

Marysville City Council Work Session**December 1, 2014****7:00 p.m.****City Hall**

8. Consider Extending the Employment Agreement with Mike Reynolds as Pro Shop Supervisor for Cedarcrest Golf Course.
9. Consider the Professional Services Supplement No. 7 with BergerABAM, Extending the Agreement End Date to January 30, 2015.
10. Consider the Renewal of the Yakima County Jail Agreement.
11. Consider the 2014 Pavement Preservation Program with Cemex Construction Materials Pacific LLC, Starting the 45-Day Lien Filing Period for Project Closeout.
12. Consider the Professional Services Agreement Strategies 360, Inc. for Consulting Services.
13. Consider an **Ordinance** of the City of Marysville, Washington Relating to the City's Comprehensive Plan; Amending the Comprehensive Plan by the Adoption of the Marysville, Lake Stevens and Lakewood School Districts' 2014 – 2019 Capital Facilities Plans as a Subelement of the City's Comprehensive Plan and Establishing the Adoption of Said Plan and the Collection and Imposition of School Impact Fees, Pursuant to the City's Annual Comprehensive Plan Amendment and Update Process and Repealing Ordinance No. 2912.
14. Consider the MRSC Rosters Model Small Public Works, Consultant, and Vendor Rosters **Resolution**.
15. Consider an **Ordinance** of the City of Marysville Amending the 2014 Budget and Providing for the Increase of Certain Expenditure Items as Budgeted for in Ordinance No. 2941 and Changes in Compensation Levels.
16. Consider an **Ordinance** authorizing the City of Marysville to Continue to Impose a Sales and Use Tax as Authorized by RCW 82.14.415 as a Credit Against State Sales and Use Tax; Certifying the Costs to Provide Municipal Services to the Central Marysville Annexation Area; and Setting a New Threshold Amount for Fiscal Year 2015 Relating to Annexations.
17. Consider an **Ordinance** of the City of Marysville, Washington Related to Caretaker's Quarters by Amending Marysville Municipal Code (MMC) Sections 22A.020.040 "C" Definitions; 22C.110.020 Permitted Temporary Uses; 22C.110.030 Exempted Temporary Uses; 22C.020.070 Permitted Uses – Development Conditions; and Amending MMC Section 22A.010.160 General Administration, Related to Tracking Amendments to the City's Uniform Development Code; Providing for Severability and Effective Date.

Legal

Work Sessions are for City Council study and orientation – Public Input will be received at the December 8, 2014 City Council meeting.

December 1, 2014 **Marysville City Council Work Session** City Hall
7:00 p.m.

Mayor's Business

Staff Business

Call on Councilmembers

Executive Session

- A. Litigation
- B. Personnel
- C. Real Estate

Adjourn

Special Accommodations: The City of Marysville strives to provide accessible meetings for people with disabilities. Please contact the City Clerk's office at (360) 363-8000 or 1-800-833-6384 (Voice Relay), 1-800-833-6388 (TDD Relay) two days prior to the meeting date if any special accommodations are needed for this meeting.

Work Sessions are for City Council study and orientation – Public Input will be received at the December 8, 2014 City Council meeting.

Index #1

Call to Order/Pledge of Allegiance/Roll Call	7:00 p.m.
Approve the agenda with one amendment.	Approved
Committee Reports	
Presentations	
Approval of Minutes	
Approval of October 13, 2014 City Council Meeting Minutes.	Approved
Approval of October 20, 2014 City Council Budget Work Shop Minutes.	Approved
Consent Agenda	
Consider Approving the October 22, 2014 Claims in the Amount of \$296,854.71; Paid by Check Number's 95504 through 95627 with No Checks Voided.	Approved
Consider Approving the October 20, 2014 Payroll in the Amount of \$885,770.64; Paid by Check Numbers 28275 through 28314.	Approved
Consider Approving the Maintenance Agreement for the SR 9/84th Street Roundabout with the Washington State Department of Transportation.	Approved
Consider Approving the October 29, 2014 Claims in the Amount of \$626,447.15; Paid By Check Number's 95628 through 95781 with No Checks Voided.	Approved
Consider Approve the November 5, 2014 Payroll in the Amount \$1,564,731.31; Paid by Check Numbers 28315 through 28365.	Approved
Executive Session	7:16 p.m.
Personnel – one item	
Public Hearing	7:23 p.m.
Consider Approving an Ordinance of the City of Marysville Adopting a Biennial Budget for the City of Marysville, Washington, for the Years 2015-2016, Setting Forth in Summary Form the Totals of Estimated Revenues and Appropriations for Each Separate Fund and the Aggregate Totals of All Such Funds Combined, and Establishing Compensation Levels as Proscribed by MMC 3.50.030	Approved Ord. No. 2972
Consider Approving an Ordinance of the City of Marysville Levying Regular Taxes upon All Property Real, Personal and Utility Subject to Taxation within the Corporate Limits of the City of Marysville, Washington for the Year 2015	Failed
Consider Approving an Ordinance of the City of Marysville levying EMS Taxes upon All Property Real, Personal and Utility Subject to Taxation within the Corporate Limits of the City of Marysville, Washington for the Year 2015	Approved Ord. No. 2973
Legal	
Mayor's Business	
Staff Business	
Call on Councilmembers	
Adjournment	8:40 p.m.
Executive Session	8:45 p.m.
Real Estate – one item	
Pending Litigation – one item	

adjournment	8:50 p.m.
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COUNCIL*DRAFT*
MINUTES

Regular Meeting
November 10, 2014

Call to Order / Pledge of Allegiance

Mayor Nehring called the meeting to order at 7:00 p.m. Pastor Todd Morgan, MAPA, gave the invocation, and Mayor Nehring led those present in the Pledge of Allegiance.

Roll Call

Chief Administrative Officer Hirashima gave the roll call. The following staff and councilmembers were in attendance.

Mayor: Jon Nehring

Council: Steve Muller, Kamille Norton, Jeff Seibert, Michael Stevens, Rob Toyer, Jeff Vaughan, and Donna Wright

Absent: None

Also Present: Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, Police Chief Rick Smith, City Attorney Grant Weed, Public Works Director Kevin Nielsen, Parks and Recreation Services Manager Tara Mizell, and Recording Secretary Laurie Hugdahl.

Mayor Nehring recognized veterans in attendance and thanked them for their service.

Approval of the Agenda

Mayor Nehring requested that the Council consider adding a five-minute Executive Session regarding personnel to the agenda immediately before the Public Hearing.

Motion made by Councilmember Muller, seconded by Councilmember Stevens, to approve the agenda with the addition of the Executive Session before the Public Hearing. **Motion** passed unanimously (7-0).

Committee Reports

Jeff Vaughan reported on the Fireworks Committee meeting where they elected him as Chair and came up with a purpose and a scope. The Committee wants to do some data

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collection and study of potential impacts of different actions and the need for community feedback. There was a review of existing regulations and a report from the fire district, police, public works, and parks. This was followed by a discussion about what the committee wants to do next. The Committee will likely have one or two more meetings and then a recommendation for the Council.

Steve Muller reported on the Public Works Committee meeting on Friday, November 7 where they reviewed the finalization of the site plan for the Sunnyside water filtration project. This will increase water capacity along the hillside and will give the City the ability to be 100% self-sufficient on water capacity. There was discussion about the potential location of the Whiskey Ridge Pump Station. Construction is expected to start next September. There was discussion about a new option for the possible expansion of the Public Works building. The City is finalizing easements and getting ready to start construction on State Avenue from 116th through 136th.

Presentations

Audience Participation

Preston Dwoskin, 11120 - 45th Avenue NE, Marysville, WA 98271, thanked the City for the amazing job they did dealing with the recent tragedy at Marysville Pilchuck High School. He also commended the Chief and the Council on the work they have done and noted that the school district will be forever changed.

Approval of Minutes *(Written Comment Only Accepted from Audience.)*

1. Approval of October 13, 2014 City Council Meeting Minutes.

Councilmember Muller stated he would abstain from voting since he was absent at that meeting.

Motion made by Councilmember Stevens, seconded by Councilmember Norton, to approve the October 13 City Council Meeting Minutes. **Motion** passed unanimously (6-0) with Councilmember Muller abstaining.

2. Approval of October 20, 2014 City Council Budget Work Shop Minutes.

Motion made by Councilmember Toyer, seconded by Councilmember Stevens, to approve the October 20 City Council Budget Work Shop Minutes. **Motion** passed unanimously (7-0)

Consent

3. Consider Approving the October 22, 2014 Claims in the Amount of \$296,854.71; Paid by Check Number's 95504 through 95627 with No Checks Voided.

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4. Consider Approving the October 20, 2014 Payroll in the Amount of \$885,770.64; Paid by Check Numbers 28275 through 28314.
9. Consider Approving the Maintenance Agreement for the SR 9/84th Street Roundabout with the Washington State Department of Transportation.
10. Consider Approving the October 29, 2014 Claims in the Amount of \$626,447.15; Paid By Check Numbers 95628 through 95781 with No Checks Voided.
11. Consider Approve the November 5, 2014 Payroll in the Amount \$1,564,731.31; Paid by Check Numbers 28315 through 28365.

Motion made by Councilmember Vaughan, seconded by Councilmember Wright, to approve Consent Agenda items 3, 4, 9, 10, 11. **Motion** passed unanimously (7-0)

Executive Session

Council recessed into Executive Session for five minutes at 7:20 to review qualifications for employment or performance of a public employee with no action expected. The Executive Session was extended for two minutes until 7:27.

Review Bids

Public Hearings

Mayor Nehring opened the public hearing at 7:23 p.m.

Public Testimony

Preston Dvoskin, 11120 - 45th Avenue NE, Marysville, WA 98271, thanked Gloria Hirashima and Sandy Langdon for the outstanding budget. He asked Chief Smith what he would be doing about getting drugs off the street and if there is additional money allocated in the budget to address this. Also he asked if they are adding more officers to the streets to prevent crime. Chief Smith stated that drugs are always an issue and will remain an issue especially over the next five years. The police department has some initiatives in place to address that. They also have a North County Regional Property Crimes Unit that has a component to address drug issues, specifically addiction which fuels the crimes in that area. The police will be adding a detective position this year and three more positions that will help out on the streets and with youth in the future.

Seeing no further public testimony, the public hearing was closed at 7:26 p.m.

Mayor Nehring thanked Finance Director Sandy Langdon and her team, CAO Gloria Hirashima, and all the directors for the great job they did on the budget. He also thanked the Council for the disciplined spending plan they have had over the years. He is excited about this first biennial budget because it forces them to look a little further down the road. It will also save staff time over the long haul while still giving Council

updates each year. He noted that over 60% of the budget goes to fee funds such as water, sewer and garbage. 40% is General Fund, but 67% of that is devoted to Law and Justice and Public Safety. He pointed out that very few people want to cut those services. Therefore, what is left is about \$12 million in discretionary funding. He reviewed some of the substantial investment projects in this budget such as the IJR for SR 529 & I-5 interchange. He thanked the voters for the TBD that they approved which has allowed the City to do some much needed pavement preservation and other street maintenance. Water infrastructure projects such as the Sunnyside Well Treatment Project and Edward Springs Water Rights, will allow the City to have rate stability well into the future. The upward trajectory of the reserve funds is very important to fund substantial facilities and other infrastructure investments in the future. The transition to in-house legal services is a big move, but will be a healthy change.

Sandy Langdon gave a PowerPoint presentation on the 2015/2016 Biennial Preliminary Budget as distributed to the Council. She reviewed 2014 accomplishments including the balanced General Fund, capital facility maintenance/improvements, construction projects, and debt savings. She reviewed the 2015/2016 budget highlights including continuing a capital reserve, pavement preservation, public safety expansion/retrofit partial design, city service analysis, business expansion, covered storage – snow & ice and street construction (IJR SR 529/I-5 and State Avenue from 116th to 136th), park trail construction (Qwuloolt and Bayview Trail expansion), utility projects (Sunnyside Well Treatment Project, Whiskey Ridge Sewer Pump Station, and WWTP building retrofit), sanitation – central Marysville expansion, and fleet replacement rebuild. She then discussed a summary of full time equivalent employees and the preliminary budget in terms of expenses; assumptions; revenues including property tax, sales tax, and other revenues; general fund expenditures by department and by category; general fund reserves; special revenue; enterprise funds; inter-fund services; street, park, and utility construction projects; general budget summary; and general taxing authority summary.

CAO Hirashima thanked Sandy Langdon and all the departments for their work to date and noted how amazing 2014 was from a project and work standpoint. She is really proud of how much they have done. She believes the 2015/2016 budget will include many more great projects and accomplishments with staff continuing to perform at a very high level.

Chief Smith applauded the Council for going to the biennial budget noting that they will love it.

Council Comments or Questions:

Councilmember Muller noted that the capital dollars being spent in the budget are out there to either reduce the cost of providing service to taxpayers or to create expansion of sales tax and other revenues that help offset rising costs. He applauded the Council for the actions that they have taken to keep the revenues growing to offset costs to taxpayers.

Councilmember Seibert referred to page 32 of the presentation regarding taxing authority and asked for clarification about the banked capacity. Sandy Langdon discussed the banked capacity. Councilmember Seibert asked if the budget assumes that we are banking the 1%. Finance Director Langdon explained that a zero percent increase in regular property tax is banking the 1%. The EMS is proposing to take the 1% as we have done in the past to remain at the same level as the fire district. To not bank the 1% the Council would not adopt the regular property tax levy ordinance.

Councilmember Vaughan asked for clarification about the action requested of Council regarding banking. Finance Director Langdon explained that taking no action on item 6 would mean no banking would happen. Councilmember Vaughan explained that when the City Council votes to bank the 1% what they are really saying is that they are allowing a future council to raise property taxes at a percentage larger than 1%. This concerns him because the Mayor and staff have done an excellent job being fiscally responsible and making sure that we live within our means. He expressed caution about continually banking year after year.

Councilmember Wright referred to page 6 regarding the employee summary and pointed out that Marysville staff is doing more with less compared to other cities the same size.

CAO Hirashima spoke to the banking issue. She commented on the importance of preparing for the unexpected. She thinks the banked capacity provides for a way for future councils to deal with the unexpected.

Sandy Langdon clarified that there is a limit of \$3.60 at the state level that the City can't go above. With the library district this is down to \$3.10 as the cap. If the City were to do an RFA, it would lower that cap even more. She stated that the bank can be used each year, but only to the limits that are out there.

Councilmember Stevens asked if using the bank requires a vote of the Council. Finance Director Langdon explained that Council has the authority to use the bank, but if they want to go above that level it would require a levy LID lift vote of the people.

Councilmember Muller asked if not taking action on item 6 would impact the budget. Finance Director Langdon replied that it would not.

5. Consider Approving an **Ordinance** of the City of Marysville Adopting a Biennial Budget for the City of Marysville, Washington, for the Years 2015-2016, Setting Forth in Summary Form the Totals of Estimated Revenues and Appropriations for Each Separate Fund and the Aggregate Totals of All Such Funds Combined, and Establishing Compensation Levels as Proscribed by MMC 3.50.030

Motion made by Councilmember Seibert, seconded by Councilmember Toyer, to approve Ordinance No. 2972. **Motion** passed unanimously (7-0).

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6. Consider Approving an **Ordinance** of the City of Marysville Levying Regular Taxes upon All Property Real, Personal and Utility Subject to Taxation within the Corporate Limits of the City of Marysville, Washington for the Year 2015

Motion made by Councilmember Vaughan to amend the ordinance to not bank and not adopt the regular property tax.

City Attorney Grant Weed explained that the Assessor's Office prefers that they not adopt the ordinance if the majority of the Council does not want to bank the 1%.

Councilmember Vaughan withdrew his motion.

Councilmember Seibert commented that he would be more comfortable having some sort of motion or record of the Council's desire to not bank the 1%. City Attorney Weed recommended putting the un-amended ordinance on the floor for adoption. If it fails then that is the outcome.

Motion made by Councilmember Muller, seconded by Councilmember Stevens, to adopt Ordinance No. 2973.

Councilmember Seibert spoke against the ordinance. He commented that if there is a natural disaster or other calamity it would be the wrong time to ask citizens for more property tax. He noted that the Council has banked for 7 years and doesn't need to keep banking. He spoke in support of leaving that at the same level it is. He expressed concern that a council in the future could take advantage of that and undue all the hard work that the Council has done with debt reduction and reserve funding.

Councilmember Muller concurred. He noted they are also creating reserves. He wondered how much banked capacity they really need.

Upon a roll call vote the **motion** failed (4-3) with Councilmembers Norton, Muller, Seibert and Vaughan voting against the motion and Councilmembers Toyer, Stevens, and Wright voting in support of the motion.

7. Consider Approving an **Ordinance** of the City of Marysville levying EMS Taxes upon All Property Real, Personal and Utility Subject to Taxation within the Corporate Limits of the City of Marysville, Washington for the Year 2015

Motion made by Councilmember Stevens, seconded by Councilmember Seibert, to approve Ordinance No. 2973 regarding the EMS levy. **Motion** passed unanimously (7-0).

New Business

Legal

Mayor's Business

Mayor Nehring:

- Wednesday evening will be Caldie Rogers' retirement party at the Holiday Inn Express.
- On Thursday he will be attending the NJROTC passing review at the high school.
- If any councilmembers want to attend the SCC dinner they should contact Leah tomorrow.
- Community Transit Board met and voted to reestablish Sunday service mid-2015.

Staff Business

Chief Smith:

- Police are trying to get back to normal. There are two additional memorials over this next week. The community is still reeling with the events. The City, school district, and Tribes are where they need to be. He commended Tara Mizell for her work with the Community Recovery Committee, noting that this is not a short-term issue. He expressed condolences to the families who are dealing with this and to the school kids.
- There was a first responder lunch today. He stated he is very proud of the first responders and the way they acted and reacted. He expressed gratitude for the luncheon and noted that it was not just police and fire that responded; it was the entire city and other cities as well.
- The two-year budget is going to be great. He is very happy that the City moved to this process.

Kevin Nielsen:

- Striping is completed.
- The trench at 160th on State Avenue has been repaired.
- The railroad crossing at 152nd should be fixed this month.
- Thanks to Councilmember Toyer for his service.

Tara Mizell:

- Thanks to everybody across the community for the support for the Recovery Team. They have an amazing group of people doing incredible things.
- There were a lot of trees and leaves down during the storm last week so staff has been working on that.
- Staff is preparing for basketball. There is a coaches meeting next week.
- She commented that her husband was one of the first responders; the support he has received from the community has been wonderful.

Suzy Elsner:

- A new recording system was installed this weekend. This will allow the court to publish court hearings out to the cloud for the public.

- They also upgraded software and hardware for jail calendars to stop freezing issues.
- The courts are working with jail staff to bring some other projects to Council which will make police very happy.

Kristie Guy had no comments.

Sandy Langdon thanked everyone for the input and work on the budget.

Grant Weed:

- He reported that the Chelan County Superior Court upheld Wenatchee's ban on recreational marijuana. That means two courts at the Superior Court level that have upheld cities' bans on recreational marijuana.
- He stated the need for a short Executive Session to discuss one matter concerning the acquisition of real estate with action requested and one matter concerning pending litigation expected to last five minutes.

Gloria Hirashima thanked everyone, especially Sandy Langdon, for their work on the budget.

Call on Councilmembers

Kamille Norton:

- Thanks to staff and all the directors involved in the budget process.
- She wished a happy Veterans Day to all the veterans and thanked them for their service.

Steve Muller:

- He enjoyed the lunch today and appreciated recognizing staff for all they do.
- He wondered if the City can put information on the website about how people can support recovery efforts. Tara Mizell noted that this is something the Recovery Team is working on.

Rob Toyer thanked Kevin Nielsen and all the other veterans for their service.

Michael Stevens:

- Thanks to Sandy Langdon for the budget and to Gloria Hirashima for her leadership.
- He asked about an update on the RFA planning. Sandy explained staff would be bringing back appointment to the committee at the next meeting.

Jeff Seibert:

- Thanks to staff for doing the two-year budget.
- He asked what the City's policy is for picking up illegally dumped trash. Director Nielsen stated that they pick it up because they don't want the trash out on public right-of-ways. Councilmember Seibert noted a spot that needed to be picked up.

Donna Wright:

- She commended staff on the budget process.
- Thanks to all the veterans.

Jeff Vaughan:

- He expressed appreciation to staff for the budget process and the outlook.
- He welcomed Garrett Westover who is working on Eagle Scout Project at Deering Wildflower Acres this weekend.

Council recessed into Executive Session at 8:40 p.m. to discuss one item concerning acquisition of real estate with action requested and one matter concerning pending litigation expected to last five minutes.

Executive Session

- A. Litigation – one item, RCW 42.30.140(4)(i)
- B. Personnel
- C. Real Estate – one item, RCW 42.30.110(1)(b)

Motion made by Councilmember Seibert, seconded by Councilmember Muller to authorize the Mayor to execute an administrative settlement for acquisition on K. Leifer property in the amount not to exceed \$21,000.

Executive session ended and public meeting reconvened at 8:50 p.m.

Adjournment

Seeing no further business Mayor Nehring adjourned the meeting at 8:50 p.m.

Approved this _____ day of _____, 2014.

Mayor
Jon Nehring

April O'Brien
Deputy City Clerk

Index #2

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Payroll	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Blanket Certification	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the November 20, 2014 payroll in the amount \$867,252.51 Check No.'s 28366 through 28408.

COUNCIL ACTION:

Index #3

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Claims	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Claims Listings	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the **November 19, 2014** claims in the amount of **\$1,124,917.54** paid by **Check No.'s 96028 through 96166 with no Check No.'s voided.**

COUNCIL ACTION:

CLAIMS
FOR
PERIOD-11

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE **CLAIMS** IN THE AMOUNT OF **\$1,124,917.54 PAID BY CHECK NO.'S 96028 THROUGH 96166 WITH NO CHECK NO.'S VOIDED** ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF MARYSVILLE, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND TO CERTIFY SAID CLAIMS.

AUDITING OFFICER

DATE

MAYOR

DATE

WE, THE UNDERSIGNED COUNCIL MEMBERS OF MARYSVILLE, WASHINGTON DO HEREBY APPROVE FOR PAYMENT THE ABOVE MENTIONED **CLAIMS** ON THIS **8th DAY OF DECEMBER 2014**.

COUNCIL MEMBER

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 11/13/2014 TO 11/19/2014**

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
06028	REVENUE, DEPT OF	SALES AND USE TAXES-OCTOBER 20	CITY CLERK	-0.30
	REVENUE, DEPT OF		COMMUNITY DEVELOPMENT-	2.34
	REVENUE, DEPT OF		CITY STREETS	8.11
	REVENUE, DEPT OF		GOLF COURSE	8.39
	REVENUE, DEPT OF		POLICE ADMINISTRATION	22.57
	REVENUE, DEPT OF		UTILITY CONSTRUCTION	28.42
	REVENUE, DEPT OF		WATER/SEWER OPERATION	126.10
	REVENUE, DEPT OF		PRO-SHOP	168.09
	REVENUE, DEPT OF		GENERAL FUND	337.78
	REVENUE, DEPT OF		TRIBAL GAMING FUND	528.00
	REVENUE, DEPT OF		ER&R	616.76
	REVENUE, DEPT OF		GOLF COURSE	2,693.55
	REVENUE, DEPT OF		RECREATION SERVICES	2,955.76
	REVENUE, DEPT OF		STORM DRAINAGE	5,532.90
	REVENUE, DEPT OF		SOLID WASTE OPERATIONS	25,114.10
	REVENUE, DEPT OF		UTIL ADMIN	63,715.24
06029	AAA SUPERSEAL INC	FOOTHILLS CURBING	PARK & RECREATION FAC	1,958.40
06030	ADVANTAGE BUILDING S	JANITORIAL SERVICE	COMMUNITY CENTER	100.00
06031	AMERICAN CLEANERS	DRY CLEANING	POLICE INVESTIGATION	29.21
	AMERICAN CLEANERS		OFFICE OPERATIONS	54.55
	AMERICAN CLEANERS		DETENTION & CORRECTION	57.77
	AMERICAN CLEANERS		POLICE ADMINISTRATION	76.91
	AMERICAN CLEANERS		POLICE PATROL	222.08
06032	ARAMARK UNIFORM	UNIFORM SERVICE	EQUIPMENT RENTAL	26.33
	ARAMARK UNIFORM		EQUIPMENT RENTAL	26.33
06033	BANK OF AMERICA	SUPPLY/TRAVEL REIMBURSEMENT	COMMUNITY EVENTS	25.69
	BANK OF AMERICA		PARK & RECREATION FAC	91.88
06034	BANK OF AMERICA	TRAINING REIMBURSEMENT	FINANCE-GENL	50.00
	BANK OF AMERICA		NON-DEPARTMENTAL	74.10
	BANK OF AMERICA		EXECUTIVE ADMIN	346.50
06035	BANK OF AMERICA	EMPLOYEE APPRECIATION/TRAVEL R	UTIL ADMIN	100.00
	BANK OF AMERICA		UTIL ADMIN	435.00
06036	BARRETT, SUZANNE	INSTRUCTOR SERVICES	RECREATION SERVICES	33.60
	BARRETT, SUZANNE		RECREATION SERVICES	184.02
06037	BAXTER AUTO CENTER	COUPLER AND AIR FITTING	FACILITY MAINTENANCE	14.80
06038	BICKFORD FORD	CORE REFUND	EQUIPMENT RENTAL	-652.80
	BICKFORD FORD	MULTIFUNCTION SWITCH AND DOOR	EQUIPMENT RENTAL	143.69
	BICKFORD FORD	CONDENSOR W/CORE CHARGE AND GA	EQUIPMENT RENTAL	3,085.66
06039	BLACK ROCK CABLE INC	I-NET LEASE	CENTRAL SERVICES	536.93
06040	BLUMENTHAL UNIFORMS	UNIFORM-PALMER	DETENTION & CORRECTION	457.94
06041	BOB BARKER COMPANY	INMATE SUPPLIES	DETENTION & CORRECTION	623.36
	BOB BARKER COMPANY	INMATE MATTRESSES AND BLANKETS	DETENTION & CORRECTION	1,752.93
06042	BOYD, RAE	INMATE MEDICAL CARE-SEPT 2014	DETENTION & CORRECTION	3,440.00
	BOYD, RAE	INMATE MEDICAL CARE-OCTOBER 20	DETENTION & CORRECTION	3,595.00
06043	BRADY, GAIL	REFUND CLASS FEES	PARKS-RECREATION	65.00
06044	BRAKE AND CLUTCH	RELAY VALVE AND WHEEL SEALS	EQUIPMENT RENTAL	205.51
06045	BUD CLARY CHEVROLET	2014 CHEVROLET CAPRICE	EQUIPMENT RENTAL	30,094.76
	BUD CLARY CHEVROLET	2015 CHEVROLET TAHOE	EQUIPMENT RENTAL	33,297.19
06046	BUSINESS & LEGAL REP	2015 HR LAWS	PERSONNEL ADMINISTRATIO	1,250.00
06047	CAMCAL CO INC	FLOOR JACKS	EQUIPMENT RENTAL	870.94
06048	CARRS ACE	COUPLINGS, HEX KEY SETS AND OU	WATER DIST MAINS	61.50
	CARRS ACE	PIK STICKS	ROADWAY MAINTENANCE	130.49
	CARRS ACE	PADLOCKS	ER&R	352.25
06049	CATHOLIC COMMUNITY	CDBG-CCS CHORE SERVICES	COMMUNITY DEVELOPMENT-	425.75
	CATHOLIC COMMUNITY		COMMUNITY DEVELOPMENT-	471.39
06050	CEMEX	PAY ESTIMATE #3	ROADWAY MAINTENANCE	225,440.18
06051	CENTRAL WELDING SUPP	SAFETY GLASSES AND GLOVES	ER&R	419.92
06052	CHAMPION BOLT	BOLTS	EQUIPMENT RENTAL	19.56
06053	CHUCKANUT GOLF CARS	CART RENTAL	PRO-SHOP	1,102.00
06054	CLEAN CUT TREE & STU	DOWN TREES	PARK & RECREATION FAC	870.40
06055	CLEAR IMAGE PHOTOGRA	INSTRUCTOR SERVICES	RECREATION SERVICES	243.00

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 11/13/2014 TO 11/19/2014

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
16056	CNR INC	MAINTENANCE CONTRACT	COMPUTER SERVICES	1,358.29
16057	CONSOLIDATED TECH	IGN MONTHLY CHARGE	OFFICE OPERATIONS	195.00
16058	CORPORATE OFFICE SPL	ROUTE BOOK BINDERS	SOLID WASTE OPERATIONS	39.04
	CORPORATE OFFICE SPL	WYPALL WIPES	ER&R	95.69
16059	CORRECTIONS, DEPT OF	INMATE MEALS	DETENTION & CORRECTION	1,480.59
16060	COSTLESS SENIOR SRVC	INMATE PRESCRIPTIONS	DETENTION & CORRECTION	87.72
16061	CRIE, CANDEN	REFUND CLASS FEES	PARKS-RECREATION	25.00
	CRIE, CANDEN		PARKS-RECREATION	50.00
16062	DAVIS DOOR	SALLY PORT DOOR REPAIRS	PUBLIC SAFETY BLDG.	1,011.53
16063	DB SECURE SHRED	MONTHLY SHREDDING SERVICE	PERSONNEL ADMINISTRATIO	19.52
	DB SECURE SHRED		POLICE INVESTIGATION	51.67
	DB SECURE SHRED		POLICE PATROL	51.67
	DB SECURE SHRED		DETENTION & CORRECTION	51.67
	DB SECURE SHRED		OFFICE OPERATIONS	51.67
16064	DELL	VIDEO RECORDING DRIVES	TECHNOLOGY REPLACEMEN	407.98
	DELL	LAPTOPS	IS REPLACEMENT ACCOUNTS	4,105.57
	DELL		IS REPLACEMENT ACCOUNTS	4,572.02
	DELL	TELEMETRY VIRTUAL SERVER	WATER CAPITAL PROJECTS	7,974.71
16065	DEPALMA, ARLINE	INSTRUCTOR SERVICES	COMMUNITY CENTER	428.64
16066	DICKS TOWING	TOWING EXPENSE-AJE-9802 HONDA	POLICE PATROL	43.52
16067	DIGITAL DOLPHIN SUPP	TONER	GENERAL FUND	-19.30
	DIGITAL DOLPHIN SUPP		POLICE PATROL	238.60
16068	DOMESTIC VIOLENCE	CDBG-LEGAL ADVOCACY SERVICES	COMMUNITY DEVELOPMENT-	1,906.79
16069	DUNLAP INDUSTRIAL	MOWER BLADES	ROADSIDE VEGETATION	69.67
	DUNLAP INDUSTRIAL	SAND BAGS	ROADWAY MAINTENANCE	135.30
	DUNLAP INDUSTRIAL	BLADES, AIR HOSE, STAPLES AND	FACILITY MAINTENANCE	375.53
16070	DWAINE'S BACKHOE	TRUCKING FOR ROCK SHOP STOCK	WATER DIST MAINS	80.00
	DWAINE'S BACKHOE		ROADWAY MAINTENANCE	80.00
	DWAINE'S BACKHOE		STORM DRAINAGE	80.00
	DWAINE'S BACKHOE		WATER DIST MAINS	220.00
	DWAINE'S BACKHOE		ROADWAY MAINTENANCE	220.00
	DWAINE'S BACKHOE		STORM DRAINAGE	220.00
	DWAINE'S BACKHOE		WATER DIST MAINS	320.00
	DWAINE'S BACKHOE		ROADWAY MAINTENANCE	320.00
	DWAINE'S BACKHOE		STORM DRAINAGE	320.00
16071	E&E LUMBER	METAL, PUTTY AND DRILL BITS	COURT FACILITIES	4.48
	E&E LUMBER	FASTENERS	WATER DIST MAINS	4.77
	E&E LUMBER	PUDDY	CAPITAL OUTLAY	8.33
	E&E LUMBER	METAL, PUTTY AND DRILL BITS	FACILITY MAINTENANCE	18.09
	E&E LUMBER	CONCRETE AND LEVEL	PARK & RECREATION FAC	21.81
	E&E LUMBER	CONCRETE	PARK & RECREATION FAC	24.63
	E&E LUMBER	SPRAY PAINT AND TRIMMER	CAPITAL OUTLAY	27.10
	E&E LUMBER	SEALANT, BRUSHES AND TAPE	PUBLIC SAFETY BLDG.	36.60
	E&E LUMBER	INSULATION	CAPITAL OUTLAY	37.49
	E&E LUMBER	67TH AVE NE SUPPLIES TO REPAIR	SIDEWALKS MAINTENANCE	43.34
	E&E LUMBER	LUMBER AND CONCRETE	PARK & RECREATION FAC	83.11
	E&E LUMBER	PLYWOOD AND PARTICLE BOARDS	CAPITAL OUTLAY	1,012.72
16072	EVERETT, CITY OF	LAB ANALYSIS	STORM DRAINAGE	162.00
16073	EVERGREEN SECURITY	MONITORING AND TESTING	COURT FACILITIES	117.00
16074	FCS GROUP	FIRE ALTERNATIVES ANALYSIS	NON-DEPARTMENTAL	393.75
16075	FEENEY WIRELESS	88TH COMMUNICATION IMPROVEMENT	WATER DIST MAINS	915.88
	FEENEY WIRELESS	MODEM	IS REPLACEMENT ACCOUNTS	916.13
16076	FIRESTONE	TIRES (4)	EQUIPMENT RENTAL	442.94
16077	FRONTIER COMMUNICATI	PHONE CHARGES	CRIME PREVENTION	7.29
	FRONTIER COMMUNICATI		ANIMAL CONTROL	7.29
	FRONTIER COMMUNICATI		COMMUNITY CENTER	7.29
	FRONTIER COMMUNICATI		LEGAL-GENL	7.29
	FRONTIER COMMUNICATI		SOLID WASTE CUSTOMER EX	7.29
	FRONTIER COMMUNICATI		PURCHASING/CENTRAL STOF	7.29
	FRONTIER COMMUNICATI		CITY CLERK	14.58
	FRONTIER COMMUNICATI		FACILITY MAINTENANCE	14.58

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16077	FRONTIER COMMUNICATI	PHONE CHARGES	YOUTH SERVICES	21.87
	FRONTIER COMMUNICATI		PERSONNEL ADMINISTRATIOI	21.87
	FRONTIER COMMUNICATI	ACCT #36065150331108105	EXECUTIVE ADMIN	26.39
	FRONTIER COMMUNICATI	PHONE CHARGES	GOLF ADMINISTRATION	29.17
	FRONTIER COMMUNICATI		EXECUTIVE ADMIN	36.46
	FRONTIER COMMUNICATI		FINANCE-GENL	36.46
	FRONTIER COMMUNICATI		LEGAL - PROSECUTION	36.46
	FRONTIER COMMUNICATI		RECREATION SERVICES	36.46
	FRONTIER COMMUNICATI		STORM DRAINAGE	36.46
	FRONTIER COMMUNICATI		EQUIPMENT RENTAL	36.46
	FRONTIER COMMUNICATI		COMPUTER SERVICES	36.49
	FRONTIER COMMUNICATI		PARK & RECREATION FAC	43.75
	FRONTIER COMMUNICATI	ACCT #36065774950927115	STREET LIGHTING	44.17
	FRONTIER COMMUNICATI	ACCT #36065836350725085	UTIL ADMIN	46.10
	FRONTIER COMMUNICATI		COMMUNITY DEVELOPMENT-	46.10
	FRONTIER COMMUNICATI	PHONE CHARGES	ENGR-GENL	58.33
	FRONTIER COMMUNICATI		POLICE INVESTIGATION	58.33
	FRONTIER COMMUNICATI		UTILITY BILLING	58.33
	FRONTIER COMMUNICATI		GENERAL SERVICES - OVERF	58.33
	FRONTIER COMMUNICATI		POLICE ADMINISTRATION	65.62
	FRONTIER COMMUNICATI	ACCT #36065894930725005	POLICE INVESTIGATION	68.92
	FRONTIER COMMUNICATI		RECREATION SERVICES	68.92
	FRONTIER COMMUNICATI	PHONE CHARGES	MUNICIPAL COURTS	80.21
	FRONTIER COMMUNICATI		OFFICE OPERATIONS	80.21
	FRONTIER COMMUNICATI		WASTE WATER TREATMENT F	87.50
	FRONTIER COMMUNICATI	ACCT #36065891800622955	LIBRARY-GENL	93.97
	FRONTIER COMMUNICATI	PHONE CHARGES	DETENTION & CORRECTION	102.08
	FRONTIER COMMUNICATI		COMMUNITY DEVELOPMENT-	145.83
	FRONTIER COMMUNICATI		UTIL ADMIN	145.83
	FRONTIER COMMUNICATI		POLICE PATROL	320.83
06078	FRONTIER COMMUNICATI	LONG DISTANCE	CRIME PREVENTION	0.01
	FRONTIER COMMUNICATI		SOLID WASTE CUSTOMER EX	0.01
	FRONTIER COMMUNICATI		YOUTH SERVICES	0.02
	FRONTIER COMMUNICATI		ANIMAL CONTROL	0.16
	FRONTIER COMMUNICATI		PURCHASING/CENTRAL STOF	0.16
	FRONTIER COMMUNICATI		FACILITY MAINTENANCE	0.19
	FRONTIER COMMUNICATI		GENERAL SERVICES - OVERF	0.26
	FRONTIER COMMUNICATI		RECREATION SERVICES	0.41
	FRONTIER COMMUNICATI		LEGAL-GENL	0.66
	FRONTIER COMMUNICATI		CITY CLERK	1.12
	FRONTIER COMMUNICATI		PERSONNEL ADMINISTRATIOI	1.65
	FRONTIER COMMUNICATI		GOLF ADMINISTRATION	2.22
	FRONTIER COMMUNICATI		FINANCE-GENL	2.28
	FRONTIER COMMUNICATI		STORM DRAINAGE	3.15
	FRONTIER COMMUNICATI		COMMUNITY CENTER	4.18
	FRONTIER COMMUNICATI		PARK & RECREATION FAC	4.83
	FRONTIER COMMUNICATI		ENGR-GENL	5.19
	FRONTIER COMMUNICATI		EQUIPMENT RENTAL	6.57
	FRONTIER COMMUNICATI		UTILITY BILLING	6.88
	FRONTIER COMMUNICATI		COMPUTER SERVICES	7.44
	FRONTIER COMMUNICATI		WASTE WATER TREATMENT F	8.87
	FRONTIER COMMUNICATI		EXECUTIVE ADMIN	8.89
	FRONTIER COMMUNICATI		UTIL ADMIN	9.47
	FRONTIER COMMUNICATI		DETENTION & CORRECTION	9.92
	FRONTIER COMMUNICATI		POLICE ADMINISTRATION	10.03
	FRONTIER COMMUNICATI		POLICE PATROL	12.45
	FRONTIER COMMUNICATI		OFFICE OPERATIONS	12.78
	FRONTIER COMMUNICATI		MUNICIPAL COURTS	16.72
	FRONTIER COMMUNICATI		POLICE INVESTIGATION	16.75
	FRONTIER COMMUNICATI		LEGAL - PROSECUTION	22.89
	FRONTIER COMMUNICATI		COMMUNITY DEVELOPMENT-	29.56

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16079	GALLS, LLC	HOLSTER, PANTS, KEEPERS AND BE	GENERAL FUND	-23.04
	GALLS, LLC		POLICE PATROL	284.89
16080	GOVCONNECTION INC	KVM SWITCH	MAINTENANCE	28.60
	GOVCONNECTION INC	88TH COMMUNICATION IMPROVEMENT	WATER DIST MAINS	446.08
16081	GOVERNMENTJOBS.COM	NEOGOV USER LICENSE	PERSONNEL ADMINISTRATIO	5,091.84
16082	GRAINGER	WELDING CURTAINS	EQUIPMENT RENTAL	243.33
16083	GREENSHIELDS	FITTING	EQUIPMENT RENTAL	24.54
	GREENSHIELDS	HYDRAULIC HOSE ASSEMBLY	EQUIPMENT RENTAL	152.65
	GREENSHIELDS	FIBERGLASS, LADDERS, CUTTERS A	EQUIPMENT RENTAL	451.28
16084	GRIFFEN, CHRIS	PUBLIC DEFENDER	LEGAL - PUBLIC DEFENSE	182.50
	GRIFFEN, CHRIS		LEGAL - PUBLIC DEFENSE	300.00
16085	HD FOWLER COMPANY	IRRIGATION PARTS	MAINTENANCE	14.19
	HD FOWLER COMPANY	CLAMP	WATER SERVICES	40.07
	HD FOWLER COMPANY	STAKING FLAGS	ER&R	73.54
	HD FOWLER COMPANY	BALL VALVES	WATER/SEWER OPERATION	168.12
	HD FOWLER COMPANY	COUPLINGS AND BRASS HARDWARE	WATER/SEWER OPERATION	234.16
	HD FOWLER COMPANY	METER BOXES	WATER SERVICES	297.67
	HD FOWLER COMPANY	COUPLINGS AND ADAPTERS	WATER/SEWER OPERATION	316.11
	HD FOWLER COMPANY	TEES, ELLS, COUPLINGS AND BUSH	WATER/SEWER OPERATION	322.09
	HD FOWLER COMPANY	STAKING FLAGS, TAPE AND PAINT	ER&R	426.23
	HD FOWLER COMPANY	METER BOX COVERS	WATER SERVICES	511.98
	HD FOWLER COMPANY	METER BOX BASES	WATER/SEWER OPERATION	595.36
16086	HE MITCHELL CO	TAILPIECE	WATER/SEWER OPERATION	-0.34
	HE MITCHELL CO		UTIL ADMIN	4.34
	HE MITCHELL CO	ENTRY LEVER AND TAILPIECE	CAPITAL OUTLAY	349.57
16087	HERTZ EQUIPMENT RENT	GENIE LIFT RENTAL	CAPITAL OUTLAY	821.44
	HERTZ EQUIPMENT RENT	EXCAVATOR RENTAL	GMA-PARKS	1,680.96
16088	HOUSING HOPE	CDBG-SUPPORTIVE SERVICES	COMMUNITY DEVELOPMENT-	4,954.05
16089	HUSKY DOOR CORP	STEEL DOORS AND CLOSET DOOR	CAPITAL OUTLAY	1,557.54
16090	INTERSTATE AUTO PART	WORKLIGHTS AND LICENSE PLATE B	EQUIPMENT RENTAL	491.34
16091	JUDD & BLACK	CREDIT STACK KIT	DETENTION & CORRECTION	-32.64
	JUDD & BLACK	DRYER	DETENTION & CORRECTION	1,130.43
16092	KAMAN INDUSTRIAL TEC	BEARINGS	ER&R	155.15
16093	KENWORTH NORTHWEST	DIAGNOSE AND REPLACE FUEL INJE	EQUIPMENT RENTAL	1,650.17
16094	KING, JULIE	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
16095	KING, THOMAS	REIMBURSE CEU CLASS	TRANSPORTATION MANAGEM	119.00
16096	KLEMENTSEN, TORY	INSTRUCTOR SERVICES	RECREATION SERVICES	157.50
16097	KUNG FU 4 KIDS		RECREATION SERVICES	207.90
16098	KUNSELMAN, DANIELLE		COMMUNITY CENTER	63.00
	KUNSELMAN, DANIELLE		COMMUNITY CENTER	352.80
16099	LAKESIDE INDUSTRIES	ASPHALT	WATER DIST MAINS	306.49
	LAKESIDE INDUSTRIES		ROADWAY MAINTENANCE	306.49
16100	LES SCHWAB TIRE CTR	REAR AXLE TIRE	EQUIPMENT RENTAL	41.98
16101	LOPEZ-AGUILERA, ALEJ	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
16102	LOWES HIW INC	RETURN DRILL BITS	SOURCE OF SUPPLY	-13.62
	LOWES HIW INC	DRILL BITS	SOURCE OF SUPPLY	13.62
	LOWES HIW INC	HARDWARE	CAPITAL OUTLAY	30.30
	LOWES HIW INC	MATS	COURT FACILITIES	77.45
	LOWES HIW INC	DRILL BIT KIT	SOURCE OF SUPPLY	79.55
16103	MARYSVILLE PRINTING	ENVELOPES	POLICE PATROL	722.43
16104	MARYSVILLE SCHOOL	MITIGATION FEES	SCHOOL MIT FEES	29,188.00
16105	MARYSVILLE, CITY OF	UTILITY SERVICE-3RD & STATE	PARK & RECREATION FAC	21.36
	MARYSVILLE, CITY OF	UTILITY SERVICE-60 STATE AVE	MAINT OF GENL PLANT	28.26
	MARYSVILLE, CITY OF	UTILITY SERVICE-1049 STATE AVE	ADMIN FACILITIES	67.79
	MARYSVILLE, CITY OF	UTILITY SERVICE-316 CEDAR AVE	PARK & RECREATION FAC	100.97
	MARYSVILLE, CITY OF	UTILITY SERVICE-1050 COLUMBIA	PARK & RECREATION FAC	111.66
	MARYSVILLE, CITY OF	UTILITY SERVICE-1049 STATE AVE	ADMIN FACILITIES	112.53
	MARYSVILLE, CITY OF	UTILITY SERVICE-514 DELTA AVE	PARK & RECREATION FAC	113.63
	MARYSVILLE, CITY OF	UTILITY SERVICE-601 DELTA AVE	NON-DEPARTMENTAL	138.77
	MARYSVILLE, CITY OF	UTILITY SERVICE-6802 84TH ST N	PRO-SHOP	187.54
	MARYSVILLE, CITY OF	UTILITY SERVICE-80 COLUMBIA AV	MAINT OF GENL PLANT	188.69

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}6105	MARYSVILLE, CITY OF	UTILITY SERVICE-61 STATE AVE	PARK & RECREATION FAC	193.29	
	MARYSVILLE, CITY OF	UTILITY SERVICE-80 COLUMBIA AV	ROADWAY MAINTENANCE	221.64	
	MARYSVILLE, CITY OF	UTILITY SERVICE-514 DELTA AVE	COMMUNITY CENTER	638.31	
	MARYSVILLE, CITY OF	UTILITY SERVICE-1015 STATE AVE	COURT FACILITIES	662.50	
	MARYSVILLE, CITY OF	UTILITY SERVICE-1326 1ST ST #B	STORM DRAINAGE	665.67	
	MARYSVILLE, CITY OF	UTILITY SERVICE-1049 STATE AVE	ADMIN FACILITIES	748.21	
	MARYSVILLE, CITY OF	UTILITY SERVICE-80 COLUMBIA AV	EQUIPMENT RENTAL	788.68	
	MARYSVILLE, CITY OF	UTILITY SERVICE-1ST & STATE IR	PARK & RECREATION FAC	1,133.91	
	MARYSVILLE, CITY OF	UTILITY SERVICE-80 COLUMBIA AV	WASTE WATER TREATMENT F	1,432.46	
	MARYSVILLE, CITY OF		WASTE WATER TREATMENT F	1,928.53	
	MARYSVILLE, CITY OF		MAINT OF GENL PLANT	2,856.72	
	MARYSVILLE, CITY OF	UTILITY SERVICE-514 DELTA AVE	PARK & RECREATION FAC	4,260.21	
	}6106	MAUL FOSTER & ALONGI	PROFESSIONAL SERVICES	STORM DRAINAGE	5,464.87
		MCCAIN TRAFFIC SPLY	POWER SUPPLY	TRANSPORTATION MANAGEM	357.72
}6107	NET-SERVE INC	VIDEO SOFTWARE	TECHNOLOGY REPLACEMENT	4,966.72	
}6108	NORTH SOUND HOSE	FIRE HOSE FITTINGS	WATER DIST MAINS	157.86	
}6109	NORTHWEST PERMIT	REFUND ELECTRICAL PERMIT FEE	COMMUNITY DEVELOPMENT	158.21	
}6110	PARR LUMBER CO.	PLYWOOD	CAPITAL OUTLAY	184.69	
}6111	PARTS STORE, THE	DOOR HANDLE	EQUIPMENT RENTAL	16.86	
	PARTS STORE, THE	SENSOR	EQUIPMENT RENTAL	20.27	
	PARTS STORE, THE		EQUIPMENT RENTAL	20.27	
	PARTS STORE, THE	SPARK PLUGS, WRIES, FUEL FILTE	EQUIPMENT RENTAL	127.48	
	PARTS STORE, THE	BRAKE PADS AND THREADLOCKER	EQUIPMENT RENTAL	138.07	
	PARTS STORE, THE	FILTERS AND WIPER BLADES	ER&R	171.86	
	PARTSMASER	WELDING SUPPLIES	EQUIPMENT RENTAL	245.24	
}6112	PEACE OF MIND	MINUTE TAKING SERVICE	COMMUNITY DEVELOPMENT-	220.10	
}6113	PETERSON BROS DRYWAL	DRYWALL SERVICE	CAPITAL OUTLAY	6,201.60	
}6114	PETTY CASH-COMM DEV	PARKING FEE/TITLE FEE/POSTAGE	COMMUNITY DEVELOPMENT-	6.00	
	PETTY CASH-COMM DEV		COMMUNITY DEVELOPMENT-	12.99	
	PETTY CASH-COMM DEV		COMMUNITY DEVELOPMENT-	16.95	
	PETTY CASH-COMM DEV		EQUIPMENT RENTAL	32.75	
}6115	PILCHUCK RENTALS	DRIVE BELT	EQUIPMENT RENTAL	56.43	
}6116	PLANET TURF	PESTICIDES	MAINTENANCE	734.40	
	PLANET TURF	FERTILIZER	MAINTENANCE	1,016.50	
}6117	PLATT ELECTRIC	PCV AND BOX W/COVER	SOURCE OF SUPPLY	83.96	
	PLATT ELECTRIC	LIGHT BULBS	MAINT OF GENL PLANT	156.02	
}6118	POSTAL SERVICE	PERMIT 80 STANDARD MAIL-ACTIVI	EXECUTIVE ADMIN	4,821.21	
}6119	PUD	ACCT #2024-6102-6	MAINT OF GENL PLANT	30.45	
	PUD	ACCT #2009-7395-6	SEWER LIFT STATION	44.36	
	PUD	ACCT #2201-5310-0	TRANSPORTATION MANAGEM	75.95	
	PUD	ACCT #2031-9973-2	TRANSPORTATION MANAGEM	77.81	
	PUD	ACCT #2004-4880-1	TRANSPORTATION MANAGEM	80.97	
	PUD	ACCT #2021-7595-6	TRAFFIC CONTROL DEVICES	114.14	
	PUD	ACCT #2016-2888-0	WASTE WATER TREATMENT F	170.27	
	PUD	ACCT #2048-2122-7	TRAFFIC CONTROL DEVICES	336.15	
	PUD	ACCT #2015-8728-4	WASTE WATER TREATMENT F	757.47	
	PUD	ACCT #2016-7563-4	WASTE WATER TREATMENT F	837.47	
	PUD	ACCT #2011-4725-3	PUMPING PLANT	1,059.90	
	PUD	ACCT #2021-7733-3	MAINT OF GENL PLANT	1,216.59	
	PUD	ACCT #2003-0347-7	WATER FILTRATION PLANT	1,228.39	
	PUD	ACCT #2008-2454-8	MAINT OF GENL PLANT	1,298.25	
	PUD	ACCT #2016-3968-9	MAINT OF GENL PLANT	2,434.55	
	PUD	ACCT #2014-6303-1	PUBLIC SAFETY BLDG.	3,419.69	
	PUD	ACCT #2020-0499-0	LIBRARY-GENL	3,452.13	
	PUD	ACCT #2020-7500-8	WASTE WATER TREATMENT F	7,524.21	
	PUD	ACCT #2014-2063-5	WASTE WATER TREATMENT F	11,031.45	
	PUD	ACCT #2017-2118-0	WASTE WATER TREATMENT F	16,743.26	
}6120	PUGET SOUND SECURITY	KEYS	SOLID WASTE OPERATIONS	26.93	
}6121	QUADRA CEILING	CEILING TILE REPLACEMENT	TRIBAL GAMING-GENL	1,076.03	
}6122	RICOH USA, INC.	COPIER CHARGES	MAINTENANCE	27.73	
	RICOH USA, INC.		COMMUNITY CENTER	27.73	

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36124	RICOH USA, INC.	COPIER CHARGES	GENERAL SERVICES - OVERF	87.69
	RICOH USA, INC.		POLICE PATROL	93.50
	RICOH USA, INC.		PROBATION	107.72
	RICOH USA, INC.		LEGAL - PROSECUTION	131.22
	RICOH USA, INC.		ENGR-GENL	143.75
	RICOH USA, INC.		POLICE INVESTIGATION	144.18
	RICOH USA, INC.		UTILITY BILLING	178.81
	RICOH USA, INC.		EXECUTIVE ADMIN	186.24
	RICOH USA, INC.		CITY CLERK	199.44
	RICOH USA, INC.		FINANCE-GENL	199.44
	RICOH USA, INC.		PERSONNEL ADMINISTRATIO	206.95
	RICOH USA, INC.		WASTE WATER TREATMENT F	235.15
	RICOH USA, INC.		DETENTION & CORRECTION	260.96
	RICOH USA, INC.		MUNICIPAL COURTS	299.73
	RICOH USA, INC.		PARK & RECREATION FAC	308.59
	RICOH USA, INC.		UTIL ADMIN	379.94
	RICOH USA, INC.		COMMUNITY DEVELOPMENT-	594.07
	RICOH USA, INC.		OFFICE OPERATIONS	849.25
36125	ROMAINE ELECTRIC	ALTERNATOR CREDIT-TAX ERROR	EQUIPMENT RENTAL	-188.17
	ROMAINE ELECTRIC	ALTERNATOR	EQUIPMENT RENTAL	188.17
	ROMAINE ELECTRIC		EQUIPMENT RENTAL	188.52
36126	ROY ROBINSON	CLUTCH KIT ASSEMBLY	EQUIPMENT RENTAL	453.94
36127	SAFEWAY INC.	MEETING SUPPLIES/WELLNESS SUPP	PERSONNEL ADMINISTRATIO	32.40
	SAFEWAY INC.		EXECUTIVE ADMIN	48.34
	SAFEWAY INC.		EXECUTIVE ADMIN	74.02
36128	SANTAROSA, STEFANIE	RENTAL DEPOSIT REFUND	GENERAL FUND	200.00
36129	SEAMS SEW FITTING	UNIFORM REPAIRS	POLICE ADMINISTRATION	21.76
36130	SENIOR SERVICES OF S	CDBG-MINOR HOME REPAIR	COMMUNITY DEVELOPMENT-	31,037.58
36131	SHERWIN WILLIAMS	STAIN AND PAINTING SUPPLIES	CAPITAL OUTLAY	168.22
36132	SIX ROBBLEES INC	TIRE CHAINS	EQUIPMENT RENTAL	95.70
	SIX ROBBLEES INC		EQUIPMENT RENTAL	95.76
	SIX ROBBLEES INC		EQUIPMENT RENTAL	574.06
36133	SKAGIT PLUMBING	CAST IRON PIPE REPLACEMENT	PUBLIC SAFETY BLDG.	1,008.64
36134	SNO CO PUBLIC WORKS	92ND & STATE PROJECT BILLING	TRANSPORTATION MANAGEM	277.70
	SNO CO PUBLIC WORKS	67TH & 132ND PROJECT BILLING	WATER CAPITAL PROJECTS	824.44
36135	SNOPAC	DISPATCH SERVICE	COMMUNICATION CENTER	75,427.60
36136	SONSRAY MACHINERY	STARTER	EQUIPMENT RENTAL	243.20
36137	SOUND SAFETY	JEANS-PIKE	GENERAL SERVICES - OVERF	87.29
	SOUND SAFETY	RESPIRATORS AND GLOVES	ER&R	101.04
	SOUND SAFETY	GLOVES AND SYRINGE KEEPERS	ER&R	277.44
36138	SOUND TRACTOR	PINS, COLLAR AND WASHER	ROADSIDE VEGETATION	44.47
36139	SPIKES GOLF SUPPLIES	WINTER GLOVES	GOLF COURSE	321.61
36140	SPRINGBROOK NURSERY	SAND	PARK & RECREATION FAC	20.46
	SPRINGBROOK NURSERY		PARK & RECREATION FAC	20.46
36141	SRV CONSTRUCTION	PAY ESTIMATE #2	GMA-STREET	-7,149.89
	SRV CONSTRUCTION		UTILITY CONSTRUCTION	-6,780.16
	SRV CONSTRUCTION		GMA - STREET	142,997.82
	SRV CONSTRUCTION		WATER CAPITAL PROJECTS	147,536.28
36142	STABECK, SANDRA	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
36143	STAPLES	OFFICE SUPPLIES	UTILITY BILLING	20.44
	STAPLES		UTILITY BILLING	60.88
	STAPLES		UTILITY BILLING	61.91
	STAPLES		COMMUNITY DEVELOPMENT-	238.81
36144	STATE PATROL	FINGERPRINT ID SERVICES	COMMUNITY DEVELOPMENT-	26.00
	STATE PATROL	BACKGROUND CHECKS	PERSONNEL ADMINISTRATIO	190.00
	STATE PATROL	FINGERPRINT ID SERVICES	GENERAL FUND	445.50
36145	STRAWBERRY LANES	INSTRUCTOR SERVICES	RECREATION SERVICES	147.00
36146	SUBURBAN PROPANE	PROPANE	PARK & RECREATION FAC	490.70
36147	TALMADGE-FITZPATRICK	LEGAL SERVICES	NON-DEPARTMENTAL	1,183.15
	TALMADGE-FITZPATRICK		WASTE WATER TREATMENT F	3,549.45
36148	TAYLORMADE	SHOE SPIKES	GOLF COURSE	55.66

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 11/13/2014 TO 11/19/2014

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
06149	TCA ARCHITECTURE PLA	PROFESSIONAL SERVICES-SEPT 201	SEWER CAPITAL PROJECTS	17,800.68
06150	TITLEIST	WEDGES	GOLF COURSE	271.43
06151	TOOP, DAVID	REFUND CLASS FEES	PARKS-RECREATION	90.00
06152	TRAFFIC SAFETY SUPPL	PUNCH POSTS AND SLEEVES	TRANSPORTATION MANAGEM	2,333.44
06153	TRIMAXX CONSTRUCTION	PAY ESTIMATE #4	SURFACE WATER CAPITAL PF	85,400.47
06154	UNITED PARCEL SERVIC	SHIPPING EXPENSE	POLICE PATROL	184.32
06155	US MOWER	BEARINGS, DRIVE DISC AND SEAL	EQUIPMENT RENTAL	257.82
06156	VALADEZ, DANICA	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
06157	VERIZON	AMR LINES	METER READING	256.72
06158	WA FRANCHISE CONSULT	REFUND BUSINESS LICENSE FEES	GENL FUND BUS LIC & PERMI	50.00
06159	WATERISAC	MEMBERSHIP RENEWAL-LATIMER	UTIL ADMIN	1,999.00
06160	WATSON, COREY	REIMBURSE CDL FEES	UTIL ADMIN	161.00
06161	WAYNE'S AUTO DETAIL	DETAIL VEHICLE	EQUIPMENT RENTAL	168.59
06162	WESTERN EQUIPMENT	FAIRWAY MOWER	MAINTENANCE	1,817.65
06163	WHIDBEY ISLAND BANK	RETAINAGE ON PAY ESTIMATE #1	GMA-STREET	3,108.10
	WHIDBEY ISLAND BANK	RETAINAGE ON PAY ESTIMATE #2	UTILITY CONSTRUCTION	6,780.16
	WHIDBEY ISLAND BANK		GMA-STREET	7,149.89
06164	WINTERS, KEVIN	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
06165	WOGGE, CHESTER	USED GOLF BALLS	GOLF COURSE	125.00
06166	ZEE MEDICAL SERVICE	RESTOCK FIRST AID KIT	UTIL ADMIN	24.39
	ZEE MEDICAL SERVICE		ENGR-GENL	24.40
	ZEE MEDICAL SERVICE		COMMUNITY DEVELOPMENT-	98.00

WARRANT TOTAL:

1,124,917.54

REASON FOR VOIDS:

- UNCLAIMED PROPERTY
- INITIATOR ERROR
- WRONG VENDOR
- CHECK LOST/DAMAGED IN MAIL

Index #4

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Claims	AGENDA SECTION:	
PREPARED BY: Sandy Langdon, Finance Director	AGENDA NUMBER:	
ATTACHMENTS: Claims Listings	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

Please see attached.

