Original

Marysville City Council Retreat
May 4 - 5, 2001
Channel Lodge, LaConner

Present: Mayor Dave Weiser
Mike Leighan, Mayor Pro Tem
Shirley Bartholomew
Jim Brennick
NormaJean Dierck
Donna Pedersen
Suzanne Smith
John Soriano

Others: Mary Swenson, Chief Administrative Officer
Grant Weed, City Attorney
Gloria Hirashima, City Planner
Ken Winckler, Public Works Director
Bob Carden, Chief of Police
Jim Ballew, Parks & Recreation Director
Doug Buell, Community Information Officer
Lillie Lein, Recording Secretary

Facilitator: Deb Waters, Organization Development Consultant

Mayor Weiser called the City Council Retreat to order on May 4, at 8:35 a.m. He gave a brief overview of the agenda for the retreat, and introduced facilitator Deb Waters.

Ms. Waters gave a brief description of her qualifications, and proceeded to work with the Council to identify guidelines for the retreat. Those guidelines identified follow:

1. Look forward not backward.
   - Be willing to look at past decisions.
2. Have open discussion.
3. Respect each other's opinions.
4. Maintain a spirit of cooperation.
5. Reach mutually agreed upon goals regardless of personal opinion
   - Reach consensus.
   - Agree that once a decision is made, you will not sabotage it but will support it.
6. Understand the impact of decisions (good & bad impacts).
7. Compromise.
8. Have a willingness to look at the impact of a decision, and alter the course accordingly.
9. Tolerance of others opinions (not necessarily agreeing).

10. Thinking out of the box is okay.
11. Develop a concept of the big picture.
12. Get public approval of decisions.
13. Stay focused – whatever the group decides should be kept out in front.
14. Define values.
15. Be Consistent.
    - In expectations of staff.
    - In timeframe of achieving a task to be completed.
16. Respect knowledge and training of staff and each other – acknowledge educational background.
17. Remember you are only one of seven.
18. Refrain from using "I" statements.
19. Distinguish questions from statements.
20. Participate in active listening.
    - Don't interrupt.
    - Don't monopolize the conversation.
21. Question assumptions.
22. Clarification
    - Do your part in trying to understand what others say.
    - Help others to understand what you are saying.
23. Don't make judgements from actions projected.
24. Consider the source of information.
25. Be mindful of others, attentive, and use integrity.

Ms. Waters quoted John Gottman as saying the four most devastating actions to a relationship with others is:

1. Stonewalling
2. Defensiveness
3. Being critical
4. Showing signs of contempt

She added a number five: mimicking.

Ms. Waters distributed index cards for Council to write down anonymous questions they may have, and stated that she would collect the cards throughout the retreat.

Council recessed at 9:28 a.m. and reconvened at 9:42 a.m.

The next portion of the retreat was to focus on visioning. Ms. Waters noted that the goal of the Council should be to create a picture of what they want that is doable. Focus on a preferred and feasible future.

She noted that their motivation is as follows:

- To know where they are going;
- Plan how to get there;
- To know if you are on track;
- To be fiscally responsible; and
- To make the best use of resources, i.e. energy and people.

It was noted that this is an election year, and the face of Council could change. How can you ensure the vision will continue? Ms. Waters replied that you have to plan further down the road than the end of the year, and understand that there will be changes.

Ms. Waters noted that the two most critical components to every organization are flexibility and socio-technical competence (a balance between technology and people).

Councilmember Smith said she would like to review the vision next year after the election.

Chief Carden asked what the Council's "sense of community" was? What is Marysville? What do they want to see?

Ms. Waters said they would be talking about what the Council's accomplishments would be and worked with Council on creating the following criteria for setting goals:

- Look out to the next five years;
- Identify mandated accomplishments vs. wants;
- Identify how you are going to pay for it;
- Make sure citizens' will is a very high priority;
- Be flexible – change will occur;
- Consider benefits and impacts;
- Consider current projects underway or on the books;
- Decide what is important, i.e. education, environment, traffic;
- Recognize impacts to other agencies; and
- Prioritize by importance.

Ms. Waters distributed a worksheet and gave time for each person to list items they felt were critical to "accomplish" and what they would like to see accomplished. Then all participants, Council and staff, broke into groups to discuss their ideas.

Council adjourned into Executive Session at 11:14 a.m. and reconvened at 11:25 a.m.

City Attorney Weed announced that the City participated in an estate sale of the driving range property located at Grove and 67th, and was the successful bidder for $1 over the bid price. They would become the owners of the property on Monday.

The different groups reported on what they had agreed upon during their discussions. This was on what was important, not on how it would be accomplished. Following is a list as reported:

1. Balanced budget
2. Vision – theme – develop an image
3. Downtown revitalization – State Avenue Improvements
4. Economic Development (north end) – the necessity of a 4 yr. College
5. Utility infrastructure – capacity
6. Continued development of park systems
7. Continued street upgrading
8. Salmon recovery and watershed protection
9. Four-year college
10. Build relationship with School District
11. Listen and react to will of people
12. Interdepartmental cooperation
13. Better interaction between Council and citizens
14. Recognize the opportunity of growth that is imminent – Tulalip Tribes
15. Open space acquisition
16. Access (take advantage of) knowledge of environmental groups. (Engage in environmental group support.)
17. Land Use
18. Facility Plan
19. Public Safety Plan – Completion of ongoing projects.
20. Better communication between staff and Council
21. Coordination with surrounding districts
22. Need for a community center
23. Capital financing plan
24. Economic Development – analysis of business development
25. Traffic
26. Interchanges
27. Rebuilding a "Sense of Community"
28. Impact fees
29. Planning efforts for industrial and commercial property
30. Overall annexation plan and policies
31. Raising the level of house (quality)
32. Developing waterfront and trail systems
33. Complete disaster preparedness plan
34. Property acquisition for future use
35. Take advantage of rail (railroad station)
36. Environmental protection

37. Maintain current infrastructure.

Council broke for lunch at 12:05 p.m. and reconvened at 1:20 p.m.

Following lunch, Council and staff worked on the process for visioning which included the following concepts:

- Focus equals vision and accomplishments.
- Motivation is: Why discuss this? What will you get?
- The Box: givens, mandates, parameters, criteria to be met as an accomplishment.

Next in the process was to consider the worksheets.

- Mixed groups of three or four met, discussed issues of importance, and identified areas of agreement.
- Groups reported and distinguished the "what" not the "how".
- Repetitions were identified.
- Like ideas were consolidated.

The following categories were identified with the corresponding numbers falling into those categories:

- Budget: 1 – 23 – 28
- Administration: 12 – 19 – 20 – 33
- Infrastructure: 5 – 6 – 7 – 15 – 17 – 18 – 22 – 25 – 26 – 34 – 35 – 37
- Environment: 8 – 16 – 17 – 32 – 36
- Theme – 2
- Economic Development: 4 – 9 – 14 – 24 – 29 – 32 – 35
- Governmental Relationships: 10 – 21 –27 - 28
- Revitalization: 3 – 31 – 32 – 35
- Citizens: 11 – 13 – 29
- Annexation: 30

Council discussed the topics and what categories they fit under as well as the next steps to take, namely to prioritize and place on a calendar. Ms. Swenson suggested that the discussion would require more time than was available that day, and that this would be a good workshop topic. General agreement was reached that staff would breakdown the categories; identify what specific items would fall under those categories, and bring it back to Council for discussion at a workshop.

Procedures for City Council meetings followed. The following issues were discussed:

- Having 2 Council meetings and 2 workshops each month.
- Whether or not to take public comments at workshops.
- Getting Council packets sooner.
  - Discussed the volume of agenda bills and time involved in preparation.
  - Time sensitive issues
  - Some uncomplicated items may not be available for the workshop.
- Staff's frustration at being asked questions at Council meetings without prior notification so that they could be prepared to answer.
- Paperless packets.
- Having Mayor Pro Tem at staff meeting when agenda is discussed.
- Suggested staff meetings could be held Tuesday afternoon with packets compiled and available on Wednesday.

Ms. Waters identified the issue as follows: Council wants more time to review packet materials to allow time to ask questions. Following discussion it was determined that staff meetings would be held on Tuesday with Council packets available on Wednesday. Staff would commit to getting the packets done. Council would commit to calling staff with questions prior to the meeting. All agreed to try it until or unless it doesn't work.

The retreat was recessed at 3:45 p.m. and reconvened at 4:00 p.m.

The next issue discussed was workshops vs. council meetings. Council discussed changing their meeting schedule to allow for more workshops. The following options were discussed:

- Start in June
- Focus on issue(s)
- Be more efficient
- Better meetings not just more meetings
- Workshops would allow staff & Council to have dialogue. (It was noted that this would be lost if public comment is allowed.)
- Mayor would need to announce at the public meeting that Council had workshopped and discussed the issue, and would really want to hear public comment now.
- Councilmember Soriano said he could support no public comment at the workshop if the minutes from the workshop were available at least one day prior to the meeting or public hearing.

Attorney Weed noted that if workshops are published as workshops with no public comment, and you have public that is not familiar with the issue, a workshop could be informative and helpful to them too.

Councilmember Pedersen suggested holding a workshop without public comment for 1-1½ hours and then allow ½ hour for public comment.

Councilmember Dierck said she would like public input at a 50/50 split. Councilmember Smith noted that they would sometimes have several issues but probably not have public there on small items.

Discussion of what would be in a workshop followed. Ms. Swenson explained that the concept would be to workshop an entire agenda.

First proposal: Regular meetings 1st, 2nd, and 4th Mondays with a workshop on the 3rd Monday. A poll was taken and majority said no.

Second proposal: Work Study on the 1st and 3rd Mondays and regular meetings on the 2nd and 4th Mondays. A poll was taken and the majority said they would try it. It was agreed that these work studies would take place in the Council Chambers.

Next whether or not to take public comment was considered. A poll was taken and the majority said no.

Discussion of a curfew for the work study sessions followed and a poll revealed that a majority would like to try a 9:30 p.m. curfew.

The May 4, 2001 portion of the City Council retreat adjourned at 5:15 p.m.

Saturday, May 5, 2001:

Council reconvened their retreat at 9:55 a.m.

Public Works Director Winckler reviewed the information provided regarding utility service outside city limits as well as presented maps showing 1) areas served by septic and sewer; 2) denoting the current L.I.Ds.; and 3) showing new plats.

Director Winckler announced that earlier in the week, Snohomish County awarded Marysville a utility franchise in the Sunnyside area that would allow the City to place infrastructure in the right-of-way areas.

A discussion of Trunk D improvements followed with it being noted that $765.41 per lot has been assessed for the lift station. City Attorney Weed noted that a draft agreement has been prepared that will have developers pay for the gravity line. It has not been completed yet but will be available soon. Funds for the gravity line would be collected prior to the start of construction.

Discussion of recovery contracts and the Lake Stevens Sewer District and Marysville Service areas and rules governing utility service followed.

Concerns and comments of Council included:

- Leap-frogging;
- Utility service increasing property values and thereby real estate taxes;
- Desire by some to require annexation into the city prior to service.
- Suggestion that utility service could be provided subject to payment of higher impact fees.

Director Winckler explained that the line and lift station would be paid from fees collected from developers. Also, because of topography, this project could not be built one subdivision at a time. Attorney Weed also explained that the Sewer Comp Plan drives the connection fees collected.

Councilmember Smith suggested a temporary moratorium on any new service outside city limits to allow time to address an interlocal agreement to collect impact fees for schools, traffic, and parks, which she felt, are all impacted by providing service.

Council recessed at 11:00 a.m. and reconvened at 11:15 a.m.

Discussion of the Trunk D Improvements continued with Director Winckler summarizing that the 402 fund is money that is paid by developers city-wide. Then the funds are used citywide wherever needed for utilities. Developers through the recovery contract process are paying for the main gravity line for Trunk D.

Concern for previous commitments made was expressed. Attorney Weed noted that history dictates that, when a city makes a commitment, it creates a situation whereby the property owner has a certain level of expectation. He explained that the GMA requires a Comprehensive Plan, which is the first commitment. Collection of fees is a second commitment, and LIDs are yet another tier. Combined commitments provide a level of expectation that could cause a property owner to make plans and investments based on those expectations. Councilmember Smith stated that she understood that the City has responsibility for previous commitments made, and said that she would like a joint meeting with the County to gain consistency between park, traffic, and school mitigation fees. Councilmember Leighan asked how mitigation fees were formulated and why they are different. Director Ballew responded that they were based on a Capital Facilities Plan. Director Hirashima noted that it would be hard to get consistency with park and traffic fees because they have different plans. Schools are

different because they are based on the School District's CFP, which is the same throughout the school district whether it is in city limits or not.

There was a suggestion to develop an interlocal agreement with the County to condition utility service based on Marysville's zoning, etc. Mayor Weiser explained how additional customers reduce costs of improvements.

Councilmember Soriano asked about wastewater treatment plant improvements. Director Winckler explained Phase I expands the current wastewater treatment plant, while Phase II pays for the deepwater outfall. He noted that, after all improvements are made, the city would have capacity for at least the next 20 years. Everett will have additional capacity available, and through other efforts will have even more additional capacity in the future. He explained that Marysville has three options: 2 outfalls or to rebuild the entire wastewater treatment plant to a mechanical plant. He added that the outfall to Everett is the most economical, and that the City wants to use the existing outfall as long as possible.

Councilmember Brennick asked about the 402 Capital Funds and connection fees that the developer pays. Director Winckler explained that the developer builds the lines within the plat and connection fees pay for the actual sewer connection. With regard to Trunk D, the developer will also pay for a recovery fee to build a gravity line. These fees would be paid before the line is built. He further explained that the developer will pay for the gravity line, plus he will pay a recovery fee to pay for the pressure line and lift station, and then he will also pay a connection fee. Connection fees can be used citywide for maintenance and other utility projects. Councilmember Smith verified that the developer would pay the full amount, because, as she noted, right now it is just an engineer's estimate.

Councilmember Smith reiterated that she would like to have a joint meeting with the County to get consistency of all impact fees. She said she also wants to drop the 50% discount on the City's park fees. Mayor Weiser thought the County Planning staff would be willing to talk about these issues. Discussion with the County could include impact fees within the UGA. Councilmember Dierck expressed concern over loss of revenue from GTE and PUD taxes when properties are given utility service before annexing into the City. Councilmember Bartholomew suggested that, if they wanted to start the process, they should start with the County staff; noting that the political climate won't accomplish an agreement. Councilmember Dierck requested this be put on the Council agenda as an agenda item.

Because Council did not have time to discuss a proposed sewer service agreement with the Tulalip Tribes, Mayor Weiser asked Council if they wanted to pull that item from Monday's agenda. Consensus agreed to pull it, and schedule a workshop for Friday, May 18 at 3:00 p.m. to discuss this issue.

Mayor Weiser made a few closing comments noting that they were not able to accomplish everything on their agenda for the retreat, but felt that what was accomplished was good. He thanked the Council and staff for their time, and adjourned the retreat at 12:26 p.m.

Lillie Lein

Lillie Lein, Recording Secretary

MARYSVILLE CITY COUNCIL RETREAT

City of Marysville

INCORPORATED 1891

MAY 4, 2001 - MAY 5, 2001

LA CONNER CHANNEL LODGE

MARYSVILLE CITY COUNCIL RETREAT

LaConner Channel Lodge

MAY 4, 2001 – MAY 5, 2001

AGENDA

<u>Friday, May 4, 2001</u>

8:30 a.m.	Opening
8:45 a.m.	Visioning
Noon	Lunch
1:15 p.m.	Reconvene

- Procedures/Process
- Meeting Calendar
- Other

6:00 p.m.	Dinner at Palmers

<u>Saturday, May 5, 2001</u>

9:00 a.m.	Reconvene

- Utility Service Outside City Limits
- Other Issues

Noon (?)	Adjourn

EXAMPLE OF GOALS FROM CITY OF SNOHOMISH

Goal Pyramid

Consensus Goal Priorities for 2001

- Visitor Information Center
- New Library
- Economic Development
- Design Standards
- Trunkline Project
- E-Government Tools (Communication)
- Avenue D Improvement
- Rivertrail Project Phase 1
- Special Event Policy Review
- Stormwater Master Plan/Utility
- Water Master Plan Update
- Shoreline Plan Update
- Sewer Plant Strategy
- Youth Center Project
- Response to The 4(d) Rule
- Code Enforcement
- Facility Master Plan
- Transportation Corridor Policy
- Parking Plan
- 800 MHZ
- Community Disaster Plan

The items above are the top 21 consensus issues

Other items:

Skateboard Park

Animal Impound Strategy

Expansion of the Historic District

Design Review Process

4. Visitor Information Center

- The Council and business community have formed a partnership to see a VIC built on the corner of 1st and Avenue D. Staff is working with the planning group to bring this project to fruition.
- Solidifying the financial plan for design, construction, and operation is the focus of the current staff effort. A major grant has been requested to fill the gap on the design and construction side.

5. Avenue D Improvements

- Intersection construction and/or redesign will occur at 2nd and 10th Streets with new signal installation. A major storm drain addition will occur, in addition to new curbs, sidewalks, and repaving of the 4th to 10th strip.

6. Water Master Plan

- The City is required to update its Master Plan every five years. The City has not revised its plan for over ten years.
- The critical elements of this work will be determining alternative reliable sources of water, our system's impact on salmon and our ability to operate a water utility, and satisfy environmental needs.
- Staff and consultant work will focus on protecting our assets including water rights.
- Regional solutions to water management will be explored as a way to increase flexibility, demonstrate responsible salmon sensitive management, and increase value to our ratepayers.

7. Cemetery Creek Trunkline

- This project is seen as a key precondition to development of the north end of town and particularly the Bickford corridor. It is an element of our Sewer Master Plan and the last major trunkline necessary to serve our UGA to the west and north (a GMA requirement).
- Consultants and staff are active in defining the final route and acquisition of easements. This effort will require the formation of a special benefit area and final determination of a financing plan.

