Ridge Master Plan's Phase 1 improvements (e.g., roofing garage and barn, vegetation maintenance, landscaping, community garden, trail development, interpretive signs, interpretation center, etc.) and start construction of Phase 2 improvements (e.g., restroom facilities and trailhead parking area, etc.) and Phase 3 improvements (e.g. playgrounds, parking lot, picnic shelter, amphitheater, etc.
2. After acquisition of right-of-way/easements, the city should begin constructing the power line trail in phases.

Park Improvements / Maintenance

Several projects do not need significant planning, but will help implement community desires and preferences and should be included on the capital project list. Such projects involve maintenance and repairs or improvements to existing facilities. Many of these projects could be completed through cooperative efforts between the city and stakeholder groups. Specific examples for consideration as a capital project follow.

1. Repair existing soft trails at Catherine Creek Park and Centennial Woods. This may include clearing brush and installing new surface materials on trails. The city should endeavor to define trailheads and install location and wayfinding signage between the two sites. As appropriate, city staff could install additional amenities at these sites including formal seating areas and picnic facilities along with restroom facilities.
2. Coordinate with user groups to repair and improve the disc golf course in Catherine Creek Park.
3. Construct a pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE terminating at land dedicated to the city for creating a new trail connection. The project would include improvements along Hartford Drive NE such as directional signage, striping and other safety features. The new trailhead should include landscaping, a paved trail connection, signage and possibly a seating area. If space is available, the site could include parking spaces for one or two cars.
4. Coordinate with the Washington Department of Fish and Wildlife on necessary repairs and improvements to the city boat launch. Improvements may include repairs to the boat launch, parking area, and the addition of a non-motorized launch.

Capital Projects

An analysis of existing conditions and projected needs in the previous section highlighted the areas of concern and opportunities for Lake Stevens. The Capital Facilities Element contains a strategy for achievement of the city's goals in light of the existing conditions in the city and identified needs. Capital projects will be prioritized based on the survey result preferences, needs assessment, levels of service and relationship to economic development opportunities. The following list of different project types should be considered for inclusion in the Capital Facilities Element.

~~**Planning Project No.1 – Cavalero Community Park Master Plan Joint Planning**~~

~~**Total Cost**: $10,000~~

~~**Start Date**: 2014~~

~~**Description**: Coordinate with Snohomish County on its planning efforts for Cavalero Community Park to ensure it provides city preferred recreation amenities. Park master planning to be completed in 2015. Development of initial phases to begin in 2016.~~

~~**Proposed Funding Sources:** State, Local Contributions, Impact fees~~

~~**Location**: 20th Street SE and 79th Ave SE~~

~~**Justification**: This project would meet the identified preference for developing community level parks.~~

Planning Project No.1~~2~~ - -Wayfinding Plan

Total Cost: $20,000

Target Start Date: 2016-2017~~5~~

Description: Produce a park wayfinding program in conjunction with economic development efforts to create a standard package for locating parks and recreational facilities and identifying amenities throughout the community.

Proposed Funding Sources: Impact fees

Location: Citywide

Justification: A wayfinding program would be crucial to providing a uniform image and highlighting existing and proposed site improvements to support economic development.

Planning Project No.2~~3~~ - -Trails, Paths and Pedestrian Facilities Master Plan

Total Cost: $15,000

Target Start Date: 2015

Description: Master plan for trails, paths, and pedestrian facilities identifying appropriate connections and engineered details for various trail types with an emphasis on trail connections, the power line trail, and a path around the lake.

Proposed Funding Sources: Impact fees, Development

Location: Citywide

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Planning Project No.34 - -Downtown Open Space Master Plan

Total Cost: $830,000

Target Start Date: 2017-20185

Description: Open space plan for various downtown open spaces including shoreline, wetland, and riparian areas. The plan would include environmental analysis, identify appropriate connections between areas, develop interpretive information and provide engineered details for boardwalks, viewing areas and signage.

Proposed Funding Sources: Impact fees, Grants

Location: Mill Cove Reserve, Grade Road Open Space, Wetlands between 16th Ave NE and 18th Ave NE

Justification: This project would meet the identified preference for balanced habitat protection and development of interpretive sites as an important component in the community parks, recreation and open space system.

Acquisition Project No.1 - -Lakeside Path Right-of-Way/Easement Acquisition

Total Cost: $1,610,066

Phase 1 (Northern Section approximately 3,800 linear feet) – $237,382

Phase 2 (Eastern Section approximately 3,600 linear feet) – $222,684

Phase 3 (Western/Southern approximately 18,000 linear feet) – $1,150,000

Target Start Date: 2015-2034

Description: Purchase rights-of-way/easements for walking paths around the lake.

Proposed Funding Sources: Local Contributions, Impact fees, Grants

Location: Road network around Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Acquisition Project No.2 - -Neighborhood Park Acquisition

Total Cost: $317,671

Phase 1 (Southwest Lake Stevens between 5 – 10 acres) – $158,835

Phase 2 (Southeast Lake Stevens between 5 – 10 acres) – $158,835

Target Start Date: 2019 - 2024

Description: Identify locations for and acquire lands for two neighborhood level parks in the southern part of the city. Acquisitions should include one park on each side of SR-9 to ensure equity of distribution.

Proposed Funding Sources: Impact fees

Location: Southern part of the city, near 20th Street SE

Justification: This project would meet the Level of Service standard for access and distribution of neighborhood level parks.

Acquisition Project No.3 - -Shoreline Acquisition

Total Cost: $1 – 1.5 million

Target Start Date: 20174-2022~~19~~

Description: Identify locations for and acquire shoreline property that can provide a balance mix of water related activities around Lake Stevens.

Proposed Funding Sources: Impact fees, Grants

Location: Lake Stevens

Justification: This project would meet the identified preference for acquisition and development of additional shoreline properties as an important part of the community parks, recreation and open space system.

Acquisition Project No.4 – Power Line Trail Right-of-Way/Easement Acquisition

Total Cost: $838,200

Phase 1 (Northern Portion approximately 6,350 linear feet) – $419,100

Phase 2 (Southern Portion approximately 6,350 linear feet) – $419,100

Target Start Date: 2020-2025

Description: Purchase rights-of-way/easements for multi-use trails in the power line corridor.

Proposed Funding Sources: Impact fees, Grants

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Acquisition Project No. 5 – Frontier Heights Park Acquisition

Total Cost: $1910,000

Target Start Date: 2016-2017

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Description: Acquire Frontier Heights from a private Homeowners Association and renovate existing facilities to increase safety standards.

Proposed Funding Sources: Grants, Impact Fees

Location: Adjacent to Frontier Circle East and west of SR-9

Justification: This facility would add a public neighborhood level park in western Lake Stevens~~.~~

Development Project No.1 – Complete Phases 1 ~~and~~, 2, and 3 ~~of~~ the Eagle Ridge Master Plan

Total Cost: $911,922

Phase 1 – $100,000~~80,712~~

Phase 2 – $271,205

Phase 3 – $540,717~~560,005~~

Target Start Date: 2015-2020

Description: Construct remaining improvements identified as Phase 1 improvements and then begin construction of Phase 2 and Phase 3 improvements identified in the Eagle Ridge Master Plan.

Proposed Funding Sources: Impact fees, Development

Location: Eagle Ridge Park

Justification: This project would meet the identified preference for developing community level parks.

Development Project No.2 - Power Line Trail Construction

Total Cost: $1,341,660

Phase 1 (Northern Segment construct approximately 6,350 linear feet) – $699,960

Phase 2 (Southern Segment construct approximately 6,350 linear feet) – $641,700

Target Start Date: 2017-2018~~25-2034~~

Description: Construct multi-use trail along utility corridor.

Proposed Funding Sources: Impact fees

Location: Power line corridor in the western part of Lake Stevens

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Development Project No. 3 – Cav~~a~~elero Community Park Master Plan Joint Planning

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Total Cost: $2,~~17~~425,000

Start Date: 2016

Description: Coordinate with Snohomish County on its planning efforts for Cavalero Community Park to ensure it provides city preferred recreation amenities. Park master planning to be completed in 2016. Development of initial phases to begin in 2017.

Proposed Funding Sources: State, Local Contributions, Impact fees

Location: 20th Street SE and 79th Ave SE

Justification: This project would meet the identified preference for developing community level parks.

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Improvement Project No.1 - ~~-~~Hartford Road Walking Path/Trail Head

Total Cost: $41,173

Target Start Date: 2016-2017~~4~~

Description: Improve the pedestrian pathway between Downtown Lake Stevens and the Centennial Trail along Hartford Drive NE and construct a new trailhead at the intersection of Hartford Road and 131st Ave NE.

Proposed Funding Sources: Mitigation, Grants

Location: Hartford Drive NE between 20th Street NE and 131st Ave NE

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.2 - ~~2 –~~ Catherine Creek and Centennial Woods Trail Improvements

Total Cost: $15,206

Phase 1 (Catherine Creek approximately 4,460 linear feet**)** – $11,097

Phase 2 (Centennial Woods approximately 1,127 linear feet) – $4,110

Target Start Date: 2020

Description: Improve existing soft trails at Catherine Creek and Centennial Woods.

Proposed Funding Sources: Impact fees, Local Contribution

Location: Catherine Creek and Centennial Woods Parks

Justification: This project would meet the identified preference for developing safe walking paths and multi-use trails throughout the community.

Improvement Project No.3 – City Boat Launch Improvement

Total Cost: $~~527~~544,000

Target Start Date: 201~~76~~

Description: Construction of a fully renovated boat launch along with development of associated amenities to modernize the site, improve public safety and enhance access for all users.

Proposed Funding Sources: Washington State Recreation and Conservation Office Grant and park mitigation

Location: Lake Stevens Town Center on the lake's North Cove off 17th Place NE

Justification: This project would meet the identified preference for improved boat launching facilities and increased site usability and safety for all boaters.

Improvement Project No. 4 – Lundeen Park Improvements

Total Cost: $234,959

Target Start Date: 2016-2017

Description: Establishing a civic office as a visitor center for the city and Chamber of Commerce, the removal of trees to improve visibility and safety, promote healthy growth of crowded planting beds and to remove hazardous / unhealthy trees. Earthwork will be performed to provide access to the approximate 1600 square foot Visitor Center including providing ADA compliant access and new parking spaces. Future phases will include improvements to the parking lot, removal of approximately additional hazardous / unhealthy trees, tree replacement and site restoration.

Proposed Funding Sources: Impact fees

Location: 10020 Lundeen Parkway, Lake Stevens, WA 98258

Justification: This project would meet the identified preference for improving neighborhood level parks.

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Financing

Parks and recreation facilities users do not necessarily recognize political boundaries; therefore, it is imperative that jurisdictions plan for and provide recreation facilities to meet the needs of the community jointly. Recognizing this fact also allows a more efficient system to be established using scarce tax dollars to provide for the recreational needs of regional populations. For example, it is more efficient to build a swimming pool between two jurisdictions where demand exists than to build two separate pools three blocks from each other simply because each city feels that tax dollars should be spent in individual communities. The city should continue to place emphasis on a balanced, cooperative approach to parks and recreation planning.

In accordance with the Revised Code of Washington Sections 82.02.050 and 82.02.060, the city is to provide a balance between impact fees and other sources of public funds to meet its capital project needs. Revenues from property taxes, user fees (if imposed), sales taxes, real estate taxes, grants and other revenue sources need to be used to pay the proportionate share of the growth-generated capital facilities costs. Therefore, the city's commitment to improving the parks system is not solely reliant on impact fees.

Impact Fees

Once a LOS is adopted, impact fees may be assessed under GMA to ensure that levels of services are maintained as the population grows. It is required that impact fees be based on the LOS in place at the time of development. It is in the city's interest to ensure impact fees are current as allowed under GMA based upon the level of service established in this element. The amount that could be charged new development would be determined through a separate fee study.

General Revenues

Unlimited general obligation bonds may be submitted to voters for park and recreation purposes. These bonds require approval by at least 60% of the resident voters during an election that has a turnout of at least 40% of those who voted in the last state general election. The bond must be repaid from a special levy which is not governed by the six percent statutory limitation on the property tax growth rate.

Grants

While the city has been successful in obtaining grants for parks, the lack of match has proved to be a constraint on obtaining even more grants. With a larger community, it is anticipated that the city's resources could be better leveraged with more and larger grants.

Special Revenue Funds

Conservation Futures: By state law, counties can elect to levy up to $0.065 per $1,000 of assessed valuation for all county properties to acquire shoreline or other open space lands. In 1997, the city obtained conservation future funds to purchase about 21 acres of open space lands contained in three parks.

Real Estate Excise Tax (REET): State law allows counties the option of imposing excise taxes on the sale of real estate. The tax may be imposed up to $0.25 per $1,000 in sale value to be used to finance capital facility developments, including the acquisition and development of park and recreational facilities.

Foundations

As another source of revenue, being explored, ~~the establishment of~~could be fundraising through the Parks and Arts ~~a~~ foundation ~~is being explored~~. The Parks Board and Arts Commission have agreed to look at developing a non-profit 501C Foundation that would provide the ability for people to make tax-exempt contributions that directly support parks and art activities.

GOALS AND POLICIES

An analysis of existing park, recreation and open space facilities along with community input provide the basis for establishing goals and policies within the Park Plan. The goals and policies provide guidelines and actions for achieving that Plan. Goals are broad intent statements that describe a desired outcome. Policies provide the framework for developing specific measurable actions.

GOAL 5.1 PROVIDE A HIGH-QUALITY, DIVERSIFIED PARKS, RECREATION AND OPEN SPACE SYSTEM THAT PROVIDES RECREATIONAL AND CULTURAL OPPORTUNITIES FOR ALL AGES AND INTEREST GROUPS.

Policies

5.1.1 Provide a system of multi-purpose neighborhood and community parks, throughout the community, accessible to all residents that meet the following levels of service:

a. Neighborhood Parks – one park within a one-mile radius of all residential areas and
b. Community Parks – one park within a 2.5-mile radius of all residential areas.

5.1.2 Provide a park, recreation and open space system with activities for all age groups and abilities, equally distributed throughout the community, with an emphasis on youth-oriented activities.

5.1.3 Provide a balanced mix of active recreational facilities including but not limited to court and field activities, skateboard/BMX areas, and multi-use trails and passive recreation facilities, including but not limited to, hiking/walking, shoreline access and picnicking accessible to the largest number of participants.

5.1.4 Promote balanced lake access for pedestrians and motorized and non-motorized watercraft so all segments of the population can enjoy the lake and have access to its recreational opportunities.

5.1.5 Encourage the inclusion of performing arts facilities in public parks and recreation areas and incorporate visual arts into the design of park features, such as railings, benches, buildings and other amenities.

5.1.6 Support the use of indoor community spaces for arts and crafts, music, video, classroom instruction, meeting facilities and other spaces for all age groups on a year-round basis.

5.1.7 When appropriate and economically feasible, participate in the development of special interest recreational facilities.

5.1.8 Continue to participate in the annual Aquafest community celebration.

5.1.9 Identify recreational and cultural needs opportunities for special needs populations.

5.1.10 Support the Lake Stevens Historical Society in their efforts to inventory significant historical and archaeological resources and to provide information to the community on its history.

GOAL 5.2 PROVIDE AN INTERCONNECTED SYSTEM OF HIGH-QUALITY, ACCESSIBLE TRAILS AND GREENWAY CORRIDORS THAT OFFER DIVERSE, HEALTHY OUTDOOR EXPERIENCES WITHIN A VARIETY OF LANDSCAPES AND NATURAL HABITATS, PUBLIC FACILITIES, LOCAL NEIGHBORHOODS, BUSINESS DISTRICTS AND REGIONAL TRAILS.

Policies

5.2.1 Provide a comprehensive network of multi-use trails for pedestrians, bicycles and skating using alignments along the public rights-of-way, through public landholdings as well as across cooperating private properties, which link residential neighborhoods to community facilities, parks, special use areas, commercial areas and the waterfront that meets the following level of service: one trail within one mile of residential areas.

5.2.2 Provide for a comprehensive city trail system linking the downtown area, schools, parks, and the Centennial Trail.

5.2.3 Establish a multi-use trail around the lake, choosing a route that best provides lake access and/or views.

5.2.4 Establish a north/south trail under the power lines as identified in the Lake Stevens Center and 20th Street SE Corridor subarea plans.

5.2.5 Establish an east/west sidewalk trail along 24th Street SE and South Lake Stevens Road that will eventually connect to the Centennial Trail as identified in the 20th Street SE Corridor subarea plan.

5.2.6 Establish, expand and/or improve nature trails and boardwalks through open spaces with an emphasis on Eagle Ridge Park, Catherine Creek Park, Centennial Woods, Mill Cove Reserve, and the Grade Road Open Space.

GOAL 5.3 PRESERVE AND ENHANCE OPEN SPACE AND NATURAL RESOURCES AREAS INCLUDING FISH AND WILDLIFE HABITAT, MIGRATION CORRIDORS, NATURAL MEADOWS AND WATER RESOURCES.

Policies

5.3.1 Preserve open space corridors and buffers to provide separation between natural areas and urban land uses with a goal of maintaining five percent of city as open space.

5.3.2 Plan, locate and manage park and recreation facilities so that they enhance wildlife habitat, minimize erosion, complement natural site features and create linkages within the developed area.

5.3.3 Balance the desire for public access and interpretive education with preservation of environmentally sensitive areas and other natural sites

5.3.4 Maintain and enforce leash laws and animal at-large laws to stem wildlife predation.

5.3.5 Preserve lake and other scenic views for the public when considering land use decisions and when siting park and recreation facilities.

5.3.6 Plan for an open space system that may include:

a. Natural or scenic areas,
b. Water bodies and drainage easements,
c. Public/private passive park and recreation sites,
d. Cultural, archaeological, geological and historical sites,
e. Large reserve tracts, private parks, common ground, and buffer areas from residential development,
f. Utility corridors, and
g. Trail corridors that may function as wildlife corridors.

GOAL 5.4 MAXIMIZE PARK FACILITIES BY LEVERAGING, SHARING AND EFFICIENTLY USING RESOURCES.

Policies

5.4.1 Cooperatively plan for joint-use facilities, meeting and classrooms, athletic fields, and other facilities with the Lake Stevens School District, Lake Stevens Junior Athletic Association, Snohomish County Parks Department and other public or private providers of recreation services and facilities that are of mutual benefit to each agency and the users/participants in the city and its Urban Growth Area.

5.4.2 Create a comprehensive, balanced park, recreation and open space system that integrates city facilities and services with resources available from the Lake Stevens School District, Snohomish County and other state, federal and private park and

recreational lands and facilities in a manner that will best serve and provide for area residents' interests.

5.4.3 Support continued cooperation between the city, non-profit organizations, the Lake Stevens School District and other agencies for continuation and development of recreation programming for youths, senior citizens and other segments of the population to avoid duplication, improve facility quality and availability, which reduces costs and represents area residents' interests through joint planning and development efforts.

5.4.4 Establish inter-local agreements between the city, county, school district and private non-profit organizations and other agencies to provide for athletic facilities to serve the needs of the city and the Urban Growth Area.

GOAL 5.5 MAINTAIN PARK FACILITIES TO MAXIMIZE LIFE OF THE FACILITIES AND TO PROVIDE AN ATTRACTIVE AND PLEASING ENVIRONMENT FOR USERS.

Policies

5.5.1 Design and develop facilities, which reduce overall facility maintenance and operations requirements and costs. Where appropriate, use low maintenance materials, settings or other value engineering considerations that reduce care and security requirements and retain natural conditions and experiences.

5.5.2 Develop a maintenance management system to estimate and plan for life cycle maintenance in addition to replacement costs.

5.53 Provide operation and maintenance to insure safe, serviceable, and functional parks and facilities. Provide adequate funding to operate and maintain existing and new special use sites.

5.5.4 The city shall establish creative methods to efficiently expand park and trail maintenance services such as encouraging volunteer efforts, continued use of the State Department of Corrections crews and mutual coordination with other local agencies.

5.5.5 Where appropriate, the city should initiate joint planning and operating programs with other public and private agencies to provide for special activities like shoreline access, aquatic facilities, marinas and community festivals.

5.5.6 In the design of parks, encourage the use of materials and designs to reduce the occurrence and impacts of vandalism. Parks design which provides for easy surveillance of facilities by residents and by police can reduce vandalism. Use of materials such as graffiti resistant coatings can reduce these impacts.

5.5.7 Repair acts of vandalism immediately to discourage park property and city recreation facilities from becoming targets for further such acts.

5.5.8 Ensure that all park and recreation facilities owned and operated by the city comply with ADA accessibility requirements.

5.5.9 Establish a formal volunteer network as volunteerism is a significant source of energy and ideas. The city must continue to tap and improve existing opportunities to involve the community in its own programs. The city shall formalize a volunteer program that includes "adopt a park," and "adopt a trail," and similar programs.

GOAL 5.6 THE CITY RECOGNIZES THAT LAND IS IN HIGH DEMAND AND THAT ACQUISITIONS MUST BE PURSUED AS QUICKLY AS POSSIBLE TO IMPLEMENT THE COMMUNITY'S VISION CONCURRENTLY WITH DEVELOPING AND IMPROVING EXISTING FACILITES TO ACHIEVE A HIGH-QUALITY AND BALANCED PARK AND RECREATION SYSTEM.

Policies

5.6.1 Add capacity at existing parks by expanding or improving facilities to accommodate current and future populations and desired uses including walking/hiking trails, active recreation and passive recreation.

5.6.2 Acquire additional shoreline lands for trails, public docks, waterfront fishing, wading, swimming, boating and other water related recreational activities.

5.6.3 Cooperate with public and private agencies and with private landowners to set aside land and resources necessary to provide high-quality, convenient park and recreation facilities before the most suitable sites are lost to development.

5.6.4 Work with developers to identify additional parks, recreation and open space opportunities in redeveloping areas.

5.6.5 Prioritization for new park and recreation facilities shall take into consideration areas within the community that are under-represented by parks, types of desired facilities not presently available, availability of properties appropriate for a particular type of park and availability and opportunities for grants and other funding sources.

5.6.6 With a developer requirement of paying GMA-based park mitigation fees, developers are still encouraged to install mini-parks voluntarily for the benefit of their developments; however, such mini-parks shall not be credited against meeting the developer's mitigation obligation. The city has not defined a LOS for mini-parks, but encourages one park within a half-mile radius of all residential areas

GOAL 5.7 DEVELOP PARK AND TRAIL DESIGN STANDARDS.

Policies

5.7.1 Standardize facility design to ensure consistency and quality in the Lake Stevens park system, and establish a standard for trail signage including interpretive, safety and regulatory signs.

5.7.2 Develop trail improvements to a design and development standard that facilitates maintenance, security and other appropriate personnel, equipment and vehicles and includes:

a. Trail systems with appropriate supporting trailhead improvements that include interpretive, directory and mileage signage as well as rules and regulations for trail use.

b. Provide site furnishings such as benches, bike racks, dog waste stations and trash containers.

c. Locate trails in conjunction with park sites, schools, and other community facilities to increase local area access to the trail system and to take advantage of access to existing restrooms and drinking water, thereby reducing duplication of supporting improvements.

d. Design outdoor picnic areas, trails, playgrounds, courts, fields, parking lots, restrooms, and other active and supporting facilities to be accessible to individuals and organized groups of all physical capabilities, skill levels, age groups, income and activity interests.

5.7.4 Implement the provisions and requirements of the Americans with Disabilities Act (ADA) and other design and development standards that will improve park facility safety and security features for park users, department personnel, and the public-at-large.

5.7.5 Promote sustainable landscapes to increase the ecological functions of natural areas and utilize native vegetation in planted areas, where possible.

5.7.6 Choose durable products to promote human health in a safe environment and consider life-cycle analysis of materials options. Incorporate green building technology including nontoxic materials and sustainable development practices. Select local products where feasible. Consider environmental as well as economic impacts

GOAL 5.8 INCREASE AWARENESS OF PARK AND RECREATION ACTIVITIES.

Policies

5.8.1 Promote the use of local parks through the media, Aquafest, other festivals and by providing information as to their availability such as publishing maps showing park locations and their available facilities.

5.8.2 Promote and provide volunteer opportunities.

5.8.3 Facilitate community involvement and stewardship.

a. Continue and expand the volunteer work party program.

b. Continue and expand the Adopt-a-Trail program.

c. Develop interlocal management agreements.

d. Encourage participation in community trail events.

e. Expand on existing relationships with schools, business and non-profit organizations.

5.8.4 Promote environmental protection as part of providing a successful park and recreation program by establishing a permanent celebration promoting Earth Day activities

5.8.5 Where appropriate, use adopt-a-park programs, neighborhood park watches, park police patrols and other innovative programs that will increase safety and security awareness and visibility.

5.8.6 Provide historic and natural interpretation opportunities throughout the city's park system.

5.8.7 Promote commercial recreation opportunities along the Centennial Trail and on and near the lake.

5.8.8 Utilize interpretive materials to highlight features such as native flora and historic points of interest

GOAL 5.9 CREATE EFFECTIVE AND EFFICIENT METHODS OF ACQUIRING, DEVELOPING, OPERATING AND MAINTAINING FACILITIES AND PROGRAMS THAT ACCURATELY DISTRIBUTE COSTS AND BENEFITS TO PUBLIC AND PRIVATE INTERESTS.

Policies

5.9.1 Establish financing mechanisms to ensure that adequate parks, open space and recreation facilities are available to the community.

5.9.2 Investigate innovative available methods or the financing of maintenance and operating needs in order to reduce costs, retain financial flexibility, match user benefits and interests and increase facility services.

5.9.3 The city shall explore, and where appropriate, adopt a creative funding strategy which takes advantage of traditional sources such as capital budgeting, grants, and developer contributions, but also non-traditional sources including, but not limited to, volunteers, interlocal agreements, donations, foundations, interjurisdictional partnerships and other appropriate mechanisms.

5.9.4 In developing the park system, encourage donations and dedications, conservation easements, innovative land use contractual agreements and other methods involving foundations, organizations, associations, trusts, developers, landowners, others from the private sector and neighboring and regional governments.

5.9.5 Allow fee stewardship programs to be established in conjunction with recognized land conservancies to maintain dedicated natural areas in lieu of permitting

homeowner associations to assume such responsibilities (assuming the city does not wish to assume such responsibility).

Chapter 7: Public Services and Utilities Element





CHAPTER 7: PUBLIC SERVICES AND UTILITIES ELEMENT

A VISION FOR PUBLIC SERVICES AND UTILITIES

Lake Stevens will strive to provide excellent public utilities and services to meet the health and safety needs of the community in proportion to future population growth, and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Lake Stevens Fire and the Lake Stevens School District to ensure service continuity as the community grows.

INTRODUCTION.

This element addresses public utilities and services available in the city of Lake Stevens. It specifically considers the general location, proposed location and capacity of all existing and proposed utilities and public facilities, including public structures and utility lines. It also discusses levels of services for current and future residents and businesses. The discussion in this section relates to other elements including Parks, Transportation and Capital Financing.

Much of the planning for utilities in the Urban Growth Area (UGA) is the responsibility of various service providers and special purpose districts. The city and utility plans are often interrelated, as the utilities provide service to the city and activities in the city affect the demands upon the utilities.

The city cooperates with other cities and service providers in the joint delivery of utilities and services. The city is open to all opportunities to coordinate and cooperate with neighboring service providers.

The Planned Action EIS documents for the 20th Street SE Corridor and Lake Stevens Center subarea plans included updated information on utilities and public services and facilities. The city met with service and utility providers to determine the availability of service for future development within the subareas. The EIS documents provide details for each subarea plan including mitigation measures, if required.

PLANNING CONTEXT.

State Planning

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service. Local public services and facilities range from municipal services, police, sewer and water infrastructure, schools, parks, etc. Regional services and facilities may include fire protection, telecommunications, transportation and electrical infrastructure. Communities must also incorporate policies to consider the location of essential public facilities such as education facilities, transportation facilities, correctional facilities, solid waste facilities and mental health/substance abuse facilities. Local jurisdictions must also develop a financing plan for public services and facilities, which is described in the Capital Facilities Plan.

The Washington Utilities and Transportation Commission (WUTC) regulate utilities and transportation. The WUTC is empowered to regulate utilities such as electrical, gas, irrigation, telecommunication and water companies. The WUTC has jurisdiction over rates and charges, services, facilities and practices of utilities. Any change in customer charges or service provision policy requires WUTC approval. The WUTC also requires gas providers to demonstrate that existing ratepayers will not subsidize new customers.

Regional Planning

The Puget Sound Regional Council (PSRC) Vision 2040 plan reiterates GMA goals and emphasizes providing adequate public services and facilities in a coordinated and cost-effective manner to support development. Vision 2040 also promotes a central theme of efficient use and conservation of resources and facilities across the region. In Lake Stevens, most utility providers are independent local or regional providers. The city will continue to coordinate with utility providers and special purpose districts for local and regional delivery of services and facilities.

Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities states,

> **"Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities."**

The specific policies draw distinctions between services and facilities in urban and rural areas. Of note, the policies identify cities as the preferred urban service providers. As such, cities determine appropriate levels of service in incorporated areas or coordinate with the

county through interlocal agreements for unincorporated areas to address services and facilities. Countywide, the cities and county should coordinate together and with service providers to determine the location and extent of public services and facilities to support jobs and housing. The countywide goals also emphasize conservation of public services, resources and facilities. Countywide planning policies identify standards for establishing and mitigating local, regional, statewide and federal essential public facilities. It also recommends the cities and county collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

Lake Stevens Planning

The city provides the majority of municipal services, including governance, administration, planning and community development, building permits, public works and projects, governmental financing, grant development and management, fire inspection and police services. Planning and provision of other services and utilities in the UGA is the responsibility of special purpose districts and utility providers. Future staffing levels are directly related to the degree to which annexations occur. With the present size of the city, existing 2015 staffing levels are found generally to be adequate. When annexations occur, staffing levels will need to be re-evaluated.

The city does not currently have a central municipal campus. Services are spread out at different locations in the downtown area including City Hall, the Permit Center, Public Works Maintenance and Equipment yard, Shop and Police Station. The city desires to create a centralized municipal campus in the future to combine many city services in one location.

The city cooperates with other cities and service providers in the joint planning and delivery of services within its UGA based on current and future growth projections, adopted levels of service and concurrency requirements. The Comprehensive Plan provides policy guidance on how utilities and services shall be planned and provided to ensure consistency between city and county planning documents. Services provided directly by special purpose districts include health, school, fire, power, judicial and library services. Lake Stevens Fire (Fire District) provides fire protection services within the city and UGA.

The city asserts its interest to participate in the planning of rural areas outside of the UGA where future UGA expansions could occur. Utility and service planning requires that the city be involved in the planning and decision-making of these areas both to comment on future service impacts and to do its own service planning.

The following section provides specific descriptions of public services and utilities within the city and its UGA.

INVENTORY AND DESCRIPTION OF PUBLIC SERVICES AND UTILITIES.

Police Services

The Lake Stevens Police Department (Police Department) currently provides a variety of services to its citizens. These services include marine and road patrol, crime and accident investigation, traffic enforcement, crime prevention, the School Resource Officer Program, concealed weapons permits, passports, records and evidence keeping and animal control. The Police Department also contracts some of its services, including dispatch, jail, court services and vehicle maintenance. The Police Department currently responds to approximately 25,000 incidents annually. The average response time for the Police Department is three to four minutes for emergency calls and six to 10 minutes for all other calls.

Stormwater

The city of Lake Stevens provides stormwater services for the entire city. The system consists of surface runoff from roadways, inlets, pipes and ditch conveyance, water quality devices, storm ponds and outfalls. Within the system are two lakes, Stitch Lake and Lake Stevens. The stormwater system covers an area of approximately 5,700 acres (8.9 square miles) and is broken into 18 basins. Within the stormwater system, there are approximately 68 city-owned or operated facilities, 4,562 catch basins, 13.5 miles of roads side ditches, 66.2 miles of pipe and 22,942 feet of culverts.

The city has numerous older developments approved and constructed to rural standards. In some cases, stormwater detention/retention, water quality and conveyance and storm drainage facilities may not have been required at the time of construction. While new projects provide facilities to urban standards, the older developments continually affect neighborhoods, streets and the lakes by conveying runoff that is not channeled and not treated. As part of a citywide stormwater inventory, opportunities for regional stormwater treatment systems should be developed.

Some of the detention systems and ditches within subdivisions and commercial developments are privately owned and maintenance is the responsibility of the individual property owner/s, which is often under a homeowners' association or property management service. As the city approves new projects, they must meet the requirements of the Department of Ecology (DOE) stormwater manual and include maintenance provisions for the owner(s).

Lake Stevens is the largest stormwater feature in the city. The lake has multiple inflow areas and one outfall monitored by the city. A weir system located at the outfall of the lake controls the lake level. In 2010, the city adopted a Lake Level Management Plan to provide guidance and policy to perform this service.

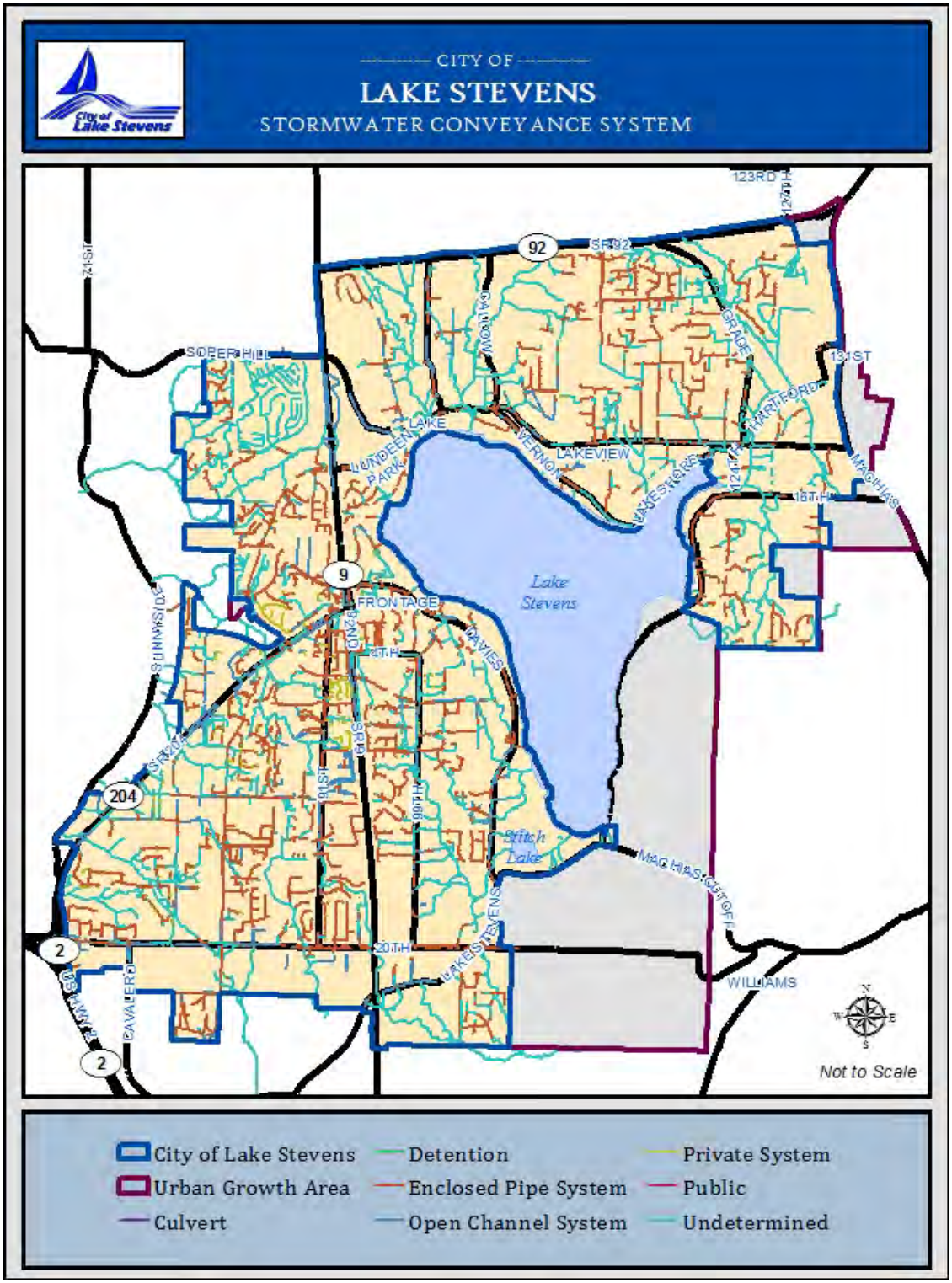


Figure 7.1 - Lake Stevens Stormwater Conveyance System

Between April and through September the city manages the level of the lake. This serves three purposes:

1) Maintain the lake at a level to sustain downstream channel flows for aquatic habitat;
2) Protect downstream channel/flood from flash surges during heavy rainfall events; and
3) Maintain recreational usage of the lake in the historical shallow areas on the northwest side of the lake.

In August of 2012, the Washington State Department of Ecology (DOE) issued two new "NPDES Phase II" municipal stormwater permits that affect Lake Stevens. These permits were issued under the authority delegated to Ecology to implement requirements of the Federal Clean Water Act. The stormwater permits cover municipal storm sewer systems that discharge to surface waters that are not part of a combined sewer system. The city is currently operating under the requirements of this permit. The city updates it Stormwater Management plan yearly per the requirement of it National Pollutant Discharge Elimination System (NPDES) permit. The NPDES program regulates discharges of water to ensure pollutants do not enter waters of the United States. The service area and drainage basins of the city are shown on Figure 7.1.

Sewer Service

In May of 2005, the city of Lake Stevens and the Lake Stevens Sewer District (Sewer District) entered into an interlocal agreement (ILA) entitled "Unified Sewer Services and Annexation Agreement." Under the ILA, the Sewer District provides, maintains and operates sewer facilities throughout its district boundaries. The approximate 10.9 square mile service area includes the current city limits, Lake Stevens UGA and a small area of overlap into the Marysville UGA. The entire boundary is shown in Figure 7.2. The agreement also lays the groundwork for the eventual assumption of the Sewer District and its facilities, by the city, which will occur no sooner than 20 years from the District's assumption of sewer responsibilities, unless both parties agree sooner to an amended schedule as part of continuing coordination between both agencies. The Sewer District will continue collecting and treating wastewater in the city and its UGA until this responsibility is transferred to the city per provisions of the ILA. As of the end of 2014, the District provided sewer service to 11,026 residential connections with an estimated population of 34,477 people. These connections are largely in the Lake Stevens UGA, with about 108 connections in plats either in the rural area or in the Marysville UGA. The District served an additional 162 commercial connections, representing approximately 854 equivalent residential units (ERUs).

The Lake Stevens Sewer District sewer system consists of a new wastewater treatment facility (WWTF, membrane bioreactor process, 2012), a former wastewater treatment plant site, 29 lift stations, over nine miles of force mains (4" to 19" diameter), over 112 miles of gravity sewer collection, trunk and interceptor pipes (6" to 36" diameter) and one gravity sewer dosing station. The collection system is a "separate" sewer system, designed to receive domestic, commercial and industrial pre-treated wastewater. The Sunnyside WWTF has a current permitted maximum month average daily flow capacity of 5.01 million gallons per day.

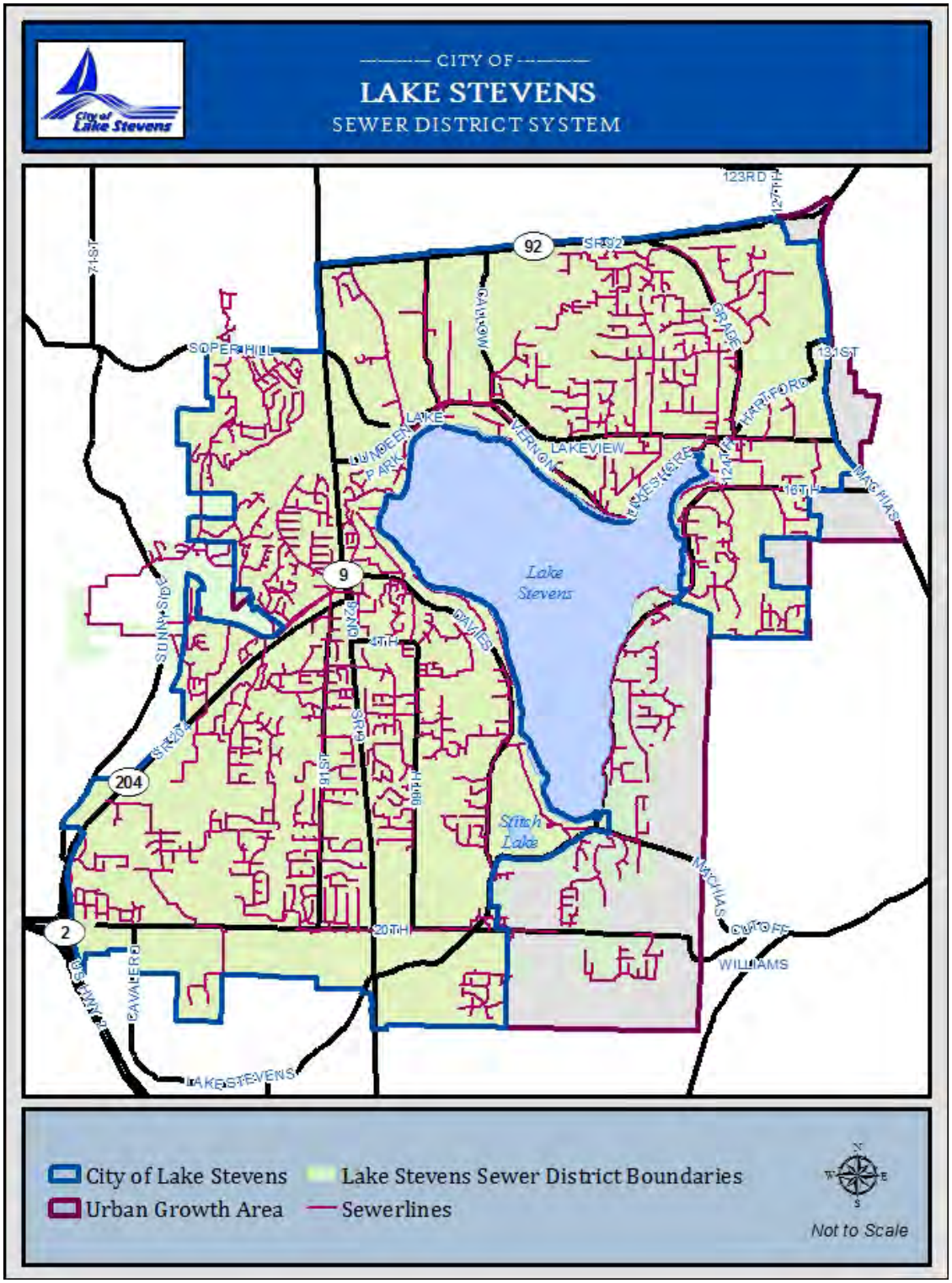


Figure 7.2 - Lake Stevens Sewer District Boundary Map

The existing plant is in the process of decommissioning in phases, and the LSSD has initiated a project to remove much of the accumulated biosolids in the existing lagoon system. A future project will address final vacation of the site.

On October 24, 2016, the Lake Stevens Sewer District adopted a new Sanitary Sewer Comprehensive Plan. The 2016 Sanitary Sewer Comprehensive Plan for the Lake Stevens Sewer District presents the comprehensive planning needs for wastewater collection, transmission, treatment and discharge for the planning period 2016 through 2035. The 2016 Plan replaces both the District's 2007 Sanitary Sewer Comprehensive Plan and Amendment No. 1 to that plan (2010). The city has adopted these plans by reference into the city of Lake Stevens Comprehensive Plan. The sewer service and planning area is the Lake Stevens UGA and the two presently served plats referenced above. The 2016 Sewer Plan has also designated the rural-urban transition areas (RUTAs) around the geographic limits of the UGA as an Additional Study Area, in order to support an early estimate of the magnitude of potential future growth of the District's sewer service area. The main planning criteria is 70 gallons per capita per day of wastewater flow, and an average of 2.70 persons per dwelling unit or ERU. Additional allowances are made for extraneous flows in the wastewater system due to inflow and infiltration. ERUs for commercial connections are determined based on water consumption of 900 cubic feet per month, per ERU.

Additionally, the city and the Sewer District coordinate on capital facilities planning to benefit the community and its economic development. During the environmental impact process for the 20th Street SE Corridor and Lake Stevens Center subarea plans in 2012, the city and Sewer District reviewed projects and capital improvements required for development of the two subareas over the next 20 years. The city and Sewer District continue to plan jointly for the city's Growth Centers, including Downtown Lake Stevens.

This plan asserts a goal of eliminating all septic systems over time as the sewer system and the city limits expand. New developments, re-built structures, new industrial development in the Hartford Road and other non-residential areas would all be required to provide sewers to the extent the existing system is available or can be extended.

Lake Stevens Fire District

Lake Stevens Fire serves an area of about 46 square miles (Figure 7.3). To the city it provides fire prevention and suppression services, emergency medical services (EMS) including Advanced Life Support (ALS), technical rescue and fire marshal services. The District has three fire stations, administrative offices and conference center:

- Station 81 (12409 21st Street NE, Lake Stevens 98258)
- Station 82 (9811 Chapel Hill Road, Lake Stevens 98258)
- Station 83 (13717 Division Street, Snohomish 98290)

- Administration Office and Conference Center (1825 S. Lake Stevens Rd, Lake Stevens)

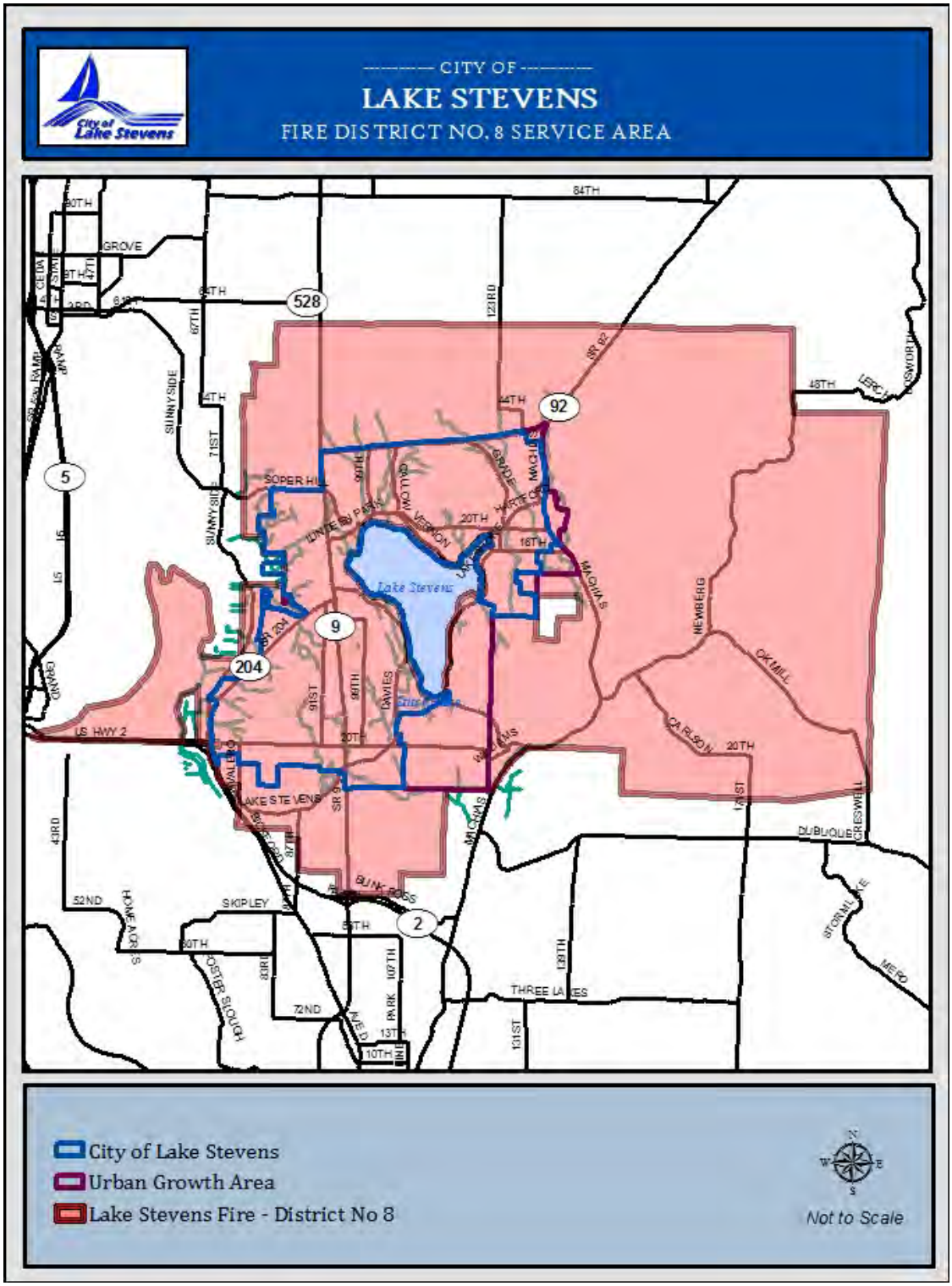


Figure 7.3 – Lake Stevens Fire District #8 Service Area

The conference center provides a venue for conferences, retreats, and meetings for local government. It is also available as a rental for the public.

Lake Stevens Fire is the seventh busiest fire department in Snohomish County. In 2013, Lake Stevens Fire responded to 4,659 calls. Over the past five years, the Fire District has experienced an average annual increase in call volume of 1.5 percent. The Fire District currently maintains a minimum on-duty staffing of 11 firefighters 24 hours a day-365 days a year.

Through strategic planning the fire department is on course to increase the daily staffing level to 14 firefighters by year 2017. Lake Stevens Fire plans to construct an additional fire station for the year 2022.

In 2013, the Washington Surveying and Rating Bureau completed its evaluation of the fire protection capabilities for the city of Lake Stevens. This evaluation resulted in an improved protection class rating from Protection Class 5 to Protection Class 4.

Annually the Fire District performs fire code compliance activities, inspects commercial and public buildings for the city of Lake Stevens (381 in 2013) and reviews land use and building permits through the Fire Marshal's office.

Lake Stevens Fire and the city will continue to partner together to meet the fire protection and emergency medical services needs of the community. The city has adopted by reference the Lake Stevens Fire Capital Facilities Plan.

Lake Stevens School District

The Lake Stevens School District covers approximately 37 square miles, encompassing all of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the city of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District.(see Figure 7.4).

There is a current student population of 8,392 within the Lake Stevens School District served bysix elementary schools grades K-5 (Mt. Pilchuck, Hillcrest, Sunnycrest, Glenwood, Highland and Skyline), two middle schools grades 6-7 (Lake Stevens and North Lake), one mid-high school grades 8-9 (Cavelero), one high school grades 10-12 (Lake Stevens) and one homeschool partnership program for grades K-12(HomeLink). The District also owns approximately 76 acres of vacant land.

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005

(approximately 120%). Between October 2008 and October 2015, student enrollment increased by approximately 10.5%percent.

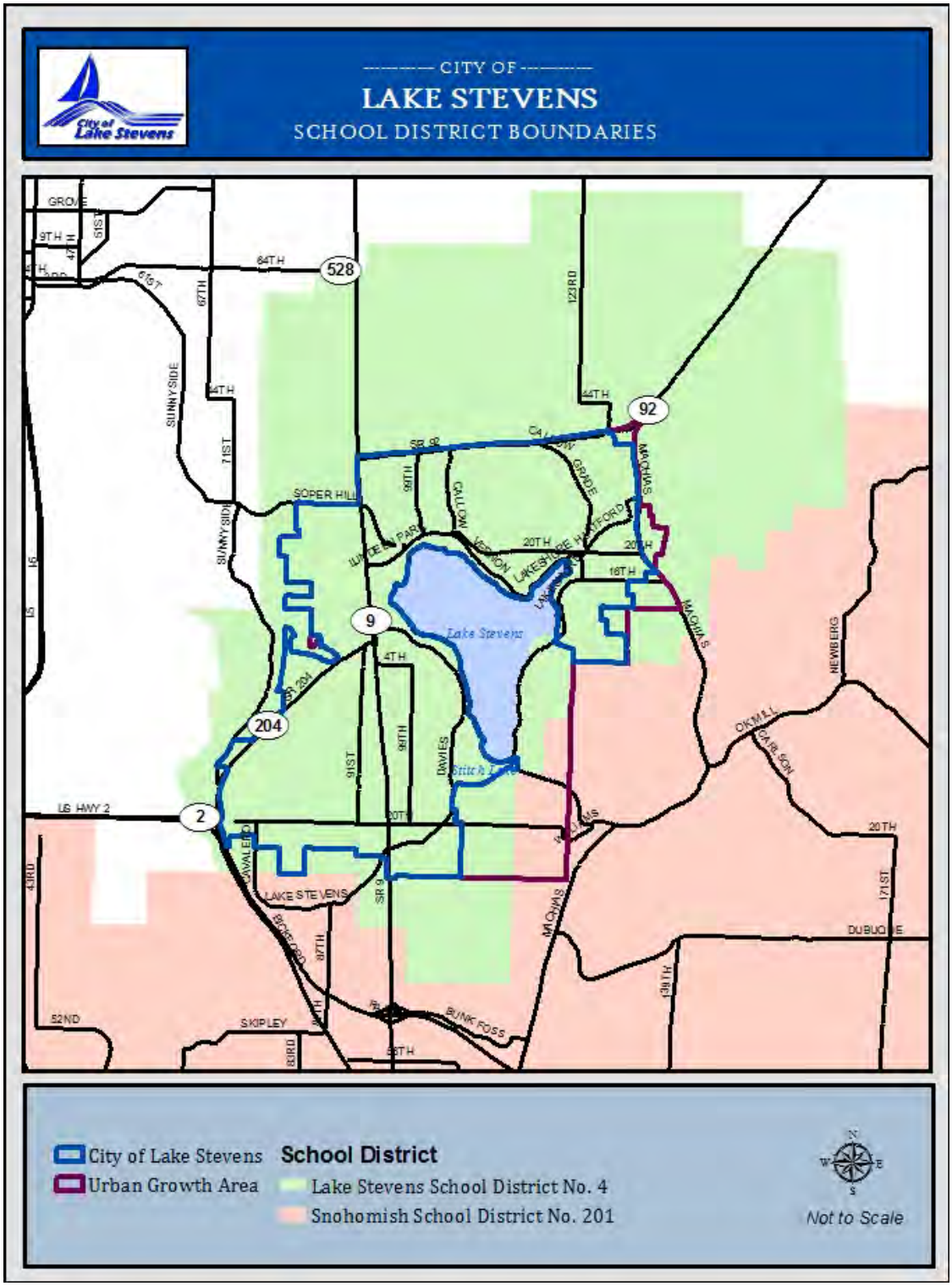


Figure 7.4 - School District Boundary

Overall, there was a two percent decline countywide during this period. The School District's October 2013 enrollment was 7,759 students, an increase of 1.6 percent over October of 2011. The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County based on the Office of Financial Management population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380 people in 2035. Likewise, the population within the Lake Stevens School District boundaries will rise from 43,000,238 in 2015 to over 61,000 in 2035. Planned improvements in the Lake Stevens School District through the Year 2021 based on enrollment projections include the construction of a new elementary school and early learning center, the installation of additional portable classrooms at existing facilities and new site acquisitions and improvements.

The city has adopted by reference the current Lake Stevens School District No. 4 2016-2021 Capital Facilities Plan. This Plan provides the basis for charging GMA-based impact fees as implemented in the city's Land Use Code. The District participates in the school impact mitigation fee program and issues an updated Capital Facilities Plan every two years. The city applies a discount to the calculated rate, as do most other cities in Snohomish County.

Snohomish School District.

The Snohomish School District covers a small corner of the southeastern portion of the UGA, south of 4th Street NE and east of 115th Avenue SE, and serves residents south of the Lake Stevens School District. No Snohomish School District schools are currently located within the Lake Stevens UGA. The city will adopt the Snohomish School District's Capital Facilities Plan by reference into the Comprehensive Plan when the area served by the Snohomish School District is annexed into the city.

Snohomish County Health District

The city contracts with the Snohomish County Health District for public health services. The most common task the Health District performs in the Lake Stevens area is approving septic systems. Other responsibilities include food service inspections and issuing state permits for certain (potentially noxious) activities (e.g., septic sludge recycling, soil processing, etc.).

Solid Waste

Waste Management Northwest, Incorporated and Republic Services provide solid waste services within the city. Solid waste service is contracted out for a three-year period. Recycling is provided by East Snohomish County Association of Recycling Cities (ESCARC), contracting with Fiber International. ESCARC members are Monroe, Snohomish, Lake Stevens, Sultan, Granite Falls and Gold Bar. These cities pool resources to provide the capital facilities for lower cost recycling. The city receives curbside service from Bill's Disposal service, which is a division of Fiber International.

Natural Gas

Puget Sound Energy (PSE) provides natural gas service through a city franchise. PSE is the largest natural gas company in Washington serving approximately 770,000 customers in six counties and 64 cities. It is a demand-driven utility, meaning that no service is initiated until requested by a specific customer. As natural gas is a competitive energy source, it can be assumed that the demand for it will continue to grow, particularly if substantial savings over other fuels can be effectively demonstrated (Acme, 1993).

The U.S. Department of Energy estimates a 60-year supply of conventional natural gas reserves exists. Unconventional reserves requiring advanced technology are estimated at a 150-200 year supply.

Telecommunications

Telecommunication facilities are private utilities that provide services such as television (broadcast, cable and satellite), phone (direct lines and cellular) and internet. Content is transmitted by a variety of methods that may include cable lines, electrical wires or fiber and optical fibers. Wireless technology includes traditional broadcasting, radio transmission and cellular networks. Telecommunication services often use existing infrastructure along utility corridors and public rights-of-way.

The telecommunications industry is evolving and will continue changing over the next 20 years. Telecommunications services are integral to the modern world and economy. For example, the telecommunications industry is the primary conduit for information exchange between individuals, corporations and public service providers. As this industry changes, there may be unknown impacts on land use planning, existing facilities and regulatory oversight. The city should coordinate with service providers to plan for the construction and reconstruction of facilities and provide feedback on capacity, design and equipment.

Electrical Utilities

The Public Utility District No. 1 of Snohomish County (PUD), which purchases 80 percent of its power from the Bonneville Power Administration (BPA), serves the city of Lake Stevens. The remainder of the PUD's power is provided by a mix of renewable resources that include output from the PUD's Jackson, Youngs Creek and Woods Creek hydroelectric projects, and several long-term contracts for wind, landfill gas, biogas, and biomass.

The PUD uses an 115,000-volt transmission system to distribute electricity from three major BPA delivery points in Snohomish County to distribution substations. These substations transform the transmission voltage to 12,500-volt distribution voltage. PUD electrical facilities of less than 55,000 volts (55 kV) are referred to as distribution facilities. Facilities of more than 55,000 volts (55 kV) are referred to as transmission facilities.

There are three distribution substations, Hartford, Lake Stevens and Frontier, within the city limits of city of Lake Stevens. The city is fully served by these substations with distribution lines that extend service to all residential, commercial and public customers. According to the PUD, there is ample capacity to meet existing demand for both the incorporated city limits as well as the UGA.

In addition to PUD facilities, there are Bonneville Power Administration and Seattle City Light Transmission lines that pass through the city that constitute regional power transmission facilities.

Water Utilities

Except for a few homes on wells, the Public Utility District No. 1 of Snohomish County (PUD) provides water service. The PUD currently owns and operates nine water systems. PUD's Lake Stevens Water System serves the city. The service area is bounded on the west by Ebey Slough and the Snohomish River; on the north by Marysville and Arlington; on the east by the Snohomish County Commercial Forest-Forest Transition Area (CF-FTA); and on the south by the boundaries of other water systems.

The city of Everett's transmission lines from Spada Lake pass through the water service area, delivering water to Everett and to many water customers. In 2012, PUD converted its emergency wells, in the northeast corner of the city, to full-time use to supplement the water supply purchased from Everett. The PUD's Walker Hill storage reservoirs (4 million gallons capacity) and Hillcrest reservoirs (6 million gallons capacity) serve both the city and the UGA. The distribution system within the city is shown in Figure 7.5. In 2012, PUD constructed water main extensions to merge its Lake Roesiger water system into the Lake Stevens system. In 2014, PUD constructed water main extensions to merge its Dubuque water system into the Lake Stevens system.

The following is an overview of the Lake Stevens water system and its major facilities, including updates provided by the PUD since its *2011 Water System Plan*:

Source – Eleven connections to the city of Everett's Transmission Pipeline Nos. 2, 3 and 5 provide the primary water supply to the Lake Stevens Water System. Water from five of these connections flows by gravity into the water system, while the remaining six have pump stations to deliver the water. Four connections are inside the city limits, including one connection shared with the city of Marysville. As stated earlier, two wells supplement the primary water supply.

Storage – The PUD Lake Stevens water system contains eight storage reservoirs, with a combined capacity of over 14 million gallons. Four of these reservoirs are located in the city at the Walker Hill and Hillcrest tank sites. The water storage capacity in the city is 10 million gallons.

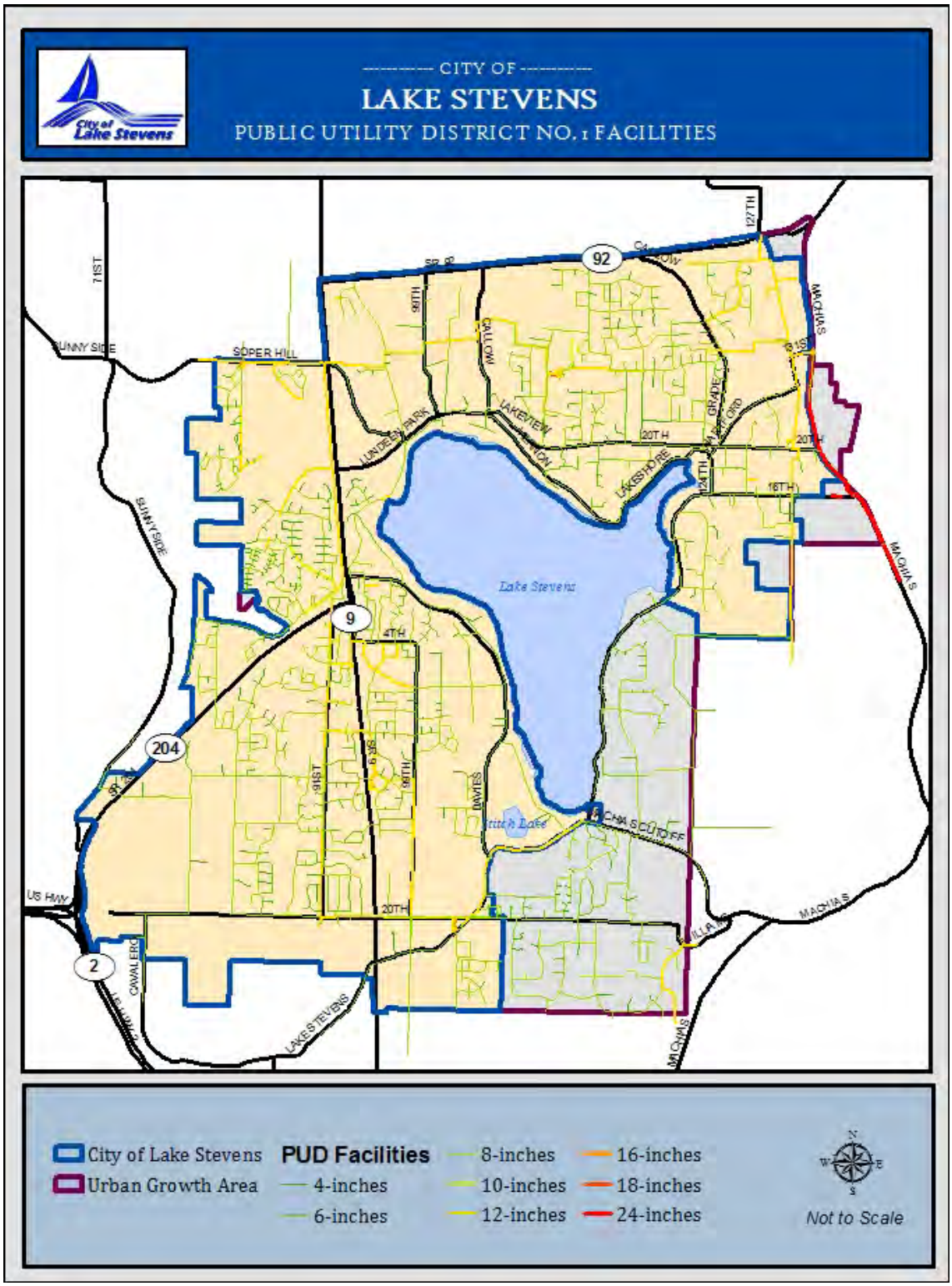

CITY OF
LAKE STEVENS
PUBLIC UTILITY DISTRICT NO. 1 FACILITIES
92
9
204
2
Lake Stevens
Little Lake
SUNNYSIDE
SOPER HILL
LAKESHORE
LAKESTEVENS
MACHIAS
20TH
16TH
4TH
City of Lake Stevens
Urban Growth Area
PUD Facilities
4-inches
6-inches
8-inches
10-inches
12-inches
16-inches
18-inches
24-inches
Not to Scale

Figure 7.5 – Map of Water Facilities

Transmission and Distribution Pipelines – There are over 330 miles of pipe in the PUD's Lake Stevens water system. Pipeline sizes range from 3/4 to 40 inches and materials include cast iron, asbestos cement, ductile iron, galvanized, and steel

Booster Pump Stations – At higher elevations, booster pump stations provide additional pressure. In the city, there are two booster pump stations serving the Walker Hill and Hillcrest areas.

Pressure Reducing Stations – There are 35 pressure-reducing stations throughout the Lake Stevens Water System that help regulate pressure and define the separate pressure zones. Inside the city limits, there are six pressure zones served by seven pressure-reducing stations, which provide reasonable pressure to all city consumers.

The PUD normally designs its water facilities to provide fire flow capacity of at least 1,000 gallons per minute (gpm). In some areas, flows up to 3,000 gpm are available. Developers must fund and construct any improvements necessary to bring water to their projects and to achieve fire flow required by the Fire Marshal. The PUD's water source and storage are adequate for projected growth within its water service area.

Essential Public Facilities

Under GMA provisions (RCW 36.70A.200) jurisdictions shall include a process for identifying and siting essential public facilities. An essential public facility can be any facility owned or operated by a federal, state or local government, public utility, transportation authority or other entities that provide public services. Essential public facilities are typically difficult to site, such as education facilities, regional transportation facilities (e.g. airports), solid waste-handling facilities, regional transit authority facilities, state or local correctional facilities and in-patient facilities including substance abuse, mental health and group homes. The GMA provides that no comprehensive plan or development regulations may preclude the siting of essential public facilities. However, jurisdictions can impose reasonable conditions or mitigations on essential public facilities through its comprehensive plan or development regulations, provided these do not preclude the siting of the facility. The city has adopted essential public facilities standards within the municipal code.

GOALS AND POLICIES

GOAL 7.1 COORDINATE WITH CITY DEPARTMENTS, SPECIAL PURPOSE DISTRICTS, UTILITY COMPANIES AND OTHER SERVICE PROVIDERS TO ENSURE THE ADEQUATE DISTRIBUTION OF PUBLIC SERVICES AND FACILITIES THROUGHOUT THE CITY AND CONSISTENCY WITH THE LAND USE ELEMENT.

Policies

7.1.1 Coordinate with city departments including Administration, Finance, Planning and Community Development, Police Department and Public Works to ensure public facilities are adequately maintained and distributed to support the community's needs and that each department's planning documents are consistent.

7.1.2 Coordinate with special purpose districts including the Lake Stevens Sewer District and Snohomish County PUD and other utility providers (e.g., gas, electrical, phone, etc.) to ensure public facilities are adequately maintained and distributed to support the community's needs and that each agency's planning documents are consistent.

7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, Lake Stevens Fire, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's' planning documents are consistent.

7.2.1 Prepare and adopt a detailed master storm drainage plan for the city to coordinate storm drainage and detention/retention consistent with the concept plan adopted as part of this element to include cumulative watershed effects.

7.2.2 Prepare and adopt a detailed master sewer plan for the city to coordinate sewer and detention/retention consistent with the concept plan adopted as part of this element.

7.2.3 Protect existing regional transmission facilities for Snohomish County PUD, Lake Stevens Sewer District and Puget Sound Energy from encroachment by incompatible urban development.

GOAL 7.2 PROVIDE THE BEST CITY HALL SERVICE ATTAINABLE WITHIN BUDGET PARAMETERS AND MINIMIZE GOVERNMENTAL EXPENDITURES BY REDUCING DUPLICATION OF SERVICES.

Policies

7.2.1 Strive to maintain efficiency in the provision of city government services through continual evaluation and improvement of administrative, technical and personnel procedures and practices, as well as the Lake Stevens Municipal Code.

7.2.2 Devote adequate funds to ensure quality staffing.

7.2.3 Ensure that elected officials, appointed commissioners and staff maintain and/or improve their levels of expertise through continued education, development and peer consultation.

7.2.4 Take advantage of affordable technological advances where it results in better and more efficient levels of service.

7.2.5 In order to expand services to the citizens of Lake Stevens in a fiscally responsible manner, continue and expand the practice of interagency cooperation by sharing personnel and facilities wherever possible.

7.2.6 Provide adequate public facilities to support the city's administrative and field operations.

7.2.7 Assure private property is not taken for public use without just compensation.

GOAL 7.3 PROVIDE FOR ADEQUATE POLICE AND FIRE PROTECTION SERVICES.

Policies

7.3.1 Periodically review and update police staffing analysis based on national practices using a work-load based model.

7.3.2 Maintain and update the Police Department Strategic Plan including goals to reduce crime and addressing conditions affecting the quality of life of the community.

7.3.3 Coordinate police services with fire protection services and other local, state and federal agencies to develop a disaster preparedness program for Lake Stevens.

7.3.4 Support the Snohomish County Fire Prevention District #8 to maintain its adopted level of service.

7.3.5 Coordinate with the Fire District on review of submitted site and building plans.

7.3.6 Coordinate land use density and intensity with the Fire District's capital budget in order to provide services within the city.

7.3.7 Consider the disaster response implications in prioritizing Fire District capital improvement and public service planning.

GOAL 7.4 PROVIDE ADEQUATE SCHOOL FACILITIES.

Policies

7.4.1 Support the Lake Stevens School District to maintain its adopted level of service.

7.4.2 Coordinate land use density and intensity with the School District's capital budget in order to provide services within the city.

7.4.3 The city will adopt by reference the Lake Stevens School District Capital Facilities Plan. The City Council shall review the CFP every two years to ensure that it is consistent with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.

GOAL 7.5 PROVIDE ADEQUATE STORMWATER FACILITIES AND SERVICES.

Policies

7.5.1 Continue to implement programs and projects designed to meet the goals and requirements of Department of Ecology's NPDES permit.

7.5.2 Maintain and enforce land-use plans and ordinances requiring stormwater controls for new development and re-development.

7.5.3 Actively promote and support education efforts focusing on all facets of stormwater management.

7.5.4 Develop and maintain a comprehensive stormwater inventory and identify needs to ensure a functioning stormwater system.

7.5.5 Integrate distributed, small-scale stormwater controls and prevent measurable harm to streams, lakes, wetlands and other natural aquatic systems from

commercial, residential or industrial development sites by maintaining a more hydrologically functional landscape.

7.5.6 Promote education of controlling the release of chemicals from residential fertilizing and weed/insect control on Lake Stevens and its watershed.

GOAL 7.6 STRIVE TO PROVIDE ADEQUATE SEWER SERVICES TO EVERY RESIDENCE AND BUSINESS IN THE CITY.

Policies

7.6.1 Support the Lake Stevens Sewer District to maintain its adopted level of service.

7.6.2 Support the implementation of the Lake Stevens Sewer District capital facilities plan. Coordinate land use density and intensity with the Sewer District's capital planning work and budget in order to provide services within the city.

7.6.3 As needed to further the purposes and goals of the Unified Sewer Service and Annexation Agreement, the city will continue to work with the Lake Stevens Sewer District to review and amend existing regulations to provide commonality, consistency, predictability and concurrent levels of sewer permits and regulation.

7.6.4 Coordinate city-sponsored capital improvements with the Lake Stevens Sewer District, Snohomish County Health District and neighboring jurisdictions to ensure effective and cost efficient provision of sewer service.

7.6.5 Support the Lake Stevens Sewer District in accomplishing sewer expansions in future expanded urban growth boundaries and high priority development areas within the city as well as priority development areas such as Downtown Lake Stevens.

7.6.6 Replace failing septic systems within the urban growth area with sanitary sewers; use innovative and state-of-the-art design and techniques when replacing septic tanks to restore and improve environmental quality.

7.6.7 Support efforts to require new development within the urban growth area to obtain sanitary sewer systems or fit it with dry sewers in anticipation of connection to the sewer system. Alternative technology to sewers should only be considered when it can be shown to produce treatment at standards that are equal to or better than the sewer system and where a long-term maintenance plan is in place.

GOAL 7.7 PROCESS PERMITS FOR UTILITY FACILITIES AND OTHER SERVICE PROVIDERS IN A FAIR AND TIMELY MANNER AND IN ACCORD WITH THE DEVELOPMENT REGULATIONS, WHICH ENCOURAGES PREDICTABILITY.

Policies

7.7.1 Promote co-location of new public and private utility distribution facilities and coordination of construction timing to minimize construction-related disruptions and reduce the cost to the public of utility delivery.

7.7.2 Provide timely and effective notice to utilities to encourage coordination of public and private utility trenching activities for new construction and maintenance and repair of existing roads.

7.7.3 The city shall encourage provision of an efficient, cost effective and reliable utility service by ensuring land will be made available for the location of utility lines or other utilities.

7.7.4 The city will promote the extension of distribution lines to and within the urban growth area. Coordinate land use and facility planning to allow eventual siting and construction of any utility distribution lines within or adjacent to rights-of-way which are being dedicated or within roads which are being constructed or reconstructed.

7.7.5 The city shall encourage system design practices intended to minimize the number and duration of interruptions to customer service.

7.7.6 The city will formulate, interpret, and apply the land development regulations so as to allow the timely development of utility facility additions and improvements.

GOAL 7.8 ENSURE THAT UTILITIES PROVIDE SERVICE IN A MANNER THAT IS ENVIRONMENTALLY SENSITIVE, SAFE, RELIABLE AND COMPATIBLE WITH THE SURROUNDING PROPERTIES.

Policies

7.8.1 Proposals for electricity generation facilities should be scrutinized carefully to avoid impacts on local air and water quality.

7.8.2 The city will consider public utility substations, transmission facilities and other regional facilities as “necessary public facilities” for purposes of permit review, provided that utility providers can prove locational need and significant mitigation of impacts.

GOAL 7.9 PROMOTE CONSERVATION AND ENERGY EFFICIENCY, AND ALLOW FOR ALTERNATIVE DESIGN STANDARDS AND/OR MATERIALS.

Policies

7.9.1 Encourage conservation of resources and reduction of energy consumption to extend the life of existing electrical energy and infrastructure.

7.9.2 Promote the reduction of water consumption through conservation, efficiency, reclamation and reuse to reduce wastewater generation and ensure continued water availability.

7.9.3 Coordinate with water purveyors and local and tribal governments to identify and develop additional water supply sources to meet the region's long-term water needs and growth strategy, recognizing the potential impacts on water supply from climate change and fisheries protection.

7.9.4 Consider the needs for both human consumption and for environmental balance, including potential impacts of climate change on regional water sources.

7.9.5 Support renewable energy resources, energy management technology and the conversion to cost-effective and environmentally sensitive alternative technologies to meet the region's energy needs.

7.9.4 Promote low impact development projects and techniques on non-LID projects to conserve and use existing natural site features

7.9.5 The city should support development of a bio fuel technology to provide more options to reduce vehicular pollution (city fleet to cleaner fuels). The city will move toward bio fuel technology as fleet replacement occurs and as the technology is developed and proven.

7.9.6 Reduce the rate of energy use per capita, both in building use and in transportation activities.

7.9.7 Reduce greenhouse gases by expanding the use of conservation and alternative energy sources and by reducing vehicle miles traveled by increasing alternatives to driving alone.

GOAL 7.10 SUPPORT LESS RESOURCE CONSUMPTION THROUGH PROGRAMS AIMED TOWARD REDUCING, REUSING, AND RECYCLING OF RESOURCES.

Policies

7.10.1 Promote demand management and the conservation of services and facilities prior to developing new facilities.

7.10.2 Maintain and expand reduction, re-use, and recycling programs in the city.

7.10.3 Support local, regional, state, federal, and private programs aimed at reduction, re-use, and recycling of natural resources.

7.10.4 Allow zoning for businesses aimed at recycling materials when it does not pose a threat to the community's health and welfare.

7.10.5 Examine the feasibility of requiring, through zoning or other legislative mechanisms, that distributors of hazardous, noxious or toxic materials accept those materials for recycling.

GOAL 7.11 ESTABLISH A PROCESS AND IMPLEMENT DEVELOPMENT REGULATIONS TO IDENTIFY AND SITE LOCAL ESSENTIAL PUBLIC FACILITIES, CONSISTENT WITH THE PROVISIONS OF THE GMA.

Policies

7.11.1 The city will not preclude the siting of essential public facilities; however, it shall enforce its Comprehensive Plan and development regulations to ensure reasonable compatibility with other land uses when considering location and intensity of development.

7.11.2 Local essential public facilities should be sited to support the countywide land use pattern, support economic activities, reduce environmental impacts, provide amenities or incentives, and minimize public costs. This siting process should include:

a. A definition of these facilities;

b. An inventory of existing and future facilities;

d. A public involvement strategy;

e. Assurance that the environment and public health and safety are protected; and

f. A consideration of alternatives to the facility.

7.11.3 Collaborate with public agencies and special districts to identify opportunities for the co-location of local essential public facilities.

7.11.4 Consider the location of local essential public facilities inside Urban Growth Areas, unless it is demonstrated that a non-urban site is the most appropriate location for such a facility. Local essential public facilities located outside of an Urban Growth Area shall be self-contained or be served by urban governmental services in a manner that shall not promote sprawl.

7.11.5 Develop reasonable conditions, alternatives and/or mitigation requirements to address the potential adverse impacts of siting local, regional, statewide, or federal essential public facilities.

GOAL 7.12 AS THE CITY ANNEXES NEW AREAS STRIVE FOR A SMOOTH TRANSITION OF SERVICE PROVIDERS TO MINIMIZE FINANCIAL AND LOGISTICAL IMPACTS ON CITIZENS.

Policies

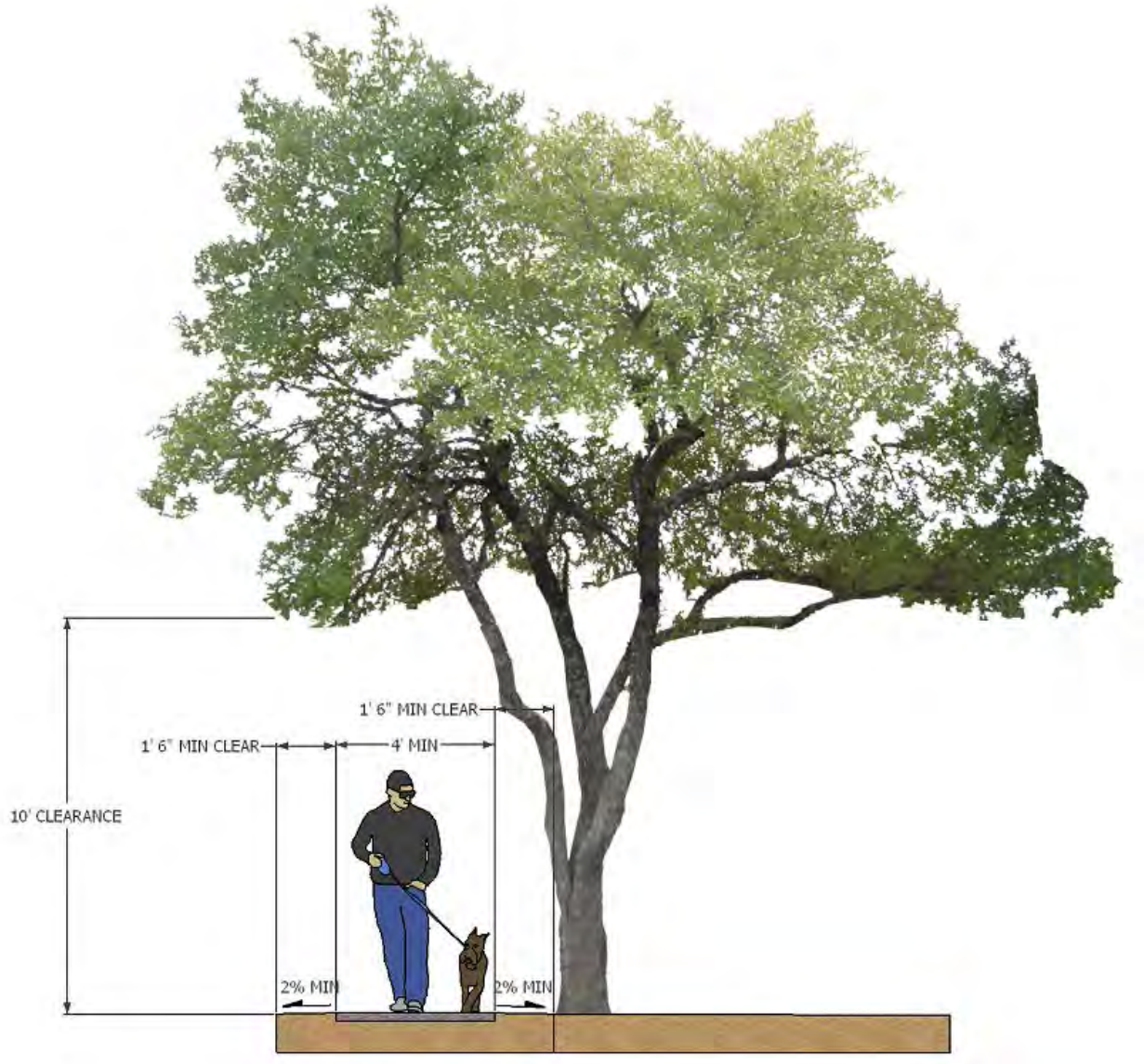
7.12.1 Under the Growth Management Act and Lake Stevens Comprehensive Plan the city is likely to be the provider of general government services within the Urban Growth Area. For potential annexation it is the city's policy to have interlocal agreements achieving the orderly transition of services during annexation.

7.12.2 Establish an interlocal agreement model with Snohomish County and other service provider agencies to facilitate the transfer of governance within the city's UGA in an expeditious and consistent manner.

7.12.3 The city asserts its interest in areas outside the UGA where it is possible that future UGA expansions could occur. The city will become involved in these areas' planning and decision making, both to comment on future service impacts and to assist its own service planning.

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Chapter 9:
Capital Facilities Element



CHAPTER 9: CAPITAL FACILITIES ELEMENT

A VISION FOR CAPITAL FACILITIES

The city will develop a realistic and achievable capital facilities plan that ensures an effective use of taxpayer and ratepayer dollars that prioritizes capital investments to maintain adopted levels of service; responds to project urgency and feasibility; is consistent with the city's growth strategy; and provides a clear community benefit.

INTRODUCTION

The Comprehensive Plan is a tool for helping government officials think strategically about all aspects of the community and the way the elements interact. The Capital Facilities Element is used to guide public decisions on the use of capital funds. It will also indirectly guide private development decisions by providing strategically planned public capital expenditures which affects the timing and scale of development. Strategic provision of capital infrastructure also helps to mitigate the impacts of growth.

Capital facilities planning requires ongoing communication and cooperation between various disciplines including engineering, finance and planning. The Comprehensive Plan is the common basis relied upon by these disciplines and is intended to provide a realistic and achievable plan. It also requires close communication between the many service providers in Lake Stevens to ensure a coordination of capital improvements and effective use of taxpayer and rate payer dollars.

The Capital Facilities Element promotes effectiveness and efficiency by requiring the city to plan in advance for capital improvements rather than relying on a mechanism with a shorter horizon such as the annual budget. Long range financial planning presents the opportunity to schedule projects so that the various steps in development logically follow one another, with regard to relative urgency, economic desirability and community benefit. In addition, the identification of funding sources results in the prioritization of needs and allows the trade-off between projects to be evaluated.

PLANNING CONTEXT

State Planning

The Washington State Growth Management Act (GMA) requires that the city of Lake Stevens prepare and maintain a comprehensive plan capital facilities element. This element is required "in order to assure that public facilities will be reasonably available to accommodate planned growth over the next twenty years." This requirement is referred to as concurrency and specifically means:

- Public facilities that are needed to serve new development and population within a jurisdiction or service area must be in place at the time of development.
- Such facilities must be sized to adequately serve the area without decreasing the services levels established by the jurisdiction.

The GMA also requires that the comprehensive plan be of at least a twenty year planning horizon and be based on population projections supplied by the Office of Financial Management (OFM), and include a capital facilities element with a six-year plan for financing identified capital needs.

WAC 365-195-315 requires that the capital facilities plan address the following:

- An inventory of existing capital facilities owned by the public entity;
- At least a six year plan that will finance such capital facilities within project funding capacities and clearly identifies sources of public money for such purposes;
- Provide or finance capital facilities in a manner that meets concurrency and level-of-service requirements.

Regional Planning

The Puget Sound Regional Council Vision 2040 specifies the Regional Growth Strategy and directs growth primarily into urban growth areas where public services and facilities are better served. The Regional Growth Strategy highlights the need for strategic investments in services and facilities, especially to support growth and development in centers and compact urban communities.

Countywide Planning

The Snohomish Countywide Planning Policies include provisions to ensure the orderly transition of unincorporated areas to city governance, including the provision of services and infrastructure financing. These policies also address the need for consistency of capital

improvement programming with local comprehensive plans, countywide planning policies and VISION 2040.

Many policies give guidance for counties (and, where appropriate, cities) to review special district plans for consistency with local comprehensive plans and VISION 2040; also, they provide guidance for the review of special district criteria for location and design of schools and other public facilities. And finally, the policies direct jurisdictions to develop strategies to reduce the number of special districts where appropriate.

Lake Stevens Planning

The city of Lake Stevens is somewhat unique to its neighboring jurisdictions because it is responsible for general government services, police services, roads, stormwater and parks while special purpose districts provide all other services and utilities as identified in Chapter 7, Public Utilities and Services Comprehensive Plan Element. These include schools, wastewater, potable water, library, fire prevention, suppression and emergency medical services, and all other utility services.

Lake Stevens has established level of services standards (LOS) for the city's responsibilities detailed in these Comprehensive Plan Chapters and summarized later in this Chapter:

Level of Service Standards

SERVICE	LOCATION IN COMPREHENSIVE PLAN
General Government Services:	Chapter 7- Utilities & Public Services
Police Services	Chapter 7- Utilities & Public Services
Roads and Transportation	Chapter 8 – Transportation
Stormwater	Chapter 7- Utilities & Public Services
Parks	Chapter 5 – Parks, Recreation & Open Space

The city therefore coordinates closely with community service providers to plan appropriate capital investments.

REVENUE SOURCES

Municipal Revenues

Lake Stevens faces continuing fiscal challenges common to most cities. These are driven in large part by increased costs of doing business, increased service requirements mandated by legislation and restriction or elimination of certain tax revenue streams as a result of prior voter initiatives.

A diverse mix of municipal revenue sources is important, including property taxes, utility taxes, sales taxes and others. Fiscal diversity, like economic diversity, limits risk of over-reliance on a single revenue source. Lake Stevens' General Fund, which supports citizen services and the operations of the city government itself, is heavily dependent on tax revenues and especially property tax and sales and use taxes, for its funding. Property taxes account for 30 percent of General Fund revenues and sales and use taxes account for 25 percent. Other sources of revenue are utility and other taxes, licenses and permits, intergovernmental transfers, charges for services and other minor revenue sources.

Potential New Revenue Sources

Long-term economic sustainability for the city of Lake Stevens requires one or more of the following: increased local jobs, increased municipal revenues derived from business and industry, use of additional land to support community develop and retention of current jobs and revenue sources. Increasing municipal revenues from commercial sources is generally seen as one of the few ways that cities can improve their fiscal situation, recognizing the perception that housing and residents increase demands for services. Cities frequently look toward business attraction and creation to increase local revenues from utility taxes and sales taxes.

Taxes and Fees

There are limited additional sources of revenue that the city could use to meet its fiscal needs. These potential taxes and fees increase the cost of doing business or creating development in the city, and therefore may not be the solution to Lake Stevens' projected fiscal deficit with annexation.

- B&O taxes could potentially generate more revenue; however, at this stage, the city has elected to remain economically competive by not enacting a B&O tax as a strategy to attract businesses considering locating in the city.
- Impact mitigation fees from new development are used as a means of funding portions of parks or traffic capital projects.

LAND USE PLANNING CONSIDERATIONS

All land uses generate fiscal impacts on the city by changing revenue collections and the cost of providing services. Costs stem from impacts on city capital facilities and services as well as internal city operations. Revenues come from collection of taxes and fees.

Land use planning can incorporate several considerations related to the city's fiscal position: the anticipated revenues from new development; necessary infrastructure investments and on-going expenses to support future uses; and the current and future market feasibility of each use type.

Diversity of land uses is an important consideration. For example, multifamily housing can play a necessary and critical role in supporting local retail and other businesses by providing housing that workers can afford (keeping the cost of labor and prices down at local retail). Growth in population or business activity creates increased local demand for goods or services by introducing new consumers or producers. New property generates property tax revenues, while consumer spending by additional residents and businesses generates sales tax revenues. Similarly, attracting or growing businesses that draw traffic and spending from elsewhere in the region increases local economic activity and revenue.

Infrastructure investments must also be considered in land use planning. While such investments can be costly to build and support over time, those costs may be outweighed by the increase in property values and spillover effects that such investments can lead to.

INVENTORY AND ANALYSIS

Capital Improvement Plan

This Capital Facilities Element identifies needed improvements, which are of relatively large scale, are generally a non-recurring high cost and may require multi-year financing. The list of improvements focuses on major projects, leaving smaller improvements (less than $10,000) to be addressed in the annual budget. Figure 9.1 identifies the location of publically-owned facilities, which may be included in the capital facilities plan. Smaller facilities such as traffic signals and drainage ponds are not included on the map.

The Capital Improvement Plan is a six-year financing plan for capital expenditures to be incurred on a year-by-year basis. It is based on priority improvements taking into account, the forecasted revenue over the next six years from various sources. The six-year plan uses the long range 2035 Plan as a key factor to set priorities for capital projectsthat the jurisdiction plans to undertake, and presents estimates of the resources needed to finance them. The first year of the Capital Facilities Program will be converted to the annual capital budget, while the remaining five-year program will provide for long term planning. Only the expenditures and appropriations in the annual budget represent financial commitments.

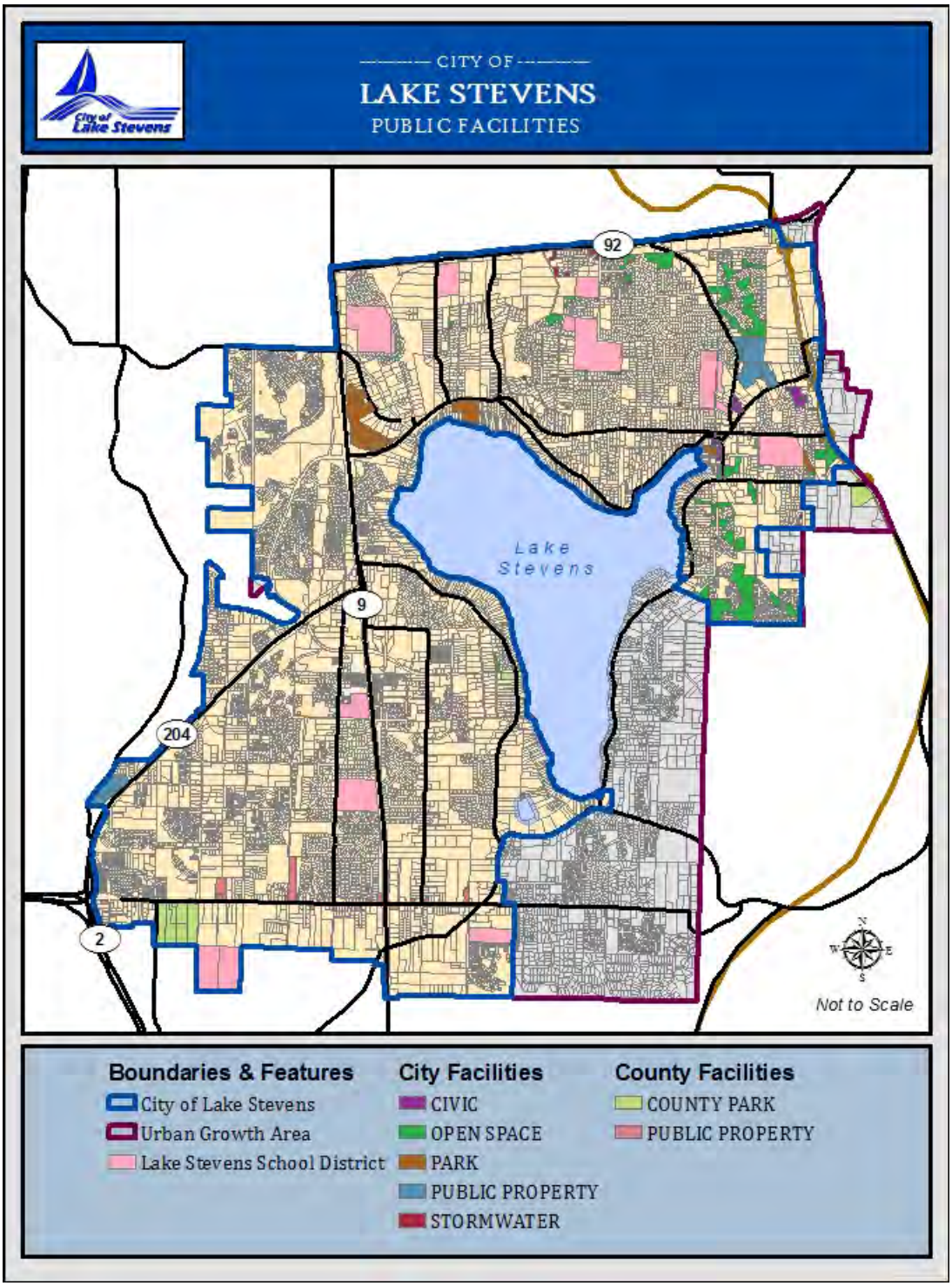


Figure 9.1 – Public Facilities Map

Definition of Capital Improvement

For the purposes of capital facility planning, "capital improvements" are major projects, activities or maintenance costing over $10,000 and requiring the expenditure of public funds over and above annual operating expenses. They have a life expectancy of more than ten years and result in an addition to the city's fixed assets and/or extend the life of the existing capital infrastructure. The cost estimates may include design, engineering efforts, permitting, environmental analysis, land acquisition, construction, major maintenance, site improvements, energy conservation projects, landscaping and initial furnishings and equipment. Capital improvements do not include equipment or the city's rolling stock, nor does it include the capital expenditures of private or non-public organizations.

Subarea Capital Facilities Planning

The city has embarked on subarea planning over the past few years. As part of these subarea plans, the city adopted a Subareas Capital Facilities Plan which is an important associated document to this Element. The study describes utility infrastructure required for redevelopment of the Lake Stevens Center and development of the 20th Street SE Corridor, including transportation, sewer, water and stormwater. The city is currently responsible for transportation outside of state routes, except that the city is responsible for maintenance of state routes within city limits and stormwater facilities. Special purpose districts provide sewer and water infrastructure and services.

The proposed projects are described in the Capital Facilities section of the plans with estimated costs representing costs typical for public works projects competitive bidding in accordance with Washington State law. The estimated costs are partitioned by expected funding, which could change based on available public funding, grants, development or private financing, or negotiated development agreements. Part 1 describes the infrastructure requirements, phasing, cost partitioning and proposed financing for the Lake Stevens Center. Part 2 describes the same information for 20th Street SE Corridor. Part 3 describes financing alternatives, which can be used for either subarea.

PROJECTION OF CAPITAL FACILITY NEEDS

Identified Needs

All public facility needs have been identified in the other elements of the Comprehensive Plan. Through the process of developing this Capital Facilities Element the financial feasibility of the other elements has been ensured. The other Plan elements describe the location and capacity of any facilities available through December 31, 2014 and analyze the need for increased capacity from 2015-2035. The capital improvements needed to satisfy future and existing substandard development and maintain adopted level of service

standards are identified and listed in Table 9.4, and include projects from the adopted Subarea Capital Facilities Plan, adopted by Council on September 24, 2012, which provides a detailed discussion and list of infrastructure needs and projects in the subareas.

Table 9.1, which includes the adopted Subarea Capital Facilities Plan, provides a brief description of each of the capital improvement projects with an estimate of the total project costs. The year indicates when the projects must be completed in order to maintain the adopted level of service standards for the respective facilities. Capital improvement projects have been identified for transportation, parks and recreation, government and stormwater drainage facility improvements. Facilities for wastewater, potable water, fire protection, schools and solid waste are contained in district and agency plans, coordinated with, but independent of the city's Comprehensive Plan.

Prioritization of Capital Facilities

The capital improvement needs listed in Table 9.1 (attached at the end of the chapter) that includes the projects found in the adopted Subarea Capital Facilities Plan were developed by the city staff based on community-wide input and the other elements of this Comprehensive Plan. The following criteria were applied in developing the final listing of proposed projects:

- Service Considerations: Safety, Health and Welfare Factors, Environmental Impact, Effect on Quality of Service;
- Economic Considerations: Potential for Financing, Impact on Future Operating Budgets, Timeliness of Opportunity, Benefit to Economy and Tax Base;
- Feasibility Considerations: Legal Mandates, Citizen Support, Staff Availability; and
- Consistency Considerations: Goals and Objectives in Other Elements of this Plan, Linkage to Other Planned Projects, Plans of Other Jurisdictions, County-Wide Planning Policies.

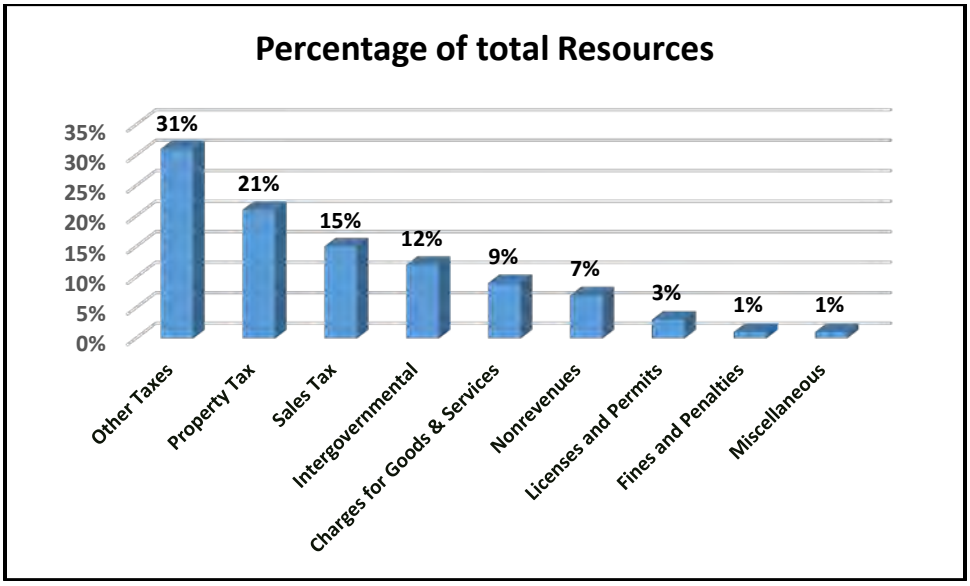
Cost estimates in this element are presented in 2016 dollars and were derived from various federal and state documents, published cost estimates, records of past expenditures and information from private contractors.

FUTURE NEEDS AND ALTERNATIVES

Current Revenue Sources

The largest single source of non-restricted revenue for the city is the *ad valorem* property tax, which generally accounts for 20 percent of city revenue. The city's assessment for this tax is usually set at the maximum rate. Figure 9.2 depicts the distribution of revenue sources for the city.

FIGURE 9.2 – Source of Existing City Resources, Average 2014



FINANCIAL RESOURCES

To ensure that the city is using the most effective means of collecting revenue, the city inventoried the various sources of funding currently available. Financial regulations and available mechanisms are subject to change; furthermore, changing market conditions influence the city's choice of financial mechanism. Therefore, the city should periodically review the impact and appropriateness of its financing system. The following list of sources includes all major financial resources available and is not limited to those sources which are currently in use or will be used in the six-year schedule of improvements.

Debt Financing

Short-Term Borrowing: The high cost of many capital improvements requires local governments to occasionally use short-term financing through local banks.

Revenue Bonds: These bonds are financed by those benefiting from the capital improvement. The debt is retired using charges collected from the users of public facilities such as sewer systems and electrical power plants. Interest rates tend to be higher than for general obligation bonds and issuance of the bonds may be approved without a voter referendum.

Industrial Revenue Bonds: Bonds issued by a local government, but actually assumed by companies or industries that use the revenue for construction of plants or facilities. The attractiveness of these bonds to industry is that they carry comparatively low interest rates

due to their tax-exempt status. The advantage to the jurisdiction is the private sector is responsible for retirement of the debt.

General Obligation Bonds: Bonds backed by the value of the property within the jurisdiction. Voter-approved bonds increase property tax rates and dedicate the increased revenue to repay bondholders. Councilmanic bonds do not increase taxes and are repaid with general revenues. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. This debt should be used for projects that benefit the city as a whole.

Local Multi-Purposes Levies

Ad Valorem Property Taxes: Tax rate in millions (1/10 cent per dollars of taxable value). The maximum rate is $3.60 per $1,000 assessed valuation. The city is prohibited from raising its levy more than 1 percent of the previous year's amount levied before adjustments, new construction and annexation. A temporary or permanent access levy may be assessed with voter approval. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities.

Local Single Purpose Levies

Emergency Medical Services Tax: The EMS tax is a property tax levy of $0.50 for emergency medical services. Revenue may be used for new capital facilities, or maintenance and operations of existing facilities. The city's EMS service are currently provided by the Lake Stevens Fire District.

Motor Vehicle Fuel Tax: This tax is paid by gasoline distributors and distributed by the Department of Licensing. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or related activities.

Local Option Fuel Tax: This is a countywide voter approved tax equivalent to 10 percent of Statewide Motor Vehicle Fuel Tax and a special fuel tax of 2.3 cents per gallon. Revenue is distributed to the city on a weighed per capita basis. Revenues must be spent for highway (city streets, county roads and state highways) construction, maintenance or operations; policing of local roads; or highway-related activities.

Local Non-Levy Financing Mechanisms

Reserve Funds: Revenue that is accumulated in advance and earmarked for capital improvements. Sources of funds can be surplus revenues, funds in depreciation reserves or funds resulting from the sale of capital assets.

Fines, Forfeitures and Charges for Services: This includes various administrative fees and user charges for services and facilities operated by the jurisdiction. Examples are franchise fees, sales of public documents, property appraisal fees, fines, forfeitures, licenses, permits, income received as interest from various funds, sale of public property, rental income and all private contributions to the jurisdiction. Revenue from these sources may be restricted in use.

User Fees, Program Fees and Tipping Fees: Fees or charges for using park and recreational facilities, solid waste disposal facilities, sewer services, water services, surface water drainage facilities. Fees may be based on measure of usage, a flat rate or design features. Revenues may be used for new capital facilities, or maintenance and operations of existing facilities.

Street Utility Charge: Fee up to 50 percent of actual costs of street construction, maintenance and operations charged to businesses and households. The tax requires local referendum. The fee charged to businesses is based on the number of employees and cannot exceed $2.00 per employee per month. Owners or occupants of residential property are charged a fee per household that cannot exceed $2.00 per month. Both businesses and households must be charged. Revenue may be used for activities such as street lighting, traffic control devices, sidewalks, curbs, gutters, parking facilities and drainage facilities.

Special Assessment District: District created to service entities completely or partially outside of the jurisdiction. Special assessments are levied against those who directly benefit from the new service or facility. This includes Local Improvement Districts, Road Improvement Districts, Utility Improvement Districts and the collection of development fees. Funds must be used solely to finance the purpose for which the special assessment district was created.

Special Purpose District: District created to provide a specified service. Often the district will encompass more than one jurisdiction. This includes districts for fire facilities, hospitals, libraries, metropolitan parks, airports, ferries, parks and recreation facilities, cultural arts, stadiums and convention centers, sewers, water flood controls, irrigation and cemeteries. Voter approval is required for airport, parks and recreation and cultural arts, stadium and convention districts. District has authority to impose levies or charges. Funds must be used solely to finance the purpose for which the special purpose district was created.

Transportation Benefit Districts: Chapter 36.73 RCW enables cities and counties to create transportation benefit districts in order to finance and carry out transportation improvements necessitated by economic development and to improve the performance of the transportation system.

Lease Agreements: Agreement allowing the procurement of a capital facility through lease payments to the owner of the facility. Several lease packaging methods can be used. Under the lease-purchase method the capital facility is built by the private sector and leased back to the local government. At the end of the lease, the facility may be turned over to the municipality without any future payment. At that point, the lease payments will have paid the construction cost plus interest.

Privatization: Privatization is generally defined as the provision of a public service by the private sector. Many arrangements are possible under this method ranging from a totally private venture to systems of public/private arrangements, including industrial revenue bonds.

Impact Fees: These fees are paid by new development based upon its impact to the delivery of services. Impact fees must be used for capital facilities needed by growth, not for current deficiencies in levels of service, and cannot be used for operating expenses. These fees must be equitably allocated to the specific entities which will directly benefit from the capital improvement and the assessment levied must fairly reflect the true costs of these improvements. Impact fees may be imposed for public streets and roads, publicly owned parks, open space and recreational facilities, school facilities and fire protection facilities (in jurisdictions that are not part of a fire district).

Storm Drainage Utility Charge: Utility district created to specifically provide storm and drainage management, maintenance and operation. Fees would be levied against properties receiving benefit of storm water management.

State Grants and Loans

Community Development Block Grant (CDBG): Grant funds available for public facilities, economic development, housing and infrastructure projects which benefit low and moderate income households. Grants distributed by the Department of Community Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Community Economic Revitalization Board: Low-interest loans (rate fluctuates with State bond rate) and occasional grants to finance infrastructure projects for a specific private sector development. Funding is available only for projects which will result in specific private developments or expansions in manufacturing and businesses that support the trading of goods and services outside of the State's borders. Projects must create or retain

jobs. Funds are distributed by the Department of Trade and Economic Development primarily to applicants who indicate prior commitment to project. Revenue restricted in type of project and may not be used for maintenance and operations.

Public Works Trust Fund (PWTF): Low interest loans to finance capital facility construction, public works emergency planning and capital improvement planning. To apply for the loans the city must have a capital facilities plan in place and must be levying the original 1/4 real estate excise tax. Funds are distributed by the Department of Community Development. Loans for construction projects require matching funds generated only from local revenues or state shared entitlement revenues. PWTF revenues may be used to finance new capital facilities, or for maintenance and operations of existing facilities.

Federal Project Grants (LWCF): Federal monies are available for the acquisition and construction of outdoor park facilities from the National Park Service's (NPS) Land and Water Conservation Fund (LWCF). The grants are administered by the Washington State Recreation and Conservation Office (RCO).

NPS grants usually do not exceed $150,000 per project and must be matched on an equal basis by the local jurisdiction. The RCO assigns each project application a priority on a competitive statewide basis according to each jurisdiction's need, population benefit, natural resource enhancements and a number of other factors. In the past few years, project awards have become extremely competitive as the federal government has significantly reduced the amount of federal monies available under the NPS program. The state has increased contributions to the program over the last few years using a variety of special funds, but the overall program could be severely affected by pending federal deficit- cutting legislation.

Applicants must submit a detailed comprehensive park and recreation plan to be eligible for NPS funding. The plan must demonstrate facility need and prove that the city's project proposal will adequately satisfy local park and recreation needs and interests. This Comprehensive Plan functions as the city's detailed park and recreation plan for such grant purposes (See Chapter 5).

State Project Grants (ALEA): Washington State created a number of new programs in recent years for park and recreation development purposes using special state revenue programs. Recently enacted programs include the 1985 Aquatic Lands Enhancement Act (ALEA) using revenues obtained by the Washington Department of Natural Resources from the lease of state owned tidal lands. The ALEA program is administered by RCO for the development of shoreline-related trail improvements and may be applied for the full cost of the proposal.

Urban Arterial Trust Account (UATA): Revenue available for projects to alleviate and prevent traffic congestion. Entitlement funds are distributed by the State Transportation Improvement Board (STIB) subject to UATA guidelines and with a 20 percent local matching requirement. Revenue may be used for capital facility projects to alleviate roads that are

structurally deficient, congested with traffic, or have accident problems.

Transportation Improvement Account: Revenue available for projects to alleviate and prevent traffic congestion caused by economic development or growth. Entitlement funds are distributed by the State Transportation Improvement Board with a 20 percent local match requirement. For cities with a population of less than 500 the entitlement requires only a 5 percent local match. Revenue may be used for capital facility projects that are multi-modal and involve more than one agency.

Centennial Clean Water Fund: Grants and loans for the design, acquisition, construction and improvement of Water Pollution Control Facilities and related activities to meet state and federal water pollution control requirements. Grants and loans are distributed by the Department of Ecology with a 50-25 percent matching share. Use of funds limited to planning, design and construction of Water Pollution Control Facilities, storm water management, ground water protection and related projects.

Water Pollution Control State Revolving Fund: Low interest loans and loan guarantees for water pollution control projects. Loans distributed by the Department of Ecology. Applicant must show water quality need, have a facility plan for treatment works and show a dedicated source of funding for repayment.

Washington State Recreation and Conservation Office: Provides leadership, grant funding and technical assistance for the building of trails, parks, boating facilities, water access and more. Office administers 12 grant programs for providing recreation, conserving habitat, measuring farmland and recovering salmon. Applicants must complete a planning process before applying for funding. Most grants require either a cash or in-kind contribution of up to 50 percent of the cost of the project.

Federal Grants and Loans

Federal Aid Bridge Replacement Program: Funds available with a 20 percent local matching requirement for replacement of structurally deficient or obsolete bridges. Funds are distributed by the Washington State Department of Transportation on a statewide priority basis. Therefore, the bridge must be on the State of Washington Inventory of Bridges.

Federal Aid Safety Programs: Revenue available for improvements at specific locations which constitute a danger to vehicles or pedestrians as shown by frequency of accidents. Funds are distributed by Washington State Department of Transportation from a statewide priority formula and with a 10 percent local match requirement.

Federal Aid Emergency Relief: Revenue available for restoration of roads and bridges on the federal aid system which are damaged by extraordinary natural disasters or catastrophic failures. Local agency declares an emergency and notifies Division of Emergency Management, upon approval entitlement funds are available with a 16.87 percent local matching requirement.

Department of Health Water Systems Support: Revolving, low-interest loans for upgrading existing small water systems, ensuring effective management and achieving maximum conservation of safe drinking water. Grants distributed by the State Department of Health through intergovernmental review.

Intermodal Surface Transportation Efficiency Act (ISTEA): ISTEA (referred to as "ice tea") provides funding to the State for transportation oriented projects. Several federal programs were combined to create one umbrella program. Separate areas of funding are made available through Washington State Department of Transportation (WSDOT) or the Puget Sound Regional Council (PSRC) focusing on motor vehicles, bicycles, pedestrians, carpooling, HOV lanes, commuter trains, bridges, highway safety, environmental and "enhancement" projects. Grants are generally awarded on a competitive basis within the County, Puget Sound region or the State.

CAPITAL FACILITY STRATEGIES

In order to realistically project available revenues and expected expenditures on capital facilities, the city must consider all current policies that influence decisions about the funding mechanisms, as well as policies affecting the city's obligation for public facilities. The most relevant of these are described below. These policies along with the goals and policies articulated in the other elements of the Comprehensive Plan were the basis for the development of various funding scenarios. Any variations from the current policies in the development of the six-year Capital Improvement Plan Table 9.2 were incorporated into the goals and policies of the Comprehensive Plan.

<u>Mechanisms to Provide Capital Facilities</u>

Increase Local Government Appropriations: The city will investigate the impact of increasing current taxing rates and will actively seek new revenue sources. In addition, on an annual basis the city will review the implications of the current tax system as a whole.

Analysis of Debt Capacity: Generally, Washington State law permits a city to ensure a general obligation bonded debt equal to 1.5 percent of its property valuation without voter approval. By a 60 percent majority vote of its citizens, a city may assume an additional general obligation bonded debt of 1 percent, bringing the total for general purposes up to 2.5 percent of the value of taxable property. The value of taxable property is defined by law as

being equal to 100 percent of the value of assessed valuation. For the purpose of supplying municipally-owned electric, water or sewer service, and with voter approval, a city may incur another general obligation bonded debt equal to 2.5 percent of the value of taxable property. At the current time, the city of Lake Stevens does not supply these services; however, the city has an interest in where the utility purveyors invest in infrastructure. With voter approval, cities may also incur an additional general obligation bonded debt equal to 2.5 percent of the value of taxable property for parks and open space. Thus, under State law, the maximum general obligation bonded debt which a city may incur cannot exceed 7.5 percent of the assessed property valuation.

Municipal revenue bonds are not subject to a limitation on the maximum amount of debt which can be incurred. These bonds have no effect on the city's tax revenues because they are repaid from revenues derived from the sale of services.

The city of Lake Stevens has used general obligation bonds and municipal revenue bonds very infrequently. Therefore, under state debt limitations, it has ample debt capacity to issue bonds for new capital improvement projects as shown in Table 9.3. However, the city does not currently have policies in place regarding the acceptable level of debt and how that debt will be measured.

The city has developed the 20-year Capital Facilities Program to address future growth plans and anticipates new development will pay a proportionate share of impacts to meet concurrency requirements.

User Charges and Connection Fees: User charges are designed to recoup the costs of public facilities or services by charging those who benefit from such services. As a tool for affecting the pace and pattern of development, user fees may be designed to vary for the quantity and location of the service provided. Thus, charges could be greater for providing services further distances from centers.

Mandatory Dedications or Fees in Lieu of: The jurisdiction may require, as a condition of plat approval, that subdivision developers dedicate a certain portion of the land in the development to be used for public purposes, such as roads, parks, or schools. Dedication may be made to the local government or to a private group. When a subdivision is too small or because of topographical conditions a land dedication cannot reasonably be required, the jurisdiction may require the developer to pay an equivalent fee in lieu of dedication.

The provision of public services through subdivision dedications not only makes it more feasible to serve the subdivision, but may make it more feasible to provide public facilities and services to adjacent areas. This tool may be used to direct growth into certain areas.

Table 9.3 – Limitation of Indebtedness

I. INDEBTEDNESS FOR GENERAL PURPOSES WITHOUT A VOICE OF THE PEOPLE			
Councilmanic: Legal Limit 1.5% of taxable property	Capacity	Less Outstanding	Remaining Debt Capacity
1.5% times 2,375,391,203 equals	35,630,868	4,607,704	31,023,164
II. INDEBTEDNESS FOR GENERAL PURPOSES WITH A 3/5 VOTE OF THE PEOPLE			
Councilmanic: Legal Limit 2.5% of taxable property	Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals	59,384,780	0	59,384,780
I & II. TOTAL INDEBTEDNESS FOR GENERAL PURPOSES			
Councilmanic: Legal Limit 2.5% of taxable property	Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals	59,384,780	4,607,704	54,777,076
III. INDEBTEDNESS FOR CITY UTILITY PURPOSES WITH A 3/5 VOTE OF THE PEOPLE			
Councilmanic: Legal Limit 2.5% of taxable property	Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals	59,384,780	0	59,384,780
IV. INDEBTEDNESS FOR OPEN SPACE AND PARK FACILITIES WITH A 3/5 VOTE OF THE PEOPLE			
Councilmanic: Legal Limit 2.5% of taxable property	Capacity	Less Outstanding	Remaining Debt Capacity
2.5% times 2,375,391,203 equals	59,384,780	0	59,384,780
TOTAL **7.50%**	**TOTAL CAPACITY**	**TOTAL LESS OUTSTANDING**	**TOTAL REMAINING DEBT CAPACITY**
	178,154,340	4,607,704	173,546,636

Negotiated Agreement: Agreement whereby a developer studies impact of development and proposes mitigation for city's approval. These agreements rely on the expertise of the developer to assess the impacts and costs of development. Such agreements are enforceable by the jurisdiction. The negotiated agreement will require lower administrative and enforcement costs than impact fees.

Impact Fees: Impact fees may be particularly useful for a community that is facing rapid growth and with existing residents desiring to minimize the impacts to the existing levels of service.

Obligation to Provide Capital Facilities

Coordination with Other Public Service Providers: Local goals and policies as described in the other Comprehensive Plan elements are used to guide the location and timing of development. However, many local decisions are influenced by state agencies, special purpose districts and utilities that provide public facilities within the city of Lake Stevens. The planned capacity of public facilities operated by other entities is essential not only for the location and timing of public services, but also in the financing of such services and for the community to realize infrastructure and growth sustainability.

The city's plan for working with the natural gas, electric and telecommunication providers is detailed in the Public Services and Utilities Element Chapter 8. This Plan includes policies for sharing information and a procedure for negotiating agreements for provision of new services in a timely manner.

The Level of Service Standards for other public service providers such as school districts, sewer provider and private water providers are addressed in their respective Capital Facility programs. The city's policy is to exchange information with these entities and to provide them with the assistance they need to ensure that public services are available and that the quality of the service is maintained.

Level of Service Standards: Level of service standards are an indicator of the extent or quality of service provided by a facility that are related to the operational characteristics of the facility. They are a summary of existing or desired public service conditions. The process of establishing level of service standards requires the city to make quality of service decisions explicit. The types of public services for which the city has adopted level of service standards will be improved to accommodate the impacts of development and maintain existing service in a timely manner with new development.

Level of service standards will influence the timing and location of development, by clarifying which locations have excess capacity that may easily support new development and by delaying new development until it is feasible to provide the needed public facilities.

TABLE 9.4 – LEVEL OF SERVICE STANDARDS

FACILITY	ADOPTED LOS
Streets and Roads	
Major and Minor Arterials	LOS E
Collector Roadways	LOS E
Local Access Roadways	LOS C
SR9, SR204 and SR92*	LOS set by Puget Sound Region Council
Transit*	Coordination with Community Transit
Domestic Water*	
Domestic Supply	100 per capita per day - Adopted by Snohomish County PUD
Commercial	Adopted by Snohomish County PUD
Fire Flow	
Domestic and Commercial	Per IFC
Sewer	
Residential & Equivalent Commercial*	70 gallons per capita per day
Schools*	
Early Learning	State mandated LOS
K-5	State mandated LOS
6-8	State mandated LOS
9-12	State mandated LOS
Home School Program	State mandated LOS
Fire Protection*	
Fire Response	COORDINATE WITH Lake Stevens FD
Medical Response	COORDINATE WITH Lake Stevens FD
Law Enforcement	
Emergency Response	3 – 4 minutes
Non-emergency Response	6 – 10 minutes
Parks, Recreation and Open Space	
Community Parks	> 10 acres, within 2.5 miles
Neighborhood Parks	≤ 10 acres, within 1 mile
Mini-Parks	≤ 1 acre, within ½ mile residential or commercial
School Parks	Varies
Special Use Parks & Facilities	Varies
Trails & Pedestrian Facilities	Varies, within 1 mile of residential
Open space	Varies
Libraries*	
Building	Coordinated with Sno-Isle Library District
Solid Waste*	
Residential	3.3 pounds per capita per day
Other Government Services	
Building	Varies

*City considers and adopts special purpose district Capital Planning Document

In addition, to avoid over extending public facilities, the provision of public services may be phased over time to ensure that new development and projected public revenues keep pace with public planning. The city has adopted a level of service standard for six public services. The specific standards are identified in Chapters 5, 7 and 8 and summarized in Table 9.4 below.

Concurrency Management System Ordinance: The city adopted a concurrency implementation ordinance which contains procedures for reviewing proposed development within the city based on the available capacity of public facilities coupled with the adopted Level of Service standard for them.

Methods for Addressing Shortfalls

The city will not be able to finance all proposed capital facility projects, therefore, it has clearly identified the options available for addressing shortfalls and how these options will be exercised. The city evaluates capital facility projects on both an individual basis and a system-wide basis. In deciding how to address a particular shortfall the city will balance the equity and efficiency considerations associated between each of these options.

When the city identifies a potential shortfall, the city may addressed it by increasing revenue, examining and adjusting levels of service as appropriate, look for additional creative, cost effective solutions for constructing the facility, use a phasing solution to implement the facility construction and/or other methods as appropriate.

Six-Year Capital Improvement Plan

Financial Assumptions

The following assumptions about future operating conditions in the local government and market conditions were used in the development of the six-year Capital Improvement Plan Table 9.2:

- The city will maintain its current fund accounting system to handle its financial affairs.
- The cost of running the local government will continue to increase due to inflation and other factors, while revenues will decrease.
- New revenue sources, including new taxes, may be necessary to maintain and improve city services and facilities.
- Significant capital investment is needed to maintain, repair and rehabilitate the city's aging infrastructure and to accommodate future growth.
- Public investment in capital facilities is the primary tool of local government to

support and encourage economic growth.

- A comprehensive approach to review, consider and evaluate capital funding requests is needed to aid decision-makers and citizenry in understanding the capital needs of the city.
- Special purpose districts will cooperate and coordinate in the city's approach to capital facility planning to ensure growth is guided as directed.

In accordance with the existing accounting system, financial transactions are recorded in individual "fund" accounts. Capital improvements will be financed through the following funds:

- General Fund
- Capital Improvement Fund
- Transportation Improvement Fund
- Enterprise Fund

PROJECTED REVENUES

Projected Tax Base

The city's tax base was projected to increase at a 1 percent annual rate of growth for the adjusted taxable value of property (including new construction). The assessment ratio is projected to remain stable at 100 percent. This is important to the overall fiscal health of the city; however, capital improvements are also funded through non-tax resources.

Revenue by Fund

General Fund: This is the basic operating fund for the city, however, historically a number of capital improvements have been financed through this fund. Ad valorem tax yields were projected using the current tax rate and the projected 1 percent annual rate of growth for the city's assessed valuation. The General Fund will generally be allocated 72 percent of the annual tax yield from ad valorem property taxes. Sales tax projection estimates are based on historical trend data and increase approximately 1 percent per year.

Transportation Funds: Expenditures from these funds include direct annual outlays for capital improvement projects as well as the operating expenditures of the Street Fund. The revenues in this fund represent total receipts from state and local gas taxes. The projection estimates are based on state projections for gasoline consumption, current state gas tax revenue sharing methodologies and continued utilization of local option gas taxes at current levels. This fund also includes state and federal grant monies dedicated to transportation improvements.

Capital Improvement Funds: These revenues are committed to annual debt service and capital projects. The revenues in this fund represent continued capture of the real estate excise tax revenues necessary to meet annual debt service obligations on outstanding general obligation bonds.

Enterprise Fund: The revenue in this fund is used for the annual capital, debt service and operating expenditures for services that are operated and financed similar to private business enterprises. The projected revenues depend upon income from user charges, bond issues, state or federal grants and carry-over reserves.

Table 9.5 indicates the expected revenue available to the city to finance capital improvements and related operation and maintenance costs for the years 2015-2020.

Revenue amounts projected are based on past trends.

Table 9.5 – Revenue Projections Affecting Capital Improvements (Thousands) - 2015

FUNDS	2015	2016	2017	2018	2019	2020
General Fund	9,229	8,741	8,696	8,789	8,878	8,985
Total General	**9,229**	**8,741**	**8,696**	**8,789**	**8,878**	**8,985**
Street Fund	2,155	2,209	2,264	2,321	2,379	2,438
Total Transportation	**2,155**	**2,209**	**2,264**	**2,321**	**2,379**	**2,438**
Storm Water Management	1,545	1,560	1,576	1,592	1,608	1,624
Total Proprietary	**1,545**	**1,560**	**1,576**	**1,592**	**1,608**	**1,624**
CIP - Development Contributions	315	99	28	28	28	28
REET	804	614	620	626	633	639
Sidewalk Capital Project	-	-	-	-	-	-
Total Capital Project	**1,119**	**713**	**648**	**654**	**661**	**667**

Plan Implementation and Monitoring

Projected Expenditures

For the purpose of this fiscal assessment, projected capital expenditures have been aggregated to include:

- The direct cost of scheduled capital improvement projects presently underway;
- Capital improvement debt service expenditures for outstanding and planned bond issues; and
- The direct cost of capital facilities in Table 9.1.

These expenditures represent additional costs to maintain adopted level of service standards under projected growth conditions.

The Six-Year Schedule of Funded Improvements referred to as the 6-Year CIP (Table 9.2) is the mechanism by which the city can stage the timing, location, projected cost and revenue sources for the capital improvements identified for implementation in the other Comprehensive Plan Elements. The Six-Year Schedule of Funded Improvements is economically feasible within the target revenues discussed in the preceding sections of this element entitled Inventory and Analysis.
Table 9.1 lists the capital facilities by type and provides estimates of project costs by year. The distribution among years matches the years in which capital improvement work is planned in order to achieve or maintain the adopted Level of Service standards and measurable objectives for various public facilities.

The capital improvement projects listed in Table 9.2 are inclusive of all anticipated capital improvements as assessed by city departments for the six year planning period.

Monitoring and Evaluation

Monitoring and evaluation are essential in ensuring the effectiveness of the Capital Facilities Program Element. This element will be regularly reviewed and amended to verify that fiscal resources are available to provide public facilities needed to support adopted LOS standards and measurable objectives. The review will reevaluate the following considerations in order to determine their continued appropriateness:

1. Any needed changes to costs, revenue sources, acceptance of dedicated facilities, or the date of construction of any facility enumerated in the element.
2. The Capital Facilities Element's continued consistency with the other elements and its support of the Land Use Element.
3. The priority assignment for addressing public facility deficiencies.
4. The city's progress in reducing or eliminating deficiencies.
5. The criteria used to prioritize capital improvement projects.
6. The city's effectiveness in maintaining the adopted LOS standards and achieving measurable objectives.
7. The city's effectiveness in reviewing the impacts of plans and programs of state agencies

that provide public facilities with the city's jurisdiction.

8. The effectiveness of impact fees and dedications for assessing the degree to which new development pays for its impacts.
9. The impacts of special districts and any regional facility and service provision upon the city's ability to maintain its adopted LOS standards or to achieve its measurable objectives.
10. Success of securing grants or private funds to finance capital improvements.
11. Capital improvements needed for the latter part of the planning period for update of the Six-Year Schedule of Improvements.
12. Concurrency status.

Analysis of Infrastructure

Capacity of Infrastructure

City Hall Facilities/Library Building: As the city organization has grown through annexation, so has the need for larger, updated facilities. In 2008 the city purchased property at the edge of downtown on Grade Road, north of the current Police Station, for the purposes of a civic campus. Sno-Isle Regional Library System and the city are coordinating the opportunity to jointly locate on this property and seek funding for new facilities.

Water System: The quality of the water provided by the PUD is good and the service meets present needs, with each household using approximately 300 gallons of water per day. Relying on standards developed for previous water supply plans, the city has decided to adopt 100 gallons of water per capita per day as a level of service standard.

Provision of water to future development not only depends on capacity, but also on design considerations. The PUD anticipates having enough capacity to serve the projected population; however, the costs of providing this service will vary significantly due to design. The PUD will also need to carefully consider the impact of very large industrial developments.

Wastewater Disposal Facilities: The city of Lake Stevens and the Lake Stevens Sewer District have a combined sewer system currently operated by the Sewer District. The Sewer District completed construction of a new wastewater treatment plant to serve the larger population in the city and the urban growth boundary for the planning period. The plant is capable of expansion to service additional needs beyond 2035.