RECOMMENDED ACTION:

The Finance and Executive Departments recommend City Council approve the **November 26, 2014** claims in the amount of **\$714,446.97** paid by **Check No.'s 96167 through 96375 with no Check No.'s voided.**

COUNCIL ACTION:

**CLAIMS
FOR
PERIOD-11**

I, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE **CLAIMS** IN THE AMOUNT OF **\$714,446.97 PAID BY CHECK NO.'S 96167 THROUGH 96375 WITH NO CHECK NO.'S VOIDED** ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF MARYSVILLE, AND THAT I AM AUTHORIZED TO AUTHENTICATE AND TO CERTIFY SAID CLAIMS.

AUDITING OFFICER

DATE

MAYOR

DATE

WE, THE UNDERSIGNED COUNCIL MEMBERS OF MARYSVILLE, WASHINGTON DO HEREBY APPROVE FOR PAYMENT THE ABOVE MENTIONED **CLAIMS** ON THIS **8th DAY OF DECEMBER 2014.**

COUNCIL MEMBER

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 11/20/2014 TO 11/26/2014

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
96167	ABBOTT, MICHELLE	UB 210120000001 5023 130TH PL	WATER/SEWER OPERATION	183.39
96168	ABLE LABEL INC	LABELS	ER&R	247.89
96169	ALBERTSONS	MEETING SUPPLIES	UTIL ADMIN	12.98
	ALBERTSONS		UTIL ADMIN	63.27
96170	ALBERTSONS	CRAFT SHOW/FIRST RESPONDERS SU	PERSONNEL ADMINISTRATIO	19.90
	ALBERTSONS		BAXTER CENTER APPRE	88.84
96171	AMSAN SEATTLE	LAUNDRY SOAP	WATER DIST MAINS	56.59
	AMSAN SEATTLE		WATER DIST MAINS	56.59
	AMSAN SEATTLE	DEGREASER	ER&R	170.87
96172	ANDERSON, CRAIG & RO	UB 038117830000 8117 83RD PL N	WATER/SEWER OPERATION	36.29
96173	ANDRUS, EVY	JURY DUTY	COURTS	13.00
96174	ARAMARK UNIFORM	UNIFORM SERVICE	MAINTENANCE	10.99
	ARAMARK UNIFORM		MAINTENANCE	11.10
	ARAMARK UNIFORM		EQUIPMENT RENTAL	26.06
	ARAMARK UNIFORM		EQUIPMENT RENTAL	50.44
96175	ARLINGTON HARDWARE	JEANS-OSBORN	TRANSPORTATION MANAGEM	45.69
96176	BALL, HAYLEY	JURY DUTY	COURTS	28.00
96177	BANK OF AMERICA	SUPPLY REIMBURSEMENT	DETENTION & CORRECTION	325.11
96178	BANK OF AMERICA	SOFTWARE REIMBURSEMENT	ENGR-GENL	641.92
96179	BANK OF AMERICA	ADVERTISING AND MEAL REIMBURSE	LEGAL-GENL	225.00
	BANK OF AMERICA		EXECUTIVE ADMIN	451.46
96180	BANK OF AMERICA	SUPPLY REIMBURSEMENT	COMPUTER SERVICES	263.35
	BANK OF AMERICA		COMPUTER SERVICES	563.57
96181	BENALLY, MARINA	REFUND CLASS FEES	PARKS-RECREATION	70.00
96182	BENTLEY SYSTEMS INC	WATERCAD STAND ALONE PIPES	WATER DIST MAINS	11,680.77
96183	BHC CONSULTANTS	PROFESSIONAL SERVICES	WASTE WATER TREATMENT F	15,267.25
96184	BICKFORD FORD	DOOR TRIM	EQUIPMENT RENTAL	33.56
	BICKFORD FORD	ACTUATOR	EQUIPMENT RENTAL	62.42
	BICKFORD FORD	WATER PUMP	EQUIPMENT RENTAL	86.91
	BICKFORD FORD	WIPER MOTOR	EQUIPMENT RENTAL	181.51
	BICKFORD FORD	ALTERNATOR	EQUIPMENT RENTAL	423.41
	BICKFORD FORD	COOLING FAN AND MODULE	EQUIPMENT RENTAL	444.45
96185	BLACK CLOVER	WINTER HATS	GOLF COURSE	167.61
96186	BLEND, CLIFFORD	JURY DUTY	COURTS	12.00
96187	BLUMENTHAL UNIFORMS	UNIFORM-PALMER	DETENTION & CORRECTION	88.07
	BLUMENTHAL UNIFORMS		DETENTION & CORRECTION	253.50
96188	BRANDT, NISSA	BENEFITS FAIR	PERSONNEL ADMINISTRATIO	260.00
96189	BRONSON, JUDITH	JURY DUTY	COURTS	10.50
96190	BROWN, JOSHUA	UB 055523890000 5523 89TH PL N	WATER/SEWER OPERATION	139.21
96191	BUCKLIN, BEVERLY	JURY DUTY	COURTS	20.00
96192	BURDEN, CRAIG E	UB 240910000000 10526 56TH AVE	WATER/SEWER OPERATION	29.57
96193	BURGESS, MARYKE	BENEFITS FAIR WELLNESS BOOTH S	PERSONNEL ADMINISTRATIO	66.37
96194	CABLES PLUS	CAT5 CABLES	WATER/SEWER OPERATION	-4.43
	CABLES PLUS		CAPITAL OUTLAY	54.81
96195	CALDWELL, SUZANNE	JURY DUTY	COURTS	38.00
96196	CAPITAL INDUSTRIES	CONTAINER LIDS	SOLID WASTE OPERATIONS	2,137.92
96197	CAPTAIN DIZZYS EXXON	CAR WASHES	POLICE PATROL	49.50
96198	CARLTON, PEGGY	JURY DUTY	COURTS	40.00
96199	CARQUEST	ALTERNATOR	EQUIPMENT RENTAL	108.41
96200	CARVER, VICKI	INSTRUCTOR SERVICES	RECREATION SERVICES	113.40
96201	CASCADE NATURAL GAS	NATURAL GAS CHARGES	WATER FILTRATION PLANT	502.84
96202	CASCADE RENTAL COMPA	UB 821988150002 7014 60TH DR N	WATER/SEWER OPERATION	355.25
96203	CEMEX	ASPHALT	STORM DRAINAGE	343.98
	CEMEX		STORM DRAINAGE	641.18
96204	CENTRAL WELDING SUPP	HELIUM, NITROGEN AND FILLER	ROADWAY MAINTENANCE	23.78
	CENTRAL WELDING SUPP	SANDING AND GRINDING WHEELS	SOLID WASTE OPERATIONS	216.33
96205	CHAMPION BOLT	SNAP RINGS	EQUIPMENT RENTAL	3.26
96206	CHEMTRADE CHEMICALS	ALUMINUM SULFATE	WASTE WATER TREATMENT F	4,735.94
	CHEMTRADE CHEMICALS		WASTE WATER TREATMENT F	5,044.75
	CHEMTRADE CHEMICALS		WASTE WATER TREATMENT F	5,049.73
	CHEMTRADE CHEMICALS		WASTE WATER TREATMENT F	5,172.34

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 11/20/2014 TO 11/26/2014**

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
96229	EDGE ANALYTICAL	LAB ANALYSIS	WATER QUAL TREATMENT	84.00
	EDGE ANALYTICAL		WATER QUAL TREATMENT	105.00
	EDGE ANALYTICAL		WATER QUAL TREATMENT	115.50
	EDGE ANALYTICAL		WATER QUAL TREATMENT	195.00
96230	EMERALD RECYCLING	DISPOSAL OF WASTE MATERIALS	UTIL ADMIN	5,898.82
96231	EVERETT SCHOOL DIST	FACILITY RENTAL FEE	POLICE PATROL	75.00
96232	EVERETT STEEL CO	TUBING AND FLATBAR	WATER DIST MAINS	471.05
96233	EVERETT, CITY OF	LAB ANALYSIS	WATER QUAL TREATMENT	210.60
	EVERETT, CITY OF		WASTE WATER TREATMENT F	929.70
96234	EVERETT, CITY TREAS	WATER/FILTRATION SERVICE CHARG	SOURCE OF SUPPLY	158,229.96
96235	FRONTIER COMMUNICATI	ACCT #425-397-6325-031998-5	PARK & RECREATION FAC	51.95
96236	GALLS, LLC	MAGLITES	WATER/SEWER OPERATION	-36.96
	GALLS, LLC		ER&R	-25.25
	GALLS, LLC		EQUIPMENT RENTAL	312.18
	GALLS, LLC		WATER DIST MAINS	456.93
	GALLS, LLC	GUN LOCKS	POLICE PATROL	1,392.00
96237	GARROD, SANDRA	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
96238	GEISE, KELSEY & JJ	UB 980353300000 3533 66TH AVE	WATER/SEWER OPERATION	62.21
96239	GEOTEST SERVICES INC	PROFESSIONAL SERVICES	GMA - STREET	886.70
96240	GLUNT, JANET	JURY DUTY	COURTS	14.00
96241	GOLDBERG, EDWARD B.	UB 691201100000 12011 35TH AVE	WATER/SEWER OPERATION	396.92
96242	GOLDEN, CHELSEA	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
96243	GOLDSMITH, NICOLE	JURY DUTY	COURTS	30.00
96244	GOTCHA PEST CONTROL	PEST CONTROL SERVICE	LIBRARY-GENL	163.20
96245	GOVCONNECTION INC	PERIPHERALS	TRIBAL GAMING-GENL	153.09
96246	GRAINGER	LASER DISTANCE METER AND CARPE	FACILITY MAINTENANCE	113.84
	GRAINGER		COURT FACILITIES	215.48
96247	GREEN RIVER CC	TRAINING-GESSNER, KR	UTIL ADMIN	185.00
	GREEN RIVER CC	TRAINING-WATSON	UTIL ADMIN	365.00
96248	GREENHAUS PORTABLE	PORTABLE RENTALS	PARK & RECREATION FAC	516.50
96249	GREENSHIELDS	HOSES AND FITTINGS	ER&R	537.84
96250	GRIFFIN, HEATHER & N	UB 570703740902 17623 SPRING L	WATER/SEWER OPERATION	35.56
96251	GROUP HEALTH	PRE-EMPLOYMENT EXAM-PALMER	POLICE ADMINISTRATION	736.00
96252	GUSTAFSON, MACKAY	JURY DUTY	COURTS	20.00
96253	HACH COMPANY	WATER QUALITY TESTING SUPPLIES	WATER QUAL TREATMENT	206.81
96254	HAGGLUND, JAMES	UB 670120000002 10105 52ND DR	WATER/SEWER OPERATION	18.43
96255	HALLGREN, RUSSELL	UB 922015000002 1115 9TH ST	WATER/SEWER OPERATION	241.68
96256	HAMO INVESTMENTS LLC	UB 983824680000 3824 68TH DR N	WATER/SEWER OPERATION	39.17
96257	HASLER, INC	POSTAGE	PERSONNEL ADMINISTRATION	93.33
	HASLER, INC		PARK & RECREATION FAC	95.03
	HASLER, INC		EXECUTIVE ADMIN	112.06
	HASLER, INC		LEGAL-GENL	152.24
	HASLER, INC		UTIL ADMIN	299.72
	HASLER, INC		COMMUNITY DEVELOPMENT-	439.17
	HASLER, INC		FINANCE-GENL	641.94
	HASLER, INC		POLICE ADMINISTRATION	1,076.53
	HASLER, INC		UTILITY BILLING	1,089.98
96258	HD FOWLER COMPANY	RETURN ELL	STORM DRAINAGE	-214.42
	HD FOWLER COMPANY		STORM DRAINAGE	-138.21
	HD FOWLER COMPANY	TEE GASKETED	STORM DRAINAGE	35.95
	HD FOWLER COMPANY	ELBOW	STORM DRAINAGE	63.09
	HD FOWLER COMPANY	ELLS AND WEDGE ACTION KIT	STORM DRAINAGE	205.45
	HD FOWLER COMPANY	SADDLES	SOURCE OF SUPPLY	206.72
	HD FOWLER COMPANY	PVC PIPE	STORM DRAINAGE	231.68
	HD FOWLER COMPANY	ADAPTER, ACCESSORY KITS AND EL	STORM DRAINAGE	245.80
	HD FOWLER COMPANY	SEWER PIPES, GASKETS, REDUCER	STORM DRAINAGE	361.00
	HD FOWLER COMPANY	ELLS, COUPLINGS, CORP STOPS AN	WATER/SEWER OPERATION	455.59
	HD FOWLER COMPANY	BACKFLOW VALVE	STORM DRAINAGE	475.46
	HD FOWLER COMPANY	WATER SERVICE INSTALL PARTS	WATER SERVICE INSTALL	520.07
	HD FOWLER COMPANY	HINGED LIDS	SOURCE OF SUPPLY	2,243.67
	HD FOWLER COMPANY	HYDRANT, RESTRAINERS AND ADAPT	HYDRANTS INSTALLATION	2,313.70

**CITY OF MARYSVILLE
 INVOICE LIST
 FOR INVOICES FROM 11/20/2014 TO 11/26/2014**

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
96258	HD FOWLER COMPANY	GASKETS, BOLT KIT AND ELL	STORM DRAINAGE	2,588.17
	HD FOWLER COMPANY	HINGED LIDS AND MISC PARTS	SOURCE OF SUPPLY	3,833.63
	HD FOWLER COMPANY	WATERMAIN SUPPLIES	WATER DIST MAINS	4,398.90
	HD FOWLER COMPANY		WATER DIST MAINS	5,804.78
96259	HERMAN, SANDRA	JURY DUTY	COURTS	17.00
96260	HERTZ EQUIPMENT RENT	LIGHT TOWER RENTAL	STORM DRAINAGE	283.92
96261	HOSKING LIVING TRUST	UB 670221000000 10021 54TH DR	WATER/SEWER OPERATION	122.46
96262	IMSA	MEMBERSHIP-BRISCOE, D	TRANSPORTATION MANAGEM	75.00
	IMSA	MEMBERSHIP-KING, TOM	TRANSPORTATION MANAGEM	75.00
	IMSA	MEMBERSHIP-KINNEY, H	TRANSPORTATION MANAGEM	75.00
96263	INNOVAC	PAY ESTIMATE #1	WATER/SEWER OPERATION	-4,942.86
	INNOVAC		STORM DRAINAGE	9,885.71
96264	JOHNSON, CARRIE	JURY DUTY	COURTS	21.00
96265	JONES & CO. PETS	K-9 FOOD	K9 PROGRAM	422.31
96266	JP COOKE COMPANY,THE	2015 ANNUAL ANIMAL LICENSE TAG	GENERAL FUND	-5.32
	JP COOKE COMPANY,THE		COMMUNITY DEVELOPMENT-	65.82
96267	JUDD & BLACK	COURTROOM TV	COURT FACILITIES	493.95
96268	KANE, JAMIE & MICHEL	UB 800402860000 5513 67TH ST N	WATER/SEWER OPERATION	292.28
96269	KINGSFORD, ANDREA	REIMBURSE PARKS EVENT SUPPLIES	RECREATION SERVICES	41.54
	KINGSFORD, ANDREA		COMMUNITY EVENTS	47.85
96270	KLEIN, ASHLEE	JURY DUTY	COURTS	12.00
96271	KLUMB, CHRISTA	RENTAL DEPOSIT REFUND	GENERAL FUND	100.00
96272	KPG, INC PS	PROFESSIONAL SERVICES	GMA - STREET	1,225.54
96273	LEAF, BEVERLY	JURY DUTY	COURTS	11.00
96274	LEE, PAUL	UB 160160000000 12909 46TH DR	WATER/SEWER OPERATION	78.55
96275	LORIMOR, RONALD	JURY DUTY	COURTS	13.00
96276	LOWES HIW INC	PEST CONTROL SUPPLIES	COURT FACILITIES	22.71
	LOWES HIW INC	HANGERS AND STENCILS	CAPITAL OUTLAY	25.29
	LOWES HIW INC	COUPLERS, DRIVER AND ARBOR	SOURCE OF SUPPLY	56.75
	LOWES HIW INC	HOSE, HANDLE, TAPE, CABINET AN	WATER DIST MAINS	242.30
96277	LUNDBERG, PETER*	UB 656403000000 6403 107TH PL	WATER/SEWER OPERATION	12.85
96278	MACKIE, TRACEY	INSTRUCTOR SERVICES	COMMUNITY CENTER	196.87
	MACKIE, TRACEY		COMMUNITY CENTER	680.00
96279	MAGBAG, IMELDA	JURY DUTY	COURTS	24.00
96280	MANN, TYLER	UB 980670700001 6705 49TH PL N	WATER/SEWER OPERATION	41.95
96281	MARYSVILLE PRINTING	ENVELOPES	COMMUNITY DEVELOPMENT-	89.83
	MARYSVILLE PRINTING	STATEMENT FORMS	POLICE PATROL	149.60
	MARYSVILLE PRINTING	PURCHASE ORDER BOOKS	PURCHASING/CENTRAL STOF	414.14
96282	MARYSVILLE SCHOOL	FACILITY USAGE FEES-TMS	RECREATION SERVICES	108.00
96283	MCCAIN TRAFFIC SPLY	LED GREEN ARROWS	TRANSPORTATION MANAGEM	156.38
96284	MEZA, YAMELI	UB 094909148000 4909 148TH ST	WATER/SEWER OPERATION	20.71
96285	MORGAN, TIM & CONNIE	UB 570729900000 17510 SPRING L	WATER/SEWER OPERATION	141.49
96286	MOTION PICTURE	MPLC UMBRELLA LICENSE	BAXTER CENTER APPRE	305.40
96287	NATURAL RESOURCES	FOREST LAND ASSESSMENT	SOURCE OF SUPPLY	66.52
96288	NELSON PETROLEUM	BULK FUEL	MAINTENANCE	2,007.17
96289	NEOPOST USA	POSTAGE LABELS	CITY CLERK	4.89
	NEOPOST USA		EXECUTIVE ADMIN	4.89
	NEOPOST USA		FINANCE-GENL	4.89
	NEOPOST USA		PERSONNEL ADMINISTRATIO	4.89
	NEOPOST USA		UTILITY BILLING	4.89
	NEOPOST USA		LEGAL - PROSECUTION	4.89
	NEOPOST USA		COMMUNITY DEVELOPMENT-	4.89
	NEOPOST USA		ENGR-GENL	4.89
	NEOPOST USA		UTIL ADMIN	4.89
	NEOPOST USA		POLICE INVESTIGATION	4.90
	NEOPOST USA		POLICE PATROL	4.90
	NEOPOST USA		OFFICE OPERATIONS	4.90
	NEOPOST USA		DETENTION & CORRECTION	4.90
	NEOPOST USA		POLICE ADMINISTRATION	4.90
96290	NORSTAR INDUSTRIES	PLOW BLADES	EQUIPMENT RENTAL	1,740.80
96291	NORTH CENTRAL LABORA	SOLUTION AND BROTH AMPULES	WATER/SEWER OPERATION	-31.28

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 11/20/2014 TO 11/26/2014

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
96291	NORTH CENTRAL LABORA	SOI UTION AND BROTH AMPULES	WASTE WATER TREATMENT F	386.70
96292	NORTH COAST ELECTRIC	MODULE	WASTE WATER TREATMENT F	1,123.75
96293	NORTH COUNTY OUTLOOK	ADVERTISING	COMMUNITY CENTER	49.00
96294	NORTH SOUND EMERG	INMATE MEDICAL CARE	DETENTION & CORRECTION	270.00
96295	NORTH SOUND HOSE	HARDWARE	SEWER MAIN COLLECTION	13.35
	NORTH SOUND HOSE		STORM DRAINAGE	13.35
	NORTH SOUND HOSE	FIRE HOSES W/CAM LOCKS	WATER DIST MAINS	269.31
	NORTH SOUND HOSE	HOSE ASSEMBLY, REEL AND HARDW	STORM DRAINAGE	546.93
	NORTH SOUND HOSE		SEWER MAIN COLLECTION	546.93
96296	NORTHERN CALIFORNIA	UB 100230000000 9002 47TH DR N	WATER/SEWER OPERATION	29.55
96297	NORTHSTAR CHEMICAL	SODIUM HYPOCHLORITE	WATER FILTRATION PLANT	575.20
	NORTHSTAR CHEMICAL		WASTE WATER TREATMENT F	3,561.57
96298	NORTHUP GROUP	DEBRIEF OFFICERS	POLICE ADMINISTRATION	625.00
96299	NORTHWEST PLAYGROUND	PARK BENCHES	PARK & RECREATION FAC	1,389.92
96300	ODB COMPANY	SWEEPER BROOMS	CITY STREETS	-216.70
	ODB COMPANY		ROADWAY MAINTENANCE	2,679.23
96301	OFFICE DEPOT	OFFICE SUPPLIES	UTIL ADMIN	10.60
	OFFICE DEPOT		ENGR-GENL	10.61
	OFFICE DEPOT		ENGR-GENL	14.95
	OFFICE DEPOT		ENGR-GENL	22.04
	OFFICE DEPOT		OFFICE OPERATIONS	22.04
	OFFICE DEPOT		OFFICE OPERATIONS	24.28
	OFFICE DEPOT		EQUIPMENT RENTAL	54.55
	OFFICE DEPOT		POLICE ADMINISTRATION	64.73
	OFFICE DEPOT		OFFICE OPERATIONS	67.65
	OFFICE DEPOT		COMMUNITY DEVELOPMENT-	82.69
	OFFICE DEPOT		COMMUNITY DEVELOPMENT-	91.97
	OFFICE DEPOT		OFFICE OPERATIONS	112.01
	OFFICE DEPOT		WASTE WATER TREATMENT F	118.48
	OFFICE DEPOT		UTIL ADMIN	171.58
	OFFICE DEPOT		POLICE PATROL	204.86
	OFFICE DEPOT	COMPUTER STAND REPAIR	POLICE PATROL	271.99
	OFFICE DEPOT	OFFICE SUPPLIES	POLICE INVESTIGATION	298.56
96302	OKELLY, BRIAN	UB 820960035001 6312 70TH ST N	WATER/SEWER OPERATION	19.11
96303	OLASON, MONICA	INSTRUCTOR SERVICES	RECREATION SERVICES	54.00
	OLASON, MONICA		RECREATION SERVICES	63.00
	OLASON, MONICA		RECREATION SERVICES	75.60
	OLASON, MONICA		RECREATION SERVICES	155.40
	OLASON, MONICA		RECREATION SERVICES	162.00
	OLASON, MONICA		RECREATION SERVICES	198.00
96304	PACIFIC POWER BATTER	BATTERY PACKS	NON-DEPARTMENTAL	97.70
96305	PART WORKS INC, THE	WATCHDOG METER SUPPLIES	WATER CROSS CNTL	13.67
	PART WORKS INC, THE		WATER CROSS CNTL	255.81
	PART WORKS INC, THE		WATER CROSS CNTL	2,058.49
96306	PARTS STORE, THE	WINDOW GUIDES	EQUIPMENT RENTAL	5.77
	PARTS STORE, THE	AIR FILTER	ER&R	11.98
	PARTS STORE, THE	PATROL CAR OUTFITTING EQUIPMEN	EQUIPMENT RENTAL	16.73
	PARTS STORE, THE	IDLER ARM	EQUIPMENT RENTAL	32.03
	PARTS STORE, THE	SERPENTINE BELT	EQUIPMENT RENTAL	34.89
	PARTS STORE, THE	WD40	ER&R	36.94
	PARTS STORE, THE	FILTER KIT	ER&R	39.12
	PARTS STORE, THE	HOSE ASSEMBLY	MAINTENANCE	56.76
	PARTS STORE, THE	FILTERS	ER&R	80.12
	PARTS STORE, THE	BALL JOINTS	EQUIPMENT RENTAL	115.42
	PARTS STORE, THE	FREIGHT CHARGES	ER&R	143.86
	PARTS STORE, THE	WD40 AND FILTERS	ER&R	145.20
	PARTS STORE, THE	PATROL CAR OUTFITTING EQUIPMEN	EQUIPMENT RENTAL	178.90
	PARTS STORE, THE	FILTERS, ANTIFREEZE AND LAMPS	ER&R	204.50
	PARTS STORE, THE	INTAKE MANIFOLD AND THERMOSTAT	EQUIPMENT RENTAL	236.07
	PARTS STORE, THE	FILTERS, BLADES, SEALANT AND A	ER&R	264.45
	PARTS STORE, THE	WATER PUMP, THERMOSTAT AND INT	EQUIPMENT RENTAL	286.27

**CITY OF MARYSVILLE
 INVOICE LIST**

FOR INVOICES FROM 11/20/2014 TO 11/26/2014

<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
96306	PARTS STORE, THE	BULK BRACKETS AND CONNECTORS	ER&R	354.60
	PARTS STORE, THE	PATROL CAR OUTFITTING EQUIPMEN	EQUIPMENT RENTAL	391.29
96307	PAYMENTUS	TRANSACTION FEES-OCT 2014	UTILITY BILLING	17,444.03
96308	PEACE OF MIND	MINUTE TAKING SERVICE	CITY CLERK	148.80
96309	PENWAY LTD	LAND USE SIGNS	COMMUNITY DEVELOPMENT-	731.68
96310	PETERSON BROS DRYWAL	PW SHOP REMODEL DRYWALL	CAPITAL OUTLAY	1,414.40
96311	PETERSON, ROBERT E	UB 988500131000 15000 40TH AVE	WATER/SEWER OPERATION	4,000.43
96312	PETROCARD SYSTEMS	FUEL CONSUMED	ENGR-GENL	114.63
	PETROCARD SYSTEMS		EQUIPMENT RENTAL	135.48
	PETROCARD SYSTEMS		FACILITY MAINTENANCE	146.19
	PETROCARD SYSTEMS		STORM DRAINAGE	149.99
	PETROCARD SYSTEMS		COMMUNITY DEVELOPMENT-	543.70
	PETROCARD SYSTEMS		PARK & RECREATION FAC	666.29
	PETROCARD SYSTEMS		GENERAL SERVICES - OVERH	3,239.16
	PETROCARD SYSTEMS		MAINT OF EQUIPMENT	3,823.49
	PETROCARD SYSTEMS		SOLID WASTE OPERATIONS	4,145.19
	PETROCARD SYSTEMS		POLICE PATROL	6,782.30
96313	PILCHUCK RENTALS	ASPHALT BLADES	STORM DRAINAGE	339.45
	PILCHUCK RENTALS		SEWER MAIN COLLECTION	339.46
96314	PING	GRIPS	GOLF COURSE	13.08
	PING	GOLF CLUB	GOLF COURSE	120.58
	PING	IRONS	GOLF COURSE	473.65
96315	PK MNGT GROUP C/O AS	UB 830920100000 6907 72ND ST N	WATER/SEWER OPERATION	59.67
96316	PLATT ELECTRIC	WIRE CREDIT	PUMPING PLANT	-344.63
	PLATT ELECTRIC	CREDIT FOR ANCHORS	PUMPING PLANT	-28.40
	PLATT ELECTRIC	PLUG CREDIT	PUMPING PLANT	-6.87
	PLATT ELECTRIC	PLUG	PUMPING PLANT	6.87
	PLATT ELECTRIC		TRANSPORTATION MANAGEM	6.87
	PLATT ELECTRIC	HARDWARE	TRANSPORTATION MANAGEM	15.01
	PLATT ELECTRIC	CONDUIT	SOURCE OF SUPPLY	69.46
	PLATT ELECTRIC	WIRE	PUMPING PLANT	344.63
	PLATT ELECTRIC	CONDUIT, CLAMPS AND HARDWARE	PUMPING PLANT	422.94
96317	PREMIERE SPRAY FOAM	INSULATE ADDITION	CAPITAL OUTLAY	1,238.08
96318	PRICE, SUSAN	MERRYSVILLE CONCERT	RECREATION SERVICES	500.00
96319	PUD	ACCT #2023-7865-9	MAINT OF GENL PLANT	32.03
	PUD	ACCT #2016-7213-6	SEWER LIFT STATION	49.22
	PUD	ACCT #2006-5074-5	TRANSPORTATION MANAGEM	72.90
	PUD	ACCT #2023-6855-1	PARK & RECREATION FAC	81.77
	PUD	ACCT #2030-0516-0	STREET LIGHTING	92.60
	PUD	ACCT #2027-2901-8	TRANSPORTATION MANAGEM	93.69
	PUD	ACCT #2023-6854-4	TRANSPORTATION MANAGEM	117.81
	PUD	ACCT #2008-2727-7	TRANSPORTATION MANAGEM	121.92
	PUD	ACCT #2010-6528-1	PARK & RECREATION FAC	131.90
	PUD	ACCT #2021-4311-1	TRANSPORTATION MANAGEM	138.74
	PUD	ACCT #2024-6354-3	SEWER LIFT STATION	166.34
	PUD	ACCT #2025-5745-0	STREET LIGHTING	174.22
	PUD	ACCT #2020-0032-9	PARK & RECREATION FAC	224.76
	PUD	ACCT #2054-1976-5	PUBLIC SAFETY BLDG.	287.10
	PUD	ACCT #2032-3100-6	TRANSPORTATION MANAGEM	297.02
	PUD	ACCT #2010-2169-8	PARK & RECREATION FAC	577.57
	PUD	ACCT #2005-8648-5	SEWER LIFT STATION	1,295.04
	PUD	ACCT #2015-7792-1	PUMPING PLANT	3,589.74
96320	R&R PRODUCTS INC	BEARINGS AND FILTERS	MAINTENANCE	123.05
96321	RAILROAD MANAGEMENT	SEWER PIPELINE CROSSING	UTIL ADMIN	160.78
96322	RAMOS, ELI	INSTRUCTOR SERVICES	COMMUNITY CENTER	96.00
96323	RAY ALLEN MANUFACTUR	K9 DEPLOYMENT	GENERAL FUND	-258.01
	RAY ALLEN MANUFACTUR		K9 PROGRAM	3,189.98
96324	REECE TRUCKING	RELEASE RETAINAGE	UTILITY CONSTRUCTION	34,054.72
96325	REVENUE, DEPT OF	BLS CREDIT CARD USAGE FEES	COMMUNITY DEVELOPMENT-	507.57
96326	ROY ROBINSON	WINDOW CHANNEL	EQUIPMENT RENTAL	313.46
96327	RUBATINO	35 YARD DROP BOX	GMA-PARKS	561.10

**CITY OF MARYSVILLE
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96328	RUSSELL, MORGAN	JURY DUTY	COURTS	11.00
96329	RV & MARINE SUPPLY	AQUA CHEM	ER&R	92.44
96330	RYAN HERCO PRODUCTS	TUBING	PUMPING PLANT	70.06
	RYAN HERCO PRODUCTS	PVC AND ORING KIT	WATER FILTRATION PLANT	318.64
96331	SAFeway INC.	MEETING SUPPLIES	CITY COUNCIL	35.06
	SAFeway INC.		EXECUTIVE ADMIN	42.24
96332	SAN DIEGO POLICE EQU	AMMUNITION	POLICE TRAINING-FIREARMS	318.31
96333	SCORE	INMATE HOUSING-OCTOBER 2014	DETENTION & CORRECTION	41,260.00
96334	SCRIVANICH, LARRY	UB 971130000006 7012 47TH AVE	WATER/SEWER OPERATION	195.02
96335	SIX ROBBLEES INC	LUG NUTS	EQUIPMENT RENTAL	43.05
	SIX ROBBLEES INC	TIRE CHAINS	EQUIPMENT RENTAL	179.61
96336	SMOKEY POINT APTS/SO	UB 520300000000 17313 SMOKEY P	WATER/SEWER OPERATION	6.00
96337	SNAP-ON INCORPORATED	TORQUE WRENCH REPAIR AND CALIB	EQUIPMENT RENTAL	73.98
96338	SNO CO PUBLIC WORKS	SOLID WASTE DISPOSAL FEES	ROADWAY MAINTENANCE	33.00
	SNO CO PUBLIC WORKS		SOLID WASTE OPERATIONS	143,695.00
96339	SOLID WASTE SYSTEMS	CAMERA	EQUIPMENT RENTAL	-661.99
	SOLID WASTE SYSTEMS		EQUIPMENT RENTAL	661.99
	SOLID WASTE SYSTEMS		EQUIPMENT RENTAL	663.20
	SOLID WASTE SYSTEMS	CYLINDER ASSEMBLY	EQUIPMENT RENTAL	5,828.53
96340	SOUND PUBLISHING	LEGAL AD	GMA - STREET	45.44
96341	SOUND PUBLISHING	LEGAL ADS	GENL GVRNMNT SERVICES	27.39
	SOUND PUBLISHING		CITY CLERK	45.53
	SOUND PUBLISHING		CITY CLERK	62.68
	SOUND PUBLISHING		GENL GVRNMNT SERVICES	91.60
96342	SOUND PUBLISHING		COMMUNITY DEVELOPMENT-	314.22
96343	SOUND SAFETY	BOOTS-GESSNER, KEVIN	UTIL ADMIN	99.12
	SOUND SAFETY	GLOVES	ER&R	101.58
	SOUND SAFETY	SWEATSHIRTS	ER&R	104.10
	SOUND SAFETY	JEANS-STAIR	UTIL ADMIN	117.07
	SOUND SAFETY	JEANS-BRYANT	UTIL ADMIN	149.17
	SOUND SAFETY	GLOVES AND SYRINGE KEEPERS	ER&R	185.83
	SOUND SAFETY	RAINGEAR	ER&R	209.22
	SOUND SAFETY		ER&R	212.24
96344	SPRINGBROOK NURSERY	BARK	PARK & RECREATION FAC	70.01
96345	STAPLES	OFFICE SUPPLIES	COMMUNITY DEVELOPMENT-	97.91
	STAPLES		LEGAL - PROSECUTION	261.52
96346	STEEG, DALE	UB 811230000000 6637 ARMAR RD	WATER/SEWER OPERATION	1,268.60
96347	SUNNYSIDE NURSERY	FLOWERS	PARK & RECREATION FAC	175.12
96348	SWICK-LAFAVE, JULIE	REIMBURSE JAIL SUPPLY PURCHASE	DETENTION & CORRECTION	299.57
96349	The ANDREA LUCIANNA,	UB 848413410000 8413 41ST DR N	WATER/SEWER OPERATION	159.48
96350	THYSSENKRUPP ELEVATO	PREVENTATIVE MAINTENANCE	ADMIN FACILITIES	205.54
	THYSSENKRUPP ELEVATO		PUBLIC SAFETY BLDG.	205.54
	THYSSENKRUPP ELEVATO	ELEVATOR REPAIR	PUBLIC SAFETY BLDG.	748.33
96351	TOCCO, LEAH	REIMBURSE MTG SUPPLIES/FIRST R	PERSONNEL ADMINISTRATIO	80.72
	TOCCO, LEAH		EXECUTIVE ADMIN	102.21
96352	TYLER TECHNOLOGIES	ESS IMPLEMENTATION	NON-DEPARTMENTAL	637.50
96353	ULINE	FLOOR RUNNERS	COURT FACILITIES	161.11
96354	UNITED PARCEL SERVIC	SHIPPING EXPENSE	POLICE PATROL	22.28
	UNITED PARCEL SERVIC		TRANSPORTATION MANAGEM	26.43
96355	UNITED RECYCLING	DEMO CONTAINERS	GMA-PARKS	1,155.60
	UNITED RECYCLING		GMA-PARKS	5,013.90
96356	US ID MANUAL	ID MANUAL	GENERAL FUND	-7.26
	US ID MANUAL		POLICE PATROL	89.76
96357	UTILITIES UNDERGROUN	EXCAVATION NOTICES	UTILITY LOCATING	522.06
96358	VALIN CORPORATION	GAUGES	WATER FILTRATION PLANT	167.80
	VALIN CORPORATION		WATER FILTRATION PLANT	237.06
96359	VAN DAM'S ABBEY	VINYL BASE INSTALLATION	CAPITAL OUTLAY	544.00
	VAN DAM'S ABBEY	COUNTER LAMINATE INSTALLATION	CAPITAL OUTLAY	554.88
	VAN DAM'S ABBEY	FLOORING INSTALLATION	CAPITAL OUTLAY	6,496.62
96360	VICKERS, MARI	JURY DUTY	COURTS	18.00
96361	VWR INTERNATIONAL	STEAM SCRUBBER	WASTE WATER TREATMENT F	7,833.39

**CITY OF MARYSVILLE
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<u>CHK #</u>	<u>VENDOR</u>	<u>ITEM DESCRIPTION</u>	<u>ACCOUNT DESCRIPTION</u>	<u>ITEM AMOUNT</u>
36362	WA REC & PARK ASSN	WRPA MEMBERSHIP RENEWAL	PARK & RECREATION FAC	1,100.00
36363	WAGeworks	FLEX PLAN FEES	PERSONNEL ADMINISTRATIO	60.00
36364	WASHINGTON STATE UNV	WA STORMWATER CONFERENCE (3)	STORM DRAINAGE	60.00
36365	WEED GRAAFSTRA	TITLE/RECORDING FEES	ENGR-GENL	621.00
36366	WEST PAYMENT CENTER	WEST INFORMATION CHARGES	POLICE INVESTIGATION	205.12
	WEST PAYMENT CENTER		LEGAL - PROSECUTION	944.71
96367	WESTERN EQUIPMENT	HOC ADJUSTMENT ASSEMBLIES	MAINTENANCE	134.03
96368	WHITNEY EQUIPMENT CO	MECHANICAL SEAL	WATER FILTRATION PLANT	2,151.97
96369	WIDE FORMAT COMPANY	MAINTENANCE AGREEMENT-KIP PRIN	UTIL ADMIN	106.43
96370	WINKLEY, ANITA	JURY DUTY	COURTS	14.00
96371	WOODS, KYLE	REIMBURSE OFFICE SUPPLY PURCHA	ENGR-GENL	28.81
96372	WRIGHT, DONNA	REIMBURSE MILEAGE	CITY COUNCIL	19.80
96373	WSCPA	WSCPA CRIME PREVENTION DUES	POLICE ADMINISTRATION	50.00
96374	XYLEM DEWATERING	PUMP SUPPLIES	STORM DRAINAGE	1,613.61
	XYLEM DEWATERING	AUTO DIALER ALARM	STORM DRAINAGE	2,411.55
96375	YAKIMA COUNTY DOC	INMATE HOUSING-OCTOBER 2014	DETENTION & CORRECTION	28,189.64

WARRANT TOTAL:

714,446.97

REASON FOR VOIDS:

- UNCLAIMED PROPERTY
- INITIATOR ERROR
- WRONG VENDOR
- CHECK LOST/DAMAGED IN MAIL

Index #5

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/8/2014

AGENDA ITEM: SCADA & Telemetry System Upgrade	
PREPARED BY: Roy A. Alderman	DIRECTOR APPROVAL: 
DEPARTMENT: Finance/Information Services	
ATTACHMENTS: PSA, Exhibit A (Scope of Work), Exhibit B (Proposal)	
BUDGET CODE: 40220594.563000 W1407	AMOUNT: \$53,675.00

SUMMARY:

The City needs the assistance of K2 Data Systems to migrate our current Supervisory Control and Data Acquisition (SCADA) system to a more modern architecture. This will afford the City's Utilities and Water Resources departments better access to their operational data, while in the field or in their offices. For the Information Systems department, this will provide increased operational and data redundancy, in support of our Emergency Disaster Recovery goals. Existing complexity, of on-going maintenance tasks and other enhancement projects, will be reduced, allowing increased productivity of the SCADA/Telemetry Administrator and more time to focus on other aspects of supporting Operations and Maintenance personnel.

The selection process was a competitive RFP, based initially on MRSC listing under the Consultant sub-category of SCADA/Telemetry, and secondarily listed by Wonderware as a Certified Integrator. The proposal was scored by five knowledgeable personnel within the City. K2 Data received the highest score based on qualifications, experience, and price.

RECOMMENDED ACTION:

Staff recommends that Council Authorize the Mayor to sign the Professional Services Agreement

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF MARYSVILLE
AND K2 DATA SYSTEMS
FOR CONSULTANT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Marysville, a Washington State municipal corporation (“City”), and K2 Data Systems, a Washington State corporation (“Consultant”).

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding **UPGRADE AND CONSOLIDATION OF THE CITY’S SCADA SOFTWARE, APPLICATIONS AND HISTORICAL DATA COLLECTION** as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit “A”** and incorporated herein by this reference (“Scope of Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no

cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence on on DECEMBER 22ND, 2014 and shall terminate at midnight, JULY 3RD, 2015. The parties may extend the term of this Agreement by written mutual agreement.

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

a. The term “employee” or “employees” as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety

(PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol (WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

_____ No employees supplying work have ever been retired from a Washington state retirement system.

_____ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INDEMNITY.

a. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

c. The provisions of this section shall survive the expiration or termination of this agreement.

d. For the purposes of the indemnity contained in subpart “A” of this paragraph 3.6, Consultant hereby knowing, intentionally, and voluntarily waives the immunity of the Industrial Insurance Act, Title 51 RCW, solely for the purposes of this

indemnification. This waiver has been mutually negotiated by the parties.

_____(initials) _____(initials)

III.7 INSURANCE.

a. **Minimum Limits of Insurance.** The Consultant shall procure, and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work and services hereunder by the Consultant, its agents, representatives, employees or subcontractors. The Consultant shall, before commencing work under this agreement, file with the City certificates of insurance coverage and the policy endorsement to be kept in force continuously during this Agreement, in a form acceptable to the City. Said certificates and policy endorsement shall name the City, its officers, elected officials, agents and/or employees as an additional named insured with respect to all coverages except professional liability insurance and workers' compensation.

b. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**

- (1). Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- (2). Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
- (3). Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- (4). Professional Liability insurance appropriate to the Consultant's profession.

c. **The minimum insurance limits shall be as follows:**

- (1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate.

(2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.

(3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.

(4) Professional Liability/Consultant's Errors and Omissions Liability. \$1,000,000 per claim and \$1,000,000 as an annual aggregate.

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

e. **Acceptability of Insurers.** Insurance to be provided by Consultant shall be with a current A.M.Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.

f. **Verification of Coverage.** In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

g. **Insurance shall be Primary.** The Consultant's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

h. **No Limitation.** Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance or otherwise limit the recourse to any remedy available at law or in equity.

i. **Claims-made Basis.** Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

j. **Failure to Maintain Insurance** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct

the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

III.11 INDEPENDENT CONTRACTOR.

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City

employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 CONFLICTS OF INTEREST. The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 CITY CONFIDENCES. The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall is responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process. The Consultant will use the following Subcontractors/Subconsultants or as set forth in Exhibit B:

No Subcontractors/Subconsultants will be used.

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed **\$53,675** without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the Cities. The Consultant shall maintain time and expense records and provide them to the Cities upon request.

c. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 CITY APPROVAL. Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 MAINTENANCE/INSPECTION OF RECORDS. The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

ARTICLE V. GENERAL

V.1 **NOTICES.** Notices to the City shall be sent to the following address:

CITY OF MARYSVILLE
c/o April O'Brien, Deputy City Clerk
1049 Stave Ave
MARYSVILLE, WA 98270

Notices to the Consultant shall be sent to the following address:

K2 Data Systems
c/o Colin Loader, Regional Manager
2442 NW Market ST, #216
Seattle, WA 98107

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

V.2 **TERMINATION.** The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section VI.1.

V.3 **DISPUTES.** The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 **EXTENT OF AGREEMENT/MODIFICATION.** This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 **SEVERABILITY**

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

b. If any provision of this Agreement is in direct conflict with any statutory

provision of the State of Washington, that provision which may conflict shall be deemed inoperative and null and void insofar as it may conflict, and shall be deemed modified to conform to such statutory provision.

V.6 **NONWAIVER.** A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 **FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 **VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

V.10 **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 **AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this _____ day of _____, 2014.

CITY OF MARYSVILLE

K2 DATA SYSTEMS

By _____
Jon Nehring
Mayor

By _____
Colin Loader
Regional Manager

Approved as to form:

Marysville, City Attorney

Exhibit A Scope of Services

DESCRIPTION OF PROJECT

The City wants to combine both of their existing Water and Wastewater InTouch applications into one application. This will enable the City to have greater application and data redundancy, and allow for enhanced remote access for offsite monitoring and control purposes. The Consultant, which is a Regional Certified Partner, certified by Wonderware to have previously completed similar projects and maintains personnel with required, on-going training, will provide Professional Engineering Services for the upgrade of the City's SCADA System, which will include (but not be limited to):

1. Combination of the City's current two Wonderware InTouch stand-alone NAD (Networked Application Development) applications, into a single System Platform, Application Server Galaxy that can be deployed to the existing four SCADA PC's.
 - a. Merge existing tagname dictionary.
 - b. Import Water system screens into Sewer app.
 - c. Edits to navigation and security.
 - d. Import Water system scripts into Sewer app.
 - e. Convert Water system window links
 - f. Convert Water system script links
 - g. Convert Sewer system window links
 - h. Convert Sewer system script links
2. Modify the existing Data Access Services (DAS) to accommodate the new Galaxy deployment, maintaining or enhancing the existing data collection redundancy.
3. Maintain and enhance the system wide alarm acknowledgement features.
4. Ensure any data collected via the existing Historian Server is integrated into the new data collected.
5. Current Win-911 Alarm Annunciation must continue to function after the upgrade.
6. Assist the City as needed to import the Galaxy onto the City's supplied Galaxy Server
7. Assist the City as needed to deploy application objects on the existing SCADA PC's.
8. Assist the City with testing and troubleshooting to ensure a fully functional system, equal to or superior to the City's existing system.
9. The City will supply all needed licenses and hardware for this project.

Exhibit B
Consultant's Proposal



November 4, 2014

City of Marysville
Attn. Roy A. Alderman
1049 State Avenue
Marysville, WA 98270

Subject: City of Marysville, SCADA & Telemetry System Upgrade

Mr. Alderman:

K2 Data Systems, Inc. (K2) is pleased to provide this proposal in response to the City of Marysville's (City) Request for Proposals – Upgrade and Consolidation of SCADA Applications, dated October 2014.

All development work will be billed on a firm-fixed basis per the defined scope. Startup costs are estimates only and will be billed on a time and materials (T&M) basis at \$145 per hour. Startup expenses will be billed consistent with K2's current Rate Sheet (Appendix A). K2 will not exceed the contracted amount without prior authorization from the City. Requested changes will be documented and presented to the City along with a cost. Upon the City's acceptance and issuance of a modified Purchase Order, these changes will be completed.

A Purchase Order will be required prior to starting work on this project. Invoices will be sent monthly and payment to K2 Data Systems, Inc. is due 30 days from invoice. This proposal is valid for 60 days from the submittal date. Please feel free to call or email me if you have any questions.

We are looking forward to completing this task for the City of Marysville. Please feel free to call or email me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Kier", written over a horizontal line.

Brian Kier
Project Manager
K2 Data Systems, Inc.
541-223-2905



B. NARRATIVE

1. Key Personnel

K2's engineers have been designing, developing, installing, and maintaining HMI systems for over 20 years. We specialize in systems which integrate all aspects of an operation – from the physical IO to reports displayed in the front office. We are fully certified with Wonderware products, including System Platform. Qualifications of key personnel are described below.

K2 has successfully completed many Wonderware jobs. Recent jobs have included Wonderware development with the City of Albany, including a WIN-911 conversion, InTouch modifications, Historian management, and reporting tasks. In addition, we have been involved with a System Platform conversion for Tillamook County Creamery Association (TCCA). This included the development of their object standards and procedures, creation of object templates, startup support, and Historian upgrades.

K2 strives to create and maintain a partnership relationship with our customers. Nearly all of our work is with repeat customers and we invite inquiries of our listed references. We have offices in the following locations:

Headquarters

222 1st Avenue West, Suite 200
Albany, OR 97321
541-223-2905

Seattle

2442 NW Market Street #216
Seattle, WA 98107
206-316-7165

- a. **Colin Loader** will be the "Principal-in-Charge" for this project and will be the primary development engineer. Mr. Loader will also be in charge of on-site implementation. Mr. Loader has extensive automation and controls experience from working for end users as well as working as a systems integrator in multiple countries. He has been involved in many large projects including several municipalities, a grain elevator, cheese factory, aluminum smelter, and many food processing plants. He has worked on many SCADA systems and has many years' experience with Wonderware products. He is also a seasoned PLC programmer, having worked on many different brands. Mr. Loader is also proficient with Microsoft SQL Server databases, MS Reporting Services, .Net programming techniques, and other Microsoft software offerings.

- Certified with Wonderware InTouch, Historian, and System Platform.
- 2 years as a senior systems engineer with K2 Data Systems.
- 2 Years with a large fortune 500 company as a corporate manager for their controls program.
- 13 years as a senior systems engineer for two systems integration companies using Wonderware and other technologies in a large number of automation projects.



- 3 years working at a large dairy being responsible for all automation related projects.
 - 3 years working as an ex-patriot Instrumentation Engineer for a diamond mine in Africa using Mitsubishi PLC's and VAX computer systems for plant control.
 - 2 years as a Senior Electronics Technician for a Lime Quarry where a lot of experience was gained using and programming Siemens PLC's.
 - 5 years as an Instrument Technician at an Aluminum Smelter while studying Electrical Engineering Instrumentation at College.
- b. **Richard Kessell** has led large projects involving product tracking (MES), front-ends, and reporting in close cooperation with end-users, incorporating both automated and user input. Mr. Kessell will assist with System Platform development and will be on-site during implementation. Mr. Kessell has used HMI products for nearly 20 years, including a large number of Wonderware implementations. He is also an expert with web page development and is certified with Microsoft SQL Server. He has completed many projects involving these technologies. His projects have involved clients from private manufacturing, service companies, and public municipalities
- Certified with Wonderware InTouch and System Platform
 - 9 years as a senior systems engineer with K2 Data Systems.
 - 8 years working for a system integrator focusing on process control, human-machine interfaces, and database storage and reporting systems. Predominantly utilizing Wonderware and SQL Server solutions.
 - 5 years working for a provider of services and equipment for decontaminations and steam generator cleanings of Commercial Nuclear Power Plants. Involved extensive Wonderware and PLC development.
 - 3 years as an electrical engineer developing control systems for a machinery manufacturer focused on roll finishing equipment for paper mills.
- c. **Brian Kier** has extensive database and front-end experience utilizing Wonderware's suite of products and Microsoft SQL Server. Mr. Kier will assist with development tasks and will be on-site during implementation on an as-needed basis. Mr. Kier has successfully implemented many HMI and Historian based installations with emphasis on data storage, recipe development, quality systems, and reporting. He has successfully managed large projects involving multiple engineers and subcontractors. Mr. Kier is certified and proficient in many Wonderware and Microsoft products.
- Certified with Wonderware InTouch, Historian, and System Platform.
 - 9 years as a project manager and senior systems engineer for K2 Data Systems.
 - 8 years working for a large systems integrator implementing Wonderware control systems, developing custom user controls, product tracking systems and project management.
 - 5 years as an engineering consulting company specializing in environmental assessment and remediation.



2. Proposer's Plan

K2 proposes the following plan in order to meet the requirements specified by the City's RFP. As part of this plan, K2 will assist the City with testing and troubleshooting to ensure a fully functional system. This work is planned for the period from November 2014 through March 2015. K2 will work with City employees to develop a project schedule.

a. InTouch

The Water and Wastewater InTouch applications will be combined into a single application. The Wastewater application will be used as the starting application. The following components of the combined application will be modified, as necessary.

- Navigation
- Windows
- Graphics
- Scripting
- Memory Tags
- Alarm Groups

b. Data Access Services (DAS)

The DAS will be modified to accommodate the new System Platform Galaxy to support InTouch, Historian, and Win911. It is anticipated the DAS will be installed on a server supplied by the City, in addition to either an additional server or client PC to provide redundancy.

c. System Platform

The following tasks will be completed within the System Platform Galaxy.

- Import InTouch IO tags from both InTouch applications into a new System Platform Galaxy
- Import applicable InTouch Memory tags into the Galaxy to support Alarming
- Create Alarm Groups within the Galaxy
- Convert necessary InTouch scripting to System Platform scripting
- Create necessary security within the Galaxy
- Convert InTouch tag references to Galaxy references

d. Historian

Historian tags will be modified to point to the new Galaxy objects. In order to keep existing data following the tag name changes, existing data files must be modified. This will be done for a maximum of three years of data. Historical data older than this may be converted during startup, under a different project, or archived. During the upgrade process, there may be a brief period of time when no data is collected.



e. WIN-911

The WIN-911 configuration will be modified to communicate with the new System Platform Galaxy. The WIN-911 Alarm Annunciation will function during and after the upgrade, although there may be brief interruptions of these services. K2 will work with City employees to ensure these interruptions are brief and occur at appropriate times.

f. Startup

Startup will be conducted at the City following completion of the development tasks. During startup, K2 will assist the City with importing the Galaxy objects, Historian configuration, and WIN-911 configuration onto City-supplied servers. K2 will also assist the City with deploying necessary objects onto City-supplied SCADA PCs, and then test and troubleshoot the system. During startup, portions of the SCADA system, including process control, alarming, alarm notification, and data collection, may be interrupted for brief periods of time. K2 will work with City employees to manage these interruptions.

g. Pricing

All development work will be billed on a firm-fixed basis per the defined scope. Startup costs are estimates only and will be billed on a time and materials (T&M) basis at \$145 per hour. Startup expenses will be billed consistent with K2's current Rate Sheet (Appendix A). K2 will not exceed the contracted amount without prior authorization from the City.

Development Tasks	Hours	Total
InTouch / System Platform Development	215 Hours	\$31,175
Historian Development / Data Conversion	40 Hours	\$5,800
WIN-911 Development	30 Hours	\$4,350
Subtotal Development	285 Hours	\$41,325

Startup	Hours	Total
Startup	80 Hours	\$11,600
Expenses		\$750
Subtotal Startup	80 Hours	\$12,350

Total Project	365 Hours	\$53,675
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C. REFERENCES

1. **Sean Lambert**
 Business Systems Manager
 Tillamook County Creamery Association
 4175 Highway 101 North, Tillamook, OR 97141
 slambert@tillamook.com
 503-815-6758

2. **Matt Budiselich**
 Facilities Automation Manager
 City of Albany Public Works
 310 Waverly Drive NE, Albany, OR 97321
 matt.budiselich@cityofalbany.net
 541-704-2315

3. **Leslie Doucette**
 Senior IS Specialist
 Hollingsworth & Vose
 1115 SE Crystal Lake Drive, Corvallis, OR 97330
 leslie.doucette@hovo.com
 541-738-5361

D. ASSUMPTIONS

K2 assumes the following:

- K2 is not supplying any hardware for this project. All hardware will be provided by the City. Hardware will meet minimum software requirements. Hardware to support the following components is required for this project:
 - System Platform Galaxy Server
 - Historian Server
 - DAS Server
 - SCADA PC's
- K2 is not supplying any software for this project. The City will supply media and licensing for all SCADA software to be used. SCADA software to be utilized includes:
 - Wonderware – System Platform, InTouch, DAS, Historian, Historian Client
 - Any additional IO Servers that may be needed.
 - WIN-911
- The City will provide adequate system downtime for development and startup tasks.
- K2 will assist the City with startup tasks to the extent of approved startup hours. A modified Purchase Order may be required for additional hours requested by the City.
- Modification of reports or other consumers of existing Wonderware data is not included in this proposal.
- This proposal includes a limited amount of Historian data conversion, approximately three years. Additional data can be archived or converted subsequent to this project.



APPENDIX A

K2 Data Systems, Inc. Rate Sheet

PLC / HMI Programming	\$145/hr
SPC / MES / Reporting / Visual Studio	\$145/hr
Emergency Support (4 hour minimum)	\$150/hr
Training	Ask for quote
Hardware / Software	Cost + 15%
Travel and Living	Cost
Mileage	\$0.58/mile

Index #6

CITY OF MARYSVILLE
EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Renewal of Facility Use Agreement with US Bankruptcy Court	AGENDA SECTION:	
PREPARED BY: Suzanne Elsner, Court Administrator	AGENDA NUMBER:	
ATTACHMENTS: Facility Use Agreement	APPROVED BY:	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

The United States Bankruptcy Court Western Washington Division has used the Marysville Municipal Court Facility since 2008 for preliminary bankruptcy hearings. Hearings are scheduled on the second and fourth Wednesday of each month. Hearings include Federal Judge Overstreet, a US Marshall, Court reporter and US Bankruptcy Clerk. Several attorneys and clients also appear for these hearings. The Bankruptcy participants begin to enter the building at 8:00 am and calendars start at 8:30 am and end at noon. Holding the hearings in the Municipal Court Building requires no staff time or participation. The current fee for use of the facility is \$300.00 per session.

Allowing the US Bankruptcy Court to use the facility for their court hearings has very little impact on the function of the Marysville Municipal Court and the calendars are easily merged into the Court's current schedule. Therefore, we see no reason not to continue the relationship with the United States Bankruptcy Court.

RECOMMENDED ACTION: Authorize the Mayor to sign the Renewal Facility Use Agreement with the United States Bankruptcy Court.
--

COUNCIL ACTION:

FACILITIES USE AGREEMENT

The City of Marysville, a non-charter code city of the State of Washington, (hereafter “City”) and the United States Bankruptcy Court for the Western District of Washington (hereafter “Bankruptcy Court”) enter into this Agreement for the use by the Bankruptcy Court of certain facilities owned by the City, under the terms and conditions of this Agreement.