8. Stormwater Management

- The mandated Stormwater Master Plan is finished in draft form and is under review at the Department of Ecology. The Planning Commission will conduct hearings and forward the Plan with a recommendation to the City Council for final action. This work will lay the foundation for the stormwater utility.
- Establishing the stormwater utility has been a recognized goal of the planning effort. This year's aerial mapping has produced the data necessary to evaluate rate methodologies. A formal rate methodology and stormwater utility ordinance must be produced and approved by the Council to fund this essential new utility.

- The community has not undertaken an Economic Development Strategy Plan for twenty years. This is an effort of the City, Chamber of Commerce, and interested citizens, to update the economic vision for our community.
- A variety of issues will be considered within the context of the strategy plan. Among those would be parking, transportation corridors, business retention and attraction, universal broadband access, and effective marketing.
- The necessary structure and resources to be competitive in the quest for sustainable economic growth will be issues, which engage the City at a policy level.

14. Communication

- The City has a desire to provide excellent customer service and wishes to identify customer friendly ways of operating. The organization is in the process of self-assessment, problem identification and training for customer service excellence.
- Over the past two years, efforts have seen the initiation of the web page, Channel 28, and improvement of the budget document. These efforts need to continue and evolve to a modern 21st Century model for connecting to our citizens.
- Routine processes such as utility payment, permit application, complaint filing, and information inquiry will be reviewed to consider online alternatives.
- Identifying opportunities for more feature stories and media exposure to positive developments in our community will be an increased staff effort.

15. Code Enforcement Review

- The increase in regulatory code is beginning to weigh on the resources the City has to commit to the task. Increased mandates from the State also add to our enforcement workload. A review of this policy issue should occur soon.
- Major public health and safety issues do not self-abate and require a response. An increase in code enforcement activity can expect to produce an increase in complaints about code enforcement. Staff seeks understanding and support for a process which is understandable, fair, and code driven.

16. Municipal Code Changes

- The City will be required to update its Shoreline Management regulations.
- The City must add stormwater utility and regulatory code.
- Debriefing on the special event permit process has identified gaps in our code, which need to be filled.
- The above mentioned safe harbor additions to our code made necessary by the 4(d) rule are essential.

17. Transportation Policy Review

- The Council has referred to the Planning Commission some language for the Comprehensive Plan, which would begin to restrict through traffic on D and 2nd and

exercise of such powers may be restricted or upon electing so to do in the manner provided for the plan of government of a noncharter code city 35A.06.030, 35A.06.040, 35A.06.050, and 50, as now or hereafter amended. [1979 ex.s. c 18 31st ex.s. c 81 § 1.]

bility—1979 ex.s. c 18: See note following RCW 35A.01.070.

or *Increase of business and occupation tax—Referendum* ture *required—Exclusive procedure: RCW 35.21.706.*

d *referendum petitions: RCW 35A.29.170.*

.11.090 Initiative and referendum—Effective rdinances—Exceptions. Ordinances of noncharter es the qualified electors of which have elected to he powers of initiative and referendum shall not go t before thirty days from the time of final passage ubject to referendum during the interim except:

)rdinances initiated by petition;

)rdinances necessary for immediate preservation of ace, health, and safety or for the support of city nt and its existing public institutions which contain nt of urgency and are passed by unanimous vote of il;

)rdinances providing for local improvement dis-

)rdinances appropriating money;

)rdinances providing for or approving collective g;

)rdinances providing for the compensation of or conditions of city employees; and

)rdinances authorizing or repealing the levy of ich excepted ordinances shall go into effect as by the general law or by applicable sections of \ RCW as now or hereafter amended. [1973 1st § 2.]

11.100 Initiative and referendum—Exercise of Except as provided in RCW 35A.11.090, and at the number of registered voters needed to sign a or initiative or referendum shall be fifteen percent al number of names of persons listed as registered thin the city on the day of the last preceding city lection, the powers of initiative and referendum in r code cities shall be exercised in the manner set the commission form of government in RCW) through 35.17.360, as now or hereafter amended. t ex.s. c 81 § 3.]

of petition in code city: RCW 35A.01.040.

.11.110 Members of legislative bodies autho- serve as volunteer fire fighters or reserve law ient officers. Notwithstanding any other provision ne legislative body of any code city, by resolution y a two-thirds vote of the full legislative body, may e any of its members to serve as volunteer fire r reserve law enforcement officers, or both, and to ne same compensation, insurance and other benefits plicable to other volunteer fire fighters or reserve ement officers employed by the code city [1993 ., 1974 ex.s. c 60 § 2.]

35A.11.200 Criminal code repeal by city operating municipal court—Agreement covering costs of handling resulting criminal cases—Arbitration. A code city operating a municipal court may not repeal in its entirety that portion of its municipal code defining crimes unless the municipality has reached an agreement with the appropriate county under chapter 39.34 RCW under which the county is to be paid a reasonable amount for costs associated with prosecution, adjudication, and sentencing in criminal cases filed in district court as a result of the repeal. The agreement shall include provisions for periodic review and renewal of the terms of the agreement. If the municipality and the county are unable to agree on the terms for renewal of the agreement, they shall be deemed to have entered into an agreement to submit the issue to arbitration under chapter 7.04 RCW. Pending conclusion of the arbitration proceeding, the terms of the agreement shall remain in effect. The municipality and the county have the same rights and are subject to the same duties as other parties who have agreed to submit to arbitration under chapter 7.04 RCW. [1984 c 258 § 209.]

Court Improvement Act of 1984—Effective dates—Severability—Short title—1984 c 258: See notes following RCW 3.30.010.

35A.11.210 Juvenile curfews. (1) Any code city has the authority to enact an ordinance, for the purpose of preserving the public safety or reducing acts of violence by or against juveniles that are occurring at such rates as to be beyond the capacity of the police to assure public safety, establishing times and conditions under which juveniles may be present on the public streets, in the public parks, or in any other public place during specified hours.

(2) The ordinance shall not contain any criminal sanctions for a violation of the ordinance. [1994 sp.s. c 7 § 503.]

Finding—Intent—Severability—1994 sp.s. c 7: See notes following RCW 43.70.540.

Chapter 35A.12
MAYOR-COUNCIL PLAN OF GOVERNMENT

Sections

35A.12.010 Elective city officers—Size of council.
35A.12.020 Appointive officers—Duties—Compensation.
35A.12.030 Eligibility to hold elective office.
35A.12.040 Elections—Terms of elective officers—Numbering of council positions.
35A.12.050 Vacancies.
35A.12.060 Vacancy for nonattendance.
35A.12.065 Pro tempore appointments.
35A.12.070 Compensation of elective officers—Expenses.
35A.12.080 Oath and bond of officers.
35A.12.090 Appointment and removal of officers—Terms.
35A.12.100 Duties and authority of the mayor—Veto—Tie-breaking vote.
35A.12.110 Council meetings.
35A.12.120 Council—Quorum—Rules—Voting
35A.12.130 Ordinances—Style—Requisites—Veto.
35A.12.140 Adoption of codes by reference
35A.12.150 Ordinances—Authentication and recording.
35A.12.160 Publication of ordinances or summary—Public notice of hearings and meeting agendas
35A.12.170 Audit and allowance of demands against city
35A.12.180 Optional division of city into wards.
35A.12.190 Powers of council.

35A.12.050 Vacancies. The office of a mayor or councilmember shall become vacant if the person who is elected or appointed to that position fails to qualify as provided by law, fails to enter upon the duties of that office at the time fixed by law without a justifiable reason, or as provided in RCW 35A.12.060 or 42.12.010. A vacancy in the office of mayor or in the council shall be filled as provided in chapter 42.12 RCW. [1994 c 223 § 32; 1967 ex.s. c 119 § 35A.12.050.]

35A.12.060 Vacancy for nonattendance. In addition a council position shall become vacant if the councilmember fails to attend three consecutive regular meetings of the council without being excused by the council. [1994 c 223 § 33; 1967 ex.s. c 119 § 35A.12.060.]

35A.12.065 Pro tempore appointments. Biennially at the first meeting of a new council, or periodically, the members thereof, by majority vote, may designate one of their number as mayor pro tempore or deputy mayor for such period as the council may specify, to serve in the absence or temporary disability of the mayor; or, in lieu thereof, the council may, as the need may arise, appoint any qualified person to serve as mayor pro tempore in the absence or temporary disability of the mayor. In the event of the extended excused absence or disability of a councilman, the remaining members by majority vote may appoint a councilman pro tempore to serve during the absence or disability. [1967 ex.s. c 119 § 35A.12.065.]

35A.12.070 Compensation of elective officers—Expenses. The salaries of the mayor and the councilmen shall be fixed by ordinance and may be revised from time to time by ordinance, but any increase in the compensation attaching to an office shall not be applicable to the term then being served by the incumbent if such incumbent is a member of the city legislative body fixing his own compensation or as mayor in a mayor-council code city casts a tie-breaking vote relating to such ordinance: PROVIDED, That if the mayor of such a city does not cast such a vote, his salary may be increased during his term of office.

Until the first elective officers under this mayor-council plan of government may lawfully be paid the compensation provided by such salary ordinance, such officers shall be entitled to be compensated in the same manner and in the same amount as the compensation paid to officers of such city performing comparable services immediately prior to adoption of this mayor-council plan.

Until a salary ordinance can be passed and become effective as to elective officers of a newly incorporated code city, such first officers shall be entitled to compensation as follows: In cities having less than five thousand inhabitants, the mayor shall be entitled to a salary of one hundred and fifty dollars per calendar month and a councilman shall be entitled to twenty dollars per meeting for not more than two meetings per month; in cities having more than five thousand but less than fifteen thousand inhabitants, the mayor shall be entitled to a salary of three hundred and fifty dollars per calendar month and a councilman shall be entitled to one hundred and fifty dollars per calendar month; in cities having more than fifteen thousand inhabitants, the mayor shall be entitled to a salary of twelve hundred and fifty dollars per calendar month and a councilman shall be entitled to four hundred dollars per calendar month: PROVIDED, That such interim compensation shall remain in effect only until a salary ordinance is passed and becomes effective as to such officers, and the amounts herein provided shall not be construed as fixing the usual salary of such officers. The mayor and councilmen shall receive reimbursement for their actual and necessary expenses incurred in the performance of the duties of their office, or the council by ordinance may provide for a per diem allowance. Procedure for approval of claims for expenses shall be as provided by ordinance. [1971 ex.s. c 251 § 5; 1967 ex.s. c 119 § 35A.12.070.]

Severability—1971 ex.s. c 251: See RCW 35A.90.050.

Limitations on salaries: State Constitution Art. 11 § 8.

35A.12.080 Oath and bond of officers. Any officer before entering upon the performance of his duties may be required to take an oath or affirmation as prescribed by charter or by ordinance for the faithful performance of his duties. The oath or affirmation shall be filed with the county auditor. The clerk, treasurer, if any, chief of police, and such other officers or employees as may be designated by ordinance or by charter shall be required to furnish annually an official bond conditioned on the honest and faithful performance of their official duties. The terms and penalty of official bonds and the surety therefor shall be prescribed by ordinance or charter and the bond shall be approved by the chief administrative officer of the city. The premiums on such bonds shall be paid by the city. When the furnishing of an official bond is required of an officer or employee, compliance with such provisions shall be an essential part of qualification for office. [1986 c 167 § 20; 1967 ex.s. c 119 § 35A.12.080.]

Severability—1986 c 167: See note following RCW 29.01.055.

35A.12.090 Appointment and removal of officers—Terms. The mayor shall have the power of appointment and removal of all appointive officers and employees subject to any applicable law, rule, or regulation relating to civil service. The head of a department or office of the city government may be authorized by the mayor to appoint and remove subordinates in such department or office, subject to any applicable civil service provisions. All appointments of city officers and employees shall be made on the basis of ability and training or experience of the appointees in the duties they are to perform, from among persons having such qualifications as may be prescribed by ordinance or by charter, and in compliance with provisions of any merit system applicable to such city. Confirmation by the city council of appointments of officers and employees shall be required only when the city charter, or the council by ordinance, provides for confirmation of such appointments. Confirmation of mayoral appointments by the council may be required by the council in any instance where qualifications for the office or position have not been established by ordinance or charter provision. Appointive offices shall be without definite term unless a term is established for such office by law, charter or ordinance. [1987 c 3 § 15; 1967 ex.s. c 119 § 35A.12.090.]

Severability—1987 c 3: See note following RCW 3.46.020.

become valid notwithstanding the mayor's veto. If the mayor fails for ten days to either approve or veto an ordinance, it shall become valid without his approval. Ordinances shall be signed by the mayor and attested by the clerk. [1967 ex.s. c 119 § 35A.12.130.]

35A.12.140 Adoption of codes by reference. Ordinances may by reference adopt Washington state statutes and state, county, or city codes, regulations, or ordinances or any standard code of technical regulations, or portions thereof, including, for illustrative purposes but not limited to, fire codes and codes or ordinances relating to the construction of buildings, the installation of plumbing, the installation of electric wiring, health and sanitation, the slaughtering, processing, and selling of meats and meat products for human consumption, the production, pasteurizing, and sale of milk and milk products, or other subjects, together with amendments thereof or additions thereto, on the subject of the ordinance. Such Washington state statutes or codes or other codes or compilations so adopted need not be published in a newspaper as provided in RCW 35A.12.160, but the adopting ordinance shall be so published and a copy of any such adopted statute, ordinance, or code, or portion thereof, with amendments or additions, if any, in the form in which it was adopted, shall be filed in the office of the city clerk for use and examination by the public. While any such statute, code, or compilation is under consideration by the council prior to adoption, not less than one copy thereof shall be filed in the office of the city clerk for examination by the public. [1995 c 71 § 1; 1982 c 226 § 2; 1967 ex.s. c 119 § 35A.12.140.]

Effective date—1982 c 226: See note following RCW 35.21.180.

35A.12.150 Ordinances—Authentication and recording. The city clerk shall authenticate by his signature and record in full in a properly indexed book kept for the purpose all ordinances and resolutions adopted by the council. Such book, or copies of ordinances and resolutions, shall be available for inspection by the public at reasonable times and under reasonable conditions. [1967 ex.s. c 119 § 35A.12.150.]

35A.12.160 Publication of ordinances or summary—Public notice of hearings and meeting agendas. Promptly after adoption, the text of each ordinance or a summary of the content of each ordinance shall be published at least once in the city's official newspaper.

For purposes of this section, a summary shall mean a brief description which succinctly describes the main points of the ordinance. Publication of the title of an ordinance authorizing the issuance of bonds, notes, or other evidences of indebtedness shall constitute publication of a summary of that ordinance. When the city publishes a summary, the publication shall include a statement that the full text of the ordinance will be mailed upon request.

An inadvertent mistake or omission in publishing the text or a summary of the content of an ordinance shall not render the ordinance invalid.

In addition to the requirement that a city publish the text or a summary of the content of each adopted ordinance, every city shall establish a procedure for notifying the public of upcoming hearings and the preliminary agenda for the forthcoming council meeting. Such procedure may include, but not be limited to, written notification to the city's official newspaper, publication of a notice in the official newspaper, posting of upcoming council meeting agendas, or such other processes as the city determines will satisfy the intent of this requirement. [1994 c 273 § 15; 1988 c 168 § 7; 1987 c 400 § 3; 1985 c 469 § 42; 1967 ex.s. c 119 § 35A.12.160.]

35A.12.170 Audit and allowance of demands against city. All demands against a code city shall be presented and audited in accordance with such regulations as may be prescribed by charter or ordinance; and upon the allowance of a demand, the clerk shall draw a warrant upon the treasurer for it, which warrant shall be countersigned by the mayor, or such person as he may designate, and shall specify the fund from which it is to be paid; or, payment may be made by a bank check when authorized by the legislative body of the code city under authority granted by RCW 35A.40.020, which check shall bear the signatures of the officers designated by the legislative body as required signatories of checks of such city, and shall specify the fund from which it is to be paid. [1967 ex.s. c 119 § 35A.12.170.]

35A.12.180 Optional division of city into wards. At any time not within three months previous to a municipal general election the council of a noncharter code city organized under this chapter may divide the city into wards or change the boundaries of existing wards. No change in the boundaries of wards shall affect the term of any councilmember, and councilmembers shall serve out their terms in the wards of their residences at the time of their elections: PROVIDED, That if this results in one ward being represented by more councilmembers than the number to which it is entitled those having the shortest unexpired terms shall be assigned by the council to wards where there is a vacancy, and the councilmembers so assigned shall be deemed to be residents of the wards to which they are assigned for purposes of those positions being vacant. The representation of each ward in the city council shall be in proportion to the population as nearly as is practicable.

Wards shall be redrawn as provided in chapter 29.70 RCW. Wards shall be used as follows: (1) Only a resident of the ward may be a candidate for, or hold office as, a councilmember of the ward; and (2) only voters of the ward may vote at a primary to nominate candidates for a councilmember of the ward. Voters of the entire city may vote at the general election to elect a councilmember of a ward, unless the city had prior to January 1, 1994, limited the voting in the general election for any or all council positions to only voters residing within the ward associated with the council positions. If a city had so limited the voting in the general election to only voters residing within the ward, then the city shall be authorized to continue to do so. [1994 c 223 § 34; 1967 ex.s. c 119 § 35A.12.180.]

35A.12.190 Powers of council. The council of any code city organized under the mayor-council plan of government provided in this chapter shall have the powers and authority granted to the legislative bodies of cities governed

CITY OF MARYSVILLE
Marysville, Washington

RESOLUTION NO. 1925

A RESOLUTION OF THE CITY OF MARYSVILLE ESTABLISHING PROCEDURES FOR THE CONDUCT OF BUSINESS AT COUNCIL MEETINGS.

WHEREAS, RCW 35A.12.120 gives the City Council the power to establish rules of conduct for their meetings; and

WHEREAS, a comprehensive procedure for Council Meetings will provide the most expedient means of conducting Council Meetings; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MARYSVILLE, WASHINGTON AS FOLLOWS:

The following shall be the rules of conduct for all regular and special meetings of the Marysville City Council.