There are few homes still on septic within the city and most of these do not pose a health threat. If such a threat becomes imminent, city ordinance does allow the city to mandate that a home with a failing septic system and within 300 feet of a sewer line be hooked up to the

system. Most new homes being built are on the sewer system, as the minimum parcel size for a septic system to be used is 12,500 square feet.

Solid Waste Disposal: The County anticipates that it will have adequate landfill capacity during this planning period, especially since most jurisdictions have or are initiating a curbside recycling program. The city has a mandatory garbage and recycling program.

Medical and Emergency Facilities: The city is adequately served by Providence Hospitals. EMS services are provided by the Lake Stevens Fire Prevention District No.8.

Police and Fire Protection: The provision of safe, commercial and industrial areas improves the quality of life for current residents and makes the city more attractive for new residents and businesses. As specified in Public Services and Utilities Element Chapter 7, the Police Department will strive for a level of service that maintains an Emergency Response Time of 3 to 4 minutes and a non-emergency response time of 6 to 10 minutes. Periodic staffing review will ensure the level of service is being met.

Public Education Facilities: To meet the demand generated by growth, the Lake Stevens School Districts' capital facilities plan calls for construction of two new elementary schools and a middle school in that time frame.

Library: Current library space is undersized to serve the existing library service area. The city is currently working with Sno-Isle Regional Library on a joint location for a new facility.

Transportation Facilities: Various types of land uses will need different types of transportation and will place different demands on the transportation system. Residential areas need access to centers of employment; commercial and industrial enterprises need access to supplier and consumer markets; and transportation corridors are often used to extend public services and utilities. This plan projects future transportation needs according to the Land Use Plan and recent annexations.

Parks: Chapter 5 is the Parks, Recreation and Open Space Element, which establishes specific goals and policies to guide decision-making and contains a detailed needs assessment for planning, acquisition, development and improvement of facilities and lands. The needs assessment provides the framework for the capital parks and recreation projects identified in Table 9.1.

GOALS AND POLICIES

GOAL 9.1 THE CITY WILL STRIVE TO BE A SUSTAINABLE COMMUNITY AROUND THE LAKE WITH UNSURPASSED INFRASTRUCTURE FOR AN EXCEPTIONAL QUALITY OF LIFE.

Policies

9.1.1 Ensuring good fiscal stewardship.

9.1.2 Using smart growth principles to understand how the city's planned growth pattern affects the investments that will be needed, and investing in where new growth should occur.

9.1.3 Expertly planning for the short and long term costs to support infrastructure expenditures and leave a quality legacy.

GOAL 9.2 PROVIDE PUBLIC FACILITIES IN A MANNER WHICH PROTECTS INVESTMENTS IN, AND MAXIMIZES USE OF, EXISTING FACILITIES AND PROMOTES ORDERLY COMPACT URBAN GROWTH.

Policies

9.2.1 Capital improvements shall be provided to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth.

9.2.2 Capital improvement projects identified for implementation in this Plan and at a cost of at least $10,000 shall be included in the Six-Year Schedule of Improvement. Capital improvements with a cost of less than $10,000 should be reviewed for inclusion in the six-year Capital Improvement Program and the annual capital budget.

9.2.3 Proposed capital improvement projects shall be evaluated and prioritized in consideration of the following criteria:

a. Need exists to correct existing deficiencies, replace facilities, or to provide for growth;

b. Elimination of public hazards;

c. Elimination of capacity deficits;

d. Financial feasibility;

e. Site needs based on projected growth patterns;

f. Environmental impacts;

g. New development and redevelopment;

h. Plans of state agencies; and

i. Local budget impact including costs for operations and maintenance.

GOAL 9.3 DEVELOPMENT SHALL BEAR ITS FAIR SHARE OF COSTS OF PROVIDING PUBLIC FACILITIES AT THE ADOPTED LEVELS OF SERVICE.

Policies

9.3.1 Transportation and park impact fees shall be sufficient to pay the fair share of improvement costs necessitated by new development.

9.3.2 Appropriate funding mechanisms for developments' contribution of a fair share of other public facility improvements [such as recreation, drainage and solid waste] will be considered for implementation as the city develops them.

GOAL 9.4 PROVIDE NEEDED CAPITAL IMPROVEMENTS TO MAINTAIN ADOPTED LEVELS OF SERVICE.

Policies

9.4.1 The city shall continue to adopt an annual capital budget and a six-year capital improvement program as part of its budgeting process.

9.4.2 Debt shall be managed so that city general obligation debt will not exceed debt limitations set by state law and the city's ability to pay. There are no limits placed on revenue bonds other than the ability to pay.

9.4.3 Efforts shall be made to secure grants or private funds whenever available to finance the provision of capital improvements.

9.4.4 Fiscal policies to direct expenditures for capital improvements will be consistent with other Comprehensive Plan Elements.

GOAL 9.5 COORDINATE LAND USE DECISIONS AND FINANCIAL RESOURCES WITH A SCHEDULE OF CAPITAL IMPROVEMENTS TO MEET ADOPTED LEVEL OF SERVICE STANDARDS, MEASURABLE OBJECTIVES.

Policies

9.5.1 Certain public facilities and services needed to support development shall be available concurrent with the development. The city shall adopt a concurrency program subject to concurrency requirements which shall include transportation, parks and sanitary sewer. The city will consider in the future the feasibility of implementing concurrency for stormwater and potable water.

9.5.2 The city will support and encourage the joint development and use of cultural and community facilities with other governmental or community organizations in areas of mutual concern and benefit.

9.5.3 The city will emphasize capital improvement projects, which promote the conservation, preservation or revitalization of commercial, industrial and residential areas in Lake Stevens.

9.5.4 Proposed Plan amendments and requests for new development or redevelopment shall be evaluated according to the following guidelines as to whether the proposed action would:

a. Contribute to a condition of public hazards;

b. Exacerbate any existing condition of public facility capacity deficits;

c. Generate public facility demands that exceed capacity increase planning in the Six-Year Schedule of Improvements;

d. Conform to future land uses as shown on the future land use map of the Land Use Element;

e. Accommodate public facility demands based upon adopted LOS standards and attempts to meet specified measurable objectives, when public facilities are developer-provided;

f. Demonstrate financial feasibility, subject to this element, when public facilities are provided, in part or whole, by the city; and

g. Affect state agencies' facilities plans and siting of essential publics facilities.

9.5.5 Continue to update prioritizations on Table 9.2 as needs are identified; and move projects/facilities to and/or from Table 9.1 to 9.2 as funding becomes available.

TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2015-2035

TABLE 9.1 – CAPITAL FACILITIES PROGRAM, 2015-2035 (Updated in 2016) TRANSPORTATION								
ROAD	**FROM**	**TO**	**COST**	**YEAR/S**	Local	State/Fed	Mitigation	Dev Imp
SR9/SR204/System (SR9/204, 91st/204, 4th/SR9	North of SR204	South of 4th and West of 91st	$69,0500	2015-2021		X		
Frontier Village Internal Access Rd	No Davies	4th St NE	$6,265,000	>2021	X		X	X
N Davies/Vernon - RAB	Vernon Rd	-	$150,000	>2021			X	X
N Davies/FV - RAB	north Frontier Village	-	$150,000	>2021			X	X
93rd Ave NE (new)	Market	4th St NE	$3,840,000	>2021	X	X	X	X
93rd Ave NE (existing)	Market	1st St SE	$3,597,000	>2021	X	X	X	X
91st Ave NE/4th NE - Intersection	4th St NE	-	$400,000	>2022	X	X	X	X
91st Ave NE	4th St NE	SR 204	$751,500	>2021	X		X	X
91st Ave NE	SR 204	Vernon	$351,000	2018-2019	X		X	X
91st Ave NE - Intersection	Vernon Rd	-	$200,000	2018	X		X	X
Frontier Circle E	91st Ave NE	13th St NE	$750,000	>2021	X		X	X
4th St NE	SR 9	93rd Ave NE (new)	$315,000	>2021	X		X	X
4th St NE	93rd Ave NE (new)	94th Ave NE (Target)	$522,000	>2021			X	X
4th St NE	94th Ave NE (Target)	99th Ave NE	$864,000	>2021	X		X	X

99th Ave NE	Market	4th St NE	$1,170,000	2019>2020	X		X	X
4th St SE	91st Ave SE	SR-9	$622,000	2017-2018	X	X		
4th St NE	91st Ave NE	SR 204	$7,578,460	>2021			X	X
90th Ave NE shop center road	4th Ave NE	Market	$4,648,540	>2021			X	X
13th St NE (SR 204)	SR 9	93rd Ave NE (new)	$195,500	>2021	X		X	X
Vernon Road	91st Ave NE	SR 9	$935,000	2020	X		X	X
Lundeen/Vernon - Intersection	Vernon Rd	-	$400,000	2021	X	X	X	X
91st Ave NE	4th St SE	Market	$1,710,000	>2021	X	X	X	X
94th Ave NE (Target)	Market	4th St NE	$2,937,000	>2021	X		X	X
2nd St NE Connector (Target)	94th Ave NE (Target)	99th Ave NE	$191,000	>2021	X		X	X
20th St SE	83rd Ave SE	88th Ave SE	$4,051,080	2015-2020	X	X	X	X
20th St SE/83rd SE - Intersection	83rd Ave SE	-	$400,000	2015-2020	X	X	X	X
20th St SE	79th Ave SE	83rd Ave SE	$2,864,400	2021-2026	X		X	X
20th St SE/79th SE - Intersection	79th Ave SE	-	$300,000	>2021	X	X	X	X
20th St SE	73rd Ave SE	79th Ave SE	$2,455,200	>2021	X	X	X	X
20th St SE/73rd SE - Intersection	73rd Ave SE	-	$500,000	2015>2021			X	X
20th St SE	US 2	73rd Ave SE	$2,557,500	>2021	X	X	X	X
24th St SE/73rd SE - Intersection	73rd Ave SE	-	$800,000	2021-2022			X	X
24th St SE	73rd Ave SE	79th Ave SE	$3,653,000	2021-2022			X	X

24th St SE/79th SE - Intersection	79th Ave SE	-	$800,000	2021-2022			X	X
24th St SE	83rd Ave SE	87th Ave SE	$5,278,000	>2021			X	X
24th St SE/83rd SE - Intersection	83rd Ave SE	-	$800,000	>2021			X	X
24th St SE	SR 9	91st Ave SE	$2,970,000	2016-2017			X	X
24th St SE/SR 9 - Intersection			$3,500,000	>2021	X		X	X
20th St SE/SR 9 - Intersection			$4,327,000	>2021	X		X	X
91st Ave SE	20th St SE	4th St SE	$4,770,000	2019-2020	X	X	X	X
91st Ave SE	20th St SE	24th St SE	$5,499,800	2019-2020			X	X
99th Ave SE	20th St SE	4th St SE	$4,763,800	2021-2024	X	X	X	X
99th Ave SE	20th St SE	Lake Stevens Rd	$5,507,800	2021-2024			X	X
83rd Ave SE	20th St SE	24th St SE	$2,369,500	>2021			X	X
79th Ave SE	20th St SE	24th St SE	$2,369,500	>2021			X	X
24th St SE	83rd Ave SE	79th Ave SE	$1,728,300	>2021			X	X
S Lake Stevens Road	SR 9	18th Street SE	$7,382,000	>2021			X	X
S. Lake Stevens Road	S. Davies Road	Stitch Road	$430,000	2017	X			
City Campus Rd (26th NE)	Intersection		$4,105,221	>2021	X		X	X
20th St NE	Grade Rd	500' w of 123rd SE	$1,500,257	>2021	X		X	X
123rd Ave NE	20th St NE	N Lakeshore Dr	$1,263,630	>2021	X		X	X
20th St NE & Main Intersection	Intersection		$1,112,004	2021-2024	X	X	X	X

North Lakeshore Dr	123rd Ave NE	550 west of 123rd NE	$788,739	>2021	X	X	X	X
North Lakeshore Dr	123rd Ave NE	Main St NE	$282,920	>2021	X		X	X
123rd Ave NE	N Lakeshore Dr	18th St NE	$4,040,621	>2021			X	X
Main Street	20th St NE	17th St NE	$1,274,558	>2021	X		X	X
19th St NE	Main St	125th Ave NE	$2,649,804	>2021			X	X
18th St NE	123rd Ave NE	Main St NE	$1,287,281	>2021			X	X
18th St NE	Main St	125th Ave NE	$428,820	>2021	X		X	X
123rd Ave NE	18th St NE	17th St NE	$1,094,300	>2021	X		X	X
18th Pl NE	123rd Ave NE	Main St NE	$808,375	>2021	X		X	X
17th Pl NE	123rd Ave NE	180' west of 123rd NE	$899,614	>2021	X		X	X
17th Pl NE	123rd Ave NE	Main St NE	$938,474	>2021	X		X	X
Grade Road	20th St NE	SR 92	$15,607,836	2021>2024	X	X	X	X
20th Street NE	east of Main St	Centennial Trail	$1,284,475	>2021	X	X	X	X
SR 92 & Grade Rd RAB	Intersection		$4,105,221	2020>2022	X	X	X	X
Lundeen Pkwy Corridor Ped Imp	Vernon Rd	99th Ave NE	$900,000	>2021	X		X	
Hartford Rd & Drainage Imp	Catherine Creek Crossing		$700,000	>2021	X	X	X	
20th Street NE Widening	Main St	111th Dr NE	$1,668,000	>2021	X		X	
30th Street NE non-motorized	113rd Ave NE	Cedar Rd NE	$540,000	>2021	X	X	X	
Mitchell Ro/Manning Road	200ft W of 116th Dr NE	600 ft. E of 116th Dr NE	$360,000	>2021	X		X	X
117th Avenue NE	20th St NE	150 ft. S of 28th St NE	$1,932,000	>2021	X		X	X

116th Avenue NE	20th St NE	26th St NE	$1,900,000	>2021	X		X	
26th Street NE	115th Ave NE	117th Ave NE	$280,000	>2021	X		X	
Mitchell Dr/118th Ave NE	N. Lakeshore Dr	20th St NE	$1,400,000	>2021	X		X	
131st Avenue NE	20th St NE	Hartford Rd	$1,489,000	>2021	X		X	
22nd Street NE	117th Ave NE	123rd Ave NE	$768,000	>2021	X		X	
28th Street NE	Old Hartford Rd	N. Machias Rd	$470,000	>2021	X		X	
32nd Street NE	118th St NE	Grade Rd	$545,000	>2021	X		X	X
East Lakeshore Drive – non motorized	Main St	7th St NE	$1,450,000	>2021	X	X	X	
Old Hartford Road	36th St NE	Hartford Road	$2,323,000	>2021	X		X	
36th Street NE	Grade Road	Old Hartford Road	$2,340,000	>2021	X		X	
16th Street NE	Main St	134th Ave NE	$1,737,000	>2021	X		X	
SR 92 and 127th Ave NE RAB	Intersection		$1,750,000	>2021		X		
SR 92 and Lake Dr Rechannelization	Intersection		$200,000	2016		X		
S. Davies Rd and S Lake Stevens Rd	Intersection		$800,000	>2021	X		X	X
Cedar Road	Forest Road	29th St NE	$2,273,000	2017-2022	X	X		
City-Wide Mini-RAB Intersection Improvements.	Various		$900,000	2017-2022	X	X		
Soper Hill Road Intersection Improvements	83rd Ave NE	Soper Hill Road	$750,000	2017-2022	X		X	X
Soper Hill Road Intersection Improvements	87th Ave NE	Soper Hill Road	$750,000	2017-2027	X		X	X
91St Street SE Pedestrian Improvements	8th Street NE	12 Street NE	$610,000	2016-2018		X	X	

	12 Street NE	20th Street SE	$1,100,000	2016				

TABLE 9.1 – CAPITAL IMPROVEMENTS, 2015 – 2035 (Updated in 2016) FACILITIES								
FACILITIES	**FROM**	**TO**	**COST**	**YEAR/S**	Local	State/Fed	Mitigation	Dev Imp
City Hall/Civic Center			250,000,000	2018-2022	X			
Public Works Shop/Pole Building			$80,000	2018	X			
Regional Stormwater Pond (20th St Area)			3,784,000	2018-2019	X	X		X
Regional Stormwater Pond (24th St Area)			23,500784,000	2018-2019	X	X		X
Table 9-1 – Capital Facilities Program, 2015-2035 (Updated in 2016) PARKS*								
PROJECT	**FROM**	**TO**	**COST**	**YEAR/S**	Local	State/Fed	Mitigation	Dev Imp
Planning								
Wayfinding Plan			20,000	2017-2018			X	
Trails, Paths and Pedestrian Facilities Master Plan			15,000	2015-2018			X	X
North Cove/Downtown Open Space Master Plan			80,000	2020201~~65~~-202018		X	X	
Acquisition								
Lakeside Path Right-of-Way/Easement Acquisition (northern section)			237,382	>2021	X	X	X	
Lakeside Path Right-of-Way/Easement Acquisition (eastern section)~~Lakeside~~			222,684~~237,382~~	>2021~~>2021~~	X~~X~~	X~~X~~	~~X~~	

~~Path Right-of-Way/Easement Acquisition (northern section)~~								
Lakeside Path Right-of-Way/Easement Acquisition (southern portion)~~Lakeside Path Right-of-Way/Easement Acquisition (eastern section)~~			1.15 million~~222,684~~	>2021~~>2021~~	X~~X~~	X~~X~~		
Neighborhood Park Acquisition (near 20th Street SE)			317,671	2017>2021			X	
Shoreline Acquisition			~~1 —~~1.5 million	2017>2021		X	X	
Power Line Trail Right-of-Way/Easement Acquisition			838,200	>2021		X	X	
Frontier Heights Park Acquisition			$191,000	2016-2017	X			
Development								
e						X	X	
Complete Phase 1 of the Eagle Ridge Master Plan			~~7271~~2100,000	2016-2018			X	X
Complete Phase 2 of the Eagle Ridge Master Plan			271,205	~~>2021~~2018-2021			X	X
Complete Phase 3 of the Eagle Ridge Master Plan			54~~060~~,~~007175~~	>2021			X	X
Power Line Trail Construction (northern segment)			699,600	>2021			X	
Power Line Trail Construction (southern segment)			641,700	>2021			X	
Cavelero Community Park Phase 1 Development (Partnership with Snohomish County)			2.425 million	2016-2021				
Improvements								
Hartford Road Walking Path/Trail Head			41,173	2016		X	X	

Catherine Creek and Centennial Woods Trail Improvements			15, 206	2020	X		X	
Boat Launch North Cove Park			544,000	2017-2019		X	X	
Lundeen Park			234,959	2016-2017				

TABLE 9.2 – 2015-2020 6-YEAR CAPITAL IMPROVEMENT PLAN

#	Projects	Total Project Costs	Schedule					
			2015	2016	2017	2018	2019	2020
ROAD PROJECTS								
R1	SR9/4th NE Intersection	Incl. in R2	-	-	-	-	-	-
R2	SR9/SR204	$ 69,500	$ 500	$ 2,000	$ 3,000	$ 8,000	$ 9,000	$ 30,000
R3	SR92 & Grade Rd RAB	$ 4,106	-	-	-	-	-	$ 1,436
R4	90th Ave NE Connector	$ 1,140	-	-	-	-	$ 826	-
R5	91st Ave NE (SR204 Vernon)	$ 351	-	-	-	$ 56	$ 295	-
R6	SR92 & Lake Dr Re-channelization	$ 200	-	-	-	$ 200	-	-
R7	20th St SE – Segment 1	$ 4,981	-	$ 625	$ 885	-	$ 1,389	$ 2,084
R8	20th St SE – Segment 2	$ 3,971	-	-	-	-	-	$ 100
R9	24th St SE/79th SE – Intersection	$ 2,970	-	$ 992	$ 1,979	-	-	-
R10	91st Ave SE (20th St SE-4th St SE)	$ 4,770	$ 80	-	-	-	$ 96	$ 999
R11	91st Ave SE (Market-4th St SE)	$ 1,950	-	-	-	-	$ 295	$ 1,655
R12	99th Ave NE (Market 4th St SE)	$ 1,170	-	-	-	-	$ 157	$ 1,013
R13	20th St NE & Main Intersection	$ 1,112	-	-	-	-	-	$ 12
R14	91st Ave NE – Intersection	$ 200	-	-	-	$ 200	-	-
R15	North Davies Sidewalk	$ 350	$ 350	-	-	-	-	-
R16	Vernon Road (91st Ave NE-SR9)	$ 935	-	-	-	-	-	$ 328
CAPTIAL ROAD PROJECT EXPENDITURES		$ 97,706	$ 930	$ 3,617	$ 5,864	$ 8,456	$ 12,058	$ 37,627

~~REVENUE SOURCES~~								
~~-~~	~~Local (Mitigation, REET, Bonds, Loans)~~	~~$ 9,491~~	~~$ 430~~	~~$ 938~~	~~$ 1,661~~	~~$ 264~~	~~$ 1,774~~	~~$ 4,424~~
~~-~~	~~Private Investment~~	~~-~~	~~-~~	~~$ 200~~	~~$ 400~~	~~$ 100~~	~~$ 400~~	~~$ 800~~
~~-~~	~~Grants~~	~~-~~	~~-~~	~~$ 479~~	~~$ 803~~	~~$ 92~~	~~$ 884~~	~~$ 2,403~~
~~-~~	~~Other Agencies~~	~~$ 69,500~~	~~$ 500~~	~~$ 2,000~~	~~$ 3,000~~	~~$ 8,000~~	~~$ 9,000~~	~~$ 30,000~~
~~CAPTIAL ROAD PROJECT FUNDING~~		~~$ 78,991~~	~~$ 930~~	~~$ 3,617~~	~~$ 5,864~~	~~$ 8,456~~	~~$ 12,058~~	~~$ 37,627~~
~~-~~								
~~FACILITY PROJECTS~~								
~~F1~~	~~City Hall/Civic Center~~	~~$ 20,000~~	~~-~~	~~$ 1,000~~	~~$ 19,000~~	~~-~~	~~-~~	~~-~~
~~CAPTIAL FACILITY PROJECT EXPENDITURES~~		~~$ 20,000~~	~~$ -~~	~~$ 1,000~~	~~$ 19,000~~	~~$ -~~	~~$ -~~	~~$ -~~
~~REVENUE SOURCES~~								
~~-~~	~~Local (Mitigation, REET, Bonds, Loans)~~	~~$ 20,500~~	~~$ 100~~	~~$ 1,400~~	~~$ 19,000~~	~~-~~	~~-~~	~~-~~
~~-~~	~~Private Investment~~	~~$ 1,600~~	~~-~~	~~$ 1,600~~	~~-~~	~~-~~	~~-~~	~~-~~
~~-~~	~~Grants~~	~~$ -~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~-~~	~~Other Agencies~~	~~$ (1,850)~~	~~$ 150~~	~~$ (2,000)~~	~~-~~	~~-~~	~~-~~	~~-~~
~~CAPTIAL FACILITIES PROJECT FUNDING~~		~~$ 20,250~~	~~$ 250~~	~~$ 1,000~~	~~$ 19,000~~	~~$ -~~	~~$ -~~	~~$ -~~
~~-~~								
~~PARK PROJECTS~~								
~~P1~~	~~Cavalero Park Phase 1a~~	~~$ 2,175~~	~~$ 1,453~~	~~$ 722~~	~~-~~	~~-~~	~~-~~	~~-~~
~~P2~~	~~Citywide Trail/Ped Facilities Master Plan~~	~~$ 15~~	~~$ 15~~	~~-~~	~~-~~	~~-~~	~~-~~	~~-~~
~~P3~~	~~Eagle Ridge Phase 1 Completion~~	~~$ 80~~	~~-~~	~~$ 40~~	~~$ 40~~	~~-~~	~~-~~	~~-~~
~~P4~~	~~Boat Launch North Cove Park~~	~~$ 544~~	~~-~~	~~$ 544~~	~~-~~	~~-~~	~~-~~	~~-~~
~~P5~~	~~Hartford Road Walking Path~~	~~$ 41~~	~~-~~	~~-~~	~~$ 41~~	~~-~~	~~-~~	~~-~~

~~CAPTIAL PARK PROJECT EXPENDITURES~~		~~$ 2,855~~	~~$ 1,468~~	~~$ 1,306~~	~~$ 81~~	~~$ -~~	~~$ -~~	~~$ -~~
~~REVENUE SOURCES~~								
~~-~~	~~Local (Mitigation, REET, Bonds, Loans)~~	~~$ 600~~	~~$ 515~~	~~$ 45~~	~~$ 40~~	-	-	-
~~-~~	~~Private Investment~~	~~$ 5~~	~~$ 5~~			-	-	-
~~-~~	~~Grants~~	~~$ 1,710~~	~~$ 500~~	~~$ 1,169~~	~~$ 41~~	-	-	-
~~-~~	~~Other Agencies~~	~~$ 540~~	~~$ 448~~	~~92~~	-	-	-	-
~~CAPTIAL PARK PROJECT FUNDING~~		~~$ 2,855~~	~~$ 1,468~~	~~$ 1,306~~	~~$ 81~~	~~$ -~~	~~$ -~~	~~$ -~~

TABLE 9.2: 2015 - 2020 6-YEAR CAPITAL IMPROVEMENT PLAN
(Amount in Thousands)

#	PROJECTS	TOTAL PROJECT COSTS	SCHEDULE					
			2015	2016	2017	2018	2019	2020
ROAD PROJECTS	-	-	-	-	-	-	-	-
R1	SR9/4th NE Intersection	Incl. in R2	-	-	-	-	-	-
R2	SR9/SR204*	$ 69,500	$ 500	$ 2,000	$ 3,000	$ 8,000	$ 9,000	$ 30,000
R3	SR92 & Grade Rd RAB	$ 4,106	-	-	-	-	-	$ 1,436
R4	90th Ave NE Connector	$ 1,140	-	-	-	-	$ 826	-
R5	91st Ave NE (SR204-Vernon)	$ 351	-	-	-	$ 56	$ 295	-
R6	SR92 & Lake Dr Re-channelization	$ 200	-	-	-	$ 200	-	-
R7	20th St SE – Segment 1	$ 4,981	-	$ 625	$ 885	-	$ 1,389	$ 2,084
R8	20th St SE – Segment 2	$ 3,971	-	-	-	-	-	$ 100
R9	24th St SE/79th SE - Intersection	$ 2,970	-	$ 992	$ 1,979	-	-	-
R10	91st Ave SE (20th St SE-4th St SE)	$ 4,770	$ 80	-	-	-	$ 96	$ 999
R11	91st Ave SE (Market-4th St SE)	$ 1,950	-	-	-	-	$ 295	$ 1,655
R12	99th Ave NE (Market-4th St SE)	$ 1,170	-	-	-	-	$ 157	$ 1,013
R13	20th St NE & Main Intersection	$ 1,112	-	-	-	-	-	$ 12
R14	91st Ave NE – Intersection	$ 200	-	-	-	$ 200	-	-
R15	North Davies Sidewalk	$ 350	$ 350	-	-	-	-	-
R16	Vernon Road (91st Ave NE-SR9)	$ 935	-	-	-	-	-	$ 328

~~CAPTIAL ROAD PROJECT EXPENDITURES~~	-	~~$ 97,706~~	~~$ 930~~	~~$ 3,617~~	~~$ 5,864~~	~~$ 8,456~~	~~$ 12,058~~	~~$ 37,627~~
~~REVENUE SOURCES~~	-	-	-	-	-	-	-	-
-	~~Local (Mitigation, REET, Bonds, Loans)~~	~~$ 9,491~~	~~$ 430~~	~~$ 938~~	~~$ 1,661~~	~~$ 264~~	~~$ 1,774~~	~~$ 4,424~~
-	~~Private Investment~~	~~$ 1,900~~	~~$ -~~	~~$ 200~~	~~$ 400~~	~~$ 100~~	~~$ 400~~	~~$ 800~~
-	~~Grants~~	~~$ 4,661~~	~~$ -~~	~~$ 479~~	~~$ 803~~	~~$ 92~~	~~$ 884~~	~~$ 2,403~~
-	~~Other Agencies*~~	~~$ 69,500~~	~~$ 500~~	~~$ 2,000~~	~~$ 3,000~~	~~$ 8,000~~	~~$ 9,000~~	~~$ 30,000~~
~~CAPTIAL ROAD PROJECT FUNDING~~	-	~~$ 85,552~~	~~$ 930~~	~~$ 3,617~~	~~$ 5,864~~	~~$ 8,456~~	~~$ 12,058~~	~~$ 37,627~~
-	-	-	-	-	-	-	-	-
~~FACILITY PROJECTS~~	-	-	-	-	-	-	-	-
~~F1~~	~~City Hall/Civic Center~~	~~$ 20,000~~	-	~~$ 1,000~~	~~$ 19,000~~	-	-	-
~~CAPTIAL FACILITY PROJECT EXPENDITURES~~	-	~~$ 20,000~~	~~$ -~~	~~$ 1,000~~	~~$ 19,000~~	~~$ -~~	~~$ -~~	~~$ -~~
~~REVENUE SOURCES~~	-	-	-	-	-	-	-	-
-	~~Local (Mitigation, REET, Bonds, Loans)~~	~~$ 20,000~~	-	~~$ 1,000~~	~~$ 19,000~~	-	-	-
-	~~Private Investment~~	~~$ -~~	-	-	-	-	-	-
-	~~Grants~~	~~$ -~~	-	-	-	-	-	-
-	~~Other Agencies~~	~~$ -~~	-	~~$ -~~	-	-	-	-
~~CAPTIAL FACILITIES PROJECT FUNDING~~	-	~~$ 20,000~~	-	~~$ 1,000~~	~~$ 19,000~~	~~$ -~~	~~$ -~~	~~$ -~~
~~PARK PROJECTS~~	-	-	-	-	-	-	-	-
~~P1~~	~~Cavalero Cavelero Park Phase 1a~~	~~$ 2,175~~	~~$ 1,453~~	~~$ 722~~	-	-	-	-

P2	Citywide Trail/Ped Facilities Master Plan	$ 15	$ 15	-	-	-	-	-
P3	Eagle Ridge Phase 1 Completion	$ 80	-	$ 40	$ 40	-	-	-
P4	Boat Launch North Cove Park	$ 544	-	$ 544	-	-	-	-
P5	Hartford Road Walking Path	$ 41	-	-	$ 41	-	-	-
CAPTIAL PARK PROJECT EXPENDITURES	-	$ 2,855	$ 1,468	$ 1,306	$ 81	$ -	$ -	$ -
REVENUE SOURCES	-	-	-	-	-	-	-	-
-	Local (Mitigation, REET, Bonds, Loans)	$ 600	$ 515	$ 45	$ 40	-	-	-
-	Private Investment	$ 5	$ 5			-	-	-
-	Grants	$ 1,710	$ 500	$ 1,169	$ 41	-	-	-
-	Other Agencies	$ 540	$ 448	92	-	-	-	-
TOTAL PROJECTS REVENUE SOURCES	-	-	-	-	-	-	-	-
	Total Local	$ 30,091	$ 945	$ 1,983	$ 20,701	$ 264	$ 1,774	$ 4,424
	Total Private Investment	$ 1,905	$ 5	$ 200	$ 400	$ 100	$ 400	$ 800
	Total Grants	$ 6,371	$ 500	$ 1,648	$ 844	$ 92	$ 884	$ 2,403
-	Total Other Agencies	$ 70,040	$ 948	$ 2,092	$ 3,000	$ 8,000	$ 9,000	$ 30,000

Table 9.9 - 2017-2022 6-Year Capital Improvement Plan Summary

Proj ID #	PROJECT NAME	DESCRIPTION OF WORK (Road Projects Only)	YEAR/S	TOTAL PROJECT COST	2017	2018-2022	Beyond
	ROAD PROJECTS						
1	SR 9/4th NE - Intersection - sub-project of 2(1)	Improve egress WB alignment right turn onto SR 9 and add a new right turn ingress for EB onto 4th St NE. Additional improvement is the construction of a new alignment N-S Village Way Road (93rd).	2017-2018	$3,000,000	$-	$3,000,000	$-
2	SR 9/SR 204 - System	System improvement that includes roundabouts at SR 9/SR 204 and SR 9/91st Ave NE, improvements to the SR 9/4th Intersection. This is a safety, economical, local ciruclation, and capacity improvements.	2022	$69,000,000	$3,510,000	$65,490,000	$-
3	SR 92 & Grade Rd RAB	Roundabout intersection improvement with gateway treatment	2017>2018	$4,105,221	$-	$4,105,221	$-
4	90th Ave NE Connector	Construction of a new roadway segment that would allow for right in-right out movement for SR 204. Roadway would be developer driven	2018	$1,140,000	$-	$1,140,000	$-
5	91st Ave NE	Upgrade roadway to create a pedestrian friendly downtown style streetscape	2016	$351,000	$-	$351,000	$-
6	SR 92 and Lake Dr Re-channelization	State driven safety project to reduce vehicle conflicts	2016	$200,000	$-	$200,000	$-
7	20th St SE - Segment 1	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	$4,980,567	$624,160	$4,356,407	$-
8	20th St SE - Segment 2	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	$3,970,366	$-	$897,838	$3,072,528

9	20th St SE - Segment 3	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	$2,770,169	$-	$464,674	$2,305,495
10	20th St SE - Segment 4	Widening of existing two lane to four lane, providing non-motorized travel area with pedestrian sidewalks and improved drainage and lighting.	2013>2018	$2,599,205	$-	$25,000	$2,574,205
11	24th St SE/73rd SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$800,000	$-	$25,000	$775,000
12	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$3,653,000	$-	$365,300	$3,287,700
13	24th St SE/79th SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$800,000	$-	$80,000	$720,000
14	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$5,278,000	$-	$2,555,100	$2,722,900
15	24th St SE/83rd SE - Intersection	Construction of a new intersection to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$800,000	$-	$682,000	$118,000
16	24th St SE	Construction of a new roadway segment to provide internal vehicle and non-motorized circulation adjacent to 20th Street SE. Construction is developer driven.	2013>2018	$2,970,000	$991,600	$1,978,400	$-
17	91st Ave NE/SR 204 - RTP	Widen southbound outside lane to provide for a dedicated right turn lane	2013-2015	$337,000	$-	$337,000	$-

18	91st Ave NE/SR 204 - RTP	Widen north bound outside lane to provide for a dedicated right turn lane	2013-2015	$454,100	$-	$454,100	$-
19	91st Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2014>2018	$4,770,000	$-	$1,093,730	$3,676,270
20	91st Ave SE	New connector roadway to 24th St SE	2014>2018	$1,950,000	$-	$1,950,000	$-
21	99th Ave NE	Enhance Streetscape with improvement with non-motorized enhancements and circulation improvements with a possible roundabout intersection at 4th NE	2015>2018	$1,170,000	$-	$1,170,000	$-
22	4th St NE	New internal connector and circulation roadway. Will require a new break in access on to SR 204. Intersection would be a right turn only.	2015>2018	$7,578,460	$-	$1,007,847	$6,570,613
23	99th Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2015>2018	$4,763,800	$-	$476,380	$4,287,420
24	99th Ave SE	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the east side of the roadway	2015>2018	$5,507,800	$-	$550,780	$4,957,020
25	20th St NE & Main Intersection	Widening to provide turn pockets or possible roundabout improvements	2015>2018	$1,112,004	$-	$444,801	$667,203
26	Grade Road	Widen to a three lane section with non-motorized improvements and pedestrian improvements that include sidewalk segments and curb separated walking paved shoulder areas along the west side of the roadway	2015>2018	$15,607,836	$-	$780,392	$14,827,444
27	91st Ave NE - Intersection	Minor widening and possible mini-roundabout to improvement safety and circulation	2016>2018	$200,000	$-	$200,000	$-

28	Lundeen/Vernon - Intersection	Channelization enhancement to improvement safety and circulation. May restrict through movement for east-east crossing (Vernon)	2016>2018	$400,000	$-	$400,000	$-
29	Vernon Road	Minor widening to provide for turn movement and improved pedestrian movement	2017>2018	$935,000	$-	$327,250	$607,750
30	116th Avenue NE	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	$1,000,000	$-	$1,000,000	$-
31	117th Avenue NE	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	$600,000	$-	$600,000	$-
32	4th Street SE	Construct pedestrian improvements to improve safety around schools.	2017>2018	$622,000	$622,000	$-	$-
33	Cedar Road	Construct vehicular, bicycle and pedestrian improvements to improve safety.	2017>2018	$2,273,000	$643,000	$1,630,000	$-
34	City-wide Mini-RAB Intersection Improvements	Construct mini-roundabouts at various locations to improve safety and traffic operation	2017>2018	$900,000	$150,000	$750,000	$-
35	S. Lake Stevens Road	Construct pedestrian improvements to improve safety.	2017	$430,000	$430,000	$-	$-
	TOTAL			$157,028,520	$6,926,777	$98,888,220	$51,163,548
	FACILITY PROJECTS						
1	City Hall/Civic Center		2018-2022	$25,000,000		$25,000,000	
2	Public Works Shop/Pole Building		2018	$80,000		$80,000	
3	Regional Stormwater Pond (20th St. between 83rd & 79th)		2018-2019	$3,784,000		$3,784,000	
4	Regional Stormwater Pond (24th St. Area)		2018	$2,500,000		$2,500,000	
	TOTAL			$26,864,000			
	PARK PROJECTS						
	Planning						
1	Wayfinding Plan		2017-2018	$20,000		$20,000	
2	Trails, Paths and Pedestrian Facilities Master Plan		2015-2018	$15,000		$15,000	
3	North Cove/Downtown Open Space Master Plan		2015-2020	$80,000	$50,000	$30,000	

	Acquisition						
1-1	Lakeside Path Right-of-Way/Easement Acquisition (northern section)		>2021	$237,382		$237,382	
1-2	Lakeside Path Right-of-Way/Easement Acquisition (eastern section)		>2021	$222,684		$222,684	
1-3	Lakeside Path Right-of-Way/Easement Acquisition (southern portion)		>2021	$1,150,000		$1,250,000	
2	Neighborhood Park Acquisition (near 20th Street SE)		2017-2021	$317,671		$317,671	
3	Shoreline Acquisition		2017-2021	$1,500,000		$1,500,000	
4	Power Line Trail Right-of-Way/Easement Acquisition		>2021	$838,200		$838,200	
5	Frontier Heights Park Acquisition		2016-2017	$191,000	$191,000		
	Development						
1-1	Complete Phase 1 of the Eagle Ridge Master Plan		2016-2018	$100,000	$100,000		
1-2	Complete Phase 2 of the Eagle Ridge Master Plan		2018-2021	$271,205		$271,205	
1-3	Complete Phase 3 of the Eagle Ridge Master Plan		>2021	$540,717		$540,717	
2-1	Power Line Trail Construction (northern segment)		>2021	$699,600		$699,600	
2-2	Power Line Trail Construction (southern segment)		>2021	$641,700		$641,700	
3	Cavalero Community Park Development (Partnership with Snohomish County)		2016-2021	$2,425,000	$250,000	$2,175,000	
	Improvements						
1	Hartford Road Walking Path/Trail Head		2016	$41,173			

2	Catherine Creek and Centennial Woods Trail Improvements		2020	15, 206		$15,206	
3	Boat Launch North Cove Park (Budgeted by State Funds)		2017-2019	$544,000			
4	Lundeen Park		2016-2017	$234,959	$195,000		
	TOTAL			**$10,169,291**			

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APPENDIX C

~~2007~~ 2016 LAKE STEVENS SEWER DISTRICT

SANITARY SEWER COMPREHENSIVE PLAN ~~AMENDMENT NO. 1~~

ADOPTED BY CITY OF LAKE STEVENS ORDINANCE NO. 835

PLAN CAN BE VIEWED OR PURCHASED AT

LAKE STEVENS SEWER DISTRICT

1106 VERNON ROAD, SUITE A, LAKE STEVENS, WA

APPENDIX F

20164-~~2019~~ 2021 LAKE STEVENS SCHOOL DISTRICT NO. 4

CAPITAL FACILITIES PLAN

ADOPTED BY CITY OF LAKE STEVENS ORDINANCE NO. 927

PLAN CAN BE VIEWED AT

LAKE STEVENS SCHOOL DISTRICT

12309 22ND ST NE, LAKE STEVENS, WA

Exhibit 4

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

December 7, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: **Planning Commission Recommendation**
2016 Comprehensive Plan Docket – Text Amendments and LUA's 2015-0119, 2016-0007, 2016-0008 and 2016-0017

Commissioners Present: Jennifer Davis, Linda Hoult, Janice Huxford, Vicki Oslund, Gary Petershagen and Tracy Trout
Commissioners Absent: Tom Matlack

PLANNING COMMISSION PUBLIC HEARING (November 2, 2016)
Planning and Community Development staff presented the 2016 Docket and responded to a questions and comments from the Planning Commission and members of the public. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff concluded each amendment presentation with a discussion of how each proposal meets the approval criteria of the Comprehensive Plan and the GMA. Provided below is a synopsis of the discussions generated by each amendments:

City Text Amendments: No comments.

School District Map Amendment/Rezone: Commissioner Huxford asked a question regarding traffic and Robb Stanton, Executive Officer of Operations for the Lake Stevens School District, answered.

Hild/City-initiated Map Amendment/Rezone: Commissioner Huxford commented on the traffic flow and expressed concerns regarding egress and ingress. Scott Belleque testified he wanted residential development to stay as single-family residences and not apartments.

SW Quad (City-Initiated) Map Amendment/Rezone: Darron Pyper asked a question about rezoning existing homes to a commercial use. He was concerned that the homeowners would not be able to sell or refinance their homes with a zoning change. He commented on increased taxes, and the Planning Commission answered his questions. Dan Rike testified that he was not in favor of the rezone and he would like to keep the mixed use zoning in order to keep the allowances for high-denisty housing. Director Wright rebutted this comment. Dan Rike was also concerned about a scrivener's error on the first page of the SW Quad rezone staff report. Sally Jo Sebring testified that she felt the public noticing

for the SW Quad map amendment was insufficient. A gentleman testified and gave the name Rogers 127 Grade; the gentleman signed the Sign-In sheet with the same name. He had questions concerning the timing of the Hild rezone request and timeline for construction.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this staff report and described in the staff reports for each of the docket items, dated November 2, 2016, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATIONS

City Text Amendments: Commissioner Hoult made a motion to Commissioner Huxford made a motion to forward a recommendation to the City Council to approve Text Amendments T-1 through T-4. Commissioner Petershagen seconded the motion. Motion passed 6-0-0-1.
School District Map Amendment: Commissioner Oslund made a motion to forward a recommendation to the City Council to approve the School District Land Use Amendment (M-1). Commissioner Hoult seconded the motion. Motion passed 6-0-0-1.
School District Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
Hild Property Map Amendment: Commissioner Petershagen made a motion to forward a recommendation to the City Council to approve the Hild Property/City Land Use Amendment (M-2 and M-3). Commissioner Oslund seconded the motion. Motion passed 6-0-0-1.
Hild Property Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent Hild Property/City rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
SW Quad Map Amendment: Commissioner Trout made a motion to forward a recommendation to the City Council to approve the SW Quad Land Use Amendment (M-4). Commissioner Hoult seconded the motion. Motion passed 5-1-0-1.
SW Quad Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair _____, Vice-Chair

Staff Report
City of Lake Stevens
Planning Commission

Public Hearing: 2016 Comprehensive Plan Docket

Date: November 2, 2016

Subject: 2016 Comprehensive Plan Docket Public Hearing
Contact Person/Department: Melissa Place, Senior Planner and Stacie Pratschner, Senior Planner

ACTION REQUESTED: Hold a public hearing on the 2016 Comprehensive Plan Docket and forward a recommendation to the City Council.

BACKGROUND/ HISTORY:

Under the Growth Management Act, the City can amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The Planning Commission held a public hearing for recommendation to ratify the 2016 Docket on March 2, 2016 and City Council ratified the 2016 Docket on March 22, 2016. Staff presented analysis for each map and text proposal and described how each proposed amendment is consistent with the annual amendment review criteria on May 18, 2016. Subsequent briefings have been held with the Planning Commission to discuss the various docket items and provide additional analysis.

The proposed Comprehensive Plan amendments were sent to the Washington Department of Commerce on August 12, 2016 for the required 60-day review by State agencies; no comments have been received as of the writing of this staff report. Staff issued SEPA determinations for both LUA2015-0119 (M-1: The Lake Stevens School District) LUA2016-0007 (M-2/M-3: The Hild Property). SEPA Addendum #9 to the Comprehensive Plan was issued on August 31, 2016 and no agency comments have been received to date (**Exhibit 1a**). SEPA Addendum #1 to the FEIS for the 20th Street SE Corridor Subarea Plan was issued on October 27, 2016 and no agency comments have been received to date (**Exhibit 1b**).

The city has completed the following text amendments and other minor administrative amendments to the Comprehensive Plan (**Exhibit 2**):

1. **T-1** – The text amendments to **Chapter 5** – Staff has added new or revised park project descriptions including Lundeen Park improvements and acquisition of park property in the northwestern portion of the city and other non-substantive updates. The amendment also includes text "redlines" to pages P-28 through P-33.
2. **T-2** – The text amendments to **Chapter 9** – Staff has added new or revised park and road projects to Table 9.1: Capital Facilities Program 2015 to 2035; and Table 9.2: 6-year Capital Improvement Plan. The amendments are shown in edit mode on the applicable pages in **Exhibit 2**.
3. **T-3** and **T-4** – The text amendments to **Chapter 7** and the **Appendices** - Staff has completed text amendments to Chapter 7 and the associated Appendices to incorporate both the 2016 Lake Stevens Sewer Districts Sanitary Sewer Comprehensive Plan and the Lake Stevens School District

No.4's 2016-2021 Capital Facilities Plan. Standard administrative amendments to update the cover, Executive Summary, footnotes and Table of Contents have also been completed.

The city has received two citizen-initiated amendments and is proposing two city-initiated amendments to the land use map with concurrent rezone applications. Separate staff reports for reach of the proposed rezones described below have been prepared pursuant to LSMC 14.16C.090. The following map amendments have triggered parallel updates to the text of **Chapter 2 the Land Use Element**, specifically to statistical tables.

1. **M-1** – The first request (LUA2015-0119) is to change the land use designation for two undeveloped School District parcels off Lake Drive, from Medium Density Residential to Public / Semi-Public. The city issued a SEPA DNS and has not received any comments from the public or outside agencies as of the writing of this staff report (**Exhibit 3**).

2. **M-2 / M-3** – The second request (LUA2016-0007) is to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential along with a city expansion of LUA2016-0007 to change the land use designation, for two partially developed parcels off SR-92, from Planned Business District to Medium Density Residential for consistency with adjacent parcels. The city is also considering adding the 3-acre parcel to the west and an isolated 0.44-acre parcel east of 127th Ave SE with a recommended land use and zoning for General Industrial. The city has issued a SEPA DNS and received one comment from the public concerning the potential traffic at the site (**Exhibit 4**).

3. **M-4** – The city had originally requested to change the land use designation for approximately 40 parcels off 20th Street SE near SR-9, from Mixed Use, High Density Residential and Medium Density Residential, in the 20th Street Subarea, to Commercial with a concurrent rezone to Commercial District. Staff analyzed the traffic and other land use concerns related to this proposal and alternate proposals, conducted public outreach with affected property owners, received input from the community and held several briefings with the Planning Commission. Ultimately, the Planning Commission recommends that the 10 parcels adjacent to SR-9 and 20th Street SE, within the study area, receive a Commercial land use designation and a Neighborhood Commercial zoning designation. The remaining approximately 30 parcels, under the original study area, would maintain their current land use designations and zoning (**Exhibit 5**). Staff has included written comments from the public for the Planning Commission's review (**Exhibit 6**). The city has issued a SEPA Addendum to the FEIS for the 20th Street SE Corridor Subarea Plan and no comments from the public or outside agencies have been received as of the writing of this staff report (**Exhibit 1b**).

The items on the ratified docket have been analyzed against the criteria to grant or deny comprehensive plan amendments. All Comprehensive Plan and code proposals meet requirements for granting the proposed amendments.

DISCUSSION:

Staff will discuss how each proposed amendment meets the defined criteria.

RECOMMENDATION:

Staff recommends that the Planning Commission forward a recommendation of approval to City Council for the following 2016 Docket items:

1. Text Amendments T-1 through T-5;
2. The Lake Stevens School District Comprehensive Plan Amendment and concurrent Rezone (Item M-1: LUA2015-0119);
3. The Hild Property and concurrent City-Initiated Comprehensive Plan Amendment and concurrent Rezone (Items M-2 and M-3: LUA2016-0007); and
4. The City-Initiated SW Quad Comprehensive Plan Amendment and concurrent Rezone.

Note: The Planning Commission can choose to take separate actions on each of the identified items. Staff will make final content edits and formatting changes to the documents to include recommendations of the Planning Commission, City Attorney and/or City Council.

Staff will prepare a letter of recommendation to the City Council for review and signature by the Commission Chair and Co-Chair.

ATTACHMENTS:

1. SEPA
    a. Addendum #9 (Provides detailed descriptions of the scope of each amendment)
    b. Addendum #1 (References the city-initiated rezone)
2. 2016 Comprehensive Plan updates
3. M-1 Map
4. M-2/M-3 Map
5. M-4 Map
6. Comments concerning Item M-4

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Adoption of Four Map Amendments and Text Revisions to Chapter 2 Land Use Element, Chapter 5 Parks, Recreation and Open Space Element, Chapter 7 Public Services and Utilities Element, Chapter 9 Capital Facilities Element, Appendices and Covers, Footers, Dates, Executive Summary and Table of Contents with the 2016 Docket

Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: August 30, 2016

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

FACT SHEET

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Proposed Non-Project Action:

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2016 Docket including two proposed citizen map amendments that have undergone individual SEPA review, two proposed city map amendments and city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Public Services and Utilities element, Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

Planning and Community Development has prepared this Addendum No. 9 to the City of Lake Stevens Integrated 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) issued July 17, 2006 along with an adoption of existing environmental documents.

Description of Proposal:

The 2016 Docket contains four map amendments, text amendments and minor administrative amendments to the City of Lake Stevens Comprehensive Plan.

RCW 36.70A.130 allows amendments to the Comprehensive Plan once per year with some exceptions. The following actions comprises the City's annual changes to its Comprehensive Plan:

- **Title Page, Table of Contents and Introduction** - Update the dates on the title page, header and footers, the Executive Summary, the table of contents and introduction references as needed with final draft (**Exhibit 2**).
- **Chapter 2 – Land Use Element** – A city-initiated text amendment to update applicable Figures and Tables to reflect the adoption of the two citizen-initiated map amendments (LUA2015-0119 and LUA2016-0007) and two city-initiated map amendments (LUA2016-0017).
  - Text "redlines" to pages LU-10, LU-17, LU-18, LU-21, LU-24;
  - Updates to Figures 2.3 – City Land Use Map and 2.4 – Development Trends Map; and
  - Updates to Tables 2.2 – Employment Zoning in Lake Stevens UGA and 2.3 – Residential Zoning (**Exhibit 3**).
    - LUA2015-0119 – A citizen-initiated map amendment to change the land use designation on two parcels totaling approximately 38 acres located at 9105 and 9203 29th Street NE, from

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Medium-Density Residential to Public/Semi-Public (**Exhibit 3a**). The city issued a DNS on July 22, 2016 for LUA2015-0119 – no comments or appeals were received. The city hereby adopts this existing DNS (**Exhibit 3b**) by reference and incorporates it into Addendum No. 9.

- LUA2016-0007 – A citizen-initiated map amendment to change the land use designation on three parcels totaling approximately 15.5 acres located on the west side of 127th Drive NE between SR-92 and 36th Street NE, from Planned Business District to Medium Density Residential and accompanied with a city recommended expansion (see below) to the adjacent parcels to the east and west of the project area (**Exhibit 3c**). The city issued a DNS on July 20, 2016 for LUA2016-0007 – one written comment was received and no appeals were filed. The city hereby adopts this existing DNS (**Exhibit 3d**) by reference and incorporates it into Addendum No. 9.
- LUA2016-0007 (continued)– A city-initiated map amendment in concurrence with LUA2016-0007 to change the land use designation on four parcels totaling approximately 3.5 acres adjacent to the three parcels amending to the Planned Business District as described above (**Exhibit 3c**). Three parcels would change from Planned Business District to Medium Density Residential and one parcel would change from Planned Business District to General Industrial.
- LUA2016-0111 – A city-initiated map amendment to change the land use designation on 40 parcels totaling approximately 25 acres located south of 20th Street SE, north of South Lake Stevens Road and near SR-9, from Mixed Use, High Density Residential and Medium Density Residential to Commercial (**Exhibit 3e**). The city is also considering another option that would only rezone the Mixed Use parcels to Neighborhood Business while the remaining parcels in the study area would maintain their current zoning and land use designation.

- **Chapter 5 – Parks, Recreation and Open Space Element** - A city-initiated text amendment to add park projects(s) to the Capital Project List for improvements to Lundeen Park and acquisition of park property in the northwestern portion of the city. The amendment will include text "redlines" to pages P-28 through P-33 (**Exhibit 4**).
- **Chapter 7 – Public Services and Utilities Element** – Update references on page PS-9 to incorporate the Lake Stevens Sewer Districts' updated Sanitary Sewer Comprehensive Plan (2016) and update references on page PS-13 to incorporate the Lake Stevens School District No.4's 2016-2021 Capital Facilities Plan (**Exhibit 5**).
- **Chapter 9 – Capital Facilities Element** - A city-initiated text amendment to add park and road projects to Table 9.1 Capital Facilities Program 2015 to 2035 and Table 9.2 - 6-year Capital Improvement Plan. The amendments will include the following additions:
  - Lundeen Park;
  - Park Acquisition;
  - Cedar Road from 20th Street NE to 30th Street NE;
  - South Lake Stevens Road from South Davies to E. Lakeshore;
  - 20th Street SE Transit Alignment; and
  - Revisions to the Transportation Improvement Program 2017 to 2022 (**Exhibit 6**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

- **Appendices** – Updates to the following sections:
  - **Appendix A** – Add this document as "Addendum No. 9";
  - **Appendix C** – Update to "2016 Lake Stevens Sewer District Comprehensive Plan"; and
  - **Appendix F** – Update to "2016-2021 Lake Stevens School District No. 4 Capital Facilities Plan" (**Exhibit 7**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2016 Comprehensive Plan amendments. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's Integrated 2005 Comprehensive Plan (July 2006) and FEIS (July 17, 2006). The City has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the City of Lake Stevens' environmental review for the 2016 Comprehensive Plan Docket.

Location of Proposal:	City of Lake Stevens
Proponent: **Lead Agency:**	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258 (425) 377-3235
Required Approvals:	Adoption of 2016 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
Circulation:	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
Comment:	No comment period is required for this addendum.
Contact Person:	Russell Wright, *Community Development Director* (425) 212-3315 or rwright@lakestevenswa.gov
Date of Issuance:	August 30, 2016
Responsible Official:	Signature:  Russell Wright, *Community Development Director*
Public Hearing:	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.

ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS FINAL ENVIRONMENTAL IMPACT STATEMENT (FEIS) FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Adoption of a Potential Map Amendment and concurrent Rezone with the 2016 Comprehensive Plan Docket

Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: October 27, 2016

ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

FACT SHEET

ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Proposed Non-Project Action:

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2016 Docket including two proposed citizen-initiated map amendments and rezones that have undergone individual SEPA review, two proposed city-initiated map amendments with concurrent rezones and city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Public Services and Utilities element, Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

The city proposes a minor, area-wide map amendment and concurrent rezone for approximately 40 parcels off 20th Street SE near SR-9, from Mixed Use, High Density Residential and Medium Density Residential, in the 20th Street SE Corridor Subarea, to a Commercial land use designation with a concurrent rezone to the Commercial District (**Exhibit 1**). The City of Lake Stevens Planning Commission recommends that the 10 parcels adjacent to SR-9 and 20th Street SE, within the study area, receive a Commercial land use designation and a Neighborhood Commercial zoning designation (**Exhibit 2**). The remaining approximately 30 parcels under the original study area would maintain their current land use designation and zoning.

The 20th Street SE Corridor Subarea was the subject of a Final Environmental Impact Statement (FEIS) and subsequent adoption by Ordinance #875 (September 2012). The FEIS amended and became an element of the Lake Stevens Comprehensive Plan in 2012. The FEIS includes goals, policies, maps and design guidelines that are reflected in Chapter 14.38 of the Lake Stevens Municipal Code (LSMC). The city has determined that either proposed map amendment or concurrent rezone as described above will not significantly alter the analysis of alternatives considered in the FEIS for the 20th Street SE Subarea, including the planned action thresholds. Both of the land use/rezone alternatives discussed above would be consistent with the FEIS; the difference would be in the speed in which build-out occurs. No updates to the currently adopted FEIS are proposed.

Planning and Community Development has prepared this Addendum No. 1 to the City of Lake Stevens 2012 FEIS for the 20th Street SE Corridor Subarea Plan along with an adoption of existing environmental documents.

ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2012 Final Environmental Impact Statement (FEIS) for the 2012 20th Street SE Corridor Subarea Plan. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's 20th Street SE Corridor Subarea Plan FEIS or the adopting Ordinance #875 (September 2012). The City has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the City of Lake Stevens' environmental review for the 2016 Comprehensive Plan Docket.

Location of Proposal:	City of Lake Stevens
Proponent: **Lead Agency:**	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258 (425) 377-3235
Required Approvals:	Adoption of 2016 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
Circulation:	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
Comment:	No comment period is required for this addendum.
Contact Person:	Russell Wright, *Community Development Director* (425) 212-3315 or rwright@lakestevenswa.gov
Date of Issuance:	October 27, 2016
Responsible Official:	Signature:  Russell Wright, *Community Development Director*
Public Hearing:	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.

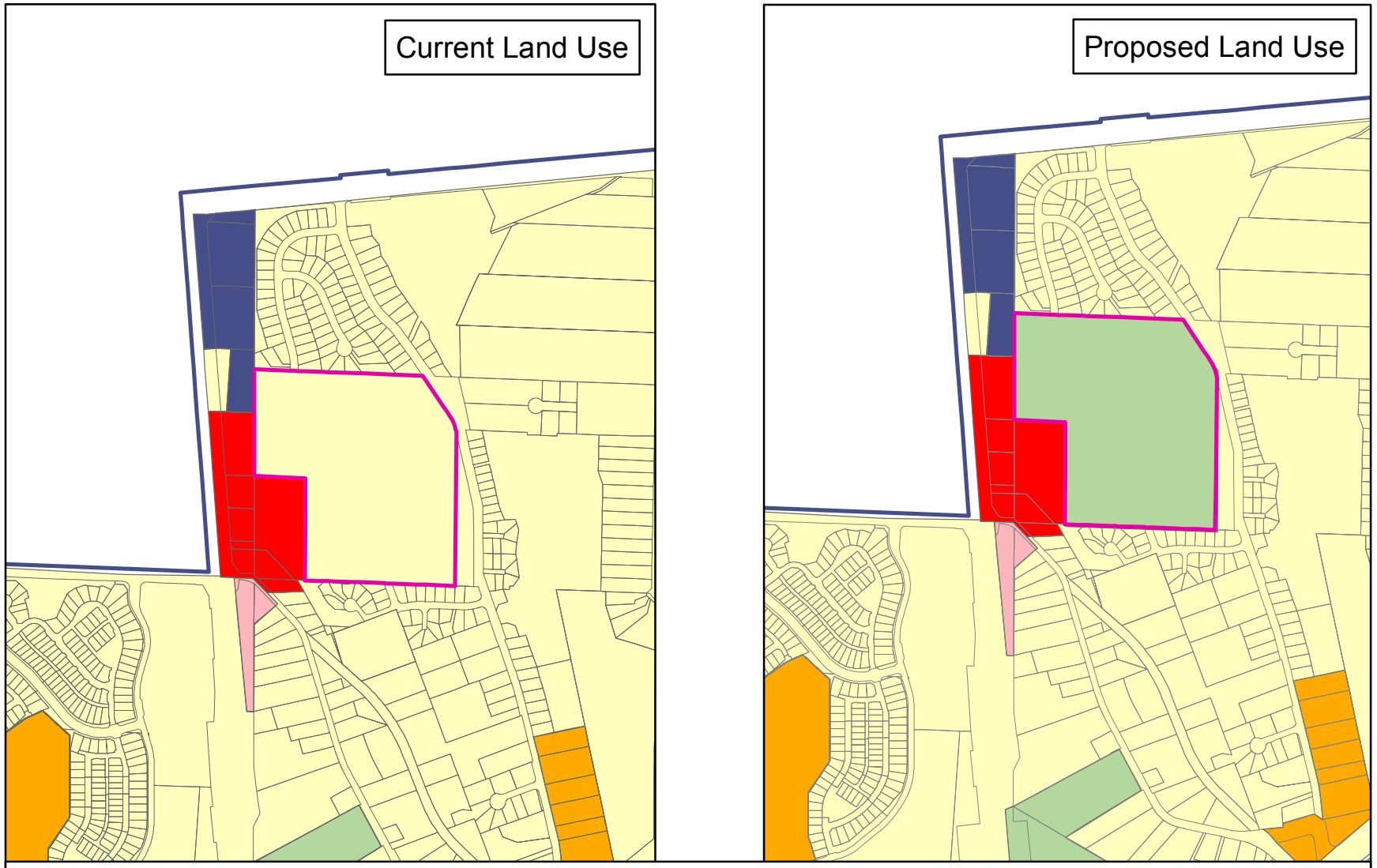
ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Documents: All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.

Exhibits:

1. **Map Option 1**
2. **Map Option 2**

Exhibit 3



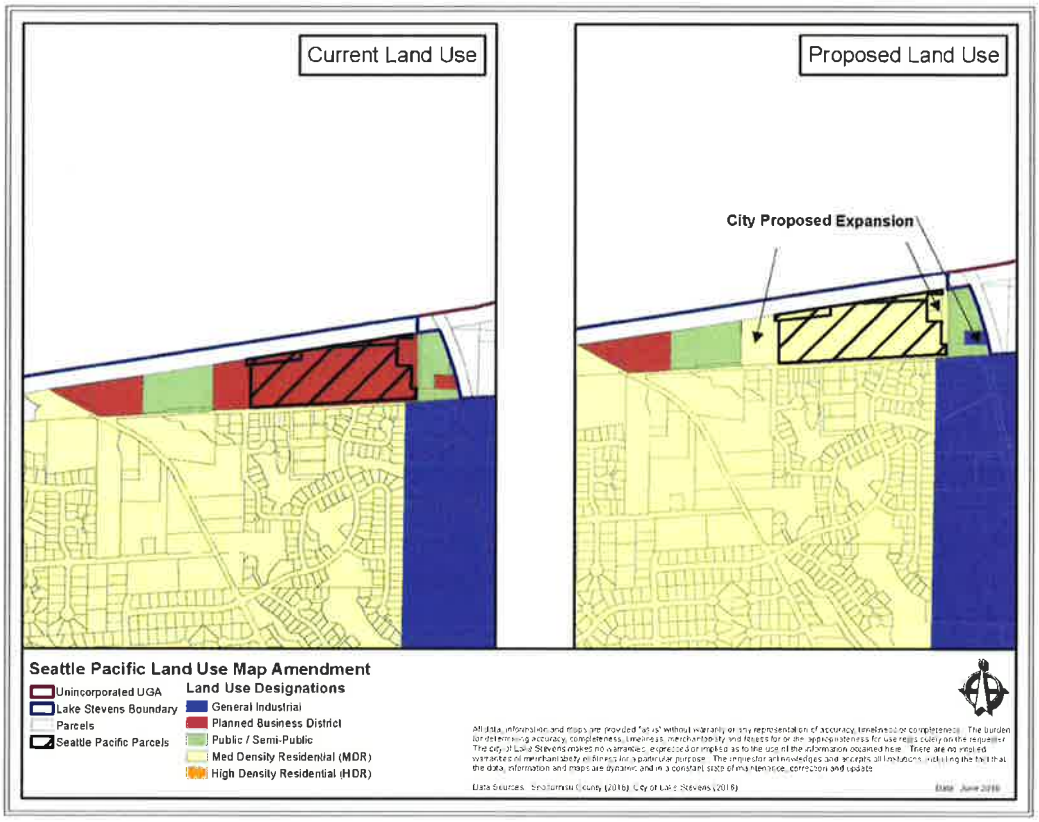
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

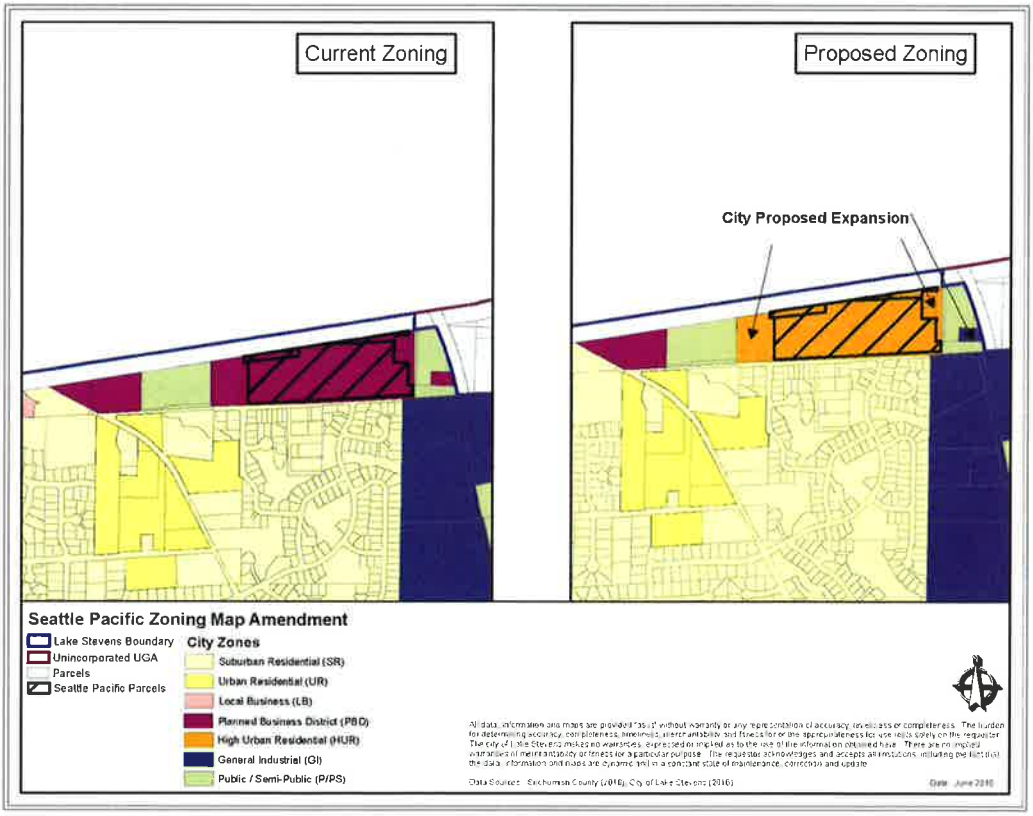
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)

Date: February 2016

Exhibit 4

EXHIBIT 1:





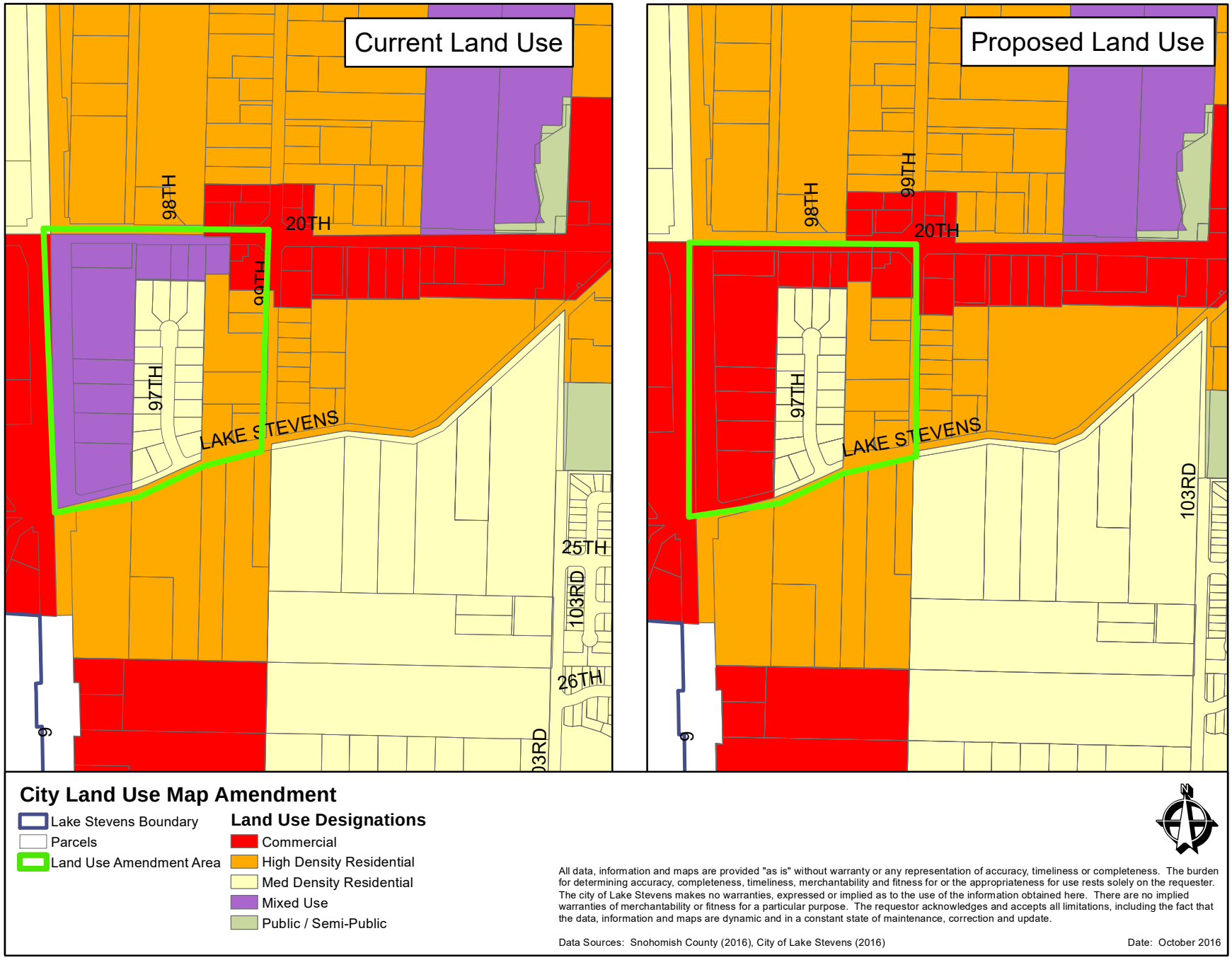

Current Land Use
98TH
20TH
99TH
97TH
LAKE STEVENS
25TH
103RD
26TH
Proposed Land Use
98TH
99TH
20TH
97TH
LAKE STEVENS
103RD
City Land Use Map Amendment
Lake Stevens Boundary
Parcels
Land Use Amendment Area
Land Use Designations
Commercial
High Density Residential
Med Density Residential
Mixed Use
Public / Semi-Public
N
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: October 2016

Exhibit 6

Stacie Pratschner

From: Stacie Pratschner
Sent: Wednesday, October 12, 2016 5:28 PM
To: Russell Wright
Subject: RE: Proposed Rezone: 9706 20th St SE

Hi Dan,

Thank you for taking time to write to staff concerning your property and the proposed land use and zoning amendments adjacent to 20th Street SE and SR-9. At the last Planning Commission meeting, the board recommended that these properties be designated Neighborhood Business. I would recommend that you attend the public hearing and testify directly to the Planning Commission about your desire to maintain the Mixed Use designation. If the PC is interested in maintain this designation staff would recommend that it be carried down to the corner of 99th Ave SE to avoid spot zoning.

Per Russ's previous email, there will be a public hearing in front of the Planning Commission on November 2nd and then a public hearing in front of City Council on November 22nd. Please be prepared to testify and describe your request at these hearings. Your request may be considered for approval if you can demonstrate consistency with the Comprehensive Plan and compatibility with surrounding land uses.

I hope this information gives you a good start. The city will be sending out postcards with the specific time, dates and location of each of the hearings. Please don't hesitate to contact me with additional questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Dan Rike [mailto:daniel.rike@gmail.com]
Sent: Tuesday, October 11, 2016 10:55 AM
To: Russell Wright <rwright@lakestevenswa.gov>
Cc: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Re: Proposed Rezone: 9706 20th St SE

Thank you Russ,

Stacie, can you please advise on what the next steps would be or what is needed? I can also come in & meet with you if that is easier.

Thanks
Dan

425-422-032

On Tue, Oct 11, 2016 at 9:09 AM, <rwright@lakestevenswa.gov> wrote:

Please coordinate with Stacie on next steps – public hearings will be held with the Planning Commission and City Council in November. I would recommend that you attend these hearing and be prepared to testify about your request.

Best regards,

Russ Wright, *Community Development Director*

City of Lake Stevens | Planning & Community Development

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.212.3315 | rwright@lakestevenswa.gov

From: Dan Rike [mailto:daniel.rike@gmail.com]
Sent: Monday, October 10, 2016 5:29 PM
To: Russell Wright <rwright@lakestevenswa.gov>; Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Proposed Rezone: 9706 20th St SE

Good afternoon Russ & Stacie,

I am the owner of 9706 20th St SE, this is located in an area that is on the docket for re-zoning. I purchased this land with the intention of building apartment/condos based on the zoning allowed for the property to be built out as such.

After much consulting with other developers, the highest & best use for this property is its current zoning. I would request that my property be excluded from any upcoming zoning changes, unless it will allow me to be grand-fathered in to build it out under the current mixed use neighborhood zoning.

Changing it to 'Neighborhood Business' significantly reduces the value of the land & give the owners the lowest return. I am very strongly NOT in favor of & would like to oppose this option.

What do you need from me to see that I can retain my current zoning or have the current zoning be grand-fathered in for future development.

Please advise,

--

Thank you,
Daniel D. Rike

425-422-0323 Cell

--

Thank you,
Daniel D. Rike

425-422-0323 Cell

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Monday, August 8, 2016 4:44 PM
To: marshb8@gmail.com
Subject: RE: M4 rezone

Hi Bryant,

Thank you for your email. Staff is planning on providing a briefing to the Planning Commission on Wednesday, August 17th to discuss the results of our analysis for the proposed rezones (not a formal hearing at this point). All members of the public are welcome to attend the Planning Commission meetings. The city does anticipate taking the Docket to Council in September, though there is no firm date as of yet.

Thanks again and please don't hesitate to contact me with any questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

-----Original Message-----
From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Monday, August 8, 2016 11:23 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: M4 rezone

Was wondering if there had been any updates on the commercial rezoning of this area. You had previously mentioned a meeting in the fall and we were curious if that was still happening. Thanks again.

-Bryant

Sent from my iPhone

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Thursday, June 30, 2016 12:00 PM
To: andrew.fredette@yahoo.com
Subject: RE: Rezone proposal

Hello Mr. Fredette,

Thank you for contacting me concerning the city's proposed map amendment to your property and the surrounding properties between 20th Street SE and South Lake Stevens Road. The city is not yet in receipt of any development proposals for the property behind you, though if the rezone goes through it's a possibility that a developer may construct a commercial use there. All of the existing uses in the rezone area, including your home, will be able to continue as non-conforming uses pursuant to Chapter 14.32 LSMC. You will not be forced to change your home as a result of this rezone.

I hope this information meets your needs. Thank you again for contacting me and please let me know if additional questions come up.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

-----Original Message-----
From: Andrew.fredette [mailto:andrew.fredette@yahoo.com]
Sent: Thursday, June 30, 2016 11:30 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Rezone proposal

To whom it may concern,

I have a question about the letter I received today about the rezoning proposal, I live at at:

2220 97th Dr SE
Lake Stevens WA 98258

My questions are:

- Is my neighbor that is the mixed use land connected to my back fence, is that property being sold to turned into a commercial development?

- Is my house at risk of becoming a commercial development?

Thank you
Andrew Fredette
425-760-5588

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Tuesday, June 28, 2016 8:57 AM
To: marshb8@gmail.com
Subject: RE: M-4 rezone

Good morning Bryant,

Thank you for your email, and though I can't give an exact timeline for redevelopment I can tell you that the city has been in receipt of more commercial development applications recently then we've received in the past (almost) two years I've worked here. Any existing uses in place at the time of the rezone (if it is approved) will be permitted to continue as non-conforming uses per Chapter 14.32 LSMC.

I hope that information helps, please let me know if additional questions come up!

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov



Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Tuesday, June 28, 2016 6:37 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Re: M-4 rezone

Thank you for getting back to me. My only other question is about how fast the commercial land will be developed on the corner of hwy 9 and s lake Stevens rd if the deal goes through. We have some house projects going so I don't want to over invest if it will be torn down in the next five years. I understand if you can't answer that, and appreciate your time. Thanks again.

-bryant

Sent from my iPhone

On Jun 27, 2016, at 4:37 PM, <spratschner@lakestevenswa.gov> <spratschner@lakestevenswa.gov> wrote:

Hi Bryant,

Thank you for contacting me concerning the proposed rezone for the parcels south of 20th Street. If the city decides to move forward with the rezone, the map amendment would become official by late fall of this year.

Thanks again and don't hesitate to contact me with additional questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

<image001.png>

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Monday, June 27, 2016 3:48 PM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Fwd: M-4 rezone

Sent from my iPad

Begin forwarded message:

> **From:** Bryant Marsh <marshb8@gmail.com>
> **Date:** June 27, 2016 at 3:07:14 PM PDT
> **To:** <spratschmer@lakestevenswa.gov>
> **Subject: M-4 rezone**
>
> Stacie,
>
> Our house is currently located in the area designated to be rezoned south of 20th street. We are in the process of refinancing and wondering how long it will be until this project could start. Thanks.
>
> -Bryant
>
> Sent from my iPhone

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Monday, June 27, 2016 4:42 PM
To: mymedman@comcast.net
Subject: RE: Rezoning of land use

Hello Dana,

Thank you for your email concerning the city's proposed rezone of the subject parcels adjacent to 20th Street SE. You would not be forced to sell your property if the rezone were to take place. All existing uses (existing homes, businesses, etc.) in the study area will be able to continue as non-conforming uses per Chapter 14.32 LSMC.

Thank you again, and please don't hesitate to contact me if I can provide additional information.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: mymedman [mailto:mymedman@comcast.net]
Sent: Monday, June 27, 2016 3:57 PM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Rezoning of land use

My name us Dana Nelson and I currently live on 97th dr.SE,with commercial rezoning would I b forced to sell my home,I am 55 years old on a modest income,I don't fully understand the implications of this change.

Sent from my T-Mobile 4G LTE Device

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Date: December 13, 2016

Subject: Lake Stevens School District #4 Rezone (LUA2015-0119)

Contact Person/Department: Stacie Pratschner, Senior Planner **Budget Impact:** None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Public Hearing and first reading for Ordinance 981 related to the Lake Stevens School District #4 Rezone (LUA2015-0119).
2. **Motion to approve Ordinance 981**, Amending the Official Zoning Map, Enacted By Ordinance No. 937; Approving The Lake Stevens School District #4 Rezone (City File Number LUA2015-0119) Near Lake Drive And 28th Street NE rezoning two parcels totaling approximately 38-acres from High Urban Residential to Public/Semi-Public (**Exhibit 1**).

SUMMARY:

Public hearing and first reading of Ordinance 981 related to the Lake Stevens School District #4 Rezone (LUA2015-0119).

BACKGROUND/HISTORY:

The Lake Stevens School District #4 (the District) has applied for a comprehensive plan designation change and concurrent rezone of two (2) parcels comprising approximately 38 acres located on the west side of Lake Drive and north of 28th Street NE. The project proponent has submitted a project narrative, completed environmental checklist, vicinity maps and a docket request packet demonstrating how the proposal meets the criteria of both Municipal Code (Title 14) and the Comprehensive Plan in support of their application for the map changes. The District proposes to change the land use designation on the two subject parcels from Medium Density Residential to Public/Semi-Public, with a concurrent rezone from High Urban Residential to Public/Semi-Public. The District will construct an elementary school and early learning center on the site.

The properties to the north, south and east all support residential uses of medium density. The property to the west is zoned General Industrial Development Agreement and Commercial and is currently vacant.

Area-wide rezones are Type VI applications subject to a recommendation from the Planning Commission to City Council, per Chapter 14.16B LSMC, Part VI. The city issued a SEPA DNS for the proposed rezone on July 22, 2016. The threshold determination was not appealed and the city received no comments from the public or affected agencies.

The proposed Comprehensive Plan land use map amendment and proposed rezone were sent to the Washington Department of Commerce on August 12, 2016 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on August 30, 2016. Planning Commission recommended approval to the City Council for the proposed Land Use Change and Rezone on November 2, 2016. City staff provided public notice for all actions by a

combination of publications in the Everett Herald, direct mailings, updating the website, posting the site and posting city bulletin boards.

The city has received no public comments concerning the proposed land use amendment and rezone.

FINDINGS AND CONCLUSIONS:

The Planning Commission has found the Lake Stevens School District #4 Rezone to be consistent with LSMC 14.16C.090 and has forwarded a letter (**Exhibit 2**) to the City Council recommending approval of the proposal based on the findings and conclusions contained in the staff report (**Exhibit 3**).

APPLICABLE CITY POLICIES: Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code

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BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Exhibit 1 – DRAFT Ordinance 982

Exhibit 2 – DRAFT Planning Commission Recommendation

Letter Exhibit 3 – Planning Commission Staff Report

CITY OF LAKE STEVENS
Lake Stevens, Washington

ORDINANCE NO. 981

AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING THE OFFICIAL ZONING MAP, ENACTED BY ORDINANCE NO. 937; APPROVING THE LAKE STEVENS SCHOOL DISTRICT #4 REZONE (CITY FILE NUMBER LUA2015-0119) NEAR LAKE DRIVE AND 28TH STREET NE BY REZONING TWO PARCELS TOTALING APPROXIMATELY THIRTY EIGHT ACRES FROM HIGH URBAN RESIDENTIAL TO PUBLIC/SEMI-PUBLIC AS A CONCURRENT LAND USE ACTION WITH THE 2016 COMPREHENSIVE PLAN DOCKET ITEM M-1.

WHEREAS, on October 11, 2016, the Lake Stevens City Council enacted Ordinance No. 947 adopting an updated Official Comprehensive Plan Land Use Map; and

WHEREAS, the 2016 Comprehensive Plan Docket, ratified by Resolution No. 2016-06, includes the citizen-initiated Lake Stevens School District #4 land use map amendment (M-1 – LUA2015-0119), which would change the land use designation for parcels 29050100401000 and 29050100401400, containing approximately thirty-eight acres located adjacent to Lake Drive and north of 28th Street NE, from Medium Density Residential (MDR) to Public / Semi-Public (P/S-P);

WHEREAS, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

WHEREAS, pursuant to LSMC 14.16C.090, the rezone is a minor map amendment, as there are less than five tracts involved and is considered an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment; and

WHEREAS, the City issued a State Environmental Policy Act (SEPA) Determination of Non-Significance on July 22, 2016 for M-1 (LUA2015-0119) – no comments or appeals were received within the 14-day comment period; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2016 Comprehensive Plan land use map, zoning change request, text and figure amendments, held a duly noticed public hearing on November 2, 2016, and all public testimony was given full consideration; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2016 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 13, 2016; and

WHEREAS, area-wide rezones are Type VI legislative decision per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

WHEREAS, the Planning Commission provided conducted a duly noticed open-record public hearing pursuant to LSMC 14.16A on November 2, 2016, and all public testimony has been given full consideration; and

WHEREAS, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and

WHEREAS, the City Council considered the Planning Commission's recommendation on December 13, 2016

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2016 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

Section 1. The City Council hereby adopts and incorporates by reference the findings and conclusions for approving a rezone, pursuant to LSMC 14.16C.090, set forth in the Planning Commission's recommendation letter, dated December 7, 2016 and the staff report, dated October 27, 2016.

Section 2. The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.

B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.

C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).

D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan per Ordinance No.947.

Section 3. The Official Zoning Map is hereby amended by rezoning parcels 29050100401000 and 29050100401400 as depicted in **Exhibit A attached hereto and incorporated by this reference**.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

_____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

EXHIBIT A

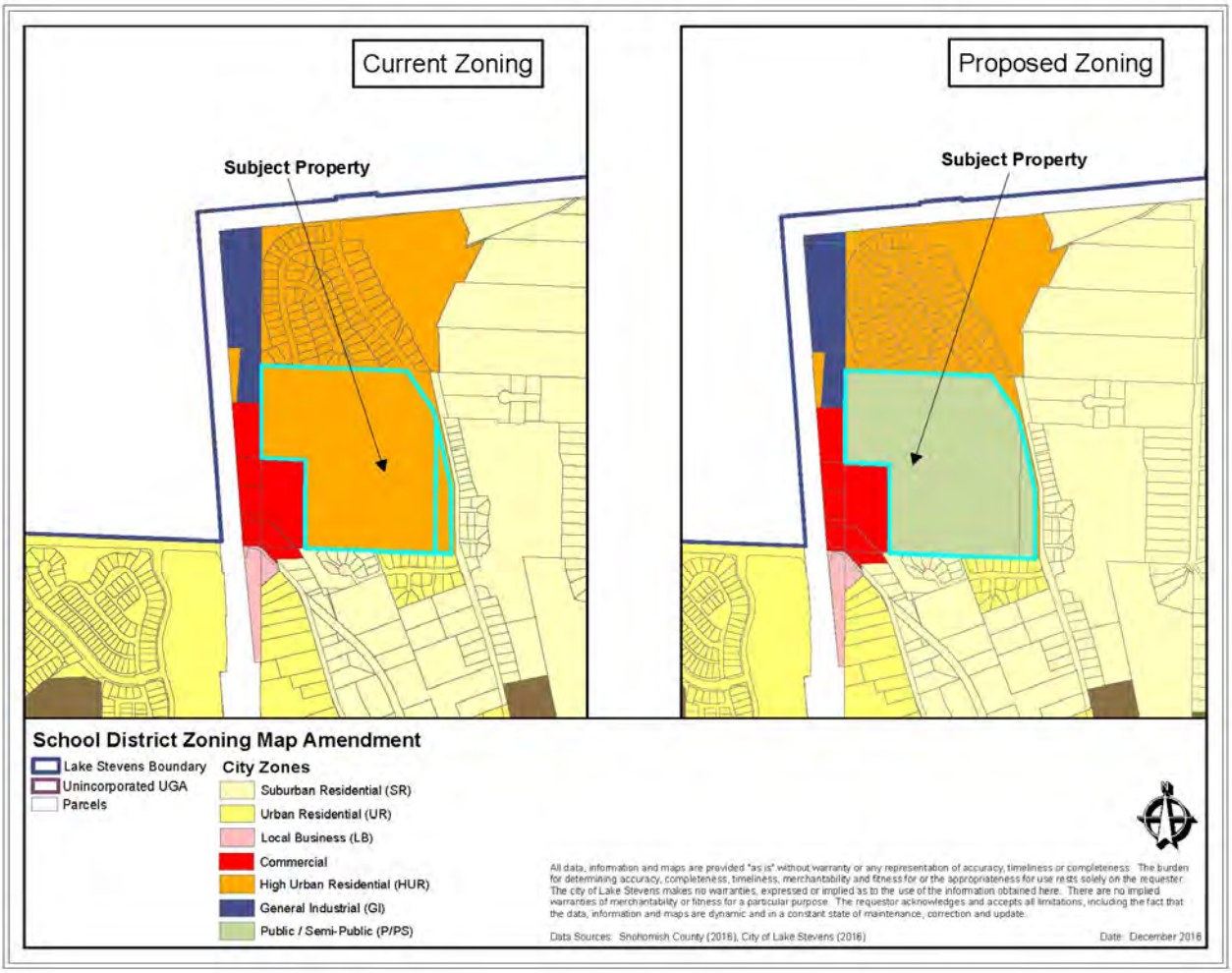

Current Zoning
Subject Property
Proposed Zoning
Subject Property
School District Zoning Map Amendment
Lake Stevens Boundary
Unincorporated UGA
Parcels
City Zones
Suburban Residential (SR)
Urban Residential (UR)
Local Business (LB)
Commercial
High Urban Residential (HUR)
General Industrial (GI)
Public / Semi-Public (P/PS)
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: December 2016

Exhibit 2

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

December 7, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: **Planning Commission Recommendation**
2016 Comprehensive Plan Docket – Text Amendments and LUA's 2015-0119, 2016-0007, 2016-0008 and 2016-0017

Commissioners Present: Jennifer Davis, Linda Hoult, Janice Huxford, Vicki Oslund, Gary Petershagen and Tracy Trout
Commissioners Absent: Tom Matlack

PLANNING COMMISSION PUBLIC HEARING (November 2, 2016)
Planning and Community Development staff presented the 2016 Docket and responded to a questions and comments from the Planning Commission and members of the public. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff concluded each amendment presentation with a discussion of how each proposal meets the approval criteria of the Comprehensive Plan and the GMA. Provided below is a synopsis of the discussions generated by each amendments:

City Text Amendments: No comments.

School District Map Amendment/Rezone: Commissioner Huxford asked a question regarding traffic and Robb Stanton, Executive Officer of Operations for the Lake Stevens School District, answered.

Hild/City-initiated Map Amendment/Rezone: Commissioner Huxford commented on the traffic flow and expressed concerns regarding egress and ingress. Scott Belleque testified he wanted residential development to stay as single-family residences and not apartments.

SW Quad (City-Initiated) Map Amendment/Rezone: Darron Pyper asked a question about rezoning existing homes to a commercial use. He was concerned that the homeowners would not be able to sell or refinance their homes with a zoning change. He commented on increased taxes, and the Planning Commission answered his questions. Dan Rike testified that he was not in favor of the rezone and he would like to keep the mixed use zoning in order to keep the allowances for high-denisty housing. Director Wright rebutted this comment. Dan Rike was also concerned about a scrivener's error on the first page of the SW Quad rezone staff report. Sally Jo Sebring testified that she felt the public noticing

for the SW Quad map amendment was insufficient. A gentleman testified and gave the name Rogers 127 Grade; the gentleman signed the Sign-In sheet with the same name. He had questions concerning the timing of the Hild rezone request and timeline for construction.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this staff report and described in the staff reports for each of the docket items, dated November 2, 2016, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATIONS

City Text Amendments: Commissioner Hoult made a motion to Commissioner Huxford made a motion to forward a recommendation to the City Council to approve Text Amendments T-1 through T-4. Commissioner Petershagen seconded the motion. Motion passed 6-0-0-1.
School District Map Amendment: Commissioner Oslund made a motion to forward a recommendation to the City Council to approve the School District Land Use Amendment (M-1). Commissioner Hoult seconded the motion. Motion passed 6-0-0-1.
School District Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
Hild Property Map Amendment: Commissioner Petershagen made a motion to forward a recommendation to the City Council to approve the Hild Property/City Land Use Amendment (M-2 and M-3). Commissioner Oslund seconded the motion. Motion passed 6-0-0-1.
Hild Property Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent Hild Property/City rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
SW Quad Map Amendment: Commissioner Trout made a motion to forward a recommendation to the City Council to approve the SW Quad Land Use Amendment (M-4). Commissioner Hoult seconded the motion. Motion passed 5-1-0-1.
SW Quad Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair _____, Vice-Chair

Type VI Decision
Area-wide Rezone
City of Lake Stevens Planning and Community Development

October 27, 2016 The Lake Stevens School District (Lake Drive) Rezone LUA2015-0119-**M1**

A. PROJECT DESCRIPTION AND REQUEST

The applicant, the Lake Stevens School District #4 (the District), has applied for a comprehensive plan designation change and concurrent rezone of two (2) parcels comprising approximately 38 acres located on the west side of Lake Drive and north of 28th Street NE. The project proponent has submitted a project narrative, completed environmental checklist, vicinity maps and a docket request packet demonstrating how the proposal meets the criteria of both Municipal Code (Title 14) and the Comprehensive Plan in support of their application for the map changes. The District proposes to change the land use designation on the two subject parcels from Medium Density Residential to Public/Semi-Public, with a concurrent rezone from High Urban Residential to Public/Semi-Public (**Exhibit 1**).

As a result of increasing enrollment in the District, the District is proposing to construct a new elementary school and early learning center on the project site. The early learning center will eventually house 150 students with 30 employees, and the elementary school will eventually house 700 students and 50 employees.

B. GENERAL INFORMATION

1. Date of Application: December 15, 2015
2. Property Location: 9105 and 9203 29th Street SE, Lake Stevens, WA
3. Assessor Parcel Numbers (APNs): 29050100401000 and 29050100401400
4. Total Area of Project: Approximately 38 acres
5. Applicant/Owner: Robb Stanton with the Lake Stevens School District #4
6. Contact: Camie Anderson with the Shockey Planning Group, Inc.
7. Comprehensive plan land use designation, zoning designation and existing uses of the site and surrounding area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Medium Density Residential	High Urban Residential	Vacant
North	Medium Density Residential	High Urban Residential	Residential
South	Medium Density Residential	Suburban Residential	Residential
East	Medium Density Residential	Suburban Residential	Residential
West	General Industrial / Commercial	General Industrial Dev. Agreement / Commercial District	Vacant

C. ANALYSIS[1]

1. Application Process

   a. The applicant requested a rezone in concurrence with requested changes to the Comprehensive Plan as part of the 2016 Docket. Area wide rezones are Type VI applications subject to Planning Commission recommendation and City Council approval pursuant to Chapter 14.16B LSMC, Part VI.[2]

   b. A written analysis was provided as part of the docket review (**Exhibit 2**).

CONCLUSION: The application meets the procedural requirements for Type VI applications established in Title 14 of the LSMC.

2. Notices, Community Outreach and Public Comment[3]

   a. Planning Commission Notice of Docket Hearing for March 2, 2016 (**Exhibit 3a**);

   b. City Council Notice of Docket Hearing for March 22, 2016 (**Exhibit 3b**);

   c. Notice of Application & SEPA Determination, July 27, 2016 (**Exhibit 3c**); and

   d. Planning Commission Public Hearing Notice for November 2, 2016 (**Exhibit 3d**).

   e. No public comment has been received concerning the rezone and land use map amendment request as of the writing of this staff report.

CONCLUSION: The city has met the noticing requirements for Type VI applications established in Chapter 14.16B LSMC, Part VI.

3. Comprehensive Plan, Zoning, and Uses:

   a. The existing and proposed comprehensive plan designations in the study area are identified in Section B and illustrated in **Exhibit 1** as are adjacent land use designations. The District has provided a detailed Description of Request document

[1] Project analysis is based on review of current materials applicable to the project.
[2] The rezone application is an area-wide rezone because the proposed changes involve different property owners and changes to more than one land use designation. The rezone is a Type VI application being reviewed in concurrence with the comprehensive plan map amendment and will include a public hearing in front of the Planning Commission who will recommend approval to the City Council. Final approval will be by ordinance following a Public Hearing
[3] Public notice includes a combination of posting, publication and mailing pursuant to the requirements of Lake Stevens Municipal Code 14.16A.225 and LSMC 14.16B.630.

demonstrating that the requests meets the requirements of municipal code and the goals and policies of the Comprehensive Plan (**Exhibit 4**).

b. **Zoning Analysis** – The proposed rezone will meet the intent of the Public/Semi-Public zoning district as described below:

LSMC 14.36.034 states the following: "A Public/Semi-Public district is hereby established to accommodate public and semi-public uses such as schools, government services and facilities, public utilities, community facilities, parks, etc., on publicly-owned land."

Applicable Comprehensive Plan Goals and Policies

LAND USE GOAL 1.1 Provide for a consistent review and revision of the comprehensive plan.

LAND USE GOAL 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.

LAND USE GOAL 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.

LAND USE GOAL 2.3 Encourage the continued planning of local growth centers to develop a balanced and sustainable community that provides a focus for employment, public and residential development.

POLICY 2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities and transportation facilities. This designation may also allow a limited range of commercial uses.

POLICY 7.1.2 Coordinate with local and regional service providers including the Lake Stevens School District, Lake Stevens Fire, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's planning documents are consistent.

Rezone criteria: Rezone Criteria is found in LSMC 14.16C.090. The following section addresses how the proposal meets the specific criteria.

c. The rezone if approved will be consistent with Comprehensive Land Use Map as amended.

d. The rezone is consistent with the Growth Management Act as the city can establish its local zoning and has met public notice requirements.

e. The proposed rezone advances identified goals and policies of the Comprehensive Plan. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.

f. The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades and has a need for additional classroom spaces. The request is consistent with the District's Capital Facilities Plan which itself is an adopted element of the City's Comprehensive Plan.

g. The site contains adequate area to develop and the District has received construction plan and building permit approvals from the city.

h. The proposal will not be materially detrimental to adjacent land uses as conditioned.

i. As conditioned and in accordance with municipal standards there will be adequate infrastructure to develop the site under the proposed zoning.

j. Environmental impacts can be mitigated.

k. The proposal complies with municipal standards for a rezone application.

l. The project is not located within a designated subarea and thus is not subject to the additional criteria listed.

CONCLUSION: The proposal as conditioned meets the rezone standards.

4. Environmental Review:

a. The site is heavily vegetated and contains 27 wetlands that vary by category and quality. No streams are located on the site; however, two jurisdictional ditches have been identified. The District has received approved permits from the Army Corp of Engineers and the Department of Ecology for wetland fill activities on 17 of the wetlands. A wetland / buffer mitigation strategy has been reviewed and approved by the city pursuant to a conditional use permit and construction plan approval for the site. The District acted as SEPA lead for this portion of the development and issued a Mitigated Determination of Non-Significance on March 10, 2016 (**Exhibit 5**). The SEPA was not appealed.

b. Shoreline Designation and Shoreline Uses: the properties are not located with the shoreline boundaries of Lake Stevens.

c. Flood Zones: the properties are not located within the 100-year flood zone.

d. The city issued a SEPA DNS on July 22, 2016 (**Exhibit 6**). The SEPA was not appealed.

e. The city issued a SEPA addendum to the 2005 Comprehensive Plan on August 31, 2016 that stands as the environmental review for the combined analysis of the comprehensive plan change and proposed rezone (**Exhibit 7**).

CONCLUSION: The proposal as conditioned meets the SEPA standards identified in Chapter 16.04 LSMC and will not create significant environmental impacts. Development near identified critical areas will be subject to Chapter 14.88 LSMC.

5. Traffic Impacts

a. A traffic report was submitted by the applicant pursuant to their application for construction plan approval on the project site (**Exhibit 8**). A new road, named 29th Street NE will be constructed to facilitate access to the new school and early learning center. Frontage improvements will be constructed adjacent to portions of Lake Drive. Impact fees paid to the city will total more than $300,000.

CONCLUSION: The proposal meets the Traffic Impact standards of municipal code.

D. CONDITIONS

The requested rezone (LUA2015-0119: **M1**) is consistent with rezone criteria, applicable Comprehensive Plan Goals and Policies, permit processing procedures and all other applicable municipal code requirements, subject to conditions noted below:

1. **Exhibit 1** depicts the areas to be rezoned to Public/Semi-Public.

2. All future development must comply with all federal, state and local regulations in effect at the time of application.

E. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a **RECOMMENDATION OF APPROVAL, SUBJECT TO THE CONDITIONS IN SECTION D**, to City Council.

CITY OF LAKE STEVENS, DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Recommendation Completed by

October 27, 2016

Stacie Pratschner, *Senior Planner* Date

F. EXHIBITS

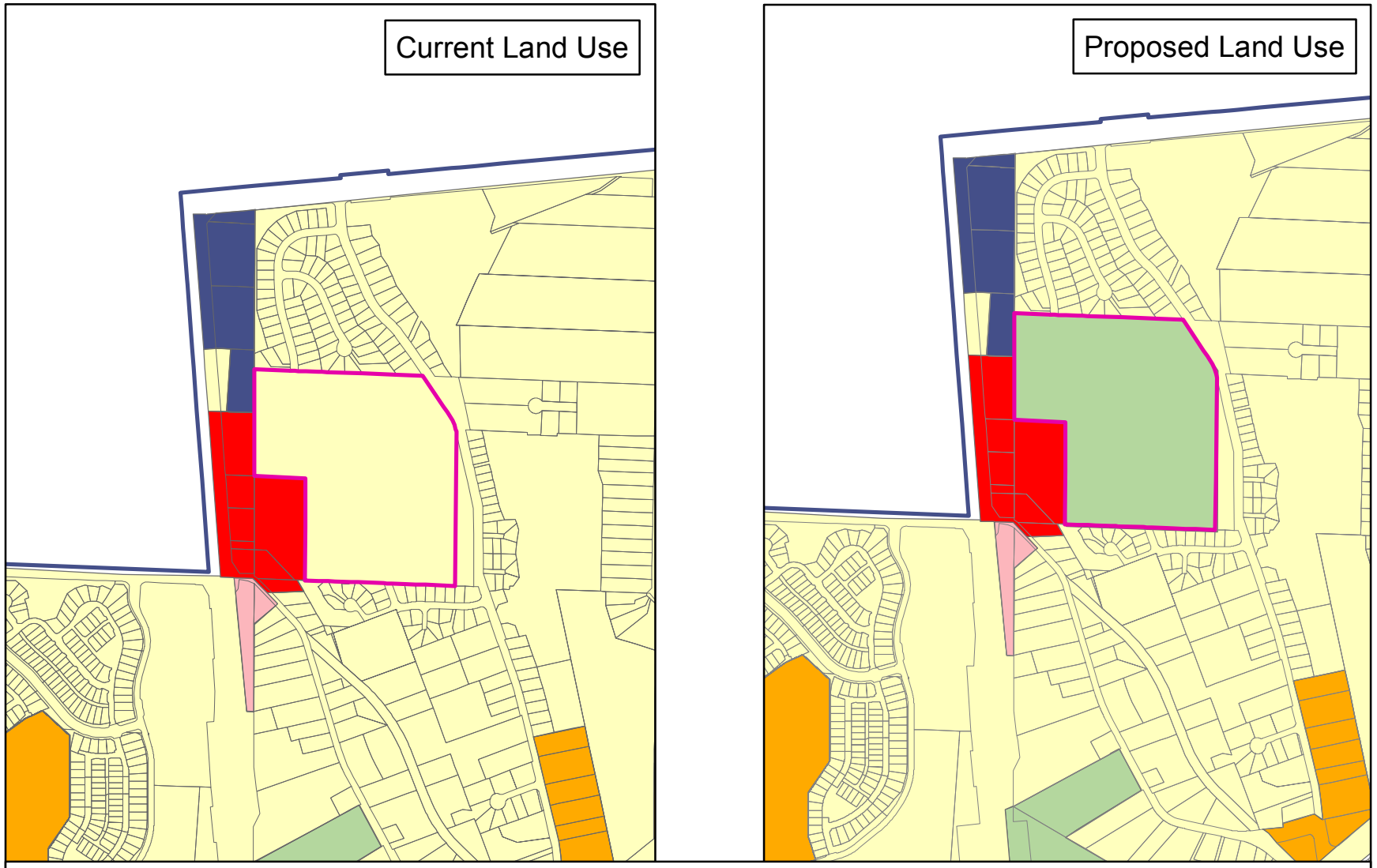
1. Rezone Map
2. 2016 Comprehensive Plan Docket Ratification Staff Summary (M-1), dated March 2, 2016
3. Notices
    a. Planning Commission Notice of Docket Hearing for March 2, 2016
    b. City Council Notice of Docket Hearing for March 22, 2016
    c. Notice of Application & SEPA Determination, dated July 27, 2016
    d. Planning Commission Public Hearing Notice for November 2, 2016
4. Description of Request narrative, received on December 15, 2015
5. SEPA MDNS, issued on March 10, 2016
6. SEPA DNS, issued on July 22, 2016
7. SEPA Addendum #9 To the City of Lake Stevens Integrated 2005 Comprehensive Plan and FEIS
8. Traffic Report

APPEALS: The action of the City Council on a Type VI proposal may be appealed together with any SEPA threshold determination by filing a petition with the Growth Management Hearings Board pursuant to the requirements set forth in RCW 36.70A.290. The petition must be filed within the 60-day time period set forth in RCW 36.70A.290(2). The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period. Judicial appeal is to Snohomish County Superior Court.

Distributed to the Following Parties:

Camie Anderson
Robb Stanton

Exhibit 1



All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2016), City of Lake Stevens (2016)

Date: February 2016

Exhibit 2

2016 Comprehensive Plan Docket Ratification

M-1 - Staff Summary
Lake Stevens City Council & Planning Commission

City Council Hearing Date: March 22, 2016
Planning Commission Hearing Date: March 2, 2016

SUBJECT: Agency-initiated map amendment

Summary	
Location in Comprehensive Plan: Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text.	
Proposed Change(s): Agency-initiated request (LUA2015-0119) to change the land use designation, for two undeveloped parcels off Lake Drive, from Medium Density Residential to Public / Semi-Public and associated text amendments to the Land Use Element, as illustrated on the attached map. If docketed, the city will evaluate a concurrent rezone application.	
Applicant: Lake Stevens School District	**Property Location(s):** 9105 / 9203 29th Street NE (approximately 38 acres)
Existing Land Use Designation	**Proposed Land Use Designation**
Medium-Density Residential	Public / Semi-Public
Existing Zoning District	**Proposed Zoning District**
High Urban Residential	Public / Semi-Public

ANALYSIS: Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? **Discussion**: the proposed land use map change is not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? **Discussion**: the proposed minor land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited, unless the applicant establishes there has been a substantial change of circumstances and support a plan or regulation change at this time. **Discussion**: the land use designation for the subject properties has not been considered since the area was annexed into the city in 2006.	X	

4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? **Discussion**: the Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function. The applicant has submitted required review fees. The applicant will provide any special studies deemed necessary to continue review at their expense.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? **OR**		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? **AND** **Discussion**: the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Public Services Elements. • Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens; • Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses; • Goal 2.14 design and build a healthy community to improve the quality of life for all people who live, work, learn, and play within the city; • Goal 7.1 coordinate with city departments, special purpose districts, utility companies and other service providers to ensure the adequate distribution of public services and facilities throughout the city and consistency with the land use element; and • Goal 7.4 provide adequate school facilities	X	
b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process. **Discussion**: the Comprehensive Plan sets a procedure for evaluating amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request.	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2016 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2016 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2016 Comprehensive Plan Docket.		

NOTICE OF PUBLIC HEARING
Lake Stevens Planning Commission

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

Hearing Date & Time: March 2 at 7 pm

Location: Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

Citizen-initiated map amendments with concurrent rezone applications.

1. **LUA2015-0119 – School District Map Amendment** request to change the land use designation, for two undeveloped parcels off Lake Drive from Medium Density Residential to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2016-0007– Seattle Pacific Map Amendment** request to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.

   City staff recommends the Medium Density Residential designation or others be extended to nearby properties for consistency.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2016-0029**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2016 docket, prior to the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

A complete list describing the proposed amendments is available at the Planning & Community Development Department and available on the city's website.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

Exhibit 3b

NOTICE OF PUBLIC HEARING
Lake Stevens Planning Commission

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

Hearing Date & Time: March 2 at 7 pm

Location: Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

Citizen-initiated map amendments with concurrent rezone applications.

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Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

Exhibit 3c

NOTICE OF APPLICATION & SEPA DETERMINATION

Proposal: Lake Stevens School District Comprehensive Plan Amendment and Rezone – LUA2015-0119

Project Location: 9105 and 9203 29th Street NE, Lake Stevens, WA 98258 / Assessor Parcel Numbers (APN's): 2905010040100 and 29050100401400

Proponent: Lake Stevens School District #4: Mr. Robb Stanton

Lead Agency: City of Lake Stevens

Proposed Project Description: The applicant, the Lake Stevens School District, has applied for a comprehensive plan designation change and concurrent rezone of two (2) parcels totaling approximately 38 acres located on the west side of Lake Drive and north of 28th Street NE. The proposal would change the land use designation from Medium Density Residential (MDR) to Public/Semi-Public (P/SP), and the zoning would change from High Urban Residential (HUR) to Public/Semi-Public (P/SP). A new elementary school and early learning center will be built on the site at the completion of the map amendment. A previous Mitigated Determination of Non-Significance (MDNS) threshold determination was issued pursuant to the District's approved Conditional Use Permit, case number LUA2016-0001. The city will review all site-specific impacts related to the land use and zoning changes at the time of development. The proponent has submitted a project narrative and environmental checklist in support of the proposed map changes. The city has issued a Determination of Non-Significance (DNS) pursuant to the submitted SEPA.

Permits Required:	Comprehensive Plan Map Amendment and Rezone
Date of Application:	December 15, 2015
Completeness Date:	January 13, 2016
Notice of Application & SEPA Determination Issued:	**July 27, 2016**

Public Review and Comment Period: Interested parties may view the project file at the Lake Stevens Permit Center (1812 Main Street) Monday-Friday 8 am to 5 pm. To receive further information or to submit written comments, please contact the Planning and Community Development Department.

Email:	spratschner@lakestevenswa.gov
Mailing address:	P.O. Box 257, Lake Stevens, WA 98258

Upon publication of the Notice of Application & issuance of the Determination on Non-Significance, there is a 14-day comment / appeal period. **The deadline for public comment & appeals is 5:00 PM, August 10, 2016.**

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant
Posted at Permit Center, City Hall, Subject Property, City Website
Property Owners within 300 feet of project site
Everett Herald

Exhibit 3d

PROJECT NAME/ FILE NUMBER:	2016 Comprehensive Plan Docket: Planning Commission Public Hearing
HEARING DATE / TIME:	Wednesday, November 2, 2016 at 7:00 PM
LOCATION:	Lake Stevens Community Center (next to City Hall) 1808 Main Street Lake Stevens, WA 98258

DOCKET DESCRIPTION:

Under the Growth Management Act, the city of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year through an annual docket process. The 2016 Comprehensive Plan Docket includes two citizen-initiated map amendments, two city-initiated map amendments, city text amendments to the Land Use element, the Parks, Recreation and Open Space element, the Public Services and Utilities element and updates to the Appendices. Standards administrative updates and associated SEPA documents will also be incorporated into the Comprehensive Plan.

The Lake Stevens Planning Commission will conduct a public hearing and receive public testimony on November 2, 2016 at 7:00 PM to consider the docket items described above. If the 2016 Docket is recommended for approval, the Lake Stevens City Council will conduct a public hearing and first ordinance reading on December 13, 2016 at the Lake Stevens School District Educational Center (12309 22nd Street NE) at 7:00 PM. There will be a separate public noticing for the City Council hearing pursuant to Chapter 14.16B LSMC.

PUBLIC REVIEW AND COMMENT:
Interested parties may submit written comments before the hearing or testify in person. Comments can be submitted to City Hall, Attn: Stacie Pratschner, PO Box 257, Lake Stevens, WA 98258 or by email at spratschner@lakestevenswa.gov.

The project files, including the staff reports, site maps and supporting materials are available for review at the Permit Center, located behind City Hall, Monday-Thursday 9:00 am- 4:30 pm and Friday 9:00 am to 12:00 pm. Limited materials are available at: http://www.ci.lake-stevens.wa.us/index.aspx?nid=380.

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicants and Parties of Record
Posted at Permit Center, City Hall, Subject Properties and Published in the Everett Herald
Mailed to property Owners within 300 feet of project sites
City Website

DESCRIPTION OF REQUEST

REQUESTED ACTION

Amendment to the Comprehensive Plan and Zoning Map as part of the City's annual plan review (Docket) process.

The Requested Action is to:

1. Amend the Comprehensive Land Use Map Medium Density Residential (MDR) to Public/Semi-Public (P/SP) for 38 acres owned by the Lake Stevens School District.
2. Rezone the site from High Urban Residential (HUR) to Public/Semi-Public). This is a non-project rezone request.

PROPERTY DESCRIPTION

The parcels affected by this request do not have an assigned address and are located on the west side of Lake Drive north of 28th St NE. The parcel is located in the southeast quarter of Section 01, Township 29 North, Range 05 East, W.M. (see ***Attachment 1 – Parcel Map***). The County Assessor's parcel numbers are: 29050100401000 (35.25 Acres) and 29050100401400 (1.89 Acres) .

The 38-acre site is currently undeveloped (vacant) land. Topography of the site slopes gently to the east, and steeper as the site approaches Lake Drive. There are 27 (plus one artificially created) wetlands on the site. The site is covered by deciduous and evergreen trees with an understory of primarily salmonberry.

COMPREHENSIVE PLAN AND ZONING OVERVIEW

The site is surrounded by the Medium Density Residential with General Industrial and Commercial Comprehensive Plan Designations to the east. The surrounding zoning consists of High Urban Residential north of the site and Suburban Residential to the east and south, Urban Residential to the Southeast and Commercial District and General Industrial zoning classifications to the west. This is summarized in the following table.

	Existing Zoning	Proposed Zoning	Existing Plan Designation	Proposed Plan Designation
Site	HUR	P/SP	MDR	P/SP
North	HUR		MDR	
South	Southwest: SR Southeast: UR		MDR	
East	SR		MDR	
West	GI CD		GI, Commercial	

HUR - High Urban Residential
P/SP - Public / Semi-Public
SR - Suburban Residential
UR - Urban Residential

MDR – Medium Density Residential
CD - Commercial District
GI - General Industrial

SUBMITTAL REQUIREMENTS

1. APPLICATION

The Application is attached as ***Attachment 2***.

2. NARRATIVE STATEMENT

See submittal letter and Item No. 6 below.

3. NON-PROJECT SEPA CHECKLIST

The Non-Project SEPA checklist is included as ***Attachment 3***.

4. SPECIAL STUDIES

There were no special studies prepared for this application.

5. MAP OF SITE AND SURROUNDING AREA

A Map of Site and Surrounding Area is included as ***Attachment 4.***

6. EVALUATION CRITERIA G (2005 PLAN):

A. How is the proposed land use designation supported by or consistent with existing policies of various elements of the Comprehensive Plan? If it isn't, the development should demonstrate how the change is in the best long-term interest of the City.

The proposed request is supported by and consistent with the existing policies of various elements of the Comprehensive Plan as addressed below:

2035 Lake Stevens Vision **(Page I-11)**

As the city contemplates the next 20 years, it must embrace its position as a unified growing city. Lake Stevens will be a vibrant sustainable community that provides a positive development atmosphere and maintains a strong community image with excellent schools and neighborhoods.

The proposed request is consistent with the District's Capital Facilities Plan which has been adopted as part of the capital facilities element of the City's GMA Plan. The proposed design will achieve the Vision of locating excellent schools in stable neighborhoods The Lake Drive site will improve access to those who will need the service and will provide recreational opportunities in the neighborhood and City.

Chapter 2: Land Use Element **(Pages I-12 and LU-2)**

A Vision For Land Use – As Lake Stevens continues to grow in population and area, the city will strive to create balanced opportunities for residential growth, varied housing types, employment, commercial endeavors and public services for all people to live, work, learn and play throughout the community.

The proposed request provides balance between residential growth with related increased need for public service for the students of the Lake Stevens School District to learn and play.

(Page LU-14)

Medium Density Residential allows ... limited public/semi-public, community and recreational uses. This designation should be generally located in transitional areas between high density designations and rural areas where infrastructure is readily available.

The above description of the current zone where the amendment is requested indicates that it allows limited public/semi-public community and recreational uses which indicates the use is generally compatible with the Comprehensive Plan Map and current zoning. The requested amendment would allow greater coordination between the City and the District as it obtains permits in a timely manner related to the type and pace of growth in Lake Stevens.

(Page LU-15)

Public/Semi-Public – This category includes public buildings, public services, and transportation facilities to support operations of the city, the school district, fire district and miscellaneous other governmental functions. These services require land throughout the city.

The above description of the requested zone characterizes what would better suit the District's objective of addressing an increasing demand for elementary schools in this attendance area and the level of coordination it needs with the City to provide adequate public services.

(Page LU-28)

Goal 2.1 *Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the City of Lake Stevens.*

Policy 2.1.4 *Direct new growth to areas where infrastructure and services are available or planned to ensure growth occurs in a fiscally responsible manner to support a variety of land uses.*

Policy 2.1.5 *Coordinate land use decisions with capital improvement needs for public facilities including streets, sidewalks, lighting systems, traffic*

signals, water, storm and sanitary sewer, parks and recreational facilities, cultural facilities and schools.

Policy 2.2.4 Allow the Public/Semi-Public land use designation, which is intended for use on all land that is publicly owned. It allows public buildings and services, recreational uses, utilities, and transportation facilities. This designation may also allow a limited range of commercial uses.

Policy 2.3.4 Maintain development regulations to promote compatibility between uses; retain desired neighborhood character; ensure adequate light, air and open space; protect and improve environmental quality; and manage potential impacts on public facilities and services.

Policy 2.14.1 Encourage mixed land use and greater land density to shorten distances between homes, workplaces, schools and recreation so people can walk or bike more easily to them.

The requested amendment in the City Comprehensive plan and zoning designation is based on objectives that are consistent with the above policies. There is a demonstrated pressing need for elementary schools in this area of Lake Stevens. Residential growth with the provision of adequate and timely school facilities requires coordination between the City and its school districts and will help to manage potential impacts on public facilities and services. Providing schools within neighborhoods allows for the type of mixed land use to shorten distances between home and school and recreation.

Current zoning (HUR) allows for schools; however a change to P/SP classification provides greater design latitude in line with the capacity and functional needs to be designed into the new facilities. Also, the District owns the site, another criteria for the P/SP zone.

Chapter 3: Housing Element (Page III-6)

In the Housing section on Page 6 the Plan indicates that Lake Stevens household size is larger than the County and a greater percent of households in Lake Stevens have children (54%) than the County (32%). This indicates a greater needs for schools and suitable housing.

Policy 3.2.2 Support land uses and development regulations designed to increase housing opportunities for current and future residents, seniors, disabled, or other special-needs populations in proximity to shopping, health care, services, recreation facilities and public transportation.

Policy 3.5.1 Promote residential development in areas that allows pedestrian access to commercial areas, employment, public transportation routes, schools and park or recreational areas.

The requested amendment would serve to provide services to current and future residents and would promote pedestrian access to schools by locating a school in a residential area.

Chapter 5: Parks, Recreation & Open Space Element **(Page P-4)**

(schools) "*expand the variety of recreation areas available to the community.*"

(Pages P-6, P-15, P-17)

Parks & Recreation Facilities Maps show less school associated park/recreation facilities in the part of the city where this proposed amendment is requested.

(Page P-37)

Goal 5.4 *Maximize park facilities by leveraging, sharing and efficiently using resources.*

Policy 5.4.1 *Cooperatively plan for joint-use facilities, meeting and classrooms, athletic fields, and other facilities with the Lake Stevens School District, Lake Stevens Junior Athletic Association, Snohomish County Parks Department and other public or private providers of recreation services and facilities that are of mutual benefit to each agency and the users/participants in the city and its Urban Growth Area.*

Policy 5.4.2 *Create a comprehensive, balanced park, recreation and open space system that integrates city facilities and services with resources available from the Lake Stevens School District, Snohomish County and other state, federal and private park and recreational lands and facilities in a manner that will best serve and provide for area residents' interests.*

Policy 5.4.3 *Support continued cooperation between the city, non-profit organizations, the Lake Stevens School District and other agencies for continuation and development of recreation programming for youths, senior citizens and other segments of the population to avoid duplication, improve facility quality and availability, which reduces costs and represents area residents' interests through joint planning and development efforts.*

The request for the proposed amendment would be consistent with the above policies in that it would allow cooperative joint-use of facilities that would benefit the residents of the City. It would help create more comprehensive, balanced park and recreation uses in this area by integrating city and District facilities that are of mutual benefit to each agency and more importantly to the residents, families, and children.

Chapter 7: Public Services and Utilities Element **(Page PS-2)**

A Vision for Public Utilities and Services – Lake Stevens will strive to provide excellent public utilities & services to meet the health and safety needs of the community in proportion to future population growth and will continue to coordinate with local service providers such as the Lake Stevens Sewer District, Lake Stevens Fire, and the Lake Stevens School District to ensure service continuity as the community grows.

Current enrollment pressure in the district for elementary schools make it imperative to provide another school as soon as possible and seeks the City's cooperation through designation of its property to P/SP.

Lake Stevens School District **(Page PS-11)**

The Lake Stevens School District has experienced steady upward growth in enrollment for the past four decades. Student enrollment in the School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%). Between October 2008 and October 2013, student enrollment increased by seven percent. Overall, there was a two percent decline countywide during this period. The School District's October 2013 enrollment was 7,759 students, an increase of 1.6 percent over October of 2011. The School District has been, and is projected to continue to be, one of the fastest growing districts in Snohomish County, based on the Office of Financial Management population forecast. Population forecasts estimate the Lake Stevens UGA population will increase to 46,380 people in 2035. Likewise, the population within the Lake Stevens School District boundaries will rise from 41,238 in 2013 to over 61,000 in 2035.

(Page PS-18)

Goal 7.1 *Coordinate with City departments, special purpose districts, utility companies and other service providers to ensure the adequate distribution of public services and facilities throughout the City and consistency with the land use element.*

Policy 7.1.2 *Coordinate with local and regional service providers including the Lake Stevens School District, Lake Stevens Fire, Sno-Isle Library, etc. to ensure public services are adequately maintained and distributed to support the community's needs and that each agency's' planning documents are consistent.*

The request for these amendments seeks to maintain consistency with the land use element and provision of public services needed due to residential growth in this area of the City.

(Page PS-20)

Policy 7.4.1 *Support the Lake Stevens School District to maintain its adopted level of service.*

Policy 7.4.2 *Coordinate land use density and intensity with the School District's capital budget in order to provide services within the city.*

Policy 7.4.3 *The city will adopt by reference the Lake Stevens School District Capital Facilities Plan. The City Council shall review the CFP every two years to ensure that it is consistent with the requirements of the GMA; the impact fee calculation is consistent with the city's adopted formula and the CFP has been adopted by the District's Board of Directors.*

With Ordinance 927 (February 23, 2015), the City has adopted the 2014-2019 Capital Facilities Plan for the Lake Stevens School District as a sub-element of its Comprehensive Plan. Table 6-3 of the School CFP shows the proposed school, including site acquisition, as part of its capital plan.

This request is consistent with the above goals which directly addresses maintaining the District's adopted level of service and its objective of coordinating with the City relative to residential density and intensity in order to provide educational services within the city in an area without a close elementary school.

B. Does the proposed land use designation promote a more desirable land use pattern for the community? If so, a detailed description of the qualities of the proposed land use designation that will make the land use pattern for the community more desirable should be provided to enable the Planning Commission and City Council to find that the proposed land use designation is in the community's best interest.

The proposed designation on this school-owned property is a more accurate depiction of what will happen to future land use patterns. Having the site designated for residential use could be misleading.

The proposed land use designation provides educational services close to the families that will need them. Siting land near to students reduces the impact on traffic and roads, thereby enhancing safety and reducing needed capital investments. Schools also provide open space "breaks" in an otherwise higher density urban setting. It will increase recreational opportunities and pedestrian and bicycle access to those neighbors in the immediate vicinity. In addition, future planned school facilities typically includes fields as well as other outdoor recreational spaces

C. What impacts would the proposed change of land use designation have on the current use of other properties in the vicinity, and what measures should be taken to ensure compatibility with the uses of other properties in the vicinity?

The proposed change of land use is a use which is allowed in the current zone with a conditional use. Schools are a typical and accepted use in or adjacent to residential areas. The request would help to better address access, car and bus drop-off, parking, outdoor play, and other non-residential uses to ensure compatibility with surrounding areas.

The primary reasons for the requested change is to

1. Let the community know that the District owns this property (not a developer).
2. Allow increases in height under the proposed zone without needing a height variance.

Landscape buffers are required for any conditional use under either the existing or proposed zone. In addition, the topography of the site lends itself to innovative development, further making it compatible with the surrounding residential developments.

D. Comments received from affected property owners and residents.

A community meeting was held on August 19, 2015 related to the District developing the Lake Drive property. While the meeting was not held specific to the proposed comprehensive plan amendment and rezone, it was related to District uses. Seven households attended and commented on the following issues:

- Wetlands
- Trees
- Speeders on Lake Drive.
- Lake Drive not striped.
- Lake Drive used for cut-through traffic.
- Proposed modifications to SR92 & Lake Drive – Pork chop (right-in/right-out).
- Desire to incorporate long on-site driveways and account for turn-a-rounds so there is no back-up of parent pick-up/drop-off onto neighborhood streets – long approaches.
- Lake Drive is a better entrance (has 35 feet of width). The residential streets are narrow (28 feet in width).
- Traffic calming.
- Work with the City on sidewalks. There are good sidewalks to the north and at 28th and development to the east. Further down 28th, there are no sidewalks.
- Access from Soper Hill.

- Animals noted on site:
  - Deer
  - Coyote
  - Rabbits
  - Ducks
  - Frogs
  - Heron
- Time for Alder trees to go.
- Provide enough parking for events.
- Leave screening on north and south – fill in gaps where necessary.

Comments from this public meeting were sent to all members of the project team to be considered as part of the planning and design of the future planned school development.

A second community meeting was held on December 2, 2015. At this meeting, the community was able to see the proposed development on the site and appreciated that the District had listened and addressed the concerns. The community does still, however, remain concerned about traffic in the area, both with and without the development of the Lake Drive property.

7. Evaluation Criteria H (2015 Plan)

The City shall use the following decision criteria in selecting proposals for future analysis and consideration. Proposals must meet subsections 1 through 4 below and either subsection 5 or 6 below:

1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program?

Implementation as a development regulation or program would not help the Lake Stevens School District provide needed school facilities and services for this area whereas the amendment to the Comprehensive Plan and related rezone would. Schools are an allowed use in the HUR zone, but would likely necessitate a height or other variance to accommodate the design. A Plan amendment also provides assurance to the surrounding property owners that this site will be used for school related uses rather than another housing development.

2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws?

The proposed amendment is legal, and meets existing state and local laws. The Lake Stevens School District is the legal owner of the site The site is undeveloped and has no zoning or other violations associated with it. Schools are permitted in the current zone and the District is seeking approval to develop it as needed in conjunction with its state

mandated purpose. The site will be developed consistent with all state and local laws and all required approvals will be obtained prior to construction. The site will be designed, constructed and operated consistent with all relevant legal requirements.

3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited unless the applicant establishes that there has been a substantial change of circumstances and support a plan or regulation change at this time.

The property was purchased by the District in the late 1990's for development of a middle school. The District did entertain selling the property at one point. Development proposals were proposed in the mid-2000's for residential development of the site. However, the economic recession hit and those developers chose not to continue with the potential purchase of the site. No applications for reclassification of the site occurred with those proposals or since.

4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment?

The City Comprehensive Plan specifies that there will be yearly consideration of changes needed and this requested amendment would be a part of this necessary review and is consistent with the reasons stated in the Comprehensive Plan for such a yearly review.

5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan OR

The proposed amendment is not to correct an inconsistency or make a clarification to the Plan. However, it does provide a clarification to the community surrounding the property that it will be used for educational purposes and not a subdivision.

6. All of the following:

a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals and policies of the Comprehensive Plan; and

The proposal demonstrates a strong potential to serve the public interest and would implement several goals and policies as identified above and addressed below in the rezone section.

b. The public interest would be best served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process.

To ensure predictability of the surrounding community, a delay in the decision does not make sense. While the soon-to-be development of an elementary school and early learning center will likely be processed faster than the proposed amendment, it will assist in the future development of the balance of the site.

B. Rezones

1) Non-project Rezones (LSMC 14.16C.090(g))

1. The amendment complies with the Comprehensive Plan Land Use Map, policies, and provisions and adopted subarea plans;

The proposed Comprehensive Plan amendment and rezone would allow for consistency between the land use map designation and the zoning designation for the property which is the proposed site of a needed elementary school for this area. The requested amendment is proposed as part of the annual update to reflect the future development program by the Lake Stevens School District.

On Page 10 of the 2015 Comprehensive Plan Executive Summary population trends for Lake Stevens are characterized. Lake Stevens is experiencing one of the highest population increases and the percentage of family households are greater and younger than Snohomish County in general. On page 15 of this section, it states that Lake Stevens School District anticipates that the population within its boundary will grow significantly in the time frame of the Comprehensive Plan. On Page 7, the City's comprehensive plan states that the City has incorporated annual changes into the plan to keep pace with growth and respond to changing conditions and to address specific concerns including the adequacy of the adopted level of service standards. Below are explanations of how this requests complies with policies in the City of Lake Stevens 2015 Comprehensive Plan.