Whereas, the City owns and controls the use of the Municipal Courtrooms at 1015 State Avenue, Marysville, WA 98270 (hereafter “Facilities”), which Facilities are more particularly described below; and

Whereas, the Bankruptcy Court desires to use said Facilities, and the City is able and willing to make said Facilities available for such use by the Bankruptcy Court, for the purposes and activities, and under the terms and conditions, set forth below;

Now, therefore, in consideration of the above representations and the terms and conditions set forth herein, the parties agree as follows:

1. GENERAL AGREEMENT. For being permitted to use the Facilities for the purposes and activities stated below, the Bankruptcy Court agrees to pay the fees and abide by the terms and conditions set forth in this Agreement.
2. AUTHORIZED REPRESENTATIVES. The parties’ authorized representatives for the purposes of this Agreement are as follows:

City of Marysville

Authorized representative: Suzanne Elsner, Municipal Court Administrator

Address: City of Marysville, 1015 State Avenue, Marysville, WA 98270

Phone : 360-363-8054

Fax: 360-657-2960

Email: selsner@ci.marysville.wa.us

US Bankruptcy Court for the Western District of Washington

Authorized representative: Mark Hatcher, Clerk of the US Bankruptcy Court

Address: U.S. Bankruptcy Court, 700 Stewart Street, Room 6301, Seattle, WA 98101

Phone: 206-370-5205

Fax: 206-370-5210

Email: mark_hatcher@wawb.uscourts.gov.

3. FACILITIES. Subject to the terms and conditions of this Agreement, the City hereby grants the Bankruptcy Court permission to use the following Facilities located at 1015 State Avenue in the City of Marysville: Courtrooms #1 and #2.

4. PERIOD AND TIME OF USE. The permission hereby given shall be for the following duration and time:

From January 1, 2013 to December 31, 2013 during the hours of 8:00 A.M. to 12:30 P.M., with the option to extend the term of this Agreement for four (4) years upon agreement of the parties as follows:

Option 1: from January 1, 2014 to December 31, 2014

Option 2: from January 1, 2015 to December 31, 2015

Option 3: from January 1, 2016 to December 31, 2016

Option 4: from January 1, 2017 to December 31, 2017

5. PURPOSES AND ACTIVITIES. The Facilities may be used for the purpose of conducting bankruptcy court proceedings.

6. PAYMENT. In consideration of the grant of permission herein contained, the Bankruptcy Court shall pay to the City the following amount(s) in the manner set forth:

a. \$300 for each half-day session, a minimum of two sessions per month.

b. Payment per session will be fixed-price for the duration of the Agreement.

c. Payment on or before the 15th day of each month for sessions conducted during the preceding month by check payable to City of Marysville at City Hall, 1049 State Avenue, Marysville, WA 98270.

7. OCCUPANCY LIMITS: The Bankruptcy Court shall comply with the occupancy limits of the Facilities, which are as follows:

a. Courtroom #1: 114

b. Courtroom #2: 94

8. ADDITIONAL RULES. The Bankruptcy Court shall comply with the additional rules for its use of the Facilities, which are attached hereto as Exhibit A and are incorporated herein by this reference:

9. INGRESS/EGRESS. All portions of the sidewalks, entries, doors, passages, vestibules, halls, corridors, stairways, passageways, and all ways of access to public utilities of the premises must be kept unobstructed by the Bankruptcy Court and must not be used by the Bankruptcy Court or its patrons for any purpose other than ingress to or egress from the premises.

10. CONDITION OF FACILITIES. The Bankruptcy Court accepts the Facilities as being clean and in good condition and agrees to keep the premises in the same condition as when received, reasonable wear and tear excepted. The Bankruptcy Court shall be financially responsible for the repair and replacement of any property that is damaged as a specific result of its use, limited by and subject to the

procedures and terms of the Federal Tort Claims Act described in item 14 (below).

11. QUIET ENJOYMENT. The Bankruptcy Court shall not permit any waste upon or to the Facilities or engage in any activity that is unlawful or that constitutes a nuisance or that disturbs the quiet enjoyment of the ongoing activities of the City. Further, the Bankruptcy Court shall not disturb the quiet enjoyment of adjacent facilities.

12. TEMPORARY EQUIPMENT AND SIGNS. Temporary equipment and signs may be placed upon City facilities only with the prior approval of the City's authorized representative. The Bankruptcy Court shall remove all such temporary equipment and signs when not using the Facilities and store them in the location designated by the City.

13. ALTERATIONS. No alterations shall be made to the Facilities without the written approval of the City. Any alterations shall be at the sole expense of the Bankruptcy Court. Any alterations of the premises except movable furniture and trade fixtures shall become, at once, a part of the realty and belong to the City.

14. LIABILITY. Notwithstanding any other terms or provision of this Agreement, the liability of the Bankruptcy Court with respect to any claim for personal injury, death, property loss or damage pursuant to this Agreement, shall be limited by and subject to the procedures and terms of the Federal Tort Claims Act and the Anti-deficiency Act and all other applicable Federal Laws and regulations.

15. INSURANCE. It is understood that the Bankruptcy Court is self insured.

16. WAIVER. The waiver by the City of any breach of any term or condition of this Agreement shall not be deemed to be a waiver of such term or condition or any subsequent breach of the same or any other term or condition herein contained. The subsequent acceptance of any payment by the City shall not be deemed to be a waiver of any preceding breach by the Bankruptcy Court of any term or condition of this Agreement other than the failure of the Bankruptcy Court to pay the particular sum so accepted, regardless of the City's knowledge of such preceding breach at the time of acceptance of such payment.

17. ASSIGNMENT. The Bankruptcy Court shall not assign this Agreement in whole or in part or allow any use of the Facilities other than as provided herein without the written consent of the City. Any assignment without written consent shall be void and shall, at the option of the City, terminate this Agreement.

18. ENTIRE AGREEMENT. This Agreement constitutes the entire understanding of the parties and supersedes any prior oral or written expressions of the parties.

19. AMENDMENT. Any amendment or modification of this Agreement shall be effective only if in writing and executed by each of the parties hereto.

20. NOTICE. Any notice, request, or demand or other communication related to this Agreement shall be given to the parties' authorized representatives as set forth above.

21. GOVERNING LAW. This Agreement shall be construed under the laws of the United States of America.

22. TERMINATION. This Agreement shall be terminated either on the date set forth under Section 4, as may be extended by written agreement of the parties, or by either party giving 30 days written notice to the other party.

23. SEVERABILITY. The terms of this Agreement are severable such that if one or more provisions are declared illegal, void, or unenforceable, the remainder of the provisions shall continue to be valid and enforceable.

The undersigned certify that they are authorized to sign this Agreement on behalf of the Bankruptcy Court and the City, respectively, and that the Bankruptcy Court and the City acknowledge and accept the terms and conditions herein and attached hereto.

Administrative Office of the United States Courts for the United States Bankruptcy Court for the Western District of Washington:

By: _____  _____
Name: Don Price

Position: Contracting Officer

Dated: _____ November 21st _____ 2012

City of Marysville

By: _____

Name: _____

Position: _____

Dated: _____ 2012

**FACILITIES USE AGREEMENT EXTENSION AND RENEWAL
BETWEEN THE CITY OF MARYSVILLE AND
THE U.S. BANKRUPTCY COURT**

This is made and entered into this day by and between the City of Marysville, a non-charter code city of the State of Washington, (hereafter "City") and the United States Bankruptcy Court for the Western District of Washington (hereafter "Bankruptcy Court") for the use by the Bankruptcy Court of certain facilities owned by the City.

WHEREAS, the parties entered into a FACILITIES USE AGREEMENT hereafter "Agreement" signed by the Bankruptcy Court on or about November 21, 2012; and

WHEREAS said agreement will terminate on December 31, 2014 unless extended by mutual agreement of the parties; and

WHEREAS, the parties have agreed to extend the Agreement to be in effect from January 1, 2015 to December 31, 2015 pursuant to Paragraph 4 entitled "PERIOD AND TIME OF USE" by exercising "Option 2",

Now, therefore, in consideration of the above representations and the terms and conditions set forth herein, the parties agree as follows:

Section 1. Pursuant to Paragraph 4 of the Agreement the parties mutually agree to exercise Option 2 and renew and extend the term of the Agreement from January 1, 2015 to December 31, 2015.

Section 2. Except as provided herein, all other provision of the Agreement shall remain in full force and effect, unchanged.

Section 3. SEVERABILITY: The terms of this Agreement are severable such that if one or more provisions are declared illegal, void, or unenforceable, the remainder of the provisions shall continue to be valid and enforceable.

Section 4: The undersigned certify that they are authorized to sign this Agreement on behalf of the Bankruptcy Court and the City, respectively, and that the Bankruptcy Court and the City acknowledge and accept the terms and conditions herein and attached hereto.

ADMINISTRATIVE OFFICE OF THE UNITED STATES COURTS FOR THE
UNITED STATES BANKRUPTCY COURT FOR THE WESTERN DISTRICT OF WASHINGTON:

By: Don Price

Name:  _____

Page 1 of 2

M-13-084/ Facilities Use Agreement Renewal 2014 US Bankruptcy Court Rev

Position: Property & Procurement Specialist

Dated: November 12th 2014 200

CITY OF MARYSVILLE

By: _____
Jon Nehring

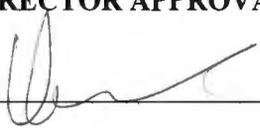
Position: Mayor

Dated: _____ 200_____

Index #7

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/08/2014

AGENDA ITEM: Wastewater Treatment Plant Optimization Study	
PREPARED BY: Kari Chennault, Water Resources Manager	DIRECTOR APPROVAL: 
DEPARTMENT: Public Works	
ATTACHMENTS: 2 original copies of the Professional Services Agreement	
BUDGET CODE: 40142480.541000	AMOUNT: \$59,332.00
SUMMARY:	

Kennedy/Jenks Consultants have been selected as the preferred and most competent process engineering consultant to provide the City of Marysville with an Optimization Study for the City’s Wastewater Treatment Plant. The Optimization Study is proposing to evaluate the City’s current processes at the Treatment Plant and to provide options for ways to decrease operating cost and energy usage at the Plant while optimizing the operation of the Plant to ensure efficiency. The overall goals of the Project are to lower operating costs, increase reliability, ensure process efficiency and enhance the sustainability of the Plant.

Project deliverables propose to include a technical memorandum summarizing the findings and recommendations resulting from the numerous proposed workshops as well as a presentation of the compiled recommendations.

RECOMMENDED ACTION: Staff recommends that Council authorize the Mayor to sign and execute the Professional Services Agreement between the City of Marysville and Kennedy/Jenks Consultants in the amount of \$59,332.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF MARYSVILLE
AND **Kennedy/Jenks Consultants**
FOR CONSULTANT SERVICES**

THIS AGREEMENT (“Agreement”) is made and entered into by and between the City of Marysville, a Washington State municipal corporation (“City”), and **Kennedy/Jenks Consultants**, a Washington **Cooperation** (“Consultant”).

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained herein, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this Agreement is to provide the City with consultant services regarding **the development of a Wastewater Treatment Plant Optimization Study** as described in Article II. The general terms and conditions of the relationship between the City and the Consultant are specified in this Agreement.

ARTICLE II. SCOPE OF SERVICES

The Scope of Services is attached hereto as **Exhibit “A”** and incorporated herein by this reference (“Scope of Services”). All services and materials necessary to accomplish the tasks outlined in the Scope of Services shall be provided by the Consultant unless noted otherwise in the Scope of Services or this Agreement. All such services shall be provided in accordance with the standards of the Consultant’s profession.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 MINOR CHANGES IN SCOPE. The Consultant shall accept minor changes, amendments, or revision in the detail of the Scope of Services as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the Scope of Services in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed

in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. The work product and all documents produced under this Agreement shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this Agreement or in the event that this Agreement shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work as of the date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this Agreement. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of documents produced under this Agreement or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TERM. The term of this Agreement shall commence on **authorization of notice to proceed** and shall terminate at midnight, **December 31, 2015**. The parties may extend the term of this Agreement by written mutual agreement.

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT.

a. The term "employee" or "employees" as used herein shall mean any officers, agents, or employee of the of the Consultant.

b. Any and all employees of the Consultant, while engaged in the performance of any work or services required by the Consultant under this Agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

c. Consultant represents, unless otherwise indicated below, that all employees of Consultant that will provide any of the work under this Agreement have not ever been retired from a Washington State retirement system, including but not limited to Teacher (TRS), School District (SERS), Public Employee (PERS), Public Safety (PSERS), law enforcement and fire fighters (LEOFF), Washington State Patrol

(WSPRS), Judicial Retirement System (JRS), or otherwise. *(Please indicate No or Yes below)*

AS No employees supplying work have ever been retired from a Washington state retirement system.

_____ Yes employees supplying work have been retired from a Washington state retirement system.

In the event the Consultant indicates “no”, but an employee in fact was a retiree of a Washington State retirement system, and because of the misrepresentation the City is required to defend a claim by the Washington State retirement system, or to make contributions for or on account of the employee, or reimbursement to the Washington State retirement system for benefits paid, Consultant hereby agrees to save, indemnify, defend and hold City harmless from and against all expenses and costs, including reasonable attorney’s fees incurred in defending the claim of the Washington State retirement system and from all contributions paid or required to be paid, and for all reimbursement required to the Washington State retirement system. In the event Consultant affirms that an employee providing work has ever retired from a Washington State retirement system, said employee shall be identified by Consultant, and such retirees shall provide City with all information required by City to report the employment with Consultant to the Department of Retirement Services of the State of Washington.

III.6 INDEMNITY.

a. **Indemnification / Hold Harmless.** Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

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

c. The provisions of this section shall survive the expiration or termination of this agreement.

d. For the purposes of the indemnity contained in subpart “A” of this paragraph 3.6, Consultant hereby knowing, intentionally, and voluntarily waives the immunity of the Industrial Insurance Act, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties.

DS (initials) _____ (initials)

III.7 INSURANCE.

a. **Minimum Limits of Insurance.** The Consultant shall procure, and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work and services hereunder by the Consultant, its agents, representatives, employees or subcontractors. The Consultant shall, before commencing work under this agreement, file with the City certificates of insurance coverage and the policy endorsement to be kept in force continuously during this Agreement, in a form acceptable to the City. Said certificates and policy endorsement shall name the City, its officers, elected officials, agents and/or employees as an additional named insured with respect to all coverages except professional liability insurance and workers' compensation.

b. **Minimum Scope of Insurance - Consultant shall obtain insurance of the types described below:**

- (1). Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
- (2). Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
- (3). Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
- (4). Professional Liability insurance appropriate to the Consultant's profession.

c. **The minimum insurance limits shall be as follows:**

- (1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; \$2,000,000 general aggregate.

(2) Automobile Liability. \$1,000,000 combined single limit per accident for bodily injury and property damage.

(3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington.

(4) Professional Liability/Consultant's Errors and Omissions Liability. \$1,000,000 per claim and \$1,000,000 as an annual aggregate.

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

e. **Acceptability of Insurers**. Insurance to be provided by Consultant shall be with a current A.M.Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.

f. **Verification of Coverage**. In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

g. **Insurance shall be Primary**. The Consultant's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

h. **No Limitation**. Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance or otherwise limit the recourse to any remedy available at law or in equity.

i. **Claims-made Basis**. Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

j. **Failure to Maintain Insurance** Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such

insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, sexual orientation, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this Agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 UNFAIR EMPLOYMENT PRACTICES. During the performance of this Agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 LEGAL RELATIONS. The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this Agreement. The Consultant represents that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this Agreement are fully qualified and properly licensed to perform the work to which they will be assigned. This Agreement shall be interpreted and construed in accordance with the laws of Washington. Venue for any litigation commenced relating to this Agreement shall be in Snohomish County Superior Court.

III.11 INDEPENDENT CONTRACTOR.

a. The Consultant and the City understand and expressly agree that the Consultant is an independent contractor in the performance of each and every part of this Agreement. The Consultant expressly represents, warrants and agrees that his status as an independent contractor in the performance of the work and services required under this Agreement is consistent with and meets the six-part independent contractor test set forth in RCW 51.08.195 or as hereafter amended. The Consultant, as an independent contractor, assumes the entire responsibility for carrying out and accomplishing the services required under this Agreement. The Consultant shall make no claim of City employment nor shall claim any related employment benefits, social security, and/or retirement benefits.

b. The Consultant shall be solely responsible for paying all taxes, deductions, and assessments, including but not limited to federal income tax, FICA, social security tax, assessments for unemployment and industrial injury, and other deductions from income which may be required by law or assessed against either party as a result of this Agreement. In the event the City is assessed a tax or assessment as a result of this Agreement, the Consultant shall pay the same before it becomes due.

c. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that the Consultant performs hereunder.

d. Prior to commencement of work, the Consultant shall obtain a business license from the City.

III.12 CONFLICTS OF INTEREST. The Consultant agrees to and shall notify the City of any potential conflicts of interest in Consultant's client base and shall obtain written permission from the City prior to providing services to third parties where a conflict or potential conflict of interest is apparent. If the City determines in its sole discretion that a conflict is irreconcilable, the City reserves the right to terminate this Agreement.

III.13 CITY CONFIDENCES. The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

III.14 SUBCONTRACTORS/SUBCONSULTANTS.

a. The Consultant shall is responsible for all work performed by subcontractors/subconsultants pursuant to the terms of this Agreement.

b. The Consultant must verify that any subcontractors/subconsultants they directly hire meet the responsibility criteria for the project. Verification that a subcontractor/subconsultant has proper license and bonding, if required by statute, must be included in the verification process.

c. The Consultant may not substitute or add subcontractors/subconsultants without the written approval of the City.

d. All Subcontractors/Subconsultants shall have the same insurance coverages and limits as set forth in this Agreement and the Consultant shall provide verification of said insurance coverage.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 PAYMENTS.

a. The Consultant shall be paid by the City for services rendered under this Agreement as described in the Scope of Services and as provided in this section. In no event shall the compensation paid to Consultant under this Agreement exceed **\$59,332** without the written agreement of the Consultant and the City. Such payment shall be full compensation for work performed and services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work. In the event the City elects to expand the scope of services from that set forth in Exhibit A, the City shall pay Consultant a mutually agreed amount.

b. The Consultant shall submit a monthly invoice to the City for services performed in the previous calendar month in a format acceptable to the Cities. The Consultant shall maintain time and expense records and provide them to the Cities upon request.

c. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 **CITY APPROVAL.** Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the Scope of Services and City requirements.

IV.3 **MAINTENANCE/INSPECTION OF RECORDS.** The Consultant shall maintain all books, records, documents and other evidence pertaining to the costs and expenses allowable under this Agreement in accordance with generally accepted accounting practices. All such books and records required to be maintained by this Agreement shall be subject to inspection and audit by representatives of the City and/or the Washington State Auditor at all reasonable times, and the Consultant shall afford the proper facilities for such inspection and audit. Representatives of the City and/or the Washington State Auditor may copy such books, accounts and records where necessary to conduct or document an audit. The Consultant shall preserve and make available all such books of account and records for a period of three (3) years after final payment under this Agreement. In the event that any audit or inspection identifies any discrepancy in such financial records, the Consultant shall provide the City with appropriate clarification and/or financial adjustments within thirty (30) calendar days of notification of the discrepancy.

ARTICLE V. GENERAL

V.1 **NOTICES.** Notices to the City shall be sent to the following address:

Kari Chennault, Water Resources Mgr.

**City of Marysville Public Works Dept.
80 Columbia Avenue
Marysville, WA 98270**

Notices to the Consultant shall be sent to the following address:

**Chris Stoll, Civil Engineer
Kennedy/Jenks Consultants
1191 Second Avenue, Suite 630
Seattle, WA 98101**

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

V.2 TERMINATION. The right is reserved by the City to terminate this Agreement in whole or in part at any time upon ten (10) calendar days' written notice to the Consultant.

If this Agreement is terminated in its entirety by the City for its convenience, the City shall pay the Consultant for satisfactory services performed through the date of termination in accordance with payment provisions of Section VI.1.

V.3 DISPUTES. The parties agree that, following reasonable attempts at negotiation and compromise, any unresolved dispute arising under this Agreement may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 EXTENT OF AGREEMENT/MODIFICATION. This Agreement, together with attachments or addenda, represents the entire and integrated Agreement between the parties and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended, modified or added to only by written instrument properly signed by both parties.

V.5 SEVERABILITY

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

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

V.6 NONWAIVER. A waiver by either party hereto of a breach by the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either

party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in any one or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

V.7 **FAIR MEANING.** The terms of this Agreement shall be given their fair meaning and shall not be construed in favor of or against either party hereto because of authorship. This Agreement shall be deemed to have been drafted by both of the parties.

V.8 **GOVERNING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

V.9 **VENUE.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Snohomish County, Washington.

V.10 **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same Agreement.

V.11 **AUTHORITY TO BIND PARTIES AND ENTER INTO AGREEMENT.** The undersigned represent that they have full authority to enter into this Agreement and to bind the parties for and on behalf of the legal entities set forth below.

DATED this _____ day of _____, 201__.

CITY OF _____

Kennedy Jenks Consultants Inc

By _____
Marysville, Mayor

By *David Seymour*

Printed name/title: DAVID SEYMOUR
OPERATIONS MANAGER

Approved as to form:

Marysville, City Attorney

Kennedy/Jenks Consultants**Engineers & Scientists**

1191 2nd Avenue, Suite 630
Seattle, Washington 98101
206-753-3400
FAX: 206-652-4927

7 November 2014

Ms. Kari Chennault
City of Marysville
80 Columbia Avenue
Marysville, Washington 98270

Subject: Proposal for Professional Engineering Services
Wastewater Treatment Plant Optimization Study
K/J Proposal No. F14289 (Revised)

Dear Ms. Chennault:

Kennedy/Jenks Consultants is pleased to submit this scope and budget proposal to provide services to the City of Marysville (City) to provide an optimization study for your wastewater treatment plant.

Project Overview and Understanding

We understand the City currently operates a wastewater treatment plant in the southern portion of the City along Steamboat Slough. The treatment plant currently has a treatment process for total suspended solids (TSS), biochemical oxygen demand (BOD) and ammonia removal utilizing aerated cells, lagoons, sand filtration, and ultraviolet (UV) disinfection. Operations currently used have been in place for 20+ years and the City is currently looking for ways to decrease operating cost and energy usage at the treatment plant while optimizing the operation of the plant to ensure efficiency. The City is especially interested in optimizing the sand filter operation and the UV disinfection system. Kennedy/Jenks will provide an Optimization Study for the treatment plant where our team will take a deep look into the operation of the treatment plant and recommend cost and energy saving measures along with process and operations improvements after review of operations data and a workshop with the City's staff.

Proposed Scope of Services

The specific Scope of Services has been developed in support of overall project goals which are to lower operating costs, increase reliability, ensure process efficiency, and enhance sustainability. The scope of work includes:

Kennedy/Jenks Consultants

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 City of Marysville
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Task 1. Data Collection and Review

Offsite collection and review of client-provided information related to energy, treatment, and other operation and maintenance (O&M) items. Data collected and reviewed may include the following:

- Previous 12 months of utility bills (or consumption and cost) electric, gas, water
- Plant design data
- Previous 12 months of chemical use (volume and cost)
- Previous 12 discharge monitoring reports (DMRs) and any other reports that go to state regulators or the U.S. Environmental Protection Agency (EPA), such as solids disposal
- Any prior energy/operational audits
- Any known operational problems (equipment and/or process)
- Any construction projects recently started or in planning
- Flow diagram of the plant
- Diurnal flow information
- National Pollutant Discharge Elimination System (NPDES) Permit
- Grit and screenings disposal information
- Biosolids disposal information
- Equipment list with motor horsepower information.

Task will include assistance where needed with data collection from the City's records to ensure the correct and accurate data is used for review.

Task 2. Onsite Process and Equipment Evaluation

Kennedy/Jenks staff will take a 1/2-day to visit the treatment plant and take an in-depth look into the process layout with City staff. The site visit will allow the team to gain familiarity with the treatment plant for the workshop. Key operational and maintenance issues will be documented during the visit for discussion during the workshop.

Task 3. Optimization Workshop

Kennedy/Jenks will conduct a two-session (afternoon after Task 2 and morning of the following day) workshop onsite with City staff to discuss the operations of the treatment plant in a systematic and encompassing manner. City staff and Kennedy/Jenks will discuss the operations, controls, and maintenance for each unit process in the treatment plant and

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formulate possible improvements. Staff invited to the workshop is at the discretion of the City; however, it is anticipated staff involved in the O&M of the wastewater treatment plant would participate. Preliminary workshop agendas and recommended attendees are included as Attachment A.

Task 4. Technical Memorandum Development

Kennedy/Jenks will prepare a Technical Memorandum summarizing the findings and recommendations resulting from the workshop for immediate or near-term improvements. Recommendations will include both measures to provide energy and cost savings along with process operation efficiency improvements to ensure the current operations are the right ones for the existing treatment plant. The technical memorandum will provide an estimated savings associated with each recommendation and a brief implementation plan, as well as process improvements where possible. Task also includes a presentation of the recommendations to City staff.

Task 5. Project Management

Kennedy/Jenks' Project Management activities include organization of the team, management of schedule and budget, communications and coordination with the City, coordination of field activities, progress reports, and invoicing. The task includes a kick-off meeting with City staff. The task also includes providing quality assurance/quality control (QA/QC) for the project and meetings with City staff. A Health and Safety Plan will be developed at the beginning of the project to provide direction to field staff.

Assumptions

Kennedy/Jenks has made the following assumptions for the Scope of Services contained herein:

- The City will provide copies of relevant documents (Task 1) if available.
- The study will not evaluate staffing needs.
- If any recommendations involve capital projects, engineering analysis will not be included in the scope.
- None of the recommendations will pertain to the membrane bioreactor pilot study performed at the City or other major capital improvement process changes.

Proposed Project Budget

Kennedy/Jenks proposes to complete the Scope of Services for a fee of \$59,332 as summarized in Attachment B and based on the Schedule of Charges included as Attachment C.

Kennedy/Jenks Consultants

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Proposed Project Schedule

Kennedy/Jenks' proposed project schedule is summarized in the table below.

Task	Description	Completion
1	Data Collection and Review	4 weeks after receipt of information
2	Onsite Process and Equipment Evaluation	At completion of Task 1
3	Optimization Workshop	At completion of Task 2
4	Draft Technical Memorandum	4 weeks after completion of Task 3
4	Presentation of Recommendations	At completion of Draft Technical Memorandum
4	Final Technical Memorandum	2 weeks after receipt of City's comments
5	Project Management	After completion of Task 4

Proposed Terms and Conditions

This proposal is based on current projections of staff availability and costs and, therefore, is valid for 90 days following the date of this letter.

Thank you for considering us for this important project. We look forward to working with you and City staff on the project. Please contact Ron Moeller or Preston Van Meter if you have questions regarding our proposal.

Very truly yours,

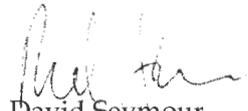
AUTHORIZATION:

KENNEDY/JENKS CONSULTANTS, INC.

CITY OF MARYSVILLE, WA


 Ron Moeller
 Project Manager

By: _____
 (Signature)


 David Seymour
 Municipal Services Manager

 (Print Name)

Title: _____

Attachments

Date: _____

Attachment A

Preliminary Workshop Agendas and Recommended Attendees

Meeting Agenda No. 1

Kennedy/Jenks Consultants

Meeting Time: Day #1 AM to _____ **Page:** 1 of 1
Meeting Location: Marysville WWTP **Date:** [click here-Refresh K/J Date](#)
Meeting Date: February 2015 **K/J Job No.:** _____
Project: City of Marysville WWTP Optimization Study

Persons Attending:

<i>Kennedy/Jenks</i>	<i>Suggested City Attendees</i>	<i>Other</i>	<i>Organization</i>
Ron Moeller	Jeff Cobb		
Chris Stoll	Dennis Roodzant		
Onder Caliskaner	Kari Chennault (Optional)		
Nitin Goel			

Draft Agenda:

- Wastewater Treatment Plant Tour – Day #1 AM
1. Headworks
 2. Aerated Cells
 3. Lagoons
 4. Filter Pumping
 5. Chemical Dosing
 6. Filters
 7. UV Disinfection
 8. Chlorination System
 9. Filter Reject Pumping
 10. Effluent Pumping
 11. Other

Meeting Agenda No. 2

Kennedy/Jenks Consultants

Meeting Time: Day #1 PM to _____ **Page:** 1 of 1
Meeting Location: Marysville WWTP **Date:** [click here-Refresh K/J Date](#)
Meeting Date: February 2015 **K/J Job No.:** _____
Project: City of Marysville WWTP Optimization Study

Persons Attending:

<i>Kennedy/Jenks</i>	<i>Suggested City Attendees</i>	<i>Other</i>	<i>Organization</i>
Ron Moeller	Kevin Nielsen		
Chris Stoll	Doug Byde		
Onder Caliskaner	Kari Chennault		
Nitin Goel	Jeff Cobb		
	Dennis Roodzant		
	Representative from Engineering Staff		
	Other Operations and Maintenance Staff		

Draft Agenda:

- Optimization Workshop - Day #1 PM
1. Overview of Workshop Format (Led by Ron Moeller)
 2. Review of Filter Operations (Led by Ander)
 3. Review of UV System (Led by Nitin)
 4. Review of Chlorination System (Led by Nitin)
 5. Other Processes as Time Allows (Led by Ron Moeller)

Meeting Agenda No. 3**Kennedy/Jenks Consultants**

Meeting Time: Day #2 AM to _____ **Page:** 1 of 1
Meeting Location: Marysville WWTP **Date:** [click here-Refresh K/J Date](#)
Meeting Date: February 2015 **K/J Job No.:** _____
Project: City of Marysville WWTP Optimization Study

Persons Attending:

<i>Kennedy/Jenks</i>	<i>Suggested City Attendees</i>	<i>Other</i>	<i>Organization</i>
Ron Moeller	Kevin Nielsen		
Chris Stoll	Doug Byde		
Preston Van Meter	Kari Chennault		
	Jeff Cobb		
	Dennis Roodzant		
	Representative from Engineering Staff		
	Other Operations and Maintenance Staff		

Draft Agenda:

- Optimization Workshop - Day #2 AM
1. Review of Headworks Operation (Led by Ron Moeller)
 2. Review of Aerated Cells Operation (Led by Ron Moeller)
 3. Review of Lagoon Operation (Led by Ron Moeller)
 4. Review of Filter Reject Pumping Operation (Led by Ron Moeller)
 5. Review of Other Operations (Led by Ron Moeller)
 6. Review of Optimization Recommendations (Led by Ron Moeller)
 7. Other

Attachment B

Proposal Fee Estimate

Proposal Fee Estimate

Kennedy/Jenks Consultants

CLIENT Name: City of Marysville
 PROJECT Description: Wastewater Treatment Plant Optimization Study
 Proposal/Job Number/Date: F14289 (Revised) 11/7/2014

January 1, 2014 Rates	Van Meter	Caliskaner	Goel	Moeller	Stoll	Project Admin.	Admin. Assist.	Total	KJ Labor	KJ Escalation	KJ Comm. Charges	KJ ODCs	KJ ODCs Markup	Total Labor	Total Expenses	Total Labor + Subs + Expenses
Classification:								Hours	Fees	0%	4%	Fees	10%			Fees
Hourly Rate:	\$230	\$230	\$220	\$175	\$145	\$90	\$75									
Phase **** (Default)																
Task **** (Communications Charges)											\$2,092				\$2,092	\$2,092
Phase **** - Subtotal	0	0	0	0	0	0	0	0	\$0	\$0	\$2,092	\$0	\$0	\$0	\$2,092	\$2,092
Phase 1 - Data Collection and Review																
Task 1.1 - Data Collection				4	16			20	\$3,020	\$0		\$200	\$20	\$3,020	\$220	\$3,240
Task 1.2 - Data Review		8	8	28	32			76	\$13,140	\$0			\$0	\$13,140	\$0	\$13,140
Task 1.3 - Quality Control	4							4	\$920	\$0			\$0	\$920	\$0	\$920
Phase 1 - Subtotal	4	8	8	32	48	0	0	100	\$17,080	\$0	\$0	\$200	\$20	\$17,080	\$220	\$17,300
Phase 2 - Onsite Process & Equipment Eval.																
Task 2.1 - Onsite Tour		6	6	6	6			24	\$4,620	\$0		\$2,000	\$200	\$4,620	\$2,200	\$6,820
Phase 2 - Subtotal	0	6	6	6	6	0	0	24	\$4,620	\$0	\$0	\$2,000	\$200	\$4,620	\$2,200	\$6,820
Phase 3 - Optimization Workshop																
Task 3.1 - Attend Workshop	8	6	6	10	10			40	\$7,740	\$0		\$2,000	\$200	\$7,740	\$2,200	\$9,940
Phase 3 - Subtotal	8	6	6	10	10	0	0	40	\$7,740	\$0	\$0	\$2,000	\$200	\$7,740	\$2,200	\$9,940
Phase 4 - Tech Memorandum Development																
Task 4.1 - Write Technical Memorandum		12	12	32	32		6	94	\$16,090	\$0			\$0	\$16,090	\$0	\$16,090
Task 4.2 - Quality Control	6							6	\$1,380	\$0			\$0	\$1,380	\$0	\$1,380
Task 4.3 - Present Recommendations				4	4			8	\$1,280	\$0			\$0	\$1,280	\$0	\$1,280
Phase 4 - Subtotal	6	12	12	36	36	0	6	108	\$18,750	\$0	\$0	\$0	\$0	\$18,750	\$0	\$18,750
Phase 5 - Project Management																
Task 5.1 - Project Management				8	8			16	\$2,560	\$0		\$300	\$30	\$2,560	\$330	\$2,890
Task 5.2 - Project Admin.							6	6	\$540	\$0			\$0	\$540	\$0	\$540
Task 5.3 - CCR	1	1	1	1	1			5	\$1,000	\$0			\$0	\$1,000	\$0	\$1,000
Phase 5 - Subtotal	1	1	1	9	9	6	0	27	\$4,100	\$0	\$0	\$300	\$30	\$4,100	\$330	\$4,430
All Phases Total	19	33	33	93	109	6	6	299	\$52,290	\$0	\$2,092	\$4,500	\$450	\$52,290	\$7,042	\$59,332

Attachment C

Schedule of Charges

Client/Address:

Contract/Proposal Date:

Schedule of Charges

January 1, 2014

Personnel Compensation

Classification	Hourly Rate
CAD-Technician	\$100
Designer-Senior Technician	\$130
Engineer-Scientist-Specialist 2	\$125
Engineer-Scientist-Specialist 3	\$145
Engineer-Scientist-Specialist 4	\$160
Engineer-Scientist-Specialist 5	\$175
Engineer-Scientist-Specialist 6	\$195
Engineer-Scientist-Specialist 7	\$220
Engineer-Scientist-Specialist 8	\$230
Engineer-Scientist-Specialist 9	\$235
Project Administrator	\$90
Administrative Assistant	\$75
Aide.....	\$60

In addition to the above Hourly Rates, a three percent Communications Surcharge will be added to Personnel Compensation for normal and incidental copies, communications and postage.

Direct Expenses

Reimbursement for direct expenses, as listed below, incurred in connection with the work, will be at cost plus ten percent for items such as:

- a. Maps, photographs, 3rd party reproductions, 3rd party printing, equipment rental, and special supplies related to the work.
- b. Consultants, soils engineers, surveyors, contractors, and other outside services.
- c. Rented vehicles, local public transportation and taxis, travel and subsistence.
- d. Project specific telecommunications and delivery charges.
- e. Special fees, insurance, permits, and licenses applicable to the work.
- f. Outside computer processing, computation, and proprietary programs purchased for the work.

Reimbursement for vehicles used in connection with the work will be at the federally approved mileage rates or at a negotiated monthly rate.

Reimbursement for use of computerized drafting systems (CAD), geographical information systems (GIS), and other specialized software and hardware will be at the rate of \$12 per hour.

Rates for professional staff for legal proceedings or as expert witnesses will be at rates one and one-half times the Hourly Rates specified above.

Excise and gross receipts taxes, if any, will be added as a direct expense.

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2014 through December 31, 2015. After December 31, 2015, invoices will reflect the Schedule of Charges currently in effect.

Index #8

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/08/2014

AGENDA ITEM: Employment Contract Extension	
PREPARED BY: Jim Ballew	DIRECTOR APPROVAL:
DEPARTMENT: Parks and Recreation	
ATTACHMENTS: Contract	
BUDGET CODE:	AMOUNT:
SUMMARY:	

The current Employment Agreement for the Golf Chop Supervisor expires December 31, 2014. Staff is recommending an extension of this Agreement through February 28, 2015 with Mike Reynolds.

RECOMMENDED ACTION:

Staff recommends the City Council consider authorization for the Mayor to extend the Employment Agreement with Mike Reynolds as Golf Shop Supervisor for Cedarcrest Golf Course as submitted.

CITY OF MARYSVILLE

EMPLOYMENT AGREEMENT
FOR GOLF SHOP SUPERVISOR
EXTENSION

This agreement, made and entered into this 1st day of July 2014, by and between the CITY OF MARYSVILLE, State of Washington, a municipal corporation, hereinafter called "City", and MIKE REYNOLDS, hereinafter called "Employee"; is hereby being extended through February 28, 2015;

WITNESETH:

WHEREAS, the City owns and operates Cedarcrest Municipal Golf Course; and

WHEREAS, the City desires to employ the services of Mike Reynolds as the Golf Shop Supervisor (heretofore known as the "Employee"); and

WHEREAS, Mike Reynolds desires to accept employment as the Golf Shop Supervisor on the terms and conditions provided below,

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties hereto agree as follows:

1. **Duties.** The City hereby agrees to employ Mike Reynolds as the Golf Shop Supervisor at Cedarcrest Municipal Golf Course, to perform the functions and duties specified in the written job description which is attached and incorporated as Exhibit A, and to perform such other legally permissible and proper duties and functions as the City shall from time to time assign. The Golf Shop Supervisor shall comply with all statutes, ordinances, personnel policies or requirements of the municipal, state and federal authorities now in force or which may hereafter be in force pertaining to his duties and the use of the premises. He shall not cause or permit any public nuisance on the premises.
2. **Reporting Relationship.** The immediate supervisor of the Employee shall be the Director of Parks and Recreation.
3. **Term.** The term of this Employment Agreement shall commence on January 1, 2015 and continue until February 28, 2015. It may be automatically renewed for successive six month term's thereafter, at the City's sole discretion. The employee's employment shall be considered "at will". Either party shall have the right to terminate this agreement without cause on 15 days advance written notice.
4. **Base Wage.** The City agrees to pay the Employee a base hourly wage of \$19.85 for services rendered during the first year of this contract. The Employee's salary thereafter shall be annually reviewed by the City Council and fixed by the duly adopted Budget Ordinance. Salary increases will be based on performance. Said salary shall be payable at the same intervals as apply to other employees of the City.
5. **Withholding.** The City shall withhold and pay all applicable taxes and insurance prior to payment of Employee's salary and additional compensation.

6. **Hours of Work.** The Employee shall be on duty and perform the specified services for the City on a full time basis. The Golf Shop Supervisor is expected to be onsite at Cedarcrest Golf Course during busy weekend periods and high play times. The Employee shall be FLSA non-exempt and shall have all rights to overtime pay or “compensatory time off”.

7. **Fringe Benefits.** Employee shall be entitled to all fringe benefits available to other non-union city employees pursuant to ordinance or policy.

8. **Bond.** If available, and at the City’s cost, bond coverage shall be subscribed to and maintained by the City through Washington Cities Insurance Authority in an amount not less than \$10,000.00.

9. **Review of Performance.** The performance of the Golf Shop Supervisor under this contract shall be subject to periodic review by the Director of Parks and Recreation.

10. **Litigation.** If litigation is commenced by either party to enforce provisions of this agreement, the prevailing party shall be entitled to reasonable attorney’s fees, costs and necessary disbursements.

11. **Entire Agreement.** This agreement, with the attachments incorporated herein by reference, constitutes the entire agreement between the parties and there are no verbal agreements, nor will there be any verbal agreements, which modify or amend the agreement.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

DATED _____, 2014

THE CITY OF MARYSVILLE

By: _____
JON NEHRING, MAYOR

GOLF SHOP SUPERVISOR

By: _____
EMPLOYEE

Index #9

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/8/2014

AGENDA ITEM: PSA Supplement No. 7, Lakewood Triangle Access / 156th Street Overcrossing Project	
PREPARED BY: Patrick Gruenhagen	DIRECTOR APPROVAL: 
DEPARTMENT: Engineering	
ATTACHMENTS: PSA Supplement	
BUDGET CODE: 37100030.563000	AMOUNT: \$0.00
SUMMARY:	

On October 22, 2007, the City entered into a Professional Services Agreement with BergerABAM Engineers – to provide technical engineering services for the Lakewood Triangle Access / 156th Street Overcrossing Project. Subsequent to this, construction of the project was completed, in 2013.

The enclosed Supplement No. 7 provides for a no-cost extension of the Agreement end date to January 30, 2015 – in order to provide time for BergerABAM to assist with preparation of a “load rating analysis” of the new bridge. Bridge load rating is a WSDOT-mandated procedure to evaluate (double-check) the adequacy of various structural components to carry predetermined live loads. It is not uncommon for this analysis to take place after construction is complete, as is the case here. *(so as to ensure that any design changes administered during construction are taken into consideration)*

RECOMMENDED ACTION: Staff recommends that Council authorize the Mayor to sign and execute the enclosed Supplement No. 7 to the City’s Professional Services Agreement with BergerABAM, extending the agreement end date to January 30, 2015.
--



**Washington State
Department of Transportation**

Supplemental Agreement No. 7	Organization and Address BergerABAM
Agreement Number	1301 Fifth Avenue, Suite 1200 Seattle, WA 98101-2877
Project Number R-0604	Phone 206.357.5816
Project Title Lakewood Triangle Access / 166th Street Overcrossing	Maximum Amount Payable \$ 1,541,011.00
Description of Work This Supplement is solely for the purposes of a no-cost time extension.	

The Local Agency of the CITY OF MARYSVILLE
desires to supplement the agreement entered into with BergerABAM
and executed on October 22, 2007 and identified as Agreement No. N/A.

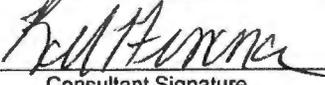
and Supplemental Agreement No. 1, executed on	<u>October 14, 2008</u>	<u>(\$602,489.00)</u>
and Supplemental Agreement No. 2, executed on	<u>May 24, 2010</u>	<u>(\$0)</u>
and Supplemental Agreement No. 3, executed on	<u>December 22, 2010</u>	<u>(\$0)</u>
and Supplemental Agreement No. 4, executed on	<u>April 25, 2011</u>	<u>(\$42,104.00)</u>
and Supplemental Agreement No. 5, executed on	<u>June 14, 2011</u>	<u>(\$314,615.00)</u>
and Supplemental Agreement No. 6, executed on	<u>January 31, 2013</u>	<u>(\$0)</u>

All provisions in the basic agreement remain in effect except as expressly modified by this supplement. The changes to the agreement are described as follows:

I

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: Complete all requirements by January 30, 2015.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action. Dated this 14th day of NOVEMBER, 2014.

By: Robert L. Fernandes, VP

Consultant Signature

By: Jon Nehring, Mayor

Approving Authority Signature

Index #10

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Renewal of Jail Services Contract with Yakima County	AGENDA SECTION:	
PREPARED BY: Wendy Wade, Commander	AGENDA NUMBER:	
ATTACHMENTS: Yakima County Jail Services Contract Amendment	APPROVED BY: 	
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

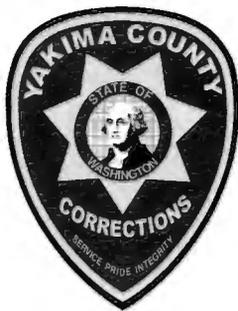
Marysville Police Department requests Council approve the renewal of the Jail Services Contract with Yakima County Jail to house sentenced prisoners.

Yakima County Jail provides transportation to and from Marysville Jail to Yakima County Jail.

Housing fees are \$54.75 A day per prisoner. Normal medical expenses are included in the housing fee.

City Attorney, Grant Weed, has reviewed the language contained in the contract and has approved it as to form.

RECOMMENDED ACTION: Staff recommends that Council authorize the Mayor to sign the Yakima agreement for jail services.
COUNCIL ACTION:



YAKIMA COUNTY
DEPARTMENT OF CORRECTIONS
111 North Front Street Yakima, Washington 98901 (509) 574-1700

November 21, 2014

Chief Rick Smith
Marysville Police Department
1635 Grove Street
Marysville, WA 98270

RE: 2015 Inmate Housing Agreement Addendum – Renewal Notification

Dear Chief Smith:

Pursuant to section 26 of the current Inmate Housing Agreement, enclosed please find a written addendum extending the housing agreement for the duration of January 1st, 2015 through December 21st, 2015. All other terms and conditions of the agreement shall remain in full force and effect.

If you would like to renew this agreement, please have the addendums signed and forwarded back to ATTN: Sandra Bess, Program Coordinator at 111 North Front Street, Yakima WA 98901. Once our Board of County Commissioners has signed, a fully executed original will be mailed back to you. Yakima County's last BOCC Agenda will be held on Tuesday, December 30th, 2014 so I am hopeful this will provide sufficient time for full execution.

If you have any questions, please do not hesitate to contact me at 574-1758 or you can contact Sandra Bess at 574-1704.

Looking forward to another successful year of working together!

Respectfully,

A handwritten signature in black ink that reads "Ed W. Campbell".

Ed W. Campbell, Director
EC:sb

C: Agreement File

Inmate Housing Agreement Addendum

This Agreement Addendum is made and entered into between the **CITY OF MARYSVILLE**, a municipal corporation with its principal offices at 1049 State Avenue, Marysville, WA 98270 and **YAKIMA COUNTY DEPT. OF CORRECTIONS** located at 111 North Front Street, Yakima WA 98901.

In consideration of the mutual benefits and covenants contained herein, the parties agree that their Inmate Housing Agreement executed on July 8th, 2014 shall be amended as follows:

1. Section 26: **Duration of Agreement** shall be amended effective January 1, 2015 through December 31, 2015. This agreement is subject to earlier termination as provided under Section 30 of the original agreement and may be renewed for successive periods by written addendum under such terms and conditions as the parties determine.
2. **Compensation (BED RATES)** shall remain the same.

Except as expressly provided in this Agreement Addendum, all other terms and conditions of the original agreement shall remain in full force and effect.

Executed this _____ day of _____ 2014.

City of Marysville

Yakima Board of County Commissioners

City Mayor/Manager

Chairman

ATTEST:

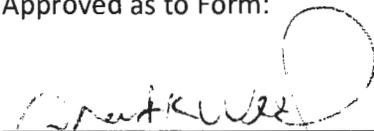
Commissioner

By: City Clerk

Commissioner

Approved as to Form:

Approved as for Form:



City Attorney

Senior Deputy Prosecuting Attorney

Tiera Girard, Clerk of the Board

AGREEMENT FOR INMATE HOUSING 2014

THIS INTERLOCAL AGREEMENT FOR INMATE HOUSING (hereinafter "Agreement") is made and entered into by and between **Yakima County** (hereinafter the "County") and **the City of Marysville** (hereinafter the "City").

WHEREAS, RCW Chapters 39.34 and RCW 70.48 authorize the City and the County to enter into a contract for inmate housing, and

WHEREAS, the City desires to transfer custody of certain of its inmates to the County to be housed in the County's corrections facilities during those inmates' confinement, and to compensate the County for housing such inmates, and

WHEREAS, the County desires to house inmates who would be otherwise in the City's custody on the terms agreed herein.

NOW, THEREFORE, in consideration of the mutual covenants, conditions, and promises contained herein, the parties hereto mutually agree as follows:

1. Purpose. The purpose and intent of this Agreement is to establish the terms under which the County will house City inmates during the calendar year 2014.

2. Definitions.

Business day means Monday through Friday excluding Yakima County standard holidays.

Committing Court means the court that issued the order or sentence that established the City's custody of a City Inmate.

Detainer – A legal order authorizing or commanding another agency a right to take custody of a person.

City Inmate means a person subject to City custody who is transferred to County custody under this Agreement

Minimum Bed Commitment

3. General Provisions. The County shall accept City Inmates according to the terms of this Agreement and shall provide housing, care, and custody of those City Inmates in the same manner as it provides housing, care and custody to its own inmates.

The County shall manage, maintain, and operate its corrections facilities in compliance with all applicable federal, state, and local laws and regulations.

4. Right to Refuse or Return Inmate. To the greatest extent permitted by law, the County shall have the right to refuse to accept a City Inmate or to return a City Inmate to the City, if the Inmate has a current illness or injury that is listed in **Attachment A - Medical Acceptability**. The County shall provide notice to the City at least one business day prior to transport.

5. Inmate Transport. County Transported: The County shall transport Inmates to and from the County's corrections facilities except when weather or other conditions beyond the County's control prevent transport. **Inmate transport dates will be determined by the amount of inmates the City has housed with the County.**

The County will pick up and drop off Inmates at a mutually agreed upon destination. In the event the City wishes the County to pick up and/or drop off a City Inmate at another detention or correction facility, the City shall notify the County of the location of the Inmate for pick up and/or drop off.

The City shall provide a written inmate transport list to the County the business day prior to transport. At the time of scheduling transport if possible, but no later than transport pickup, the City shall provide to the County the warrant or court order detaining or committing the Inmate, as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to the County prior to transferring custody of the Inmate to the County. The County will not assume custody of any inmate without a warrant or court order that commits the Inmate to confinement.

City Transported: The City will provide the County a written transport list to the County the business day prior to delivery. At the time of delivery, the City shall provide the County the warrant or court order detaining or committing the inmate as well as any order that specifies the Inmate's next court date or sentence to confinement.

The City shall provide a complete copy of each Inmate's records in its possession to the County prior to transferring custody of the Inmate to the County. The County will not assume custody of any inmate without a warrant or court order that commits the Inmate to confinement.

6. Inmate Records. The City shall provide all medical records in its possession to the County's transport officers prior to the Inmate's departure from the City's detention or designated detention facility. In the event the Inmate is transported by the City, the City shall provide all medical records in its possession to the County's booking officer. In the event additional information is requested by the County regarding a particular Inmate, the County and City will mutually cooperate to provide the additional information needed.

7. Inmate Property. The County shall accept and transport Inmate property in accordance with **Attachment B – Property**, and shall be responsible only for inmate property actually delivered into County possession. The County shall hold and handle each Inmate's personal property in the same manner it holds and handles property of other County inmates. In the event a City Inmate is being transported from a City designated detention or correction facility, it will be the responsibility of the City to dispose of the Inmate's property not delivered and accepted into County possession. When returning Inmates to the City, the County shall transport Inmate property according to the provisions of Attachment B – Property, and it shall be the responsibility of the County to dispose of any of the Inmate's property not transported with the Inmate.

8. Booking. Inmates shall be booked pursuant the County's booking policies and procedures. Inmates transported by the City that are not acceptable at booking, will be the responsibility of the City to transport back to City.

Pursuant to RCW 70.48.130, and as part of the booking procedure, the Department of Corrections shall obtain general information concerning the Inmate's ability to pay for medical care, including insurance or other medical benefits or resources to which a City Inmate is entitled. The information is to be used for third party billing.

The County and City will attempt to develop a process at City detention facilities for pre-booking Inmates who are being transferred to the custody of the County.

9. Classification. Inmates shall be classified pursuant to the County's classification policies and procedures, and within the sole discretion and judgment of the County. The City shall provide information identified in **Attachment C – Classification**, of this Agreement.

10. Housing. Inmates shall be assigned to housing pursuant to the County's policies and procedures, and within the sole discretion and judgment of the County. Provided however, that generally, if a City Inmate's classification qualifies him/her to be housed in the Yakima County Corrections Center, and there is a bed available at the Yakima County Corrections Center, the Inmate shall be housed in the Yakima County Corrections Center. Exceptions to this general provision include circumstances such as: 1) No women are housed at the Yakima County Corrections Center; 2) Inmates assigned to certain work crews must be housed in the Main Jail or Annex; 3) Certain programs are available only to Inmates housed in the Main Jail or Annex; 4) Inmates who will be housed for less than one week will usually be housed in the Main Jail or Annex.

11. Inmate Work Programs. The County may assign Inmates to work programs such as inside and outside work crews, kitchen and facility duties, and other appropriate duties.

12. Health Care. The County shall provide in-facility medical care commonly associated with county corrections operations as guided by American Correctional Association or National Commission on Correctional Health Care standards.

Inmates shall be responsible for co-payment for health services according to County policy. The City shall not be responsible to the County for Inmate co-payments. No Inmate shall be denied necessary health care because of an inability to pay for health services.

The County shall notify the City's designee(s) via e-mail or fax if a City Inmate requires medical or dental treatment at an outside medical or health care facility. The City shall be responsible to promptly notify the County of any changes in its designee(s).

The City shall pay for all medical, mental health, dental or any other medical services that are required to care for the City's Inmates outside YCDOC facilities. Except, the County shall bear the expense of any such medical care necessitated by improper conduct of the County, or of its officers or agents.

The County shall notify the City as soon as reasonably possible before the Inmate receives medical and/or dental treatment outside of YCDOC facilities. The City acknowledges that such notice may not be reasonably possible prior to emergency care. Lack of prior notice shall not excuse the City from financial responsibility for related medical expenses, and shall not be a basis for imposing financial responsibility for related medical expenses on the County.

Outside medical expenses for Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

13. Inmate Discipline. The County shall discipline Inmates according to the same policies and procedures under which other County inmates are disciplined. However, nothing contained herein shall be construed to authorize the imposition of a type of discipline that would not be imposed on a comparable County inmate, up to and including the removal of earned early release credits as approved by the City.

14. Removal from County Facilities. Except for work programs or health care, and during emergencies, Inmates shall not be removed from County facilities without written authorization from the City or by the order of any court having jurisdiction. Other jurisdictions

may "borrow" a City Inmate only according to the provisions of **Attachment D – Borrowing**. In the event of the Inmate's emergency removal, the County shall notify the City by email or fax as soon as reasonably possible. No early release or alternative to incarceration, including furloughs, home detention, or work release shall be granted to any Inmate without written authorization by the committing court.

15. Visitation. The County shall provide scheduled visitation for attorneys, spouses, family and friends of Inmates. Such visitation may be accomplished as provided in Section 24 of this Agreement.

16. Inmate-Attorney Communication. Confidential telephones or visitation rooms shall be available to inmates to communicate with their attorneys.

17. Inmate Accounts. The County shall establish and maintain an account for each Inmate. The County shall ensure family members and others have a reasonable process to add funds to a City Inmate's account,

Upon returning custody of a City Inmate to the City, the County shall transfer the balance of that Inmate's account that is not subject to charges, to the Inmate or to the City in the form of a check or a debit card in the name of the Inmate.

In the event the County contracts with a company/business that furnishes technology for wireless inmate account crediting (such as Keefee or JPAY) the City may allow the County (or County's contracted representative) to install the equipment necessary for use of the system. The City shall not be financially responsible for any aspect of the system, including but not limited to installation or maintenance costs. The City shall not receive any compensation or profits for such a system.

18. Detainers. Inmates in a "Detainer" status shall be handled according to **Attachment E – Detainers**.

19. Releases. The City shall be responsible for computing and tracking all sentence time calculations, good time, court dates and release dates. Inmates will be released in accordance with **Attachment F – Inmate Release**.

The County shall not transfer custody of a City Inmate housed pursuant to this Agreement to any party other than the City, except as provided in this Agreement or as directed by the City.

20. Escape. If a City Inmate escapes County custody, the County shall notify the City as soon as reasonably possible. The County shall use all reasonable efforts to pursue and regain custody of escaped City Inmates, and shall assume all costs connected with the recapture of the City Inmate.

21. Death. If a City Inmate dies in County custody, the County shall notify the City as soon as reasonably possible. The Yakima County Coroner shall assume custody of the City Inmate's body. Unless another agency becomes responsible for investigation, YCDOC shall investigate and shall provide the City with a report of its investigation. The City may participate in the investigation. If another agency becomes responsible for investigation, YCDOC shall liaison or otherwise facilitate the City's communication with and receipt of reports from the other agency.

The City shall provide the County with written instructions regarding the disposition of the City Inmate's body. The City shall pay for all reasonable expenses for the preparation and shipment of the body. The City may request in writing that the County arrange for burial and all matters related or incidental thereto and the City shall be responsible for all costs associate with this

request. Except, the County shall bear such expenses necessitated by improper conduct of County, or its officers or agents.

22. Reporting Requirements. Ordinarily on business days, the County will deliver the following reports to the JAG, which will disseminate them to the City:

Here Now Report - a report detailing City inmates in YCDOC custody.

Housing Report – a report detailing which city inmates are housed at the Yakima County Corrections Center.

Custody Report – a report of total inmate populations confined at all YCDOC facilities. It includes current and historical safety and population data.

Special Housing Report – Identifies city inmates who are in special housing assignments.

23. City's Right of Inspection. The City shall have the right, upon reasonable advance notice, to inspect County correction facilities where City Inmates are housed at reasonable times. During such inspections, the City may interview its Inmates and review its Inmates' records. The City shall have no right to interview inmates housed for other jurisdictions or to review their medical records, unless it is properly authorized to do so by the inmate or the other jurisdiction.

24. Technology. The County and City may each permit the other continuous access to its computer database regarding all City Inmates housed by the County. This continuous access feature may be accomplished through a computer link between a computer(s) designated by the City and appropriate computer(s) of the County.

By separate mutual agreement, the County and City may provide video conference capabilities for personal visiting, professional visiting, pre-trial conferences, arraignments and other court and conferencing needs.

Bed Rate. In consideration of Yakima County's commitment to house City Inmates, the City shall pay the County based on the Monthly Average Daily Population (MADP) sliding scale:

<i>Monthly Average Daily Population (MADP)</i>	<i>Daily Rate Per Inmate</i>
151 - above	\$48.75
126-150	\$49.75
101-125	\$50.75
76-100	\$51.75
51-75	\$52.75
26-50	\$53.75
0-25	\$54.75

The Bed Rate includes all in-facility medical, dental (if available), and mental health services. In the event an inmate requires out of facility medical, dental or mental health services, the City shall be responsible for the cost of the services.

The County shall not charge a booking fee in connection with housing the City's Inmates.

The City may purchase additional beds, as available, at the then- existing bed rate; however, the County shall have the right to refuse to accept custody of or house inmates in excess of the City's minimum bed commitment.

The Daily Fee for inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

25. Billing and Payment. The County shall provide the City with monthly statements itemizing the name of each City Inmate, the number of days of housing, including the date and time booked into the County and date and time released from the County and itemization of any additional charges including a description of the service provided, date provided and reason for service.