I. **General**: These rules constitute the official rules for the conduct of business by Marysville City Council. For all points of order which are not covered by these rules, the chair of the meeting shall decide unless the majority of the Council disagrees, in which case the Council shall be governed by *Robert's Rules of Order Newly Revised*.

II. **Organization**:

A. Swearing in of New Councilmembers. Newly elected Councilmembers shall be sworn in as the first item of business at the first regular meeting of the calendar year following their election.

B. Mayor Pro Tem. The Council shall elect a Mayor Pro Tem for a term of two years. In the temporary absence of the Mayor, the Mayor Pro Tem shall perform the duties and responsibilities of the Mayor. In the event the Mayor Pro Tem is unable for any reason to serve the entire term, a new Mayor Pro Tem shall be elected at the next Regular Meeting. If both the Mayor and the Mayor Pro Tem are absent from a meeting, one of the Councilmembers will be appointed by motion to preside over the meeting.

C. Quorum. At all Council Meetings, a majority of the Council (four members) shall constitute a quorum for the transaction of business, but a lesser number may recess or adjourn.

3. Ex parte Communication. Consistent with RCW 42.36.060, if any Councilmember has had ex parte communications with opponents or proponents with respect to a quasi-judicial matter, that Councilmember must disassociate him/herself from the proceedings, unless:

   a. That Councilmember places on the record the substance of any written or oral ex parte communications concerning of the action; and

   b. The Presiding Officer makes a public announcement providing for an opportunity for any party to rebut the substance of the ex parte communication.

4. Conflict of Interest. Councilmembers that disassociate themselves from participating in a public hearing due to the application of the Appearance of Fairness Doctrine or a conflict of interest, shall leave the Council Chambers.

F. Voting.

1. Method. Unless otherwise provided for by statute, ordinance, or resolution, all votes shall be taken by voice; except that at the request of any Councilmember or the Mayor, a roll call vote shall be taken by the Mayor.

2. Tie Vote. In case of a tie vote on any proposal, the proposal shall be considered lost. This shall not prevent the Mayor from breaking a tie vote as provided by law.

3. General. Each Councilmember shall vote on all questions put to the Council, unless a conflict of interest or an appearance of fairness question under state law is present. Unless a member of the Council states that he or she is abstaining, his or her silence shall be recorded as an affirmative vote. Except where a Councilmember excuses himself or herself due to a conflict of interest or appearance of fairness issue, abstention from voting shall be counted as a vote in favor on a motion.

4. Reconsideration. Any Councilmember who was absent from a meeting or any Councilmember who voted on the prevailing side of a motion may move for reconsideration of a matter when all Councilmembers are present.

2. Workshops. The Council may hold Workshops on such dates that work best with the schedules of the Mayor and a majority of the Council. These meetings will be informal meetings for the purpose of more prolonged discussion of issues and topics selected by the Council, Mayor or City Administrator. Workshops may be held jointly with advisory Boards and Commissions to the Council or with other public entities. The Council will generally not take public comments at a Workshop meeting. However, at the discretion of the Mayor and with the concurrence of Council, public comment may be taken when appropriate and practical. The Mayor and Council will endeavor to give notice regarding the taking of public comment on a case-by-case basis in advance of a workshop.

3. Special Meetings. Special Meetings may be called by the Mayor by telephone call or by written notice delivered to each member of the Council at least twenty-four hours before the time specified for the proposed meeting. Proper notice shall also be given to the news media. When notice is given by telephone, a Councilmember must confirm receipt of a voicemail message for notice to be effective. Special Meetings shall also be called by the Mayor upon the written request of any three members of the Council. The notice of such Special Meetings shall state the Subjects to be considered, and no subjects other than those specified in the notice shall be considered.

C. Executive Sessions.

1. General. The Council may hold Executive Sessions from which the public may be excluded, for the purposes set forth in RCW 42.30.110. Before convening an Executive Session, the Presiding Officer shall announce the general purpose of the session and the anticipated time when the session will be concluded. Should the session require more time, a public announcement shall be made that the session is being extended.

2. Confidentiality. Councilmembers shall keep confidential all written materials and verbal information provided to them during Executive Sessions. Confidentiality also includes information provided to Councilmembers outside of Executive Sessions when the information is considered to be exempt from disclosure by State law or when it is subject to the attorney-client privilege.

Contents and Order," the Mayor shall inquire if any Councilmembers wish an item to be withdrawn from the Consent Agenda. If any matter is withdrawn, the Mayor shall place the item following the consent agenda for deliberation and possible action.

V. **Public Testimony and Comments**.

A. Oral and Written Comments.

1. General. The Council shall not take public comments at the Regular Meeting except for testimony given at a Public Hearing; provided that any person may speak under "Citizen Comments on items not on the Agenda" for no more than three minutes. The three-minute limit may be extended by consensus of the Mayor and majority of the Council. If there is an item on the agenda on which a citizen wishes to comment, the citizen should ask during the "Citizen Comments on items not on the Agenda" period if the Council will allow comment on a particular item. The Mayor will decide, with the concurrence of Council, whether comment will be allowed, and if so, it will be taken after the Staff presentation, but before Council action on that item.

2. Identification of Speakers. Persons testifying or providing comments shall identify themselves for the record as to name, address, and organization.

3. Time Limitations. Individuals will be allowed three (3) uninterrupted minutes to speak. Providing that all individuals are allowed to speak at the hearing, if time permits another three (3) minutes may be allowed for added comment. At the discretion of the Mayor, with the concurrence of Council, additional time for receipt of oral and written testimony may be allowed. The Clerk or Mayor shall be the timekeeper.

   At a quasi-judicial hearing, the burden of proof generally lies with the applicant or appellant of the action before the Council. During the public testimony portion of the hearing, the applicant and the applicant's advisors will have the opportunity for rebuttal to opposing testimony.

4. Quasi-Judicial Items. A quasi-judicial action is an action of the Council which determines the

PASSED by the City Council and APPROVED by the Mayor this 26th day of April, 1999.

CITY OF MARYSVILLE

By David Weiser

ATTEST:

By Mary L. Dickson
CITY CLERK

Approved as to form:

By Grant K. Weed
CITY ATTORNEY

A Councilperson's Creed

As a member of my City's Governing Body and vitally interested in more efficient municipal government, I hereby resolve to:

I *Support the Constitution of the United States of America and the Constitution of my State.*

II *Uphold the laws of the United States of America and those of my State.*

III *First concern myself with the advancement of the public interest in all matters that come before me.*

IV *Endeavor, through diligent attendance, to represent my constituency as I have been elected.*

V *Seek to assimilate all pertinent information on matters before the Governing Body prior to committing myself to an irrevocable judgment or decision.*

VI *Abstain from participation in a decision of the Council where a possible conflict of interest may occur.*

VII *Strive to provide fiscally-sound policies, matching expenditures to funds budgeted.*

VIII *Not make available to any one citizen any services, tangible or intangible, that are not equally available under the law to any other citizen.*

IX *Avoid unilateral action that does not comply with existing Council Policy.*

X *Work with the Mayor through the Council structure, not on an individual Councilperson - Mayor basis, and treat other Councilmembers, as well as staff, with dignity and respect.*

XI *In my contacts with other persons and groups, conduct myself in keeping with the trust and dignity of reposing in my position as a servant of the people and of my City. I shall further take care to guard not only the factual principles but also the appearance of justice and integrity.*

XII *Prepare myself for all items scheduled for presentation to the Council.*

XIII *Refuse personal gifts in every instance where I have reason to believe the gift would not have been extended to me except for my official position, where I have reason to believe the giver's interests are likely to be affected by my official actions, or where the gift is or may reasonably be considered to be designed to influence my official actions.*

XIV *Place the competence and effectiveness of service to the public above all interests of persons, factions, or parties.*

—Adapted from a Resolution passed by the City Council of Overland Park, Kansas

EXAMPLE

2001
Snohomish City Council
Calendar of Meetings

DATE/DAY	TIME	TYPE	PLACE	PURPOSE OR TOPIC
January 2 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
January 9 Tuesday				
January 16 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
January 23 Tuesday				
January 30 Tuesday				
February 7 Wednesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
February 13 Tuesday				
February 20 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
February 27 Tuesday				
March 6 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
March 13 Tuesday				**Election Day**
March 20 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
March 27 Tuesday				
April 3 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
April 10				

2001
Snohomish City Council
Calendar of Meetings

DATE/DAY	TIME	TYPE	PLACE	PURPOSE OR TOPIC
Tuesday				
July 17 Tuesday	6:00 p.m.	Workshop & Regular Meeting	George Gilbertson Board Room	Joint workshop with Chamber
July 24 Tuesday				
July 31 Tuesday	7:00 p.m.			**Community Meeting**
August 7 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
August 14 Tuesday				
August 21 Tuesday	6:00 p.m.	Workshop & Regular Meeting	George Gilbertson Board Room	Planning Issues
August 28 Tuesday	6:00 p.m.	Workshop	George Gilbertson Board Room	***First Budget Workshop:** Manager's Budget
September 4 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
September 11 Tuesday				
September 19 **Wednesday**	6:00 p.m.	Workshop & Regular Meeting	George Gilbertson Board Room	Regional Issues
September 25 Tuesday	6:00 p.m.	Workshop	George Gilbertson Board Room	***Second Budget Workshop:** Supporting Staff Work
ober 2 Tuesday	7:00 p.m.	Regular Meeting	George Gilbertson Board Room	
October 9 Tuesday	6:00 p.m.	Workshop	George Gilbertson Board Room	***Third Budget Workshop**: Council Goal Review

2001
Snohomish City Council
Calendar of Meetings

DATE/DAY	TIME	TYPE	PLACE	PURPOSE OR TOPIC
December 11 Tuesday	6:00 p.m.	Appreciation Dinner	To be determined	Appreciation to Board & Commission members
December 18 Tuesday	6:00 p.m.	Workshop & Regular Meeting	George Gilbertson Board Room	
December 25 Tuesday				**Holiday - City Hall Closed**

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MONTHLY PLANNER

Month May 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 Memorial Day	29	30	31		

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Month June 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

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MONTHLY PLANNER

Month July 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4 Independence Day	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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MONTHLY PLANNER

Month August 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

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Month September 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Labor Day	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

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Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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MONTHLY PLANNER

Month November 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12 Veterans Day	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

Thanksgiving Holiday

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Month December 2001

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24/31	25 Christmas	26	27	28	29

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MONTHLY PLANNER

Month January 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 New Year's Day	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21 Martin Luther King Jr Day	22	23	24	25	26
27	28	29	30	31		

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Month February 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18 President's Day	19	20	21	22	23
24	25	26	27	28		

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MONTHLY PLANNER

Month March 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24/31	25	26	27	28	29	30

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MONTHLY PLANNER

Month April 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
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21	22	23	24	25	26	27
28	29	30				

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MONTHLY PLANNER

Month
May 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27 Memorial Day	28	29	30	31	

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MONTHLY PLANNER

Month June 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23/30	24	25	26	27	28	29

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MONTHLY PLANNER

Month July 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4 Independence Day	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

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MONTHLY PLANNER

Month August 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
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Month September 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Labor Day	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

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AT-A-GLANCE® QuickNotes™ MONTHLY PLANNER

Month October 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

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Month November 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11 Veterans Day	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28 Thanksgiving Holiday	29	30

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Month December 2002

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
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12	13	14	15	16	17	18
19	20	21 Martin Luther King Jr Day	22	23	24	25
26	27	28	29	30	31	

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CITY OF MARYSVILLE

COMPREHENSIVE WATER PLAN

JANUARY, 1997

Chapter 14.32

Rural Utility Service Area

Sections:

14.32.010 Rural Utility Service Area established--Purposes.
14.32.020 Areas excluded from RUSA.
14.32.030 RUSA plan.
14.32.040 Criteria for utility connections within RUSA.
14.32.050 Implementation rules.
14.32.060 Administrative procedure.

14.32.010 Rural Utility Service Area established--Purposes. There is established a Rural Utility Service Area (RUSA), the boundaries of which shall be adopted, and amended, by resolution of the city council and approved by the Snohomish County boundary review board. The procedures for adopting or amending the boundaries shall be the same as those required for adopting or amending a comprehensive plan of the city. A description of the boundaries shall be recorded in the records of the Snohomish County auditor.

The purposes of RUSA shall be to allow the city to establish long-range plans for the growth and control of its utility system outside of the city limits, and to accurately forecast the demand for the same; to provide property owners and Snohomish County authorities with an indication of the city's long-range utility plans; and to provide a means for blanket approval of rural utility connections by the Snohomish County boundary review board. RUSA shall not be construed as establishing the city as a "public utility" for properties located therein, nor shall it be construed as establishing express or implied rights for any property to connect to the city's utility system. All utility connections in rural areas are on the basis of special contracts with the city, and such contracts shall be granted or denied, as a governmental function of the city, pursuant to provisions of this chapter.

RUSA shall not be construed as the exercise of the city's police power or utility jurisdiction over any properties not connected to the utility system. RUSA is nonexclusive, and does not affect the right of any other utility district or purveyor to provide services therein. (Ord. 1242 §1, 1982).

14.32.020 Areas excluded from RUSA. The city shall not contract to provide or serve water or sewer utilities to any properties located outside of the city limits and outside of the adopted RUSA boundaries. (Ord. 1242 §2, 1982).

14.32.030 RUSA plan. The city shall adopt, by resolution, a plan for RUSA. The plan may be prepared as a whole or in successive parts. It shall consist of a map designating land use classifications and density limitations (or minimum lot sizes) for properties within RUSA. Its purpose shall be to allow the city to anticipate and influence the orderly and coordinated development of a utility network, and urbanization, in RUSA, and to insure that the city's utility system retains adequate capacity to serve all properties within the city limits and to meet existing contractual obligations. In adopting, or amending, the RUSA plan, the city shall be guided by the criteria specified in Section 14.32.040. Procedures used in adopting or amending the RUSA plan shall be the same as those required for adopting or amending a land use comprehensive plan of the city. The RUSA plan, and all amendments thereto, shall be filed with the Snohomish County auditor. (Ord. 1242 §3, 1982).

14.32.040 Criteria for utility connections within RUSA. The city is under no obligation to provide water and sewer utility services to any properties located outside of the city limits, with the exception of those already under contract with the city privately or through a utility local improvement district. However, any application for such services within the RUSA boundaries shall be reviewed and granted, or denied, in the city's discretion, pursuant to the following criteria:

(1) Priority shall be given to properties located within an established ULID and properties having some preexisting contractual relationship with the city for utilities. A lien imposed against property by a recovery contract entered into between the city and a developer does not constitute a contract right which will grant a priority hereunder.

(2) A property applying for a utility connection must be suitable for ultimate annexation to the city based upon its proximity to the city, the long-range plans of the city to annex that area, the proposed use of the property, the potential urbanization which will result from the use, and the environmental and economic impact of such urbanization and the annexation of the property into the city. The owner of any property granted utility connections shall sign a petition to annex the property to the city, and may be required to obtain similar petitions from other property owners in the immediate vicinity so as to compose a logical extension of the city's boundaries. In the event that the property granted utility connections is not then contiguous to the city limits, the city may waive the requirement for an annexation petition and

may allow the owner, instead, to sign a covenant agreeing to petition for and/or consent to an annexation of the property immediately upon the same becoming contiguous to the city limits or upon it being included within a larger annexation proposal. The covenant shall be binding upon the owner, its heirs, successors and assigns, and shall be construed as a covenant running with the land. It shall be recorded in the records of the Snohomish County auditor prior to connection of the property to the utility system.

(3) The existing or proposed use for the property shall be consistent with the then-current RUSA plan as adopted by the city. Any contract for utility services shall be conditioned upon continued compliance with the RUSA plan. If inconsistencies exist between the RUSA plan and Snohomish County's comprehensive plan, they shall be resolved pursuant to Section 14.32.050(4).

(4) Properties located outside the city limits of Marysville seeking city sewer service shall also be required to connect to water service from the city. Any variation from this requirement shall be processed pursuant to Section 14.01.040.

(5) Priority shall be given to proposals which will have the least adverse impact upon the existing utility system and its capacity to serve all properties within the city limits. An analysis shall be made of the remaining capacity of the city waterworks and sewer treatment lagoon and of the foreseeable demand for the same by properties within the city limits. The proposed project shall be analyzed with respect to its size and density of development, quantity of utility services demanded (average flow and peak periods), special treatment or hazards involved, and the potential for expansion or change of use after original connections are granted. No connection shall be approved which is inconsistent with the long-range plans of the utility system, or which would jeopardize public health or safety or the environment.

(6) The cost of serving the property with city utilities should be compared with the projections for revenue to be derived therefrom. If major capital improvements are required to service the property, methods of financing the same must be analyzed in light of the city's other budgetary priorities.

(7) Priority shall be given to properties which are in close proximity to existing utility lines with adequate reserve capacity. Connections will be discouraged which will require lengthy extensions or which will open new areas for development and will create new demand for city utilities.

(8) City utilities will not be offered for properties which have other practical and feasible sources for such services.

(9) Utilities will not be granted where such service, and the city's regulation thereof, would create a conflict with another municipal jurisdiction or utility district. Utilities will not be granted where annexation of the property would be legally impossible because of conflicting jurisdictions.

(10) There must be a finding that the extension of utilities to the property, and the urbanization of the property, will create no substantial adverse environmental or economic impact. (Ord. 1853 §2, 1991; Ord. 1613, 1988; Ord. 1242 §4, 1982).

14.32.050 Implementation rules. To implement and interpret this chapter, the following rules shall apply:

(1) If a property applying for utility connections is located within a portion of RUSA for which there is no adopted RUSA plan, the application shall be processed simultaneously with a supplement to the RUSA plan. The city shall take no final action upon any application until there is a duly adopted RUSA plan for the subject property.