See question 6.A which addresses how the proposed amendment and rezone are consistent with Comprehensive Plan Policies. The site of the proposed Comprehensive Plan amendment and rezone are not within an adopted subarea plan and are there for not in conflict with those plans.

2. The amendment is in compliance with the Growth Management Act;

The GMA directs local jurisdictions to consider specific planning goals (RCW 36.70A.020) to guide policy development and the implementation of development regulations:

1. Guide urban growth to areas where urban services can be adequately provided.

12. Ensure adequate public facilities and services necessary to support development.

(Page PS-3)

Following the Growth Management Act (GMA), local jurisdictions must plan for the public service and facility needs in their communities based on projected growth. Planning for public services and utility facilities is imperative to guarantee sufficient local amenities for current and future residents within a defined level of service.

This request complies with the above goals as restated in the City of Lake Stevens 2015 Comprehensive Plan. The requested amendment will help the District to provide necessary school services and facilities in a timely manner, without the need for variance requests, related to residential growth in the City and its UGA within its defined and State mandated level of service.

The Growth Management Act mandates the City Comprehensive Planning be consistent with County and Regional policies as well.

(Page P-3)

Regional Planning

The regional perspective for parks and recreation emphasizes identifying availability of lands and opportunities for parks and co-location of facilities, such as schools and parks, in support of its growth strategy including links between open space and neighborhoods.

Countywide Planning

The Snohomish County Countywide Goal for Public Services and Facilities states,

"Snohomish County and its cities will coordinate and strive to develop and provide adequate and efficient public facilities and services to ensure the health, safety, conservation of resources, and economic vitality of our communities."

The requested amendment complies and supports the above goals by helping the District to provide school and related recreational services and facilities to support City and UGA growth in a timely and efficient manner.

3. The amendment serves to advance the public health, safety and welfare;

The requested amendment would serve to advance health and safety by providing school related services and facilities in a residential area where no facilities are located thereby increasing safe access to these schools and increasing the recreational and health benefits of the area and better pedestrian

and bicycle access to these services and facilities. The future use of the site would advance the welfare of the children and families which it serves that are residents of Lake Stevens and its UGA and other residents as well.

4. **The amendment is warranted because of changed circumstances, a mistake, or because of a need for additional property in the zoning district;**

The amendment is warranted due to increased enrollment and the need of the district to use its property within the zoning district to meet the need for school facilities and services related to population growth in this area particularly in households with families with children. Many District facilities are located east of this area nearer to the historic traditional center of Lake Stevens. Growth has increased as newer centers of growth to the west of the City increasing the need for schools in this area. The District boundary encompasses area outside of the City of Lake Stevens, to the northwest within the City of Marysville. Significant residential growth is also occurring in this area known as "Whiskey Ridge". Several properties were looked at by the District in Whiskey Ridge, but a suitable property was not found.

5. **The subject property is suitable for development in general conformance with zoning standards under the proposed zoning district;**

The current zoning allows for school facilities but it is limited in height. The proposed zoning would allow the District to construct multi-story facilities in order to more efficiently utilize the site for various District uses without the need for height variances. In addition, the proposed P/SP zoning adds some predictability to the surrounding neighborhoods that the site is intended to be developed by the District and not by a future single family residential developer.

6. **The amendment will not be materially detrimental to uses or property in the immediate vicinity of the subject property;**

The proposed school facilities are permitted in the current zone so would presumably not be detrimental to uses or property in the immediate vicinity of the subject property and elementary schools are often located in residential locations. Schools have certain benefits to surrounding residential areas related to recreational opportunities and provision of school facilities close to families and children who need its services particularly and benefit from increased pedestrian and bicycle access. Properties to the west of the site are zoned for commercial and industrial uses. The District will work with the City as part of the Conditional Use and Environmental review process to ensure the elementary school development is compatible with surrounding uses under either the existing or proposed zoning.

7. Adequate public facilities and services are likely to be available to serve the development allowed by the proposed zone;

The proposed elementary school is located in an existing residential area with roads and facilities and services typical of suburban development. Conversations with the various purveyors as part of the current development design have not identified any deficiencies.

8. The probable adverse environmental impacts of the types of development allowed by the proposed zone can be mitigated, taking into account all applicable regulations, or the unmitigated impacts are acceptable;

The proposed school use is allowed in the current zone as a conditional use so would presumably not be detrimental to uses or property in the immediate vicinity of the subject property. Schools have certain benefits to surrounding residential areas related to recreational opportunities and provision of school facilities close to families and children who need its services particularly and benefit from increased pedestrian and bicycle access. Properties to the west of the site are zoned as commercial and industrial and should not have any adverse impacts. The District will work with the City in the Conditional Use and Environmental review process to ensure the elementary school development is compatible with surrounding uses.

9. The amendment complies with all other applicable criteria and standards in this title; and

The amendment complies with all other applicable criteria and standards in this title. In fact, the proposed amendment will reduce the number of variances from Lake Stevens Municipal Code once approved.

10. If the proposal is located within an adopted subarea plan;

(i) The rezone is to a zoning designation allowed within the applicable subarea; and

Not applicable--the property is not located in a Subarea plan.

(ii) The rezone does not increase the established intensities adopted as part of the planned action ordinance or mitigates increased or additional impacts by supplementing, amending or addending the applicable planned action draft and final environmental impact statement.

Not applicable the property is not located in a Subarea plan.

MITIGATED DETERMINATION OF NON-SIGNIFICANCE
Lake Stevens School District No. 4
Lake Drive Property Elementary School & Early Learning Center

DESCRIPTION OF PROPOSAL: The proposed action is approval of a Conditional Use Permit and associated permits for the construction of a new elementary school and early learning center. The elementary school would house approximately 700 students and 50 staff and would consist of approximately 76,000 square feet of building. Space for up to four future portables is also included. The early learning center would consist of approximately 22,000 square feet of building and house up to 300 students (150 students at a time, split days) and 20 staff. An area for a six classroom (7,500 SF) future expansion is also included.

Access to the site is proposed from a new road (29th Street NE) and will include a round-about at the Lake Drive intersection. The new public road will terminate to the southwest of the developed area until such time a neighboring developer constructs a new round-about that is necessary in order for their project to be constructed. The termination will include a temporary vehicular turnaround.

Accompanying site improvements would include clearing, grading and infrastructure space for staff parking, and parent/visitor parking with drop-off zones. There would be a total of 168 parking spaces on-site, including 10 ADA stalls. The proposal also includes the development of one multi-purpose field and several outdoor collaboration spaces and a play area for the early learning center. A covered play area for the elementary school will be attached to the west end of the building. Stormwater would be detained and treated in a pond proposed on the eastern portion of the site, adjacent to Lake Drive.

Necessary off-site improvements would be constructed to support the school, including frontage improvement for approximately 1,400 linear feet along the west side of Lake Drive. Water and sewer would be extended from existing lines in Lake Drive and 91st Drive NE to the north and 93rd Drive NE to the south as well as Lake Drive to the east.

Wetland fill is proposed in 17 wetlands due to the construction of the parking areas, stormwater facility, access road, and the frontage improvements. Mitigation is proposed to be the purchase of credits from a wetland mitigation bank. Approval is required from the U.S. Army Corps of Engineers, Washington State Department of Ecology, and the City of Lake Stevens before any wetlands can be filled. In addition, some buffer averaging is proposed for wetlands that are being retained.

The proposal would require a Conditional Use Permit (CUP), Height Variance, Building Permits, Grading Permit and other construction permits from the City of Lake Stevens. The proposal will also require a 404 Permit from the U.S. Army Corps of Engineers, a 401 Water Quality Certification from the Washington State Department of Ecology as well as a Forest Practices Permit from the Washington State Department of Natural Resources.

PROPONENT: Lake Stevens School District No. 4

LOCATION OF PROPOSAL: There is no physical address for the site; it is located west of Lake Drive between 28th Street NE and approximately 32nd Street SE, Lake Stevens, Washington. The Snohomish County tax parcel numbers for the site are 29050100401000 and 29050100401400

LEAD AGENCY: Lake Stevens School District No. 4

Note: Issuance of this threshold determination does not constitute approval of the permit. This proposal will be reviewed for compliance with all applicable City of Lake Stevens codes and regulations that regulate development activities.

The lead agency for this proposal has determined that the proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This determination assumes compliance with State law and City of Lake Stevens ordinances related to general environmental protection including, but not limited to access improvements, drainage and utilities. This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

It is the policy of the District that, when undertaking an action involving the exercise of substantive SEPA authority, the District shall consider, as appropriate under the circumstances, the ramifications of such action as to one or more of the factors listed in Lake Stevens School District Policy 3100, 7.4, Substantive authority.

This Mitigated Determination of Non-Significance is issued with the following Conditions:

Water

1. Mitigation Banks shall be used to mitigate filling of all wetlands.

Historic and Cultural Preservation

2. A qualified archaeologist shall return to the site once initial vegetation has been removed. If determined by archaeologist, additional limited shovel scrapes/probes in the area where not accessible during initial investigation would occur if deemed appropriate by the U.S. Army Corps of Engineers. If this inspection/monitoring demonstrates that no temporally diagnostic and/or Native American cultural deposits or artifacts are located on the site, the contractor is permitted to proceed under an inadvertent discovery plan to lay out procedures in the unlikely event that such cultural resources are encountered during ground disturbing activity. However, if temporal diagnostic and/or Native American cultural deposits or artifacts are observed, formal consultation, conducted by the U.S. Army Corps of Engineers (with affected Tribes and other interested parties) as well as formal site evaluation and assessment of adverse effects may be required. This measure may be modified based on the issuance of the Joint Aquatic Resource Permit requirements/conditions.

Transportation

1. Access from 91st Drive NE is only for emergency vehicles and pedestrian access.
2. The City of Lake Stevens is requiring dedication of right-of-way and construction of the following improvements:
    a. New 29th Street NE Roadway Connection – the roadway will be constructed according to City standards with pavement for two travel lanes (one in each direction), 8-foot parallel parking areas on both sides, a 9-foot wide shared walk/bicycle facility and 5-foot wide landscaping area on the north side. A future 9-foot wide shared walk/bicycle facility and 5-foot wide landscaping area on the south side would be constructed with any future development of the District's property on the south side of the new roadway connection.
    b. Lake Drive Frontage – the roadway will be widened to provide an 8-foot parallel parking area and a 5-foot wide walkway on the west side of the street.
3. The City of Lake Stevens collects traffic impact fees for new development. The project is estimated to have a total fee of $335,455, however, Lake Stevens Municipal Code states that if public benefit occurs in accordance with specific programs that the construction of those public benefits can be credited

against that fee. Based on preliminary cost estimates for the roadway, those costs may exceed the impact fee amount. If this is the case, no payment of fees to the City of Lake Stevens will occur.

4. Prior to the school opening, the District will define walk routes and determine needs for signage, pavement markings, school zone speed limits and/or crossing guard locations. The District will work with the City of Lake Stevens to implement measures that will occur within City right-of-way (including speed enforcement).
5. The District will coordinate with the City of Lake Stevens to determine if added traffic calming measures such as speed humps or additional traffic control, are needed along adjacent roadways to ensure compliance with speed limits.
6. The District and school administration will develop a neighborhood communication plan to inform nearby neighbors of events each year. The plan will be updated annually (or as events are scheduled) and should provide information about the dates, times and rough magnitude of attendance.
7. The District will ensure that large events are not held at both schools concurrently and that parking lots and pedestrian walkways at both sites are open and available for sharing during large events at both schools.
8. The District will require the selected contractor to develop a construction management plan that addresses traffic and pedestrian control during school construction. It shall define truck routes, lane closures, walkway closures and parking disruptions, as necessary. To the extent possible, the CMP will direct trucks along the shortest route to arterials and away from residential streets to avoid unnecessary conflicts with resident and pedestrian activity. The CMP may also include measures to keep adjacent streets clean on a daily basis at the truck exit points to reduce tracking dirt offsite. It will also include measures to monitor truck impacts to pavement on Lake Drive and repair any related damage that results from construction transportation activities. The CMP will also identify parking locations for the construction staff; construction employee parking will be contained on-site.

This Mitigated Determination of Non-Significance (MDNS) is issued under WAC 197-11-340(2). The lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted to the Responsible Official, Lake Stevens School District No. 4, 12309 - 22nd Street NE, Lake Stevens, Washington 98258, and be received by March 24, 2016.

RESPONSIBLE OFFICIAL: Robb Stanton
POSITION/TITLE: Executive Director, Operations
ADDRESS: Lake Stevens School District No. 4
12309 - 22nd Street NE
Lake Stevens, Washington 98258
Phone: (425) 335-1506

SIGNATURE: _____ **DATE OF ISSUANCE:** March 10, 2016

PUBLISHED: March 10, 2016

There is no agency appeal of this determination.

Exhibit 6

SEPA DETERMINATION OF NONSIGNIFICANCE

Issuance Date: July 22, 2016

Project Name (No.): Lake Stevens School District Comprehensive Plan Amendment and Rezone: Project No. LUA2015-0119 and Comprehensive Plan Docket 2016 Item No. M-1

Proponent: Lake Stevens School District #4

Applicants: Lake Stevens School District #4: Mr. Robb Stanton

Description of Proposal: The applicant has applied for a comprehensive plan designation change and concurrent rezone of two (2) parcels comprising approximately 38 acres located on the west side of Lake Drive and north of 28th Street NE. The project proponent has submitted a project narrative, completed environmental checklist, vicinity maps and a docket request packet demonstrating how the proposal meets the criteria of both Municipal Code (Title 14) and the Comprehensive Plan in support of their application for the map changes. The District proposes to change the land use designation on the two subject parcels from Medium Density Residential to Public/Semi-Public, with a concurrent rezone from High Urban Residential to Public/Semi-Public. The property directly to the north is zoned High Urban Residential and the properties to the south are zoned Suburban and Urban Residential. Properties west of the subject APN's are zoned Commercial District and General Industrial. A new elementary school and early learning center will be built on the site at the completion of the map amendment. A Mitigated Determination of Non-Significance threshold determination was issued pursuant to the School District's conditional use permit (CUP), permit number LUA2016-0001. The MDNS conditions include provisions for a suite of site-specific impacts, including but not limited to wetland mitigation, cultural resource management, roadway improvements, traffic analyses and a neighborhood communication plan. The applicant has also applied for commercial building permits (BLD2016-0378 and 0518) and construction plans (LUA2016-0092) for development of the new school and learning center on site.

Project Location: 9105 and 9203 29th Street NE, Lake Stevens, WA 98258 / Assessor Parcel Numbers (APN's): 2905010040100 and 29050100401400

Contact Person: Stacie Pratschner, Senior Planner **Phone:** (425) 377-3219

Threshold Determination: The City of Lake Stevens, acting as lead agency for this proposal has determined that the proposed non-project map amendment and concurrent rezone does not have a probable significant adverse impact on the environment. An environmental impact statement is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request. This DNS is issued under 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issuance.

SEPA Responsible Official: _____

Russ Wright, Community Development Director

Comments on the Threshold Determination: Written comments should be sent to the address below by **August 5, 2016** *(14 days from issuance)*. The Responsible Official may incorporate any substantial comments into the DNS. If the DNS is substantially modified, it will be reissued for further public review.

Appeals: You may appeal this determination of non-significance by submitting an appeal to the address below no later than 5:00 PM, **August 5, 2016** *(14 days from issuance)*. The appeal must be in written form, contain a concise statement of the matter being appealed and the basic rationale for the appeal. A fee is required per the City's Fee Resolution. Please note that failure to file a timely and complete appeal shall constitute a waiver of all rights to an administrative appeal under City code. All comments or appeals are to be directed to City Hall, P.O. Box 257, Lake Stevens WA, 98258, Attn: Stacie Pratschner.

Exhibit 7

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Adoption of Four Map Amendments and Text Revisions to Chapter 2 Land Use Element, Chapter 5 Parks, Recreation and Open Space Element, Chapter 7 Public Services and Utilities Element, Chapter 9 Capital Facilities Element, Appendices and Covers, Footers, Dates, Executive Summary and Table of Contents with the 2016 Docket

CITY OF LAKE STEVENS

Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: August 30, 2016

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

FACT SHEET

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Proposed Non-Project Action:

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2016 Docket including two proposed citizen map amendments that have undergone individual SEPA review, two proposed city map amendments and city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Public Services and Utilities element, Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

Planning and Community Development has prepared this Addendum No. 9 to the City of Lake Stevens Integrated 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) issued July 17, 2006 along with an adoption of existing environmental documents.

Description of Proposal:

The 2016 Docket contains four map amendments, text amendments and minor administrative amendments to the City of Lake Stevens Comprehensive Plan.

RCW 36.70A.130 allows amendments to the Comprehensive Plan once per year with some exceptions. The following actions comprises the City's annual changes to its Comprehensive Plan:

- **Title Page, Table of Contents and Introduction** - Update the dates on the title page, header and footers, the Executive Summary, the table of contents and introduction references as needed with final draft (**Exhibit 2**).
- **Chapter 2 – Land Use Element** – A city-initiated text amendment to update applicable Figures and Tables to reflect the adoption of the two citizen-initiated map amendments (LUA2015-0119 and LUA2016-0007) and two city-initiated map amendments (LUA2016-0017).
  - Text "redlines" to pages LU-10, LU-17, LU-18, LU-21, LU-24;
  - Updates to Figures 2.3 – City Land Use Map and 2.4 – Development Trends Map; and
  - Updates to Tables 2.2 – Employment Zoning in Lake Stevens UGA and 2.3 – Residential Zoning (**Exhibit 3**).
    - LUA2015-0119 – A citizen-initiated map amendment to change the land use designation on two parcels totaling approximately 38 acres located at 9105 and 9203 29th Street NE, from

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Medium-Density Residential to Public/Semi-Public (**Exhibit 3a**). The city issued a DNS on July 22, 2016 for LUA2015-0119 – no comments or appeals were received. The city hereby adopts this existing DNS (**Exhibit 3b**) by reference and incorporates it into Addendum No. 9.

- LUA2016-0007 – A citizen-initiated map amendment to change the land use designation on three parcels totaling approximately 15.5 acres located on the west side of 127th Drive NE between SR-92 and 36th Street NE, from Planned Business District to Medium Density Residential and accompanied with a city recommended expansion (see below) to the adjacent parcels to the east and west of the project area (**Exhibit 3c**). The city issued a DNS on July 20, 2016 for LUA2016-0007 – one written comment was received and no appeals were filed. The city hereby adopts this existing DNS (**Exhibit 3d**) by reference and incorporates it into Addendum No. 9.
- LUA2016-0007 (continued)– A city-initiated map amendment in concurrence with LUA2016-0007 to change the land use designation on four parcels totaling approximately 3.5 acres adjacent to the three parcels amending to the Planned Business District as described above (**Exhibit 3c**). Three parcels would change from Planned Business District to Medium Density Residential and one parcel would change from Planned Business District to General Industrial.
- LUA2016-0111 – A city-initiated map amendment to change the land use designation on 40 parcels totaling approximately 25 acres located south of 20th Street SE, north of South Lake Stevens Road and near SR-9, from Mixed Use, High Density Residential and Medium Density Residential to Commercial (**Exhibit 3e**). The city is also considering another option that would only rezone the Mixed Use parcels to Neighborhood Business while the remaining parcels in the study area would maintain their current zoning and land use designation.

- **Chapter 5 – Parks, Recreation and Open Space Element** - A city-initiated text amendment to add park projects(s) to the Capital Project List for improvements to Lundeen Park and acquisition of park property in the northwestern portion of the city. The amendment will include text "redlines" to pages P-28 through P-33 (**Exhibit 4**).
- **Chapter 7 – Public Services and Utilities Element** – Update references on page PS-9 to incorporate the Lake Stevens Sewer Districts' updated Sanitary Sewer Comprehensive Plan (2016) and update references on page PS-13 to incorporate the Lake Stevens School District No.4's 2016-2021 Capital Facilities Plan (**Exhibit 5**).
- **Chapter 9 – Capital Facilities Element** - A city-initiated text amendment to add park and road projects to Table 9.1 Capital Facilities Program 2015 to 2035 and Table 9.2 - 6-year Capital Improvement Plan. The amendments will include the following additions:
  - Lundeen Park;
  - Park Acquisition;
  - Cedar Road from 20th Street NE to 30th Street NE;
  - South Lake Stevens Road from South Davies to E. Lakeshore;
  - 20th Street SE Transit Alignment; and
  - Revisions to the Transportation Improvement Program 2017 to 2022 (**Exhibit 6**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

- **Appendices** – Updates to the following sections:
  - **Appendix A** – Add this document as "Addendum No. 9";
  - **Appendix C** – Update to "2016 Lake Stevens Sewer District Comprehensive Plan"; and
  - **Appendix F** – Update to "2016-2021 Lake Stevens School District No. 4 Capital Facilities Plan" (**Exhibit 7**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2016 Comprehensive Plan amendments. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's Integrated 2005 Comprehensive Plan (July 2006) and FEIS (July 17, 2006). The City has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the City of Lake Stevens' environmental review for the 2016 Comprehensive Plan Docket.

Location of Proposal:	City of Lake Stevens
Proponent: **Lead Agency:**	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258 (425) 377-3235
Required Approvals:	Adoption of 2016 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
Circulation:	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
Comment:	No comment period is required for this addendum.
Contact Person:	Russell Wright, *Community Development Director* (425) 212-3315 or rwright@lakestevenswa.gov
Date of Issuance:	August 30, 2016
Responsible Official:	Signature:  Russell Wright, *Community Development Director*
Public Hearing:	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Documents: All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.

Exhibit List:

1. Commerce Coversheet
2. Administrative Amendments
3. Chapter 2 Amendments
   a. School District Map
   b. School District SEPA DNS
   c. Hild Rezone Map
   d. Hild Rezone SEPA DNS
   e. City-Initiated Map
4. Chapter 5 Amendments
5. Chapter 7 Amendments
6. Chapter 9 Amendments
7. Appendices Amendments

heffron transportation, inc.
Transportation
Planning & Engineering
Consulting Services

TRANSPORTATION TECHNICAL REPORT

for the

New Lake Stevens Elementary School & Early Learning Center

PREPARED FOR:

Lake Stevens School District

January 6, 2016

TRANSPORTATION TECHNICAL REPORT

for

New Lake Stevens Elementary School & Early Learning Center

PREPARED FOR:

Lake Stevens School District

PREPARED BY:

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January 6, 2016

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1. INTRODUCTION

This report presents the transportation impact analyses for the Lake Stevens School District's proposed new elementary school and Early Learning Center (ELC). The scope of analysis and approach were based on extensive past experience performing transportation impact analyses for projects throughout the Puget Sound area. This report documents the existing conditions in the site vicinity, presents estimates of project-related traffic, and evaluates the anticipated impacts to the surrounding transportation system including transit, safety, and non-motorized facilities. It also recommends measures to mitigate the potential transportation-related impacts.

1.1. Project Description

The Lake Stevens School District plans to construct two new schools—an elementary school and an ELC. The following sections describe the existing site and the proposed project.

1.1.1. Existing Site

The site is located in the City of Lake Stevens, bounded by commercial properties to the west, private residential properties to the south, Lake Drive to the east, and 91st Drive NE and private properties to the north. The project site location and vicinity are shown in Figure 1. The existing project site is currently undeveloped. There are existing residential developments located south, east, and north of the property.

1.1.2. Proposed Site Changes

As part of its effort to accommodate enrollment growth in the area, the Lake Stevens School District proposes to build a new elementary school with capacity for up to 550 students and an ELC with capacity for up to 100 pre-school children during the morning and afternoon sessions. The proposed new elementary school is expected to have about 50 employees; the ELC is expected to have 20 employees.

The proposed site plan is shown on Figure 2. As part of the site development, the project would construct a portion of a new roadway connection west of Lake Drive—anticipated to be named "29th Street NE." The City of Lake Stevens (City) has planned a future connection of this roadway west to SR 9 at Soper Hill Road. At the new connection to Lake Drive, the intersection would be constructed as a roundabout. The connection to the southwest would occur as part of private development of parcels adjacent to the SR 9/Soper Hill Road intersection. Site access driveways for the new schools would connect to the new 29th Street NE. Most of the enrollment area for the new elementary school is anticipated to come from areas to the west of SR 9, west of the site; the ELC is expected to draw from the entire District. Construction of the new schools is planned to occur between the summer of 2016 and the fall of 2017. In the short term beginning in 2017, before the private development and final connection of the new 29th Street NE to SR 9, all school access is expected to occur to and from Lake Drive. In the longer term, after the connection is completed, most school-related trips are expected to access the site from the SR 9/Soper Hill Road intersection. Based on coordination between the Lake Stevens School District and the adjacent property owners, the 29th Street NE roadway connection is anticipated to be complete by 2019. Both conditions have been evaluated for this analysis—2017 for the year of opening and 2019 as the long-term condition.

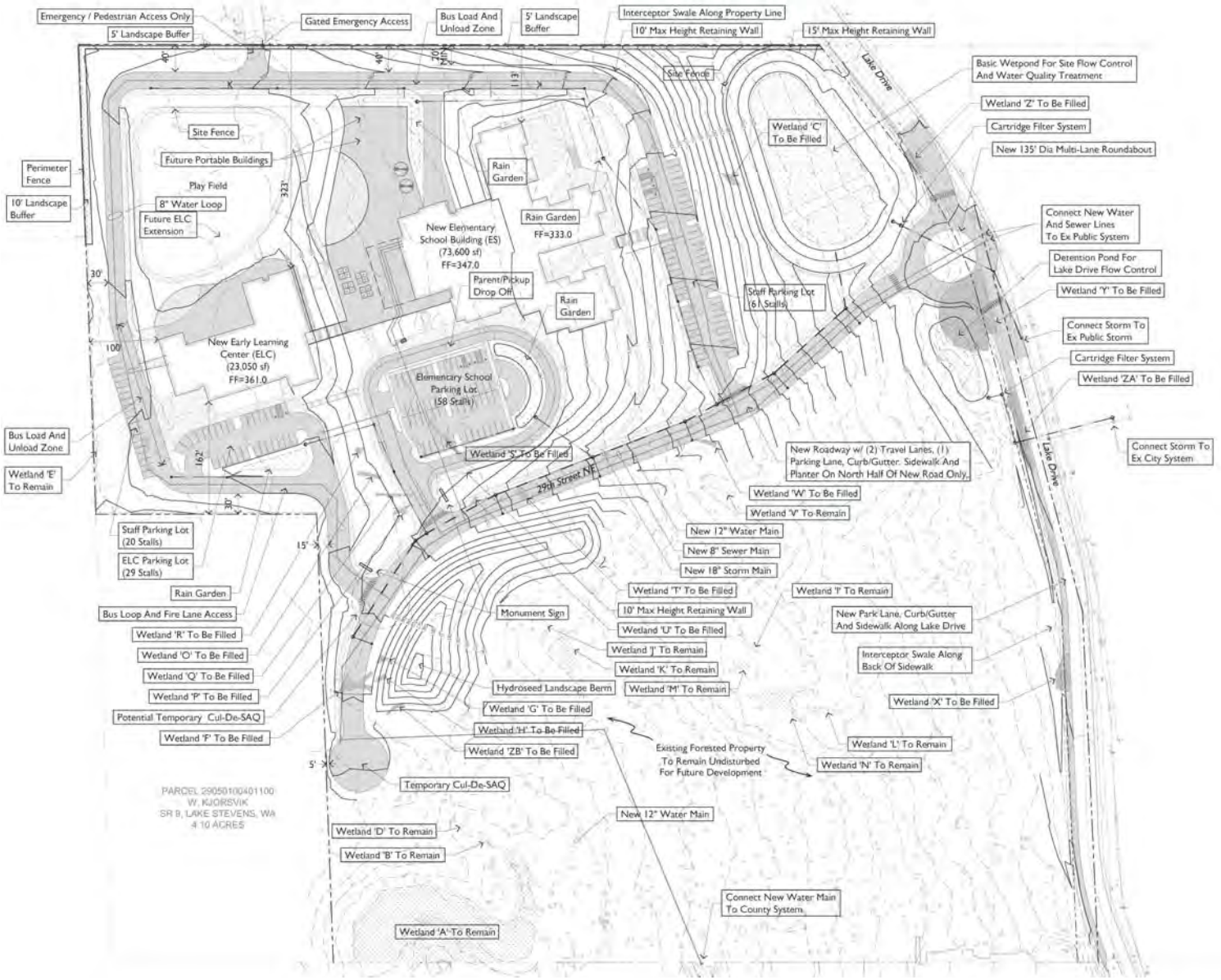


Lake Stevens School District
New Elementary School &
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Figure 1

Site Location and Vicinity Map

heffron transportation, inc.



Source: NAC Architecture, January 2016.

Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 2

Proposed Site Plan

heffron transportation, inc.

2. BACKGROUND CONDITIONS

This section of the report presents the existing and future conditions without the proposed project. The impacts of the proposed project were evaluated against these base conditions. For the short-term conditions, year 2017 was selected as the future horizon year for the analyses, because this is the year the schools are scheduled to be completed and the site could be occupied with up to 550 elementary and 100 preschool students at a time. For the longer-term conditions, year 2019 was selected for the analyses, because this is the year the roadway connection to the southwest at the SR 9/Soper Hill Road intersection is expected to be completed. Without-project conditions for both scenarios assume the existing project site remains unoccupied. The following sections describe the existing roadway network, traffic volumes, traffic operations (in terms of levels of service), traffic safety, transit facilities, non-motorized facilities, parking, and construction transportation.

The selection of the study area intersections was developed based on the travel routes expected to be used by parents, buses, and staff to access and egress the site area and through coordination with City of Lake Stevens staff.[1] The following six off-site intersections were identified for analysis for both the morning and afternoon peak hours. The future Lake Drive / New 29th Street NE intersection is expected to be constructed as a roundabout. In addition to the off-site intersections, all planned site access driveways were also evaluated.

- SR 9 / SR 92 (signalized)
- SR 9 / Soper Hill Road (signalized)
- SR 9 / Lundeen Parkway (signalized)
- Lake Drive / SR 92 (unsignalized)
- Lake Drive / Lundeen Parkway (roundabout)
- Lake Drive / New 29th Street NE (future roundabout)

2.1. Roadway Network

As described previously, the school site is bounded by SR 9 and a private property to the west, Soper Hill Road and private properties to the south, Lake Drive to the east, and 91st Drive NE and private properties to the north. Characteristics of key roadways in the study area are described as follows.

SR 9 is a two- to four-lane, north-south Highway of Statewide Significance (HSS) parallel to Interstate 5 (I-5) that provides access between the Snohomish County/King County line and the Arlington area. Near the site, there are two lanes in each direction with segments that are divided by a center concrete barrier. Approximately 3.6 miles of SR 9 are within the Lake Stevens city limits where it is a limited access roadway. The roadway has paved shoulders, with no curbs, gutters, or sidewalks. There is no on-street parking on either side of the road. There are marked, pedestrian actuated crosswalks at the intersections with SR 92 (crossing the north and east legs), Soper Hill Road (crossing the east, south, and west legs), and Lundeen Parkway (crossing all four legs). All three intersections are controlled by traffic signals and the speed limit is miles per hour (55 mph). The roadway is one of four designated truck routes within Lake Stevens.

SR 92 (Granite Falls Highway) is a two-lane, east-west regional connector highway that provides access between SR 9 to the west and Granite Falls to the east. In the vicinity of the site, SR 92 is not access controlled and is under the jurisdiction of the City of Lake Stevens within the city limits. Near the site, there is one travel lane in each direction with turn lanes at SR 9 and Lake Drive. The roadway has paved shoulders but no curbs, gutters, or sidewalks. There is no on-street parking on either side of the road. The intersection with SR 9 is controlled by a traffic signal; the intersection with Lake Drive has stop-sign control for traffic on Lake Drive. The speed limit is 55 mph. The roadway is one of four designated truck routes within Lake Stevens.

[1] Personal communication, Mick Monken, Public Works Director, City of Lake Stevens, May 26, 2015.

Soper Hill Road is a two-lane, east-west road that provides access between Lake Drive to the east and Sunnyside Boulevard to the west. West of SR 9, Soper Hill Road is designated as a Minor Arterial[2] with curb, gutter, and sidewalk on the south side of the roadway, and a speed limit of 35 mph. East of SR 9, it is designated as a Collector with no curbs, gutters, or sidewalks, and a speed limit of 25 mph. The intersection with SR 9 is controlled by a traffic signal and the intersection with Lake Drive is stop-controlled for traffic approaching from the north and the west.

Lundeen Parkway is a two- to three-lane, east-west Minor Arterial that provides access between Machias Road to the east and SR 204 to the west. West of SR 9 there are marked bicycle lanes in each direction and curb, gutter, and sidewalk on the south side of the roadway. There are curbs, gutters, and sidewalks at the roundabout intersection with Lake Drive/Soper Hill Road. There is no on-street parking on either side of the road. The intersection with SR 9 is controlled by a traffic signal. The speed limit is 35 mph.

Lake Drive is a two-lane, north-south Collector that provides access between SR 92 to the north and Lundeen Parkway to the south. North of the site, Lake Drive has curbs, gutters, and sidewalks on both sides. From the northern side of the project site to just south of 28th Street NE, there is only curb, gutter, and sidewalk on the east side of the roadway. The south third of the road has no curbs, gutters, or sidewalks. There is intermittent on-street parking on both sides of the road. There are marked crosswalks at the intersection with Lundeen Parkway (crossing all legs). The Lake Drive approach to SR 92 is stop-controlled; the intersection with Soper Hill Road is stop-controlled for traffic approaching from the north and the west. The Lake Drive intersection with Lundeen Parkway is controlled by a roundabout. The speed limit is 25 mph. Lake Drive was restriped in 2015 to define travel lanes and parking areas as a traffic calming measure.

Based on community comments at public meetings hosted by the Lake Stevens School District, there is still concern about travel speeds on Lake Drive between SR 92 and Lundeen Parkway, despite the recent traffic calming re-channelization project. The City of Lake Stevens has indicated that it is continuing to monitor speeds and compliance on this roadway segment.

The City of Lake Stevens' *Transportation Improvement Program (2016-2021)*[3] was reviewed to determine what improvements may be made near the project site. One project—re-channelization at the SR 92/Lake Drive intersection—was identified. The new intersection configuration would prohibit left turns to or from Lake Drive. Although the exact timing of this project is not known, it assumed to be in place for the all future analyses.

2.2. Traffic Volumes

2.2.1. Existing Conditions

To evaluate the potential traffic conditions near the site during the morning arrival and afternoon dismissal times for the new schools, new peak period turning movement traffic counts were performed at the identified study-area intersections.

The start and dismissal times for the new schools is not known at this time; however, the Lake Stevens School District indicated the start and dismissal times for the existing Hillcrest Elementary school would likely be representative. Classes at Hillcrest Elementary begin at 9:20 A.M. and end at 3:35 P.M. The

[2] City of Lake Stevens, 2015 – 2035 Comprehensive Plan, Figure 8.2 Roadway Classifications, September 22, 2015.
[3] City of Lake Stevens, Adopted June 2015

existing ELC at the Hillcrest site has separate morning and afternoon programs, similar to what is planned for the new facility. The morning session begins at 9:30 A.M. and the afternoon session ends at 3:50 P.M. As will be described later in this report, the combined traffic from the two schools is expected to result in peak hours occurring from 8:30 to 9:30 A.M., and from 3:30 to 4:30 P.M. To capture the existing traffic conditions during these hours, peak period traffic counts were performed from 6:30 to 9:30 A.M. and from 3:00 to 6:00 P.M. The counts were performed on two days—three intersections were counted on Thursday, June 11, 2015 and two were counted on Thursday, September 17, 2015. During these periods, the highest hourly volumes in both the morning and the afternoon varied by location. Hourly volumes during the expected peak hours of the new schools were used for this analysis. The existing morning and afternoon traffic volumes are shown on Figure 3 and Figure 4, respectively.

2.2.2. Forecast Year-of-Opening (2017) Conditions

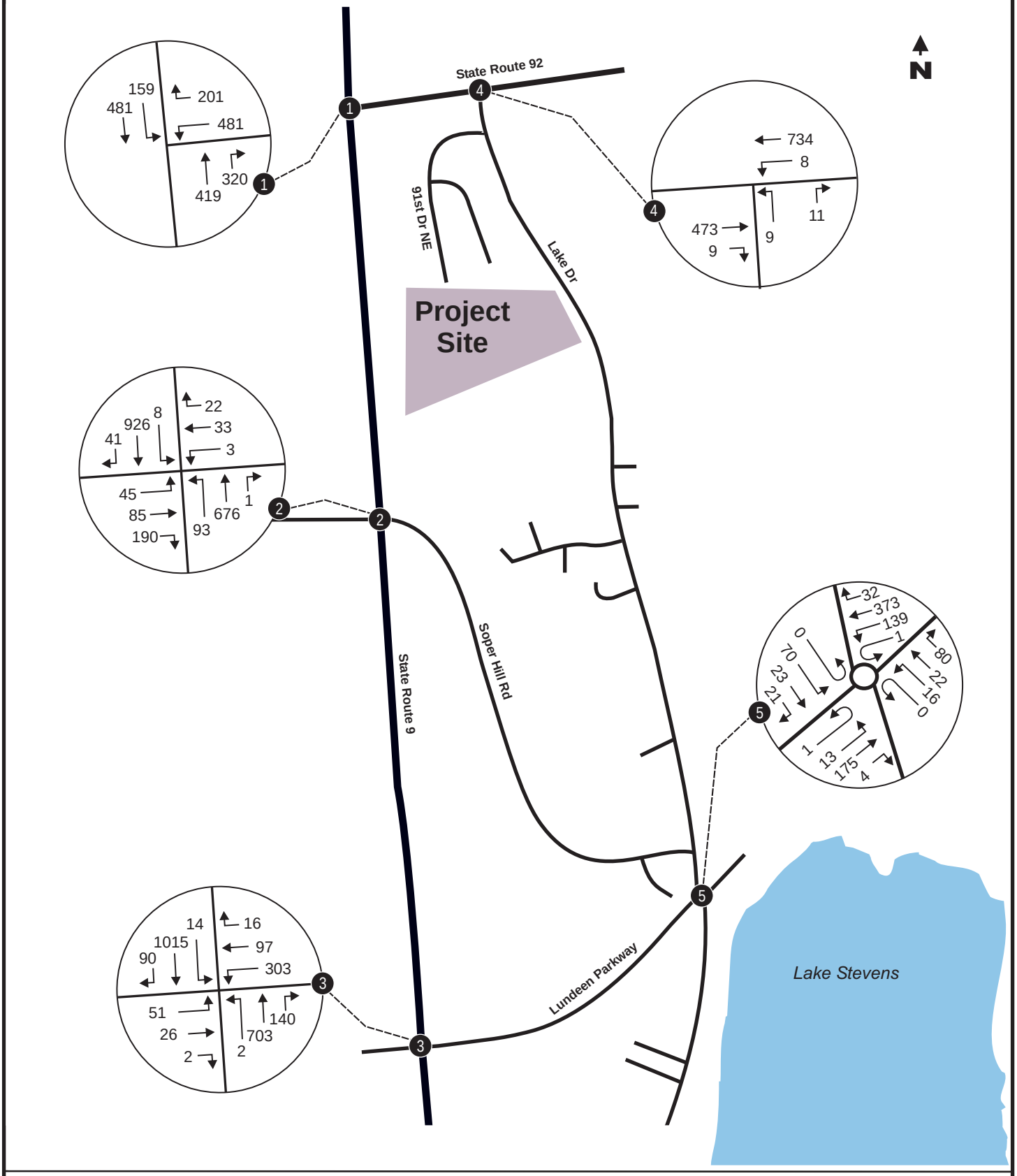
The new schools are expected to be opened and occupied in the fall of 2017. To estimate year 2017 background traffic for the study area intersections, a compound annual growth rate was applied to existing traffic volumes. Based on guidance from the City of Lake Stevens' staff, a 2% compound annual growth rate[4] was applied. This growth rate was applied to account for potential new growth that may occur in the area. As described previously, all future analysis completed for this report assumes left turns at the SR 92/Lake Drive intersection are prohibited. Existing left-turning traffic from SR 92 onto Lake Drive was assumed to travel south to Lundeen Parkway and then west to access Lake Drive. Left-turning traffic from Lake Drive onto SR 92 was assumed to travel south on Lake Drive and west on Lundeen Parkway to access SR 9. The 2017-without-project morning and afternoon peak hour traffic volumes are shown on Figure 5 and Figure 6, respectively. (Note: analyses for 2019-without-project conditions are presented later in this report in section *4. Long-Term Conditions Analysis*.)

2.3. Traffic Operations

Traffic operations analyses were performed for the five existing study-area intersections. Traffic operations are evaluated using levels of service (LOS) with six letter designations, "A" through "F." LOS A is the best and represents good traffic operations with little or no delay to motorists. LOS F is the worst and indicates poor traffic operations with long delays. The level of service definitions and thresholds are provided in Appendix A. Under the City of Lake Stevens's standards, LOS E or better is acceptable on arterials and collectors and LOS C or better is acceptable on local roads.[5] WSDOT's LOS standard for SR 9 and SR 92 within the study area is LOS D.

Levels of service were determined using procedures in the *Highway Capacity Manual 2010*.[6] Delay calculations rely on equations that consider a number of variables. For example, delay at signalized intersections is determined based on a complex combination of variables including the quality of progression, cycle length, green ratio, and a volume-to-capacity ratio for the lane group or approach in question. Delay at unsignalized intersections is determined for vehicles that must stop or yield for oncoming traffic. That delay is related to the availability of gaps in the main street's traffic flow and the ability of a driver to enter or pass through those gaps. All level of service calculations were performed using the *Synchro 9.1* traffic operations analysis software. The software models reflect current intersection geometries and levels of service were reported using the *Synchro* module for signalized intersections and the *HCM 2010* module for unsignalized intersections. Signal timing information was provided by the Washington State Department of Transportation (WSDOT) and field verified by Heffron Transportation.

4 City of Lake Stevens, Meeting Notes, 2015
5 City of Lake Stevens, 2015 – 2035 Comprehensive Plan, September 22, 2015.
6 HCM 2010, Transportation Research Board, 2010.

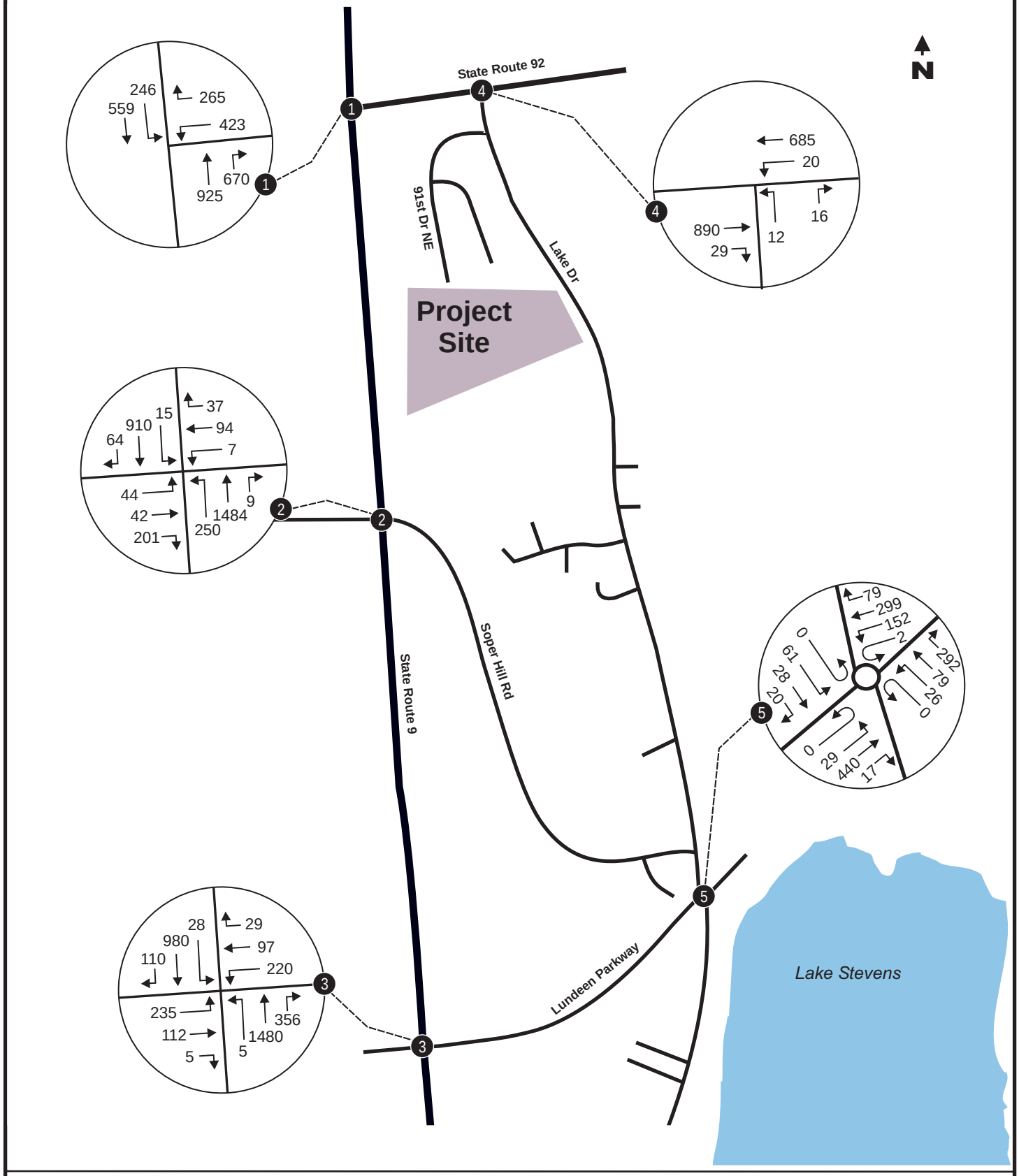


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Figure 3

Existing (2015) Traffic Volumes
Morning Peak Hour

heffron transportation, inc.

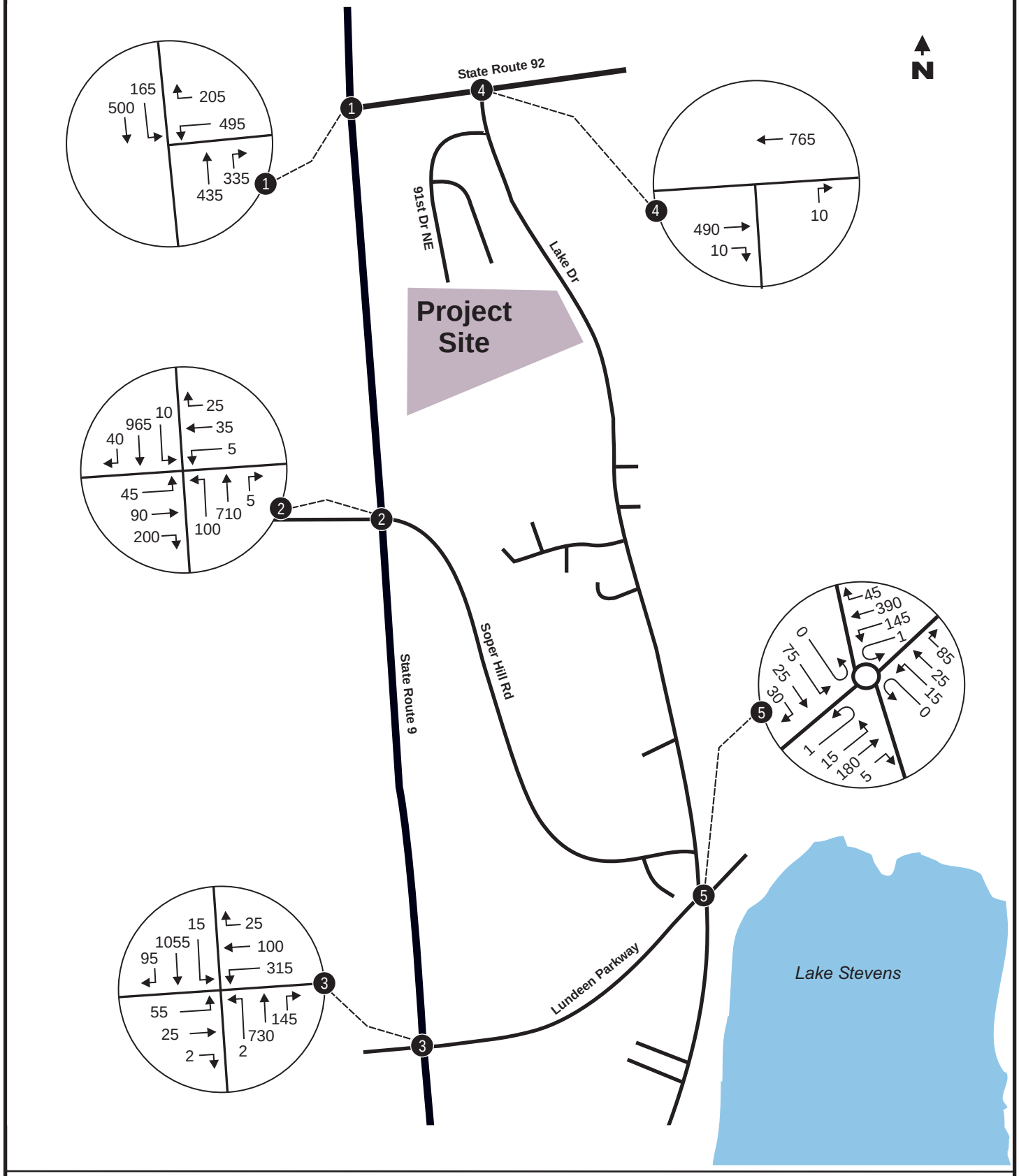


Lake Stevens School District
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New Early Learning Center

Figure 4

Existing (2015) Traffic Volumes
Afternoon Peak Hour

heffron transportation, inc.

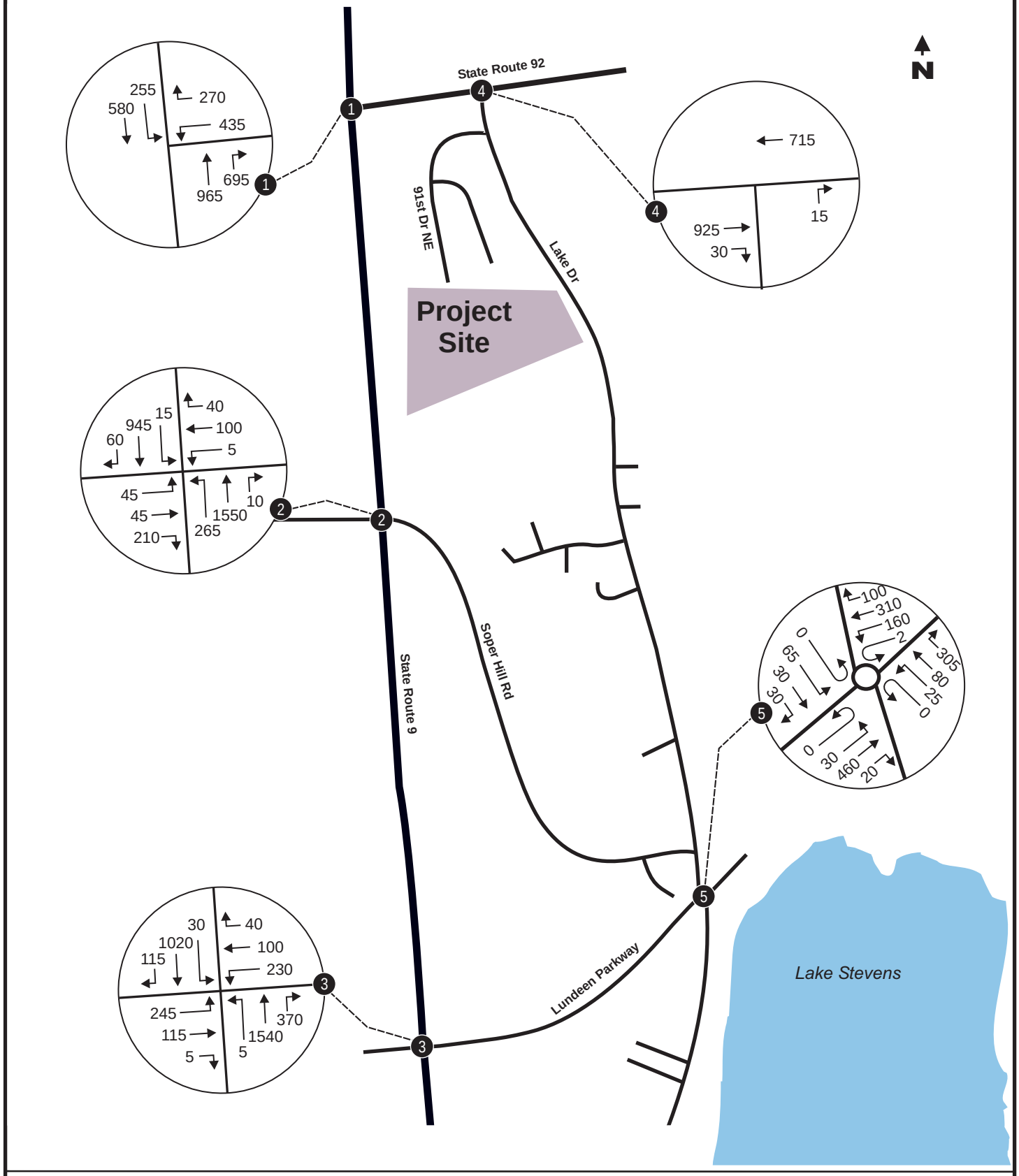


Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 5

Forecast 2017 Without-Project
Traffic Volumes - Morning Peak Hour

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Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 6

Forecast 2017 Without-Project
Traffic Volumes - Afternoon Peak Hour

heffron transportation, inc.

Table 1 summarizes existing (2015) and forecast 2017 levels of service without the proposed project for both the morning and afternoon peak hour conditions. As shown, the growth in background traffic is expected to add some delay to the study-area intersections, but all study area intersections would operate at or better than the City's and WSDOT's level of service standards in 2017 without the project. The level-of-service calculation sheets are included in Appendix C.

Table 1. Level of Service Summary – Existing (2015) and 2017-Without-Project Conditions

Intersections / Traffic Control	Morning Peak Hour (8:30–9:30 A.M.)				Afternoon Peak Hour (3:30-4:30 P.M.)			
	Existing (2015)		2017 w/o project		Existing (2015)		2017 w/o project	
Signalized	LOS [1]	Delay [2]	LOS	Delay	LOS	Delay	LOS	Delay
SR 9 / SR 92	B	19.7	C	20.4	C	31.2	C	33.8
SR 9 / Soper Hill Road	B	15.9	B	16.6	B	19.3	C	20.1
SR 9 / Lundeen Parkway	B	15.7	B	15.9	C	24.3	C	26.2
Stop Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
SR 92 / Lake Drive (overall)	A	0.5	A	0.1	A	0.9	A	0.2
Northbound Turns	C	21.4	B	12.2	E	36.1	C	17.9
Westbound Left Turns	A	8.7	n/a [3]		B	10.2	n/a [3]	
Roundabout Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
Lundeen Parkway / Lake Drive	A	9.3	B	10.0	C	16.3	C	18.4

Source: Heffron Transportation, Inc., December 2015.

1. *LOS = Level of service.*
2. *Delay = Average seconds of delay per vehicle.*
3. *n/a = Not applicable; reflects plans by City of Lake Stevens and WSDOT to prohibit left turns to and from SR 92.*

2.4. Traffic Safety

Collision data for the intersections and roadway segments surrounding the project site were obtained from WSDOT between January 1, 2012 and September 6, 2015 and are summarized in Table 2. As noted, two collisions involved fatalities—one on SR 9 south of Lundeen Parkway and one on SR 92 at the Lake Drive intersection. Both records list driver inattention as contributing circumstances.

The intersections with the highest recorded collision rates are SR 9 / SR 92 and Lake Drive/Lundeen Parkway, with average rates of 0.71 and 0.81 collisions per million entering vehicles (MEV), respectively. The average rates at the other study area intersections are below 0.7 per MEV. Typically, collision rates higher than 1.0 per MEV are considered to indicate potential safety issues. Therefore, these historical collision data do not indicate unusual safety conditions at study area intersections.

For the roadway segments, the collision rates are shown in terms of million vehicle miles (MVM) traveled. The highest rate occurred on Lake Drive between SR 92 and Lundeen Parkway (1.11 per MVM); however, the number of collisions (5) and background traffic volumes are very low. Also, of the five collisions, four involved parked cars and one involved a collision with a roadside embankment. According to the WSDOT's *2013 Washington State Collision Data Summary*, average collision rates on roadways in Snohomish County are over 2.1 per MVM. All other roadway segments had lower rates.

Table 2. Collision Summary (January 1, 2012 through September 6, 2015)

Intersection	Head-On	Rear-End	Side-Swipe	Right Turn	Left Turn	Right Angle	Ped / Cycle	Other [a]	Total for 3.7 Years	Avg./ Year	Acc./ MEV
SR 9 / SR 92	1	24	3	0	0	0	0	3	31	8.4	0.71
SR 9 / Soper Hill Road	0	24	0	1	3	1	0	3	32	8.7	0.69
SR 9 / Lundeen Parkway	0	15	2	3	1	3	0	4	28	7.6	0.52
Lake Drive / SR 92	2 [b]	9	0	0	0	0	0	0	11	3.0	0.47
Lake Drive / Lundeen Parkway	0	6	4	0	0	3	1	7	21	5.7	0.81
Roadway Segment	**Head On**	**Rear-End**	**Side-Swipe**	**Right Turn**	**Left Turn**	**Right Angle**	**Ped / Cycle**	**Other [a]**	**Total for 3.7 Years**	**Avg./ Year**	**Acc./ MVM**
SR 9 between SR 92 and Soper Hill Road	0	9	0	0	0	0	0	2	11	3.0	0.69
SR 9 between Soper Hill Rd & Lundeen Pkwy	0	6	2	0	0	0	0	5	13	3.5	0.53
SR 9 between Lundeen Pkwy and Milepost 16.33	0	3 [b]	0	0	0	0	0	2	5	1.4	0.74
SR 92 between SR 9 and Lake Drive	0	2	0	0	0	0	0	2	4	1.1	0.73
Lundeen Parkway between SR 9 and Lake Drive	0	0	0	0	0	0	0	1	1	0.3	0.18
Lake Drive between SR 92 and Lundeen Parkway	0	0	0	0	0	0	0	5	5	1.4	1.11

Source: Washington State Department of Transportation, December 2015.

a. Other collisions included vehicle hitting a parked vehicle or object, improper movement, defective vehicle, deer in the roadway, and overturned vehicles.

b. Include fatality collision. One on December 18, 2014 at SR 92/Lake Drive and one on April 19, 2015. Both records list driver inattention as contributing circumstances.

2.5. Transit Facilities and Service

Community Transit provides bus service near the project site. The closest bus stops are located at the Lundeen Parkway/ SR 9 intersection, about 0.6 mile to the south of the site. These stops are served by Route 280, which provides daily service between Everett and Granite Falls. On weekdays, the route operates from about 5:00 A.M. to 10:00 P.M. with headways (time between consecutive buses) of 30 minutes during peak periods and 60 minutes during off-peak periods. On Saturdays the route operates from about 7:00 A.M. to 9:00 P.M. with headways of 60 minutes; on Sundays the route operates from about 8:00 A.M. to 8:00 P.M. with 120 minute headways.

2.6. Non-Motorized Transportation Facilities

As described in the *Roadway Network* section, the sidewalk network is intermittent near the project site. There are no sidewalks on SR 9 or SR 92, and Lundeen Parkway and Soper Hill Road have sidewalks only to the west of SR 9. There is sidewalk along at least one side of the northern two-thirds of Lake Drive, but there are no sidewalks along the southern third of the roadway. Marked crosswalks with pedestrian-

actuated signals are present at all major crossings of SR 9 near the site, at SR 92 (north and east legs), Soper Hill Road (east, south, and west legs), and Lundeen Parkway (all legs). Marked crosswalks are present at the Lundeen Parkway/Lake Drive roundabout (all legs).

3. YEAR-OF-OPENING CONDITIONS ANALYSIS

This section of the report describes the conditions that would exist with the new schools operating at their planned the enrollment capacities. The vehicle trip estimates associated with both schools were added to the 2017-without-project traffic volume forecasts to reflect year-of-opening conditions. Level of service analyses were performed to determine the proposed project's impact on traffic operations in the study area. The following sections describe the methodology used to determine the project's impacts.

3.1. Roadway Network

A portion of the new 29th Street NE roadway will be constructed between Lake Drive and the privately-owned parcel to the southwest of the project site. The new roadway will be dedicated as a public street and owned by the City of Lake Stevens. Site driveways for the proposed schools would connect to this new street. The intersection of the new 29th Street NE and Lake Drive is planned as a roundabout. For year-of-opening conditions, the west end of the new roadway would be constructed for the future connection to the west (at the time of development of the Kjorsvik property). The City is currently reviewing preliminary grading permit applications for the parcel to the southwest of the site to develop the land. This development would be required to build the final connection to the SR 9/Soper Hill Road intersection. As described previously, the year-of-opening analysis for the new schools assumes that the access road would not be connected in 2017, and all school access would occur to and from Lake Drive. In the longer-term (anticipated by 2019), most school-related traffic would use the new connection to the west, as evaluated in Chapter 4 Long-Term Conditions Analysis of this report.

An emergency-only access driveway is planned at the south terminus of the 91st Drive NE cul-de-sac. The access road would likely feature bollards so passenger traffic cannot utilize the access to the school. Additionally, frontage improvements on the west side of Lake Drive and both sides of the new roadway connection are expected to include curb, gutter, sidewalk, and landscaping.

3.2. Traffic Volumes

The proposed project would generate new vehicular, pedestrian, and bicycle activity on the surrounding transportation network. The new schools are expected to have enrollment capacities of 550 elementary school students and 100 ELC students during each of the morning and afternoon sessions. The following describes the assumptions used to determine the traffic anticipated from the proposed project.

3.2.1. School Trip Generation

Trip generation estimates for the proposed elementary school were determined using rates published by the Institute of Transportation Engineers in its *Trip Generation Manual*.[7] After examining rates based on proposed enrollment capacity, building floor area, and expected staffing, the rates based on building floor area were selected. These result in the highest (worst-case) estimates of peak period traffic generation. The *Trip Generation Manual* does not include rates that are applicable to the proposed ELC. Therefore, trip

[7] ITE, 9th Edition, 2012.

estimates for this project component were developed based on the anticipated enrollment level (100 students on site at a time for the morning and afternoon half-day programs) and current transportation patterns at the District's existing ELC, located at 9317-4th Street SE in Lake Stevens. The ELC draws students district-wide and offers door-to-door bus transportation. Data from the District's transportation department indicate that roughly 73% of ELC students arrive on buses; the remaining students are assumed to be transported by parents in automobiles. These characteristics, combined with the planned staffing level of 20 employees, were used to estimate morning and afternoon peak hour trip generation. Although the start and dismissal times of the two programs may be staggered, this analysis assumes arrival and departure trips from both schools would occur in the same peak hours. Table 3 presents the estimated AM and PM peak hour trips generated by the project.

Table 3. Lake Stevens Schools Project – Trip Generation Estimates

		Morning Peak Hour (8:30 to 9:30 A.M.)			Afternoon Peak Hour (3:30 to 4:30 P.M.)		
Proposed Facility	Enrollment	In	Out	Total	In	Out	Total
Elementary School	550 students	220	170	390	105	130	235
Early Learning Center	100 students [a]	45	35	80	35	35	70
Total Combined for Site	650 students	265	205	470	140	165	305

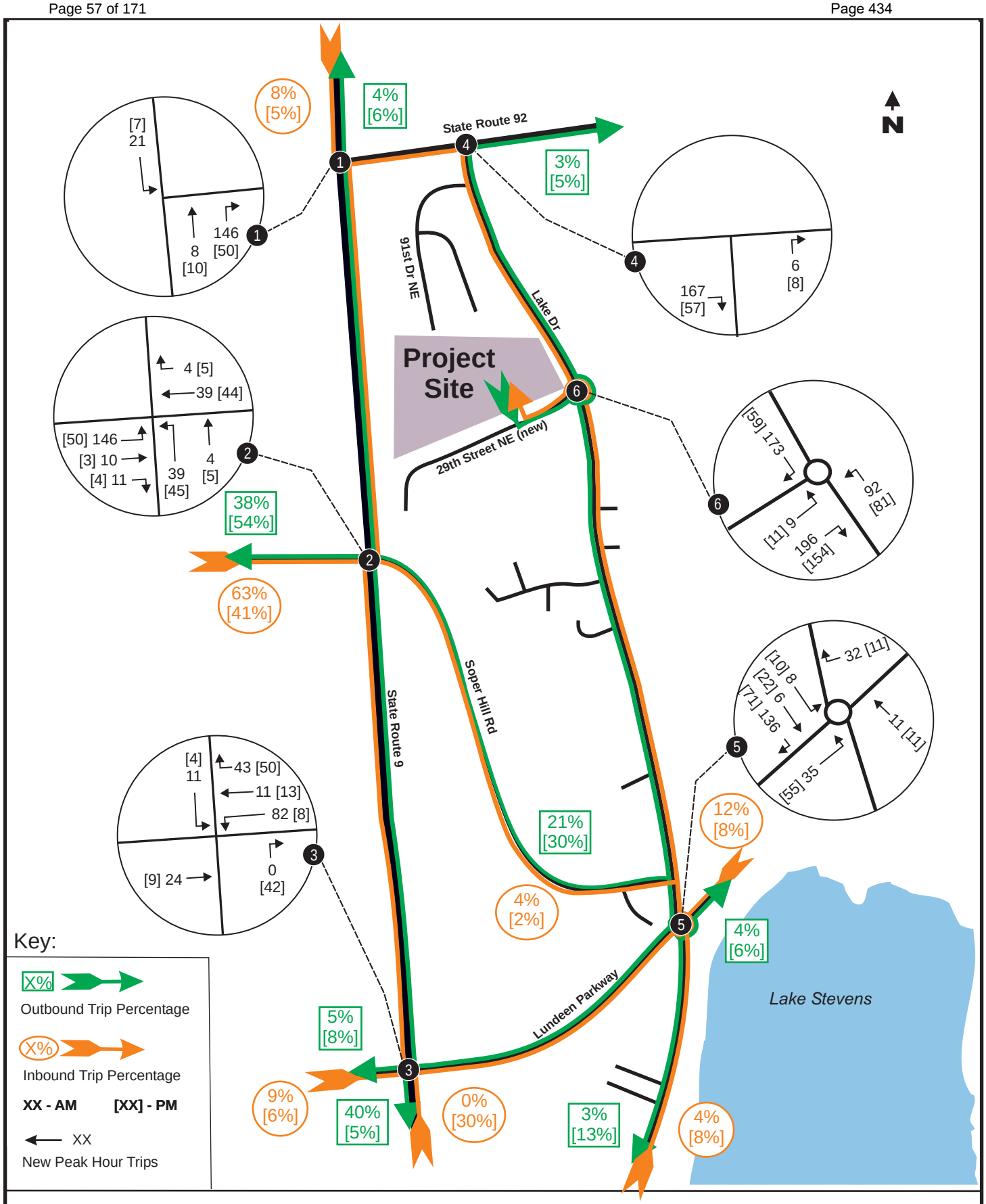
Source: Heffron Transportation, Inc., December 2015.

a. Total planned enrollment is 200 students, however only 100 students will be present on the site at a time

3.2.2. Trip Distribution & Assignment

The traffic estimates presented in Table 3 for the two schools were assigned to the local roadway network. The distribution patterns for morning and afternoon peak hour trips were estimated based on the anticipated draw area for students in both schools, and the typical peak period traffic patterns. Most of the morning and afternoon peak hour trips are expected to consist of parent vehicles (for student drop off and pick up) and school buses. Some trips also would be generated by teachers and staff.

For year-of-opening conditions, all school-related traffic would approach the site using Lake Drive to access the newly built 29th Street NE and site driveways. The estimated project traffic distribution patterns and assignments of new trips are shown on Figure 7. The new peak hour school trips were added to the forecast 2017 without-project traffic volumes to represent future year-of-opening conditions with the two schools on the site. The forecast 2017 with-project morning and afternoon peak hour traffic volumes are shown on Figure 8 and Figure 9, respectively.

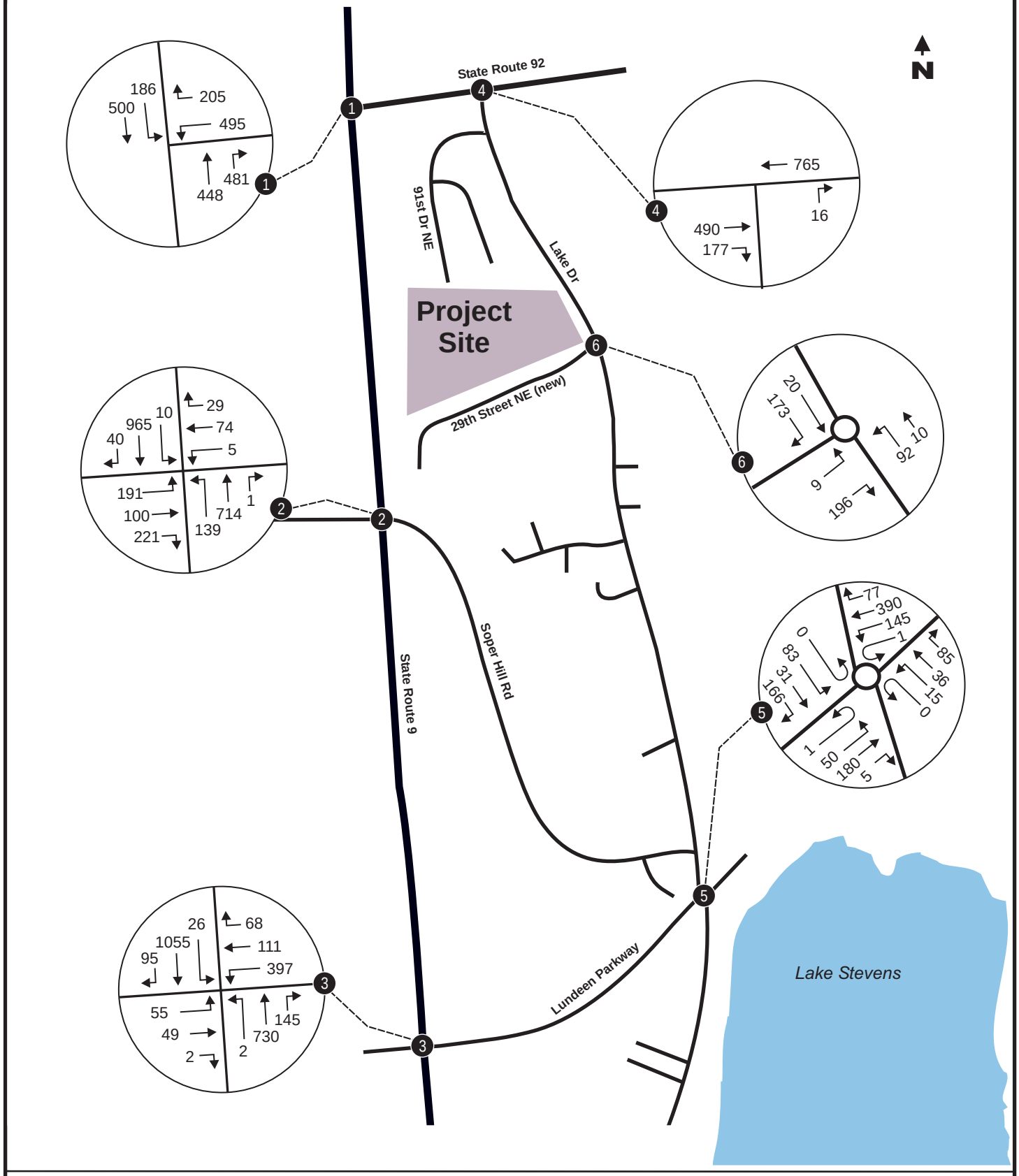


Lake Stevens School District
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Figure 7

Project Trip Distributions and Assignments
Year of Opening

heffron transportation, inc.

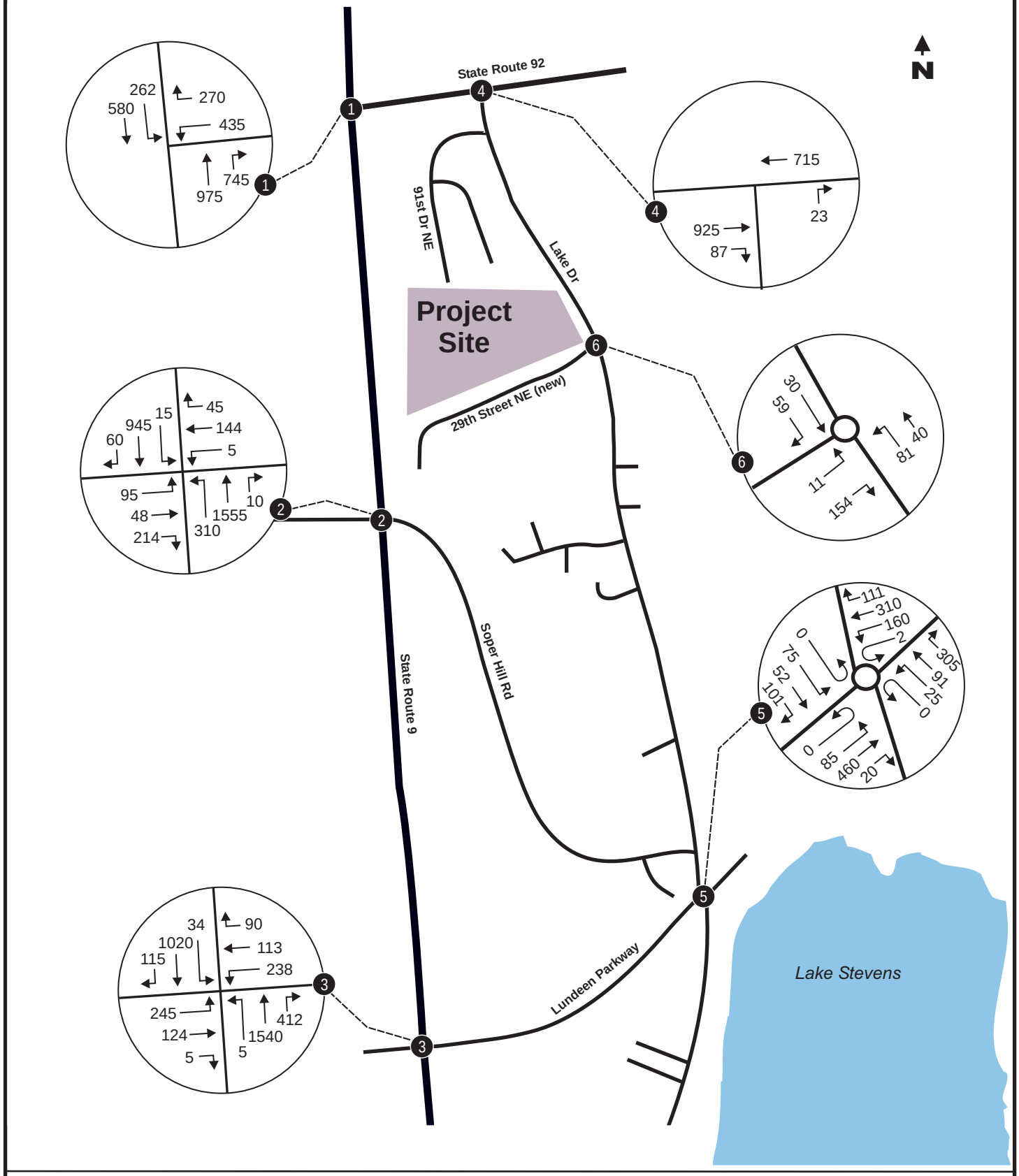


Lake Stevens School District
New Elementary School &
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Figure 8

Forecast 2017 With-Project
Traffic Volumes - Morning Peak Hour

heffron transportation, inc.



Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 9

Forecast 2017 With-Project
Traffic Volumes - Afternoon Peak Hour

heffron transportation, inc.

3.3. Traffic Operations

Intersection levels of service for future with-project conditions were determined using the same methodology described previously for existing and future without-project conditions. The potential increases in school bus trips as well as the peaking characteristics of school traffic (peak school drop-off and pick-up activity primarily occurs during about 25 minutes of each analysis hour) have been accounted for in the operations analyses of the study area intersections.

Levels of service for the off-site study area intersections were calculated using the 2017-with-project traffic volumes. Table 4 shows the results of the analysis; levels of service for 2017-without-project conditions are shown for comparison. As shown, the additional traffic that would be generated by new schools would add some delay to study area intersections and turning movements during both the morning and afternoon peak hours, but all study-area intersections are expected to operate at LOS D or better and all of the study-area intersections are expected to meet LOS standards established by the City of Lake Stevens and WSDOT with the project. The level-of-service calculation sheets are included in Appendix C.

Table 4. Year-of-Opening Level of Service Summary – 2017-Without- and With-Project

Intersections / Traffic Control	Morning Peak Hour (8:30–9:30 A.M.)				Afternoon Peak Hour (3:30-4:30 P.M.)			
	2017 w/o project		2017 w/ project		2017 w/o project		2017 w/ project	
Signalized	LOS [1]	Delay [2]	LOS	Delay	LOS	Delay	LOS	Delay
SR 9 / SR 92	C	20.4	C	20.8	C	33.8	D	35.0
SR 9 / Soper Hill Road	B	16.6	C	26.3	C	20.1	C	24.9
SR 9 / Lundeen Parkway	B	15.9	B	18.9	C	26.2	C	26.8
Stop Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
SR 92 / Lake Drive (overall)	A	0.1	A	0.2	A	0.2	A	0.3
Northbound Turns	B	12.2	B	12.6	C	17.9	C	18.6
Westbound Left Turns	n/a [3]		n/a [3]		n/a [3]		n/a [3]	
Roundabout Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
Lundeen Parkway / Lake Drive	B	10.0	C	15.6	C	18.4	C	25.0
Lake Drive / New 29th Street NE	n/a [4]		A	8.3	n/a [4]		A	7.3

Source: Heffron Transportation, Inc., December 2015.

1. *LOS = Level of service.*
2. *Delay = Average seconds of delay per vehicle.*
3. *n/a = Not applicable; reflects plans by City of Lake Stevens and WSDOT to prohibit left turns to and from SR 92.*
4. *n/a = Not applicable; new access roadway would not be constructed without school project.*

3.4. Site Access

3.4.1. Driveway Operations

Separate on-site parking lots and on-site load/unload zones are proposed for each school. The site would be served by a total of three access driveways on the newly constructed roadway east of Lake Drive. The westernmost driveway would serve all trips destined to and from the ELC as well as all inbound school bus trips for both schools. The central access driveway would serve parent-vehicle and visitor trips for the new elementary school and the easternmost access driveway would serve all elementary school staff trips and all

exiting school bus trips from both schools. Traffic operations analyses of the site access driveways indicate that all three driveways would operate at LOS A overall during both peak hours; turns to and from the driveways are projected to operate at LOS D or better. It is noted that the analyses assume both schools have concurrent start and dismissal times and that all traffic generated by each school would occur simultaneously. However, it is likely that the start times will be staggered and operations would be better than reported for this analysis.

3.4.2. On-Site Load/Unload

For parent-vehicle load/unload activities at the elementary school, the proposed site plan includes an on-site, curb-side load/unload zone surrounding the primary visitor parking lot. The load/unload zone is about 660 feet long and has room to accommodate about 33 vehicles simultaneously. During the morning arrival period, student drop-off requires very little time per vehicle (one to two minutes) and the majority of trips are spread out over the 10 to 15 minutes before the school start time (resulting in 10 to 20 vehicles per minute unloading during that time). As a result, the load/unload zone is expected to easily accommodate the volume of parent-vehicle drop-off activity on site.

During the afternoon, parents typically begin to arrive beginning about 10 to 15 minutes before dismissal and wait for students to exit the building. During this period, parents are expected to queue along the load/unload zone, use available parking stalls in the main parking lot (about 50 to 58 are likely to be available since the staff lot with 61 spaces should be able to accommodate all staff vehicles). In total, the on-site areas could accommodate up to 91 vehicles, which would represent nearly 98% of the total volume of arriving parent vehicles forecast for the entire afternoon peak hour. The District has coordinated with the City of Lake Stevens to include a parking lane on the north side of the new 29th Street NE roadway connection that would serve the school. This lane could be used as additional queue space for parents, if desired or necessary. There would be room for an additional 20 vehicles directly in front of the school, east of the elementary school's main access driveway.

Based on these analyses and the proposed school design, the on-site school-bus and passenger-car load/unload spaces are expected to be sufficient for the expected typical daily demand with little or no queue overspill to 29th Street NE. It is recognized that some variation will occur, since weather, student activity levels, and other factors can cause fluctuations in parent-vehicle load/unload activity.

As described, most students attending the ELC are expected to arrive at and depart the site in buses. However, some may be dropped off and picked up by parents. This activity is expected to occur within the on-site parking lot where 29 visitor parking spaces would be provided for this activity. These spaces are expected to accommodate the demand.

3.5. Parking Demand and Supply

The proposed elementary and ELC project would construct a total of 168 parking spaces including 49 at the ELC (20 spaces in the west staff lot and 29 visitor spaces in the main lot) and 119 at the elementary school (with 58 spaces in visitor lot and 61 spaces in the staff parking lot). In addition to the 168 on-site parking spaces proposed, the elementary school site would also include a parent-vehicle load/unload area with about 660-feet of curb-side load/unload space (room for about 33 vehicles) and the school-bus access loop and load/unload areas on the north side of the elementary school and west side of the ELC. The parent-vehicle load/unload area could be made available for event parking in the evenings or on weekends, bringing the total on-site parking capacity for evening and weekend events to about 200 spaces. The proposed new 29th Street NE roadway connection would be constructed with a parallel parking lane on the north side, which could provide 35 to 40 additional spaces for occasional event parking off site.

The City of Lake Stevens' parking requirements are outlined in Lake Stevens Municipal Code (LSMC) section 14.72.010 and specifically in Table 14.72.I. For elementary schools, the City requires 1.75 spaces for each classroom. The elementary school would have 26 general classrooms, one music room, and two special-education classrooms for a total of 29 classrooms; the ELC would have 10 classrooms. Based on City-code requirements, the elementary school would require a minimum of 51 parking spaces; the ELC would require a minimum of 18 parking spaces. The proposed 168 spaces (49 at the ELC and 119 at the elementary school) would exceed the minimum code requirements.

Peak period parking demand for the schools was estimated in two ways. First, rates based on projected staffing levels developed by Heffron Transportation for other elementary school throughout the region were applied. A midday parking demand rate of 1.23 vehicles per employee was derived and accounts for employees, parent volunteers, and other visitors that may be on-site midday. Using this rate, the two new schools with a projected total of 70 employees (50 at the elementary school and 20 and the ELC) would generate demand of 86 vehicles during the school day (peak demand typically occurs mid-morning).

A second method of estimating peak parking demand applies rates published in *Parking Generation*.[8] This reference indicates that the peak period parking demand rate for elementary schools is 0.17 vehicles per student (no rates based on employees or building area are available). Based on this rate, the proposed two schools with total on-site enrollment capacity of 650 students (550 at the elementary school and 100 at the ELC) would have a peak period parking demand of 111 vehicles. The proposed parking supply would be more than the minimum code requirement and would meet the estimated peak demand using both rates developed by Heffron Transportation at other northwest elementary schools and nationally published rates from the Institute of Transportation Engineers.

The new elementary school would have a gymnasium and commons area that could be used for events. Elementary schools typically host a few large events per year—such as music concerts, drama productions, and curriculum night. During large events, it is likely that all on-site parking, including the load/unload area would be filled. The planned parking on the north side of the new 29th Street NE roadway connection would also be available for overflow parking.

3.6. Traffic Safety

The collision data provided for the study area did not indicate any collision patterns that are anticipated to be adversely impacted by the proposed project. It is noted that the segment of Lake Drive south of the school site is relatively narrow with on-street parking and no pedestrian facilities. As a result pedestrians often walk within the travel way on this segment. The community concerns related to speed on this roadway suggest additional traffic calming measures should be considered for implementation prior to school opening. The installation of the new roundabout at the Lake Drive intersection with the new 29th Street NE roadway connection will likely serve to further calm traffic on Lake Drive. In addition, the implementation and enforcement of school-zone speed limits should also contribute to reduced speeds. Other measures that could be considered include speed humps, photo-enforced radar speed control, and/or additional physical measures such as chicanes or planters.

The Lake Stevens School District will continue to work with the City of Lake Stevens on measures to ensure traffic calming and safe walk routes for children attending the schools. With these measures, the project is not expected to result in adverse safety impacts.

[8] Institute of Transportation Engineers [ITE], 4th Edition, 2010

3.7. Transit

The nearest bus stops are located on SR 9 at Lundeen Parkway and are located about 0.6 mile away from the site, and no new transit trips are likely to be generated by the project. Therefore, the project is not expected to result in adverse impacts to transit facilities or operations.

3.8. Non-Motorized Transportation Facilities

Some non-motorized trips are expected to be generated by the new schools. A number of students who live near the project site may choose to walk or bike to and from the site. In addition, community activities at the site (including recreational use and meetings) are likely to generate pedestrian and bicycle trips. The project proposal includes substantial improvements to pedestrian facilities and access along its site frontage, including a shared non-motorized facility along the north side of the new 29th Street NE roadway connection and sidewalk along the west side of its Lake Drive frontage. Overall, the project is expected to enhance the non-motorized facilities in the site area and accommodate the increased pedestrian activity that would result.

Prior to the school opening, the District should define walk routes and determine needs for signage, pavement markings, school zone speed limits, and/or crossing guard locations, and should work with the City of Lake Stevens to implement the measures that would occur within the City right-of-way (including speed enforcement). As part of that review, it would be appropriate to coordinate with the City to determine if added traffic calming measures, such as speed humps or additional traffic control, are needed ensure compliance with speed limits.

3.9. Short-term Impacts from Construction

Construction of the new buildings is planned to start in summer 2016 and last about 14 months until about September 2017 with the new schools planned to be complete for occupancy by fall of 2017. Construction would require approximately 135,700 cubic yards (cy) of excavation and 42,900 cy of fill. Approximately 28,400 cy of the excavated material may be re-used on the site. Total import and export for earthwork is estimated at 103,100 cy. The earthwork elements of construction are expected to last about six months. Assuming an average of 20-cubic yards per truck (truck/trailer combination), the import and export would generate about 5,155 truckloads (5,155 trucks in and 5,155 trucks out). During this activity, earthwork transport would correspond to about 43 truckloads per day and an average of five per hour (five in and five out) during a typical eight-hour construction work day. Truck trips associated with project construction are expected to access the site using Lake Drive and the newly constructed 29th Street NE. This volume of truck traffic would be noticeable to local residents that regularly use Lake Drive; however, the volume of truck traffic is not expected to result in adverse impacts to traffic operations.

The construction of the project would also generate employee and equipment trips to and from the site. It is anticipated that construction workers would arrive at the construction site before the AM peak traffic period on local area streets and depart the site prior to the PM peak period; construction work shifts for schools are usually from 7:00 A.M. to 3:30 P.M., with workers arriving between 6:30 and 6:45 A.M. The number of workers at the project site at any one time would vary depending upon the construction element being implemented. Parking for construction personnel would be provided within the site.

4. LONG-TERM CONDITIONS ANALYSIS

As described previously, the project would construct the eastern portion of the new 29th Street NE connection, to the west of Lake Drive. The future connection of this roadway west to SR 9 at Soper Hill Road would occur as part of private development of the Kjorsvik parcels adjacent to the SR 9/Soper Hill Road intersection. Since this is the planned ultimate configuration of the roadway network that would serve the project site, it has been evaluated as the long-term condition. Based on coordination between the Lake Stevens School District and the adjacent property owners, the 29th Street NE roadway connection is anticipated to be complete by 2019. Therefore, 2019 was selected as the analysis year for the long-term condition. This section focuses on the long-term operational school-related impacts at the study-area intersections, site access, and safety conditions; parking and load/unload activities are expected to be identical to the 2017 year-of-opening conditions previously evaluated.

4.1. Long-Term Roadway Network

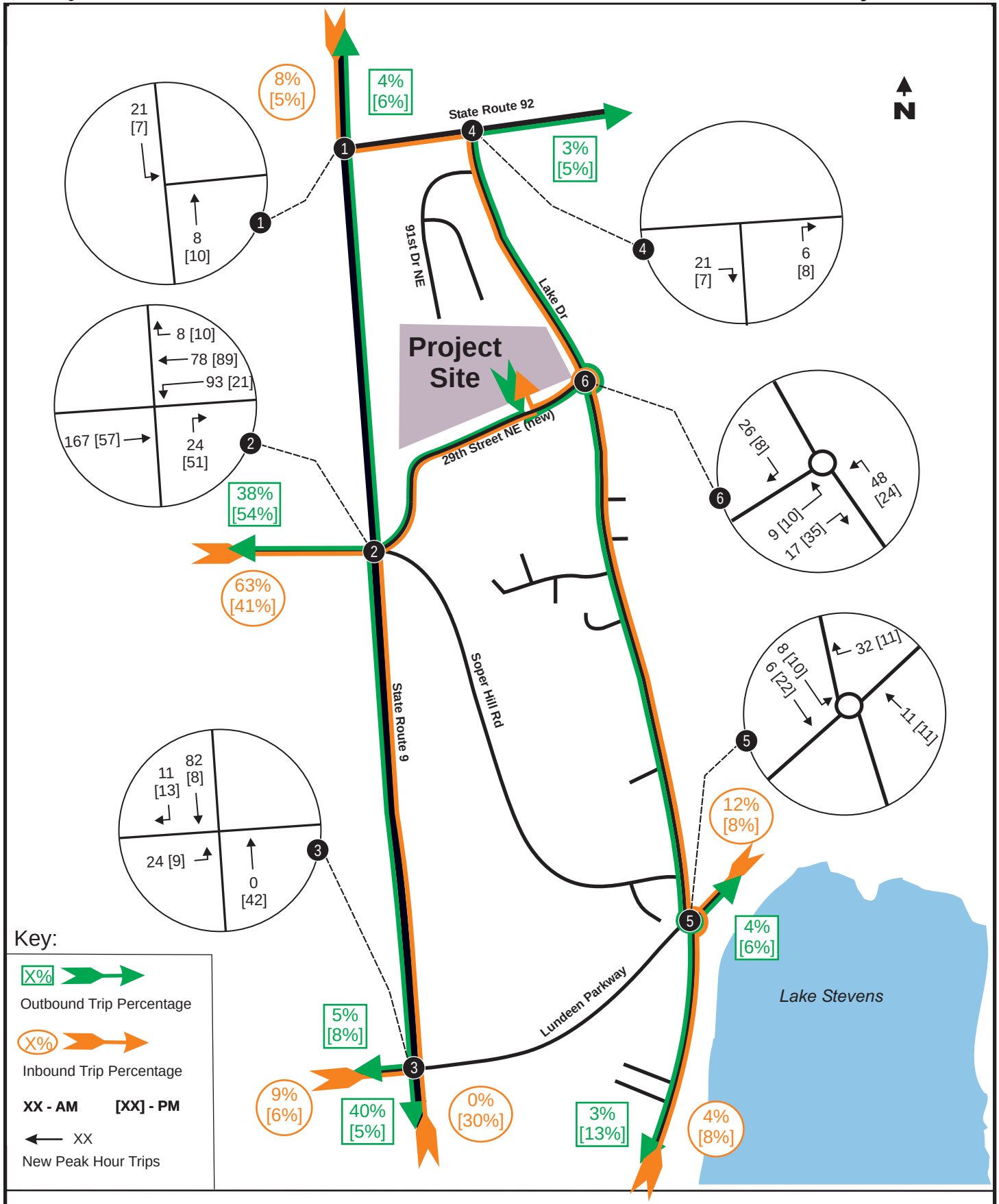
The new 29th Street NE roadway connection southwest of the new schools to the SR 9/Soper Hill Road intersection would be completed concurrent with the development of the 11-acre Kjorsvik parcels located just northeast of the intersection. Preliminary planning by the City of Lake Stevens has indicated that access changes at the future Soper Hill Road intersection with the new 29th Street NE roadway connection are expected. The City anticipates that Soper Hill Road may either be designated as one-way northbound or access could be limited to northbound only at that intersection. Therefore, forecasts for 2019 were developed to account for this planned change.

Other than the roadway extension of the new 29th Street NE southwest to the Soper Hill Road intersection with SR 9, the access changes for Soper Hill Road, and the left-turn restriction at SR 92/Lake Drive (described previously), no other roadway network changes are assumed for this long-term analysis. Intersection channelization and signal operations at the SR 9/Soper Hill Road intersection were assumed to remain unchanged. Since channelization and signal operations changes could be required to accommodate the development of the Kjorsvik properties, this reflects a worst-case condition to evaluate the potential school-related impacts.

4.2. Forecast Long-Term (2019) Traffic Volumes

To estimate year 2019 traffic volumes in the site vicinity, the 2% compound annual growth rate described previously was applied for two additional years. In addition, although the size and type of all development that may be constructed on the Kjorsvik property is currently unknown (there is a current proposal for a new ARCO fuel station on part of the site), traffic estimates were developed to reflect potential use of these parcels and "pipeline" development traffic in the study area. Trip estimates for three development scenarios—a retail shopping center, a medical/dental office building, and an automobile sales and service facility—were developed based on the estimated developable area of the site.[9] The averages of trip estimates for the three scenarios (150 morning peak hour trips, and 325 afternoon peak hour trips) were added to reflect 2019 without project conditions. Traffic estimates for the two schools were re-assigned assuming the connection of 29th Street NE to the SR 9/Soper Hill Road intersection. With the new roadway connection, it is expected that roughly 75% of all school traffic will arrive and depart the site to and from the southwest using the new connection to the SR 9/Soper Hill Road intersection. The project traffic distributions and assignments of peak hour school trips are shown on Figure 10. The re-assigned project trip assignments were added to the forecast 2019-without-project forecasts to represent 2019 conditions with the two schools. The resulting forecasts are shown on Figure 11 and Figure 12, respectively.

[9] Source: Shockey Planning Group, estimated range of land development types and sizes, December 2015.

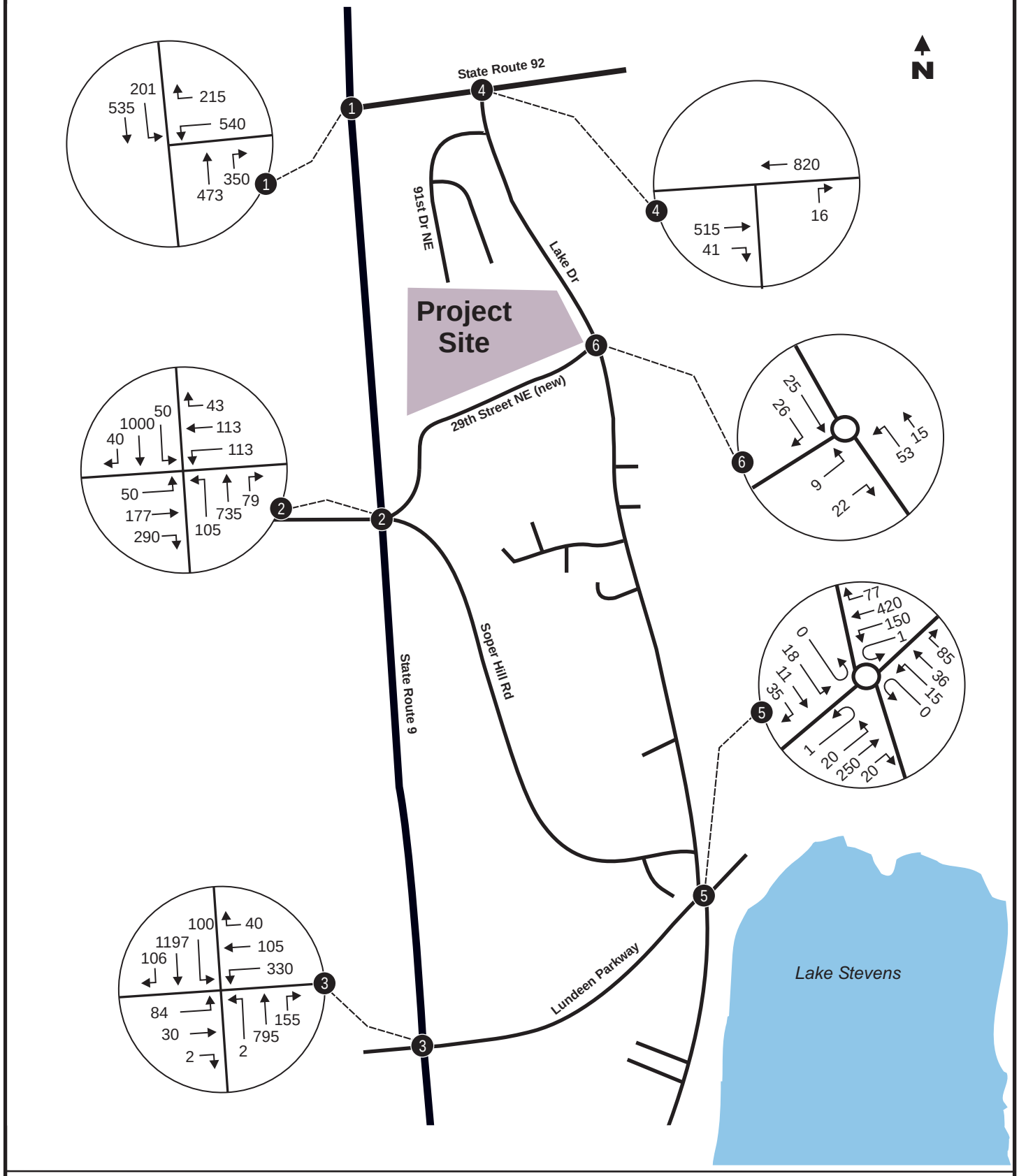


Lake Stevens School District
New Elementary School &
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Figure 10

Project Trip Distributions and Assignments
Long Term Condition

heffron transportation, inc.

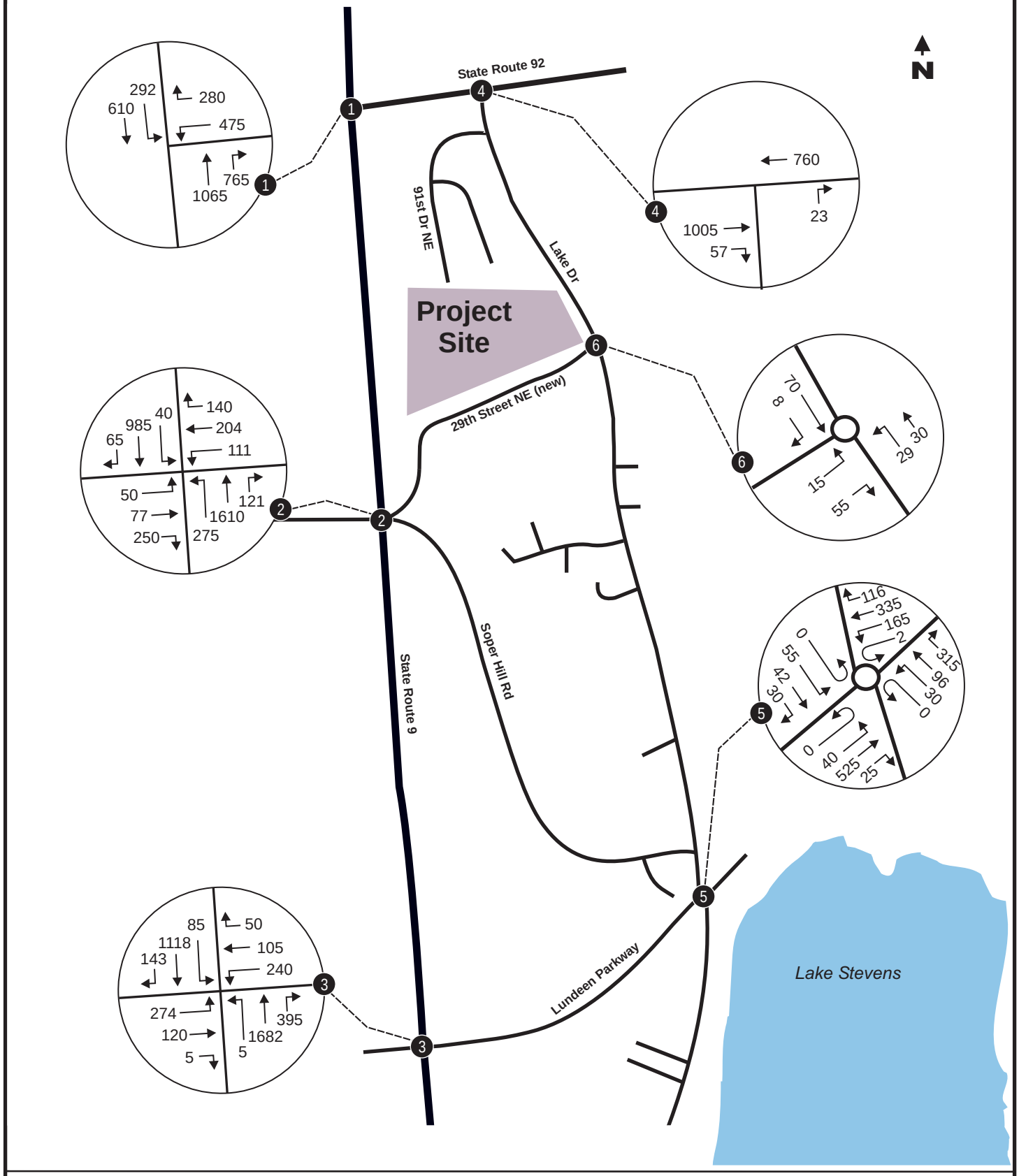


Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 11

Forecast 2019 With-Project
Traffic Volumes - Morning Peak Hour

heffron transportation, inc.



Lake Stevens School District
New Elementary School &
New Early Learning Center

Figure 12

Forecast 2017 With-Project
Traffic Volumes - Afternoon Peak Hour

heffron transportation, inc.

4.3. Long-Term Traffic Operations

Intersection levels of service for long-term conditions were determined using the same methodology described previously. Table 5 shows the results of the analysis; levels of service for 2019-without-project conditions are shown for comparison. As shown, the additional traffic that would be generated by new schools would add some delay to study area intersections and turning movements during both the morning and afternoon peak hours. All study-area intersections are still expected to operate at LOS D or better. As would be expected, the largest increases in delay are projected at the SR 9/Soper Hill Road intersection; however, it would still operate at LOS D or better. With the project, all of the study-area intersections are expected to meet LOS standards established by the City of Lake Stevens and WSDOT.

Table 5. Long-Term Level of Service Summary – 2019-Without- and With-Project

Intersections / Traffic Control	Morning Peak Hour (8:30–9:30 A.M.)				Afternoon Peak Hour (3:30-4:30 P.M.)			
	2019 w/o project		2019 w/ project		2019 w/o project		2019 w/ project	
Signalized	LOS [1]	Delay [2]	LOS	Delay	LOS	Delay	LOS	Delay
SR 9 / SR 92	C	22.3	C	23.0	D	45.4	D	47.1
SR 9 / Soper Hill Road	C	20.6	C	30.8	D	36.7	D	50.5
SR 9 / Lundeen Parkway	C	22.6	C	23.4	C	34.8	D	35.6
Stop Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
SR 92 / Lake Drive (overall)	A	0.1	A	0.2	A	0.2	A	0.3
Northbound Turns	B	12.5	B	12.9	C	19.6	C	20.3
Westbound Left Turns	n/a [3]		n/a [3]		n/a [3]		n/a [3]	
Roundabout Controlled	LOS	Delay	LOS	Delay	LOS	Delay	LOS	Delay
Lundeen Parkway / Lake Drive	B	10.5	B	11.5	C	23.8	D	26.9
Lake Drive / New 29th Street NE	n/a [4]		A	4.5	n/a [4]		A	4.8

Source: Heffron Transportation, Inc., December 2015.

1. *LOS = Level of service.*
2. *Delay = Average seconds of delay per vehicle.*
3. *n/a = Not applicable; reflects plans by City of Lake Stevens and WSDOT to prohibit left turns to and from SR 92.*
4. *n/a = Not applicable; new access roadway would not be constructed without school project.*

It is acknowledged that with the development of the Kjorsvik property and the connection of the new roadway to the SR 9/Soper Hill Road intersection, WSDOT and/or the City of Lake Stevens may require channelization or signal operational changes to accommodate the increases in traffic and changes to local travel patterns. For example, the east and west approaches may need to be widened and reconfigured to accommodate separate left-turn, through, and right-turn lanes. With the signal modifications that could also be required for these types of changes, the intersection is expected to operate at LOS C during morning and afternoon peak hours.

4.4. Long-Term Site Access

Traffic operations analyses of the site access driveways with the long-term condition and about 75% of school traffic destined to and from the southwest, indicate that all three driveways would operate at LOS A overall during both peak hours; turns to and from the driveways are projected to operate at LOS B or better with this long-term condition.

4.5. Long-Term Traffic Safety

With the long-term configuration of the new 29th Street NE roadway connection, the volume of school-related traffic using Lake Drive would be substantially reduced and safety conditions would be further improved. The project is not expected to result in any adverse safety impacts in the long-term.

5. MITIGATION AND RECOMMENDATIONS

As outlined in the City of Lake Stevens Municipal Code: "*Any new development activity shall mitigate the development's impacts on the City's street system either by payment of an amount calculated pursuant to Section 14.112.080, or by dedication of land pursuant to Section 14.112.090, by construction of off-site street system capacity improvements pursuant to Section 14.112.090, or as otherwise provided in Section 14.112.070.*" The following outlines the mitigation requirements for the proposed project.

5.1. Right-of-Way Dedication, Roadway Construction, and Improvements

The City of Lake Stevens will require dedication of right-of-way and construction of the following improvements.

New 29th Street NE Roadway Connection – The roadway would be constructed according to City standards with 30-feet of pavement for two travel lanes (one in each direction), and one 8-foot parallel parking lane, a 6-foot wide limited use sidewalk, and a 4.5-foot wide landscape area on the north side. A future a 6-foot wide limited use sidewalk and a 4.5-foot wide landscape area on the south side would be constructed with any future development of the District's property on the south side of the new roadway connection.

Lake Drive Frontage – The roadway would be widened to provide an 8-foot parallel parking lane and a 5-foot wide sidewalk on the west side of the street.

5.2. Traffic Impact Fees

The City of Lake Stevens collects traffic impact fees for new development. Based on the *Traffic Impact Fee Determination Worksheet* (included in Appendix B), the proposed project with a total of 95,000-sf of new building area (75,000-sf elementary school and 20,000-sf ELC) would have a total fee of $335,455. However, Lake Stevens Municipal Code Section 14.112.080(d) states:

(d) The City Council shall have the authority to adjust the amount of the impact fees pursuant to RCW 82.02.060(2) to reflect other public benefits resulting from proposed development or redevelopment in accordance with specific programs as determined and adopted by the City Council. Public benefits and/or broad public purposes for adjustments primarily include the economic development goals

identified in the City's Comprehensive Plan related to job creation and growth of new retail sales tax receipts. The City Council shall identify the public funding source other than impact fees collected to compensate for any reductions in impact fees pursuant to this provision.

The dedication of right-of-way and construction of the new 29th Street NE roadway connection east of Lake Drive would provide substantial public benefits consistent with the City's economic development goals. The new connection would enhance east-west mobility and the development viability of the vacant property to the southwest at the SR 9/Soper Hill Road intersection, which would contribute to job creation and growth of retail sales. Therefore, it is reasonable that the costs of right-of-way and/or the construction costs of the new 29th Street NE roadway connection be credited against the traffic impact fee amount. Based on the preliminary cost estimates for the roadway connection, those costs would far exceed the impact fee amount due. Therefore, no impact fees should be required for the proposed school project.

5.3. Operational Recommendations

The following recommendations relate to operational measures that should be implemented by the Lake Stevens School District to minimize the traffic and parking impacts of the proposed schools.

A. Prior to the school opening, the District should define walk routes and determine needs for signage, pavement markings, school zone speed limits, and/or crossing guard locations. The District should work with the City of Lake Stevens to implement those measures that would occur within the City right-of-way (including speed enforcement).

B. The District should coordinate with the City of Lake Stevens to determine if added traffic calming measures, such as speed humps or additional traffic control, are needed along adjacent roadways to ensure compliance with speed limits.

C. The District and school administration should develop a neighborhood communication plan to inform nearby neighbors of events each year. The plan should be updated annually (or as events are scheduled) and should provide information about the dates, times, and rough magnitude of attendance. The communication would be intended to allow neighbors to plan for the occasional increases in evening or weekend traffic volumes that would occur with large events.

D. The District should ensure that large events are not held at both schools concurrently and that parking lots and pedestrian walkways at both sites are open and available for sharing during large events at both schools.

E. The District will require the selected contractor to develop a construction management plan (CMP) that addresses traffic and pedestrian control during school construction. It will define truck routes, lane closures, walkway closures, and parking disruptions, as necessary. To the extent possible, the CMP will direct trucks along the shortest route to arterials and away from residential streets to avoid unnecessary conflicts with resident and pedestrian activity. The CMP may also include measures to keep adjacent streets clean on a daily basis at the truck exit points (such as street sweeping or on-site truck wheel cleaning) to reduce tracking dirt offsite. It should also include measures to monitor truck impacts to pavement on Lake Drive and repair any truck-related damage that results from construction transportation activities. The CMP should also identify parking locations for the construction staff; construction employee parking should be contained on-site.

APPENDIX A

Level of Service Definitions

Levels of service (LOS) are qualitative descriptions of traffic operating conditions. These levels of service are designated with letters ranging from LOS A, which is indicative of good operating conditions with little or no delay, to LOS F, which is indicative of stop-and-go conditions with frequent and lengthy delays. Levels of service for this analysis were developed using procedures presented in the *Highway Capacity Manual* (Transportation Research Board, 2010).

Level of service for signalized intersections is defined in terms of delay. Delay can be a cause of driver discomfort, frustration, inefficient fuel consumption, and lost travel time. Specifically, level of service criteria are stated in terms of the average delay per vehicle in seconds. Delay is a complex measure and is dependent on a number of variables including: the quality of progression, cycle length, green ratio, and a volume-to-capacity ratio for the lane group or approach in question. Table A-1 shows the level of service criteria for signalized intersections from the *Highway Capacity Manual.*

Table A-1. Level of Service Criteria

Level of Service	Average Delay Per Vehicle	General Description
A	Less than 10.0 Seconds	Free flow
B	10.1 to 20.0 seconds	Stable flow (slight delays)
C	20.1 to 35.0 seconds	Stable flow (acceptable delays)
D	35.1 to 55.0 seconds	Approaching unstable flow (tolerable delay—occasionally wait through more than one signal cycle before proceeding.
E	55.1 to 80.0 seconds	Unstable flow (approaching intolerable delay)
F	Greater than 80.0 seconds	Forced flow (jammed)

Source: Transportation Research Board, Highway Capacity Manual, 2010.

For unsignalized two-way-stop-controlled, all-way-stop-controlled, and roundabout intersections, level of service is based on the average delay per vehicle. The level of service for a two-way, stop-controlled intersection is determined by the computed or measured control delay and is defined for each minor movement. Delay is related to the availability of gaps in the main street's traffic flow, and the ability of a driver to enter or pass through those gaps. The delay at an all-way, stop-sign (AWSC) controlled intersection is based on saturation headways, departure headways, and service times. Delay at roundabouts is based on entry flow rates and flow rate capacity. Table A-2 shows the level of service criteria for unsignalized intersections from the *Highway Capacity Manual*.

Table A-2. Level of Service Criteria for Unsignalized Intersections

Level of Service	Average Delay (seconds per vehicle)
A	Less than 10.0
B	10.1 to 15.0
C	15.1 to 25.0
D	25.1 to 35.0
E	35.1 to 50.0
F	Greater than 50.0

Source: Transportation Research Board, Highway Capacity Manual, 2010.

APPENDIX B

Traffic Impact Fee Determination Worksheet

City of Lake Stevens - Traffic Impact Fee Determination Worksheet

Name of Development: Lake Stevens School District's New Elementary & Early Learning Center

Date Prepared: Nov. 12, 2015 Prepared by: T. McBryan, PE - Heffron Transp.

Base Impact Fee Calculation

1. Land use: Elementary School (75,000 sf) & Early Learning Center (20,000 sf) (1)
2. PM Peak Hour Trip Number from latest edition of ITE Trip Generation Manual

   Code: 520 Average Trip Generation Rate 1.21 trips / 1,000 sf 1.21 x 95 = **115** trips (2)

3. Pass-by Trip reduction

   Percentage from Table T-1: 0 % percentage x (2): 0 trips (3)

4. Total new Peak Hour Trips

   (2) – (3): **115** trips (4)

5. Traffic Impact Zone (TIZ) Per Trip Fee: see Figure 1 for map of TIZ

   TIZ 1 =$2,039 TIZ 2 & TIZ 3 = $2,917 Per Trip Fee: $2,917 (5)

6. **Calculated Base Impact Fee**

   (4) X (5): **$335,455** (6)

Offsite System Improvements – Credits for offsite transportation improvements may be given when the improvements are portions of a project identified in the City's Capital Facility Plan used in the determination of the Traffic Impact Fee "per trip fee." City staff can provide a list of the system projects. The determination of a credit is based on City approved costs estimates provided by the Developer's site engineer. A credit for offsite system improvements cannot be greater than the Calculated Base Impact Fee.

State Environmental Policy Act (SEPA) – excerpt from City Municipal Code

14.112.070 Relationship to the State Environmental Policy Act (SEPA).
This chapter establishes minimum impact fees, applied to all developments. These fees are presumed to mitigate traffic demand on the capacity of the city street system. However, each development shall be reviewed and be subject to the substantive authority of SEPA for potential adverse traffic impacts on the street system not mitigated by this fee.