The County shall provide said statement for each month on or about the 10th day of the following month. Payment shall be due to the County within (30) days from the billing date. The County may bill the City electronically. Payments not received by the 30th day shall bear interest at the rate of 1% per month until payment is received.

The Daily Fee for City Inmates housed for more than one jurisdiction shall be divided equally among those jurisdictions.

26. Duration of Agreement. The duration of this Agreement shall be from January 1, 2014, at 1200 A.M. and shall end at 11:59 P.M., on December 31 2014 unless otherwise terminated in accordance with Section 31 of this Agreement. This Agreement may be renewed for any successive period by written addendum under terms and conditions acceptable to the County and City.

27. Independent Contractor. In providing services under this Agreement, the County is an independent contractor and neither it nor its officers, nor its agents nor its employees are employees of the City for any purpose, including responsibility for any federal or state tax, industrial insurance, or Social Security liability. Neither shall the provision of services under this Agreement give rise to any claim of career service or civil service rights, which may accrue to an employee of the City under any applicable law, rule or regulation. Nothing in this Agreement is intended to create an interest in or give a benefit to third persons not signing as a party to this Agreement.

28. Hold Harmless, Defense, and Indemnification,. The County shall hold harmless, defend, and indemnify the City, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of County, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the County's services, duties, and obligations under this Agreement.

The City shall hold harmless, defend, and indemnify the County, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to false arrest or detention, alleged mistreatment, injury, or death of any City Inmate, or loss or damage to City Inmate property while in County custody) that result from or arise out of the acts or omissions of the City, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of the City's services, duties, and obligations under this Agreement.

In the event the acts or omissions of the officials, officers, agents, and/or employees of both the City and the County in connection with or incidental to the performance or non-performance of the City's and or County's services, duties, and obligations under this Agreement are the subject of any liability claims by a third party, the City and County shall each be liable for its proportionate share of fault in any resulting suits, actions, claims, liability, damages, judgments, costs and expenses and for their own attorney's fees.

Nothing contained in this Section or this Agreement shall be construed to create a right in any third party to indemnification or defense.

The County and City hereby waive, as to each other only, their immunity from suit under industrial insurance, Title 51 RCW. This waiver of immunity was mutually negotiated by the parties hereto.

The provisions of this section shall survive any termination or expiration of this Agreement.

29. Insurance. The County and City shall provide each other with evidence of insurance coverage, in the form of a certificate or other competent evidence from an insurance provider, insurance pool, or of self-insurance sufficient to satisfy the obligations set forth in this Agreement.

The County and City shall each maintain throughout the term of this Agreement coverage in minimum liability limits of one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate for its liability exposures, including comprehensive general liability, errors and omissions, auto liability and police professional liability. The insurance policy shall provide coverage on an occurrence basis.

30. Termination.

A. Mutual Agreement: This Agreement may be terminated by mutual written consent between the County and City with ninety (90) days written notice to the other party and to the State Office of Financial Management as required by RCW 70.48.090 stating the grounds for said termination and specifying plans for accommodating the affected City Inmates.

B. Imperiling Conditions: The City shall have the right to terminate this Agreement where: 1) conditions and/or circumstances at Yakima's facilities present an imminent risk of serious injury or death to the City's Inmates [Imperiling Conditions]; 2) the City has sent County written notice by certified mail, return receipt requested describing with reasonable specificity the Imperiling Conditions; and 3) the County has failed to cure the Imperiling Conditions within a reasonable period of time, which, unless the parties agree in writing to a longer period, shall be no more than 30 days after the County receives the City's notice. Termination under this provision shall be effective if and when: 1) after at least 30 days, the County has not cured the Imperiling Condition(s); and 2) the City has removed its Inmates; and 3) the City has given the

County formal written notice of final termination under this provision. After Termination under this provision the City shall have no further financial obligations under this Agreement.

C. **Material Breach:** Either party shall have the right to terminate this Agreement if: 1) the other party is in material breach of any term of this Agreement; 2) the terminating party has sent the breaching party written notice of its intent to terminate this Agreement under this section by certified mail, return receipt requested describing with reasonable specificity the basis for the termination; and 3) the breaching party has failed to cure the breach within ninety (90) days, unless the parties agree in writing to a longer cure period. Termination shall be effective upon and the City shall have no further financial obligations under this Agreement from the date of removal of its Inmates from the Yakima Facility or County's receipt of final notice that City is terminating the Agreement after the expiration of the cure period, whichever occurs last.

31. Real or Personal Property. It is not anticipated that any real or personal property will be acquired or purchased by the parties solely because of this Agreement.

32. Equal Opportunity. Neither party shall discriminate against any person on the grounds of race, creed, color, religion, national origin, sex, age, marital status, political affiliation or belief or the presence of any sensory, mental or physical handicap in violation of any applicable federal law, Washington State Law Against Discrimination (RCW chapter 49.60) or the Americans with Disabilities Act (42 USC 12110 et seq.). In the event of the violation of this provision, the other party may terminate this Agreement immediately.

33. Assignment. This Agreement, or any interest herein, or claim hereunder, shall not be assigned or transferred in whole or in part by the County to any other person or entity without the prior written consent of the City. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of County stated herein.

34. Non-Waiver. The failure of either party to insist upon strict performance of any provision of this Agreement or to exercise any right based upon a breach thereof or the acceptance of any performance during such breach shall not constitute a waiver of any right under this Agreement.

35. Severability. If any portion of this Agreement is changed per mutual Agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.

36. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. Any actions, suit, or judicial or administrative proceeding for the enforcement of this Agreement shall be brought and tried in the Federal or Superior Court for the State of Washington in Thurston County

37. Approval and Filing. Each party shall approve this Agreement by resolution, ordinance or otherwise pursuant to the laws of the governing body of each party. The attested signatures of the City, Manager or Mayor and the Yakima County Commissioners below shall constitute a presumption that such approval was properly obtained. A copy of this Agreement shall be filed with the Yakima County Auditor's Office pursuant to RCW 39.34.040.

38. General Provisions. Unless otherwise agreed in writing executed by both parties, on and after January 1, 2015, and so long as this Agreement remains in effect, this document constitutes the entire Agreement between the City and the County under which the County

houses City Inmates, and no other oral or written agreements between the parties shall affect this Agreement.

No changes or additions to this Agreement shall be valid or binding upon either party unless such change or addition be in writing and executed by both parties.

The County shall not delegate its duties pertaining to housing City Inmates without the written consent of the City, which consent shall not be withheld unreasonably.

Any provision of this Agreement that is declared invalid or illegal shall in no way affect or invalidate any other provision.

In the event the County or City defaults on the performance of any terms of this Agreement and files a lawsuit, the prevailing party shall be entitled to an award of its reasonable attorney fees, costs and expenses.

This Agreement may be executed in any number of counterparts.

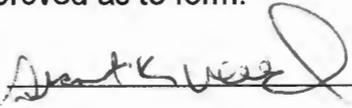
39. Notices. Unless stated otherwise herein, all notices and demands shall be in writing and sent or hand-delivered to the parties to their addresses as follows:

TO CITY: Rick Smith, Police Chief
 Marysville Police Department
 1635 Grove Street
 Marysville, WA 98270

TO COUNTY: Ed Campbell, Director
 Yakima County Department of Corrections
 111 North Front Street
 Yakima, WA 98901

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

	<p>CITY OF MARYSVILLE, WASHINGTON</p> <p>By: _____ Jon Nehring, Mayor</p> <p>Date: _____</p> <p>Attest: By: _____</p> <p style="text-align: center;">Marysville City Clerk</p>
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	<p>Approved as to form:</p> <p>By:  _____</p> <p>Grant Weed, City Attorney</p>
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ATTACHMENT A
MEDICAL ACCEPTABILITY

The County shall determine the medical and mental acceptability of inmates for transport using the following excluding criteria:

1. Blood or fluid present at an open wound site or bleeding from an open wound.
2. Signs of untreated broken bones or dislocated joints.
3. Any injury or illness requiring immediate or emergency medical treatment.
4. Unconsciousness.
5. Inmates unable to stand and walk under their own power.
6. Wheel chair bound individuals.
7. Signs of alcohol toxicity and signs of current or recent use of any intoxicants.
8. Signs of alcohol and/or drug withdrawal.
9. Bed bound individuals.
10. Individuals with attached IV or requiring IV medications.
11. Individuals requiring the use of oxygen tanks.
12. AMA (Against Medical Advice) from the hospital.
13. Individuals having had major invasive surgery within the last 72 hours. Non-invasive surgery such as oral surgery, laser-eye surgery and minor surgery may be evaluated on a case by case basis.
14. Post-operative persons who have follow up appointments within the next four weeks.
15. Wounds with drainage tubes attached.
16. Persons with permanent catheters.
17. Open and/or oozing bedsores.
18. Individuals requiring nebulizers who cannot obtain one.
19. Persons with Alzheimer's, dementia or other psychological conditions to the point where the inmate cannot perform activities of daily living ("ADL's") or who do not have the capacity to function safely within a correctional environment.
20. Persons who are diagnosed as developmentally delayed and who do not have the capacity to function safely within a correctional environment or who cannot perform ADL's.
21. Female inmates more than 5 months pregnant. Or any female inmate considered a high-risk pregnancy.
22. Persons undergoing chemotherapy and/or radiation treatment.
23. Persons undergoing dialysis.
24. Persons with the following untreated medical conditions:
 - a) Heart disease

- b) Seizures disorders
 - c) Insulin dependent diabetes
 - d) Cancer
 - e) Asthma
 - f) Psychosis
 - g) HIV Positive or AIDS
25. Persons who are HIV positive or have AIDS and are taking anti-viral medications.
 26. Persons taking Methadone, or Suboxone, a substitute for Methadone.
 27. Persons with suicidal ideations or gestures within the past 72 hours.
 28. Person, if prescribed, have not taken psychotropic medications for at least 72 hours.
 29. Persons who have attempted suicide within the last 30 days.
 30. Persons who have attempted suicide by overdose or ligature strangulation during current incarceration.
 31. Persons displaying current psychotic episode.
 32. Persons requiring CPAP machines as prescribed must be transported with the machine.

ATTACHMENT B
PROPERTY

County transport personnel will only accept Inmate property as follows:

1. The property shall be sealed in a single property bag no larger than a common paper grocery bag.
2. Money, valuables, and medications shall be placed in a clear envelope and sealed within the Inmate's property bag.
3. Checks and documents (court, warrants, etc) shall be attached to the outside of the property bag.
4. The transporting officer shall account for the property bag and funds being transported. Yakima County Department of Corrections transport personnel will not accept or transport the following:
 - a) Backpacks, suitcases, etc.
 - b) Unpackaged food products or food products in packaging that has been opened.
 - c) Any type of weapon (includes pocketknives).
 - d) Liquids.
 - e) Any items that will not fit into the property bag.
 - f) Material deemed to be contraband.

Yakima County will limit property returned with the Inmate to the City according to these criteria.

ATTACHMENT C
CLASSIFICATION

The City shall supply the County with the following Classification related information, if it known to or in possession of the City:

1. If the City Inmate has been classified to a special housing unit and/or if the City Inmate has been classified as protective custody.
2. If the City Inmate is a violent offender or has displayed violent behavior during present or past incarcerations.
3. If the City Inmate is an escape risk.

ATTACHMENT D
BORROWING

One contracting city may "borrow" another contracting city's inmate as follows:

1. If a City requests the transport of another contracting City's Inmate from the County the requesting City must notify each agency with rights to custody of the Inmate, and if each agency with rights to custody of the Inmate notifies the County in writing (e-mail) of its approval, the County shall provide the requested transport. The County will complete a custody transfer form that lists all outstanding detainers. The custody transfer paperwork will accompany the inmate.
2. Once custody of the City Inmate has been transferred to another agency, it is the responsibility of the requesting City to determine whether the City Inmate shall be returned to the custody of the County, and if so, the requesting City shall make all necessary and proper arrangements with the County and any agency with rights to custody of the Inmate, for the Inmate's return according to the terms of this agreement.
3. The County will not track the City Inmate once he or she has left the County's facility.
4. If the Inmate is returned to the custody of the County, the requesting City shall provide the County with sentencing/charge information. The City shall supply all pre-sentence, and post-sentence paperwork from agreeing agencies that authorized the borrowing of the Inmate. This will aid Yakima County in determining split billing and release dates.
5. If the agency requesting to borrow a City Inmate is not in the "Contracting Agency," the requesting agency will be responsible to make all transport arrangements including all legal paperwork for the transport with the City of jurisdiction.
6. The County will transport the City Inmate only to a King County city that also contracts with the County for Inmate housing.
7. Inmates transported by the City, cannot be borrowed out of YCDOC.

ATTACHMENT E

This attachment only applies to Inmates transported by the YCDOC.

WARRANTS/OTHER COURT ORDERS/DETAINERS

1. The following shall apply to City Inmates who are subject to warrants from other jurisdictions or to other court orders for confinement or detainers. When receiving a City Inmate, the Transport Officers shall review all paperwork provided by the City for all grounds to hold the Inmate and ensure that this information is entered into the County's JMS and is routed to the Out of County Transport Section Office Specialist.
2. Prior to releasing a City Inmate, the County shall check the NCIC and WACIC systems to determine if the Inmate is subject to any valid warrants or other detainers.
 - a) If the Inmate is subject to a warrant that is limited to King County, YCDOC will, upon receiving written permission (e mail) from the City, transport the Inmate to the custodial agency for the jurisdiction that issued the warrant. However, Yakima County will not assume responsibility to serve any such warrants.
 - b) If the City Inmate is subject to a warrant from a western Washington jurisdiction outside King County, YCDOC will release the Inmate at the location determined by written (e mail) agreement of the YCDOC and the City under Section 5 of this Agreement.
 - c) If the City Inmate is subject to a warrant from an eastern Washington jurisdiction, YCDOC will send the Inmate to the custodial agency for that jurisdiction on the Mini-Chain.
 - d) If, upon return from YCDOC to the City, the Inmate is subject to a warrant that provides for statewide extradition, YCDOC will either transport the Inmate to the detention/correction facility in King County designated by the agency/jurisdiction that issued the warrant if it is in King County, or will send the Inmate to the agency/jurisdiction that issued the warrant on the Mini-Chain.
3. City Inmates who have or are subject to Immigration and Custom Enforcement (ICE) detainers shall be returned to the City, unless the County and City agree in writing (email) to some other course of action.

ATTACHMENT F

INMATE RELEASE

County transport personnel will release City Inmates as follows:

1. Inside a staffed correction or detention facility (jail).
2. Inside a staffed police agency (sally port or other secured area).
3. Outside of a Law Enforcement Agency when agency personnel, telephone access, and weather protection (lobby areas) are available to the released Inmate.
4. The County does not transport on Mondays.
5. City Inmates for whom bail is posted, or who otherwise have a right to be released may, by signed written waiver, choose to remain in custody and return to City by the regularly scheduled transport, or to be released to a family member or friend, or to the streets of Yakima.
6. Inmates transported by City must be picked up at least 12-(twelve) hours prior to the inmate's scheduled release date and time. If the inmate is not picked up before the scheduled release time, the Inmate will be automatically scheduled to be transported, at the City's cost to include the addition of transport fees for all days served, on the next available transport to the City.

Index #11

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Project Acceptance – 2014 Pavement Preservation Program	
PREPARED BY: Jeff Laycock, Project Manager	DIRECTOR APPROVAL: 
DEPARTMENT: Public Works, Engineering	
ATTACHMENTS: Notice of Physical Completion Letter, Vicinity Map	
BUDGET CODE: 10110130.549200.1307	AMOUNT: N/A

SUMMARY:

The 2014 Pavement Preservation Program included the resurfacing of streets as shown on the attached vicinity map. This included the addition of 44th Ave NE between Grove Street and 76th St NE which was not in the original bid.

City Council awarded the project to Cemex Inc. on July 14, 2014 in the amount of \$1,084,242.55. The project was completed at a cost of \$1,077,885.69, which was \$6,356.86 below the original bid amount.

Work performed under this contract was inspected by City staff. The work was found to be physically complete in accordance with the approved plans and specifications. Staff recommends Council's acceptance of the project for closeout.

RECOMMENDED ACTION:
Staff recommends that Council authorize the Mayor to accept the 2014 Pavement Preservation Program, starting the 45-day lien filing period for project closeout.

PUBLIC WORKS
Kevin Nielsen, *Director*



80 Columbia Avenue
Marysville, Washington 98270
Phone (360) 363-8100
Fax (360) 363-8284

November 21, 2014

Cemex Construction Materials Pacific LLC
20700 44th Ave W, Suite 240
Lynnwood, WA 98036

Subject: 2014 Pavement Preservation Program – Notice of Physical Completion

Dear Hunter,

In accordance with Section 1-05.11(2) of the Special Provisions, the 2014 Pavement Preservation Program was considered physically complete as of Friday, November 21, 2014.

This notification does not constitute final acceptance. Recommendation for final acceptance will be sent to the City Council for approval at the first available council meeting. This date of final acceptance shall start the forty-five (45) day lien period for the release of your retainage bond upon receipt of the following.

1. Certificate of Release from the Department of Revenue
2. Certificate of Release from the Employment Security Department
3. Certificate of Release from the Department of L&I
4. Affidavit of Wages Paid (to be submitted by Cemex to the City)

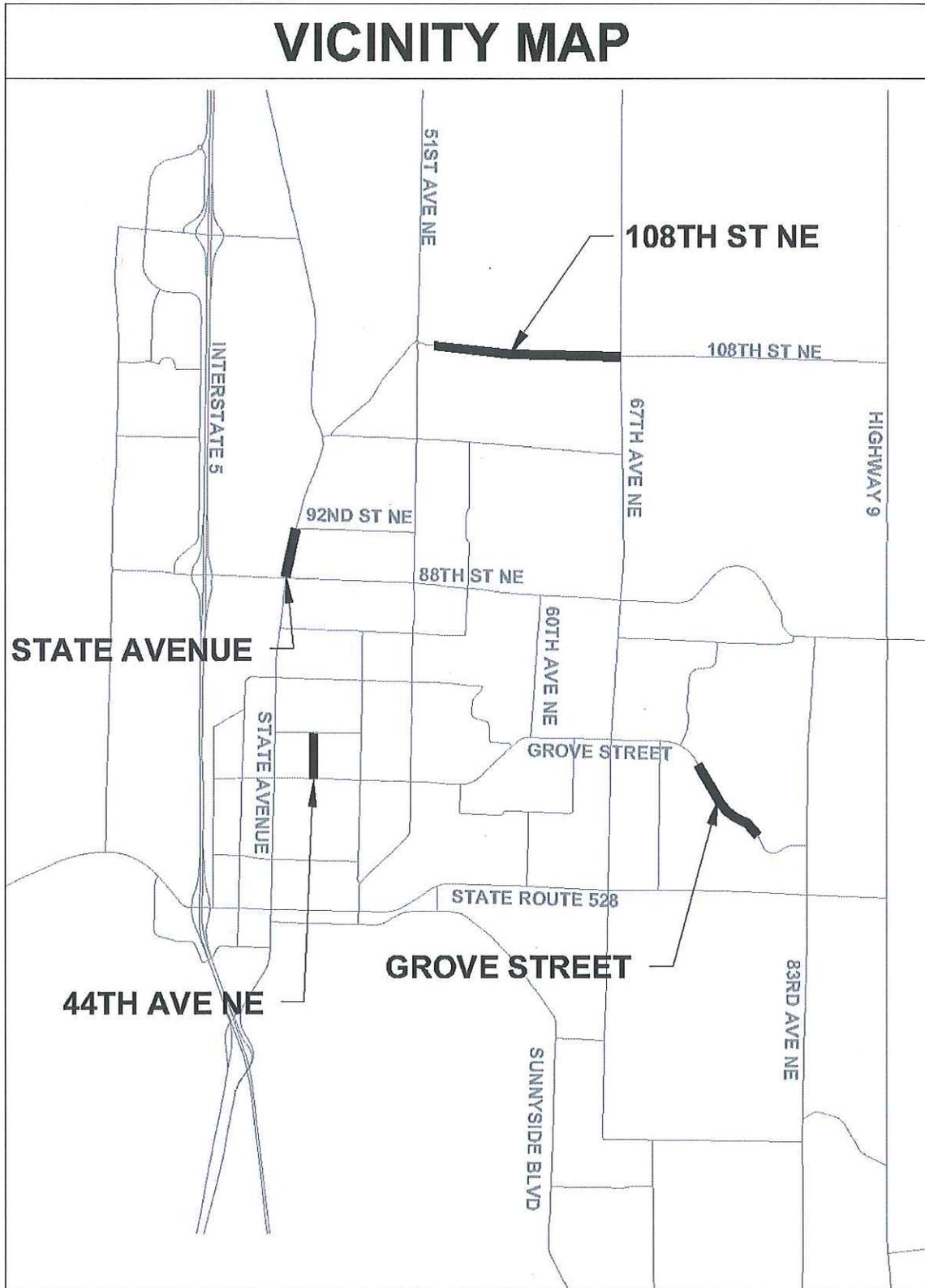
It was a pleasure working with Cemex on this year's Pavement Preservation Program. We look forward to working with you in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeff Laycock".

Jeff Laycock, PE
Project Manager

VICINITY MAP



Index #12

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/8/14

AGENDA ITEM: Professional Services Agreement between City of Marysville and Strategies 360 for Consultant Services	
PREPARED BY: Gloria Hirashima, Chief Administrative Officer	DIRECTOR APPROVAL:
DEPARTMENT: Executive	
ATTACHMENTS: 1. Professional Services Agreement	
BUDGET CODE:	AMOUNT:

SUMMARY:

The proposed agreement establishes a professional services agreement for lobbying services for Strategies 360 Inc. to provide general government lobbyist services. The scope of services is attached as Exhibit A. Strategies 360 has provided general lobbying services for the city since 2007.

RECOMMENDED ACTION:
Approve proposed professional services agreement.

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
CITY OF MARYSVILLE
AND STRATEGIES 360, INC.
FOR CONSULTING SERVICES**

THIS AGREEMENT, made and entered into in Snohomish County, Washington, by and between CITY OF MARYSVILLE, hereinafter called the "City," and Strategies 360, Inc., a Washington corporation, hereinafter called the "Consultant."

WHEREAS, the Consultant has represented, and by entering into this Agreement now represents, that the firm and all employees assigned to work on any City project are in full compliance with the statutes of the State of Washington governing activities to be performed and that all personnel to be assigned to the work required under this agreement are fully qualified and properly licensed to perform the work to which they will be assigned.

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performances contained hereinbelow, the parties hereto agree as follows:

ARTICLE I. PURPOSE

The purpose of this agreement is to provide the City with Public Relations and Consultant Services as described in Article II. The general terms and conditions of relationships between the City and the Consultant are specified in this agreement.

ARTICLE II. SCOPE OF WORK

The scope of work is described in Exhibit A.

ARTICLE III. OBLIGATIONS OF THE CONSULTANT

III.1 **MINOR CHANGES IN SCOPE.** The Consultant shall

Exhibit A

Marysville Scope of Work – January 2015 thru December 2015

State Legislative Work (2015 session)

1. Prepare and run potential legislation regarding tax exemptions for construction of new manufacturing facilities.
2. Work on State transportation agenda and project funding for Marysville projects including SR 529 interchange expansion, 156th Street interchange and railroad crossing grade separation.
3. Work on capital project funding for city projects including parks, trails, public safety and general city facilities.
4. Participate in efforts to advance the AWC legislative agenda to affect issues of interest for cities.
5. Participate in efforts to advance the Snohomish County cities legislative priorities.
6. Keep abreast of other legislation, policy issues and news that may affect the City.

Federal Legislative Work (2015 session)

1. Seek funding opportunities and advocate for transportation, environmental restoration, parks and trails (LWCF funds), public safety, and economic development projects within the City through the federal appropriations or grant processes.
2. Advocate for transportation mitigation projects to mitigate the adverse impacts of increased train travel through Marysville.
3. Advocate to Congress and federal agencies on the behalf of Marysville as issues arise.

11/25/14

accept minor changes, amendments, or revision in the detail of the work as may be required by the City when such changes will not have any impact on the service costs or proposed delivery schedule. Extra work, if any, involving substantial changes and/or changes in cost or schedules will be addressed as follows:

Extra Work. The City may desire to have the Consultant perform work or render services in connection with each project in addition to or other than work provided for by the expressed intent of the scope of work in the scope of services. Such work will be considered as extra work and will be specified in a written supplement to the scope of services, to be signed by both parties, which will set forth the nature and the scope thereof. All proposals for extra work or services shall be prepared by the Consultant at no cost to the City. Work under a supplemental agreement shall not proceed until executed in writing by the parties.

III.2 WORK PRODUCT AND DOCUMENTS. Work products and final documents requested by the City as part of the scope of services shall be furnished by the Consultant to the City, and upon completion of the work shall become the property of the City, except that the Consultant may retain one copy of the work product and documents for its records. The Consultant will be responsible for the accuracy of the work, even though the work has been accepted by the City.

In the event that the Consultant shall default on this agreement or in the event that this contract shall be terminated prior to its completion as herein provided, all work product of the Consultant, along with a summary of work done to date of default or termination, shall become the property of the City. Upon request, the Consultant shall tender the work product and summary to the City. Tender of said work product shall be a prerequisite to final payment under this contract. The summary of work done shall be prepared at no additional cost to the City.

Consultant will not be held liable for reuse of these documents or modifications thereof for any purpose other than those authorized under this Agreement without the written authorization of Consultant.

III.3 TIME OF PERFORMANCE. This Agreement shall commence on January 1, 2015 and end December 31, 2015. Extension of the services contract will be by written agreement, signed by both parties.

III.4 NONASSIGNABLE. The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.

III.5 EMPLOYMENT. Any and all employees of the Consultant, while engaged in the performance of any work or

services required by the Consultant under this agreement, shall be considered employees of the Consultant only and not of the City, and any and all claims that may or might arise under the Workman's Compensation Act on behalf of any said employees while so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of the Consultant or its employees while so engaged in any of the work or services provided herein shall be the sole obligation of the Consultant.

III.6 **INDEMNITY.**

a. The Consultant will at all times indemnify and hold harmless and defend the City, its elected officials, officers, employees, agents and representatives, from and against any and all lawsuits, damages, costs, charges, expenses, judgments and liabilities, including attorney's fees (including attorney's fees in establishing indemnification), collectively referred to herein as "losses" resulting from, arising out of, or related to one or more claims arising out of negligent acts of the Consultant in performance of Consultant's professional services under this agreement. The term "claims" as used herein shall mean all claims, lawsuits, causes of action, and other legal actions and proceedings of whatsoever nature, involving bodily or personal injury or death of any person or damage to any property including, but not limited to, persons employed by the City, the Consultant or other person and all property owned or claimed by the City, the Consultant, or affiliate of the Consultant, or any other person.

b. Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, then, in the event of liability for damaging arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its members, officers, employees and agents, the Consultant's liability to the City, by way of indemnification, shall be only to the extent of the Consultant's negligence.

c. The provisions of this section shall survive the expiration or termination of this agreement.

III.7 **INSURANCE.**

a. **Minimum Limits of Insurance.** The Consultant shall, before commencing work under this agreement, file with the City certificates of insurance coverage to be kept in force continuously during this agreement, and during all work performed pursuant to all short form agreements, in a form acceptable to the City. Said certificates shall name

the City as an additional named insured with respect to all coverages except professional liability insurance. The minimum insurance requirements shall be as follows:

(1) Comprehensive General Liability. \$1,000,000 combined single limit per occurrence for bodily injury personal injury and property damage; damage, \$2,000,000 general aggregate;

(2) Automobile Liability. \$300,000 combined single limit per accident for bodily injury and property damage;

(3) Workers' Compensation. Workers' compensation limits as required by the Workers' Compensation Act of Washington;

(4) Consultant's Errors and Omissions Liability. \$1,000,000 per occurrence and as an annual aggregate.

b. **Endorsement**. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voiced, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

c. **Acceptability of Insurers**. Insurance to be provided by Consultant shall be with a Bests rating of no less than A:VII, or if not rated by Bests, with minimum surpluses the equivalent of Bests' VII rating.

d. **Verification of Coverage**. In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current.

III.8 DISCRIMINATION PROHIBITED AND COMPLIANCE WITH EQUAL OPPORTUNITY LEGISLATION. The Consultant agrees to comply with equal opportunity employment and not to discriminate against client, employee, or applicant for employment or for services because of race, creed, color, religion, national origin, marital status, sex, age or handicap except for a bona fide occupational qualification with regard, but not limited to, the following: employment upgrading; demotion or transfer; recruitment or any recruitment advertising; layoff or terminations; rates of pay or other forms of compensation; selection for training, rendition of services. The Consultant further agrees to maintain (as appropriate) notices, posted in conspicuous places, setting forth the provisions of this nondiscrimination clause. The Consultant understands and agrees that if it violates this nondiscrimination provision, this agreement may be terminated by the City, and further that the Consultant will be barred from performing any services for the City now or in the future, unless a showing is

made satisfactory to the City that discriminatory practices have been terminated and that recurrence of such action is unlikely.

III.9 **UNFAIR EMPLOYMENT PRACTICES.** During the performance of this agreement, the Consultant agrees to comply with RCW 49.60.180, prohibiting unfair employment practices.

III.10 **AFFIRMATIVE ACTION.** Affirmative action shall be implemented by the Consultant to ensure that applicants for employment and all employees are treated without regard to race, creed, color, sex, age, marital status, national origin or the presence of any sensory, mental or physical handicap, unless based on a bona fide occupational qualification. The Consultant agrees to take affirmative action to ensure that all of its employees and agent adhere to this provision.

III.11 **LEGAL RELATIONS.** The Consultant shall comply with all federal, state and local laws and ordinances applicable to work to be done under this agreement. This contract shall be interpreted and construed in accordance with the laws of Washington. Venue for any action commenced relating to the interpretation, breach or enforcement of this agreement shall be in Snohomish County Superior Court.

III.12 **INDEPENDENT CONTRACTOR.** The Consultant's relation to the City shall at all times be as an independent contractor.

III.13 **CONFLICTS OF INTEREST.** While this is a non-exclusive agreement the Consultant agrees to and will notify the City of any potential conflicts of interest in Consultant's client base and will seek and obtain written permission from the City prior to providing services to third parties where a conflict of interest is apparent. If a conflict is irreconcilable, the City reserves the right to terminate this agreement.

III.14 **CITY CONFIDENCES.** The Consultant agrees to and will keep in strict confidence, and will not disclose, communicate or advertise to third parties without specific prior written consent from the City in each instance, the confidences of the City or any information regarding the City or services provided to the City.

ARTICLE IV. OBLIGATIONS OF THE CITY

IV.1 **PAYMENTS.** The Consultant shall be paid by the City for completed work for services rendered under this agreement at the rate of \$12,500 per month for January through April (2015 legislative session) and \$3500 per month May through December (out of session rate). Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work.

a. Invoices shall be submitted by the Consultant to the City for payment pursuant to the terms of the scope of services. The invoice will state the time expended, the hourly rate, a detailed description of the work performed, and the expenses incurred during the preceding month. Invoices must be submitted by the 20th day of the month to be paid by the 15th day of the next calendar month.

b. The City will pay timely submitted and approved invoices received before the 20th of each month within thirty (30) days of receipt.

IV.2 **CITY APPROVAL.** Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this contract must meet the approval of the City, which shall not be unreasonably withheld if work has been completed in compliance with the scope of work and City requirements.

ARTICLE V. GENERAL

V.1 **NOTICES.** Notices to the City shall be sent to the following address:

CITY OF MARYSVILLE
C/O Gloria Hirashima
1049 State Avenue
MARYSVILLE, WA 98270

Notices to the Consultant shall be sent to the following address:

STRATEGIES 360 INC.
C/O RON DOTZAUER
1505 Westlake Ave N, Suite 1000
Seattle, WA 98109

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

V.2 **TERMINATION.** The right is reserved by the City to terminate this agreement in whole or in part at any time upon ten (10) days' written notice to the Consultant.

If this agreement is terminated in its entirety by the City for its convenience, a final payment shall be made to the Consultant which, when added to any payments previously made, shall total the actual costs plus the same percentage of the fixed fee as the work completed at the time of termination applied to the total work required for the project.

V.3 **DISPUTES.** The parties agree that, following reasonable

attempts at negotiation and compromise, any unresolved dispute arising under this contract may be resolved by a mutually agreed-upon alternative dispute resolution of arbitration or mediation.

V.4 **NONWAIVER.** Waiver by the City of any provision of this agreement or any time limitation provided for in this agreement shall not constitute a waiver of any other provision.

DATED this _____ day of _____, 2014.

By _____
JON NEHRING, Mayor

By _____
STRATEGIES 360, INC.

Approved as to form:

GRANT K. WEED, City Attorney

Exhibit A

Marysville Scope of Work – January 2015 thru December 2015

State Legislative Work (2015 session)

1. Prepare and run potential legislation regarding tax exemptions for construction of new manufacturing facilities.
2. Work on State transportation agenda and project funding for Marysville projects including SR 529 interchange expansion, 156th Street interchange and railroad crossing grade separation.
3. Work on capital project funding for city projects including parks, trails, public safety and general city facilities.
4. Participate in efforts to advance the AWC legislative agenda to affect issues of interest for cities.
5. Participate in efforts to advance the Snohomish County cities legislative priorities.
6. Keep abreast of other legislation, policy issues and news that may affect the City.

Federal Legislative Work (2015 session)

1. Seek funding opportunities and advocate for transportation, environmental restoration, parks and trails (LWCF funds), public safety, and economic development projects within the City through the federal appropriations or grant processes.
2. Advocate for transportation mitigation projects to mitigate the adverse impacts of increased train travel through Marysville.
3. Advocate to Congress and federal agencies on the behalf of Marysville as issues arise.

11/25/14

Index #13

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: PA 14014 – Marysville, Lake Stevens, and Lakewood School Districts’ Capital Facilities Plan (CFPs)	AGENDA SECTION: New Business	
PREPARED BY: Angela Gemmer, Associate Planner	APPROVED BY:	
ATTACHMENTS: 1. DRAFT PC Minutes November 12, 2014 2. Memo to PC, from Angela Gemmer, dated November 5, 2014 3. Marysville School District CFP 4. Lake Stevens School District CFP 5. Lakewood School District CFP 6. Adopting Ordinance	MAYOR	CAO
	BUDGET CODE:	
BUDGET CODE:		AMOUNT:

DESCRIPTION:

Pursuant to Section MMC 22D.040.030(1), *Capital facilities plan required*, any district serving the City of Marysville shall be eligible to receive school impact fees upon adoption of a Capital Facilities Plan (CFP) as a sub-element of the Capital Facilities Element of the Marysville Comprehensive Plan. School District CFPs are reviewed and adopted on a biennial basis.

The Planning Commission (PC) held a public workshop on October 14, 2014 and a duly advertised public hearing on November 12, 2014 to review the Marysville, Lake Stevens and Lakewood School District’s 2014 – 2019 CFPs, and received testimony from staff and the each school district’s representative. There was no public testimony provided at the public hearing.

Following the public hearing, the PC made a motion to forward the Marysville, Lake Stevens and Lakewood School District 2014 – 2019 CFPs, to Marysville City Council for adoption by ordinance.

RECOMMENDED ACTION: Affirm the Planning Commissions Recommendation and adopt the Marysville, Lake Stevens and Lakewood 2014 – 2019 Capital Facilities Plans as a subelement of the Capital Facilities Element of the Marysville Comprehensive Plan.
COUNCIL ACTION:

*DRAFT*PLANNING
COMMISSIONMINUTES

November 12, 2014

7:00 p.m.

City Hall

CALL TO ORDER

Chair Leifer called the November 12, 2014 meeting to order at 7:02 p.m. noting the excused absence of Commissioner Kelly Richards and the ongoing absence of Commissioner Marvetta Toler. He also noted the presence of several people in the audience, including the representatives of the various school districts.

Marysville**Chairman:** Steve Leifer**Commissioners:** Roger Hoen, Jerry Andes, Kay Smith, Steven Lebo**Staff:** Planning Manager Chris Holland, Associate Planner Angela Gemmer**Absent:** Kelly Richards, Marvetta Toler**APPROVAL OF MINUTES**October 28, 2014

Commissioner Smith referred to the first full paragraph on page 3 and noted that *Commissioner Richards* should be corrected to *Commissioner **Smith***. Also, at the bottom of the first page, the motion was made by Commissioner **Andes**, and not Commissioner *Richards*.

Motion made by Commissioner Smith, seconded by Commissioner Andes, to approve the October 28 Meeting Minutes as amended. **Motion** passed unanimously (5-0).

AUDIENCE PARTICIPATION

None

PUBLIC HEARING(s):

- School District's Capital Facilities Plans

Ms. Gemmer explained that in order to collect school impact fees each school district must prepare a Capital Facilities Plan which must be adopted by City Council as a sub element of the Comprehensive Plan. The three things that the City must look at are: whether the Capital Facilities Plan is consistent with the Growth Management Act and state law; whether they have calculated the school impact fees in accordance with the provisions in the Marysville Municipal Code; and whether the Capital Facilities Plan has been adopted by the respective school districts. Staff has reviewed these elements and finds each plan consistent with these requirements. Ms. Gemmer summarized the proposed impact fee changes for each of the districts.

Chair Leifer opened the public hearing at 7:07 p.m.

Jim Baker, Marysville School District, stated that the Marysville School District has updated its Capital Facilities Plan as required. They feel they are fully compliant with the law. In updating the materials, they found a sharp decrease in its student generation rates in the multi-family category thereby reducing its rate by nearly 60%. He stated that they are concerned about short-term and long-term overcrowding in the district as the result of additional funding for the state for lower class sizes as well as the state implementing funding full day instruction for kindergarten. The District is seeing a slow, but steady return of enrollment rates.

Robb Stanton, Lake Stevens School District, stated that growth has increased, but fees also have declined in Lake Stevens.

Mike Mack, Lakewood School District, stated that Lakewood has a new high school being constructed and is in the design phase right now. The enrollment is steady, but impact fees will be going up.

Commissioner Hoen said he is hearing conflicting opinions about the likelihood that the new funding for reduced class sizes will actually be accomplished. He asked for comments on this. Mr. Baker provided his personal opinion that even though the legislation has been passed, it has yet to be earmarked. Until this is done, there are a lot of unknowns.

Chair Leifer solicited public comment. There was none.

Motion made by Commissioner Smith, seconded by Commissioner Lebo, to recommend the Capital Facilities Plans for adoption by the City Council. **Motion** passed unanimously (5-0).

The public hearing was closed at 7:19 p.m.

- Caretaker's Quarters code amendment (continued)

The public hearing was opened at 7:19 p.m.

Planning Manager Holland summarized staff's recommendation and the changes requested by the Planning Commission at the public workshop, including the fact that Staff does not support allowing temporary structures for caretaker's quarters. Additionally, allowing temporary structures in all zones, would mean that several sections of the development code would be required to be amended, including permitted uses and camping. Staff is not recommending any additional changes to the DRAFT Ordinance. He reviewed options available to the Planning Commission.

Chair Leifer stated there is a difference of opinion between staff and the majority of the commissioners. He said he would like to have more discussion on this item. He said he checked with the City of Everett about their regulations and was told that from a zoning standpoint they have no restrictions on RVs, in Light Industrial zones. They allow caretakers/watchmen's quarters outright. There is some question about whether or not the building department might get involved regarding the quality. He referred to specific businesses around the community where the site does not allow for a modular unit to be built without taking away from required parking space or causing other issues. He commented that when they were talking about this issue before he assumed that the water and sewer connections would be accessory to the main structure and they wouldn't bear a capital improvement fee. He asked if this was accurate. Planning Manager Holland stated they would be required hook up to water and sewer and pay the applicable capital improvement charges. Commissioner Leifer stated that if the RV option is not possible, the modular unit with the fee schedule described by Planning Manager Holland is probably reasonable, but he thinks this will be problematic for many businesses. He said he understands what the concerns are, but recommended working with the owners to work out compliance with regulations. Planning Manager Holland stated that the Planning Commission has the option of recommending allowance of temporary structures to be utilized as caretaker's quarters. Staff has concerns about aesthetics, community vision, and enforcement. Chair Leifer clarified that he is only talking about allowing these in industrial zones. He commented that large auto dealerships that are generally in a better position to be able to afford a modular structure. Smaller businesses are often not in a financial position to be able to do that. Limiting this to an industrial zone would be logical and would address aesthetic concerns throughout the city.

Commissioner Hoen asked if it would even qualify as a caretaker's residence if the RV came in at night and left in the morning. Planning Manager Holland noted that this is part of the enforcement issue he was referring to. It might not fall

under the Caretaker's Quarters portion of the code, but it would fall under the Camping section.

Commissioner Andes asked how many calls Code Enforcement gets on this issue. Planning Manager Holland noted that they get camping calls weekly; usually these are at Wal-Mart or in residential areas, but occasionally in industrial zones. Commissioner Andes asked if the ones in industrial zones have any connection with the building they are parking by. Planning Manager Holland said that is a matter of opinion. Sometimes they say that is what they are doing, but there are no sanitary conditions for them so code enforcement tells them they need to move. He added that it always comes from a neighbor complaint; code enforcement is not driving around looking for these. Commissioner Hoen said he thought Wal-Mart offered free overnight parking. Planning Manager Holland noted that they do, but camping is not allowed in the City of Marysville.

Commissioner Lebo expressed concern about the issue of permanent utilities being required for a motor home being used as a caretaker's facility. He asked: If it is not anchored down or attached by water or sewer is there a time limit to how long they can be there? Planning Manager Holland said they are currently not allowed at all.

Commissioner Andes pointed out there seems to be more of an issue with these in residential areas rather than industrial zones. Planning Manager Holland replied they are not allowed in either zone, but they get more calls on residential ones because generally there are more residents viewing the activity. Commissioner Andes commented on the value of having mobile homes performing surveillance for businesses and potentially preventing some of the theft.

Chair Leifer recommended making a rule that there is an option available to property owners to protect their investment with an onsite watchman who might stay in an RV. They could then address the issues that might arise with this such as requiring self-contained water and sewer. They could also set a standard on age or quality of the RV to address aesthetic concerns. Any adverse conditions that arise in the community could be addressed directly with the owner of the property and potential fees. He thinks any negative issues would be outweighed by preventing the hundreds of thousands of dollars of theft that occurs regularly in the community. He doesn't think the option for property owners to protect their stuff should be eliminated because the City is concerned about potential issues that could be regulated.

Chair Leifer solicited public comment on this issue. There was none.

Commissioner Hoen suggested limiting this to a business size. He would like to see some kind of research regarding possible restrictions and regulations related to this. He thinks the City needs to support small business.

Planning Manager Holland suggested that the Commission could add something like the following to item H: *Temporary structures and RVs are allowed in industrial zones subject to the following restrictions . . .*

Chair Leifer suggested that they also update definitions to add that a “Caretaker’s Quarters” means a dwelling unit **or an RV or other temporary structure** which is accessory to a permitted commercial institutional use.

Commissioner Hoen asked if this really needs to fall under Caretaker’s Quarters or if it could fall under something regarding security. Chair Leifer thought they were synonymous.

Commissioner Hoen said he doesn’t think this should be available to large industry. It should somehow be available only to small businesses. Commissioner Andes disagreed, noting that larger businesses have more assets they need to protect.

Chair Leifer summarized that they are recommending adding an item under Section 2 under 2(h)(v) stating that:

RV or temporary structures are allowed in the Light Industrial or General Industrial zones subject to the following conditions:

- a. The RV needs to be self-contained.*
- b. The RV needs to be legally licensed.*
- c. The RV needs to be operable and well-maintained.*
- d. Non-compliance with these conditions shall be subject to enforcement procedures in MMC Title 4.*

Chair Leifer stated they are also recommending amending the definitions to clarify that “Caretaker’s Quarters” means a dwelling unit **or an RV or other temporary structure** in accordance with (h)(v).

Commissioner Leifer referred to section J and noted that this section would already allow the Planning Manager wiggle room if necessary. Planning Manager Holland explained that this refers to items that are not already addressed in the temporary use code.

Motion made by Commissioner Hoen, seconded by Commissioner Smith, to recommend staff redraft the Ordinance to include the definition of caretakers quarters to include RV or other temporary structures and add a section item (h)(v) to include RVs with the conditions as outlined above. **Motion** passed unanimously (5-0).

The hearing was closed at 8:17 p.m.

- Code Amendments

Chair Leifer opened the hearing at 8:18 p.m.

-Master Planned Senior Communities

Planning Manager Holland explained that Council adopted Ordinance 2969 on September 8 establishing a 6-month moratorium for Master Planned Senior Communities. This was in relation to some inquiries staff received regarding establishment of affordable housing tax exempt development within the City in a Community Business zone. Once that inquiry was received staff looked closely at the zones that these Master Planned Senior Communities are allowed in and also looked at the Comprehensive Plan to see if there is anything that would allow these types of facilities. Staff is proposing an ordinance which would take out the allowance for Master Planned Senior Communities in the NB (Neighborhood Business), CB (Community Business), GC (General Commercial) and DC (Downtown Commercial) zones which is aligned with the allowances in the Comprehensive Plan. They would still be allowed in the Mixed Use and Public Institutional zones.

Public Testimony:

Rune Harkestad, 500 NE 108th Ave, Ste #2400, Bellevue, WA 98004, stated he was opposed to removing senior housing from the CB Zone. He is a commercial real estate broker currently listing about nine acres of property on 116th Street all zoned Community Business. He had an inquiry from a developer interested in doing Master Planned Senior Housing. Over the roughly nine acres, he would have developed about three acres for 250 units of senior housing. This would be an extremely high utilization of the land. He commented on the loss of the tax revenue as a driver for the City's decision, but stated he thinks this development would spearhead additional commercial development. He noted that the fees in the City are directly tied to the number of units. For 250 units, the developer is assuming that fees will be several million dollars for the number of units he is proposing. Senior housing is an asset to other commercial uses and shares in the cost of impacts to the community. He doesn't think Master Planned Senior Housing should be seen as a competition to commercial development. He stated that the trend in the Puget Sound is higher density and better efficiency of land use as well as integrating senior housing with services in the community. He encouraged the Commission to continue to allow the senior housing in the CB zones.

Chair Leifer asked what the height requirement would need to be to get 250 units on three acres. Planning Manager Holland stated there is a 55-foot height limit in the CB zone, no maximum density, and 85% maximum impervious surface coverage. There was discussion about the likelihood of getting numbers this high. Mr. Harkestad commented that the Master Planned Senior Community allows developers to get to a density that makes sense.

Commissioner Hoen asked what density the developer feels they need to achieve per acre. Mr. Harkestad noted that they need to get to at least 180 units on nine acres for it to make sense.

Planning Manager Holland stated Commercial Business and General Commercial zones are the highest and greatest retail zones within the City. The goal is not to get housing within commercial zones, nor is it even essentially allowed within the Comprehensive Plan. Mr. Harkestad commented that the incentives don't add up to a substantial number. He noted that commercial in the back would be impossible to lease. Their proposal is to have a solely residential building in the back with commercial in the front. He thinks housing is the highest and best use for the back portion of that property. He doesn't think Master Planned Senior Communities are the deterrent to development of this area.

Commissioner Hoen asked where the road goes. Mr. Harkestad replied that there would be a requirement to build the road out at the signal, curve the road over to the Tribal property where the City has right-of-way similar to what was done on the north side. Planning Manager Holland explained that the signal that has been installed on 116th Street impacts the necessary alignment.

Ron Barkly, 3724 – 116th Street NE, Marysville, WA, also stated he is opposed to removing senior housing from the CB zone. He noted that the properties next to and behind his property are not going to do anything for several generations. He thinks there are opportunities here for development. He agrees that requiring commercial below senior housing would be disruptive to senior housing. He recommended a quiet four-story residential building in back with commercial in the front.

Commissioner Hoen noted that there has been a problem with homeless people camping in the area behind that property. Mr. Barkly concurred and noted that their property is secured with a chain link fence.

Chair Leifer referred to the White-Leasure development on the north side of 116th noting that the depth seems the same, but they have managed to fill it up with commercial. He wondered why the Barkly's wouldn't be able to do the same. Mr. Barkly wasn't sure. Mr. Barkly commented that he has been trying to sell this property for 10 years and it hasn't been deemed feasible. White-Leasure gave up on it after 8 years.

Commissioner Lebo said he was amazed they could get 250 units on three acres.

Mr. Harkestad commented that the White-Leasure property is 30 acres and they have the full frontage of 116th. This is a totally different configuration. He noted that the 55-foot height really helps. He doesn't see the harm in leaving the senior

housing component in the code. If that is gone, it won't be a viable project for the developer.

Staff's recommendation is to not have all commercial and retail zones get eaten up by residential Master Planned Senior Communities that would require no commercial development.

Discussion:

Commissioner Andes agreed with staff that he hates to see land set aside for certain land uses and then being eaten up by an undesirable use.

Commissioner Hoen agreed with hanging onto Marysville's long-term plans rather than changing it.

Commissioner Smith concurred.

Commissioner Lebo agreed that they need to stick with the zoning plan.

Carol Barkly commented that they have had generations of people on this property. She and her husband are aging and have a lot of land to manage. They feel that senior housing would be ideal in the back because of the quiet and the beauty back there. She noted their taxes are \$40,000 a year just on the acreage. She urged the Commissioners to come out and see the property to see the potential. They are confident that the commercial on the front part will fill up.

Chair Leifer asked how many parcels this is. Mr. Barkly said that it is 14 parcels owned by him and his son. Chair Leifer commented that there are boundary line adjustments. He asked about developing it in chunks. Ms. Barkly explained that it is a complicated situation. She discussed issues associated with this.

Ron Barkly asserted that the emergency moratorium was spearheaded to shut down this specific project.

Commissioner Andes acknowledged that it is sad to see properties zoned for commercial use and the County taxing them so heavily without any exemptions.

Motion made by Commissioner Andes, seconded by Commissioner Hoen, to pass this on to Council as presented for their consideration. **Motion** passed unanimously (5-0).

There was consensus to continue the remainder of the agenda to the next meeting.

-Legislative Enactment Amendments

-Nonconforming Situations

- Sign Code
- Beekeeping
- Pet Daycares and Kennels
- School, Traffic and Park Impact Fees
- Geologic Hazards
- State Environmental Policy Act
- Wireless Communication Facilities

OLD BUSINESS

CITY COUNCIL AGENDA ITEMS AND MINUTES

ADJOURNMENT

Motion made by Commissioner Smith, seconded by Commissioner Lebo, to adjourn the meeting at 9:37 p.m. **Motion** passed unanimously.

NEXT MEETING:

November 25, 2014

- 2015 Comp Plan Update
Economic Development Element
Environmental Element

Laurie Hugdahl, Recording Secretary



COMMUNITY DEVELOPMENT DEPARTMENT
 80 Columbia Avenue ♦ Marysville, WA 98270
 (360) 363-8100 ♦ (360) 651-5099 FAX

MEMORANDUM

DATE: November 5, 2014
TO: Planning Commission
FROM: Angela Gemmer, Associate Planner
RE: School District Capital Facilities Plans – *PC Public Hearing*
 PA 14014 Marysville, Lake Stevens, and Lakewood School Districts
CC: Gloria Hirashima, CAO/Community Development Director
 Chris Holland, Planning Manager
 Jim Baker, Marysville School District
 Robb Stanton, Lake Stevens School District
 Michael Mack, Lakewood School District

Pursuant to MMC 22D.040.030(1), any district serving the City of Marysville shall be eligible to receive school impact fees upon adoption by Marysville City Council of a capital facilities plan (CFP) for the district as a sub-element of the Capital Facilities Element of the Marysville Comprehensive Plan. Districts’ CFPs are reviewed and adopted on a biennial basis.

Upon receipt of a district’s CFP, the Community Development Department must determine:

1. That the analysis contained within the CFP is consistent with current data developed pursuant to the requirements of the Growth Management Act (GMA).
2. That any school impact fee proposed in the district’s CFP has been calculated using the formula contained in MMC 22D.040.050 Table 1.
3. That the CFP has been adopted by the District’s board of directors.

Based on a review of the districts’ CFPs, it appears each plan has been prepared pursuant to the requirements of the GMA (RCW 36.70A), the impact fees have been calculated using the formula contained in MMC 22D.040.050 Table 1 and the CFP’s have been adopted by each district’s board of directors.

The following is a breakdown of current and proposed impact fees, as outlined in the district’s CFP, applying the 50% discount pursuant to MMC 22D.040.050(1):

Marysville School District	2012 - 2017 (current)	2014 - 2019 (proposed)	Difference
Single-family	\$1,879.00	\$1,817.00	-\$62.00
Multi-family (studio or one bedroom unit)	\$0.00	\$0.00	\$0.00
Multi-family (two or more bedroom unit)	\$2,882.00	\$1,180.00	-\$1,702.00

Lake Stevens School District	2012 – 2017 (current)	2014 – 2019 (proposed)	Difference
Single-family	\$4,692.00	\$4,680.00	-\$12.00
Duplex/Townhouse	\$2,915.00	\$2,532.00	-\$383.00
Multi-family (studio or one bedroom unit)	\$0.00	\$0.00	\$0.00
Multi-family (two or more bedroom unit)	\$2,915.00	\$2,532.00	-\$383.00
Lakewood School District	2012 – 2017 (current)	2014 - 2019 (proposed)	Difference
Single-family	\$892.00	\$1,203.00	+\$311.00
Multi-family (studio or one bedroom unit)	\$0.00	\$0.00	\$0.00
Multi-family (two or more bedroom unit)	\$396.00	\$2,811.00	+\$2,415.00

Staff respectfully requests that the Planning Commission forward a recommendation of approval for the Marysville, Lake Stevens, and Lakewood Schools Districts' 2014 to 2019 CFPs to the City Council for adoption as a subelement of the Capital Facilities Element of the Marysville Comprehensive Plan.

MARYSVILLE SCHOOL DISTRICT NO. 25

CAPITAL FACILITIES PLAN

2014-2019



“Marysville School District ... developing self-directed, lifelong learners.”

Adopted: September 15, 2014

MARYSVILLE SCHOOL DISTRICT NO. 25
CAPITAL FACILITIES PLAN

2014-2019

“Marysville School District ... developing self-directed, lifelong learners.”

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For information regarding the Marysville School District 2014-2019 Capital Facilities Plan, contact Jim Baker, Marysville School District No. 25, 4220 80th Street N.E., Marysville, Washington 98270-3498. Telephone: (360) 653-7058.

SECTION ONE: INTRODUCTION

Purpose of the Capital Facilities Plan

The Washington State Growth Management Act (the “GMA”) outlines 13 broad goals including adequate provision of necessary public facilities and services. Schools are among these necessary facilities and services. School districts have adopted capital facilities plans to satisfy the requirements of RCW 36.70A.070 and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

The Marysville School District (the “District”) has prepared this Capital Facilities Plan (the “CFP”) to provide Snohomish County (the “County”), the City of Marysville (the “City”), and the City of Everett (“Everett”) with a schedule and financing program for capital improvements over the next six years (2014-2019).

In accordance with the Growth Management Act, adopted County policy, Snohomish County Ordinance Nos. 97-095 and 99-107, and the City of Marysville Ordinance Nos. 2306 and 2213, this CFP contains the following required elements:

- Future enrollment forecasts for each grade span (elementary schools, middle level schools, and high schools).
- An inventory of existing capital facilities owned by the District, showing the locations and capacities of the facilities.
- A forecast of the future needs for capital facilities and school sites.
- The proposed capacities of expanded or new capital facilities.
- A six-year plan for financing capital facilities within projected funding capacities, which clearly identifies sources of public money for such purposes. The financing plan separates projects and portions of projects which add capacity from those which do not, since the latter are generally not appropriate for impact fee funding.
- A calculation of impact fees to be assessed and support data substantiating said fees.

In developing this CFP, the District followed the following guidelines set forth in Appendix F of Snohomish County's General Policy Plan:

- Districts should use information from recognized sources, such as the U.S. Census or the Puget Sound Regional Council. School districts may

generate their own data if it is derived through statistically reliable methodologies. Information must not be inconsistent with Office of Financial Management (OFM) population forecasts. Student generation rates must be independently calculated by each school district.

- The CFP must comply with the GMA.
- The methodology used to calculate impact fees must comply with Chapter 82.02 RCW. The CFP must identify alternative funding sources in the event that impact fees are not available due to action by the state, county or cities within the District.

Overview of the Marysville School District

The District encompasses most of the City of Marysville, a small portion of the City of Everett, and portions of unincorporated Snohomish County. The District's boundaries also include the Tulalip Indian Reservation. The District encompasses a total of 72 square miles.

The District currently serves an approximate student population of 10,804 (October 1, 2013 FTE enrollment) with eleven elementary schools (grades K-5), four middle level schools (6-8), and two comprehensive high school (grades 9-12). In addition, the District operates several small learning communities. In 1999, the District moved approximately 400 9th graders to Marysville Pilchuck High School with approximately 500 9th graders remaining at Marysville Junior High School. In 2007, the District completed the shift of 9th graders to Marysville Pilchuck High School and renamed Marysville Junior High School as Totem Middle School. During 2008, the District completed construction of the Marysville Tulalip Campus and consolidated several programs (serving grades 6-12) on one campus. The District also opened Grove Elementary School in the fall of 2008. The District opened the Marysville Getchell Campus, housing four separate 9-12 small learning communities, in the fall of 2010. For the purposes of facility planning, this CFP considers grades K-5 as elementary school, grades 6-8 as middle level school, and grades 9-12 as high school.

The District continues to make progress in addressing capacity needs. The opening of Grove Elementary School, the Marysville Tulalip Campus, and the Marysville Getchell Campus help to alleviate some of these needs. However, the District expects continued growth-related enrollment increases at the elementary level. Also of concern is the condition of its facilities. All schools need technology support upgrades (electrical and network). Eight elementary schools (Cascade, Kellogg Marsh, Grove, Liberty, Marshall, Pinewood, Shoultes, and Sunnyside), two middle schools (Marysville and Totem), and two high school (Marysville Pilchuck and Marysville Getchell) need improvements. In addition, support facilities need additional space.