(2) Annexations of properties connected to city utilities will not be on a piecemeal basis, but will follow the city's determination as to logical, contiguous urban service areas. Delay by the city in implementing an annexation petition or covenant shall not be construed as a waiver of the same.

(3) Utility service to properties within a ULID, or to other properties with preexisting contractual commitments from the city, is contingent upon compliance with subsections (1) through (5) of Section 14.32.040. The remaining subsections of Section 14.32.040 shall not apply to such properties.

(4) In the event that the RUSA plan is inconsistent with Snohomish County's comprehensive plan, the RUSA plan shall prevail for purposes of this chapter. If a property is within a ULID or has a preexisting contract right to utility services, the county's comprehensive plan will prevail unless the city demonstrates that the plan clearly endangers the city's utility interests, using strictly utility-related criteria. The determination shall be made at a variance hearing pursuant to Section 14.32.060(d).

(5) Where a Snohomish County zoning classification allows a use of undeveloped property which is inconsistent with the RUSA plan or the Snohomish County comprehensive plan, the applicable plan shall prevail over the zoning code and no utility services shall be granted. Notwithstanding the provisions of a conflicting plan, a county zoning classification allowing commercial land uses shall prevail in cases where the subject property is within a ULID and has had such zoning at least since March 26, 1982.

To determine what zoning designations existed on March 26, 1982, the city shall rely upon a base map prepared by the county on said date, said map being on file with the city compliance officer. Any property owner shall have the right to prove that the map contains an error by following the hearing procedure specified in Section 14.32.060(d).

(6) Existing uses which are connected to city utilities, and which are legal nonconforming uses with respect to the

applicable plan, shall be permitted to expand to the maximum extent allowed by Snohomish County; provided, that no new or separate utility connections shall be granted to nonconforming uses on the property.

(7) Where Snohomish County zoning controls allow planned residential developments, and concepts of clustering and lot size averaging, development in conformance thereto shall be construed as being consistent with the applicable plan if the overall density does not exceed that permitted by the applicable plan, plus a bonus of up to twenty percent in the case of a PRD, and if the remaining vacant land is permanently dedicated as open space with no possibility of receiving additional utility connections in the future.

(8) Notwithstanding the provisions of the Snohomish County zoning code, duplexes shall not be granted utility services in a single-family residential planning area unless they are located on a lot which is one hundred fifty percent of the minimum lot size required by the applicable plan.

(9) The city maintains transmission mains for the purpose of transporting water, in bulk, from the city's wells to the distribution system. The city reserves the right to abandon such transmission mains, and all direct connections of individual properties thereto are subject to this condition. In the event of such abandonment, all property owners connected to the main shall have the right to privately repair and maintain the main, and appurtenances, as a means of obtaining water from any public or private source, on terms agreeable with the city.

(10) Utility service to any property within RUSA shall not be expanded to serve any abutting properties without express approval from the city. No implication that such approval will be granted shall arise from utility service to the subject property.

(11) Continued utility service to any property within RUSA shall be conditioned upon payment of all fees and charges, compliance with all rules and regulations of the city utility code, and continued conformity to the RUSA plan. A violation shall result in termination of utility service and, at the option of the city, termination of all future contractual rights for the subject property. (Ord. 1276, 1983; Ord. 1242 §5, 1982).

14.32.060 Administrative procedure. (a) Applications for Utility Connections. Owners of property within RUSA who desire to connect to city utilities may file an application for the same with the city clerk on forms provided by the city. All such applications shall be accompanied by payment in full of all fees and assessments required by city code, and by a fully executed annexation petition or covenant. In cases where immediate development of the subject property is uncertain, a property owner may defer such an application, and apply, instead, for a utility commitment letter.

The city administrator shall determine whether applications are complete, and may require the submittal of additional documentation, including an Environmental/Economic Impact Statement, if necessary. Within ten days of receiving a complete application the city administrator shall either grant or deny the utility connection, or either issue or reject a utility commitment letter. The decision of the city administrator shall be in writing and shall be mailed to the applicant at the address stated on the application form.

(b) Application Granted--Duration. If the connection is granted, the applicant shall have a period of six months to comply with all city codes and requirements and complete the utility connections to the property. If the same are not so completed, the applicant's contract rights shall become void. If a commitment letter is issued, the applicant shall have a period of six months to file a complete application for a utility connection, comply with all city codes and requirements, and complete the utility connection to the property. If the same are not so completed, the applicant's contract rights shall become void. If a commitment letter relates to lots within a formal plat, the applicant's contract rights for utility connections shall become vested if within one year from the date of the commitment letter the final plat is recorded, the annexation petition or covenant is executed, and the utility lines are constructed up to the property line of each lot.

(c) Application Denied--Appeal. If the connection is denied, or the commitment letter rejected, or if an applicant is aggrieved by conditions imposed by the city administrator, an appeal may be filed within ten days of the date of the city administrator's decision. Such appeal shall be filed with the city clerk and shall be accompanied by a fee of fifty dollars. Within twenty days thereafter the city council shall hold a public meeting on such appeal and shall allow all interested parties to present relevant facts and arguments. The decision of the city council shall be rendered in writing within two weeks after the meeting. The decision of the city council shall be final.

(d) Variances. The city council shall have authority to grant variances from any and all provisions of this chapter, and from the adopted RUSA plan. Applications for such variances shall be filed, in writing, with the city clerk, together with a filing fee of fifty dollars. The applicant shall be given ten days' notice of the date on which the city council shall consider the variance. The city council is authorized to issue such variances only if it is found that a literal enforcement of this chapter would cause practical difficulties or unnecessary hardships. No such variance shall be authorized unless the council finds that all of the following facts and conditions exist:

(1) That there are exceptional or extraordinary circumstances or conditions applying to the subject property or as to the intended use thereof that do not apply generally to other properties in the same vicinity;

(2) That such variance is necessary for the preservation and enjoyment of a substantial property right of the applicant possessed by the owners of other properties in the same vicinity;

(3) That the authorization of such variance will not be materially detrimental to the public interest, welfare or the environment;

(4) That the granting of such variance will not be inconsistent with the long-range plans of the city utility system, or jeopardize utility availability for properties within the city limits.

Provided, that the variance criteria in paragraphs (1) and (2) above shall not be required, and a variance may be granted solely on the basis of the criteria in paragraphs (3) and (4) above in the following limited cases:

Those applications where a variance from the RUSA boundary is needed to allow water service to a single-family residence; provided, that a city water line must be in reasonably close proximity to the residence, and there must be no alternative source of domestic water supply which is practical under the circumstances.

In authorizing a variance, the council may attach thereto such conditions as it may deem necessary to carry out the spirit and purposes of this chapter and to protect the long-range plans of the city utility system and the public interest. Each variance shall be considered on a case-by-case basis and shall not be construed as setting precedent for any subsequent application. A variance shall become void if the utility connection allowed has not been completed in accordance with the time schedule provided in subsection (b) of this section. The decision of the city council on a variance shall be final, and no similar application for the same property may be filed for a period of six months thereafter. Any party aggrieved by the decision of the city council on a variance shall have a right to file an application for writ of certiorari in the Snohomish County Superior Court; provided, that the application must be filed and served within a twenty-day period after the effective date of the decision.

(e) Extended Time for Connections. In the event that a utility connection approved pursuant to subsection (b) or (d) above cannot be completed within the time period specified therein, the applicant may be granted one or more extensions by the city council; provided, that an extension must be requested while connection rights are still valid, and shall only be granted for good cause shown and for the minimum period

necessary to complete the connection; provided further, that the city council may impose a condition on any extension so as to require the applicant to immediately pay all capital improvement charges reasonably projected for the subject property (which payment shall be nonrefundable), and so as to require the applicant to immediately commence paying minimum service charges reasonably projected for the subject property (which payments shall be nonrefundable). Extensions provided for herein are privileges and not rights, and shall be granted or denied in the discretion of the city council. The decision of the city council shall be final. (Ord. 1431, 1985; Ord. 1267, 1982; Ord. 1242 § 6, 1982).

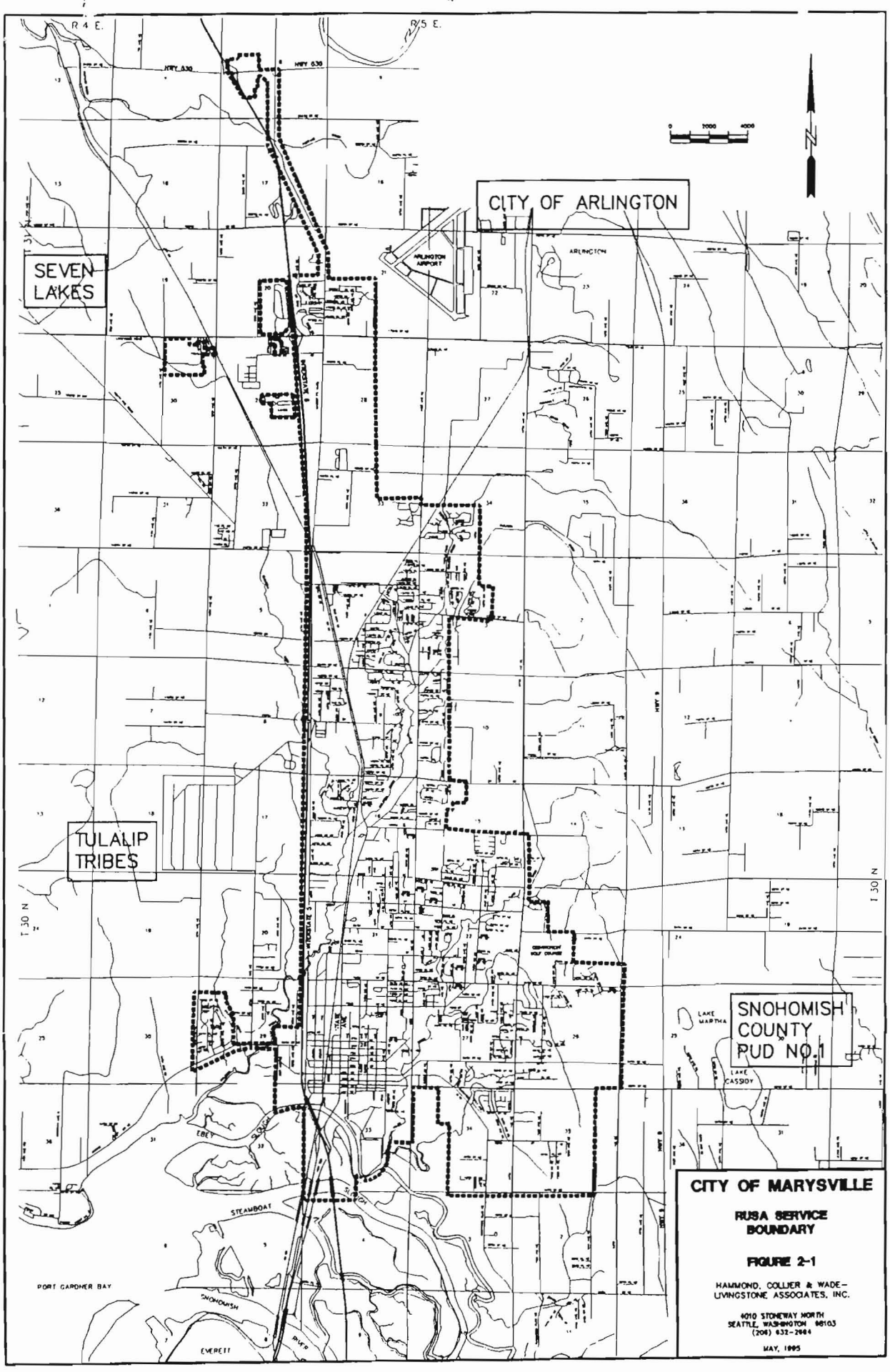
CHAPTER 2

SERVICE AREA DESCRIPTION

Since 1982, the Marysville water system has served an area designated as the Rural Utility Service Area (RUSA). General boundaries for the RUSA, as seen in Figure 2-1, are Interstate 5 and the Tulalip Indian Tribe Reservation on the west, and 55th, 67th and 83rd Avenues on the east. The northern boundary varies but is considered as 180th Street NE and the south boundary is Steamboat Slough. Three small developed areas located along 172nd Street NE and Warm Beach Road are located beyond these boundaries but are served by the City system. Service outside the RUSA boundary is by a variance.

In 1988, the Snohomish County Council declared North Snohomish County a Critical Water Supply Service Area in response to an assessment of the area's water resources and future demands. The declaration was in accordance with the Public Water System Coordination Act of 1977 (RCW 70.116) which established a procedure for regional water utilities to coordinate planning and construction programs. A Water Utility Coordinating Committee (WUCC), comprised of representatives from all water utilities with 50 or more service connections plus representatives from the Department of Health and Snohomish County, was formed to begin preparation of the Coordinated Water System Plan.

The principal task assigned to the WUCC was to define the proposed future service area of each utility. Future service area boundaries were plotted on base maps to identify overlaps and unclaimed areas. Overlaps were resolved by negotiation between the utilities involved. Marysville's future service area overlapped the Snohomish County P.U.D. and Lake Cassidy Estates on the east. This overlap was resolved and the Marysville Coordinated Service Area (CSA) as shown in Figure 2-2 was approved by the City Council in 1993. The North Snohomish County Coordinated Water System Plan was also adopted by the County Council in 1993.



CITY OF MARYSVILLE

RUSA SERVICE BOUNDARY

FIGURE 2-1

HAMMOND, COLLIER & WADE-LIVINGSTONE ASSOCIATES, INC.

4010 STONEWAY NORTH
SEATTLE, WASHINGTON 98103
(206) 632-2984

MAY, 1995

IMPACTS OF THE COORDINATED SERVICE AREA

The Public Water System Coordination Act requires that each utility be exclusively responsible for providing water service in its respective service area. This obligates each utility to anticipate future demands and plan for necessary capital improvements. In the City of Marysville's case, the CSA increases the system's obligation from the RUSA's original 10,400 acres to 17,500 acres. The largest part of the increase is contained in the area east of 55th Avenue NE and south of 172nd Street NE, an area that is currently rural and essentially undeveloped. However, under the City's Interim Comprehensive Plan this area is zoned for residential development and presents the possibility of an additional 7000 acres of residential water demand.

Although the net acreage of the service area increases, two areas currently served by the City are outside of the CSA. The Island Crossing Area near the intersection of Interstate 5 and State Highway 530 is two miles beyond the north boundary and served by a ten-inch main. At the southwest corner of the service area the Marysville West residential development is located along 66th Street NE and west of the Interstate 5 boundary. It is likely the CSA will be modified to include these areas. How soon this will be accomplished is unknown. For planning purposes, it was assumed that both areas will continue to be served by the Marysville Water System.

NEW SATELLITE SYSTEM MANAGEMENT

Under the provisions of the Public Water System Coordination Act, all new developments within the Marysville service area are to be served by the Marysville water system unless providing service is not feasible. To determine what other utility will be responsible or if a new independent water system is appropriate, the Utility Service Review Procedure (USRP) was developed in the Coordinated Water System Plan.

The USRP is initiated by the Snohomish County Planning Department when a permit request for a new subdivision, short plat, or other related land use activity requiring a water

supply is filed. For proposed developments within the designated service area the USRP is presented below. This is the procedure as stated in the Coordinated Water System Plan.

UTILITY SERVICE REVIEW PROCEDURE
FOR
PROPOSED DEVELOPMENTS WITHIN THE MARYSVILLE
SERVICE AREA

In response to a request for water service, the City of Marysville will give notice of its intent to exercise one of the following options, in order of priority:

- The City will provide direct service by extending existing mains and supply; or

- The City will approve design of a detached, remote system and upon construction in accordance with said design, own and operate the system. A contract establishing financial obligations for maintenance, operation, and management until the two systems are connected will be prepared; or

- The City will approve design of a detached, remote system and will enter into an agreement specifying the operational requirements and financial obligations of the owners of the remote system. The remote system may be operated by an adjacent utility, an SSMA, or the developer/homeowners association. The City will retain contractual responsibility for monitoring operation and for water quality. The remote system owners are responsible for financing, construction, and proper operation. Where the remote system consists of four or fewer connections and requires no fire flow, the City may allow facilities which meet DOH standards but are less stringent than the CWSP minimum design standards. It is anticipated that these more lenient standards will be utilized primarily when the proximity of a small system will benefit from larger nearby facilities planned for future installation by the City; or

- The City denies the provision of service, relinquishes that portion of its service area, and service options are further determined through additional steps in the USRP.

For the complete USRP, the reader is referred to the North Snohomish County Coordinated Water System Plan.

GROWTH MANAGEMENT BOUNDARIES

As a result of the 1990 Growth Management Act, the City, in conjunction with Snohomish County, is required to establish an Urban Growth Boundary (UGB). The purpose of the boundary is to limit urbanization to areas that are adequately supported by a transportation and utility infrastructure and also to preserve valuable agricultural and natural resource lands.

Defining limits to urban growth is not new to the City. The RUSA was initially established in 1982 to define water and sewer service boundaries for the Marysville area and to designate land use within the boundary. In 1995, the City and County established the current UGB location and the classifications of surrounding lands. The boundary is shown in Figure 2-1.

The location of the Urban Growth Boundary is an important factor in the City's water system plan due to its restrictions on utility service. The area bounded by the UGB is smaller than the CSA and several large blocks of land are within the CSA but outside the Urban Growth Boundary. The City most likely will be faced with a situation in the future where it is obligated by the Coordination Act to extend service to rural water users outside of the Urban Growth Boundary.

ADJACENT SERVICE AREAS

The City's CSA is adjacent to five other separate water utilities. With increased demand on regional water resources and the interaction required through the coordination act, these utilities will play an integral part in the City's water system planning efforts. General locations of each utility are shown in Figure 2-1.