APPENDIX C

Level of Service Calculation Sheets

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	481	201	419	320	159	481
Future Volume (vph)	481	201	419	320	159	481
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3155	1455	1610	1369	3303	3406
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3155	1455	1610	1369	3303	3406
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		216		170		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles (%)	11%	11%	18%	18%	6%	6%
Adj. Flow (vph)	517	216	451	344	171	517
Shared Lane Traffic (%)						
Lane Group Flow (vph)	517	216	451	344	171	517
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	5.0	5.0	3.0	5.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	50.0	50.0	50.0	50.0	20.0	70.0
Total Split (%)	41.7%	41.7%	41.7%	41.7%	16.7%	58.3%
Maximum Green (s)	45.0	45.0	43.5	45.0	14.5	63.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	23.7	23.7	30.1	60.7	9.7	45.7
Actuated g/C Ratio	0.29	0.29	0.37	0.74	0.12	0.56
v/c Ratio	0.56	0.38	0.76	0.32	0.44	0.27
Control Delay	28.3	5.9	32.8	2.4	40.9	10.1
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	28.3	5.9	32.8	2.4	40.9	10.1
LOS	C	A	C	A	D	B
Approach Delay	21.7		19.6			17.7
Approach LOS	C		B			B
Queue Length 50th (ft)	111	0	194	19	42	66
Queue Length 95th (ft)	202	53	379	47	92	120
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	1842	939	908	1326	621	2705
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.28	0.23	0.50	0.26	0.28	0.19

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 81.5
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.76
Intersection Signal Delay: 19.7 — Intersection LOS: B
Intersection Capacity Utilization 54.5% — ICU Level of Service A
Analysis Period (min) 15

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	45	85	190	3	33	22	93	676	1	8	926	41
Future Volume (vph)	45	85	190	3	33	22	93	676	1	8	926	41
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.949							0.850
Flt Protected		0.983			0.998		0.950			0.950		
Satd. Flow (prot)	0	1813	1568	0	1636	0	2968	3059	0	1671	3343	1495
Flt Permitted		0.860			0.982		0.950			0.950		
Satd. Flow (perm)	0	1586	1568	0	1610	0	2968	3059	0	1671	3343	1495
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					23							69
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	10%	10%	10%	18%	18%	18%	8%	8%	8%
Adj. Flow (vph)	48	90	202	3	35	23	99	719	1	9	985	44
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	138	202	0	61	0	99	720	0	9	985	44
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	55.0		20.0	55.0	55.0
Total Split (%)	37.5%	37.5%		37.5%	37.5%		16.7%	45.8%		16.7%	45.8%	45.8%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	48.5		14.9	48.5	48.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		11.3	23.8		11.3		7.2	40.9		5.2	30.0	30.0
Actuated g/C Ratio		0.17	0.36		0.17		0.11	0.62		0.08	0.45	0.45
v/c Ratio		0.51	0.36		0.21		0.31	0.38		0.07	0.65	0.06
Control Delay		34.7	19.4		20.5		33.9	8.1		36.2	16.6	1.6
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		34.7	19.4		20.5		33.9	8.1		36.2	16.6	1.6
LOS		C	B		C		C	A		D	B	A
Approach Delay		25.6			20.5			11.2			16.1	
Approach LOS		C			C			B			B	
Queue Length 50th (ft)		50	57		13		19	58		3	149	0
Queue Length 95th (ft)		124	138		51		51	163		20	258	9
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		986	975		1009		696	2333		392	2550	1156
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.14	0.21		0.06		0.14	0.31		0.02	0.39	0.04

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 66.4
Natural Cycle: 100
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.65
Intersection Signal Delay: 15.9 Intersection LOS: B
Intersection Capacity Utilization 56.8% ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	51	26	2	303	97	16	2	703	140	14	1015	90
Future Volume (vph)	51	26	2	303	97	16	2	703	140	14	1015	90
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor							1.00		0.98	1.00		0.98
Frt		0.990				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3367	3436	0	3400	1845	1568	1597	3195	1429	1719	3438	1538
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3367	3436	0	3400	1845	1568	1596	3195	1398	1718	3438	1502
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				132			173			173
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Confl. Peds. (#/hr)							2		1	1		2
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	4%	4%	4%	3%	3%	3%	13%	13%	13%	5%	5%	5%
Adj. Flow (vph)	53	27	2	316	101	17	2	732	146	15	1057	94
Shared Lane Traffic (%)												
Lane Group Flow (vph)	53	29	0	316	101	17	2	732	146	15	1057	94
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	10.0	40.0		20.0	40.0	40.0	10.0	50.0	50.0	10.0	50.0	50.0
Total Split (%)	8.3%	33.3%		16.7%	33.3%	33.3%	8.3%	41.7%	41.7%	8.3%	41.7%	41.7%
Maximum Green (s)	4.5	34.5		14.5	34.5	34.5	4.5	43.5	43.5	4.5	43.5	43.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	4.9	6.0		13.5	12.1	12.1	4.9	32.3	32.3	4.9	32.3	32.3
Actuated g/C Ratio	0.08	0.09		0.21	0.19	0.19	0.08	0.50	0.50	0.08	0.50	0.50
v/c Ratio	0.21	0.09		0.44	0.29	0.04	0.02	0.45	0.18	0.11	0.61	0.11

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

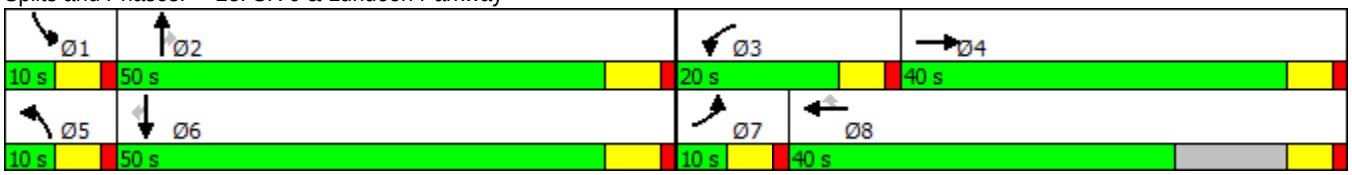
Existing (2015) School AM Peak Hour
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Control Delay	37.4	33.7		27.9	29.7	0.2	38.0	12.6	2.2	39.2	14.5	0.3
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	37.4	33.7		27.9	29.7	0.2	38.0	12.6	2.2	39.2	14.5	0.3
LOS	D	C		C	C	A	D	B	A	D	B	A
Approach Delay		36.1			27.2			10.9			13.7	
Approach LOS		D			C			B			B	
Queue Length 50th (ft)	10	5		48	37	0	1	86	0	6	139	0
Queue Length 95th (ft)	34	22		132	99	0	9	198	22	29	306	1
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	258	2118		888	1360	1190	122	2316	1061	131	2492	1136
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.21	0.01		0.36	0.07	0.01	0.02	0.32	0.14	0.11	0.42	0.08

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 64
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.61
Intersection Signal Delay: 15.7 — Intersection LOS: B
Intersection Capacity Utilization 53.4% — ICU Level of Service A
Analysis Period (min) 15

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Existing (2015) School AM Peak Hour
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	9.3
Intersection LOS	A

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	135	168	224	568
Demand Flow Rate, veh/h	140	177	241	585
Vehicles Circulating, veh/h	345	571	294	62
Vehicles Exiting, veh/h	190	76	454	423
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	6.5	9.6	7.9	10.4
Approach LOS	A	A	A	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	140	177	241	585
Cap Entry Lane, veh/h	800	638	842	1062
Entry HV Adj Factor	0.966	0.951	0.928	0.971
Flow Entry, veh/h	135	168	224	568
Cap Entry, veh/h	773	607	782	1032
V/C Ratio	0.175	0.277	0.286	0.551
Control Delay, s/veh	6.5	9.6	7.9	10.4
LOS	A	A	A	B
95th %tile Queue, veh	1	1	1	3

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Existing (2015) School AM Peak Hour
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.5

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	473	9	8	734	9	11
Future Vol, veh/h	473	9	8	734	9	11
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	87	87	90	90	71	71
Heavy Vehicles, %	21	21	10	10	10	10
Mvmt Flow	544	10	9	816	13	15

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	544	0	1377	544
Stage 1	-	-	-	-	544	-
Stage 2	-	-	-	-	833	-
Critical Hdwy	-	-	4.2	-	6.5	6.3
Critical Hdwy Stg 1	-	-	-	-	5.5	-
Critical Hdwy Stg 2	-	-	-	-	5.5	-
Follow-up Hdwy	-	-	2.29	-	3.59	3.39
Pot Cap-1 Maneuver	-	-	986	-	153	524
Stage 1	-	-	-	-	566	-
Stage 2	-	-	-	-	413	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	986	-	150	524
Mov Cap-2 Maneuver	-	-	-	-	150	-
Stage 1	-	-	-	-	566	-
Stage 2	-	-	-	-	406	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0.1	21.4
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	247	-	-	986	-
HCM Lane V/C Ratio	0.114	-	-	0.009	-
HCM Control Delay (s)	21.4	-	-	8.7	0
HCM Lane LOS	C	-	-	A	A
HCM 95th %tile Q(veh)	0.4	-	-	0	-

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	423	265	925	670	246	559
Future Volume (vph)	423	265	925	670	246	559
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3213	1482	1792	1524	3467	3574
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3213	1482	1792	1524	3467	3574
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		239		15		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	9%	9%	6%	6%	1%	1%
Adj. Flow (vph)	441	276	964	698	256	582
Shared Lane Traffic (%)						
Lane Group Flow (vph)	441	276	964	698	256	582
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	7.0	5.0	3.0	7.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	37.0	37.0	86.0	37.0	17.0	103.0
Total Split (%)	26.4%	26.4%	61.4%	26.4%	12.1%	73.6%
Maximum Green (s)	32.0	32.0	79.5	32.0	11.5	96.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	28.0	28.0	74.8	109.4	11.6	92.0
Actuated g/C Ratio	0.21	0.21	0.57	0.83	0.09	0.70
v/c Ratio	0.64	0.55	0.95	0.55	0.84	0.23
Control Delay	52.6	13.1	45.4	5.1	84.3	7.7
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	52.6	13.1	45.4	5.1	84.3	7.7
LOS	D	B	D	A	F	A
Approach Delay	37.4		28.5			31.1
Approach LOS	D		C			C
Queue Length 50th (ft)	186	27	776	139	120	92
Queue Length 95th (ft)	244	115	#1119	196	#202	120
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	790	544	1095	1319	306	2651
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.56	0.51	0.88	0.53	0.84	0.22

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 131.6
Natural Cycle: 125
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.95
Intersection Signal Delay: 31.2 Intersection LOS: C
Intersection Capacity Utilization 81.9% ICU Level of Service D
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	44	42	201	7	94	37	250	1484	9	15	910	64
Future Volume (vph)	44	42	201	7	94	37	250	1484	9	15	910	64
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.964			0.999				0.850
Flt Protected		0.975			0.998		0.950			0.950		
Satd. Flow (prot)	0	1816	1583	0	1724	0	3335	3435	0	1703	3406	1524
Flt Permitted		0.727			0.984		0.950			0.950		
Satd. Flow (perm)	0	1354	1583	0	1700	0	3335	3435	0	1703	3406	1524
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					13			1				65
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98
Heavy Vehicles (%)	2%	2%	2%	6%	6%	6%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	45	43	205	7	96	38	255	1514	9	15	929	65
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	88	205	0	141	0	255	1523	0	15	929	65
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	75.0		20.0	75.0	75.0
Total Split (%)	32.1%	32.1%		32.1%	32.1%		14.3%	53.6%		14.3%	53.6%	53.6%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	68.5		14.9	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?												
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		14.0	31.5		14.0		12.0	51.7		5.7	37.7	37.7
Actuated g/C Ratio		0.17	0.38		0.17		0.15	0.63		0.07	0.46	0.46
v/c Ratio		0.38	0.34		0.47		0.53	0.70		0.13	0.60	0.09
Control Delay		41.0	23.4		37.8		41.1	13.4		49.1	17.7	3.5
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		41.0	23.4		37.8		41.1	13.4		49.1	17.7	3.5
LOS		D	C		D		D	B		D	B	A
Approach Delay		28.7			37.8			17.4			17.2	
Approach LOS		C			D			B			B	
Queue Length 50th (ft)		34	59		51		53	187		6	164	0
Queue Length 95th (ft)		108	174		147		136	483		33	277	21
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		708	832		895		657	2884		336	2860	1290
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.12	0.25		0.16		0.39	0.53		0.04	0.32	0.05

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 82.2
Natural Cycle: 120
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.70
Intersection Signal Delay: 19.3 Intersection LOS: B
Intersection Capacity Utilization 75.7% ICU Level of Service D
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	235	112	5	220	97	29	5	1480	356	28	980	110
Future Volume (vph)	235	112	5	220	97	29	5	1480	356	28	980	110
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Frt		0.994				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3400	3484	0	3433	1863	1583	1719	3438	1538	1703	3406	1524
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3400	3484	0	3433	1863	1583	1719	3438	1538	1703	3406	1524
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		3				113			379			117
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	2%	2%	2%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	250	119	5	234	103	31	5	1574	379	30	1043	117
Shared Lane Traffic (%)												
Lane Group Flow (vph)	250	124	0	234	103	31	5	1574	379	30	1043	117
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	17.0	38.0		17.0	38.0	38.0	10.0	75.0	75.0	10.0	75.0	75.0
Total Split (%)	12.1%	27.1%		12.1%	27.1%	27.1%	7.1%	53.6%	53.6%	7.1%	53.6%	53.6%
Maximum Green (s)	11.5	32.5		11.5	32.5	32.5	4.5	68.5	68.5	4.5	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	11.5	11.4		11.2	11.1	11.1	4.6	64.8	64.8	4.6	68.5	68.5
Actuated g/C Ratio	0.10	0.10		0.10	0.10	0.10	0.04	0.59	0.59	0.04	0.62	0.62
v/c Ratio	0.71	0.34		0.67	0.55	0.12	0.07	0.78	0.36	0.43	0.50	0.12
Control Delay	62.5	49.8		60.8	61.2	0.9	59.0	22.2	2.3	75.3	13.2	2.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

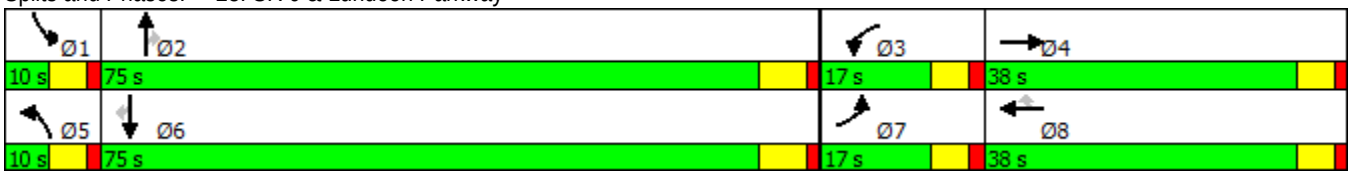
Existing (2015) School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay	62.5	49.8		60.8	61.2	0.9	59.0	22.2	2.3	75.3	13.2	2.4
LOS	E	D		E	E	A	E	C	A	E	B	A
Approach Delay		58.3			55.9			18.4			13.7	
Approach LOS		E			E			B			B	
Queue Length 50th (ft)	97	46		91	77	0	4	471	0	23	189	0
Queue Length 95th (ft)	#164	77		#147	135	0	18	625	44	#66	330	27
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	359	1043		363	556	552	71	2166	1109	70	2259	1050
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.70	0.12		0.64	0.19	0.06	0.07	0.73	0.34	0.43	0.46	0.11

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 110.7
Natural Cycle: 125
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.78
Intersection Signal Delay: 24.3 Intersection LOS: C
Intersection Capacity Utilization 66.4% ICU Level of Service C
Analysis Period (min) 15
95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Existing (2015) School PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	16.3
Intersection LOS	C

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	468	129	522	591
Demand Flow Rate, veh/h	478	129	527	603
Vehicles Circulating, veh/h	583	545	279	158
Vehicles Exiting, veh/h	223	216	395	903
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	25.5	7.8	13.9	13.0
Approach LOS	D	A	B	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	478	129	527	603
Cap Entry Lane, veh/h	631	655	855	965
Entry HV Adj Factor	0.979	1.000	0.991	0.981
Flow Entry, veh/h	468	129	522	591
Cap Entry, veh/h	618	655	847	946
V/C Ratio	0.758	0.197	0.616	0.625
Control Delay, s/veh	25.5	7.8	13.9	13.0
LOS	D	A	B	B
95th %tile Queue, veh	7	1	4	5

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Existing (2015) School PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.9

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	890	29	20	685	12	16
Future Vol, veh/h	890	29	20	685	12	16
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	96	96	92	92	78	78
Heavy Vehicles, %	5	5	9	9	11	11
Mvmt Flow	927	30	22	745	15	21

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	927	0	1715	927
Stage 1	-	-	-	-	927	-
Stage 2	-	-	-	-	788	-
Critical Hdwy	-	-	4.19	-	6.51	6.31
Critical Hdwy Stg 1	-	-	-	-	5.51	-
Critical Hdwy Stg 2	-	-	-	-	5.51	-
Follow-up Hdwy	-	-	2.281	-	3.599	3.399
Pot Cap-1 Maneuver	-	-	709	-	94	313
Stage 1	-	-	-	-	371	-
Stage 2	-	-	-	-	433	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	709	-	89	313
Mov Cap-2 Maneuver	-	-	-	-	89	-
Stage 1	-	-	-	-	371	-
Stage 2	-	-	-	-	410	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0.3	36.1
HCM LOS			E

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	151	-	-	709	-
HCM Lane V/C Ratio	0.238	-	-	0.031	-
HCM Control Delay (s)	36.1	-	-	10.2	0
HCM Lane LOS	E	-	-	B	A
HCM 95th %tile Q(veh)	0.9	-	-	0.1	-

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	495	205	435	335	165	500
Future Volume (vph)	495	205	435	335	165	500
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3155	1455	1610	1369	3303	3406
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3155	1455	1610	1369	3303	3406
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		220		159		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles (%)	11%	11%	18%	18%	6%	6%
Adj. Flow (vph)	532	220	468	360	177	538
Shared Lane Traffic (%)						
Lane Group Flow (vph)	532	220	468	360	177	538
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	5.0	5.0	3.0	5.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	50.0	50.0	50.0	50.0	20.0	70.0
Total Split (%)	41.7%	41.7%	41.7%	41.7%	16.7%	58.3%
Maximum Green (s)	45.0	45.0	43.5	45.0	14.5	63.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	24.8	24.8	31.8	63.4	10.0	47.5
Actuated g/C Ratio	0.29	0.29	0.38	0.75	0.12	0.56
v/c Ratio	0.58	0.38	0.77	0.34	0.45	0.28
Control Delay	29.2	5.8	34.1	2.6	42.4	10.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	29.2	5.8	34.1	2.6	42.4	10.4
LOS	C	A	C	A	D	B
Approach Delay	22.3		20.4			18.3
Approach LOS	C		C			B
Queue Length 50th (ft)	121	0	210	24	45	71
Queue Length 95th (ft)	209	53	410	54	96	130
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	1774	914	875	1319	598	2626
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.30	0.24	0.53	0.27	0.30	0.20

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 84.4
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.77
Intersection Signal Delay: 20.4 — Intersection LOS: C
Intersection Capacity Utilization 55.9% — ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	45	90	200	5	35	25	100	710	5	10	965	40
Future Volume (vph)	45	90	200	5	35	25	100	710	5	10	965	40
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.947			0.999				0.850
Flt Protected		0.984			0.996		0.950			0.950		
Satd. Flow (prot)	0	1815	1568	0	1629	0	2968	3056	0	1671	3343	1495
Flt Permitted		0.862			0.973		0.950			0.950		
Satd. Flow (perm)	0	1590	1568	0	1592	0	2968	3056	0	1671	3343	1495
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					27			1				69
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	10%	10%	10%	18%	18%	18%	8%	8%	8%
Adj. Flow (vph)	48	96	213	5	37	27	106	755	5	11	1027	43
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	144	213	0	69	0	106	760	0	11	1027	43
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	55.0		20.0	55.0	55.0
Total Split (%)	37.5%	37.5%		37.5%	37.5%		16.7%	45.8%		16.7%	45.8%	45.8%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	48.5		14.9	48.5	48.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		11.9	24.7		11.9		7.4	43.1		5.3	32.0	32.0
Actuated g/C Ratio		0.17	0.36		0.17		0.11	0.62		0.08	0.46	0.46
v/c Ratio		0.53	0.38		0.23		0.33	0.40		0.09	0.67	0.06
Control Delay		36.3	20.7		21.2		35.9	8.4		38.5	17.1	1.5
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		36.3	20.7		21.2		35.9	8.4		38.5	17.1	1.5
LOS		D	C		C		D	A		D	B	A
Approach Delay		27.0			21.2			11.7			16.7	
Approach LOS		C			C			B			B	
Queue Length 50th (ft)		54	63		15		21	65		4	162	0
Queue Length 95th (ft)		135	153		57		56	182		24	284	9
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		950	937		962		669	2280		376	2454	1115
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.15	0.23		0.07		0.16	0.33		0.03	0.42	0.04

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 69.3
Natural Cycle: 100
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.67
Intersection Signal Delay: 16.6 — Intersection LOS: B
Intersection Capacity Utilization 58.2% — ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	55	25	2	315	100	25	2	730	145	15	1055	95
Future Volume (vph)	55	25	2	315	100	25	2	730	145	15	1055	95
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor							1.00		0.98	1.00		0.98
Frt		0.989				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3367	3433	0	3400	1845	1568	1597	3195	1429	1719	3438	1538
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3367	3433	0	3400	1845	1568	1596	3195	1398	1718	3438	1502
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				132			173			173
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Confl. Peds. (#/hr)							2		1	1		2
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	4%	4%	4%	3%	3%	3%	13%	13%	13%	5%	5%	5%
Adj. Flow (vph)	57	26	2	328	104	26	2	760	151	16	1099	99
Shared Lane Traffic (%)												
Lane Group Flow (vph)	57	28	0	328	104	26	2	760	151	16	1099	99
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	10.0	40.0		20.0	40.0	40.0	10.0	50.0	50.0	10.0	50.0	50.0
Total Split (%)	8.3%	33.3%		16.7%	33.3%	33.3%	8.3%	41.7%	41.7%	8.3%	41.7%	41.7%
Maximum Green (s)	4.5	34.5		14.5	34.5	34.5	4.5	43.5	43.5	4.5	43.5	43.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	4.9	6.0		13.8	12.3	12.3	4.9	33.3	33.3	4.9	33.3	33.3
Actuated g/C Ratio	0.08	0.09		0.21	0.19	0.19	0.08	0.51	0.51	0.08	0.51	0.51
v/c Ratio	0.23	0.09		0.46	0.30	0.06	0.02	0.47	0.19	0.12	0.63	0.12

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

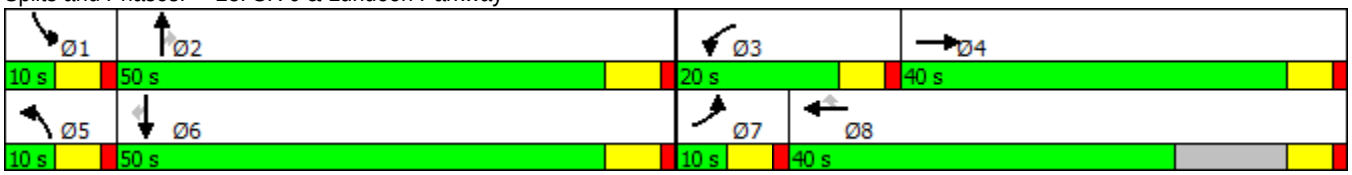
Forecast 2017 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Control Delay	38.1	34.2		28.4	30.2	0.3	38.5	12.7	2.3	39.9	14.8	0.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	38.1	34.2		28.4	30.2	0.3	38.5	12.7	2.3	39.9	14.8	0.4
LOS	D	C		C	C	A	D	B	A	D	B	A
Approach Delay		36.8			27.2			11.0			13.9	
Approach LOS		D			C			B			B	
Queue Length 50th (ft)	10	4		50	37	0	1	91	0	6	147	0
Queue Length 95th (ft)	37	21		137	101	0	9	207	24	30	324	2
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	252	1974		869	1342	1176	119	2286	1049	128	2460	1124
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.23	0.01		0.38	0.08	0.02	0.02	0.33	0.14	0.13	0.45	0.09

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 65.2
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.63
Intersection Signal Delay: 15.9 — Intersection LOS: B
Intersection Capacity Utilization 54.8% — ICU Level of Service A
Analysis Period (min) 15

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2017 Without Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	10.0
Intersection LOS	B

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	144	191	233	605
Demand Flow Rate, veh/h	149	201	251	623
Vehicles Circulating, veh/h	361	594	311	67
Vehicles Exiting, veh/h	201	96	483	443
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	6.8	10.5	8.2	11.4
Approach LOS	A	B	A	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	149	201	251	623
Cap Entry Lane, veh/h	788	624	828	1057
Entry HV Adj Factor	0.967	0.951	0.929	0.971
Flow Entry, veh/h	144	191	233	605
Cap Entry, veh/h	762	593	769	1026
V/C Ratio	0.189	0.322	0.303	0.590
Control Delay, s/veh	6.8	10.5	8.2	11.4
LOS	A	B	A	B
95th %tile Queue, veh	1	1	1	4

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2017 Without Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.1

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	490	10	0	765	0	10
Future Vol, veh/h	490	10	0	765	0	10
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	87	87	90	90	71	71
Heavy Vehicles, %	21	21	10	10	10	10
Mvmt Flow	563	11	0	850	0	14

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	563	0	1413	563
Stage 1	-	-	-	-	563	-
Stage 2	-	-	-	-	850	-
Critical Hdwy	-	-	4.2	-	6.5	6.3
Critical Hdwy Stg 1	-	-	-	-	5.5	-
Critical Hdwy Stg 2	-	-	-	-	5.5	-
Follow-up Hdwy	-	-	2.29	-	3.59	3.39
Pot Cap-1 Maneuver	-	-	970	-	146	511
Stage 1	-	-	-	-	554	-
Stage 2	-	-	-	-	406	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	970	-	146	511
Mov Cap-2 Maneuver	-	-	-	-	146	-
Stage 1	-	-	-	-	554	-
Stage 2	-	-	-	-	406	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	12.2
HCM LOS			B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	511	-	-	970	-
HCM Lane V/C Ratio	0.028	-	-	-	-
HCM Control Delay (s)	12.2	-	-	0	-
HCM Lane LOS	B	-	-	A	-
HCM 95th %tile Q(veh)	0.1	-	-	0	-

Lake Stevens Schools - Learning Ctr 3: SR 9 & SR 92

Forecast 2017 Without Project School PM Peak

Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	435	270	965	695	255	580
Future Volume (vph)	435	270	965	695	255	580
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3213	1482	1792	1524	3467	3574
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3213	1482	1792	1524	3467	3574
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		229		13		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	9%	9%	6%	6%	1%	1%
Adj. Flow (vph)	453	281	1005	724	266	604
Shared Lane Traffic (%)						
Lane Group Flow (vph)	453	281	1005	724	266	604
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	7.0	5.0	3.0	7.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	37.0	37.0	86.0	37.0	17.0	103.0
Total Split (%)	26.4%	26.4%	61.4%	26.4%	12.1%	73.6%
Maximum Green (s)	32.0	32.0	79.5	32.0	11.5	96.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	28.7	28.7	79.0	114.2	11.5	96.0
Actuated g/C Ratio	0.21	0.21	0.58	0.84	0.08	0.70
v/c Ratio	0.67	0.57	0.97	0.57	0.91	0.24
Control Delay	54.7	15.2	49.6	5.2	95.7	7.7
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	54.7	15.2	49.6	5.2	95.7	7.7
LOS	D	B	D	A	F	A
Approach Delay	39.6		31.0			34.6
Approach LOS	D		C			C
Queue Length 50th (ft)	192	38	860	150	125	98
Queue Length 95th (ft)	252	130	#1196	212	#213	125
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	755	523	1047	1316	293	2535
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.60	0.54	0.96	0.55	0.91	0.24

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 136.2
Natural Cycle: 135
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.97
Intersection Signal Delay: 33.8 Intersection LOS: C
Intersection Capacity Utilization 84.6% ICU Level of Service E
Analysis Period (min) 15
95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	45	45	210	5	100	40	265	1550	10	15	945	60
Future Volume (vph)	45	45	210	5	100	40	265	1550	10	15	945	60
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.963			0.999				0.850
Flt Protected		0.976			0.998		0.950			0.950		
Satd. Flow (prot)	0	1818	1583	0	1723	0	3335	3435	0	1703	3406	1524
Flt Permitted		0.662			0.989		0.950			0.950		
Satd. Flow (perm)	0	1233	1583	0	1707	0	3335	3435	0	1703	3406	1524
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					14			1				70
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98
Heavy Vehicles (%)	2%	2%	2%	6%	6%	6%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	46	46	214	5	102	41	270	1582	10	15	964	61
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	92	214	0	148	0	270	1592	0	15	964	61
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	75.0		20.0	75.0	75.0
Total Split (%)	32.1%	32.1%		32.1%	32.1%		14.3%	53.6%		14.3%	53.6%	53.6%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	68.5		14.9	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lag	Lag		Lead	Lead	Lead
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		13.6	36.9		13.6		17.9	58.0		5.6	38.4	38.4
Actuated g/C Ratio		0.15	0.42		0.15		0.20	0.66		0.06	0.44	0.44
v/c Ratio		0.48	0.32		0.54		0.40	0.70		0.14	0.65	0.09
Control Delay		47.6	18.7		42.0		32.6	12.9		50.1	23.5	4.3
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

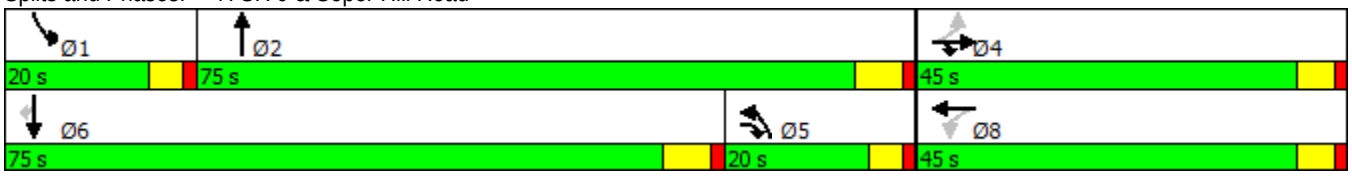
Forecast 2017 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		47.6	18.7		42.0		32.6	12.9		50.1	23.5	4.3
LOS		D	B		D		C	B		D	C	A
Approach Delay		27.4			42.0			15.8			22.8	
Approach LOS		C			D			B			C	
Queue Length 50th (ft)		45	74		66		64	207		8	201	0
Queue Length 95th (ft)		113	149		154		122	503		33	355	21
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		582	1158		814		785	2748		303	2724	1233
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.16	0.18		0.18		0.34	0.58		0.05	0.35	0.05

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 87.9
Natural Cycle: 130
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.70
Intersection Signal Delay: 20.1 — Intersection LOS: C
Intersection Capacity Utilization 78.2% — ICU Level of Service D
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2017 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	245	115	5	230	100	40	5	1540	370	30	1020	115
Future Volume (vph)	245	115	5	230	100	40	5	1540	370	30	1020	115
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Frt		0.994				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		3				113			394			122
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	2%	2%	2%	4%	4%	4%	13%	13%	13%
Adj. Flow (vph)	261	122	5	245	106	43	5	1638	394	32	1085	122
Shared Lane Traffic (%)												
Lane Group Flow (vph)	261	127	0	245	106	43	5	1638	394	32	1085	122
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	17.0	38.0		17.0	38.0	38.0	10.0	75.0	75.0	10.0	75.0	75.0
Total Split (%)	12.1%	27.1%		12.1%	27.1%	27.1%	7.1%	53.6%	53.6%	7.1%	53.6%	53.6%
Maximum Green (s)	11.5	32.5		11.5	32.5	32.5	4.5	68.5	68.5	4.5	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	11.6	11.8		11.3	11.5	11.5	4.5	66.6	66.6	4.5	72.4	72.4
Actuated g/C Ratio	0.10	0.10		0.10	0.10	0.10	0.04	0.58	0.58	0.04	0.63	0.63
v/c Ratio	0.76	0.35		0.73	0.57	0.17	0.07	0.82	0.37	0.51	0.54	0.13
Control Delay	67.0	50.9		65.3	63.2	1.4	59.2	24.5	2.3	84.6	13.9	2.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

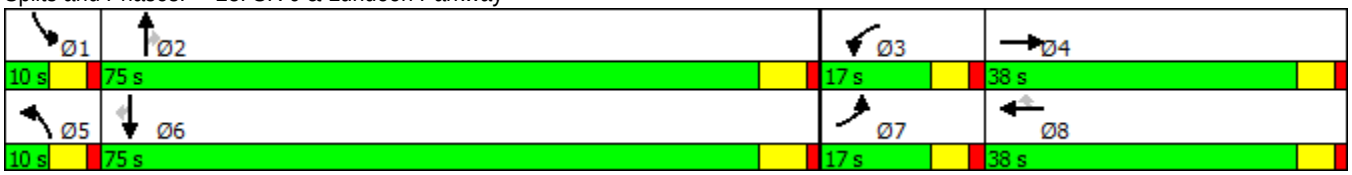
Forecast 2017 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay	67.0	50.9		65.3	63.2	1.4	59.2	24.5	2.3	84.6	13.9	2.4
LOS	E	D		E	E	A	E	C	A	F	B	A
Approach Delay		61.8			57.8			20.3			14.6	
Approach LOS		E			E			C			B	
Queue Length 50th (ft)	102	47		95	79	0	4	506	0	25	207	0
Queue Length 95th (ft)	#176	78		#159	138	0	18	671	44	#75	363	27
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	343	996		346	531	532	68	2088	1091	63	2083	974
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.76	0.13		0.71	0.20	0.08	0.07	0.78	0.36	0.51	0.52	0.13

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 115
Natural Cycle: 135
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.82
Intersection Signal Delay: 26.2 Intersection LOS: C
Intersection Capacity Utilization 68.3% ICU Level of Service C
Analysis Period (min) 15
95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2017 Without Project School PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	18.4
Intersection LOS	C

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	482	146	549	635
Demand Flow Rate, veh/h	492	146	554	648
Vehicles Circulating, veh/h	610	565	295	158
Vehicles Exiting, veh/h	239	241	416	944
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	29.8	8.4	15.5	14.6
Approach LOS	D	A	C	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	492	146	554	648
Cap Entry Lane, veh/h	614	642	841	965
Entry HV Adj Factor	0.980	1.000	0.991	0.980
Flow Entry, veh/h	482	146	549	635
Cap Entry, veh/h	602	642	834	946
V/C Ratio	0.801	0.227	0.659	0.672
Control Delay, s/veh	29.8	8.4	15.5	14.6
LOS	D	A	C	B
95th %tile Queue, veh	8	1	5	5

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2017 Without Project School PM Peak
HCM 2010 TWSC

Intersection

Int Delay, s/veh 0.2

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	925	30	0	715	0	15
Future Vol, veh/h	925	30	0	715	0	15
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	96	96	92	92	78	78
Heavy Vehicles, %	5	5	9	9	11	11
Mvmt Flow	964	31	0	777	0	19

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	964	0	1741	964
Stage 1	-	-	-	-	964	-
Stage 2	-	-	-	-	777	-
Critical Hdwy	-	-	4.19	-	6.51	6.31
Critical Hdwy Stg 1	-	-	-	-	5.51	-
Critical Hdwy Stg 2	-	-	-	-	5.51	-
Follow-up Hdwy	-	-	2.281	-	3.599	3.399
Pot Cap-1 Maneuver	-	-	687	-	91	298
Stage 1	-	-	-	-	356	-
Stage 2	-	-	-	-	438	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	687	-	91	298
Mov Cap-2 Maneuver	-	-	-	-	91	-
Stage 1	-	-	-	-	356	-
Stage 2	-	-	-	-	438	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	17.9
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	298	-	-	687	-
HCM Lane V/C Ratio	0.065	-	-	-	-
HCM Control Delay (s)	17.9	-	-	0	-
HCM Lane LOS	C	-	-	A	-
HCM 95th %tile Q(veh)	0.2	-	-	0	-

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	495	205	448	481	186	500
Future Volume (vph)	495	205	448	481	186	500
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3155	1455	1610	1369	3303	3406
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3155	1455	1610	1369	3303	3406
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		220		122		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles (%)	11%	11%	18%	18%	6%	6%
Adj. Flow (vph)	532	220	482	517	200	538
Shared Lane Traffic (%)						
Lane Group Flow (vph)	532	220	482	517	200	538
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	5.0	5.0	3.0	5.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	50.0	50.0	50.0	50.0	20.0	70.0
Total Split (%)	41.7%	41.7%	41.7%	41.7%	16.7%	58.3%
Maximum Green (s)	45.0	45.0	43.5	45.0	14.5	63.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	26.4	26.4	33.5	66.8	10.7	50.0
Actuated g/C Ratio	0.30	0.30	0.38	0.75	0.12	0.56
v/c Ratio	0.57	0.37	0.79	0.49	0.50	0.28
Control Delay	29.8	5.7	36.4	4.6	44.6	10.9
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	29.8	5.7	36.4	4.6	44.6	10.9
LOS	C	A	D	A	D	B
Approach Delay	22.8		19.9			20.0
Approach LOS	C		B			C
Queue Length 50th (ft)	128	0	231	59	54	75
Queue Length 95th (ft)	210	53	443	126	108	135
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	1687	880	832	1298	569	2532
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.32	0.25	0.58	0.40	0.35	0.21

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 88.5
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.79
Intersection Signal Delay: 20.8 — Intersection LOS: C
Intersection Capacity Utilization 57.2% — ICU Level of Service B
Analysis Period (min) 15

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	191	100	211	5	74	29	139	714	1	10	965	40
Future Volume (vph)	191	100	211	5	74	29	139	714	1	10	965	40
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.964							0.850
Flt Protected		0.968			0.998		0.950			0.950		
Satd. Flow (prot)	0	1786	1568	0	1662	0	2968	3059	0	1671	3343	1495
Flt Permitted		0.741			0.984		0.950			0.950		
Satd. Flow (perm)	0	1367	1568	0	1638	0	2968	3059	0	1671	3343	1495
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					17							69
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	10%	10%	10%	18%	18%	18%	8%	8%	8%
Adj. Flow (vph)	203	106	224	5	79	31	148	760	1	11	1027	43
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	309	224	0	115	0	148	761	0	11	1027	43
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	55.0		20.0	55.0	55.0
Total Split (%)	37.5%	37.5%		37.5%	37.5%		16.7%	45.8%		16.7%	45.8%	45.8%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	48.5		14.9	48.5	48.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		26.3	41.2		26.3		9.5	51.3		5.5	38.2	38.2
Actuated g/C Ratio		0.29	0.45		0.29		0.10	0.56		0.06	0.41	0.41
v/c Ratio		0.79	0.32		0.24		0.48	0.45		0.11	0.74	0.07
Control Delay		47.6	18.7		24.6		49.0	14.8		52.8	27.7	2.1
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		47.6	18.7		24.6		49.0	14.8		52.8	27.7	2.1
LOS		D	B		C		D	B		D	C	A
Approach Delay		35.5			24.6			20.4			26.9	
Approach LOS		D			C			C			C	
Queue Length 50th (ft)		165	82		43		43	122		6	257	0
Queue Length 95th (ft)		310	155		99		89	272		28	431	10
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		621	836		753		508	1863		286	1864	864
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.50	0.27		0.15		0.29	0.41		0.04	0.55	0.05

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 92.1
Natural Cycle: 100
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.79
Intersection Signal Delay: 26.3 — Intersection LOS: C
Intersection Capacity Utilization 67.4% — ICU Level of Service C
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	55	49	2	397	111	68	2	730	145	26	1055	95
Future Volume (vph)	55	49	2	397	111	68	2	730	145	26	1055	95
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor							1.00		0.98	1.00		0.98
Frt		0.994				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3367	3450	0	3400	1845	1568	1597	3195	1429	1719	3438	1538
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3367	3450	0	3400	1845	1568	1596	3195	1398	1718	3438	1502
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				132			173			173
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Confl. Peds. (#/hr)							2		1	1		2
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	4%	4%	4%	3%	3%	3%	13%	13%	13%	5%	5%	5%
Adj. Flow (vph)	57	51	2	414	116	71	2	760	151	27	1099	99
Shared Lane Traffic (%)												
Lane Group Flow (vph)	57	53	0	414	116	71	2	760	151	27	1099	99
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	10.0	40.0		20.0	40.0	40.0	10.0	50.0	50.0	10.0	50.0	50.0
Total Split (%)	8.3%	33.3%		16.7%	33.3%	33.3%	8.3%	41.7%	41.7%	8.3%	41.7%	41.7%
Maximum Green (s)	4.5	34.5		14.5	34.5	34.5	4.5	43.5	43.5	4.5	43.5	43.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	4.7	6.4		16.1	15.0	15.0	4.7	32.6	32.6	4.7	34.3	34.3
Actuated g/C Ratio	0.07	0.09		0.23	0.21	0.21	0.07	0.46	0.46	0.07	0.48	0.48
v/c Ratio	0.25	0.17		0.54	0.30	0.16	0.02	0.52	0.21	0.24	0.66	0.12

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

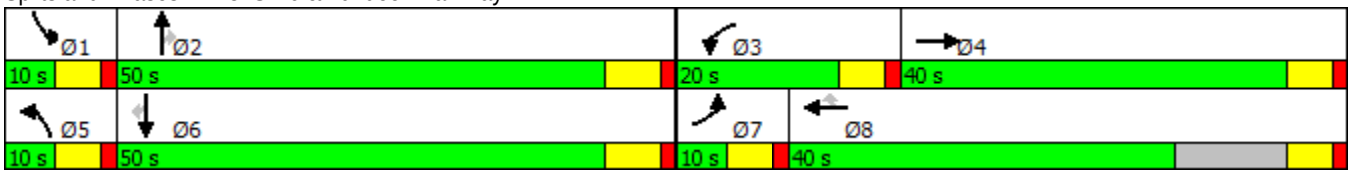
Forecast 2017 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Control Delay	40.5	35.6		31.6	30.6	1.3	39.5	16.4	2.6	43.7	17.0	0.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	40.5	35.6		31.6	30.6	1.3	39.5	16.4	2.6	43.7	17.0	0.4
LOS	D	D		C	C	A	D	B	A	D	B	A
Approach Delay		38.1			27.8			14.2			16.3	
Approach LOS		D			C			B			B	
Queue Length 50th (ft)	12	11		89	44	0	1	117	0	12	190	0
Queue Length 95th (ft)	37	33		#188	110	4	8	211	24	43	331	2
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	224	1763		771	1216	1078	106	2058	962	114	2215	1029
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.25	0.03		0.54	0.10	0.07	0.02	0.37	0.16	0.24	0.50	0.10

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 71.1
Natural Cycle: 105
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.66
Intersection Signal Delay: 18.9 Intersection LOS: B
Intersection Capacity Utilization 57.2% ICU Level of Service B
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2017 With Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	15.6
Intersection LOS	C

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	156	412	274	638
Demand Flow Rate, veh/h	162	451	299	661
Vehicles Circulating, veh/h	428	594	340	128
Vehicles Exiting, veh/h	211	195	705	462
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	7.6	24.7	9.6	14.2
Approach LOS	A	C	A	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	162	451	299	661
Cap Entry Lane, veh/h	737	624	804	994
Entry HV Adj Factor	0.960	0.913	0.917	0.965
Flow Entry, veh/h	156	412	274	638
Cap Entry, veh/h	707	570	738	959
V/C Ratio	0.220	0.723	0.372	0.665
Control Delay, s/veh	7.6	24.7	9.6	14.2
LOS	A	C	A	B
95th %tile Queue, veh	1	6	2	5

Lake Stevens Schools - Learning Ctr
24: Lake Dr & Access Road

Forecast 2017 With Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	8.3
Intersection LOS	A

Approach	EB	NB	SB
Entry Lanes	1	1	1
Conflicting Circle Lanes	1	1	1
Adj Approach Flow, veh/h	456	185	321
Demand Flow Rate, veh/h	502	196	369
Vehicles Circulating, veh/h	38	22	177
Vehicles Exiting, veh/h	508	518	41
Follow-Up Headway, s	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0
Ped Cap Adj	1.000	1.000	1.000
Approach Delay, s/veh	9.0	5.1	9.1
Approach LOS	A	A	A

Lane	Left	Left	Left
Designated Moves	LR	LT	TR
Assumed Moves	LR	LT	TR
RT Channelized			
Lane Util	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193
Entry Flow, veh/h	502	196	369
Cap Entry Lane, veh/h	1088	1105	947
Entry HV Adj Factor	0.908	0.943	0.870
Flow Entry, veh/h	456	185	321
Cap Entry, veh/h	988	1043	824
V/C Ratio	0.461	0.177	0.390
Control Delay, s/veh	9.0	5.1	9.1
LOS	A	A	A
95th %tile Queue, veh	2	1	2

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2017 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.2

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	490	177	0	765	0	16
Future Vol, veh/h	490	177	0	765	0	16
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	87	87	90	90	71	71
Heavy Vehicles, %	15	15	7	7	7	19
Mvmt Flow	563	203	0	850	0	23

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	563	0	1413	563
Stage 1	-	-	-	-	563	-
Stage 2	-	-	-	-	850	-
Critical Hdwy	-	-	4.17	-	6.47	6.39
Critical Hdwy Stg 1	-	-	-	-	5.47	-
Critical Hdwy Stg 2	-	-	-	-	5.47	-
Follow-up Hdwy	-	-	2.263	-	3.563	3.471
Pot Cap-1 Maneuver	-	-	984	-	148	495
Stage 1	-	-	-	-	560	-
Stage 2	-	-	-	-	411	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	984	-	148	495
Mov Cap-2 Maneuver	-	-	-	-	148	-
Stage 1	-	-	-	-	560	-
Stage 2	-	-	-	-	411	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	12.6
HCM LOS			B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	495	-	-	984	-
HCM Lane V/C Ratio	0.046	-	-	-	-
HCM Control Delay (s)	12.6	-	-	0	-
HCM Lane LOS	B	-	-	A	-
HCM 95th %tile Q(veh)	0.1	-	-	0	-

Lake Stevens Schools - Learning Ctr
25: Access Road & Elem Staff/Bus Out Dwy

Forecast 2017 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	2.1

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	185	240	25	20	0
Future Vol, veh/h	0	185	240	25	20	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	30	30
Heavy Vehicles, %	1	1	8	8	100	0
Mvmt Flow	0	411	533	56	67	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	589	0	-	0	972	561
Stage 1	-	-	-	-	561	-
Stage 2	-	-	-	-	411	-
Critical Hdwy	4.11	-	-	-	7.4	6.2
Critical Hdwy Stg 1	-	-	-	-	6.4	-
Critical Hdwy Stg 2	-	-	-	-	6.4	-
Follow-up Hdwy	2.209	-	-	-	4.4	3.3
Pot Cap-1 Maneuver	991	-	-	-	190	531
Stage 1	-	-	-	-	417	-
Stage 2	-	-	-	-	501	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	991	-	-	-	190	531
Mov Cap-2 Maneuver	-	-	-	-	190	-
Stage 1	-	-	-	-	417	-
Stage 2	-	-	-	-	501	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	33.9
HCM LOS			D

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	991	-	-	-	190
HCM Lane V/C Ratio	-	-	-	-	0.351
HCM Control Delay (s)	0	-	-	-	33.9
HCM Lane LOS	A	-	-	-	D
HCM 95th %tile Q(veh)	0	-	-	-	1.5

Lake Stevens Schools - Learning Ctr
26: Access Road & Elem Dwy

Forecast 2017 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	6.8

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	27	57	183	158	0
Future Vol, veh/h	0	27	57	183	158	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	45	45
Heavy Vehicles, %	1	1	8	8	1	1
Mvmt Flow	0	60	127	407	351	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	533	0	-	0	390	330
Stage 1	-	-	-	-	330	-
Stage 2	-	-	-	-	60	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1040	-	-	-	616	714
Stage 1	-	-	-	-	731	-
Stage 2	-	-	-	-	965	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1040	-	-	-	616	714
Mov Cap-2 Maneuver	-	-	-	-	616	-
Stage 1	-	-	-	-	731	-
Stage 2	-	-	-	-	965	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	18.3
HCM LOS			C

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1040	-	-	-	616
HCM Lane V/C Ratio	-	-	-	-	0.57
HCM Control Delay (s)	0	-	-	-	18.3
HCM Lane LOS	A	-	-	-	C
HCM 95th %tile Q(veh)	0	-	-	-	3.6

Lake Stevens Schools - Learning Ctr
27: Access Road & ELC/Bus In Dwy

Forecast 2017 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	2.9

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	0	0	57	27	0
Future Vol, veh/h	0	0	0	57	27	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	45	45
Heavy Vehicles, %	1	1	35	35	1	1
Mvmt Flow	0	0	0	127	60	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	127	0	-	0	63	63
Stage 1	-	-	-	-	63	-
Stage 2	-	-	-	-	0	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1465	-	-	-	946	1004
Stage 1	-	-	-	-	962	-
Stage 2	-	-	-	-	-	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1465	-	-	-	946	1004
Mov Cap-2 Maneuver	-	-	-	-	946	-
Stage 1	-	-	-	-	962	-
Stage 2	-	-	-	-	-	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	9.1
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1465	-	-	-	946
HCM Lane V/C Ratio	-	-	-	-	0.063
HCM Control Delay (s)	0	-	-	-	9.1
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.2

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	435	270	975	745	262	580
Future Volume (vph)	435	270	975	745	262	580
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3213	1482	1792	1524	3467	3574
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3213	1482	1792	1524	3467	3574
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		227		11		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	9%	9%	6%	6%	1%	1%
Adj. Flow (vph)	453	281	1016	776	273	604
Shared Lane Traffic (%)						
Lane Group Flow (vph)	453	281	1016	776	273	604
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	7.0	5.0	3.0	7.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	37.0	37.0	86.0	37.0	17.0	103.0
Total Split (%)	26.4%	26.4%	61.4%	26.4%	12.1%	73.6%
Maximum Green (s)	32.0	32.0	79.5	32.0	11.5	96.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	29.2	29.2	79.6	115.3	11.5	96.6
Actuated g/C Ratio	0.21	0.21	0.58	0.84	0.08	0.70
v/c Ratio	0.66	0.57	0.98	0.61	0.94	0.24
Control Delay	54.6	15.4	52.2	5.8	102.1	7.8
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	54.6	15.4	52.2	5.8	102.1	7.8
LOS	D	B	D	A	F	A
Approach Delay	39.6		32.1			37.2
Approach LOS	D		C			D
Queue Length 50th (ft)	192	40	889	173	129	99
Queue Length 95th (ft)	252	132	#1219	246	#221	125
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	749	519	1038	1312	290	2513
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.60	0.54	0.98	0.59	0.94	0.24

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 137.3
Natural Cycle: 135
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.98
Intersection Signal Delay: 35.0 Intersection LOS: D
Intersection Capacity Utilization 85.4% ICU Level of Service E
Analysis Period (min) 15
95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	95	48	214	5	144	45	310	1555	10	15	945	60
Future Volume (vph)	95	48	214	5	144	45	310	1555	10	15	945	60
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.969			0.999				0.850
Flt Protected		0.968			0.999		0.950			0.950		
Satd. Flow (prot)	0	1803	1583	0	1735	0	3335	3435	0	1703	3406	1524
Flt Permitted		0.520			0.992		0.950			0.950		
Satd. Flow (perm)	0	969	1583	0	1723	0	3335	3435	0	1703	3406	1524
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					11			1				70
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			657			3221			2260	
Travel Time (s)		9.4			17.9			39.9			28.0	
Peak Hour Factor	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98
Heavy Vehicles (%)	2%	2%	2%	6%	6%	6%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	97	49	218	5	147	46	316	1587	10	15	964	61
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	146	218	0	198	0	316	1597	0	15	964	61
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	75.0		20.0	75.0	75.0
Total Split (%)	32.1%	32.1%		32.1%	32.1%		14.3%	53.6%		14.3%	53.6%	53.6%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	68.5		14.9	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lag	Lag		Lead	Lead	Lead
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		18.9	41.9		18.9		17.7	59.3		5.7	40.0	40.0
Actuated g/C Ratio		0.20	0.44		0.20		0.19	0.63		0.06	0.42	0.42
v/c Ratio		0.76	0.31		0.56		0.51	0.74		0.15	0.67	0.09
Control Delay		63.5	19.0		41.0		39.7	17.1		54.9	25.9	4.3
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

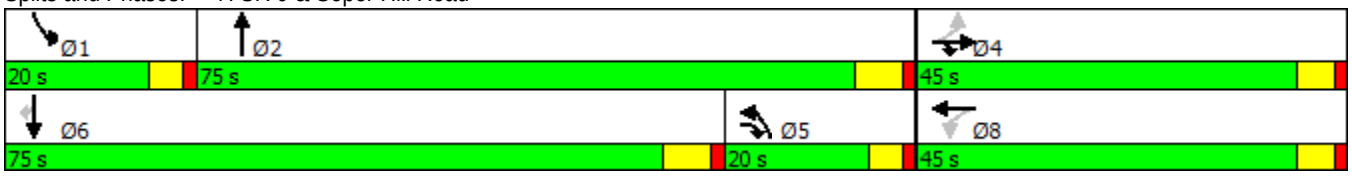
Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		63.5	19.0		41.0		39.7	17.1		54.9	25.9	4.3
LOS		E	B		D		D	B		D	C	A
Approach Delay		36.9			41.0			20.8			25.0	
Approach LOS		D			D			C			C	
Queue Length 50th (ft)		80	76		97		82	258		8	231	0
Queue Length 95th (ft)		180	165		203		168	640		34	380	21
Internal Link Dist (ft)		400			577			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		426	1066		765		690	2603		283	2580	1171
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.34	0.20		0.26		0.46	0.61		0.05	0.37	0.05

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 94.6
Natural Cycle: 130
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.76
Intersection Signal Delay: 24.9
Intersection LOS: C
Intersection Capacity Utilization 83.8%
ICU Level of Service E
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	245	124	5	238	113	90	5	1540	412	34	1020	115
Future Volume (vph)	245	124	5	238	113	90	5	1540	412	34	1020	115
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Frt		0.995				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3400	3487	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3400	3487	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				113			438			122
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	2%	2%	2%	4%	4%	4%	13%	13%	13%
Adj. Flow (vph)	261	132	5	253	120	96	5	1638	438	36	1085	122
Shared Lane Traffic (%)												
Lane Group Flow (vph)	261	137	0	253	120	96	5	1638	438	36	1085	122
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	17.0	38.0		17.0	38.0	38.0	10.0	75.0	75.0	10.0	75.0	75.0
Total Split (%)	12.1%	27.1%		12.1%	27.1%	27.1%	7.1%	53.6%	53.6%	7.1%	53.6%	53.6%
Maximum Green (s)	11.5	32.5		11.5	32.5	32.5	4.5	68.5	68.5	4.5	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	11.6	12.6		11.4	12.4	12.4	4.5	66.9	66.9	4.5	72.7	72.7
Actuated g/C Ratio	0.10	0.11		0.10	0.11	0.11	0.04	0.58	0.58	0.04	0.63	0.63
v/c Ratio	0.77	0.36		0.75	0.61	0.36	0.07	0.82	0.41	0.58	0.54	0.13
Control Delay	68.4	51.1		67.2	63.9	9.9	59.8	25.2	2.4	93.2	14.4	2.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

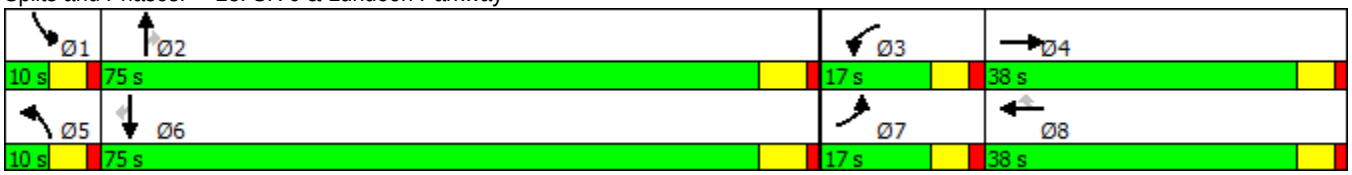
Forecast 2017 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay	68.4	51.1		67.2	63.9	9.9	59.8	25.2	2.4	93.2	14.4	2.4
LOS	E	D		E	E	A	E	C	A	F	B	A
Approach Delay		62.4			54.6			20.5			15.5	
Approach LOS		E			D			C			B	
Queue Length 50th (ft)	103	52		100	90	0	4	516	0	28	213	0
Queue Length 95th (ft)	#179	84		#170	154	37	19	687	47	#86	373	28
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	339	985		342	525	528	68	2065	1101	62	2060	964
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.77	0.14		0.74	0.23	0.18	0.07	0.79	0.40	0.58	0.53	0.13

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 116.2
Natural Cycle: 135
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.82
Intersection Signal Delay: 26.8 Intersection LOS: C
Intersection Capacity Utilization 70.1% ICU Level of Service C
Analysis Period (min) 15
95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2017 With Project PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	25.0
Intersection LOS	C

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	495	268	608	647
Demand Flow Rate, veh/h	506	291	618	664
Vehicles Circulating, veh/h	690	565	338	236
Vehicles Exiting, veh/h	266	335	518	960
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	43.3	13.3	21.6	18.8
Approach LOS	E	B	C	C

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	506	291	618	664
Cap Entry Lane, veh/h	567	642	806	892
Entry HV Adj Factor	0.978	0.920	0.984	0.975
Flow Entry, veh/h	495	268	608	647
Cap Entry, veh/h	554	591	793	870
V/C Ratio	0.893	0.453	0.767	0.744
Control Delay, s/veh	43.3	13.3	21.6	18.8
LOS	E	B	C	C
95th %tile Queue, veh	10	2	7	7

Lake Stevens Schools - Learning Ctr
24: Lake Dr/Lake Drive & Access Road

Forecast 2017 With Project PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	7.3
Intersection LOS	A

Approach	EB	NB	SB
Entry Lanes	1	1	1
Conflicting Circle Lanes	1	1	1
Adj Approach Flow, veh/h	413	202	137
Demand Flow Rate, veh/h	462	218	151
Vehicles Circulating, veh/h	51	31	146
Vehicles Exiting, veh/h	246	482	103
Follow-Up Headway, s	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0
Ped Cap Adj	1.000	1.000	1.000
Approach Delay, s/veh	8.7	5.4	5.6
Approach LOS	A	A	A

Lane	Left	Left	Left
Designated Moves	LR	LT	TR
Assumed Moves	LR	LT	TR
RT Channelized			
Lane Util	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193
Entry Flow, veh/h	462	218	151
Cap Entry Lane, veh/h	1074	1095	976
Entry HV Adj Factor	0.894	0.925	0.910
Flow Entry, veh/h	413	202	137
Cap Entry, veh/h	960	1013	888
V/C Ratio	0.430	0.199	0.155
Control Delay, s/veh	8.7	5.4	5.6
LOS	A	A	A
95th %tile Queue, veh	2	1	1

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2017 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	925	87	0	715	0	23
Future Vol, veh/h	925	87	0	715	0	23
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	96	96	92	92	78	78
Heavy Vehicles, %	5	5	11	11	4	13
Mvmt Flow	964	91	0	777	0	29

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	964	0	1741	964
Stage 1	-	-	-	-	964	-
Stage 2	-	-	-	-	777	-
Critical Hdwy	-	-	4.21	-	6.44	6.33
Critical Hdwy Stg 1	-	-	-	-	5.44	-
Critical Hdwy Stg 2	-	-	-	-	5.44	-
Follow-up Hdwy	-	-	2.299	-	3.536	3.417
Pot Cap-1 Maneuver	-	-	679	-	94	295
Stage 1	-	-	-	-	367	-
Stage 2	-	-	-	-	450	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	679	-	94	295
Mov Cap-2 Maneuver	-	-	-	-	94	-
Stage 1	-	-	-	-	367	-
Stage 2	-	-	-	-	450	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	18.6
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	295	-	-	679	-
HCM Lane V/C Ratio	0.1	-	-	-	-
HCM Control Delay (s)	18.6	-	-	0	-
HCM Lane LOS	C	-	-	A	-
HCM 95th %tile Q(veh)	0.3	-	-	0	-

Lake Stevens Schools - Learning Ctr
25: Access Road & Elem Staff & Bus Out Dwy

Forecast 2017 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	2.5

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	125	140	0	40	0
Future Vol, veh/h	0	125	140	0	40	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	1	1	14	14	50	50
Mvmt Flow	0	313	350	0	100	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	350	0	-	0	663	350
Stage 1	-	-	-	-	350	-
Stage 2	-	-	-	-	313	-
Critical Hdwy	4.11	-	-	-	6.9	6.7
Critical Hdwy Stg 1	-	-	-	-	5.9	-
Critical Hdwy Stg 2	-	-	-	-	5.9	-
Follow-up Hdwy	2.209	-	-	-	3.95	3.75
Pot Cap-1 Maneuver	1214	-	-	-	360	597
Stage 1	-	-	-	-	618	-
Stage 2	-	-	-	-	645	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1214	-	-	-	360	597
Mov Cap-2 Maneuver	-	-	-	-	360	-
Stage 1	-	-	-	-	618	-
Stage 2	-	-	-	-	645	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	18.8
HCM LOS			C

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1214	-	-	-	360
HCM Lane V/C Ratio	-	-	-	-	0.278
HCM Control Delay (s)	0	-	-	-	18.8
HCM Lane LOS	A	-	-	-	C
HCM 95th %tile Q(veh)	0	-	-	-	1.1

Lake Stevens Schools - Learning Ctr
26: Access Road & Elem Dwy

Forecast 2017 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	4.8

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	27	47	93	98	0
Future Vol, veh/h	0	27	47	93	98	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	1	1	14	14	1	1
Mvmt Flow	0	68	118	233	245	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	350	0	-	0	302	234
Stage 1	-	-	-	-	234	-
Stage 2	-	-	-	-	68	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1214	-	-	-	692	808
Stage 1	-	-	-	-	807	-
Stage 2	-	-	-	-	957	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1214	-	-	-	692	808
Mov Cap-2 Maneuver	-	-	-	-	692	-
Stage 1	-	-	-	-	807	-
Stage 2	-	-	-	-	957	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	13
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1214	-	-	-	692
HCM Lane V/C Ratio	-	-	-	-	0.354
HCM Control Delay (s)	0	-	-	-	13
HCM Lane LOS	A	-	-	-	B
HCM 95th %tile Q(veh)	0	-	-	-	1.6

Lake Stevens Schools - Learning Ctr
27: Access Road & ELC & Bus In Dwy

Forecast 2017 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	3.3

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	0	0	47	27	0
Future Vol, veh/h	0	0	0	47	27	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	1	1	43	43	1	1
Mvmt Flow	0	0	0	118	68	0

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	118	0	-	0	59	59
Stage 1	-	-	-	-	59	-
Stage 2	-	-	-	-	0	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1476	-	-	-	950	1010
Stage 1	-	-	-	-	966	-
Stage 2	-	-	-	-	-	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1476	-	-	-	950	1010
Mov Cap-2 Maneuver	-	-	-	-	950	-
Stage 1	-	-	-	-	966	-
Stage 2	-	-	-	-	-	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	9.1
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1476	-	-	-	950
HCM Lane V/C Ratio	-	-	-	-	0.071
HCM Control Delay (s)	0	-	-	-	9.1
HCM Lane LOS	A	-	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.2

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	540	215	465	350	180	535
Future Volume (vph)	540	215	465	350	180	535
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3155	1455	1610	1369	3303	3406
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3155	1455	1610	1369	3303	3406
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		231		131		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles (%)	11%	11%	18%	18%	6%	6%
Adj. Flow (vph)	581	231	500	376	194	575
Shared Lane Traffic (%)						
Lane Group Flow (vph)	581	231	500	376	194	575
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	5.0	5.0	3.0	5.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	50.0	50.0	50.0	50.0	20.0	70.0
Total Split (%)	41.7%	41.7%	41.7%	41.7%	16.7%	58.3%
Maximum Green (s)	45.0	45.0	43.5	45.0	14.5	63.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	27.4	27.4	34.9	69.1	10.6	51.3
Actuated g/C Ratio	0.30	0.30	0.38	0.76	0.12	0.57
v/c Ratio	0.61	0.39	0.81	0.35	0.50	0.30
Control Delay	31.0	5.6	37.7	3.0	45.8	11.3
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

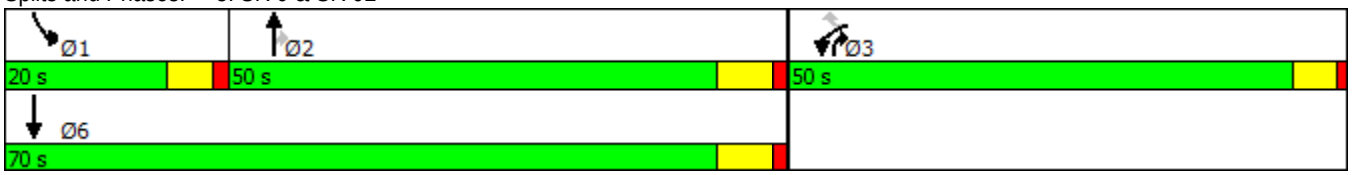
Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	31.0	5.6	37.7	3.0	45.8	11.3
LOS	C	A	D	A	D	B
Approach Delay	23.8		22.8			20.0
Approach LOS	C		C			B
Queue Length 50th (ft)	151	0	246	31	56	83
Queue Length 95th (ft)	231	53	#506	68	107	149
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	1638	866	808	1294	552	2487
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.35	0.27	0.62	0.29	0.35	0.23

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 90.7
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.81
Intersection Signal Delay: 22.3 Intersection LOS: C
Intersection Capacity Utilization 59.2% ICU Level of Service B
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	50	10	290	20	35	35	105	735	55	50	1000	40
Future Volume (vph)	50	10	290	20	35	35	105	735	55	50	1000	40
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.947			0.989				0.850
Flt Protected		0.960			0.989		0.950			0.950		
Satd. Flow (prot)	0	1771	1568	0	1618	0	2968	3026	0	1671	3343	1495
Flt Permitted		0.764			0.930		0.950			0.950		
Satd. Flow (perm)	0	1409	1568	0	1521	0	2968	3026	0	1671	3343	1495
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					29			8				69
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	10%	10%	10%	18%	18%	18%	8%	8%	8%
Adj. Flow (vph)	53	11	309	21	37	37	112	782	59	53	1064	43
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	64	309	0	95	0	112	841	0	53	1064	43
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	55.0		20.0	55.0	55.0
Total Split (%)	37.5%	37.5%		37.5%	37.5%		16.7%	45.8%		16.7%	45.8%	45.8%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	48.5		14.9	48.5	48.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		16.6	29.8		16.6		7.9	41.2		7.3	35.2	35.2
Actuated g/C Ratio		0.21	0.38		0.21		0.10	0.53		0.09	0.45	0.45
v/c Ratio		0.21	0.51		0.27		0.37	0.52		0.34	0.70	0.06
Control Delay		29.5	23.1		22.8		41.2	15.7		44.5	20.5	1.8
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		29.5	23.1		22.8		41.2	15.7		44.5	20.5	1.8
LOS		C	C		C		D	B		D	C	A
Approach Delay		24.2			22.8			18.7			20.9	
Approach LOS		C			C			B			C	
Queue Length 50th (ft)		25	111		26		26	145		24	199	0
Queue Length 95th (ft)		68	225		76		64	270		72	356	9
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		754	868		828		599	1993		337	2198	1006
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.08	0.36		0.11		0.19	0.42		0.16	0.48	0.04

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 77.7
Natural Cycle: 100
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.70
Intersection Signal Delay: 20.6 — Intersection LOS: C
Intersection Capacity Utilization 65.3% — ICU Level of Service C
Analysis Period (min) 15

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	60	30	2	330	105	40	2	795	155	100	1115	95
Future Volume (vph)	60	30	2	330	105	40	2	795	155	100	1115	95
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor							1.00		0.98	1.00		0.98
Frt		0.991				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3367	3440	0	3400	1845	1568	1597	3195	1429	1719	3438	1538
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3367	3440	0	3400	1845	1568	1596	3195	1398	1718	3438	1502
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				132			173			173
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Confl. Peds. (#/hr)							2		1	1		2
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	4%	4%	4%	3%	3%	3%	13%	13%	13%	5%	5%	5%
Adj. Flow (vph)	63	31	2	344	109	42	2	828	161	104	1161	99
Shared Lane Traffic (%)												
Lane Group Flow (vph)	63	33	0	344	109	42	2	828	161	104	1161	99
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	10.0	40.0		20.0	40.0	40.0	10.0	50.0	50.0	10.0	50.0	50.0
Total Split (%)	8.3%	33.3%		16.7%	33.3%	33.3%	8.3%	41.7%	41.7%	8.3%	41.7%	41.7%
Maximum Green (s)	4.5	34.5		14.5	34.5	34.5	4.5	43.5	43.5	4.5	43.5	43.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	4.7	5.9		14.5	13.1	13.1	4.7	29.3	29.3	4.7	38.2	38.2
Actuated g/C Ratio	0.06	0.08		0.20	0.18	0.18	0.06	0.40	0.40	0.06	0.52	0.52
v/c Ratio	0.29	0.12		0.51	0.33	0.11	0.02	0.64	0.24	0.95	0.65	0.11

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 Without Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Control Delay	41.8	36.2		32.3	32.6	0.6	40.0	20.5	3.1	115.5	16.0	0.4
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	41.8	36.2		32.3	32.6	0.6	40.0	20.5	3.1	115.5	16.0	0.4
LOS	D	D		C	C	A	D	C	A	F	B	A
Approach Delay		39.9			29.6			17.7			22.4	
Approach LOS		D			C			B			C	
Queue Length 50th (ft)	15	7		77	45	0	1	168	0	~53	201	0
Queue Length 95th (ft)	39	24		144	105	0	9	231	28	#179	352	2
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	217	1704		745	1178	1049	103	1994	937	110	2152	1004
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.29	0.02		0.46	0.09	0.04	0.02	0.42	0.17	0.95	0.54	0.10

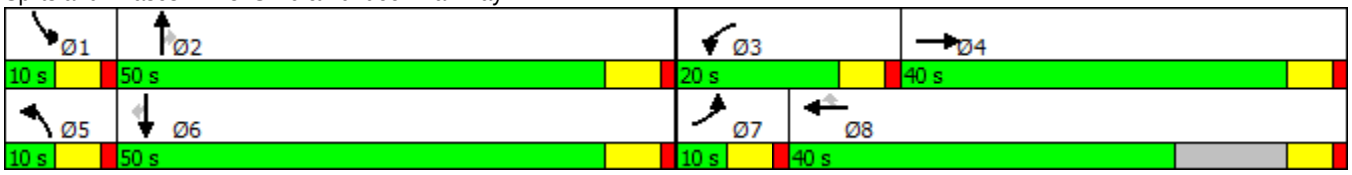
Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 73
Natural Cycle: 105
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.95
Intersection Signal Delay: 22.6 Intersection LOS: C
Intersection Capacity Utilization 64.8% ICU Level of Service C
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2019 Without Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	10.5
Intersection LOS	B

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	144	73	338	642
Demand Flow Rate, veh/h	149	77	365	661
Vehicles Circulating, veh/h	357	632	185	74
Vehicles Exiting, veh/h	193	103	524	432
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	6.7	7.9	8.7	12.5
Approach LOS	A	A	A	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	149	77	365	661
Cap Entry Lane, veh/h	791	601	939	1049
Entry HV Adj Factor	0.967	0.944	0.925	0.971
Flow Entry, veh/h	144	73	338	642
Cap Entry, veh/h	765	567	869	1019
V/C Ratio	0.188	0.128	0.389	0.630
Control Delay, s/veh	6.7	7.9	8.7	12.5
LOS	A	A	A	B
95th %tile Queue, veh	1	0	2	5

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2019 Without Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.1

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	515	20	0	820	0	10
Future Vol, veh/h	515	20	0	820	0	10
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	87	87	90	90	71	71
Heavy Vehicles, %	21	21	10	10	10	10
Mvmt Flow	592	23	0	911	0	14

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	592	0	1503	592
Stage 1	-	-	-	-	592	-
Stage 2	-	-	-	-	911	-
Critical Hdwy	-	-	4.2	-	6.5	6.3
Critical Hdwy Stg 1	-	-	-	-	5.5	-
Critical Hdwy Stg 2	-	-	-	-	5.5	-
Follow-up Hdwy	-	-	2.29	-	3.59	3.39
Pot Cap-1 Maneuver	-	-	946	-	128	492
Stage 1	-	-	-	-	537	-
Stage 2	-	-	-	-	379	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	946	-	128	492
Mov Cap-2 Maneuver	-	-	-	-	128	-
Stage 1	-	-	-	-	537	-
Stage 2	-	-	-	-	379	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	12.5
HCM LOS			B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	492	-	-	946	-
HCM Lane V/C Ratio	0.029	-	-	-	-
HCM Control Delay (s)	12.5	-	-	0	-
HCM Lane LOS	B	-	-	A	-
HCM 95th %tile Q(veh)	0.1	-	-	0	-

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	475	280	1055	765	285	610
Future Volume (vph)	475	280	1055	765	285	610
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3213	1482	1792	1524	3467	3574
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3213	1482	1792	1524	3467	3574
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		210		7		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	9%	9%	6%	6%	1%	1%
Adj. Flow (vph)	495	292	1099	797	297	635
Shared Lane Traffic (%)						
Lane Group Flow (vph)	495	292	1099	797	297	635
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	7.0	5.0	3.0	7.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	37.0	37.0	86.0	37.0	17.0	103.0
Total Split (%)	26.4%	26.4%	61.4%	26.4%	12.1%	73.6%
Maximum Green (s)	32.0	32.0	79.5	32.0	11.5	96.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	30.1	30.1	79.6	116.2	11.5	96.6
Actuated g/C Ratio	0.22	0.22	0.58	0.84	0.08	0.70
v/c Ratio	0.71	0.60	1.07	0.62	1.03	0.25
Control Delay	56.1	19.5	76.8	6.1	121.9	8.1
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	56.1	19.5	76.8	6.1	121.9	8.1
LOS	E	B	E	A	F	A
Approach Delay	42.5		47.1			44.4
Approach LOS	D		D			D
Queue Length 50th (ft)	213	62	~1115	184	~150	105
Queue Length 95th (ft)	276	164	#1378	262	#247	132
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	744	504	1031	1303	288	2497
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.67	0.58	1.07	0.61	1.03	0.25

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 138.2
Natural Cycle: 145
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.07
Intersection Signal Delay: 45.4 Intersection LOS: D
Intersection Capacity Utilization 91.4% ICU Level of Service F
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	50	20	250	90	115	130	275	1610	70	40	985	65
Future Volume (vph)	50	20	250	90	115	130	275	1610	70	40	985	65
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.947			0.994				0.850
Flt Protected		0.965			0.987		0.950			0.950		
Satd. Flow (prot)	0	1798	1583	0	1675	0	3335	3417	0	1703	3406	1524
Flt Permitted		0.537			0.885		0.950			0.950		
Satd. Flow (perm)	0	1000	1583	0	1502	0	3335	3417	0	1703	3406	1524
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					23			4				70
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98
Heavy Vehicles (%)	2%	2%	2%	6%	6%	6%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	51	20	255	92	117	133	281	1643	71	41	1005	66
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	71	255	0	342	0	281	1714	0	41	1005	66
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	75.0		20.0	75.0	75.0
Total Split (%)	32.1%	32.1%		32.1%	32.1%		14.3%	53.6%		14.3%	53.6%	53.6%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	68.5		14.9	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lag	Lag		Lead	Lead	Lead
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		31.2	62.8		31.2		26.5	69.3		7.5	47.9	47.9
Actuated g/C Ratio		0.25	0.51		0.25		0.22	0.56		0.06	0.39	0.39
v/c Ratio		0.28	0.32		0.86		0.39	0.89		0.40	0.76	0.10
Control Delay		40.5	20.7		62.3		47.6	32.8		70.1	36.2	4.9
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

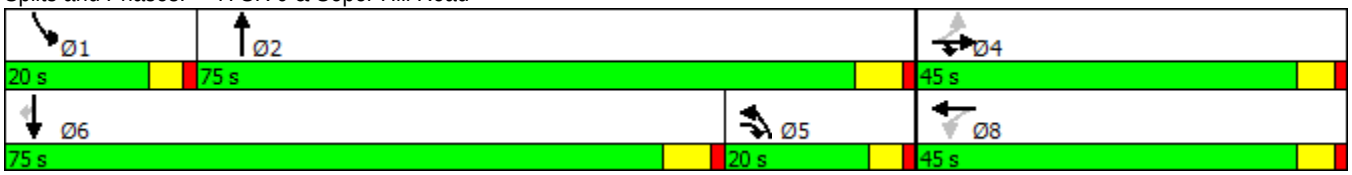
Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		40.5	20.7		62.3		47.6	32.8		70.1	36.2	4.9
LOS		D	C		E		D	C		E	D	A
Approach Delay		25.0			62.3			34.9			35.6	
Approach LOS		C			E			C			D	
Queue Length 50th (ft)		46	117		249		102	645		33	368	0
Queue Length 95th (ft)		92	213		380		173	#964		75	430	26
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		325	922		504		718	1929		209	1921	890
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.22	0.28		0.68		0.39	0.89		0.20	0.52	0.07

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 122.9
Natural Cycle: 140
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.89
Intersection Signal Delay: 36.7 Intersection LOS: D
Intersection Capacity Utilization 90.0% ICU Level of Service E
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	265	120	5	240	105	50	5	1640	395	85	1110	130
Future Volume (vph)	265	120	5	240	105	50	5	1640	395	85	1110	130
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Frt		0.994				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		3				113			420			138
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	2%	2%	2%	4%	4%	4%	13%	13%	13%
Adj. Flow (vph)	282	128	5	255	112	53	5	1745	420	90	1181	138
Shared Lane Traffic (%)												
Lane Group Flow (vph)	282	133	0	255	112	53	5	1745	420	90	1181	138
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	17.0	38.0		17.0	38.0	38.0	10.0	75.0	75.0	10.0	75.0	75.0
Total Split (%)	12.1%	27.1%		12.1%	27.1%	27.1%	7.1%	53.6%	53.6%	7.1%	53.6%	53.6%
Maximum Green (s)	11.5	32.5		11.5	32.5	32.5	4.5	68.5	68.5	4.5	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	11.5	12.0		11.5	12.0	12.0	4.5	68.6	68.6	4.5	76.7	76.7
Actuated g/C Ratio	0.10	0.10		0.10	0.10	0.10	0.04	0.57	0.57	0.04	0.64	0.64
v/c Ratio	0.86	0.38		0.78	0.60	0.20	0.08	0.88	0.39	1.50	0.58	0.14
Control Delay	78.6	51.9		69.9	65.0	1.8	59.8	28.8	2.4	335.1	14.7	2.3
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 Without Project School PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay	78.6	51.9		69.9	65.0	1.8	59.8	28.8	2.4	335.1	14.7	2.3
LOS	E	D		E	E	A	E	C	A	F	B	A
Approach Delay		70.0			60.0			23.7			33.9	
Approach LOS		E			E			C			C	
Queue Length 50th (ft)	112	50		100	84	0	4	577	0	~96	240	0
Queue Length 95th (ft)	#198	82		#170	145	0	18	767	45	#214	418	29
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	327	949		330	506	512	65	1989	1069	60	2047	965
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.86	0.14		0.77	0.22	0.10	0.08	0.88	0.39	1.50	0.58	0.14

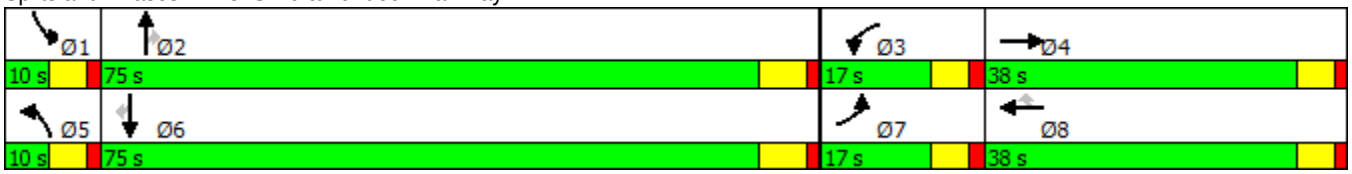
Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 119.6
Natural Cycle: 145
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.50
Intersection Signal Delay: 34.8 Intersection LOS: C
Intersection Capacity Utilization 82.3% ICU Level of Service E
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2019 Without Project School PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	23.8
Intersection LOS	C

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	506	112	635	674
Demand Flow Rate, veh/h	516	112	641	687
Vehicles Circulating, veh/h	669	604	266	181
Vehicles Exiting, veh/h	238	264	450	1004
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	42.4	8.0	18.8	17.2
Approach LOS	E	A	C	C

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	516	112	641	687
Cap Entry Lane, veh/h	579	618	866	943
Entry HV Adj Factor	0.981	1.000	0.991	0.980
Flow Entry, veh/h	506	112	635	674
Cap Entry, veh/h	568	618	858	924
V/C Ratio	0.892	0.181	0.740	0.729
Control Delay, s/veh	42.4	8.0	18.8	17.2
LOS	E	A	C	C
95th %tile Queue, veh	10	1	7	7

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2019 Without Project School PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.2

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	1005	50	0	760	0	15
Future Vol, veh/h	1005	50	0	760	0	15
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	96	96	92	92	78	78
Heavy Vehicles, %	5	5	9	9	11	11
Mvmt Flow	1047	52	0	826	0	19

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	1047	0	1873	1047
Stage 1	-	-	-	-	1047	-
Stage 2	-	-	-	-	826	-
Critical Hdwy	-	-	4.19	-	6.51	6.31
Critical Hdwy Stg 1	-	-	-	-	5.51	-
Critical Hdwy Stg 2	-	-	-	-	5.51	-
Follow-up Hdwy	-	-	2.281	-	3.599	3.399
Pot Cap-1 Maneuver	-	-	638	-	75	266
Stage 1	-	-	-	-	325	-
Stage 2	-	-	-	-	415	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	638	-	75	266
Mov Cap-2 Maneuver	-	-	-	-	75	-
Stage 1	-	-	-	-	325	-
Stage 2	-	-	-	-	415	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	19.6
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	266	-	-	638	-
HCM Lane V/C Ratio	0.072	-	-	-	-
HCM Control Delay (s)	19.6	-	-	0	-
HCM Lane LOS	C	-	-	A	-
HCM 95th %tile Q(veh)	0.2	-	-	0	-

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	540	215	473	350	201	535
Future Volume (vph)	540	215	473	350	201	535
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3155	1455	1610	1369	3303	3406
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3155	1455	1610	1369	3303	3406
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		231		102		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.93	0.93	0.93	0.93	0.93	0.93
Heavy Vehicles (%)	11%	11%	18%	18%	6%	6%
Adj. Flow (vph)	581	231	509	376	216	575
Shared Lane Traffic (%)						
Lane Group Flow (vph)	581	231	509	376	216	575
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	5.0	5.0	3.0	5.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	50.0	50.0	50.0	50.0	20.0	70.0
Total Split (%)	41.7%	41.7%	41.7%	41.7%	16.7%	58.3%
Maximum Green (s)	45.0	45.0	43.5	45.0	14.5	63.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	27.6	27.6	35.9	70.3	11.2	52.8
Actuated g/C Ratio	0.30	0.30	0.39	0.76	0.12	0.57
v/c Ratio	0.62	0.39	0.81	0.35	0.54	0.30
Control Delay	31.8	5.6	38.5	3.4	46.7	11.2
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

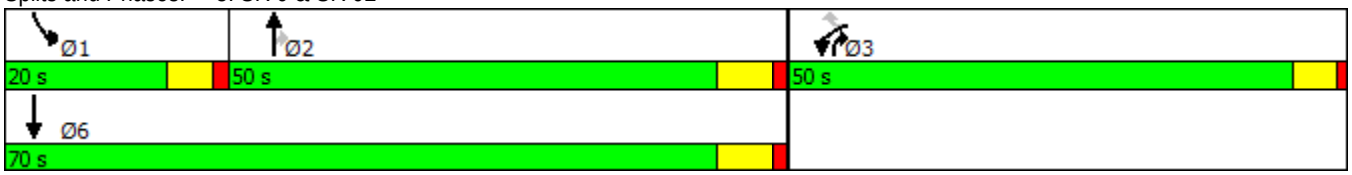
Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	31.8	5.6	38.5	3.4	46.7	11.2
LOS	C	A	D	A	D	B
Approach Delay	24.3		23.6			20.9
Approach LOS	C		C			C
Queue Length 50th (ft)	157	0	257	38	64	83
Queue Length 95th (ft)	231	53	#522	76	118	149
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	1601	852	790	1287	540	2439
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.36	0.27	0.64	0.29	0.40	0.24

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 92.4
Natural Cycle: 95
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.81
Intersection Signal Delay: 23.0 Intersection LOS: C
Intersection Capacity Utilization 60.2% ICU Level of Service B
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	50	177	290	113	113	43	105	735	79	50	1000	40
Future Volume (vph)	50	177	290	113	113	43	105	735	79	50	1000	40
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.978			0.985				0.850
Flt Protected		0.989			0.979		0.950			0.950		
Satd. Flow (prot)	0	1797	1568	0	1675	0	2968	3018	0	1671	3343	1495
Flt Permitted		0.868			0.636		0.950			0.950		
Satd. Flow (perm)	0	1577	1568	0	1088	0	2968	3018	0	1671	3343	1495
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					9			11				69
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			230			3221			2260	
Travel Time (s)		9.4			6.3			39.9			28.0	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	5%	3%	4%	10%	17%	18%	18%	16%	8%	8%	8%
Adj. Flow (vph)	53	188	309	120	120	46	112	782	84	53	1064	43
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	241	309	0	286	0	112	866	0	53	1064	43
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	55.0		20.0	55.0	55.0
Total Split (%)	37.5%	37.5%		37.5%	37.5%		16.7%	45.8%		16.7%	45.8%	45.8%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	48.5		14.9	48.5	48.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lead	Lag		Lead	Lag	Lag
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		31.4	45.1		31.4		8.5	44.1		7.8	40.6	40.6
Actuated g/C Ratio		0.32	0.46		0.32		0.09	0.45		0.08	0.41	0.41
v/c Ratio		0.48	0.43		0.81		0.44	0.64		0.40	0.77	0.07
Control Delay		31.7	20.8		50.1		52.6	25.6		57.2	30.2	2.1
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		31.7	20.8		50.1		52.6	25.6		57.2	30.2	2.1
LOS		C	C		D		D	C		E	C	A
Approach Delay		25.6			50.1			28.6			30.3	
Approach LOS		C			D			C			C	
Queue Length 50th (ft)		127	135		167		37	236		35	312	0
Queue Length 95th (ft)		218	219		#325		71	347		79	440	11
Internal Link Dist (ft)		400			150			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		661	835		461		469	1561		264	1721	803
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.36	0.37		0.62		0.24	0.55		0.20	0.62	0.05

Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 98.3
Natural Cycle: 100
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 0.81
Intersection Signal Delay: 30.8 Intersection LOS: C
Intersection Capacity Utilization 76.7% ICU Level of Service D
Analysis Period (min) 15
\# 95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	84	30	2	330	105	40	2	795	155	100	1197	106
Future Volume (vph)	84	30	2	330	105	40	2	795	155	100	1197	106
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Ped Bike Factor							1.00		0.98	1.00		0.98
Frt		0.991				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3367	3440	0	3400	1845	1568	1597	3195	1429	1719	3438	1538
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3367	3440	0	3400	1845	1568	1596	3195	1398	1718	3438	1502
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		2				132			173			173
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Confl. Peds. (#/hr)							2		1	1		2
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	4%	4%	4%	3%	3%	3%	13%	13%	13%	5%	5%	5%
Adj. Flow (vph)	88	31	2	344	109	42	2	828	161	104	1247	110
Shared Lane Traffic (%)												
Lane Group Flow (vph)	88	33	0	344	109	42	2	828	161	104	1247	110
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	10.0	40.0		20.0	40.0	40.0	10.0	50.0	50.0	10.0	50.0	50.0
Total Split (%)	8.3%	33.3%		16.7%	33.3%	33.3%	8.3%	41.7%	41.7%	8.3%	41.7%	41.7%
Maximum Green (s)	4.5	34.5		14.5	34.5	34.5	4.5	43.5	43.5	4.5	43.5	43.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	4.6	5.8		14.2	13.0	13.0	4.6	34.3	34.3	4.6	42.8	42.8
Actuated g/C Ratio	0.06	0.07		0.18	0.17	0.17	0.06	0.44	0.44	0.06	0.55	0.55
v/c Ratio	0.44	0.13		0.55	0.35	0.11	0.02	0.59	0.23	1.03	0.66	0.12

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 With Project AM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Control Delay	46.3	36.8		34.4	33.9	0.6	40.5	19.0	2.9	140.8	16.0	0.8
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	46.3	36.8		34.4	33.9	0.6	40.5	19.0	2.9	140.8	16.0	0.8
LOS	D	D		C	C	A	D	B	A	F	B	A
Approach Delay		43.7			31.4			16.4			23.7	
Approach LOS		D			C			B			C	
Queue Length 50th (ft)	22	7		82	48	0	1	168	0	~60	224	0
Queue Length 95th (ft)	#51	24		144	105	0	9	231	28	#179	392	7
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	200	1568		685	1084	975	94	1834	876	101	1980	938
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.44	0.02		0.50	0.10	0.04	0.02	0.45	0.18	1.03	0.63	0.12

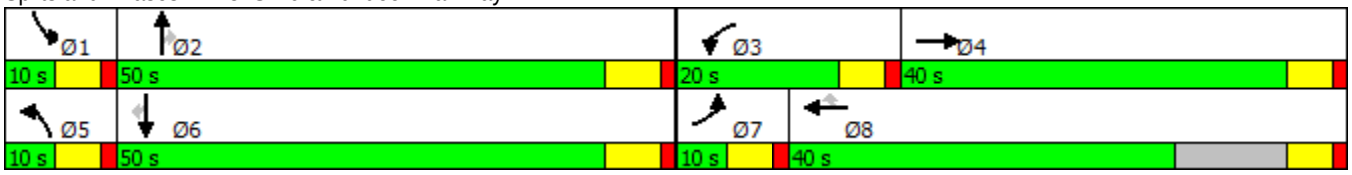
Intersection Summary

Area Type: Other
Cycle Length: 120
Actuated Cycle Length: 77.4
Natural Cycle: 105
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.03
Intersection Signal Delay: 23.4 Intersection LOS: C
Intersection Capacity Utilization 67.1% ICU Level of Service C
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2019 With Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	11.5
Intersection LOS	B

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	156	93	338	675
Demand Flow Rate, veh/h	162	104	365	699
Vehicles Circulating, veh/h	373	632	212	87
Vehicles Exiting, veh/h	204	154	524	448
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	7.1	8.9	9.1	14.1
Approach LOS	A	A	A	B

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	162	104	365	699
Cap Entry Lane, veh/h	778	601	914	1036
Entry HV Adj Factor	0.963	0.896	0.925	0.965
Flow Entry, veh/h	156	93	338	675
Cap Entry, veh/h	749	538	846	1000
V/C Ratio	0.208	0.173	0.399	0.675
Control Delay, s/veh	7.1	8.9	9.1	14.1
LOS	A	A	A	B
95th %tile Queue, veh	1	1	2	5

Lake Stevens Schools - Learning Ctr
24: Lake Dr & Access Road

Forecast 2019 With Project AM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	4.5
Intersection LOS	A

Approach	EB	NB	SB
Entry Lanes	1	1	1
Conflicting Circle Lanes	1	1	1
Adj Approach Flow, veh/h	78	123	85
Demand Flow Rate, veh/h	89	131	87
Vehicles Circulating, veh/h	43	26	102
Vehicles Exiting, veh/h	146	106	55
Follow-Up Headway, s	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0
Ped Cap Adj	1.000	1.000	1.000
Approach Delay, s/veh	4.5	4.5	4.4
Approach LOS	A	A	A

Lane	Left	Left	Left
Designated Moves	LR	LT	TR
Assumed Moves	LR	LT	TR
RT Channelized			
Lane Util	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193
Entry Flow, veh/h	89	131	87
Cap Entry Lane, veh/h	1082	1101	1020
Entry HV Adj Factor	0.876	0.942	0.974
Flow Entry, veh/h	78	123	85
Cap Entry, veh/h	949	1037	994
V/C Ratio	0.082	0.119	0.085
Control Delay, s/veh	4.5	4.5	4.4
LOS	A	A	A
95th %tile Queue, veh	0	0	0

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2019 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.2

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	515	41	0	820	0	16
Future Vol, veh/h	515	41	0	820	0	16
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	87	87	90	90	71	71
Heavy Vehicles, %	15	15	7	7	7	19
Mvmt Flow	592	47	0	911	0	23

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	592	0	1503	592
Stage 1	-	-	-	-	592	-
Stage 2	-	-	-	-	911	-
Critical Hdwy	-	-	4.17	-	6.47	6.39
Critical Hdwy Stg 1	-	-	-	-	5.47	-
Critical Hdwy Stg 2	-	-	-	-	5.47	-
Follow-up Hdwy	-	-	2.263	-	3.563	3.471
Pot Cap-1 Maneuver	-	-	960	-	130	476
Stage 1	-	-	-	-	543	-
Stage 2	-	-	-	-	384	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	960	-	130	476
Mov Cap-2 Maneuver	-	-	-	-	130	-
Stage 1	-	-	-	-	543	-
Stage 2	-	-	-	-	384	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	12.9
HCM LOS			B

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	476	-	-	960	-
HCM Lane V/C Ratio	0.047	-	-	-	-
HCM Control Delay (s)	12.9	-	-	0	-
HCM Lane LOS	B	-	-	A	-
HCM 95th %tile Q(veh)	0.1	-	-	0	-

Lake Stevens Schools - Learning Ctr
25: Access Road & Elem Staff /Bus Out Dwy

Forecast 2019 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	3.4

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	27	26	69	10	5	15
Future Vol, veh/h	27	26	69	10	5	15
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	30	30
Heavy Vehicles, %	1	1	8	8	100	100
Mvmt Flow	60	58	153	22	17	50

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	176	0	-	0	342	164
Stage 1	-	-	-	-	164	-
Stage 2	-	-	-	-	178	-
Critical Hdwy	4.11	-	-	-	7.4	7.2
Critical Hdwy Stg 1	-	-	-	-	6.4	-
Critical Hdwy Stg 2	-	-	-	-	6.4	-
Follow-up Hdwy	2.209	-	-	-	4.4	4.2
Pot Cap-1 Maneuver	1406	-	-	-	496	678
Stage 1	-	-	-	-	675	-
Stage 2	-	-	-	-	663	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1406	-	-	-	474	678
Mov Cap-2 Maneuver	-	-	-	-	474	-
Stage 1	-	-	-	-	675	-
Stage 2	-	-	-	-	634	-

Approach	EB	WB	SB
HCM Control Delay, s	3.9	0	11.6
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1406	-	-	-	612
HCM Lane V/C Ratio	0.043	-	-	-	0.109
HCM Control Delay (s)	7.7	0	-	-	11.6
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.1	-	-	-	0.4

Lake Stevens Schools - Learning Ctr
26: Access Road & Elem Dwy

Forecast 2019 With Project AM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	8.3

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	135	35	36	48	18	140
Future Vol, veh/h	135	35	36	48	18	140
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	45	45
Heavy Vehicles, %	1	1	29	29	1	1
Mvmt Flow	300	78	80	107	40	311

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	187	0	-	0	811	133
Stage 1	-	-	-	-	133	-
Stage 2	-	-	-	-	678	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1393	-	-	-	350	919
Stage 1	-	-	-	-	896	-
Stage 2	-	-	-	-	506	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1393	-	-	-	271	919
Mov Cap-2 Maneuver	-	-	-	-	271	-
Stage 1	-	-	-	-	896	-
Stage 2	-	-	-	-	392	-

Approach	EB	WB	SB
HCM Control Delay, s	6.6	0	14.6
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1393	-	-	-	722
HCM Lane V/C Ratio	0.215	-	-	-	0.486
HCM Control Delay (s)	8.3	0	-	-	14.6
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.8	-	-	-	2.7

Lake Stevens Schools - Learning Ctr
27: Access Road & ELC/Bus In Dwy

Forecast 2019 With Project AM Peak
HCM 2010 TWSC

Intersection

Int Delay, s/veh 1.4

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	29	167	160	16	3	24
Future Vol, veh/h	29	167	160	16	3	24
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	45	45	45	45	45	45
Heavy Vehicles, %	6	6	14	14	1	1
Mvmt Flow	64	371	356	36	7	53

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	391	0	-	0	873	373
Stage 1	-	-	-	-	373	-
Stage 2	-	-	-	-	500	-
Critical Hdwy	4.16	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.254	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1146	-	-	-	322	675
Stage 1	-	-	-	-	699	-
Stage 2	-	-	-	-	611	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1146	-	-	-	299	675
Mov Cap-2 Maneuver	-	-	-	-	299	-
Stage 1	-	-	-	-	699	-
Stage 2	-	-	-	-	568	-

Approach	EB	WB	SB
HCM Control Delay, s	1.2	0	11.8
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1146	-	-	-	592
HCM Lane V/C Ratio	0.056	-	-	-	0.101
HCM Control Delay (s)	8.3	0	-	-	11.8
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.2	-	-	-	0.3

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Volume (vph)	475	280	1065	765	292	610
Future Volume (vph)	475	280	1065	765	292	610
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900
Storage Length (ft)	335	330		0	270	
Storage Lanes	2	0		1	2	
Taper Length (ft)	25				25	
Lane Util. Factor	0.97	1.00	1.00	1.00	0.97	0.95
Frt		0.850		0.850		
Flt Protected	0.950				0.950	
Satd. Flow (prot)	3213	1482	1792	1524	3467	3574
Flt Permitted	0.950				0.950	
Satd. Flow (perm)	3213	1482	1792	1524	3467	3574
Right Turn on Red		Yes		Yes		
Satd. Flow (RTOR)		209		6		
Link Speed (mph)	30		30			30
Link Distance (ft)	919		2260			426
Travel Time (s)	20.9		51.4			9.7
Peak Hour Factor	0.96	0.96	0.96	0.96	0.96	0.96
Heavy Vehicles (%)	9%	9%	6%	6%	1%	1%
Adj. Flow (vph)	495	292	1109	797	304	635
Shared Lane Traffic (%)						
Lane Group Flow (vph)	495	292	1109	797	304	635
Turn Type	Prot	Perm	NA	pm+ov	Prot	NA
Protected Phases	3		2	3	1	6
Permitted Phases		3		2		
Detector Phase	3	3	2	3	1	6
Switch Phase						
Minimum Initial (s)	5.0	5.0	7.0	5.0	3.0	7.0
Minimum Split (s)	37.0	37.0	48.5	37.0	9.5	24.5
Total Split (s)	37.0	37.0	86.0	37.0	17.0	103.0
Total Split (%)	26.4%	26.4%	61.4%	26.4%	12.1%	73.6%
Maximum Green (s)	32.0	32.0	79.5	32.0	11.5	96.5
Yellow Time (s)	4.0	4.0	5.0	4.0	4.0	5.0
All-Red Time (s)	1.0	1.0	1.5	1.0	1.5	1.5
Lost Time Adjust (s)	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.0	5.0	6.5	5.0	5.5	6.5
Lead/Lag			Lag		Lead	
Lead-Lag Optimize?			Yes		Yes	
Vehicle Extension (s)	4.0	4.0	4.5	4.0	2.5	4.5
Recall Mode	None	None	Min	None	None	Min
Walk Time (s)	7.0	7.0	7.0	7.0		
Flash Dont Walk (s)	25.0	25.0	35.0	25.0		
Pedestrian Calls (#/hr)	0	0	0	0		
Act Effct Green (s)	30.1	30.1	79.6	116.2	11.5	96.6
Actuated g/C Ratio	0.22	0.22	0.58	0.84	0.08	0.70
v/c Ratio	0.71	0.60	1.08	0.62	1.06	0.25
Control Delay	56.1	19.7	80.1	6.1	127.5	8.1
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
3: SR 9 & SR 92

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	WBL	WBR	NBT	NBR	SBL	SBT
Total Delay	56.1	19.7	80.1	6.1	127.5	8.1
LOS	E	B	F	A	F	A
Approach Delay	42.6		49.1			46.8
Approach LOS	D		D			D
Queue Length 50th (ft)	213	63	~1134	184	~157	105
Queue Length 95th (ft)	276	165	#1397	263	#254	132
Internal Link Dist (ft)	839		2180			346
Turn Bay Length (ft)	335	330			270	
Base Capacity (vph)	744	503	1031	1303	288	2497
Starvation Cap Reductn	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0
Reduced v/c Ratio	0.67	0.58	1.08	0.61	1.06	0.25

Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 138.2
Natural Cycle: 145
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.08
Intersection Signal Delay: 47.1 Intersection LOS: D
Intersection Capacity Utilization 92.1% ICU Level of Service F
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 3: SR 9 & SR 92



Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	50	77	250	111	204	140	275	1610	121	40	985	65
Future Volume (vph)	50	77	250	111	204	140	275	1610	121	40	985	65
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		165	0		0	355		0	160		370
Storage Lanes	0		1	0		0	2		0	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	1.00	1.00	1.00	1.00	1.00	1.00	0.97	0.95	0.95	1.00	0.95	1.00
Frt			0.850		0.958			0.990				0.850
Flt Protected		0.981			0.988		0.950			0.950		
Satd. Flow (prot)	0	1734	1583	0	1672	0	3335	3404	0	1703	3406	1524
Flt Permitted		0.631			0.839		0.950			0.950		
Satd. Flow (perm)	0	1116	1583	0	1420	0	3335	3404	0	1703	3406	1524
Right Turn on Red			No			Yes			Yes			Yes
Satd. Flow (RTOR)					16			8				70
Link Speed (mph)		35			25			55			55	
Link Distance (ft)		480			333			3221			2260	
Travel Time (s)		9.4			9.1			39.9			28.0	
Peak Hour Factor	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98	0.98
Heavy Vehicles (%)	2%	11%	2%	8%	7%	8%	5%	5%	5%	6%	6%	6%
Adj. Flow (vph)	51	79	255	113	208	143	281	1643	123	41	1005	66
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	130	255	0	464	0	281	1766	0	41	1005	66
Turn Type	Perm	NA	pt+ov	Perm	NA		Prot	NA		Prot	NA	Perm
Protected Phases		4	4 5		8		5	2		1	6	
Permitted Phases	4			8								6
Detector Phase	4	4	4 5	8	8		5	2		1	6	6
Switch Phase												
Minimum Initial (s)	5.0	5.0		5.0	5.0		3.0	15.0		3.0	15.0	15.0
Minimum Split (s)	44.5	44.5		23.5	23.5		20.0	27.5		20.0	33.5	33.5
Total Split (s)	45.0	45.0		45.0	45.0		20.0	75.0		20.0	75.0	75.0
Total Split (%)	32.1%	32.1%		32.1%	32.1%		14.3%	53.6%		14.3%	53.6%	53.6%
Maximum Green (s)	39.5	39.5		39.5	39.5		14.9	68.5		14.9	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0		3.6	5.0		3.6	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5		1.5	1.5		1.5	1.5	1.5
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	0.0
Total Lost Time (s)		5.5			5.5		5.1	6.5		5.1	6.5	6.5
Lead/Lag							Lag	Lag		Lead	Lead	Lead
Lead-Lag Optimize?							Yes	Yes		Yes	Yes	Yes
Vehicle Extension (s)	2.0	2.0		3.5	3.5		2.0	4.5		2.0	4.5	4.5
Recall Mode	None	None		None	None		None	Min		None	Min	Min
Walk Time (s)	7.0	7.0						7.0			7.0	7.0
Flash Dont Walk (s)	32.0	32.0						14.0			20.0	20.0
Pedestrian Calls (#/hr)	0	0						0			0	0
Act Effct Green (s)		39.6	68.4		39.6		23.7	68.6		7.6	50.4	50.4
Actuated g/C Ratio		0.30	0.52		0.30		0.18	0.52		0.06	0.39	0.39
v/c Ratio		0.39	0.31		1.05		0.47	0.99		0.42	0.77	0.10
Control Delay		41.4	20.7		100.7		52.7	49.6		73.0	38.9	4.8
Queue Delay		0.0	0.0		0.0		0.0	0.0		0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
7: SR 9 & Soper Hill Road

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay		41.4	20.7		100.7		52.7	49.6		73.0	38.9	4.8
LOS		D	C		F		D	D		E	D	A
Approach Delay		27.7			100.7			50.1			38.1	
Approach LOS		C			F			D			D	
Queue Length 50th (ft)		89	121		~432		111	~782		35	393	0
Queue Length 95th (ft)		156	213		#671		173	#1016		75	430	26
Internal Link Dist (ft)		400			253			3141			2180	
Turn Bay Length (ft)			165				355			160		370
Base Capacity (vph)		337	827		440		603	1789		194	1786	832
Starvation Cap Reductn		0	0		0		0	0		0	0	0
Spillback Cap Reductn		0	0		0		0	0		0	0	0
Storage Cap Reductn		0	0		0		0	0		0	0	0
Reduced v/c Ratio		0.39	0.31		1.05		0.47	0.99		0.21	0.56	0.08

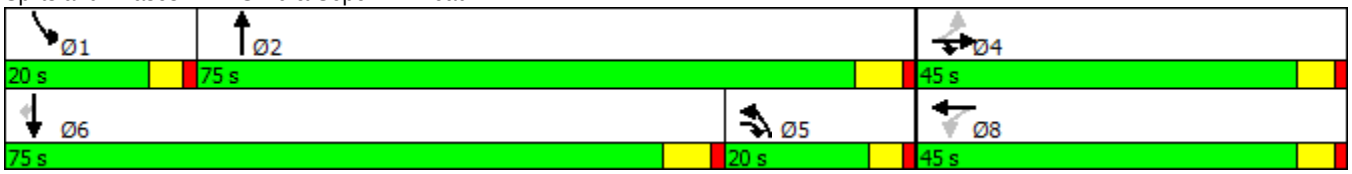
Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 130.8
Natural Cycle: 150
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.05
Intersection Signal Delay: 50.5 Intersection LOS: D
Intersection Capacity Utilization 98.0% ICU Level of Service F
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 7: SR 9 & Soper Hill Road



Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	274	120	5	240	105	50	5	1682	395	85	1118	143
Future Volume (vph)	274	120	5	240	105	50	5	1682	395	85	1118	143
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	215		0	320		70	100		900	300		430
Storage Lanes	2		0	2		1	1		1	1		1
Taper Length (ft)	25			25			25			25		
Lane Util. Factor	0.97	0.95	0.95	0.97	1.00	1.00	1.00	0.95	1.00	1.00	0.95	1.00
Frt		0.994				0.850			0.850			0.850
Flt Protected	0.950			0.950			0.950			0.950		
Satd. Flow (prot)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Flt Permitted	0.950			0.950			0.950			0.950		
Satd. Flow (perm)	3400	3484	0	3433	1863	1583	1736	3471	1553	1597	3195	1429
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		3				113			420			152
Link Speed (mph)		35			35			55			55	
Link Distance (ft)		346			353			991			3221	
Travel Time (s)		6.7			6.9			12.3			39.9	
Peak Hour Factor	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94	0.94
Heavy Vehicles (%)	3%	3%	3%	2%	2%	2%	4%	4%	4%	13%	13%	13%
Adj. Flow (vph)	291	128	5	255	112	53	5	1789	420	90	1189	152
Shared Lane Traffic (%)												
Lane Group Flow (vph)	291	133	0	255	112	53	5	1789	420	90	1189	152
Turn Type	Prot	NA		Prot	NA	Perm	Prot	NA	Perm	Prot	NA	Perm
Protected Phases	7	4		3	8		5	2		1	6	
Permitted Phases						8			2			6
Detector Phase	7	4		3	8	8	5	2	2	1	6	6
Switch Phase												
Minimum Initial (s)	3.0	5.0		3.0	5.0	5.0	3.0	7.0	7.0	3.0	7.0	7.0
Minimum Split (s)	9.5	37.5		9.5	37.5	37.5	9.5	38.5	38.5	9.5	38.5	38.5
Total Split (s)	17.0	38.0		17.0	38.0	38.0	10.0	75.0	75.0	10.0	75.0	75.0
Total Split (%)	12.1%	27.1%		12.1%	27.1%	27.1%	7.1%	53.6%	53.6%	7.1%	53.6%	53.6%
Maximum Green (s)	11.5	32.5		11.5	32.5	32.5	4.5	68.5	68.5	4.5	68.5	68.5
Yellow Time (s)	4.0	4.0		4.0	4.0	4.0	4.0	5.0	5.0	4.0	5.0	5.0
All-Red Time (s)	1.5	1.5		1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5	1.5
Lost Time Adjust (s)	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Lost Time (s)	5.5	5.5		5.5	5.5	5.5	5.5	6.5	6.5	5.5	6.5	6.5
Lead/Lag	Lead	Lag		Lead	Lag	Lag	Lead	Lag	Lag	Lead	Lag	Lag
Lead-Lag Optimize?	Yes	Yes		Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vehicle Extension (s)	2.5	2.5		2.5	2.5	2.5	2.0	4.5	4.5	2.0	4.5	4.5
Recall Mode	None	None		None	None	None	None	Min	Min	None	Min	Min
Walk Time (s)		7.0			7.0	7.0		7.0	7.0		7.0	7.0
Flash Dont Walk (s)		25.0			25.0	25.0		25.0	25.0		25.0	25.0
Pedestrian Calls (#/hr)		0			0	0		0	0		0	0
Act Effct Green (s)	11.5	12.0		11.5	12.0	12.0	4.5	68.6	68.6	4.5	76.7	76.7
Actuated g/C Ratio	0.10	0.10		0.10	0.10	0.10	0.04	0.57	0.57	0.04	0.64	0.64
v/c Ratio	0.89	0.38		0.78	0.60	0.20	0.08	0.90	0.39	1.50	0.58	0.16
Control Delay	82.4	51.9		69.9	65.0	1.8	59.8	30.5	2.4	335.1	14.8	2.2
Queue Delay	0.0	0.0		0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0

Lake Stevens Schools - Learning Ctr
23: SR 9 & Lundeen Parkway

Forecast 2019 With Project PM Peak
Lanes, Volumes, Timings

Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Total Delay	82.4	51.9		69.9	65.0	1.8	59.8	30.5	2.4	335.1	14.8	2.2
LOS	F	D		E	E	A	E	C	A	F	B	A
Approach Delay		72.8			60.0			25.2			33.6	
Approach LOS		E			E			C			C	
Queue Length 50th (ft)	115	50		100	84	0	4	607	0	~96	242	0
Queue Length 95th (ft)	#207	82		#170	145	0	18	#871	45	#214	423	31
Internal Link Dist (ft)		266			273			911			3141	
Turn Bay Length (ft)	215			320		70	100		900	300		430
Base Capacity (vph)	327	949		330	506	512	65	1989	1069	60	2047	970
Starvation Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0		0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.89	0.14		0.77	0.22	0.10	0.08	0.90	0.39	1.50	0.58	0.16

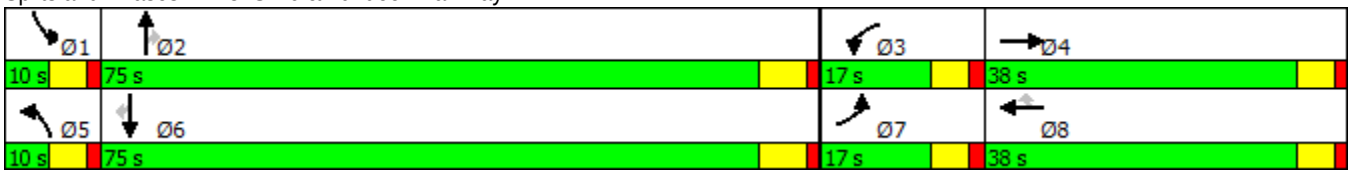
Intersection Summary

Area Type: Other
Cycle Length: 140
Actuated Cycle Length: 119.6
Natural Cycle: 145
Control Type: Actuated-Uncoordinated
Maximum v/c Ratio: 1.50
Intersection Signal Delay: 35.6 Intersection LOS: D
Intersection Capacity Utilization 83.7% ICU Level of Service E
Analysis Period (min) 15

~ Volume exceeds capacity, queue is theoretically infinite.
Queue shown is maximum after two cycles.

95th percentile volume exceeds capacity, queue may be longer.
Queue shown is maximum after two cycles.

Splits and Phases: 23: SR 9 & Lundeen Parkway



Lake Stevens Schools - Learning Ctr
14: Lundeen Parkway & Lake Drive

Forecast 2019 With Project PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	26.9
Intersection LOS	D

Approach	NB	SB	NE	SW
Entry Lanes	1	1	1	1
Conflicting Circle Lanes	1	1	1	1
Adj Approach Flow, veh/h	519	149	635	686
Demand Flow Rate, veh/h	530	153	641	703
Vehicles Circulating, veh/h	684	604	307	195
Vehicles Exiting, veh/h	264	294	450	1019
Follow-Up Headway, s	3.186	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0	0
Ped Cap Adj	1.000	1.000	1.000	1.000
Approach Delay, s/veh	49.6	9.2	21.3	18.9
Approach LOS	E	A	C	C

Lane	Left	Left	Left	Left
Designated Moves	LTR	LTR	LTR	LTR
Assumed Moves	LTR	LTR	LTR	LTR
RT Channelized				
Lane Util	1.000	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193	5.193
Entry Flow, veh/h	530	153	641	703
Cap Entry Lane, veh/h	570	618	831	930
Entry HV Adj Factor	0.979	0.971	0.991	0.975
Flow Entry, veh/h	519	149	635	686
Cap Entry, veh/h	558	600	824	907
V/C Ratio	0.930	0.248	0.771	0.756
Control Delay, s/veh	49.6	9.2	21.3	18.9
LOS	E	A	C	C
95th %tile Queue, veh	12	1	8	7

Lake Stevens Schools - Learning Ctr
24: Lake Dr & Access Road

Forecast 2019 With Project PM Peak
HCM 2010 Roundabout

Intersection	
Intersection Delay, s/veh	4.8
Intersection LOS	A

Approach	EB	NB	SB
Entry Lanes	1	1	1
Conflicting Circle Lanes	1	1	1
Adj Approach Flow, veh/h	176	98	120
Demand Flow Rate, veh/h	180	102	126
Vehicles Circulating, veh/h	113	39	50
Vehicles Exiting, veh/h	63	254	91
Follow-Up Headway, s	3.186	3.186	3.186
Ped Vol Crossing Leg, #/h	0	0	0
Ped Cap Adj	1.000	1.000	1.000
Approach Delay, s/veh	5.3	4.3	4.6
Approach LOS	A	A	A

Lane	Left	Left	Left
Designated Moves	LR	LT	TR
Assumed Moves	LR	LT	TR
RT Channelized			
Lane Util	1.000	1.000	1.000
Critical Headway, s	5.193	5.193	5.193
Entry Flow, veh/h	180	102	126
Cap Entry Lane, veh/h	1009	1087	1075
Entry HV Adj Factor	0.978	0.961	0.949
Flow Entry, veh/h	176	98	120
Cap Entry, veh/h	987	1044	1020
V/C Ratio	0.178	0.094	0.117
Control Delay, s/veh	5.3	4.3	4.6
LOS	A	A	A
95th %tile Queue, veh	1	0	0

Lake Stevens Schools - Learning Ctr
5: Lake Drive & SR 92

Forecast 2019 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	0.3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	1005	57	0	760	0	23
Future Vol, veh/h	1005	57	0	760	0	23
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	0
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	96	96	92	92	78	78
Heavy Vehicles, %	5	5	11	11	4	13
Mvmt Flow	1047	59	0	826	0	29

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	1047	0	1873	1047
Stage 1	-	-	-	-	1047	-
Stage 2	-	-	-	-	826	-
Critical Hdwy	-	-	4.21	-	6.44	6.33
Critical Hdwy Stg 1	-	-	-	-	5.44	-
Critical Hdwy Stg 2	-	-	-	-	5.44	-
Follow-up Hdwy	-	-	2.299	-	3.536	3.417
Pot Cap-1 Maneuver	-	-	631	-	78	264
Stage 1	-	-	-	-	335	-
Stage 2	-	-	-	-	427	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	631	-	78	264
Mov Cap-2 Maneuver	-	-	-	-	78	-
Stage 1	-	-	-	-	335	-
Stage 2	-	-	-	-	427	-

Approach	EB	WB	NB
HCM Control Delay, s	0	0	20.3
HCM LOS			C

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	264	-	-	631	-
HCM Lane V/C Ratio	0.112	-	-	-	-
HCM Control Delay (s)	20.3	-	-	0	-
HCM Lane LOS	C	-	-	A	-
HCM 95th %tile Q(veh)	0.4	-	-	0	-

Lake Stevens Schools - Learning Ctr
25: Access Road & Elem Staff/Bus Out Dwy

Forecast 2019 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	3

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	0	59	37	0	11	29
Future Vol, veh/h	0	59	37	0	11	29
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	10	10	24	24	50	50
Mvmt Flow	0	148	93	0	28	73

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	93	0	-	0	241	93
Stage 1	-	-	-	-	93	-
Stage 2	-	-	-	-	148	-
Critical Hdwy	4.2	-	-	-	6.9	6.7
Critical Hdwy Stg 1	-	-	-	-	5.9	-
Critical Hdwy Stg 2	-	-	-	-	5.9	-
Follow-up Hdwy	2.29	-	-	-	3.95	3.75
Pot Cap-1 Maneuver	1453	-	-	-	654	847
Stage 1	-	-	-	-	823	-
Stage 2	-	-	-	-	775	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1453	-	-	-	654	847
Mov Cap-2 Maneuver	-	-	-	-	654	-
Stage 1	-	-	-	-	823	-
Stage 2	-	-	-	-	775	-

Approach	EB	WB	SB
HCM Control Delay, s	0	0	10.3
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1453	-	-	-	783
HCM Lane V/C Ratio	-	-	-	-	0.128
HCM Control Delay (s)	0	-	-	-	10.3
HCM Lane LOS	A	-	-	-	B
HCM 95th %tile Q(veh)	0	-	-	-	0.4

Lake Stevens Schools - Learning Ctr
26: Access Road & Elem Dwy

Forecast 2019 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	7.1

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	75	32	48	18	27	71
Future Vol, veh/h	75	32	48	18	27	71
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	1	1	33	33	1	1
Mvmt Flow	188	80	120	45	68	178

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	165	0	-	0	598	143
Stage 1	-	-	-	-	143	-
Stage 2	-	-	-	-	455	-
Critical Hdwy	4.11	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.209	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1419	-	-	-	467	907
Stage 1	-	-	-	-	887	-
Stage 2	-	-	-	-	641	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1419	-	-	-	402	907
Mov Cap-2 Maneuver	-	-	-	-	402	-
Stage 1	-	-	-	-	887	-
Stage 2	-	-	-	-	552	-

Approach	EB	WB	SB
HCM Control Delay, s	5.6	0	13.4
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1419	-	-	-	674
HCM Lane V/C Ratio	0.132	-	-	-	0.364
HCM Control Delay (s)	7.9	0	-	-	13.4
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.5	-	-	-	1.7

Lake Stevens Schools - Learning Ctr
27: Access Road & ELC/Bus In Dwy

Forecast 2019 With Project PM Peak
HCM 2010 TWSC

Intersection	
Int Delay, s/veh	2.1

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	33	100	105	14	7	20
Future Vol, veh/h	33	100	105	14	7	20
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	40	40	40	40	40	40
Heavy Vehicles, %	11	11	13	13	1	1
Mvmt Flow	83	250	263	35	18	50

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	298	0	-	0	695	280
Stage 1	-	-	-	-	280	-
Stage 2	-	-	-	-	415	-
Critical Hdwy	4.21	-	-	-	6.41	6.21
Critical Hdwy Stg 1	-	-	-	-	5.41	-
Critical Hdwy Stg 2	-	-	-	-	5.41	-
Follow-up Hdwy	2.299	-	-	-	3.509	3.309
Pot Cap-1 Maneuver	1214	-	-	-	410	761
Stage 1	-	-	-	-	770	-
Stage 2	-	-	-	-	669	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1214	-	-	-	378	761
Mov Cap-2 Maneuver	-	-	-	-	378	-
Stage 1	-	-	-	-	770	-
Stage 2	-	-	-	-	616	-

Approach	EB	WB	SB
HCM Control Delay, s	2	0	11.7
HCM LOS			B

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1214	-	-	-	603
HCM Lane V/C Ratio	0.068	-	-	-	0.112
HCM Control Delay (s)	8.2	0	-	-	11.7
HCM Lane LOS	A	A	-	-	B
HCM 95th %tile Q(veh)	0.2	-	-	-	0.4

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Date: December 13, 2016

Subject: Hild (aka The Refuge) Rezone (LUA2016-0007)

Contact Person/Department: Melissa Place, Senior Place **Budget Impact:** None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Public Hearing and first reading for Ordinance 982 related to the Hild Rezone (LUA2016-0007).
2. **Motion to approve Ordinance 982**, Amending the Official Zoning Map, enacted by Ordinance No. 974; Approving The Hild (aka The Refuge) rezone and a city-initiated expansion totaling approximately 19 acres, changing the zoning from six parcels located near SR-92 and 127th Drive NE, currently zoned Planned Business District (PBD) to High Urban Residential (HUR) and an isolated parcel east of 127th Drive NE currently zoned Planned Business District to General Industrial (GI) (**Exhibit 1**).

SUMMARY:

Public hearing and first reading of Ordinance 982 related to the Hild Rezone (LUA2016-0007).

BACKGROUND/HISTORY:

The applicant, Seattle Pacific Homes, has requested a comprehensive plan land use designation change and concurrent rezone on three parcels totaling approximately 15.5 acres located on the west side of 127th Drive NE between SR-92 and 36th Street NE. from Planned Business District to Medium Density Residential. The proposal would change the land use designation from Planned Business District (PBD) to Medium Density Residential (MDR), and the zoning would change from Planned Business District (PBD) to High Urban Residential (HUR). The city is recommending that this proposed land use and zoning change be extended to the PBD-zoned parcels adjacent to the eastern and western boundaries of the project area, comprising approximately an additional 3.5 acres and that an isolated 0.44 acre parcel east of 127th Ave SE currently zoned PBD be rezoned to General Industrial (GI).

The properties to the west and east of the proposed rezone properties are zoned Public/Semi-Public and currently support public uses. The properties to the south are zoned Suburban Residential and are developed with single-family residences. Highway SR-92 is located north of the proposed rezone properties.

Area-wide rezones are Type VI applications subject to a recommendation from the Planning Commission to City Council, per Chapter 14.16B LSMC, Part VI. The city has issued a SEPA DNS on July 20, 2016 for the proposed rezone. No appeals were received. The applicant provided a traffic impact analysis and traffic memorandum for the rezone. The staff analysis suggests the revised proposal will actually result in reduced traffic impacts, as the development intensity for residential uses would be reduced from that under the current zoning of Planned Business District.

The proposed Comprehensive Plan land use map amendment and proposed rezone were sent to the Washington Department of Commerce on August 12, 2016 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents, including the SEPA DNS for the

rezone, was issued for the overall Docket on August 31, 2016. Planning Commission recommended approval to the City Council for the proposed Land Use Change and Rezone on November 2, 2016. City staff provided public notice for all actions by a combination of publications in the Everett Herald, direct mailings, updating the website, posting the site and posting city bulletin boards.

The city has received one public comment concerning the proposed rezone and held a number of briefings with the Planning Commission over the summer of 2016 to discuss the rezone. The comment and discussions are included and summarized in the attached Planning Commission staff report (**Exhibit 3**). Public testimony during the public hearing is included in the Planning Commission Recommendation Letter (**Exhibit 2**).

FINDINGS AND CONCLUSIONS:

The Planning Commission has found the Hild Rezone to be consistent with LSMC 14.16C.090 and has forwarded a letter (**Exhibit 2**) to the City Council recommending approval of the proposal based on the findings and conclusions contained in the staff report (**Exhibit 3**).

APPLICABLE CITY POLICIES: Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code

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BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Exhibit 1 – Ordinance 981, with exhibits

Exhibit 2 – Planning Commission Recommendation Letter

Exhibit 3 – Planning Commission Staff Report

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. 982

AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING THE OFFICIAL ZONING MAP, ENACTED BY ORDINANCE NO. 974; APPROVING THE HILD (AKA THE REFUGE) REZONE AND EXPANDING THE REZONE AREA (CITY FILE NO. LUA2016-0007), CHANGING THE ZONING FOR SIX PARCELS LOCATED NEAR SR-92 AND 127TH DRIVE NE CURRENTLY ZONED PLANNED BUSINESS DISTRICT (PBD) TO HIGH URBAN RESIDENTIAL (HUR) AND AN ISOLATED PARCEL EAST OF 127TH DRIVE NE CURRENTLY ZONED PLANNED BUSINESS DISTRICT TO GENERAL INDUSTRIAL (GI).

WHEREAS, on October 11, 2016, the Lake Stevens City Council enacted Ordinance No. 974 adopting an updated Official Zoning Map; and

WHEREAS, the City received separate applications for a comprehensive plan map amendment and a concurrent rezone (both under City File No. LUA2016-0007) on January 28, 2016 referred to as the Hild Comprehensive Plan Map Amendment and Rezone; and

WHEREAS, the Hild Rezone includes three parcels, which contain approximately 15 acres located near the intersection of SR-92 and 127th Drive NE, identified as parcel numbers 29060500102300, 29060500101300, and 29060500101600; and

WHEREAS, the City decided to expand the rezone area under the 2016 land use amendment docket ratification process for consistency with adjacent parcels (referred to as the City-initiated map expansion); and

WHEREAS, the City-initiated map expansion area includes four parcels, which contain approximately 4 acres located near the intersection of SR-92 and 127th Drive NE, identified as parcel numbers 29060500101400, 00465400100700, 00465400100500 and 00444700300100; and

WHEREAS, the Hild Rezone and city expansion area, together, include approximately 19 acres and would change the zoning designation on parcels 29060500102300, 29060500101300, 29060500101600, 29060500101400, 00465400100700, and 00465400100500 from Planned Business District (PBD) to High Urban Residential (HUR) and would change the zoning designation on parcel 00444700300100 from Planned Business District (PBD) to General Industrial (GI).

WHEREAS, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

WHEREAS, pursuant to LSMC 14.16C.090 (b) the rezone is a major area-wide amendment, as there are more than five tracts of land in separate ownership involved and because the proposed changes require a Comprehensive Plan Amendment.

WHEREAS, the Comprehensive Plan land use designations for the subject parcels is changing from Planned Business District to Medium Density Residential and General Industrial which supports

the High Urban Residential (HUR) and General Industrial (GI) zoning designations per Table 14.36-I as found in Chapter 14.36 LSMC; and

WHEREAS, the city and its partner agencies did review the application materials pursuant to the requirements of LSMC 14.16C.090; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, the City issued a State Environmental Policy Act (SEPA) Determination of Non-Significance on July 20, 2016 for the rezone – no comments or appeals were received within the 14-day comment period; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the Hild DNS by reference; and

WHEREAS, area-wide zoning map amendments are Type VI legislative decisions, per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires a recommendation from the Planning Commission to City Council based on written findings and conclusions and supported by evidence from an open-record hearing; and

WHEREAS, the Planning Commission conducted a duly noticed open-record public hearing on November 2, 2016, and all public testimony has been given full consideration; and

WHEREAS, the Planning Commission on November 2, 2016 recommended approval of the rezone request, subject to conditions, as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable state requirements; and

WHEREAS, the City Council considered the Planning Commission's recommendation at an open record public hearing on December 13, 2016.

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

Section 1. The City Council adopts and incorporates the findings and conclusions for approving a rezone as set forth in the Planning Commission's recommendation, pursuant to LSMC 14.16C.090, and adopts the Planning Commission's Recommendation, including the conditions of approval, dated December 7, 2016, attached hereto as **Exhibit B and incorporated by this reference.**

Section 2. The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.

B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.

C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).

D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan per Ordinance No. 980.

Section 3. The Official Zoning Map is hereby amended by rezoning parcels 29060500102300, 29060500101300, 29060500101600, 29060500101400, 00465400100700, and 00465400100500 to High Urban Residential (HUR) and rezoning parcel 00444700300100 to General Industrial (GI) as depicted in **Exhibit A attached hereto and incorporated by this reference**.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

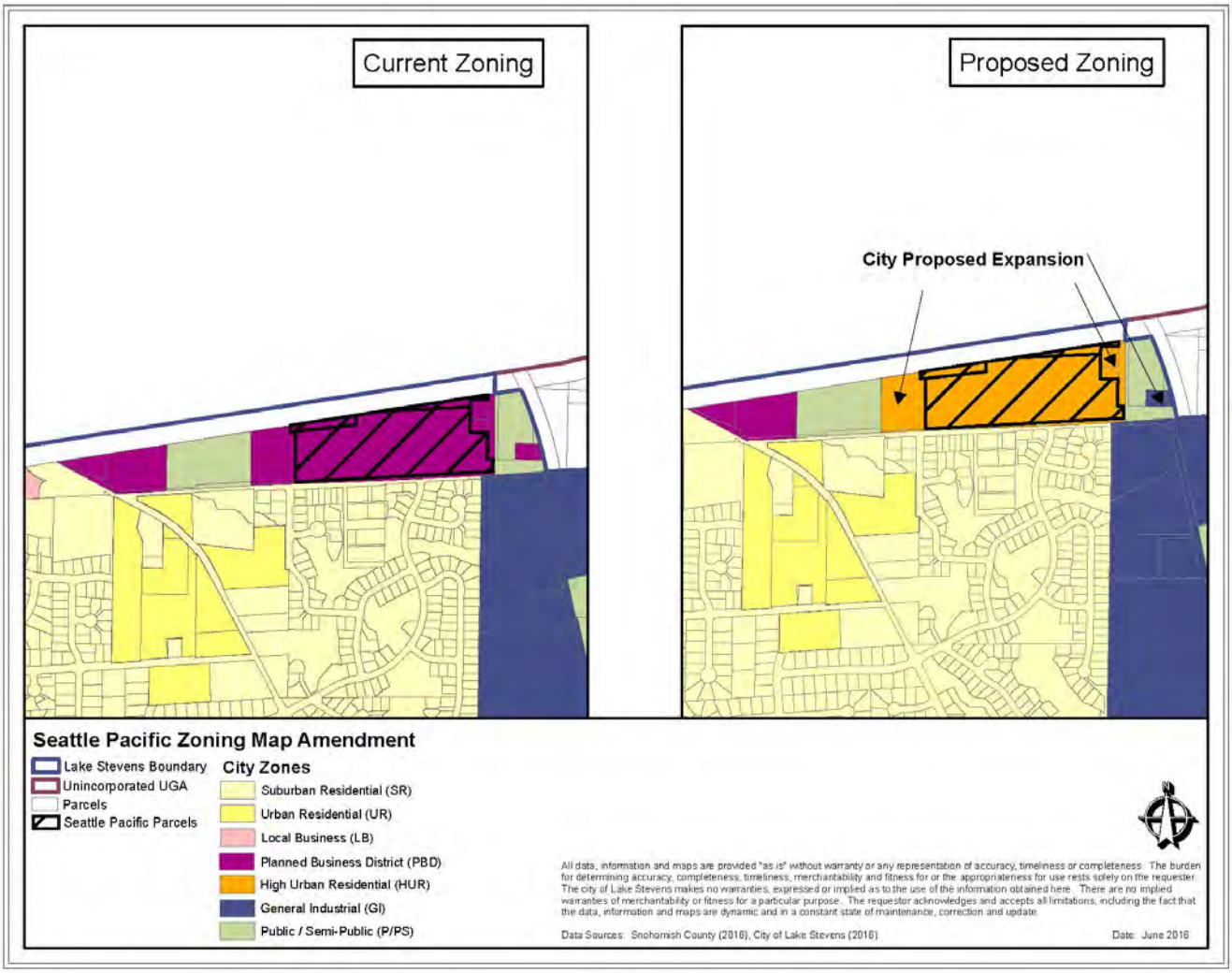
_____
Kathleen Pugh, Deputy City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

Exhibit A



Project #: LUA2016-0007
Current Zoning: Planned Business District
Proposed Zoning: High Urban Residential and General Industrial

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

December 7, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: **Planning Commission Recommendation**
2016 Comprehensive Plan Docket – Text Amendments and LUA's 2015-0119, 2016-0007, 2016-0008 and 2016-0017

Commissioners Present: Jennifer Davis, Linda Hoult, Janice Huxford, Vicki Oslund, Gary Petershagen and Tracy Trout
Commissioners Absent: Tom Matlack

PLANNING COMMISSION PUBLIC HEARING (November 2, 2016)
Planning and Community Development staff presented the 2016 Docket and responded to a questions and comments from the Planning Commission and members of the public. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff concluded each amendment presentation with a discussion of how each proposal meets the approval criteria of the Comprehensive Plan and the GMA. Provided below is a synopsis of the discussions generated by each amendments:

City Text Amendments: No comments.

School District Map Amendment/Rezone: Commissioner Huxford asked a question regarding traffic and Robb Stanton, Executive Officer of Operations for the Lake Stevens School District, answered.

Hild/City-initiated Map Amendment/Rezone: Commissioner Huxford commented on the traffic flow and expressed concerns regarding egress and ingress. Scott Belleque testified he wanted residential development to stay as single-family residences and not apartments.

SW Quad (City-Initiated) Map Amendment/Rezone: Darron Pyper asked a question about rezoning existing homes to a commercial use. He was concerned that the homeowners would not be able to sell or refinance their homes with a zoning change. He commented on increased taxes, and the Planning Commission answered his questions. Dan Rike testified that he was not in favor of the rezone and he would like to keep the mixed use zoning in order to keep the allowances for high-denisty housing. Director Wright rebutted this comment. Dan Rike was also concerned about a scrivener's error on the first page of the SW Quad rezone staff report. Sally Jo Sebring testified that she felt the public noticing

for the SW Quad map amendment was insufficient. A gentleman testified and gave the name Rogers 127 Grade; the gentleman signed the Sign-In sheet with the same name. He had questions concerning the timing of the Hild rezone request and timeline for construction.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this staff report and described in the staff reports for each of the docket items, dated November 2, 2016, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATIONS

City Text Amendments: Commissioner Hoult made a motion to Commissioner Huxford made a motion to forward a recommendation to the City Council to approve Text Amendments T-1 through T-4. Commissioner Petershagen seconded the motion. Motion passed 6-0-0-1.
School District Map Amendment: Commissioner Oslund made a motion to forward a recommendation to the City Council to approve the School District Land Use Amendment (M-1). Commissioner Hoult seconded the motion. Motion passed 6-0-0-1.
School District Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
Hild Property Map Amendment: Commissioner Petershagen made a motion to forward a recommendation to the City Council to approve the Hild Property/City Land Use Amendment (M-2 and M-3). Commissioner Oslund seconded the motion. Motion passed 6-0-0-1.
Hild Property Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent Hild Property/City rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
SW Quad Map Amendment: Commissioner Trout made a motion to forward a recommendation to the City Council to approve the SW Quad Land Use Amendment (M-4). Commissioner Hoult seconded the motion. Motion passed 5-1-0-1.
SW Quad Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair _____, Vice-Chair

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

December 7, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: **Planning Commission Recommendation**
2016 Comprehensive Plan Docket – Text Amendments and LUA's 2015-0119, 2016-0007, 2016-0008 and 2016-0017

Commissioners Present: Jennifer Davis, Linda Hoult, Janice Huxford, Vicki Oslund, Gary Petershagen and Tracy Trout
Commissioners Absent: Tom Matlack

PLANNING COMMISSION PUBLIC HEARING (November 2, 2016)
Planning and Community Development staff presented the 2016 Docket and responded to a questions and comments from the Planning Commission and members of the public. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff concluded each amendment presentation with a discussion of how each proposal meets the approval criteria of the Comprehensive Plan and the GMA. Provided below is a synopsis of the discussions generated by each amendments:

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Hild/City-initiated Map Amendment/Rezone: Commissioner Huxford commented on the traffic flow and expressed concerns regarding egress and ingress. Scott Belleque testified he wanted residential development to stay as single-family residences and not apartments.

SW Quad (City-Initiated) Map Amendment/Rezone: Darron Pyper asked a question about rezoning existing homes to a commercial use. He was concerned that the homeowners would not be able to sell or refinance their homes with a zoning change. He commented on increased taxes, and the Planning Commission answered his questions. Dan Rike testified that he was not in favor of the rezone and he would like to keep the mixed use zoning in order to keep the allowances for high-denisty housing. Director Wright rebutted this comment. Dan Rike was also concerned about a scrivener's error on the first page of the SW Quad rezone staff report. Sally Jo Sebring testified that she felt the public noticing

for the SW Quad map amendment was insufficient. A gentleman testified and gave the name Rogers 127 Grade; the gentleman signed the Sign-In sheet with the same name. He had questions concerning the timing of the Hild rezone request and timeline for construction.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this staff report and described in the staff reports for each of the docket items, dated November 2, 2016, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATIONS

City Text Amendments: Commissioner Hoult made a motion to Commissioner Huxford made a motion to forward a recommendation to the City Council to approve Text Amendments T-1 through T-4. Commissioner Petershagen seconded the motion. Motion passed 6-0-0-1.
School District Map Amendment: Commissioner Oslund made a motion to forward a recommendation to the City Council to approve the School District Land Use Amendment (M-1). Commissioner Hoult seconded the motion. Motion passed 6-0-0-1.
School District Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
Hild Property Map Amendment: Commissioner Petershagen made a motion to forward a recommendation to the City Council to approve the Hild Property/City Land Use Amendment (M-2 and M-3). Commissioner Oslund seconded the motion. Motion passed 6-0-0-1.
Hild Property Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent Hild Property/City rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
SW Quad Map Amendment: Commissioner Trout made a motion to forward a recommendation to the City Council to approve the SW Quad Land Use Amendment (M-4). Commissioner Hoult seconded the motion. Motion passed 5-1-0-1.
SW Quad Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair _____, Vice-Chair

Type VI Decision
Area-wide Rezone
Planning and Community Development

November 2, 2016 | Hild (AKA The Refuge) Rezone | LUA2016-0007-M2/M3

A. PROJECT DESCRIPTION AND REQUEST

The applicant, Seattle Pacific Homes, has requested a comprehensive plan land use designation change and concurrent rezone on three parcels totaling approximately 15.5 acres located on the west side of 127th Drive NE between SR-92 and 36th Street NE. from Planned Business District to Medium Density Residential. The proposal would change the land use designation from Planned Business District (PBD) to Medium Density Residential (MDR), and the zoning would change from Planned Business District (PBD) to High Urban Residential (HUR). The city is recommending that this proposed land use and zoning change be extended to the PBD-zoned parcels adjacent to the eastern and western boundaries of the project area, comprising approximately an additional 3.5 acres and that an isolated 0.44 acre parcel east of 127th Ave SE currently zoned PBD be rezoned to General Industrial (GI) (Map – **Exhibit 1**).

B. GENERAL INFORMATION

1. Date of Application: January 28, 2016
2. Property Location: 127th Dr NE and 36th St NE
3. Total Area of Project: Approximately 19.5 acres (study area)
4. Applicant / Contact: Melissa Place, City of Lake Stevens
5. Comprehensive plan land use designation, zoning designation and existing uses of the site and surrounding area:

AREA	*LAND USE DESIGNATION*	*ZONING*	*EXISTING USE*
Project Site	Planned Business District	Planned Business District	Undeveloped, and residential
North of Site	SR-92	N/A	State highway
South of Site	Medium Density Residential	Suburban Residential	Residential
East of Site	Public/Semi-Public and Right-of-way	Public/Semi-Public	Centennial Trail Access/Parking and Old Hartford Road
West of Site	Public/Semi-Public	Public/Semi-Public	Undeveloped

C. ANALYSIS[1]

1. Application Process

   a. The applicant requested a rezone, concurrently with requested changes to the Comprehensive Plan, as part of the 2016 Docket. Area wide rezones are Type VI applications subject to Planning Commission recommendation and City Council approval, per Chapter 14.16B LSMC, Part VI.[2]

   b. A written analysis was provided as part of the docket review (**Exhibit 2**).

CONCLUSION: The application meets the procedural requirements for Type VI applications established in Title 14 of the LSMC.

2. Notices (**Exhibits 3a – 3e**)[3]

   a. PC Notice of Docket Hearing for March 2, 2016

   b. CC Notice of Docket Hearing for March 22, 2016

   c. Letter to Affected Parties: June 17, 2016

   d. Notice of Application & SEPA Determination: July 20, 2016

   e. Notice of Public Hearing: October 19, 2016

   f. One public comment was received concerning the potential traffic at the site. City staff responded to the comment in a letter (**Exhibit 4**). In general, the potential traffic generated by residential zoning would likely be reduced from that anticipated under the current zoning of Planned Business District.

CONCLUSION: The city has met the noticing requirements for Type VI applications established in Chapter 14.16B LSMC, Part VI.

3. Comprehensive Plan, Zoning, and Uses:

   a. The existing and proposed comprehensive plan designations and zoning districts in the study area are identified in Section B, as are adjacent zoning districts and associated uses.

   b. Zoning Analysis – the proposed rezone would meet the intent of the high urban residential zoning district as described below.

      LSMC 14.36.010(d) states, "The High Urban Residential (HUR-12) district is designed to accommodate single-family detached or attached residential uses at medium densities in areas served by public water and sewer facilities. Some types of two-family residences are allowed in these districts on larger lots."

   c. Applicable Comprehensive Plan Goals

      LAND USE GOAL 1.1 Provide for a consistent review and revision of the comprehensive plan.

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[1] Project analysis is based on review of current materials applicable to the project.

[2] The rezone application is an area-wide rezone because the proposed changes involve different property owners and changes to more than one land use designation. The rezone is a Type VI application being reviewed concurrently with the comprehensive plan map amendment and include a public hearing in front of the Planning Commission who will recommend approval to the City Council. Final approval will be by ordinance following a Public Hearing

[3] Public notice includes a combination of posting, publication and mailing pursuant to the requirements of Lake Stevens Municipal Code 14.16A.225 and LSMC 14.16B.630.

LAND USE GOAL 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.

LAND USE GOAL 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.