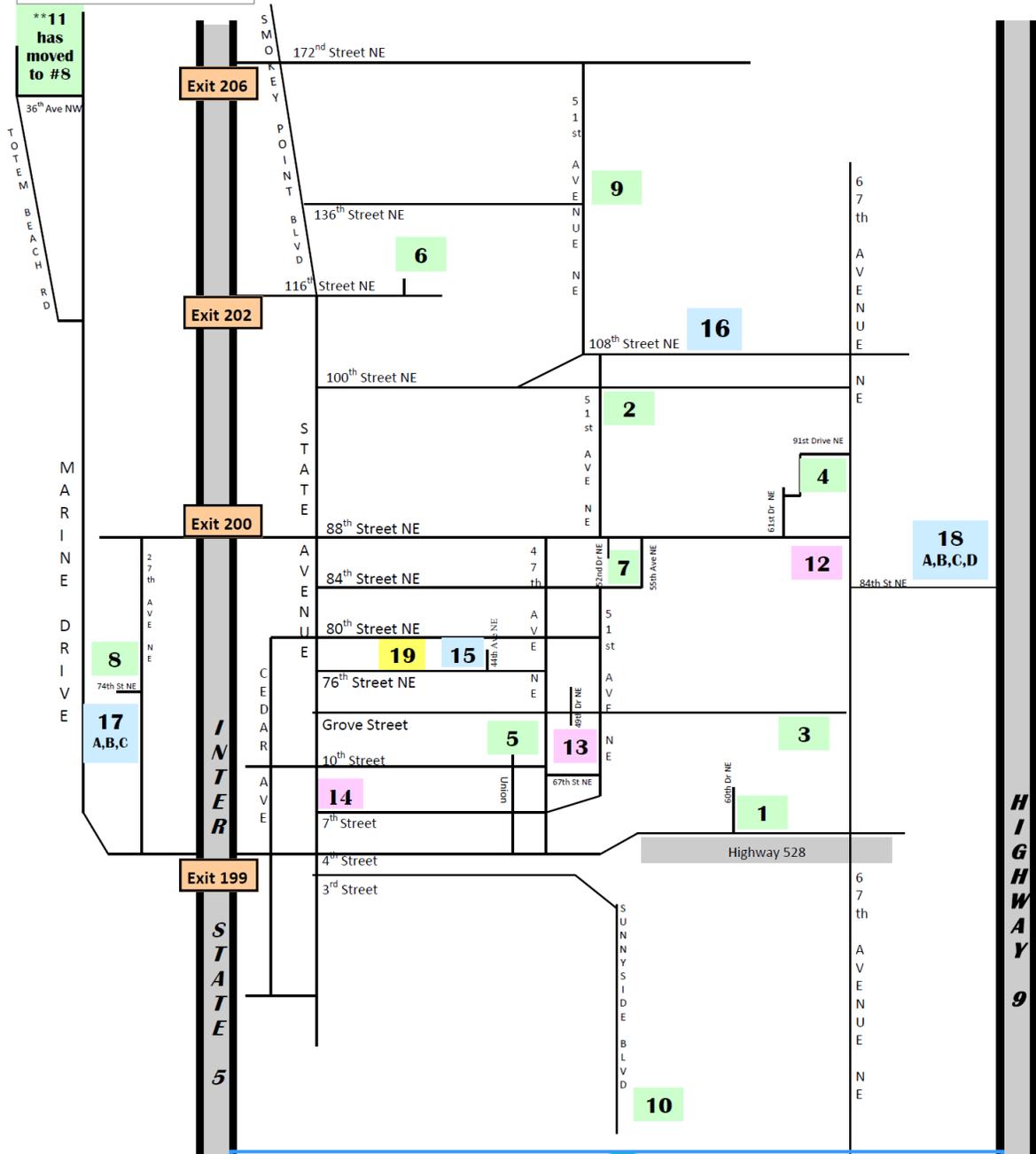
Facilities and Capacity Needs

The District encounters a variety of issues that affect the capital facilities planning process. Affordable housing (as compared to Seattle and adjacent cities) in the District tends to draw young families, which puts demands on the school facilities. In addition, the 2005 amendments to the Snohomish County Comprehensive Plan expanded the Marysville urban growth boundary to include an additional 560.4 acres zoned for residential development. Also, a significant amount of acreage already within the Marysville UGA was rezoned to accommodate more density in housing developments. The dramatic modifications to land use priorities will have a significant impact on schools. Capacity impacts are obvious. In addition, locating and purchasing suitable property and agreement on scope and amount of future bond measures are of concern.

In February of 2006, the District's voters approved a school construction bond for approximately \$118 million. The bond helped to pay for the construction of Marysville Getchell High School and Grove Elementary School. The District also used the bond proceeds to acquire future school sites. In 2014, District voters approved a \$12 technology levy. The District will consider presenting a future bond to the voters during the six years of this Plan to fund modernization and addition projects as identified in this Capital Facilities Plan.

Welcome to the Marysville School District No. 25

****Tulalip Elementary has been moved to #8 Quil Ceda Elementary.**
Marine Drive does not run parallel to I-5 and is shown parallel due to limited space.

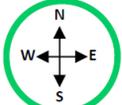


Legend:

- Elementary Schools:**
- 1) Allen Creek
 - 2) Cascade
 - 3) Grove
 - 4) Kellogg Marsh
 - 5) Liberty
 - 6) Marshall
 - 7) Pinewood
 - 8) QuilCeda/Tulalip
 - 9) Shoultes
 - 10) Sunnyside

- Middle Schools:**
- 12) Cedarcrest Middle
 - 13) Marsyville Middle
 - 14) Totem Middle
 - 17C) 10th Street

- High Schools:**
- 15) Msvl Mountain View HS
 - 16) Pathways of Choice
 - 17A) Arts & Technology
 - 17B) Heritage
 - 18A) Academy of Construction & Engineer.
 - 18B) Bio Med Academy
 - 18C) Internat'l School of Communications
 - 18D) School for the Entrepreneur



Revised July 2011

Elementary Schools		Middle Schools (Grades 6-8)		
1	Allen Creek Elementary 6505 60th Drive NE Take Exit #199. Turn east on 4th Street. Follow approx. 1.5 miles. School is on the left.	360-653-0660 Janelle McFalls, Principal	10th Street See #17C below for school location. Shawn Stevenson, Principal	
2	Cascade Elementary 5200 100th Street NE Take Exit #200. Turn east on 88th St. NE. Go approx. 1 mile turn left on 51st Ave. NE. Go to 100th St. NE. School is on the right.	360-653-0620 Teresa Iyall-Williams, Principal	12 Cedarcrest Middle School 6400 88th Street NE Take exit #200. Turn east on 88th St. NE. Follow approx. 1.5 miles. School is on the right. Sheila Gerrish, Principal	
3	Grove Elementary 6510 Grove Street Take Exit #199. Turn east on 4th Street. Follow to State Street and turn left. Follow State approximately 1/2 mile to Grove Street. Turn right on Grove and follow approx. 1.0 miles. School is on the right.	(360) 653-0647 Jeanne Tennis, Principal	13 Marysville Middle School 4923 67th Street NE Take Exit #199. Turn east on 4th St. Follow approx. 1.5 miles to 47th Ave. NE and turn left. Follow around to the right at the "Y" and follow to 67th St. NE. School is on the right. Susan Hegeberg, Principal	
4	Kellogg Marsh Elementary 6325 91st Street NE Take Exit #200 Turn east on 88th St. NE. Follow approx 1.5 miles. Turn left on 61st Dr. NE. Follow to 4-way stop. Turn right on 91st St. NE. School is straight ahead.	360-653-0643 Sharon Anderson, Principal	14 Totem Middle School 1605 7th Street Take Exit #199. Turn east on 4th St. Follow to State Ave. and turn left. Follow to 7th St. and turn right. School is on the left. Robert Kalahan, Principal	
5	Liberty Elementary 1919 10th Street Take Exit #199. Turn east on 4th St. Follow to Union and turn left. Go to end of street. School is straight ahead.	360-653-0625 Scott Irwin, Principal	High Schools (Grades 9-12) - Learning Communities	
6	Marshall Elementary 4407 116th Street NE Take Exit #202. Turn east on 116th St. NE. Follow approx. 0.5 miles. School is on the left.	360-653-0630 Michelle Gurnee, Principal	15 Marysville Mountain View High School 4317 76th Street NE Take Exit #199. Turn east on 4th St. Follow to State Ave. and turn left. Follow to 76th St. NE and turn right. Follow to 44th Ave. NE and turn left. School is on the left. Dawn Bechtholdt, Principal	
7	Pinewood Elementary 5115 84th Street NE Take Exit #200. Turn east on 88th Street NE. Follow approximately 1 mile. Turn right on 52nd Dr. NE. School is straight ahead.	360-653-0635 Breeze Williams, Principal	16 Marysville-Pilchuck Campus 5611 108th Street NE Take Exit #200. Turn east on 88th St. NE. Follow approx. 1 mile and turn left on 51st Ave. NE. Follow to 108th St. NE and turn right. School is 0.5 miles on the left. Pathways of Choice - Andrew Frost, Principal	
8	Quil Ceda/Tulalip Elementary 2415 74th Street NE Take Exit #200. Turn west on 88th St. NE (Quil Ceda Way). Follow to 27th Ave. NE and turn left. Follow approx. 1.5 miles to 74th St. NE and turn right. School is straight ahead.	360-653-0890 Kristen DeWitte, Principal	17 Marysville Tulalip Campus (Renamed June 2011)* (*formerly Marysville Secondary Campus) 7204 27th Avenue NE Take Exit #200. Turn west on 88th St. NE (Quil Ceda Way). Follow to 27th Ave NE and turn left. Follow approx. 1.5 miles -school is on the right.	
9	Shoultes Elementary 13525 51st Avenue NE Take Exit #202. Turn east on 116th St. NE. Follow to State Avenue and turn left. Follow to 136th St. NE and turn right. Follow approx. 0.5 miles. School is straight ahead.	360-653-0640 Chris Sampley, Principal	17 A Marysville Arts & Technology -Terri Kaltenbach, Principal	360-653-0664
10	Sunnyside Elementary 3707 Sunnyside Blvd. Take Exit #199. Turn east on 4th St. Follow to State Ave. and turn right. Follow to 3rd St. and turn left. Follow approx. 2.5 miles. School is on the left.	360-653-0645 Sharon Stone, Principal	17 B Heritage (Grades 9-12) -Shelly Lacy, Director	360-653-0690
11	Tulalip Elementary: moved to Quil Ceda Elementary #8 Sep 2011		17 C 10th Street (Grades 6-8) -Shawn Stevenson, Principal	360-653-0665
			18 Marysville Getchell Campus (Opened fall 2010) 8301 84th Street NE Take Exit #200. Turn east on 88th St. NE. Follow approx. 1.5 miles. Turn right on 67th Ave NE then take next left onto 84th St NE. Follow for approx. 1.0 miles. School is on the left.	
			18 A Acad. of Const. & Eng. - Shawn Stevenson, Principal	360-657-6374
			18 B Bio Med Academy -Judith Murdock, Principal	360-629-1891
			18 C Intn'l School of Comm - Angela Hansen, Principal	360-653-0695
			18 D School for the Entrepreneur - Dave Rose, Principal	360-651-5702
			Administrative Offices - Service Center	
			19 District Office 4220 80th Street NE Take Exit #200. Turn east on 88th St NE. Follow to state Ave. and turn right. Follow to 80th St and turn left. Follow 1/2 block. Service Center is on the right.	360-653-7058

Rev 7/2011

SECTION 2 -- EDUCATIONAL PROGRAM STANDARDS

The District acknowledges and realizes that classroom population impacts the quality of instruction provided. School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District's adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimum facility size, class size, educational program offerings, classroom utilization and scheduling requirements, and use of relocatable classrooms (portables).

In addition to student population, other factors such as collective bargaining agreements, government mandates, and community expectations also affect classroom space requirements. Traditional educational programs are often supplemented by programs such as special education, remediation, alcohol and drug education, computer labs, music, art, and other programs. These programs can have a significant impact on the available student capacity of school facilities.

District educational program standards may change in the future as a result of changes in the program year, special programs class sizes, grade span configurations, and use of new technology, as well as other physical aspects of the school facilities. In addition, the State Legislature's implementation of requirements for all-day kindergarten and reduced K-3 class size will also impact school capacity and educational program standards. (Approximately 41% of the District's kindergarten enrollment is currently all-day.) The school capacity inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this CFP.

Within the context of this topic, there are at least three methodologies that can be applied to capacity forecasting. Those include a maximum class size based on contractual obligations, a maximum class size target, and a minimum service level.

The District has internal targets, which predicate staffing decisions. These internal targets are the District's preferred capacity levels. In comparison, class size based on a maximum number of students is predicated on contractual language in the contract with the Marysville Education Association. This contract specifies a maximum number of students in a classroom above which the District must fund additional classroom assistance. Finally, the minimum service level represents the capacity level that the District will not exceed. This is determined by an average maximum number of students in a classroom by grade (for K-8 classes) or by a course of study (for the 9-12 grade level). For example, grade 8 may have an average class size (and minimum level of service) of 32 students. Some classrooms might have less than 32 students and some classrooms might have more than 32 students; however the average of grade 8 classrooms district-wide will not exceed 32 students. At the secondary school level, some classes will exceed 34 students (band, physical education, etc.). This minimum service level is defined for core classes and is an average of all core classes for the secondary level. Table 1 compares class size methodologies.

Table 1
Class Size Methodologies

<i>Grade Level</i>	<i>District Targets</i>	<i>Maximum (Per Contract)</i>	<i>Minimum Service Level</i>
Kindergarten	23	24	27
Grades 1 – 3	23	24	29
Grades 4 – 5	25	27	30
Grades 6 – 8	25	30	32
Grades 9 – 12	25	30	34

Educational Program Standards Based Upon Internal Targets

Elementary Schools:

- Average class size for Kindergarten should not exceed 23 students.
- Average class size for grades 1-3 should not exceed 23 students.
- Average class size for grades 4-5 should not exceed 25 students.
- Special education for students may be provided in regular classes when inclusion is possible and in self-contained classrooms when this is the most appropriate option available.

Middle and Junior High Schools:

- Average class size for grades 6-8 should not exceed 25 students.
- It is not possible to achieve 100% utilization of all regular teaching stations throughout the day. Therefore, classroom capacity is adjusted using a utilization factor of available teaching stations depending on the physical characteristics of the facility and program needs.
- Special education for students may be provided in regular classes when inclusion is possible and in self-contained classrooms when this is the most appropriate option available.
- Identified students will also be provided other programs in “resource rooms (i.e., computer labs, study rooms), and program specific classrooms (i.e., music, drama, art, home and family education).

High Schools:

- Average class size for grades 9-12 should not exceed 25 students.
- It is not possible to achieve 100% utilization of all regular teaching stations throughout the day. Therefore, classroom capacity is adjusted using a utilization factor of available teaching stations depending on the physical characteristics of the facility and program needs.

- Special education for students may be provided in regular classes when inclusion is possible and in self-contained classrooms when this is the most appropriate option available.
- Identified students will also be provided other programs in “resource rooms (i.e., computer labs, study rooms), and program specific classrooms (i.e., music, drama, art, home and family education).

The following information reflects the District’s current compliance with the minimum educational service standards (as reported to Snohomish County in 2013):

LOS Standard	MINIMUM LOS# Elementary	CURRENT LOS Elementary	MINIMUM LOS Middle	CURRENT LOS Middle	MINIMUM LOS High	CURRENT LOS High
Marysville No. 25	29	20.25	32	21.6	34	22.2
Maximum average class size						

The District determines the minimum service level by adding the number of students per regular classroom at each grade level and dividing that number by the number of teaching stations.

SECTION THREE: CAPITAL FACILITIES INVENTORY

Under the GMA, public entities are required to inventory capital facilities used to serve existing development. The purpose of the facilities inventory is to establish a baseline for determining what facilities will be required to accommodate future demand (student enrollment) at acceptable levels of service. This section provides an inventory of capital facilities owned and operated by the District including schools, relocatable classrooms (portables), undeveloped land, and support facilities. School facility capacity was inventoried based on the space required to accommodate the District's adopted educational program standards. *See Section Two: Educational Program Standards.* A map showing locations of District facilities is provided on page 4.

Schools

See *Section One* for a description of the District's schools and programs.

School capacity was determined based on the number of teaching stations within each building and the space requirements of the District's adopted educational program and internal targets. It is this capacity calculation that is used to establish the District's baseline capacity, and to determine future capacity needs based on projected student enrollment. The school capacity inventory is summarized in Tables 2, 3, and 4.

Relocatable Classrooms (Portables)

Relocatable classrooms (portables) are used as interim classroom space to house students until funding can be secured to construct permanent classrooms. The District currently uses 65 relocatable classrooms at various school sites throughout the District to provide additional interim capacity. A typical relocatable classroom can provide capacity for a full-size class of students. Current use of relocatable classrooms throughout the District is summarized in Table 5.

Table 2
Elementary School Inventory

<i>Elementary School</i>	<i>Site Size (Acres)</i>	<i>Building Area (sq ft)</i>	<i>Teaching Stations*</i>	<i>Permanent Capacity**</i>
Allen Creek	11.0	47,594	21.0	496
Cascade	9.5	38,923	21.0	496
Grove	6.2	54,000	24.0	566
Kellogg Marsh	12.8	47,816	21.0	496
Liberty	9.1	40,459	20.0	472
Marshall	13.7	53,063	14.0	330
Pinewood	10.5	40,073	17.0	401
Quil Ceda	10.0	47,594	27.0	637
Shoultes	9.5	40,050	16.0	378
Sunnyside	10.4	39,121	22.0	519
TOTAL	102.7	448,693	203	4,791

* Teaching Station Definition: A space designated as a classroom. Other stations include spaces designated for special education and pull-out programs.

** Regular classrooms.

Table 3
Middle Level School Inventory

<i>Middle Level School</i>	<i>Site Size (Acres)</i>	<i>Building Area (sq ft)</i>	<i>Teaching Stations*</i>	<i>Permanent Capacity**</i>
Cedarcrest	27.0	83,128	29.0	725
Marysville Middle	21.0	99,617	32.0	800
Marysville Tulalip Campus*** (6-8)	***	15,000	7.0	175
Totem	15.2	124,822	30.0	750
TOTAL	63.2	322,567	98	2,450

* Teaching Station Definition: A space designated as a classroom. Other stations include spaces designated for special education and pull-out programs.

** Regular classrooms.

*** *The Marysville Tulalip Campus includes the following schools co-located on one campus: Arts & Technology, Tulalip Heritage, and the 10th Street School. Grades 6-12 are served at the Marysville Tulalip Campus. The above chart identifies information relevant to grades 6-8.

Table 4
High School Inventory

<i>High School</i>	<i>Site Size (Acres)</i>	<i>Building Area (sq ft)</i>	<i>Teaching Stations*</i>	<i>Permanent Capacity**</i>
Marysville Pilchuck	83.0	259,033	56.0	1,400
Marysville Getchell	38.0	193,000	61.0	1,525
Marysville Tulalip Campus*** (9-12)	39.4	70,000	19.0	475
Mountain View	2.4	18,350	8.0	200
TOTAL	162.8	540,383	144	3,600

* Teaching Station Definition: A space designated as a classroom. Other stations include spaces designated for special education and pull-out programs.

** Regular classrooms.

*** *The Marysville Tulalip Campus includes the following schools co-located on one campus: Arts & Technology, Tulalip Heritage, and the 10th Street School. Grades 6-12 are served at the Marysville Tulalip Campus. The above chart identifies information relevant to grades 9-12.

Table 5
Relocatable Classroom (Portable) Inventory*

<i>Elementary School</i>	<i>Relocatables**</i>	<i>Other Relocatables***</i>	<i>Interim Capacity</i>
Allen Creek	7	0	165
Cascade	3	2	71
Kellogg Marsh	5	2	118
Liberty	6	2	142
Marshall	3	3	71
Pinewood	3	4	71
Quil Ceda	3	4	71
Shoultes	5	3	118
Sunnyside	4	5	94
<i>SUBTOTAL</i>	39	25	921

<i>Middle Level School</i>	<i>Relocatables</i>	<i>Other Relocatables</i>	<i>Interim Capacity</i>
Cedarcrest	12	2	300
Marysville Middle	7	2	175
Totem	0	0	0
<i>SUBTOTAL</i>	19	4	475

<i>High School</i>	<i>Relocatables</i>	<i>Other Relocatables</i>	<i>Interim Capacity</i>
Marysville-Getchell	0	0	0
Marysville-Pilchuck	6	0	150
Mountain View	2	0	52
<i>SUBTOTAL</i>	8	0	202

<i>TOTAL</i>	66	29	1,623
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* Each portable is 600 square feet.

**Used for regular classroom capacity.

***The relocatables referenced under “other relocatables” are used for special pull-out programs.

Support Facilities

In addition to schools, the District owns and operates additional facilities which provide operational support functions to the schools. An inventory of these facilities is provided in Table 6.

Table 6
Support Facility Inventory

<i>Facility</i>	<i>Building Area (Square Feet)</i>	<i>Site Size (Acres)</i>
Service Center		11.35
Administration	33,028	
Grounds	3,431	
Maintenance	12,361	
Engineering	7,783	
Warehouse	16,641	

Land Inventory

The District owns a number of undeveloped sites. An inventory of these sites is provided in Table 7.

Table 7
Undeveloped Site Inventory

<i>Site</i>	<i>Site Size (Acres)</i>
4315 71 st Ave NE	7.00
132nd Street Site	20.00
152nd Street Site	35.02
Old Getchell Site	10.00
West Marshall Site (School Farm)	18.00
Frondorf Site	27.75
Highway 9 Site	53.00

Development on some of these sites is restricted due to significant wetlands, limited site sizes, high utility costs, and/or inappropriate locations. In addition to these sites, the District owns four sites of less than two acres.

SECTION FOUR: STUDENT ENROLLMENT TRENDS AND PROJECTIONS

Generally, enrollment projections using historical calculations are most accurate for the initial years of the forecast period. Moving further into the future, more assumptions about economic conditions, land use, and demographic trends in the area affect the projection. Monitoring birth rates in the County and population growth for the area are essential yearly activities in the ongoing management of the CFP. In the event that enrollment growth slows, plans for new facilities can be delayed. It is much more difficult, however, to initiate new projects or speed projects up in the event enrollment growth exceeds the projections.

With the assistance of a professional demographer, the District has developed its own methodology for forecasting future enrollments. This methodology, a modified cohort survival method, considers a variety of factors to evaluate the potential student population growth for the years 2014 through 2027. These factors include: Office of Financial Management population forecasts for Snohomish County and historical data; Office of the Superintendent of Public Instruction data regarding enrollment history by year and grade and other statistical data regarding District-specific enrollment trends; Washington State Health Department and Snohomish County birth statistics (for purposes of predicting kindergarten enrollments); Washington State Department of Licensing statistics regarding population migration; Educational Service District 189 statistics regarding enrollment trends; Snohomish County and City of Marysville data regarding residential home construction; United States Census records regarding population age groupings; and District data regarding alternative program enrollment statistics and trends, student transfer statistics and trends, and current school enrollment figures by grade level and schools.

The District methodology uses the cohort projections developed by the Office of the Superintendent of Public Instruction as a baseline and then applies a growth factor, derived from the evaluated factors, for each year through 2027. *See Appendix A* (which shows the District's Headcount Enrollment Projections). The growth factor starts at 0% and is then determined by balancing the positive and negative evaluated factors (i.e. those listed in the paragraph above) which could affect student enrollment figures over the term of the forecast. As an example, the 2009 kindergarten class is the largest in the history of the District and, along with the large number of births in Snohomish County over the last five years, should indicate that high kindergarten enrollments will continue, resulting in positive overall enrollment. However, on the negative side, the District is has lost some students who have opted to attend schools in other surrounding districts. These two trends tend to cancel each other out, in creating either a plus or minus growth factor.

District enrollment has declined in recent years, likely due to a variety of factors such as economic circumstances, slower in-migration, and students opting for alternative education plans. However, the six year enrollment forecast demonstrates enrollment growth at the elementary level over the next six years. Using the modified cohort survival projections, a total

enrollment of 10,692 (FTE)¹ is expected in 2019. In other words, the District projects a decline in enrollment by 112 students between 2013 and 2019. *See* Table 10. However, elementary enrollment is projected to have continued growth with an addition of 42 students. *See* Table 14. The growth in elementary enrollment does not include the implementation of all day kindergarten, which would result in an addition of 267 students, for a total growth addition of 309 elementary students.

OFM population-based enrollment projections were estimated for the District using OFM population forecasts for the County.² Between 2000 and 2013 the District's enrollment constituted approximately 16.98% of the District's total population. Assuming that, between 2014 and 2019, the District's enrollment will continue to constitute 16.98% of the District's population, using OFM/County data, the District projects a total enrollment of 13,021 students in 2019. *See* Table 10.

Table 10
Projected Student Enrollment (FTE)*
2014-2019

<i>Projection</i>	<i>2013*</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>	<i>2017</i>	<i>2018</i>	<i>2019</i>	<i>Actual Change</i>	<i>Percent Change</i>
OFM/County	10,804	11,174	11,544	11,914	12,284	12,654	13,021	2,217	28.2%
District	10,804	10,853	10,813	10,732	10,691	10,683	10,692	(112)	(1.04)%

*The District uses FTE enrollment, which is essentially headcount enrollment with the kindergarten enrollment adjusted to account for the current split between all-day and half-day kindergarten, to reflect actual classroom usage. For example, the "District" enrollment line in Table 10 is derived from the District's headcount enrollment projections located in Appendix 1. The reader can see that Appendix A projects 11,122 students in 2014. When the kindergarten enrollment for 2014 is adjusted, the total K-12 enrollment for 2014 is 10,853.

** Actual FTE enrollment (October 1, 2013).

Based upon the immediate dynamics of the District, as discussed above, the District has chosen to follow the more conservative District estimates as opposed to the OFM/County projections during this planning period. This decision will be revisited in future updates to the CFP.

2035 Enrollment Projections

Student enrollment projections beyond 2019 and to the future are highly speculative. The District projects a total enrollment of 11,128 FTE students in 2027, the last year in the District's projections. This is based on the District's enrollment projections updated in 2013. *See Appendix A.* The total enrollment estimate was then broken down by grade span to evaluate long-term site acquisition needs for elementary, middle level, and high school facilities. *See Table 11-A below.* Again, these estimates are highly speculative and are used only for general planning purposes.

¹ FTE projected enrollment is derived by using the Headcount Enrollment Projections in Appendix A and multiplying kindergarten enrollment by 0.50 and then adding back approximately 40% of that figure to reflect the current percentage of kindergarten students in the District attend all-day kindergarten.

² The District has chosen to use Alternative #3 of the Snohomish County 2035 Population Forecast since it contains the high end of potential growth. This alternative provides the District with an outside measure of growth.

Table 11-A
Projected FTE Student Enrollment - District
2027

<i>Grade Span</i>	<i>Projected FTE Enrollment</i>
Elementary (K-5)	5,206
Middle Level School (6-8)	2,555
High School (9-12)	3,367
TOTAL (K-12)	11,128

Assuming that the District's enrollment will continue to constitute 16.98% of the District's population through 2035, the projected enrollment by grade span *based upon the County/OFM projections* is as follows:

Table 11-B
Projected FTE Student Enrollment – County/OFM
2035

<i>Grade Span</i>	<i>Projected FTE Enrollment</i>
Elementary (K-5)	7,057
Middle Level School (6-8)	3,639
High School (9-12)	4,863
TOTAL (K-12)	15,559

SECTION FIVE: CAPITAL FACILITIES PROJECTIONS FOR FUTURE NEEDS

Projected available student capacity was derived by subtracting projected student enrollment from existing school capacity (excluding relocatable classrooms) for each of the six years in the forecast period (2014-2019). Capacity needs are expressed in terms of “unhoused students” Table 12 identifies the District’s current capacity needs (based upon information contained in Table 14):

Table 12
Unhoused Students – Based on October 2013 Enrollment/Capacity

<i>Grade Span</i>	<i>Unhoused Students/(Housed Students)</i>
Elementary Level (K-5)	111
Middle Level (6-8)	77
High School Level (9-12)	(223)

The method used to define future capacity needs assumes that:

- Capacity additions at Cascade and Liberty Elementary Schools are complete by the fall of 2016.

Assuming these capacity additions, Table 13 identifies the additional permanent classroom capacity that will be needed in 2019, the end of the six year forecast period:

Table 13
Unhoused Students – 2019

<i>Grade Span</i>	<i>Unhoused Students/(Housed Students)</i>
Elementary Level (K-5)	(11)
Middle Level (6-8)	41
High School Level (9-12)	(343)

Projected future capacity needs, shown in Table 14, are derived by applying the projected number of students to the projected capacity. Grade reconfigurations and planned improvements by the District through 2019 are included in Table 14. It is not the District's policy to include relocatable classrooms when determining future capital facility needs; therefore interim capacity provided by relocatable classrooms is not included (except for in the total District capacity summary). (Information on relocatable classrooms by grade level and interim capacity can be found in Table 5. Information on planned construction projects can be found in the Financing Plan, Table 15.) Current deficiencies are shown in Table 12.

Table 14
Projected Student Capacity – 2014 through 2019

Elementary School -- Surplus/Deficiency

	2013*	2014	2013	2014	2015	2016	2019
Existing Capacity	4,791	4,791	4,791	4,791	4,791	4,791	4,791
Added Permanent Capacity	0	0	0	0	0	0	164***
Total Capacity**	4,791	4,791	4,791	4,791	4,791	4,791	4,955
Enrollment	4,902	4,934	4,924	4,911	4,971	4,974	4,944
Surplus (Deficiency)**	(111)	(143)	(133)	(120)	(180)	(183)	11

*Actual October 2013 FTE enrollment

**Does not include added relocatable capacity

***Additions at Cascade and Liberty

Middle School Level -- Surplus/Deficiency

	2013*	2014	2013	2014	2015	2016	2019
Existing Capacity	2,450	2,450	2,450	2,450	2,450	2,450	2,450
Added Permanent Capacity	0	0	0	0	0	0	0
Total Capacity**	2,450	2,450	2,450	2,450	2,450	2,450	2,450
Enrollment	2,527	2,469	2,427	2,417	2,404	2,428	2,491
Surplus (Deficiency)**	(77)	(19)	23	33	46	22	(41)

*Actual October 2013 FTE enrollment

**Does not include added relocatable capacity

High School Level -- Surplus/Deficiency

	2013*	2014	2013	2014	2015	2016	2019
Existing Capacity	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Added Permanent Capacity	0	0	0	0	0	0	0
Total Capacity**	3,600	3,600	3,600	3,600	3,600	3,600	3,600
Enrollment	3,377	3,468	3,466	3,404	3,316	3,281	3,257
Surplus (Deficiency)**	223	132	134	196	284	319	343

*Actual October 2013 FTE enrollment

**Does not include added relocatable capacity.

SECTION SIX: FINANCING PLAN

Planned Improvements

The District plans to present for voter approval the replacement and addition of capacity at Cascade Elementary School and Liberty Elementary School (using the Grove Elementary School prototype). These projects will help to address capacity needs at the elementary level. The District is not currently planning to add permanent capacity at the middle or high school levels. Enrollment at those levels is expected to decline over the six year planning period (as illustrated in Table 14) and existing relocatables should provide sufficient interim capacity. The District's voters recently passed a levy for technology upgrades, which will be implemented over the six year planning period.

Financing for Planned Improvements

Funding for planned improvements is typically secured from a number of sources including voter-approved bonds, State match funds, and impact fees.

General Obligation Bonds: Bonds are typically used to fund construction of new schools and other capital improvement projects, and require a 60% voter approval. The District's voters approved funding for the new high school and new elementary school in February of 2006. Future bond issues will require input from community and staff, substantial exploration of facility options, and critical decisions by the Board of Directors.

State School Construction Assistance Funds: State School Construction Assistance Funds come from the Common School Construction Fund, which is composed of revenues accruing predominantly from the sale of renewable resources (i.e., timber) from State school lands set aside by the Enabling Act of 1889. If these sources are insufficient to meet needs, the Legislature can appropriate funds or the State Board of Education can establish a moratorium on certain projects. School districts may qualify for State School Construction Assistance Funds for specific capital projects based on a prioritization system.

Impact Fees: Impact fees are a means of supplementing traditional funding sources for construction of public facilities needed to accommodate new development. School impact fees are generally collected by the permitting agency at the time plats are approved or building permits are issued. *See Section 7 School Impact Fees.*

The Six-Year Financing Plan shown on Table 15 demonstrates how the District intends to fund new construction and improvements to school facilities for the years 2014-2019. The financing components include bonds, State match funds, and impact fees. The Financing Plan separates projects and portions of projects which add capacity from those which do not, since the latter are generally not appropriate for impact fee funding.

Table 15
Capital Facilities Financing Plan

Improvements Adding Permanent Capacity (Costs in Millions)**

Project	2013	2014	2015	2016	2017	2018	2019	Total Cost	Bonds/ Local Funds	Projected State Match	Impact Fees ³
Elementary											
Cascade Addition ⁴				\$1.250	\$1.388			\$2.638	\$1.899	\$0.738	\$0.089
Liberty Addition ⁵				\$1.535	\$2.000			\$3.535	\$1.025	\$1.025	\$0.167
Middle School											
High School											
Land Purchase (for future growth)											

**All projects are growth-related.

Total Capacity Improvements – (Costs in Millions)**

	2013	2014	2013	2014	2015	2016	2019	Total Cost	Bonds/ Local Funds	Projected State Match	Impact Fees
Elementary				\$2.785	\$3.388			\$6.173	\$2.924	\$1.763	\$0.256
Middle Level											
High School											
Land Purchase											
TOTALS				\$2.785	\$3.388			\$6.173	\$2.924	\$1.763	\$0.256

**All projects are growth-related.

³ Fees in this column are based on amount of fees collected to date and estimated fees on future units. Estimated fees are based on recent fee collections and a review of projected fee amounts and known or anticipated future growth.

⁴ The cost estimate for Cascade is for a pro-rata (@ 12.39%) of the total estimated cost of construction. This corresponds to the additional capacity added to the replacement capacity for the school.

⁵ The cost estimate for Liberty is for a pro-rata (@ 16.60%) of the total estimated cost of construction. This corresponds to the additional capacity added to the replacement capacity for the school.

Table 15
Capital Facilities Financing Plan

Improvements Not Adding New Permanent Capacity (Costs in Millions)

Project	2014	2015	2016	2017	2018	2019	Total Cost	Bonds/Levies	Projected State Match	Impact Fees
Elementary										
Cascade Replacement ⁶			\$10.653	\$8.000			\$18.653	\$13.430	\$5.223	
Liberty Replacement ⁷			\$11.400	\$6.361			\$17.761	\$12.610	\$5.151	
Middle										
Marysville Middle Modernization				\$6.000	\$24.000	10.061	\$40.061	\$24.818	\$15.243	
High School										
MPHS Phase 1 Modernization				\$30.000	\$40.000	\$20.680	\$90.680	\$64.445	\$26.235	
District-wide										
Tech/Misc Improvements		\$3.000	\$3.000	\$3.000	\$3.000		\$12.000	\$12.000		
TOTALS		\$3.00	\$25.053	\$53.361	\$67.000	30.741	\$179.155	\$127.303	\$51.852	

⁶ The cost estimate for the Cascade replacements reflects 87.61% of the estimated cost of construction. This corresponds to the replacement capacity portion of the project.

⁷ The cost estimate for the Liberty replacement reflects 83.4% of the estimated cost of construction. This corresponds to the replacement capacity portion of the project.

SECTION SEVEN: SCHOOL IMPACT FEES

The GMA authorizes jurisdictions to collect impact fees to supplement funding of additional public facilities needed to accommodate new development. Impact fees cannot be used for the operation, maintenance, repair, alteration, or replacement of existing capital facilities used to meet existing service demands.

School Impact Fees in Snohomish County, the City of Marysville, and the City of Everett

The Snohomish County General Policy Plan (“GPP”) which implements the GMA sets certain conditions for school districts wishing to assess impact fees:

- The District must provide support data including: an explanation of the calculation methodology, description of key variables and their computation, and definitions and sources of data for all inputs into the fee calculation.
- Data must be accurate, reliable, and statistically valid.
- Data must accurately reflect projected costs in the Six-Year Financing Plan.
- Data in the proposed impact fee schedule must reflect expected student generation rates from the following residential unit types: single family; multi-family/studio or one-bedroom; and multi-family/two or more-bedroom.

Snohomish County established a school impact fee program in November 1997, and amended the program in December 1999. This program requires school districts to prepare and adopt Capital Facilities Plans meeting the specifications of the GMA. Impact fees calculated in accordance with the formula, which are based on projected school facility costs necessitated by new growth and are contained in the District’s CFP, become effective following County Council adoption of the District’s CFP.

The City of Marysville also adopted a school impact fee program consistent with the Growth Management Act in November 1998 (with subsequent amendments).

Methodology Used to Calculate School Impact Fees

Impact fees in Appendix B have been calculated utilizing the formula in the Snohomish County Code and the Municipal Code for the City of Marysville. The resulting figures are based on the District’s cost per dwelling unit to purchase land for school sites, make site improvements,

construct schools, and purchase/install relocatable facilities (portables). As required under the GMA, credits have also been applied in the formula to account for State Match Funds to be reimbursed to the District and projected future property taxes to be paid by the dwelling unit.

The District's cost per dwelling unit is derived by multiplying the cost per student by the applicable student generation rate per dwelling unit. The student generation rate is the average number of students generated by each housing type -- in this case, single family dwellings and multi-family dwellings. Multi-family dwellings were broken out into one-bedroom and two-plus bedroom units. Pursuant to the Snohomish County and the City of Marysville School Impact Fee Ordinances, the District conducted student generation studies within the District. This was done to "localize" generation rates for purposes of calculating impact fees. Student generation rates for the District are shown on Table 16. *See also* Appendix C.

Table 16
Student Generation Rates

	<i>Elementary</i>	<i>Middle Level</i>	<i>High School</i>	<i>TOTAL</i>
Single Family	.235	.106	.147	.487
Multi-Family (1 Bedroom)	No Data	No Data	No Data	No Data
Multi-Family (2+ Bedrooms)	.136	.051	.062	.249

(Source: Doyle Consulting, March 2014)

Proposed Marysville School District Impact Fee Schedule for Snohomish County and the cities of Everett and Marysville

Using the variables and formula described, impact fees proposed for the District in Snohomish County and in the cities of Everett and Marysville, using the ordinances' discount rate of 50%, are summarized in Table 17. *See also* Appendix B.

***Table 17
School Impact Fees
2014***

<i>Housing Type</i>	<i>Impact Fee Per Dwelling Unit</i>
Single Family	\$1,817
Multi-Family (1 Bedroom)	N/A
Multi-Family (2+ Bedroom)	\$1,180

FACTORS FOR ESTIMATED IMPACT FEE CALCULATIONS

Student Generation Factors – Single Family

Elementary	.235
Middle	.106
Senior	.147
Total	.487

Student Generation Factors – Multi Family (1 Bdrm)

Elementary	.000
Middle	.000
Senior	.000
Total	.000

Student Generation Factors – Multi Family (2+ Bdrm)

Elementary	.136
Middle	.051
Senior	.062
Total	.249

Projected Student Capacity per Facility

Elementary School	164
Cascade (70)	
Liberty (94)	

Required Site Acreage per Facility

Elementary	0
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Facility Construction Cost

Elementary	\$6,173,256
Cascade - \$2,638,089	
Liberty - \$3,535,167	

Permanent Facility Square Footage

Elementary	448,693
Middle	322,567
Senior	540,383
Total	1,311,643
	95.88%

Temporary Facility Square Footage

Elementary	37,800
Middle	13,800
Senior	4,800
Total	56,400
	4.12%

Total Facility Square Footage

Elementary	486,493
Middle	336,367
Senior	544,583
Total	1,368,043
	100%

Average Site Cost/Acre

Elementary	\$0
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Temporary Facility Capacity

Capacity	
Cost	

State School Construction Assistance

Current Funding Percentage	65.53%
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Construction Cost Allocation

Current CCA	200.40
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District Average Assessed Value

Single Family Residence	\$208,070
-------------------------	-----------

District Average Assessed Value

Multi Family (1 Bedroom)	\$64,444
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District Average Assessed Value

Multi Family (2+ Bedroom)	\$94,676
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SPI Square Footage per Student

Elementary	90
Middle	108
High	130

District Property Tax Levy Rate (Bonds)

Current/\$1,000	\$1.25
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General Obligation Bond Interest Rate

Current Bond Buyer Index	4.38%
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Developer Provided Sites/Facilities

Value	0
Dwelling Units	0

Note: The total costs of the school construction projects and the total capacities are shown in the fee calculations. However, new development will only be charged for the system improvements needed to serve new growth.

APPENDIX A

POPULATION AND ENROLLMENT DATA

Prepared: 4/1/2013

MARYSVILLE SCHOOL DISTRICT
 ENROLLMENT PROJECTION
 INDIVIDUAL GRADE LEVEL
 2013 TO 2016

(Oct, Headcount; excl. running start)												COHORT FACTOR	GROWTH FACTOR PER YEAR				
2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013			2014	2015	2016	
K	815	781	876	804	860	836	834	883	851	855	898		2013-2016	926	892	867	857
1	857	818	852	939	852	915	883	859	890	861	830	100.6%	99.00%	894	922	888	863
2	923	821	860	890	968	882	907	871	843	879	860	100.0%		822	885	913	880
3	897	856	818	882	909	948	894	904	846	830	857	99.2%		845	807	870	896
4	995	849	887	856	881	908	933	886	899	858	834	101.2%	2017-2027	858	846	808	871
5	969	956	837	919	895	878	913	917	874	885	844	99.5%	99.50%	821	845	833	796
Subtl	5,456	5,081	5,130	5,290	5,365	5,367	5,364	5,320	5,203	5,168	5,123			5,166	5,198	5,179	5,163
6	986	921	932	847	921	872	840	879	891	853	845	97.5%		815	793	816	804
7	939	940	941	942	897	915	875	851	859	903	874	101.7%		851	821	799	822
8	918	894	969	941	910	896	913	866	831	852	895	100.0%		866	843	813	791
Subtl	2,843	2,755	2,842	2,730	2,728	2,683	2,628	2,596	2,581	2,608	2,614			2,531	2,456	2,427	2,417
9	1113	917	929	990	949	912	902	881	852	838	876	100.9%		894	865	842	812
10	848	948	950	1043	956	950	911	874	892	900	854	102.2%		887	905	875	852
11	805	799	818	807	876	875	897	849	862	842	821	94.3%		798	828	845	818
12	751	718	763	723	926	1032	963	980	987	943	900	110.1%		895	869	903	922
Subtl	3,517	3,382	3,460	3,563	3,707	3,769	3,673	3,584	3,593	3,523	3,451			3,473	3,468	3,466	3,404
Totals	11,816	11,218	11,432	11,583	11,800	11,819	11,665	11,500	11,377	11,299	11,188			11,171	11,122	11,072	10,983
Change	-116	-598	214	151	217	19	-154	-165	-123	-78	-111			-17	-49	-50	-88
% Change	-0.97%	-5.06%	1.91%	1.32%	1.87%	0.16%	-1.30%	-1.41%	-1.07%	-0.69%	-0.98%			-0.15%	-0.44%	-0.45%	-0.80%

*Projections use headcount figures.

Prepared: 4/1/2013

MARYSVILLE SCHOOL DISTRICT
ENROLLMENT PROJECTION
INDIVIDUAL GRADE LEVEL
2017 TO 2027

	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
K	883	883	887	890	894	901	909	917	926	934	942
1	857	883	884	888	891	894	902	910	918	926	935
2	859	853	879	880	883	887	890	898	906	914	922
3	868	848	842	868	869	872	875	879	886	894	902
4	902	874	853	848	874	874	878	881	884	892	900
5	862	893	865	845	839	865	865	869	872	875	883
Subtl	5,232	5,235	5,211	5,218	5,249	5,293	5,320	5,354	5,392	5,435	5,483
6	772	836	866	839	819	814	839	839	843	846	849
7	814	782	847	877	850	830	824	849	850	853	856
8	818	810	778	843	873	846	826	820	845	846	849
	2,404	2,428	2,491	2,559	2,542	2,489	2,488	2,509	2,538	2,545	2,555
9	794	822	814	782	846	877	849	829	824	849	850
10	826	808	836	828	795	861	892	864	843	838	863
11	800	775	758	784	777	746	808	837	811	792	787
12	896	877	850	831	859	851	818	885	917	888	867
Subtl	3,316	3,281	3,257	3,225	3,278	3,335	3,367	3,416	3,395	3,367	3,367
Totals	10,952	10,945	10,959	11,001	11,069	11,118	11,175	11,278	11,325	11,347	11,405
Change	-31	-7	14	42	67	49	58	103	47	22	58
% Change	-0.28%	-0.07%	0.13%	0.38%	0.61%	0.44%	0.52%	0.92%	0.42%	0.19%	0.51%

APPENDIX B

SCHOOL IMPACT FEE CALCULATIONS

SCHOOL IMPACT FEE CALCULATIONS									
DISTRICT	Marysville School District								
YEAR	2014								
JURISDICTION	City of Marysville and Snohomish County								
School Site Acquisition Cost: ((AcrexCost per Acre)/Facility Capacity)xStudent Generation Factor									
	Facility Acreage	Cost/Acre	Facility Capacity	Student Factor SFR	Student Factor MFR (1)	Student Factor MFR (2+)	Cost/SFR	Cost/MFR (1)	Cost/MFR (2+)
Elementary	20.00	\$ -	550	0.235	0.000	0.136	\$0	\$0	\$0
Middle	20.00	\$ -	450	0.106	0.000	0.051	\$0	\$0	\$0
High	40.00	\$ -	1,600	0.147	0.000	0.062	\$0	\$0	\$0
						TOTAL	\$0	\$0	\$0
School Construction Cost: ((Facility Cost/Facility Capacity)xStudent Generation Factor)x(permanent/Total Sq Ft)									
	%Perm/Total Sq.Ft.	Facility Cost	Facility Capacity	Student Factor SFR	Student Factor MFR (1)	Student Factor MFR (2+)	Cost/SFR	Cost/MFR (1)	Cost/MFR (2+)
Elementary	95.88%	\$ 6,173,256	164	0.235	0.000	0.136	\$8,481	\$0	\$4,908
Middle	95.88%	\$ -	200	0.106	0.000	0.051	\$0	\$0	\$0
High	95.88%	\$ -	1,600	0.147	0.000	0.062	\$0	\$0	\$0
						TOTAL	\$8,481	\$0	\$4,908
Temporary Facility Cost: ((Facility Cost/Facility Capacity)xStudent Generation Factor)x(Temporary/Total Square Feet)									
	%Temp/Total Sq.Ft.	Facility Cost	Facility Size	Student Factor SFR	Student Factor MFR (1)	Student Factor MFR (2+)	Cost/SFR	Cost/MFR (1)	Cost/MFR (2+)
Elementary	4.12%	\$ -	24	0.235	0.000	0.136	\$0	\$0	\$0
Middle	4.12%	\$ -	26	0.106	0.000	0.051	\$0	\$0	\$0
High	4.12%	\$ -	26	0.147	0.000	0.062	\$0	\$0	\$0
						TOTAL	\$0	\$0	\$0
State Matching Credit:									
Boeckh Index X SPI Square Footage X District Match % X Student Factor									
	Boeckh Index	SPI Footage	District Match %	Student Factor SFR	Student Factor MFR (1)	Student Factor MFR (2+)	Cost/SFR	Cost/MFR (1)	Cost/MFR (2+)
Elementary	\$ 200.40	90	65.53%	0.235	0.000	0.136	\$2,777	\$0	\$1,607
Junior	\$ 200.40	108	0.00%	0.106	0.000	0.051	\$0	\$0	\$0
Sr. High	\$ 200.40	130	0.00%	0.147	0.000	0.062	\$0	\$0	\$0
						TOTAL	\$2,777	\$0	\$1,607
Tax Payment Credit:									
Average Assessed Value							SFR	MFR (1)	MFR (2+)
Capital Bond Interest Rate							\$208,070	\$64,444	\$94,676
Net Present Value of Average Dwelling							4.38%	4.38%	4.38%
Years Amortized							\$1,656,157	\$512,949	\$753,584
Property Tax Levy Rate for Bonds							10	10	10
							\$1.25	\$1.25	\$1.25
	Present Value of Revenue Stream						\$2,070	\$641	\$942
Fee Summary:				Single Family	Multi-Family (1)	Multi-Family (2+)			
Site Acquisition Costs				\$0	\$0	\$0			
Permanent Facility Cost				\$8,481	\$0	\$4,908			
Temporary Facility Cost				\$0	\$0	\$0			
State Match Credit				(\$2,777)	\$0	(\$1,607)			
Tax Payment Credit				(\$2,070)	(\$641)	(\$942)			
FEE (AS CALCULATED)				\$3,634	\$0	\$2,359			
FEE (DISCOUNTED 50%)				\$1,817	\$0	\$1,180			

APPENDIX C

STUDENT GENERATION RATES (SGR)



Student Generation Rate Study for the Marysville School District

4/11/14

(With Grade Levels K-5, 6-8, and 9-12)

This document describes the methodology used to calculate student generation rates (SGRs) for the Marysville School District, and provides results of the calculations.

SGRs were calculated for two types of residential construction: Single family detached, and multi-family with 2 or more bedrooms. Attached condominiums, townhouses and duplexes are included in the multi-family classification since they are not considered “detached”. Manufactured homes on owned land are included in the single family classification.

1. Electronic records were obtained from the Snohomish County Assessor’s Office containing data on all new construction within the Marysville School District from January 2006 through December 2012. As compiled by the County Assessor’s Office, this data included the address, building size, assessed value, and year built for new single and multi-family construction. The data was “cleaned up” by eliminating records which did not contain sufficient information to generate a match with the District’s student record data (i.e. incomplete addresses).
2. The District downloaded student records data into Microsoft Excel format. This data included the addresses and grade levels of all K-12 students attending the Marysville School District as of February 2014. Before proceeding, this data was reformatted and abbreviations were modified as required to provide consistency with the County Assessor’s data.

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3. **Single Family Rates:** The data on all new single family detached residential units in County Assessor's data were compared with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 2,340 single family detached units were compared with data on 11,297 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	107	0.046
1	106	0.045
2	67	0.029
3	92	0.039
4	83	0.035
5	94	0.040
6	82	0.035
7	83	0.035
8	82	0.035
9	86	0.037
10	85	0.036
11	83	0.035
12	90	0.038
K-5	549	0.235
6-8	247	0.106
9-12	344	0.147
K-12	1140	0.487

4. *Large Multi-Family Developments:* Snohomish County Assessor's data does not specifically indicate the number of units or bedrooms contained in large multi-family developments. Additional research was performed to obtain this information from specific parcel ID searches, and information provided by building management, when available. Information obtained included the number of 0-1 bedroom units, the number of 2+ bedroom units, and specific addresses of 0-1 bedroom units. If specific addresses or unit numbers of 0-1 bedroom units were not provided by building management, the assumption of matches being 2+ bedroom units was made. This assumption is supported by previous SGR studies.

Small Multi-Family Developments: This method included all developments in the County Assessor's data containing four-plexes, tri-plexes, duplexes, condominiums and townhouses. This data contained information on the number of bedrooms for all townhouses and condominiums. Specific parcel ID searches were performed for duplex and larger units in cases where number of bedroom data was missing.

5. **Multi-Family 2+ BR Rates:** The multi-family 2+ BR SGR's were calculated by comparing data on 2+ BR multi-family units with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 177 multi-family 2+ BR units were compared with data on 11,297 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	4	0.023
1	4	0.023
2	10	0.056
3	1	0.006
4	2	0.011
5	3	0.017
6	3	0.017
7	3	0.017
8	3	0.017
9	3	0.017
10	3	0.017
11	3	0.017
12	2	0.011
K-5	24	0.136
6-8	9	0.051
9-12	11	0.062
K-12	44	0.249

6. **Multi-Family 0-1 BR Rates:** Research indicated that 6 multi-family 0-1 BR units were constructed within District boundaries during the time period covered by this study. These units were compared with the data on 11,297 students registered in the District. No specific unit number matches were made.

7. **Summary of Student Generation Rates*:**

	K-5	6-8	9-12	K-12
Single Family	.235	.106	.147	.487
Multi-Family 2+ BR	.136	.051	.062	.249

*Calculated rates for grade level groups may not equal the sum of individual grade rates due to rounding.

LAKE STEVENS SCHOOL
DISTRICT NO. 4
CAPITAL FACILITIES PLAN
2014 - 2019

prepared for:

Snohomish County
Planning Department

And

City of Lake Stevens
City of Marysville

June 2014

REVIEW DRAFT

CAPITAL FACILITIES PLAN LAKE STEVENS SCHOOL DISTRICT NO. 4

BOARD OF DIRECTORS

John Boerger
Kevin Plemel
Paul Lund
David Iseminger
Mari Taylor

SUPERINTENDENT

Amy Beth Cook, Ed.D.

This plan is not a static document. It will change as demographics, information and District plans change. It is a “snapshot” of one moment in time.

For information on the Lake Stevens School District Capital Facilities Plan contact the District at (425) 335-1500

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INTRODUCTION

Purpose of the Capital Facilities Plan

The Washington Growth Management Act (GMA) outlines thirteen broad goals including adequate provision of necessary public facilities and services. Schools are among these necessary facilities and services. The public school districts serving Snohomish County residents have developed capital facilities plans to satisfy the requirements of RCW 36.70A.070 and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

This Capital Facilities Plan (CFP) is intended to provide the Lake Stevens School District (District), Snohomish County, the City of Lake Stevens, the City of Marysville and other jurisdictions a description of facilities needed to accommodate projected student enrollment at acceptable levels of service over the next twenty years, with a more detailed schedule and financing program for capital improvements over the next six years (2014-2019).

The CFP for the District was first prepared in 1998 in accordance with the specifications set in Snohomish County Code; “certification” packets were prepared earlier for the County’s old SEPA-based “fee” program. When Snohomish County adopted its GMA Comprehensive Plan in 1995, it addressed future school capital facilities plans in Appendix F of the General Policy Plan. This part of the plan establishes the criteria for all future updates of the District CFP, which is to occur every two years. This CFP updates the GMA-based Capital Facilities Plan last adopted by the District in 2012.

In accordance with GMA mandates, and Snohomish County Chapter 30.66C, this CFP contains the following required elements:

- Future enrollment forecasts for each grade span (elementary, middle, mid-high and high).
- An inventory of existing capital facilities owned by the District, showing the locations and student capacities of the facilities.
- A forecast of the future needs for capital facilities and school sites; distinguishing between existing and projected deficiencies.
- The proposed capacities of expanded or new capital facilities.
- A six-year plan for financing capital facilities within projected funding capacities, which clearly identifies sources of public money for such purposes. The financing plan separates projects and portions of projects that add capacity from those which do not, since the latter are generally not appropriate for impact fee funding. The financing plan and/or the impact fee calculation formula must also differentiate between projects or portions of projects that address existing deficiencies (ineligible for impact fees) and those which address future growth-related needs.
- A calculation of impact fees to be assessed and support data substantiating said fees.
- A report on fees collected since 2012 and how those funds were used.
- A Level of Service report comparing the Districts adopted educational service standards with actual experience since the 2012 report.

In developing this CFP, the guidelines of Appendix F of the General Policy Plan were used as follows:

- Information was obtained from recognized sources, such as the U.S. Census or the Puget Sound Regional Council. School districts may generate their own data if it is derived through statistically reliable methodologies. Information is to be consistent with the State Office of Financial Management (OFM) population forecasts and those of Snohomish County.
- Chapter 30.66C requires that student generation rates be independently calculated by each school district. Rates were updated for this CFP.
- The CFP complies with RCW 36.70A (the Growth Management Act) and, where impact fees are to be assessed, RCW 82.02.
- The calculation methodology for impact fees meets the conditions and test of RCW 82.02. Districts which propose the use of impact fees should identify in future plan updates alternative funding sources in the event that impact fees are not available due to action by the state, county or the cities within their district boundaries.

Adoption of this CFP by reference by the County and cities constitutes approval of the methodology used herein.

Unless otherwise noted, all enrollment and student capacity data in this CFP is expressed in terms of FTE (Full Time Equivalent)¹.

Overview of the Lake Stevens School District

The Lake Stevens School District is located six miles east of downtown Everett, and encompasses all of the City of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the City of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District.

The District currently serves a student population of 8,187 (October 1, 2013 headcount) with six elementary schools, two middle schools, one mid-high school, one high school and one homeschool partnership program (HomeLink). Elementary schools provide educational programs for students in Kindergarten through grade five. Middle schools serve grades six and seven, the mid-high serves grades eight and nine and the high school serves grades ten through twelve. HomeLink provides programs for students from Kindergarten through grade twelve.

Significant Issues Related to Facility Planning in the Lake Stevens School District

The most significant issues facing the Lake Stevens School District in terms of providing classroom capacity to accommodate existing and projected demands are:

- uneven distribution of growth across the district, requiring facilities to balance enrollment;
- aging school facilities;

¹ Full Time Equivalents (FTE) include half the students attending kindergarten and all students enrolled in grades 1 – 12.

- the need for additional property and lack of suitable sites to accommodate a school facility;
- inability to locate more temporary classrooms on school sites without significant site improvements required.

These issues are addressed in greater detail in this Capital Facilities Plan.

SECTION 2: DEFINITIONS

Note: Definitions of terms preceded by an asterisk (*) are provided in Chapter 30.9SCC. They are included here, in some cases with further clarification to aid in the understanding of this CFP. Any such clarifications provided herein in no way affect the legal definitions and meanings assigned to them in Chapter 30.9SCC.

*Appendix F means Appendix F of the Snohomish County Growth Management Act (GMA) Comprehensive Plan, also referred to as the General Policy Plan (GPP).

*Area Cost Allowance (Boeckh Index) means the current OSPI construction allowance for construction costs for each school type.

*Average Assessed Value average assessed value by dwelling unit type for all residential units constructed within the district. These figures are provided by Snohomish County. For the 2014 Capital Facilities Plan the listed values are \$232,647 for single family dwellings, \$94,676 for “large unit” multiple family; and \$64,444 for “small unit” multiple family.

*Boeckh Index means the number generated by the E. H. Boeckh Company and used by OSPI as a guideline for determining the area cost allowance for new school construction. The Index for the 2014 Capital Facilities Plan is \$200.40, as provided by Snohomish County.

*Board means the Board of Directors of the Lake Stevens School District (“School Board”).

*Capital Facilities means school facilities identified in the District’s capital facilities plan and are “system improvements” as defined by the GMA as opposed to localized “project improvements.”

*Capital Facilities Plan (CFP) means the District’s facilities plan adopted by its school board consisting of those elements required by Chapter 30.66C and meeting the requirements of the GMA and Appendix F of the General Policy Plan. The definition refers to this document.

*City means City of Lake Stevens and/or City of Marysville.

*Council means the Snohomish County Council and/or the Lake Stevens or Marysville City Council.

*County means Snohomish County.

*Commerce means the Washington State Department of Commerce.

*Developer means the proponent of a development activity, such as any person or entity that owns or holds purchase options or other development control over property for which development activity is proposed.

*Development means all subdivisions, short subdivisions, conditional use or special use permits, binding site plan approvals, rezones accompanied by an official site plan, or building permits (including building permits for multi-family and duplex residential structures, and all similar uses) and other applications requiring land use permits or approval by Snohomish County, the City of Lake Stevens and/or City of Marysville.