City of Everett. The Everett service area is located south of Marysville and across Steamboat Slough and the Snohomish River. The principal supply is Spada Reservoir in the Sultan River Basin by way of the Snohomish County PUD Hydroelectric Power Plant (the Jackson Project and the City of Everett's water filtration plant at Chaplain Reservoir). In addition to its own service area, the Everett water system also provides wholesale water to Monroe, Snohomish, Lake Stevens, Alderwood Water District, the Snohomish County P.U.D., and over 100 other water districts and water associations.

In 1992 a 30-inch pipeline was constructed between the Everett and Marysville systems to provide an additional reliable source to Marysville. The initial connection is at the southeast corner of the Marysville system near the intersection of 44th Street NE and 83rd Avenue NE. In 1993 the 24-inch supply line was extended along 83rd Avenue NE to 64th Street NE where it was

connected to the City's transmission/distribution system. The supply system has an ultimate capacity of approximately 20 MGD. Marysville is entitled to 60% of the pipeline capacity and the remaining is wheeled to the Snohomish County P.U.D. and the Tulalip Tribes. Conditions for the water apportionments were established in a Joint Operating Agreement between all three users.

City of Arlington. The City of Arlington is supplied with water from four wells and a filtration plant adjacent to the Stillaguamish River. The City of Marysville CSA boundary is contiguous with the City of Arlington water service area boundary. An interlocal agreement for interties and water purchase exists between Arlington and Marysville. The systems are intertied at 198th Place NE and 51st Drive NE within the city limits of Arlington. A copy of the interlocal agreement is found in the Appendix.

Seven Lakes Water Association. The Seven Lakes Water Association is located west of Edward Springs and serves water to the area surrounding Lake Goodwin and vicinity. An intertie exists between Seven Lakes system and the Marysville system near the Marysville Lake Goodwin well and provides an emergency backup for the residents served by the Lake Goodwin well. The Seven Lakes system pressure is 80 psi greater than the Marysville Lake Goodwin system. A copy of the emergency intertie contract is found in the Appendix.

Tulalip Indian Reservation. Located west of the CSA and contiguous from Steamboat Slough north to Fire Trail Road, the Tulalip Reservation system serves an area of approximately 24 square miles. A surface water spring, a well system, and a single connection to the Marysville system are the original water sources. With completion of the Everett/Marysville intertie, the Tribe will begin utilizing its share of the intertie capacity by adding two new connections to the Marysville system. The three connections will be located along Interstate 5 at 4th Street or 66th Street NE, 88th Street NE, and 116th Street NE.

A portion of the Reservation east of Quilceda Creek and the subdivision of Marysville West is served by the City. A portion of the area is served in conformance to a Settlement and

Compromise Agreement dated April 25, 1983. Service to the Reservation first began in the late 1950's.

Snohomish County P.U.D. No. 1. The P.U.D. No. 1 service area is contiguous with the east boundary of the Marysville CSA along Highway 9. This boundary was disputed during the initial service area designation process but was resolved through negotiations between Marysville and the P.U.D. An intertie between the two systems is located near the Sunnyside Reservoir and was originally constructed to provide the City with an emergency supply of 1 MGD. With completion of the Everett/Marysville pipeline, the P.U.D. will be constructing a new intertie south of 44th Street NE. The future of the Sunnyside intertie has yet to be determined.

LAND USE

The City's Comprehensive Land Use Plan was revised and the UGB established in 1995.

Zoning within the UGB shown in Figure 2-3 concentrates retail and commercial uses in downtown Marysville and along State Avenue. Industrial uses are provided north of 122nd Street NE along Old Highway 99. Residential use is designated in areas north, east, and southeast of downtown.

Land use outside of the Urban Growth Boundary is intended to be low density rural and agricultural. A review of the boundary is to be performed every 10 years to determine if there is a need to expand the boundary to include these lands for higher density uses.

POPULATION

An accurate projection of population is essential to determine future demand and system improvements. North Snohomish County is rapidly growing due to the influence of the Boeing and Everett Naval facilities and the favorable Puget Sound economy. Continued growth is anticipated through the 20-year time frame of the plan.

The Interim Comprehensive Plan has addressed current and projected population within the Urban Growth Boundary based on 1990 census data and the forecasting methods of the

Puget Sound Regional Council. This is the most recent and thorough analysis of population trends for the area. Since the Urban Growth Boundary is not contiguous with the CSA, the projections from the Interim Comprehensive Plan are not accurate for the water system service area. However, with some reasonable assumptions the data can be extrapolated to represent the larger service area.

Projection Method. The population within the Urban Growth Boundary was 34,200 in 1990. The population within the CSA can be estimated by adding the populations of areas lying outside the UGB and subtracting the populations of areas within the UGB but outside the CWSP service area. Each area's population was developed using the following assumptions.

- Dwelling unit and person per dwelling unit densities from the 1990 census tract data are appropriate for estimating populations. Each area was assigned the density values of the census tract it was located in or one that had similar characteristics.
- The annual rate of population growth will be 2.19 percent. This is based on a 1990 population of 34,200 and a 2010 population of 52,760 as projected in the Interim Comprehensive Plan.

Table 2-1 gives a summary of the additions and subtractions made to the UGB population. Numeric identifiers are shown in Figure 2-4.

Table 2-1
1990 COORDINATED SERVICE AREA POPULATION ESTIMATE

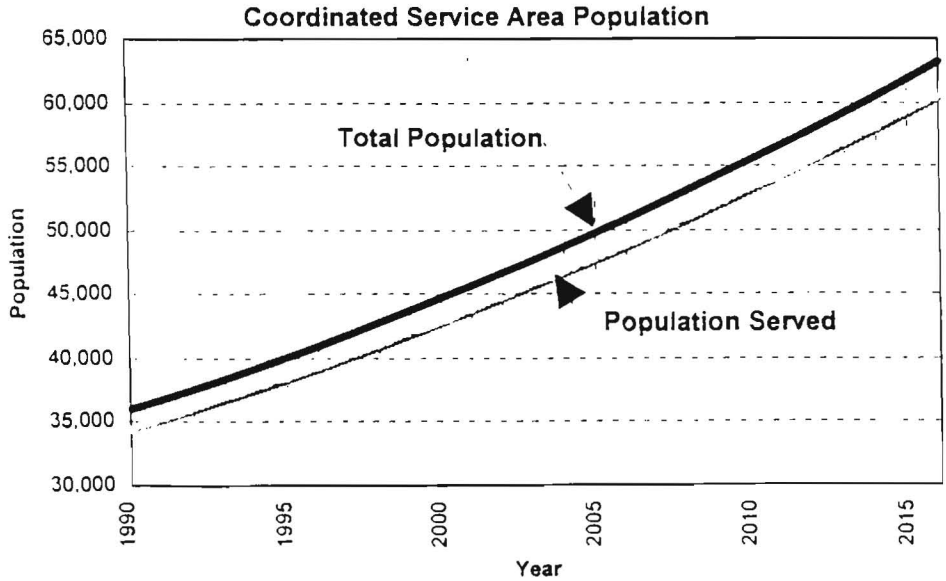
Area	Acreage	Dwelling Units per Acre*	Persons per Dwelling Unit*	Change
1	428	0.34	3.3	+ 480
2	1880	0.15	3.1	+ 874
3	247	2.70	2.3	+1534
4	1660	0.30	3.0	-1494
5	2390	0.15	3.1	-1,111
			NET CHANGE	+283
1992 MARYSVILLE PLANNING STUDY AREA POPULATION				36,189
1992 CWSP SERVICE AREA POPULATION				36,472
			FOR 1990 ANALYSIS USE	36,000

*Based on 1990 census data.

The projected population for the service area can be estimated by applying the 2.19 percent annual growth to the 36,000 base figure calculated in Table 2-1. The 20-year projected population for the service area is estimated at 63,200 in the year 2016.

Although the change in service area boundaries increases the population the Marysville system is obligated to serve, only a fraction of the increase will actually be served. This is due to the fact that these residents are already served by private or small public water systems and the majority will maintain that service as long as possible in years ahead. For estimating purposes it was assumed that of the 1,816 additional population, only 10 percent would have access to the Marysville water system. It was also assumed that this 10 percent fraction would grow at the same annual rate of 2.19 percent. These assumptions give a service population slightly less than the total population. Figure 2-5 shows the service population in comparison to the total. The year 2016 service population is approximately 60,400.

Figure 2-5
Coordinated Service Area Population



Extensions to the Urban Growth Boundary

There is a long-term possibility that the Urban Growth Boundary could be extended to match the Coordinated Service Area. If this would occur, the areas identified in Figure 2-3 between the two boundaries would change from rural land to urban land use designation.

Higher dwelling unit densities would be allowed and the potential impact on water service would be greater. To assess the impacts from expanding the UGB, an additional analysis of population trends was necessary. The following assumptions were used in the analysis:

- The new areas brought into the UGB would have land use designations the same as adjacent areas or areas that have a similar location and characteristics. For the six areas described above, Single Family Residential is the likely designation.
- The densities of the land use designations would be in accordance with the recommendation of the Comprehensive Land Use Plan with low density single family residential at 2.0 dwelling units per acre and medium density single family residential at 3.5 dwelling units per acre. Person per dwelling unit would be 3.0.

Applying these assumptions to the acreages of each area gives an estimate of the saturation population. This is the maximum population each area could contain if the UGB and its associated land use regulations were extended. As shown in Table 2-2, approximately 57,600 persons would be accommodated in the area between the two boundaries. This represents an increase of 55,800 over the 1990 population estimate based on rural densities. The impacts of extending the UGB and changing land use in these areas will be determined in Chapter 4.

Table 2-2
EXTENDED URBAN GROWTH BOUNDARY IMPACTS

Area	Acreage	Predicted Land Use*	Dwelling Units per Acre	Persons per Dwelling Unit	Change
1	484	MSF	3.5	3.0	+5,082
2	1880	MSF	3.5	3.0	19,740
3	247	MSF	3.5	3.0	2,594
4	873	MSF	3.5	3.0	9,167
6**	2000	LSF	2.0	3.0	21,000
				TOTAL	57,583
				1990 CENSUS ESTIMATE	-1,816
				ADDITIONAL IMPACT AT SATURATION	55,767

*Based on Interim Comprehensive Plan recommendations.

**Area 5 is omitted since it is currently within the UGB but outside of the CSA. Extension of the GB would not change land use in that area.

MSF = Medium density single family; LSF = Low density single family.

NATURAL RESOURCES

Geology and Soils. Most of the service area is composed of unconsolidated deposits of sand and gravel more than 40 feet thick. The slopes of Getchell Hill to the east of the service area are composed of an advance outwash from stream and lake deposits, composed mostly of clays. The area around Kellogg Marsh features till, a gray concrete-like mixture 20 to 80 feet thick. The majority of the geological or soil conditions within the service area, if considered independently, would not adversely affect most building development.

Topography. Topographical and geological characteristics of the service area are important because they determine location of water facilities, capacity, and also because highly irregular terrain creates the need for several pressure gradients or pressure zones.

The service area is dominated by a large outwash plain commonly referred to as the Marysville Trough. This plain stretches from Marysville to Arlington and varies in elevation from 51 to 100 feet above sea level. On the east side of the service area east of Edgecomb Road, the trough rises sharply from about 100 feet in elevation to above 400 feet at the crest of the Getchell Hill Plateau. To the west of the study area, the Marysville Trough ascends quickly to the Tulalip Plateau, which rises to an elevation of 500 feet.

Climate. Snohomish County has a modified maritime climate typical of the Puget Sound lowland, featuring mild, moist winters and cool, dry summers. The modifying effects of ocean and mountains upon the climate are evident. The Olympic Mountains retard the precipitation from the Pacific Ocean, while the winds predominate from the west. These winds carry the precipitation and modify temperatures. The Cascade Mountains shelter the county from the extreme continental temperatures to the east. Three-fourths of the precipitation is in the form of rainfall during the winter months. Annual precipitation averages 30 to 35 inches in the western portion of the county, and 80 inches in the east. Heavy snowfall occurs only in the mountains.

In the Marysville area the mean annual temperature is 51°F., ranging from a low mean monthly temperature of 37.6°F. in January to a high of 62.8°F. in July. Daily temperatures range from an extreme high of 98°F. to an extreme low of 1°F.

The annual average precipitation is 35 inches. Precipitation ranges between a low monthly average of under 1 inch in July to a high of almost 5 inches in December, for a comparatively even distribution throughout the year.

Water Resources and Quality. The study area is located in the Quilceda Creek sub-basin of the Snohomish River basin. Surface water drainage flows in a southwesterly direction towards Ebey Slough. Area streams (Quilceda Creek, Allen Creek, Munson Creek, and Ebey Slough) are classified as having excellent water quality. The significant point discharge affecting water quality in the area is the City's Sewage Treatment Plant located on Ebey Slough and discharging into Steamboat Slough.

Flora and Fauna. Much of the original lowland forest or natural vegetation of the area has been removed for logging or urbanization purposes. Most of the areas which are not committed to urban areas are found in pasture lands, with scattered sites devoted to limited crop production. Trees are concentrated along the banks of area creeks and in the southeast quadrant of the service area near 83rd Avenue NE.

TRANSPORTATION/CIRCULATION

The transportation/circulation system of the area is almost exclusively auto-oriented. Interstate 5 and State Avenue (Highway No. 99) constitute the major access routes for the study area.

Transit service from Marysville to Everett, connecting to other bus routes within the Seattle-Everett metropolitan area, is provided by the Snohomish County Public Transportation Benefit Area Corporation.

ECONOMY

The economy of Marysville is classified as service based, primarily producing goods and services for residents who are employed outside of the City. Boeing's airplane plant in Everett has the greatest impact on the economy and is located 10 miles to the southwest of Marysville.

Approximately 25,000 people from throughout the Puget Sound area are employed at the facility.

Employment in electronics and electric equipment is also a major contributor to the economy of Marysville. Adjacent to the Everett Boeing plant is the John Fluke Manufacturing Company which manufactures precision electronic equipment and employs approximately 2,000 people. In addition Hewlett Packard has a 160-acre facility at the southern border of the Marysville CSA boundary and currently employs 800 individuals, and has the capability to employ up to 1,000 individuals in the existing facilities.

The approval of the U.S. Naval Base in Everett will have an impact on the economy of Marysville. It is estimated by the Puget Sound Council of Governments that in the next seven years, the Naval base in Everett will bring an additional 19,830 people to Snohomish County. It is estimated that the area within the Marysville CSA boundaries will realize approximately 10 percent of the Naval base growth. Not only will this growth require additional housing, but also the associated support services.

CHAPTER 4

WATER USAGE

The Marysville water system has consistently grown in population served since the 1930's and continued growth is expected through the next 20 years. Anticipating this growth and providing for the additional demand on the system will insure that a high level of customer service is maintained. This chapter will analyze historic water usage and, along with several assumptions, project future system demands. The population projections presented in Chapter 2 will be used in the analysis.

HISTORICAL WATER USE

City records for the past ten years were reviewed to obtain historical data on water system usage. The average daily demand (ADD) and maximum day demand (MDD) were determined and are summarized in Table 4-1.

A comparison of the total system ADD and the number of service connections is shown in Table 4-1. As can be seen, the number of service connections has grown steadily while the average daily demand per connection peaked in 1987 and has dropped off since then, except in 1994. The decrease is attributed to a strict conservation program and ordinances enforced by the City since 1987. The 1994 increase is probably due to a dry summer and increased industrial demands. These measures are described in detail in Chapter 8.

Table 4-1
HISTORICAL WATER CONSUMPTION

Year	Avg. Daily Demand MGD	MDD (Date) MGD	MDD/ADD Ratio	No. of Connections	Avg. GPD/ Connection
1994	4.74	9.3 (7/23)	2.0	12,088	392
1993	4.05	6.0 (8/6)	1.5	11,490	353
1992	4.12	4.4 (6/6)	1.1	10,889	378
1991	3.97	4.9 (8/16)	1.2	10,700	371
1990	3.94	6.1 (8/3)	1.6	10,435	377
1989	3.82	7.9 (8/6)	2.1	9,824	388
1988	3.56	7.9 (8/29)	2.2	9,261	384
1987	3.72	6.6 (7/3)	1.8	8,930	416
1986	3.49	5.9 (7/20)	1.7	8,675	396
1985	3.37	6.1 (7/16)	1.8	8,406	401
1984	3.18			8,086	393
1983	3.00			7,858	382

WATER USAGE BREAKDOWN

Potable water usage is generally categorized in four uses: industrial, commercial, wholesale, and domestic. Domestic use is the primary demand on the Marysville system as is evident by the demographics of the service area. A breakdown of usage in each of these classes is presented as follows.

Industrial. An estimate of the industrial usage was developed from data presented in A *Preliminary Survey on the Industrial Waste Discharges to the City of Marysville, Washington* prepared by Brown & Caldwell Consulting Engineers in 1990. The survey analyzed industrial wastewater discharges to the Marysville sewage treatment plant to gain information on the volume and composition. Included in the survey was information on potable water usage for the major industries in the service area. Table 4-2 lists those industries, the materials produced and the average daily water use in 1990.

Table 4-2
MUNICIPAL WATER CONSUMPTION
FOR INDUSTRIES IN MARYSVILLE[1]

Industry	Material Produced	Water Consumption (gal/day)
Boeing	Aircraft Test Site	214,000[2]
Pacific Coast Feathers	Feathers/Down	125,000
National Food Corp.	Eggs	34,000
Pacific Grinding Wheel Co.	Grinding Wheels	30,000
Pacific Metal Finishing	Metal Products	10,000
Riverside Foundry	Engine Parts	2,000
IMO Contura Industries, Inc.	Jet Engine Impellers	2,000
		TOTAL 417,000

[1] From *A Preliminary Survey on the Industrial Waste Discharges to the City of Marysville, Washington*, 1990

[2] From City of Marysville billing records, 1993. The test site facility does not operate full-time.