LAND USE GOAL 3.1 Provide fair and equal access to a range of housing types and choices to meet the existing and projected housing needs of all Lake Stevens residents regardless of income level or demographic status.

LAND USE GOAL 3.2 Increase the opportunity for all residents and special needs populations to have access to affordable, safe, and sanitary housing.

4. Rezone criteria: Rezone Criteria is found in LSMC 14.16C.090. The following section addresses how the proposal meets the specific criteria.

   a. The rezone if approved will be consistent with Comprehensive Land Use Map as amended.

   b. The rezone is consistent with the Growth Management Act as the city can establish its local zoning and has met public notice requirements.

   c. The proposed rezone advances identified goals and policies of the Comprehensive Plan. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.

   d. This proposal will help provide additional opportunities for residential development.

   e. The site contains adequate area to develop in conformance with the zoning standards. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.

   f. The proposal will not be materially detrimental to adjacent land uses as conditioned.

   g. As conditioned and in accordance with municipal standards there will be adequate infrastructure to develop the site under the proposed zoning.

   h. Environmental impacts can be mitigated.

   i. The proposal complies with municipal standards for a rezone application.

   j. The project is not located within a designated subarea and thus is not subject to the additional criteria listed.

CONCLUSION: The proposal as conditioned meets the rezone standards.

5. Environmental Review:

   a. There are identified critical areas within the study area – future development will need to verify the presence of critical areas and will need to meet state and local regulations in effect at the time of development; and

   b. Shoreline Designation and Shoreline Uses: the properties are not located with the shoreline boundaries of Lake Stevens.

   c. Flood Zones: the properties are not located within the 100-year flood zone.

   d. The city has issued a SEPA DNS on July 20, 2016 for the proposed rezone (**Exhibit 5**). No appeals were received.

CONCLUSION: The proposal as conditioned meets the SEPA standards identified in Chapter 16.04 LSMC and will not create significant environmental impacts. Development near identified critical areas will be subject to Chapter 14.88 LSMC.

6. Traffic Impacts

   a. The applicant provided a traffic impact analysis and traffic memorandum for the rezone (**Exhibit 6**).

   b. The staff analysis (**Exhibit 4**) suggests the revised proposal will actually result in reduced traffic impacts, as the development intensity for residential uses would be reduced from that under the current zoning of Planned Business District.

   c. Actual traffic impacts would be reviewed at the time of development.

CONCLUSION: The proposal as conditioned meets the Traffic Impact standards at the time of development.

D. CONDITIONS

The requested rezone (LUA2016-0007-M2/M3) is consistent with rezone criteria, applicable Comprehensive Plan Goals and Policies, permit processing procedures, and all other applicable municipal code requirements, subject to conditions noted below:

1. **Exhibit 1** depicts the areas to be rezoned to High Urban Residential and General Industrial, contingent on the Planning Commission and City Council approving the concurrent Comprehensive Land Use Map Amendment.
2. All future development must comply with state and local regulations in effect at the time of application.

E. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a **RECOMMENDATION OF APPROVAL, SUBJECT TO THE CONDITIONS IN SECTION D**, to City Council.

CITY OF LAKE STEVENS, DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Recommendation Completed by

Melissa Place

October 27, 2016

Melissa Place, *Senior Planner* Date

F. EXHIBITS

1. Rezone Map
2. Docket Review Analysis
3. Notices
   a. PC Notice of Docket Hearing for March 2, 2016
   b. CC Notice of Docket Hearing for March 22, 2016

c. Letter to Affected Parties: June 17, 2016
d. Notice of Application & SEPA Determination: July 20, 2016
e. Notice of Public Hearing: October 19, 2016

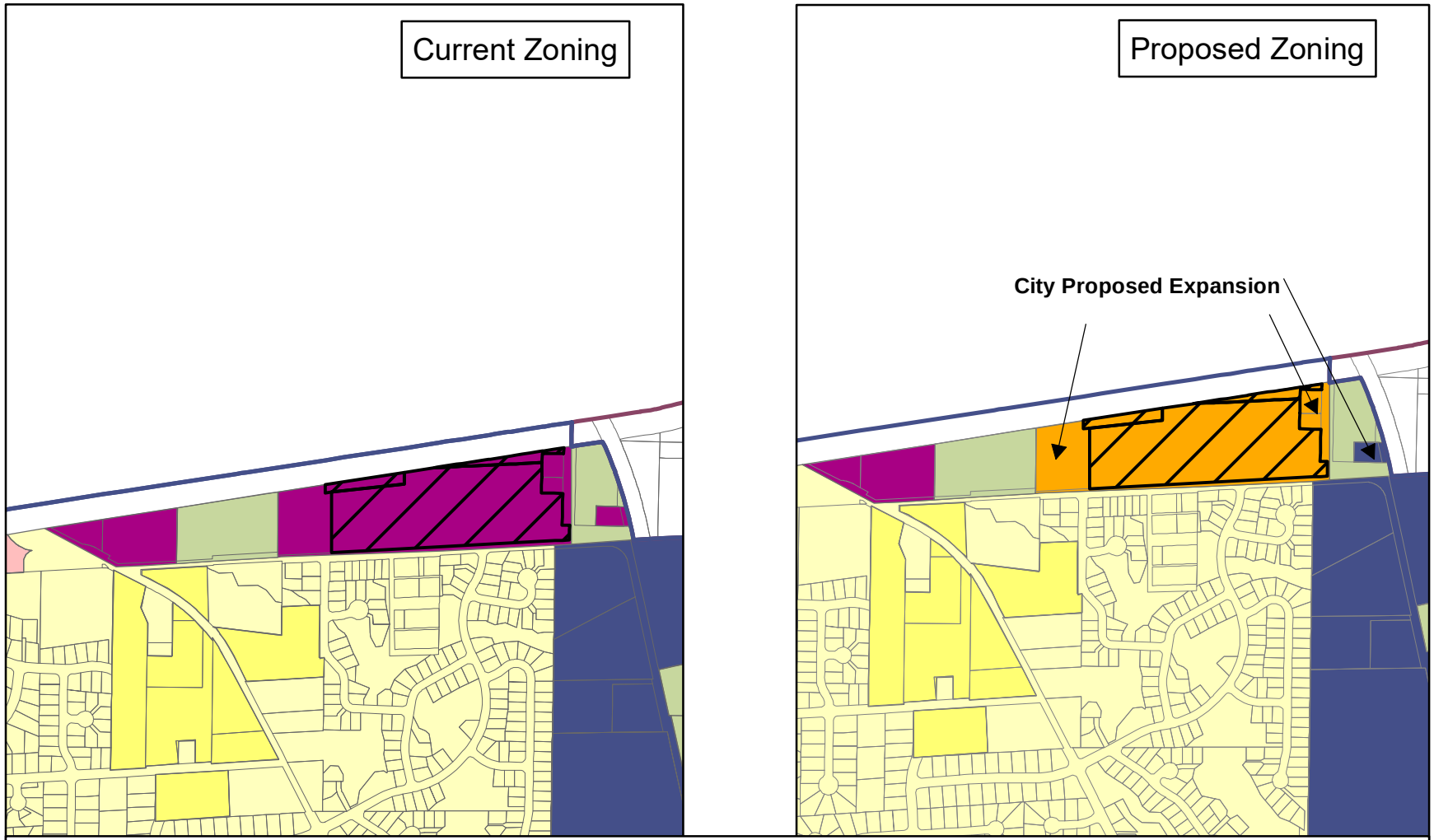
4. Public Comment and Response
5. SEPA DNS
6. Traffic Report and Traffic Memorandum

APPEALS: The action of the City Council on a Type VI proposal may be appealed together with any SEPA threshold determination by filing a petition with the Growth Management Hearings Board pursuant to the requirements set forth in RCW 36.70A.290. The petition must be filed within the 60-day time period set forth in RCW 36.70A.290(2). The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period. Judicial appeal is to Snohomish County Superior Court.

Distributed to the Following Parties:

- Darin Huseby, Seattle Pacific Homes
- Brian Kalab, Insight Engineering
- David and Lori Bottieri

EXHIBIT 1



Seattle Pacific Zoning Map Amendment

- Lake Stevens Boundary
- Unincorporated UGA
- Parcels
- Seattle Pacific Parcels

City Zones

- Suburban Residential (SR)
- Urban Residential (UR)
- Local Business (LB)
- Planned Business District (PBD)
- High Urban Residential (HUR)
- General Industrial (GI)
- Public / Semi-Public (P/PS)

All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.

Data Sources: Snohomish County (2016), City of Lake Stevens (2016)

Date: June 2016

EXHIBIT 2

2016 Comprehensive Plan Docket Ratification

M-2 - Staff Summary
Lake Stevens City Council & Planning Commission

City Council Hearing Date: March 22, 2016
Planning Commission Hearing Date: March 2, 2016

SUBJECT: Citizen-initiated map amendment

Summary	
Location in Comprehensive Plan: Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text.	
Proposed Change(s): Citizen request LUA2016-0007 to change the land use designation, for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.	
Applicant: Seattle Pacific Homes	**Property Location(s):** SR-92 and 127th Ave NE (approximately 15 acres)
Existing Land Use Designation	**Proposed Land Use Designation**
Planned Business District	Medium Density Residential
Existing Zoning District	**Proposed Zoning District**
Planned Business District	High Urban Residential

ANALYSIS: Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? **Discussion**: the proposed minor land use map change is not designed to implement a development regulation or program.	X	
2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? **Discussion**: the proposed minor land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited, unless the applicant establishes there has been a substantial change of circumstances and support a plan or regulation change at this time. **Discussion**: the land use designation for the subject properties has not been considered previously.	X	

4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? **Discussion**: the Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function. The applicant has submitted required review fees. The applicant will provide any special studies deemed necessary to continue review at their expense.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? **OR**		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? **AND** **Discussion**: the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements. • Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens; • Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses; • Goal 2.14 design and build a healthy community to improve the quality of life for all people who live, work, learn, and play within the city; and • Goal 3.1 provide fair and equal access to a range of housing types and choices to meet the existing and projected housing needs of all Lake Stevens residents regardless of income level or demographic status.	X	
b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process. **Discussion**: the Comprehensive Plan sets a procedure for evaluating minor amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request.	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2016 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2016 Comprehensive Plan Docket (see attached recommendation letter).		
The City Council accepts this proposal for inclusion in the 2016 Comprehensive Plan Docket.		

2016 Comprehensive Plan Docket Ratification

M-3 - Staff Summary

Lake Stevens City Council & Planning Commission

City Council Hearing Date: March 22, 2016
Planning Commission Hearing Date: March 2, 2016

SUBJECT: City-initiated map amendment

Summary	
Location in Comprehensive Plan: Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text.	
Proposed Change(s): City expansion of LUA2016-0007 to change the land use designation, for two partially developed parcels off SR-92, from Planned Business District to Medium Density Residential for consistency with adjacent parcels and associated text amendments to the Land Use Element. City may also consider adding the 3-acre parcel to the west and isolated 0.44-acre parcel east of 127th Ave SE after consulting with land owners.	
Applicant: Seattle Pacific Homes	**Property Location(s):** SR-92 and 127th Ave NE
Existing Land Use Designation	**Proposed Land Use Designation**
Planned Business District	Medium Density Residential – 3-acre parcel General Industrial or Public/Semi-Public – 0.44-acre parcel
Existing Zoning District	**Proposed Zoning District**
Planned Business District	High Urban Residential – 3-acre parcel General Industrial or Public/Semi-Public – 0.44-acre parcel

ANALYSIS: Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? **Discussion**: the proposed minor land use map change is not designed to implement a development regulation or program.	X	

2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? **Discussion**: the proposed minor land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited, unless the applicant establishes there has been a substantial change of circumstances and support a plan or regulation change at this time. **Discussion**: the land use designation for the subject properties has not been considered previously.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? **Discussion**: the Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function. The applicant has submitted required review fees. The applicant will provide any special studies deemed necessary to continue review at their expense.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? **OR**		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? **AND** **Discussion**: the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Housing Elements. • Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens; • Goal 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses; • Goal 2.10 ensure that land uses optimize economic benefit and the enjoyment and protection of natural resources while minimizing the threat to health, safety and welfare; • Goal 2.14 design and build a healthy community to improve the quality of life for all people who live, work, learn, and play within the city; and • Goal 3.1 provide fair and equal access to a range of housing types and choices to meet the existing and projected housing needs of all Lake Stevens residents regardless of income level or demographic status.	X	

b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process. **Discussion**: the Comprehensive Plan sets a procedure for evaluating minor amendments annually. The city is not considering a subarea plan or other amendments for the property; therefore, there is not a need to postpone review of the request to ensure consistent land use designations in the area.	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2016 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2016 Comprehensive Plan Docket (see attached recommendation letter).		
The City Council accepts this proposal for inclusion in the 2016 Comprehensive Plan Docket.		

EXHIBIT 3a

NOTICE OF PUBLIC HEARING
Lake Stevens Planning Commission

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

Hearing Date & Time: March 2 at 7 pm

Location: Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

Citizen-initiated map amendments with concurrent rezone applications.

1. **LUA2015-0119 – School District Map Amendment** request to change the land use designation, for two undeveloped parcels off Lake Drive from Medium Density Residential to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2016-0007– Seattle Pacific Map Amendment** request to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.

   City staff recommends the Medium Density Residential designation or others be extended to nearby properties for consistency.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2016-0029**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2016 docket, prior to the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

A complete list describing the proposed amendments is available at the Planning & Community Development Department and available on the city's website.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

EXHIBIT 3b

NOTICE OF PUBLIC HEARING
Lake Stevens City Council

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens City Council will hold a hearing on proposed Comprehensive Plan amendments for inclusion as part of the annual docket.

Hearing Date & Time: March 22 at 7 pm

Location: School District Educational Center (12309 22nd Street NE, Lake Stevens)

Description: Citizen-initiated map amendments with concurrent rezone applications.

1. **LUA2015-0119 – School District Map Amendment** request to change the land use designation, for two undeveloped parcels off Lake Drive from Medium Density Residential to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2016-0007– Seattle Pacific Map Amendment** request to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.

   City staff recommends the Medium Density Residential designation or others be extended to nearby properties for consistency.
3. **LUA2016-0029** – **City-initiated amendments** to add capital projects to the Parks and Capital Facilities Elements and proposed map amendments to properties located within the 20th Street SE Corridor subarea. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2016 docket, prior to the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

A complete list describing the proposed amendments is available at the Planning & Community Development Department and available on the city's website.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

EXHIBIT 3c

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

June 17, 2016

RE: **2016 Comprehensive Plan Docket Item# M-2/M-3: Applicant-Initiated Map Amendment & Rezone**

Dear Property Owner:

The purpose of this letter is to let you know that Lake Stevens Planning and Community Development is analyzing an applicant-initiated proposal from Seattle Pacific Homes to rezone and amend the land use designation of approximately three parcels of approximately 15.5 acres located west of 127th Drive NE between SR-92 and 36th Street NE (**Exhibit 1**). The proposal would change the land use designation from Planned Business District (PBD) to Medium Density Residential (MDR), and the zoning would change from Planned Business District (PBD) to High Urban Residential (HUR). The city is recommending that this proposed land use and zoning change be extended to the PBD-zoned parcels adjacent to the eastern and western boundaries of the project area, comprising approximately an additional 3.5 acres. You are being contacted because your property will be directly affected by this action.

These proposed changes would help facilitate the city's housing stock to meet the city achieve its goal of providing a range of housing choices for current and projected housing needs. Zoning standards would be applied at the time of new development or redevelopment. Existing businesses or residential uses, not permitted under the new residential zoning, may remain in place and would be considered non-conforming uses subject to the city's regulations.

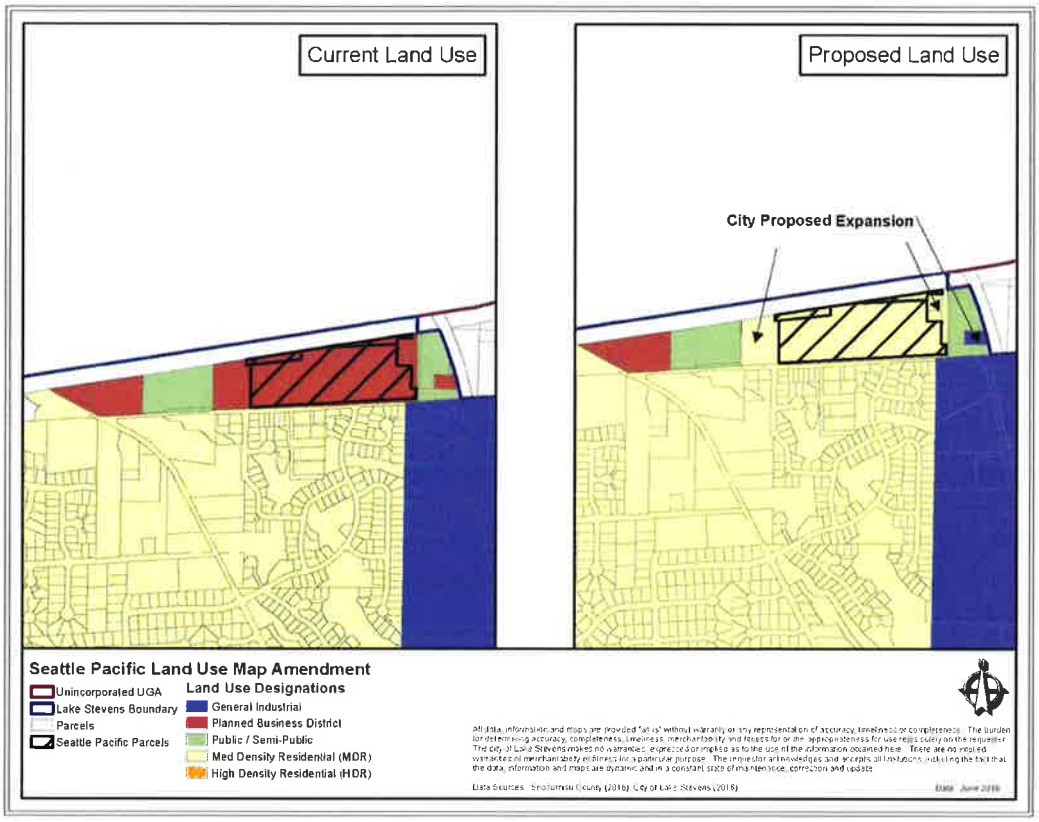
The city will hold a public hearing on the land-use amendment before the Planning Commission. The Planning Commission makes a recommendation to the City Council who may also hold a public hearing on the matter before taking final action. The public hearing on the concurrent rezone may be held before the Planning Commission or City Council. You will receive notification of the public hearing(s) once a date has been determined.

Your feedback is important as the city moves forward with this amendment. Please submit any comments to City Hall, Attn: Melissa Place, PO Box 257, Lake Stevens, WA 98258 or by email at mplace@lakestevenswa.gov. If you have any questions, please feel free to contact me.

Sincerely,

Melissa Place
Associate Planner

EXHIBIT 1:


Current Land Use
Proposed Land Use
City Proposed Expansion
Seattle Pacific Land Use Map Amendment
Unincorporated UGA
Lake Stevens Boundary
Parcels
Seattle Pacific Parcels
Land Use Designations
General Industrial
Planned Business District
Public / Semi-Public
Med Density Residential (MDR)
High Density Residential (HDR)

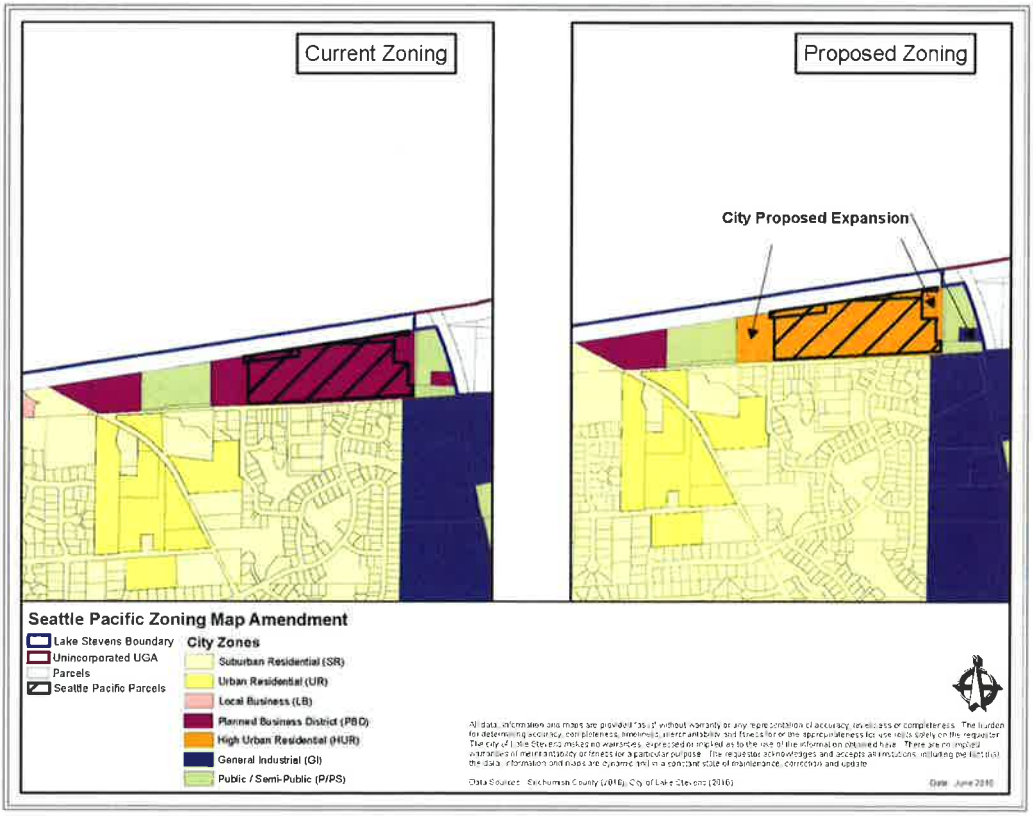

Current Zoning
Proposed Zoning
City Proposed Expansion
Seattle Pacific Zoning Map Amendment
Lake Stevens Boundary
Unincorporated UGA
Parcels
Seattle Pacific Parcels
City Zones
Suburban Residential (SR)
Urban Residential (UR)
Local Business (LB)
Planned Business District (PBD)
High Urban Residential (HUR)
General Industrial (GI)
Public / Semi-Public (P/PS)

EXHIBIT 3d

NOTICE OF APPLICATION & SEPA DETERMINATION

Proposal: Hild (AKA The Refuge) Comprehensive Plan Amendment and Rezone – LUA2016-0007 and LUA2016-0008

Project Location: The west side of 127th Drive NE between SR-92 and 36th Street NE, Lake Stevens, WA 98258

Proponent: Brian Kalab on behalf of Seattle Pacific Homes

Lead Agency: City of Lake Stevens

Proposed Project Description: The applicant, Seattle Pacific Homes, has applied for a comprehensive plan designation change and concurrent rezone for three parcels of approximately 15.5 acres located west of 127th Drive NE between Highway SR-92 and 36th Street NE. The proposal would change the land use designation from Planned Business District (PBD) to Medium Density Residential (MDR), and the zoning would change from Planned Business District (PBD) to High Urban Residential (HUR). The city is recommending that this proposed land use and zoning change be extended to the PBD-zoned parcels adjacent to the eastern and western boundaries of the project area, comprising approximately an additional 3.5 acres. The city will review all site-specific impacts related to the land use and zoning changes at the time of development. The proponent has submitted a project narrative, environmental checklist and traffic report in support of the proposed map changes. The city has issued a Determination of Non-Significance.

Permits Required:	Comprehensive Plan Map Amendment / Rezone
Date of Application:	January 28, 2016
Completeness Date:	January 28, 2016
Notice of Application & SEPA Determination Issued:	July 20, 2016

Public Review and Comment Period: Interested parties may view the project file at the Lake Stevens Permit Center (1812 Main Street) Monday-Friday 8 am to 5 pm. To receive further information or to submit written comments, please contact the Planning and Community Development Department.

Email:	mplace@lakestevenswa.gov
Mailing address:	P.O. Box 257, Lake Stevens, WA 98258

Upon publication of the Notice of Application & issuance of the Determination on Non-Significance, there is a 14-day comment / appeal period. **The deadline for public comment & appeals is 5:00 PM, August 3, 2016.**

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicant
Posted at Permit Center, City Hall, Subject Property, City Website
Property Owners within 300 feet of project site
Everett Herald

EXHIBIT 3e

CITY OF LAKE STEVENS
NOTICE OF PUBLIC HEARING
2016 Comprehensive Plan Docket

PROJECT NAME/ FILE NUMBER: 2016 Comprehensive Plan Docket: Planning Commission Public Hearing

HEARING DATE / TIME: Wednesday, November 2, 2016 at 7:00 PM

LOCATION: Lake Stevens Community Center (next to City Hall)
1808 Main Street
Lake Stevens, WA 98258

DOCKET DESCRIPTION:

Under the Growth Management Act, the city of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year through an annual docket process. The 2016 Comprehensive Plan Docket includes two citizen-initiated map amendments, two city-initiated map amendments, city text amendments to the Land Use element, the Parks, Recreation and Open Space element, the Public Services and Utilities element and updates to the Appendices. Standards administrative updates and associated SEPA documents will also be incorporated into the Comprehensive Plan.

The Lake Stevens Planning Commission will conduct a public hearing and receive public testimony on November 2, 2016 at 7:00 PM to consider the docket items described above. If the 2016 Docket is recommended for approval, the Lake Stevens City Council will conduct a public hearing and first ordinance reading on December 13, 2016 at the Lake Stevens School District Educational Center (12309 22nd Street NE) at 7:00 PM. There will be a separate public noticing for the City Council hearing pursuant to Chapter 14.16B LSMC.

PUBLIC REVIEW AND COMMENT:
Interested parties may submit written comments before the hearing or testify in person. Comments can be submitted to City Hall, Attn: Stacie Pratschner, PO Box 257, Lake Stevens, WA 98258 or by email at spratschner@lakestevenswa.gov.

The project files, including the staff reports, site maps and supporting materials are available for review at the Permit Center, located behind City Hall, Monday-Thursday 9:00 am- 4:30 pm and Friday 9:00 am to 12:00 pm. Limited materials are available at: http://www.ci.lake-stevens.wa.us/index.aspx?nid=380.

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicants and Parties of Record
Posted at Permit Center, City Hall, Subject Properties and Published in the Everett Herald
Mailed to property Owners within 300 feet of project sites
City Website

EXHIBIT 4

Subject: Project #LUA2016-007 and LUA2016-008 rezoning request.

We reside at 12739 35th PL NE so would be directly impacted by subject rezoning from Business to Residential. If said rezoning takes place then no doubt any future development would place additional noise and traffic congestion on 36th Street, which already negatively impacts our property. It has come to our attention that 36th Street not only handles traffic with-in our Stevens Wood development and other adjacent housing but also handles a significant amount of traffic generated from Old Hartford Road and points East. We believe this is due to lack of a left turning option at 127th and SR92 which forces traffic outside our immediate area to use 36th Street to access SR92 westbound via Grade Road. At certain times of the day, generally during heavy morning and evening commuting traffic, it is already hazardous when attempting to transition from Grade Road to SR92 westbound. Rezoning would only make this traffic flow situation worst.

Additionally, the proposed 2022 Round About at Grade Road and SR92 provides 6 years of traffic congestion before a workable solution is available. The city needs to address the current traffic issues with immediate resolution before additional rezoning and building occurs.

Also the preliminary plans submitted for this project seem to indicate high density housing units would be constructed further negatively impacting both noise and traffic congestion on 36th Street, Grade Road and SR92 intersection. For these reasons, we respectively oppose rezoning this area.

David and Lori Bottieri

RECEIVED
AUG 0 1 2016
CITY OF
LAKE STEVENS

Good afternoon Mr. & Mrs. Bottieri,

In response to your letter to Melissa Place dated August 1, 2016 I would like to take a moment to respond to your concerns regarding the potential rezone of the property at 127th Drive NE & 36th Street NE. To first clarify, this has been initiated by the applicant in an attempt to rezone the associated property from a commercial district to a residential district. In response to specific portions of your letter please see below:

1. ***"If said rezoning takes place then no doubt any future development would place additional noise and traffic congestion on 36th Street, which already negatively impacts our property."***
   While it is true that development of the subject property would cause additional noise and traffic on 36th Street NE, the potential noise and traffic would likely be reduced from that anticipated under the current zoning of Planned Business District should this rezone be approved. Based on the traffic study conducted for the Centennial Retail Center, an approved use under the current zoning, in April 2007 the number of additional trips produced by that property would be 378 new trips during the PM peak hour. If this zoning is changed to residential, even high-density residential, the number of additional trips produced during the PM peak hour would be 70 new trips. Using a generalized scaling method, one can assume that daily traffic is increased by ten times the peak hour which puts new daily trips under the current zoning at 3780 trips per day and only 700 trips per day with the proposed zoning.
2. ***"It has come to our attention that 36th Street not only handles traffic with-in our Stevens Wood development and other adjacent housing but also handles a significant amount of traffic generated from Old Hartford Road and points East."***
   The City of Lake Stevens classifies 36th Street NE as a collector road. According to the Lake Stevens Municipal Code a collector road is defined as a roadway designed for movement within a community including connecting neighborhoods with smaller community centers. Collectors also provide connections to minor and major arterials. Based on this definition, it is assumed that 36th Street NE will be used to move a higher number of vehicles and persons from point A to point B as opposed to a local access road such as Catherine Drive or 35th Place NE. 36th Street NE currently connects most of the residences and businesses in the northeast portion of the city with the only major arterial (Grade Road) as well as to the industrial center along 131st Avenue NE (Old Hartford Road).
3. ***"We believe this is due to lack of a left turning option at 127th and SR92 which forces traffic outside our immediate area to use 36th Street to access SR92 westbound via Grade Road. At certain times of the day, generally during heavy morning and evening commuting traffic, it is already hazardous when attempting to transition from Grade Road to SR92 westbound. Rezoning would only make this traffic flow situation worst."***
   The City has approached, and continues to approach, the Washington Department of Transportation (WSDOT) to address the traffic at those intersections. It is the City's understanding that WSDOT does plan to replace at least one of these intersections with a roundabout similar to those at SR-92 & Callow Road and SR-92 & 113th Avenue NE in the future. Development of any kind will affect both intersections and the developer would need to mitigate those impacts in some fashion or another during the plat or construction phase, but residential development would likely have far lower traffic impacts versus commercial development in the short and long term.

If you have any other questions or concerns please feel free to approach either Melissa or myself and we'll do our best to answer your questions or address your concerns.

Thank you,



Adam Emerson, E.I.T.
Civil Engineer
City of Lake Stevens

From: Adam Emerson
To: Lori Bottieri
Cc: Kathleen Pugh; Melissa Place
Subject: Re: Project #LUA2016-0007 & LUA2016-0008
Date: Wednesday, July 27, 2016 8:51:11 AM

Good morning Ms. Bottieri,

Please see the below responses to your questions.

127th/SR-92: Currently, WSDOT had no immediate plans to eliminate the right-in/right-out at this intersection. Long term it is expected that WSDOT will construct a roundabout similar to that at 99th or 113th but that has not yet been scheduled.

Grade Road: The city has finally received all the relevant State and Federal permits to begin the repairs on Grade Road. We have executed an emergency contract with Marshbank Construction and they are set to begin on repairs within the next couple of weeks per my last update. We anticipate the work to be completed and open to traffic this year.

36th Street Bridge: This is a temporary lane closure that was deemed necessary because of damage to one of the piers. This damage was uncovered during our annual bridge inspections. We have a solution and have received State permits to complete the work. Marshbank will also be doing this work but it will be done after Grade Road. We expect this road to be open to two way traffic before winter.

Bus/truck traffic: Catherine Drive only has excess bus and truck traffic because it is the primary detour for Grade Road. Once the Grade and 36th projects are completed normal traffic operations should resume which will remove the vast majority of trucks and buses from that road.

If you have any other questions please feel free to get in touch with me.

Thank you,

Adam Emerson, E.I.T.
Civil Engineer
City of Lake Stevens
(425) 377-3222
aemerson@lakestevenswa.gov

> On Jul 27, 2016, at 8:30 AM, Melissa Place <mplace@lakestevenswa.gov> wrote:
>
> Hi Lori, you are correct in that the proposed rezone area is between the streets you stated below - I have also attached a map that shows the areas under consideration. The applications under consideration are for a comprehensive plan map amendment and rezone, there is no formal application for development at this time. That said, the City conducted a pre-application meeting with the applicant in April regarding a proposed subdivision for 69 lots on 15.5 acres (see attached layout map). A preliminary plat application cannot be submitted until the comp plan amendment and rezone are approved.
>
> I have copied Adam Emerson with our Public Works Department to respond to your questions regarding traffic/roads as per your email below.
>
> Thank you, Melissa
>
> Melissa Place, Senior Planner
> City of Lake Stevens | Planning & Community Development
> 1812 Main Street | PO Box 257

> Lake Stevens, WA 98258-0257
> 425.377.3229 | mplace@lakestevenswa.gov
>
>
> -----Original Message-----
> From: Lori Bottieri [mailto:lori.bottieri@cox.net]
> Sent: Tuesday, July 26, 2016 2:47 PM
> To: Melissa Place <mplace@lakestevenswa.gov>
> Subject: Project #LUA2016-0007 & LUA2016-0008
>
> Hi Melissa,
>
> I reviewed the files in the planning office on Monday.
>
> Can you please clarify for me - the traffic impact report map - the proposed rezone area is between SR92 and 36th, Grade Rd. and 127th?
> The rezoned proposed development is for single family homes to be built and approximately 70 homes on 15.5 acres?
>
> What is the city's plan for changing 127th/SR92 from a right turn only to a 4-way access? What information do you have regarding the Grade Rd closure and the 36th Rd narrowing to one lane? Will Catherine road continue to flow bus, truck and delivery traffic through the neighborhood?
>
> I appreciate your time and help with these questions.
>
> Thank You,
> Lori Bottieri
> 949-285-6807
>
> <Maps.pdf>
> <Refuge layout 3-25-16.pdf>

EXHIBIT 5

DETERMINATION OF NON-SIGNIFICANCE

Proposal: Hild (AKA The Refuge) Comprehensive Plan Amendment and Rezone – LUA2016-0007 and LUA2016-0008

Description of Proposal: The applicant, Seattle Pacific Homes, has applied for a comprehensive plan designation change and concurrent rezone for three parcels of approximately 15.5 acres located west of 127th Drive NE between Highway SR-92 and 36th Street NE. The proposal would change the land use designation from Planned Business District (PBD) to Medium Density Residential (MDR), and the zoning would change from Planned Business District (PBD) to High Urban Residential (HUR). The city is recommending that this proposed land use and zoning change be extended to the PBD-zoned parcels adjacent to the eastern and western boundaries of the project area, comprising approximately an additional 3.5 acres. The city will review all site-specific impacts related to the land use and zoning changes at the time of development. The proponent has submitted a project narrative, environmental checklist and traffic report in support of the proposed map changes.

Project Location: The west side of 127th Drive NE between SR-92 and 36th Street NE, Lake Stevens, WA 98258

Proponent: Brian Kalab on behalf of Seattle Pacific Homes

Lead Agency: City of Lake Stevens

Threshold Determination: The City of Lake Stevens, acting as lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request. This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issuance.

Issuance Date: July 20, 2016

SEPA Responsible Official: Russell Wright

Russell Wright, Community Development Director

Contact Person: Melissa Place, Senior Planner **Phone: 425-377-3229**

Comments on the Threshold Determination: Interested parties may comment on this Threshold Determination, by submitting written comments to the Responsible Official at the address below by **August 3, 2016**. The Responsible Official may incorporate any substantial comments into the DNS. If the DNS is substantially modified, it will be reissued for further public review.

Appeals: Parties of Record may appeal this Determination of Non-Significance by submitting an appeal to City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258, Attn: Planning and Community Development, no later than 5:00 PM, **August 3, 2016**. The appeal must be in writing, contain a concise statement of the matter being appealed and the basic rationale for the appeal. A fee is required per the City's Fee Resolution. Please note that failure to file a timely and complete appeal shall constitute a waiver of all rights to an administrative appeal under City code.

EXHIBIT 6

GTC Gibson Traffic Consultants, Inc.
Transportation Planners and Traffic Engineers

MEMORANDUM



To: Melissa Place, City of Lake Stevens
From: Brad Lincoln
Project: Hild Property, AKA: The Refuge, GTC #16-013
Subject: Comment Response
Date: July 15, 2016

This memorandum addresses comments from City of Lake Stevens staff. The initial traffic impact analysis (TIA) was completed by GTC in a report dated January 2016. There are two comments regarding the traffic analysis, both of which are addressed below.

1. SR-92 at 127th Drive NE

Comment

The City of Lake Stevens commented regarding through and left-turning vehicles on the north and south legs of SR-92 at 127th Drive NE. The intersection is currently restricted on these two legs, which would preclude these movements. The City of Lake Stevens staff questioned whether or not the intersection was modeled correcting for the analysis.

Response

The movements shown to be performing the restricted movements are based on the existing count data collected at the intersection. The existing data showed that there were drivers not following the restrictions at the intersection and make illegal movements. These movements would have been right-turn movements if the restrictions were followed by the drivers.

The trips generated by the Hild Property were distributed and assigned to the surrounding street system based on the restrictions at the intersection of SR-92 at 127th Avenue NE. Trips destined to the west along SR-92 were assigned to the intersections of 36th Street NE at Grade Road and SR-92 at Grade Road, they were not assigned to the intersection of SR-92 at 127th Avenue NE.

The analysis shows that the intersection of SR-92 at 127th Avenue NE currently operates at an acceptable level and is anticipated to remain at an acceptable level. Reassigning the 5 existing PM peak-hour trips that do not obey the restrictions is not anticipated to significantly affect the operations of any of the study intersections in the site vicinity. The analysis for the intersection of SR-92 at 127th Avenue NE has therefore not been revised from what was presented in the January 2016 TIA.

2. Grade Road Analysis

Comment

The City of Lake Stevens staff requested that the intersections of 36th Street NE at Grade Road and SR-92 at Grade Road be analyzed, in addition to the intersections that were analyzed as part of the January 2016 TIA.

Response

The intersections of 36th Street NE at Grade Road and SR-92 at Grade Road have been analyzed using the same methodology utilized in the January 2016 TIA. Existing PM peak-hour volumes at the two intersections were collected in July 2016 by the independent count firm of Traffic Data Gathering (TDG). The 2022 baseline traffic volumes have been calculated by applying a 2% annually compounding growth rate to the 2016 existing volumes. The 2022 future with development volumes were calculated by adding the development's trips to the 2022 baseline volumes. The existing counts and traffic volume calculations are included in the attachments of this memorandum.

The intersection of SR-92 at Grade Road is on the City of Lake Stevens 6-year TIP to be improved to a roundabout. This intersection has therefore been modeled as a roundabout for the 2022 baseline and 2022 future with development conditions. The analysis presented in the January 2016 TIA will not change based on the comments from City of Lake Stevens staff, but have been presented in the following table based on the January 2016 TIA. The level of service results are summarized in Table 4, based on the January 2016 TIA.

Table 4: PM Peak-Hour LOS Summary

Intersection	Existing Conditions		2022 Baseline Conditions		2022 Future with Development Conditions	
	LOS	Delay	LOS	Delay	LOS	Delay
1. SR-92 at 127th Drive NE	C	18.5 sec	C	20.2 sec	C	20.3 sec
2. E Driveway at 127th Drive NE	---	---	---	---	A	9.1 sec
3. 36th Street NE at 127th Drive NE	A	9.2 sec	A	9.3 sec	A	9.4 sec
4. 36th Street NE at S Driveway/Catherine Drive	A	9.3 sec	A	9.4 sec	A	9.7 sec
5. 36th Street NE at Grade Road	A	8.9 sec	A	8.9 sec	A	9.0 sec
4. SR-92 at Grade Road	F	80.0 sec	A[1]	5.3 sec 0.82 v/c	A[1]	5.6 sec 0.84 v/c

The analysis shows that all of the study intersections are anticipated to operate at acceptable levels of service with the Hild Development and the planned improvements.

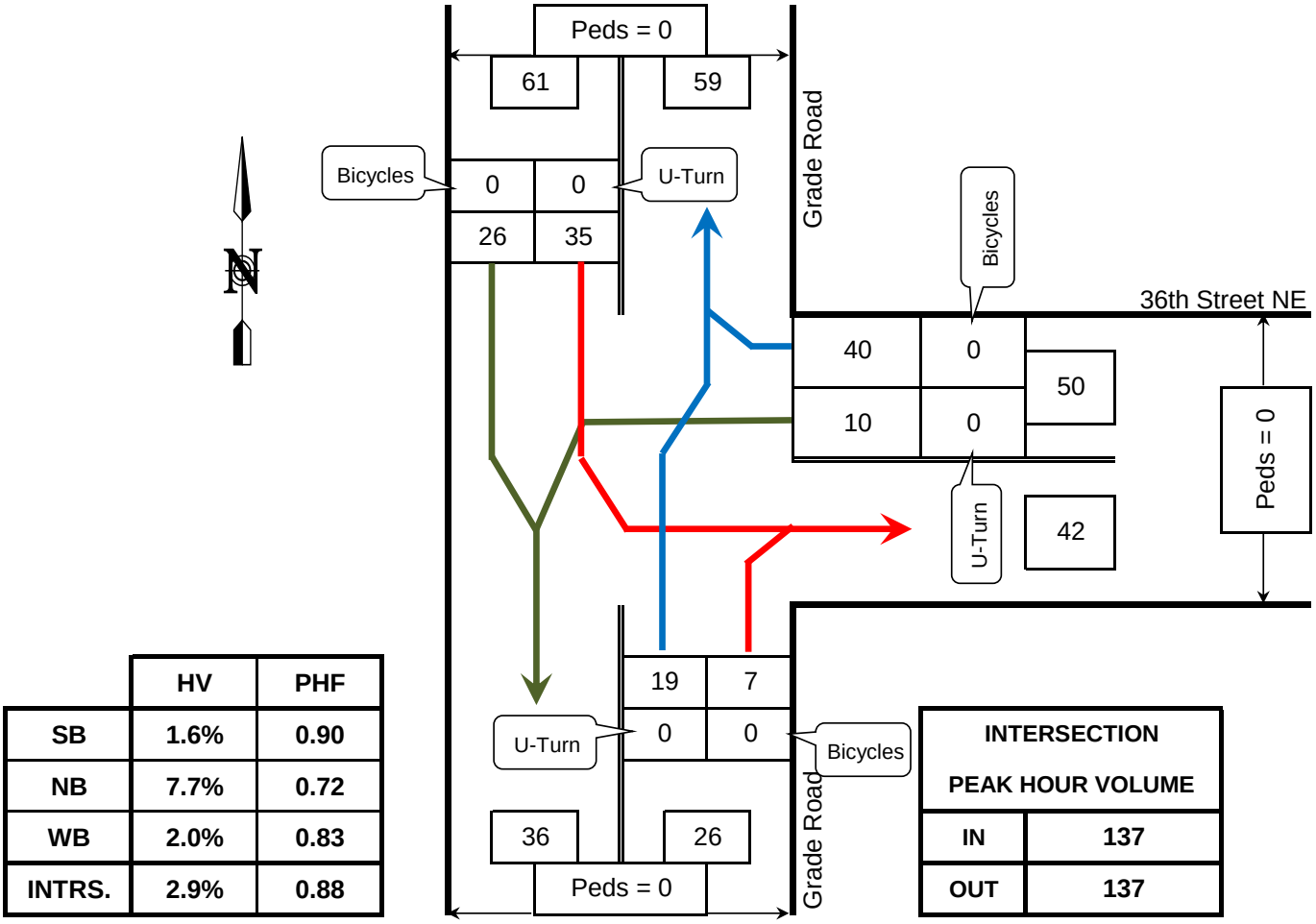
[1] Includes roundabout improvement.

Turning Movement and Level of Service Calculations

TRAFFIC DATA GATHERING

TURNING MOVEMENTS DIAGRAM

4:00 PM - 6:00 PM PEAK HOUR: 4:00 PM TO 5:00 PM



	HV	PHF
SB	1.6%	0.90
NB	7.7%	0.72
WB	2.0%	0.83
INTRS.	2.9%	0.88

INTERSECTION PEAK HOUR VOLUME	
IN	137
OUT	137

HV = Heavy Vehicles
PHF = Peak Hour Factor

36th Street NE @ Grade Road

Lake Stevens, WA

COUNTED BY: CN

REDUCED BY: CN

REDUCTION DATE: Fri. 7/15/16

DATE OF COUNT: Thu. 7/14/16

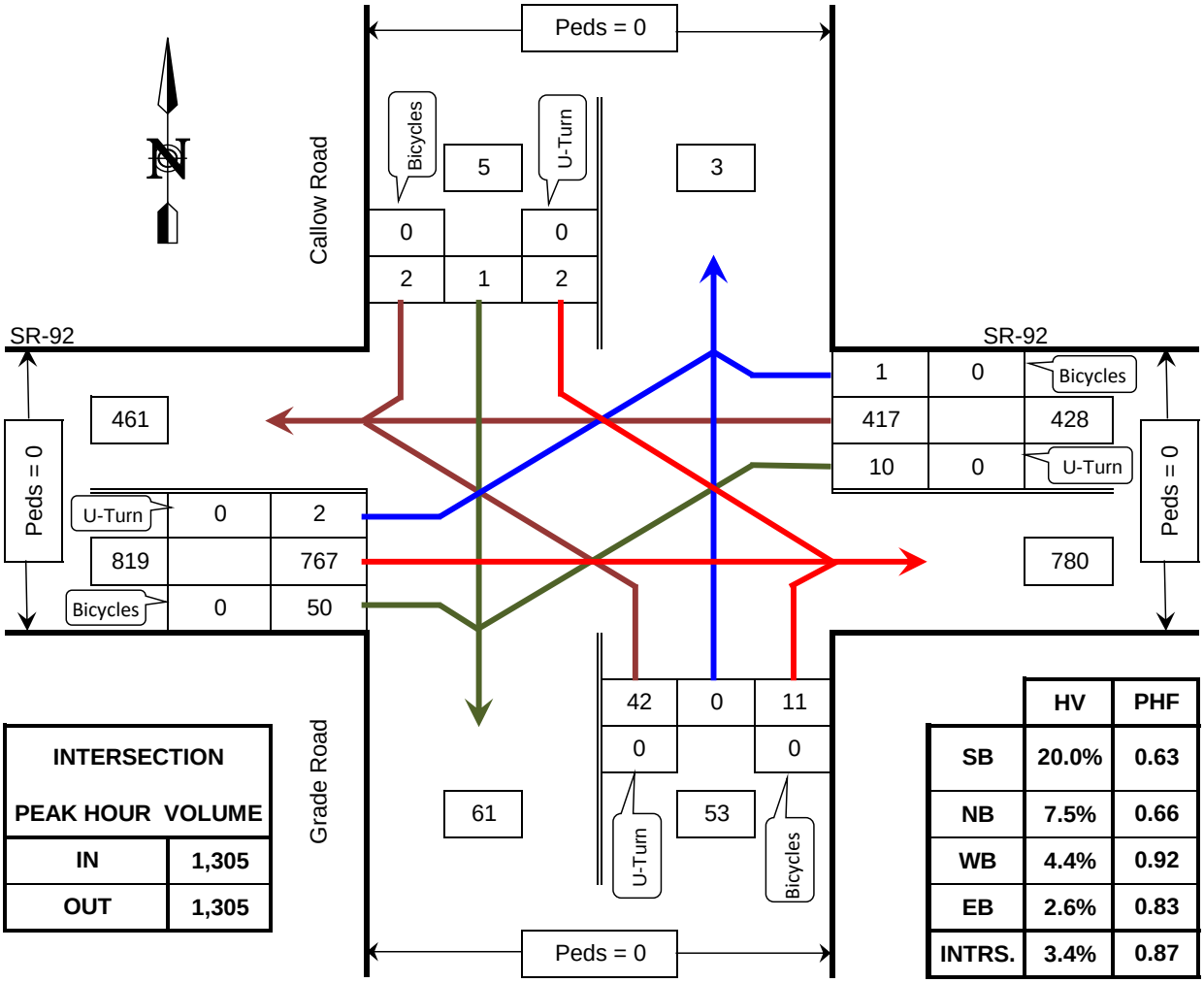
TIME OF COUNT: 4:00 PM - 6:00 PM

WEATHER: Sunny

TRAFFIC DATA GATHERING

TURNING MOVEMENTS DIAGRAM

4:00 PM - 6:00 PM PEAK HOUR: 4:30 PM TO 5:30 PM



INTERSECTION PEAK HOUR	VOLUME
IN	1,305
OUT	1,305

	HV	PHF
SB	20.0%	0.63
NB	7.5%	0.66
WB	4.4%	0.92
EB	2.6%	0.83
INTRS.	3.4%	0.87

PHF = Peak Hour Factor
HV = Heavy Vehicle

Grade Road/Callow Road @ SR-92

Lake Stevens, WA

COUNTED BY: JH

REDUCED BY: CN

REDUCTION DATE: Fri. 7/15/16

DATE OF COUNT: Thu. 7/14/16

TIME OF COUNT: 4:00 PM - 6:00 PM

WEATHER: Sunny

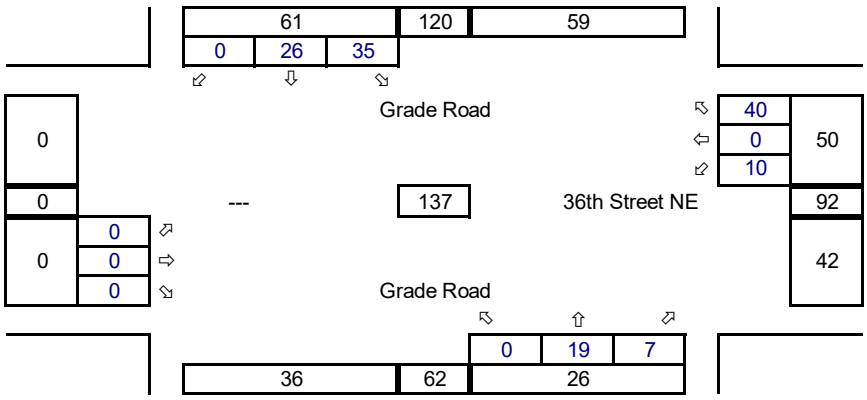
5 36th St @ Grade Rd

Synchro ID: 5

Existing
Average Weekday
PM Peak Hour

Year: **7/14/16**

Data Source: **TDG**

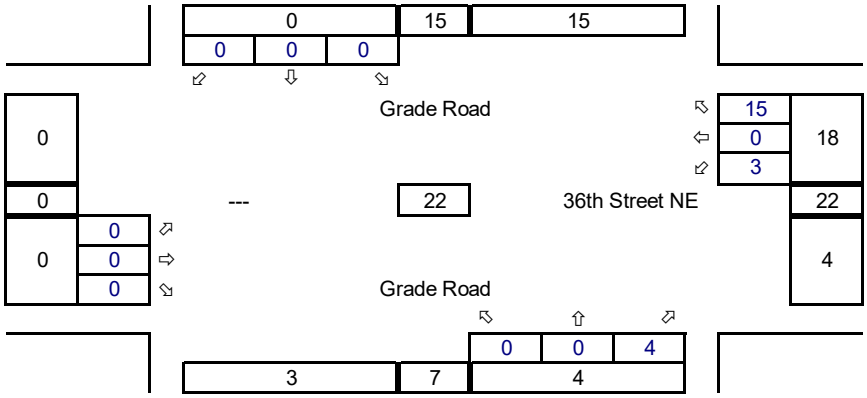


Future without Project
Average Weekday
PM Peak Hour

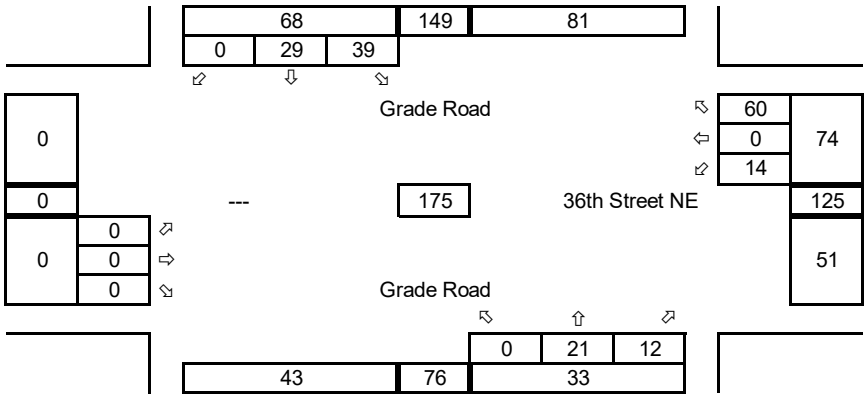
Year: 2022
Growth Rate = 2.0%
Years of Growth = 6
Total Growth = 1.1262



Total Project Trips
Average Weekday
PM Peak Hour



Future with Project
Average Weekday
PM Peak Hour



---

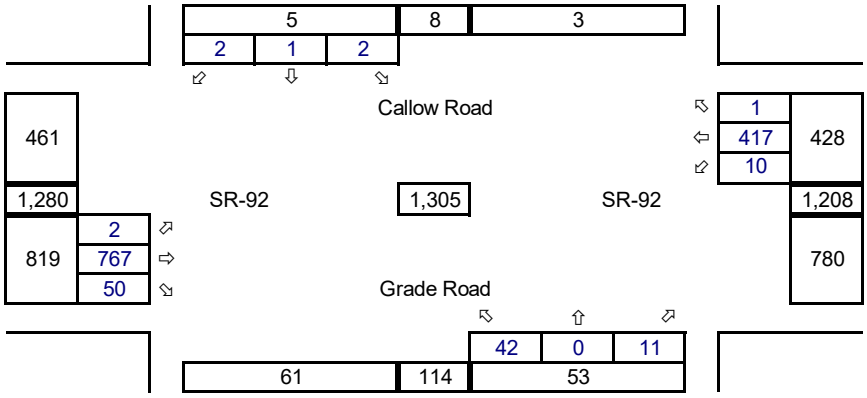
6 SR-92 @ Grade Rd

Synchro ID: 4

Existing
Average Weekday
PM Peak Hour

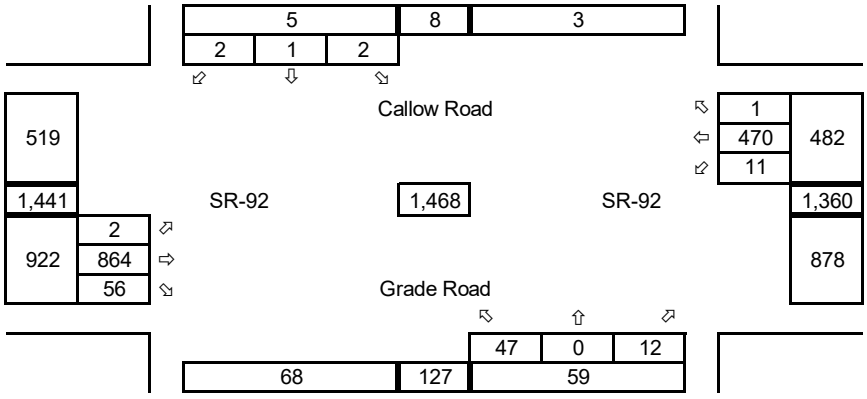
Year: **7/14/16**

Data Source: **TDG**

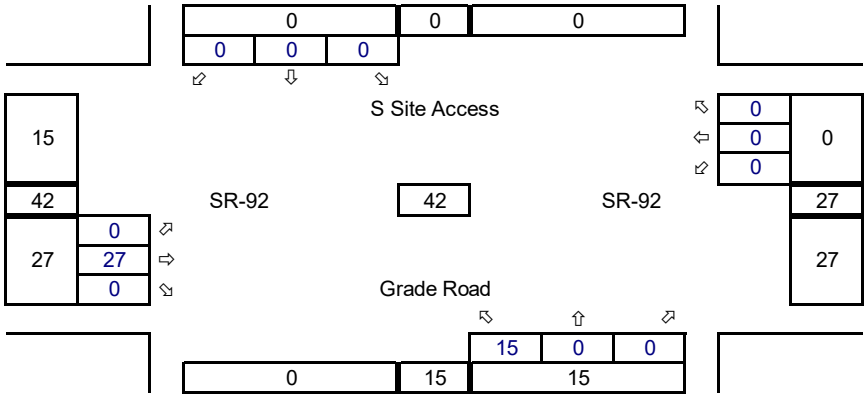


Future without Project
Average Weekday
PM Peak Hour

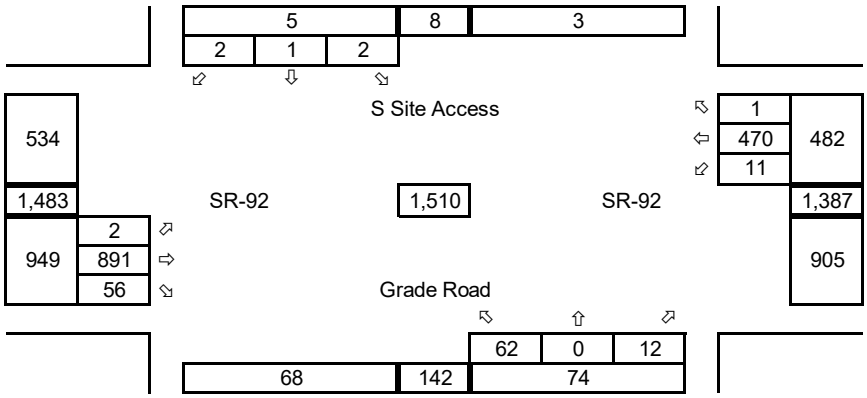
Year: 2022
Growth Rate = 2.0%
Years of Growth = 6
Total Growth = 1.1262



Total Project Trips
Average Weekday
PM Peak Hour



Future with Project
Average Weekday
PM Peak Hour



HCM 2010 TWSC
5: Grade Road & 36th Street NE

Intersection						
Int Delay, s/veh	5					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	10	40	19	7	35	26
Future Vol, veh/h	10	40	19	7	35	26
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	83	83	72	72	90	90
Heavy Vehicles, %	2	2	8	8	2	2
Mvmt Flow	12	48	26	10	39	29

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	138	31	0	0	36	0
Stage 1	31	-	-	-	-	-
Stage 2	107	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	855	1043	-	-	1575	-
Stage 1	992	-	-	-	-	-
Stage 2	917	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	834	1043	-	-	1575	-
Mov Cap-2 Maneuver	834	-	-	-	-	-
Stage 1	992	-	-	-	-	-
Stage 2	894	-	-	-	-	-

Approach	WB	NB	SB
HCM Control Delay, s	8.9	0	4.2
HCM LOS	A		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	993	1575	-
HCM Lane V/C Ratio	-	-	0.061	0.025	-
HCM Control Delay (s)	-	-	8.9	7.3	0
HCM Lane LOS	-	-	A	A	A
HCM 95th %tile Q(veh)	-	-	0.2	0.1	-

HCM 2010 TWSC
6: Grade Road & SR-92

Intersection												
Int Delay, s/veh	4.4											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	2	767	50	10	417	1	42	0	11	2	1	2
Future Vol, veh/h	2	767	50	10	417	1	42	0	11	2	1	2
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	83	83	83	92	92	92	66	66	66	63	63	63
Heavy Vehicles, %	3	3	3	4	4	4	8	8	8	20	20	20
Mvmt Flow	2	924	60	11	453	1	64	0	17	3	2	3

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	454	0	0	984	0	0	1437	1435	954	1443	1465	454
Stage 1	-	-	-	-	-	-	959	959	-	476	476	-
Stage 2	-	-	-	-	-	-	478	476	-	967	989	-
Critical Hdwy	4.13	-	-	4.14	-	-	7.18	6.58	6.28	7.3	6.7	6.4
Critical Hdwy Stg 1	-	-	-	-	-	-	6.18	5.58	-	6.3	5.7	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.18	5.58	-	6.3	5.7	-
Follow-up Hdwy	2.227	-	-	2.236	-	-	3.572	4.072	3.372	3.68	4.18	3.48
Pot Cap-1 Maneuver	1101	-	-	694	-	-	108	130	306	100	117	570
Stage 1	-	-	-	-	-	-	301	328	-	537	528	-
Stage 2	-	-	-	-	-	-	557	547	-	284	303	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1101	-	-	694	-	-	104	127	306	93	114	570
Mov Cap-2 Maneuver	-	-	-	-	-	-	104	127	-	93	114	-
Stage 1	-	-	-	-	-	-	300	327	-	535	517	-
Stage 2	-	-	-	-	-	-	541	536	-	267	302	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0	0.2	80	30.7
HCM LOS			F	D

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	121	1101	-	-	694	-	-	148
HCM Lane V/C Ratio	0.664	0.002	-	-	0.016	-	-	0.054
HCM Control Delay (s)	80	8.3	0	-	10.3	0	-	30.7
HCM Lane LOS	F	A	A	-	B	A	-	D
HCM 95th %tile Q(veh)	3.5	0	-	-	0	-	-	0.2

HCM 2010 TWSC
5: Grade Road & 36th Street NE

The Refuge

Intersection	
Int Delay, s/veh	5

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	11	45	21	8	39	29
Future Vol, veh/h	11	45	21	8	39	29
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	83	83	72	72	90	90
Heavy Vehicles, %	2	2	8	8	2	2
Mvmt Flow	13	54	29	11	43	32

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	154	35	0	0	40	0
Stage 1	35	-	-	-	-	-
Stage 2	119	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	838	1038	-	-	1570	-
Stage 1	987	-	-	-	-	-
Stage 2	906	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	815	1038	-	-	1570	-
Mov Cap-2 Maneuver	815	-	-	-	-	-
Stage 1	987	-	-	-	-	-
Stage 2	881	-	-	-	-	-

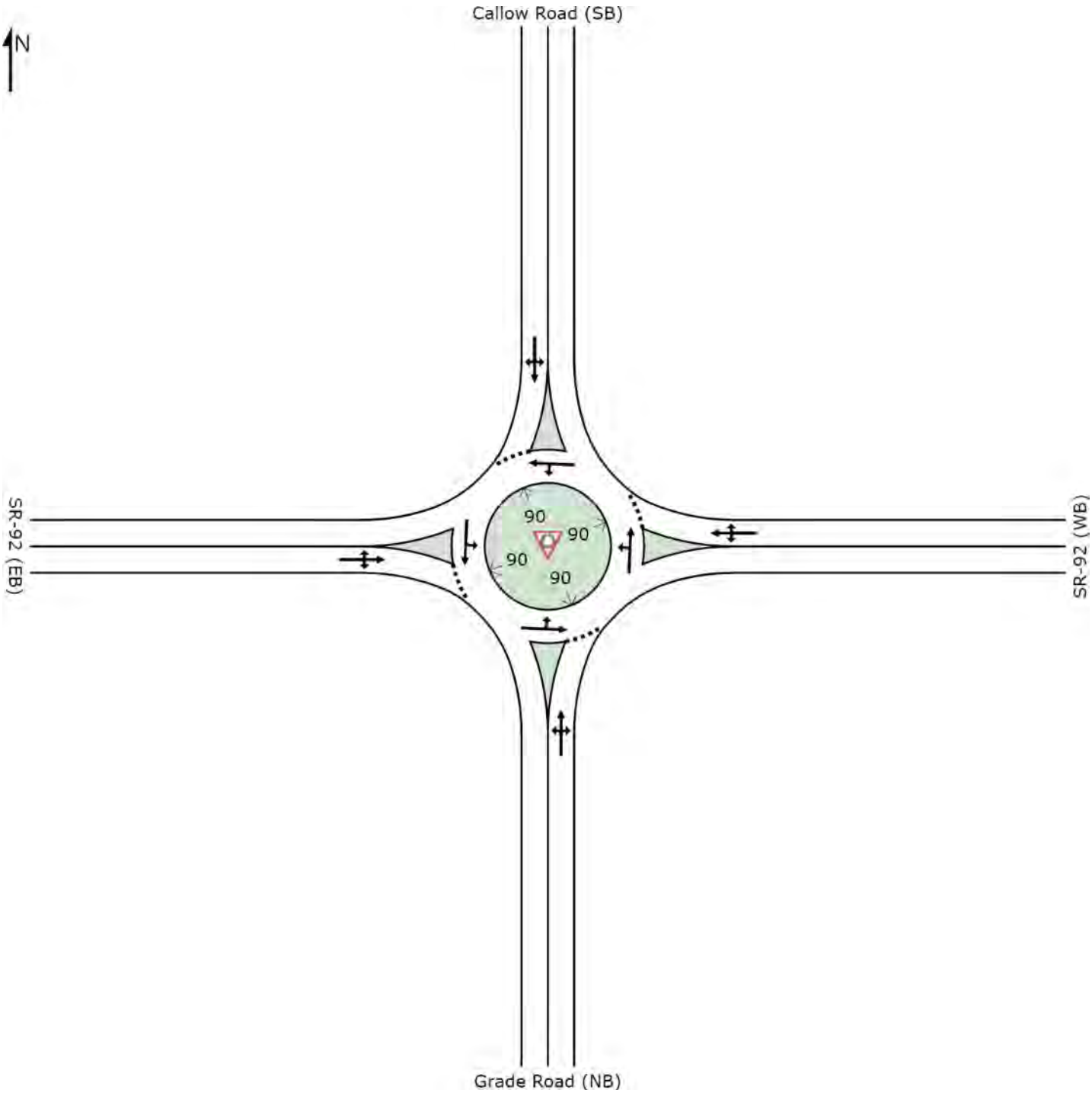
Approach	WB	NB	SB
HCM Control Delay, s	8.9	0	4.2
HCM LOS	A		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	985	1570	-
HCM Lane V/C Ratio	-	-	0.068	0.028	-
HCM Control Delay (s)	-	-	8.9	7.4	0
HCM Lane LOS	-	-	A	A	A
HCM 95th %tile Q(veh)	-	-	0.2	0.1	-

SITE LAYOUT

Site: 2022 Baseline Conditions - PM

#6 - SR-92 at Grade Road/Callow Road
Roundabout



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MOVEMENT SUMMARY

Site: 2022 Baseline Conditions - PM

#6 - SR-92 at Grade Road/Callow Road
Roundabout

Movement Performance - Vehicles

Mov ID	OD Mov	Demand Flows Total veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	95% Back of Queue Distance ft	Prop. Queued	Effective Stop Rate per veh	Average Speed mph
South: Grade Road (NB)											
3	L2	71	8.0	0.195	19.8	LOS B	1.3	34.5	0.90	0.91	30.5
8	T1	2	8.0	0.195	14.1	LOS B	1.3	34.5	0.90	0.91	30.6
18	R2	18	8.0	0.195	14.1	LOS B	1.3	34.5	0.90	0.91	29.8
Approach		91	8.0	0.195	18.5	LOS B	1.3	34.5	0.90	0.91	30.3
East: SR-92 (WB)											
1	L2	12	4.0	0.419	10.2	LOS B	3.5	91.3	0.38	0.44	36.4
6	T1	511	4.0	0.419	4.6	LOS A	3.5	91.3	0.38	0.44	36.4
16	R2	1	4.0	0.419	4.6	LOS A	3.5	91.3	0.38	0.44	35.3
Approach		524	4.0	0.419	4.8	LOS A	3.5	91.3	0.38	0.44	36.4
North: Callow Road (SB)											
7	L2	3	20.0	0.012	13.8	LOS B	0.1	1.8	0.64	0.63	33.8
4	T1	2	20.0	0.012	8.1	LOS A	0.1	1.8	0.64	0.63	34.0
14	R2	3	20.0	0.012	8.1	LOS A	0.1	1.8	0.64	0.63	33.0
Approach		8	20.0	0.012	10.3	LOS B	0.1	1.8	0.64	0.63	33.5
West: SR-92 (EB)											
5	L2	2	3.0	0.816	10.0	LOS B	16.3	416.3	0.37	0.36	36.5
2	T1	1041	3.0	0.816	4.4	LOS A	16.3	416.3	0.37	0.36	36.5
12	R2	67	3.0	0.816	4.4	LOS A	16.3	416.3	0.37	0.36	35.5
Approach		1111	3.0	0.816	4.5	LOS A	16.3	416.3	0.37	0.36	36.5
All Vehicles		1734	3.6	0.816	5.3	LOS A	16.3	416.3	0.40	0.41	36.0

Level of Service (LOS) Method: Delay (HCM 2000).
Roundabout LOS Method: Same as Signalised Intersections.
Vehicle movement LOS values are based on average delay per movement
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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HCM 2010 TWSC
5: Grade Road & 36th Street NE

Intersection						
Int Delay, s/veh	5.3					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	14	60	21	12	39	29
Future Vol, veh/h	14	60	21	12	39	29
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	83	83	72	72	90	90
Heavy Vehicles, %	2	2	8	8	2	2
Mvmt Flow	17	72	29	17	43	32

Major/Minor	Minor1		Major1		Major2	
Conflicting Flow All	157	38	0	0	46	0
Stage 1	38	-	-	-	-	-
Stage 2	119	-	-	-	-	-
Critical Hdwy	6.42	6.22	-	-	4.12	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	-	-	2.218	-
Pot Cap-1 Maneuver	834	1034	-	-	1562	-
Stage 1	984	-	-	-	-	-
Stage 2	906	-	-	-	-	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	811	1034	-	-	1562	-
Mov Cap-2 Maneuver	811	-	-	-	-	-
Stage 1	984	-	-	-	-	-
Stage 2	881	-	-	-	-	-

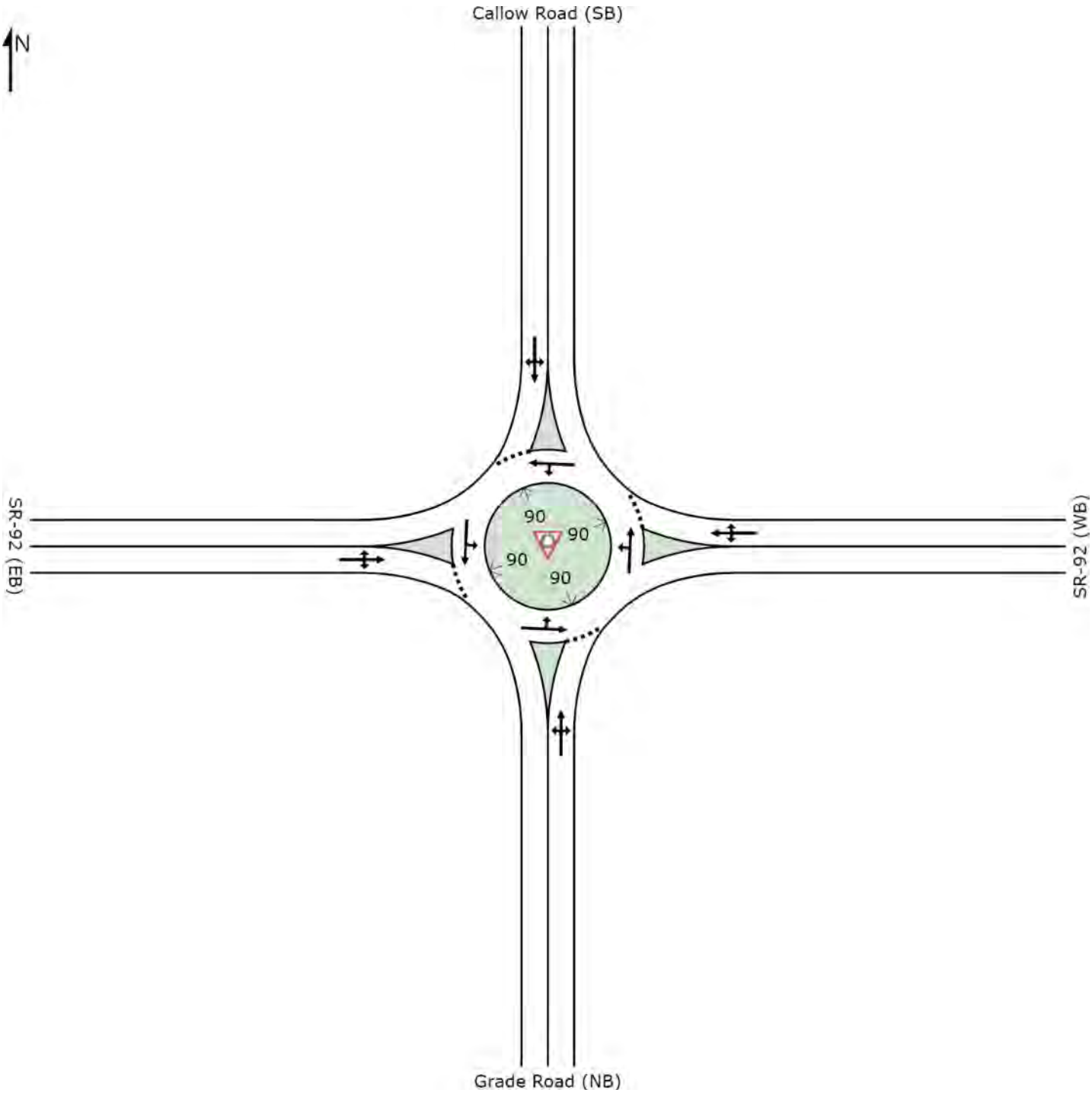
Approach	WB	NB	SB
HCM Control Delay, s	9	0	4.2
HCM LOS	A		

Minor Lane/Major Mvmt	NBT	NBR	WBLn1	SBL	SBT
Capacity (veh/h)	-	-	983	1562	-
HCM Lane V/C Ratio	-	-	0.091	0.028	-
HCM Control Delay (s)	-	-	9	7.4	0
HCM Lane LOS	-	-	A	A	A
HCM 95th %tile Q(veh)	-	-	0.3	0.1	-

SITE LAYOUT

Site: 2022 Future Conditions w Dev - PM

#6 - SR-92 at Grade Road/Callow Road
Roundabout



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MOVEMENT SUMMARY

Site: 2022 Future Conditions w Dev - PM

#6 - SR-92 at Grade Road/Callow Road
Roundabout

Movement Performance - Vehicles

Mov ID	OD Mov	Demand Flows Total veh/h	HV %	Deg. Satn v/c	Average Delay sec	Level of Service	95% Back of Queue Vehicles veh	Distance ft	Prop. Queued	Effective Stop Rate per veh	Average Speed mph
South: Grade Road (NB)											
3	L2	94	8.0	0.261	20.8	LOS C	1.8	47.8	0.93	0.95	30.0
8	T1	2	8.0	0.261	15.2	LOS B	1.8	47.8	0.93	0.95	30.0
18	R2	18	8.0	0.261	15.1	LOS B	1.8	47.8	0.93	0.95	29.3
Approach		114	8.0	0.261	19.8	LOS B	1.8	47.8	0.93	0.95	29.9
East: SR-92 (WB)											
1	L2	12	4.0	0.430	10.4	LOS B	3.6	93.9	0.44	0.46	36.2
6	T1	511	4.0	0.430	4.8	LOS A	3.6	93.9	0.44	0.46	36.2
16	R2	1	4.0	0.430	4.8	LOS A	3.6	93.9	0.44	0.46	35.1
Approach		524	4.0	0.430	4.9	LOS A	3.6	93.9	0.44	0.46	36.2
North: Callow Road (SB)											
7	L2	3	20.0	0.012	14.0	LOS B	0.1	1.9	0.66	0.64	33.7
4	T1	2	20.0	0.012	8.3	LOS A	0.1	1.9	0.66	0.64	33.9
14	R2	3	20.0	0.012	8.3	LOS A	0.1	1.9	0.66	0.64	32.9
Approach		8	20.0	0.012	10.6	LOS B	0.1	1.9	0.66	0.64	33.4
West: SR-92 (EB)											
5	L2	2	3.0	0.840	10.1	LOS B	19.1	489.2	0.41	0.36	36.4
2	T1	1073	3.0	0.840	4.5	LOS A	19.1	489.2	0.41	0.36	36.4
12	R2	67	3.0	0.840	4.4	LOS A	19.1	489.2	0.41	0.36	35.3
Approach		1143	3.0	0.840	4.5	LOS A	19.1	489.2	0.41	0.36	36.3
All Vehicles		1789	3.7	0.840	5.6	LOS A	19.1	489.2	0.45	0.43	35.8

Level of Service (LOS) Method: Delay (HCM 2000).
Roundabout LOS Method: Same as Signalised Intersections.
Vehicle movement LOS values are based on average delay per movement
Intersection and Approach LOS values are based on average delay for all vehicle movements.
Roundabout Capacity Model: SIDRA Standard.
SIDRA Standard Delay Model is used. Control Delay includes Geometric Delay.
Gap-Acceptance Capacity: SIDRA Standard (Akçelik M3D).
HV (%) values are calculated for All Movement Classes of All Heavy Vehicle Model Designation.

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Gibson Traffic Consultants, Inc.
2802 Wetmore Avenue
Suite 220
Everett, WA 98201
425.339.8266

The Refuge
Traffic Impact Analysis

Jurisdiction: City of Lake Stevens

January 2016



GTC #16-013

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1. DEVELOPMENT IDENTIFICATION

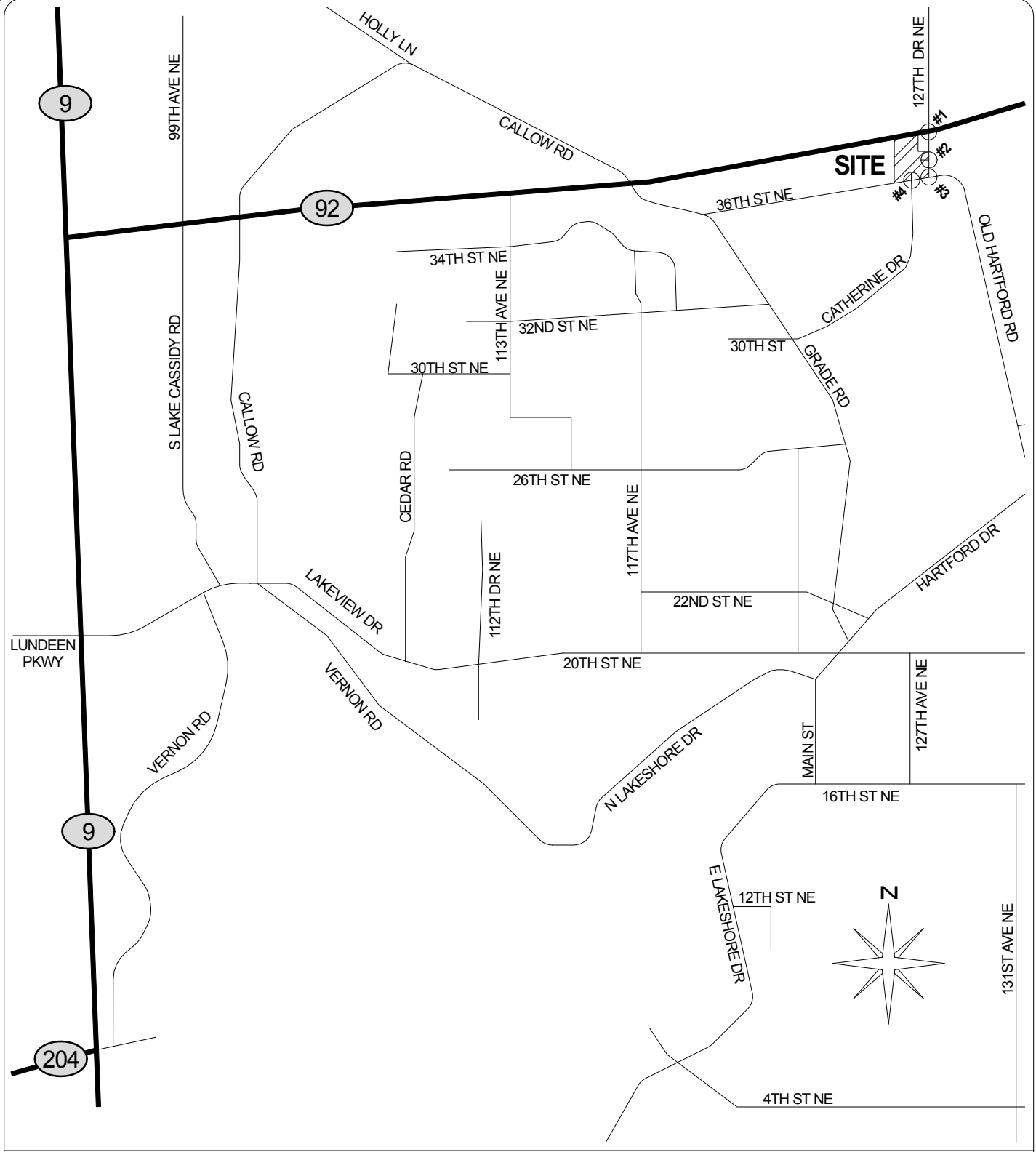
Gibson Traffic Consultants, Inc. (GTC) has been retained to provide a traffic impact analysis for the proposed The Refuge development to address the City of Lake Stevens traffic impacts. GTC is a professional traffic engineering consulting firm registered and licensed in the State of Washington. Brad Lincoln, responsible for this report and traffic analysis, is a licensed professional engineer (Civil) in the State of Washington and member of the Washington State section of ITE.

The Refuge development is a residential development that is proposed to consist of 70 single family dwellings. The site is located on the west side of 127th Drive NE between SR-92 and 36th Street NE. A site vicinity map has been included in Figure 1.

2. METHODOLOGY

Trip generation calculations for The Refuge development have been performed according to data contained in the Institute of Transportation Engineers' (ITE) *Trip Generation, 9th Edition (2012)*. The distribution of trips generated by the site is based on distributions for similar developments in the site vicinity.

The peak-hour level of service (LOS) analysis calculations were completed using the *Synchro 9.1, Build 903* software. This software applies the operational analysis methodology of the current *Highway Capacity Manual (HCM)*. Traffic congestion is generally measured in terms of level of service. In accordance with the 2010 HCM, road facilities and intersections are rated between LOS A and LOS F, with LOS a being free flow and LOS F being forced flow or over-capacity conditions. The level of service at two-way stop-controlled intersections is based on the average delay of the worst approach. The level of service at signalized and all-way stop-controlled intersections is based on the average delay for all approaches. Geometric characteristics and conflicting traffic movements are taken into consideration when determining level of service values. The level of service criteria is summarized in Table 1.



GIBSON TRAFFIC CONSULTANTS

TRAFFIC IMPACT STUDY
GTC # 16-013

THE REFUGE
70 NEW SINGLE FAMILY DWELLINGS

CITY OF LAKE STEVENS

LEGEND

PROJECT SITE

#XXX **STUDY INTERSECTIONS**

FIGURE 1

SITE VICINITY MAP

Table 1: Level of Service Criteria for Intersections

Level of [1] Service	Expected Delay	Intersection Control Delay (Seconds per Vehicle)	
		Unsignalized Intersections	**Signalized** Intersections
A	Little/No Delay	≤10	≤10
B	Short Delays	>10 and ≤15	>10 and ≤20
C	Average Delays	>15 and ≤25	>20 and ≤35
D	Long Delays	>25 and ≤35	>35 and ≤55
E	Very Long Delays	>35 and ≤50	>55 and ≤80
F	Extreme Delays[2]	>50	>80

3. TRIP GENERATION

Trip generation calculations were performed using trip generation data contained in the Institute of Transportation Engineers' (ITE) *Trip Generation Manual, 9th Edition (2012)* for Land Use Code (LUC) 210, Single-Family Detached Housing.. The trip generation of the 70 new units of The Refuge development is summarized in Table 2.

Table 2: Trip Generation Summary

70 New Single-Family Residential Units	**Average Daily Trips**			**AM Peak-Hour Trips**			**PM Peak-Hour Trips**		
	Inbound	**Outbound**	**Total**	**Inbound**	**Outbound**	**Total**	**Inbound**	**Outbound**	**Total**
Generation Rate	9.52 trips per unit			0.75 trips per unit			1.00 trips per unit		
Splits	50%	50%	100%	25%	75%	100%	63%	37%	100%
Trips	333.20	333.20	666.40	13.13	39.37	52.50	44.10	25.90	70.00

The development is anticipated to generate 666 new average daily trips (ADT) with 53 AM peak-hour trips and 70 PM Peak-hour trips.

[1] **Source:** *Highway Capacity Manual* 2010.
LOS A: Free-flow traffic conditions, with minimal delay to stopped vehicles (no vehicle is delayed longer than one cycle at signalized intersection).
LOS B: Generally stable traffic flow conditions.
LOS C: Occasional back-ups may develop, but delay to vehicles is short term and still tolerable.
LOS D: During short periods of the peak hour, delays to approaching vehicles may be substantial but are tolerable during times of less demand (i.e. vehicles delayed one cycle or less at signal).
LOS E: Intersections operate at or near capacity, with long queues developing on all approaches and long delays.
LOS F: Jammed conditions on all approaches with excessively long delays and vehicles unable to move at times.

[2] When demand volume exceeds the capacity of the lane, extreme delays will be encountered with queuing which may cause severe congestion affecting other traffic movements in the intersection.

This same site was approved in 2009 for a commercial and gas station development. A comparison of the trip generation of the previously approved development and the proposed trip generation of The Refuge development is shown in Table 3.

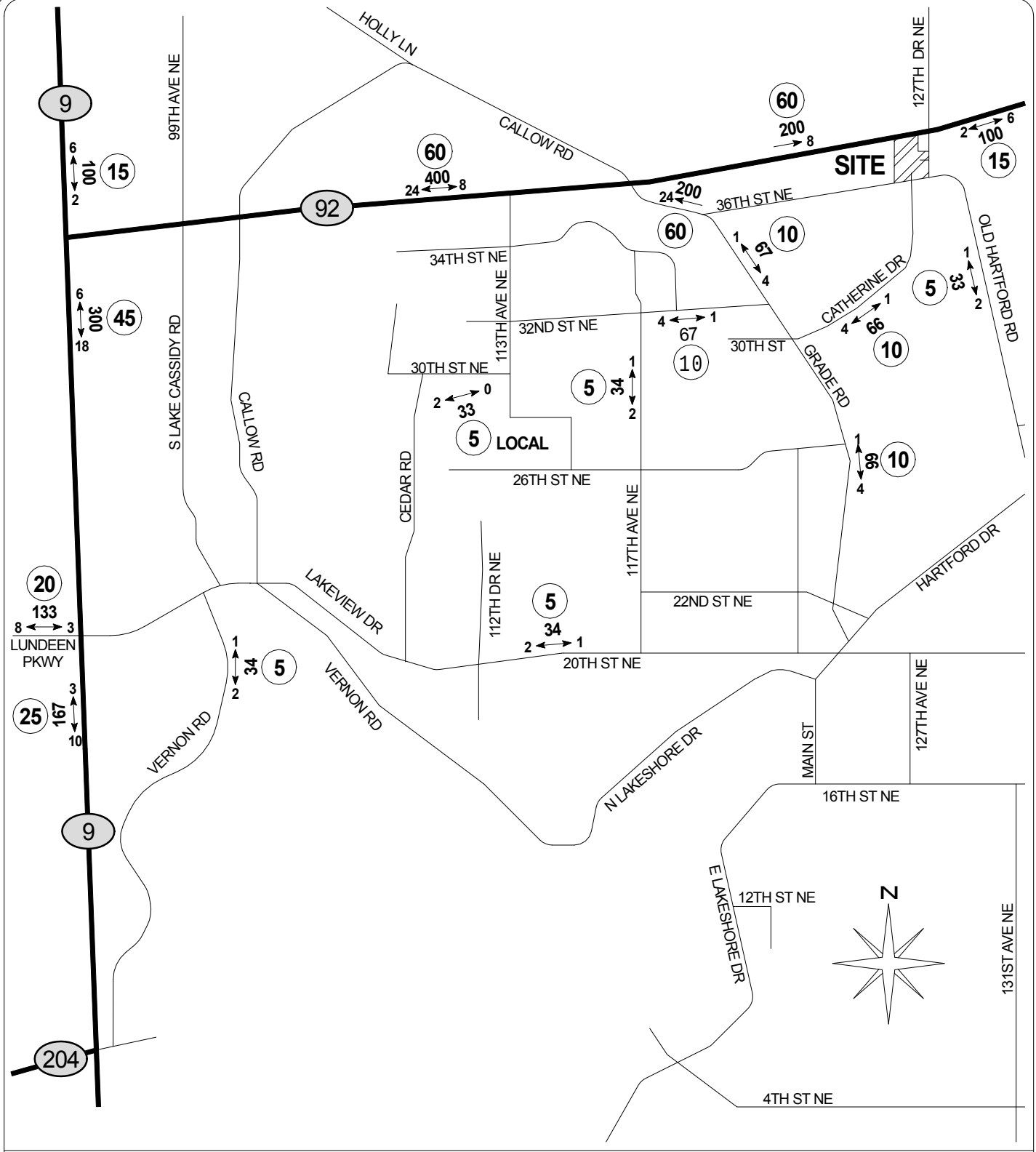
Table 3: Trip Generation Comparison

Land Use and Size	Average Daily Trips	PM Peak-Hour Trips
Proposed – The Refuge 70 single-family dwelling use	666	70
2009 Approval Commercial and Gas Station	4,158	378
CHANGE IN TRIP GENERATION	**-3,492**	**-308**

Table 3 shows that The Refuge will generate approximately 3,492 fewer daily trips and 308 fewer PM peak-hour trips. The report for the previously approved development is included in the attachments.

4. TRIP DISTRIBUTION

The trip distribution for the proposed The Refuge development is based on existing traffic patterns and approved distributions for developments in the site vicinity. The development is proposed to have two site accesses, one on 36th Street NE and one on 127th Drive NE. It is anticipated that 15% of the development's trips will travel to and from the east on SR-92. An estimated 25% of the development's trips will travel to and from the south along local roads, including Grade Road, Catherine Drive and Old Hartford Road. The remaining 60% of the development's trips will travel along SR-9, fifteen percent to and from the north and forty-five percent to and from the south. Detailed trip distributions for the AM and PM peak-hours are included in Figure 2 and Figure 3, respectively.



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THE REFUGE
70 NEW SINGLE FAMILY DWELLINGS

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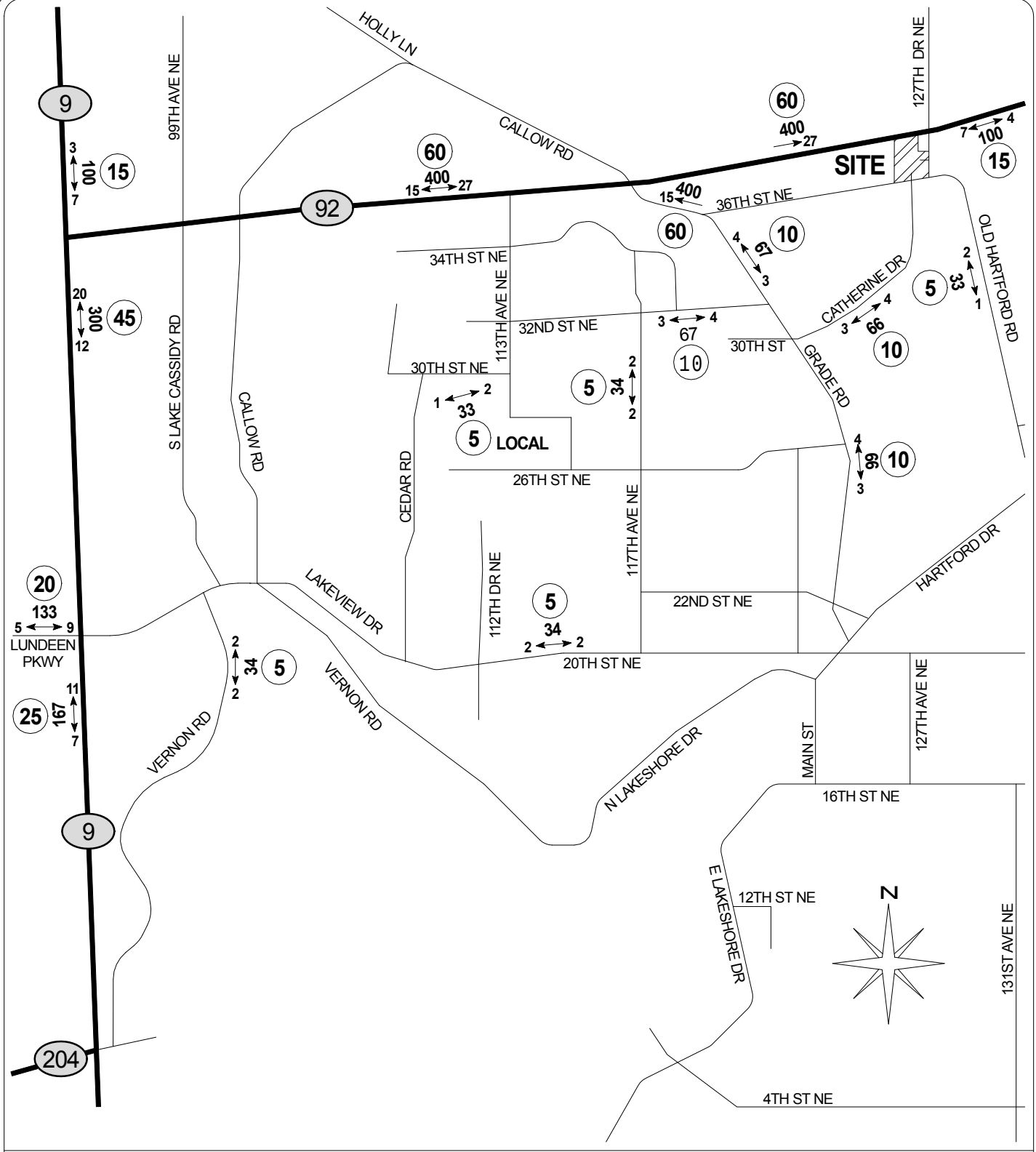
LEGEND

AWDT
AM ↔ PEAK — NEW SITE TRAFFIC (DAILY/PEAK HOUR)

(25) — TRIP DISTRIBUTION %

FIGURE 2

AM PEAK-HOUR TRIP DISTRIBUTION



GIBSON TRAFFIC CONSULTANTS

TRAFFIC IMPACT STUDY
GTC # 16-013

THE REFUGE
70 NEW SINGLE FAMILY DWELLINGS

CITY OF LAKE STEVENS

LEGEND

AWDT
PM ↔ PEAK — NEW SITE TRAFFIC (DAILY/PEAK HOUR)

(25) — TRIP DISTRIBUTION %

FIGURE 3

PM PEAK-HOUR TRIP DISTRIBUTION

5. FUTURE INTERSECTION TURNING MOVEMENTS

The following intersections have been analyzed as part of this report, based on scoping discussions with City of Lake Stevens staff:

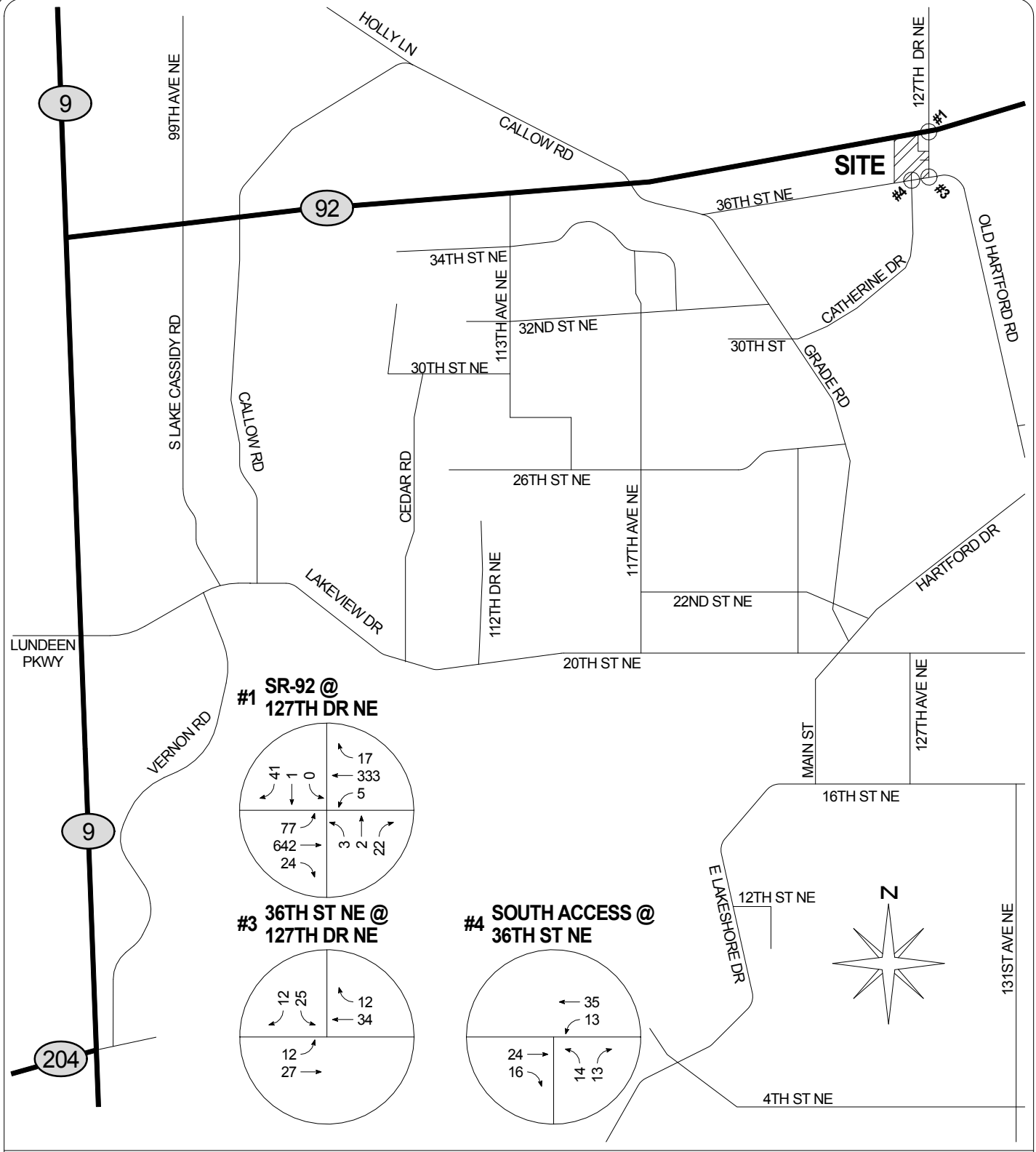
1. SR-92 at 127th Drive NE
2. East Driveway at 127th Drive NE
3. 36th Street NE at 127th Drive NE
4. 36th Street NE at South Driveway/Catherine Drive

It is important to note that the east driveway at 127th Drive NE is only analyzed for the 2022 future with development conditions since it will not exist until the development is constructed. Additionally, the intersection of 36th Street NE at the south driveway/Catherine Drive is currently a 3-leg intersection that will be converted to a 4-leg intersection under the 2022 future with development conditions.

A six-year forecast using a 2% annually-compounded growth rate was utilized at the site accesses and the intersection of 36th Street NE and 127th Drive NE for the PM peak-hour turning movement calculations based on previous analysis for similar developments within the City of Lake Stevens. A six-year forecast using a 1% annually-compounded growth rate was utilized for the intersection of SR-92 and 127th Drive NE for the PM peak-hour turning movement calculations based on the growth rate calculated using data from WSDOT's *2014 Annual Traffic Reports*. Turning movement calculations are included in the attachments. PM peak-hour turning movements at the study intersections for the existing conditions, 2022 baseline conditions and 2022 future with development conditions are shown in Figure 4, Figure 5, and Figure 6, respectively. The Level of Service for each of the intersections analyzed is summarized in Table 4.

Table 4: PM Peak-Hour LOS Summary

Intersection	Existing Conditions		2022 Baseline Conditions		2022 Future with Development Conditions	
	LOS	Delay	LOS	Delay	LOS	Delay
1. SR-92 at 127th Drive NE	C	18.5 sec	C	20.2 sec	C	20.3 sec
2. E Driveway at 127th Drive NE	---	---	---	---	A	9.1 sec
3. 36th Street NE at 127th Drive NE	A	9.2 sec	A	9.3 sec	A	9.4 sec
4. 36th Drive Street NE at S Driveway/Catherine Drive	A	9.3 sec	A	9.4 sec	A	9.7 sec



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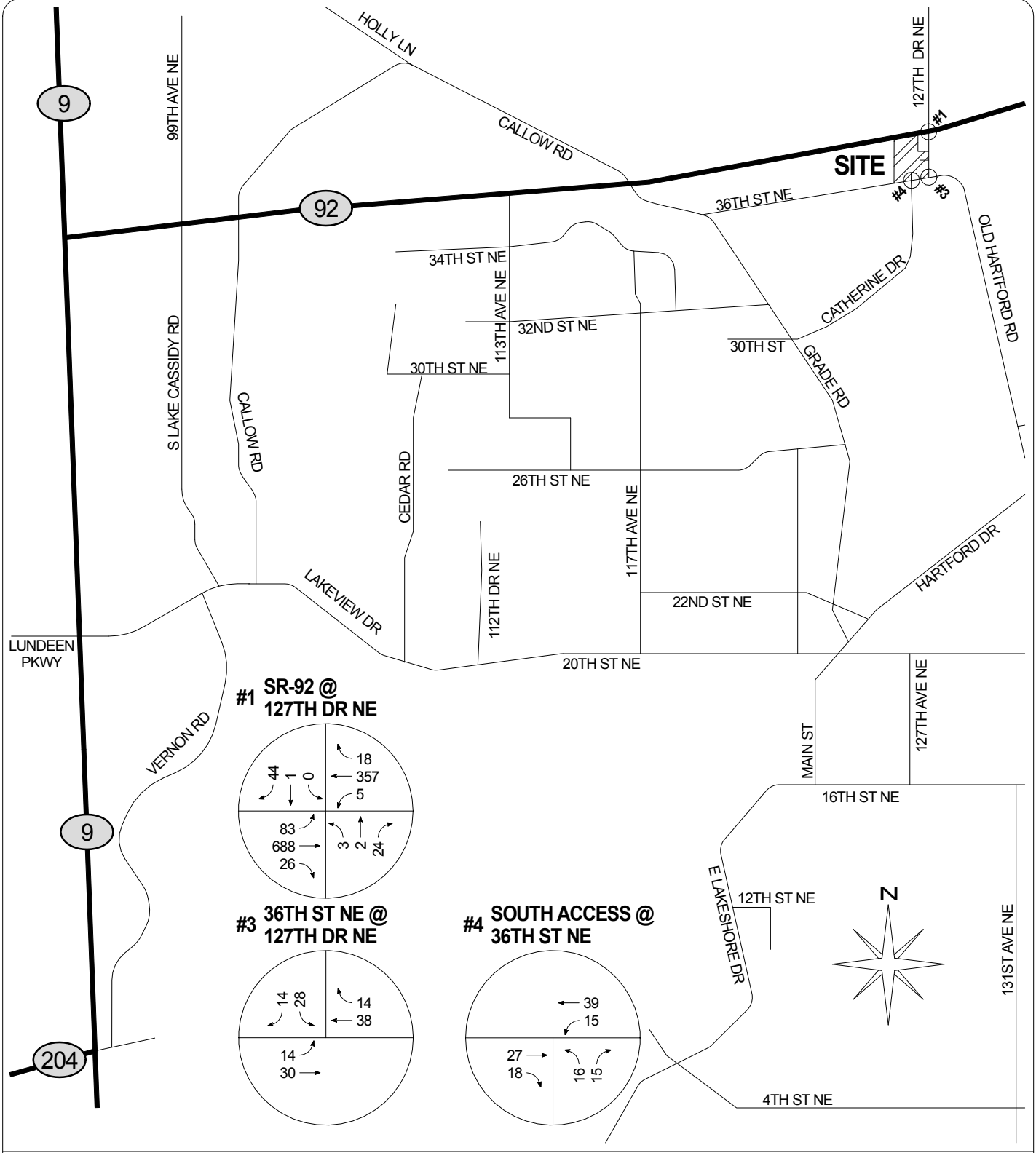
CITY OF LAKE STEVENS

LEGEND

XX → **PM PEAK-HOUR TURNING MOVEMENT VOLUMES**

FIGURE 4

EXISTING TURNING MOVEMENTS



GIBSON TRAFFIC CONSULTANTS

TRAFFIC IMPACT STUDY
GTC # 16-013

THE REFUGE
70 NEW SINGLE FAMILY DWELLINGS

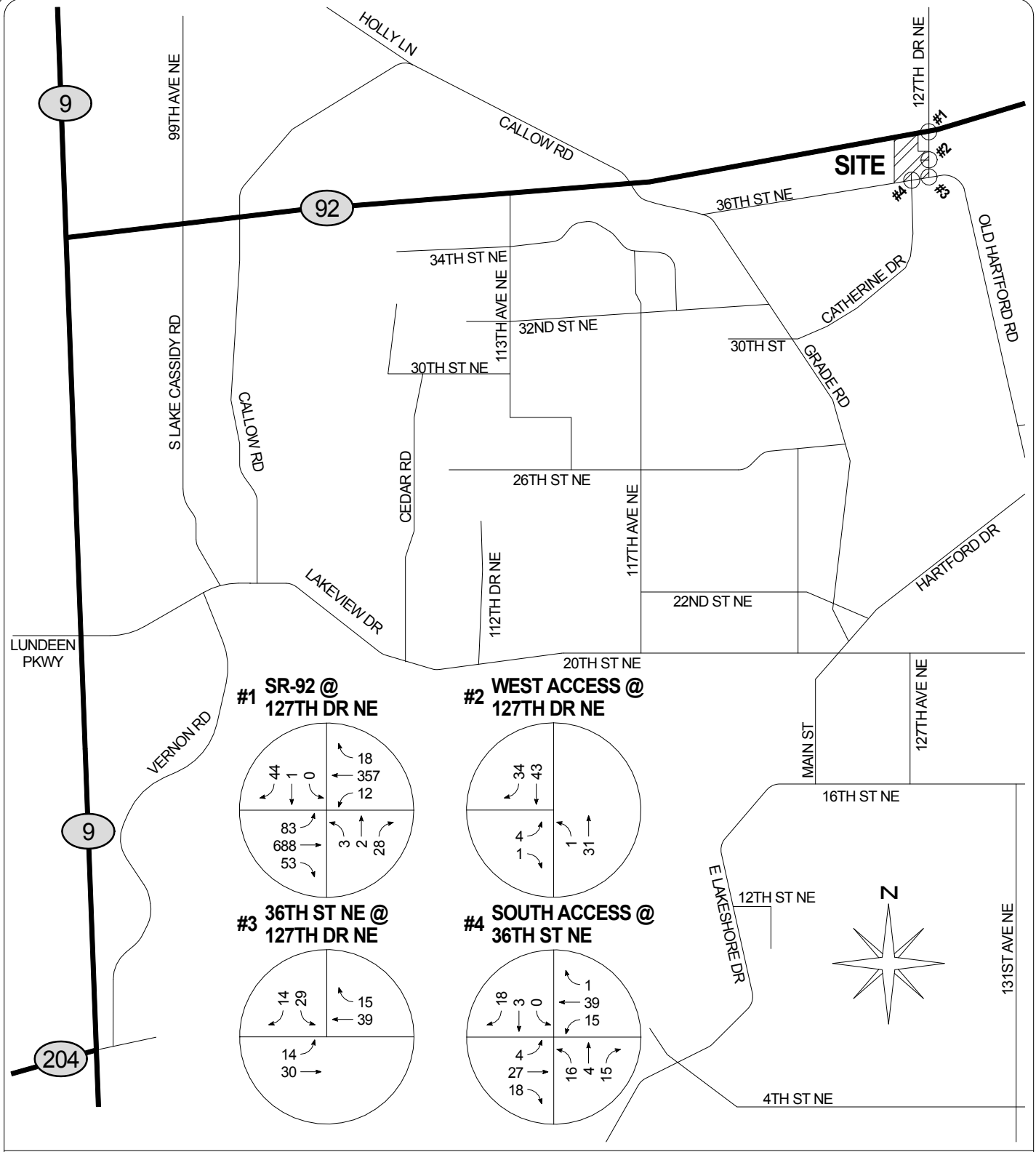
CITY OF LAKE STEVENS

LEGEND

XX → **PM PEAK-HOUR TURNING MOVEMENT VOLUMES**

FIGURE 5

2022 BASELINE TURNING MOVEMENTS



GIBSON TRAFFIC CONSULTANTS

TRAFFIC IMPACT STUDY
GTC # 16-013

THE REFUGE
70 NEW SINGLE FAMILY DWELLINGS

CITY OF LAKE STEVENS

LEGEND

XX → PM PEAK-HOUR TURNING MOVEMENT VOLUMES

FIGURE 6

2022 FUTURE WITH DEVELOPMENT TURNING MOVEMENTS

6. ACCESS ANALYSIS

The Refuge development has two proposed full access points, one on 127th Drive NE and one on 36th Street NE. The posted speed limit along 127th Drive NE in the site vicinity is 35 mph and the posted speed limit along 36th Street NE along the site vicinity is 25 mph. The required sight distances have been evaluated based on AASHTO standards. The required stopping sight distance for a posted speed limit of 35 mph is 250 feet and the entering sight distance is 390 feet. The stopping sight distance for a posted speed limit of 25 mph is 155 feet and the entering sight distance is 280 feet. The access driveway on 127th Drive NE meets the stopping sight distance and there is clear sight distance through the adjacent intersections. The access driveway on 36th Street NE meets both the stopping sight distance and the entering sight distance. Both accesses will therefore have sufficient stopping and entering sight distances.

The queue lengths from the intersections adjacent to the sight accesses were analyzed to determine if the queue lengths would block the site accesses. The queue lengths from at the adjacent intersections were approximately 1 vehicle and the queues from the adjacent intersections should therefore not block the site accesses.

Additionally, channelization analysis was performed at the site accesses to determine if left or right-turn channelization is warranted. The analysis shows that left or right-turn channelization at the site accesses is not warranted.

7. TRAFFIC MITIGATION FEES

The Washington Growth Management Act and Revised Code of Washington 82.02.050(2) authorize local jurisdictions to establish proportionate share traffic mitigation fees in order to fund capital facilities, such as roads and intersections. The Refuge development is anticipated to generate 70 new PM peak-hour trips on streets within the City of Lake Stevens. Lake Stevens assesses a mitigation fee of $2,039 per PM peak-hour trip. As a result, The Refuge development would have a City of Lake Stevens mitigation fee of $172,730.00.

The City of Lake Stevens also has an understanding with WSDOT for the payment of traffic mitigation fees to WSDOT for impacts to WSDOT collection projects. According to WSDOT's Exhibit C, the development will impact one WSDOT project on SR-92 which has a proportionate share fee of $22.37 per daily trips impacting the project location. The Refuge will be sending 400 ADT trips through the project location, resulting in a mitigation fee of $8,948.00.

8. CONCLUSIONS

The 70 units of The Refuge development will generate 666 new average daily trips with 53 new AM peak-hour trips and 70 new PM peak-hour trips. The intersections analyzed as part of this report were found to operate at LOS C or better under the 2022 future with development conditions. The accesses will have adequate sight distance, will not warrant separate left or right-turn channelization and are not anticipated to be blocked by queues from adjacent intersections. The development is expected to have a total traffic mitigation fee of $181,678 for impacts to City of Lake Stevens and WSDOT roadways.

Previous Site TIAs

EXHIBIT_____

Centennial Retail Center

Lake Stevens, Washington

Traffic Impact Study

See UPDATED report dated July 10, 2009

April 2007

Prepared for:
Nordic Marine Floats, LLC
604 Cedar Ave
Marysville, WA 98270

Prepared by:

Transportation Engineering NorthWest

Transportation Engineering/Operations ♦ Impact Studies ♦ Design Services ♦ Transportation Planning/Forecasting
816 6th Street South ♦ Kirkland, WA 98033 ♦ Office & Mobile (206) 396-8286 ♦ Fax (425) 889-TENW(8369)

EXHIBIT _____

RECEIVED
MAY 28 2010
CITY OF LAKE STEVENS

CENTENNIAL CENTER
UPDATED TRAFFIC IMPACT ANALYSIS

CITY OF LAKE STEVENS

Prepared for

Mr. Dan Eernissee
LAVORO DEVELOPMENT, INC.
2830 NE 110th Street
[illegible]



Fax: 425.522.4311

July 10, 2009



Figure 3 shows the Centennial Center current preliminary site plan consisting of the following facilities and approximate area.

Label	*Use*	*Area (sq. ft.)*
A	Daycare	4800
B	Retail Anchor	30000
C	Gas Station	10 fueling positions
D	Retail Anchor	15380
E	Medical/Dental	11300
F	Retail Shops	7360
G	Restaurant Pad	2740
H	Bank Pad	2500
J	Retail Pad	4000
Total		***78,880 sq. ft.***

The 78,880 sq. ft of total building area is approximately 12.7% greater than the 70,000 sq. ft. building area proposed in the original TIA. The gas station is a new addition to the site.

TRIP GENERATION AND DISTRIBUTION

A vehicle trip is defined as a single or one direction vehicle movement with either the origin or destination (exiting or entering) inside the study site. These trip generation values account for all site trips made by all vehicles for all purposes, including employee, visitor, customer, and service and delivery vehicle trips.

Table 1 shows the vehicular trips during an average weekday and during the PM street traffic peak hour for the proposal. The trip generation is calculated using the average trip rates or equations found in the Institute of Transportation Engineers (ITE) Trip Generation, Eighth Edition, 2008 (updated from the 2003 Seventh Edition) as shown in Table 1. The generic Shopping Center trip equation (land use code 820) was utilized since all the site land uses have not yet been identified in the preliminary plan. This is the same approach used in the 2007 TIA with the exception that a gas station has been added to the site and the trips generated by the gas station are added to the shopping center trips.

Mr. Dan Eernissee
LAVORO DEVELOPMENT INC.

TraffEx

TABLE 1
VEHICULAR TRIP GENERATION FOR SHOPPING CENTER PLUS GAS STATION
CENTENNIAL CENTER

LAND USE	ITE CODE	QUANTITY	UNITS	AVERAGE DAILY TRIPS	PM PEAK HOUR IN	PM PEAK HOUR OUT	PM PEAK HOUR TOTAL
BUILDINGS A,B,D,E,F,G,H							
RETAIL	820	78.880	1000 SQ FT	5820	266	276	542
(SHOPPING CENTER)				EQUATION*	49%	51%	EQUATION**
MINUS INTERNAL TRIPS (0%)				0	0	0	0
SUBTOTAL (DRIVEWAY TRIPS)				5820.0	266	276	542
MINUS PASS BY TRIPS(-42%)				-2444	-112	-116	-228
TOTAL (NEW TRIPS)		78.880		3376.0	154	160	314
AREA C							
GASOLINE SERVICE	944	10	FUELING	1686	70	69	139
STATION			POSITIONS	(rate=168.56)	50%	50%	(rate=13.87)
MINUS INTERNAL TRIPS (20%)				-337	-14	-14	-28
SUBTOTAL (DRIVEWAY TRIPS)				1349.0	56	55	111
MINUS PASS BY TRIPS(-42%)				-567	-24	-23	-47
TOTAL (NEW TRIPS)				782.0	32	32	64

TOTAL				AVERAGE DAILY TRIPS	PM PEAK HOUR IN	PM PEAK HOUR OUT	PM PEAK HOUR TOTAL
TOTAL (DRIVEWAY TRIPS)				7169	322	331	653
MINUS PASS BY TRIPS				-3011	-136	-139	-275
TOTAL (NEW TRIPS)				**4158**	186	192	**378**
TOTAL AREA (KSF)		78.880	1000 SQ FT				

* Shopping Center Daily trips = Ln(T) = 0.65 Ln(X) + 5 83 where T = number of Daily trips and X = 1000 sq. ft.
** Shopping Center PM pk hour trips = Ln(T) = 0.67 Ln(X) + 3.37 where T = number of PM peak hour trips and X = 1000 sq. ft.
SOURCE: ITE Trip Generation, 8th Edition, 2008

The equations and rates published for each land use in Trip Generation represent the total trips for each land use independently. Multiple land uses on the same site have an interaction of trip making that results in an "Internalization factor" that accounts for some patrons of the site using more than one retail outlet. Table 7.1 of the ITE Trip Generation Handbook identifies internal trip rate reductions for interaction between retail land uses. The internal trip rate reduction for retail-to-retail land uses is 20% in the PM peak hour and was applied only to the gas station generated trips since the Shopping Center equation already accounts for interaction between the different uses within the shopping center. Simply put, 20% of the trips to the gas station (28 PM peak hour trips) are from other buildings in the shopping center.