*Development Activity means any residential construction or expansion of a building, structure or use of land or any other change of building, structure or land that creates additional demand and need for school facilities, but excluding building permits for attached or detached accessory apartments, and remodeling or renovation permits which do not result in additional dwelling units. Also excluded from this definition is “Housing for Older Persons” as defined by 46 U.S.C. § 3607, when guaranteed by a restrictive covenant, and new single-family detached units constructed on legal lots created prior to May 1, 1991.

*Development Approval means any written authorization from the County and/or City, which authorizes the commencement of a development activity.

*Director means the Director of the Snohomish County Department of Planning and Development Services (PDS), or the Director’s designee.

District means Lake Stevens School District No. 4

*District Property Tax Levy Rate means the District's current capital property tax rate per thousand dollars of assessed value. For this Capital Facilities Plan, the assumed levy rate is .00159.

*Dwelling Unit Type means (1) single-family residences, (2) multi-family one-bedroom apartment or condominium units (“*small unit*”) and (3) multi-family multiple-bedroom apartment or condominium units (“*large unit*”).

*Encumbered means school impact fees identified by the District to be committed as part of the funding for capital facilities for which the publicly funded share has been assured, development approvals have been sought or construction contracts have been let.

*Estimated Facility Construction Cost means the planned costs of new schools or the actual construction costs of schools of the same grade span recently constructed by the District, including on-site and off-site improvement costs. If the District does not have this cost information available, construction costs of school facilities of the same or similar grade span within another District are acceptable.

*FTE (Full Time Equivalent) is a means of measuring student enrollment based on the number of hours per day in attendance at the District’s schools. A student is considered one FTE if he/she is enrolled for the equivalent of a full schedule each full day. Kindergarten students attend half-day programs and therefore are counted as 0.5 FTE. For purposes of this Capital Facilities Plan, all other students are counted as full FTE. (This is in line with OSPI’s FTE measurements and projections.)

*GFA (per student) means the Gross Floor Area per student.

*Grade Span means a category into which the District groups its grades of students (e.g., elementary, middle or junior high, and high school).

Growth Management Act (GMA) - means the Growth Management Act (RCW 36.70A)

*Interest Rate means the current interest rate as stated in the Bond Buyer Twenty Bond General Obligation Bond Index. For this Capital Facilities Plan an assumed rate of 4.38% is used, as provided by Snohomish County.

*Land Cost Per Acre means the estimated average land acquisition cost per acre (in current dollars) based on recent site acquisition costs, comparisons of comparable site acquisition costs in other districts, or the average assessed value per acre of properties comparable to school sites located within the District.

*Multi-Family Dwelling Unit means any residential dwelling unit that is not a single-family unit as defined by ordinance Chapter 30.66C.²

*OFM means Washington State Office of Financial Management.

*OSPI means Washington State Office of the Superintendent of Public Instruction.

*Permanent Facilities means school facilities of the District with a fixed foundation.

*R.C.W. means the Revised Code of Washington (a state law).

*Relocatable Facilities (also referred to as Portables) means factory-built structures, transportable in one or more sections, that are designed to be used as an education spaces and are needed to prevent the overbuilding of school facilities, to meet the needs of service areas within the District, or to cover the gap between the time that families move into new residential developments and the date that construction is completed on permanent school facilities.

*Relocatable Facilities Cost means the total cost, based on actual costs incurred by the District, for purchasing and installing portable classrooms.

*Relocatable Facilities Student Capacity means the rated capacity for a typical portable classroom used for a specified grade span.

*School Impact Fee means a payment of money imposed upon development as a condition of development approval to pay for school facilities needed to serve the new growth and development. The school impact fee does not include a reasonable permit fee, an application fee, the administrative fee for collecting and handling impact fees, or the cost of reviewing independent fee calculations.

² For purposes of calculating Student Generation Rates, assisted living or senior citizen housing is not included in this definition.

*SEPA means the State Environmental Policy Act (RCW 43.21C).

*Single-Family Dwelling Unit means any detached residential dwelling unit designed for occupancy by a single-family or household.

*Standard of Service means the standard adopted by the District which identifies the program year, the class size by grade span and taking into account the requirements of students with special needs, the number of classrooms, the types of facilities the District believes will best serve its student population and other factors as identified in the District's capital facilities plan. The District's standard of service shall not be adjusted for any portion of the classrooms housed in relocatable facilities that are used as transitional facilities or from any specialized facilities housed in relocatable facilities.

*State Match Percentage means the proportion of funds that are provided to the District for specific capital projects from the State's Common School Construction Fund. These funds are disbursed based on a formula which calculates district assessed valuation per pupil relative to the whole State assessed valuation per pupil to establish the maximum percentage of the total project eligible to be paid by the State.

*Student Factor [Student Generation Rate (SGR)] means the number of students of each grade span (elementary, middle, mid-high, high school) that the District determines are typically generated by different dwelling unit types within the District. Each District will use a survey or statistically valid methodology to derive the specific student generation rate, provided that the survey or methodology is approved by the Snohomish County Council as part of the adopted capital facilities plan for each District. (See Appendix D)

*Subdivision means all small and large lot subdivisions as defined in Section **30.41** of the Snohomish County Code.

Un-housed Students -means District enrolled students who are housed in portable or temporary classroom space, or in permanent classrooms in which the maximum class size is exceeded.

*Teaching Station means a facility space (classroom) specifically dedicated to implementing the District's educational program and capable of accommodating at any one time, at least a full class of up to 30 students. In addition to traditional classrooms, these spaces can include computer labs, auditoriums, gymnasiums, music rooms and other special education and resource rooms.

*Unhoused Students means District enrolled students who are housed in portable or temporary classroom space, or in permanent classrooms in which the maximum class size is exceeded.

*WAC means the Washington Administrative Code.

SECTION 3: DISTRICT EDUCATIONAL PROGRAM STANDARDS

School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District's adopted educational program. The educational program standards that typically drive facility space needs include grade configuration, optimum facility size, class size, educational program offerings, classroom utilization and scheduling requirements, and use of relocatable classroom facilities (portables).

In addition, government mandates and community expectations may affect how classroom space is used. Traditional educational programs offered by school districts are often supplemented by nontraditional or special programs such as special education, English as a second language, remediation, migrant education, alcohol and drug education, AIDS education, preschool and daycare programs, computer labs, music programs, etc. These special or nontraditional educational programs can have a significant impact on the available student capacity of school facilities.

Examples of special programs offered by the Lake Stevens School District at specific school sites include:

- Bilingual Program
- Behavioral Program
- Community Education
- Conflict Resolution
- Contract-Based Learning
- Credit Retrieval
- Drug Resistance Education
- Early Learning Center, which includes ECEAP and developmentally-delayed preschool
- Highly Capable
- Home School Partnership (HomeLink)
- Language Assistance Program (LAP)
- Life Skills Self-Contained Program
- Multi-Age Instruction
- Running Start
- Senior Project (volunteer time as part of course work)
- Summer School
- Structured Learning Center
- Title 1

- Title 2
- Career and Technical Education

Variations in student capacity between schools are often a result of what special or nontraditional programs are offered at specific schools. These special programs require classroom space, which can reduce the regular classroom capacity of some of the buildings housing these programs. Some students, for example, leave their regular classroom for a short period of time to receive instruction in these special programs. Newer schools within the District have been designed to accommodate most of these programs. However, older schools often require space modifications to accommodate special programs, and in some circumstances, these modifications may reduce the overall classroom capacities of the buildings.

District educational program requirements will undoubtedly change in the future as a result of changes in the program year, special programs, class sizes, grade span configurations, state funding levels and use of new technology, as well as other physical aspects of the school facilities. The school capacity inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District's minimum educational program requirements, which directly affect school capacity, are outlined below for the elementary, middle, mid-high and high school grade levels.

Educational Program Standards for Elementary Grades

- Average class size for grades K-5 should not exceed **27** students.
- Special Education for students may be provided in a self-contained classroom. The practical capacity for these classrooms is 15 students.
- All students will be provided music instruction in a separate classroom.
- Students may have a scheduled time in a computer lab.
- Optimum design capacity for new elementary schools is 500 students. However, actual capacity of individual schools may vary depending on the educational programs offered.

Educational Program Standards for Middle, Mid-High and High Schools

- Class size for secondary grade (6-12) regular classrooms should not exceed 30 students. The District assumes a practical capacity for high school, mid-high and middle school classrooms of 30 students.
- Special Education for students may be provided in a self-contained classroom. The practical capacity for these classrooms is 15 students.
- As a result of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a workspace during planning periods, it is not possible to achieve 100% utilization of all regular teaching stations throughout the day. Therefore, classroom capacity is adjusted using a utilization factor of 83% at the high school, mid-high and middle school levels.
- Some Special Education services for students will be provided in a self-contained classroom.

- Identified students will also be provided other nontraditional educational opportunities in classrooms designated as follows:
 - ◆ Resource Rooms (i.e. computer labs, study rooms).
 - ◆ Special Education Classrooms.
- Program Specific Classrooms:
 - Music
 - Drama
 - Art
 - Physical Education
 - Family and Consumer Sciences
 - Career and Technical Education
- Optimum design capacity for new middle schools is 750 students. However, actual capacity of individual schools may vary depending on the educational programs offered.
- Optimum design capacity for new high schools is 1500 students. However, actual capacity of individual schools may vary depending on the educational programs offered.

Minimum Educational Service Standards

The Lake Stevens School District will evaluate student housing levels based on the District as a whole system and not on a school by school or site by site basis. This may result in portable classrooms being used as interim housing, attendance boundary changes or other program

**Table 3-1
Classrooms Exceeding
Educational Service Standards**

<u>School</u>	<u>Grade Span</u>	<u>Classrooms</u>	<u>Classrooms Exceeding Class Size Guidelines</u>
Glenwood Elementary	K-5	27	7
Highland Elementary	K-5	26	6
Hillcrest Elementary	K-5	26	9
Mt. Pilchuck Elementary	K-5	25	2
Skyline Elementary	K-5	24	0
Sunnycrest Elementary	K-5	27	8
Lake Stevens Middle	6-7	27	3
North Lake Middle	6-7	39	5
Cavelero Mid-High	8-9	62	0
Lake Stevens High School	10-12	61	6
Total		344	46

changes to balance student housing across the system as a whole.

The Lake Stevens School District has set minimum educational service standards based on several criteria. Exceeding these minimum standards will trigger significant changes in program delivery. If there are 28 or more students per classroom in a majority of K-5 classrooms or 31 or more students in a majority of 6-12 classrooms, the minimum standards have not been met.

Table 3-1 compares Educational Service Standards to the actual experience for the current school year. It should be noted that the minimum educational standard is just that, a minimum, and not the desired or accepted operating standard. Also, portables are used to accommodate students within District standards, but are not considered a permanent solution. (See Chapter 4).

SECTION 4: CAPITAL FACILITIES INVENTORY

Capital Facilities

Under GMA, public entities are required to inventory capital facilities used to serve the existing populations. Capital facilities are defined as any structure, improvement, piece of equipment, or other major asset, including land that has a useful life of at least ten years. The purpose of the facilities inventory is to establish a baseline for determining what facilities will be required to accommodate future demand (student enrollment) at acceptable or established levels of service. This section provides an inventory of capital facilities owned and operated by the Lake Stevens School District including schools, portables, developed school sites, undeveloped land and support facilities. School facility capacity was inventoried based on the space required to accommodate the District's adopted educational program standards (see Section 3). A map showing locations of District school facilities is provided as Figure 1.

Schools

The Lake Stevens School District includes: six elementary schools grades K-5, two middle schools grades 6-7, one mid-high school grades 8-9, one high school grades 10-12, and an alternative K-12 home school partnership program (HomeLink).

Table 4-1 – School Capacity Inventory

School Name	Site Size (acres)	Bldg. Area (Sq. Ft.)	Teaching Stations SPED	Teaching Stations Regular	Perm. Student Capacity*	Capacity with Portables	Year Built or Last Remodel	Potential for Expansion of Perm. Facility
Elementary Schools								
Glenwood Elementary	9	42,673	2	21	513	621	1992	No
Hillcrest Elementary	15	49,735		23	549	711	2008	No
Highland Elementary	8.7	49,727		21	512	620	1999	No
Mt. Pilchuck Elementary	22	49,833	4	19	501	582	2008	No
Skyline Elementary	15	42,673	3	20	513	621	1992	No
Sunnycrest Elementary	15	46,970		23	549	738	2009	No
Total	84.7	281,611	9	127	3,137	3,893		
Middle Schools								
Lake Stevens Middle School	25	86,374	4	27	684	924	1996	No
North Lake Middle School	15	90,323		39	751	991	2001	No
Total	40	176,697	4	66	1,435	1,915		
Mid-High								
Cavelero Mid-High School	37	224,694	3	62	1,418	1,418	2007	Yes
Total	37	224,694	3	62	1,418	1,418		
High Schools								
Lake Stevens High School	38	207,195	8	61	1,526	2,036	2008	Yes
Total	38	207,195	8	61	1,526	2,036		

Source: Lake Stevens School District

* Note: Student Capacity figure is exclusive of portables and adjustments for special programs.

The Office of the Superintendent of Public Instruction (OSPI) calculates school capacity by dividing gross square footage of a building by a standard square footage per student. This method is used by the State as a simple and uniform approach for determining school capacity for purposes of allocating available State Match Funds to school districts for school construction. However, this method is not considered an accurate reflection of the capacity required to accommodate the adopted educational program of each individual district.

For this reason, school capacity was determined based on the number of teaching stations within each building and the space requirements of the District's adopted education program. These capacity calculations were used to establish the District's baseline capacity and determine future capacity needs based on projected student enrollment. The school capacity inventory is summarized in Table 4-1.

Relocatable classrooms (portables) are not viewed by the District as a solution for housing students on a permanent basis. Therefore, these facilities were not included in the permanent school capacity calculations provided in Table 4-1.

Leased Facilities

The District does not lease any permanent classroom space.

Relocatable Classroom Facilities (Portables)

Portables are used as interim classroom space to house students until funding can be secured to construct permanent classroom facilities. Portables are not viewed by the District as a solution for housing students on a permanent basis. The Lake Stevens School District currently uses 66 portable classrooms at various school sites throughout the District to provide interim capacity

Table 4-2 -- Portables

School Name	Portable Classrooms	Capacity in Portables	Portable ft²
<u>ELEMENTARY</u>			
Glenwood	4	108	3,584
Hillcrest	8	162	5,376
Highland	6	162	5,376
Mt. Pilchuck	4	81	2,688
Skyline	4	108	3,584
Sunnycrest	7	189	6,272
Total	33	810	26,880
<u>MIDDLE</u>			
Lake Stevens Middle	8	240	7,168
North Lake Middle	8	240	7,168
Total	16	480	14,336
<u>MID-HIGH</u>			
Cavelero Mid-High			-
Total			
<u>HIGH</u>			
Lake Stevens High School	17	510	15,232
Total	17	510	15,232
District K-12 Total	66	1,800	56,448
<u>OTHER</u>			
Early Learning Center	14	350	12,544
Non K-12 Total	14	350	12,544

for K-12 students. In addition, 14 portable classrooms are used to accommodate the Early Learning Center, which is not a K-12 program. A typical portable classroom can provide capacity for a full-size class of students. Current use of portables throughout the District is summarized in Table 4-2.

In addition to the portables listed above, the District purchased a portable in 2005 to house the Technology Department, a District-wide support team. The portable is located at North Lake Middle School, across from the District Administration Office. It will not add space for interim student housing

The District will continue to purchase or move existing portables, as needed, to cover the gap between the time that families move into new residential developments and the time the District is able to complete construction on permanent school facilities. Some of the District's existing portables are beyond

their serviceable age and are no longer able to be moved. Upon completion of additional school facilities, the probability exists these units will be demolished.

Support Facilities

In addition to schools, the Lake Stevens School District owns and operates additional facilities that provide operational support functions to the schools. An inventory of these facilities is provided in Table 4-3.

Table 4-3 – Support Facilities

Facility	Site Acres	Building Area (sq.ft.)
Education Service Center	1.4	13,700
Grounds	1.0	3,000
Maintenance	1.0	6,391
Transportation	6.0	17,550
Total	9.4	40,641

Land Inventory

The Lake Stevens School District owns six undeveloped sites described below:

Ten acres located in the northeast area of the District (Lochsloy area), west of Highway 92. This site will eventually be used for an elementary school (beyond the year 2019). It is presently used as an auxiliary sports field.

An approximately 35-acre site northwest of the intersection of Highway 9 and Soper Hill Road, bordered by Lake Drive on the east planned for use as a middle school site.

A parcel of approximately 23 acres located at 20th Street SE and 83rd Street. This property was donated to the School District for an educational facility. The property is encumbered by wetlands and easements, leaving less than 10 available acres (not considered sufficient for an elementary school site).

A 5.4 acre parcel located at 20th Street SE and 83rd Street that has been used as an access to the mid-high site.

A 20 ft. x 200 ft. parcel located on 20th Street SE has been declared surplus by the Lake Stevens School Board and will be used in exchange for dedicated right-of-way for Cavelero Mid-High.

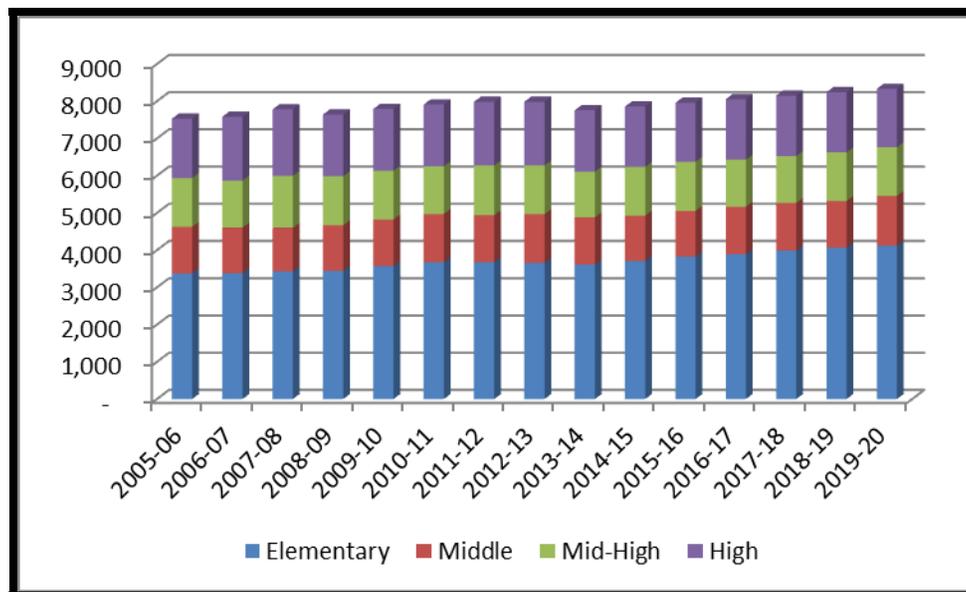
A 2.42 acre site (Jubb Field), located in an area north of Highway #92, is used as a small softball field. It is not of sufficient size to support a school.

SECTION 5: STUDENT ENROLLMENT TRENDS AND PROJECTIONS

Historic Trends and Projections

Student enrollment in the Lake Stevens School District remained relatively constant between 1973 and 1985 (15%) and then grew significantly from 1985 through 2005 (approximately 120%). Between October 2008 and October 2013, student enrollment increased by 479 FTE students, approximately 7%. Overall there was a 2% decline countywide during this period. The October 1, 2013 enrollment was 7,759 student FTEs, an increase of 118 students (1.6%) over October 1, 2011, the last CFP reporting period. The District has been, and is projected to continue to be one of the fastest growing districts in Snohomish County based on the OFM-based population forecast. Population is estimated to rise from 41,238 in 2013 to over 61,000 in Year 2035.

Figure 2 – Lake Stevens School District Enrollment Projection



Enrollment projections are most accurate for the initial years of the forecast period. Moving further into the future, more assumptions about economic conditions and demographic trends in the area affect the projections. Monitoring birth rates in Snohomish County and population growth for the area are essential yearly activities in the ongoing management of the capital facilities plan. In the event that enrollment growth slows, plans for new facilities can be delayed. It is much more difficult, however, to initiate new projects or speed projects up in the event enrollment growth exceeds the projections.

	Population	FTE Student Enrollment (Actual)	Student/ Population Ratio (Updated)
2000	29,888	6,305	21.1%
2001	30,897	6,633	21.5%
2002	31,906	6,800	21.3%
2003	32,914	6,996	21.3%
2004	33,923	7,109	21.0%
2005	34,932	7,299	20.9%
2006	35,941	7,240	20.1%
2007	36,950	7,257	19.6%
2008	37,959	7,307	19.2%
2009	38,968	7,433	19.1%
2010	39,977	7,568	18.9%
2011	40,248	7,640	19.0%
2012	40,726	7,655	18.8%
2013	41,238	7,759	18.8%
2014	42,142	7,860	18.70%
2015	43,047	7,959	18.50%
2016	43,951	8,055	18.30%
2017	44,856	8,150	18.20%
2018	45,760	8,242	18.00%
2019	46,665	8,331	17.90%

For its planning purposes, the District forecasts enrollments using the Ratio method, which measures FTE enrollment as a percentage of population. Table 5-1 shows this ratio from 2000 to 2013 based on official census and county population estimates adopted in 2012 by the Snohomish County Tomorrow Steering Committee and Snohomish County Council. Enrollments are based on District records of actual FTE enrollments.

The future enrollment forecasts (2014-2019) by the Office of the Superintendent of Public Instruction (OSPI) were not adopted for use in the District's 2014 CFP update. OSPI methodology uses a modified cohort survival method based on headcount. This method estimates how many students in one year will attend the next grade in the following year. The methodology is explained in Appendix B. OSPI Headcount estimates are found in Table 5-2 and differ from the District's Ratio-based FTE estimates in Table 5-3. The OSPI estimates are too high in the opinion of the District. They would produce a student/population ratio of 19.1% in 2019 when the percentage has been declining consistently since 2001.

At this time, the District has at least one section of for-pay full-day Kindergarten at each of its six elementary schools. However, the majority of Kindergarten students still attend half-day Kindergarten. The District is not yet eligible for state-funded full-day Kindergarten at any of its

schools. As a result, the District will continue to use student full-time equivalent (FTE) numbers for its calculations. The District is aware of the potential requirement, with accompanying state funding, for full-day kindergarten beginning in 2018. This is not considered in this Capital Facilities Plan because the requirement is not officially in place. Should it happen prior to the 2016 update the District may revise its plan accordingly.

In summary, the Lake Stevens School District, using the ratio method, estimates that FTE enrollment will total 8,331 students in 2019. This represents a 7.4% FTE increase over 2013.

Table 5-2 shows future enrollment by grade span. It is based in part on the percentage distribution by OSPI, although the District assumes a slower pace of growth over the next six years. The estimates are based on a more focused analysis of trends that show a similar growth rate at the elementary level, but lower at the higher grade spans.

**Table 5-2 - Projected FTE Enrollment by Grade Span 2013-2019
Lake Stevens School District - FTE**

Grade Span	2013	2014	2015	2016	2017	2018	2019
Elementary School	3,612	3,710	3,825	3,886	3,992	4,070	4,122
Middle School	1,268	1,216	1,228	1,282	1,276	1,250	1,336
Mid-High School	1,225	1,310	1,321	1,260	1,262	1,307	1,308
High School	1,654	1,623	1,585	1,627	1,620	1,616	1,565
Total	7,759	7,860	7,959	8,055	8,150	8,242	8,331

2035 Enrollment Projections

Although student enrollment projections beyond 2019 are highly speculative, they are useful for developing long-range comprehensive facilities plans. These long-range enrollment projections may also be used in determining future site acquisition needs.

The District projects a 2035 student FTE enrollment of 10,656 based on the “ratio” method. (OSPI does not forecast enrollments beyond 2019). The forecast is based on the County’s OFM-based population forecast of 61,136. Assuming the County forecasts are correct, student enrollment will continue to increase through 2035 and the 17.4% ratio is considered reasonable. The 2013 actual ratio was 18.8%. OSPI has forecasted a decline in the student/population ratio. The 2035 assumption reflects this ratio decline.

Table 5-3 - Projected 2035 Enrollment

Grade Span	2035
Elementary School	5,272
Middle School	1,709
Mid-High School	1,673
High School	2,002
Total	10,656

The 2035 estimate represents a 37% increase over 2013 enrollment levels. The total enrollment estimate was broken down by grade span to evaluate long-term site acquisition needs for elementary, middle school, mid-high school and high school facilities. Enrollment by grade span was determined based on recent and projected enrollment trends at the elementary, middle, mid-high and high school levels.

Should projected enrollment materialize as described in Table 5-3, it is estimated that the District would require an additional 58 classrooms at the elementary level, 10 classrooms at the middle school level, 13 classrooms at the mid-high level and 27 classrooms at the high school level.

These additional classrooms could take the form of relocatable classrooms (portables)³, additional classrooms at existing schools or new campuses. In addition, it is possible that the District would require additional support facilities, like a maintenance building, technology center or additional bus service facilities, to serve the projected enrollment.

Again, the 2035 estimates are highly speculative and are used only for general planning purposes. Analysis of future facility and capacity needs is provided in Section 6 of this Capital Facilities Plan.

³ Portable classroom space is not considered a part of permanent capacity

SECTION 6: CAPITAL FACILITIES PLAN

Existing Deficiencies

Current enrollment at each grade level is identified in Table 5-2. The District currently (2013) has 475 unhoused students at the elementary level and 128 unhoused students at the high school level. It has excess capacity at the middle school (167) and mid-high (193) school levels.

Facility Needs (2014-2019)

Projected available student capacity was derived by subtracting projected FTE student enrollment from 2014 permanent school capacity (excluding portables) for each of the six years in the forecast period (2014-2019). The District's enrollment projections in Table 5-2 have been applied to the existing capacity (Table 4-1). If no capacity improvements were to be made by the year 2019 the District would be over capacity at the elementary level by 985 students, and by 39 students at the high school level. The middle school and mid high levels would have excess capacity at 99 students and 110 students respectively.

Projected future capacity needs are depicted on Table 6-1. This table compares actual future space needs with the portion of those needs that are "growth related." RCW 82.02 and SCC 30.66C mandate that new developments cannot be assessed impact fees to correct existing deficiencies. Thus, any capacity deficiencies existing in the District in 2013 must be deducted from the total projected deficiencies before impact fees are assessed. The percentage figure shown in the last column of Table 6-1 is the "growth related" percentage of overall deficiencies that is used to calculate impact fees.

Table 6-1 - Projected Additional Capacity Needs 2013 – 2019

Grade Span	2013	2014	2015	2016	2017	2018	2019	2013-2019
Elementary (K-5)								
Capacity Deficit	(475)	(573)	(688)	(749)	(855)	(933)	(985)	
Growth Related		(98)	(213)	(274)	(380)	(458)	(510)	51.78%
Middle School (6-7)								
Capacity Deficit	167	219	207	153	159	185	99	
Growth Related		52	40	(14)	(8)	18	(68)	68.69%
Mid-High (8-9)								
Capacity Deficit	193	108	97	158	156	111	110	
Growth Related		(85)	(96)	(35)	(37)	(82)	(83)	75.73%
High School 10-12)								
Capacity Deficit	(128)	(97)	(59)	(101)	(94)	(90)	(39)	
Growth Related		31	69	27	34	38	89	0.00%

Table 6-1 does not consider the construction of a new elementary school. The District's six-year capital improvement plan (Table 6-3) includes the project. Deficiencies would remain at three grade levels (not Middle School), although the elementary deficit would drop to 485 with a new elementary school.

Forecast of Future Facility Needs through 2035

Additional elementary, middle, mid-high and high school classroom space will need to be constructed between 2015 and 2035 to meet the projected student population increase. The District will have to purchase additional school sites to facilitate growth during this time frame.

By the end of the six-year forecast period (2019), additional permanent student capacity will be needed as follows:

Table 6-2 – 2019 Additional Capacity Need

Grade Level	2013 Capacity	2019 Capacity	2019 Additional Capacity Needed
Elementary	3,137	3,637	485*
Middle School	1,435	1,435	
Mid-High	1,418	1,418	
High School	1,526	1,526	39
Total	7,516	8,016	524

*Assumes construction of new 500-student elementary school in 2019

These figures reflect a planned elementary school improvement by the District by 2019.

Planned Improvements (2013 - 2019)

The following is a brief outline of those projects likely needed to accommodate un-housed students in the Lake Stevens School District through the Year 2019 based on OSPI enrollment projections.

Elementary Schools: Based upon current enrollment estimates, elementary student population will increase to the level of requiring a new elementary school. The construction of a new elementary school is projected by 2019 and will require placing a bond issue before the electorate. If a school is built, there would be 485 unhoused students, a number less than the District's standard of 500-student capacity for elementary schools.

Middle Schools: With the move of the 8th grade to the new Cavelero Mid-High School, there is currently sufficient student capacity.

Mid-High School: Cavelero Mid-High, opened in 2007, houses grades 8 & 9.

High Schools: The high school houses grades 10-12. There will be an estimated 39 unhoused students at this level. Additional classroom space will be accommodated with portables.

Interim Classroom Facilities (Portables): Additional portables will be purchased in future years, as needed. However, it remains a District goal to house all students in permanent facilities.

Site Acquisition and Improvements: An additional elementary school site will be needed in an area where student growth is taking place. The 10-acre Lochsloy property is in the far corner of the district, not in an area of growth and will not meet this need. Affordable land suitable for school facilities will be difficult to acquire. Funds for the purchase of land suitable for an elementary facility will have to be included in a bond issue. At this time a bond issue has not been scheduled for placement before the District electorate.

Support Facilities

The District does not project the need for additional support facilities during period of the six-year finance plan.

Capital Facilities Six-Year Finance Plan

The Six Year Finance Plan shown on Table 6-3 demonstrates how the District intends to fund new construction and improvements to school facilities for the years 2014-2019. The financing components include bond issue(s), State match funds, school mitigation and impact fees.

The financing plan separates projects and portions of projects that add capacity from those that do not, since the latter are generally not appropriate for impact fee funding. The financing plan and impact fee calculation formula also differentiate between projects or portions of projects that address existing deficiencies (ineligible for impact fees) and those which address future growth related needs.

General Obligation Bonds: Bonds are typically used to fund construction of new schools and other capital improvement projects. A 60% voter approval is required to pass a bond. Bonds are then retired through collection of property taxes. A capital improvements bond for \$65,500,000 was approved by the electorate in February 2005. These funds were used to construct the Cavelero Mid-High School, the modernization of Mt. Pilchuck, Sunnycrest and Hillcrest Elementary schools, Lake Stevens High School 500 Building and the District athletic facility.

If actions by state, county and local jurisdictions determined that impact fees were not available in the future to fund growth-related projects, it would be necessary for the District to seek additional funds through voter approved general obligation bonds coupled with available state match.

The total costs of the growth related projects outlined in Table 6-3 represent recent and current bids per information obtained through OSPI, the District's architect and neighboring school districts that have recently or are planning to construct classroom space. An inflation factor of 2.5% per year has been applied out to 2019.

State Match Funds: State Match Funds come from the Common School Construction Fund. Bonds are sold on behalf of the fund then retired from revenues accruing predominately from the sale of renewable resources (i.e. timber) from State school lands set aside by the Enabling Act of 1889. If these sources are insufficient to meet needs, the Legislature can appropriate funds or the State Board of Education can establish a moratorium on certain projects.

School districts may qualify for State matching funds for a specific capital project. To qualify, a project must first meet State-established criteria of need. This is determined by a formula that

specifies the amount of square footage the State will help finance to house the enrollment projected for the district. If a project qualifies, it can become part of a State prioritization system. This system prioritizes allocation of available funding resources to school districts based on a formula which calculates district assessed valuation per pupil relative to the whole State assessed valuation per pupil to establish the percent of the total project cost to be paid by the State for eligible projects.

State Match Funds can only be applied to major school construction projects. Site acquisition and minor improvements are not eligible to receive matching funds from the State. Because availability of State Match Funds has not been able to keep pace with the rapid enrollment growth occurring in many of Washington's school districts, matching funds from the State may not be received by a school district until after a school has been constructed. In such cases, the District must "front fund" a project. That is, the District must finance the complete project with local funds (the future State's share coming from funds allocated to future District projects). When the State share is finally disbursed (without accounting for escalation) the future District project is partially reimbursed.

Because of the method of computing State Match, the District has historically received approximately 39% of the actual cost of school construction in state matching funds. For its 2014 CFP, the District assumes a 40% match.

School Impact Fees Development impact fees have been adopted by a number of jurisdictions as a means of supplementing traditional funding sources for construction of public facilities needed to accommodate new development. School impact fees are generally collected by the permitting agency at the time building permits or certificates of occupancy are issued.

Impact fees have been calculated utilizing the formula in Snohomish County Ordinance, Chapter 30.66C. The resulting figures are based on the District's cost per dwelling unit to purchase land for school sites, make site improvements, construct schools and purchase, install or relocate temporary facilities (portables). Credits have also been applied in the formula to account for State Match Funds to be reimbursed to the District and projected future property taxes to be paid by the owner of a dwelling unit. The costs of projects that do not add capacity or which address existing deficiencies have been eliminated from the variables used in the calculations.

Since 2012, the Lake Stevens School District has collected and expended the following impact fees:

	<u>Collections</u>	<u>Expenditures</u>
2014	\$ 384,044.00	\$ 232,450.92
2013	\$1,005,470.00	\$ 22,304.10
2012	\$1,526,561.00	\$ -
2011	\$ 734,392.00	\$ -
2010	\$1,057,088.00	\$ 3,600,000.00
2009	\$1,638,290.00	\$ -

The law allows ten years for collected dollars to be spent.

By ordinance, new developments cannot be assessed impact fees to correct existing deficiencies. Thus, existing capacity deficiencies must be deducted from the total projected deficiencies in the calculation of impact fees.

Table 6-3 – Capital Facilities Plan 2014-2019

Estimated Project Cost by Year - in \$millions						Total	Local Cost*	State Match	
2014	2015	2016	2017	2018	2019				
Improvements Adding Student Capacity									
Elementary									
Site Acquisition					\$ 1.50	\$ 1.50	\$ 1.50		
	Acres				15	15			
Capacity Addition					500				
Construction Cost					\$19.95	\$19.95	\$ 11.27	\$8.68	
	Capacity Addition					500			
Middle									
Site Acquisition						-			
	Acres					-			
Capacity Addition						-			
Construction Cost						-			
	Capacity Addition					-			
Mid-High									
Site Acquisition						-			
	Acres					-			
Capacity Addition						-			
Construction Cost						-			
	Capacity Addition					-			
High School									
Site Acquisition						-			
	Acres					-			
Capacity Addition						-			
Construction Cost						-			
	Capacity Addition					-			
Total Cost					\$21.45	\$21.45	\$12.77	\$8.68	
Portables Purchased as Necessary at \$110,000 per unit									
Improvements Not Adding Student Capacity									
Elementary									
Construction Cost						-			
Middle									
Construction Cost						-			
Mid-High									
Construction Cost						-			
High School									
Construction Cost						-			
District-wide Improvements									
Construction Cost						-			
Totals									
						-	Local	Match	
Elementary (including land acquisition)						\$21.45	\$21.45	\$12.77	\$8.68
Middle						-			
Mid-High						-			
High School						-			
District Wide						-			
Annual Total						\$21.45	\$21.45	\$ 12.77	\$8.68

* Local Cost includes amounts currently available to the District, future uncollected impact fees and bonds and levies not yet approved.

The financing plan separates projects and portions of projects that add capacity from those that do not, since the latter are generally not appropriate for impact fee funding. The financing plan and impact fee calculation also differentiate between projects or portions of projects that address existing deficiencies (ineligible for impact fees) and those which address future growth-related needs. From this process, the District can develop a plan that can be translated into a bond issue package for submittal to District voters, if deemed appropriate.

Table 6-4 presents an estimate of the capacity impacts of the proposed capital construction projects.

Calculation Criteria

1. Site Acquisition Cost Element

Site Size: The site size given the optimum acreage for each school type based on studies of existing school sites OSPI standards. Generally, districts will require 11-15 acres for an elementary school; 25-30 acres for a middle school or junior high school; and 40 acres or more for a high school. Actual school sites may vary in size depending on the size of parcels available for sale and other site development constraints, such as wetlands. It also varies based on the need for athletic fields adjacent to the school along with other specific planning factors.

This space for site size on the Variable Table contains a number only when the particular district plans to acquire additional land during the six-year planning period, 2014 - 2019. As noted previously, the District will need to acquire an additional elementary school site between 2014 and 2019. The District acquired a site for an elementary school and a high school in 2001.

Average Land Cost Per Acre: The cost per acre is based on estimates of land costs within the District, based either on recent land purchases or by its knowledge of prevailing costs in the particular real estate market. Prices per acre will vary throughout the County and will be heavily influenced by the urban vs. rural setting of the specific district and the location of the planned school site. The Lake Stevens School District estimates its vacant land costs to be \$100,000 per acre. Until a site is actually located for acquisition, the actual purchase price is unknown. Developed sites, which sometimes must be acquired adjacent to existing school sites, can cost well over \$100,000 per acre.

Facility Design Capacity (Student FTE): Facility design capacities reflect the District's optimum number of students each school type is designed to accommodate. These figures are based on actual design studies of optimum floor area for new school facilities. The Lake Stevens School District designs new elementary schools to accommodate 500 students, new middle schools 750 students and new high schools 1,500 students.

Student Factor: The student factor (or student generation rate) is the average number of students generated by each housing type – in this case: single-family detached dwellings and multiple-family dwellings. Multiple-family dwellings, which may be rental or owner-occupied units within structures containing two or more dwelling units, were broken out into one-bedroom and two-plus bedroom units.

**Table 6-4 – Projected Growth Related Capacity Surplus (Deficit)
After Programmed Improvements**

	Elementary	Middle	Mid-High	High School
2013				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity				
Capacity After Improvement	3,137	1,435	1,418	1,526
Current Enrollment	3,612	1,268	1,225	1,654
Surplus (Deficit) After Improvement	(475)	167	193	(128)
2014				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	0	0	0	0
Capacity After Improvement	3,137	1,435	1,418	1,526
Projected Enrollment	3,710	1,216	1,310	1,654
Surplus (Deficit) After Improvement	(573)	219	108	(97)
2015				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	0	0	0	0
Capacity After Improvement	3,137	1,435	1,418	1,526
Projected Enrollment	3,825	1,228	1,321	1,585
Surplus (Deficit) After Improvement	(688)	207	97	(59)
2016				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	0	0	0	0
Capacity After Improvement	3,137	1,435	1,418	1,526
Projected Enrollment	3,886	1,282	1,260	1,627
Surplus (Deficit) After Improvement	(749)	153	158	(101)
2017				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	0	0	0	0
Capacity After Improvement	3,137	1,435	1,418	1,526
Projected Enrollment	3,992	1,276	1,262	1,620
Surplus (Deficit) After Improvement*	(855)	159	156	(94)
2018				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	0	0	0	0
Capacity After Improvement	3,137	1,435	1,418	1,526
Projected Enrollment	4,070	1,250	1,307	1,616
Surplus (Deficit) After Improvement*	(933)	185	111	(90)
2019				
Existing Capacity	3,137	1,435	1,418	1,526
Programmed Improvement Capacity	500	0	0	0
Capacity After Improvement	3,637	1,435	1,418	1,526
Projected Enrollment	4,122	1,336	1,308	1,565
Surplus (Deficit) After Improvement	(485)	99	110	(39)

Pursuant to a requirement of Chapter 30.66C, each school district was required to conduct student generation studies within their jurisdictions. This was done to “localize” generation rates for purposes of calculating impact fees. A description of this methodology is contained in Appendix D.

The student generation rates for the Lake Stevens School District are shown on Table 6-5.

Table 6-5 – Student Generation Rates

	Elementary	Middle	Mid-High	High	Total
Single Family	0.332	0.111	0.092	0.118	0.653
<i>Multiple Family, 1 Bedroom</i>	--	--	--	--	--
Multiple Family, 2+ Bedroom	0.169	0.038	0.063	0.055	0.325

The District expects that .653 students will be generated from each new single family home in the District and that .325 students will be generated from each new two-plus bedroom multi-family unit. No survey samples were found for Multiple Family 1-Bedroom units.

2. School Construction Cost Variables

Additional Building Capacity: These figures are the actual capacity additions to the Lake Stevens School District that will occur as a result of improvements listed on Table 6-3 (Capital Facilities Plan).

Current Facility Square Footage: These numbers are taken from Tables 4-1 and 4-2. They are used in combination with the “Existing Portables Square Footage” to apportion the impact fee amounts between permanent and temporary capacity figures in accordance with Chapter 30.66C.

Estimated Facility Construction Cost: The estimated facility construction cost is based on planned costs or on actual costs of recently constructed schools. The facility cost is the total cost for construction projects as defined on Table 6-3, including only capacity related improvements and adjusted to the “growth related” factor. Projects or portions of projects that address existing deficiencies (which are those students who are un-housed as of October 2013) are not included in the calculation of facility cost for impact fee calculation.

Facility construction costs also include the off-site development costs. Costs vary with each site and may include such items as sewer line extensions, water lines, off-site road and frontage improvements. Off-site development costs are not covered by State Match Funds. Off-site development costs vary, and can represent 10% or more of the total building construction cost.

3. Relocatable Facilities Cost Element

Impact fees may be collected to allow acquisition of portables to help relieve capacity deficiencies on a temporary basis. The cost allocated to new development must be growth related and must be in proportion to the current permanent versus temporary space allocations by the district.

Existing Units: This is the total number of existing portables in use by the district as reported on Table 4-2.

New Facilities Required Through 2019: This is the estimated number of portables to be acquired.

Cost Per Unit: This is the average cost to purchase and set up a portable. It includes site preparation, but does not include moveable furnishings in the unit.

Relocatable Facilities Cost: This is simply the total number of needed units multiplied by the cost per unit. The number is then adjusted to the “growth-related” factor.

For districts, such as Lake Stevens, that do not credit any portable capacity to the permanent capacity total (see Table 4-1), this number is not directly applicable to the fee calculation and is for information only. The impact fee allows a general fee calculation for portables; however the amount is adjusted to the proportion of total square footage in portables to the total square footage of permanent and portable space in the district.

Where districts do allow a certain amount of portable space to be credited to permanent capacity, that amount would be adjusted by the “growth-related” factor, because it is considered to be permanent space.

4. Fee Credit Variables

BOECKH Index: This number is generated by the E.H. Boeckh Company and is used by OSPI as a guideline for determining the area cost allowance for new school construction. The index is an average of a seven-city building cost index for commercial and factory buildings in Washington State, and is adjusted every two months for inflation. The current BOECKH Index is \$200.40 (January 2014).

State Match Percentage: The State match percentage is the proportion of funds that are provided to the school districts, for specific capital projects, from the State’s Common School Construction Fund. These funds are disbursed based on a formula which calculates the District’s assessed valuation per pupil relative to the whole State assessed valuation per pupil to establish the percentage of the total project to be paid by the State. The District will continue to use a state match percentage of 40% vs. the historical percentage of 39%.

5. Tax Credit Variables

Under Title 30.66C, a credit is granted to new development to account for taxes that will be paid to the school district over the next ten years. The credit is calculated using a “present value” formula.

Interest Rate (20-year GO Bond): This is the interest rate of return on a 20-year General Obligation Bond and is derived from the bond buyer index. The current assumed interest rate is 4.38%.

Levy Rate (in mils): The Property Tax Levy Rate (for bonds) is determined by dividing the District's average capital property tax rate by one thousand. The current levy rate for the Lake Stevens School District is 0.00159.

Average Assessed Value: This figure is based on the District's average assessed value for each type of dwelling unit (single-family and multiple-family). The averaged assessed values are based on estimates made by the County's Planning and Development Services Department utilizing information from the Assessor's files. The current average assessed value is \$232,647 for single-family detached residential dwellings; \$64,444 for one-bedroom multi-family units, and \$94,676 for two or more bedroom multi-family units.

6. Adjustments

Growth Related Capacity Percentage: This is explained in preceding sections.

Discount: In accordance with Chapter 30.66C, all fees calculated using the above factors are to be reduced by 50%.

These variables and calculations are shown in Table 6-6.

Table 6-6 - Impact Fee Variables

Criteria	Elementary	Middle	Mid-High	High
Single Family	0.332	0.111	0.092	0.118
Multiple Family 1 Bdrm				
Multiple Family 2 Bdrm	0.169	0.038	0.063	0.055
Site Needs (acres)	15.0	-	-	-
Growth Related	7.8	-	-	-
Cost Per Acre	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00
Additional Capacity	500	-	-	-
Growth Related	258	0	0	0
Estimated Facility Construction Cost	\$21,700,000	\$0	\$0	\$0
Growth Related	\$11,235,532	\$0	\$0	\$0
Additional Capacity	500	-	-	-
Growth Related	258	-	-	-
Current Facility Square Footage	281,611	176,697	224,694	207,195
Relocatable Facilities Cost	\$110,000	\$110,000	\$110,000	\$110,000
Growth Related	\$56,954	\$75,555	\$83,302	\$0
Relocatable Facilities Capacity/Unit	27	30	30	25
Growth Related	13	20	22	-
Existing Portable Square Footage	29,568	14,336	-	15,232
Boeckh Index	\$200.40	\$200.40	\$200.40	\$200.40
School Space per Student (OSPI)	90	117	117	130
State Match Percentage	40.00%	40.00%	40.00%	40.00%
Interest Rate	4.38%	4.38%	4.38%	4.38%
Loan Payoff (Years)	10	10	10	10
Property Tax Levy Rate (Bonds)	0.00159	0.00159	0.00159	0.00159
Average AV per DU Type	\$232,647	\$64,444		\$94,676
	(Single Fam.)	(MF 1 bdrm)		(MF 2 bdrm)
Growth-Related Factor	51.78%	68.69%	75.73%	0.00%
Discount	50%	50%	50%	50%

Proposed Impact Fee Schedule

Using the variables and formula described, impact fees proposed for the Lake Stevens School District are summarized in Table 6-7 (refer to Appendix A for worksheets).

Table 6-7 - Calculated Impact Fees

Housing Type	Impact Fee Per Unit
Single Family Detached	\$9,360
One Bedroom Apartment	\$0
Two + Bedroom Apartment	\$5,065
Two + Duplex/Townhouse	\$5,065

50% discount

Housing Type	Impact Fee Per Unit
Single Family Detached	\$4,680
One Bedroom Apartment	\$0
Two + Bedroom Apartment	\$2,532
Two + Duplex/Townhouse	\$2,532

Appendix A
Impact Fee Calculation

IMPACT FEE WORKSHEET
 LAKE STEVNS SCHOOL DISTRICT
SINGLE-FAMILY RESIDENTIAL

SITE ACQUISITION COST

acres needed	7.80	x	\$	capacity (# students)	258	x	student factor	0.332	=	\$1,004	(elementary)
			100,000	/							
acres needed	0	x	\$	capacity (# students)	0	x	student factor	0.111	=	\$0	(middle)
			100,000	/							
acres needed	0	x	\$	capacity (# students)	0	x	student factor	0.092	=	\$0	(mid-high)
			100,000	/							
acres needed	0	x	\$	capacity (# students)	0	x	student factor	0.118	=	\$0	(high school)
			100,000	/							
TOTAL SITE ACQUISITION COST										=	<u>\$1,004</u>

SCHOOL CONSTRUCTION COST

total const. cost	\$11,235,532	/	capacity (# students)	258	x	student factor	0.332	=	\$14,458	(elementary)	
total const. cost	\$0	/	capacity (# students)	0	x	student factor	0.111	=	\$0	(middle)	
total const. cost	\$0	/	capacity (# students)	0	x	student factor	0.092	=	\$0	(mid-high)	
total const. cost	\$0	/	capacity (# students)	0	x	student factor	0.118	=	\$0	(high school)	
Total Square Feet of Permanent Space (District)											
			<u>890,197</u>	/ Total Square Feet of School Facilities (000)					=	93.77%	
TOTAL FACILITY CONSTRUCTION COST										=	<u>\$ 13,557</u>

RELOCATABLE FACILITIES COST (PORTABLES)

Portable Cost	\$ 56,954	/	13	facility size	x	student factor	0.332	=	\$1,455	(elementary)	
Portable Cost	\$ 75,555	/	20	facility size	x	student factor	0.111	=	\$419	(middle)	
Portable Cost	\$ 83,302	/	22	facility size	x	student factor	0.092	=	\$348	(mid-high)	
Portable Cost	\$ -	/	0	facility size	x	student factor	0.118	=	\$0	(high school)	
Total Square Feet of Portable Space (District)											
			<u>59,136</u>	/ Total Square Feet of School Facilities (000)					=	6.23%	
TOTAL RELOCATABLE COST ELEMENT										=	<u>\$138</u>

CREDIT AGAINST COST CALCULATION -- MANDATORY

STATE MATCH CREDIT

BOECKH Index	\$ 200.40	x OSPI Allowance	90.00	x	State Match %	40.00%	x	student factor	0.332	=	\$2,395	(elementary)	
BOECKH Index	\$ 200.40	x OSPI Allowance	117.00	x	State Match %	40.00%	x	student factor	0.111	=		(middle)	
BOECKH Index	\$ 200.40	x OSPI Allowance	117.00	x	State Match %	40.00%	x	student factor	0.092	=		(mid-high)	
BOECKH Index	\$ 200.40	x OSPI Allowance	130.00	x	State Match %	40.00%	x	student factor	0.118	=		(high school)	
TOTAL STATE MATCH CREDIT											=	<u>\$2,395</u>	

TAX PAYMENT CREDIT

$\frac{[(1 + \text{interest rate } 4.38\%)^{10} - 1]}{0.0438}$	10	years to pay off bond) - 1] /	$\frac{[\text{interest rate } 4.38\% \times 0.00159 \text{ capital levy rate}]}{x}$	x	assessed value	\$232,647	tax payment credit =	\$ 2,944
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IMPACT FEE CALCULATION

SITE ACQUISITION COST	\$1,004
FACILITY CONSTRUCTION COST	\$ 13,557
RELOCATABLE FACILITIES COST (PORTABLES)	\$138
(LESS STATE MATCH CREDIT)	(\$2,395)
(LESS TAX PAYMENT CREDIT)	(\$2,944)

	Non-Discounted	50% Discount
FINAL IMPACT FEE PER UNIT	\$9,360	\$4,680

IMPACT FEE WORKSHEET
 LAKE STEVNS SCHOOL DISTRICT
MULTIPLE FAMILY RESIDENTIAL -- 1 BDRM OR LESS

SITE ACQUISITION COST

acres needed	7.8	x	\$	/	capacity (#	258	x	student	0	=	\$0	(elementary)	
			100,000		students)			factor					
acres needed	0	x	\$	/	capacity (#s	0	x	student	0	=	\$0	(middle)	
			100,000		tudents)			factor					
acres needed	0	x	\$	/	capacity (#	0	x	student	0	=	\$0	(mid-high)	
			100,000		students)			factor					
acres needed	0	x	\$	/	capacity (#	0	x	student	0	=	\$0	(high school)	
			100,000		students)			factor					
TOTAL SITE ACQUISITION COST											=	<u>\$0</u>	

SCHOOL CONSTRUCTION COST

total const. cost	\$11,235,532	/			capacity (#	258	x	student factor	0	=	\$0	(elementary)	
					students)								
total const. cost	\$0	/			capacity (#	0	x	student factor	0	=	\$0	(middle)	
					students)								
total const. cost	\$0	/			capacity (#	0	x	student factor	0	=	\$0	(mid-high)	
					students)								
total const. cost	\$0	/			capacity (#	0	x	student factor	0	=	\$0	(high school)	
					students)								
Subtotal											=	<u>\$0</u>	

Total Square Feet of Permanent Space (District)	890,197	/	Total Square Feet of School Facilities (000)	949,333	=	93.77%
TOTAL FACILITY CONSTRUCTION COST					=	<u>\$ -</u>

RELOCATABLE FACILITIES COST (PORTABLES)

Portable Cost	\$ 56,954	/	13	facility size	x	student factor	0	=	\$0	(elementary)		
Portable Cost	\$ 75,555	/	20	facility size	x	student factor	0	=	\$0	(middle)		
Portable Cost	\$ 83,302	/	22	facility size	x	student factor	0	=	\$0	(mid-high)		
Portable Cost	\$ -	/	0	facility size	x	student factor	0	=		(high school)		
Subtotal											=	<u>\$0</u>
Total Square Feet			/	Total Square Feet								

of Portable Space (District) 59,136 of School Facilities (000) 949,333 = 6.23%
 TOTAL RELOCATABLE COST ELEMENT = \$0

CREDIT AGAINST COST CALCULATION -- MANDATORY

STATE MATCH CREDIT

BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>90</u>	x State Match %	<u>40.00%</u>	x student factor	<u>0</u>	=	<u>\$0</u>	(elementary)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>117</u>	x State Match %	<u>40.00%</u>	x student factor	<u>0</u>	=	<u> </u>	(middle)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>117</u>	x State Match %	<u>40.00%</u>	x student factor	<u>0</u>	=	<u> </u>	(mid-high)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>130</u>	x State Match %	<u>40.00%</u>	x student factor	<u>0</u>	=	<u> </u>	(high school)

TOTAL STATE MATCH CREDIT = \$0

TAX PAYMENT CREDIT

(((1+ interest rate	4.38%) ^	10	years to pay off bond) - 1] /	[interest rate	4.38%	x			
(1 + interest rate	4.38%)^	10	years to pay off bond] x	0.00159	capital levy rate x				
assessed value	<u>\$64,444</u>							tax payment credit	=	<u>\$ (816)</u>

IMPACT FEE CALCULATION

SITE ACQUISITION COST	<u>\$0</u>
FACILITY CONSTRUCTION COST	<u>\$0</u>
RELOCATABLE FACILITIES COST (PORTABLES)	<u>\$0</u>
(LESS STATE MATCH CREDIT)	<u>\$0</u>
(LESS TAX PAYMENT CREDIT)	<u>(\$816)</u>

	Non-Discounted	50% Discount
FINAL IMPACT FEE PER UNIT	\$0	\$0

IMPACT FEE WORKSHEET
LAKE STEVNS SCHOOL DISTRICT

MULTIPLE FAMILY RESIDENTIAL -- 2 BDRM OR MORE

SITE ACQUISITION COST

acres needed	7.8	x	\$ 100,000	capacity (#students)	258	x	student factor	0.169	=	\$511	(elementary)
acres needed	<u>0</u>	x	<u>\$ 100,000</u>	capacity (#students)	<u>0</u>	x	student factor	<u>0.038</u>	=	<u>\$0</u>	(middle)
acres needed	<u>0</u>	x	<u>\$ 100,000</u>	capacity (#students)	<u>0</u>	x	student factor	<u>0.063</u>	=	<u>\$0</u>	(mid-high)
acres needed	<u>0</u>	x	<u>\$ 100,000</u>	capacity (#students)	<u>0</u>	x	student factor	<u>0.055</u>	=	<u>\$0</u>	(high school)

TOTAL SITE ACQUISITION COST = \$511

SCHOOL CONSTRUCTION COST

total const. cost	<u>\$11,235,532</u>	/	capacity (# students)	<u>258</u>	x	student factor	<u>0.169</u>	=	<u>\$7,360</u>	(elementary)
total const. cost	<u>\$0</u>	/	capacity (# students)	<u>0</u>	x	student factor	<u>0.038</u>	=	<u>\$0</u>	(middle)
total const. cost	<u>\$0</u>	/	capacity (# students)	<u>0</u>	x	student factor	<u>0.063</u>	=	<u>\$0</u>	(mid-high)
total const. Cost	<u>\$0</u>	/	capacity (# students)	<u>0</u>	x	student factor	<u>0.055</u>	=	<u>\$0</u>	(high school)

\$7,360

Total Square Feet of Permanent Space (District)	<u>890,197</u>	/ Total Square Feet of School Facilities (000)	<u>949,333</u>	=	93.77%
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TOTAL FACILITY CONSTRUCTION COST = \$ 6,901

RELOCATABLE FACILITIES COST (PORTABLES)

Portable Cost	<u>\$ 56,954</u>	/	<u>13</u>	facility size	x	student factor	<u>0.169</u>	=	<u>\$740</u>	(elementary)
Portable Cost	<u>\$ 75,000</u>	/	<u>20</u>	facility size	x	student factor	<u>0.038</u>	=	<u>\$143</u>	(middle)
Portable Cost	<u>\$ 83,302</u>	/	<u>22</u>	facility size	x	student factor	<u>0.063</u>	=	<u>\$239</u>	(mid-high)
Portable Cost	<u>\$ -</u>	/	<u>0</u>	facility size	x	student factor	<u>0.055</u>	=		(high school)

Subtotal \$1,121

Total Square Feet of Portable Space (District)	<u>59,136</u>	/ Total Square Feet of School Facilities (000)	<u>949,333</u>	=	6.23%
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TOTAL RELOCATABLE COST ELEMENT = \$70

CREDIT AGAINST COST CALCULATION -- MANDATORY

STATE MATCH CREDIT

BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>90</u>	x	State Match %	<u>40.00%</u>	x	student factor	<u>0.169</u>	=	<u>\$1,219</u>	(elementary)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>117</u>	x	State Match %	<u>40.00%</u>	x	student factor	<u>0.038</u>	=		(middle)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>117</u>	x	State Match %	<u>40.00%</u>	x	student factor	<u>0.063</u>	=		(mid-high)
BOECKH Index	<u>\$ 200.40</u>	x OSPI Allowance	<u>130</u>	x	State Match %	<u>40.00%</u>	x	student factor	<u>0.055</u>	=		(high school)
TOTAL STATE MATCH CREDIT										=	<u>\$1,219</u>	

TAX PAYMENT CREDIT

$\frac{[(1 + \text{interest rate } 4.38\%)^{10} - 1]}{4.38\%}$	10	years to pay off bond) - 1] /	$[\text{interest rate } 4.38\% \times$	
$(1 + \text{interest rate } 4.38\%)^{10}$	10	years to pay off bond] x	0.00159	capital levy rate x
assessed value	<u>\$94,676</u>			tax payment credit = \$ 1,198

IMPACT FEE CALCULATION

SITE ACQUISITION COST	<u>\$511</u>
FACILITY CONSTRUCTION COST	<u>\$6,901</u>
RELOCATABLE FACILITIES COST (PORTABLES)	<u>\$70</u>
(LESS STATE MATCH CREDIT)	<u>(\$1,219)</u>
(LESS TAX PAYMENT CREDIT)	<u>(\$1,198)</u>

	Non-Discounted	50% Discount
FINAL IMPACT FEE PER UNIT	\$5,065	\$2,532

Appendix B

OSPI Enrollment Forecasting Methodology

OSPI PROJECTION OF ENROLLMENT DATA

Cohort-Survival or Grade-Succession Technique

Development of a long-range school-building program requires a careful forecast of school enrollment indicating the projected number of children who will attend school each year. The following procedures are suggested for determining enrollment projections:

1. Enter in the lower left corner of the rectangle for each year the number of pupils actually enrolled in each grade on October 1, as reported on the October Report of School District Enrollment, Form M-70, column A. (For years prior to October 1, 1965, enter pupils actually enrolled as reported in the county superintendent's annual report, Form A-1.)
2. In order to arrive at enrollment projections for kindergarten and/or grade one pupils, determine the percent that the number of such pupils each year was of the number shown for the immediately preceding year. Compute an average of the percentages, enter it in the column headed "Ave. % of Survival", and apply such average percentage in projecting kindergarten and/or grade one enrollment for the next six years.
3. For grade two and above determine the percent of survival of the enrollment in each grade for each year to the enrollment in the next lower grade during the preceding year and place this percentage in the upper right corner of the rectangle. (For example, if there were 75 pupils in actual enrollment in grade one on October 1, 1963, and 80 pupils were in actual enrollment in grade two on October 1, 1964, the percent of survival would be $80/75$, or 106.7%. If the actual enrollment on October 1, 1965 in grade three had further increased to 100 pupils, the percent of survival to grade three would be $100/80$ or 125 %.). Compute an average of survival percentages for each year for each grade and enter it in the column, "Ave. % of Survival".