As shown in Table 4-2, the major industries accounted for an average of approximately 0.4 MGD in 1990. Comparing the total to the 3.94 MGD system average for 1990 as reported in Table 4-2 derives an industrial usage percentage of approximately 8 percent.

Commercial. Commercial facilities are generally retail stores, motels, restaurants and others that do not use water for processing but have a high water demand due to concentrated human activities. A survey of commercial water usage has not been completed and an accurate breakdown is not available. However, an estimate was developed from the 1990 Marysville Comprehensive Sanitary Sewerage Plan in which commercial waste discharge averaged approximately 16 percent of the total discharge to the treatment plant. Assuming that the breakdown of wastewater usage is similar to potable water usage, commercial usage is estimated at 16 percent.

Wholesale. The City currently has wholesale water agreements with the Seven Lakes Water Association, City of Arlington, Snohomish County P.U.D., and the Tulalip Tribes. The Seven Lakes and Arlington agreements are for emergency water usage at the Lake Goodwin Well and Arlington interties, respectively. The JOA Agreement with the P.U.D. and Tulalips anticipates a future rate structure to cover the operation and maintenance costs of the pipeline, Everett

water costs, upgrades to the Marysville system that benefit participants, and operation and maintenance costs associated with the limited use of the Marysville system. Therefore, it is not a true wholesale arrangement. Since a continuous wholesaling agreement is not in effect, the percentage of wholesale demand is zero.

Unaccounted/System Leakage. Due to uncalibrated metering equipment, inaccurate records, and leaking distribution mains it is not uncommon for a system's supply and demand records to not balance. Typical percentages for unaccounted water range from 7 to 27 percent. Considering that there are very few corrosion prone steel mains in the Marysville system, it is likely that the percentage of unaccounted water is low. For estimating purposes 10 percent will be used which is a typical value for systems similar to Marysville.

Domestic. The remaining 66 percent of demand is assumed domestic. Domestic usage is typically less than 50 percent of system demand but, considering the service area is largely residential and the major industries within the service area have a moderate demand, this is not unreasonable. A summary of the usage breakdowns and typical values for municipalities in the United States is shown in Table 4-3.

Table 4-3
MARYSVILLE WATER USAGE BREAKDOWN

Use	Marysville Percentage of ADD	Typical Range[1]
Industrial	8	7-67*
Commercial	16	
Wholesale	0	N/A
Unaccounted/System Leakage	10	7-27
Domestic	66	25-80
	100	

* Industrial and Commercial combined.
[1] From *Water Quality*, Tchobanoglous & Schroeder, 1987

PROJECTED WATER USE

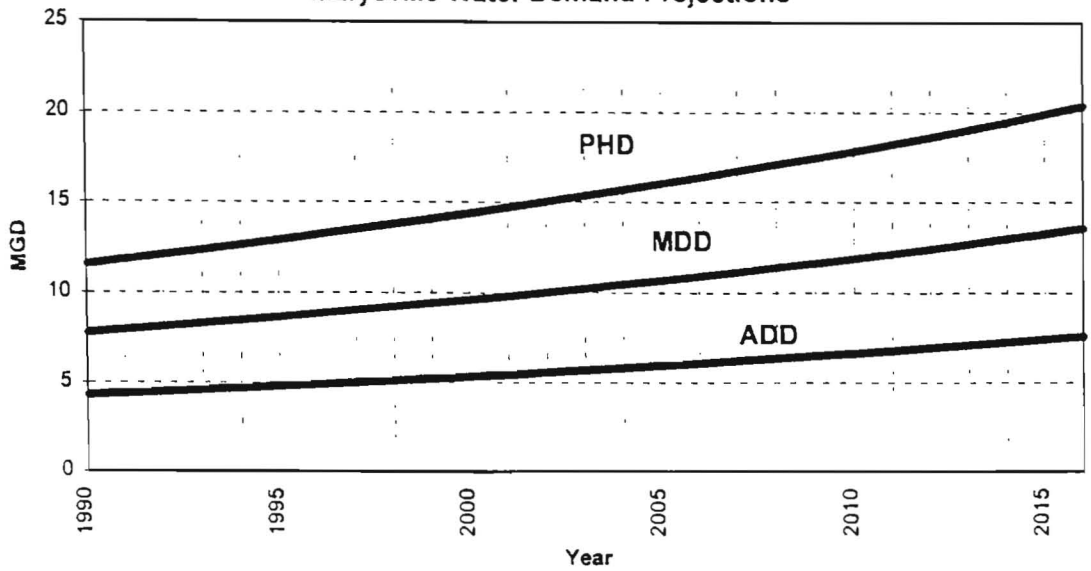
With reference to Figure 2-4, the Coordinated Service area population projected for the year 2014 is 63,200. This is the population anticipated based on an annual growth rate of 2.19% with a 1990 population of 36,000. As discussed in Chapter 2, it is unlikely that the entire 63,200 population will be served by the Marysville system, but rather as the areas beyond the system are developed, only 10 percent of new growth will be connected to the system. The effect of this adjustment reduces the serviceable population to 57,800 as was shown in Figure 2-4.

Method. The approach used to calculate the projected system demand was first to determine the system averages of persons per connection and demand per connection. Two values for person per connection were available. The 1990 census data presented in the Interim Comprehensive Plan reports an average of 2.8 persons per dwelling unit within an area slightly larger than the Urban Growth Boundary. Within the RUSA boundary, 1990 census data showed a population of 34,479 being served by 10,889 connections, an average of 3.2 persons per connection. The difference may be attributed to the definition of connection versus dwelling unit. One connection may serve several dwelling units and in another case may serve a commercial property that would not be considered as a dwelling unit. Although the per connection value may be more appropriate, a conservative projection is obtained by using the smaller per dwelling unit value and assuming that each dwelling unit is a single connection.

As shown in Table 4-1 demand per connection has varied considerably in the last ten years. However, the last three years' averages appear to be consistent; therefore, a three-year average of 375 GPD/connection was used for future projections.

The projected average daily demand resulting from this method is shown in Figure 4-1. An average daily demand of 7.5 MGD is projected for the Marysville water system in the year 2016.

Figure 4-1
Marysville Water Demand Projections



PEAKING FACTORS

The demand projections developed thus far are average daily demands equivalent to the annual total consumption divided by 365 days per year. Actual usage varies considerably about this average due to seasonal and diurnal patterns. Water system facilities must be sized to provide for demands in excess of the average either by providing storage in the system or increasing source production. Maximum day demand (MDD) and peak hour demand (PHD) are typical design variables and are determined from system records or by multiplying ADD by peaking factors. Maximum day demand is the highest total volume of water used during a 24-hour calendar day and expressed in million gallons per day. As shown in Table 4-1, the ratio of MDD to ADD for Marysville system ranges from 1.1 to 2.2.

The ratio appeared to be decreasing since the mid 1980's with the exception of 1988, 1989, and 1994. The decreasing trend is likely due to the implementation of conservation measures which have effectively reduced the maximum day demand. The 2.2 ratio for 1988 is possibly due to an abnormally high demand created by either a watermain break, fire, or dry summer. An error in recording the daily readings may also have occurred. The lower 1.1 ratio shown for 1992 reflects both a higher ADD and a lower MDD for the year. This could possibly be

explained by the addition of several larger users with uniform demands and a cooler summer which will tend to decrease the maximum day variation. A 1.1 MDD/ADD ratio is not typical for water systems similar to Marysville. Averaging 10 years of data for the MDD/ADD ratio produces a value of 1.8 which will be used for this analysis.

Peak hour demand is the highest flow recorded within an hour and is also expressed in million gallons per day. Frequently the peak hour will occur during the maximum day but not in all cases. A large fire or watermain break can increase demand to peak hour levels while the overall day's use is still near the average. The best method for determining the PHD/MDD ratio is through a review of hourly source meter records and storage records. This information is limited for the Marysville system; therefore, the 1.5 ratio recommended in the 1989 comprehensive plan will be used. A summary of the demand projections is presented in Table 4-4.

Table 4-4
DEMAND PROJECTION SUMMARY

Year	Reference	ADD MGD	MDD MGD	PHD MGD
1996	First year of Comprehensive Water Plan, beginning of financing period	4.9	8.8	13.2
2001	Fifth year of Comprehensive Water Plan	5.5	9.8	14.7
2016	End of Comprehensive Water Planning Period	7.5	13.6	20.4

POPULATION PER PRESSURE ZONE

Since each pressure zone has specific storage requirements, a projection of population per zone is useful. Using the service population projections of Figure 2-4 and some additional assumptions, population estimates for each pressure zone were developed. Figure 4-2 presents the projections graphically. The assumptions used were as follows:

- The 1990 service population developed in Chapter 2 can be split among the pressure zones according to density and acreage calculations.

- Annual growth in each pressure zone can be derived from the Puget Sound Regional Council Forecast Analysis Zone (FAZ) data presented in the Interim Comprehensive Plan. FAZ's 8406 corresponded to the 490 and 360 zones while FAZ's 8320 and 8310 covered the 240 and 170 zones, respectively. Projection data used are shown in Table 4-5.

- The total population of all of the pressure zones was fit to the overall CSA service population presented in Chapter 2.

Figure 4-2
Population by Pressure Zone

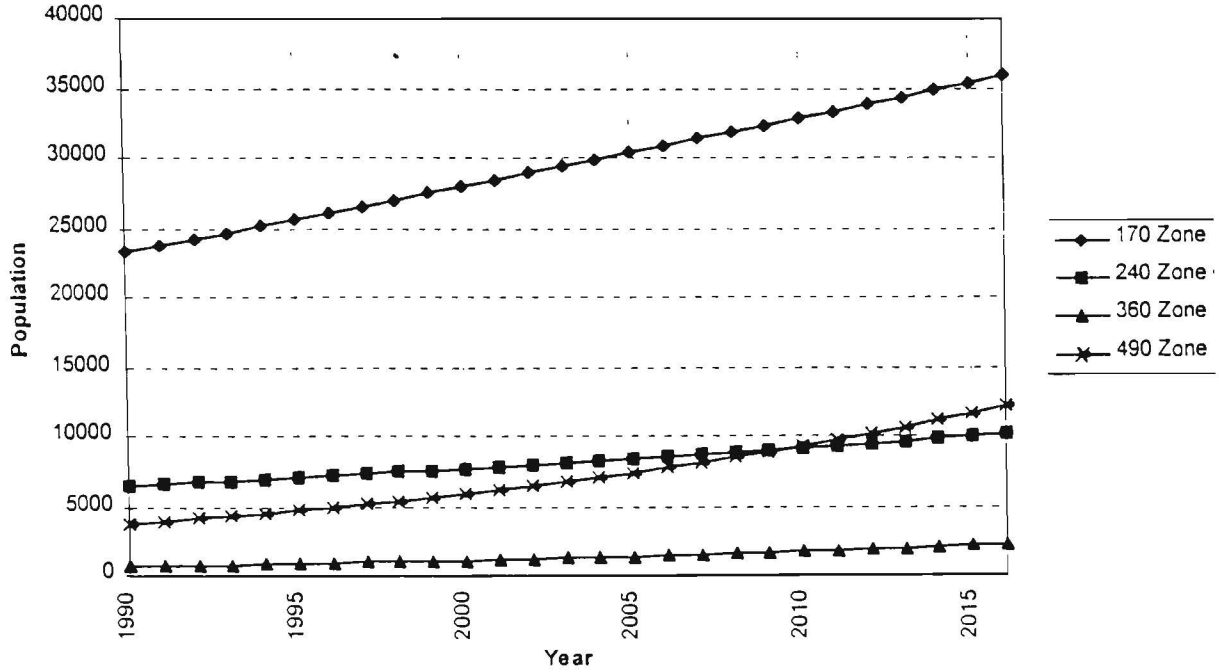


Table 4-5
PRESSURE ZONE POPULATION PROJECTION DATA

Zone	1990 Service Population	Projected Annual Growth, percent
490	3,800	4.6
360	700	4.6
240	6,500	1.7
170	23,400	2.0

As was discussed in Chapter 2, future expansion of the Urban Growth Boundary to the Coordinated Service Area limits would change zoning densities and increase the potential service population. At land-use saturation the increase would be approximately 55,800 persons. The average daily demand generated by such an increase would be approximately 7.5 MGD.

The rate at which this demand would develop cannot be accurately determined. With the current 5-year restriction on changes to the UGB and the 20-year planning horizon, it is unlikely the significant zoning changes and saturation growth would occur within the next 20 years.

WATER STUDY AREAS

In addition to CSA population and demand projections, the Marysville City Council requested an analysis of seven water study areas that are outside of the CSA but may possibly be served by Marysville in the long term. These areas are shown in Figure 4-3 and are generally just outside of the north and east CSA boundaries.

Population projections in the Water Study Areas were developed in the same manner as the CSA with adjustments to the dwelling unit density and persons per dwelling unit factors. Since these areas are predominantly rural, a lower density was assumed based on census tract data from the Interim Comprehensive Plan. Census tract 527.01 is in the same vicinity as Water Study Areas 4 and 5 and was assumed to have population characteristics similar to all of the remaining Water Study Areas. Data from the 1990 census shows 0.15 dwelling units per acre and 3.1 persons per dwelling unit for tract 527.01. Applying these factors to the acreage in each study area gives the estimated 1990 populations. Projecting the 1990 populations through the year 2016 at an annual growth rate of 2.19 percent gives a total population of 10,700 within the seven study areas.

The actual population served by the Marysville water system was also estimated by the same method used for the CSA. It was assumed that only 10 percent of the current population could be served with the remaining 90 percent maintaining their current service by way of individual wells or small community systems. The fraction served was assumed to also grow at 2.19 percent annually. Demand was projected at 375 GPD per connection or dwelling unit. Table 4-6 summarizes the Water Study Area populations and average day demand over the 20-year planning period. As can be seen, the projected impact of the additional areas is less than 1 MGD of average day demand.

Table 4-6
Projected Water Study Area Populations

	Water Study Areas							Total	Actual Pop. Served	Actual Conn. Served	ADD MGD
Year	1	2	3	4	5	6	7				
1990	375	312	217	1,721	3,117	245	131	6,119	612	197	0.07
1996	427	355	247	1,960	3,550	279	149	6,968	697	225	0.08
2001	476	396	275	2,185	3,956	311	166	7,765	777	250	0.09
2016	659	548	381	3,023	5,475	430	230	10,747	1075	347	0.13
Acres	807	671	466	3,702	6,704	527	282				

After study of the seven areas by the City Council, it was concluded that portions of the study areas east of a projection of the east CWSP planning boundary would best be served by others. The potential areas of long-range service by the City that are currently outside its CWSP planning boundary are shown enclosed by the red dotted line in Figure 4-3.

Water service within the City's current CWSP boundary and its long-range proposed planning boundary will be governed by the following conditions of service or proposed actions:

1. Service within the (CWSP) Comprehensive Water Planning Boundary will be without a variance.

2. The Tulalip Tribes will relinquish service to Marysville for the area from the I-5 Freeway to Quilcede Creek.

3. Service to Areas 1, 2, and 6 within the (PWPB) Proposed Water Planning Boundary will be by a variance or a modification of the CWSP boundary.

4. Service to Areas 3 and 4 will require the property owner to first apply to the City of Arlington. If Arlington refuses to provide service, the applicant can then apply to Marysville and furnish a copy of the refusal letter at time of application. No variance will be necessary.

5. Service outside the Coordinated Water Planning Boundary will require a variance.

6. RUSA Boundary will be abolished or become the CWSP.

STORAGE REQUIREMENTS

Water system storage requirements are based on the number of connections the system serves and the peak demands. System storage is generally separated into three components: (1) operational or equalizing, (2) emergency, and (3) fire protection.

Two methods are generally used for determining system requirements. The first, the standard method, is based on maximum day demand projections. The second method uses the Washington Department of Health Sizing Guidelines which size storage requirement according to number of connections and source reliability. The standard method provides a slightly more conservative analysis and is more appropriate for larger systems. It will be used for the Marysville system storage projections. The DOH method will also be presented for comparison. The subsequent analysis assumes that the other regional supply participants will develop the storage necessary to meet their own needs. If this does occur, Marysville will supply additional storage through a deficiency charge in wholesale purveyor rates.

STANDARD METHOD

Operational/Equalizing Storage. Operational storage is provided to control the demand on the system sources. With sufficient operational storage, peak demand periods can be supplied by storage rather than repeatedly calling on the sources. Maximum day demand is used to determine operational storage requirements based on a typical diurnal usage curve. The diurnal cycle for a water system serving predominantly residential customers has a shape similar to that shown in Figure 4-4 with demand peaks during the morning and evening hours. Demand is lowest from midnight to approximately 4:00 a.m. The total amount of water used during the day is equivalent to the area under the curve. System supplies are sized to meet the maximum day demand and, when flows exceed MDD, storage is relied upon. As shown in Figure 4-4, the volume of storage required is typically 25% of the total volume pumped.

As was shown in Table 4-4, the projected MDD for the Marysville system is 13.6 MGD for the year 2016. Operational storage requirements would be 3.4 MG using a 25 percent design.

Emergency Storage. In the case of a power outage or any other event that interrupts the water supply, emergency storage is provided to cover the period until supply can be restored. Sizing of emergency storage is based on assumptions of duration of interruption. In most cases power can be restored or a principal transmission main repaired within 48 hours. Assuming that the emergency would occur during average day demand conditions, two days of ADD is a reasonable emergency storage design.

Fire Protection Storage. The capability of a water system to supply water in order to fight a fire influences the fire insurance premiums paid by property owners served by the system. Guidelines established by the Washington Survey and Rating Bureau set minimum standards for system fire protection capacities. The standards are based on size, type, and use of the buildings to be protected, with the most hazardous requiring higher fire flow and storage capacities. The Bureau has determined that the critical requirement for Marysville is 5,000 GPM for a 4-hour duration. This equates to a fire storage requirement of 1.2 MG.

Providing the 1.2 MG fire storage alone does not meet the Bureau's rating requirement. The distribution system must also be able to provide the required flows in the critical areas and have storage located appropriately throughout the system. These conditions will be evaluated in Chapter 5.