A reduction in site-generated trips was applied to account for pass-by trips. A pass-by trip is an existing trip on an adjacent street that is passing by the site, stops at the site and then resumes the trip. Retail and commercial land uses generally have the highest percentage of pass-by trips. Chapter 5 of the ITE Trip Generation Handbook was used to estimate the percentage of pass-by trips as shown in Figure 5.5 and Table 5.28 of the handbook. The pass-by rate for a 78,880 sq. ft. shopping center is 42% and the pass by rate for the gas station is also 42%. Pass-by trips generally are evident at the site driveways but do not add to existing through traffic street volumes. Since left turns will be prohibited at the SR 92 site access driveway, these left turning pass-by trips will be required to enter and exit the site at the 127th Ave. NE driveway and therefore will travel through the proposed roundabout. For this reason, pass-by trips

Count Data

WASHINGTON STATE DEPT OF TRANSPORTATION

Site Code : 09202383 PAGE: 1
LOCATION : SR 92 FILE: 09202383
JCT : 127TH DR NE
MILEPOST : 2.38 Movements by: Primary DATE: 3/31/15

Time	From South			From West			From North			From East			Vehicle
Begin	RT	THRU	LT	RT	THRU	LT	RT	THRU	LT	RT	THRU	LT	Total
4:00 PM	3	1	2	6	152	10	8	1	0	2	77	2	264
4:15	1	0	0	4	173	17	13	1	0	9	97	0	315
4:30	6	1	1	9	148	20	9	0	0	4	76	1	275
4:45	7	0	1	7	160	17	7	0	0	2	78	3	282
HR TOTAL	17	2	4	26	633	64	37	2	0	17	328	6	1136
5:00 PM	8	1	1	4	161	23	12	0	0	2	82	1	295
5:15	4	0	0	1	180	12	10	0	0	1	92	2	302
5:30	2	0	0	1	152	20	11	0	0	3	78	2	269
5:45	2	1	0	1	139	11	8	0	0	3	60	1	226
HR TOTAL	16	2	1	7	632	66	41	0	0	9	312	6	1092
DAY TOTAL	33	4	5	33	1265	130	78	2	0	26	640	12	2228

PEAK PERIOD ANALYSIS FOR THE PERIOD: 4:00 PM - 6:00 PM

DIRECTION FROM	START PEAK HOUR	PEAK HR FACTOR	..... VOLUMES ..... Right	Thru	Left	Total	.... PERCENTS ... Right	Thru	Left
South	4:30 PM	0.75	25	2	3	30	83	7	10
West	4:15 PM	0.96	24	642	77	743	3	86	10
North	4:15 PM	0.75	41	1	0	42	98	2	0
East	4:15 PM	0.84	17	333	5	355	5	94	1

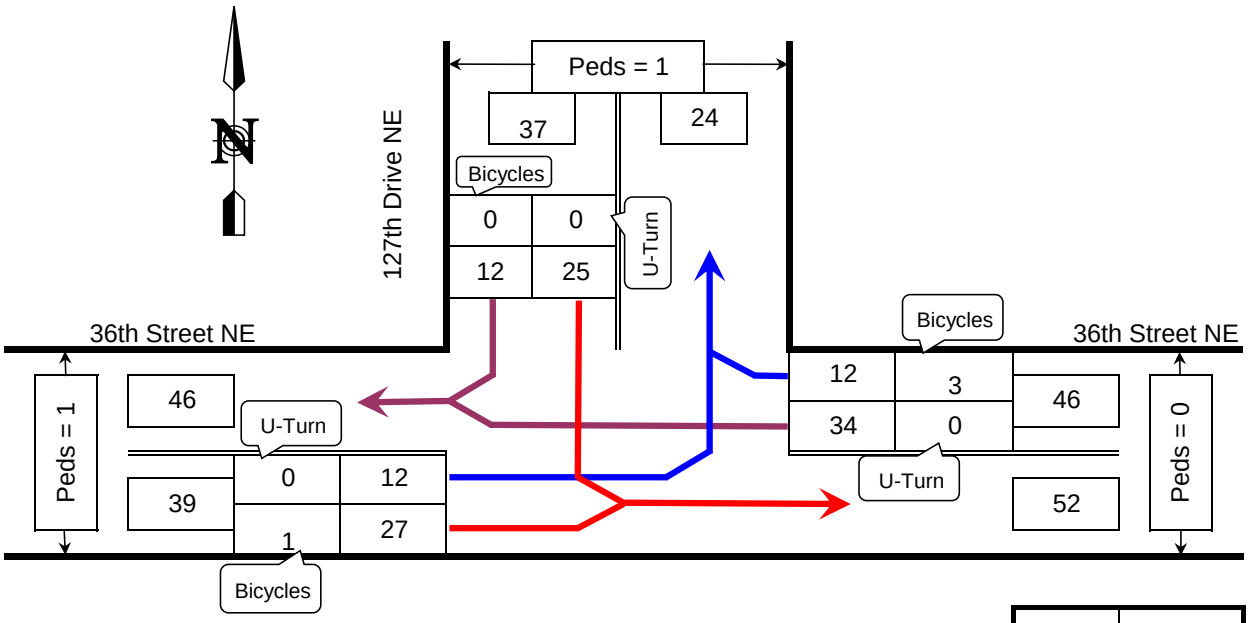
Entire Intersection

South	4:15 PM	0.68	22	2	3	27	81	7	11
West		0.96	24	642	77	743	3	86	10
North		0.75	41	1	0	42	98	2	0
East		0.84	17	333	5	355	5	94	1

TRAFFIC DATA GATHERING

TURNING MOVEMENTS DIAGRAM

4:00 PM - 6:00 PM PEAK HOUR: 4:00 PM TO 5:00 PM



INTERSECTION PEAK HOUR VOLUME	
IN	122
OUT	122

	HV	PHF
SB	5.4%	0.66
WB	0.0%	0.88
EB	2.6%	0.75
INTRS.	2.5%	0.87

HV = Heavy Vehicles
PHF = Peak Hour Factor

36th Street NE @ 127th Drive NE

Lake Stevens, WA

COUNTED BY: CN

REDUCED BY: CN

REDUCTION DATE: Mon. 1/25/16

DATE OF COUNT: Mon. 1/25/16

TIME OF COUNT: 4:00 PM - 6:00 PM

WEATHER: Sunny

DTG TRAFFIC DATA GATHERING

INTERSECTION TURNING MOVEMENTS REDUCTION SHEET

LOCATION: 36th Street NE @ 127th Drive NE
Lake Stevens, WA

DATE OF COUNT: Mon. 1/25/16
TIME OF COUNT: 4:00 PM - 6:00 PM

COUNTED BY: CN
WEATHER: Sunny

TIME INTERVAL ENDING	FROM NORTH ON 127th Drive NE							FROM SOUTH ON							FROM EAST ON 36th Street NE							FROM WEST ON 36th Street NE							INTERVAL TOTALS
AT	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	
02:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:15 PM	0	0	0	0	2	0	2	0	0	0	0	0	0	0	0	0	0	0	0	11	2	0	0	0	0	6	7	0	30
04:30 PM	1	0	0	0	8	0	1	0	0	0	0	0	0	0	0	0	0	0	0	3	5	1	1	1	0	2	6	0	25
04:45 PM	0	0	0	0	10	0	4	0	0	0	0	0	0	0	0	3	0	0	0	10	3	0	0	0	0	2	6	0	35
05:00 PM	0	0	2	0	5	0	5	0	0	0	0	0	0	0	0	0	0	0	0	10	2	0	0	0	0	2	8	0	32
05:15 PM	0	0	1	0	8	0	1	0	0	0	0	0	0	0	0	0	1	0	0	8	2	0	0	0	0	1	3	0	23
05:30 PM	0	0	0	0	6	0	1	0	0	0	0	0	0	0	0	0	0	0	0	6	2	0	0	0	0	3	2	0	20
05:45 PM	0	0	0	0	4	0	6	0	0	0	0	0	0	0	0	0	0	0	0	5	2	0	0	0	0	3	3	0	23
06:00 PM	0	0	0	0	5	0	0	0	0	0	0	0	0	0	0	0	1	0	0	5	1	0	0	0	0	1	6	0	18
PEAK HOUR TOTALS	1	0	2	0	25	0	12	0	0	0	0	0	0	0	0	3	0	0	0	34	12	1	1	1	0	12	27	0	INTERSECTION
ALL MOVEMENTS				37							0							46							39			122
% HV			5.4%							#N/A							0.0%							2.6%				2.5%
PEAK HOUR FACTOR				0.66							#N/A							0.88							0.75			0.87

HV = Heavy Vehicle
PHF = Peak Hour Factor

4:00 PM - 6:00 PM PEAK HOUR: 4:00 PM TO 5:00 PM

REDUCED BY: CN

DATE OF REDUCTION: 1/25/2016

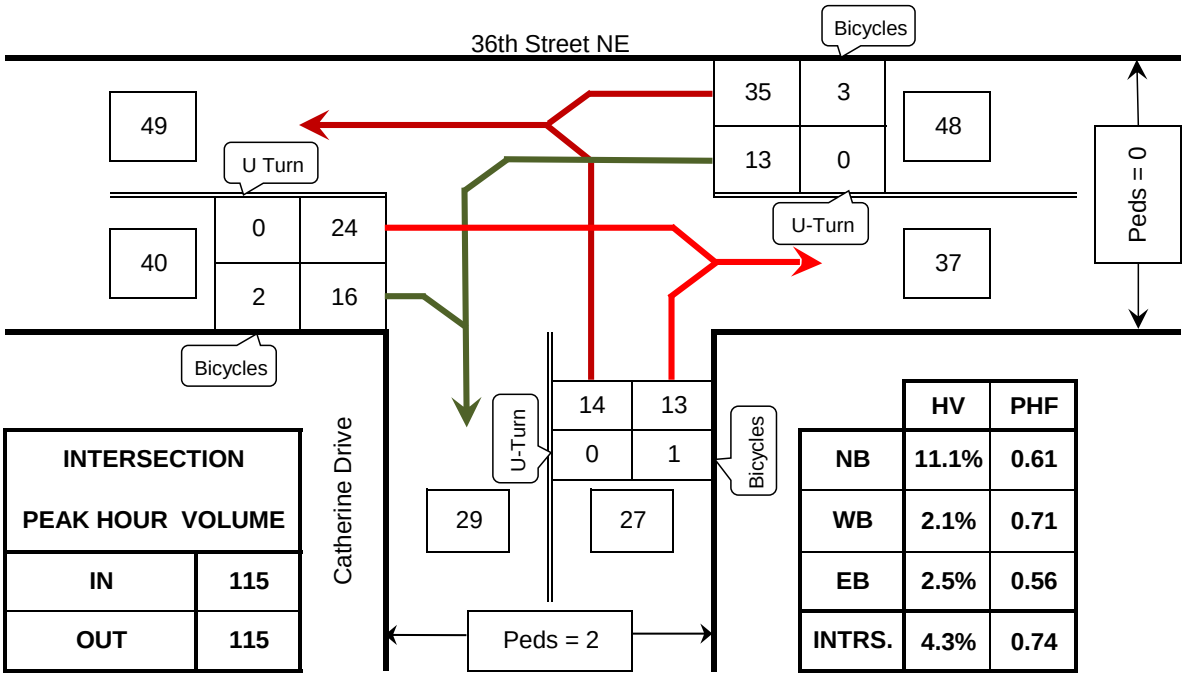
ROLLING HOUR COUNT

	FROM NORTH ON 127th Drive NE							FROM SOUTH ON							FROM EAST ON 36th Street NE							FROM WEST ON 36th Street NE							INTERVAL TOTALS
TIME INTERVAL	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	
2:00 PM - 3:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:15 PM - 3:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:30 PM - 3:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:45 PM - 3:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00 PM - 4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:15 PM - 4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:30 PM - 4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:45 PM - 4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00 PM - 5:00 PM	1	0	2	0	25	0	12	0	0	0	0	0	0	0	0	3	0	0	0	34	12	1	1	1	0	12	27	0	122
4:15 PM - 5:15 PM	1	0	3	0	31	0	11	0	0	0	0	0	0	0	0	3	1	0	0	31	12	1	1	1	0	7	23	0	115
4:30 PM - 5:30 PM	0	0	3	0	29	0	11	0	0	0	0	0	0	0	0	3	1	0	0	34	9	0	0	0	0	8	19	0	110
4:45 PM - 5:45 PM	0	0	3	0	23	0	13	0	0	0	0	0	0	0	0	0	1	0	0	29	8	0	0	0	0	9	16	0	98
5:00 PM - 6:00 PM	0	0	1	0	23	0	8	0	0	0	0	0	0	0	0	0	2	0	0	24	7	0	0	0	0	8	14	0	84

TRAFFIC DATA GATHERING

TURNING MOVEMENTS DIAGRAM

4:00 PM - 6:00 PM PEAK HOUR: 4:00 PM TO 5:00 PM



INTERSECTION PEAK HOUR VOLUME	
IN	115
OUT	115

	HV	PHF
NB	11.1%	0.61
WB	2.1%	0.71
EB	2.5%	0.56
INTRS.	4.3%	0.74

HV = Heavy Vehicles
PHF = Peak Hour Factor

36th Street NE @ Catherine Drive

Lake Stevens, WA

COUNTED BY:	VT	DATE OF COUNT:	Mon. 1/25/16
REDUCED BY:	CN	TIME OF COUNT:	4:00 PM - 6:00 PM
REDUCTION DATE:	Mon. 1/25/16	WEATHER:	Sunny

DTG TRAFFIC DATA GATHERING

INTERSECTION TURNING MOVEMENTS REDUCTION SHEET

LOCATION: 36th Street NE @ Catherine Drive
Lake Stevens, WA

DATE OF COUNT: Mon. 1/25/16
TIME OF COUNT: 4:00 PM - 6:00 PM

COUNTED BY: VT
WEATHER: Sunny

TIME INTERVAL ENDING	FROM NORTH ON							FROM SOUTH ON Catherine Drive							FROM EAST ON 36th Street NE							FROM WEST ON 36th Street NE							INTERVAL TOTALS
AT	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	
02:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
02:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
03:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
04:15 PM	0	0	0	0	0	0	0	0	0	1	0	5	0	6	0	0	0	0	3	11	0	0	0	0	0	0	5	4	34
04:30 PM	0	0	0	0	0	0	0	1	1	1	0	1	0	2	0	0	0	0	2	1	0	0	0	0	0	0	6	1	13
04:45 PM	0	0	0	0	0	0	0	1	0	0	0	6	0	1	0	3	1	0	2	12	0	0	2	1	0	0	7	11	39
05:00 PM	0	0	0	0	0	0	0	0	0	1	0	2	0	4	0	0	0	0	6	11	0	0	0	0	0	0	6	0	29
05:15 PM	0	0	0	0	0	0	0	2	0	0	0	1	0	0	0	0	1	0	1	6	0	0	0	0	0	0	4	5	17
05:30 PM	0	0	0	0	0	0	0	2	0	0	0	1	0	0	0	0	0	0	4	3	0	0	0	0	0	0	5	5	18
05:45 PM	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	7	3	0	0	0	1	0	0	5	5	22
06:00 PM	0	0	0	0	0	0	0	0	0	1	0	4	0	1	0	0	0	0	0	5	0	0	0	0	0	0	5	2	17
PEAK HOUR TOTALS	0	0	0	0	0	0	0	2	1	3	0	14	0	13	0	3	1	0	13	35	0	0	2	1	0	0	24	16	INTERSECTION
ALL MOVEMENTS				0							27							48							40			115
% HV			#N/A							11.1%							2.1%							2.5%				4.3%
PEAK HOUR FACTOR				#N/A							0.61							0.71							0.56			0.74

HV = Heavy Vehicle
PHF = Peak Hour Factor

4:00 PM - 6:00 PM PEAK HOUR: 4:00 PM TO 5:00 PM

REDUCED BY: CN

DATE OF REDUCTION: 1/25/2016

ROLLING HOUR COUNT

	FROM NORTH ON							FROM SOUTH ON Catherine Drive							FROM EAST ON 36th Street NE							FROM WEST ON 36th Street NE							INTERVAL TOTALS
TIME INTERVAL	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	Peds	Bicycle	HV	U-Turn	Left	Thru	Right	
2:00 PM - 3:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:15 PM - 3:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:30 PM - 3:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
2:45 PM - 3:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00 PM - 4:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:15 PM - 4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:30 PM - 4:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:45 PM - 4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00 PM - 5:00 PM	0	0	0	0	0	0	0	2	1	3	0	14	0	13	0	3	1	0	13	35	0	0	2	1	0	0	24	16	115
4:15 PM - 5:15 PM	0	0	0	0	0	0	0	4	1	2	0	10	0	7	0	3	2	0	11	30	0	0	2	1	0	0	23	17	98
4:30 PM - 5:30 PM	0	0	0	0	0	0	0	5	0	1	0	10	0	5	0	3	2	0	13	32	0	0	2	1	0	0	22	21	103
4:45 PM - 5:45 PM	0	0	0	0	0	0	0	4	0	1	0	5	0	5	0	0	1	0	18	23	0	0	0	1	0	0	20	15	86
5:00 PM - 6:00 PM	0	0	0	0	0	0	0	4	0	1	0	7	0	2	0	0	1	0	12	17	0	0	0	1	0	0	19	17	74

Turning Movements

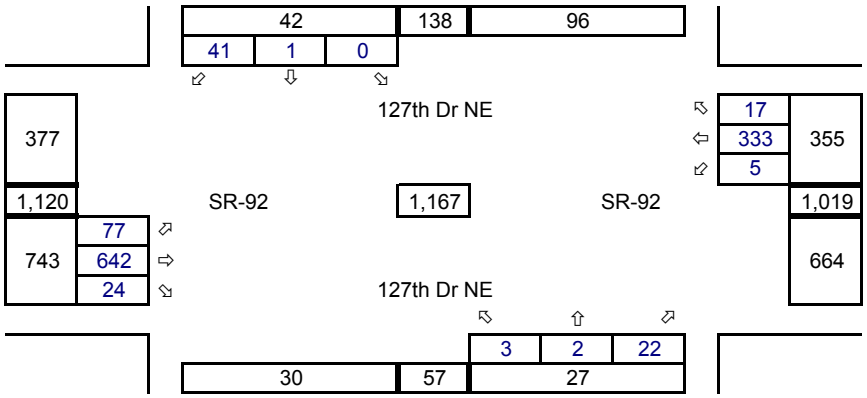
1 SR-92 @ 127th Dr

Synchro ID: 1

Existing
Average Weekday
PM Peak Hour

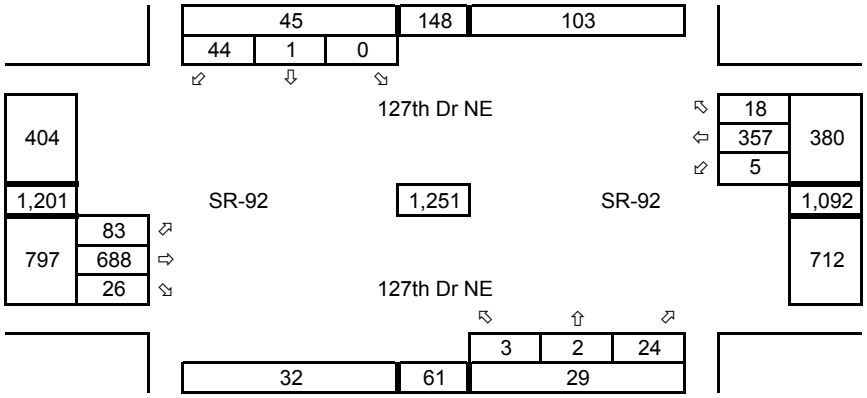
Year: **3/31/15**

Data Source: WSDOT

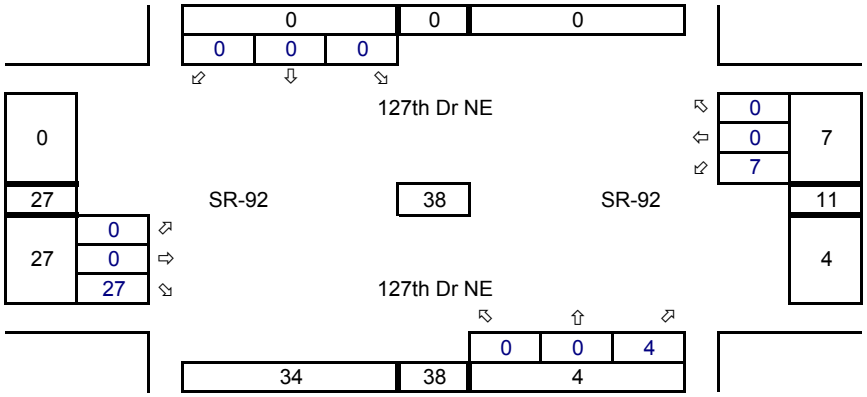


Future without Project
Average Weekday
PM Peak Hour

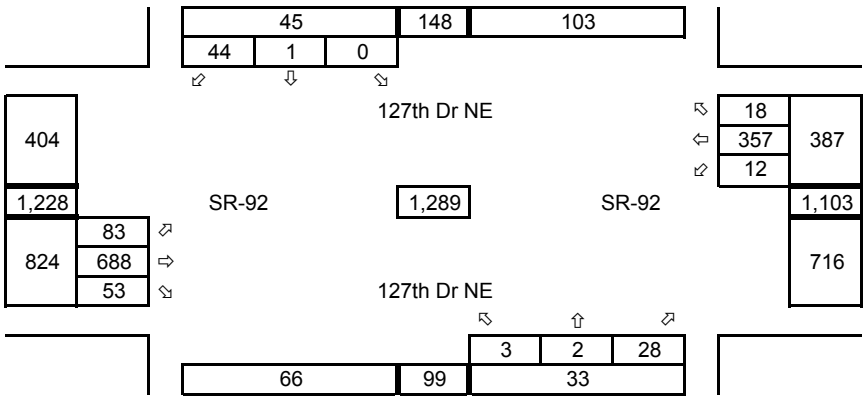
Year: 2022
Growth Rate = 1.0%
Years of Growth = 7
Total Growth = 1.0721



Total Project Trips
Average Weekday
PM Peak Hour



Future with Project
Average Weekday
PM Peak Hour



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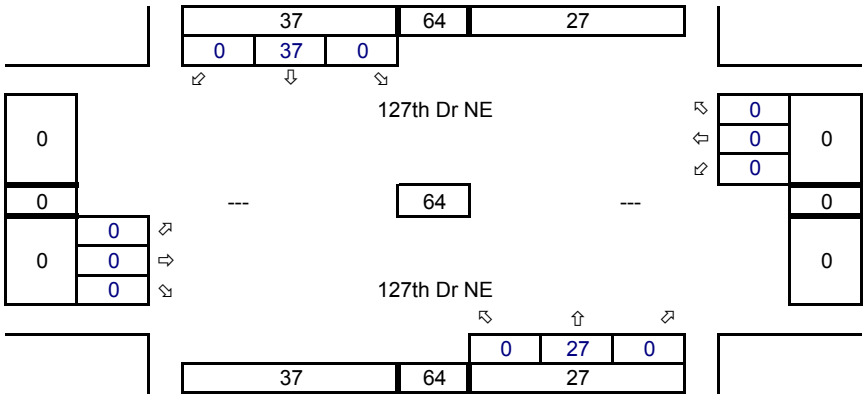
2 Dwy @ 127th Dr

Synchro ID: 2

Existing
Average Weekday
PM Peak Hour

Year: **6/6/15**

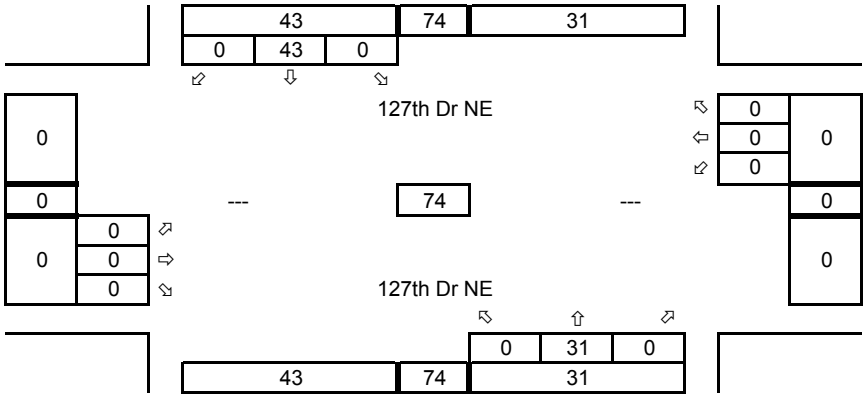
Data Source: GTC



North

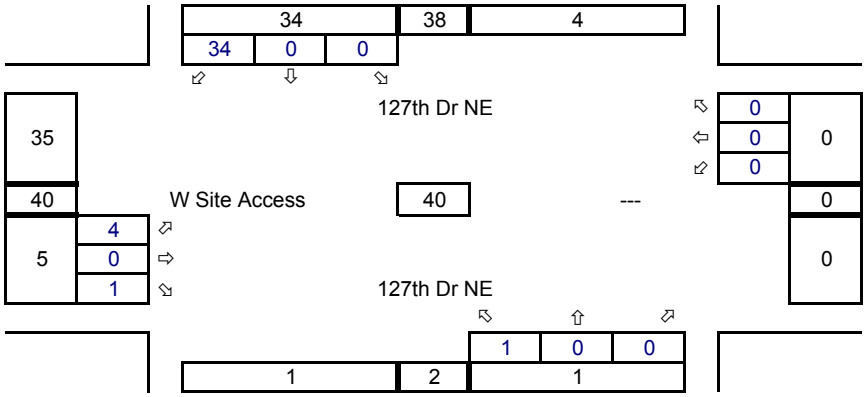
Future without Project
Average Weekday
PM Peak Hour

Year: 2022
Growth Rate = 2.0%
Years of Growth = 7
Total Growth = 1.1487



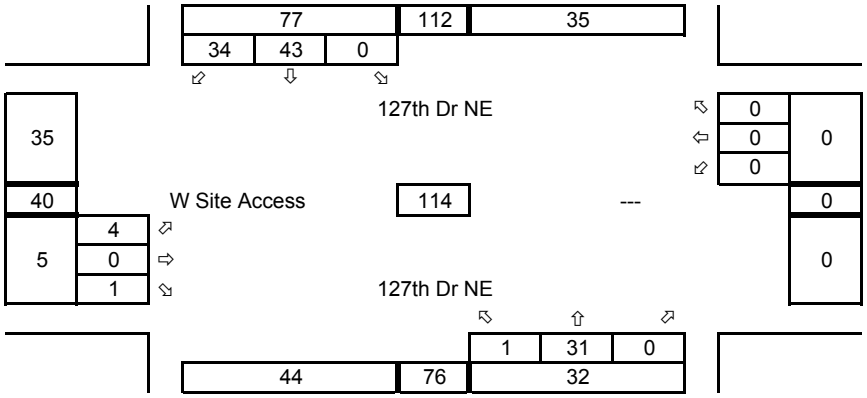
North

Total Project Trips
Average Weekday
PM Peak Hour



North

Future with Project
Average Weekday
PM Peak Hour



North

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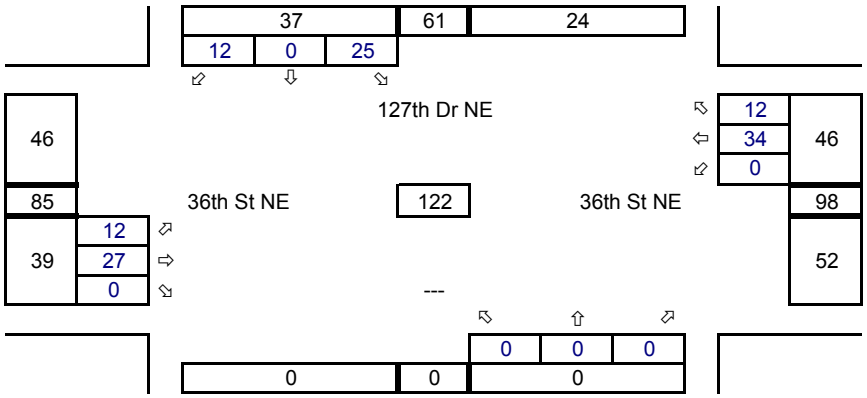
3 36th St @ 127th Dr

Synchro ID: 3

Existing
Average Weekday
PM Peak Hour

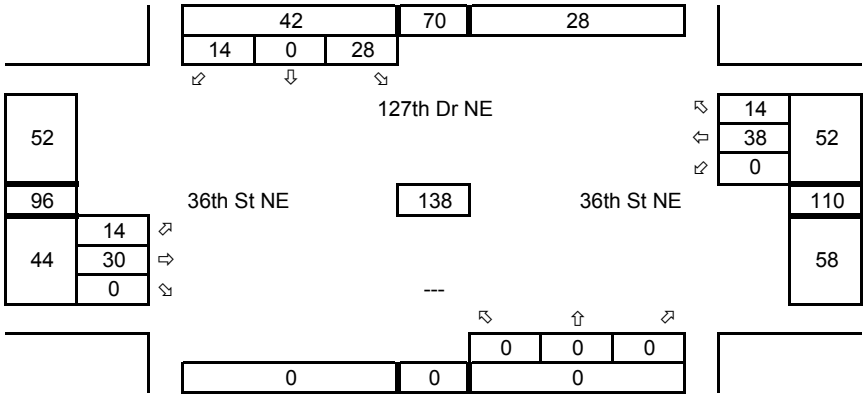
Year: **1/25/16**

Data Source: TDG

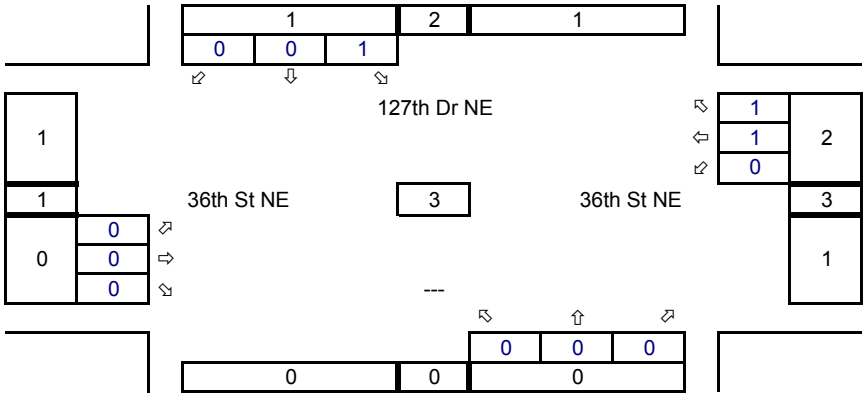


Future without Project
Average Weekday
PM Peak Hour

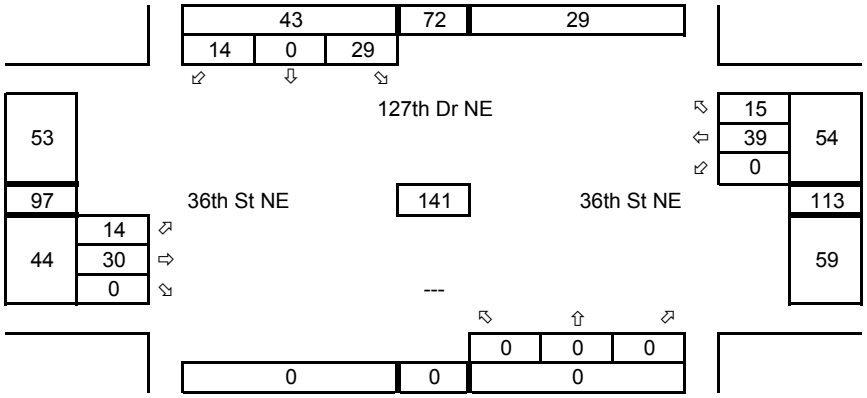
Year: 2022
Growth Rate = 2.0%
Years of Growth = 6
Total Growth = 1.1262



Total Project Trips
Average Weekday
PM Peak Hour



Future with Project
Average Weekday
PM Peak Hour



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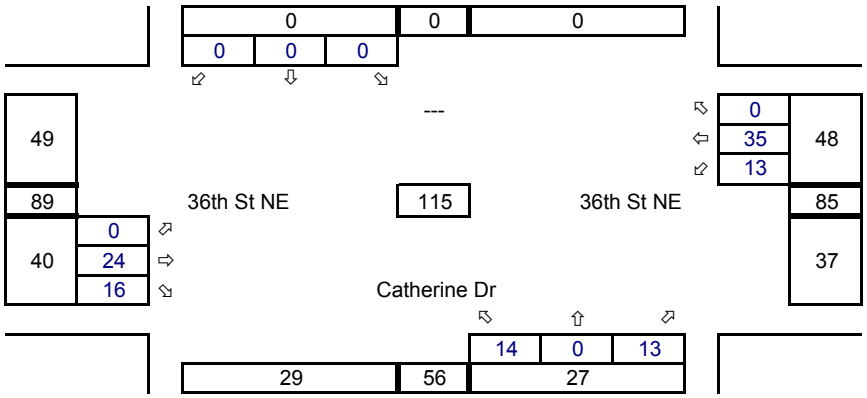
4 36th St @ Dwy_Catherine Dr

Synchro ID: 4

Existing
Average Weekday
PM Peak Hour

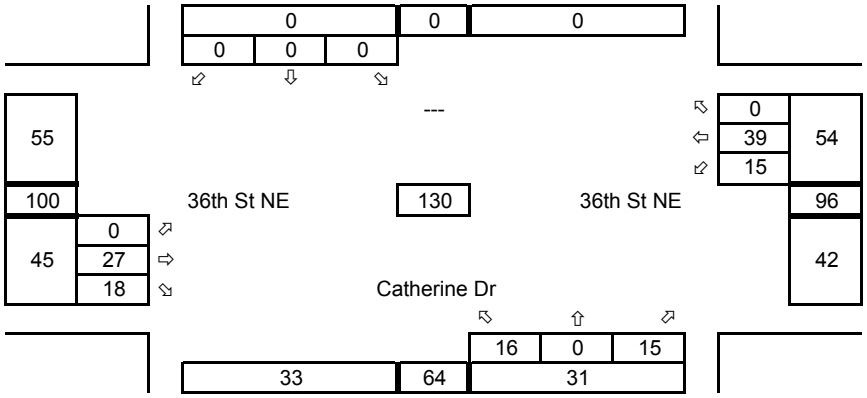
Year: **1/25/16**

Data Source: TDG

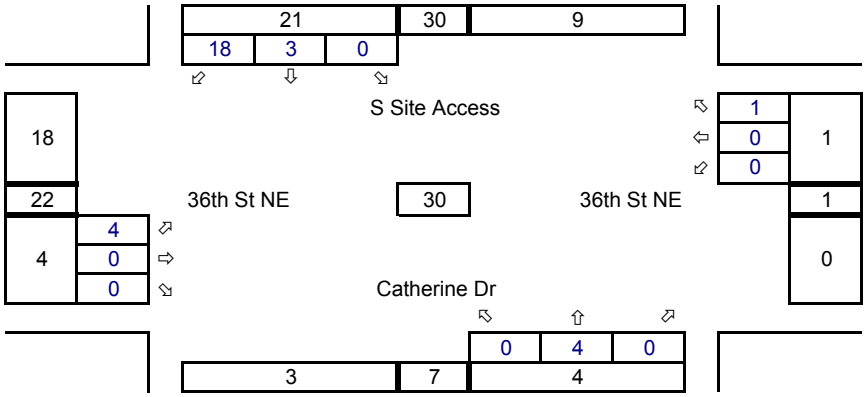


Future without Project
Average Weekday
PM Peak Hour

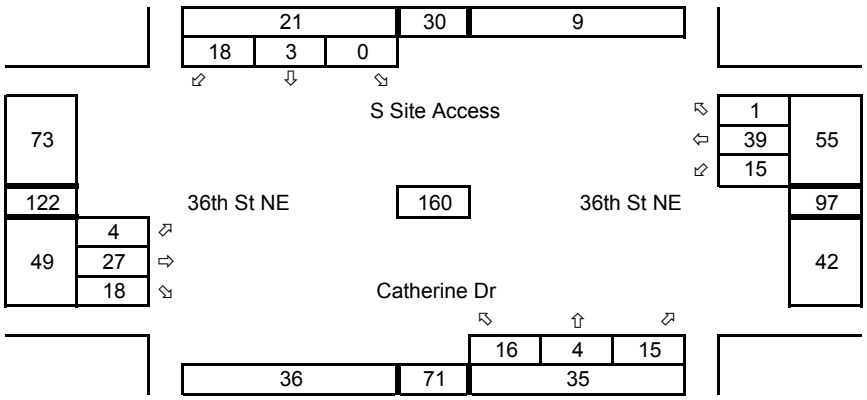
Year: 2022
Growth Rate = 2.0%
Years of Growth = 6
Total Growth = 1.1262



Total Project Trips
Average Weekday
PM Peak Hour



Future with Project
Average Weekday
PM Peak Hour



Existing Level of Service Calculations

HCM 2010 TWSC
1: 127th Drive NE & SR-92

The Refuge (#16-013)

Intersection	
Int Delay, s/veh	1.6

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Traffic Vol, veh/h	77	642	24	5	333	17	3	2	22	0	1	41
Future Vol, veh/h	77	642	24	5	333	17	3	2	22	0	1	41
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	96	96	96	84	84	84	68	68	68	75	75	75
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	80	669	25	6	396	20	4	3	32	0	1	55

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	417	0	0	694	0	0	1288	1271	681	1277	1272	407
Stage 1	-	-	-	-	-	-	842	842	-	418	418	-
Stage 2	-	-	-	-	-	-	446	429	-	859	854	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1142	-	-	901	-	-	141	168	450	143	168	644
Stage 1	-	-	-	-	-	-	359	380	-	612	591	-
Stage 2	-	-	-	-	-	-	591	584	-	351	375	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1142	-	-	901	-	-	116	147	450	118	147	644
Mov Cap-2 Maneuver	-	-	-	-	-	-	116	147	-	118	147	-
Stage 1	-	-	-	-	-	-	318	336	-	542	586	-
Stage 2	-	-	-	-	-	-	535	579	-	286	332	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.9	0.1	18.5	11.7
HCM LOS			C	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	306	1142	-	-	901	-	-	596
HCM Lane V/C Ratio	0.13	0.07	-	-	0.007	-	-	0.094
HCM Control Delay (s)	18.5	8.4	0	-	9	0	-	11.7
HCM Lane LOS	C	A	A	-	A	A	-	B
HCM 95th %tile Q(veh)	0.4	0.2	-	-	0	-	-	0.3

HCM 2010 TWSC
3: 36th Street NE & 127th Drive NE

Intersection	
Int Delay, s/veh	4

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	12	27	34	12	25	12
Future Vol, veh/h	12	27	34	12	25	12
Conflicting Peds, #/hr	1	0	0	0	0	1
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	75	75	88	88	66	66
Heavy Vehicles, %	3	3	0	0	5	5
Mvmt Flow	16	36	39	14	38	18

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	53	0	-	0	114	47
Stage 1	-	-	-	-	46	-
Stage 2	-	-	-	-	68	-
Critical Hdwy	4.13	-	-	-	6.45	6.25
Critical Hdwy Stg 1	-	-	-	-	5.45	-
Critical Hdwy Stg 2	-	-	-	-	5.45	-
Follow-up Hdwy	2.227	-	-	-	3.545	3.345
Pot Cap-1 Maneuver	1546	-	-	-	875	1014
Stage 1	-	-	-	-	969	-
Stage 2	-	-	-	-	947	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1545	-	-	-	864	1012
Mov Cap-2 Maneuver	-	-	-	-	864	-
Stage 1	-	-	-	-	968	-
Stage 2	-	-	-	-	936	-

Approach	EB	WB	SB
HCM Control Delay, s	2.3	0	9.2
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1545	-	-	-	907
HCM Lane V/C Ratio	0.01	-	-	-	0.062
HCM Control Delay (s)	7.4	0	-	-	9.2
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.2

HCM 2010 TWSC
4: Catherine Drive & 36th Street NE

Intersection	
Int Delay, s/veh	3

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	24	16	13	35	14	13
Future Vol, veh/h	24	16	13	35	14	13
Conflicting Peds, #/hr	0	2	2	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	56	56	71	71	61	61
Heavy Vehicles, %	3	3	2	2	11	11
Mvmt Flow	43	29	18	49	23	21

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	71	0	143	59
Stage 1	-	-	-	-	57	-
Stage 2	-	-	-	-	86	-
Critical Hdwy	-	-	4.12	-	6.51	6.31
Critical Hdwy Stg 1	-	-	-	-	5.51	-
Critical Hdwy Stg 2	-	-	-	-	5.51	-
Follow-up Hdwy	-	-	2.218	-	3.599	3.399
Pot Cap-1 Maneuver	-	-	1529	-	829	982
Stage 1	-	-	-	-	943	-
Stage 2	-	-	-	-	915	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	1526	-	817	980
Mov Cap-2 Maneuver	-	-	-	-	817	-
Stage 1	-	-	-	-	943	-
Stage 2	-	-	-	-	902	-

Approach	EB	WB	NB
HCM Control Delay, s	0	2	9.3
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	888	-	-	1526	-
HCM Lane V/C Ratio	0.05	-	-	0.012	-
HCM Control Delay (s)	9.3	-	-	7.4	0
HCM Lane LOS	A	-	-	A	A
HCM 95th %tile Q(veh)	0.2	-	-	0	-

2022 Baseline Level of Service Calculations

HCM 2010 TWSC
1: 127th Drive NE & SR-92

The Refuge (#16-013)

Intersection	
Int Delay, s/veh	1.7

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Traffic Vol, veh/h	83	688	26	5	357	18	3	2	24	0	1	44
Future Vol, veh/h	83	688	26	5	357	18	3	2	24	0	1	44
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	96	96	96	84	84	84	68	68	68	75	75	75
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	86	717	27	6	425	21	4	3	35	0	1	59

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	446	0	0	744	0	0	1381	1361	730	1370	1365	436
Stage 1	-	-	-	-	-	-	903	903	-	448	448	-
Stage 2	-	-	-	-	-	-	478	458	-	922	917	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1114	-	-	864	-	-	121	148	422	124	147	620
Stage 1	-	-	-	-	-	-	332	356	-	590	573	-
Stage 2	-	-	-	-	-	-	568	567	-	324	351	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1114	-	-	864	-	-	97	127	422	100	126	620
Mov Cap-2 Maneuver	-	-	-	-	-	-	97	127	-	100	126	-
Stage 1	-	-	-	-	-	-	288	309	-	512	568	-
Stage 2	-	-	-	-	-	-	508	562	-	255	305	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.9	0.1	20.2	12.1
HCM LOS			C	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	280	1114	-	-	864	-	-	570
HCM Lane V/C Ratio	0.152	0.078	-	-	0.007	-	-	0.105
HCM Control Delay (s)	20.2	8.5	0	-	9.2	0	-	12.1
HCM Lane LOS	C	A	A	-	A	A	-	B
HCM 95th %tile Q(veh)	0.5	0.3	-	-	0	-	-	0.4

HCM 2010 TWSC
3: 36th Street NE & 127th Drive NE

Intersection	
Int Delay, s/veh	4

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	14	30	38	14	28	14
Future Vol, veh/h	14	30	38	14	28	14
Conflicting Peds, #/hr	1	0	0	0	0	1
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	75	75	88	88	66	66
Heavy Vehicles, %	3	3	0	0	5	5
Mvmt Flow	19	40	43	16	42	21

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	60	0	-	0	129	53
Stage 1	-	-	-	-	52	-
Stage 2	-	-	-	-	77	-
Critical Hdwy	4.13	-	-	-	6.45	6.25
Critical Hdwy Stg 1	-	-	-	-	5.45	-
Critical Hdwy Stg 2	-	-	-	-	5.45	-
Follow-up Hdwy	2.227	-	-	-	3.545	3.345
Pot Cap-1 Maneuver	1537	-	-	-	858	1006
Stage 1	-	-	-	-	963	-
Stage 2	-	-	-	-	938	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1536	-	-	-	845	1004
Mov Cap-2 Maneuver	-	-	-	-	845	-
Stage 1	-	-	-	-	962	-
Stage 2	-	-	-	-	925	-

Approach	EB	WB	SB
HCM Control Delay, s	2.3	0	9.3
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1536	-	-	-	892
HCM Lane V/C Ratio	0.012	-	-	-	0.071
HCM Control Delay (s)	7.4	0	-	-	9.3
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.2

HCM 2010 TWSC
4: Catherine Drive & 36th Street NE

Intersection	
Int Delay, s/veh	3.1

Movement	EBT	EBR	WBL	WBT	NBL	NBR
Traffic Vol, veh/h	27	18	15	39	16	15
Future Vol, veh/h	27	18	15	39	16	15
Conflicting Peds, #/hr	0	2	2	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	56	56	71	71	61	61
Heavy Vehicles, %	3	3	2	2	11	11
Mvmt Flow	48	32	21	55	26	25

Major/Minor	Major1		Major2		Minor1	
Conflicting Flow All	0	0	80	0	161	66
Stage 1	-	-	-	-	64	-
Stage 2	-	-	-	-	97	-
Critical Hdwy	-	-	4.12	-	6.51	6.31
Critical Hdwy Stg 1	-	-	-	-	5.51	-
Critical Hdwy Stg 2	-	-	-	-	5.51	-
Follow-up Hdwy	-	-	2.218	-	3.599	3.399
Pot Cap-1 Maneuver	-	-	1518	-	809	973
Stage 1	-	-	-	-	936	-
Stage 2	-	-	-	-	905	-
Platoon blocked, %	-	-		-		
Mov Cap-1 Maneuver	-	-	1515	-	796	971
Mov Cap-2 Maneuver	-	-	-	-	796	-
Stage 1	-	-	-	-	936	-
Stage 2	-	-	-	-	891	-

Approach	EB	WB	NB
HCM Control Delay, s	0	2.1	9.4
HCM LOS			A

Minor Lane/Major Mvmt	NBLn1	EBT	EBR	WBL	WBT
Capacity (veh/h)	872	-	-	1515	-
HCM Lane V/C Ratio	0.058	-	-	0.014	-
HCM Control Delay (s)	9.4	-	-	7.4	0
HCM Lane LOS	A	-	-	A	A
HCM 95th %tile Q(veh)	0.2	-	-	0	-

2022 Future with Development Level of Service Calculations

HCM 2010 TWSC
1: 127th Drive NE & SR-92

Intersection	
Int Delay, s/veh	1.8

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Traffic Vol, veh/h	83	688	53	12	357	18	3	2	28	0	1	44
Future Vol, veh/h	83	688	53	12	357	18	3	2	28	0	1	44
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	96	96	96	84	84	84	68	68	68	75	75	75
Heavy Vehicles, %	2	2	2	2	2	2	2	2	2	2	2	2
Mvmt Flow	86	717	55	14	425	21	4	3	41	0	1	59

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	446	0	0	772	0	0	1411	1392	744	1403	1409	436
Stage 1	-	-	-	-	-	-	917	917	-	464	464	-
Stage 2	-	-	-	-	-	-	494	475	-	939	945	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	6.22	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	3.318	3.518	4.018	3.318
Pot Cap-1 Maneuver	1114	-	-	843	-	-	116	142	415	117	139	620
Stage 1	-	-	-	-	-	-	326	351	-	578	564	-
Stage 2	-	-	-	-	-	-	557	557	-	317	340	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1114	-	-	843	-	-	92	120	415	91	117	620
Mov Cap-2 Maneuver	-	-	-	-	-	-	92	120	-	91	117	-
Stage 1	-	-	-	-	-	-	281	303	-	499	552	-
Stage 2	-	-	-	-	-	-	492	545	-	244	293	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.9	0.3	20.3	12.1
HCM LOS			C	B

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	283	1114	-	-	843	-	-	566
HCM Lane V/C Ratio	0.171	0.078	-	-	0.017	-	-	0.106
HCM Control Delay (s)	20.3	8.5	0	-	9.3	0	-	12.1
HCM Lane LOS	C	A	A	-	A	A	-	B
HCM 95th %tile Q(veh)	0.6	0.3	-	-	0.1	-	-	0.4

HCM 2010 TWSC
2: 127th Drive NE & E Access Driveway

Intersection	
Int Delay, s/veh	0.4

Movement	EBL	EBR	NBL	NBT	SBT	SBR
Traffic Vol, veh/h	4	1	1	31	43	34
Future Vol, veh/h	4	1	1	31	43	34
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	68	68	68	68
Heavy Vehicles, %	2	2	5	5	5	5
Mvmt Flow	4	1	1	46	63	50

Major/Minor	Minor2		Major1		Major2	
Conflicting Flow All	137	88	113	0	-	0
Stage 1	88	-	-	-	-	-
Stage 2	49	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.15	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.245	-	-	-
Pot Cap-1 Maneuver	856	970	1458	-	-	-
Stage 1	935	-	-	-	-	-
Stage 2	973	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	855	970	1458	-	-	-
Mov Cap-2 Maneuver	855	-	-	-	-	-
Stage 1	935	-	-	-	-	-
Stage 2	972	-	-	-	-	-

Approach	EB	NB	SB
HCM Control Delay, s	9.1	0.2	0
HCM LOS	A		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR
Capacity (veh/h)	1458	-	876	-	-
HCM Lane V/C Ratio	0.001	-	0.006	-	-
HCM Control Delay (s)	7.5	0	9.1	-	-
HCM Lane LOS	A	A	A	-	-
HCM 95th %tile Q(veh)	0	-	0	-	-

HCM 2010 TWSC
3: 36th Street NE & 127th Drive NE

Intersection	
Int Delay, s/veh	4

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Traffic Vol, veh/h	14	30	39	15	29	14
Future Vol, veh/h	14	30	39	15	29	14
Conflicting Peds, #/hr	1	0	0	0	0	1
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	75	75	88	88	66	66
Heavy Vehicles, %	3	3	0	0	5	5
Mvmt Flow	19	40	44	17	44	21

Major/Minor	Major1		Major2		Minor2	
Conflicting Flow All	62	0	-	0	131	55
Stage 1	-	-	-	-	54	-
Stage 2	-	-	-	-	77	-
Critical Hdwy	4.13	-	-	-	6.45	6.25
Critical Hdwy Stg 1	-	-	-	-	5.45	-
Critical Hdwy Stg 2	-	-	-	-	5.45	-
Follow-up Hdwy	2.227	-	-	-	3.545	3.345
Pot Cap-1 Maneuver	1535	-	-	-	856	1003
Stage 1	-	-	-	-	961	-
Stage 2	-	-	-	-	938	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1534	-	-	-	843	1001
Mov Cap-2 Maneuver	-	-	-	-	843	-
Stage 1	-	-	-	-	960	-
Stage 2	-	-	-	-	925	-

Approach	EB	WB	SB
HCM Control Delay, s	2.3	0	9.4
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1534	-	-	-	889
HCM Lane V/C Ratio	0.012	-	-	-	0.073
HCM Control Delay (s)	7.4	0	-	-	9.4
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.2

HCM 2010 TWSC
4: Catherine Drive/S Access Driveway & 36th Street NE

The Refuge (#16-013)

Intersection	
Int Delay, s/veh	3.9

Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Traffic Vol, veh/h	4	27	18	15	39	1	16	4	15	0	3	18
Future Vol, veh/h	4	27	18	15	39	1	16	4	15	0	3	18
Conflicting Peds, #/hr	0	0	2	2	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	92	56	56	71	71	92	61	92	61	92	92	92
Heavy Vehicles, %	2	3	3	2	2	2	11	2	11	2	2	2
Mvmt Flow	4	48	32	21	55	1	26	4	25	0	3	20

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	56	0	0	80	0	0	182	171	66	185	187	57
Stage 1	-	-	-	-	-	-	73	73	-	98	98	-
Stage 2	-	-	-	-	-	-	109	98	-	87	89	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.21	6.52	6.31	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.21	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.21	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.599	4.018	3.399	3.518	4.018	3.318
Pot Cap-1 Maneuver	1549	-	-	1518	-	-	760	722	973	776	708	1009
Stage 1	-	-	-	-	-	-	914	834	-	908	814	-
Stage 2	-	-	-	-	-	-	875	814	-	921	821	-
Platoon blocked, %		-	-		-	-						
Mov Cap-1 Maneuver	1546	-	-	1515	-	-	732	710	971	742	696	1007
Mov Cap-2 Maneuver	-	-	-	-	-	-	732	710	-	742	696	-
Stage 1	-	-	-	-	-	-	911	831	-	905	803	-
Stage 2	-	-	-	-	-	-	841	803	-	889	819	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.4	2	9.7	8.9
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	WBR	SBLn1
Capacity (veh/h)	820	1546	-	-	1515	-	-	947
HCM Lane V/C Ratio	0.067	0.003	-	-	0.014	-	-	0.024
HCM Control Delay (s)	9.7	7.3	0	-	7.4	0	-	8.9
HCM Lane LOS	A	A	A	-	A	A	-	A
HCM 95th %tile Q(veh)	0.2	0	-	-	0	-	-	0.1

WSDOT Exhibit C

2009 EXHIBIT C

LIST OF PROGRAMMED WSDOT PROJECTS IN SNOHOMISH COUNTY

COUNTY ID#	TSA	SR	MP1	MP2	Title/Description	Design/ Construction year	Total Cost (M)	Proportionate Share Per Development Generated ADT
DOT-11	D	5	186.42	186.42	128th ST SW Interchange - Construct Loop Ramps / HOV Bypass	2014	$13.30	$154.17
DOT-01	A	5	205.85	205.85	172nd Street NE (SR 531) Interchange improvements, SB loop ramp, bridge widening	2009	$41.00	$308.80
DOT-30	E	9	1.66	4.04	212th Street SE to 176th Street SE, Widen to 5 Lanes	2011	$80.80	$1,040.60
DOT-56	B	9	16.48	17.49	Lundeen Parkway to SR-92, Widen to 4 lanes & RT-LT lanes	2009	$38.90	$525.16
DOT-37	B	9	17.96	17.96	SR-9 at 60th Street NE add LT & RT lanes at Tee intersection	2011	$2.95	$67.94
DOT-22	A	9	18.88	19.46	SR 9/SR 528 Intersection improvements, Signal & Channelization.	2010	$17.13	$394.94
DOT-57	A	9	20.51	20.59	SR-9/84th St. SE, intersection improvements, LT & RT lanes	2011	$17.13	$148.87
DOT-58	A	9	26.00	26.09	SR-9/SR-531/172nd St. NE intersection improvements, Roundabout	2011	$15.60	$135.53
DOT-33	B	92	1.46	1.46	SR-92 at 113th Avenue NE, Roundabout	2009	$2.63	$27.78
DOT-31	B	92	1.73	1.46	SR-92 at Callow/Grade Road, add turn lanes to SR-92	2009	$1.90	$22.37
DOT-46	C	203	22.36	22.38	SR-203 at North High Rock/Tualco Roads, Re-align cross streets for I/S and add LT & RT lanes on SR-203	2009	$3.34	$270.52
DOT-36	C	203	23.01	23.01	Ben Howard Rd channelization, LT lanes on SR-203	2009	$1.07	$10.18

2009 EXHIBIT C

LIST OF PROGRAMMED WSDOT PROJECTS IN SNOHOMISH COUNTY

COUNTY ID#	TSA	SR	MP1	MP2	Title/Description	Design/ Construction year	Total Cost (M)	Proportionate Share Per Development Generated ADT
DOT-16	E	522	13.82	16.61	Paradise Lake Road I/C, Stage 3, new interchange	2010	$27.95	$359.99
DOT-17	E	522	16.80	20.41	Paradise Lake Road to Snohomish River, Bridge, Stage 2, widen to 4 lanes	2009	$33.48	$244.91
DOT-28	C	522	20.50	24.68	Snohomish River Bridge to SR 2, widen to 4 lanes	2010	$171.98	$1,117.87
DOT-19	F	524	5.87	9.50	24th Avenue SE to I-405, widen to 5 Lanes	2012	$33.34	$353.21
DOT-20	F	524	5.87	9.50	I-405 to Royal Ann Rd., widen to 5 Lanes	2011	$71.06	$752.83
DOT-60	E	524	6.79	6.79	Larch Way intersection, LT lanes, signal	2009	$2.58	$28.45
DOT-59	D	525	6.25	6.25	SR-525/88th St. SW intersection improvements, NBRT, NBLT & SBLT	2011	$3.70	$123.33
DOT-49	A	530	17.30	17.30	SR-530 at Old 99, Roundabout	2011	$8.00	$415.00
DOT-62	A	530	19.71	19.71	211th Place NE, Intersection Roundabout	2011	$6.10	$281.28
DOT-52	A	531	1.95	2.25	SR-531/Jct. Freestad Rd. Intersection Improvements, LT lanes	2011	$1.55	$58.15
DOT-05	A	531	7.00	8.59	43rd AV NE to 67th AV NE, Widen to 5 lanes (Arlington)	2014	$20.78	$200.50
DOT-53	A	532	5.25	5.90	270th St NW Vic. To 72nd Ave. NW, EB Climbing Lane, Intersection improvements & Signal	2009	$19.00	$221.25
DOT-54	A	532	6.45	9.79	64th Ave. NW to 12th Ave. NW, Climbing Lane & LT Lanes.	2010	$22.40	$268.95

LAKE STEVENS CITY COUNCIL

STAFF REPORT

Date: December 13, 2016

Subject: SW Quad Rezone (LUA2016-0017)

Contact Person/Department: Russ Wright, Planning & Community Development

Budget Impact: None

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

1. Public Hearing and first reading for Ordinance 983 related to the SW Quad Rezone (LUA2016-0017).
2. **Motion to approve Ordinance 983**, Amending the Official Zoning Map, enacted by Ordinance No. 974; Approving the SW Quad Rezone (City File No. LUA2016-0017) adjacent to SR-9 and 20th Street SE rezoning 10 Parcels totaling approximately 8.5 Acres from Mixed Use Neighborhood to Neighborhood Business as a concurrent land use action (**Exhibit 1**).

SUMMARY:

Public hearing and first reading of Ordinance 983 related to the SW Quad Rezone (LUA2016-0017).

BACKGROUND/HISTORY:

The City of Lake Stevens requested a comprehensive plan map change and concurrent rezone to change the land use designation for approximately 40 parcels off 20th Street SE near SR-9, within the 20th Street SE Corridor Subarea, from Mixed Use, High Density Residential and Medium Density Residential, in the 20th Street Subarea, to Commercial with a concurrent rezone to Commercial District. The Planning Commission recommends that the 10 parcels adjacent to SR-9 and 20th Street SE, within the study area, receive a Commercial land use designation and a Neighborhood Business zoning designation. The remaining parcels, under the original study area, would maintain their current land use designations and zoning.

The properties to the north of the entire study area are zoned High Urban Residential and Neighborhood Business and currently support residential uses. The properties to the east of the study area are zoned Commercial and are undeveloped. The properties to the south are zoned High Urban Residential and are undeveloped or underdeveloped. Highway SR-9 abuts the properties to the west.

Area-wide rezones are Type VI applications subject to a recommendation from the Planning Commission to City Council, per Chapter 14.16B LSMC, Part VI. The city has generated a SEPA Addendum to the FEIS for the 20th Street SE Corridor Subarea and traffic analyses to determine the viability of the rezone. Staff has determined that the proposed rezone from Mixed Use Neighborhood to the Neighborhood Business district are consistent with the environmental and traffic models prepared for the Subarea FEIS.

The proposed Comprehensive Plan land use map amendment and proposed rezone were sent to the Washington Department of Commerce on August 12, 2016 for the required 60-day review by State agencies. A SEPA Addendum and Adoption of Existing Documents was issued for the overall Docket on August 30, 2016. A SEPA Addendum and Adoption of Existing Documents to the Final Environmental Impact Statement (FEIS) for the 20th Street SE Corridor Subarea was issued on October 28, 2016

(LUA2016-0017). Planning Commission recommended approval to the City Council for the proposed Land Use Change and Rezone on November 2, 2016. City staff provided public notice for all actions by a combination of publications in the Everett Herald, direct mailings, updating the website, posting the site and posting city bulletin boards.

The city has received public comments concerning the proposed rezone. Staff held a number of briefings with the Planning Commission over the summer of 2016 to discuss different land use and zoning options for the study area. These comments and discussions are included and summarized in the attached Planning Commission staff report (**Exhibit 3**). Public testimony during the public hearing is included in the Planning Commission Recommendation Letter (**Exhibit 2**) and email correspondence received after the Planning Commission public hearing is included as **Exhibit 4**.

FINDINGS AND CONCLUSIONS:

The Planning Commission has found the SW Quad Rezone to be consistent with LSMC 14.16C.090 and has forwarded a letter (**Exhibit 2**) to the City Council recommending approval of the proposal based on the findings and conclusions contained in the staff report (**Exhibit 3**).

APPLICABLE CITY POLICIES: Chapters 14.16A, 14.16B and 14.16C of the Lake Stevens Municipal Code

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BUDGET IMPACT: There is not a budget impact.

EXHIBITS (attached):

Exhibit 1 – DRAFT Ordinance 983

Exhibit 2 – DRAFT Planning Commission Recommendation Letter

Exhibit 3 – Planning Commission Staff Report

Exhibit 4 – Public Comment Received After the Planning Commission Public Hearing

CITY OF LAKE STEVENS
Lake Stevens, Washington

ORDINANCE NO. 983

AN ORDINANCE OF THE CITY OF LAKE STEVENS, AMENDING THE OFFICIAL ZONING MAP, ENACTED BY ORDINANCE NO. 974; APPROVING THE SW QUAD REZONE (CITY FILE NUMBER LUA2016-0017) ADJACENT TO SR-9 AND 20TH STREET SE BY REZONING TEN PARCELS TOTALING APPROXIMATELY EIGHT AND A HALF ACRES FROM MIXED USE NEIGHBORHOOD TO NEIGHBORHOOD BUSINESS AS A CONCURRENT LAND USE ACTION WITH THE 2016 COMPREHENSIVE PLAN DOCKET ITEM M-4.

WHEREAS, on October 11, 2016, the Lake Stevens City Council enacted Ordinance No. 974 adopting an updated Official Zoning Map; and

WHEREAS, the 2016 Comprehensive Plan Docket, ratified by Resolution No. 2016-06, includes the city-initiated SW Quad map amendment (M-4 – LUA2016-0017), which would change the land use designation for ten parcels, containing approximately eight and a half acres located adjacent to SR-9 and 20th Street SE, from Mixed Use to Commercial, as depicted in Exhibit A, on the official Comprehensive Plan Land Use Map; and

WHEREAS, the concurrent rezone includes the ten parcels subject to the land use map amendment, identified by parcel numbers 00457000002600, 00457000002605, 00457000002606, 00457000002607, 00457000002602, 00457000002601, 00457000002700, 00422200000100, 00422200000200 and 00457000002805 and would change the zoning designations from Mixed Use Neighborhood to Neighborhood Business;

WHEREAS, Section 14.16C.090 of the Lake Stevens Municipal Code (LSMC) sets forth the process for rezone applications; and

WHEREAS, pursuant to LSMC 14.16C.090, the rezone is a major map amendment, as there are more than five tracts involved and is considered an area-wide rezone because the proposed changes require a Comprehensive Plan Amendment; and

WHEREAS, on August 12, 2016, the City submitted the proposed 2016 Comprehensive Plan land use map, text and figure amendments to the Washington State Department of Commerce for its 60-day review and received documentation of completion of the procedural requirement; and

WHEREAS, on August 31, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 9 to the Integrated 2005 Comprehensive Plan and Environmental Impact Statement that adopted the School District DNS by reference; and

WHEREAS, on October 28, 2016, the City issued a State Environmental Policy Act (SEPA) Addendum No. 1 to the 20th Street SE Corridor Subarea Final Environmental Impact Statement;

WHEREAS, in taking the actions set forth in this ordinance, the City has complied with the requirements of the State Environmental Policy Act, Ch. 43.21C RCW; and

WHEREAS, the Lake Stevens Planning Commission, after review of the proposed 2016 Comprehensive Plan land use map, zoning change request, text and figure amendments, held a duly noticed public hearing on November 2, 2016, and all public testimony was given full consideration; and

WHEREAS, the Lake Stevens City Council reviewed the Planning Commission's recommendation relating to the proposed 2016 Comprehensive Plan land use map, text and figure amendments and held a duly noticed public hearing and considered all public testimony on December 13, 2016; and

WHEREAS, area-wide rezones are Type VI legislative decision per Table 14.16A-I as found in Chapter 14.16A LSMC, which requires recommendation from the Planning Commission to City Council, based on written findings and conclusions, supported by evidence from an open-record hearing; and

WHEREAS, the Planning Commission provided conducted a duly noticed open-record public hearing pursuant to LSMC 14.16A on November 2, 2016, and all public testimony has been given full consideration; and

WHEREAS, the Planning Commission provided the City Council with a recommendation letter along with findings and conclusions to approve the rezone request pursuant to LSMC 14.16B.645 as the proposed rezone meets the legal criteria for approving a rezone as set forth in LSMC 14.16C.090 and applicable State requirements; and

WHEREAS, pursuant to RCW 36.70A.130 all of the Comprehensive Plan amendments set forth as part of the 2016 Docket were considered concurrently to ascertain the cumulative effect of the proposals.

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

Section 1. The City Council hereby adopts and incorporates by reference the findings and conclusions for approving a rezone, pursuant to LSMC 14.16C.090, set forth in the Planning Commission's recommendation letter, dated December 13, 2016 and the staff report, dated October 27, 2016.

Section 2. The City Council makes the following conclusions based on the entire record of this proceeding, including all testimony and exhibits:

A. The open record public hearing of the Planning Commission and the open record public hearing of the City Council satisfy the public participation requirements of Chapter 14.16A LSMC.

B. The SEPA process conducted for this ordinance satisfies the requirements of the State Environmental Policy Act codified in Chapter 43.21C RCW as implemented by Chapter 197-11 WAC and Title 16 LSMC.

C. The zoning map amendment adopted by this ordinance complies with the Growth Management Act (Chapter 36.70A RCW).

D. The zoning map amendment adopted by this ordinance is consistent with the adopted Lake Stevens Comprehensive Plan per Ordinance No. 980.

Section 3. The Official Zoning Map is hereby amended by rezoning parcels 00457000002600, 00457000002605, 00457000002606, 00457000002607, 00457000002602, 00457000002601, 00457000002700, 00422200000100, 00422200000200 and 00457000002805 to Neighborhood Business (NB) as depicted in **Exhibit A attached hereto and incorporated by this reference**.

Section 4. Severability. If any section, clause, phrase, or term of this ordinance is held for any reason to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance, and the remaining portions shall be in full force and effect.

Section 5. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in full force five days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 13th day of December, 2016.

_____
John Spencer, Mayor

ATTEST/AUTHENTICATION:

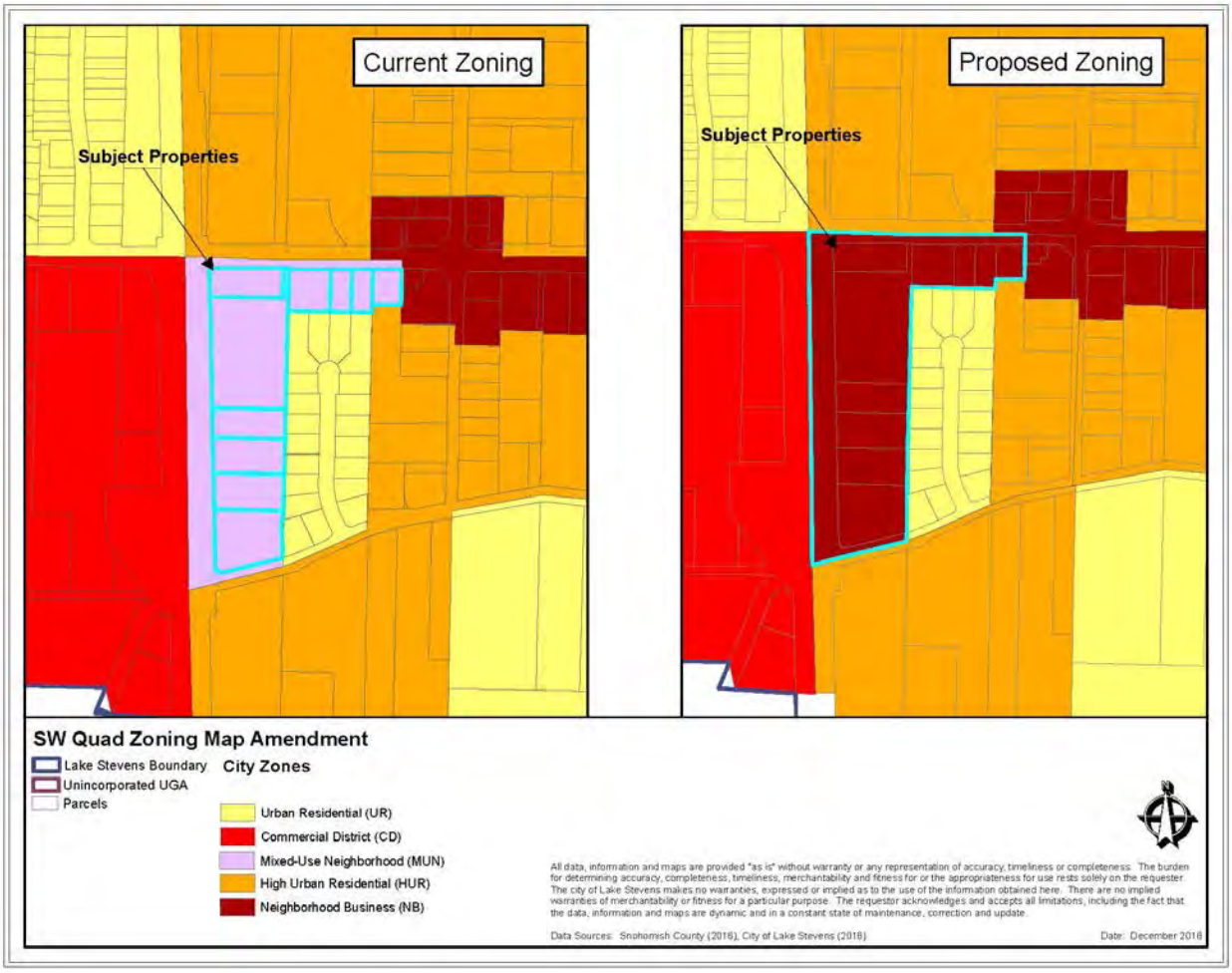
_____
Barbara Stevens, City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

First Reading: December 13, 2016
Published:
Effective Date:

EXHIBIT A


Current Zoning
Subject Properties
Proposed Zoning
Subject Properties
SW Quad Zoning Map Amendment
Lake Stevens Boundary
Unincorporated UGA
Parcels
City Zones
Urban Residential (UR)
Commercial District (CD)
Mixed-Use Neighborhood (MUN)
High Urban Residential (HUR)
Neighborhood Business (NB)
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: December 2016

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

December 7, 2016

Lake Stevens City Council
1812 Main Street
Lake Stevens, WA 98258

Subject: **Planning Commission Recommendation**
2016 Comprehensive Plan Docket – Text Amendments and LUA's 2015-0119, 2016-0007, 2016-0008 and 2016-0017

Commissioners Present: Jennifer Davis, Linda Hoult, Janice Huxford, Vicki Oslund, Gary Petershagen and Tracy Trout
Commissioners Absent: Tom Matlack

PLANNING COMMISSION PUBLIC HEARING (November 2, 2016)
Planning and Community Development staff presented the 2016 Docket and responded to a questions and comments from the Planning Commission and members of the public. Staff discussed the background and overview of the Docket and Comprehensive Plan amendments and presented each proposed amendment individually. Staff concluded each amendment presentation with a discussion of how each proposal meets the approval criteria of the Comprehensive Plan and the GMA. Provided below is a synopsis of the discussions generated by each amendments:

City Text Amendments: No comments.

School District Map Amendment/Rezone: Commissioner Huxford asked a question regarding traffic and Robb Stanton, Executive Officer of Operations for the Lake Stevens School District, answered.

Hild/City-initiated Map Amendment/Rezone: Commissioner Huxford commented on the traffic flow and expressed concerns regarding egress and ingress. Scott Belleque testified he wanted residential development to stay as single-family residences and not apartments.

SW Quad (City-Initiated) Map Amendment/Rezone: Darron Pyper asked a question about rezoning existing homes to a commercial use. He was concerned that the homeowners would not be able to sell or refinance their homes with a zoning change. He commented on increased taxes, and the Planning Commission answered his questions. Dan Rike testified that he was not in favor of the rezone and he would like to keep the mixed use zoning in order to keep the allowances for high-denisty housing. Director Wright rebutted this comment. Dan Rike was also concerned about a scrivener's error on the first page of the SW Quad rezone staff report. Sally Jo Sebring testified that she felt the public noticing

for the SW Quad map amendment was insufficient. A gentleman testified and gave the name Rogers 127 Grade; the gentleman signed the Sign-In sheet with the same name. He had questions concerning the timing of the Hild rezone request and timeline for construction.

FINDINGS AND CONCLUSIONS

The Planning Commission hereby adopts staff's findings and conclusions as outlined in this staff report and described in the staff reports for each of the docket items, dated November 2, 2016, and concludes that the proposed amendments fulfill the following requirements:

1. The Docket is consistent with the adopted Lake Stevens Comprehensive Plan;
2. The Docket meets the criteria for amending the Comprehensive Plan; and
3. The Docket complies with the Growth Management Act.

PLANNING COMMISSION RECOMMENDATIONS

City Text Amendments: Commissioner Hoult made a motion to Commissioner Huxford made a motion to forward a recommendation to the City Council to approve Text Amendments T-1 through T-4. Commissioner Petershagen seconded the motion. Motion passed 6-0-0-1.
School District Map Amendment: Commissioner Oslund made a motion to forward a recommendation to the City Council to approve the School District Land Use Amendment (M-1). Commissioner Hoult seconded the motion. Motion passed 6-0-0-1.
School District Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
Hild Property Map Amendment: Commissioner Petershagen made a motion to forward a recommendation to the City Council to approve the Hild Property/City Land Use Amendment (M-2 and M-3). Commissioner Oslund seconded the motion. Motion passed 6-0-0-1.
Hild Property Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent Hild Property/City rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.
SW Quad Map Amendment: Commissioner Trout made a motion to forward a recommendation to the City Council to approve the SW Quad Land Use Amendment (M-4). Commissioner Hoult seconded the motion. Motion passed 5-1-0-1.
SW Quad Rezone: Commissioner made a motion to forward a recommendation to the City Council to approve the concurrent School District rezone. Commissioner seconded the motion. Motion passed 6-0-0-1.

Respectfully submitted,

Lake Stevens Planning Commission

_____, Chair _____, Vice-Chair

Type VI Decision
Area-wide Rezone
City of Lake Stevens Planning and Community Development

October 27, 2016 | 20th Street SE and SR-9 Rezone | LUA2016-0017-**M4**

A. PROJECT DESCRIPTION AND REQUEST

The City of Lake Stevens has requested a comprehensive plan map change and concurrent rezone to change the land use designation for approximately 40 parcels off 20th Street SE near SR-9, from Mixed Use, High Density Residential and Medium Density Residential, in the 20th Street SE Corridor Subarea, to Commercial with a concurrent rezone to Commercial District. The Planning Commission recommends that the 10 parcels adjacent to SR-9 and 20th Street SE, within the study area, receive a Commercial land use designation and a Neighborhood Commercial zoning designation. The remaining approximately 30 parcels, under the original study area, would maintain their current land use designations and zoning (Maps – **Exhibits 1a and 1b**).

B. GENERAL INFORMATION

1. Date of Application: January 29, 2016
2. Property Location: The southwest portion of the city of Lake Stevens directly east of SR-9, north of South Lake Stevens Road, south of 20th Street SE and west of 99th Avenue SE.
3. Total Area of Project: Approximately 25 acres (study area)
4. Applicant / Contact: Russ Wright, Community Development Director for the City of Lake Stevens
5. Comprehensive plan land use designation, zoning designation and existing uses of the site and surrounding area:

AREA	LAND USE DESIGNATION	ZONING	EXISTING USE
Project Site	Mixed Use, High Density Residential and Medium Density	Mixed Use Neighborhood, High Urban Residential, Urban Residential and Neighborhood Business	Undeveloped, residential and underdeveloped
North of Site	High Density Residential and Commercial	High Urban Residential and Neighborhood Business	Undeveloped, residential and underdeveloped
South of Site	High Density Residential	High Urban Residential	Undeveloped & underdeveloped
East of Site	High Density Residential and Commercial	Commercial District	Undeveloped
West of Site	SR-9 / Commercial District	High Urban Residential and Neighborhood Business	Undeveloped

C. ANALYSIS[1]

1. Application Process

   a. The city of Lake Stevens requested a rezone in concurrence with requested changes to the Comprehensive Plan as part of the 2016 Docket. Area wide rezones are Type VI applications subject to Planning Commission recommendation and City Council approval pursuant to Chapter 14.16B LSMC, Part VI.[2]

   b. A written analysis was provided as part of the docket review (**Exhibit 2**).

CONCLUSION: The application meets the procedural requirements for Type VI applications established in Title 14 of the LSMC.

2. Notices, Community Outreach and Public Comment[3]

   a. Planning Commission Notice of Docket Hearing for March 2, 2016 (**Exhibit 3a**);

   b. City Council Notice of Docket Hearing for March 22, 2016 (**Exhibit 3b**);

   c. Outreach Letter to Affected Property Owners, dated June 23, 2016 (**Exhibit 3c**);

   d. Planning Commission Public Hearing Notice for November 2, 2016 (**Exhibit 3d**); and

   e. Public comments were received via email concerning the proposed map amendment and concurrent rezone. The community expressed concerns about how the rezone may compromise their ability to continue their current uses on their properties and that a land use modification may affect the value of property in the study area (**Exhibit 3e**). Staff responses to each email are included in the **Exhibit 3e**.

CONCLUSION: The city has met the noticing requirements for Type VI applications established in Chapter 14.16B LSMC, Part VI.

3. Comprehensive Plan, Zoning, and Uses:

   a. The existing and proposed comprehensive plan designations in the study area are identified in Section B and illustrated in **Exhibits 1a and 1b** (land use maps) as are adjacent land use designations.

   b. **Zoning Analysis** – The two proposed rezones would both meet the intent of either zoning district as described below, the critical difference being that the Commercial District would allow more intensive development in terms of building mass and scale and allow auxiliary residential uses.

      LSMC 14.36.020(l) states the following: "The Neighborhood Business (NB) zone is designed to provide convenience goods, services, and opportunities for smaller scale shopping centers near neighborhoods that cater to pedestrians and commuters. This district should be located in areas with available public services, transportation accessibility to arterials and adequate traffic capacities"; whereas,

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[1] Project analysis is based on review of current materials applicable to the project.
[2] The rezone application is an area-wide rezone because the proposed changes involve different property owners and changes to more than one land use designation. The rezone is a Type VI application being reviewed in concurrence with the comprehensive plan map amendment and will include a public hearing in front of the Planning Commission who will recommend approval to the City Council. Final approval will be by ordinance following a Public Hearing
[3] Public notice includes a combination of posting, publication and mailing pursuant to the requirements of Lake Stevens Municipal Code 14.16A.225 and LSMC 14.16B.630.

LSMC 14.36.020(i) states the following, "The Commercial District (CD) [as originally proposed] is designed to accommodate the high intensity retail needs of the community and regional market by attracting a mix of large to small format retail stores and restaurants to create a vibrant and unified regional shopping center. Transportation accessibility, exposure to highways and arterials with adequate public services and traffic capacity characterize this district."

c. Applicable Comprehensive Plan Goals

LAND USE GOAL 1.1 Provide for a consistent review and revision of the comprehensive plan.

LAND USE GOAL 2.1 Provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens.

LAND USE GOAL 2.2 Achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses.

LAND USE GOAL 2.3 Encourage the continued planning of local growth centers to develop a balanced and sustainable community that provides a focus for employment, public and residential development.

ECONOMIC DEVELOPMENT GOAL 6.2 Manage commercial growth in centers.

ECONOMIC DEVELOPMENT GOAL 6.3 Enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base.

4. Rezone criteria: Rezone Criteria is found in LSMC 14.16C.090. The following section addresses how the proposal meets the specific criteria.

   a. The rezone if approved will be consistent with Comprehensive Land Use Map as amended.

   b. The rezone is consistent with the Growth Management Act as the city can establish its local zoning and has met public notice requirements.

   c. The proposed rezone advances identified goals and policies of the Comprehensive Plan. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.

   d. The city has an imbalance of commercial lands to residential properties. Currently, less than 10 percent of the city is dedicated to commercial and industrial uses. This proposal will help provide additional opportunities for small to mid-sized commercial development.

   e. The site contains adequate area to develop and is configured at the intersection of two arterials. At the time of development, any application will need to meet state and local regulations in effect and ensure concurrency standards are met.

   f. The proposal will not be materially detrimental to adjacent land uses as conditioned.

   g. As conditioned and in accordance with municipal standards there will be adequate infrastructure to develop the site under the proposed zoning.

   h. Environmental impacts can be mitigated.

   i. The proposal complies with municipal standards for a rezone application.

   j. The project is located within a designated subarea.

CONCLUSION: The proposal as conditioned meets the rezone standards.

5. Environmental Review:

   a. There is an uncategorized wetland, unidentified steam and steep slopes located in the northwest corner of the study area and encompassing a large portion of Assessor Parcel Numbers (APN's) 00457000002601, 00457000002602 and 00457000002607. Prior to any development on or near these sites, a critical areas evaluation will be required pursuant to Chapter 14.88 LSMC.

   b. Shoreline Designation and Shoreline Uses: the properties are not located with the shoreline boundaries of Lake Stevens.

   c. Flood Zones: the properties are not located within the 100-year flood zone.

   d. The city issued a SEPA addendum to the 2005 Comprehensive Plan on August 31, 2016 that stands as the environmental review for the combined analysis of the comprehensive plan change and proposed rezone (**Exhibit 4**).

   e. The city issued a SEPA addendum to the 2012 Final Environmental Impact Statement (FEIS) for the 20th Street SE Corridor Subarea Plan on October 27, 2016 that is itself an element of the Lake Stevens Comprehensive Plan and describes the goals, policies and design guidelines for the subject Subarea (**Exhibit 5**).

CONCLUSION: The proposal as conditioned meets the SEPA standards identified in Chapter 16.04 LSMC and will not create significant environmental impacts. Development near identified critical areas will be subject to Chapter 14.88 LSMC.

6. Traffic Impacts

   a. ***Option 1:*** *Modification of entire study area to a Commercial land use and zoning designation.* The city considered changes to traffic amounts based on the following criteria:

      - The most intensive uses and highest permitted Floor-to-Area (FAR) ratio pursuant to Chapter 14.38 LSMC that would be allowed per the original proposal of Commercial land use and Commercial District zoning; and
      - Comparing this amount to the traffic that would be generated by ultimate build-out of the study area with the current zoning designations.

      The traffic amount generated by both of the scenarios described above resulted in traffic potentially increasing by 80% with the proposed modification to Commercial. This increase would result in a quicker buildout of the limits of the Planned Action threshold for traffic as modeled in the subarea environmental impact statement but would not require a re-evaluation of the already-established thresholds.

   b. ***Option 2:*** *Modification of the 10 parcels adjacent to SR-9 and 20th Street SE to a Commercial land use and Neighborhood Business zoning designation.* The city considered changes to traffic amounts using the same methodology as Option 1. The staff analysis suggests that Planning Commission's proposal will result in lower traffic impacts, as the development intensity for both commercial and residential uses would be reduced. These findings are consistent with the traffic model prepared as part of the subarea environmental impact statement.

c. Actual traffic impacts and any required road installation or improvements would be reviewed at the time of development. Any required updates to the Capital Improvement Plan would also be made at this time.

CONCLUSION: The proposal as conditioned meets the Traffic Impact standards at the time of development.

D. CONDITIONS

The requested rezone (LUA2016-0017-**M4**) is consistent with rezone criteria, applicable Comprehensive Plan Goals and Policies, the 2012 FEIS for the 20th Street SE Corridor Subarea, permit processing procedures and all other applicable municipal code requirements, subject to conditions noted below:

1. **Exhibit 1b** depicts the areas to be rezoned to Neighborhood Business, contingent on the Planning Commission and City Council approving the concurrent Comprehensive Land Use Map Amendment.
2. All future development must comply with all federal, state and local regulations in effect at the time of application.

E. STAFF RECOMMENDATION

Staff recommends that the Planning Commission forward a **RECOMMENDATION OF APPROVAL, SUBJECT TO THE CONDITIONS IN SECTION D**, to City Council.

CITY OF LAKE STEVENS, DEPARTMENT OF PLANNING AND COMMUNITY DEVELOPMENT

Recommendation Completed by

Russell Wright

October 27, 2016

Russell Wright, *Community Development Director* Date

F. EXHIBITS

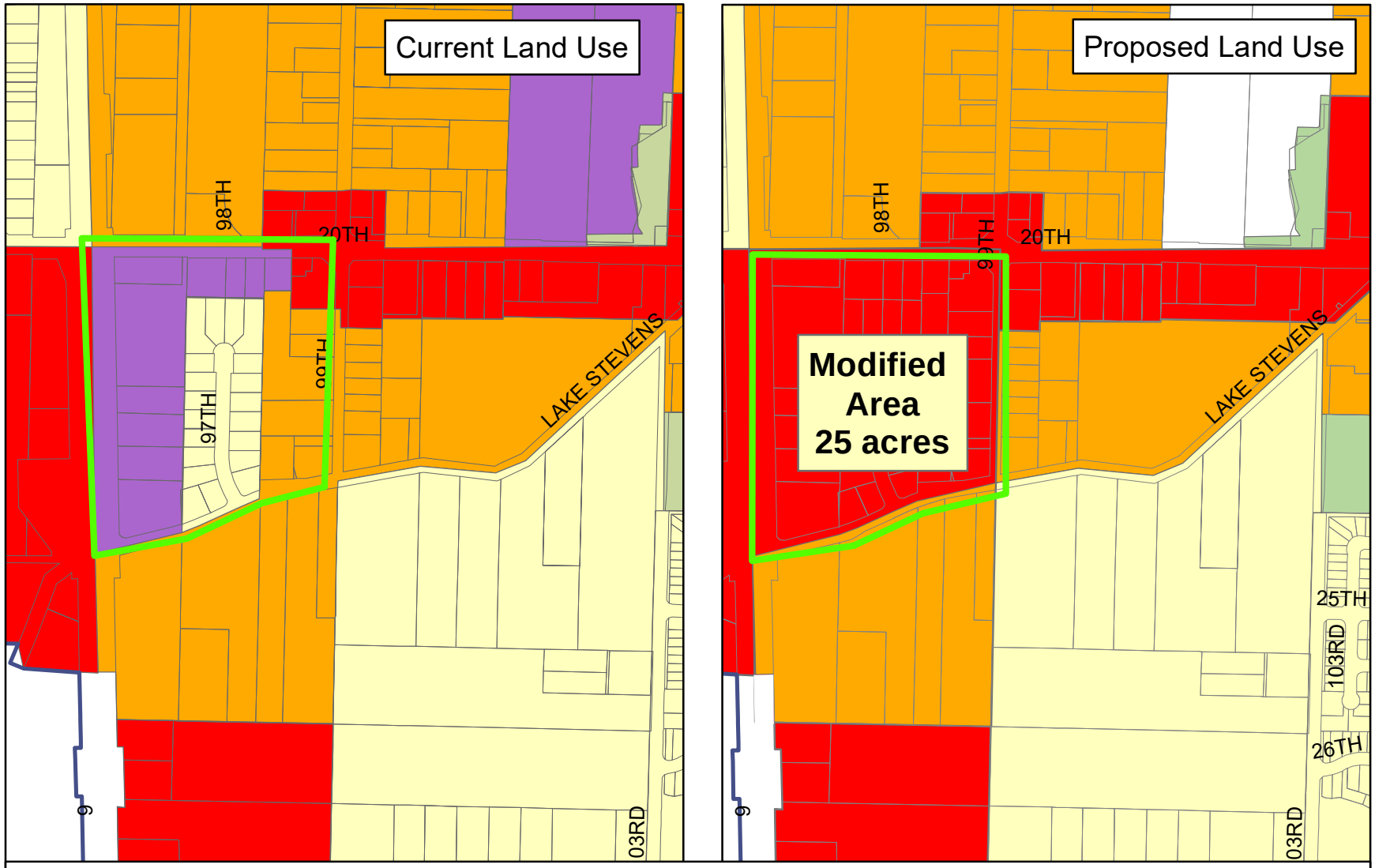
1. Maps
   a. Map depicting current land use and Option 1 modification (city-initiated)
   b. Map depicting current land use and Option 2 modification (Planning Commission recommendation)
2. 2016 Comprehensive Plan Docket Ratification Staff Summary (M-4), dated March 2, 2016
3. Notices, Community Outreach and Public Comment
   a. Planning Commission Notice of Docket Hearing for March 2, 2016
   b. City Council Notice of Docket Hearing for March 22, 2016
   c. Outreach Letter to Affected Property Owners, dated June 23, 2016
   d. Planning Commission Public Hearing Notice for November 2, 2016
   e. Public Comments received via email

4. SEPA Addendum #9 To the City of Lake Stevens Integrated 2005 Comprehensive Plan and FEIS
5. SEPA Addendum #1 To the City of Lake Stevens 2012 FEIS for the 20th Street SE Corridor Subarea Plan

APPEALS: The action of the City Council on a Type VI proposal may be appealed together with any SEPA threshold determination by filing a petition with the Growth Management Hearings Board pursuant to the requirements set forth in RCW 36.70A.290. The petition must be filed within the 60-day time period set forth in RCW 36.70A.290(2). The appeal period shall commence upon the City Council's final decision and not upon expiration of the reconsideration period. Judicial appeal is to Snohomish County Superior Court.

Distributed to the Following Parties:

Julius Dettrich
Jenn Taylor Knutson
Bryant Marsh
Dana Nelson
Dan Rike
Sally Jo Sebring


Current Land Use
Proposed Land Use
Modified Area 25 acres
98TH
20TH
99TH
97TH
LAKE STEVENS
25TH
103RD
26TH
03RD
9
City Land Use Map Amendment
Lake Stevens Boundary
Parcels
Land Use Amendment Area
Land Use Designations
Commercial
High Density Residential
Med Density Residential
Mixed Use
Public / Semi-Public
N
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: June 2016

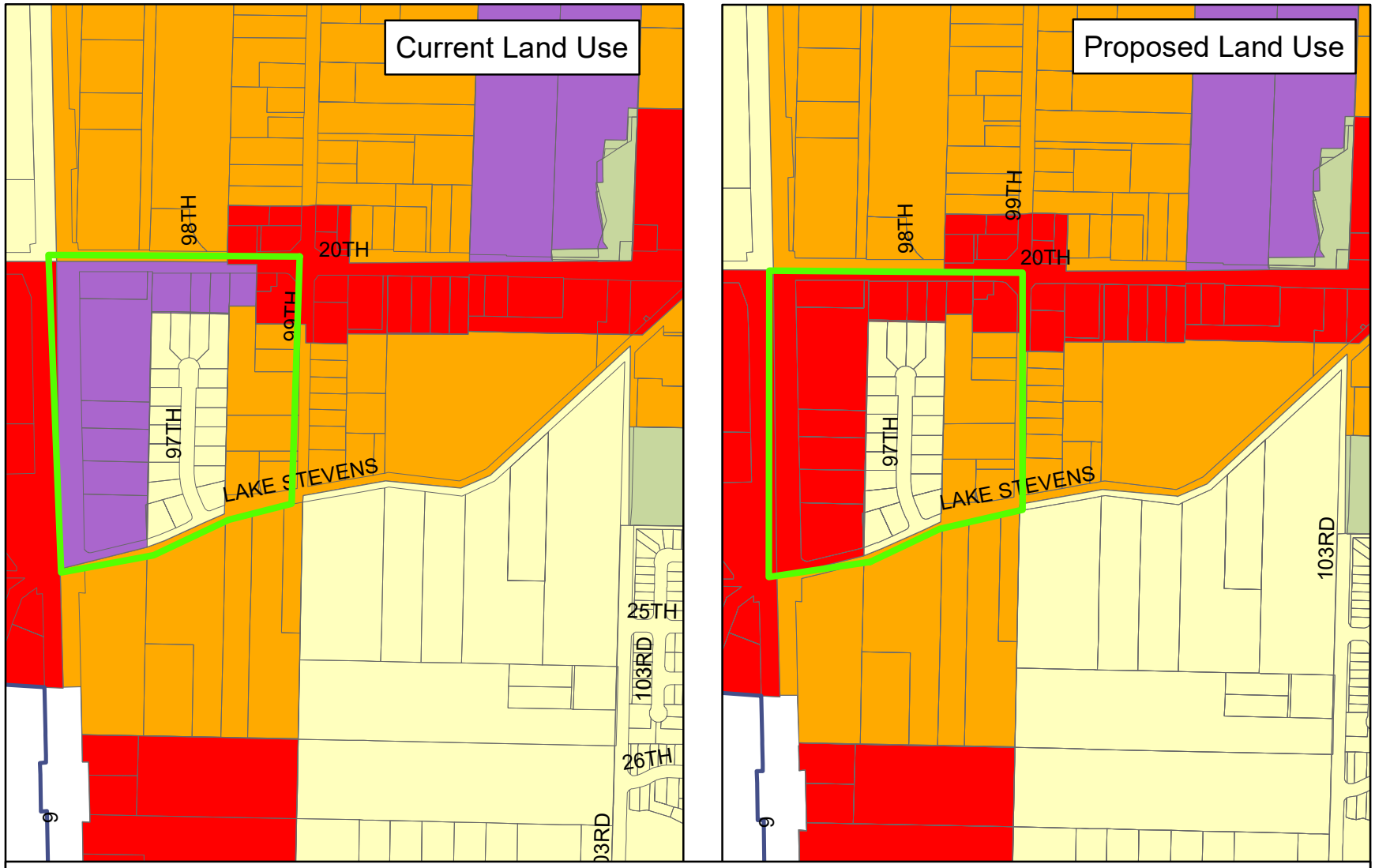

Current Land Use
98TH
20TH
99TH
97TH
LAKE STEVENS
25TH
103RD
26TH
Proposed Land Use
98TH
99TH
20TH
97TH
LAKE STEVENS
103RD
City Land Use Map Amendment
Lake Stevens Boundary
Parcels
Land Use Amendment Area
Land Use Designations
Commercial
High Density Residential
Med Density Residential
Mixed Use
Public / Semi-Public
N
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: October 2016

Exhibit 2

2016 Comprehensive Plan Docket Ratification

M-4 - Staff Summary

Lake Stevens City Council & Planning Commission

City Council Hearing Date: March 22, 2016
Planning Commission Hearing Date: March 2, 2016

SUBJECT: City-initiated map amendment

Summary	
Location in Comprehensive Plan: Chapter 2 Land Use Element – Figure 2.3 Land Use Map and associated text.	
Proposed Change(s): City-initiated request LUA2016-0017 to change the land use designation with a concurrent rezone, for parcels off 20th Street SE near SR-9, from Mixed Use, High Density Residential and Medium Density Residential in the 20th Street Subarea to Commercial and associated text amendments to the Land Use Element to expand retail and service opportunities in the area.	
Applicant: City of Lake Stevens	**Property Location(s):** Properties south of 20th Street SE and existing Commercial designated property between SR-9 and 99th Ave SE.
Existing Land Use Designations	**Proposed Land Use Designation**
Mixed Use, High Density Residential and Medium Density	Commercial – 36 acres
Existing Zoning District	**Proposed Zoning District**
Mixed Use Neighborhood, High Urban Residential, Urban Residential and Neighborhood Business to Commercial District.	Commercial District

ANALYSIS: Annual amendments shall not include significant policy changes inconsistent with the adopted Comprehensive Plan Element Visions and must meet the identified criteria included in Revisions and Amendments to the Comprehensive Plan Section H.

Ratification Review – Decision Criteria	Yes	No
1. Is the proposed amendment appropriate to the Comprehensive Plan rather than implementation as a development regulation or program? **Discussion**: the proposed minor land use map change is not designed to implement a development regulation or program.	X	

2. Is the proposed amendment legal? Does the proposed amendment meet existing state and local laws? **Discussion**: the proposed minor land use map change will be reviewed against the current Comprehensive Plan and applicable state laws related to process and environmental review.	X	
3. Is it practical to consider the proposed amendment? Reapplications for reclassification of property reviewed as part of a previous proposal are prohibited, unless the applicant establishes there has been a substantial change of circumstances and support a plan or regulation change at this time. **Discussion**: These designations were adopted in 2012 with the 20th Street SE Corridor Subarea Plan. There have been no developments proposed for these properties during that time. The proposed land use designations would provide a larger area, with a common land use designation, with the opportunity to assemble into a significant single development. As other proposals under review with this docket propose to reduce commercial capacity, this proposal will maintain a balance of buildable lands for residential and commercial development.	X	
4. Does the City have the resources, including staff and budget, necessary to review the proposed amendment? **Discussion**: the Growth Management Act and the city's Comprehensive Plan set a process to review annual amendments to the Comprehensive Plan. By extension, this is a Planning and Community Development function. The applicant has submitted required review fees. The applicant will provide any special studies deemed necessary to continue review at their expense.	X	
5. Does the proposed amendment correct an inconsistency within or make a clarification to a provision of the Plan? **OR**		X
6. All of the following: a. The proposed amendment demonstrates a strong potential to serve the public interest by implementing specifically identified goals of the Comprehensive Plan? **AND** **Discussion**: the proposed minor land use map change meets the following selected goals and policies of the current Comprehensive Plan's Land Use and Economic Development Elements. • Goal 2.1 provide sufficient land area to meet the projected needs for housing, employment and public facilities within the city of Lake Stevens; • Goal 2.2 achieve a well-balanced and well-organized combination of residential, commercial, industrial, open space, recreation and public uses; • Goal 2.3 apply the comprehensive plan as a guide for community development implemented through the city's development regulations to ensure preferred community growth patterns are achieved;	X	

• Goal 2.4 encourage the continued planning of local growth centers to develop a balanced and sustainable community that provides a focus for employment, public and residential development; • Goal 2.10 ensure that land uses optimize economic benefit and the enjoyment and protection of natural resources while minimizing the threat to health, safety and welfare; • Goal 2.14 design and build a healthy community to improve the quality of life for all people who live, work, learn, and play within the city; and • Goal 6.2: manage commercial growth in centers; • Goal 6.3: enhance retail and personal services growth to address the community's needs and expand the city's retail sales tax base; and • Goal 6.4: support employment growth in the city.		
b. The public interest would best be served by considering the proposal in the current year, rather than delaying consideration to a later subarea plan review or plan amendment process. **Discussion**: the Comprehensive Plan sets a procedure for evaluating amendments annually. To maintain a balanced residential to commercial balance, there is not a need to postpone review of the request.	X	

Recommendation	Yes	No
Staff recommends City Council and the Planning Commission consider this proposal for inclusion in the 2016 Comprehensive Plan Docket.	X	
The Planning Commission recommends City Council consider this proposal for inclusion in the 2016 Comprehensive Plan Docket (see attached recommendation letter).	X	
The City Council accepts this proposal for inclusion in the 2016 Comprehensive Plan Docket.		

NOTICE OF PUBLIC HEARING
Lake Stevens Planning Commission

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

Hearing Date & Time: March 2 at 7 pm

Location: Lake Stevens Community Center (1808 Main Street, Lake Stevens WA 98258)

Citizen-initiated map amendments with concurrent rezone applications.

1. **LUA2015-0119 – School District Map Amendment** request to change the land use designation, for two undeveloped parcels off Lake Drive from Medium Density Residential to Public / Semi-Public and associated text amendments to the Land Use Element.
2. **LUA2016-0007– Seattle Pacific Map Amendment** request to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.

   City staff recommends the Medium Density Residential designation or others be extended to nearby properties for consistency.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2016-0029**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2016 docket, prior to the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

A complete list describing the proposed amendments is available at the Planning & Community Development Department and available on the city's website.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

Exhibit 3b

NOTICE OF PUBLIC HEARING
Lake Stevens Planning Commission

Comprehensive Plan Amendments – 2016 Docket Authorization

The Lake Stevens Planning Commission will hold a hearing on proposed Comprehensive Plan amendments to recommend inclusion as part of the annual docket.

Hearing Date & Time: March 2 at 7 pm

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2. **LUA2016-0007– Seattle Pacific Map Amendment** request to change the land use designation for three undeveloped parcels off SR-92, from Planned Business District to Medium Density Residential and associated text amendments to the Land Use Element.

   City staff recommends the Medium Density Residential designation or others be extended to nearby properties for consistency.

The city is also proposing text amendments to the Comprehensive Plan (**LUA2016-0029**) to add capital projects to the Parks and Capital Facilities Elements. Along with the specific defined text amendments, staff will also include standard administrative amendments. The city may add additional items to the 2016 docket, prior to the hearing.

Substantial changes to the proposed amendments may be made following the public hearing.

A complete list describing the proposed amendments is available at the Planning & Community Development Department and available on the city's website.

Public testimony on the proposed changes will be accepted at the hearing. Comments regarding the proposed amendments may be submitted orally or in writing during the hearing. Written comments prior to the hearing may be submitted to Lake Stevens Planning & Community Development PO Box 257, Lake Stevens, WA 98258.

Exhibit 3c

Planning & Community Development
1812 Main Street
P.O. Box 257
Lake Stevens, WA 98258

June 23, 2016

RE: **2016 Comprehensive Plan Docket Item # M-4: City-Initiated Map Amendment and Rezone**

Dear Property Owner:

The purpose of this letter is to let you know that the City of Lake Stevens Planning and Community Development Department is analyzing a city-initiated proposal to rezone and amend the land use designation of approximately 40 parcels totaling 25 acres located south of 20th Street SE and north of South Lake Stevens Road (**Exhibit 1**). You are being contacted because your property will be directly affected by this action and / or your property is in close proximity to the proposal. The city proposes the following two options to amend the land use designation and zoning of the subject parcels as part of the annual Comprehensive Plan review:

- ***Option 1:*** The subject parcels will rezone to Commercial (**Exhibit 1**); or
- ***Option 2:*** The 10 parcels currently zoned Mixed-Use Neighborhood will rezone to Neighborhood Business, and the remaining parcels within the study area will maintain their current zoning and land use designations (**Exhibit 2**).

This proposed change would help facilitate the city's growth strategy to expand retail and service opportunities and promote economic development within the 20th Street Subarea. The new zoning standards would be applied at the time of new development or redevelopment. Existing businesses or residential uses, not permitted under the new Commercial zoning, may remain in place and would be considered non-conforming uses subject to the city's regulations. The Commercial designation of these parcels will allow for the development of local and regional-scale retail, strengthening this important commercial corridor and activating the streetscape as more businesses choose to locate in Lake Stevens.

The city will hold a public hearing on the land use amendment before the Planning Commission. The Planning Commission makes a recommendation to the City Council, who may also hold a public hearing before taking final action. The public hearing on the concurrent rezone may be held before the Planning Commission or City Council. You will receive notification of the public hearing(s) one dates have been determined.

Your feedback is important as the city moves forward with this amendment. Please submit any comments to City Hall, Attn: Stacie Pratschner, PO Box 257, Lake Stevens, WA 98258 or by email at spratschner@lakestevenswa.gov. If you have any questions, please feel free to contact me.

Sincerely,

Stacie Pratschner, AICP
Senior Planner

Exhibit 1:

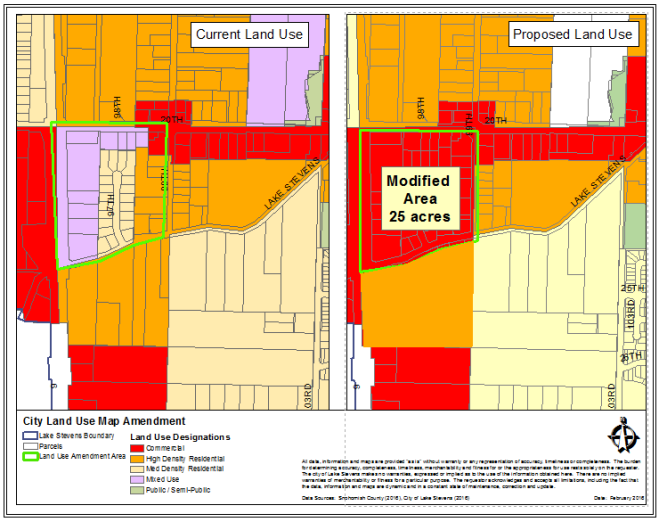


Exhibit 2

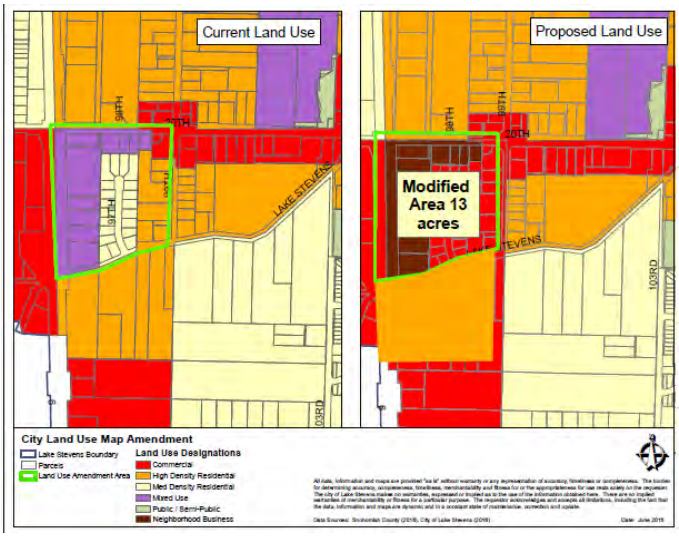


Exhibit 3d

PROJECT NAME/ FILE NUMBER: 2016 Comprehensive Plan Docket: Planning Commission Public Hearing

HEARING DATE / TIME: Wednesday, November 2, 2016 at 7:00 PM

LOCATION: Lake Stevens Community Center (next to City Hall)
1808 Main Street
Lake Stevens, WA 98258

DOCKET DESCRIPTION:

Under the Growth Management Act, the city of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year through an annual docket process. The 2016 Comprehensive Plan Docket includes two citizen-initiated map amendments, two city-initiated map amendments, city text amendments to the Land Use element, the Parks, Recreation and Open Space element, the Public Services and Utilities element and updates to the Appendices. Standards administrative updates and associated SEPA documents will also be incorporated into the Comprehensive Plan.

The Lake Stevens Planning Commission will conduct a public hearing and receive public testimony on November 2, 2016 at 7:00 PM to consider the docket items described above. If the 2016 Docket is recommended for approval, the Lake Stevens City Council will conduct a public hearing and first ordinance reading on December 13, 2016 at the Lake Stevens School District Educational Center (12309 22nd Street NE) at 7:00 PM. There will be a separate public noticing for the City Council hearing pursuant to Chapter 14.16B LSMC.

PUBLIC REVIEW AND COMMENT:
Interested parties may submit written comments before the hearing or testify in person. Comments can be submitted to City Hall, Attn: Stacie Pratschner, PO Box 257, Lake Stevens, WA 98258 or by email at spratschner@lakestevenswa.gov.

The project files, including the staff reports, site maps and supporting materials are available for review at the Permit Center, located behind City Hall, Monday-Thursday 9:00 am- 4:30 pm and Friday 9:00 am to 12:00 pm. Limited materials are available at: http://www.ci.lake-stevens.wa.us/index.aspx?nid=380.

It is the City's goal to comply with the American with Disabilities Act. The City offers its assistance to anyone with special needs, including the provision of TDD services.

Distribution: Applicants and Parties of Record
Posted at Permit Center, City Hall, Subject Properties and Published in the Everett Herald
Mailed to property Owners within 300 feet of project sites
City Website

Exhibit 3e

Stacie Pratschner

From: Stacie Pratschner
Sent: Wednesday, October 12, 2016 5:28 PM
To: Russell Wright
Subject: RE: Proposed Rezone: 9706 20th St SE

Hi Dan,

Thank you for taking time to write to staff concerning your property and the proposed land use and zoning amendments adjacent to 20th Street SE and SR-9. At the last Planning Commission meeting, the board recommended that these properties be designated Neighborhood Business. I would recommend that you attend the public hearing and testify directly to the Planning Commission about your desire to maintain the Mixed Use designation. If the PC is interested in maintain this designation staff would recommend that it be carried down to the corner of 99th Ave SE to avoid spot zoning.

Per Russ's previous email, there will be a public hearing in front of the Planning Commission on November 2nd and then a public hearing in front of City Council on November 22nd. Please be prepared to testify and describe your request at these hearings. Your request may be considered for approval if you can demonstrate consistency with the Comprehensive Plan and compatibility with surrounding land uses.

I hope this information gives you a good start. The city will be sending out postcards with the specific time, dates and location of each of the hearings. Please don't hesitate to contact me with additional questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Dan Rike [mailto:daniel.rike@gmail.com]
Sent: Tuesday, October 11, 2016 10:55 AM
To: Russell Wright <rwright@lakestevenswa.gov>
Cc: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Re: Proposed Rezone: 9706 20th St SE

Thank you Russ,

Stacie, can you please advise on what the next steps would be or what is needed? I can also come in & meet with you if that is easier.

Thanks
Dan

425-422-032

On Tue, Oct 11, 2016 at 9:09 AM, <rwright@lakestevenswa.gov> wrote:

Please coordinate with Stacie on next steps – public hearings will be held with the Planning Commission and City Council in November. I would recommend that you attend these hearing and be prepared to testify about your request.

Best regards,

Russ Wright, *Community Development Director*

City of Lake Stevens | Planning & Community Development

1812 Main Street | PO Box 257

Lake Stevens, WA 98258-0257

425.212.3315 | rwright@lakestevenswa.gov

From: Dan Rike [mailto:daniel.rike@gmail.com]
Sent: Monday, October 10, 2016 5:29 PM
To: Russell Wright <rwright@lakestevenswa.gov>; Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Proposed Rezone: 9706 20th St SE

Good afternoon Russ & Stacie,

I am the owner of 9706 20th St SE, this is located in an area that is on the docket for re-zoning. I purchased this land with the intention of building apartment/condos based on the zoning allowed for the property to be built out as such.

After much consulting with other developers, the highest & best use for this property is its current zoning. I would request that my property be excluded from any upcoming zoning changes, unless it will allow me to be grand-fathered in to build it out under the current mixed use neighborhood zoning.

Changing it to 'Neighborhood Business' significantly reduces the value of the land & give the owners the lowest return. I am very strongly NOT in favor of & would like to oppose this option.

What do you need from me to see that I can retain my current zoning or have the current zoning be grand-fathered in for future development.

Please advise,

--

Thank you,
Daniel D. Rike

425-422-0323 Cell

--

Thank you,
Daniel D. Rike

425-422-0323 Cell

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Monday, August 8, 2016 4:44 PM
To: marshb8@gmail.com
Subject: RE: M4 rezone

Hi Bryant,

Thank you for your email. Staff is planning on providing a briefing to the Planning Commission on Wednesday, August 17th to discuss the results of our analysis for the proposed rezones (not a formal hearing at this point). All members of the public are welcome to attend the Planning Commission meetings. The city does anticipate taking the Docket to Council in September, though there is no firm date as of yet.

Thanks again and please don't hesitate to contact me with any questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

-----Original Message-----
From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Monday, August 8, 2016 11:23 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: M4 rezone

Was wondering if there had been any updates on the commercial rezoning of this area. You had previously mentioned a meeting in the fall and we were curious if that was still happening. Thanks again.

-Bryant

Sent from my iPhone

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Thursday, June 30, 2016 12:00 PM
To: andrew.fredette@yahoo.com
Subject: RE: Rezone proposal

Hello Mr. Fredette,

Thank you for contacting me concerning the city's proposed map amendment to your property and the surrounding properties between 20th Street SE and South Lake Stevens Road. The city is not yet in receipt of any development proposals for the property behind you, though if the rezone goes through it's a possibility that a developer may construct a commercial use there. All of the existing uses in the rezone area, including your home, will be able to continue as non-conforming uses pursuant to Chapter 14.32 LSMC. You will not be forced to change your home as a result of this rezone.

I hope this information meets your needs. Thank you again for contacting me and please let me know if additional questions come up.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

-----Original Message-----
From: Andrew.fredette [mailto:andrew.fredette@yahoo.com]
Sent: Thursday, June 30, 2016 11:30 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Rezone proposal

To whom it may concern,

I have a question about the letter I received today about the rezoning proposal, I live at at:

2220 97th Dr SE
Lake Stevens WA 98258

My questions are:

- Is my neighbor that is the mixed use land connected to my back fence, is that property being sold to turned into a commercial development?

- Is my house at risk of becoming a commercial development?

Thank you
Andrew Fredette
425-760-5588

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Tuesday, June 28, 2016 8:57 AM
To: marshb8@gmail.com
Subject: RE: M-4 rezone

Good morning Bryant,

Thank you for your email, and though I can't give an exact timeline for redevelopment I can tell you that the city has been in receipt of more commercial development applications recently then we've received in the past (almost) two years I've worked here. Any existing uses in place at the time of the rezone (if it is approved) will be permitted to continue as non-conforming uses per Chapter 14.32 LSMC.

I hope that information helps, please let me know if additional questions come up!

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Tuesday, June 28, 2016 6:37 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Re: M-4 rezone

Thank you for getting back to me. My only other question is about how fast the commercial land will be developed on the corner of hwy 9 and s lake Stevens rd if the deal goes through. We have some house projects going so I don't want to over invest if it will be torn down in the next five years. I understand if you can't answer that, and appreciate your time. Thanks again.

-bryant

Sent from my iPhone

On Jun 27, 2016, at 4:37 PM, <spratschner@lakestevenswa.gov> <spratschner@lakestevenswa.gov> wrote:

Hi Bryant,

Thank you for contacting me concerning the proposed rezone for the parcels south of 20th Street. If the city decides to move forward with the rezone, the map amendment would become official by late fall of this year.

Thanks again and don't hesitate to contact me with additional questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

<image001.png>

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: Bryant Marsh [mailto:marshb8@gmail.com]
Sent: Monday, June 27, 2016 3:48 PM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Fwd: M-4 rezone

Sent from my iPad

Begin forwarded message:

> **From:** Bryant Marsh <marshb8@gmail.com>
> **Date:** June 27, 2016 at 3:07:14 PM PDT
> **To:** <spratschmer@lakestevenswa.gov>
> **Subject: M-4 rezone**
>
> Stacie,
>
> Our house is currently located in the area designated to be rezoned south of 20th street. We are in the process of refinancing and wondering how long it will be until this project could start. Thanks.
>
> -Bryant
>
> Sent from my iPhone

Stacie Pratschner

From: spratschner@lakestevenswa.gov
Sent: Monday, June 27, 2016 4:42 PM
To: mymedman@comcast.net
Subject: RE: Rezoning of land use

Hello Dana,

Thank you for your email concerning the city's proposed rezone of the subject parcels adjacent to 20th Street SE. You would not be forced to sell your property if the rezone were to take place. All existing uses (existing homes, businesses, etc.) in the study area will be able to continue as non-conforming uses per Chapter 14.32 LSMC.

Thank you again, and please don't hesitate to contact me if I can provide additional information.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov



Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: mymedman [mailto:mymedman@comcast.net]
Sent: Monday, June 27, 2016 3:57 PM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Rezoning of land use

My name us Dana Nelson and I currently live on 97th dr.SE,with commercial rezoning would I b forced to sell my home,I am 55 years old on a modest income,I don't fully understand the implications of this change.

Sent from my T-Mobile 4G LTE Device

Exhibit 4

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Adoption of Four Map Amendments and Text Revisions to Chapter 2 Land Use Element, Chapter 5 Parks, Recreation and Open Space Element, Chapter 7 Public Services and Utilities Element, Chapter 9 Capital Facilities Element, Appendices and Covers, Footers, Dates, Executive Summary and Table of Contents with the 2016 Docket

Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: August 30, 2016

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

FACT SHEET

ADDENDUM NO. 9 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS INTEGRATED 2005 COMPREHENSIVE PLAN AND FINAL ENVIRONMENTAL IMPACT STATEMENT

Proposed Non-Project Action:

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2016 Docket including two proposed citizen map amendments that have undergone individual SEPA review, two proposed city map amendments and city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Public Services and Utilities element, Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

Planning and Community Development has prepared this Addendum No. 9 to the City of Lake Stevens Integrated 2005 Comprehensive Plan and Final Environmental Impact Statement (FEIS) issued July 17, 2006 along with an adoption of existing environmental documents.

Description of Proposal:

The 2016 Docket contains four map amendments, text amendments and minor administrative amendments to the City of Lake Stevens Comprehensive Plan.

RCW 36.70A.130 allows amendments to the Comprehensive Plan once per year with some exceptions. The following actions comprises the City's annual changes to its Comprehensive Plan:

- **Title Page, Table of Contents and Introduction** - Update the dates on the title page, header and footers, the Executive Summary, the table of contents and introduction references as needed with final draft (**Exhibit 2**).
- **Chapter 2 – Land Use Element** – A city-initiated text amendment to update applicable Figures and Tables to reflect the adoption of the two citizen-initiated map amendments (LUA2015-0119 and LUA2016-0007) and two city-initiated map amendments (LUA2016-0017).
  - Text "redlines" to pages LU-10, LU-17, LU-18, LU-21, LU-24;
  - Updates to Figures 2.3 – City Land Use Map and 2.4 – Development Trends Map; and
  - Updates to Tables 2.2 – Employment Zoning in Lake Stevens UGA and 2.3 – Residential Zoning (**Exhibit 3**).
    - LUA2015-0119 – A citizen-initiated map amendment to change the land use designation on two parcels totaling approximately 38 acres located at 9105 and 9203 29th Street NE, from

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Medium-Density Residential to Public/Semi-Public (**Exhibit 3a**). The city issued a DNS on July 22, 2016 for LUA2015-0119 – no comments or appeals were received. The city hereby adopts this existing DNS (**Exhibit 3b**) by reference and incorporates it into Addendum No. 9.

- LUA2016-0007 – A citizen-initiated map amendment to change the land use designation on three parcels totaling approximately 15.5 acres located on the west side of 127th Drive NE between SR-92 and 36th Street NE, from Planned Business District to Medium Density Residential and accompanied with a city recommended expansion (see below) to the adjacent parcels to the east and west of the project area (**Exhibit 3c**). The city issued a DNS on July 20, 2016 for LUA2016-0007 – one written comment was received and no appeals were filed. The city hereby adopts this existing DNS (**Exhibit 3d**) by reference and incorporates it into Addendum No. 9.
- LUA2016-0007 (continued)– A city-initiated map amendment in concurrence with LUA2016-0007 to change the land use designation on four parcels totaling approximately 3.5 acres adjacent to the three parcels amending to the Planned Business District as described above (**Exhibit 3c**). Three parcels would change from Planned Business District to Medium Density Residential and one parcel would change from Planned Business District to General Industrial.
- LUA2016-0111 – A city-initiated map amendment to change the land use designation on 40 parcels totaling approximately 25 acres located south of 20th Street SE, north of South Lake Stevens Road and near SR-9, from Mixed Use, High Density Residential and Medium Density Residential to Commercial (**Exhibit 3e**). The city is also considering another option that would only rezone the Mixed Use parcels to Neighborhood Business while the remaining parcels in the study area would maintain their current zoning and land use designation.

- **Chapter 5 – Parks, Recreation and Open Space Element** - A city-initiated text amendment to add park projects(s) to the Capital Project List for improvements to Lundeen Park and acquisition of park property in the northwestern portion of the city. The amendment will include text "redlines" to pages P-28 through P-33 (**Exhibit 4**).
- **Chapter 7 – Public Services and Utilities Element** – Update references on page PS-9 to incorporate the Lake Stevens Sewer Districts' updated Sanitary Sewer Comprehensive Plan (2016) and update references on page PS-13 to incorporate the Lake Stevens School District No.4's 2016-2021 Capital Facilities Plan (**Exhibit 5**).
- **Chapter 9 – Capital Facilities Element** - A city-initiated text amendment to add park and road projects to Table 9.1 Capital Facilities Program 2015 to 2035 and Table 9.2 - 6-year Capital Improvement Plan. The amendments will include the following additions:
  - Lundeen Park;
  - Park Acquisition;
  - Cedar Road from 20th Street NE to 30th Street NE;
  - South Lake Stevens Road from South Davies to E. Lakeshore;
  - 20th Street SE Transit Alignment; and
  - Revisions to the Transportation Improvement Program 2017 to 2022 (**Exhibit 6**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

- **Appendices** – Updates to the following sections:
  - **Appendix A** – Add this document as "Addendum No. 9";
  - **Appendix C** – Update to "2016 Lake Stevens Sewer District Comprehensive Plan"; and
  - **Appendix F** – Update to "2016-2021 Lake Stevens School District No. 4 Capital Facilities Plan" (**Exhibit 7**).

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2016 Comprehensive Plan amendments. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's Integrated 2005 Comprehensive Plan (July 2006) and FEIS (July 17, 2006). The City has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the City of Lake Stevens' environmental review for the 2016 Comprehensive Plan Docket.

Location of Proposal:	City of Lake Stevens
Proponent: **Lead Agency:**	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258 (425) 377-3235
Required Approvals:	Adoption of 2016 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
Circulation:	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
Comment:	No comment period is required for this addendum.
Contact Person:	Russell Wright, *Community Development Director* (425) 212-3315 or rwright@lakestevenswa.gov
Date of Issuance:	August 30, 2016
Responsible Official:	Signature:  Russell Wright, *Community Development Director*
Public Hearing:	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.

ADDENDUM #9 TO INTEGRATED 2005 COMPREHENSIVE PLAN & FEIS

Documents: All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.

Exhibit List:

1. Commerce Coversheet
2. Administrative Amendments
3. Chapter 2 Amendments
   a. School District Map
   b. School District SEPA DNS
   c. Hild Rezone Map
   d. Hild Rezone SEPA DNS
   e. City-Initiated Map
4. Chapter 5 Amendments
5. Chapter 7 Amendments
6. Chapter 9 Amendments
7. Appendices Amendments

ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS

TO THE CITY OF LAKE STEVENS FINAL ENVIRONMENTAL IMPACT STATEMENT (FEIS) FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Adoption of a Potential Map Amendment and concurrent Rezone with the 2016 Comprehensive Plan Docket

Prepared in Compliance with
The Washington State Environmental Policy Act of 1971
Chapter 43.21C Revised Code of Washington
Chapter 197-11 Washington Administrative Code
Lake Stevens Municipal Code Title 16

Date of Issuance: October 27, 2016

ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

FACT SHEET

ADDENDUM NO. 1 AND ADOPTION OF EXISTING ENVIRONMENTAL DOCUMENTS TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Proposed Non-Project Action:

Under the Growth Management Act, the City of Lake Stevens may amend its Comprehensive Plan and Future Land Use Map once per year, with a few exceptions, through an annual docket process. The proposed non-project action consists of minor map and text amendments for the 2016 Docket including two proposed citizen-initiated map amendments and rezones that have undergone individual SEPA review, two proposed city-initiated map amendments with concurrent rezones and city text amendments to the Land Use Element, the Parks, Recreation and Open Space Element, the Public Services and Utilities element, Capital Facilities element and the Appendices. Standard administrative updates and SEPA documents will be incorporated into the plan. The GMA requirements contained in Chapter 36.70A RCW apply to this action.

The city proposes a minor, area-wide map amendment and concurrent rezone for approximately 40 parcels off 20th Street SE near SR-9, from Mixed Use, High Density Residential and Medium Density Residential, in the 20th Street SE Corridor Subarea, to a Commercial land use designation with a concurrent rezone to the Commercial District (**Exhibit 1**). The City of Lake Stevens Planning Commission recommends that the 10 parcels adjacent to SR-9 and 20th Street SE, within the study area, receive a Commercial land use designation and a Neighborhood Commercial zoning designation (**Exhibit 2**). The remaining approximately 30 parcels under the original study area would maintain their current land use designation and zoning.

The 20th Street SE Corridor Subarea was the subject of a Final Environmental Impact Statement (FEIS) and subsequent adoption by Ordinance #875 (September 2012). The FEIS amended and became an element of the Lake Stevens Comprehensive Plan in 2012. The FEIS includes goals, policies, maps and design guidelines that are reflected in Chapter 14.38 of the Lake Stevens Municipal Code (LSMC). The city has determined that either proposed map amendment or concurrent rezone as described above will not significantly alter the analysis of alternatives considered in the FEIS for the 20th Street SE Subarea, including the planned action thresholds. Both of the land use/rezone alternatives discussed above would be consistent with the FEIS; the difference would be in the speed in which build-out occurs. No updates to the currently adopted FEIS are proposed.

Planning and Community Development has prepared this Addendum No. 1 to the City of Lake Stevens 2012 FEIS for the 20th Street SE Corridor Subarea Plan along with an adoption of existing environmental documents.

ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Purpose of the FEIS Addendum:

This addendum and adoption of existing environmental documents is to add information relating to the 2012 Final Environmental Impact Statement (FEIS) for the 2012 20th Street SE Corridor Subarea Plan. This addendum and adoption of existing environmental documents does not substantially change the analysis of alternatives considered in the City's 20th Street SE Corridor Subarea Plan FEIS or the adopting Ordinance #875 (September 2012). The City has considered the impacts of the proposed programmatic actions to the FEIS document. No additional significant impacts beyond those identified in the FEIS are expected to occur. To the extent that the existing environmental documents listed in this Addendum or other published documents have analyzed such changes, no additional programmatic action level environmental review will be required. This Addendum is issued in accordance with WAC 197-11-625 and WAC 197-11-630. Additional changes to the proposal may be considered during the public hearing process. The addendum and adoption of existing environmental documents satisfies the City of Lake Stevens' environmental review for the 2016 Comprehensive Plan Docket.

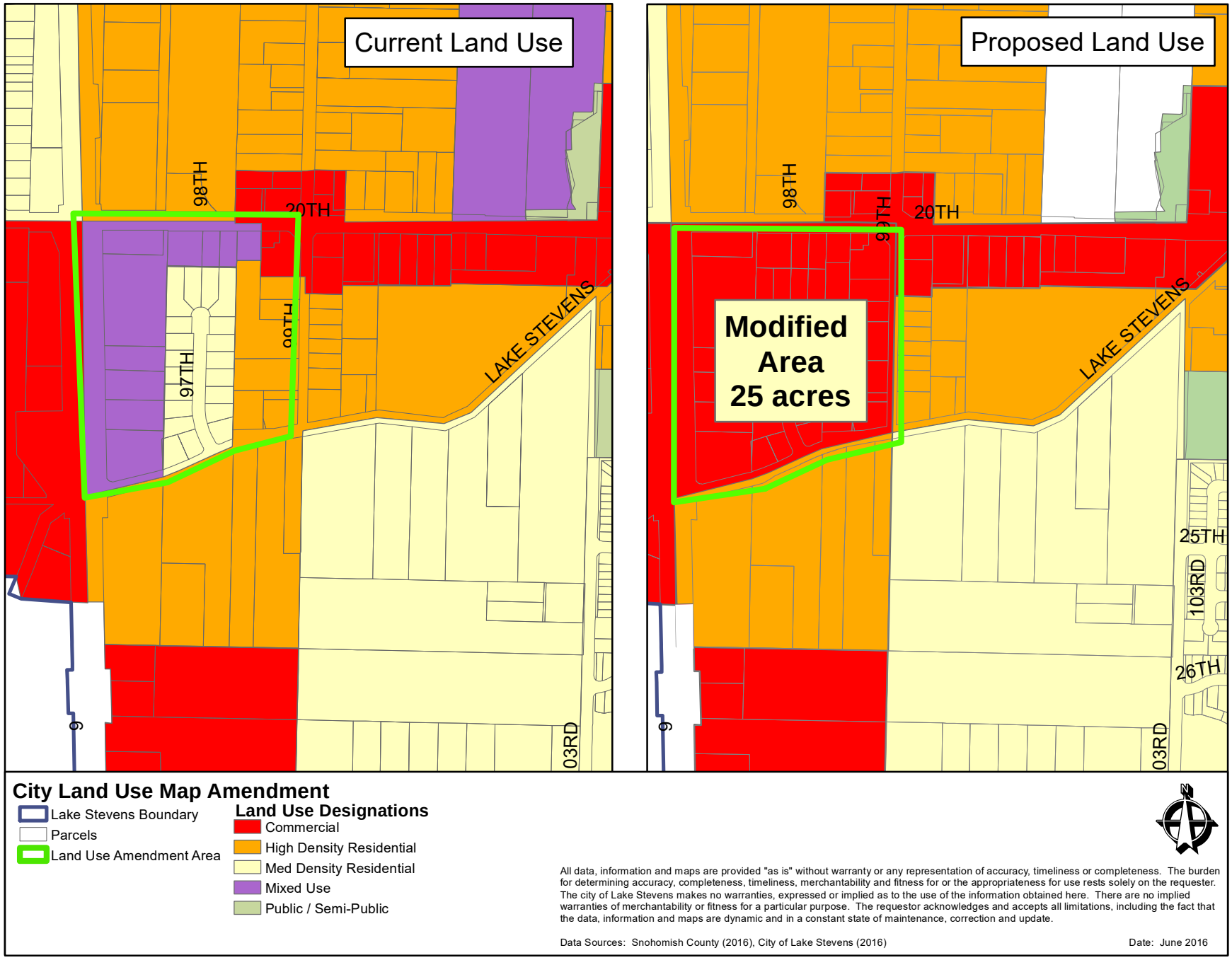
Location of Proposal:	City of Lake Stevens
Proponent: **Lead Agency:**	City of Lake Stevens, P.O. Box 257, Lake Stevens, WA 98258 (425) 377-3235
Required Approvals:	Adoption of 2016 Comprehensive Plan Docket map and text amendments granted by Lake Stevens City Council.
Circulation:	This addendum and adoption of existing environmental documents is being sent to SEPA review agencies and interested parties.
Comment:	No comment period is required for this addendum.
Contact Person:	Russell Wright, *Community Development Director* (425) 212-3315 or rwright@lakestevenswa.gov
Date of Issuance:	October 27, 2016
Responsible Official:	Signature: _____ Russell Wright, *Community Development Director*
Public Hearing:	Staff has held briefings with both City Council and the Planning Commission related to the analysis of each of the Docket items. The Lake Stevens Planning Commission and City Council will hold public hearings to receive final comments and testimony prior to adoption.

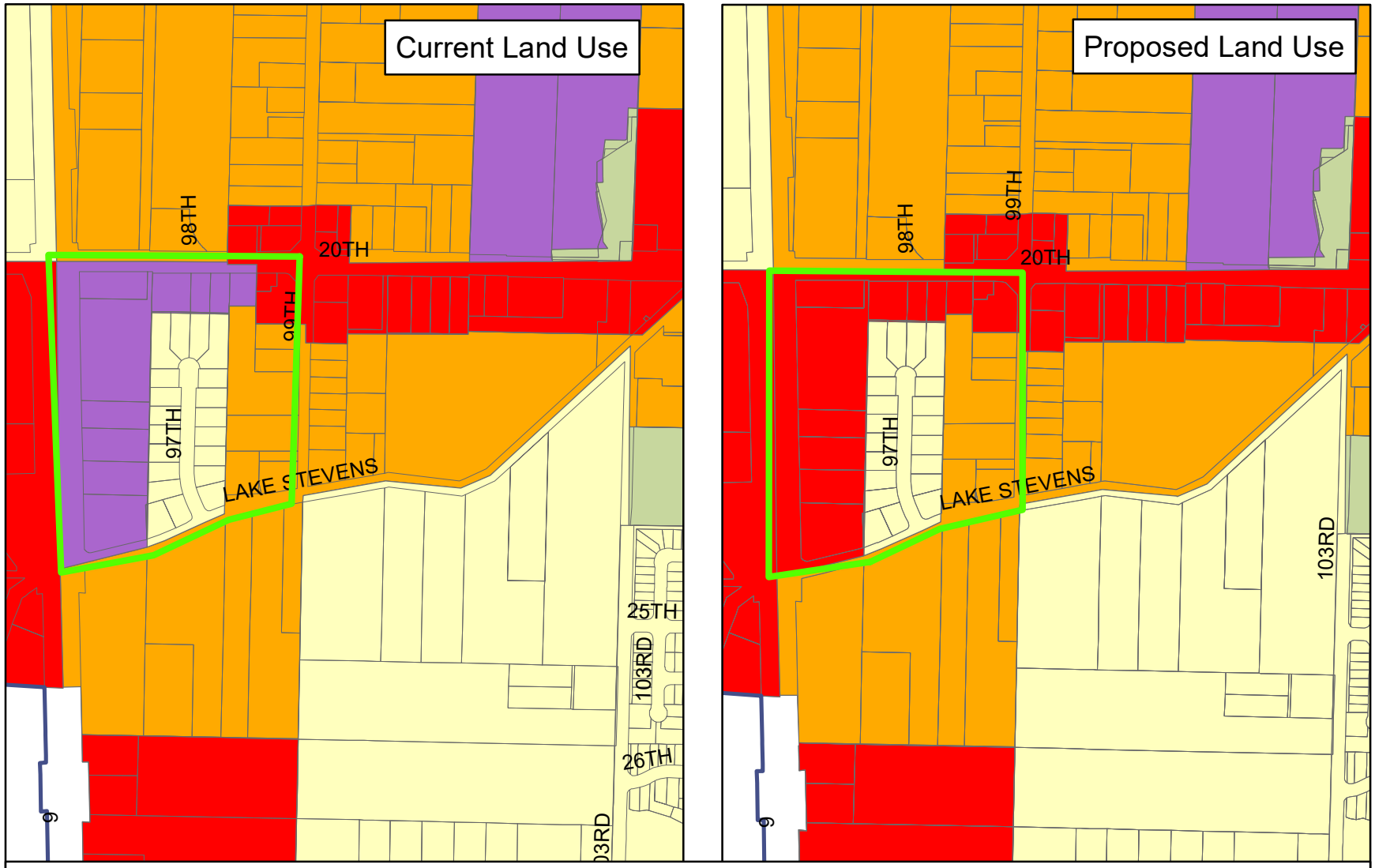
ADDENDUM #1 TO THE CITY OF LAKE STEVENS 2012 FINAL ENVIRONMENTAL IMPACT STATEMENT FOR THE 20th STREET SE CORRIDOR SUBAREA PLAN

Documents: All of the application materials and staff documents are available at the Permit Center. Electronic copies may be requested.

Exhibits:

1. **Map Option 1**
2. **Map Option 2**


Current Land Use
Proposed Land Use
Modified Area 25 acres
98TH
20TH
99TH
97TH
LAKE STEVENS
25TH
103RD
26TH
9
City Land Use Map Amendment
Lake Stevens Boundary
Parcels
Land Use Amendment Area
Land Use Designations
Commercial
High Density Residential
Med Density Residential
Mixed Use
Public / Semi-Public
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: June 2016


Current Land Use
98TH
20TH
99TH
97TH
LAKE STEVENS
25TH
103RD
26TH
Proposed Land Use
98TH
99TH
20TH
97TH
LAKE STEVENS
103RD
City Land Use Map Amendment
Lake Stevens Boundary
Parcels
Land Use Amendment Area
Land Use Designations
Commercial
High Density Residential
Med Density Residential
Mixed Use
Public / Semi-Public
N
All data, information and maps are provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the requester. The city of Lake Stevens makes no warranties, expressed or implied as to the use of the information obtained here. There are no implied warranties of merchantability or fitness for a particular purpose. The requestor acknowledges and accepts all limitations, including the fact that the data, information and maps are dynamic and in a constant state of maintenance, correction and update.
Data Sources: Snohomish County (2016), City of Lake Stevens (2016)
Date: October 2016

From: Stacie Pratschner
To: "tayts@comcast.net"
Subject: RE: 20th and Hwy 9 Plan
Date: Thursday, November 17, 2016 9:46:00 AM
Attachments: image001.png

Good morning Jennifer,

Thank you for your comments, and this email will be added to the record and staff report for City Council.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: tayts@comcast.net [mailto:tayts@comcast.net]
Sent: Wednesday, November 16, 2016 5:20 PM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: Re: 20th and Hwy 9 Plan

Thanks Stacie,
I am not sure if I agree with that change to Neighborhood Business. NB would have walking access... this does not make sense along this Highway 9 roadway.
I am confused of the change from commercial proposal to this. Mixed used would make more sense than predesignating to NB. At least this way there could be commercial use on lower level with apartments on top. I do not see a successful convenience of access to this property because of Highway 9 restrictions from Southbound turning east with NB.
I would also like to add that the meeting I attended I witnessed 3 woman change the entire plan to their vision without knowing the codes, restrictions and to me they really hindered the progress for the 2016 docket.
If this does not go to commercial, I do not see changing our current use of Mixed use.

And another year passes without common sense.
Thanks,
Jennifer Taylor

And PS I really appreciate the work you and Russ did. It is just frustrating to see the politics.

From: spratschner@lakestevenswa.gov
To: tayts@comcast.net
Sent: Wednesday, November 16, 2016 3:07:14 PM
Subject: RE: 20th and Hwy 9 Plan

Hi Jen,

Thank you for your email, and the city did hold a public hearing on November 2nd for the Comp Plan docket. Planning Commission has forwarded a recommendation of approval to City Council for the 10 properties adjacent to SR-9 and 20th Street SE to modify to a Neighborhood Business zoning. The Planning Commission additionally recommended that the zoning of the approximately 30 remaining parcels in the study area not be modified. A public hearing will be held on December 13th, 2016 and City Council can opt to follow the Planning Commission's recommendation or choose another option.

The city will be providing noticing for the upcoming public hearing by the middle of next week, and another round of noticing a bit closer to the actual hearing date. Thanks again and let me know if you have any additional questions.

Stacie Pratschner, AICP
Senior Planner

City of Lake Stevens | Planning & Community Development
1812 Main Street | PO Box 257
Lake Stevens, WA 98258-0257
425.377.3219 | spratschner@lakestevenswa.gov

Please note that this email correspondence may be subject to the public disclosure requirements of RCW 42.56.070.

From: tayts@comcast.net [mailto:tayts@comcast.net]
Sent: Wednesday, November 16, 2016 10:51 AM
To: Stacie Pratschner <spratschner@lakestevenswa.gov>
Subject: 20th and Hwy 9 Plan

Hello Stacie,
My name is Jennifer Taylor. (Jennifer Knutsen soon to be again)
My father Craig Knutsen and I have the 4 properties north of S Lake Stevens road along Highway 9.
Our neighbor along 9, Bill Schmidt has recently put his property on market and we are considering the same.
I did not attend the November 2nd meeting but did for the previous meeting.
We are wanting to know if the council will be moving forward with recommended hearing approval for Dec 13?
And would the plans be complete commercial or only suggested properties along 9 and 20th.
Thanks and look forward to hearing from you.
Jen Taylor
425-754-3004
tayts@comcast.net
9615, 9617, 9619, 9621 S Lake Stevens Rd.

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Public Hearing - 2017 Budget Ordinance 975

Contact Person/Department: Barb Stevens - Finance **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:
Approve Final Reading of 2017 Budget and Ordinance No. 975.

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

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

The City Council has been reviewing current and forecasted revenues and expenditures including property tax, City staffing plans, and related costs which are incorporated into the proposed 2017 budget ordinance.

The revised 2017 Proposed Budget detail is attached and include the following updates:

- Update 2017 beginning fund balances for estimated 2016 uses:
  - General Fund (001) – anticipate using funding held as placeholder for temporary City Hall payments
  - Developer Contribution Fund (301) – decrease estimated ending capital project expenditures, majority of remaining project budget has been included in 2017 budget
- Salaries/Benefits in General (001), Street (101), Sewer (401), and Surface Water (410) Funds
  - City Administrator Contract
  - Human Resource Director and IT Specialist pay scale updates
  - Correcting calculation errors in pay scales
  - Inadvertent omission of Equipment Mechanic position from budget funding
- Include Lundeen Parkway by-pass planter strip beautification placeholder funding (101)
- Increase IT license renewal budget (510)
- Decrease number of replacement police vehicles per Police Chief recommendation (520)
- REET 1 Correction (decrease) to a debt payment (303)
- Reallocation of project funding within capital project funds: Developer Contribution (301), REET I (303), REET II (304)

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

BUDGET IMPACT:
The budget ordinance will enact into law all approved appropriations for the 2017 calendar year.