In order to determine six-year enrollment projections for grade two and above, multiply the enrollment in the next lower grade during the preceding year by 7 the average percent of survival. For example, if, on October 1 of the last year of record, there were 100 students in grade one and the average percent of survival to grade two was 105,

then 105% of 100 would result in a projection of 105 students in grade two on October 1 of the succeeding year.

4. If, after calculating the "Projected Enrollment", there are known factors which will further influence the projections, a statement should be prepared showing the nature of those factors, involved and their anticipated effect upon any portion of the calculated projection.

*Kindergarten students are projected based on a regression line.

Appendix C

Student Generation Rate Methodology



DOYLE
CONSULTING

ENABLING SCHOOL DISTRICTS TO MANAGE AND USE STUDENT ASSESSMENT DATA

Student Generation Rate Study for the Lake Stevens School District

With Grade Levels (K-5, 6-7, 8-9, 10-12)

This document describes the methodology used to calculate student generation rates (SGRs) for the Lake Stevens School District, and provides results of the calculations.

SGRs were calculated for two types of residential construction: Single family detached, and multi-family with 2 or more bedrooms. Attached condominiums, townhouses and duplexes are included in the multi-family classification since they are not considered "detached". Manufactured homes on owned land are included in the single family classification.

- 1. Electronic records were obtained from the Snohomish County Assessor's Office containing data on all new construction within the Lake Stevens School District from January 2006 through December 2012. As compiled by the County Assessor's Office, this data included the address, building size, assessed value, and year built for new single and multi-family construction. The data was "cleaned up" by eliminating records which did not contain sufficient information to generate a match with the District's student record data (i.e. incomplete addresses).*
- 2. The District downloaded student records data into Microsoft Excel format. This data included the addresses and grade levels of all K-12 students attending the Lake Stevens School District as of March 2014. Before proceeding, this data was reformatted and abbreviations were modified as required to provide consistency with the County Assessor's data.*

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3. **Single Family Rates:** The data on all new single family detached residential units in County Assessor's data were compared with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 2,227 single family detached units were compared with data on 8,197 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	139	0.062
1	118	0.053
2	114	0.051
3	139	0.062
4	109	0.049
5	121	0.054
6	115	0.052
7	133	0.060
8	91	0.041
9	114	0.051
10	90	0.040
11	96	0.043
12	76	0.034
K-5	740	0.332
6-7	248	0.111
8-9	205	0.092
10-12	262	0.118
K-12	1455	0.653

4. **Large Multi-Family Developments:** Snohomish County Assessor's data does not specifically indicate the number of units or bedrooms contained in large multi-family developments. Additional research was performed to obtain this information from specific parcel ID searches, and information provided by building management, when available. Information obtained included the number of 0-1 bedroom units, the number of 2+ bedroom units, and specific addresses of 0-1 bedroom units.

Small Multi-Family Developments: This method included all developments in the County Assessor's data containing four-plexes, tri-plexes, duplexes, condominiums and townhouses. This data contained information on the number of bedrooms for all townhouses and condominiums. Specific parcel ID searches were performed for duplex and larger units in cases where number of bedroom data was missing.

5. **Multi-Family 2+ BR Rates:** The multi-family 2+ BR SGR's were calculated by comparing data on 2+ BR multi-family units with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 237 multi-family 2+ BR units were compared with data on 8,197 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	10	0.042
1	5	0.021
2	5	0.021
3	8	0.034
4	5	0.021
5	7	0.030
6	7	0.030
7	2	0.008
8	9	0.038
9	6	0.025
10	5	0.021
11	5	0.021
12	3	0.013
K-5	40	0.169
6-7	9	0.038
8-9	15	0.063
10-12	13	0.055
K-12	77	0.325

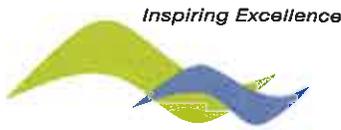
6. **Multi-Family 0-1 BR Rates:** Research indicated that no (0) multi-family 0-1 BR units were constructed within District boundaries during the time period covered by this study.

7. **Summary of Student Generation Rates*:**

	K-5	6-7	8-9	10-12	K-12
Single Family	.332	.111	.092	.118	.653
Multi-Family 2+ BR	.169	.038	.063	.055	.325

*Calculated rates for grade level groups may not equal the sum of individual grade rates due to rounding.

Appendix D
Board Resolution Adopting
Capital Facilities Plan



LAKE STEVENS
School District

RESOLUTION NO. 5-14
CAPITAL FACILITIES PLAN FOR 2014-2019

WHEREAS, the Lake Stevens School District is required by RCW 36.70 (the Growth Management Act) and the Snohomish County General Policy Plan to adopt a Capital Facilities Plan (Plan); and

WHEREAS, development of the Capital Facilities Plan was carried out by the District in accordance with accepted methodologies and requirements of the Growth Management Act; and

WHEREAS, impact fee calculations are consistent with methodologies meeting the conditions and tests of RCW 82.02 and Snohomish County Code; and

WHEREAS, the District finds that the methodologies accurately assess necessary additional capacity which address only growth-related needs; and

WHEREAS, a draft of the Plan was submitted to Snohomish County for review with changes having been made in accordance with County comments; and

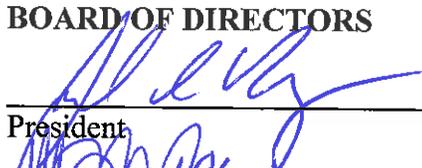
WHEREAS, the District finds that the Plan meets the basic requirements of RCW 36.70A and RCW 82.02; and

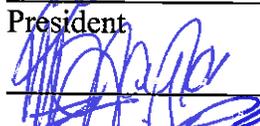
WHEREAS, a review of the Plan was carried out pursuant to RCW 43.21C (the State Environmental Policy Act). A Determination of Non Significance has been issued.

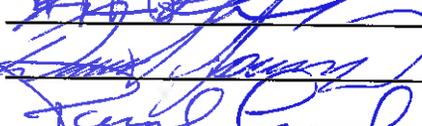
NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Lake Stevens School District hereby adopts the Capital Facilities Plan for the years 2014-2019, pursuant to the requirements of RCW 36.70A and the Snohomish County General Policy Plan. The Snohomish County Council, the City of Lake Stevens, and the City of Marysville are hereby requested to adopt the Plan as an element of their general policy plans and companion ordinances.

ADOPTED by the Board of Directors of the Lake Stevens School District No. 4, Snohomish County, state of Washington, at a regular meeting thereof held this 13th day of August 2014.

LAKE STEVENS SCHOOL DISTRICT NO. 4
BOARD OF DIRECTORS



President






ATTEST:


Superintendent:

Appendix E

Determination of Non-Significance and Environmental Checklist

DETERMINATION OF NONSIGNIFICANCE

Lake Stevens School District No. 4 Capital Facilities Plan 2014-2019

DESCRIPTION OF PROPOSAL:

The proposed action is the adoption of the Lake Stevens School District No. 4 Capital Facilities Plan, 2014-2019. Board adoption is scheduled to occur on August 13, 2014. This Capital Facilities Plan has been developed in accordance with requirements of the State Growth Management Act and is a non-project proposal. It documents how the Lake Stevens School District utilizes its existing educational facilities given current district enrollment configurations and educational program standards, and uses six-year and 15-year enrollment projections to quantify capital facility needs for years 2014-2019.

PROPONENT: Lake Stevens School District No. 4

LOCATION OF PROPOSAL: Lake Stevens School District No. 4
Snohomish County, Washington

LEAD AGENCY: Lake Stevens School District No. 4

The lead agency for this proposal has determined that the proposal does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of an environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

This Determination of Nonsignificance (DNS) is issued under WAC 197-11-340(2). The lead agency will not act on this proposal for 14 days from the published date below. Comments must be submitted by Thursday August 7, 2014 to the Responsible Official as named below.

RESPONSIBLE OFFICIAL: Robb Stanton
POSITION/TITLE: Executive Director, Operations and Technology Services
ADDRESS: Lake Stevens School District No. 4
 12309 22nd Street NE
 Lake Stevens, WA 98258
PHONE: 425-335-1506

Signature: 

Date: July 21, 2014

PUBLISHED: July 25, 2014

There is no agency appeal.

**LAKE STEVENS SCHOOL DISTRICT NO. 4
ENVIRONMENTAL CHECKIST
Adoption
of
Capital Facilities Plan 2014-2019**

Prepared by
SHOCKEY PLANNING GROUP, Inc.
for
Lake Stevens School District No. 4

Proposal

**Adoption of Capital Facilities Plan 2014-2019
Lake Stevens School District No. 4**

Proponent

Lake Stevens School District No. 4

Robb Stanton

12309 22nd Street NE

Lake Stevens, Washington 98258

Phone: (425) 335-1506

Project Representative

SHOCKEY PLANNING GROUP, INC.

Reid H. Shockey, AICP

2716 Colby Avenue

Everett, Washington 98201

Phone: (425) 258-9308

July 2014

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- Appendix A – Supplemental Sheet for Nonproject Actions
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ENVIRONMENTAL CHECKLIST

A. BACKGROUND

1. **Name of proposed project, if applicable:** Adoption of Capital Facilities Plan, 2014-2019
2. **Name of applicant:** Lake Stevens School District No. 4
3. **Address and phone number of applicant and contact person:**

Applicant Contact: **Lake Stevens School District No. 4**
Attn.: Robb Stanton
 12309 22nd St. N.E
 Lake Stevens, WA 98258
 Phone: (425) 335-1506
 Email: rstanton@lkstevens.wednet.edu

Environmental/Permitting Consultant: **Shockey Planning Group, Inc.**
Attn.: Reid Shockey, AICP
 2716 Colby Avenue
 Everett, WA 98201
 Phone: (425) 258-9308
 Email: rshockey@shockeyplanning.com

4. **Date checklist prepared:** July 15, 2014
5. **Agency requesting checklist:** Lead agency for environmental review and SEPA compliance is the Lake Stevens School District No 4.
6. **Proposed timing or schedule (including phasing, if applicable):**

The Lake Stevens School District's Capital Facilities Plan, 2014-2019, is scheduled to be adopted by the Lake Stevens School Board August 13, 2014.

7. **Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.**

The Capital Facilities Plan identifies school construction projects to accommodate un-housed students in the Lake Stevens School District through 2019. The Capital Facilities Plan will be updated at least bi-annually. Changes in actual enrollment and in enrollment projections will be used to recalculate facility needs. As noted above, project-specific environmental review will be undertaken at the time of construction on the identified projects and future projects.

8. **List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.**

The following reports/information are incorporated by reference and attached to this environmental checklist:

- Snohomish County General Policy Plan
- City of Lake Stevens Comprehensive Plan
- City of Marysville Comprehensive Plan

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

Following adoption of the Capital Facilities Plan, it is anticipated that it will be incorporated into the comprehensive plans for Snohomish County and the Cities of Lake Stevens and Marysville.

10. List any government approvals or permits that will be needed for your proposal, if known.

Individual proposed projects may require various governmental approvals, and each project would be reviewed at the project-specific level. The District would obtain any of the required approvals.

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The Washington Growth Management Act (GMA) outlines thirteen broad goals including adequate provision of necessary public facilities and services. Schools are among these necessary facilities and services. The public school districts serving Snohomish County residents have developed capital facilities plans to satisfy the requirements of RCW 36.70A.070 and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

This Capital Facilities Plan (CFP) is intended to provide the Lake Stevens School District (District), Snohomish County, the City of Lake Stevens, the City of Marysville and other jurisdictions a description of facilities needed to accommodate projected student enrollment at acceptable levels of service over the next fifteen years, with a more detailed schedule and financing program for capital improvements over the next six years (2014-2019).

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

The Lake Stevens School District is located six miles east of downtown Everett, and encompasses all of the City of Lake Stevens as well as portions of unincorporated Snohomish County and a small portion of the City of Marysville. The District is located south of the Marysville School District and north of the Snohomish School District.

B. ENVIRONMENTAL ELEMENTS**1. EARTH**

- a. **General description of the site (circle one):** Flat, rolling, hilly, steep slopes, mountainous, other.

The Lake Stevens School District is comprised of a variety of topographic features and landforms. Specific topographic and landform characteristics of the sites of proposed individual projects included in the CFP have been or would be described during project-level environmental review.

- b. **What is the steepest slope on the site (approximate percent slope)?**

Specific slope characteristics at sites of the proposed individual projects included in the CFP have been or would be identified during project-level environmental review.

- c. **What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.**

Specific soil types and their characteristics at the sites of the proposed individual projects included in the CFP have been or would be identified during project-level environmental review. Typically agricultural areas lie outside Urban Growth Areas. Schools are discouraged outside the UGA.

- d. **Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.**

Specific soil types and properties have been or would be analyzed on the sites of the proposed individual projects included in the CFP, at the time of project-level environmental review. Any limitations or necessary mitigation would be identified during project-level environmental review.

- e. **Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.**

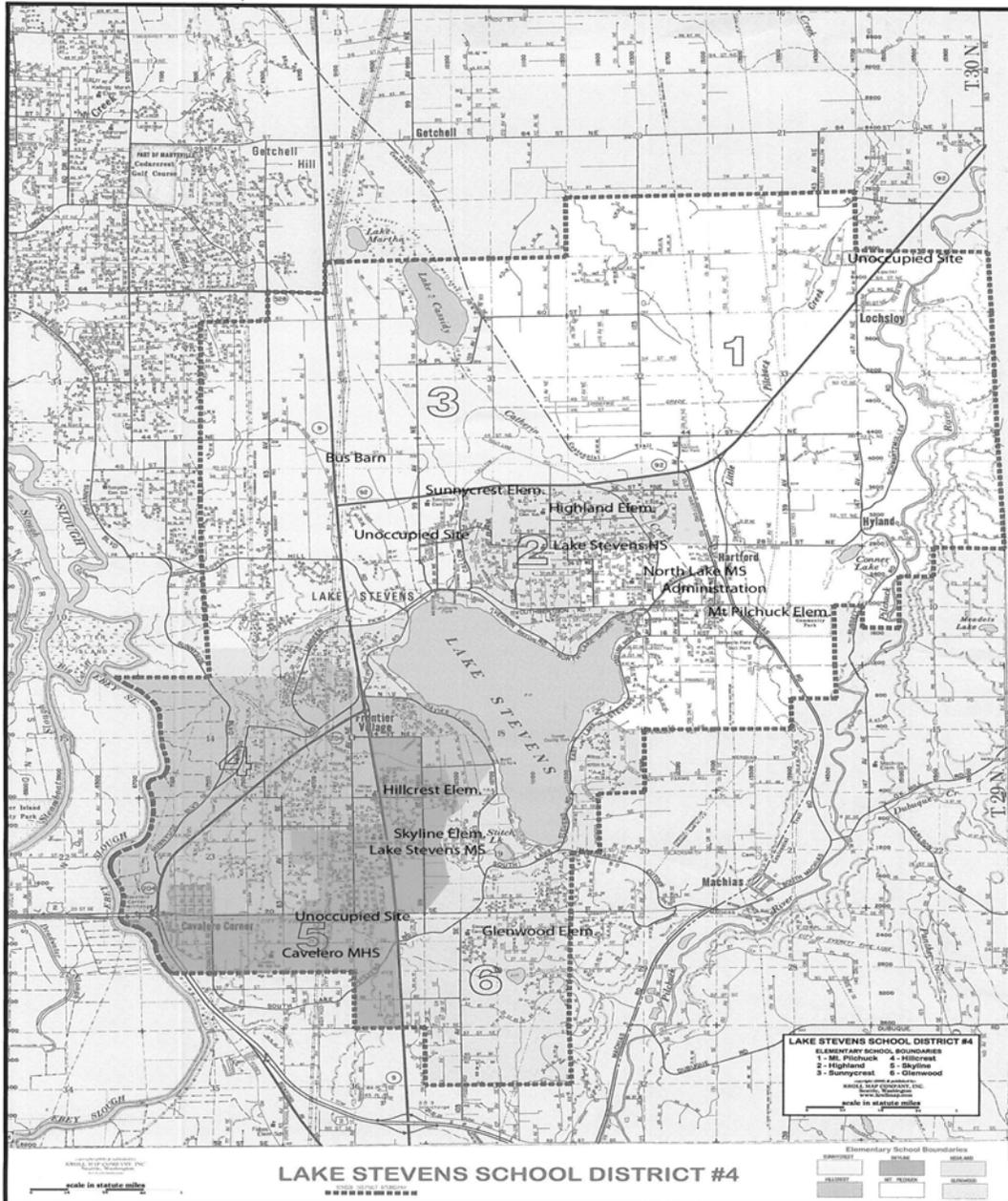
Individual projects included in the CFP have been or would be subject to Lake Stevens, Marysville or County project approval and environmental review, at the time of application.

Proposed grading activities as well as quantity, type, source and purpose of such activities would be addressed at that time. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Erosion could occur during the construction of projects proposed in the CFP. Individual projects would be subject to the local project review process. Potential erosion impacts would be addressed on a site-specific basis during project-level environmental review. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact.

Figure 1 - Map of School Facilities



g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

The renovations and new school facilities proposed in the CFP would result in the increase of impervious surfaces. The amount of impervious surface constructed would vary by individual project. Impervious surface quantities proposed to be constructed at each of the individual projects would be subject to project-level environmental review as well as the local project review process. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact.

h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Measures to control and reduce erosion impacts would be assessed and implemented in accordance with individual jurisdictional requirements. Erosion control and reduction measures have been or would be determined during project-level environmental review and requirements of the permitting jurisdiction would be met.

2. AIR

a. What types of emissions to the air would result from the proposal (i.e., dust, automobile, odors, industrial wood smoke) during construction, operation and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

Various air emissions may result from the projects proposed in the CFP. The majority of emissions would be construction related and temporary. The air-quality impacts of specific projects have been or would be evaluated during project-level environmental review. For greater detail please see *Appendix A – Supplemental Sheet for Nonproject Actions*.

b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Any off-site sources of emissions or odor that may affect individual projects included in the CFP would be addressed during project-level environmental review. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact.

c. Proposed measures to reduce or control emissions or other impacts to air, if any:

The individual projects in the CFP would be subject to site-specific environmental review, and also subject to individual jurisdiction local project review processes. The District would be required to comply with all applicable clean air regulations and permit requirements. Proposed air quality measures, specific to individual projects would be identified during project-level environmental review. Adoption of

the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact. For greater detail please refer to *Appendix A - Supplemental Sheet for Nonproject Actions*.

3. WATER

a. Surface Water:

- 1) **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

The Lake Stevens School District is characterized by a variety of surface water bodies. The individual water bodies that are in close proximity to proposed projects included in the CFP have been or would be identified during project-level environmental review. When necessary, detailed studies of surface water regimes and flow patterns would be conducted, and the findings of such studies would be incorporated into the site designs of the individual projects. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP would, cause any significant adverse unavoidable impact.

- 2) **Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

The proposed projects included in the CFP could require work within 200 feet of the surface waters located in the Lake Stevens School District. All local project approval requirements would be satisfied and evaluated at project-specific environmental review.

- 3) **Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.**

Specific information in regard to quantities and placement of fill or dredge material, resulting from the proposed projects contained in the CFP, would be provided during project-specific environmental review. All applicable local regulations regarding quantity and placement of dredge and fill material would be satisfied for all of the individual projects. All projects would be subject to local project review processes. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact.

- 4) **Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.**

Any surface water withdrawals or diversions made in connection with the proposed projects outlined in the CFP would be addressed during project-specific environmental review.

5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

If any of the projects proposed in the CFP are located in a floodplain area, then they would be required to meet all applicable regulations addressing flood hazard areas through project-specific environmental review.

6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

Waste material disposal methods required for specific projects included in the CFP would be addressed during project-level environmental review. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact. For greater detail please see *Appendix A - Supplemental Sheet for Nonproject Actions*.

b. Ground Water:

1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

Individual projects proposed by the CFP may withdraw or discharge to groundwater resources. Any potential impacts on groundwater resources would be identified during project-specific environmental review. Each project is subject to local jurisdiction regulations regarding groundwater resources and would be compliant with such regulations. For more detail please see *Appendix A - Supplemental Sheet for Nonproject Actions*.

2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

Discharges of waste material associated with proposed individual projects included in the CFP would be addressed during project-specific environmental review.

c. Water Runoff (including storm water):

1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Individual projects included in the CFP may have various effects on stormwater runoff quantities and rates. These effects would be identified during project-specific environmental review. All proposed projects would be subject to local stormwater regulations and would be compliant as such.

2) Could waste materials enter ground or surface waters? If so, generally describe.

The impacts of specific projects included in the CFP on potential ground or surface water discharges would be addressed during project-specific environmental review. Each project would be subject to all applicable regulations regarding discharges to ground or surface water. For greater detail please see *Appendix A - Supplemental Sheet for Nonproject Actions*.

3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

Any proposed school project would be required to submit a drainage analysis including potential impacts to drainage patterns and means of avoiding those impacts.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

Proposed measures to reduce or control surface runoff attributable to the individual projects included in the CFP would be addressed during project-specific environmental review. All jurisdictional regulation requirements would be satisfied.

4. PLANTS

a. Check the types of vegetation found on the site:

- deciduous tree: alder, maple, aspen, other: _____
- evergreen tree: fir, cedar, pine, other: _____
- shrubs
- grass
- pasture
- crop or grain
- Orchards, vineyards or other permanent crops
- wet soil plants: cattail, buttercup, bulrush, skunk cabbage, other: _____
- water plants: water lily, eelgrass, milfoil, other: _____
- other types of vegetation: domestic vegetation

A variety of plant communities exist within the Lake Stevens School District boundaries. Vegetation types located at specific project sites included in the CFP would be identified during project-specific environmental review. Any potential wet soil plants would be identified at the project specific environmental review.

b. What kind and amount of vegetation will be removed or altered?

Some of the projects proposed in the CFP may require removal or alteration of vegetation. The specific alterations to vegetation on the sites of individual projects would be identified during project-specific environmental analysis.

c. List threatened and endangered species known to be on or near the site, if any:

The specific impacts to threatened or endangered species by any of the proposed projects in the CFP have been or would be identified during project-specific environmental analysis. The proposed projects would be compliant with all applicable regulations regarding threatened and endangered species.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

Proposed landscaping and other measures to preserve or enhance vegetation on the sites included in the CFP would be identified during project-specific environmental review. All projects would be subject to local jurisdiction project review, and the landscaping requirements implied therein.

e. List all noxious weeds and invasive species known to be on or near the site.

The specific presence of noxious weeds and invasive species would be determined at the time of specific project permitting. Project proposals would include the means of eliminating those with a potential hazard or impact to a school project.

5. ANIMALS

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site. Examples include:

birds: hawk, heron, eagle, songbirds, other:
mammals: deer, bear, elk, beaver, other:
fish: bass, salmon, trout, herring, shellfish, other:

A wide variety of wildlife exists in the Lake Stevens School District. Inventories of existing species observed on the proposed sites included in the CFP would be conducted during project-level environmental review.

b. List any threatened and endangered species known to be on or near the site.

The specific impacts to threatened or endangered species by any of the proposed projects in the CFP would be identified during project-level environmental review. The proposed projects would be compliant with all regulations regarding threatened and endangered species.

c. Is the site part of a migration route? If so, explain.

Impacts on migration routes by the proposed projects included in the CFP have been or would be identified during project-level environmental review.

d. Proposed measures to preserve or enhance wildlife, if any:

Measures to preserve or enhance wildlife would be identified and determined during project-level environmental analysis.

e. List any invasive animal species known to be on or near the site.

The specific presence of invasive species would be determined at the time of specific project permitting. Project proposals would include the means of eliminating those with a potential hazard or impact to a school project.

6. ENERGY AND NATURAL RESOURCES**a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

The State Board of Education requires a life cycle cost analysis be conducted for all heating, lighting, and insulation systems, prior to permitting of specific school projects. The identification of project energy needs has been or would be done during project-specific environmental review.

b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.

The impacts of proposed projects included in the CFP, on the use of solar energy by adjacent properties, have been or would be identified during project-specific environmental review.

c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

Projects included in the CFP have been or would be required to complete a life cycle cost analysis. Other conservation measures have been or would be identified during project-specific environmental review.

7. ENVIRONMENTAL HEALTH**a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so describe.**

For a detailed discussion, see *Appendix A - Supplemental Sheet for Nonproject Actions*.

1) Describe any known or possible contamination at the site from present or past uses.

The specific presence of contaminants would be determined at the time of specific project permitting, including a Phase 1 Environmental Review and, if warranted, a Phase 2 analysis. Project proposals would include the means of eliminating materials with a potential hazard or impact to a school project.

- 2) **Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

Specific types of hazardous material would be identified for specific projects once their location is identified.

- 3) **Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.**

Hazardous materials would not typically be stored at a school facility; however, when such is necessary, building would be designed to afford maximum protection against spills or release.

- 4) **Describe special emergency services that might be required.**

Special emergency services have been or would be identified during project-specific environmental review. For greater detail, see *Appendix A - Supplemental Sheet for Nonproject Actions*.

- 5) **Proposed measures to reduce or control environmental health hazards, if any:**

Safety procedures and programs are part of the school's emergency programs for both existing and proposed school facilities. Projects included in the CFP would comply with all current codes, regulations, and rules. Individual projects have been or would be subject to environmental review, and the local project approval process.

b. Noise

- 1) **What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?**

Various noise sources exist within the Lake Stevens School District boundaries. The specific noise sources that may affect individual projects included in the CFP have been or would be identified during project-specific environmental review.

- 2) **What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic,**

construction, operation, other)? Indicate what hours noise would come from the site.

Short-term noise impacts associated with construction would exist for future projects included in the CFP. Long-term noise impacts associated with individual projects included in the CFP have been or would be identified through project-specific environmental review. Adoption of the CFP will not, and it is not anticipated that any project described in the CFP will, cause any significant adverse unavoidable impact. See *Appendix A - Supplemental Sheet for Nonproject Actions*.

3) Proposed measures to reduce or control noise impacts, if any:

Mitigation measures to reduce or control project-generated noise impacts have been or would be analyzed during project-specific environmental review. All projects would be subject to all applicable regulations regarding noise and would be compliant as such.

8. LAND AND SHORELINE USE

a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

There are various land uses throughout the District's boundaries. Schools are a common feature in local neighborhoods. Specific land use designations that apply to individual sites included in the CFP would be identified during project-specific environmental review.

b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

Existing school sites have not recently been used for agriculture. A historical review would be conducted for proposed sites, in conjunction with project-specific environmental review.

1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

Schools within this urban District will not typically be located near the activities described.

c. Describe any structures on the site.

A brief description of existing school facilities is included in Section 4 of the CFP. Proposed structures, located on the proposed sites, have been or would be described

in detail during the project-specific environmental review. See *Appendix B - 2014-2019 Capital Facilities Plan*.

d. Will any structures be demolished? If so, what?

The remodeling and renovation of school structures may involve demolition of existing structures; any potential demolition would be reviewed for hazardous material removal. Any demolition of structures has been or would be identified during project-specific environmental review.

e. What is the current zoning classification of the site?

Projects in the Lake Stevens School District are, and would be, located in various zoning classifications under applicable local zoning codes. Current zoning classifications, at the time of project application, would be identified at the time of project-specific environmental review.

f. What is the current comprehensive plan designation of the site?

Projects included in the CFP are located within various Comprehensive Plan designations. Comprehensive plan designations would be identified at the time of project-specific environmental review.

g. If applicable, what is the current shoreline master program designation of the site?

Shoreline master program designations of the proposed project sites included in the CFP have been or would be identified during project-specific environmental review.

h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

Any environmentally sensitive areas located on District project sites have been or would be identified during the project-specific environmental review.

i. Approximately how many people would reside or work in the completed project?

Current employment in the District as of June, 2014 is as follows:

- Certificated 440
- Administrators 28
- Non Represented 44
- Classified 480

j. Approximately how many people would the completed project displace?

Any displacement of people caused by the projects proposed in the CFP has been or would be identified during project-specific environmental review.

k. Proposed measures to avoid or reduce displacement impacts, if any:

Projects included in the CFP would be subject to project-specific environmental review and local approval, when appropriate. Proposed mitigating measures would be identified at that time.

l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

The CFP is intended to identify facilities needed to accommodate student population growth anticipated by the land use elements of the County, Everett and Mill Creek's Comprehensive Plans. Under the GMA, these jurisdictions are required to reassess the land use element of their comprehensive plans, if probable funding falls short of meeting existing needs. Reassessment undertaken is to ensure that the land use element, capital facilities plan elements and financing plan are coordinated and consistent.

The compatibility of the specific projects included in the CFP with existing uses and plans has been or would be assessed as part of the comprehensive planning process, and during project-specific environmental review, when appropriate.

In accordance with GMA mandates and Chapter 30.66C SCC, this CFP contains the following elements:

- Future enrollment forecasts for each grade span (elementary, middle and high).
- An inventory of existing facilities owned by the District.
- A forecast of the future facility needs for capital facilities and school sites, distinguishing between existing and projected deficiencies.
- The proposed capacities of expanded or new capital facilities.
- A financing program (minimum 6-year planning horizon).
- A schedule of impact fees (proposed), and support data.

In developing this CFP, the plan performance criteria of Appendix F of the Snohomish County General Policy Plan were used as follows:

- Information was obtained from recognized sources, such as the U.S. Census or the Puget Sound Regional Council. In addition, District generated data derived through statistically reliable methodologies was used. The information is consistent with the State Office of Financial Management (OFM) population forecasts used in the General Policy Plan.
- The CFP complies with the provisions of RCW 36.70A (Growth Management Act) and RCW 82.02.
- The calculation methodology for impact fees meets the conditions and tests of RCW 82.02. The District proposes the use of impact fees for funding its capital projects and facilities. In future CFP updates, the District intends to update alternative funding sources in the event that impact fees are not available due to action by the State, County or the cities within their district boundaries.

- The district has available three major sources of project financing: bonds, state match funds and school impact fees. Bonds are typically used to fund construction of new schools and require a 60% voter approval. They are then retired through property taxes. State match funds come from the common school construction fund. Bonds are sold on behalf of the funds then retired from revenues acquired predominantly from the sale of renewable resources from State school loans set aside by Enabling Act of 1889. To qualify, schools must meet state-established criteria of need. School impact fees are usually collected by the permitting agency at the time building permits are issued.

Housing projects in the Cities of Marysville and Lake Stevens and unincorporated Snohomish County are required to mitigate impacts to the District by voluntary mitigation agreements based on the anticipated impacts of each specific project.

m. Proposed measures to ensure the proposal is compatible with nearby agricultural and forest lands of long-term commercial significance, if any:

Schools within this urban District will not typically be located near the rural agriculture or forestry activities. Should this occur, the design process and the entitlement process will disclose any potential incompatibilities which can be addressed on a case by case basis.

9. HOUSING

a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

No housing units would be provided in connection with the completion of the projects included in the CFP.

b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

The impacts of the projects proposed in the CFP on existing housing units have been or would be identified at the time of project-specific environmental analysis.

c. Proposed measures to reduce or control housing impacts, if any:

Measures to reduce or control any housing impacts caused by the projects included in the CFP have been or would be addressed during project-specific environmental review.

10. AESTHETICS

a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

The design elements of the projects included in the CFP have been or would be addressed during project-specific environmental review.

b. What views in the immediate vicinity would be altered or obstructed?

The aesthetic impacts of the projects included in the CFP have been or would be identified during project-specific environmental review.

c. Proposed measures to reduce or control aesthetic impacts, if any:

Appropriate measures to reduce or control the aesthetic impacts of the projects included in the CFP have been or would be identified on a project-specific basis. Jurisdictional design requirements would be satisfied during project review.

11. LIGHT AND GLARE

a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

The light or glare impacts of the projects included in the CFP have been or would be identified during project-specific environmental review.

b. Could light or glare from the finished project be a safety hazard or interfere with views?

The light or glare impacts of the projects included in the CFP have been or would be identified during project-specific environmental review when appropriate.

c. What existing off-site sources of light or glare may affect your proposal?

Off-site sources (such as land use generators and traffic) of light or glare that may affect projects included in the CFP have been or would be identified during project-specific environmental review, when appropriate.

d. Proposed measures to reduce or control light and glare impacts, if any:

Proposed measures to reduce or control light and glare impacts have been or would be identified during project-specific environmental review.

12. RECREATION

a. What designated and informal recreational opportunities are in the immediate vicinity?

There are numerous formal and informal recreational facilities within the Lake Stevens School District. These include facilities both on and in the vicinity of District facilities.

- b. Would the proposed project displace any existing recreational uses? If so, describe.**

The recreational impacts of the projects included in the CFP have been or would be addressed during project-specific environmental review. The proposed projects included in the CFP, once completed, may enhance recreational opportunities and uses that exist on school sites.

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:**

Recreational impacts of the projects included in the CFP have been or would be subject to mitigation during project-specific environmental review. School sites provide opportunities for public use throughout the District's boundaries.

13. HISTORIC AND CULTURAL PRESERVATION

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers located on or near the site? If so, specifically describe.**

There are no known places or objects listed on or proposed for such registers on any sites currently being considered for projects included in the CFP. The existence of historic and cultural resources on or next to the proposed sites included in the CFP would be identified in more detail during project-specific environmental review.

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.**

An inventory of historical sites at or near the sites of the projects included in the CFP would be developed during project-specific environmental review, including review of date from the Washington Office of Archaeology and Historic Preservation (OAHP)

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.**

If any landmarks or evidence of historic, archaeological, scientific, or cultural importance were to be discovered during project-specific review, the State Historic Preservation Officer would be contacted.

- d. **Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.**

If suspected sites are found, then archaeological monitoring would be a likely requirement of permit approval.

14. TRANSPORTATION

- a. **Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on-site plans, if any.**

The impact on public streets and highways of the individual projects included in the CFP has been or would be identified during project-specific environmental review.

- b. **Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?**

The relationship between the specific projects included in the CFP and public transit has been or would be identified during project-specific environmental review. The District does provide school bus service to their facilities, and the need for service has or would be evaluated during project-specific review. Transit facilities are located throughout the District's boundaries.

- c. **How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?**

An inventory of parking spaces located at the sites of the projects included in the CFP, and the impacts of specific projects on parking availability, has been or would be conducted during project-specific environmental review.

- d. **Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).**

The need for new streets or roads, or improvements to existing streets or roads has been or would be addressed during project-specific environmental review.

- e. **Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.**

Use of water, rail or air transportation has been or would be addressed during project-specific environmental review, when appropriate.

- f. **How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and**

nonpassenger vehicles). What data or transportation models were used to make these estimates?

The traffic impacts of the projects included in the CFP have been or would be addressed during project-specific environmental review.

- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.**

Schools within this urban District will not typically be located near rural agriculture or forestry activities. Specific impacts of the projects included in the CFP would be addressed during project-specific environmental review.

- h. Proposed measures to reduce or control transportation impacts, if any:**

The mitigation of traffic impacts associated with the projects included in the CFP has been or would be addressed during project-specific environmental review. Identified mitigation would be consistent with the local permitting jurisdiction requirements for transportation mitigation and concurrency.

15. PUBLIC SERVICES

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe:**

The District does not anticipate that the projects identified in the CFP would substantially increase the need for public services. Actual needs would be evaluated at project-specific environmental review.

The CFP is intended to provide the District, Snohomish County, the Cities of Lake Stevens and Marysville, and other jurisdictions a description of facilities needed to accommodate projected student enrollment at acceptable levels of service through the year 2010. It also provides a more detailed schedule and financing program for capital improvements over the six-year period 2014-2019. The capital facilities financing plan is outlined in the CFP (Table 6-3). Funding sources include General Obligation Bonds, State Match Funds, and School Impact Fees. See *Appendix B - 2014-2019 Capital Facilities Plan*.

- b. Proposed measures to reduce or control direct impacts on public services, if any.**

New school facilities would be built with automatic security systems, fire alarms, smoke alarms, heat sensors, and sprinkler systems. Other measures to reduce or control impacts to public services would be identified at the project-specific level of environmental review.

16. UTILITIES

- a. **Circle utilities currently available at the site:** electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other: _____

Electricity, natural gas, water, refuse service, and telephone are available at the sites of the projects proposed in the CFP. Sanitary sewer utilities are either available at the sites, or the District would apply for approval of alternative sewage disposal systems/procedures. The types of utilities available at specific project sites have been or would be addressed in more detail during project-specific environmental review.

- b. **Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.**

Utility revisions and construction have been or would be identified during project-specific environmental review when appropriate.

C. SIGNATURE

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: Reid H. Shockey
Applicant Representative

Name of signee: Reid H. Shockey, AICP

Position and Agency/Organization: President - Shockey Planning Group

Date submitted: July 25, _____, 2014

Appendix A

Supplemental Sheet for Nonproject Actions

D. SUPPLEMENT SHEET FOR NONPROJECT ACTIONS (IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air, production, storage, or release of toxic or hazardous substances; or production of noise?

The Capital Facilities Plan (CFP) identifies school facilities to be constructed, renovated, and remodeled. There would be some environmental impacts associated with these activities. Additional impervious surfaces, such as roofs, parking lots, sidewalks, access roads, and playgrounds could increase stormwater runoff, which could enter surface or ground waters. Heating systems, emergency generators, and other school construction equipment could result in air emissions. The projects included in the CFP most likely would not require the production, storage, or release of toxic or hazardous substances, with the possible exception of the storage of diesel fuel or gasoline for emergency generation equipment. The District does not anticipate a significant increase in the production of noise from its facilities, with the possible exception of noise production due to short-term construction activities or the presence of additional students on a site. Construction impacts related to noise and air would be short term and are not anticipated to be significant.

Proposed measures to avoid or reduce such increases are:

Proposed measures to mitigate any such increases described above have been or would be addressed during project-specific environmental review. Stormwater detention and runoff would meet all applicable County, State and/or local requirements, and may be subject to National Pollutant Discharge Elimination System (“NPDES”) permitting requirements. Discharges to air would meet applicable air pollution control requirements. Any fuel storage would be done in accordance with all applicable regulations.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The projects included in the CFP may require clearing plants off of the building sites and a loss of animal habitat. Because some sites for the remodeling and renovation projects included in the CFP are already developed, lost habitat resulting from these projects should be minimal. These impacts have been or would be addressed in more detail during project-specific environmental review. This would include researching the State register for any threatened or endangered species that may exist on a school site or in the vicinity.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

Specific measures to protect and conserve plants, animals, fish, and birds have been or would be identified during project-specific environmental review. The District would work directly with the permitting agency to minimize impacts and potentially provide mitigation measures for plants and animals. All applicable regulations would be satisfied. The District has incorporated many ecological programs into their curriculum.

3. How would the proposal be likely to deplete energy or natural resources?

The construction of the projects included in the CFP would require the consumption of energy. The consumption would be related to short-term construction impacts as well as projects at completion.

Proposed measures to protect or conserve energy and natural resources are:

The projects included in the CFP would be constructed in accordance with applicable energy efficiency standards. This would also include the completion of the life-cycle cost analysis, as required by the State Board of Education.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The CFP and proposed individual projects would analyze these potential impacts on a project-specific level

Proposed measures to protect such resources or to avoid or reduce impacts are:

Appropriate measures to protect environmentally sensitive areas have been or would be implemented through the process of project-specific environmental review. Updates of this CFP would be coordinated with permitting agencies as part of the GMA process. One of the purposes of the GMA is to protect environmentally sensitive areas. The District's facilities planning process is part of the overall growth management planning process. Environmentally sensitive resources are more likely to be protected, with the extent of the District's CFP process. Future projects would comply with permitting regulations regarding environmentally sensitive areas.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The CFP would not have any impact on land or shoreline uses that are incompatible with existing comprehensive plans, land use codes, or shoreline management plans. The District does not anticipate that the CFP, or the projects contained therein, would directly affect land and shoreline uses in the area served by the District.

Proposed measures to avoid or reduce shoreline and land use impacts are:

No measures to avoid or reduce land use impacts resulting from the CFP, or the projects included, are proposed at this time. To the extent the District's facilities planning process is part of the overall growth management planning process, land use impacts or conflicts should be minimized.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

The proposal should not create substantial new demands for transportation. The projects included in the CFP may create an increase in traffic near District facilities. The construction of the facilities included in the CFP may result in minor increases in the demand for public services and utilities, such as fire and police protection, and water, sewer and electric utilities. None of these impacts is likely to be significant. The impacts on transportation, public services and utilities of the projects included in the CFP would be addressed during project-level environmental review.

Proposed measures to reduce or respond to such demand(s) are:

Any proposed measures to reduce demands on transportation, public services or utilities have been or would be done at the project-specific level. Requirements of the permitting jurisdiction would be complied with, as well as a review of concurrency requirements.

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

The CFP would not conflict with any laws or requirements for the protection of the environment. The Washington Growth Management Act (the GMA) outlines 13 broad goals, including adequate provision of necessary public facilities and services. Schools are among these necessary facilities and services. The public school districts serving Snohomish County residents have developed capital facilities plans to satisfy the requirements of RCW 36.70A.070, and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

Appendix B
2014-2019
Capital Facilities Plan

INCORPORATED BY REFERENCE.

COPIES AVAILABLE FOR REVIEW BY CONTACTING LAKE STEVENS SCHOOL DISTRICT

Appendix F

Snohomish County General Policy Plan

APPENDIX F

REVIEW CRITERIA FOR SCHOOL DISTRICT CAPITAL FACILITY PLANS

Required Plan Contents

1. Future Enrollment Forecasts by Grade Span, including:
 - a 6-year forecast (or more) to support the financing program;
 - a description of the forecasting methodology and justification for its consistency with OFM population forecasts used in the county's comprehensive plan.

2. Inventory of Existing Facilities, including:
 - the location and capacity of existing schools;
 - a description of educational standards and a clearly defined minimum level of service such as classroom size, school size, use of portables, etc.;
 - the location and description of all district-owned or leased sites (if any) and properties;
 - a description of support facilities, such as administrative centers, transportation and maintenance yards and facilities, etc.; and
 - information on portables, including numbers, locations, remaining useful life (as appropriate to educational standards), etc.

3. Forecast of Future Facility Needs, including:
 - identification of new schools and/or school additions needed to address existing deficiencies and to meet demands of projected growth over the next 6 years; and
 - the number of additional portable classrooms needed.

4. Forecast of Future Site Needs, including:
 - the number, size, and general location of needed new school sites.

5. Financing Program (6-year minimum Planning Horizon)
 - estimated cost of specific construction and site acquisition and development projects proposed to address growth-related needs;
 - projected schedule for completion of these projects; and
 - proposed sources of funding, including impact fees (if proposed), local bond issues (both approved and proposed), and state matching funds.

6. Impact Fee Support Data (where applicable), including:
 - an explanation of the calculation methodology, including description of key variables and their computation;
 - definitions and sources of data for all inputs into the fee calculation, indicating that it:
 - a) is accurate and reliable and that any sample data is statistically valid;
 - b) accurately reflects projected costs in the 6-year financing program; and
 - a proposed fee schedule that reflects expected student generation rates from, at minimum, the following residential unit types: single-family, multi-family/studio or 1-bedroom, and multi-family/2-bedroom or more.

Plan-Performance Criteria

1. School facility plans must meet the basic requirements set down in RCW 36.70A (the Growth Management Act). Districts proposing to use impact fees as a part of their financing program must also meet the requirements of RCW 82.02.
2. Where proposed, impact fees must utilize a calculation methodology that meets the conditions and tests of RCW 82.02.
3. Enrollment forecasts should utilize established methods and should produce results which are not inconsistent with the OFM population forecasts used in the county comprehensive plan. Each plan should also demonstrate that it is consistent with the 20-year forecast in the land use element of the county's comprehensive plan.
4. The financing plan should separate projects and portions of projects which add capacity from those which do not, since the latter are generally not appropriate for impact fee funding. The financing plan and/or the impact fee calculation formula must also differentiate between projects or portions of projects which address existing deficiencies (ineligible for impact fees) and those which address future growth-related needs.
5. Plans should use best-available information from recognized sources, such as the U.S. Census or the Puget Sound Regional Council. District-generated data may be used if it is derived through statistically reliable methodologies.
6. Districts which propose the use of impact fees should identify in future plan updates alternative funding sources in the event that impact fees are not available due to action by the state, county or the cities within their district boundaries.
7. Repealed effective January 2, 2000.

Plan Review Procedures

1. District capital facility plan updates should be submitted to the County Planning and Development Services Department for review prior to formal adoption by the school district.
2. Each school district planning to expand its school capacity must submit to the county an updated capital facilities plan at least every 2 years. Proposed increases in impact fees must be submitted as part of an update to the capital facilities plan, and will be considered no more frequently than once a year.
3. Each school district will be responsible for conducting any required SEPA reviews on its capital facilities plan prior to its adoption, in accordance with state statutes and regulations.

4. School district capital facility plans and plan updates must be submitted no later than 60 calendar days prior to their desired effective date. (For example, if a district requires its updated plan to take effect on January 1, 2007 in order to meet the minimum updating requirement of item 2. above, it must formally submit that plan no later than October 30, 2006.)

5. District plans and plan updates must include a resolution or motion from the district school board adopting the plan before it will become effective.

LAKEWOOD SCHOOL DISTRICT NO. 306
CAPITAL FACILITIES PLAN
2014-2019

APPROVED:
SEPTEMBER 3, 2014

LAKEWOOD SCHOOL DISTRICT NO. 306
CAPITAL FACILITIES PLAN
2014-2019

BOARD OF DIRECTORS
LARRY BEAN, PRESIDENT
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KELLY ALLEN
OSCAR ESCALANTE
GREGORY JENSEN

SUPERINTENDENT
DR. MICHAEL MACK

For information regarding the Lakewood School District Capital Facilities Plan, contact the Office of the Superintendent, Lakewood School District, P.O. Box 220, North Lakewood, WA 98259-0220. Tel: (360) 652-4500 or Fax: (360) 652-4502.

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INTRODUCTION

A. Purpose of the Capital Facilities Plan

The Washington State Growth Management Act (the “GMA”) includes schools in the category of public facilities and services. School districts have adopted capital facilities plans to satisfy the requirements of the GMA and to identify additional school facilities necessary to meet the educational needs of the growing student populations anticipated in their districts.

The Lakewood School District (the “District”) has prepared this Capital Facilities Plan (the “CFP”) to provide Snohomish County (the “County”) and the cities of Arlington and Marysville with a description of facilities needed to accommodate projected student enrollment and a schedule and financing program for capital improvements over the next six years (2014-2019).

In accordance with the Growth Management Act, adopted County Policy, the Snohomish County Ordinance Nos. 97-095 and 99-107, the City of Arlington Ordinance No. 1263, and the City of Marysville Ordinance Nos. 2306 and 2213, this CFP contains the following required elements:

- Future enrollment forecasts for each grade span (elementary, middle, and high school).
- An inventory of existing capital facilities owned by the District, showing the locations and capacities of the facilities.
- A forecast of the future needs for capital facilities and school sites.
- The proposed capacities of expanded or new capital facilities.
- A six-year plan for financing capital facilities within projected funding capacities, which clearly identifies sources of public money for such purposes. The financing plan separates projects and portions of projects which add capacity from those which do not, since the latter are generally not appropriate for impact fee funding.
- A calculation of impact fees to be assessed and supporting data substantiating said fees.

In developing this CFP, the District followed the following guidelines set forth in the Snohomish County General Policy Plan:

- Districts should use information from recognized sources, such as the U.S. Census or the Puget Sound Regional Council. School districts may generate their own data if it is derived through statistically reliable methodologies. Information must not be inconsistent with Office of Financial Management (“OFM”) population forecasts. Student generation rates must be independently calculated by each school district.
- The CFP must comply with the GMA.
- The methodology used to calculate impact fees must comply with the GMA. The CFP must identify alternative funding sources in the event that

impact fees are not available due to action by the state, county or cities within the District.

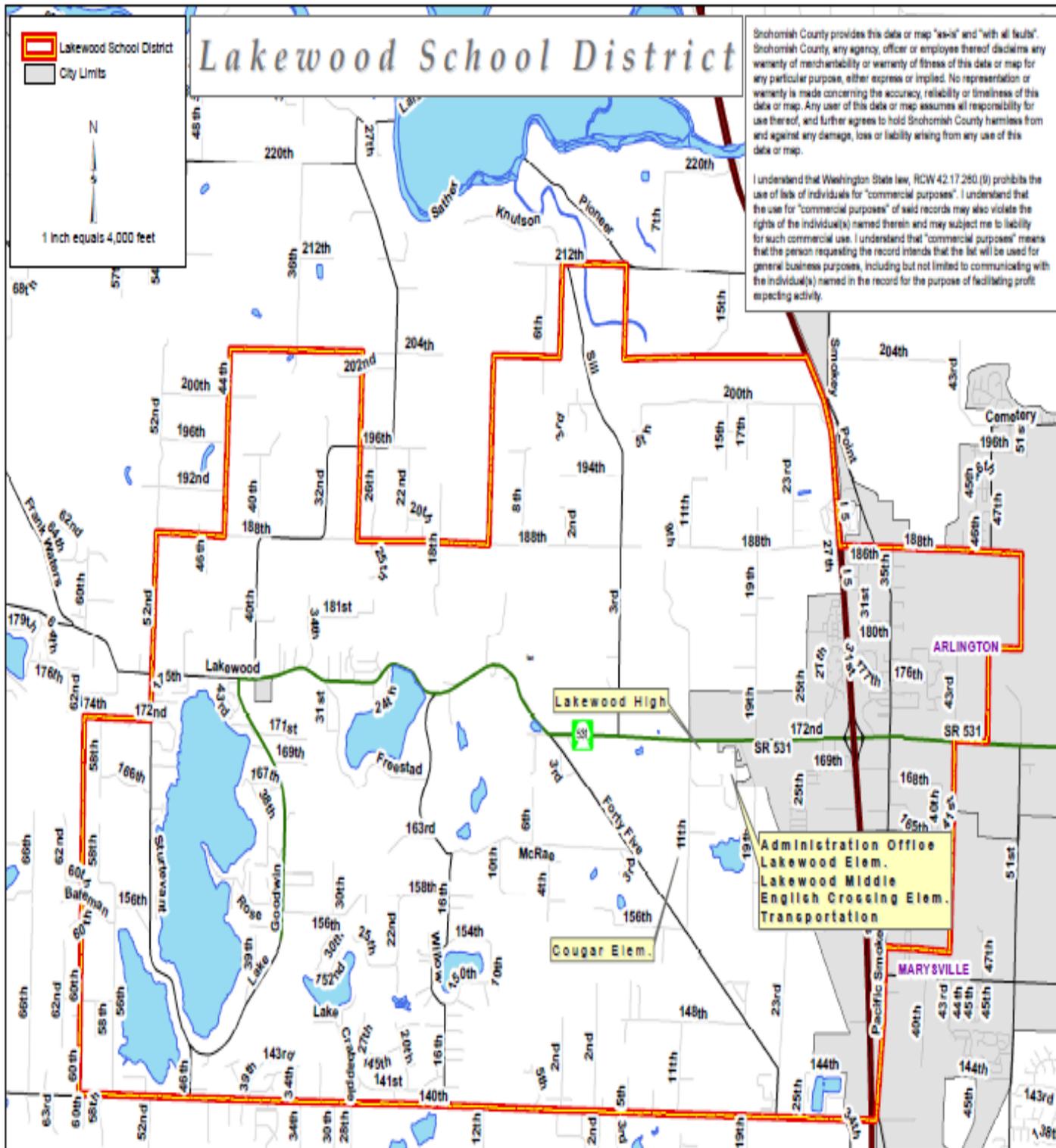
- The methodology used to calculate impact fees also complies with the criteria and the formulas established by the County.

B. Overview of the Lakewood School District

The Lakewood School District is located along Interstate 5, north of Marysville, Washington, primarily serving unincorporated Snohomish County and a part of the City of Arlington and the City of Marysville. The District is bordered on the south by the Marysville School District, on the west and north by the Stanwood School District, and on the east by the Arlington School District.

The District serves a student population of 2,253 (October 1, 2013 FTE Enrollment) with three elementary schools, one middle school, and one high school.

**FIGURE 1
MAP OF FACILITIES**



SECTION 2 DISTRICT EDUCATIONAL PROGRAM STANDARDS

School facility and student capacity needs are dictated by the types and amounts of space required to accommodate the District's adopted educational program. The educational program standards which typically drive facility space needs include grade configuration, optimum facility size, class size, educational program offerings, classroom utilization and scheduling requirements, and use of relocatable classroom facilities (portables), as well as specific and unique physical structure needs required to meet the full access needs of students with special needs.

In addition to factors which affect the amount of space required, government mandates and community expectations may affect how classroom space is used. Traditional educational programs offered by school districts are often supplemented by nontraditional, or special programs such as special education, expanded bilingual education, remediation, migrant education, alcohol and drug education, AIDS education, preschool and daycare programs, computer labs, music programs, and others. These special or nontraditional educational programs can have a significant impact on the available student capacity of school facilities, and upon planning for future needs.

Special programs offered by the District at specific school sites include, but are not limited to:

Lakewood Elementary School (Preschool through 5th Grades)

- Bilingual Education Program
- Title I Remedial Services Program
- P – 5th Grade Counseling Services
- Speech and Language Disorder Therapy Program
- Early Childhood Education and Assistance Program (ECEAP)
- Developmentally Delayed Preschool Program - Ages 3 to 5
- Developmentally Delayed Kindergarten Program
- K-5th Grade Special Education Resource Room Program
- Learning Assistance Program - Remedial Services
- Occupational Therapy Program

English Crossing Elementary School (Kindergarten through 5th Grades)

- K through 5th Grade Special Education Resource Room Program
- Bilingual Education Program
- K – 5th Grade Counseling Services
- Speech and Language Disorder Therapy Program
- Learning Assistance Program - Tutorial Services

- Occupational Therapy Program
- Special Education EBD Program

Cougar Creek Elementary School (Kindergarten through 5th Grades)

- Bilingual Education Program
- Title I Remedial Services Program
- Speech and Language Disorder Therapy Program
- Learning Assistance Program – Remedial Services (Learning Lab)
- Occupational Therapy Program
- K – 5th Grade Special Education Resource Room Program
- K – 5th Grade Special Education Life Skills Program (serves all K-5 schools)
- K – 5th Grade Counseling Services
- 3 – 5th Highly Capable/Enrichment Program (serves grades 3-5 district-wide)

Lakewood Middle School (6th through 8th Grades)

- Speech and Language Disorder Therapy Program
- 6th-8th Grade Special Education Resource and Inclusion Program
- 6th-8th Grade Special Education Life Skills Program
- Bilingual Education Program
- Learning Assistance Program - Tutorial Services
- Occupational Therapy Program
- 6th – 8th Grade Counseling Services

Lakewood High School

- 9th-12th Grade Special Education Resource Room and Transition Program
- 6th-12th Grade Special Education Life Skills Program
- Bilingual Education Program
- Occupational Therapy Program
- Speech and Language Disorder Program
- 9th – 12th Grade Counseling Program

Variations in student capacity between schools may result from the special or nontraditional programs offered at specific schools. Some students, for example, leave their regular classroom for a short period of time to receive instruction in these special programs. Schools recently added to the District's inventory have been designed to accommodate many of these programs. However, existing schools often require space modifications to accommodate special programs,

and in some circumstances, these modifications may affect the overall classroom capacities of the buildings.

District educational program standards may change in the future as a result of changes in the program year, special programs, class sizes, grade span configurations, use of new technology, and other physical aspects of the school facilities. The school capacity inventory will be reviewed periodically and adjusted for any changes to the educational program standards. These changes will also be reflected in future updates of this Capital Facilities Plan.

The District educational program standards which directly affect school capacity are outlined below for the elementary, middle, and high school grade levels.

Educational Program Standards For Elementary Schools

- Class size for grades K – 4th will not exceed 26 students.
- Class size for grades 5th – 8th will not exceed 28 students.
- All students will be provided library/media services in a school library.
- Special Education for students may be provided in self-contained or specialized classrooms.
- All students will be provided music instruction in a separate classroom.
- All students will have scheduled time in a computer lab. Each classroom will have access to computers and related educational technology.
- Optimum design capacity for new elementary schools is 475 students. However, actual capacity of individual schools may vary depending on the educational programs offered.
- All students will be provided physical education instruction in a gym or in a multipurpose room.

Educational Program Standards For Middle and High Schools

- Class size for middle school grades will not exceed 28 students.
- Class size for high school grades will not exceed 30 students.
- As a result of scheduling conflicts for student programs, the need for specialized rooms for certain programs, and the need for teachers to have a work space during planning periods, it is not possible to achieve 100% utilization of all regular teaching stations throughout the day. In updating this Capital Facility Plan, a building review of classroom use was conducted in order to reflect the actual classroom utilization in the high school and middle school. Therefore, classroom capacity should be adjusted using a utilization factor of 86% at the middle school and 83% at the high school to reflect the use of classrooms for teacher planning. Special Education for students will be provided in self-contained or specialized classrooms.
- All students will have access to computer labs. Each classroom is equipped with access to computers and related educational-technology.

- Identified students will also be provided other nontraditional educational opportunities in classrooms designated as follows:
 - Counseling Offices
 - Resource Rooms (i.e. computer labs, study rooms)
 - Special Education Classrooms
 - Program Specific Classrooms (i.e. music, drama, art, physical education, Industrial Arts and Agricultural Sciences).
- Optimum design capacity for new middle schools is 600 students. However, actual capacity of individual schools may vary depending on the educational programs offered.
- Optimum design capacity for new high schools is 800 students. However, actual capacity of individual schools may vary depending on the educational programs offered.