DOH METHOD

The DOH method determines storage accordingly:

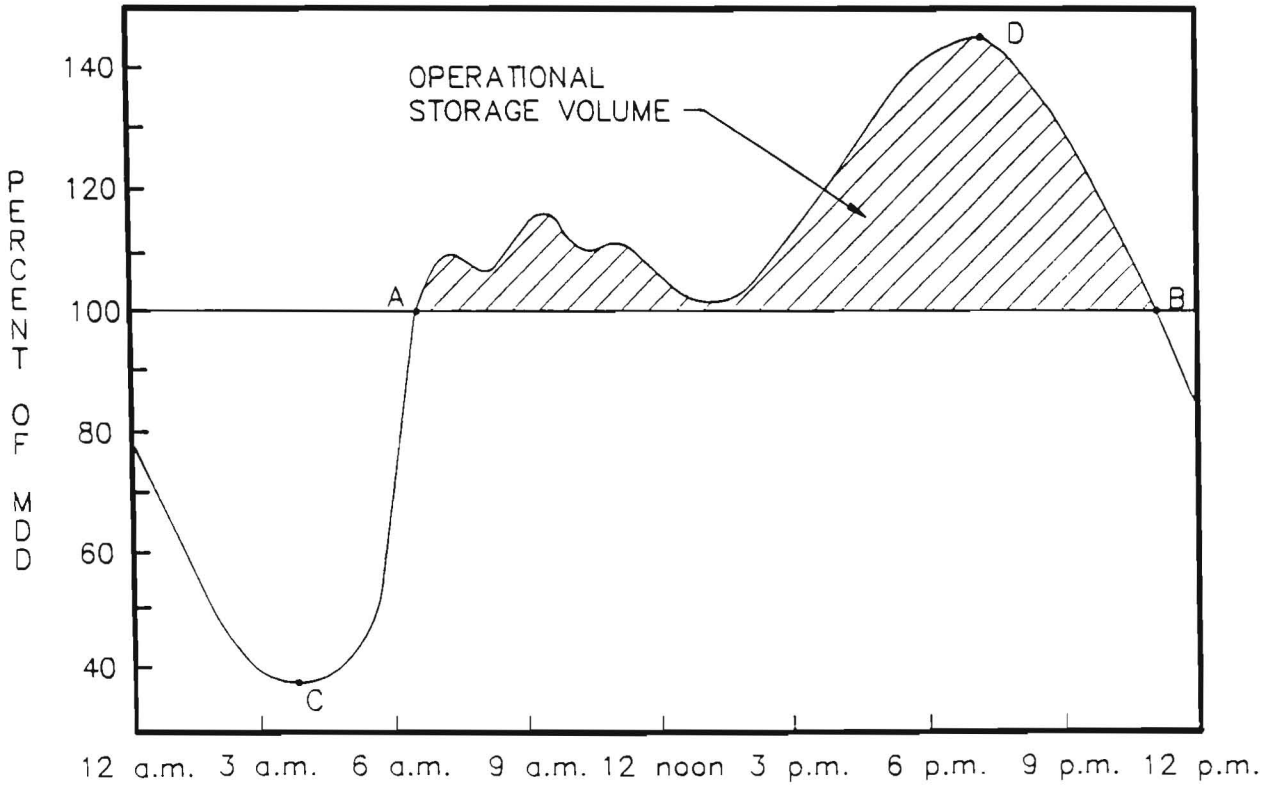
Operational/Equalizing Storage. When source pumping equipment operates on a call-on-demand basis, operational storage is sized according to the following equation:

Operational Storage = (MID-Q) (150 min.) gallons

Where MID = Maximum instantaneous demand (equivalent to peak hour demand), gpm

Q = Source production rate, gpm

TYPICAL DIURNAL CURVE



SOURCE: AWWA MANUAL OF WATER SUPPLY PRACTICES, M-32

FIGURE 4-4

TYPICAL DIURNAL DEMAND

HAMMOND, COLLIER & WADE-LIVINGSTONE ASSOCIATES, INC.

4010 STONEWAY NORTH
SEATTLE, WASHINGTON 98103
(206) 632-2664

HCW-L

As an example, the year 2010 peak hour demand is projected to be 12.7 MGD, equivalent to 12,400 gpm. With all sources operating, the total production rate is 17.0 MGD, or 11,800 gpm. The required operational storage would then be 90,000 gallons.

Emergency/Standby Storage. For systems with more than 100 connections, the DOH method requires 800 gallons of standby storage per connection. With multiple sources this can be reduced by the available pumping capacity of back-up sources when the primary source is off-line. The reduction can be demonstrated by using the year 2010 projected service connections of 18,900 as follows:

Emergency Storage
18,900 connections x 800 gallons/connection = 15,100,000 gallons (15.1 MG)

Total Source Capacity	17.0 MGD
Less Primary Source (Everett Pipeline)	11.7 MGD*
Available Capacity	5.3 MGD
Allowable Storage Reduction	(5.3 MGD) (1 day) = 5.3 MG
Required Emergency Storage	(15.1 MG -5.3 MG) = 9.8 MG

*Reflects only Marysville's portion of Regional Source.

Fire Storage. Fire storage is calculated the same for each method. The designated 5000 gpm fireflow for a 4-hour duration equates to 1.2 MG.

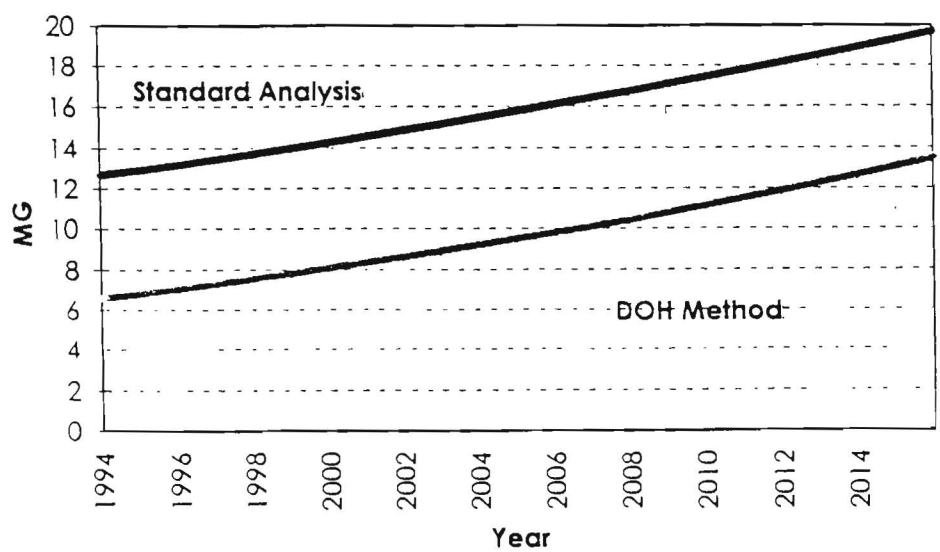
Summarizing the above, the total storage required for the year 2010 using the DOH method is 11.1 MG. This is less than the 17.4 MG projected using the standard method for the same year. A comparison of the two methods over the 20-year planning period is shown in Figure 4-5.

Dead Storage. Each of the storage components described above must have sufficient elevation relative to the system to provide adequate service pressures. The Washington State Drinking Water Regulations require that the emergency and fire protection volumes be at an elevation high enough to provide a minimum 20 psi service pressure. The operational/equalizing storage component must be high enough to provide a 30 psi service pressure. Any storage below the 20 psi level is considered dead storage and has limited value to the immediate

service area. However, where there are multiple pressure zones, the dead storage in a higher zone can be utilized by a lower zone. In the Marysville system, this could occur during a major fire in the 170 zone. As the 170 zone reservoirs are drawn down, the dead storage of the Highway 9 (490 zone) and the Sunnyside (360 zone) reservoirs could be utilized. However, the dead storage in the highest zone is not accessible to that zone. Therefore, the highest zone should have all the required storage above the 20 psi minimum elevation.

In the following analysis, storage requirements are determined for each zone. The volumes are intended to be above the 20 psi elevation for each zone. Actual volumes to be provided may be greater when dead storage is included.

Figure 4-5
Marysville Storage Method Comparison



RECOMMENDED STORAGE REQUIREMENTS

A summary of the projected storage requirements over the 20-year planning period is shown in Figure 4-6. By the year 2014 the system-wide storage requirement will be 19.0 MG. Table 4-7 gives a summary of the storage projections for the key planning years.

Figure 4-6
Marysville Storage Projections

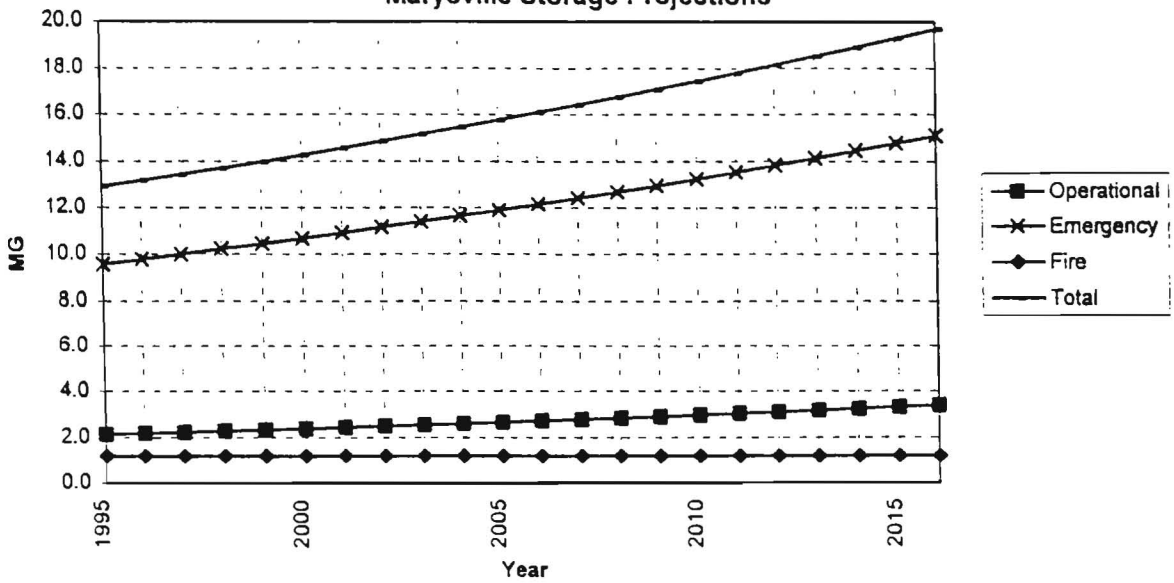


Table 4-7
STORAGE PROJECTION SUMMARY

Year	Reference	Operational MG	Emergency MG	Fire MG	Total MG
1996	First year of Comprehensive Water Plan, beginning of financing period	2.2	9.6	1.2	13.2
2001	Fifth year of comprehensive Water Plan, end of financing period	2.5	10.9	1.2	14.6
2016	End of Comprehensive Water Planning Period	3.4	15.1	1.2	19.7

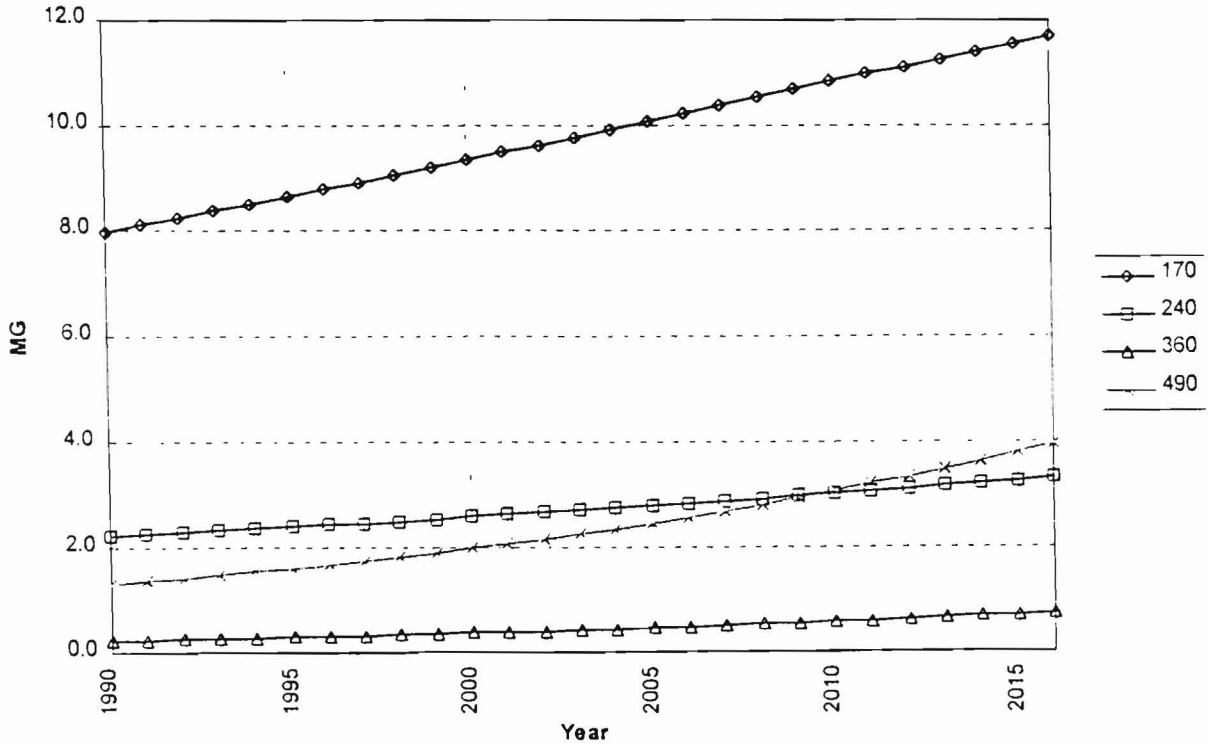
STORAGE REQUIREMENTS PER PRESSURE ZONE

An evaluation of storage requirements within each pressure zone is also necessary to assess future needs. Using the population per pressure zone data presented in Figure 4-2 plus the

demand and storage projection methods of this chapter, storage requirements by zone were determined. Figure 4-7 summarizes the total storage requirement for each pressure zone throughout the 20-year planning period.

The bulk of the current storage capacity is provided by the 6 MG Edward Springs Reservoir and the 3.5 MG Cedarcrest reservoir located in the 240 and 170 pressure zones, respectively. With separation between Everett and Edward Springs/Stillaguamish surface waters, the Edward Springs storage is only available to the 240 zone north of 100th Street NE. The remaining storage is supplied by the Everett pipeline at a hydraulic gradeline of approximately 400 feet. Storage below this elevation is filled by gravity flow through PRV's. Pumping from the Cedarcrest reservoir to the Highway 9 reservoir maintains storage in the 490 zone.

Figure 4-7
Storage by Pressure Zone



Reviewing Figure 4-7 it can be seen that the majority of the projected storage requirements are in the 170 pressure zone followed by the 240 and 490 zones. With the 1995 construction of the proposed 6.0 MG reservoir in the 360 pressure zone, the storage requirements

of the three lower zones will be met through year 2014. However, the projected requirement for the 490 zone due to the potential for growth in the Whiskey Ridge area is substantial and indicates that increased storage in the 490 zone is necessary. Recommendations for the appropriate time and location of a 490 reservoir is presented in Chapter 6.

CONCLUSION

The demand and storage projections presented in this chapter give a partial indication of the status of the Marysville water system. As shown in Table 4-4, the 2016 projected maximum day demand is 13.6 MGD which is more than the 11.7 MGD Marysville is entitled to through the Everett pipeline JOA. In the short-term, the projected maximum day demand is 9.8 MGD for 2001 which coincidentally was reached three times in the summer of 1994. Loss of the Stillaguamish and Edward Springs sources due to the Surface Water Treatment Rule would limit source supply to 11.7 MGD which will suffice until approximately 2010. ***It is evident that if demand does grow as projected the City should consider either initiating construction of a second pipeline in accordance with the JOA or constructing a filtration facility to allow full use of the Edward Springs and Stillaguamish sources.***

The storage projections of Table 4-7 show that the system's current 11.3 MG of storage is inadequate compared to the 13.2 MG needed in 1996. Constructing the 6 MG reservoir east of 100th Street NE will improve the situation by increasing the total to 17.3 MG which will suffice until approximately the year 2004. By the year 2016 a total of 19.7 MG will be required. The feasibility of constructing additional storage will be analyzed in Chapters 6 and 7 in conjunction with the necessary distribution system improvements.

SNOHOMISH COUNTY COORDINATED

WATER SYSTEM PLAN

AUGUST, 1991

SECTION III

WATER UTILITY SERVICE AREAS

1. INTRODUCTION

The Public Water System Coordination Act requires that a procedure be established to identify the existing and future service areas of public water utilities within the Critical Water Supply Service Area (CWSSA).

Two obligations accompany the establishment of service area boundaries. The first obligation is that the County and State governments recognize an identified utility as the responsible agency for providing all public water service within a designated area. The second obligation is that the utility shall assume responsibility, within its service area, for planning and implementing water system development and proper utility management. The manner in which this responsibility is to be fulfilled is to be described in the utility's water system plan. For those areas within the CWSSA which are not within any utility's designated service area, the Utility Service Review Procedure (USRP), gives priority to service by a Satellite System Management Agency (SSMA) or an adjacent utility with an approved water system plan. If neither of these service options is available a new utility may be formed and constructed subject to Coordinated Water System Plan (CWSP) specifications and demonstration of financial viability.

The Coordination Act provides the legal mechanism, for municipalities and private water utilities alike, to establish an exclusive service area within the unincorporated County areas. This procedure provides the utilities with the assurance that their planning, capital improvement programs, and financial commitments are consistent with State and County requirements.