ATTACHMENTS:
- ► Ordinance 975
- ► Exhibit A – Organizational Chart
- ► 2017 Proposed Budget Detail

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

ORDINANCE NO. **975**

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF LAKE STEVENS, WASHINGTON, FOR THE CALENDAR YEAR ENDING DECEMBER 31, 2017

WHEREAS, the Mayor of the City of Lake Stevens, Washington completed and placed on file with the City Clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses including salaries and benefits of City employees, bond retirement and interest, reserve funds and expenses of government of said City for the fiscal year ending December 31, 2017, and a notice was published that the Council of said City would meet for the purpose of making a budget for said fiscal year and giving taxpayers within the limits of said City an opportunity to be heard upon said budget, and

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

WHEREAS, notices were published in the official newspaper of the City, that the Council of said City would meet on the 8th day of November and the 13th day of December, 2016, at the hour of 7:00 P.M., at the City Council Chambers in the Lake Stevens School District Educational Service Center of said City for the purpose of receiving public testimony in a public hearing as to the matter of said proposed budget; and

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

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

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

Section 1. The budget for the City of Lake Stevens, Washington, for the year 2017 is hereby adopted in its final form and content as set forth in the document entitled City of Lake Stevens 2017 Annual Budget, 1 copy of which is on file in the Office of the Clerk.

Section 2. Totals for all such funds combined, for the year 2017 are set forth in summary form below, and are hereby appropriated for expenditure during the year 2017 as set forth below:

Fund #	Fund Name	Estimated Beg. Bal.	Resources	Expenditures	End. Bal.
001	General	$ 8,024,514	$ 15,017,571	$ 16,766,100	$ 6,275,985
002	Contingency Reserve	$ 1,760,154	$ 807,600	$ 8,050	$ 2,559,704
101	Street	$ 3,066,028	$ 2,162,672	$ 3,010,225	$ 2,218,475
103	Street Reserve	$ 1,531	$ 5	$ -	$ 1,536
111	Drug Seizure & Forfeiture	$ 47,079	$ 10,120	$ 41,000	$ 16,199
112	Municipal Arts Fund	$ 11,385	$ 20	$ -	$ 11,405
210	2008 Bonds	$ -	$ 354,395	$ 354,395	$ -
212	2010 LTGO Bonds	$ -	$ 74,165	$ 74,165	$ -
213	2015 LTGO Bond	$ -	$ 93,908	$ 93,908	$ -
301	Cap. Proj.-Dev. Contrib.	$ 5,584,440	$ 1,616,580	$ 2,733,500	$ 4,467,520
303	Cap. Imp.-REET	$ 1,718,073	$ 602,500	$ 1,136,897	$ 1,183,676
304	Cap. Improvements	$ 2,751,717	$ 607,000	$ 2,681,415	$ 677,302
309	Sidewalk Capital Project	$ 1,009,888	$ 251,500	$ 350,000	$ 911,388
401	Sewer	$ 288,138	$ 1,336,782	$ 1,335,295	$ 289,625
410	Storm and Surface Water	$ 1,789,449	$ 1,514,820	$ 2,176,424	$ 1,127,845
501	Unemployment	$ 96,915	$ 300	$ 30,000	$ 67,215
510	Equipment Fund	$ 272,252	$ 152,817	$ 267,000	$ 158,069
515	Equipment Fund - Vehicles	$ -	$ 10,000	$ -	$ 10,000
520	Equipment Fund-Police	$ 283,135	$ 196,700	$ 266,000	$ 213,835
530	Equipment Fund-PW	$ 264,014	$ 838,200	$ 637,500	$ 464,714
540	Aerator Equipment Repl.	$ 129,871	$ 170,143	$ 300,000	$ 14
621	Refundable Deposits	$ -	$ 61,000	$ 61,000	$ -
633	Treasurer's Trust	$ -	$ 200,000	$ 200,000	$ -
	Total	**$ 27,098,583**	**$ 26,078,798**	**$ 32,522,873**	**$ 20,654,508**

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

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

PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS this ___ day of _____, 2016.

_____
John Spencer, Mayor

ATTEST:

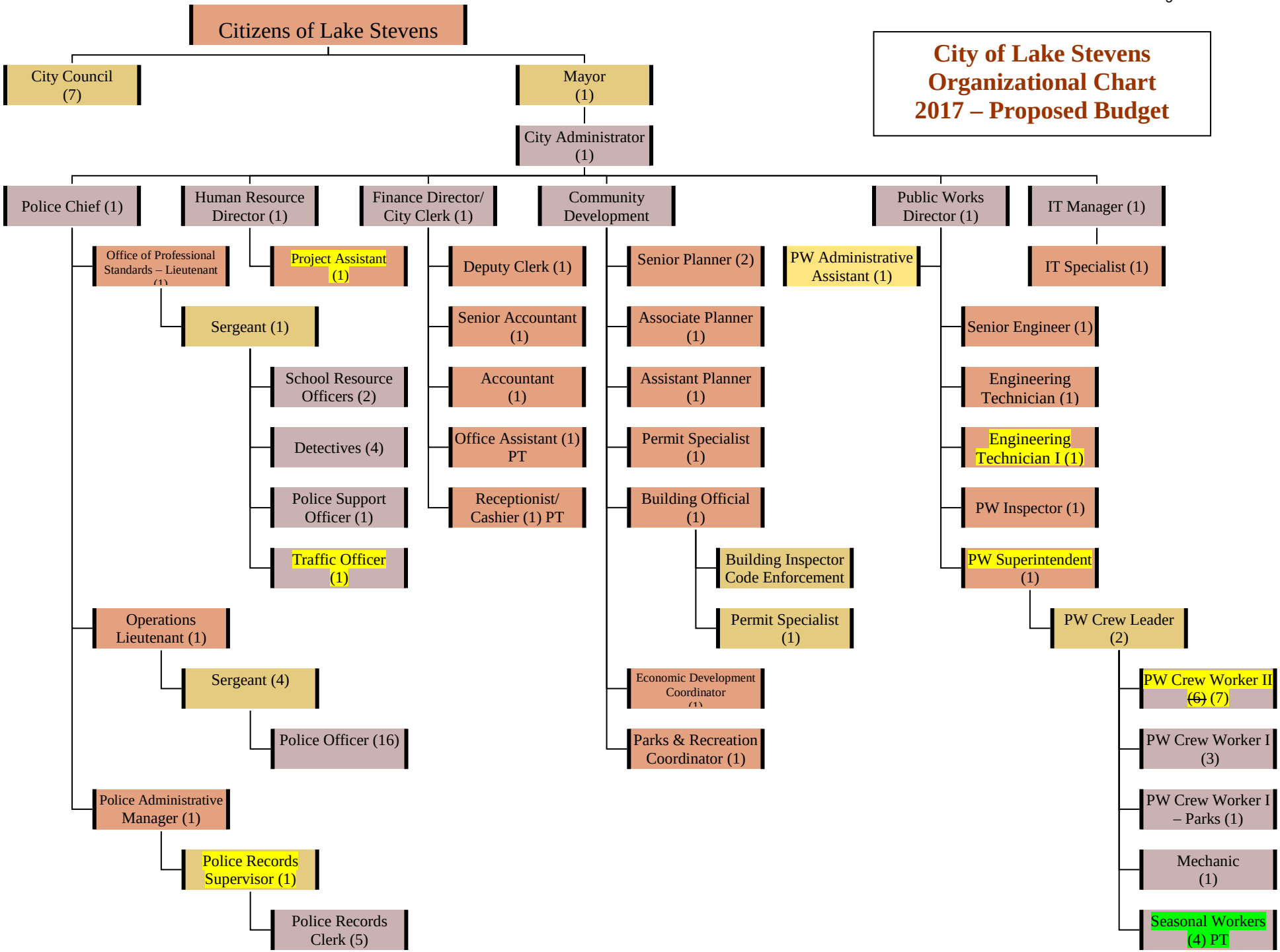
_____
Kathy Pugh, Deputy City Clerk

APPROVED AS TO FORM:

_____
Grant Weed, City Attorney

First Reading: November 8, 2016
Second Reading: December 13, 2016
Final Reading:
Effective:

City of Lake Stevens Organizational Chart 2017 – Proposed Budget



12/2/2016					
Requested Budget Items					
Fund	**Department**	**Items**	**Priority**	**Cost**	**Mayor**
IT Cap	City Clerk	Enterprise Content Management (Roll Forward 2016)	1	$ 150,000	$ 150,000
GF	City Clerk	Enterprise Content Management	1	$ 30,000	$ 30,000
GF	GG	City Hall Demo & Planning (Roll Forward 2016)	1	$ 290,000	$ 290,000
GF	Human Resources	Salary Survey	1	$ 25,000	$ 25,000
GF	Human Services	Senior Center Contribution		$ 20,000	$ 20,000
IT Cap	Information Technology	PC Repl (20)/ MDT Repl. (10)	1	$ 30,000	$ 42,000
GF	Information Technology	Temp Project Staffing	2	$ 10,000	$ 10,000
GF	Information Technology	IT Misc Electonic Supplies	1	$ 5,000	$ 5,000
LE Cap	Law Enforcement	Vehicles - Explorers (3)	1	$ 141,000	$ 141,000
LE Cap	Law Enforcement	Vehicles - Tahoe (1)	1	$ 66,000	$ 66,000
LE Cap	Law Enforcement	Vehicle - Colorado (1)	1	$ 48,000	$ 48,000
LE Cap	Law Enforcement	Vehicle - Explorer (Chief)	1	$ 41,000	$ 41,000
GF	Law Enforcement	Generator Install - Roll forward	4		$ -
GF	Law Enforcement	Blue Light Security Phones (3)	1	$ 15,000	$ -
GF	Law Enforcement	Patrol Shotguns	3	$ 9,800	$ -
GF	Law Enforcement	Glock Simunitions	2	$ 9,250	$ 9,250
GF	Law Enforcement	(6) Mouted Radars	3	$ 8,000	$ 8,000
GF	Law Enforcement	Cell Phone Program	1	$ 7,450	$ 7,450
GF	Law Enforcement	Varda Poratble Alarm System	1	$ 3,550	$ -
GF	Law Enforcement	2 Bicycles & Equipment	1	$ 3,450	$ 3,450
GF	Law Enforcement	Radio for New Boat	1	$ 2,600	$ -
GF	Law Enforcement	Surface for PCU Detective	1	$ 2,500	$ 2,500
GF	Law Enforcement	Digital Camera	1 or 4	$ 2,278	$ -
GF	Law Enforcement	Desk Scanners	2	$ 2,100	$ -
GF	Law Enforcement	Detective Camera	1	$ 1,900	$ -
GF	Law Enforcement	Sonar for New Boat	4	$ 1,700	$ -
GF	Law Enforcement	Window Tint Meters (4)	4	$ 653	$ -
GF	Law Enforcement	Digital Recorder	1 or 4	$ 341	$ -
GF	Library	ADA Front Door Repl	1	$ 16,000	$ -
GF	Library	Exterior Lighting	2	$ 5,000	$ 5,000
GF	Park	Waste Receptical (20)	2	$ 16,000	$ -
GF	Park	Life Vest Shack replacement	3	$ 2,500	$ 2,500
GF	Park	North Cove Lighting	2	$ 500	$ 500
Mitigation	Park	Frontier Heights		$ 191,000	$ 191,000
Mitigation	Park	Cavelero Skate Park (local portion)		$ 250,000	$ 250,000
Mitigation	Parks	Cavelero Park Basketball/Volleyball (local portion)		$ 40,000	$ 40,000
Mitigation	Parks	Lake Stevens Disc Golf Course (local portion)		$ 55,000	$ 55,000
Mitigation	Park	Eagle Ridge Park Improvements		$ 100,000	$ 100,000
Mitigation	Park	Boat Launch Reader Board		$ 35,000	$ -
GF	Planning/Building	Beautification Program	1	$ 25,000	$ 25,000
GF	Planning/Building	Annexation Process	1	$ 10,000	$ 10,000
GF	Planning/Building	New Software	1	$ 5,000	$ 5,000
Aerator	Public Works	Aerator removal		$ 300,000	$ 300,000
GF/ST/SWM	Public Works	City shop pole building	3	$ 70,000	$ -
GF/ST/SWM	Public Works	City shop office & locker room	3	$ 60,000	$ 60,000
GF/ST/SWM	Public Works	City Shop Lunch Room	3	$ 7,000	$ 7,000
GF/ST/SWM	Public Works	Moblie Wireless Access Pt	1	$ 3,200	$ 3,200

Requested Budget Items					
Fund	**Department**	**Items**	**Priority**	**Cost**	**Mayor**
GF/ST/SWM	Public Works	ProgeCAD Software	1	$ 3,200	$ 3,200
Street	Public Works	Sidewalk Repair & Maint	3	$ 225,000	$ -
Street	Public Works	ST - Thermoplastic Project	1	$ 125,000	$ 125,000
Street	Public Works	Lundeen Pkwy Planter Strip	3	$ 59,000	$ 30,000
Street	Public Works	Pedestrian Crosswalk Solar Light Set	4	$ 40,000	$ 20,000
Street	Public Works	Mini Roundabout 10th/84th	3	$ 35,000	$ -
Street	Public Works	ST - Traffic Counters (6)	1	$ 32,000	$ 32,000
Street	Public Works	ST - Rumble Strips	4	$ 4,000	$ -
Street	Public Works	Overlays	2	$ 500,000	$ 400,000
Street/SWM	Public Works	Steel Roadway Plates (5)	2	$ 30,000	$ 30,000
SWM	Public Works	JetScan Camera	3	$ 18,000	$ 18,000
SWM	Public Works	Public Outreach & Education	2	$ 10,000	$ -
SWM	Public Works	Keg Floor Cleaner Jet	1	$ 4,200	$ 4,200
SWM	Public Works	Warthog jet cleaning head	1	$ 3,500	$ 3,500
Sidewalk	Public Works	SRTS - 91st/4th		$ 19,750	$ 19,750
Sidewalk	Public Works	Cedar Road (Forest Rd - 29th)		$ 160,750	$ 160,750
Sidewalk	Public Works	Lundeen Pkwy (Lake - Callow)		$ 26,500	$ 26,500
Sidewalk	Public Works	117th Ave NE (22nd St.- 26th St)		$ 143,000	$ 143,000
PW Cap	Public Works	Street Sweeper (replacement)	1	$ 300,000	$ 300,000
PW Cap	Public Works	Street Sweeper (new)	4	$ 300,000	$ -
PW Cap	Public Works	5 Yard Wheel Loader	4	$ 250,000	$ -
PW Cap	Public Works	Crane Truck	2	$ 225,000	$ 225,000
PW Cap	Public Works	5 Yard Dump Truck	2	$ 200,000	$ -
PW Cap	Public Works	Flatbed Truck Replacement	3	$ 85,000	$ 85,000
PW Cap	Public Works	Fork Lift	4	$ 50,000	$ -
PW Cap	Public Works	City Shop 10 ton crane system	3	$ 38,000	$ -
PW Cap	Public Works	Air Comp. & Jackhammer	2	$ 25,000	$ -
PW Cap	Public Works	Lawn Aerator	2	$ 10,000	$ 10,000
PW Cap	Public Works	SW - Stump grinder	2	$ 10,000	$ -
PW Cap	Public Works	ST - Towable Auger	1	$ 7,500	$ 7,500
PW Cap	Public Works	Parks utility trailer	1	$ 5,000	$ 5,000
PW Cap	Public Works	ST - Flatbed Hydraulic Lift Kit	4	$ 5,000	$ 5,000
REET	Public Works	Trestle/HOV Lane (local portion)		$ 800,000	$ 800,000
REET	Public Works	79th Ave. SE Access Road		$ 1,122,000	$ 1,122,000
REET	Public Works	Regional Storm Pond (1)		$ 800,000	$ 800,000
REET	Public Works	91st Ave NE & Market Pl. RAB (WSDOT/TIB)		$ 235,250	$ -
REET	Public Works	S. Lk Stevens Rd & S. Davies RAB (WSDOT)		$ 156,000	$ -
REET	Public Works	91st Ave SE & 4th RAB (TIB)		$ 30,550	$ -
REET	Public Works	Callow Road Embankment Failure		$ 450,000	$ 450,000
Mitigation	Public Works	24th Street Design		$ 550,000	$ 550,000
Mitigation	Public Works	South Lake Stevens Widen Shoulder	3	$ 480,000	$ 480,000

12/2/2016

2017 Budget Spreadsheet

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
General Cash		**$ 7,922,111.00**	**$ 7,922,111.00**	**$ 8,024,514.46**
Real & Personal Property Tax	$ (3,037,720.52)	$ (3,114,290.00)	$ (3,114,290.00)	$ 3,234,016.00
Local Retail Sales-Use Tax	$ (2,491,761.00)	$ (2,591,431.00)	$ (2,807,276.40)	$ 2,850,574.00
Criminal Justice Sales-Use Tax	$ (464,163.92)	$ (492,373.00)	$ (495,149.87)	$ 507,144.19
Other Govt Utility - Electric	$ (374,022.97)	$ (390,000.00)	$ (400,577.01)	$ 780,000.00
Private Utility - Gas	$ (301,440.79)	$ (313,200.00)	$ (350,608.27)	$ 313,200.00
Private Utility - Telephone	$ (604,001.92)	$ (621,374.00)	$ (540,493.05)	$ 610,000.00
Franchise Fees	$ -	$ -	$ -	$ -
Gambling Tx - Punch-Pull Tabs	$ (17,152.14)	$ (14,000.00)	$ (18,871.12)	$ 15,000.00
Gambling Tx - Bingo & Raffles	$ -	$ -	$ -	$ -
Gambling Tx - Amuse Games	$ (122.95)	$ (100.00)	$ (983.15)	$ 100.00
Leasehold Excise Tax	$ (6,055.33)	$ (5,500.00)	$ (3,920.97)	$ 5,500.00
Bus. Lic - Health	$ -	$ -	$ -	$ -
Bus. Lic - Police & Protective	$ -	$ -	$ -	$ -
Bus. Lic - Prof & Occupations	$ -	$ -	$ (13.33)	$ -
Bus. Lic - Amusements	$ -	$ -	$ (106.67)	$ -
Franchise Fee - Cable	$ (367,670.77)	$ (370,000.00)	$ (386,382.65)	$ 370,000.00
Bus. Lic - Other	$ (52,460.42)	$ (45,000.00)	$ (53,356.09)	$ 46,350.00
Building Permits	$ (698,993.27)	$ (1,261,910.00)	$ (1,700,000.00)	$ 1,200,000.00
Animal Licenses	$ (1,256.00)	$ (1,500.00)	$ (1,429.33)	$ 1,500.00
Weapon License Permit - Local	$ (7,879.50)	$ (7,500.00)	$ (10,951.33)	$ 7,500.00
Other Non-Bus. Event Permits	$ (3,310.00)	$ (3,000.00)	$ (825.00)	$ 3,000.00
DOJ Fed Dir 16.607 BPV Grant	$ (3,345.99)	$ (3,900.00)	$ (3,900.00)	$ 3,900.00
Equitable Sharing - Fed Seize	$ (10,842.75)	$ -	$ -	$ -
DOJ Fed Ind 16.554 NCHIP	$ -	$ -	$ -	$ -
DOT Fed Ind 20.600 Hwy Safety	$ (2,580.16)	$ (980.00)	$ (980.11)	$ -
DOT Fed Ind 20.601 X52 DUI	$ -	$ -	$ -	$ -
DOT Fed Ind 20.602 Occ Prot	$ -	$ -	$ -	$ -
DOT Fed Ind 20.609 X52 Speed	$ -	$ -	$ -	$ -
Equitable Sharing - Fed Seize	$ -	$ -	$ -	$ -
DHS Fed Ind 97.012 Boat Safety	$ (15,319.96)	$ (12,836.00)	$ (12,836.00)	$ 12,836.00
DHS Fed Ind 97.012 MPOC	$ -	$ -	$ -	$ -
DHS Fed Ind 97.036 FEMA	$ -	$ (26,144.00)	$ (26,143.82)	$ -
Office of Public Defense Grant				$ 20,000.00
WA Military -Storm Assist	$ -	$ (2,307.00)	$ (2,306.81)	$ -
WA Parks-Rec - Boating Safety	$ -	$ -	$ -	$ -
WA TSC - Police	$ -	$ -	$ -	$ -
WA Commerce - City Hall Grant	$ -	$ (290,000.00)		$ -
L&I Stay at Work Program	$ -	$ -	$ -	$ -
PUD Privilege Tax	$ (110,118.82)	$ (110,000.00)	$ (114,734.45)	$ 110,000.00
Vessel Registration Fees	$ (11,486.29)	$ (11,300.00)	$ (12,878.74)	$ 12,879.00
City-County Assistance	$ (113,852.57)	$ (86,000.00)	$ (114,755.35)	$ 113,853.00
Crim Jus - High Crime	$ -	$ -	$ -	$ -
Crim Jus - Violent Crimes-Pop	$ (7,794.48)	$ (8,400.00)	$ (8,169.36)	$ 9,579.00
Crim Jus - Special Programs	$ (28,558.87)	$ (29,000.00)	$ (29,813.04)	$ 32,136.00
Marijuana Enforcement	$ (8,209.00)	$ (16,418.00)	$ (30,738.69)	$ 17,922.00
DUI & Other Crim Jus Assist	$ (4,419.12)	$ (5,200.00)	$ (4,666.76)	$ 5,304.00
Liquor-Beer Excise Tax	$ (79,416.68)	$ (130,000.00)	$ (137,185.59)	$ 144,303.00
Liquor Control Board Profits	$ (255,596.49)	$ (254,067.00)	$ (257,643.61)	$ 261,105.00
Housing Authority Pay In Lieu	$ (134.57)	$ (135.00)	$ (134.57)	$ 135.00
ARRA DOJ Fed Dir - 16.804 IT	$ -	$ -	$ -	$ -
Accting Srv - ILA Lobbying	$ -	$ -	$ -	$ -
Sales of Maps-Publications	$ (30.00)	$ (10.00)	$ (64.00)	$ 10.00
Duplicating Srv	$ (1,107.75)	$ (1,100.00)	$ (333.31)	$ 1,100.00
Duplicating Srv - PRR	$ (368.47)	$ (200.00)	$ (687.64)	$ 200.00
Duplicating Srv - Laminate	$ (1,475.25)	$ (1,500.00)	$ (1,969.33)	$ 1,500.00
Election Candidate Filing Fee	$ (660.00)	$ -	$ -	$ -
Passports	$ (55,307.00)	$ (60,000.00)	$ (70,942.67)	$ 60,000.00
Passport Photos	$ (18,500.00)	$ (15,000.00)	$ (24,277.33)	$ 20,000.00
LE Services	$ (330.00)	$ (300.00)	$ (293.33)	$ 300.00
LE Services - Extra Duty	$ (44,502.04)	$ (3,500.00)	$ (8,000.00)	$ 10,000.00
LE Services - SRO	$ (143,999.23)	$ (144,325.00)	$ (144,325.00)	$ 148,654.75
LE - Fingerprinting	$ (3,035.00)	$ (5,000.00)	$ (1,674.67)	$ 5,000.00
Protective Inspections - Fire	$ (2,588.60)	$ (1,500.00)	$ (4,231.60)	$ 1,500.00
Information Srv- ILA	$ (81,691.70)	$ (83,000.00)	$ (83,112.30)	$ 83,000.00
Zoning and Subdivision Fees	$ (153,815.08)	$ (200,000.00)	$ (286,484.43)	$ 150,000.00
Zoning&Subdiv-Pymnt In-Lieu	$ -	$ -	$ -	$ -
Planning - Developer Reimburse	$ (400.00)	$ -	$ (5,000.00)	$ -
Reimb - Sno Isle Library	$ (5,948.77)	$ (5,000.00)	$ (6,145.43)	$ 6,500.00
Boating Safety Class	$ -	$ -	$ -	$ -
Mandatory Insurance-Admin Fee	$ -	$ (100.00)	$ (32.75)	$ 100.00
District Court	$ (128,371.82)	$ (150,000.00)	$ (119,646.08)	$ 150,000.00
Violations Bureau - Local	$ (9,949.20)	$ (7,000.00)	$ (7,000.00)	$ 6,000.00
Animal Impound Fees	$ -	$ -	$ (420.00)	$ -
Investment Interest	$ (11,129.68)	$ (24,000.00)	$ (30,578.99)	$ 15,000.00

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Real & Personal Prop Tax Int	$ (195.01)	$ (200.00)	$ (382.65)	$ 400.00
Sales & Use Tax Interest	$ (1,239.19)	$ (500.00)	$ (2,058.99)	$ 1,000.00
Leasehold Excise Tax Interest	$ (1.88)	$ -	$ (2.12)	$ -
Special Events - Rental Reimb	$ (4,682.76)	$ (1,500.00)	$ (746.67)	$ 1,500.00
Boat Launch Parking Fees	$ (7,440.78)	$ (6,200.00)	$ (6,200.00)	$ 6,200.00
Boat Launch Closure Fees	$ (300.00)	$ -	$ (100.00)	$ -
Facilities Rental - Short Term	$ (10,194.50)	$ (8,000.00)	$ (8,000.00)	$ 8,000.00
Lease LT - Lundeen House	$ -	$ -	$ (400.00)	$ 1,200.00
Lease LT City Shop	$ (24,459.36)	$ (26,143.00)	$ (26,143.00)	$ 26,143.00
Lease (LT) WWTP Property	$ (10.00)	$ (10.00)	$ (10.00)	$ 10.00
Lease LT - Ranheim	$ -	$ (11,290.00)	$ (11,290.00)	$ 18,717.00
Concession Proceeds	$ -	$ -	$ (1,780.65)	$ -
Chamber Office - Other Charges	$ (450.00)	$ (600.00)	$ (600.00)	$ -
Arts Commission Donation	$ (4,030.60)	$ (500.00)	$ (3,707.47)	$ -
Arts-Sidewalk Chalk	$ (40.00)	$ -	$ -	$ -
Donation-Police Dept	$ (500.00)	$ (10,000.00)	$ (10,000.00)	$ 500.00
Private Grants - HR	$ (688.84)	$ (200.00)	$ (542.54)	$ 200.00
Sale of Scrap & Junk Property	$ (221.00)	$ -	$ -	$ -
Unclaimed Money & Property	$ (487.53)	$ -	$ -	$ -
Sale of Confiscated & Forfeite	$ (221.63)	$ (1,800.00)	$ -	$ 1,800.00
Misc Rev. Judgment-Settlement	$ (1,753.87)	$ (2,500.00)	$ (1,717.67)	$ 2,500.00
Employee Reimb Contrib- Guns	$ -	$ -	$ -	$ -
Cash Adjustments	$ -	$ -	$ 100.00	$ -
Miscellaneous Revenue -Other	$ -	$ -	$ -	$ -
Miscellaneous Revenue - Other	$ (1,836.67)	$ (1,200.00)	$ (3,401.80)	$ 1,200.00
Refundable Customer Deposits	$ 160.00	$ (200.00)	$ (60.00)	$ 200.00
Seizure -State Remit Portion	$ (24.63)	$ (200.00)	$ -	$ 200.00
Refunds or Overpayments	$ -	$ (100.00)	$ (518.61)	$ 100.00
Sale of Grade Road Property (swap)				$ 3,590,000.00
Sale of Capital - Pk Property	$ (5,231.00)	$ -	$ -	$ -
Insurance Recoveries - Capital	$ (1,000.00)	$ -	$ (1,268.75)	$ 2,000.00
Interfund Transfer In	$ -	$ (2,461,824.00)	$ (2,461,824.00)	$ -
Insurance Recoveries - Non Cap	$ (8,933.13)	$ (9,000.00)	$ -	$ 9,000.00
Revenue Total	**$ 9,816,679.22**	**$ 13,461,367.00**	**$ 13,977,994.92**	**$ 15,017,570.94**
Legislative - Salaries	$ 47,575.00	$ 76,800.00	$ 63,200.00	$ 67,200.00
Legislative - Social Security	$ 3,639.64	$ 5,375.00	$ 3,725.03	$ 5,065.00
Legislative - Workmans Compen	$ 83.93	$ 500.00	$ 187.79	$ 300.00
Legislative - Operating Costs	$ 4,221.31	$ 300.00	$ 558.73	$ 300.00
Legislative - Travel & Mtgs	$ 3,441.02	$ 43,800.00	$ 25,768.53	$ 43,800.00
Legislative - Rentals	$ 843.75	$ 1,000.00	$ 765.00	$ 1,000.00
Legislative - Prof. Developmen	$ 1,315.00	$ 14,275.00	$ 6,184.44	$ 14,275.00
Legislative-C.C.Retreat	$ 4,155.72	$ 5,000.00	$ 3,355.87	$ 5,000.00
Executive - Salaries	$ 22,400.00	$ 24,000.00	$ 24,000.00	$ 24,000.00
Executive - Social Security	$ 1,713.60	$ 1,993.00	$ 2,945.80	$ 1,994.00
Executive - Workmans Comp	$ 100.35	$ 103.00	$ 116.92	$ 120.00
Executive - Supplies	$ 107.00	$ 100.00	$ 163.59	$ 200.00
Executive - Communication	$ 1,066.65	$ 1,050.00	$ 752.00	$ 1,050.00
Executive - Travel & Mtgs	$ 888.87	$ 3,000.00	$ 3,000.00	$ 3,000.00
Executive - Miscellaneous	$ 100.00	$ 100.00	$ (100.00)	$ 100.00
Executive - Prof. Development	$ 570.00	$ 600.00	$ 1,088.89	$ 1,000.00
Executive - Board/Staff Apprec	$ 186.72	$ 1,700.00	$ 972.23	$ 1,000.00
Legislative - Election Costs	$ 22,789.80	$ -	$ -	$ -
Legislative - Election Costs	$ -	$ 10,000.00	$ -	$ 10,000.00
Legislative - Voter Reg Fees		$ -	$ -	$ -
Legislative - Voter Reg Fees	$ 35,055.14	$ 40,000.00	$ 48,245.68	$ 40,000.00
Legislative & Executive	**$ 150,253.50**	**$ 229,696.00**	**$ 184,930.49**	**$ 219,404.00**
AD-Salaries	$ 152,908.82	$ 78,897.00	$ 69,313.60	$ 126,288.00
Public Information Officer			$ -	No
Interns (2)			$ -	$ 23,644.00
AD-Benefits	$ 15,928.49	$ 11,517.00	$ 15,000.00	$ 20,621.67
AD-Social Security	$ 7,641.52	$ 6,009.00	$ 6,009.00	$ 10,758.75
AD-Retirement	$ 9,761.30	$ 7,261.00	$ 1,000.00	$ 13,001.06
AD-Workmans Compensation	$ 130.51	$ 250.00	$ 100.00	$ 448.46
AD-Office Supply	$ 375.58	$ 150.00	$ 150.00	$ 150.00
AD-Professional Services	$ 19,261.00	$ 94,500.00	$ 113,078.37	$ 1,000.00
AD-Communications	$ 1,290.23	$ 1,250.00	$ 1,312.73	$ 1,250.00
AD-Travel & Meetings	$ 1,099.95	$ 6,000.00	$ 1,478.63	$ 2,000.00
AD-Repair & Maintenance	$ -	$ -	$ -	$ -
AD-Staff Development	$ 180.00	$ 600.00	$ 600.00	$ 1,000.00
AD-Miscellaneous	$ 200.00	$ 250.00	$ 250.00	$ 250.00
Administration	**$ 208,777.40**	**$ 206,684.00**	**$ 208,292.33**	**$ 200,411.95**

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
CC-Salaries	$ 101,785.53	$ 114,690.00	$ 106,288.47	$ 111,381.00
CC-Overtime - Straight	$ 3,480.06	$ 2,060.00	$ 3,851.95	$ 4,000.00
CC-Benefits	$ 17,326.19	$ 19,037.00	$ 17,216.32	$ 19,003.78
CC-Social Security	$ 8,920.50	$ 9,932.00	$ 9,109.04	$ 9,914.67
CC-Retirement	$ 10,735.05	$ 12,002.00	$ 11,948.17	$ 11,981.06
CC-Workmans Compensation	$ 392.33	$ 414.00	$ 407.71	$ 413.28
CC-Office Supply	$ 1,361.68	$ 1,550.00	$ 1,292.12	$ 2,250.00
CC-Professional Services	$ 1,582.20	$ 7,000.00	$ 7,260.96	$ 7,000.00
Enterprise Content Management System		$ -	$ -	$ 30,000.00
CC-Communications	$ 575.53	$ 500.00	$ 958.91	$ 600.00
CC-Travel & Meetings	$ 383.66	$ 984.00	$ 1,359.51	$ 4,155.00
CC-Miscellaneous	$ 175.00	$ 200.00	$ 633.33	$ 725.00
CC-Staff Development	$ 290.00	$ 900.00	$ 900.00	$ 3,045.00
City Clerk	**$ 147,007.73**	**$ 169,269.00**	**$ 161,226.48**	**$ 204,468.79**
FI-Salaries	$ 118,034.58	$ 138,831.00	$ 152,645.84	$ 194,123.00
FI-Overtime	$ 411.81	$ -	$ -	$ 4,000.00
FI-Benefits	$ 17,730.34	$ 25,254.00	$ 27,062.60	$ 33,437.33
FI-Social Security	$ 8,824.47	$ 9,837.00	$ 10,494.23	$ 17,444.95
FI-Retirement	$ 12,087.16	$ 11,886.00	$ 14,911.56	$ 21,080.78
FI-Workmans Comp	$ 319.81	$ 410.00	$ 421.33	$ 727.17
FI-Office Supplies	$ 1,664.96	$ 4,700.00	$ 6,321.09	$ 3,500.00
FI-Professional Service	$ 26,354.07	$ 100,000.00	$ 100,000.00	$ 20,000.00
FI-Advertising	$ 374.56	$ 200.00	$ 700.00	$ 1,000.00
FI-Communications	$ 394.55	$ 400.00	$ 336.21	$ 500.00
FI-Travel & Meetings	$ 615.51	$ 1,575.00	$ 1,575.00	$ 4,755.00
FI-Insurance	$ 122.00	$ 130.00	$ 154.67	$ 400.00
FI-Software Maint	$ 9,553.00	$ 10,000.00	$ 10,000.00	$ 15,000.00
FI-Miscellaneous	$ 225.73	$ 300.00	$ 196.17	$ 650.00
FI-Staff Development	$ 889.00	$ 1,325.00	$ 1,480.00	$ 4,095.00
FI-Banking Services	$ 1,307.97	$ 1,000.00	$ 890.44	$ 1,500.00
FI - Credit Card Services	$ -	$ 25,000.00	$ 58,985.46	$ 73,320.00
Finance	**$ 198,909.52**	**$ 330,848.00**	**$ 386,174.61**	**$ 395,533.24**
HR-Safety Program	$ 1,250.03	$ 1,250.00	$ 1,250.00	$ 2,000.00
HR-Wellness Program	$ 763.72	$ 1,000.00	$ 1,000.00	$ 2,000.00
HR-Salaries	$ 76,612.54	$ 78,145.00	$ 78,144.84	$ 85,974.00
Project Assistant		$ -	$ -	$ 101,386.00
HR-Benefits	$ 8,046.78	$ 10,250.00	$ 8,207.52	$ 11,959.90
HR-Soc Security	$ 5,816.84	$ 5,824.00	$ 5,933.92	$ 6,239.73
HR-Retirement	$ 7,810.67	$ 6,756.00	$ 8,736.48	$ 7,540.20
HR-Workmans Compensation	$ 181.94	$ 466.00	$ 199.83	$ 260.09
HR-Office Supplies	$ 147.67	$ 350.00	$ 350.00	$ 350.00
HR-Operating Cost	$ -	$ 150.00	$ 41.47	$ 150.00
HR-Professional Services	$ 815.26	$ 5,720.00	$ 5,154.00	$ 11,720.00
Salary Survey		$ -	$ -	$ 25,000.00
HR-Communications	$ 820.47	$ 871.00	$ 729.11	$ 871.00
HR-Travel & Meetings	$ 590.75	$ 400.00	$ 400.00	$ 400.00
HR-Miscellaneous	$ 546.00	$ 600.00	$ 1,068.00	$ 600.00
HR - Staff Development	$ 570.00	$ 425.00	$ 425.00	$ 425.00
HR-Civil - Office Supply	$ -	$ 250.00	$ 250.00	$ 250.00
HR-Civil - Professional Srv	$ 1,275.00	$ 2,125.00	$ 2,125.00	$ 1,700.00
Human Resources	**$ 105,247.67**	**$ 114,582.00**	**$ 114,015.16**	**$ 258,825.92**
IT-Salaries	$ 136,400.33	$ 165,768.00	$ 141,914.00	$ 146,518.00
IT-Overtime	$ 1,003.02	$ 1,500.00	$ 1,273.04	$ 1,500.00
IT-Benefits	$ 34,955.27	$ 36,809.00	$ 35,802.48	$ 31,369.94
IT-Soc Security	$ 10,349.10	$ 18,404.00	$ 10,706.27	$ 16,366.35
IT-Retirement	$ 14,011.60	$ 16,932.00	$ 15,889.47	$ 19,777.38
IT-Workmans Compensation	$ 355.67	$ 1,472.00	$ 351.21	$ 682.21
IT-Office/Operating Supplies	$ 325.35	$ 500.00	$ 359.37	$ 5,000.00
IT-Fuel	$ 106.72	$ 200.00	$ 153.27	$ 200.00
IT-Professional Services	$ -	$ 20,000.00	$ 20,557.29	$ 10,000.00
IT-Communications	$ 2,179.79	$ 1,987.00	$ 2,220.24	$ 2,000.00
IT-Travel & Meetings	$ 308.76	$ 900.00	$ 614.52	$ 2,500.00
IT-Repair & Maintenance	$ 910.32	$ 500.00	$ 601.85	$ 5,000.00
IT-Miscellaneous	$ 75.00	$ 75.00	$ 100.00	$ 200.00
IT-Staff Development	$ 175.00	$ 250.00	$ 250.00	$ 4,000.00
Information Technology	**$ 201,155.93**	**$ 265,297.00**	**$ 230,793.01**	**$ 245,113.88**

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
PL-Salaries	$ 309,642.79	$ 486,081.00	$ 437,102.65	$ 507,613.00
Community Development Assistant		$ -	$ -	No
PL-Overtime	$ 577.91	$ 500.00	$ 1,254.57	$ 1,000.00
PL-Benefits	$ 63,930.32	$ 133,978.00	$ 84,630.85	$ 94,410.70
PL-Social Security	$ 28,346.82	$ 29,234.00	$ 36,542.27	$ 49,256.03
PL-Retirement	$ 38,054.48	$ 29,234.00	$ 52,117.53	$ 59,521.84
PL-Workmans Comp	$ 1,211.13	$ 2,923.00	$ 1,602.88	$ 2,053.16
PL-Office Supplies	$ 1,439.10	$ 9,250.00	$ 1,762.55	$ 6,000.00
PL-Operating Costs	$ 3,874.77	$ 17,400.00	$ 17,400.00	$ 15,000.00
PL-Fuel	$ 28.53	$ -	$ 55.91	$ 1,000.00
PL-Small Tools	$ -	$ 1,200.00	$ 1,200.00	$ 1,000.00
PL-Professional Servic	$ 2,750.25	$ 44,930.00	$ 50,000.00	$ 10,000.00
PL-CA-Developer Reimb	$ 15,818.80	$ 10,000.00	$ 10,000.00	$ 15,000.00
PL-Software Maint.	$ 6,081.60	$ 15,250.00	$ 15,250.00	$ 9,250.00
Blue Beam/Bitco Online Permit Software			$ -	$ 5,000.00
PL-Advertising	$ 9,834.21	$ 8,500.00	$ 14,560.63	$ 10,000.00
PL-Communication	$ 3,393.12	$ 4,234.00	$ 3,324.59	$ 4,234.00
PL-Travel & Mtgs	$ 1,815.93	$ 7,240.00	$ 7,030.88	$ 8,000.00
PL-Repairs & Maint.	$ 1,068.40	$ 1,400.00	$ 1,400.00	$ 2,500.00
PL-Miscellaneous	$ 139.00	$ 300.00	$ 300.00	$ 300.00
PL-Staff Development	$ 1,255.00	$ 3,500.00	$ 3,500.00	$ 12,000.00
PL-Printing and Bindin	$ 795.19	$ 1,000.00	$ 28.96	$ 1,000.00
PL-Annexation	$ -	$ -	$ -	$ 10,000.00
PL-Prof Serv-Hearing E	$ 13,092.00	$ 7,500.00	$ 12,610.67	$ 7,500.00
PL-Commission - Misc	$ -	$ 100.00	$ -	$ 100.00
PL-Economic Devel	$ 140.00	$ 228,500.00	$ 48,316.43	$ 85,000.00
Beautification Program		$ -	$ -	$ 25,000.00
PL-Economic Devel Travel & Meeting		$ -	$ 528.40	$ 14,400.00
PB-Salaries	$ 187,351.52	$ 237,180.00	$ 208,596.21	$ 287,314.00
Code Enforcement Inspector		$ -	$ -	No
PB-Overtime	$ 95.34	$ 100.00	$ 360.85	$ 1,000.00
PB-Benefits	$ 39,262.55	$ 57,885.00	$ 53,290.05	$ 65,049.55
PB-Social Security	$ 11,551.30	$ 23,000.00	$ 15,800.60	$ 33,937.71
PB-Retirement	$ 14,750.26	$ 23,499.00	$ 21,037.23	$ 41,010.91
PB-Workmans Comp	$ 2,341.61	$ 4,586.00	$ 4,165.99	$ 1,414.64
PB-Office Supplies	$ 1,140.19	$ 1,000.00	$ 1,830.91	$ 2,000.00
PB-Operating Cost	$ 833.61	$ 2,700.00	$ 2,828.17	$ 1,700.00
PB - Clothing	$ -	$ 900.00	$ 900.00	$ 900.00
PB-Fuel	$ 2,013.74	$ 1,800.00	$ 1,147.43	$ 2,000.00
PB-Professional Srv	$ 33,030.90	$ 101,500.00	$ 101,500.00	$ 5,000.00
PB-Advertising	$ 675.00	$ 500.00	$ 900.00	$ 1,000.00
PB-Communication	$ 1,367.04	$ 1,300.00	$ 1,513.15	$ 1,400.00
PB-Travel & Mtgs	$ -	$ 800.00	$ 1,190.41	$ 4,000.00
PB-Repair & Maintenance	$ 752.36	$ 1,200.00	$ 1,218.37	$ 2,500.00
PB-Miscellaneous	$ 230.00	$ 300.00	$ 306.67	$ 300.00
PB-Staff Development	$ 175.00	$ 1,300.00	$ 1,372.00	$ 6,000.00
PL-Capital Outlay	$ -	$ -	$ -	$ -
PB-Capital Outlay	$ -	$ 27,000.00	$ 27,000.00	0
Vehicle Replacement Fund		$ -	$ -	$ 10,000.00
Planning & Community Develop	**$ 798,859.77**	**$ 1,528,804.00**	**$ 1,245,477.80**	**$ 1,422,665.55**
LE-Salaries	$ 2,356,386.71	$ 2,746,926.00	$ 2,573,814.24	$ 2,904,540.00
Records Supervisor		$ -		$ 95,450.00
Traffic Unit (Ofc) - Incl Equp		$ -		$ 236,335.00
Traffic Unit (Ofc) - Incl Equp				No
Traffic Unit (1 Sgt)				No
LE-Overtime	$ 236,509.17	$ 254,840.00	$ 355,504.48	$ 262,485.20
LE-Salaries Extra Duty	$ 15,550.95	$ 10,000.00	$ 5,751.68	$ 10,000.00
LE-Holiday Cashout	$ 66,122.82	$ 66,000.00	$ 14,945.53	$ 66,000.00
LE-Benefits	$ 608,728.05	$ 704,668.80	$ 631,200.52	$ 581,048.96
LE-Social Security	$ 195,931.90	$ 207,027.00	$ 218,936.39	$ 303,145.37
LE-Retirement	$ 146,791.37	$ 177,027.00	$ 165,216.83	$ 366,326.08
LE-Workmans Compensation	$ 48,689.44	$ 50,703.00	$ 61,175.43	$ 12,636.14
LE-Clothing	$ 38,977.16	$ 50,471.00	$ 47,772.92	$ 55,785.00
LE-Office Supplies	$ 17,702.02	$ 16,500.00	$ 19,477.81	$ 16,500.00
LE-Operating Costs	$ 50,941.63	$ 126,338.00	$ 86,338.00	$ 73,991.00
Digital Camera			$ -	No
Digital Recorder			$ -	No
Window Tint Meters (4)			$ -	No
Glock Simunitions		$ -	$ -	$ 9,250.00
Patrol Shotguns		$ -	$ -	No
2 Bicycles & Equipment		$ -	$ -	$ -
Varda Poratble Alarm System		$ -	$ -	No
(6) Mouted Radars		$ -	$ -	$ 8,000.00
LE- Ops Computers	$ 3,058.10	$ 10,600.00	$ 10,600.00	$ 2,800.00
Surface for PCU Detective		$ -	$ -	$ -
LE-Donation Exp Helmets	$ 578.84	$ 500.00	$ 500.00	$ 1,000.00
LE - Donation Exp - Other	$ 10,014.33	$ 12,500.00	$ 12,500.00	$ -
LE-Fuel	$ 66,709.17	$ 83,769.00	$ 43,413.53	$ 65,000.00
LE-Professional Services	$ 55,758.74	$ 87,810.00	$ 242,050.08	$ 88,610.00
LE-Prof Serv-Lexipol	$ 3,783.33	$ 9,800.00	$ 5,785.00	$ 5,785.00
LE-Professional Srv-Legal	$ 15,310.87	$ 20,000.00	$ -	$ 20,000.00
LE-Advertising	$ 1,176.56	$ 1,500.00	$ 1,153.33	$ 1,500.00
LE-Communication	$ 29,889.12	$ 35,800.00	$ 30,234.07	$ 35,800.00

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Cell Phone Program		$ -	$ -	$ 7,450.00
LE-Travel & Meetings	$ 7,975.73	$ 23,725.00	$ 29,718.05	$ 54,000.00
LE-Insurance	$ 144,182.00	$ 203,082.00	$ 203,082.00	$ 257,577.00
LE-Repair & Maintenance Equip	$ 144,927.60	$ 84,900.00	$ 85,962.87	$ 84,900.00
LE-Dues & Memberships	$ 2,249.00	$ 5,015.00	$ 2,233.33	$ 5,015.00
LE-Boating Salaries Local	$ 7,345.39	$ 20,432.00	$ 20,432.00	$ 20,432.00
LE-Boating - Other Salaries	$ 18,353.29	$ 8,000.00	$ 22,182.21	$ 8,000.00
LE- Boating Benefit Local	$ 3,136.69	$ 8,225.20	$ 8,225.20	$ 8,225.20
LE-Boat Other Benefits	$ 7,513.11	$ 3,100.00	$ 4,983.63	$ 3,100.00
LE-Boating Clothing	$ 288.33	$ 600.00	$ 506.35	$ 2,100.00
LE-Boating Operating	$ 468.89	$ 2,713.00	$ 2,713.00	$ 4,725.00
Sonar for New Boat		$ -	$ -	No
Radio for New Boat		$ -	$ -	No
LE-Boating-Fuel	$ 1,267.70	$ 1,800.00	$ 2,275.37	$ 2,350.00
LE-Boating-Travel	$ 1,159.92	$ 5,586.00	$ 5,586.00	$ 5,586.00
Boating BUI		$ -	$ -	$ 654.00
Annual Boating Conference		$ -	$ -	$ 604.00
Basic Marine		$ -	$ -	$ 2,000.00
Boating Accident Investigation		$ -	$ -	$ 1,160.00
LE-Boating Repair & Maint	$ 2,352.26	$ 5,000.00	$ 4,449.79	$ 5,500.00
LE- Investigation Ops Costs	$ 692.27	$ 1,700.00	$ 608.59	$ 1,700.00
Detective Camera		$ -	$ -	No
Desk Scanners		$ -	$ -	No
LE-Investigations Prof.Service	$ -	$ 5,000.00	$ -	$ 5,000.00
LE-Crime Prevention Op Costs	$ -	$ 1,650.00	$ 320.92	$ 5,000.00
LE - Investigations Prof Srvs	$ -	$ -	$ -	$ -
LE-Drug Task Force	$ 7,702.00	$ 8,000.00	$ 8,000.00	$ 8,000.00
LE-Staff Development	$ 17,689.25	$ 9,765.00	$ 12,213.33	$ 20,000.00
LE - Staff Development - Range	$ -	$ -	$ -	$ -
LE- Staff Development - BLEA	$ -	$ 6,126.00	$ 6,126.00	$ 6,126.00
LE-Boating-Training	$ -	$ 1,490.00	$ 1,490.00	$ 1,490.00
Annual Boating Conference		$ -	$ -	$ 490.00
Boating Accident Investigation		$ -	$ -	$ 1,200.00
LE-Utilities	$ 15,224.81	$ 16,000.00	$ 12,521.52	$ 16,000.00
LE -Repair & Maint Facilities	$ -	$ 10,600.00	$ 5,157.88	$ 8,600.00
LE-Traffic Policing-Grants	$ -	$ -	$ -	$ -
LE - Evidence Room - Supplies	$ -	$ 7,000.00	$ 1,864.73	$ 7,000.00
LE - Evidence Impound	$ -	$ 4,000.00	$ 6,639.36	$ 4,000.00
LE-Evidence Room-Alarm	$ 919.17	$ 2,000.00	$ 1,000.00	$ 2,000.00
LE-Jail	$ 221,361.25	$ 300,000.00	$ 135,040.68	$ 300,000.00
LE-Snopac Dispatch	$ 395,797.68	$ 392,150.00	$ 392,150.00	$ 392,150.00
LE-Environmental-Animal Contro	$ 15,166.16	$ 15,000.00	$ 12,425.71	$ 15,000.00
LE-Domestic Violence	$ -	$ -	$ -	$ -
LE-Seizure-Forfeit-State Remit	$ -	$ 200.00	$ 200.00	$ 200.00
LE-Capital Outlay	$ 38,562.99	$ 53,400.00	$ 23,400.00	$ -
Generator Install - Roll forward		$ -	$ -	No
Blue Light Security Phones (3)		$ -	$ -	No
LE-Transfers Out	$ 8,000.00	$ 8,000.00	$ 8,000.00	$ 8,000.00
Law Enforcement	**$ 5,030,945.77**	**$ 5,887,039.00**	**$ 5,545,878.36**	**$ 6,497,321.96**
PK-Salaries	$ 16,185.24	$ 133,015.00	$ 89,936.71	$ 186,806.00
Public Works Inspector			$ -	$ 20,250.00
PK-Seasonal Salaries	$ 11,005.80	$ -	$ -	$ 23,645.00
PK-Overtime	$ 1,981.39	$ 3,900.00	$ 1,167.75	$ 3,900.00
PK-Seasonal Benefits	$ 506.44	$ -	$ -	$ 4,000.00
PK-Benefits	$ 4,045.52	$ 27,684.00	$ 21,372.20	$ 43,408.60
PK-Social Security	$ 1,477.18	$ 4,995.00	$ 6,388.95	$ 22,647.17
PK-Retirement	$ 1,211.60	$ 4,995.00	$ 6,171.84	$ 27,367.23
PK-Workmans Compensation	$ 611.11	$ 3,549.00	$ 3,939.25	$ 944.01
PK- Clothing - Boot Allowance	$ 225.00	$ 225.00	$ -	$ 225.00
PK-Operating Costs	$ 10,858.15	$ 38,217.00	$ 33,338.44	$ 16,500.00
Life Vest Shack replacement		$ -	$ -	$ 2,500.00
Waste Receptical (20)		$ -	$ -	No
City Shop lunch room furniture		$ -	$ -	$ 1,400.00
PK-Ops-Clothing	$ 978.35	$ 2,360.00	$ 2,302.53	$ 2,500.00
PK-Eagle Ridge Pk-Ops	$ 17.40	$ 1,000.00	$ -	$ 1,000.00
PK-Lundeen-Op Costs	$ 6,401.54	$ 232,959.00	$ 232,959.00	$ 13,900.00
PK-North Cove Park Ops	$ 93.05	$ 100.00	$ 1,048.24	$ 100.00
PK-Swim Beach Ops	$ -	$ -	$ -	$ -
PK - Boat Launch Expensese	$ 482.56	$ 400.00	$ 400.00	$ 400.00
PK-Fuel Costs	$ 476.19	$ 500.00	$ 518.71	$ 500.00
PK-Professional Services	$ 2,684.92	$ 1,375.00	$ 5,639.84	$ 4,625.00
PK -Professional Tree Srv	$ 21,277.15	$ 78,500.00	$ 78,500.00	$ 75,000.00
PK-Communication	$ 2,138.03	$ 2,440.00	$ 1,823.08	$ 2,440.00
Mobile Wireless Access Point- Asset Mgt		$ -	$ -	$ 800.00
PK-Travel & Meetings	$ -	$ 100.00	$ 65.05	$ 200.00
PK-Equipment Rental	$ 3,058.09	$ 3,000.00	$ 3,865.19	$ 3,000.00
PK-Insurance	$ 3,144.00	$ 3,905.00	$ 4,212.00	$ 4,610.00
PK-Utilities	$ 9,905.22	$ 11,500.00	$ 9,145.73	$ 11,500.00
North Cove Lighting		$ -	$ -	$ 500.00
PK-Storm Drainage	$ 2,431.77	$ 2,432.00	$ 2,432.00	$ 2,432.00
PK-Repair & Maintenance	$ 3,208.09	$ 6,000.00	$ 4,319.69	$ 6,000.00
PK-Lundeen-Repair & Maint	$ -	$ -	$ 630.81	$ 1,000.00
PK-Miscellaneous	$ -	$ 150.00	$ -	$ 150.00

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
PK-Staff Development	$ 20.00	$ 50.00	$ 93.33	$ 1,000.00
PK-Park Board-Miscellaneous	$ -	$ 150.00	$ 150.00	$ 150.00
PK-Capital Outlay	$ -	$ 148,000.00	$ 148,000.00	$ -
City shop & locker room Rebuild		$ -	$ -	$ 12,000.00
City shop pole building		$ -	$ -	No
Parks	**$ 104,423.79**	**$ 711,501.00**	**$ 658,420.35**	**$ 497,400.02**
LG-Professional Service	$ 128,832.11	$ 165,000.00	$ 165,358.87	$ 150,000.00
PG-Prosecutor Fees	$ 107,078.40	$ 147,000.00	$ 126,832.32	$ 147,000.00
LG-Travel & Meetings	$ 137.74	$ -	$ -	$ -
Social Worker (grant)				$ 30,000.00
LG-General Indigent Defense	$ 116,752.50	$ 175,000.00	$ 128,000.00	$ 175,000.00
Legal	**$ 352,800.75**	**$ 487,000.00**	**$ 420,191.19**	**$ 502,000.00**
CS-Visitor Center	$ -	$ 800.00	$ 800.00	$ 800.00
CS - VIC Utilities	$ -	$ 1,200.00	$ 1,200.00	$ 1,800.00
CS - VIC Professional Services		$ -	$ -	$ 2,400.00
CS-Human Services	$ -	$ -	$ -	$ 20,000.00
CS-Aging Services-Supplies	$ 13,097.68	$ 250.00	$ 308.73	$ 250.00
CS-Aging Services R&M	$ 12,910.89	$ -	$ 484.12	$ -
CS-Special Event-Equp Rent	$ 2,931.73	$ 1,500.00	$ 733.33	$ 1,500.00
CS-Library-Office & Operating	$ 700.29	$ 1,500.00	$ 1,763.24	$ 1,500.00
CS-Library-Professional Svc	$ -	$ -	$ -	$ -
CS-Library-Utilities	$ 6,145.43	$ 7,000.00	$ 5,266.80	$ 7,000.00
CS-Library Storm Drainage	$ 562.21	$ 563.00	$ 563.00	$ 563.00
CS-Library-Repair & Maint.	$ 1,584.31	$ 4,500.00	$ 4,500.00	$ 1,000.00
Library Exterior Lighting		$ -	$ -	$ 5,000.00
CS-Arts Commission	$ 5,756.26	$ 5,074.00	$ 7,000.78	$ 4,500.00
CS-Community Activity-Aquafest	$ 2,611.69	$ 3,500.00	$ 3,500.00	$ 3,500.00
CS-Historical-Communications	$ 161.78	$ 288.00	$ 164.12	$ 288.00
CS-Historical-Utilities	$ 506.23	$ 830.00	$ 162.17	$ 830.00
CS-Community Center-Ops	$ 1,996.21	$ 1,900.00	$ 9,303.96	$ 1,900.00
CS-Community Center - Cleaning	$ 1,380.00	$ 1,200.00	$ 1,699.63	$ 1,200.00
CS-Comminity Center - Comm	$ 161.76	$ 172.00	$ 164.09	$ 172.00
CS-Community Center-Utilities	$ 5,669.77	$ 6,000.00	$ 3,886.84	$ 6,000.00
CS-Community Center - R & M	$ 470.58	$ 17,500.00	$ 17,500.00	$ 1,000.00
CS-Grimm House Expenses	$ 14,523.15	$ 600.00	$ 162.23	$ 600.00
CS-Library - Capital Outlay	$ -	$ -	$ -	$ -
Library ADA Front Door Replacement		$ -	$ -	No
Community	**$ 71,169.97**	**$ 54,377.00**	**$ 59,163.05**	**$ 61,803.00**
GG-Advisory Srv-Lobbying-Hwy9	$ -	$ -		$ -
GG-Advisory Srv - Lobbying	$ 61,308.25	$ 63,860.00	$ 63,860.00	$ 63,860.00
GG-Municipal Court Fees	$ 79,352.60	$ 100,000.00	$ 99,903.96	$ 100,000.00
GG-Operating	$ 13,086.78	$ 17,400.00	$ 11,314.24	$ 17,400.00
GG-Fuel	$ 95.36	$ 200.00	$ 101.84	$ 200.00
GG-Professional Service	$ 35,593.17	$ 28,550.00	$ 30,613.29	$ 20,000.00
GG-Communication	$ 3,293.35	$ 4,000.00	$ 3,713.95	$ 4,000.00
GG-Equipment Rental	$ 1,536.35	$ 1,625.00	$ 1,367.07	$ 1,625.00
GG-Insurance	$ 3,880.00	$ 70,546.00	$ 70,615.00	$ 103,891.00
GG-Utilities	$ 15,884.68	$ 20,000.00	$ 14,667.36	$ 20,000.00
GG-Storm Drainage	$ 3,197.20	$ 3,198.00	$ 2,131.47	$ 3,198.00
GG-Repair & Maintenance	$ 5,942.05	$ 55,000.00	$ 55,000.00	$ 5,000.00
GG-Miscellaneous	$ 693.98	$ 1,600.00	$ 3,069.33	$ 2,000.00
GG-Salaries Regular	$ 20,202.59	$ 29,415.00	$ 23,234.33	$ 68,933.00
GG-Salaries Overtime	$ 344.45	$ 1,500.00	$ 606.79	$ 1,500.00
GG-Benefits	$ 5,544.13	$ 8,813.00	$ 5,736.64	$ 16,391.66
GG-Social Security	$ 1,145.34	$ 2,435.00	$ 1,201.35	$ 8,551.87
GG-Retirement	$ 1,574.40	$ 2,435.00	$ 1,775.88	$ 10,334.23
GG-Workers Compensation	$ 222.98	$ 244.00	$ 263.77	$ 356.47
GG-Advertising	$ 1,859.85	$ 600.00	$ 2,718.24	$ 2,000.00
GG-PRR - Print-Copy	$ 55.82	$ 100.00	$ -	$ 100.00
GG-PSRC	$ 8,726.00	$ 9,000.00	$ 9,000.00	$ 9,157.00
GG-Chamber of Commerce	$ -	$ 9,000.00	$ 9,000.00	$ 18,150.00
GG-Economic Alliance	$ 3,000.00	$ 3,000.00	$ 3,000.00	$ 3,000.00
GG-Visitor Center	$ 800.00	$ 800.00	$ 800.00	$ 800.00
GG-AWC	$ 20,027.00	$ 20,734.00	$ 20,734.00	$ 21,561.00
GG-SnoCo Tomorrow	$ 5,201.00	$ 5,400.00	$ 5,345.00	$ 5,400.00
GG-Excise Tax	$ 2,894.59	$ 2,500.00	$ 3,348.27	$ 3,000.00
GG-WA Aerospace Partnership	$ -	$ 1,000.00	$ 1,000.00	$ 1,000.00
GG - Small Business Dev Center	$ -	$ 3,000.00	$ 3,000.00	$ 3,000.00
GG - Snohomish Health District				$ 30,000.00
GG-Protectective Insp Enforce	$ -	$ 1,000.00	$ -	$ 1,000.00
GG-Emergency	$ 33,670.00	$ 35,000.00	$ 34,437.00	$ 35,000.00
GG-Pollution Earthday Supplies	$ -	$ -	$ 378.65	$ -
GG-Air Pollution	$ 16,441.00	$ 19,500.00	$ 19,158.00	$ 19,634.00
GG-Liquor Tax to SnoCo	$ 6,707.98	$ 6,500.00	$ 7,884.20	$ 8,000.00
GG-Refunds	$ -	$ 500.00	$ -	$ 500.00
GG - Lundeen House Capital	$ -	$ 80,000.00	$ 80,000.00	$ -
GG - City Hall Demo/Temp CH Design/Construction	$ -	$ 440,000.00	$ 440,000.00	$ -
GG - City Hall - LT Lease Prin	$ -	$ -	$ -	$ -
GG - Property Purch - LE	$ -	$ 2,461,824.00	$ 2,461,824.00	$ -
LSAL Property Purchase (swap)				$ 3,590,000.00
City Hall - Temporary Facility				$ 782,608.70
GG-Contrib Police Capital Fund	$ 200,000.00	$ 235,000.00	$ 235,000.00	$ 188,000.00
GG-Contrib to Unemployment	$ -	$ -	$ -	$ -

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
GG-Contrib to Treas Trust	$ -	$ -	$ -	$ -
GG-Contrib to Computer Equip Replace	$ 153,000.00	$ 123,000.00	$ 123,000.00	$ 124,500.00
Transfer to PW Equp	$ 6,815.14	$ 12,225.00	$ 12,225.00	$ 167,500.00
GG-Contrib to Muni Arts Fund	$ 20,000.00	$ -	$ -	$ -
GG-Trsfr to Cum Res Fund 002	$ 799,999.99	$ 800,000.00	$ 800,000.00	$ 800,000.00
GG-Trsfr to Library Annex Fund	$ -	$ -	$ -	$ -
General Government	**$ 1,642,096.03**	**$ 4,680,504.00**	**$ 4,661,028.63**	**$ 6,261,151.92**
Expense Total	**$ 9,011,647.83**	**$ 14,665,601.00**	**$ 13,875,591.45**	**$ 16,766,100.22**
General Cash		**$ 6,717,877.00**	**$ 8,024,514.46**	**$ 6,275,985.18**
				$ -
				$ -
Contingency Reserve Cash		**$ 3,407,014.00**	**$ 3,407,014.00**	**$ 1,760,154.29**
Investment Interest	$ (4,856.58)	$ (14,400.00)	$ (14,964.29)	$ 7,500.00
Uncashed Checks	$ -	$ (100.00)	$ -	$ 100.00
Interfund Transfer In	$ (799,999.99)	$ (800,000.00)	$ (800,000.00)	$ 800,000.00
Revenue Total	**$ 804,856.57**	**$ 814,500.00**	**$ 814,964.29**	**$ 807,600.00**
Unclaimed Checks Paid	$ -	$ 8,050.00	$ -	$ 8,050.00
GR - Interfund Transfer Out	$ -	$ 2,461,824.00	$ 2,461,824.00	$ -
Expense Total	**$ -**	**$ 2,469,874.00**	**$ 2,461,824.00**	**$ 8,050.00**
Contingency Reserve Cash		**$ 1,751,640.00**	**$ 1,760,154.29**	**$ 2,559,704.29**

Description		2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget	
					$ -	
Street Cash			**$ 3,811,559.00**	**$ 3,811,559.00**	**$ 3,066,028.17**	
Real & Personal Property Tax		$ (1,181,335.79)	$ (1,211,113.00)	$ (1,211,113.00)	$ 1,257,673.00	
Transportation Benefit District					$ 217,899.00	
Other Govt Utility - Electric		$ (374,026.24)	$ (390,000.00)	$ (400,576.97)		
Other Non-Bus. ROW Permits		$ (28,528.00)	$ (20,000.00)	$ (25,349.33)	$ 20,000.00	
DHS Fed Ind 97.036 Storm		$ -	$ -	$ -	$ -	
WA State Grt - Storm		$ -	$ -	$ -	$ -	
WA TSC - School Zone		$ -	$ -	$ -	$ -	
WA TIB - Arterial Preservation		$ -	$ -	$ -	$ -	
Multimodal Transportation		$ -	$ -	$ (10,198.44)	$ 38,100.00	
MVFT - City Streets		$ (614,669.53)	$ (652,600.00)	$ (651,489.71)	$ 608,400.00	
Street - PW Services		$ (2,584.00)	$ -	$ (1,194.13)	$ -	
Street Lights - Developer Paid		$ (710.64)	$ -	$ -	$ -	
Street - PW Extra Duty Services			$ (1,500.00)	$ -	$ 1,500.00	
Street - Plan Checking Service		$ -	$ -	$ -	$ -	
Investment Interest		$ (5,646.91)	$ (13,800.00)	$ (14,178.11)	$ 10,100.00	
Street Op Special Assessment		$ (4,244.00)	$ (3,000.00)	$ (10,898.67)	$ 3,000.00	
Sale of Scrap & Junk Property		$ -	$ -	$ -	$ -	
Misc Rev. Judgment-Settlement		$ (300.00)	$ (500.00)	$ (33.33)	$ 500.00	
Miscellaneous Revenue - Other		$ -	$ -	$ -	$ -	
Miscellaneous Revenue - Other		$ -	$ (500.00)	$ (2,021.07)	$ 500.00	
Insurance Recoveries - Capital		$ (1,336.95)	$ (3,000.00)	$ (2,323.20)	$ -	
Interfund Transfer In		$ -	$ -	$ -	$ -	
Insurance Recoveries - Non Cap		$ (233.01)	$ (2,000.00)	$ (3,136.32)	$ 5,000.00	
Revenue Total		**$ 2,213,615.07**	**$ 2,298,013.00**	**$ 2,332,512.28**	**$ 2,162,672.00**	
ST-Safety Program		$ 2,100.00	$ 2,150.00	$ 1,523.96	$ 2,150.00	
ST-Salaries		$ 625,810.65	$ 635,365.00	$ 605,629.77	$ 693,184.00	
	Engineering Tech (1/2 SWM			$ -	$ 37,500.00	
	Project Coordinator (1/2 SWM)			$ -	No	
	Street Crew Worker II			$ -	No	
	Public Works Superintendent			$ -	$ 60,750.00	
ST-Overtime		$ 36,578.00	$ 32,000.00	$ 45,062.12	$ 32,960.00	
ST-Benefits		$ 159,554.29	$ 169,993.00	$ 164,373.80	$ 144,642.12	
ST-Social Security		$ 53,582.14	$ 53,470.00	$ 55,121.07	$ 75,462.81	
ST-Retirement		$ 73,226.15	$ 56,791.00	$ 80,932.57	$ 91,190.56	
ST-Workmans Compensation		$ 10,774.80	$ 9,000.00	$ 13,645.45	$ 3,145.55	
ST-Boot - Clothing Allowance		$ 3,867.50	$ 4,500.00	$ 5,413.33	$ 4,500.00	
ST-Fuel		$ 11,172.33	$ 15,000.00	$ 7,794.48	$ 15,000.00	
ST-Overlays		$ 358,530.43	$ 412,000.00	$ 412,000.00	$ 400,000.00	
ST-Advertising		$ 1,481.24	$ 3,000.00	$ 2,050.92	$ 3,000.00	
ST-Professional Service		$ 22,267.22	$ 148,000.00	$ 148,000.00	$ 24,000.00	
ST-Rentals-Leases		$ 186.15	$ 500.00	$ 702.53	$ 500.00	
ST-Repair & Maintenance		$ 47,112.35	$ 55,000.00	$ 40,038.73	$ 50,000.00	
	ST - Lundeen Pkwy Planter Strip		$ -	$ -	$ 30,000.00	
ST-Miscellaneous		$ 701.00	$ 1,000.00	$ 1,511.33	$ 1,000.00	
ST-Staff Development		$ 1,099.50	$ 150.00	$ 413.33	$ 1,600.00	
	Prof Engr License Prep		$ -	$ -	$ 1,100.00	
ST-Storm Drainage		$ 2,507.38	$ 2,455.00	$ 1,671.59	$ 2,455.00	
ST - SWM Debt Srv Chrg		$ 6,607.56	$ 6,608.00	$ 6,607.56	$ 6,608.00	
ST-Sidewalk Repair Supply		$ 64.94	$ 37,000.00	$ 37,000.00	$ 25,000.00	
	ST - Sidewalk R&M			$ -	No	
ST-Lighting - Utilities		$ 162,855.97	$ 160,000.00	$ 149,633.04	$ 160,000.00	
ST-Lighting - R&M		$ -	$ 2,000.00	$ 2,298.67	$ 2,000.00	
ST-Traffic Control - Supply		$ 56,480.94	$ 68,500.00	$ 68,500.00	$ 18,500.00	
	ST - Rumble Strips		$ -	$ -	No	
ST-Traffic Control -Utility		$ 2,566.18	$ 3,000.00	$ 2,058.11	$ 3,000.00	
ST-Traffic Control - R&M		$ 22,821.12	$ 14,000.00	$ 14,000.00	$ 14,000.00	
	ST - Thermoplastic Project		$ -	$ -	$ 125,000.00	
ST-Traf Control - Guardrail		$ 947.24	$ 3,000.00	$ -	$ 3,000.00	
ST-Traf Control - Striping				$ -	$ 50,000.00	
ST-Snow & Ice - Sply		$ -	$ 12,000.00	$ 12,000.00	$ 12,000.00	
ST-Street Cleaning		$ 10,077.59	$ 20,000.00	$ 20,000.00	$ 20,000.00	
ST-Roadside - Supply		$ -	$ 2,500.00	$ 7,908.44	$ 2,500.00	
	ST - Roadside wild flowers		$ -	$ -	$ 1,200.00	
ST - Roadside Equp Rental		$ -	$ 25,000.00	$ 25,000.00	$ -	
ST-Clothing		$ 2,469.64	$ 1,800.00	$ 2,602.35	$ 2,800.00	
ST-Roundabout Landscape		$ -	$ 4,000.00	$ 1,408.79	$ -	
ST-Prof Srv - Legal		$ 323.55	$ 5,000.00	$ -	$ 5,000.00	
ST-Software Maint & Support		$ 325.80	$ 4,300.00	$ 4,300.00	$ 7,550.00	
	ST - ProgeCAD Software		$ -	$ -	$ 1,800.00	
ST-Communications		$ 3,553.70	$ 3,860.00	$ 3,177.12	$ 3,860.00	
	ST - Mobile Wireless - Asset Mgt		$ -	$ -	$ 800.00	
ST-Travel & Meetings		$ 887.47	$ 450.00	$ 930.72	$ 1,000.00	
	ST - Conferences - Technical		$ -	$ -	$ 3,000.00	
ST-Insurance		$ 50,172.00	$ 10,367.00	$ 10,694.00	$ 5,820.00	
ST-Utilities		$ 3,205.76	$ 2,700.00	$ 2,899.00	$ 2,700.00	
ST-Facilities R&M		$ -	$ -	$ -	$ -	

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
ST-Prof Srv - Engineering	$ 32,750.05	$ 71,970.00	$ 71,970.00	$ 20,000.00
ST-Prof Srvc-GMA Traffic Plan	$ -	$ -	$ -	$ -
ST-Traf Study-20th SE	$ -	$ -	$ -	$ -
ST-Hwy 9/204 Circulation Stdy	$ -	$ -	$ -	$ -
ST-Office Supplies	$ 518.05	$ 2,250.00	$ 367.67	$ 2,250.00
ST-Operating Cost	$ 46,109.03	$ 52,867.00	$ 53,199.08	$ 35,000.00
City Shop lunch room furniture		$ -	$ -	$ 2,800.00
2010 PWTF Loan Principal Pymt	$ 633.95	$ 634.00	$ 633.95	$ 634.00
2010 PWTF Loan Int Pymt	$ 278.94	$ 286.00	$ 285.28	$ 267.00
ST-Capital Purchases	$ -	$ 450,000.00	$ 8,596.63	$ -
City Hall - Temporary Facility				$ 108,695.65
City shop & locker room Rebuild		$ -	$ -	$ 24,000.00
City shop pole building		$ -	$ -	No
ST - Capital ROW Purchase	$ -	$ 35,750.00	$ 36,296.00	$ -
ST-Sidewalk Capital Project	$ -	$ -	$ -	$ -
ST-36th Street Bridge Repair	$ -	$ -	$ 200.00	$ -
ST - Cap - Grade Road	$ 25,523.94	$ 154,500.00	$ 189,698.56	$ -
ST - South Lake Stevens Widen Shoulder		$ -	$ -	
ST-Cap Proj-Mini Roundabouts	$ -	$ -	$ -	$ -
Mini Roundabout 10th/84th			$ -	No
ST-Traffic Control-Capital	$ -	$ 80,000.00	$ 71,028.16	$ -
Pedestrian Crosswalk Solar Light Set		$ -	$ -	$ 20,000.00
Steel Roadway Plates (5)		$ -	$ -	$ 15,000.00
ST - Traffic Counters (6)		$ -	$ -	$ 32,000.00
ST-Transfer Out	$ -	$ -	$ -	$ -
ST-Street Fund-Contr Computer	$ 58,500.00	$ 12,000.00	$ 12,000.00	$ 13,500.00
ST-Transfer Out to Street Rsrv	$ -	$ -	$ -	$ -
ST-Contribution To Equip Fund	$ 83,614.69	$ 176,865.00	$ 176,865.00	$ 334,800.00
ST-Trsfr-Sidewalk CapProj Fund	$ -	$ 500,000.00	$ 500,000.00	$ 250,000.00
ST-Contrib To Unemployment	$ -	$ -	$ -	$ -
ST-Transfer Out-PWTF Loan Fund	$ -	$ -	$ -	$ -
ST-Contribution-Municipal Arts	$ -	$ -	$ -	$ -
Expense Total	**$ 1,981,839.24**	**$ 3,523,581.00**	**$ 3,078,043.11**	**$ 3,010,224.70**
Street Cash		**$ 2,585,991.00**	**$ 3,066,028.17**	**$ 2,218,475.47**
				103%
Street Reserve Cash		**$ 1,526.00**	**$ 1,526.00**	**$ 1,531.00**
Investment Interest	$ (2.37)	$ (2.00)	$ (5.00)	$ 5.00
Interfund Transfer In	$ -	$ -		$ -
Revenue Total	**$ 2.37**	**$ 2.00**	**$ 5.00**	**$ 5.00**
Transfer Out	$ -	$ -		$ -
Expense Total	**$ -**	**$ -**	**$ -**	**$ -**
Street Reserve Cash		**$ 1,528.00**	**$ 1,531.00**	**$ 1,536.00**
		.		$ -
Drug Seizure & Forfeiture Cash		**$ 35,752.00**	**$ 35,752.00**	**$ 47,078.97**
Investment Interest	$ (48.67)	$ (50.00)	$ (125.44)	$ 120.00
Confiscated & Forfeited Prop	$ (8,288.10)	$ (9,000.00)	$ (10,981.38)	$ 9,000.00
State Remittance Portion	$ (920.90)	$ (1,000.00)	$ (1,220.15)	$ 1,000.00
Revenue Total	**$ 9,257.67**	**$ 10,050.00**	**$ 12,326.97**	**$ 10,120.00**
Drug Seize - Op Supplies	$ 6,169.15	$ -	$ -	$ 40,000.00
Drug Seize - Misc Exp	$ -	$ -	$ -	$ -
Disbursement to State	$ 203.00	$ 1,000.00	$ 1,000.00	$ 1,000.00
Expense Total	**$ 6,372.15**	**$ 1,000.00**	**$ 1,000.00**	**$ 41,000.00**
Drug Seizure & Forfeiture Cash	**$ 2,885.52**	**$ 44,802.00**	**$ 47,078.97**	**$ 16,198.97**
				$ -
Municipal Arts Cash		**$ 11,349.00**	**$ 11,349.00**	**$ 11,385.41**
Investment Interest	$ (26.07)	$ (50.00)	$ (36.41)	$ 20.00
Interfund Transfer In	$ (20,000.00)	$ -		$ -
Revenue Total	**$ 20,026.07**	**$ 50.00**	**$ 36.41**	**$ 20.00**
Art - Public Art Acquisition	$ 10,000.00	$ 11,399.00	$ -	$ -
Expense Total	**$ 10,000.00**	**$ 11,399.00**	**$ -**	**$ -**
Municipal Arts Cash	**$ 10,026.07**	**$ -**	**$ 11,385.41**	**$ 11,405.41**
LTGO 2008A Bond Cash		**$ -**		**$ -**
Interfund Transfer In - SD	$ (130,946.02)	$ (132,645.00)	$ (132,645.00)	$ 134,024.77
Interfund Transfer In - REET	$ (220,456.38)	$ (220,623.00)	$ (220,723.00)	$ 220,370.66
Interfund Transfer In	$ -	$ -		$ -
Revenue Total	**$ 351,402.40**	**$ 353,268.00**	**$ 353,368.00**	**$ 354,395.43**
2008 Bond Princp Pymt - GG	$ 129,878.54	$ 134,731.00	$ 134,731.00	$ 139,592.00
2008 Bond Interest Payment	$ 90,249.20	$ 85,542.00	$ 85,542.00	$ 80,428.66
2008 Bond Fees	$ 328.64	$ 350.00	$ 450.00	$ 350.00
2008 Bond Principal - Sewer	$ 95,121.46	$ 100,269.00	$ 100,269.00	$ 105,408.43
2008 Bond Interest Payment	$ 35,824.56	$ 32,376.00	$ 32,376.00	$ 28,616.34

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Expense Total	**$ 351,402.40**	**$ 353,268.00**	**$ 353,368.00**	**$ 354,395.43**
LTGO 2008A Bond Cash	**$ -**	**$ -**		**$ -**
LTGO 2010 Bond Cash		**$ -**		**$ -**
Interfund Transfer In	$ (549,912.18)	$ (74,166.00)	$ (74,166.00)	$ 74,165.00
Revenue Total	**$ 549,912.18**	**$ 74,166.00**	**$ 74,166.00**	**$ 74,165.00**
2010B Bond Principal - Civic	$ 455,000.00	$ -	$ -	$ -
2010B Bond Interest - Civic	$ 20,748.00	$ -	$ -	$ -
2010 Bond Registration Fees	$ -	$ -	$ -	$ -
2010A Bond Principal - PW shop	$ 64,181.47	$ 67,103.00	$ 67,103.00	$ 70,156.00
2010A Bond Interest - PW Shop	$ 9,982.71	$ 7,063.00	$ 7,063.00	$ 4,009.00
Expense Total	**$ 549,912.18**	**$ 74,166.00**	**$ 74,166.00**	**$ 74,165.00**
LTGO 2010 Bond Cash	**$ -**	**$ -**		**$ -**
2015 LTGO Bond (Ref) Cash		**$ -**		**$ -**
2004 Refunding Bond Proceeds	$ (785,000.00)	$ -	$ (0.12)	$ -
Interfund Transfer In	$ (85,322.12)	$ (97,600.00)	$ (97,599.88)	$ 93,908.00
	$ 870,322.12	**$ 97,600.00**	**$ 97,600.00**	**$ 93,908.00**
2015 LTGO 2015 Princ Pmt PD	$ 84,000.00	$ 83,000.00	$ 83,000.00	$ 81,000.00
2015 LTGO Interest Pymt PD	$ 1,467.95	$ 14,300.00	$ 14,300.00	$ 12,608.00
2015 LTGO Debt Issuance Costs	$ 13,950.00	$ -	$ -	$ -
2015 LTGO Bond Fees PD	$ -	$ 300.00	$ 300.00	$ 300.00
2004 Ref Debt Escrow Princ Pmt	$ 755,000.00	$ -	$ -	$ -
2004 Ref Debt Escrow Int Pymt	$ 15,904.17	$ -	$ -	$ -
	$ 870,322.12	**$ 97,600.00**	$ 97,600.00	**$ 93,908.00**
2015 LTGO Bond (Ref) Cash	**$ -**	**$ -**	**$ -**	**$ -**
Cap Proj-Developer Contrib Cash		**$ 4,427,606.00**	**$ 4,427,606.00**	**$ 5,584,440.00**
DOT Fed Ind 20.205 LA8543	$ (103,477.92)	$ -	$ (280,420.05)	$ 626,579.95
Local Trans. Act -Impact Fees	$ -	$ -		$ -
Traffic Mitigation - GMA Cnty	$ (303,969.98)	$ (200,000.00)	$ (97,989.38)	$ 50,000.00
Traffic Mitigation - TIZ 1	$ (41,498.39)	$ (30,000.00)	$ (37,121.07)	$ 25,000.00
Traffic Mitigation - TIZ 2	$ (229,802.40)	$ -	$ (5,000.57)	$ 100,000.00
Traffic Mitigation - TIZ 3	$ (24,625.25)	$ (417,892.00)	$ (320,552.37)	$ 300,000.00
Park Mitigation - SEPA	$ (371,939.50)	$ (701,760.00)	$ (930,483.25)	$ 500,000.00
Investment Interest	$ (6,307.45)	$ (19,500.00)	$ (21,645.31)	$ 15,000.00
Tree Replacement Fee	$ (1,715.88)	$ -	$ -	$ -
WSDOT Traffic Mitigation	$ -	$ -	$ -	$ -
Interfund Transfer In	$ -	$ -	$ -	$ -
Revenue Total	**$ 1,083,336.77**	**$ 1,369,152.00**	**$ 1,693,212.00**	**$ 1,616,579.95**
Park Mitigation Funds Exp	$ -	$ 491,000.00	$ 15,000.00	$ -
Downtown Park Plan				$ 50,000.00
Frontier Heights (Youth Grant??)				$ 191,000.00
Eagle Ridge				$ 100,000.00
Cavelero Park Skate Park (local portion)				$ 250,000.00
Boat Launch Reader Board				No
Cavelero Park Basketball/Volleyball (Youth Grant - local portion)				$ 40,000.00
Lake Stevens Disc Golf Course (Youth Grant - local portion)				$ 55,000.00
Tree Mitigation Expenditures	$ -	$ 65,000.00	$ -	$ 57,500.00
Park - Cap Parking Lot	$ -	$ -		$ -
Street Op - Planning -Design - 20th St. GMA	$ 272,899.88	$ 1,327,100.00	$ 367,378.00	$ 960,000.00
Street Op- Pln&Dsg - 204-91st	$ -	$ -		$ -
TIZ 3 - 24th Street Design				$ 550,000.00
TIZ 2 - South Lake Stevens Widen Shoulder		$ -		$ 480,000.00
TIZ1 Capital Expenditures	$ -	$ 154,500.00	$ 154,000.00	$ -
Expense Total	**$ 272,899.88**	**$ 2,037,600.00**	**$ 536,378.00**	**$ 2,733,500.00**
Cap Proj-Developer Contrib Cash		**$ 3,759,158.00**	**$ 5,584,440.00**	**$ 4,467,519.95**
Real Estate Excise Tax I Cash		**$ 867,539.00**	**$ 867,539.00**	**$ 1,718,072.57**
REET 1-1st Quarter Percent	$ (718,120.34)	$ (725,000.00)	$ (1,186,248.29)	$ 600,000.00
Investment Interest	$ (1,677.16)	$ (3,900.00)	$ (5,127.28)	$ 2,500.00
Tranfser In	$ (1,640.69)	$ -	$ -	$ -
Revenue Total	**$ 721,438.19**	**$ 728,900.00**	**$ 1,191,375.57**	**$ 602,500.00**
Transfer to Police St Debt Fnd	$ 101,864.75	$ 97,600.00	$ 97,600.00	$ 93,908.00
transfer to 210 for 2008 bonds	$ 220,456.38	$ 220,623.00	$ 220,623.00	$ 220,370.66
Transfer to 212 for 2010 Bonds	$ 475,748.00	$ -	$ -	$ -
800 MHZ Capital Debt Principal	$ 15,548.59	$ 16,404.00	$ 16,404.00	$ 17,305.96
800 MHZ Capital Debt Interest	$ 7,069.41	$ 6,215.00	$ 6,215.00	$ 5,312.00
Tressle/HOV Lane (local portion)				$ 800,000.00
Expense Total	**$ 820,687.13**	**$ 340,842.00**	**$ 340,842.00**	**$ 1,136,896.62**
Real Estate Excise Tax I Cash		**$ 1,255,597.00**	**$ 1,718,072.57**	**$ 1,183,675.95**

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
				$ -
Real Estate Excise Tax II Cash		**$ 2,621,153.00**	**$ 2,621,153.00**	**$ 2,751,716.53**
REET 2- 2nd Quarter Percent	$ (714,038.57)	$ (725,000.00)	$ (1,185,868.24)	$ 600,000.00
Investment Interest	$ (3,571.71)	$ (11,000.00)	$ (11,859.29)	$ 7,000.00
Revenue Total	**$ 717,610.28**	**$ 736,000.00**	**$ 1,197,727.53**	**$ 607,000.00**
REET - O&M Overlay	$ -	$ -		$ -
Capital - SWM Drainage Improve	$ 18,175.60	$ 33,000.00	$ 33,000.00	$ -
Regional Storm Pond (1)				$ 800,000.00
Capital - Trans - Land Improve	$ -	$ 960,000.00	$ 960,000.00	$ -
79th Ave. SE Access Road				$ 1,122,000.00
91st Ave NE & Market Pl. RAB (WSDOT/TIB)				$ 235,250.00
S. Lk Stevens Rd & S. Davies RAB (WSDOT)				No
91st Ave SE & 4th RAB (TIB)				No
Callow Road Embankment				$ 450,000.00
Overlay Program				
Transfer to 212 for 2010A Bond	$ 74,164.18	$ 74,164.00	$ 74,164.00	$ 74,165.00
Expense Total	**$ 92,339.78**	**$ 1,067,164.00**	**$ 1,067,164.00**	**$ 2,681,415.00**
Real Estate Excise Tax II Cash		**$ 2,289,989.00**	**$ 2,751,716.53**	**$ 677,301.53**
				$ -
Sidewalk Capital Project Cash		**$ 417,434.00**	**$ 417,434.00**	**$ 1,009,888.11**
WA DOT		$ (483,200.00)	$ (483,200.00)	$ -
WA TIB - Sidewalk	$ (177,599.70)	$ (240,000.00)	$ (240,000.00)	$ -
Investment Interest	$ (661.66)	$ (2,800.00)	$ (3,254.11)	$ 1,500.00
Interfund Transfer In	$ -	$ (500,000.00)	$ (500,000.00)	$ 250,000.00
Revenue Total	**$ 178,261.36**	**$ 1,226,000.00**	**$ 1,226,454.11**	**$ 251,500.00**
Sidewalk Construction	$ 268,368.51	$ 974,834.00	$ 634,000.00	$ -
91st Ave. SE & 4th St. SE (safer route)				$ 19,750.00
Cedar Road (Forest Rd - 29th)				$ 160,750.00
Lundeen Pkwy (Lake - Callow)				$ 26,500.00
117th Ave NE (22nd St.- 26th St)				$ 143,000.00
Expense Total	**$ 268,368.51**	**$ 974,834.00**	**$ 634,000.00**	**$ 350,000.00**
Sidewalk Capital Project Cash		**$ 668,600.00**	**$ 1,009,888.11**	**$ 911,388.11**
				$ -
Sewer Cash		**$ 274,820.00**	**$ 274,820.00**	**$ 288,137.93**
Sewer Utility Agreement	$ (77,040.00)	$ (75,000.00)	$ (75,000.00)	$ 35,000.00
Investment Interest	$ (446.55)	$ (1,950.00)	$ (1,679.20)	$ 1,000.00
Lease LT - WWTP Property	$ -	$ -		$ -
Sewer District reimbursement	$ (1,310,289.59)	$ (1,315,876.00)	$ (1,315,876.00)	$ 1,300,781.77
Revenue Total	**$ 1,387,776.14**	**$ 1,392,826.00**	**$ 1,392,555.20**	**$ 1,336,781.77**
SE-Salaries	$ 45,840.81	$ 57,566.00	$ 46,248.65	$ 17,080.00
SE-Benefits	$ 8,351.36	$ 10,156.00	$ 8,258.45	$ 3,245.19
SE-Social Security	$ 3,195.48	$ 5,078.00	$ 3,322.01	$ 1,693.08
SE-Retirement	$ 4,495.92	$ 4,672.00	$ 4,896.88	$ 2,045.95
SE-Workmans Comp	$ 375.63	$ 406.00	$ 424.35	$ 70.57
SE-Operating Cost	$ -	$ -	$ -	$ -
SE-Professional Service	$ -	$ -	$ 210.93	$ -
SE-Travel & Meetings	$ 61.18	$ 200.00	$ -	$ 200.00
SE-Storm Drainage	$ 9,771.46	$ 10,178.00	$ 10,178.00	$ 10,178.00
PWTF 2002 - Principal	$ 85,691.18	$ 85,692.00	$ 85,692.00	$ 85,692.00
PWTF 2005 - Principal	$ 52,631.58	$ 52,632.00	$ 52,632.00	$ 52,632.00
PWTF 2006 - Principal	$ 409,539.48	$ 409,540.00	$ 409,540.00	$ 409,540.00
PWTF 2008 - Principal	$ 553,179.82	$ 553,180.00	$ 553,180.00	$ 553,180.00
PWTF 2002 - Interest	$ 3,427.65	$ 3,000.00	$ 3,000.00	$ 2,571.00
PWTF 2005 - Interest	$ 11,578.95	$ 10,527.00	$ 10,527.00	$ 9,474.00
PWTF 2006 - Interest	$ 24,572.37	$ 22,525.00	$ 22,525.00	$ 20,477.00
PWTF 2008 - Interest	$ 38,722.59	$ 35,957.00	$ 35,957.00	$ 33,191.00
SE-Trnf 2008 Debt Serv OM	$ 130,946.02	$ 132,645.00	$ 132,645.00	$ 134,024.77
SE-Tranf PWTF 205	$ -	$ -	$ -	$ -
SE-Transfer PWTF fund 207	$ -	$ -	$ -	$ -
SE-Transfer PWTF fund 208	$ -	$ -	$ -	$ -
SE-Transfer PWTF fund 209	$ -	$ -	$ -	$ -
SE-Contributtion to ES	$ -	$ -	$ -	$ -
Expense Total	**$ 1,382,381.48**	**$ 1,393,954.00**	**$ 1,379,237.27**	**$ 1,335,294.56**
Sewer Cash		**$ 273,692.00**	**$ 288,137.93**	**$ 289,625.14**
				$ -
Storm & Surface Water Cash		**$ 1,796,590.00**	**$ 1,796,590.00**	**$ 1,789,449.32**
WA DOE - Capacity G1400295	$ (47,305.20)	$ -		$ -
WA DOE Capacity G160393-4	$ -	$ (25,000.00)	$ (25,000.00)	$ -
Storm Drainage Charges	$ (1,394,038.15)	$ (1,471,196.00)	$ (1,471,196.00)	$ 1,500,619.92
SnoCo Aerator Contrib	$ (230.36)	$ (200.00)		$ 200.00
SnoCo Weed Abate Contrib.	$ (10,219.97)	$ (15,000.00)	$ (15,000.00)	$ 11,000.00
Investment Interest	$ (2,485.22)	$ (6,700.00)	$ (7,312.71)	$ 3,000.00

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Miscellaneous Revenues - Storm	$ (5,049.90)	$ -		$ -
Revenue Total	**$ 1,523,499.40**	**$ 1,518,096.00**	**$ 1,518,508.71**	**$ 1,514,819.92**
SW-Safety Program	$ 2,099.97	$ 2,150.00	$ 2,150.00	$ 2,150.00
SW-Salaries	$ 537,014.31	$ 585,382.00	$ 587,916.49	$ 586,264.00
Engineering Tech (1/2 Street)			$ -	$ 37,500.00
Project Coordinator (1/2 Street)			$ -	No
Storm Crew Worker 1			$ -	No
Storm Crew Worker 2			$ -	$ 78,600.00
Public Works Inspector			$ -	$ 54,000.00
SW-Overtime	$ 1,340.94	$ 1,300.00	$ 1,106.48	$ 2,500.00
SW-Benefits	$ 131,544.40	$ 146,749.00	$ 132,185.03	$ 124,988.79
SW-Social Security	$ 33,406.89	$ 48,067.00	$ 36,491.56	$ 65,209.26
SW-Retirement	$ 45,457.33	$ 51,879.00	$ 50,035.19	$ 78,799.99
SW-Medical Insurance	$ -	$ -	$ -	$ 2,718.15
SW-Workmans Compensation	$ 7,535.44	$ 9,000.00	$ 10,824.32	$ 2,653.00
SW Clothing-Boot Allowance	$ 3,867.50	$ 4,500.00	$ 5,413.33	$ 4,500.00
SW-Clothing	$ 2,368.18	$ 1,800.00	$ 2,602.32	$ 1,800.00
SW-Office Supplies	$ 643.51	$ 2,000.00	$ 366.28	$ 2,000.00
SW-Operating Costs	$ 23,571.08	$ 52,867.00	$ 46,401.97	$ 35,000.00
SW - City Shop Lunch Room		$ -	$ -	$ 2,800.00
SW-Fuel	$ 12,040.32	$ 15,000.00	$ 15,984.03	$ 15,000.00
SW-Small Tools	$ -	$ -	$ -	$ -
SW - Keg Floor Cleaner Jet		$ -	$ -	$ 4,200.00
SW - Warthog jet cleaning head		$ -	$ -	$ 3,500.00
SW-Professional Services	$ 11,779.18	$ 26,500.00	$ 25,000.00	$ 26,500.00
SW - Public Outreach & Education		$ -	$ -	No
SW-Milfoil Treatment	$ 42,897.00	$ 45,200.00	$ 45,200.00	$ 45,200.00
SW-Street Cleaning	$ 10,077.59	$ 20,000.00	$ 20,000.00	$ 20,000.00
SW-Software Maint & Support	$ 325.80	$ 3,575.00	$ 3,575.00	$ 10,075.00
SW - ProgeCAD software		$ -	$ -	$ 1,800.00
SW-Advertising	$ 1,338.82	$ 750.00	$ 1,175.72	$ 750.00
SW-Communications	$ 3,838.62	$ 4,000.00	$ 3,177.12	$ 4,000.00
SW - Mobile Wireless Data		$ -	$ -	$ 1,600.00
SW-Travel & Meetings	$ -	$ 300.00	$ 398.87	$ 300.00
SW-Excise Taxes	$ 20,753.24	$ 25,000.00	$ 17,286.49	$ 25,000.00
SW-Equipment Rental	$ 93.84	$ 2,500.00	$ 611.52	$ 2,500.00
SW-Insurance	$ 58,160.00	$ 7,682.00	$ 8,009.00	$ 5,820.00
SW-Utilities	$ 2,342.84	$ 2,400.00	$ 2,001.43	$ 2,400.00
SW-Drainage	$ 2,507.38	$ 2,455.00	$ 1,671.59	$ 2,455.00
SW-Repairs & Maintenance	$ 40,851.25	$ 50,000.00	$ 50,000.00	$ 50,000.00
SW-Miscellaneous	$ 151.00	$ 300.00	$ 139.33	$ 300.00
SW-Staff Development	$ 604.50	$ 700.00	$ 480.00	$ 700.00
Prof Engr Lic Preparation		$ -	$ -	$ 1,100.00
SW-Billing Fees	$ 32,605.16	$ 34,000.00	$ 30,028.21	$ 34,000.00
SW-DOE Annual Permit	$ 26,134.00	$ 36,000.00	$ 53,075.68	$ 36,000.00
SW-Water/Soil-Contract R&M Op	$ 95,513.70	$ 105,400.00	$ 105,400.00	$ 105,400.00
SW-Aerator Monitori	$ 13,135.18	$ 20,000.00	$ 12,447.43	$ 20,000.00
DOE G1400295 - Capacity Exp	$ 24,402.51	$ -	$ -	$ -
DOE EG160393-4 Capacity	$ -	$ 25,000.00	$ 25,000.00	$ -
SW-Parkway Crossing Det Pond	$ 10,700.00	$ 10,700.00	$ 10,700.00	$ 10,700.00
Capital Purchases		$ -	$ -	$ -
City Hall - Temporary Facility				$ 108,695.65
SW - JetScan Camera		$ -	$ -	$ 18,000.00
SW - City shop office & locker room		$ -	$ -	$ 24,000.00
SW - City shop pole building		$ -	$ -	No
SW-Storm Drainage - Cap Proj	$ -	$ 48,000.00	$ 48,000.00	$ -
SW-Lundeen Creek Restor	$ -	$ -	$ -	$ -
SW-Contribution Cap Equip Fund	$ 29,614.69	$ 146,865.00	$ 146,865.00	$ 334,800.00
SW-Contr Computer Equp	$ 58,500.00	$ 15,000.00	$ 15,000.00	$ 12,000.00
SW-Transfer to Aerator Equip	$ 8,930.00	$ 8,930.00	$ 8,930.00	$ 168,145.00
Expense Total	**$ 1,296,378.22**	**$ 1,561,951.00**	**$ 1,525,649.38**	**$ 2,176,423.83**
Storm & Surface Water Cash		**$ 1,752,735.00**	**$ 1,789,449.32**	**$ 1,127,845.41**
				$ -
Unemployment Cash		**$ 101,482.00**	**$ 101,482.00**	**$ 96,914.51**
Investment Interest	$ (165.79)	$ (200.00)	$ (432.51)	$ 300.00
Interfund Transfer In	$ -	$ -		$ -
Revenue Total	**$ 165.79**	**$ 200.00**	**$ 432.51**	**$ 300.00**
Payment to Claimants	$ 8,430.24	$ 30,000.00	$ 5,000.00	$ 30,000.00
Expense Total	**$ 8,430.24**	**$ 30,000.00**	**$ 5,000.00**	**$ 30,000.00**
Unemployment Cash		**$ 71,682.00**	**$ 96,914.51**	**$ 67,214.51**
				$ -
Capital Equip - Computer		**$ 234,960.00**	**$ 234,960.00**	**$ 272,251.77**
Information Srv - Shared Exp	$ (2,101.28)	$ (2,217.00)	$ (2,217.00)	$ 2,217.00
Investment Interest	$ (293.62)	$ (1,100.00)	$ (1,139.77)	$ 600.00
Sale of Scrap & Junk Property	$ (68.00)	$ -		$ -
Contributed Capital-Computer	$ (270,000.00)	$ (150,000.00)	$ (150,000.00)	$ 150,000.00
Revenue Total	**$ 272,462.90**	**$ 153,317.00**	**$ 153,356.77**	**$ 152,817.00**
Purchase Computer Equipment	$ 28,524.11	$ 32,815.00	$ 32,815.00	$ 42,000.00
License Renewal - Annual Maint	$ 16,258.31	$ 72,250.00	$ 72,250.00	$ 75,000.00
Capital - Purch Computer Equip	$ 82,978.08	$ 161,000.00	$ 11,000.00	$ 150,000.00
Expense Total	**$ 127,760.50**	**$ 266,065.00**	**$ 116,065.00**	**$ 267,000.00**
Capital Equip - Computer Cash		**$ 122,212.00**	**$ 272,251.77**	**$ 158,068.77**
				$ -

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Capital Equip - Police Cash		**$ 324,149.00**	**$ 324,149.00**	**$ 283,134.59**
Investment Interest	$ (478.50)	$ (1,200.00)	$ (1,207.57)	$ 700.00
Sale of Capital Assets	$ (4,833.03)	$ (10,000.00)	$ (4,778.01)	$ -
Insurance Recoveries - Capital	$ -	$ -	$ -	$ -
Equipment - Police - Contribut	$ (200,000.00)	$ (188,000.00)	$ (188,000.00)	$ 188,000.00
Equip - Police Boat - Contr	$ (8,000.00)	$ (8,000.00)	$ (8,000.00)	$ 8,000.00
Revenue Total	**$ 213,311.53**	**$ 207,200.00**	**$ 201,985.59**	**$ 196,700.00**
Capital Equipment	$ 151,636.20	$ 243,000.00	$ 243,000.00	$ 266,000.00
Expense Total	**$ 151,636.20**	**$ 243,000.00**	**$ 243,000.00**	**$ 266,000.00**
Capital Equip - Police Cash		**$ 288,349.00**	**$ 283,134.59**	**$ 213,834.59**
				$ -
Capital Equip - PW Cash		**$ 222,344.00**	**$ 222,344.00**	**$ 264,013.87**
Investment Interest	$ (382.23)	$ (1,225.00)	$ (1,336.77)	$ 700.00
Sale of Scrap & Junk Property	$ (10,025.15)	$ -	$ (3,770.10)	$ -
Sale of Capital Equipment	$ (18,500.00)	$ -		$ -
Interfund Transfer In	$ (120,044.52)	$ (335,955.00)	$ (335,955.00)	$ 837,500.00
Revenue Total	**$ 148,951.90**	**$ 337,180.00**	**$ 341,061.87**	**$ 838,200.00**
Purchase Of Capital Equipment	$ 202,960.90	$ 299,392.00	$ 299,392.00	$ -
Street Sweeper (replacement)		$ -		$ 300,000.00
Street Sweeper (new)				No
Crane Truck		$ -		$ 225,000.00
Fork Lift		$ -		No
Air Comp. & Jackhammer		$ -		No
5 Yard Wheel Loader		$ -		No
Flatbed Truck (replacement)		$ -		$ 85,000.00
5 Yard Dump Truck		$ -		No
ST - Flatbed Hydraulic Lift Kit		$ -		$ 5,000.00
ST - Towable Auger		$ -		$ 7,500.00
City Shop 10 ton crane system		$ -		No
Lawn Aerator		$ -		$ 10,000.00
Parks utility trailer		$ -		$ 5,000.00
SW - Stump grinder		$ -		No
Expense Total	**$ 202,960.90**	**$ 299,392.00**	**$ 299,392.00**	**$ 637,500.00**
Capital Equip - PW Cash		**$ 260,132.00**	**$ 264,013.87**	**$ 464,713.87**
				$ -
Aerator Equip Replacment Cash		**$ 119,332.00**	**$ 119,332.00**	**$ 129,871.31**
SnoCo Aerator Contrib	$ (1,070.00)	$ (1,070.00)	$ (1,070.00)	$ 1,498.00
Investment Interest	$ (184.65)	$ (175.00)	$ (189.31)	$ 500.00
Interfund Transfer In	$ (8,930.00)	$ (9,280.00)	$ (9,280.00)	$ 168,145.00
Revenue Total	**$ 10,184.65**	**$ 10,525.00**	**$ 10,539.31**	**$ 170,143.00**
Transfer Out	$ -	$ -		$ -
Aerator Equip Replacement	$ -	$ -		$ -
Aerator removal		$ -		$ 300,000.00
Expense Total	**$ -**	**$ -**	**$ -**	**$ 300,000.00**
Aerator Equip Replacment		**$ 129,857.00**	**$ 129,871.31**	**$ 14.31**
Refundable Deposits Cash		**$ 20,073.00**	**$ 20,073.00**	**$ -**
Retainage -Public Bldg Maint	$ (598.90)	$ (1,000.00)	$ (1,000.00)	$ 1,000.00
Retainage - Street Project	$ (17,926.53)	$ (50,000.00)	$ (50,000.00)	$ 50,000.00
Retainage - Other PW Project	$ -	$ (10,000.00)	$ (10,000.00)	$ 10,000.00
Revenue Total	**$ 18,525.43**	**$ 61,000.00**	**$ 61,000.00**	**$ 61,000.00**
Public Bldg Maint Retain Reimb	$ 573.90	$ 3,200.00	$ 3,200.00	$ 1,000.00
Retainage Release - Other PW	$ -	$ 10,000.00	$ 10,000.00	$ 10,000.00
Street Project Retainage Reimb	$ -	$ 67,873.00	$ 67,873.00	$ 50,000.00
Expense Total	**$ 573.90**	**$ 81,073.00**	**$ 81,073.00**	**$ 61,000.00**
Refundable Deposits Cash		**$ -**	**$ -**	**$ -**
Treasurer's Trust Cash		**$ 7,630.00**	**$ 7,630.00**	$ -
District Court	$ (98,397.93)	$ (145,000.00)	$ (145,000.00)	$ 145,000.00
Gun Permit Fees	$ (13,318.75)	$ (15,000.00)	$ (15,000.00)	$ 15,000.00
St. Bldg Permit Fee Non-Rev	$ (1,240.23)	$ (3,000.00)	$ (3,000.00)	$ 3,000.00

Description	2015 Actuals	2016 Current Budget	2016 Estimated Ending	Mayor's Preliminary Budget
Leasehold Excise Tax Receipts	$ (3,140.64)	$ (4,500.00)	$ (4,500.00)	$ 4,500.00
Violations Bureau-Local St	$ (11,012.78)	$ (25,000.00)	$ (25,000.00)	$ 25,000.00
Mandatory Ins.-Admin Cost Cnty	$ -	$ (500.00)	$ (500.00)	$ 500.00
Fire Department Fees	$ (15,028.40)	$ (7,000.00)	$ (7,000.00)	$ 7,000.00
Interfund Transfer In	$ -	$ -	$ -	$ -
Revenue Total	**$ 142,138.73**	**$ 200,000.00**	**$ 200,000.00**	**$ 200,000.00**
Vehicle License Fraud Account	$ -	$ -	$ -	$ -
Building - State Bl	$ 1,237.50	$ 2,000.00	$ 2,000.00	$ 2,000.00
Gun Permit - State Remittance	$ 6,651.00	$ 10,000.00	$ 10,000.00	$ 10,000.00
Crime Victims Compensation	$ 1,992.30	$ 3,000.00	$ 3,000.00	$ 3,000.00
Public Safety And Ed. 1986	$ 51,982.27	$ 75,786.00	$ 75,786.00	$ 68,156.00
Public Safety And Education	$ 30,754.13	$ 55,000.00	$ 55,000.00	$ 55,000.00
Judicial Information System-Ci	$ 10,277.08	$ 26,844.00	$ 26,844.00	$ 26,844.00
Gun Permit - FBI Remittance	$ 5,312.75	$ 4,000.00	$ 4,000.00	$ 4,000.00
Crime Laboratory Analysis Fee	$ -	$ 500.00	$ 500.00	$ 500.00
Trauma Care	$ 3,822.13	$ 5,000.00	$ 5,000.00	$ 5,000.00
School Zone Safety	$ 982.24	$ 1,000.00	$ 1,000.00	$ 1,000.00
Public Safety Ed #3	$ 1,390.14	$ 3,000.00	$ 3,000.00	$ 3,000.00
Auto Theft Prevention	$ 5,386.45	$ 6,000.00	$ 6,000.00	$ 6,000.00
HWY Safety Act	$ 366.85	$ 1,000.00	$ 1,000.00	$ 1,000.00
Death Inv Acct	$ 287.22	$ 1,500.00	$ 1,500.00	$ 1,500.00
WSP Highway Acct	$ 1,628.93	$ 2,000.00	$ 2,000.00	$ 2,000.00
Leasehold Excise Tax Remit	$ 2,605.78	$ 4,500.00	$ 4,500.00	$ 4,500.00
Fire Dept Fee Remittance	$ 10,415.00	$ 6,500.00	$ 6,500.00	$ 6,500.00
Expense Total	**$ 135,091.77**	**$ 207,630.00**	**$ 207,630.00**	**$ 200,000.00**
Treasurer's Trust Cash		**$ -**	**$ -**	**$ -**

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LAKE STEVENS CITY COUNCIL

STAFF REPORT

Council Agenda Date: December 13, 2016

Subject: Authorizing the establishment of the International County/City Management Association Retirement Corporation (ICMA-RC) 457 Deferred Compensation Plan

Contact Person/Department: Steve Edin/Human Resources **Budget Impact:** None.

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Approve Resolution No. 2016-22 authorizing the establishment of the International County/City Management Association (ICMA) Retirement Corporation 457 Deferred Compensation Plan and authorize the Mayor to sign the Employer Administrative Services Agreement, Guided Pathways Managed Accounts Services Agreement, and Loan Guidelines Agreement with ICMA Retirement Corporation.

SUMMARY/BACKGROUND: The establishment of deferred compensation plans such as the ICMA-RC serves the interest of the City by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction of retention of competent personnel.

The City has determined that the establishment of an additional deferred compensation plan to be administered by the ICMA Retirement Corporation serves the above objectives. Other City sponsored deferred compensation plan options include Nationwide Retirement Corporation and the Washington State Deferred Compensation program. All three programs are available to all employees. The ICMA-RC provides additional benefit opportunities such as managed account services, and loan services.

The City Attorney is currently reviewing these documents.

APPLICABLE CITY POLICIES:

BUDGET IMPACT: None

ATTACHMENTS:

- Exhibit A: Resolution No. 2016-22
- Exhibit B: Admin. Services Agreement and 457 Governmental Deferred Compensation Plan & Trust
- Exhibit C: Statement of Intent: Plan Administration – Roth Provisions
- Exhibit D: Guided Pathways: Managed Accounts Services Agreement
- Exhibit E: Loan Guidelines Agreement

CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON

RESOLUTION NO. 2016-22

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKE STEVENS, WASHINGTON AUTHORIZING THE ESTABLISHMENT OF THE INTERNATIONAL COUNTY/CITY MANAGEMENT ASSOCIATION (ICMA) RETIREMENT CORPORATION 457 DEFERRED COMPENSATION PLAN

WHEREAS, the City of Lake Stevens has employees rendering valuable services; and

WHEREAS, the establishment of a deferred compensation plan for such employees serves the interest of the City by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction of retention of competent personnel; and

WHEREAS, the City has determined that the establishment of an additional deferred compensation plan to be administered by the ICMA Retirement Corporation serves the above objectives; and

WHEREAS, the City has determined that permitting participants in the retirement plan to take loans from the Plan serves the above objectives; and

WHEREAS, the City desires that this additional deferred compensation plan be administered by the ICMA Retirement Corporation, and that some or all of the funds held under such plans be invested in the Vantage Trust, a trust established by public employers for the collective investment of funds held under their retirement and deferred compensation plans;

NOW, THEREFORE BE IT RESOLVED AS FOLLOWS:

Section 1. Effective, January 1, 2017 the Employer hereby adopts the deferred compensation plan in the form of the ICMA Retirement Corporation Deferred Compensation Plan and Trust, referred to as Appendix A.

Section 2. The City Council hereby authorizes execution of the Declaration of Trust of the Vantage Trust, attached hereto as Appendix A, and any associated amendments provided by the City, intending this execution to be operative with respect to any retirement or deferred compensation plan subsequently established by the City, provided the assets of the plan are invested in the Vantage Trust.

Section 3. The assets of the Plan shall be held in trust, with the City serving as trustee, for the exclusive benefit of the Plan participants and their beneficiaries, and the assets shall not be diverted to any other purpose.

Section 4. The City hereby agrees to serve as trustee under the Plan.

Section 5. The Human Resources Director with the concurrence of the City Administrator shall be the coordinator for this program; shall receive necessary reports, notices, etc., from the ICMA Retirement Corporation or Vantage Trust; shall cast, on behalf of the City, any required votes under Vantage Trust; Administrative duties to carry out the plan may be assigned to the appropriate departments, and is authorized to execute all necessary agreements with ICMA Retirement Corporation incidental to the administration of the Plan.

PASSED by the City Council of the City of Lake Stevens this _____ day of _____, 2016.

CITY OF LAKE STEVENS

_____
John Spencer, Mayor

ATTEST:

_____
Barbara Stevens, Finance Director/City Clerk

APPROVED AS TO FORM:

_____
Grant K. Weed, City Attorney

Dated: _____

ADMINISTRATIVE SERVICES AGREEMENT

Between

ICMA Retirement Corporation

and

City of Lake Stevens

Type: 457

Account #: 307428

Plan number 307428

ADMINISTRATIVE SERVICES AGREEMENT

This Administrative Services Agreement ("Agreement"), made as of the 13 day of Dec. , 2016 between the International City Management Association Retirement Corporation ("ICMA-RC"), a nonprofit corporation organized and existing under the laws of the State of Delaware, and the City of Lake Stevens ("Employer"), a City organized and existing under the laws of the State of Washington with an office at 1812 Main Street, P.O> Box 257, Lake Stevens, Washington 98258..

RECITALS

Employer acts as public plan sponsor of a retirement plan ("Plan"), and in that capacity, has responsibility to obtain administrative services and investment alternatives for the Plan;

VantageTrust is a group trust established and maintained in accordance with New Hampshire Revised Statutes Annotated section 391:1 and Internal Revenue Service Revenue Ruling 81-100, 1981-1 C.B. 326, which provides for the commingled investment of retirement funds held by various state and local governmental units for their employees;

ICMA-RC acts as investment adviser to VantageTrust Company, LLC, the Trustee of VantageTrust;

ICMA-RC has designed, and VantageTrust offers, a series of separate funds (the "Funds") for the investment of plan assets as referenced in VantageTrust's principal disclosure document, "Making Sound Investment Decisions: A Retirement Investment Guide" and the accompanying VantageTrust Fund Fees and Expenses document ("Retirement Investment Guide");

The Funds are available only to public employers and only through VantageTrust and ICMA-RC; and

In addition to serving as investment adviser to VantageTrust, ICMA-RC provides a range of services to public employers for the operation of employee retirement plans including, but not limited to, communications concerning investment alternatives, account maintenance, account recordkeeping, investment and tax reporting, transaction processing, benefit disbursement, and asset management.

Plan number 307428

AGREEMENTS

1. Appointment of ICMA-RC

Employer hereby appoints ICMA-RC as Administrator of the Plan to perform all nondiscretionary functions necessary for the administration of the Plan. The functions to be performed by ICMA-RC shall be those set forth in Exhibit A to this Agreement.

2. Adoption of Trust

Employer has adopted the Declaration of Trust of VantageTrust Company and agrees to the commingled investment of assets of the Plan within VantageTrust. Employer agrees that the investment, management, and distribution of amounts deposited in VantageTrust shall be subject to the Declaration of Trust, as it may be amended from time to time and shall also be subject to terms and conditions set forth in disclosure documents (such as the Retirement Investment Guide or Employer Bulletins) as those terms and conditions may be adjusted from time to time.

3. Employer Duty to Furnish Information

Employer agrees to furnish to ICMA-RC on a timely basis such information as is necessary for ICMA-RC to carry out its responsibilities as Administrator of the Plan, including information needed to allocate individual participant accounts to Funds in VantageTrust, and information as to the employment status of participants, and participant ages, addresses, and other identifying information (including tax identification numbers). Employer also agrees that it will notify ICMA-RC in a timely manner regarding changes in staff as it relates to various roles. This is to be completed through the online EZLink employer contact options. ICMA-RC shall be entitled to rely upon the accuracy of any information that is furnished to it by a responsible official of the Employer or any information relating to an individual participant or beneficiary that is furnished by such participant or beneficiary, and ICMA-RC shall not be responsible for any error arising from its reliance on such information. ICMA-RC will provide reports, statements and account information to the Employer through EZLink, the online plan administrative tool.

Employer is required to send in contributions through EZLink, the online plan administration tool provided by ICMA-RC. Alternative electronic methods may be allowed, but must be approved by ICMA-RC for use. Contributions may not be sent through paper submittal documents.

To the extent Employer selects third-party funds that do not have fund profile information provided to ICMA-RC through our electronic data feeds from external sources (such as Morningstar) or third party fund providers, the Employer is responsible for providing to ICMA-RC timely fund investment updates for disclosure to Plan participants. Such updates may be provided to ICMA-RC through the Employer's investment consultant or other designated representative.

Failure to provide timely fund profile update information, including the source of the information, may result in a lack of fund information for participants, as ICMA-RC will remove outdated fund profile information from the systems that provide fund information to Plan participants.

4. Certain Representations and Warranties

ICMA-RC represents and warrants to Employer that:

(a) ICMA-RC is a non-profit corporation with full power and authority to enter into this Agreement and to perform its obligations under this Agreement. The ability of ICMA-RC to serve as investment adviser to VantageTrust is dependent upon the continued willingness of VantageTrust for ICMA-RC to serve in that capacity.

(b) ICMA-RC is an investment adviser registered as such with the U.S. Securities and Exchange Commission under the Investment Advisers Act of 1940, as amended.

(c) ICMA-RC shall maintain and administer the Plan in accordance with the requirements for eligible deferred compensation plans under Section 457 of the Internal Revenue Code and other applicable federal law; provided, however, that ICMA-RC shall not be responsible for the eligible status of the Plan in the event that the Employer directs ICMA-RC to administer the Plan or disburse assets in a manner inconsistent with the requirements of Section 457 or otherwise causes the Plan not to be carried out in accordance with its terms. Further, in the event that the Employer uses its own customized plan document, ICMA-RC shall not be responsible for the eligible status of the Plan to the extent affected by terms in the Employer's plan document that differ from those in ICMA-RC's standard plan document. ICMA-RC shall not be responsible for monitoring state or local law or for administering the Plan in compliance with local or state requirements unless Employer notifies ICMA-RC of any such local or state requirements.

Employer represents and warrants to ICMA-RC that:

(d) Employer is organized in the form and manner recited in the opening paragraph of this Agreement with full power and authority to enter into and perform its obligations under this Agreement and to act for the Plan and participants in the manner contemplated in this Agreement. Execution, delivery, and performance of this Agreement will not conflict with any law, rule, regulation or contract by which the Employer is bound or to which it is a party.

(e) Employer understands and agrees that ICMA-RC's sole function under this Agreement is to act as recordkeeper and to provide administrative,

investment or other services at the direction of Plan participants, the Employer, its agents or designees in accordance with the terms of this Agreement. Under the terms of this Agreement, ICMA-RC does not render investment advice, is not the Plan Administrator or Plan Sponsor as those terms are defined under applicable federal, state, or local law, and does not provide legal, tax or accounting advice with respect to the creation, adoption or operation of the Plan and its related trust. ICMA-RC does not perform any service under this Agreement that might cause ICMA-RC to be treated as a "fiduciary" of the Plan under applicable law, except, and only, to the extent that ICMA-RC provides investment advisory services to individual participants enrolled in Guided Pathways.

(f) Employer acknowledges and agrees that ICMA-RC does not assume any responsibility with respect to the selection or retention of the Plan's investment options. Employer shall have exclusive responsibility for the Plan's investment options, including the selection of the applicable mutual fund share class. Where applicable, Employer understands that the VT Retirement IncomeAdvantage Fund is an investment option for the Plan and that the fund invests in a separate account available through a group variable annuity contract. By entering into this Agreement, Employer acknowledges that it has received the Important Considerations document and the Retirement Investment Guide and that it has read the information therein concerning the VT Retirement IncomeAdvantage Fund.

(g) Employer acknowledges that certain such services to be performed by ICMA-RC under this Agreement may be performed by an affiliate or agent of ICMA-RC pursuant to one or more other contractual arrangements or relationships, and that ICMA-RC reserves the right to change vendors with which it has contracted to provide services in connection with this Agreement without prior notice to Employer.

(h) Employer acknowledges that it has received ICMA-RC's Fee Disclosure Statement, prepared in substantial conformance with ERISA regulations regarding the disclosure of fees to plan sponsors.

(i) Employer approves the use of its Plan in ICMA-RC external media, publications and materials. Examples include press releases announcements and inclusion of the general plan information in request for proposal responses.

5. Participation in Certain Proceedings

The Employer hereby authorizes ICMA-RC to act as agent, to appear on its behalf, and to join the Employer as a necessary party in all legal proceedings involving the garnishment of benefits or the transfer of benefits pursuant to the divorce or separation of participants in the Plan. Unless Employer notifies ICMA-RC otherwise, Employer consents to the

disbursement by ICMA-RC of benefits that have been garnished or transferred to a former spouse, current spouse, or child pursuant to a domestic relations order or child support order.

6. Compensation and Payment

(a) Plan Administration Fee. The amount to be paid for plan administration services under this Agreement shall be 0.55% per annum of the amount of Plan assets invested in VantageTrust. Such fee shall be computed based on average daily net Plan assets in VantageTrust.

(b) **Compensation for Management Services to VantageTrust, Compensation for Advisory and other Services to the VT III Vantagepoint Funds and Payments from Third-Party Mutual Funds.** Employer acknowledges that, in addition to amounts payable under this Agreement, ICMA-RC receives fees from VantageTrust for investment advisory services and plan and participant services furnished to VantageTrust. Employer further acknowledges that ICMA-RC, including certain of its wholly owned subsidiaries, receives compensation for advisory and other services furnished to the VT III Vantagepoint Funds, which serve as the underlying portfolios of a number of Funds offered through VantageTrust. For a VantageTrust Fund that invests substantially all of its assets in a third-party mutual fund not affiliated with ICMA-RC, ICMA-RC or its wholly owned subsidiary receives payments from the third-party mutual fund families or their service providers in the form of 12b-1 fees, service fees, compensation for sub-accounting and other services provided based on assets in the underlying third-party mutual fund. These fees are described in the Retirement Investment Guide and ICMA-RC's fee disclosure statement. In addition, to the extent that third party mutual funds are included in the investment line-up for the Plan, ICMA-RC receives administrative fees from its third party mutual fund settlement and clearing agent for providing administrative and other services based on assets invested in third party mutual funds; such administrative fees come from payments made by third party mutual funds to the settlement and clearing agent.

(c) **Redemption Fees**. Redemption fees imposed by outside mutual funds in which Plan assets are invested are collected and paid to the mutual fund by ICMA-RC. ICMA-RC remits 100% of redemption fees back to the specific mutual fund to which redemption fees apply. These redemption fees and the individual mutual fund's policy with respect to redemption fees are specified in the prospectus for the individual mutual fund and referenced in the Retirement Investment Guide.

(d) **Payment Procedures**. All payments to ICMA-RC pursuant to this Section 6 shall be made from Plan assets held by VantageTrust or received from third-party mutual funds or their service providers in connection with Plan

assets invested in such third-party mutual funds, to the extent not paid by the Employer. The amount of Plan assets administered by ICMA-RC shall be adjusted as required to reflect any such payments as are made from the Plan. In the event that the Employer agrees to pay amounts owed pursuant to this Section 6 directly, any amounts unpaid and outstanding after 30 days of invoice to the Employer shall be withdrawn from Plan assets.

The compensation and payment set forth in this Section 6 are contingent upon the Employer's use of ICMA-RC's EZLink system for contribution processing and submitting contribution funds by ACH or wire transfer on a consistent basis over the term of this Agreement.

7. Contribution Remittance

Employer understands that amounts invested through VantageTrust are to be remitted directly to VantageTrust in accordance with instructions provided to Employer by ICMA-RC and are not to be remitted to ICMA-RC. In the event that any check or wire transfer is incorrectly labeled or transferred to ICMA-RC, ICMA-RC may return it to Employer with proper instructions.

8. Indemnification

ICMA-RC shall not be responsible for any acts or omissions of any person with respect to the Plan or its related trust, other than ICMA-RC in connection with the administration or operation of the Plan. Employer shall indemnify ICMA-RC against, and hold ICMA-RC harmless from, any and all loss, damage, penalty, liability, cost, and expense, including without limitation, reasonable attorney's fees, that may be incurred by, imposed upon, or asserted against ICMA-RC by reason of any claim, regulatory proceeding, or litigation arising from any act done or omitted to be done by any individual or person with respect to the Plan or its related trust, excepting only any and all loss, damage, penalty, liability, cost or expense resulting from ICMA-RC's negligence, bad faith, or willful misconduct.

9. Term

This Agreement shall be in effect and commence on the date all parties have signed and executed this Agreement ("Inception Date"). This Agreement may be terminated without penalty by either party on sixty days advance notice in writing to the other; provided however, that the Employer understands and acknowledges that, in the event the Employer terminates this Agreement (or replaces the VT PLUS Fund as an investment option in its investment line-up), ICMA-RC retains full discretion to release Plan assets invested in the VT PLUS Fund in an orderly manner over a period of up to 12 months from the date ICMA-RC receives written notification from the Employer that it has made a final and binding selection of a replacement for ICMA-RC as administrator of the Plan (or a replacement investment option for the VT PLUS Fund).

Plan number 307428

10. Amendments and Adjustments

(a) This Agreement may be amended by written instrument signed by the parties.

(b) ICMA-RC may amend this agreement by providing 60 days' advance written notice to the Employer prior to the effective date of such proposed amendment. Such amendment shall become effective unless, within the 60-day notice period, the Employer notifies ICMA-RC in writing that it objects to such amendment.

(c) The parties agree that enhancements may be made to administrative and operations services under this Agreement. The Employer will be notified of enhancements through the Employer Bulletin, quarterly statements, electronic messages or special mailings. Likewise, if there are any reductions in fees, these will be announced through the Employer Bulletin, quarterly statement, electronic messages or special mailing.

11. Notices

All notices required to be delivered under this Agreement shall be in writing and shall be delivered, mailed, e-mailed or faxed to the location of the relevant party set forth below or to such other address or to the attention of such other persons as such party may hereafter specify by notice to the other party.

ICMA-RC: Legal Department, ICMA Retirement Corporation, 777 North Capitol Street, N.E., Suite 600, Washington, D.C., 20002-4240
Facsimile; (202) 962-4601

Employer: at the office set forth in the first paragraph hereof, or to any other address, facsimile number or e-mail address designated by the Employer to receive the same by written notice similarly given.

Each such notice, request or other communication shall be effective: (i) if given by facsimile, when transmitted to the applicable facsimile number and there is appropriate confirmation of receipt; (ii) if given by mail or e-mail, upon transmission to the designated address with no indication that such address is invalid or incorrect; or (iii) if given by any other means, when actually delivered at the aforesaid address.

12. Complete Agreement

This Agreement shall constitute the complete and full understanding and sole agreement between ICMA-RC and Employer relating to the object of this Agreement and correctly sets forth the complete rights, duties and obligations of each party to the other as of its date. This Agreement supersedes all written and oral agreements, communications or negotiations among the parties. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect.

Plan number 307428

13. Titles

The headings of Sections of this Agreement and the headings for each of the attached schedules are for convenience only and do not define or limit the contents thereof.

14. Incorporation of Schedules

All Schedules (and any subsequent amendments thereto), attached hereto, and referenced herein, are hereby incorporated within this Agreement as if set forth fully herein.

15. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Washington applicable to contracts made in that jurisdiction without reference to its conflicts of laws provisions.

In Witness Whereof, the parties hereto certify that they have read and understand this Agreement and all Schedules attached hereto and have caused this Agreement to be executed by their duly authorized officers as of the Inception Date first above written.

CITY OF LAKE STEVENS

By _____
Signature/Date

By _____
Name and Title (Please Print)

INTERNATIONAL CITY MANAGEMENT
ASSOCIATION RETIREMENT CORPORATION

By _____
Erica McFarquhar
Assistant Secretary

Please return an executed copy of the Agreement either:

(a) Electronically to PlanAdoptionServices@icmarc.org, or

(b) In paper form to ICMA-RC
ATTN: PLAN ADOPTION SERVICES
777 North Capitol Street NE
Suite 600
Washington DC 20002-4240

Plan number 307428

Exhibit A

Administrative Services

The administrative services to be performed by ICMA-RC under this Agreement shall be as follows:

(a) Participant enrollment services, including providing a welcome package and enrollment kit containing instructions and notices necessary to implement the Plan's administration. Employees will enroll online or through a paper form. ICMA-RC will provide an enrollment link through the general ICMA-RC web site. Employer will also make available the online enrollment link in their Intranet site or via email to new employees. Employer can also enroll employees through EZLink.

(b) Establishment of participant accounts for each employee participating in the Plan for whom ICMA-RC receives appropriate enrollment instructions. ICMA-RC is not responsible for determining if such Plan participants are eligible under the terms of the Plan.