From the County's perspective, designated service areas will mean a specific utility has accepted responsibility for development of cost-effective and efficient service to accommodate the future growth that these areas will experience. Growth management objectives established for these areas by the County's Planning Area Comprehensive Plans must be accounted for in each utility's approved plan and actual improvements.

The Coordination Act requires that service area boundaries be established by agreement among the purveyors based on a variety of factors. These factors include: topography, readiness and ability to serve, local franchise areas, legal water system or municipal boundaries, future population projections, and sewer service areas. It also specifies that these service areas be developed in conformance with the land use policies of the County.

2. SERVICE AREA COMMITMENTS AND PROCEDURES

The designated service area defines the area within which all future customers will be provided retail water service by the designated utility. An important distinction is that a utility's water facilities, such as sources of supply and reservoirs, can be located outside the utility's future service area. These facilities can be located within another utility's retail service area, provided the facilities are not used for direct retail service without the written concurrence of the designated utility.

Once adopted as part of this CWSP, the designated service area will be the exclusive service area of the identified utility. As a condition of being granted a designated service area, the utility shall meet certain obligations and commitments, as described in the following:

A. Water System Plan and Service Area Agreement

Each utility, including an SSMA, is required to prepare and submit to the County and/or the Department of Health (DOH) a water system plan within one year of the date the CWSP is presented to the County for review (See Section XI, Subsection 4 for plan review and approval discussion). The plan must identify service area boundaries. During the pendency of the one year planning period, those utilities having signed service area agreements as a part of the CWSP, will have exclusive rights to the service area described in the agreement. Utilities not signing an agreement will have exclusive rights only to their existing service areas. In this latter case, service outside of the utility's existing service area may be assigned, according to the USRP, as though located in an undesignated area.

B. Conditions of Service by Designated Utility

Water service can be provided by the designated utility either through direct connection to the utility's existing water system, or as a detached, remote system managed by the utility or others through agreement. In either case, the utility will identify for the applicant all of the conditions of service which must be agreed to prior to the provision of water service. The Coordination Act requires that the utility be willing to extend service in a timely and reasonable manner. Once the applicant agrees to these conditions, a building permit or preliminary plat approval can be issued.

C. Interim Service Agreements

A utility may receive a request for service within its designated service area and may not be able to provide immediate service. If this occurs, interim operating services by an adjacent utility, an SSMA, or homeowner

association may be allowed providing the utility to whom the designated area is assigned is responsible owner of the system. Service may be provided either through physical connection to an adjacent utility's system or installation of a detached, remote system. The appropriate level of services shall be stipulated in a written agreement between the designated utility and the operating entity. Service area adjustments are not required for provision of interim services.

D. Service Area Adjustment

In the future, if a utility determines that its service area is either too large or too small, the service area boundaries may be revised at any time. However, this will require the signing of revised service area agreements by all affected purveyors. Such revisions and agreements shall be approved, following the same procedures as adoption of the CWSP, and be filed with the County for incorporation in the official CWSP file.

This CWSP must be reviewed by the Water Utility Coordinating Committee (WUCC) at a minimum of every five years and updated as necessary. Service areas adopted in this Plan may also be revised at that time, if such revisions are considered appropriate by the utilities concerned.

3. SERVICE AREA SELECTION PROCESS

The Public Water System Coordination Act specifies that no new public water systems be created after the boundaries of the CWSSA are established unless an existing system is unable or unwilling to provide service. Therefore, existing systems had to be identified and contacted to establish their existing and anticipated future service areas. All undesignated land is served as prescribed by the USRP which is described in Section V.

For purposes of clarifying who should be contacted, the WUCC adopted the following definition of an existing public water system:

Existing Public Water System: Any Class 1, 2, 3, or 4 water system, as defined under WAC 248-54-015 (now WAC 246-290-010), which, prior to July 5, 1989, had been constructed, in whole or in part, or had been formally proposed for construction, as evidenced by a document from a governmental agency acknowledging the proponent's intention to either construct a public water system or develop a subdivision which is to be served by a public water supply.

The July 5, 1989, date is significant because that is the date when the County Council declared the final External Boundaries for the CWSSA. That declaration formally initiated implementation of the Coordination Act.

For purposes of soliciting current information, via questionnaires, for the CWSP, the County initially contacted and mapped those systems which were completely or partially constructed on July 5, 1989, or systems for which a well site inspection was conducted by either the DOH or the Snohomish Health District since July 1, 1987. It was agreed that other systems which conform with the definition of an existing public water system would be added to the CWSP process at a later date if they demonstrate a current interest in being included prior to the submission of the draft CWSP to the County Executive and the DOH.

All Class 1 and 2 utilities (larger Class A) were contacted by letter. They were asked to verify their existing service area, as well as provide boundaries depicting their anticipated future service area. Over 400 Class B systems (Class 3 and 4 systems, including pending applications) were also contacted by letter to identify expanding systems and the location of their future service area. Systems which only intend to add additional customers up to a pre-approved limit were not considered to be expanding. However, adding customers beyond an approved limit or enlarging the geographic area of service was considered expansion. Seventeen Class 4 purveyors, and three with pending applications, indicated their intent to expand. Utilities not responding were assumed to have no desire for expansion.

Service areas for all Class 1 and 2 systems were computerized using AutoCAD Version 10 onto a master set of reproducible maps. These service areas are shown on Exhibit III-1. In addition, a computerized map was developed from data provided by the County showing the location to the nearest quarter-quarter section of all Class 3 and 4 systems and systems with pending applications. These system locations are shown on Exhibit III-2. A complete listing of the Class 4 and pending application systems is contained in Appendix C. This listing includes data as reported by the utilities. In some instances the data is conflicting in that the system was reported to be non-expanding yet additional connections are proposed. The statement of non-expanding was assumed to control but the number of additional proposed connections is shown in parenthesis in the Appendix C Table.

The service area maps and all AutoCAD data disks are incorporated into the CWSP by reference in Appendix D, and are on file with the Snohomish County Planning Department. Data regarding these systems are on file at the Snohomish County Health District.

4. SERVICE AREA AGREEMENTS

A. Form of Agreement

A Service Area Agreement (Agreement) was drafted and approved by the WUCC and forwarded to the utilities for signature along with final

copies of their future service area maps. A copy of the Agreement is included as Exhibit III-3. Signed Agreements are included in Appendix D.

Establishment of individual Agreements among all water systems in the study area is extremely cumbersome. Therefore, the Agreement was used to allow the utility to agree with the boundary of its service area as it is shown on the official County map. In so doing, the utility acknowledges adjacent utility boundaries also shown on this map, and thus avoids entering into separate agreements with each adjacent utility.

Where understandings concerning joint service, transfer of service, or common boundaries require more specific terms than are provided in the Agreement, the affected utilities are to document the specific conditions in an attachment to the Agreement. In order for these understandings to be recognized in implementing the CWSP, the utilities must place them on file with the County as an attachment to the Agreement.

To confirm designated service areas and establish their legal service boundary, all expanding water utilities must complete the Agreement and submit it to the County. Each Agreement will be reviewed in conjunction with individual water system plans.

Unless a documented public health problem exists, failure to file an Agreement within one year from the date of submittal of the CWSP by the WUCC to the County Council should result in denial of proposed system expansions and building permits within the service area. For utilities with unresolved service area conflicts, this denial should be limited to proposed activities within the contested service area.

B. Expanding Small Systems

Expanding Class 3, 4, and pending application systems are recognized through this CWSP as being entitled to enlarge their systems to serve the number of approved future connections. As described above in this Section, the County identified twenty small systems that indicated an intent to expand their service areas. These systems are listed in Exhibit III-4. Where a system is located within the future service area of a larger utility, the name of the larger utility is also listed. Expansion of the smaller systems up to the number of future connections shown is a valid element of this CWSP. Expansion beyond the limit requires approval of the Snohomish Health District as well as the larger utility, as appropriate.

Those existing Class 3 and 4 systems that had planned for service area expansion but did not document their intention through the CWSP preparation process are not precluded from seeking such recognition in

the future. This could be accomplished through participation in the five-year CWSP update process or, in the interim, through an appropriate request to the County. Any such request should include documentation that the utility's expansion plans are consistent with the objectives of the CWSP.

C. Service Within Transmission Pipeline Corridors

Several situations exist within the planning area where individual customers are served from water transmission lines outside the utilities designated service area. In the instance of the City of Everett, policies in place prior to September 1987 allowed individual connections to the transmission pipeline outside the City limits subject to certain connection conditions. Service is currently provided to approximately 500 single family homes adjacent to the transmission lines. However, no expansion of this retail service is planned. By Ordinance No. 1374-87, adopted by the Everett City Council and effective September 10, 1987, no new individual water services are allowed outside the City. All new water services must have a minimum of ten connections and formation of a new water utility would be required.

The City of Marysville has a similar situation. Individual customers are served in three general areas along the water transmission pipelines from Edwards Springs and the Stillaguamish Ranney well. The City does not plan to expand this service.

In a third instance, the City of Snohomish provides retail service to individual customers along its Pilchuck River transmission pipeline. The City has not claimed this area for expanded future service.

For purposes of this CWSP, it is intended that existing individual connections to water transmission pipelines be recognized as valid and continuing service by the supplying agency even though such service may take place within the geographical area designated to another service agency. This recognition exists without explicit designation on the service area maps. However, this service recognition is limited to non-expanding, existing customers unless otherwise defined by mutual written agreement between the affected utilities.

Agencies are encouraged to document the extent of current service along their water transmission pipelines within the designated service areas of other service utilities, and advise these utilities of said service.

D. Common Service Areas

The geographical area within the Tulalip Indian Reservation has been designated the service area of the Tulalip Tribes. However, in two instances utilities bordering the Reservation are serving customers within the Reservation.

Seven Lakes Water Association has "pipe in the ground" to existing customers along the northern boundary of the Reservation. The City of Marysville serves an area in the southeasterly portion of the Reservation pursuant to City Resolution No. 1091 and the "Settlement and Compromise Agreement" between the City and the Tribes dated April 25, 1983. These areas are shown on Exhibit III-1.

By the term "Common Service Area," current service consistent with existing agreements between the parties is recognized. No expansion of this service is intended to be conveyed through the CWSP unless future agreements are mutually reached between the Tribes and the adjacent utilities.

E. Service Area Recognition

Recognition of utility service areas and Agreements by the County shall be incorporated into the County franchise review process. If County standards are met, the existing franchise boundaries can be revised to coincide with the designated water service area boundaries of the CWSP. Also, the Boundary Review Board should be notified of those utilities who have signed Service Area Agreements, of the service area boundary of each such utility, and be requested to recognize these boundaries in the conduct of Boundary Review Board responsibilities.

5. UNRESOLVED SERVICE AREAS

Two service area conflicts exist at the time of preparation of the CWSP Regional Supplement. The disputed/overlap areas are shown on Exhibit III-5.

The overlap involving the City of Marysville and the Snohomish County PUD was identified early in the study process but could not be resolved by the WUCC. The WUCC referred this issue to DOH for resolution pursuant to RCW 70.116.070. The issue is now pending before DOH.

The overlap involving Lake Cassidy Estates evolved near the end of the study and was not addressed by the WUCC. This overlap is hereby referred to DOH for resolution as part of the CWSP submittal.

AGREEMENT FOR ESTABLISHING WATER UTILITY SERVICE AREA BOUNDARIES

PREAMBLE

This Agreement for water utility service area boundaries identifies and establishes between the parties the external boundary of the service area for which the designated water purveyor has assumed direct retail water service responsibility. The responsibilities accepted by the water purveyor are outlined in the Snohomish County Coordinated Water System Plan (CWSP), and as defined by the adopted rules and regulations of the Department of Health (DOH). Except as specifically provided herein, this agreement does not give new authorities or responsibilities to any water purveyor or to Snohomish County or State regulatory agencies, but acknowledges the geographical area for these designated service responsibilities.

The terms used within this Agreement shall be as defined in the implementing regulations of Chapter 70.116 RCW, except as identified below.

1. Snohomish County Critical Water Supply Service Area Map shall mean the map incorporated into this Agreement as Attachment A for the retail service area, except as amended in accordance with the CWSP procedures and with the concurrence of the affected water purveyors.

2. Retail Service Area shall mean the designated geographical area in which a purveyor shall supply water either by direct connection, by a satellite system, or through interim service by an adjacent utility or Satellite System Management Agency under agreement with the designated utility.

3. Wholesale Service Area shall mean the designated geographical area in which a purveyor, a group of purveyors, or another organization provides water to other water purveyors on a wholesale basis. A wholesale water supplier shall not provide water to individual customers in another purveyor's retail service area except with the concurrence of the purveyor responsible for the geographical area in question.

4. Lead Agency for administering the Agreement For Establishing Water Utility Service Area Boundaries shall be the Snohomish County Planning Department, unless otherwise established by amendment to the CWSP.

The authority for this Agreement is granted by the Public Water System Coordination Act of 1977, Chapter 70.116 RCW.

TERMS OF AGREEMENT

WHEREAS, Such an Agreement is required in WAC 248-56-730, Service Area Agreements-Requirement, of the Public Water System Coordination Act; and

WHEREAS, Designation of retail water service areas, together with the cooperation of utilities, will help assure that time, effort, and money are best used by avoiding unnecessary duplication of service; and

WHEREAS, Definite future service areas will facilitate efficient planning for, and provision of, water system improvements within Snohomish County as growth occurs; and

WHEREAS, Responsibility for providing water service through ownership and/or management of water systems in a designated service area is vested in the designated utility; and

WHEREAS, Definite retail and wholesale service areas will help assure that water reserved for public water supply purposes within Snohomish County will be utilized in the future in an efficiently planned manner,

NOW, THEREFORE, the undersigned party, having entered into this Agreement by signature of its authorized representative, concurs with and will abide by the following provisions:

Section 1. Service Area Boundaries. The undersigned party acknowledges that the Snohomish County Critical Water Supply Service Area Map, included as Attachment A to this Agreement and as may be subsequently updated, identifies the utility's future water service area. The undersigned further acknowledges that there are no service area conflicts with adjacent water utilities, or, where such conflicts exist, agrees that no new water service will be extended within disputed areas until such conflicts are resolved.

Section 2. Common Service Area Transfer. It is understood that utilities may initially continue existing water service within the boundaries of neighboring utilities, as defined in Attachment A. Such common service areas, if they exist, are described in Attachment B to this agreement. Also included in Attachment B are copies of, or a list of, all resolutions, ordinances, or agreements permitting these uncontested overlays. The undersigned party agrees that any water line for retail service extending outside of the retail service area boundary, as set forth in Attachment A, shall be phased out and service transferred to the designated adjacent utility on an economic basis or by mutual agreement.

Economic basis considerations may include, but are not limited to:

(a) A determination by the present owner of service lines that maintenance, repair, and/or replacement costs exceed attributable income.

(b) Planned or imminent major street improvements or major improvements to either or both water systems which include an opportunity to transfer service.

The terms of the transfer of service area described in this Section shall be established in a separate agreement among the adjacent utilities whose boundaries are affected.

Section 3. Boundary Streets. Unless separate agreements exist with adjacent utilities concerning water services or other utility services, this party agrees that the water utility which is located to the north or east of boundary streets between this party and adjacent utilities will be entitled to provide future water service on both sides of those streets. Depth of service on boundary streets shall be limited to one platted lot or as otherwise agreed by the utilities. Existing services on boundary streets shall remain as connected unless transfer of service is agreed to by both parties, as per Section 2. These provisions do not disallow the placement of mains in the same street by adjacent utilities where geographic or economic constraints require such placement for the hydraulic benefit of both utilities.

Section 4. Boundary Adjustments. If, at some time in the future it is deemed appropriate by the undersigned party to make service area boundary adjustments, such modifications must receive written concurrence (which shall not be unreasonably withheld) of all utilities that would be directly affected by such a boundary adjustment and the legislative authority(ies) having jurisdiction. These written modifications must be noted and filed with the designated Snohomish County lead agency and DOH. It is understood by the undersigned party that if, as provided by RCW 70.116.040, it is unable to provide service within its designated service area boundary it may decline to do so. But, in that case, an applicant may be referred to other adjacent utilities, to a pre-qualified Satellite System Management Agency (SSMA), or a new utility may be created and the original service area boundary will be adjusted accordingly. This provision does not apply where boundary adjustments are made as a result of municipal annexations or incorporations, nor is it intended to modify the provisions of state law.

Section 5. Service Extension Policies. The undersigned party agrees that prior to expanding its water service area, other than by addition of retail customers to existing water mains, or to serve in the capacity of a pre-qualified SSMA, it shall

have adopted design standards and Utility Service extension policies. The design standards shall meet or exceed the Snohomish County Minimum Design Standards.

Municipalities further agree that if an individual municipality identifies a service area outside of their existing municipal corporate boundaries, said municipality will assume full responsibility for providing water service equivalent to (excluding rates and charges) the level of service provided for their inside-city customers. This will be in conformance with applicable land use policies.

Section 6. Systems Placed in Receivership. Legislation passed in the 1990 Regular Session of the Washington State Legislature (Substitute Senate Bill 6447) provides that whenever an action is brought in superior court to place a public water system in receivership, the petition to the court shall name candidates for receiver who have consented to assume operation of the water system. The undersigned party agrees to be named as receiver in such actions initiated for systems within its designated service area. By this consent, the undersigned does not waive its rights to appear and participate in the court proceedings to determine acceptable conditions of receivership.

This agreement by reference includes the following attachments:

Attachment A - Snohomish County Critical Water Supply Service Area Map. (see Section 1)

Attachment B - Common Service Area Agreement - Optional - Utility may attach copies or list such agreements if relevant. (see Section 2)

IN WITNESS WHEREOF, the undersigned party has executed this Agreement as of September 23 1996.

City of Marysville
Water Utility

David Weiser
Representative

Mayor
Title

Receipt Acknowledged:

Tom Niemann
Snohomish County
Planning Department

10-14-96
Date