(c) Allocation in accordance with participant directions received in good order of individual participant accounts to investment funds offered under the Plan.

(d) Maintenance of individual accounts for participants reflecting amounts deferred, income, gain or loss credited, and amounts distributed as benefits.

(e) Maintenance of records for all participants for whom participant accounts have been established. These files shall include enrollment instructions (provided to ICMA-RC through Account Access or EZLink), beneficiary designation instructions and all other and documents concerning each participant's account.

(f) Provision of periodic reports to the Employer through EZLink. Participants will have access to account information through Investor Services, Voice Response System, Account Access and through quarterly statements that can be delivered electronically through Account Access or by postal service.

(g) Communication to participants of information regarding their rights and elections under the Plan.

(h) Making available Investor Services Representatives through a toll-free telephone number from 8:30 a.m. to 9:00 p.m. Eastern Time, Monday through Friday (excluding holidays and days on which the securities markets or ICMA-RC are closed for business (including emergency closings), to assist participants.

(i) Making available access to ICMA-RC's web site, to allow participants to access certain account information and initiate plan transactions at any

time. Account access is normally available 24 hours a day, seven days a week except during scheduled maintenance periods designed to ensure high-quality performance. The scheduled maintenance window is outlined at https://harper1.icmarc.org/login.jsp

(j) Distribution of benefits as agent for the Employer in accordance with terms of the Plan. Participants who have separated from service can request distributions through Account Access or via form.

(k) Upon approval by the Employer that a domestic relations order is an acceptable qualified domestic relations order under the terms of the Plan, ICMA-RC will establish a separate account record for the alternate payee and provide for the investment and distribution of assets held there under.

(l) Loans may be made available on the terms specified in the Loan Guidelines, if loans are adopted by the Employer. Participants can request loans through Investor Services or Account Access.

(m) Guided Pathways – Participant Advice and Guidance may be made available through a third party vendor on the terms specified on ICMA-RC's website.

(n) ICMA-RC will determine appropriate delivery method (electronic and/or print) for plan sponsor/participant communications and education based on a number of factors (audience, effectiveness, etc.).

ICMARC
Building Retirement Security

ICMA RETIREMENT CORPORATION
GOVERNMENTAL 457 DEFERRED COMPENSATION
PLAN & TRUST AMENDMENT FOR
THE HEROES EARNINGS ASSISTANCE AND RELIEF TAX ACT OF 2008

Pursuant to Section XII of the ICMA Retirement Corporation 457 Governmental Deferred Compensation Plan & Trust (the "Plan") to add a new Appendix B as follows, effective as provided therein.

Appendix B

ARTICLE I
PREAMBLE

1.01 Applicability. This Appendix memorializes the operation of the Plan in accordance with the Heroes Earnings Assistance and Relief Tax Act.

1.02 Superseding of Inconsistent Provisions. This Appendix supersedes the provisions of the Plan and Adoption Agreement to the extent those provisions are inconsistent with the provisions of this Appendix.

1.03 Construction. Except as otherwise provided herein, any reference to "Section" in this Appendix refers only to sections within this Appendix and is not a reference to the Plan. The Article and Section numbering in this Appendix is solely for purposes of this Appendix and does not relate to any Plan article, section, or other numbering designations.

ARTICLE II
ACCRUAL OF ADDITIONAL BENEFITS

2.01 Death Benefits with Respect to Qualified Military Service. In the case of a Participant who dies on or after January 1, 2007 while performing qualified military service (as defined in Code section 414(u)) with respect to the Employer, his/her Beneficiary shall have a Nonforfeitable Interest in all employer contributions to the Participant to the extent that he/she would have had had the Participant resumed and then terminated employment on account of death.

2.02 Benefit Accruals with Respect to Qualified Military Service. Notwithstanding any provision of the Plan to the contrary, effective as elected by the Employer but no earlier than January 1, 2007, if the Employer so elects, Participants who die or become Disabled while

performing qualified military service (as defined in Code section 414(u)) with respect to the Employer shall receive Plan contributions as permitted under Code section 414(u)(9).

2.03 Benefit Accruals with Respect to Differential Wage Payments. If the Employer so elects, effective as elected by the Employer but no earlier than January 1, 2009, Plan contributions shall be made based on differential wage payments (as such term is defined in Code section 3401(h)(2)).

2.04 Deemed Severance from Employment.

(a) Unless otherwise elected by the Employer, effective January 1, 2009, a Participant shall be deemed to have a severance from employment solely for purposes of eligibility to receive distributions from the Plan during any period the individual is performing service in the uniformed services (as defined in chapter 43 of title 38, United States Code) for more than 30 days.

(b) If a Participant receives a distribution pursuant to subsection (a), then the Participant shall not be permitted to defer compensation during the six-month period beginning on the date of the distribution.

(c) If a Participant receives a distribution which could be attributable to:

(i) a deemed severance from employment described in subsection (a); or

(ii) another distribution event under the Plan,

then the distribution shall be considered made pursuant to the distribution event referenced in paragraph (ii), and the Participant shall not be subject to the limitation on Deferred Compensation as set forth in subsection (b).

457 Governmental Deferred Compensation Plan & Trust

ICMA RC

Building Retirement Security

DEFERRED COMPENSATION PLAN AND TRUST

As Amended and Restated Effective January 1, 2006

Article I. Purpose

The Employer hereby establishes and maintains the Employer's Deferred Compensation Plan and Trust, hereafter referred to as the "Plan." The Plan consists of the provisions set forth in this document.

The primary purpose of this Plan is to provide retirement income and other deferred benefits to the Employees of the Employer and the Employees' Beneficiaries in accordance with the provisions of Section 457 of the Internal Revenue Code of 1986, as amended (the "Code").

This Plan shall be an agreement solely between the Employer and participating Employees. The Plan and Trust forming a part hereof are established and shall be maintained for the exclusive benefit of Participants and their Beneficiaries. No part of the corpus or income of the Trust shall revert to the Employer or be used for or diverted to purposes other than the exclusive benefit of Participants and their Beneficiaries.

Article II. Definitions

2.01 **Account**. The bookkeeping account maintained for each Participant reflecting the cumulative amount of the Participant's Deferred Compensation, including any income, gains, losses, or increases or decreases in market value attributable to the Employer's investment of the Participant's Deferred Compensation, and further reflecting any distributions to the Participant or the Participant's Beneficiary and any fees or expenses charged against such Participant's Deferred Compensation.

2.02 **Accounting Date**. Each business day that the New York Stock Exchange is open for trading, as provided in Section 6.06 for valuing the Trust's assets.

2.03 **Administrator**. The person or persons named in writing to carry out certain nondiscretionary administrative functions under the Plan, as hereinafter described. The Employer may remove any person as Administrator upon 75 days' advance notice in writing to such person, in which case the Employer shall name another person or persons to act as Administrator. The Administrator may resign upon 75 days' advance notice in writing to the Employer, in which case the Employer shall name another person or persons to act as Administrator.

2.04 **Automatic Distribution Date**. April 1 of the calendar year after the Plan Year the Participant attains age 70½ or, if later, has a Severance Event.

2.05 **Beneficiary**. The person or persons designated by the Participant in his or her Joinder Agreement who shall receive any benefits payable hereunder in the event of the Participant's death. In the event that the Participant names two or more Beneficiaries, each Beneficiary shall be entitled to equal shares of the benefits payable at the Participant's death, unless otherwise provided in the Participant's Joinder Agreement. If no beneficiary is designated in the Joinder Agreement, if the Designated Beneficiary predeceases the Participant, or if the designated Beneficiary does not survive the Participant for a period of fifteen (15) days, then the estate of the Participant shall be the Beneficiary. If a married Participant resides in a community or marital property state, the Participant shall be responsible for obtaining appropriate consent of his or her spouse in the event the Participant designates someone other than his or her spouse as Beneficiary. The preceding sentence shall not apply with respect to a Deemed IRA under Article IX.

2.06 **Deemed IRA**. A separate account or annuity established under the Plan that complies with the requirements of Section 408(q) of the Code, the Income Tax Regulations thereunder, and any other IRS guidance.

2.07 Deferred Compensation. The amount of Includible Compensation otherwise payable to the Participant which the Participant and the Employer mutually agree to defer hereunder, any amount credited to a Participant's Account by reason of a transfer under Section 6.09 or 6.10, a rollover under Section 6.11, or any other amount which the Employer agrees to credit to a Participant's Account.

2.08 Dollar Limitation. The applicable dollar amount within the meaning of Section 457(b)(2)(A) of the Code, as adjusted for the cost-of-living in accordance with Section 457(e)(15) of the Code.

2.09 Employee. Any individual who provides services for the Employer, whether as an employee of the Employer or as an independent contractor, and who has been designated by the Employer as eligible to participate in the Plan.

2.10 Employer. City of Lake Stevens, which is a political subdivision, agency or instrumentality of the [State/Commonwealth] of Washington, described in Section 457(e)(1)(A) of the Code.

2.11 457 Catch-Up Dollar Limitation. Twice the Dollar Limitation.

2.12 Includible Compensation. Includible Compensation of a Participant means "compensation," as defined in Section 415(c)(3) of the Code, for services performed for the Employer. Includible Compensation shall be determined without regard to any community property laws. For purposes of a Participant's Joinder Agreement only and not for purposes of the limitations in Article V, Includible Compensation shall include pre-tax contributions (excluding direct employer contributions) to an integral part trust of the employer providing retiree health care benefits.

2.13 Joinder Agreement. An agreement entered into between an Employee and the Employer, including any amendments or modifications thereof. Such agreement shall fix the amount of Deferred Compensation, specify a preference among the investment alternatives designated by the Employer, designate the Employee's Beneficiary or Beneficiaries, and incorporate the terms, conditions, and provisions of the Plan by reference.

2.14 Normal Limitation. The maximum amount of Deferred Compensation for any Participant for any taxable year (other than amounts referred to in Sections 6.09, 6.10, and 6.11).

2.15 Normal Retirement Age. Age 70½, unless the Participant has elected an alternate Normal Retirement Age by written instrument delivered to the Administrator prior to a Severance Event. A Participant's Normal Retirement Age determines the period during which a Participant may utilize the 457 Catch-Up Dollar Limitation of Section 5.02(b) hereunder. Once a Participant has to any extent utilized the catch-up limitation of Section 5.02(b), his Normal Retirement Age may not be changed.

A Participant's alternate Normal Retirement Age may not be earlier than the earliest date that the Participant will become eligible to retire and receive immediate, unreduced retirement benefits under the Employer's basic defined benefit retirement plan covering the Participant (or a money purchase pension plan in which the Participant also participates if the Participant is not eligible to participate in a defined benefit plan), and may not be later than the date the Participant will attain age 70½. If the Participant will not become eligible to receive benefits under a basic defined benefit retirement plan (or money purchase pension plan, if applicable) maintained by the Employer, the Participant's alternate Normal Retirement Age may not be earlier than 65 and may not be later than age 70½. In no event may a Participant's normal retirement age be different than the normal retirement age under the Employer's other 457(b) plans, if any.

In the event the Plan has Participants that include qualified police or firefighters (as defined under Section 415(b)(2)(H)(ii)(I) of the Code), a normal retirement age may be designated for such qualified police or firefighters that is not earlier than age 40 or later than age 70½. Alternatively, qualified police or firefighters may be permitted to designate a normal retirement age that is between age 40 and age 70½.

2.16 **Participant**. Any Employee who has joined the Plan pursuant to the requirements of Article IV. For purposes of section 6.11 of the Plan, the term Participant includes an employee or former Employee of the Employer who has not yet received all of the payments of benefits to which he/she is entitled under the Plan.

2.17 **Percentage Limitation**. 100 percent of the participant's Includible Compensation available to be contributed as Deferred Compensation for the taxable year.

2.18 **Plan Year**. The calendar year.

2.19 **Retirement**. The first date upon which both of the following shall have occurred with respect to a participant: Severance Event and attainment of age 65.

2.20 **Severance Event**. A severance of the Participant's employment with the Employer within the meaning of Section 457(d)(1)(A)(ii) of the Code.

In general, a Participant shall be deemed to have experienced a Severance Event for purposes of this Plan when, in accordance with the established practices of the Employer, the employment relationship is considered to have actually terminated. In the case of a Participant who is an independent contractor of the Employer, a Severance Event shall be deemed to have occurred when the Participant's contract under which services are performed has completely expired and terminated, there is no foreseeable possibility that the Employer will renew the contract or enter into a new contract for the Participant's services, and it is not anticipated that the Participant will become an Employee of the Employer, or such other events as may be permitted under the Code.

2.21 **Trust**. The Trust created under Article VI of the Plan which shall consist of all compensation deferred under the Plan, plus any income and gains thereon, less any losses, expenses and distributions to Participants and Beneficiaries.

Article III. Administration

3.01 **Duties of the Employer**. The Employer shall have the authority to make all discretionary decisions affecting the rights or benefits of Participants which may be required in the administration of this Plan. The Employer's decisions shall be afforded the maximum deference permitted by applicable law.

3.02 **Duties of Administrator**. The Administrator, as agent for the Employer, shall perform nondiscretionary administrative functions in connection with the Plan, including the maintenance of Participants' Accounts, the provision of periodic reports of the status of each Account, and the disbursement of benefits on behalf of the Employer in accordance with the provisions of this Plan.

Article IV. Participation in the Plan

4.01 **Initial Participation**. An Employee may become a Participant by entering into a Joinder Agreement prior to the beginning of the calendar month in which the Joinder Agreement is to become effective to defer compensation not yet earned, or such other date as may be permitted under the Code. A new employee may defer compensation in the calendar month during which he or she first becomes an employee if a Joinder Agreement is entered into on or before the first day on which the employee performs services for the Employer.

4.02 **Amendment of Joinder Agreement**. A Participant may amend an executed Joinder Agreement to change the amount of Includible Compensation not yet earned which is to be deferred (including the reduction of such future deferrals to zero). Such amendment shall become effective as of the beginning of the calendar month commencing after the date the amendment is executed, or such other date as may be permitted under the Code. A Participant may at any time amend his or her Joinder Agreement to change the designated Beneficiary, and such amendment shall become effective immediately.

Article V. Limitations on Deferrals

5.01 Normal Limitation. Except as provided in Section 5.02, the maximum amount of Deferred Compensation for any Participant for any taxable year, shall not exceed the lesser of the Dollar Limitation or the Percentage Limitation.

5.02 Catch-Up Limitations.

(a) *Catch-up Contributions for Participants Age 50 and Over*: A Participant who has attained the age of 50 before the close of the Plan Year, and with respect to whom no other elective deferrals may be made to the Plan for the Plan Year by reason of the Normal Limitation of Section 5.01, may enter into a Joinder Agreement to make elective deferrals in addition to those permitted by the Normal Limitation in an amount not to exceed the lesser of:

(1) The applicable dollar amount as defined in Section 414(v)(2)(B) of the Code, as adjusted for the cost-of-living in accordance with Section 414(v)(2)(C) of the Code; or

(2) The excess (if any) of

(i) The Participant's Includible Compensation for the year, or

(ii) Any other elective deferrals of the Participant for such year which are made without regard to this Section 5.02(a).

An additional contribution made pursuant to this Section 5.02(a) shall not, with respect to the year in which the contribution is made, be subject to any otherwise applicable limitation contained in Section 5.01 above, or be taken into account in applying such limitation to other contributions or benefits under the Plan or any other plan. This Section 5.02(a) shall not apply in any year to which a higher limit under Section 5.02(b) applies.

(b) *Last Three Years Catch-up Contribution*: For each of the last three (3) taxable years for a Participant ending before his or her attainment of Normal Retirement Age, the maximum amount of Deferred Compensation shall be the lesser of:

(1) The 457 Catch-Up Dollar Limitation, or

(2) The sum of

(i) The Normal Limitation for the taxable year, and

(ii) The Normal Limitation for each prior taxable year of the Participant commencing after 1978 less the amount of the Participant's Deferred Compensation for such prior taxable years. A prior taxable year shall be taken into account under the preceding sentence only if (x) the Participant was eligible to participate in the Plan for such year, and (y) compensation (if any) deferred under the Plan (or such other plan) was subject to the Normal Limitation.

5.03 Sick, Vacation and Back Pay. If the Employer so elects, a Participant may defer all or a portion of the value of the Participant's accumulated sick pay, accumulated vacation pay and/or back pay, provided that such deferral does not cause total deferrals on behalf of the Participant to exceed the Dollar Limitation or Percentage Limitation (including any Catch-up Dollar Limitation) for the year of deferral. The election to defer such sick, vacation and/or back pay must be made in a manner and at a time permitted under Section 1.457-4(d) of the Income Tax Regulations.

For Plan Years beginning before January 1, 2009, pursuant to proposed IRS regulations issued under Section 415 of the Code, the Plan may permit deferrals from compensation, including sick, vacation and back pay, so long as the amounts are paid within 2½ months following severance from employment and the other requirements of Sections

457(b) and 415 of the Code are met. For Plan Years beginning on or after January 1, 2009, pursuant to final IRS regulations issued under Section 415 of the Code, the Plan may permit deferrals from compensation, including sick, vacation and back pay, so long as the amounts are paid by the later of: (i) 2½ months following severance from employment, and (ii) the end of the calendar year that includes the date of such severance from employment, and the other requirements of Sections 457(b) and 415 of the Code are met. Additionally, the agreement to defer such amounts must be entered into prior to the first day of the month in which the amounts otherwise would be paid or made available.

5.04 Other Plans. Notwithstanding any provision of the Plan to the contrary, the amount excludible from a Participant's gross income under this Plan or any other eligible deferred compensation plan under Section 457(b) of the Code shall not exceed the limits set forth in Sections 457(b) and 414(v) of the Code.

5.05 Excess Deferrals. Any amount that exceeds the maximum Dollar Limitation or Percentage Limitation (including any applicable Catch-Up Dollar Limitation) for a taxable year, shall constitute an excess deferral for that taxable year. Any excess deferral shall be distributed in accordance with the requirements for excess deferrals under the Code and Section 1.457-4(e) of the Income Tax Regulations or other applicable Internal Revenue Service guidance.

5.06 Protection of Person Who Serves in a Uniformed Service. An Employee whose employment is interrupted by qualified military service under Section 414(u) of the Code or who is on leave of absence for qualified military service under Section 414(u) of the Code may elect to contribute additional Deferred Compensation upon resumption of employment with the Employer equal to the maximum Deferred Compensation that the Employee could have elected during that period if the Employee's employment with the Employer had continued (at the same level of Includible Compensation) without the interruption or leave, reduced by Deferred Compensation, if any, actually made for the Employee during the period of the interruption or leave. This right applies for five years following the resumption of employment (or, if sooner, for a period equal to three times the period of the interruption or leave).

Article VI. Trust and Investment of Accounts

6.01 Investment of Deferred Compensation. A Trust is hereby created to hold all the assets of the Plan (except Deemed IRA contributions and earnings thereon held pursuant to Article IX) for the exclusive benefit of Participants and Beneficiaries, except that expenses and taxes may be paid from the Trust as provided in Section 6.03. The trustee shall be the Employer or such other person that agrees to act in that capacity hereunder.

6.02 Investment Powers. The trustee or the Administrator, acting as agent for the trustee, shall have the powers listed in this Section with respect to investment of Trust assets, except to the extent that the investment of Trust assets is directed by Participants, pursuant to Section 6.05 or to the extent that such powers are restricted by applicable law.

(a) To invest and reinvest the Trust without distinction between principal and income in common or preferred stocks, shares of regulated investment companies and other mutual funds, bonds, loans, notes, debentures, certificates of deposit, contracts with insurance companies including but not limited to insurance, individual or group annuity, deposit administration, guaranteed interest contracts, and deposits at reasonable rates of interest at banking institutions including but not limited to savings accounts and certificates of deposit. Assets of the Trust may be invested in securities that involve a higher degree of risk than investments that have demonstrated their investment performance over an extended period of time.

(b) To invest and reinvest all or any part of the assets of the Trust in any common, collective or commingled trust fund that is maintained by a bank or other institution and that is available to Employee plans described under Sections 457 or 401 of the Code, or any successor provisions thereto, and during the period of time that an investment through any such medium shall exist, to the extent of participation of the Plans the declaration of trust of such commonly collective, or commingled trust fund shall constitute a part of this Plan.

(c) To invest and reinvest all or any part of the assets of the Trust in any group annuity, deposit administration or guaranteed interest contract issued by an insurance company or other financial institution on a commingled

or collective basis with the assets of any other 457 plan or trust qualified under Section 401(a) of the Code or any other plan described in Section 401(a)(24) of the Code, and such contract may be held or issued in the name of the Administrator, or such custodian as the Administrator may appoint, as agent and nominee for the Employer. During the period that an investment through any such contract shall exist, to the extent of participation of the Plan, the terms and conditions of such contract shall constitute a part of the Plan.

(d) To hold cash awaiting investment and to keep such portion of the Trust in cash or cash balances, without liability for interest, in such amounts as may from time to time be deemed to be reasonable and necessary to meet obligations under the Plan or otherwise to be in the best interests of the Plan.

(e) To hold, to authorize the holding of, and to register any investment to the Trust in the name of the Plan, the Employer, or any nominee or agent of any of the foregoing, including the Administrator, or in bearer form, to deposit or arrange for the deposit of securities in a qualified central depository even though, when so deposited, such securities may be merged and held in bulk in the name of the nominee of such depository with other securities deposited therein by any other person, and to organize corporations or trusts under the laws of any jurisdiction for the purpose of acquiring or holding title to any property for the Trust, all with or without the addition of words or other action to indicate that property is held in a fiduciary or representative capacity but the books and records of the Plan shall at all times show that all such investments are part of the Trust.

(f) Upon such terms as may be deemed advisable by the Employer or the Administrator, as the case may be, for the protection of the interests of the Plan or for the preservation of the value of an investment, to exercise and enforce by suit for legal or equitable remedies or by other action, or to waive any right or claim on behalf of the Plan or any default in any obligation owing to the Plan, to renew, extend the time for payment of, agree to a reduction in the rate of interest on, or agree to any other modification or change in the terms of any obligation owing to the Plan, to settle, compromise, adjust, or submit to arbitration any claim or right in favor of or against the Plans to exercise and enforce any and all rights of foreclosure, bid for property in foreclosure, and take a deed in lieu of foreclosure with or without paying consideration therefor, to commence or defend suits or other legal proceedings whenever any interest of the Plan requires it, and to represent the Plan in all suits or legal proceedings in any court of law or equity or before any body or tribunal.

(g) To employ suitable consultants, depositories, agents, and legal counsel on behalf of the Plan.

(h) To open and maintain any bank account or accounts in the name of the Plan, the Employer, or any nominee or agent of the foregoing, including the Administrator, in any bank or banks.

(i) To do any and all other acts that may be deemed necessary to carry out any of the powers set forth herein.

6.03 Taxes and Expenses. All taxes of any and all kinds whatsoever that may be levied or assessed under existing or future laws upon the Plan, or in respect to the Trust, or the income thereof, and all commissions or acquisitions or dispositions of securities and similar expenses of investment and reinvestment of the Trust, shall be paid from the Trust. Such reasonable compensation of the Administrator, as may be agreed upon from time to time by the Employer and the Administrator, and reimbursement for reasonable expenses incurred by the Administrator in performance of its duties hereunder (including but not limited to fees for legal, accounting, investment and custodial services) shall also be paid from the Trust.

6.04 Payment of Benefits. The payment of benefits from the Trust in accordance with the terms of the Plan may be made by the Administrator, or by any custodian or other person so authorized by the Employer to make such disbursement. The Administrator, custodian or other person shall not be liable with respect to any distribution of Trust assets made at the direction of the Employer.

6.05 Investment Funds. In accordance with uniform and nondiscriminatory rules established by the Employer and the Administrator, the Participant may direct his or her Accounts to be invested in one (1) or more investment

funds available under the Plan; provided, however, that the Participant's investment directions shall not violate any investment restrictions established by the Employer. Neither the Employer, the Administrator, nor any other person shall be liable for any losses incurred by virtue of following such directions or with any reasonable administrative delay in implementing such directions.

6.06 Valuation of Accounts. As of each Accounting Date, the Plan assets held in each investment fund offered shall be valued at fair market value and the investment income and gains or losses for each fund shall be determined. Such investment income and gains or losses shall be allocated proportionately among all Account balances on a fund-by-fund basis. The allocation shall be in the proportion that each such Account balance as of the immediately preceding Accounting Date bears to the total of all such Account balances as of that Accounting Date. For purposes of this Article, all Account balances include the Account balances of all Participants and Beneficiaries.

6.07 Participant Loan Accounts. Participant loan accounts shall be invested in accordance with Section 8.03 of the Plan. Such Accounts shall not share in any investment income and gains or losses of the investment funds described in Sections 6.05 and 6.06.

6.08 Crediting of Accounts. The Participant's Account shall reflect the amount and value of the investments or other property obtained by the Employer through the investment of the Participant's Deferred Compensation pursuant to Sections 6.05 and 6.06. It is anticipated that the Employer's investments with respect to a Participant will conform to the investment preference specified in the Participant's Joinder Agreement, but nothing herein shall be construed to require the Employer to make any particular investment of a Participant's Deferred Compensation. Each Participant shall receive periodic reports, not less frequently than annually, showing the then current value of his or her Account.

6.09 Post-Severance Transfers Among Eligible Deferred Compensation Plans.

(a) *Incoming Transfers*: A transfer may be accepted from an eligible deferred compensation plan maintained by another employer and credited to a Participant's or Beneficiary's Account under the Plan if:

(1) In the case of a transfer for a Participant, the Participant has had a Severance Event with that employer and become an Employee of the Employer;

(2) The other employer's plan provides that such transfer will be made; and

(3) The Participant or Beneficiary whose deferred amounts are being transferred will have an amount immediately after the transfer at least equal to the deferred amount immediately before the transfer.

The Employer may require such documentation from the predecessor plan as it deems necessary to effectuate the transfer in accordance with Section 457(e)(10) of the Code, to confirm that such plan is an eligible deferred compensation plan within the meaning of Section 457(b) of the Code, and to assure that transfers are provided for under such plan. The Employer may refuse to accept a transfer in the form of assets other than cash, unless the Employer and the Administrator agree to hold such other assets under the Plan.

(b) *Outgoing Transfers*: An amount may be transferred to an eligible deferred compensation plan maintained by another employer, and charged to a Participant's or Beneficiary's Account under this Plan, if:

(1) In the case of a transfer for a Participant, the Participant has a Severance Event with the Employer and becomes an employee of the other employer;

(2) The other employer's plan provides that such transfer will be accepted;

(3) The Participant or Beneficiary and the employers have signed such agreements as are necessary to assure that the Employer's liability to pay benefits to the Participant has been discharged and assumed by the other employer; and

(4) The Participant or Beneficiary whose deferred amounts are being transferred will have an amount immediately after the transfer at least equal to the deferred amount immediately before the transfer.

The Employer may require such documentation from the other plan as it deems necessary to effectuate the transfer, to confirm that such plan is an eligible deferred compensation plan within the meaning of Section 457(b) of the Code, and to assure that transfers are provided for under such plan. Such transfers shall be made only under such circumstances as are permitted under Section 457 of the Code and the regulations thereunder.

6.10 Transfers Among Eligible Deferred Compensation Plans of the Employer.

(a) *Incoming Transfers.* A transfer may be accepted from another eligible deferred compensation plan maintained by the Employer and credited to a Participant's or Beneficiary's Account under the Plan if:

(1) The Employer's other plan provides that such transfer will be made;

(2) The Participant or Beneficiary whose deferred amounts are being transferred will have an amount immediately after the transfer at least equal to the deferred amount immediately before the transfer; and

(3) The Participant or Beneficiary whose deferred amounts are being transferred is not eligible for additional annual deferrals in the Plan unless the Participant or Beneficiary is performing services for the Employer.

(b) *Outgoing Transfers.* A transfer may be accepted from another eligible deferred compensation plan maintained by the Employer and credited to a Participant's or Beneficiary's Account under the Plan if:

(1) The Employer's other plan provides that such transfer will be accepted;

(2) The Participant or Beneficiary whose deferred amounts are being transferred will have an amount immediately after the transfer at least equal to the deferred amount immediately before the transfer; and

(3) The Participant or Beneficiary whose deferred amounts are being transferred is not eligible for additional annual deferrals in the Employer's other eligible deferred compensation plan unless the Participant or Beneficiary is performing services for the Employer.

6.11 Eligible Rollover Distributions.

(a) *Incoming Rollovers*: An eligible rollover distribution may be accepted from an eligible retirement plan and credited to a Participant's Account under the Plan. The Employer may require such documentation from the distributing plan as it deems necessary to effectuate the rollover in accordance with Section 402 of the Code and to confirm that such plan is an eligible retirement plan within the meaning of Section 402(c)(8)(B) of the Code. The Plan shall separately account (in one or more separate accounts) for eligible rollover distributions from any eligible retirement plan.

(b) *Outgoing Rollovers*: Notwithstanding any provision of the Plan to the contrary that would otherwise limit a distributee's election under this Section, a distributee may elect, at the time and in the manner prescribed by the Administrator, to have any portion of an eligible rollover distribution paid directly to an eligible retirement plan specified by the distributee in a direct rollover.

(c) *Definitions*:

(1) *Eligible Rollover Distribution*: An eligible rollover distribution is any distribution of all or any portion of the balance to the credit of the distributee, except that an eligible rollover distribution does not

include: any distribution that is one of a series of substantially equal periodic payments (not less frequently than annually) made for the life (or life expectancy) of the distributee or the joint lives (or joint life expectancies) of the distributee and the distributee's designated beneficiary, or for a specified period of ten years or more; any distribution to the extent such distribution is required under Sections 401(a)(9) and 457(d)(2) of the Code; and any distribution made as a result of an unforeseeable emergency of the employee. For purposes of distributions from other eligible retirement plans rolled over into this Plan, the term eligible rollover distribution shall not include the portion of any distribution that is not includible in gross income (determined without regard to the exclusion for net unrealized appreciation with respect to employer securities), such as after-tax contributions.

(2) *Eligible Retirement Plan*: An eligible retirement plan is an individual retirement account described in Section 408(a) of the Code, an individual retirement annuity described in Section 408(b) of the Code, an annuity plan described in Sections 403(a) or 403(b) of the Code, a qualified trust described in Section 401(a) of the Code, or an eligible deferred compensation plan described in Section 457(b) of the Code which is maintained by an eligible governmental employer described in Section 457(e)(1)(A) of the Code, that accepts the distributee's eligible rollover distribution.

(3) *Distributee*: A distributee includes an employee or former employee. In addition, the employee's or former employee's surviving spouse and the employee's or former employee's spouse or former spouse who is the alternate payee under a qualified domestic relations order, as defined in Section 414(p) of the Code, are distributees with regard to the interest of the spouse or former spouse.

(4) *Direct Rollover*: A direct rollover is a payment by the plan to the eligible retirement plan specified by the distributee.

6.12 Trustee-to-Trustee Transfers to Purchase Permissive Service Credit. All or a portion of a Participant's Account may be transferred directly to the trustee of a defined benefit governmental plan (as defined in Section 414(d) of the Code) if such transfer is (a) for the purchase of permissive service credit (as defined in Section 415(n)(3)(A) of the Code) under such plan, or (b) a repayment to which Section 415 of the Code does not apply by reason of subsection (k)(3) thereof, within the meaning of Section 457(e)(17) of the Code.

6.13 Treatment of Distributions of Amounts Previously Rolled Over From 401(a) and 403(b) Plans and IRAs. For purposes of Section 72(t) of the Code, a distribution from this Plan shall be treated as a distribution from a qualified retirement plan described in Section 4974(c)(1) of the Code to the extent that such distribution is attributable to an amount transferred to an eligible deferred compensation plan from a qualified retirement plan (as defined in Section 4974(c) of the Code).

6.14 Employer Liability. In no event shall the Employer's liability to pay benefits to a Participant under this Plan exceed the value of the amounts credited to the Participant's Account; neither the Employer nor the Administrator shall be liable for losses arising from depreciation or shrinkage in the value of any investments acquired under this Plan.

Article VII. Benefits

7.01 Retirement Benefits and Election on Severance Event.

(a) *General Rule*: Except as otherwise provided in this Article VII, the distribution of a Participant's Account shall commence as of a Participant's Automatic Distribution Date, and the distribution of such benefits shall be made in accordance with one of the payment options described in Section 7.02. Notwithstanding the foregoing, but subject to the following paragraphs of this Section 7.01, the Participant may elect following a Severance Event to have the distribution of benefits commence on a fixed determinable date other than that described in the preceding sentence, but not later than April 1 of the year following the year of the Participant's Retirement or attainment of age 70½, whichever is later. The Participant's right to change his or her election with respect to commencement of the distribution of benefits shall not be restrained by this Section 7.01.

Notwithstanding the foregoing, the Administrator, in order to ensure the orderly administration of this provision, may establish a deadline after which such election to defer the commencement of distribution of benefits shall not be allowed.

(b) *Loans*: Notwithstanding the foregoing provisions of this Section 7.01, no election to defer the commencement of benefits after a Severance Event shall operate to defer the distribution of any amount in the Participant's loan account in the event of a default of the Participant's loan.

7.02 Payment Options. As provided in Sections 7.01, 7.04 and 7.05, a Participant may elect to have value of the Participant's Account distributed in accordance with one of the following payment options, provided that such option is consistent with the limitations set forth in Section 7.03:

(a) Equal monthly, quarterly, semi-annual or annual payments in an amount chosen by the Participant, continuing until his or her Account is exhausted;

(b) One lump-sum payment;

(c) Approximately equal monthly, quarterly, semi-annual or annual payments, calculated to continue for a period certain chosen by the Participant;

(d) Annual Payments equal to the minimum distributions required under Section 401(a)(9) of the Code, including the incidental death benefit requirements of Section 401(a)(9)(G), over the life expectancy of the Participant or over the life expectancies of the Participant and his or her Beneficiary;

(e) Payments equal to payments made by the issuer of a retirement annuity policy acquired by the Employer;

(f) A split distribution under which payments under options (a), (b), (c) or (e) commence or are made at the same time, as elected by the Participant under Section 7.01, provided that all payments commence (or are made) by the latest benefit commencement date permitted under Section 7.01;

(g) Any other payment option elected by the Participant and agreed to by the Employer and Administrator.

A Participant's selection of a payment option under Subsections (a), (c), or (g) above may include the selection of an automatic annual cost-of living increase. Such increase will be based on the rise in the Consumer Price Index for All Urban Consumers (CPI-U) from the third quarter of the last year in which a cost-of-living increase was provided to the third quarter of the current year. Any increase will be made in periodic payment checks beginning the following January.

7.03 Limitation on Options. No payment option may be selected by a Participant under subsections 7.02(a) or (c) unless the amount of any installment is not less than $100. No payment option may be selected by a Participant under Sections 7.02, 7.04, or 7.05 unless it satisfies the requirements of Sections 401(a)(9) and 457(d)(2) of the Code, including that payments commencing before the death of the Participant shall satisfy the incidental death benefit requirements under Section 401(a)(9)(G) of the Code.

7.04 Minimum Required Distributions. Notwithstanding any provision of the Plan to the contrary, the Plan shall comply with the minimum required distribution rules set forth in Sections 457(d)(2) and 401(a)(9) of the Code, including the incidental death benefit requirements of Section 401(a)(9)(G) of the Code.

7.05 Post-Retirement Death Benefits.

(a) Should the Participant die after he or she has begun to receive benefits under a payment option, the remaining payments, if any, under the payment option shall continue until the Administrator receives notice of the Participant's death. Upon notification of the Participant's death, benefits shall be payable to the Participant's Beneficiary commencing not later than December 31 of the year following the year of the Participant's death, provided that the Beneficiary may elect to begin benefits earlier than that date.

(b) In the event that the Beneficiary dies before the payment of death benefits has commenced or been completed, the remaining benefits payable under the payment option applicable to the Beneficiary shall, subject to the requirements set forth in Section 7.04, be paid to an additional beneficiary designated by the Beneficiary. If no additional beneficiary is named, payment shall be made to the Beneficiary's estate in a lump sum.

(c) In the event that the Participant's estate is the Beneficiary, payment shall be made to the estate in a lump sum.

7.06 Pre-Retirement Death Benefits.

(a) Should the Participant die before he or she has begun to receive the benefits provided by Section 7.01, the value of the Participant's Account shall be payable to the Beneficiary commencing not later than December 31 of the year following the year of the Participant's death, provided that the Beneficiary may elect to begin benefits earlier than that date.

(b) In the event that the Beneficiary dies before the payment of death benefits has commenced or been completed, the remaining value of the Participant's Account shall be paid to the estate of the Beneficiary in a lump sum. In the event that the Participant's estate is the Beneficiary, payment shall be made to the estate in a lump sum.

7.07 Unforeseeable Emergencies.

(a) In the event an unforeseeable emergency occurs, a Participant or Beneficiary may apply to the Employer to receive that part of the value of his or her Account that is reasonably needed to satisfy the emergency need. If such an application is approved by the Employer, the Participant or Beneficiary shall be paid only such amount as the Employer deems necessary to meet the emergency need, but payment shall not be made to the extent that the financial hardship may be relieved through cessation of deferral under the Plan, insurance or other reimbursement, or liquidation of other assets to the extent such liquidation would not itself cause severe financial hardship.

(b) An unforeseeable emergency shall be deemed to involve only circumstances of severe financial hardship of a Participant or Beneficiary resulting from an illness or accident of the participant or beneficiary, the Participant's or Beneficiary's spouse, or the Participant's or Beneficiary's dependent (as defined in Section 152 of the Code, and, for taxable years beginning on or after January 1, 2005, without regard to Sections 152(b)(1), (b)(2), and (d)(1)(B) of the Code); loss of the Participant's or Beneficiary's property due to casualty (including the need to rebuild a home following damage to a home not otherwise covered by homeowner's insurance, e.g., as a result of a natural disaster); or other similar extraordinary and unforeseeable circumstances arising as a result of events beyond the control of the Participant or the Beneficiary. For example, the imminent foreclosure of or eviction from the Participant's or Beneficiary's primary residence may constitute an unforeseeable emergency. In addition, the need to pay for medical expenses, including non-refundable deductibles, as well as for the cost of prescription drug medication, may constitute an unforeseeable emergency. Finally, the need to pay for the funeral expenses of a spouse or a dependent (as defined in section 152 of the Code, and, for taxable years beginning on or after January 1, 2005, without regard to Sections 152(b)(1), (b)(2), and (d)(1)(B) of the Code) may also constitute an unforeseeable emergency. Except as otherwise specifically provided in this Section 7.07(b), the purchase of a home and the payment of college tuition are not unforeseeable emergencies.

7.08 In-Service Distribution of Rollover Contributions. Effective January 1, 2006, the Employer may elect to allow Participants to receive an in-service distribution of amounts attributable to rollover contributions to the Plan. If the Employer has elected to make such distributions available, a Participant that has a separate account attributable to rollover contributions to the Plan may at any time elect to receive a distribution of all or any portion of the amount held in the rollover account.

7.09 In-Service Distribution to Participants Age 70½ or Older. A Participant who has reached age 70½ and has not yet had a Severance Event, may, at any time, request a distribution of all or a part of his or her Account. A Participant may only receive two (2) such distributions pursuant to this Section 7.09 in any calendar year.

7.10 Distribution De Minimis Accounts. Notwithstanding the foregoing provisions of this Article VII:

(a) *Mandatory Distribution.* If the value of a Participant's Account is less than $1,000, the Participant's Account shall be paid to the Participant in a single lump sum distribution, provided that:

(1) No amount has been deferred under the Plan with respect to the Participant during the 2-year period ending on the date of the distribution; and

(2) There has been no prior distribution under the Plan to the Participant pursuant to this Section 7.10.

(b) *Voluntary Distribution.* If the value of the Participant's Account is at least $1,000 but not more than the dollar limit under Section 411(a)(11)(A) of the Code, the Participant may elect to receive his or her entire Account in a lump sum payment if:

(1) No amount has been deferred under the Plan with respect to the Participant during the 2-year period ending on the date of the distribution; and

(2) There has been no prior distribution under the Plan to the Participant pursuant to this Section 7.10.

Article VIII. Loans to Participants

8.01 Availability of Loans to Participants.

(a) The Employer may elect to make loans available to Participants in this Plan. If the Employer has elected to make loans available to Participants, a Participant may apply for a loan from the Plan subject to the limitations and other provisions of this Article. However, no loans are available from Deemed IRAs.

(b) The Employer shall establish written guidelines governing the granting of loans, provided that such guidelines are approved by the Administrator and are not inconsistent with the provisions of this Article, and that loans are made available to all Participants on a reasonably equivalent basis.

8.02 Terms and Conditions of Loans to Participants. Any loan by the Plan to a Participant under Section 8.01 of the Plan shall satisfy the following requirements:

(a) *Availability.* Loans shall be made available to all Participants on a reasonably equivalent basis.

(b) *Interest Rate.* Loans must be adequately secured and bear a reasonable interest rate.

(c) *Loan Limit.* No Participant loan shall exceed the present value of the Participant's Account.

(d) *Foreclosure.* In the event of default on any installment payment, the outstanding balance of the loan shall be a deemed distribution. In such event, an actual distribution of a plan loan offset amount will not occur until a distributable event occurs in the Plan.

(e) *Reduction of Account.* Notwithstanding any other provision of this Plan, the portion of the Participant's Account balance used as a security interest held by the Plan by reason of a loan outstanding to the Participant shall be taken into account for purposes of determining the amount of the Account balance payable at the time of death or distribution, but only if the reduction is used as repayment of the loan.

(f) *Amount of Loan.* At the time the loan is made, the principal amount of the loan plus the outstanding balance (principal plus accrued interest) due on any other outstanding loans to the Participant from the Plan and from all other plans of the Employer that are either eligible deferred compensation plans described in section 457(b) of the Code or qualified employer plans under Section 72(p)(4) of the Code shall not exceed the lesser of:

(1) $50,000, reduced by the excess (if any) of

(i) The highest outstanding balance of loans from the Plan during the one (1) year period ending on the day before the date on which the loan is made; or

(ii) The outstanding balance of loans from the Plan on the date on which such loan is made; or

(2) One-half of the value of the Participant's interest in all of his or her Accounts under this Plan.

(g) *Application for Loan.* The Participant must give the Employer adequate written notice, as determined by the Employer, of the amount and desired time for receiving a loan. No more than one (1) loan may be made by the Plan to a Participant's in any calendar year. No loan shall be approved if an existing loan from the Plan to the Participant is in default to any extent.

(h) *Length of Loan.* Any loan issued shall require the Participant to repay the loan in substantially equal installments of principal and interest, at least monthly, over a period that does not exceed five (5) years from the date of the loan; provided, however, that if the proceeds of the loan are applied by the Participant to acquire any dwelling unit that is to be used within a reasonable time (determined at the time of the loan is made) after the loan is made as the principal residence of the Participant, the five (5) year limit shall not apply. In this event, the period of repayment shall not exceed a reasonable period determined by the Employer. Principal installments and interest payments otherwise due may be suspended for up to one (1) year during an authorized leave of absence, if the promissory note so provides, but not beyond the original term permitted under this subsection (h), with a revised payment schedule (within such term) instituted at the end of such period of suspension.

(i) *Prepayment.* The Participant shall be permitted to repay the loan in whole or in part at any time prior to maturity, without penalty.

(j) *Promissory Note.* The loan shall be evidenced by a promissory note executed by the Participant and delivered to the Employer, and shall bear interest at a reasonable rate determined by the Employer.

(k) *Security.* The loan shall be secured by an assignment of the participant's right, title and interest in and to his or her Account.

(l) *Assignment or Pledge.* For the purposes of paragraphs (f) and (g), assignment or pledge of any portion of the Participant's interest in the Plan and a loan, pledge, or assignment with respect to any insurance contract purchased under the Plan, will be treated as a loan.

(m) *Other Terms and Conditions.* The Employer shall fix such other terms and conditions of the loan as it deems necessary to comply with legal requirements, to maintain the qualification of the Plan and Trust under Section 457 of the Code, or to prevent the treatment of the loan for tax purposes as a distribution to the Participant. The Employer, in its discretion for any reason, may also fix other terms and conditions of the loan, including, but not limited to, the provision of grace periods following an event of default, not inconsistent with the provisions of this Article and Section 72(p) of the Code, and any applicable regulations thereunder.

8.03 Participant Loan Accounts.

(a) Upon approval of a loan to a Participant by the Employer, an amount not in excess of the loan shall be transferred from the Participant's other investment fund(s), described in Section 6.05 of the Plan, to the Participant's loan account as of the Accounting Date immediately preceding the agreed upon date on which the loan is to be made.

(b) The assets of a Participant's loan account may be invested and reinvested only in promissory notes received by the Plan from the Participant as consideration for a loan permitted by Section 8.01 of the Plan or in cash. Uninvested cash balances in a Participant's loan account shall not bear interest. Neither the Employer, the Administrator, nor any other person shall be liable for any loss, or by reason of any breach, that results from the Participant's exercise of such control.

(c) Repayment of principal and payment of interest shall be made by payroll deduction or, where repayment cannot be made by payroll deduction, by check, and shall be invested in one (1) or more other investment funds, in accordance with Section 6.05 of the Plan, as of the next Accounting Date after payment thereof to the Trust. The amount so invested shall be deducted from the Participant's loan account.

(d) The Employer shall have the authority to establish other reasonable rules, not inconsistent with the provisions of the Plan, governing the establishment and maintenance of Participant loan accounts.

Article IX. Deemed IRAs

9.01 General. This Article IX of the Plan reflects section 602 of the Economic Growth and Tax Relief Reconciliation Act of 2001 ("EGTRRA"), as amended by the Job Creation and Worker Assistance Act of 2002. This Article is intended as good faith compliance with the requirements of EGTRRA and is to be construed in accordance with EGTRRA and guidance issued thereunder. This Article IX shall supersede the provisions of the Plan to the extent that those provisions are inconsistent with the provisions of this Article IX.

Effective for Plan Years beginning after December 31, 2002, the Employer may elect to allow Employees to make voluntary employee contributions to a separate account or annuity established under the Plan that complies with the requirements of Section 408(q) of the Code and any regulations promulgated thereunder (a "Deemed IRA"). The Plan shall establish a separate account for the designated Deemed IRA contributions of each Employee and any earnings properly allocable to the contributions, and maintain separate recordkeeping with respect to each such Deemed IRA.

9.02 Voluntary Employee Contributions. For purposes of this Article, a voluntary employee contribution means any contribution (other than a mandatory contribution within the meaning of Section 411(c)(2) of the Code) that is made by the Employee and which the Employee has designated, at or prior to the time of making the contribution, as a contribution to which this Article applies.

9.03 Deemed IRA Trust Requirements. This Article shall satisfy the trust requirement under Section 408(q) of the Code and the regulations thereto. IRAs established pursuant to this Article shall be held in one or more trusts or custodial accounts (the "Deemed IRA Trusts"), which shall be separate from the Trust established under the Plan to hold contributions other than Deemed IRA contributions. The Deemed IRA Trusts shall satisfy the applicable requirements of Sections 408 and 408A of the Code, which requirements are set forth in section 9.05 and 9.06, respectively, and shall be established with a trustee or custodian meeting the requirements of Section 408(a)(2) of the Code ("Deemed IRA Trustee"). To the extent that the assets of any Deemed IRAs established pursuant to this Article are held in a Deemed IRA Trust satisfying the requirements of this Section 9.03, such Deemed IRA Trust, and any amendments thereto, is hereby adopted as a trust maintained under this Plan with respect to the assets held therein, and the provisions of such Deemed IRA Trust shall control so long as any assets of any Deemed IRA are held thereunder.

9.04 Reporting Duties. The Deemed IRA Trustee shall be subject to the reporting requirements of Section 408(i) of the Code with respect to all Deemed IRAs that are established and maintained under the Plan.

9.05 Deemed Traditional IRA Requirements. Deemed IRAs established in the form of traditional IRAs shall satisfy the following requirements:

(a) *Exclusive Benefit.* The Deemed IRA account shall be established for the exclusive benefit of an Employee or his or her Beneficiaries.

(b) *Maximum Annual Contributions.*

(1) Except in the case of a rollover contribution (as permitted by Sections 402(c), 402(e)(6), 403(a)(4), 403(b)(8), 403(b)(10), 408(d)(3) and 457(e)(16) of the Code), no contributions will be accepted unless they are in cash, and the total of such contributions shall not exceed:

$3,000 for any taxable year beginning in 2002 through 2004;
$4,000 for any taxable year beginning in 2005 through 2007; and
$5,000 for any taxable year beginning in 2008 and years thereafter.

After 2008, the limit will be adjusted by the Secretary of the Treasury for cost-of-living-increases under Section 219(b)(5)(C) of the Code. Such adjustments will be in multiples of $500.

(2) In the case of an Employee who is 50 or older, the annual cash contribution limit is increased by:

$500 for any taxable year beginning in 2002 through 2005; and
$1,000 for any taxable year beginning in 2006 and thereafter.

(3) No contributions will be accepted under a SIMPLE IRA plan established by any employer pursuant to Section 408(p) of the Code. Also, no transfer or rollover of funds attributable to contributions made by a particular employer under its SIMPLE IRA plan will be accepted from a SIMPLE IRA, that is an IRA used in conjunction with a SIMPLE IRA plan, prior to the expiration of the 2-year period beginning on the date the Employee first participated in that employer's SIMPLE IRA plan.

(c) *Collectibles.* If the Deemed IRA Trust acquires collectibles with within the meaning of Section 408(m) of the Code after December 31, 1981, Deemed IRA Trust assets will be treated as a distribution in an amount equal to the cost of such collectibles.

(d) *Life Insurance Contracts.* No part of the Deemed IRA Trust funds will be invested in life insurance contracts.

(e) *Minimum Required Distributions.*

(1) Notwithstanding any provision of this Deemed IRA to the contrary, the distribution of the Employee's interest in the account shall be made in accordance with the requirements of Section 408(a)(6) of the Code and the Income Tax Regulations thereunder, the provisions of which are herein incorporated by reference. If distributions are made from an annuity contract purchased from an insurance company, distributions thereunder must satisfy the requirements of Q&A-4 of Section 1.401(a)(9)-6T of the Income Tax Regulations (or Section 1.401(a)(9)-6 of the Income Tax Regulations, as applicable), rather than paragraphs (2), (3) and (4) below and Section 9.05(f). The minimum required distributions calculated for this IRA may be withdrawn from another IRA of the Employee in accordance with Q&A-9 of Section 1.408-8 of the Income Tax Regulations.

(2) The entire value of the account of the Employee for whose benefit the account is maintained will commence to be distributed no later than the first day of April following the calendar year in which such Employee attains age 70½ (the "required beginning date") over the life of such Employee or the lives of such Employee and his or her Beneficiary.

(3) The amount to be distributed each year, beginning with the calendar year in which the Employee attains age 70½ and continuing through the year of death shall not be less than the quotient obtained by dividing the value of the IRA (as determined under section 9.05(f)(3)) as of the end of the preceding year by the distribution period in the Uniform Lifetime Table in Q&A-2 of Section 401(a)(9)-9 of the Income Tax Regulations, using the Employee's age of his or her birthday in the year. However, if the Employee's sole Beneficiary is his or her surviving spouse and such spouse is more than 10 years younger than the Employee, then the distribution period is determined under the Joint

and Last Survivor Table in Q&A-3 of Section 1.401(a)(9)-9 of the Income Tax Regulations, using the ages as of the Employee's and spouse's birthdays in the year.

(4) The required minimum distribution for the year the Employee attains age 70½ can be made as late as April 1 of the following year. The required minimum distribution for any other year must be made by the end of such year.

(f) *Distribution Upon Death.*

(1) *Death On or After Required Beginning Date.* If the Employee dies on or after the required beginning date, the remaining portion of his or her interest will be distributed at least as rapidly as follows:

(i) If the Beneficiary is someone other than the Employee's surviving spouse, the remaining interest will be distributed over the remaining life expectancy of the Beneficiary, with such life expectancy determined using the Beneficiary's age as of his or her birthday in the year following the year of the Employee's death, or over the period described in paragraph (1)(iii) below if longer.

(ii) If the Employee's sole Beneficiary is the Employee's surviving spouse, the remaining interest will be distributed over such spouse's life or over the period described in paragraph (1)(iii) below if longer. Any interest remaining after such spouse's death will be distributed over such spouse's remaining life expectancy determined using the spouse's age as of his or her birthday in the year of the spouse's death, or, if the distributions are being made over the period described in paragraph (1)(iii) below, over such period.

(iii) If there is no Beneficiary, or if applicable by operation of paragraph (1)(i) or (1)(ii) above, the remaining interest will be distributed over the Employee's remaining life expectancy determined in the year of the Employee's death.

(iv) The amount to be distributed each year under paragraph (1)(i), (ii), or (iii), beginning with the calendar year following the calendar year of the Employee's death, is the quotient obtained by dividing the value of the IRA as of the end of the preceding year by the remaining life expectancy specified in such paragraph. Life expectancy is determined using the Single Life Table in Q&A-1 of Section 1.401(a)(9)-9 of the Income Tax Regulations. If distributions are being made to a surviving spouse as the sole Beneficiary, such spouse's remaining life expectancy for a year is the number in the Single Life Table corresponding to such spouse's age in the year. In all other cases, remaining life expectancy for a year is the number in the Single Life Table corresponding to the Beneficiary's or Employee's age in the year specified in paragraph 1(i), (ii), or (iii) and reduced by 1 for each subsequent year.

(2) *Death Before Required Beginning Date.* If the Employee dies before the required beginning date, his or her entire interest will be distributed at least as rapidly as follows:

(i) If the Beneficiary is someone other than the Employee's surviving spouse, the entire interest will be distributed, starting by the end of the calendar year following the calendar year of the Employee's death, over the remaining life expectancy of the Beneficiary, with such life expectancy determined using the age of the Beneficiary as of his or her birthday in the year following the year of the Employee's death, or, if elected, in accordance with paragraph (2)(iii) below.

(ii) If the Employee's sole Beneficiary is the Employee's surviving spouse, the entire interest will be distributed, starting by the end of the calendar year following the calendar year of the Employee's death (or by the end of the calendar year in which the Employee would have attained age 70½, if later), over such spouse's life, or, if elected, in accordance with paragraph (2)(iii) below. If the surviving spouse dies before distributions are required to begin, the

remaining interest will be distributed, starting by the end of the calendar year following the calendar year of the spouse's death, over the spouse's Beneficiary's remaining life expectancy determined using such Beneficiary's age as of his or her birthday in the year following the death of the spouse, or, if elected, will be distributed in accordance with paragraph (2)(iii) below. If the surviving spouse dies after distributions are required to begin, any remaining interest will be distributed over the spouse's remaining life expectancy determined using the spouse's age as of his or her birthday in the year of the spouse's death.

(iii) If there is no Beneficiary, or if applicable by operation of paragraph (2)(i) or (2)(ii) above, the entire interest will be distributed by the end of the calendar year containing the fifth anniversary of the Beneficiary's death (or of the spouse's death in the case of the surviving spouse's death before distributions are required to begin under paragraph (2)(ii) above).

(iv) The amount to be distributed each year under paragraph (2)(i) or (ii) is the quotient to be obtained by dividing the value of the IRA as of the end of the preceding year by the remaining life expectancy specified in such paragraph. Life expectancy is determined using the Single Life Table in Q&A-1 of Section 1.401(a)(9)-9 of the Income Tax Regulations. If distributions are being made to a surviving spouse as the sole Beneficiary, such spouse's remaining life expectancy for a year is the number in the Single Life Table corresponding to the Beneficiary's age in the year specified in paragraph (2)(i) or (ii) and reduced by 1 for each subsequent year.

(v) The "value" of the IRA includes the amount of any outstanding rollover, transfer and recharacterization under Q&As-7 and -8 of Section 1.408-8 of the Income Tax Regulations.

(vi) If the sole Beneficiary is the Employee's surviving spouse, the spouse may elect to treat the IRA as his or her own IRA. This election will be deemed to have been made if such surviving spouse makes a contribution to the IRA or fails to take required distributions as a Beneficiary.

(g) *Nonforfeitable.* The interest of an Employee in the balance in his or her Deemed IRA account is nonforfeitable at all times.

(h) *Reporting.* The Deemed IRA Trustee of a Deemed Traditional IRA shall furnish annual calendar-year reports concerning the status of the Deemed IRA account and such information concerning required minimum distributions as is prescribed by the Commissioner of Internal Revenue.

(i) *Substitution of Deemed IRA Trustee.* If the Deemed IRA Trustee is a non-bank trustee or custodian, the non-bank trustee or custodian shall substitute another trustee or custodian if the non-bank trustee or custodian receives notice from the Commissioner of Internal Revenue that such substitution is required because it has failed to comply with the requirements of Section 1.408-2(e) of the Income Tax Regulations and Section 1.408-2T of the Income Tax Regulations.

9.06 Deemed Roth IRA Requirements. Deemed IRAs established in the form of Roth IRAs shall satisfy the following requirements:

(a) *Exclusive Benefit.* The Deemed Roth IRA shall be established for the exclusive benefit of an Employee or his or her Beneficiaries.

(b) *Maximum Annual Contributions.*

(1) *Maximum Permissible Amount.* Except in the case of a qualified rollover contribution or recharacterization (as defined in (6) below), no contribution will be accepted unless it is in cash and the total of such contributions to all the Employee's Roth IRAs for a taxable year does not exceed

the applicable amount (as defined in (2) below), or the Employee's compensation (as defined in (8) below) if less, for that taxable year. The contribution described in the previous sentence that may not exceed the lesser of the applicable amount or the Employee's compensation is referred to as a "regular contribution." A "qualified rollover contribution" is a rollover contribution that meets the requirements of Section 408(d)(3) of the Code, except the one-rollover-per-year rule of Section 408(d)(3)(B) does not apply if the rollover contribution is from another IRA other than a Roth IRA (a "nonRoth IRA"). Contributions may be limited under (3) through (5) below.

(2) *Applicable Amount.* The applicable amount is determined under (i) or (ii) below:

(i) If the Employee is under age 50, the applicable amount is:

$3,000 for any taxable year beginning in 2002 through 2004;
$4,000 for any taxable year beginning in 2005 through 2007; and
$5,000 for any taxable year beginning in 2008 and years thereafter.

(ii) If the Employee is 50 or older, the applicable amount is:

$3,500 for any taxable year beginning in 2002 through 2004;
$4,500 for any taxable year beginning in 2005;
$5,000 for any taxable year beginning in 2006 through 2007; and
$6,000 for any taxable year beginning in 2008 and years thereafter.

After 2008, the limits in paragraph (2)(i) and (ii) above will be adjusted by the Secretary of the Treasury for cost-of-living increases under Section 219(b)(5)(C) of the Code. Such adjustments will be in multiples of $500.

(3) If (i) and/or (ii) below apply, the maximum regular contribution that can be made to all the Employee's Roth IRAs for the taxable year is the smaller amount determined under (i) or (ii).

(i) The maximum regular contribution is phased out ratably between certain levels of modified adjusted gross income ("modified AGI," defined in (7) below) in accordance with the following table:

Modified AGI

Filing Status	Full Contribution	Phase-out Range	No Contribution
Single or Head of Household	$95,000 or less	Between $95,000 and $110,000	$110,000 or more
Joint Return or Qualifying Widower	$150,000 or less	Between $150,000 and $160,000	$160,000 or more
Married-Separate Return	$0	Between $0 and $10,000	$10,000 or more

If the Employee's modified AGI for a taxable year is in the phase-out range, the maximum regular contribution determined under this table for that taxable year is rounded up to the next multiple of $10 and not reduced below $200.

(ii) If the Employee makes regular contributions to both Roth and nonRoth IRAs for a taxable year, the maximum regular contribution that can be made to all the Employee's Roth IRAs for that taxable year is reduced by the regular contributions made to the Employee's nonRoth IRAs for the taxable year.

(4) *Qualified Rollover Contribution Limit.* A rollover from a nonRoth IRA cannot be made to this IRA if, for the year the amount is distributed from the nonRoth IRA,(i) the Employee is married and files a separate return, (ii) the Employee is not married and has modified AGI in excess of $100,000 or (iii) the Employee is married and together the Employee and the Employee's spouse have modified AGI in excess of $100,000. For purposes of the preceding sentence, a husband and wife are not treated as married for a taxable year if they have lived apart at all times during that taxable year and file separate returns for the taxable year.

(5) *SIMPLE IRA Limits.* No contributions will be accepted under a SIMPLE IRA plan established by any employer pursuant to Section 408(p) of the Code. Also, no transfer or rollover of funds attributable to contributions made by a particular employer under its SIMPLE IRA plan will be accepted from a SIMPLE IRA, that is, an IRA used in conjunction with a SIMPLE IRA plan, prior to the expiration of the 2-year period beginning on the date the Employee first participated in that employer's SIMPLE IRA plan.

(6) *Recharacterization.* A regular contribution to a nonRoth IRA may be recharacterized pursuant to the rules in Section 1.408A-5 of the Income Tax Regulations as a regular contribution to this IRA, subject to the limits in (3) above.

(7) *Modified AGI.* For purposes of (3) and (4) above, an Employee's modified AGI for a taxable year is defined in Section 408A(c)(3)(C)(i) of the Code and does not include any amount included in adjusted gross income as a result of a rollover from a nonRoth IRA (a "conversion").

(8) *Compensation.* For purposes of (1) above, compensation is defined as wages, salaries, professional fees, or other amounts derived from or received for personal services actually rendered (including, but not limited to, commissions paid salesmen, compensation for services on the basis of a percentage of profits, commissions on insurance premiums, tips and bonuses) and includes earned income, as defined in Section 401(c)(2) of the Code (reduced by the deduction the self-employed individual takes for contributions made to a self-employed retirement plan). For purposes of this definition, Section 401(c)(2) of the Code shall be applied as if the term trade or business for purposes of Section 1402 of the Code included service described in subsection (c)(6). Compensation does not include amounts derived from or received as earnings or profits from property (including but not limited to interest and dividends) or amounts not includible in gross income. Compensation also does not include any amount received as a pension or annuity or as deferred compensation. The term "compensation" shall include any amount includible in the Employee's gross income under Section 71 of the Code with respect to a divorce or separation instrument described in subparagraph (A) of Section 71(b)(2) of the Code In the case of a married Employee filing a joint return, the greater compensation of his or her spouse is treated as his or her own compensation but only to the extent that such spouse's compensation is not being used for purposes of the spouse making a contribution to a Roth IRA or a deductible contribution to a nonRoth IRA.

(c) *Collectibles.* If the Deemed IRA Trust acquires collectibles within the meaning of Section 408(m) of the Code after December 31, 1981, Deemed IRA Trust assets will be treated as a distribution in an amount equal to the cost of such collectibles.

(d) *Life Insurance Contracts.* No part of the Deemed IRA Trust funds will be invested in life insurance contracts.

(e) *Distributions Before Death.* No amount is required to be distributed prior to the death of the Employee for whose benefit the account was originally established.

(f) *Minimum Required Distributions.*

(1) Notwithstanding any provision of this IRA to the contrary, the distribution of the Employee's interest in the account shall be made in accordance with the requirements of Section 408(a)(6) of the Code, as modified by section 408A(c)(5), and the regulations thereunder, the provisions of which are herein incorporated by reference. If distributions are made from an annuity contract purchased from an insurance company, distributions thereunder must satisfy the requirements of section 1.401(a)(9)-6T of the Temporary Income Tax Regulations (taking into account Section 408A(c)(5) of the Code) (or Section 1.401(a)(9)-6 of the Income Tax Regulations, as applicable), rather than the distribution rules in paragraphs (2), (3) and (4) below.

(2) Upon the death of the Employee, his or her entire interest will be distributed at least as rapidly as follows:

(i) If the Beneficiary is someone other than the Employee's surviving spouse, the entire interest will be distributed, starting by the end of the calendar year following the year of the Employee's death, over the remaining life expectancy of the Beneficiary, with such life expectancy determined using the age of the beneficiary as of his or her birthday in the year following the year of the Employee's death, or, if elected, in accordance with paragraph (2)(iii) below.

(ii) If the Employee's sole Beneficiary is the Employee's surviving spouse, the entire interest will be distributed starting by the end of the calendar year following the calendar year of the Employee's death (or by the end of the calendar year in which the Employee would have attained age 70½, if later), over such spouse's life, or, if elected, in accordance with paragraph (2)(iii) below. If the surviving spouse dies before distributions are required to begin, the remaining interest will be distributed, starting by the end of the calendar year following the calendar year of the spouse's death, over the spouse's Beneficiary's remaining life expectancy determined using such Beneficiary's age as of his or her birthday in the year following the death of the spouse, or, if elected, will be distributed in accordance with paragraph (2)(iii) below. If the surviving spouse dies after distributions are required to begin, any remaining interest will be distributed over the spouse's remaining life expectancy determined using the spouse's age as of his or her birthday in the year of the spouse's death.

(iii) If there is no Beneficiary, or if applicable by operation of paragraph (2)(i) or (2)(ii) above, the entire interest will be distributed the end of the calendar year containing the fifth anniversary of the Employee's death (or of the spouse's death in the case of the surviving spouse's death before distributions are required to begin under paragraph 2(ii) above).

(iv) The amount to be distributed each year under paragraph (2)(i) or (ii) is the quotient obtained by dividing the value of the IRA as of the end of the preceding year by the remaining life expectancy specified in such paragraph. Life expectancy is determined using the Single Life Table in Q&A-1 of Section 1.401(a)(9)-9 of the Income Tax Regulations. If distributions are being made to a surviving spouse as the sole Beneficiary, such spouse's remaining life expectancy for a year is the number in the Single Life Table corresponding to such spouse's age in the year. In all other cases, remaining life expectancy for a year is the number in the Single Life Table corresponding to the Beneficiary's age in the year specified in paragraph (2)(i) or (ii) and reduced by 1 for each subsequent year.

(3) The "value" of the IRA includes the amount of any outstanding rollover, transfer and recharacterization under Q&As-7 and -8 of Section 1.408-8 of the Income Tax Regulations.

(4) If the sole Beneficiary is the Employee's surviving spouse, the spouse may elect to treat the IRA as his or her own IRA. This election will be deemed to have been made if such surviving spouse makes a contribution to the IRA or fails to take required distributions as a Beneficiary.

(g) *Nonforfeitable.* The interest of an Employee in the balance in his or her account is nonforfeitable at all times.

(h) *Reporting.* The Deemed IRA Trustee of a Deemed Roth IRA shall furnish annual calendar-year reports concerning the status of the Deemed IRA account and such information concerning required minimum distributions as is prescribed by the Commissioner of Internal Revenue.

(i) *Substitution of Deemed IRA Trustee.* If the Deemed IRA Trustee is a non-bank trustee or custodian, the non-bank trustee or custodian shall substitute another trustee or custodian if the non-bank trustee or custodian receives notice from the Commissioner of Internal Revenue that such substitution is required because it has failed to comply with the requirements of Section 1.408-2(e) of the Income Tax Regulations and Section 1.408-2T of the Income Tax Regulations.

Article X. Non-Assignability

10.01 General. Except as provided in Article VIII and Section 10.02, no Participant or Beneficiary shall have any right to commute, sell, assign, pledge, transfer or otherwise convey or encumber the right to receive any payments hereunder, which payments and rights are expressly declared to be non-assignable and non-transferable.

10.02 Domestic Relations Orders.

(a) *Allowance of Transfers*: To the extent required under a final judgment, decree, or order (including approval of a property settlement agreement) that (1) relates to the provision of child support, alimony payments, or marital property rights and (2) is made pursuant to a state domestic relations law, and (3) is permitted under Sections 414(p)(11) and (12) of the Code, any portion of a Participant's Account may be paid or set aside for payment to a spouse, former spouse, child, or other dependent of the Participant (an "Alternate Payee"). Where necessary to carry out the terms of such an order, a separate Account shall be established with respect to the Alternate Payee who shall be entitled to make investment selections with respect thereto in the same manner as the Participant. Any amount so set aside for an Alternate Payee shall be paid in accordance with the form and timing of payment specified in the order. Nothing in this Section shall be construed to authorize any amount to be distributed under the Plan at a time or in a form that is not permitted under Section 457(b) of the Code and is explicitly permitted under the uniform procedures described in Section 10.2(d) below. Notwithstanding the foregoing sentence, if a judgment, decree or order (including approval of a property settlement agreement) that relates to the provision of child support, alimony payments, or the marital property rights of a spouse or former spouse, child, or other dependent of a Participant is made pursuant to the domestic relations law of any State, then the amount of the Participant's Account shall be paid in the manner and to the person or persons so directed in the domestic relations order. Such payment shall be made without regard to whether the Participant is eligible for a distribution of benefits under the Plan. The Administrator shall establish reasonable procedures for determining the status of any such decree or order and for effectuating distribution pursuant to the domestic relations order. Any payment made to a person pursuant to this Section shall be reduced by any required income tax withholding.

(b) *Release from Liability to Participant*: The Employer's liability to pay benefits to a Participant shall be reduced to the extent that amounts have been paid or set aside for payment to an Alternate Payee to paragraph (a) of this Section and the Participant and his or her Beneficiaries shall be deemed to have released the Employer and the Plan Administrator from any claim with respect to such amounts.

(c) *Participation in Legal Proceedings*: The Employer and Administrator shall not be obligated to defend against or set aside any judgment, decree, or order described in paragraph (a) or any legal order relating to the garnishment of a Participant's benefits, unless the full expense of such legal action is borne by the Participant. In the event that the Participant's action (or inaction) nonetheless causes the Employer or Administrator to incur such expense, the amount of the expense may be charged against the Participant's Account and thereby reduce the Employer's obligation to pay benefits to the Participant. In the course of any proceeding relating to divorce, separation, or child support, the Employer and Administrator shall be authorized to disclose information relating to the Participant's Account to the Alternate Payee (including the legal representatives of the Alternate Payee), or to a court.

(d) *Determination of Validity of Domestic Relations Orders*: The Administrator shall establish uniform procedures for determining the validity of any domestic relations order. The Administrator's determinations under such procedures shall be conclusive and binding on all parties and shall be afforded the maximum amount of deference permitted by law.

10.03 IRS Levy. Notwithstanding Section 10.01, the Administrator may pay from a Participant's or Beneficiary's Account balance the amount that the Administrator finds is lawfully demanded under a levy issued by the Internal Revenue Service with respect to that Participant or Beneficiary or is sought to be collected by the United States Government under a judgment resulting from an unpaid tax assessment against the Participant or Beneficiary.

10.04 Mistaken Contribution. To the extent permitted by applicable law, if any contribution (or any portion of a contribution) is made to the Plan by a good faith mistake of fact, then after the payment of the contribution, and upon receipt in good order of a proper request approved by the Administrator, the amount of the mistaken contribution (adjusted for any income or loss in value, if any, allocable thereto) shall be returned directly to the Participant or, to the extent required or permitted by the Administrator, to the Employer.

10.05 Payments to Minors and Incompetents. If a Participant or Beneficiary entitled to receive any benefits hereunder is a minor or is adjudged to be legally incapable if giving valid receipt and discharge for such benefits, or is deemed so by the Administrator, benefits will be paid to such persons as the Administrator may designate for the benefit of such Participant or Beneficiary. Such payments shall be considered a payment to such Participant or Beneficiary and shall, to the extent made, be deemed a complete discharge of any liability for such payments under the Plan.

10.06 Procedure When Distributee Cannot Be Located. The Administrator shall make all reasonable attempts to determine the identity and address of a Participant or a Participant's Beneficiary entitled to benefits under the Plan. For this purpose, a reasonable attempt means (a) the mailing by certified mail of a notice to the last known address shown on the Employer or Administrator's records, (b) notification sent to the Social Security Administration or the Pension Benefit Guarantee Corporation (under their program to identify payees under retirement plans), and (c) the payee has not responded within 6 months. If the Administrator is unable to locate such a person entitled to benefits hereunder, or if there has been no claim made for such benefits, the Trust shall continue to hold the benefits due such person.

Article XI. Relationship to Other Plans and Employment Agreements

This Plan serves in addition to any other retirement, pension, or benefit plan or system presently in existence or hereinafter established for the benefit of the Employer's employees, and participation hereunder shall not affect benefits receivable under any such plan or system. Nothing contained in this Plan shall be deemed to constitute an employment contract or agreement between any Participant and the Employer or to give any Participant the right to be retained in the employ of the Employer. Nor shall anything herein be construed to modify the terms of any employment contract or agreement between a Participant and the Employer.

Article XII. Amendment or Termination of Plan

The Employer may at any time amend this Plan provided that it transmits such amendment in writing to the Administrator at least 30 days prior to the effective date of the amendment. The consent of the Administrator shall not be required in order for

such amendment to become effective, but the Administrator shall be under no obligation to continue acting as Administrator hereunder if it disapproves of such amendment.

The Administrator may at any time propose an amendment to the Plan by an instrument in writing transmitted to the Employer at least 30 days before the effective date of the amendment. Such amendment shall become effective unless, within such 30-day period, the Employer notifies the Administrator in writing that it disapproves such amendment, in which case such amendment shall not become effective. In the event of such disapproval, the Administrator shall be under no obligation to continue acting as Administrator hereunder.

The Employer may at any time terminate this Plan. In the event of termination, assets of the Plan shall be distributed to Participants and Beneficiaries as soon as administratively practicable following termination of the Plan. Alternatively, assets of the Plan may be transferred to an eligible deferred compensation plan maintained by another eligible governmental employer within the same State if (a) all assets held by the Plan (other than Deemed IRAs) are transferred; (b) the receiving plan provides for the receipt of transfers; (c) the Participants and Beneficiaries whose deferred amounts are being transferred will have an amount immediately after the transfer at least equal to the deferred amount immediately before the transfer; and (d) the Participants or Beneficiaries whose deferred amounts are being transferred is not eligible for additional annual deferrals in the receiving plan unless the Participants or Beneficiaries are performing services for the employer maintaining the receiving plan.

Except as may be required to maintain the status of the Plan as an eligible deferred compensation plan under Section 457(b) of the Code or to comply with other applicable laws, no amendment or termination of the Plan shall divest any Participant of any rights with respect to compensation deferred before the date of the amendment or termination.

Article XIII. Applicable Law

This Plan and Trust shall be construed under the laws of the state where the Employer is located and is established with the intent that it meet the requirements of an "eligible deferred compensation plan" under Section 457(b) of the Code, as amended. The provisions of this Plan and Trust shall be interpreted wherever possible in conformity with the requirements of that Section of the Code.

In addition, notwithstanding any provision of the Plan to the contrary, the Plan shall be administered in compliance with the requirements of Section 414(u) of the Code.

Article XIV. Gender and Number

The masculine pronoun, whenever used herein, shall include the feminine pronoun, and the singular shall include the plural, except where the context requires otherwise.

DECLARATION OF TRUST

This Declaration of Trust (the "Group Trust Agreement") is made as of the 19th day of May, 2001, by VantageTrust Company, which declares itself to be the sole Trustee of the trust hereby created.

WHEREAS, the ICMA Retirement Trust was created as a vehicle for the commingling of the assets of governmental plans and governmental units described in Section 818(a)(6) of the Internal Revenue Code of 1986, as amended, pursuant to a Declaration of Trust dated October 4, 1982, as subsequently amended, a copy of which is attached hereto and incorporated by reference as set out below (the "ICMA Declaration"); and

WHEREAS, the trust created hereunder (the "Group Trust") is intended to meet the requirements of Revenue Ruling 81-100, 1981-1 C.B. 326, and is established as a common trust fund within the meaning of Section 391:1 of Title 35 of the New Hampshire Revised Statutes Annotated, to accept and hold for investment purposes the assets of the Deferred Compensation and Qualified Plans held by and through the ICMA Retirement Trust.

NOW, THEREFORE, the Group Trust is created by the execution of this Declaration of Trust by the Trustee and is established with respect to each Deferred Compensation and Qualified Plan by the transfer to the Trustee of such Plan's assets in the ICMA Retirement Trust, by the Trustees thereof, in accord with the following provisions:

(a) *Incorporation of ICMA Declaration by Reference; ICMA By-Laws.* Except as otherwise provided in this Group Trust Agreement, and to the extent not inconsistent herewith, all provisions of the ICMA Declaration are incorporated herein by reference and made a part hereof, to be read by substituting the Group Trust for the Retirement Trust and the Trustee for the Board of Trustees referenced therein. In this respect, unless the context clearly indicates otherwise, all capitalized terms used herein and defined in the ICMA Declaration have the meanings assigned to them in the ICMA Declaration. In addition, the By-Laws of the ICMA Retirement Trust, as the same may be amended from time-to-time, are adopted as the By-Laws of the Group Trust to the extent not inconsistent with the terms of this Group Trust Agreement.

Notwithstanding the foregoing, the terms of the ICMA Declaration and By-Laws are further modified with respect to the Group Trust created hereunder, as follows:

1. any reporting, distribution, or other obligation of the Group Trust vis-à-vis any Deferred Compensation Plan, Qualified Plan, Public Employer, Public Employer Trustee, or Employer Trust shall be deemed satisfied to the extent that such obligation is undertaken by the ICMA Retirement Trust (in which case the obligation of the Group Trust shall run to the ICMA Retirement Trust); and

2. all provisions dealing with the number, qualification, election, term and nomination of Trustees shall not apply, and all other provisions relating to trustees (including, but not limited to, resignation and removal) shall be interpreted in a manner consistent with the appointment of a single corporate trustee.

(b) *Compliance with Revenue Procedure 81-100.* The requirements of Revenue Procedure 81-100 are applicable to the Group Trust as follows:

1. Pursuant to the terms of this Group Trust Agreement and Article X of the By-Laws, investment in the Group Trust is limited to assets of Deferred Compensation and Qualified Plans, investing through the ICMA Retirement Trust.

2. Pursuant to the By-Laws, the Group Trust is adopted as a part of each Qualified Plan that invests herein through the ICMA Retirement Trust.

3. In accord with the By-Laws, that part of the Group Trust's corpus or income which equitably belongs to any Deferred Compensation and Qualified Plan may not be used for or diverted to any purposes other than for the exclusive benefit of the Plan's employees or their beneficiaries who are entitled to benefits under such Plan.

4. In accord with the By-Laws, no Deferred Compensation Plan or Qualified Plan may assign any or part of its equity or interest in the Group Trust, and any purported assignment of such equity or interest shall be void.

(c) *Governing Law*. Except as otherwise required by federal, state or local law, this Declaration of Trust (including the ICMA Declaration to the extent incorporated herein) and the Group Trust created hereunder shall be construed and determined in accordance with applicable laws of the State of New Hampshire.

(d) *Judicial Proceedings*. The Trustee may at any time initiate an action or proceeding in the appropriate state or federal courts within or outside the state of New Hampshire for the settlement of its accounts or for the determination of any question of construction which may arise or for instructions.

IN WITNESS WHEREOF, the Trustee has executed this Declaration of Trust as of the day and year first above written.

VANTAGETRUST COMPANY

By: Angela C. Montez

Name: Angela Montez

Title: Assistant Secretary

ICMA-RC Services LLC, a wholly owned broker-dealer subsidiary of ICMA-RC, member FINRA/SIPC.

ICMA-RC

ATTN.: RECORDS MANAGEMENT UNIT
P.O. BOX 96220
WASHINGTON, DC 20090-6220
1-800-669-7400
WWW.ICMARC.ORG
EN ESPAÑOL LLAME AL 1-800-669-8216

BKT000-014-200902-454

STATEMENT OF INTENT: PLAN ADMINISTRATION – ROTH PROVISIONS

Plan Number: 30 7 4 2 8

Name of Employer: City of Lake Stevens **State:** Washington

I. Employer Instructions Regarding Plan Administration

The employer instructs ICMA-RC to administer the Plan in accordance with the below elections as of the effective date specified in Section III below.

II. Roth Provisions

a. The Plan will offer Designated Roth Accounts as described in Article X.

[X] Yes **(default option)** [ ] No

[**Note:** If you want to offer In-Plan Roth Conversions and/or Roth Elective Deferrals, you must check "Yes" above. If No is selected, skip the remainder of this section.]

b. The Plan will allow In-Plan Roth Conversions as provided in Section 10.05.

[X] Yes **(default option)** [ ] No

c. Designated Roth Accounts will be available as a source for loans under the Plan (only applicable to plans that offer loans):

[X] Yes [ ] No or N/A **(default option)**

III. Effective Date

This statement of intent shall be effective as of the following date: 01 (Month) / 01 (Day) / 2017 (Year)

IV. Employer Signature

NAME OF OFFICIAL PLAN COORDINATOR (PLEASE PRINT): Steven R. Edin

SIGNATURE: _____

TITLE: Human Resources Director

TELEPHONE NUMBER: (425)377-3227

DATE: _____

EMAIL ADDRESS: sedin@lakestevenswa.gov

A copy of the completed statement of intent should be returned to ICMA-RC (retain the original for your records):

Fax to:
202-962-4601
ATTN: NBS Analyst

OR

Mail to:
ICMA-RC
ATTN: NBS Analyst
777 North Capitol Street, NE
Washington, DC 20002-4240

ICMA-RC GUIDED PATHWAYS® MANAGED ACCOUNTS SERVICES AGREEMENT

This **Managed Accounts** Services Agreement ("Agreement"), made as of the 13th day of December, 2016 *(herein referred to as the "Inception Date")*, between the City of Lake Stevens *("Employer")*, a _____ organized and existing under the laws of the State of Washington with an office at P.O. Box 257 *(Address)*, Lake Stevens *(City)*, WA *(State)*, 98258 *(Zip Code)*, and International City County Management Association Retirement Corporation ("ICMA-RC"), a Delaware corporation, is to add the discretionary investment advisory services program ("**Managed Accounts**") described in this Agreement as a discretionary asset allocation and management service offered under your employer-sponsored retirement plan or plans ("Plan").

RECITALS

Employer acts as a public sponsor for a Plan with responsibility to obtain investment alternatives and services for employees and former employees participating in that Plan (each a "participant");

ICMA-RC provides an array of services to public employers for the operation of employee retirement plans including, but not limited to, investment advisory services, communications concerning investment alternatives, account maintenance, account record-keeping, investment and tax reporting, transaction processing, benefit disbursement, and asset management.

Managed Accounts is a discretionary investment advisory service provided as part of ICMA-RC's Guided Pathways® program, a suite of investment services designed to assist participants in reaching their retirement investing objectives.

This Agreement adds **Managed Accounts**, a discretionary asset allocation investment advisory service, to **Asset Class Guidance** and **Fund Advice**, already offered by ICMA-RC and available to most participants. These services, all of which are offered through the Guided Pathways® platform, are intended to assist participants in reaching their retirement investing objectives.

ICMA-RC is an investment adviser registered as such with the U.S. Securities and Exchange Commission ("SEC") under the Investment Advisers Act of 1940, as amended ("Advisers Act"). ICMA-RC Services, LLC (a wholly owned subsidiary of ICMA-RC) is registered as a broker-dealer with the SEC and is a member in good standing with FINRA and the Securities Investor Protection Corporation ("SIPC").

AGREEMENTS

1. Investment Advisory Services

Each participant, beneficiary or alternate payee as permitted under the Plan (collectively, "Participants"), electing to have investment advisory services provided by ICMA-RC must agree to the Investment Advisory Agreement ("Participant Agreement"), which describes the features of **Managed Accounts** and **Fund Advice** as well as the rights and responsibilities of the Participants under the program.

Participants who are subject to any imposed frequent trading restrictions are not eligible to participate in **Managed Accounts**.

By entering into this Agreement, you acknowledge and agree that you have received and reviewed this Agreement and the Participant Agreement, including the terms, conditions, and details of **Managed Accounts** described in those Agreements and that as **Plan Fiduciary you authorize ICMA-RC to offer and make available Managed Accounts to Participants in each of your eligible ICMA-RC administered 457, 401, and Payroll IRA plans. Vantagecare Retirement Health Savings Plans and Plans that do not meet core investment option asset category requirements (e.g., ICMA-RC's standard 457 PTS Plan) are not considered eligible plans.**

Managed Accounts

Managed Accounts is a discretionary asset allocation and management service designed for Participants who want to delegate their individual Plan investment decisions to a financial expert. Participants are charged an asset-based fee for **Managed Accounts**. See Section 5 below for applicable fees. The Managed Accounts fee covers only our advisory fee for allocating and reallocating assets in participants' accounts and does not cover any other fees or expenses associated with these accounts including underlying mutual fund and plan administration fees.

Under **Managed Accounts**, a Participant authorizes ICMA-RC to exercise discretionary authority to allocate and reallocate the assets in his or her Plan account or accounts among eligible Plan investments and implement individualized advice generated from the investment methodologies and software created by Morningstar Investment Management LLC ("Morningstar Investment Management"), a leading provider of retirement advice and asset allocation strategies. Morningstar Investment Management is a federally registered investment adviser and a subsidiary of Morningstar Inc., a leading world-wide provider of independent research committed to helping investors reach their financial goals. In providing such services to ICMA-RC, Morningstar Investment Management acts as the Independent Financial Expert ("IFE") as that term is used in Advisory Opinion 2001-09A issued by the U.S. Department of Labor (the "**DOL**") (see Section 3, below). Based on information provided by the Participant about his or her

financial condition and investment objectives, ICMA-RC allocates the Participant's account according to the applicable Morningstar Investment Management model on a discretionary basis without seeking the Participant's approval for each transaction.

The entire account balance of any account designated for participation in **Managed Accounts** must be allocated to Managed **Accounts.**

Participants must agree to provide financial and other information as reasonably requested by ICMA-RC and to inform ICMA-RC promptly of any changes in their circumstances in order to assist ICMA-RC in the development and management of an investment strategy that is suitable and appropriate. ICMA-RC will notify Participants annually to contact ICMA-RC regarding any changes in their financial situation, employment status or investment objectives and whether Participants wish to impose any reasonable restrictions on their accounts which are not fundamentally inconsistent with their investment objectives or the nature or operation of **Managed Accounts**. ICMA-RC personnel knowledgeable about the management of the Participant's account will be reasonably available to respond to Participant's inquiries. Participants will receive quarterly statements consisting of all activity in their accounts, including fees and expenses as well as the beginning and ending value of the account for the relevant period, and will receive copies of confirmations of any transactions in their accounts.

Initially and at least annually thereafter, Participants are given an opportunity to review and confirm the accuracy and completeness of the information upon which their advice is based. When appropriate, but normally on a quarterly basis, Morningstar Investment Management re-examines the model advice portfolio to determine if a reallocation to a different model advice portfolio is needed. If a new model advice portfolio is needed, the Participant's Account(s) assets will be reallocated and rebalanced to the new model's target asset allocation. Quarterly, assuming a new model advice portfolio is not needed, Morningstar Investment Management reviews the allocation of the Participant's Account(s) to determine if any fund deviates from the recommended model advice portfolio by more than a pre-specified minimum percentage, which would at no time be greater than 3%. If it does, ICMA-RC will transfer assets among the currently designated funds to ensure the Participant's Account(s) remain consistent with the target allocation of the model advice portfolio.

Because ICMA-RC has discretionary authority over the Participant's account under **Managed Accounts**, certain Participant-directed account transactions otherwise available to the Participant, such as transfers of existing account balances and changes to future contribution allocations, systematic or otherwise, will not be processed until the Participant has terminated participation in **Managed Accounts**. Participants may terminate participation in **Managed Accounts** at any time at their discretion.

The **Managed Accounts** program does not provide advice for assets in self-directed brokerage accounts, certificates of deposits, or certain other investment options. However, while only ICMA-RC administered retirement plan assets are managed, other assets (i.e., spousal assets, brokerage accounts, etc.) can be taken into consideration for the purpose of determining the appropriate allocation for the retirement plan account to the extent that the Participant has provided information about such assets.

Certain investment options within your Plan may charge a redemption fee on specific transactions. Transactions initiated by ICMA-RC under **Managed Accounts** may result in such redemption fees being charged to Participants. Any applicable redemption fees will be deducted directly from the Participants' accounts.

Managed Accounts may not be suitable for all investors. Participants should contact our Guided Pathways® team or their ICMA-RC Retirement Plans Specialist and fully read the *ICMA-RC Guided Pathways® Fund Advice and Managed Accounts Investment Advisory Agreement* prior to enrolling in Managed Accounts to determine if this service is right for them.

Asset Class Guidance and Fund Advice

Both Asset Class Guidance and Fund Advice are currently offered to most Participants. These services are offered directly through ICMA-RC in conjunction with Morningstar Investment Management as the IFE. ICMA-RC applies methodologies developed, maintained and overseen by Morningstar Investment Management. The Plan is not charged any additional fee for allowing these services to be offered to Participants.

Asset Class Guidance

Asset Class Guidance provides "point-in-time" asset allocation recommendations to Participants looking for assistance in selecting their retirement plan investments. **Asset Class Guidance does not provide fund specific recommendations.** These individualized asset allocation recommendations from ICMA-RC may be provided through the internet, or by an ICMA-RC associate over the telephone. ICMA-RC creates the asset allocation recommendations by applying methodology developed, maintained and overseen by Morningstar Investment Management.

Asset allocation recommendations are based upon a wealth forecast that takes into account not only the Participant's Plan account values and contribution rates, but also, to the extent provided by the Participant and relevant to the forecast, other assets held by the Participant or the Participant's spouse or family member, and personal information of the Participant - including but not limited to, date of birth, anticipated or actual date of retirement, etc. The wealth forecast reflects the results of Monte Carlo simulations to determine the probable result of various account allocations, savings rates, etc.

The Participant may elect whether to use this service, and if so, when and how often to use it. The Participant will be responsible for implementing any asset allocation recommendations based on the ordinary means available under the Plan (i.e., transfer of account balances), and for subsequent monitoring or review of the account and of the accuracy of information utilized in arriving at the asset allocation recommendation.

Participants are not charged additional fees for using **Asset Class Guidance** under Guided Pathways.*

Fund Advice

Fund Advice provides "point-in-time" individualized investment advice to Participants seeking assistance in selecting specific retirement plan investments. Fund specific recommendations are constructed by Morningstar Investment Management from among the investment options available in the Plan. **Fund Advice** may be provided through the Internet, or by an ICMA-RC associate over the telephone. ICMA-RC creates **Fund Advice** recommendations by applying methodology developed, maintained and overseen by Morningstar Investment Management. The investment advice and fund specific recommendations are constructed by Morningstar Investment Management from the investment options available under the Plan and as selected by you as the Plan Sponsor, applied to the Participant's individual information and account.

Fund Advice is based upon a wealth forecast that takes into account not only the Participant's Plan account values and contribution rates, but also, to the extent provided by the Participant and relevant to the forecast, other assets held by the Participant or the Participant's spouse or family member, and personal information of the Participant - including but not limited to, date of birth, anticipated or actual date of retirement, etc. The wealth forecasts reflect the results of Monte Carlo simulations to determine the probable result of various account allocations, savings rates, etc.

The Participant may elect whether to use this service, and if so, when and how often to use it. The Participant will be responsible for implementing any advice or fund specific recommendations using the ordinary means available under the Plan (i.e., transfer of account balances), and for subsequent monitoring or review of the account and of the information utilized in arriving at the advice. Participants using **Fund Advice** are responsible for supplying updated information when their personal circumstances or other factors change.

ICMA-RC will charge a standard $20 annual fee to Participants using **Fund Advice**. However, certain Participants, such as those in the Premier Program*, can utilize the Advice service for no charge. The fixed annual fee will be charged to the Participant's account following enrollment and will entitle the Participant to use of the service for a twelve-month period. For each succeeding twelve-month period for which the Advice service is initiated or continued, the Participant will be required to re-enroll and pay the annual fee in order to continue receiving the service.

Guided Pathways* allows Participants to directly implement recommended transactions (fund transfers and contribution reallocations) in their ICMA-RC accounts.

2. Employer Acknowledgements Designations and Determinations

By entering into this Agreement, Employer determines that the compensation paid to ICMA-RC by Participants for services under the Guided Pathways* program, including the **Managed Accounts** services, taking into account any other compensation to ICMA-RC or its affiliates for investments and services provided to Plan accounts, is reasonable in light of the investment advisory services to be rendered.

Employer designates that the individual investment options offered to Participants under the Plan will be the same investment options available to Participants selecting **Managed Accounts** and **Fund Advice**. In making such a designation, you acknowledge and agree to any limits on the investment options to which the advice may apply, and to any limitations imposed by the investment option or by the Plan.

If the VT Retirement IncomeAdvantage Fund is an available option in your Plan, the following acknowledgments, representations, and conditions are applicable:

- The IFE may recommend that a portion of a Participant's assets be invested in the VT Retirement IncomeAdvantage Fund, a VantageTrust Fund that invests in a separate account under a group variable annuity issued by a third-party insurance company. A Guarantee Fee of 1.00% is assessed by the third-party insurance company for the VT Retirement IncomeAdvantage Fund guarantees and is included along with other fund fees and expenses in the VT Retirement IncomeAdvantage Funds' net expense ratio. Guarantees are based on the claims-paying ability of the third-party insurance company. These guarantees are also subject to certain limitations, terms, and conditions. Rights to these guarantees may be impacted if: (1) a participant makes any transfers, exchanges or withdrawals from the Fund (other than guaranteed withdrawals after lock-in); (2) you switch retirement plan providers or remove the VT Retirement IncomeAdvantage Fund from the plan lineup; or (3) the VT Retirement IncomeAdvantage Fund or the group annuity contract in which it invests is terminated.

- You understand that the VT Retirement Income Advantage Fund is an investment option for the Plan and that the fund invests in a separate account available through a group variable annuity contract. By entering into this Agreement, you acknowledge that you have received and understand the following documents: 1) *VT Retirement IncomeAdvantage Important Considerations*; 2) *Making Sound Investment Decisions - A Retirement Investment Guide*; and 3) *Retirement Investment Guide - Additional Information*. These documents are also available online via Account Access (www.icmarc.org) or by contacting ICMA-RC Investor Services at 800-669-7400.

Employer acknowledges that ICMA-RC or an affiliate may be providing additional services, including investment, Plan recordkeeping, Plan compliance, and other related Plan administrative services. However, the Employer retains its existing responsibility for taking necessary steps to adopt, amend and maintain the qualification of the Plan.

3. Prohibited Transactions

Although your Plan, as a governmental plan, is not subject to all the requirements of ERISA, under ERISA certain types of transactions are prohibited, including, generally, the provision of investment advice by an entity or an individual that is providing other services to the Plan for compensation.

The DOL issued Advisory Opinion 2001-09A ("Advisory Opinion") to SunAmerica Retirement Markets. Inc. ("SunAmerica") on December 14, 2001. The Advisory Opinion provides that investment advice based on a computer program controlled by an IFE and delivered to a Participant by an organization or adviser that is also providing plan investments from which it receives income, will not constitute a prohibited transaction if certain requirements are met. The DOL issued the Advisory Opinion in response to a request for a prohibited transaction exemption ("PTE") by SunAmerica. ICMA-RC has entered into an agreement with Morningstar Investment Management to provide the type of services described in the SunAmerica PTE request and the Advisory Opinion. ICMA-RC is already providing services to your Plan, which may include enrollment and contribution processing, Plan recordkeeping and compliance, education and other services, including mutual funds advised or sub-advised by ICMA-RC or an affiliated adviser which may be included as eligible Plan investments. By executing this Agreement, you are authorizing ICMA-RC to provide investment advisory services under **Managed Accounts**.

Managed Accounts may be provided through the Internet, on paper, or by an ICMA-RC associate over the telephone. ICMA-RC associates will continue to provide many of the same Plan and investment services to the Plan or Participants that he or she would otherwise provide, in the absence of **Managed Accounts**. However, pursuant to the Advisory Opinion, ICMA-RC associates will present the advice as determined under the investment methodologies and software developed by Morningstar Investment Management and may not alter that advice.

4. Investment Advice Process

From the investment options available to Plan Participants, Morningstar Investment Management will select the funds to be included in the model advice portfolios under **Managed Accounts**.

To be eligible for **Managed Accounts** or **Fund Advice**, the Plan must at all times provide investment options which cover the following required asset categories as determined by Morningstar Investment Management: US Fixed Income (Cash, US Short-term Bonds or US Bonds), US Equity, and International Equity. Morningstar Investment Management, as the IFE, is solely responsible for determining the adequacy of the Plan's exposure to the required asset categories. ICMA-RC will notify you if available investment options under your Plan fail to include one or more asset categories required for construction of the Morningstar Investment Management model portfolios.

On an ongoing basis, Morningstar Investment Management will monitor the asset-class portfolios and the individual investment options included in the model portfolios, and make changes as appropriate. With certain exceptions, any recommended changes arising from such monitoring will generally be implemented not more frequently than quarterly.

Participants with multiple ICMA-RC-administered accounts under the same Employer Plan and/or multiple ICMA-RC-administered accounts with different Employer Plans, have the option of individually selecting the accounts to which **Managed Accounts** will be applied.

Each Participant enrolling in **Managed Accounts** will be assigned to one of a fixed number of model advice portfolios based upon the information provided to ICMA-RC by the Plan and the Participant. As described in the Participant Agreement, a minimum set of data items will be required in order to assign the Participant to a model portfolio. These include gender, date of birth, marital status, employment status, salary, retirement plan account balances, current retirement plan savings rate, desired replacement retirement income, and desired probability of meeting or exceeding desired replacement retirement income.

Certain required information on Participant accounts is automatically pre-populated to **Managed Accounts** by ICMA-RC. Participants are responsible for providing any other required or non-required information, although "default" assumptions may be used for certain information.

Additional information can be provided, by the Plan or the Participant, to further assist in the selection of the appropriate model advice portfolio, including additional information about the Participant and/or the Participant's spouse and/or family, if applicable. This additional information can include, but is not limited to:

- **Outside Plan Assets:** Account information on non-ICMA-RC defined contribution retirement and non-retirement accounts (i.e., 401 and 457 plans, savings, retail brokerage), and other account information including but not limited to: account type; account name; account balance; account holdings; etc.
- **Retirement Plan Loans:** Details on outstanding retirement plan loans including but not limited to: maturity date; outstanding loan balance; repayment amount; interest rate; repayment frequency; etc.
- **Cash Flow:** Details on non-retirement plan cash flows including but not limited to: received inheritance or college tuition costs; cash flow type (income or expense); amount; college cost beginning year; college cost ending year; etc.
- **Other Benefits/Retirement Plan Information:** Including but not limited to: Information on defined benefit pension plans or Social Security; start age; pension monthly payment; social security monthly estimate; etc.
- **Information About Your Spouse's Personal and Financial Situations:** Including but not limited to: Information on your spouse and his/her retirement and non-retirement accounts; date of birth; annual savings rate; salary; account type; account name; account balance; account holdings; etc.

Participants will be permitted to enroll in **Managed Accounts** at any time. However, if a Participant previously terminated the service with respect to a Plan, he or she must wait at least until the next calendar quarter before re-enrolling in the service for that Plan and may not enroll more than two times in any 12-month period.

Upon enrollment in **Asset Class Guidance** or **Fund Advice**, a Plan Participant may use these services as often as desired, in the manner (and subject to any limitations) described in the Participant Agreement or Terms and Conditions document. A Participant enrolling in **Managed Accounts** or Advice will receive a statement summarizing the data provided to ICMA-RC that was used to formulate the advice, and if accessing the service over the Internet, will be given an opportunity to correct or modify that data before the service is initiated. Thereafter, the Participant can revise, add, or change his or her data at any time. Participants enrolled in **Managed Accounts** will be contacted at least annually regarding this information, and may speak with an ICMA-RC associate at any time. When appropriate, but normally on a quarterly basis, Morningstar Investment Management re-examines the model advice portfolio to determine if a reallocation to a different model advice portfolio is needed. If a new model advice portfolio is needed, the Participant's Account(s) assets will be reallocated and rebalanced to the new model's target asset allocation. Quarterly, assuming a new model advice portfolio is not needed, Morningstar Investment Management reviews the allocation of the Participant's Account(s) to determine if any fund deviates from the recommended model advice portfolio by more than a pre-specified minimum percentage, which would at no time be greater than 3%. If it does, ICMA-RC will transfer assets among the currently designated funds to ensure the Participant's Account(s) remain consistent with the target allocation of the model advice portfolio. Participants are responsible for contacting ICMA-RC with any new or revised information that may warrant an additional review of the account. Allocation or reallocations may be limited by the Plan or by the underlying investment. Such limitations will be taken into account by Morningstar Investment Management in the development and implementation of the advice.

5. Participant Costs

Participants who enroll in **Managed Accounts** are assessed an asset based fee that is charged on a monthly basis based on the month-end average daily account balance in **Managed Accounts**. The **Managed Accounts** fee will be calculated as a percentage of the account value and applied to the account as a fixed dollar amount. The Managed Accounts fee covers only our advisory fee for allocating and reallocating assets in participants' accounts and does not cover any other fees or expenses associated with these accounts including underlying mutual fund and plan administration fees. The standard **Managed Accounts** Fee Schedule is presented below and is also detailed in the Participant Agreement.

Account Balance	Annual Fee
First $100,000	0.40%
Next $100,000	0.35%
Next $300,000	0.25%
Over $500,000	0.00% (no additional fee charged)

The **Managed Accounts** Fee will be deducted pro-rata against all investments in any account included in **Managed Accounts**.

Employer hereby directs that these costs be withdrawn from Participant accounts. You will be provided at least 90 days' advance written notice of any change in the rate of fees assessed to Participant accounts. Fees will be assessed to Participant accounts on a pro-rata basis among investments. There is no cost assessed to the Employer or the Plan for offering **Managed Accounts**.

ICMA-RC will charge a standard $20 annual fee to Participants using **Fund Advice**. However, certain participants, such as those in the Premier Program™, can utilize the **Fund Advice** service for no charge. The fixed annual fee will be charged to the Participant's account following enrollment and will entitle the Participant to use of the service for a twelve-month period. For each succeeding twelve-month period for which the Advice service is initiated or continued, the Participant will be required to re-enroll and pay the annual fee in order to continue receiving the service.

Participants are not charged any additional fees for using **Asset Class Guidance** under Guided Pathways.

6. No Guarantee

Employer understands, acknowledges and accepts that the advice provided hereunder relies on historical performance and other data, all of which have limitations. Past performance of investments is no guarantee of future results. The analysis and advice provided depends upon a number of factors, including the information provided by the Participant, various assumptions and estimates and other considerations. As a result, the wealth forecast developed and advice and recommendations provided are no guarantees that a Participant will achieve his or her retirement goals or anticipated returns. You understand that there remains a risk of loss within eligible investment options.

7. Form ADV

Part 2A of ICMA-RC's Form ADV ("Brochure"), a portion of ICMA-RC's SEC adviser registration statement, contains additional information about ICMA-RC and our advisory services. By entering into this Agreement, you represent that you have received and reviewed a copy of the Brochure.

8. Limitation of Liability

You understand and agree that there is no guarantee that the recommendations made by ICMA-RC pursuant to the investment methodologies and software developed by Morningstar Investment Management will be successful. Nor can ICMA-RC ensure that a Participant will achieve his or her retirement goals or anticipated returns. You acknowledge that the outcome of the Guided Pathways services calculations are estimates only, and there is no guarantee of the future financial performance of Participant investments or that Participants will meet their desired goal(s).

You agree, understand and acknowledge that the advice is based on the responses provided and other information furnished to us by Participants through Guided Pathways and **Managed Accounts** and updated as necessary. ICMA-RC shall not be liable for any misstatement or omission contained in the information furnished to us, or any loss, liability, claim damage or expense whatsoever arising out of or attributable to such misstatement or omission. Nothing in this section shall be construed as a waiver of any rights Employer or Participants may have under common law, the Advisers Act, or any other federal or state securities or retirement laws.

ICMA-RC is not responsible for providing and maintaining the communications and equipment (including personal computers and modems) and telephone or alternative services required for accessing and utilizing electronic or automated services, or for communications service fees and charges incurred by the Participant in accessing these services.

9. Assignability

This Agreement shall not be assignable by any party without the prior written consent of the other party.

10. Term and Termination of Managed Accounts Service

This Agreement shall be in effect and commence on the date all parties have signed and executed this Agreement ("Inception Date"). This Agreement will be renewed automatically for each succeeding year unless **60 days' advance written notice of termination** is provided by either party to the other, provided however that some or all of the notice period may be waived upon a demonstration that only an earlier termination will comply with the independent fiduciary's fiduciary duty.

Employer may terminate the services at any time for all Participants, subject to a reasonable advance written notice requirement consistent with applicable law. Such termination shall be effective as soon as reasonably practicable thereafter.

A Participant may terminate the **Managed Accounts** service with respect to his or her account(s) at any time.

During the term of this agreement, ICMA-RC reserves the right to replace Morningstar Investment Management as the IFE in its sole discretion. In the event ICMA-RC is unable to contract with a suitable replacement IFE, this Agreement shall automatically terminate upon written notice from ICMA-RC to the Employer.

11. Extraordinary Events

ICMA-RC shall not be liable for loss caused directly or indirectly by governmental restrictions, exchange or market rulings, suspension of trading, war, strikes, or other conditions beyond our control. We shall not be responsible for loss or damages caused by equipment failure, communications lines failure, unauthorized access, theft, systems failure and other consequences beyond our control.

12. Privacy

Protection of Nonpublic Personal Information. ICMA-RC is subject to various privacy requirements for the protection of its clients under the Gramm-Leach-Bliley Act ("GLBA") and regulations promulgated pursuant to GLBA.

Definition of Nonpublic Personal Information. Nonpublic personal information of customers or consumers ("NPI") includes, but is not limited to, names, addresses, account balances, account numbers, account activity, Social Security numbers, taxpayer identification numbers, and sensitive, financial and health information. NPI includes information on our forms or in a database of any kind, information created by us, information collected by or on behalf of us and personally identifiable information derived from NPI.

Disclosure and Use of NPI. All NPI that ICMA-RC obtains as a result of offering these services to your Participants shall not be used, disclosed, reused, or redisclosed to any unaffiliated third party, except to carry out the purposes for which the information was disclosed.

ICMA-RC shall be permitted to disclose relevant aspects of the NPI to its officers, agents, subcontractors, independent financial expert and employees only to the extent that such disclosure is reasonably necessary for the performance of its duties and obligations under the Agreement.

The obligations of this Section shall not restrict any disclosure by ICMA-RC pursuant to any applicable state or federal laws or regulations, or by request or order of any court or government agency.

Security of NPI. ICMA-RC further agrees that it has established and maintains policies and procedures designed to ensure the confidentiality and security of NPI. This shall include procedures to protect against anticipated threats or hazards to the security or integrity of the information and unauthorized access to or use of the information.

13. Notices

All notices required to be delivered under Section 10 of this Agreement shall be delivered personally or by registered or certified mail, postage prepaid, return receipt requested, to (i) Legal Department, ICMA Retirement Corporation, 777 North Capitol Street, N.E., Suite 600, Washington, D.C., 20002-4240; (ii) Employer at the office set forth in the first paragraph hereof, or to any other address designated by the party to receive the same by written notice similarly given.

14. Complete Agreement and Amendments

This Agreement shall constitute the complete and full understanding and sole agreement between ICMA-RC and Employer relating to the object of this Agreement and correctly sets forth the complete rights, duties and obligations of each party to the other as of its date. This Agreement supersedes all written and oral agreements, communications or negotiations among the parties. Any prior agreements, promises, negotiations or representations, verbal or otherwise, not expressly set forth in this Agreement are of no force and effect. This Agreement may only be amended in writing with the consent of both parties.

15. Titles

The headings of Sections of this Agreement and the headings for each of the attached schedules are for convenience only and do not define or limit the contents thereof.

16. Incorporation of Schedules

All Schedules (and any subsequent amendments thereto), attached hereto, and referenced herein, are hereby incorporated within this Agreement as if set forth fully herein.

17. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Delaware, applicable to contracts made in that jurisdiction without reference to its conflicts of laws provisions.

ICMA-RC
BUILDING PUBLIC SECTOR RETIREMENT SECURITY

ICMA-RC MANAGED ACCOUNTS SERVICES AGREEMENT SIGNATURE PAGE

Please retain the entire copy of the Managed Accounts Services Agreement, including a copy of the signature page, for your records.

In Witness Whereof, the parties hereto certify that they have read and fully understand the complete ICMA-RC *Managed Accounts Services Agreement* and have caused the ICMA-RC *Managed Accounts Services Agreement* to be executed by their duly authorized officers as of the Date below. By signing this Agreement, you authorize ICMA-RC to offer and make available Managed Accounts to Participants in each of your eligible ICMA-RC administered 457, 401, and Payroll IRA plans.

EMPLOYER

By City of Lake Stevens
Employer/Plan Name

Employer Signature

Date

John Spencer, Mayor
Name and Title (Please Print)

P.O. Box 257
Street Address

Lake Stevens, WA 98258
City and State

307428
ICMA-RC 457 and 401 Plan Number(s)

INTERNATIONAL CITY COUNTY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION

By

Erica McFarquhar
Assistant Corporate Secretary

Please return fully executed Signature page to:

New Business Unit
ICMA-RC
777 North Capitol Street, NE
Suite 600
Washington, DC 20002-4240

BRC000-170-25546-1214-75238-879

ICMA-RC
BUILDING PUBLIC SECTOR RETIREMENT SECURITY

LOAN GUIDELINES AGREEMENT

The purpose of this agreement is to establish the terms and conditions under which the Employer will grant loans to participants. You should consider each option carefully before making your selections because your selections will apply to all loans made while the selection is in effect. If you later change any provision, the changes will apply only to loans made after the change is adopted. Loans in existence at the time of any future changes will continue to operate under the guidelines that were in effect at the time the loan was originally made.

Please read the instructions and carefully complete all sections of this agreement.

☒ New Loan Program ☐ Amendment to Loan Program

I. EMPLOYER PLAN INFORMATION

Name of Plan *(Enter the complete Employer name, including state)*: City of Lake Stevens, Washington

Plan Type: ☒ 457 Deferred Compensation Plan ☐ 401(a) Money Purchase Plan ☐ 401 Profit-Sharing Plan

ICMA-RC Plan Number: 307428

II. ELIGIBILITY & LOAN SOURCE

Loans are available to all active employees, except those with an existing loan in default.

401 Plans — If your 401 plan is funded by a combination of Employer and Employee contributions, you must specify whether one or both of the following can be used as a source for participant loans. ***(Select one or both options below)***

☐ **Employer Contribution Account** *(vested balances only)*

☐ **Participant Contribution Accounts** *(pre- and post-tax, if applicable, including Employee Mandatory, Employee Voluntary, Employer Rollover, and Portable Benefits Accounts, but excluding the Deductible Employee Contribution/Qualified Voluntary Employee Contribution Account)*

Roth Assets *(if applicable)* — If your 457 or 401(k) plan allows Roth contributions, a participant's Designated Roth Account balance will be included when calculating the amount a participant is eligible to borrow. However, you must specify whether or not a participant's Designated Roth Account can be used as a source for participant loans. ***(Select one option below)***

☐ A participant's Designated Roth Account **will not** be available as a source for loans under the plan (default option)

☒ A participant's Designated Roth Account **will** be available as a source for loans under the Plan.

Note: If Roth assets are available as a source for loans, a loan that is deemed distributed will not satisfy the requirements for a qualified (tax-free) distribution of Roth assets. This may result in participants paying taxes on assets that would otherwise be available tax-free.

III. LOAN PURPOSE

Loans are available for the following purposes and must be requested in the corresponding method *(select one)*:

☒ **All Purposes** — With this option, participants can request a loan for any reason. Participants will be able to request new loans or refinance existing loans using the Online Loans option.

☐ **Hardship Only** — With this option, loans shall only be granted in the event of a participant's hardship or for the purpose of enabling a participant to meet certain specified financial situations. Participants will need to complete the loan application form for your plan and obtain your approval *(Online Loans is not available)*.

The employer shall approve the participant's loan application after determining, based on all relevant facts and circumstances that the amount of the loan is not in excess of the amount required to relieve the financial need, as defined by the employer. For this purpose, financial need shall include, but not be limited to: unreimbursed medical expenses of the participant or members of the participant's immediate family, establishing or substantially rehabilitating the principal residence of the participant, or paying for a college education (including graduate studies) for the participant or his/her dependents.

IV. APPLICATION PROCESS

The loan application process will vary depending on the option you selected in Section III above (Loan Purpose).

(A) ALL PURPOSES

- **Online Loans** — Participants can request a new loan or to refinance an existing loan using the ICMA-RC website at www.icmarc.org *(Online Loans)*.
- **Direct Check Issuance** — ICMA-RC sends loan documents with the loan check to the participant. When the participant endorses the check, that endorsement signifies acceptance of loan terms.

(B) HARDSHIP ONLY

- **Paper Application** — A loan application must be completed, signed by the participant and approved by you, the employer.
- **Check Issuance** — Upon receipt of an approved loan application, ICMA-RC will prepare the required loan documents (i.e., the promissory note and loan disclosure statement), and send them to the employer with the loan check.
  - The loan check may not be given to the participant until the loan documents have been signed by the participant. Because the promissory note is considered a plan asset, all loan documents must be completed and preserved for at least the life of the loan. The employer should retain the original loan documents and send copies of all documents to ICMA-RC

The loan amount will generally be redeemed from the employee's account on the same day as either ICMA-RC receipt of a loan request/application (complete and in good order), if it is submitted prior to 4:00 p.m. ET on a business day. If not, the loan amount will be redeemed on the next business day following submission. The loan check for an all purpose loan is generally issued on the next business day following redemption, and will be mailed directly to the employee. The loan check for a hardship loan will be sent to the employer. The employee's presentment of the loan check for payment constitutes an acknowledgment that the employee has received and read the loan disclosure information provided by ICMA-RC and agrees to the terms therein.

V. MAXIMUM NUMBER OF LOANS (SELECT ONE)

Participants may receive one loan per calendar year. Please specify whether participants may have only one (1) or up to five (5) loans outstanding at one time.

☒ **One (1).** Participants may have only one (1) outstanding loan at a time.

☐ **Five (5).** Participants may have up to five (5) loans outstanding at one time.

☐ **Other.** Participants may have up to _____ (enter 2, 3, or 4) loans outstanding at one time.

VI. LOAN AMOUNT

Maximum: The maximum amount of all loans to a participant from the Plan *and all other plans of the Employer* that are either eligible deferred compensation plans described in section 457(b) of the Code or qualified employer plans under Section 72(p)(4) of the Code (e.g., 401(a) plans) shall not exceed ***the lesser of:***

(1) $50,000, or

(2) One-half of the value of the Participant's interest in all of his or her Accounts under this Plan.

When calculating the maximum amount a participant is eligible to borrow from his/her account, the lesser value of (1) or (2) above must be reduced by the participant's highest outstanding loan balance over the past 12 months.

Minimum: The minimum loan amount is $1,000.

A loan cannot be issued for more than the maximum amount. The participant's requested loan amount is subject to downward adjustment without notice due to market fluctuation between the time of application and the time the loan is issued.

Loan amounts will be taken pro-rata from all of a participant's investments.

LOAN GUIDELINES AGREEMENT

VII. LENGTH OF LOAN

Loans must be repaid in substantially equal installments of principal and interest over a period that does not exceed five (5) years.

Principal Residence Loans
If the participant will be using the loan to purchase a principal residence, the five (5) year time limit may not apply. Participants can repay a principal residence loan over a period of up to 30 years. Please specify the maximum repayment period for principal residence loans from your plan below.

Maximum repayment period for principal residence loans = 30 *(Enter a number of years, up to 30)*

VIII. LOAN REPAYMENT PROCESS

Specify the repayment method(s) and repayment frequency your plan will use. Note that loan amounts plus interest, minus applicable fees paid to ICMA-RC, are repaid to participant accounts and not to ICMA-RC. You can allow repayments to be made via payroll deduction and/or ACH payments from a participant's bank account. Loan repayments must be made at least monthly (457) or quarterly (401).

Repayment Method ***(Select One)*:**

- ☐ Payroll deduction only.
- ☐ ACH debit only.*
- ☒ Employee may choose either payroll deduction or ACH debit.*

**ACH Payment Rejected Fee — If a loan repayment scheduled to be paid via ACH debit is rejected due to insufficient funds, invalid bank account information, or account closure, a fee will be charged to the participant's account. The fee is $20 for the first occurrence and $50 for each subsequent occurrence.*

Repayment Frequency ***(Select One)*:**

Repayments through payroll deduction will be sent via check or wire by the Employer to ICMA-RC on the following cycle *(choose one)*:

- ☐ Weekly (52 per year)
- ☐ Bi-weekly (26 per year)
- ☒ Semi-monthly (24 per year)
- ☐ Monthly (12 per year)

Initiating Repayments:

- ACH debits from the employee's designated bank account will begin approximately one month following the date the employee's signed ACH authorization form is received and processed by ICMA-RC, or, in the case of online loans, approximately one month following the date the loan check has been cleared for payment. Debits will normally be made on a monthly basis.
- Payroll deduction should begin within two payroll cycles following the employee's receipt of the loan. Employees using this method must notify the Employer immediately so that repayments will begin as soon as practicable, on a date determined by the Employer's payroll cycle. Failure to begin payroll deduction in a timely manner could lead to the employee's loan entering delinquency status.

Investment of Loan Repayments
All loan repayments are invested according to the instructions the participant has on file for the investment of contributions to his/her account.

Additional Loan Repayments and Early Pay-Off
A participant may pay off all or a portion of the principal and interest early without penalty or additional fee. Extra payments are applied forward to both principal and interest as specified in the original repayment schedule, unless the additional payment is for the full balance due. Please note that no payment date may be "skipped" even if the employee has made a large payment or submitted multiple payments.

LOAN GUIDELINES AGREEMENT

VIII. LOAN REPAYMENT PROCESS *(CONTINUED)*

Loans in Default
Participants using the ACH repayment option may default on their loans for lack of repayment more frequently than those using the payroll deduction method. For this reason, you may choose to require that certain participants use the payroll deduction repayment method.

Multiple Loans
If a participant has multiple loans outstanding from the plan, each loan repayment must be separately reported to ICMA-RC.

Former Employees and Leave of Absence
Former employees and employees on a leave of absence must repay their loans on the same schedule that would have applied had they continued employment.

Your plan may allow terminated employees to continue to repay their loans either through ACH, or by giving/sending you a check each repayment period (see the Acceleration section). If you allow terminated employees to repay loans by giving/sending you a check, you will include the repayment amounts in your next regular employee contribution remittance to ICMA-RC.

In certain situations, employers may suspend loan repayments for a period of time for employees on a leave of absence or military leave. Please refer to Treasury Regulation section 1.72(p)-1, Q&A-9 for more information.

Repayments Must Continue
In implementing a loan program you should be aware that some employers have had to contend with the inability of some participants to repay their loan(s). You should be aware that you may not stop taking loan repayments from the employee's paycheck — even if the employee asks that repayments be stopped. Failure to payroll-deduct loan repayments on schedule could both jeopardize the eligibility or qualification of the entire plan as well as create a taxable event for the participant. Likewise, if an employee is repaying the loan through ACH debit of his/her bank account, and the employee fails to make payments, this could jeopardize the eligibility of your retirement plan. Employers are ultimately responsible for ensuring that loans are repaid according to the loan terms.

ICMA-RC will notify both you and the employee if a payment has not been received.

IX. LOAN INTEREST RATE

The loan interest rates are set for non-residential loans at the prime rate plus 0.5%, and for principal residence loans at the FHA/VA rate. The interest rate for new loans fluctuates from month-to-month. The rates for the following month are determined on the last business day of the month using www.moneycafe.com/library/primerate.htm (prime rate) and www.citimortgage.com (principal residence rate).

When a new loan is approved, the interest rate is locked in and remains constant throughout the life of the loan.

X. SECURITY/COLLATERAL

At the time a loan is taken, 50 percent of the participant's account balance or the amount of the loan, whichever is less, will be used as collateral for the loan.

XI. ACCELERATION *(SELECT ONE)*

Please specify whether participants who have separated from service will be able to continue loan repayments until they have withdrawn their entire account balance from the plan, or if outstanding loans will be due and payable at the time the participant separates from service.

All outstanding loans shall be due and payable by a participant upon:

☐ **Separation from service.** All loan repayments must stop following an employee separating from service.

☒ **Distribution of his/her entire account balance.** Employees can continue making loan repayments until they have withdrawn their entire account balance.

Outstanding loan balances that are not repaid will be reported as distributions to the participant. See the Deemed Distributions section for additional information.

XII. REAMORTIZATION

Reamortization changes the terms of an outstanding loan (e.g., repayment period, interest rate, frequency of repayments). Any outstanding loan may be reamortized.

Reamortization cannot extend the repayment period beyond five (5) years from the date the loan was originally issued. Or, in the case of Principal Residence Loans, beyond [the number of years specified in Section VII] years from the date the loan was originally issued.

Participants can use a loan amortization form to request that an outstanding loan be reamortized. Upon processing the request, a new disclosure statement will be sent to the employer for endorsement by the participant and approval by the employer. The executed disclosure statement must be returned to the plan administrator within 10 calendar days from the date it is signed. The new disclosure statement is considered an amendment to the original promissory note; therefore a new promissory note will not be required.

***Note:** A loan reamortization will not be considered a new loan for purposes of calculating the number of loans outstanding or the one loan per calendar year limit.*

XIII. REFINANCE

Refinancing involves a new loan replacing an employee's outstanding loan. The refinanced loan must be repaid over a period that does not exceed five (5) years from the date when the original loan was issued.

Actively employed participants with one (1) outstanding loan may elect to refinance the outstanding loan for an additional amount, subject to the loan amount limitations outlined in Section VI, provided that the participant has not yet taken out a loan during the calendar year. Participants with multiple outstanding loans, and those who are no longer employed, are not eligible to refinance an existing loan.

***Note:** Principal residence loans are not eligible for refinance.*

XIV. REDUCTION OF LOAN

If a participant dies prior to full repayment of the outstanding loan(s), the outstanding loan balance(s) will be deducted from the account prior to distribution to the beneficiary(ies). The unpaid loan amount is a taxable distribution and may be subject to early withdrawal penalties. The participant's estate is responsible for taxes and penalties on the unpaid loan amount, if any. A beneficiary is responsible for taxes due on the amount he or she receives. A Form 1099 will be issued to both the beneficiary and the estate for tax reporting purposes.

XV. DEEMED DISTRIBUTIONS

A loan will be deemed distributed when a scheduled payment is still unpaid at the end of the calendar quarter following the calendar quarter in which the payment was due. When a loan is deemed distributed, the principal balance and any accrued interest is reported to the IRS as a taxable distribution. However, since the participant received the loan amount previously, no money is actually paid to the participant as part of a deemed distribution.

The loan is deemed distributed for tax purposes, but it is not an actual distribution and therefore remains an asset of the participant's account. Interest continues to accrue. The outstanding loan balance and accrued interest are reported on the participant's account statements.

Repayment of a deemed distribution will not change or reverse the taxable event.

The loan continues to be outstanding, and to accrue interest, until it is repaid or offset using the participant's account balance. An offset can occur only if the participant is eligible to receive a distribution from the plan as outlined in the plan document. Participants are required to repay any outstanding loan which has been deemed distributed before they can be eligible for a new loan. The deemed distribution and any interest accrued since the date it became a taxable event is taken into account when determining the maximum amount available for a new loan. New loans must be repaid through payroll deduction.

***Important Note:** The employer is obligated by federal regulation to comply with the loan guideline requirements applicable to participant loans, and to ensure against deemed distribution by monitoring loan repayments, regardless of the method of repayment, and by advising employees if loans are in danger of being deemed distributed. The tax-qualified status or eligibility of the entire plan may be revoked in cases of frequent repayment delinquency or deemed distribution.*

To assist plan sponsors whose plan options include loans, ICMA-RC will provide reports of participants with payments delinquent by 30 to 89 days, 90 or more days but not yet deemed, and those whose loans have been deemed distributed. ICMA-RC is committed to supporting employers who request assistance with their loan programs in order to reduce the number of delinquent loans and decrease the occurrence of deemed distributions.

LOAN GUIDELINES AGREEMENT

XVI. FEES

Fees may be charged for various services associated with the application for and issuance of loans. All applicable fees will be debited from the participant's account balance and/or from the participant's loan repayments prior to crediting the repayment of principal and interest to the participant's account.

XVII. SIGNATURES

The Employer has the right to set other terms and conditions as it deems necessary for loans from the plan in order to comply with any legal requirements. Employer certifies that all terms and conditions will be administered in a uniform and non-discriminatory manner.

In Witness Whereof, the employer hereby caused these Guidelines to be executed

this 13th (*Day of the Month*) day of December (*Month*), 2016 (*Year*).

EMPLOYER

By: _____

Title: Mayor

Attest: _____

Maximum Loan Amount Worksheet

The maximum amount a participant can borrow from his or her account is $50,000 or 50% of the account balance, whichever is less. However, the amount must be reduced by a participant's highest outstanding loan balance over the past 12 months (which, obviously, only impacts participants who have previously taken a loan from a 457 or qualified 401 plan). The minimum amount a participant can borrow is $1,000.

EXAMPLE 1

Michael has never taken a loan from his account before and his 457 plan account balance at the close of business yesterday was $84,000. To calculate the maximum loan amount he is eligible to receive, we need to determine if 50% of his account balance ($84,000 × 50% = $42,000) is greater than or less than $50,000. In this case, 50% of his account balance is less than $50,000, so the maximum loan amount Michael is eligible to receive is $42,000.

EXAMPLE 2

Kathy has never taken a loan from her account before and her 401 plan account balance at the close of business yesterday was $240,000. In this case, 50% of Kathy's balance ($240,000 × 50% = $120,000) is greater than $50,000, so the maximum loan amount Kathy is eligible to receive is $50,000 (the lesser of the two amounts).

EXAMPLE 3

Pam took a $15,000 loan from her account eight months ago (in the previous calendar year) and her 457 plan account balance at the close of business yesterday was $130,000. In this case, 50% of Pam's balance ($130,000 × 50% = $65,000) is greater than $50,000, but that amount must also be reduced by her highest outstanding loan balance over the past 12 months, so the maximum loan amount Pam is eligible to receive is $35,000. ($50,000 – $15,000 = $35,000)

MAXIMUM LOAN AMOUNT WORKSHEET

Worksheet Template		Example *(using numbers from Example 3 above)*
1) Enter 50% of the participant's total plan account balance.	1) $_____	1) $65,000
2) Enter the answer to #1 or $50,000, whichever is less.	2) $_____	2) $50,000
3) Enter the participant's highest outstanding loan balance over the past 12 months (from all of your plans combined), if applicable.	3) – $_____	3) – $15,000
4) **Subtract #3 from #2 and you have the maximum amount the participant is eligible to receive as a new loan.**	4) $_____ *(maximum loan amount)*	4) **$35,000**

ICMA-RC
BUILDING PUBLIC SECTOR RETIREMENT SECURITY

457 PLAN LOAN ADMINISTRATION AGREEMENT

This Agreement is not required if you have 1) only one 457 plan provider or 2) more than one plan provider each with its own plan document and provisions unique to each provider. **The Agreement only applies if you have adopted a single 457 plan document under which ICMA-RC and one or more other provider(s) must operate.** Please refer to the Multiple Plans/Providers section of the Loan Guidelines Agreement Instructions for more details.

This Agreement shall serve as an Addendum to the Loan Guidelines established by the Employer identified below and as an Addendum to the Administrative Services Agreement (ASA) made by and between the ICMA Retirement Corporation (ICMA-RC) and the Employer.

The Employer currently sponsors a section 457 deferred compensation plan administered by two or more providers (co-provider plan). In order to ensure the efficient administration of the loan program established by the Employer, the Employer hereby agrees and declares that

(1) For purposes of issuing loans from the plan, that portion of the plan's assets administered by ICMA-RC will be treated as though it were a separate and distinct plan.

(2) The Employer shall calculate the amount a participant may borrow from the ICMA-RC administered portion of the plan. No loan amount may exceed the lesser of (a) the maximum loan amount specified in Internal Revenue Code section 72(p)(2)(A) or (b) 50% of the participant's ICMA-RC-administered account balance.

(3) All loan repayments must be made to the participant's ICMA-RC-administered account for the life of the loan.

AGREED as of the 13th day of December, 20 16:

Name of Employer: City of Lake Stevens

State: WA

Employer Plan Number: 30 7428

Authorized Official *(Print Name)*: John Spencer

Signature of Authorized Official: _____

Mail or fax copies of all completed documents to ICMA-RC.

Fax to:
Workflow Management Team
202-682-6439

OR

Mail to:
ICMA-RC
ATTN: Workflow Management Team
P.O. Box 96220
Washington, DC 20090-6220