Minimum Educational Service Standards

The District will evaluate student housing levels based on the District as a whole system and not on a school by school or site by site basis. This may result in portable classrooms being used as interim housing, attendance boundary changes or other program changes to balance student housing across the system as a whole. A boundary change or a significant programmatic change would be made by the District's Board of Directors following appropriate public review and comment.

The District has set minimum educational service standards based on several criteria. Exceeding these minimum standards will trigger significant changes in program delivery. Minimum standards have not been met if, on average using current FTE figures: K-4 classrooms have 26 or more students per classroom, 5-8 classrooms have 28 or more students per classroom, or 9-12 classrooms have 30 or more students per classroom. For purposes of this determination, the term "classroom" does not include special education classrooms or special program classrooms (i.e. computer labs, art rooms, chorus and band rooms, spaces used for physical education and other special program areas). Furthermore, the term "classroom" does not apply to special programs or activities that may occur in a regular classroom. The minimum educational service standards are not District's desired or accepted operating standard.

The District reported the following information to Snohomish County in 2013 to demonstrate compliance with the minimum educational service standards:

LOS Standard	MINIMUM LOS# Elementary	CURRENT LOS Elementary	MINIMUM LOS Middle	CURRENT LOS Middle	MINIMUM LOS High	CURRENT LOS High
Lakewood No. 306	26	22	28	25	30	28

The District determines the current service level by adding the number of students in regular classrooms at each grade level and dividing that number by the number of teaching stations.

SECTION 3 CAPITAL FACILITIES INVENTORY

The facilities inventory serves to establish a baseline for determining the facilities necessary to accommodate future demand (student enrollment) at acceptable levels of service. This section provides an inventory of capital facilities owned and operated by the District including schools, relocatable classrooms, undeveloped land, and support facilities. Facility capacity is based on the space required to accommodate the District's adopted educational program standards. See Section 2. Attached as Figure 1 (page 3) is a map showing locations of District facilities.

A. Schools

The District maintains three elementary schools, one middle school, and one high school. Lakewood Elementary School accommodates grades P-5, Cougar Creek Elementary School accommodates grades K-5, and English Crossing Elementary School accommodates grades K-5. Lakewood Middle School serves grades 6-8, and Lakewood High School serves grades 9-12.

School capacity was determined based on the number of teaching stations within each building and the space requirements of the District's adopted educational program. It is this capacity calculation that is used to establish the District's baseline capacity, and to determine future capacity needs based on projected student enrollment. The school capacity inventory is summarized in Table 1.

Relocatable classrooms are not viewed by the District as a solution for housing students on a permanent basis. Therefore, these facilities were not included in the school capacity calculations provided in Table 1.

**Table 1
School Capacity Inventory**

Elementary School	Site Size (Acres)	Building Area (Square Feet)	Teaching Stations	Permanent Capacity	Year Built or Remodeled
English Crossing	*	41,430	20	520	1994
Cougar Creek	10**	44,217	22	572	2003
Lakewood	*	45,400	16	416	1998/1997
TOTAL	*	131,047	58	1,508	

Middle School	Site Size (Acres)	Building Area (Square Feet)	Teaching Stations	Permanent Capacity	Year Built or Remodeled
Lakewood Middle	*	62,835	27	756	1971, 1994, and 2002

High School	Site Size (Acres)	Building Area (Square Feet)	Teaching Stations	Permanent Capacity	Year Built or Remodeled
Lakewood High	*	79,422	24	598	1982

*Note: All facilities are located on one 89-acre campus located at Tax Parcel No. 31053000100300.

**The Cougar Creek site is approximately 22 acres located at 16216 11th Ave NE, Arlington, WA 98223. Note that the presence of critical areas on the site does not allow full utilization at this site.

B. Relocatable Classrooms

Relocatable classrooms are used on an interim basis to house students until funding can be secured to construct permanent classrooms. The District currently uses 18 relocatable classrooms at various school sites throughout the District to provide additional interim capacity. A typical relocatable classroom can provide capacity for a full-size class of students. Current use of relocatable classrooms throughout the District is summarized in Table 2. Table 2 includes only those relocatable classrooms used for regular capacity purposes.

**Table 2
Relocatable Classroom (Portable) Inventory**

Elementary School	Relocatables	Interim Capacity
English Crossing	5	135
Cougar Creek	0	0
Lakewood	5	130
SUBTOTAL	10	265

Middle School	Relocatables	Interim Capacity
Lakewood Middle	1	28
SUBTOTAL	1	28

High School	Relocatables	Interim Capacity
Lakewood High	7	174
SUBTOTAL	7	174

TOTAL	18	467
--------------	-----------	------------

C. Support Facilities

In addition to schools, the District owns and operates additional facilities which provide operational support functions to the schools. An inventory of these facilities is provided in Table 3.

**Table 3
Support Facility Inventory**

Facility	Building Area (Square Feet)
Administration	1,384
Business and Operations	1,152
Storage	2,456
Bus Garage	5,216
Maintenance Shop	4,096
Stadium	14,500

D. Land Inventory

The District does not own any sites which are developed for uses other than schools and/or which are leased to other parties.

SECTION 4 STUDENT ENROLLMENT PROJECTIONS

The District's October 1, 2013 FTE enrollment was 2,253. Enrollment projections are most accurate for the initial years of the forecast period. Moving further into the future, more assumptions about economic conditions and demographic trends in the area affect the projection. Monitoring birth rates in Snohomish County and population growth for the area are essential yearly activities in the ongoing management of the capital facilities plan. In the event that enrollment growth slows, plans for new facilities can be delayed. It is much more difficult, however, to initiate new projects or speed projects up in the event enrollment growth exceeds the projection. The Capital Facilities Plan does not assume mandatory Full-Day Kindergarten in its projections. If the State Legislature funds implementation, future updates to the Capital Facilities Plan will reflect an adjustment.

A. *Six Year Enrollment Projections*

Two enrollment forecasts were conducted for the District: an estimate by the Office of the Superintendent of Public Instruction (OSPI) based upon the cohort survival method; and an estimate based upon County population as provided by OFM ("ratio method").

Based on the cohort survival methodology, a total of 2,249 FTE students are expected to be enrolled in the District by 2019, a slight decrease from the October 2013 enrollment levels. Notably, the cohort survival method does not anticipate new students from new development patterns. This is particularly true of new development resulting from annexation and rezoning (both of which have recently occurred in the City of Marysville).

OFM population-based enrollment projections were estimated for the District using OFM population forecasts for the County. The County provided the District with the estimated total population in the District by year. Between 2000 and 2013, the District's student enrollment constituted approximately 16.89% of the total population in the District. Assuming that between 2014 and 2019, the District's enrollment will continue to constitute 16.89% of the District's total population and using OFM/County data, OFM/County methodology projects a total enrollment of 2,576 FTEs in 2019.

**Table 4
Projected Student Enrollment (FTE)
2014-2019**

Projection	Oct. 2013*	2014	2015	2016	2017	2018	2019	Change 2013-19	Percent Change 2013-19
OFM/County	2,253	2,306	2,359	2,412	2,465	2,518	2,576	323	13.33%
OSPI Cohort**	2,253	2,234	2,225	2,225	2,214	2,230	2,249	(4)	(.002%)

* Actual FTE, October 2013

**Based upon the cohort survival methodology (using FTE, which for the District is headcount enrollment with kindergarten at 0.5); complete projections located at Appendix A.

In addition to the OFM population-based enrollment projections, the District is aware of pending development within the District's portion of the City of Marysville. This information is based on development applications filed with the City and does not consider additional projects that may be submitted to the City within the six years of this plan period.

Given these pending developments and the fact that the OSPI method does not incorporate the County's planning data, the District has chosen to rely on the OFM population-based enrollment projections for purposes of planning for the District's needs during the six years of this plan period. Future updates to the Plan may revisit this issue.

B. 2035 Enrollment Projections

Student enrollment projections beyond 2019 are highly speculative. Using OFM/County data as a base, the District projects a 2035 student FTE population of 3,116. This is based on the OFM/County data for the years 2000 through 2013 and the District's average fulltime equivalent enrollment for the corresponding years (for the years 2000 to 2013, the District's actual enrollment averaged 16.89% of the OFM/County population estimates). The total enrollment estimate was broken down by grade span to evaluate long-term needs for capital facilities.

Projected enrollment by grade span for the year 2035 is provided in Table 5. Again, these estimates are highly speculative and are used only for general planning purposes.

**Table 5
Projected Student Enrollment
2035**

Grade Span	FTE Enrollment – October 2013	Projected Enrollment 2035*
Elementary (K-5)	970	1,340
Middle School (6-8)	539	748
High School (9-12)	744	1,028
TOTAL (K-12)	2,253	3,116

*Assumes that percentage per grade span will remain constant through 2035.

Note: Snohomish County Planning and Development Service provided the underlying data for the 2035 projections.¹

¹ The District has chosen to use Alternative #2 of the Snohomish County 2035 Population Forecast since it contains the medium range forecast of potential growth.

SECTION 5 CAPITAL FACILITIES NEEDS

The projected available student capacity was determined by subtracting projected FTE student enrollment from permanent school capacity (i.e. excluding portables) for each of the six years in the forecast period (2014-2019).

Capacity needs are expressed in terms of “unhoused students.”

Projected future capacity needs are depicted on Table 6-A and are derived by applying the projected enrollment to the capacity existing in 2014. The method used to define future capacity needs assumes no new construction. For this reason, planned construction projects are not included at this point. This factor is added later (see Table 7).

This table shows actual space needs and the portion of those needs that are “growth related” for the years 2014-2019.

Table 6-A*
Additional Capacity Needs
2013-2019

Grade Span	2013**	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	Pct. Growth Related
Elementary (K-5)								
Total	0	0	0	0	0	0	0	
Growth Related	--	--	--	--	--	--	--	0%
Middle School (6-8)								
Total	0	0	0	0	0	0	0	
Growth Related	--	--	--	--	--	--	--	0%
High School								
Total	146	117	133	150	166	183	201	
Growth Related***	--	--	--	4	20	37	55	27.4%

*Please refer to Table 7 for capacity and projected enrollment information.

**Actual October 2013 FTE Enrollment

***Existing deficiencies equal the “Total” less “Growth Related” capacity figures.

By the end of the six-year forecast period (2019), additional permanent classroom capacity will be needed as follows:

**Table 6-B
Unhoused Students**

Grade Span	Unhoused Students /Growth Related in Parentheses)
Elementary (K-5)	0 / (0)
Middle School (6-8)	0 / (0)
High School (9-12)	201 / (55)
TOTAL UNHOUSED (K-12)	201 / (55)

It is not the District's policy to include relocatable classrooms when determining future capital facility needs; therefore interim capacity provided by relocatable classrooms is not included in Table 6-B. However, Table 6-C incorporates the District's current relocatable capacity (see Table 2) for purposes of identifying available capacity.

**Table 6-C
Unhoused Students – Mitigated with Relocatables**

Grade Span	2019 Unhoused Students /Growth Related in (Parentheses)	Relocatable Capacity	Unhoused Students*
Elementary (K-5)	0 / (0)	265	-----
Middle School (6-8)	0 / (0)	28	-----
High School (9-12)	201 / (55)	174	-----

Importantly, Table 6-C does not include relocatable adjustment that may be made to meet capacity needs. For example, the relocatable classrooms currently designated to serve elementary school needs could be used to serve high school capacity needs. Therefore, assuming no permanent capacity improvements are made, Table 6-C indicates that the District will have adequate interim capacity with the use of relocatable classrooms to house students during this planning period.

Projected permanent capacity needs are depicted in Table 7. They are derived by applying the District's projected number of students to the projected capacity. Planned improvements by the District through 2019 are included in Table 7 and more fully described in Table 8.

**Table 7
Projected Student Capacity
2014-2019**

Elementary School Surplus/Deficiency

	Oct 2013 FTE	2014	2015	2016	2017	2018	2019
Existing Capacity	1,508	1,508	1,508	1,508	1,508	1,508	1,508
Added Permanent Capacity							
Total Capacity	1,508	1,508	1,508	1,508	1,508	1,508	1,508
Enrollment	970	1,038	1,062	1,085	1,109	1,133	1,159
Surplus (Deficiency)	538	470	446	423	399	375	349

Middle School Surplus/Deficiency

	Oct 2013 FTE	2014	2015	2016	2017	2018	2019
Existing Capacity	756	756	756	756	756	756	756
Added Permanent Capacity*							
Total Capacity	756	756	756	756	756	756	756
Enrollment	539	553	566	579	592	604	618
Surplus (Deficiency)	217	203	190	177	164	152	138

High School Surplus/Deficiency

	Oct 2013 FTE	2014	2015	2016	2017	2018	2019
Existing Capacity	598	598	598	598	598	598	921
Added Permanent Capacity*						323	
Total Capacity	598	598	598	598	598	921	921
Enrollment	744	715	731	748	764	781	799
Surplus (Deficiency)	(146)	(117)	(133)	(150)	(166)	140	122

*See Section 6 for project information.

See Appendix A for complete breakdown of enrollment projections.

See Table 6-A for a comparison of additional capacity needs due to growth versus existing deficiencies.

SECTION 6 CAPITAL FACILITIES FINANCING PLAN

A. Planned Improvements

In March 2000, the voters passed a \$14,258,664 bond issue for school construction and site acquisition. A new elementary school and a middle school addition were funded by that bond measure. These projects are complete. Based upon current needs, the District anticipates that it may need to consider the following acquisitions and/or improvements within the six years of this Plan:

Projects Adding Permanent Capacity:

- A three hundred (323) student expansion at Lakewood High School;
- A potential expansion at Lakewood Middle School, subject to future planning analysis and funding; and
- Acquisition and siting of portable facilities to accommodate growth needs.

Non-Capacity Adding Projects:

- High School modernization and improvements;
- Bus Garage improvements;
- Replace Administration Building;
- Replace Business Office Building; and
- Land acquisition for future sites.

In the event that planned construction projects do not fully address space needs for student growth and a reduction in interim student housing, the Board could consider various courses of action, including, but not limited to:

- Alternative scheduling options;
- Changes in the instructional model;
- Grade configuration changes;
- Increased class sizes; or
- Modified school calendar.

Funding for planned improvements is typically secured from a number of sources including voter approved bonds, State Match funds, and impact fees. The potential funding sources are discussed below.

B. Financing for Planned Improvements

1. General Obligation Bonds

Bonds are typically used to fund construction of new schools and other capital improvement projects. A 60% voter approval is required to approve the issuance of bonds. Bonds are then retired through collection of property taxes. In March 2000, District voters approved a \$14,258,664 bond issue for school construction and site acquisition, which included funding of Cougar Creek Elementary School. In April 2014, the District's voters approved a

\$66,800,000 bond measure to fund improvements, including a capacity addition, at Lakewood High School. .

2. *State School Construction Assistance*

State School Construction Assistance funds come from the Common School Construction Fund (the “Fund”). Bonds are sold on behalf of the Fund, and then retired from revenues accruing predominantly from the sale of timber from common school lands. If these sources are insufficient, the Legislature can appropriate funds or the State Board of Education can change the standards. School districts may qualify for State School Construction Assistance funds for specific capital projects based on a prioritization system. The District is eligible for State School Construction Assistance funds for new schools at the 54.59% funding percentage level.

3. *Impact Fees*

Impact fees are a means of supplementing traditional funding sources for construction of public facilities needed to accommodate new development. School impact fees are generally collected by the permitting agency at the time plats are approved or building permits are issued.

4. *Six Year Financing Plan*

The Six-Year Financing Plan shown in Table 8 demonstrates how the District intends to fund new construction and improvements to school facilities for the years 2014-2019. The financing components include a bond issue, impact fees, and State Match funds. Projects and portions of projects which remedy existing deficiencies are not appropriate for impact fee funding. Thus, impact fees will not be used to finance projects or portions of projects which do not add capacity or which remedy existing deficiencies.

**Table 8
Capital Facilities Plan**

Improvements Adding Permanent Capacity (Costs in Millions)

Project	2014	2015	2016	2017	2018	2019	Total Cost	Bonds/ Levy	State Match	Impact Fees
Elementary School										
Middle School										
High School										
Lakewood High Addition			\$13.00	\$10.554			\$23.554	X	X	X
Secondary										
Site Acquisition			\$0.775				\$0.775	X		X

Improvements Not Adding Capacity (Costs in Millions)

Project	2014	2015	2016	2017	2018	2019	Total Cost	Bonds/ Levy	State Match	Impact Fees
Elementary										
Middle School										
High School										
Lakewood High Modernization and Shop/Lab Replacement			\$19.544	\$4.000			\$23.544	X	X	
LHS Stadium, Track and Stadium Field Improvements				\$3.100			\$3.100	X	X	
District-wide										

Total Permanent Improvements (Costs in Millions)

	2014	2015	2016	2017	2018	2019	Total Cost	Bonds/ Levy	State Match	Impact Fees
TOTAL			\$33.319	\$171.654			\$50.973	X	X	X

SECTION 7 SCHOOL IMPACT FEES

The GMA authorizes jurisdictions to collect impact fees to supplement funding of additional public facilities needed to accommodate new development. Impact fees cannot be used for the operation, maintenance, repair, alteration, or replacement of existing capital facilities used to meet existing service demands.

A. School Impact Fees in Snohomish County

The Snohomish County General Policy Plan (“GPP”) which implements the GMA sets certain conditions for school districts wishing to assess impact fees:

- The District must provide support data including: an explanation of the calculation methodology, a description of key variables and their computation, and definitions and sources of data for all inputs into the fee calculation.
- Such data must be accurate, reliable and statistically valid.
- Data must accurately reflect projected costs in the Six-Year Financing Plan.
- Data in the proposed impact fee schedule must reflect expected student generation rates from the following residential unit types: single family; multi-family/studio or 1-bedroom; and multi-family/2-bedroom or more.

Snohomish County established a school impact fee program in November 1997, and amended the program in December 1999. This program requires school districts to prepare and adopt Capital Facilities Plans meeting the specifications of the GMA. Impact fees calculated in accordance with the formula, which are based on projected school facility costs necessitated by new growth and are contained in the District’s CFP, become effective following County Council adoption of the District’s CFP.

B. Methodology and Variables Used to Calculate School Impact Fees

Impact fees have been calculated utilizing the formula in the Snohomish County Impact Fee Ordinance. The resulting figures are based on the District’s cost per dwelling unit to purchase land for school sites, make site improvements, construct schools, and purchase/install relocatable facilities that add interim capacity needed to serve new development. As required under the GMA, credits have also been applied in the formula to account for State Match funds to be reimbursed to the District and projected future property taxes to be paid by the dwelling unit. The costs of projects that do not add capacity are not included in the impact fee calculations. Furthermore, because the impact fee formula calculates a “cost per dwelling unit”, an identical fee is generated regardless of whether the total new capacity project costs are used in

the calculation or whether the District only uses the percentage of the total new capacity project costs allocated to the Districts growth-related needs, as demonstrated in Table 6-A. For purposes of this Plan, the District has chosen to use the full project costs in the fee formula. Furthermore, impact fees will not be used to address existing deficiencies. See Table 8 for a complete identification of funding sources.

The following projects are included in the impact fee calculation:

- A capacity addition at Lakewood High School.

Please see Table 8 and page 21 for relevant cost data related to each capacity project.

FACTORS FOR ESTIMATED IMPACT FEE CALCULATIONS

Student Generation Factors – Single Family

Elementary	.180
Middle	.090
Senior	.140
Total	.410

Student Generation Factors – Multi Family (1 Bdrm)

Elementary	.000
Middle	.000
Senior	.000
Total	.000

Student Generation Factors – Multi Family (2+ Bdrm)

Elementary	.198
Middle	.099
Senior	.139
Total	.436

Projected Student Capacity per Facility

High School (new addition) - 323

Required Site Acreage per Facility

Facility Construction/Cost Average

High School (Addition)	\$23,553,551
------------------------	--------------

Permanent Facility Square Footage

Elementary	131,047
Middle	62,835
Senior	79,422
Total	273,304

Temporary Facility Square Footage

Elementary	5,120
Middle	512
Senior	3,584
Total	9,216

Total Facility Square Footage

Elementary	136,167
Middle	63,347
Senior	83,006
Total	282,520

Average Site Cost/Acre

Temporary Facility Capacity

Capacity
Cost

State Match Credit

Current State Match Percentage	54.59%
--------------------------------	--------

Construction Cost Allocation

Current CCA	200.40
-------------	--------

District Average Assessed Value

Single Family Residence	\$259,068
-------------------------	-----------

District Average Assessed Value

Multi Family (1 Bedroom)	\$64,444
Multi Family (2+ Bedroom)	\$94,676

SPI Square Footage per Student

Elementary	90
Middle	108
High	130

District Debt Service Tax Rate for Bonds

Current/\$1,000	\$2.50
-----------------	--------

General Obligation Bond Interest Rate

Current Bond Buyer Index	4.38%
--------------------------	-------

Developer Provided Sites/Facilities

Value	0
Dwelling Units	0

C. *Proposed Lakewood School District Impact Fee Schedule*

Using the variables and formula described in subsection B, impact fees proposed for the District are summarized in Table 9. See also Appendix C.

Table 9
School Impact Fees
Snohomish County, City of Arlington, City of Marysville

Housing Type	Impact Fee Per Dwelling Unit
Single Family	\$1,203
Multi-Family (1 Bedroom)	\$0
Multi-Family (2+ Bedroom)	\$2,811

APPENDIX A

POPULATION AND ENROLLMENT DATA

Table A-1

**HISTORICAL STUDENT ENROLLMENT 2005-2013
ACTUAL ENROLLMENTS ON OCTOBER 1st***

GRADES	2005	2006	2007	2008	2009	2010	2011	2012	2013
K	98	89	95	86	97	82	99	92	98
1 st Grade	200	205	186	186	175	181	164	196	181
2 nd Grade	194	204	189	190	184	158	179	153	197
3 rd Grade	190	204	199	189	183	181	162	174	159
4 th Grade	202	200	200	209	194	171	175	159	181
5 th Grade	177	200	194	192	210	181	180	176	154
6 th Grade	193	184	200	191	212	210	194	180	178
7 th Grade	222	198	183	189	190	193	200	182	182
8 th Grade	216	215	207	185	197	190	204	203	179
9 th Grade	199	227	221	203	189	185	183	185	204
10 th Grade	158	188	218	212	205	181	187	176	178
11 th Grade	171	157	184	203	196	187	172	185	180
12 th Grade	175	171	161	188	204	180	189	165	182
Total Enrollment	2,395	2,442	2,437	2,423	2,436	2,280	2,288	2,226	2,253

* FTE enrollment.

Table A-2

**PROJECTED STUDENT ENROLLMENT 2014-2019
Based on OSPI Cohort Survival*
(Headcount Enrollment)**

STATE OF WASHINGTON
SUPERINTENDENT OF PUBLIC INSTRUCTION
SCHOOL CONSTRUCTION ASSISTANCE PROGRAM
REPORT 1049 - DETERMINATION OF PROJECTED ENROLLMENTS
SCHOOL YEAR 2013-2014

Snohomish/Lakewood(31306)

Grade	--- ACTUAL ENROLLMENTS ON OCTOBER 1st ---					2013	AVERAGE % SURVIVAL	--- PROJECTED ENROLLMENTS ---					
	2008	2009	2010	2011	2012			2014	2015	2016	2017	2018	2019
Kindergarten	172	194	163	197	184	195		196	199	203	206	210	213
Grade 1	186	175	181	164	196	181	98.69%	192	193	196	200	203	207
Grade 2	190	184	158	179	153	197	96.37%	174	185	186	189	193	196
Grade 3	189	183	181	162	174	159	99.66%	196	173	184	185	188	192
Grade 4	209	194	171	175	159	181	98.98%	157	194	171	182	183	186
Grade 5	192	210	181	180	176	154	99.28%	180	156	193	170	181	182
Grade 6	191	212	210	194	180	178	103.74%	160	187	162	200	176	188
K-6 Sub-Total	1,329	1,352	1,245	1,251	1,222	1,245		1,255	1,287	1,295	1,332	1,334	1,364
Grade 7	189	190	193	200	182	182	96.13%	171	154	180	156	192	169
Grade 8	185	197	190	204	203	179	101.95%	186	174	157	184	159	196
7-8 Sub-Total	374	387	383	404	385	361		357	328	337	340	351	365
Grade 9	203	189	185	183	185	204	96.70%	173	180	168	152	178	154
Grade 10	212	205	181	187	176	178	98.04%	200	170	176	165	149	175
Grade 11	203	196	187	172	185	180	95.97%	171	192	163	169	158	143
Grade 12	188	204	180	189	165	182	97.53%	176	167	187	159	165	154
9-12 Sub-Total	806	794	733	731	711	744		720	709	694	645	650	626
DISTRICT K-12 TOTAL	2,509	2,533	2,361	2,386	2,318	2,350		2,332	2,324	2,326	2,317	2,335	2,355

Notes: Specific subtotalling on this report will be driven by District Grade spans.

School Facilities and Organization

Printed Dec 23, 2013

* The cohort survival method of predicting future enrollment does not consider enrollment attributable to new development in the District. Enrollment projections are most accurate for the initial years of the forecast period.

Table A-3

AVERAGE PERCENTAGE ENROLLMENT BY GRADE SPAN
(OSPI Enrollment Projections – Using FTE Enrollment)

Enrollment by Grade Span	Oct. 2013	2014	2015	2016	2017	2018	2019
Elementary (K-5)	970	997	1,001	1,032	1,029	1,053	1,070
Middle School (6-8)	539	517	515	499	540	527	553
High School (9-12)	744	720	709	694	645	650	626
TOTAL	2,253	2,234	2,225	2,225	2,214	2,230	2,249

Percentage by Grade Span	Oct. 2013	2014	2015	2016	2017	2018	2019
Elementary (K-5)	43%	45%	45%	46%	47%	47%	47%
Middle School (6-8)	24%	23%	23%	22%	24%	24%	25%
High School (9-12)	33%	32%	32%	32%	29%	29%	28%
TOTAL**	100%	100%	100%	100%	100%	100%	100%

Average Percentage by Grade Span	
Elementary (K-5)	45%
Middle School (6-8)	24%
High School (9-12)	31%
TOTAL	100%

Table A-4

**AVERAGE PERCENTAGE ENROLLMENT BY GRADE SPAN
(COUNTY/OFM Enrollment Projections)*****

Enrollment by Grade Span	Oct. 2013*	Avg. %age	2014	2015	2016	2017	2018	2019
Elementary (K-5)	970	45%	1,038	1,062	1,085	1,109	1,133	1,159
Middle School (6-8)	539	24%	553	566	579	592	604	618
High School (9-12)	744	31%	715	731	748	764	781	799
TOTAL**	2,253	100%	2,306	2,359	2,412	2,465	2,518	2,576

*Actual October 2013 Enrollment.

** Totals may vary due to rounding.

***Using average percentage by grade span.

APPENDIX B

STUDENT GENERATION FACTOR REVIEW



Student Generation Rate Study for the Lakewood School District

4/10/2014

This document describes the methodology used to calculate student generation rates (SGRs) for the Lakewood School District, and provides results of the calculations.

SGRs were calculated for two types of residential construction: Single family detached, and multi-family with 2 or more bedrooms. Attached condominiums, townhouses and duplexes are included in the multi-family classification since they are not considered "detached". Manufactured homes on owned land are included in the single family classification.

1. Electronic records were obtained from the Snohomish County Assessor's Office containing data on all new construction within the Lakewood School District from January 2006 through December 2012. As compiled by the County Assessor's Office, this data included the address, building size, assessed value, and year built for new single and multi-family construction. The data was "cleaned up" by eliminating records which did not contain sufficient information to generate a match with the District's student record data (i.e. incomplete addresses).
2. The District downloaded student records data into Microsoft Excel format. This data included the addresses and grade levels of all K-12 students attending the Lakewood School District as of March 2014. Before proceeding, this data was reformatted and abbreviations were modified as required to provide consistency with the County Assessor's data.

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3. **Single Family Rates:** The data on all new single family detached residential units in County Assessor's data were compared with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 200 single family detached units were compared with data on 2,310 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	7	0.035
1	5	0.025
2	10	0.050
3	5	0.025
4	4	0.020
5	5	0.025
6	5	0.025
7	5	0.025
8	8	0.040
9	10	0.050
10	7	0.035
11	5	0.025
12	6	0.030
K-5	36	0.180
6-8	18	0.090
9-12	28	0.140
K-12	82	0.410

4. *Large Multi-Family Developments:* Snohomish County Assessor's data does not specifically indicate the number of units or bedrooms contained in large multi-family developments. Additional research was performed to obtain this information from specific parcel ID searches, and information provided by building management, when available. Information obtained included the number of 0-1 bedroom units, the number of 2+ bedroom units, and specific addresses of 0-1 bedroom units.

Small Multi-Family Developments: This method included all developments in the County Assessor's data containing four-plexes, tri-plexes, duplexes, condominiums and townhouses. This data contained information on the number of bedrooms for all townhouses and condominiums. Specific parcel ID searches were performed for duplex and larger units in cases where number of bedroom data was missing.

5. **Multi-Family 2+ BR Rates:** The multi-family 2+ BR SGR's were calculated by comparing data on 2+ BR multi-family units with the District's student record data, and the number of students at each grade level living in those units was determined. The records of 101 multi-family 2+ BR units were compared with data on 2,310 students registered in the District, and the following matches were found by grade level(s)*:

GRADE(S)	COUNT OF MATCHES	CALCULATED RATE
K	1	0.010
1	6	0.059
2	4	0.040
3	4	0.040
4	4	0.040
5	1	0.010
6	3	0.030
7	6	0.059
8	1	0.010
9	6	0.059
10	4	0.040
11	2	0.020
12	2	0.020
K-5	20	0.198
6-8	10	0.099
9-12	14	0.139
K-12	44	0.436

6. **Multi-Family 0-1 BR Rates:** Research indicated that no (0) multi-family 0-1 BR units were constructed within District boundaries during the time period covered by this study.

7. **Summary of Student Generation Rates*:**

	K-5	6-8	9-12	K-12
Single Family	.180	.090	.140	.410
Multi-Family 2+ BR	.198	.099	.139	.436

*Calculated rates for grade level groups may not equal the sum of individual grade rates due to rounding.

APPENDIX C

SCHOOL IMPACT FEE CALCULATIONS

SCHOOL IMPACT FEE CALCULATIONS										
Snohomish County/Cities of Arlington and Marysville										
DISTRICT	Lakewood School District									
YEAR	2014									
School Site Acquisition Cost:										
((AcresxCost per Acre)/Facility Capacity)xStudent Generation Factor										
	Facility	Cost/	Facility	Student	Student	Student	Cost/	Cost/	Cost/	
	Acres	Acre	Capacity	Factor	Factor	Factor	SFR	MFR (1)	MFR (2+)	
Elementary	0.00	\$	500	0.180	0.000	0.198	\$0	\$0	\$0	
Middle			85	0.090	0.000	0.099	\$0	\$0	\$0	
High			323	0.140	0.000	0.139	\$0	\$0	\$0	
							\$0	\$0	\$0	
School Construction Cost:										
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(permanent/Total Sq Ft)										
	%Perm/	Facility	Facility	Student	Student	Student	Cost/	Cost/	Cost/	
	Total Sq.Ft.	Cost	Capacity	Factor	Factor	Factor	SFR	MFR (1)	MFR (2+)	
Elementary	93.58%	\$	500	0.180	0.000	0.198	\$0	\$0	\$0	
Middle	93.56%	\$	85	0.090	0.000	0.099	\$0	\$0	\$0	
High	93.66%	\$ 23,553,551	323	0.140	0.000	0.139	\$9,552	\$0	\$9,483	
							TOTAL	\$9,552	\$0	\$9,483
Temporary Facility Cost:										
((Facility Cost/Facility Capacity)xStudent Generation Factor)x(Temporary/Total Square Feet)										
	%Temp/	Facility	Facility	Student	Student	Student	Cost/	Cost/	Cost/	
	Total Sq.Ft.	Cost	Size	Factor	Factor	Factor	SFR	MFR (1)	MFR (2+)	
Elementary	6.44%	\$	26	0.180	0.000	0.198	\$0	\$0	\$0	
Middle	6.44%	\$	29	0.090	0.000	0.099	\$0	\$0	\$0	
High	6.44%	\$	30	0.140	0.000	0.139	\$0	\$0	\$0	
							TOTAL	\$0	\$0	\$0
State Matching Credit:										
Boeckh Index X SPI Square Footage X District Match % X Student Factor										
	Boeckh	SPI	District	Student	Student	Student	Cost/	Cost/	Cost/	
	Index	Footage	Match %	Factor	Factor	Factor	SFR	MFR (1)	MFR (2+)	
Elementary	\$ 200.40	90	0.00%	0.180	0.000	0.198	\$0	\$0	\$0	
Middle	\$ 200.40	108	0.00%	0.090	0.000	0.099	\$0	\$0	\$0	
Sr. High	\$ 200.40	130	54.59%	0.140	0.000	0.139	\$1,991	\$0	\$1,977	
							TOTAL	\$1,991	\$0	\$1,977
Tax Payment Credit:										
Average Assessed Value							\$259,068	\$64,444	\$94,676	
Capital Bond Interest Rate							4.38%	4.38%	4.38%	
Net Present Value of Average Dwelling							\$2,062,081	\$512,949	\$753,584	
Years Amortized							10	10	10	
Property Tax Levy Rate (Bonds)							\$2.50	\$2.50	\$2.50	
Present Value of Revenue Stream							\$5,155	\$1,282	\$1,884	
Fee Summary:				Single	Multi-	Multi-				
				Family	Family (1)	Family (2+)				
Site Acquisition Costs				\$0	\$0	\$0				
Permanent Facility Cost				\$9,552	\$0	\$9,483				
Temporary Facility Cost				\$0	\$0	\$0				
State Match Credit				(\$1,991)	\$0	(\$1,977)				
Tax Payment Credit				(\$5,155)	(\$1,282)	(\$1,884)				
FEE (AS CALCULATED)				\$2,405	\$0	\$5,622				
FEE (AS DISCOUNTED 50%)				\$1,203	\$0	\$2,811				

CITY OF MARYSVILLE
Marysville, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON RELATING TO THE CITY'S COMPREHENSIVE PLAN; AMENDING THE COMPREHENSIVE PLAN BY THE ADOPTION OF THE MARYSVILLE, LAKE STEVENS AND LAKEWOOD SCHOOL DISTRICTS' 2014 – 2019 CAPITAL FACILITIES PLANS AS A SUBELEMENT OF THE CITY'S COMPREHENSIVE PLAN AND ESTABLISHING THE ADOPTION OF SAID PLAN AND THE COLLECTION AND IMPOSITION OF SCHOOL IMPACT FEES, PURSUANT TO THE CITY'S ANNUAL COMPREHENSIVE PLAN AMENDMENT AND UPDATE PROCESS AND REPEALING ORDINANCE NO. 2912.

WHEREAS, the State of Washington enacted the Growth Management Act ("GMA") in 1990 amending RCW Chapter 82.02 to authorize the collection of school impact fees on new development under specified conditions, including the adoption by the City of a GMA Comprehensive Plan as defined in RCW Chapter 36.70A; and

WHEREAS, the Marysville City Council adopted a GMA Comprehensive Plan on April 25, 2005 that included a policy commitment to consider the adoption of a GMA-based school impact fee program (Policy SC-8); and

WHEREAS, on November 26, 2012 the Marysville City Council approved Ordinance No. 2912, adopting an update to the Comprehensive Plan that adopted the Marysville, Lake Stevens and Lakewood School Districts' 2012 – 2017 Capital Facilities Plans as a subelement to the City Comprehensive Plan; and

WHEREAS, City staff has reviewed the respective capital facility plans developed by the Marysville, Lake Stevens, and Lakewood School Districts and adopted by their Board of Directors in accordance with the requirements of RCW Chapter 36.70A and RCW 82.02.050, et seq. and has determined that the plans meet the requirements of said statutes and Marysville Municipal Code (MMC) Chapter 22D.040 *School Impact Fees and Mitigation*; and

WHEREAS, the City of Marysville has adopted MMC Chapter 22D.040 relating to school impact fees and mitigation which is designed to meet the conditions for impact fee programs in RCW 82.02.050, et seq.; and

WHEREAS, the Marysville, Lake Stevens and Lakewood School Districts have prepared an environmental checklist and issued a SEPA Threshold Determination of Non-significance relating to their respective capital facilities plans; and

WHEREAS, the Marysville, Lake Stevens and Lakewood School Districts Board of Directors have each adopted their respective 2014 – 2019 Capital Facilities Plan; and

WHEREAS, the Marysville Planning Commission, after review of the proposed Comprehensive Plan amendment, held a public workshop on October 14, 2014, and held a public hearing on November 12, 2014, and received testimony from each Districts' representative, staff and other interested parties following public notice; and

WHEREAS, the Marysville Planning Commission held public hearings on the 2014 – 2019 Capital Facilities Plans of each School District on November 12, 2014; and

WHEREAS, the Planning Commission prepared and provided its written recommendation that said proposed amendment be approved by the Marysville City Council; and

WHEREAS, on December 8, 2014 the Marysville City Council reviewed the Planning Commission’s recommendation relating to the proposed Comprehensive Plan amendment; and

WHEREAS, the Marysville City Council has considered the School Districts’ 2014 – 2019 Capital Facilities Plans in the context of the adopted Comprehensive Plan.

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

Section 1: Adoption. The Marysville School District Capital Facilities Plan 2014 – 2019, the Lake Stevens School District Capital Facilities Plan 2014 – 2019, and the Lakewood School District Capital Facilities Plan 2014 – 2019 (collectively referred to as “Plans”) are hereby incorporated by this reference and are hereby adopted as a subelement to the capital facilities element of the City of Marysville Comprehensive Plan. The Plans hereby adopted replace the School District Capital Facility Plans previously adopted by Marysville City Council in Ordinances No. 2912.

Section 2: Ordinance 2912 is hereby repealed for the reason that it is replaced by this Ordinance.

Section 3: Schedule of fees. The Department of Community Development is hereby directed to develop a schedule of school impact fees based upon the School Districts’ Capital Facilities Plans hereby adopted and as adjusted by the provisions of MMC 22D.040.050 *School impact fee*.

Section 4: Severability. If any section, subsection, sentence, clause, phrase or work of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2014.

CITY OF MARYSVILLE

By: _____
JON NEHRING, MAYOR

Attest:

By: _____
APRIL O'BRIEN, DEPUTY CITY CLERK

Approved as to form:

By: _____
GRANT K. WEED, CITY ATTORNEY

Date of Publication: _____

Effective Date: _____

Index #14

CITY OF MARYSVILLE
Marysville, Washington

Resolution No. _____

A RESOLUTION OF THE CITY COUNCIL OF MARYSVILLE, WASHINGTON, ON THE SUBJECTS OF ESTABLISHING A SMALL PUBLIC WORKS ROSTER PROCESS TO AWARD PUBLIC WORKS CONTRACTS, A CONSULTING SERVICES ROSTER FOR ARCHITECTIURAL, ENGINEERING, AND OTHER PROFESSIONAL SERVICES, AND A VENDOR ROSTER FOR GOODS AND SERVICES NOT RELATED TO PUBLIC WORKS CONTRACTS.

WHEREAS, RCW 39.04.155 and other laws regarding contracting for public works by municipalities, allow certain contracts to be awarded by a small works roster process; and

WHEREAS, Ch. 39.80 RCW and other laws regarding contracting for consulting services by municipalities allow certain contracts to be awarded by a consultant roster process; and

WHEREAS, RCW 39.04.190, regarding purchase of materials, supplies, or equipment not connected to a public works project, allows certain purchasing contracts to be awarded by a vendor roster process;

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

Section 1. Resolution No. 2312 is hereby repealed.

Section 2. **MRSC Rosters.** The City has contracted with the Municipal Research and Services Center of Washington (MRSC) to have their official rosters hosted in the online database for City use for small public works contracts, consulting services, and vendor services developed and maintained by MRSC through MRSC Rosters and the Mayor is authorized to sign that contract.

Section 3. **Small Public Works Roster.** The following small works roster procedures are established for use by the City pursuant to RCW 39.04.155:

1. **Cost.** The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed Three Hundred Thousand Dollars (\$300,000.00), which includes the costs of labor, material, equipment, sales, or use taxes as applicable. Instead, the City may use the Small Public Works Roster procedures for public works projects as set forth in this Resolution. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.
2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the small works roster and solicit the names of contractors for the small works roster. MRSC shall add

responsible contractors to the small works roster at any time that a contractor completes the online application provided by MRSC, and meets minimum State requirements for roster listing.

3. **Telephone, Written, or Electronic Quotations.** The City shall obtain telephone, written, or electronic quotations for public works contracts from contractors on the appropriate small works roster to assure that a competitive price is established and to award contracts to a contractor who meets the mandatory bidder responsibility criteria in RCW 39.04.350(1). The City may establish supplementary bidder criteria under RCW 39.04.350 (2) to be considered in the process of awarding a contract.
- a) A contract awarded from a small works roster will not be advertised. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.
 - b) Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. "Equitably distribute" means that the City may not favor certain contractors on the appropriate small works roster over other contractors on the appropriate small works roster who perform similar services.

If the estimated cost of the work is from one hundred and fifty thousand dollars (\$150,000) to three hundred thousand dollars (\$300,000), the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The City has the sole option of determining whether this notice to the remaining contractors is made by:

- (i) publishing notice in a legal newspaper in general circulation in the area where the work is to be done;
 - (ii) mailing a notice to these contractors; or
 - (iii) sending a notice to these contractors by facsimile or email.
- c) At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project;
 - d) A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.
4. **Limited Public Works Process.** If a work, construction, alteration, repair, or improvement project is estimated to cost less than thirty-five thousand dollars (\$35,000), the City may award such a contract using the limited public works process provided under RCW 39.04.155 (3). For a limited public works project, the City will solicit electronic or written quotations from a minimum of three contractors from the appropriate small works roster and shall award the

contract to the lowest responsible bidder as defined under RCW 39.04.010 after an award is made, the quotations shall be open to public inspection and available by electronic request.

For limited public works projects, the City may waive the payment and performance bond requirements of chapter 39.08 RCW and the retainage requirements of chapter 60.28 RCW, thereby assuming the liability for the contractor's nonpayment of laborers, mechanics, subcontractors, material men, suppliers, and taxes imposed under Title 82 RCW that may be due from the contractor for the limited public works project. However, the City shall have the right of recovery against the contractor for any payments made on the contractor's behalf.

The City shall maintain a list of the contractors contacted and the contracts awarded during the previous 24 months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

5. **Determining Lowest Responsible Bidder.** The City Council shall award the contract for the public works project to the lowest responsible bidder provided that, whenever there is a reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City Council may call for new bids. A responsible bidder shall be a registered or licensed contractor who meets the mandatory bidder responsibility criteria established by Chapter 133, Laws of 2007 (SHB 2010) and who meets any supplementary bidder responsibility criteria established by the City.
6. **Award.** All of the bids or quotations shall be collected by the Mayor or his designee.
 - a) The Mayor or his designee shall then present all bids or quotations and their recommendation for award of the contract to the City Council. The City Council shall consider all bids or quotations received, determine the lowest responsible bidder, and award the contract; or
 - b) If the City Council delegates the authority to award bids to the Mayor of the City for public works projects costing less than \$35,000, the Mayor shall have the authority to award public works contracts without City Council approval. For public works projects costing more than or equal to \$35,000 the City Council shall award all public works contracts.

Section 4. Consulting Services Roster. The following consulting services roster procedures are established for use by the City pursuant to RCW 39.80.030:

1. **Consulting Services.** Consulting services are professional services that have a primarily intellectual output or product and include architectural and engineering services as defined in RCW 39.80.020.
2. **Publication.** At least once a year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the consulting services roster and solicit the names of consultants for the consulting services roster. MRSC shall add responsible consultants to the consulting services roster at any time that a consultant completes the online application provided by MRSC, upload a Statement of Qualifications, and meets minimum State requirements for roster listing.

3. **Review and Selection of the Statement of Qualifications Proposals.** The City shall use the following process to select the most highly qualified Architectural or Engineering firm off of the Consulting Services Roster to provide the required services:
- a) Establish criteria for each Statement of Qualifications that the Mayor, or their designee, must consider in evaluating Architectural or Engineering firms for a given project. Such criteria shall include a plan to insure that minority and women-owned firms and veteran-owned firms are afforded the maximum practicable opportunity to compete for and obtain public contracts for architectural or engineering services. The level of participation by minority and women-owned firms and veteran-owned firms shall be consistent with their general availability within the jurisdiction of the City of Marysville.
 - b) The Mayor, or their designee, shall evaluate the written statements of qualifications and performance data on file with the City at the time that architectural or engineering services are required;
 - c) Such evaluations shall be based on the criteria established in the Statement of Qualifications; and
 - d) The Mayor, or their designee, shall conduct discussions with one or more firms regarding anticipated concepts and the relative utility of alternative methods of approach for furnishing the required services.
 - e) The firm deemed most highly qualified by the City to do the project will be selected.

4. **Award.**

- a) The City Council considers the proposal received and awards the contract; or
- b) If the City Council delegates the authority to award projects to the Mayor of the City for consulting services costing less than \$35,000, the Mayor shall have the authority to award contracts for consulting services without City Council approval. For consulting services costing more than or equal to \$35,000 the City Council shall award all contracts for consulting services.

Section 5. Vendor List Roster. The following vendor list roster procedures are established for use by the City pursuant to RCW 39.04.190:

1. **Purchase of materials, supplies, or equipment not connected to a public works project.** The City is not required to use formal sealed bidding procedures to purchase materials, supplies, or equipment not connected to a public works project where the cost will not exceed \$50,000. The City will attempt to obtain the lowest practical price for such goods and services.
2. **Publication.** At least twice per year, MRSC shall, on behalf of the City, publish in a newspaper of general circulation within the municipality's jurisdiction a notice of the existence of the vendor list roster and solicit the names of vendors for the vendor list roster. MRSC shall add responsible

vendors to the vendor list roster at any time when a vendor completes the online application provided by MRSC, and meets minimum State requirements for roster listing.

3. **Telephone, Written, or Electronic Quotations.** The City shall use the following process to obtain telephone or written quotations from vendors for the purchase of materials, supplies, or equipment not connected to a public works project:
 - a) A written description shall be drafted of the specific materials, supplies, or equipment to be purchased, including the number, quantity, quality, and type desired, the proposed delivery date, and any other significant terms of purchase;
 - b) The Mayor, or designee, shall make a good faith effort to contact at least three (3) of the vendors on the roster to obtain telephone or written quotations from the vendors for the required materials, supplies, or equipment;
 - c) The Mayor, or designee, shall not share telephone or written quotations received from one vendor with other vendors soliciting for the bid to provide the materials, supplies, or equipment;
 - d) A written record shall be made by the Mayor, or designee, of each vendor's bid on the material, supplies, or equipment, and of any conditions imposed on the bid by such vendor;

4. **Determining the Lowest Responsible Bidder.** The City shall purchase the materials, supplies, or equipment from the lowest responsible bidder, provided that whenever there is reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City may call for new bids.

5. **Award.** All of the bids or quotations shall be collected by the Mayor or designee. The Mayor, or designee, shall create a written record of all bids or quotations received, which shall be made open to public inspection or telephone inquiry after the award of the contract. Any contract awarded under this subsection need not be advertised.
 - a) The Mayor, or designee, shall then present all bids or quotations and their recommendation for award of the contract to the City Council. The City Council shall consider all bids or quotations received, determine the lowest responsible bidder, and award the contract; or
 - b) If the City Council delegates the authority to award bids to the Mayor of the City for materials, supplies, or equipment costing less than \$35,000, the Mayor shall have the authority to award public works contracts without City Council approval. For materials, supplies, or equipment costing \$35,000 and over, the City Council shall award all vendor contracts.

6. **Posting.** A list of all contracts awarded under these procedures shall be posted at the City's main administrative offices once every two months. The list shall contain the name of the vendor awarded the contract, the amount of the contract, a brief description of the items purchased, and the date it was awarded.

PASSED by the City Council and APPROVED by the Mayor this ____ day of _____, 2014.

Jon Nehring, Mayor

ATTEST:

April O'Brien, Deputy City Clerk

APPROVED AS TO FORM:

Grant K. Weed, City Attorney

CITY OF MARYSVILLE

Marysville, Washington

RESOLUTION NO. 2312

A RESOLUTION OF THE CITY COUNCIL OF MARYSVILLE, WASHINGTON, ON THE SUBJECTS OF ESTABLISHING A SMALL PUBLIC WORKS ROSTER PROCESS TO AWARD PUBLIC WORKS CONTRACTS AND A CONSULTING SERVICES ROSTER FOR ARCHITECTIURAL, ENGINEERING AND OTHER PROFESSIONAL SERVICES.

WHEREAS, RCW 39.04.155 and other laws regarding contracting for public works by municipalities, allow certain contracts to be awarded by a small works roster process; and

WHEREAS, in order to be able to implement small works roster processes, the City is required by law to adopt a resolution establishing specific procedures;

WHEREAS, RCW 39.80.030 requires that an agency publish in advance that agency's requirement for professional services and that one of the ways to accomplish that notification is to announce generally to the public its projected requirements for any category or type of professional services and request qualification statements to be kept on file with the agency,.

NOW, THEREFORE, THE CITY COUNCIL OF MARYSVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Resolution No. 2293 is hereby repealed.

Section 2. MRSC Rosters. The City wishes to contract with the Municipal Research and Services Center of Washington (MRSC) to adopt for City use those state wide electronic databases for small public works roster and consulting services developed and maintained by MRSC. In addition, paper and/or electronic rosters may be kept on file by appropriate City departments.

Section 3. Small Public Works Roster

The following small works roster procedures are established for use by the City pursuant to RCW 39.04.155:

1. **Cost.** The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed Three Hundred Thousand Dollars (\$300,000.00), which includes the costs of labor, material, equipment and sales and/or use taxes as applicable. Instead, the City may use the Small Public Works Roster procedures for public works projects as set forth herein. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.
2. **Publication.** At least once a year, on behalf of the City, MRSC shall publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the roster or rosters and solicit the names of contractors for such roster or rosters. Responsible contractors shall be added to appropriate MRSC Roster(s) at any time that they submit a written request and necessary records. The City may require master contracts to be signed that become effective when a specific award is made using a small works roster.

3. **Telephone or Written Quotations.** The City shall obtain telephone, written or electronic quotations for public works contracts from contractors on the appropriate small works roster to assure that a competitive price is established and to award contracts to a contractor who meets the mandatory bidder responsibility criteria in RCW 39.04.350(1) and may establish supplementary bidder criteria under RCW 39.04.350 (2)

a) A contract awarded from a small works roster need not be advertised. Invitations for quotations shall include an estimate of the scope and nature of the work to be performed as well as materials and equipment to be furnished. However, detailed plans and specifications need not be included in the invitation.

b) Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. "Equitably distribute" means that the City may not favor certain contractors on the appropriate small works roster over other contractors on the appropriate small works roster who perform similar services.

If the estimated cost of the work is from one hundred and fifty thousand dollars (\$150,000) to three hundred thousand dollars (\$300,000), the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. The City has the sole option of determining whether this notice to the remaining contractors is made by:

- (i) publishing notice in a legal newspaper in general circulation in the area where the work is to be done;
- (ii) mailing a notice to these contractors; or
- (iii) sending a notice to these contractors by facsimile or email.

c) At the time bids are solicited, the City representative shall not inform a contractor of the terms or amount of any other contractor's bid for the same project;

d) A written record shall be made by the City representative of each contractor's bid on the project and of any conditions imposed on the bid. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.

4. **Limited Public Works Process.** If a work, construction, alteration, repair, or improvement project is estimated to cost less than thirty-five thousand dollars (\$35,000), the City may award such a contract using the limited public works process provided under RCW 39.04.155 (3). For a limited public works project, the City will solicit electronic or written quotations from a minimum of three contractors from the appropriate small works roster and shall award the contract to the lowest responsible bidder as defined under RCW 39.04.010. After an award is made, the quotations shall be open to public inspection and available by electronic request.

For limited public works projects, the City may waive the payment and performance bond requirements of chapter 39.08 RCW and the retainage requirements of chapter 60.28 RCW, thereby assuming the liability for the contractor's nonpayment of laborers, mechanics,

subcontractors, materialmen, suppliers, and taxes imposed under Title 82 RCW that may be due from the contractor for the limited public works project. However, the City shall have the right of recovery against the contractor for any payments made on the contractor's behalf.

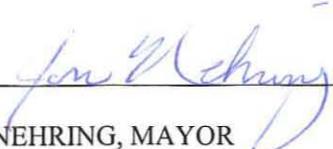
The City shall maintain a list of the contractors contacted and the contracts awarded during the previous 24 months under the limited public works process, including the name of the contractor, the contractor's registration number, the amount of the contract, a brief description of the type of work performed, and the date the contract was awarded.

5. **Determining Lowest Responsible Bidder.** The City Council shall award the contract for the public works project to the lowest responsible bidder provided that, whenever there is a reason to believe that the lowest acceptable bid is not the best price obtainable, all bids may be rejected and the City Council may call for new bids. A responsible bidder shall be a registered and/or licensed contractor who meets the mandatory bidder responsibility criteria established by Chapter 133, Laws of 2007 (SHB 2010) and who meets any supplementary bidder responsibility criteria established by the City.
6. **Award.** The Mayor or his/her designee shall present all telephone quotations/bids and recommendation for award of the contract to the lowest responsible bidder to the City Council. However, for public works projects under \$35,000 the Mayor shall have the authority to award public works contracts without City Council approval. For public works projects over \$35,000, the City Council shall award all public works contracts.

Section 4. Consulting Services Roster

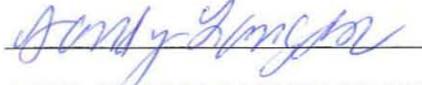
1. **Consulting Services.** Consulting services are professional services that have a primarily intellectual output or product and include architectural and engineering services as defined in RCW 39.80.020.
2. **Publication.** At least once a year, on behalf of the City, MRSC shall publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the consulting services roster or rosters and solicit statements of qualifications from firms providing consulting services. Such advertisements will include information on how to find the address and telephone number of a representative of the City who can provide further details as to the City's projected needs for consulting services. Firms or persons providing consulting services shall be added to appropriate MRSC roster or rosters at any time that they submit a written request and necessary records. The City may require master contracts to be signed that become effective when a specific award is made using a consulting services roster.
3. **Professional Architectural and Engineering Services.** The MRSC Rosters will distinguish between professional architectural and engineering services as defined in RCW 39.80.020 and other consulting services and will announce generally to the public the City's projected requirements for any category or type of professional or other consulting services. The City reserves the right to publish an announcement on each occasion when professional services or other consulting services are required by the agency and to use paper and/or other electronic rosters that may be kept on file by appropriate City departments.

PASSED this 5th day of December, 2011 and signed in authentication of its passage this 5th day of December, 2011.



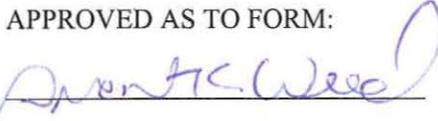
JON NEHRING, MAYOR

ATTEST:



APRIL O'BRIEN, DEPUTY CLERK
Sandy Langdon

APPROVED AS TO FORM:



GRANT WEED, CITY ATTORNEY

Index #15

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/8/2014

AGENDA ITEM: AN ORDINANCE OF THE CITY OF MARYSVILLE AMENDING THE 2014 BUDGET AND PROVIDING FOR THE INCREASE OF CERTAIN EXPENDITURE ITEMS AS BUDGETED FOR IN ORDINANCE NO. 2941 AND CHANGES COMPENSATION LEVELS.	
PREPARED BY: Denise Gritton/Sandy Langdon	DIRECTOR APPROVAL:
DEPARTMENT: Finance	
ATTACHMENTS: Proposed Ordinance	
BUDGET CODE: Various	AMOUNT: \$7,723,298
SUMMARY:	

Since the adoption of the 2014 Budget there has been several activities that have occurred to warrant amending the budget. RCW 35.33.07 requires the adoption of a balanced budget which also sets the expenditure authority for the city by the City Council. City Council adopts the expenditure authority at the Fund level. From time to time there may be activities that during the budget planning were unable to forecast. This budget amendment addresses the following activities:

In the General Fund, additional budget authority to adjust the beginning cash balance to actual and transfer fund to support capital reserves. Also, additional budget authority to accommodate the award to Parks of a Hotel/Motel Grant for Merrysville for the Holidays.

GMA REET 1 & 2, additional budget authority to transfer to Street Construction.

Marysville TBD, additional budget authority to reimburse the City for administrative expenses.

156th Street Overpass, additional budget authority to reflect the completion of the bond issues and project completion.

Parks Construction, additional budget authority to accommodate CDBG grant award.

Golf Course, additional budget authority to cover higher than expected water usage and accommodate an additional quarter of cost of goods sold.

Fleet, additional budget authority to replace two damaged police vehicles, unanticipated dump truck engine replacement and repairs, and replacement cost higher than planned of a rear loader.

Information Services, additional budget authority to accommodate for office supplies and small computer peripherals to complete the 2015 replacement program.

RECOMMENDED ACTION:

Staff Recommend the Council consider approval of the ordinance amending the 2014 budget and providing for the increase in certain expenditure items as budgeted for in Ordinance 2941 and changes in compensation levels.

DRAFT

CITY OF MARYSVILLE
Marysville, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE AMENDING THE 2014 BUDGET AND PROVIDING FOR THE INCREASE OF CERTAIN EXPENDITURE ITEMS AS BUDGETED FOR IN ORDINANCE NO. 2941 AND CHANGES IN COMPENSATION LEVELS.

THE CITY COUNCIL OF THE CITY OF MARYSVILLE, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. Since the adoption of the 2014 budget by the City Council on November 25, 2013, it has been determined that the interests of the residents of the City of Marysville may best be served by the increase of certain expenditures. The following funds as referenced in Ordinance No. 2941, the 2014 budget, are hereby amended to read as follows

Fund Title	Fund No.	Description	Current Budget	Amended Budget	Amount of Inc/(Dec)
General Fund	001	Beginning Fund Balance	\$ 9,395,926	\$ 10,854,544	\$ 1,458,618
General Fund	001	Revenue	40,699,966	40,704,966	5,000
General Fund	001	Expenditures	42,388,524	49,177,421	6,788,897
General Fund	001	Ending Fund Balance	7,707,368	2,382,089	(5,325,279)
GMA REET 1	110	Beginning Fund Balance	98,671	237,942	139,271
GMA REET 1	110	Revenue	600,600	750,600	150,000
GMA REET 1	110	Expenditures	644,418	944,418	300,000
GMA REET 1	110	Ending Fund Balance	54,853	44,124	(10,729)
GMA REET 2	111	Beginning Fund Balance	56,496	185,686	129,190
GMA REET 2	111	Revenue	600,500	750,500	150,000
GMA REET 2	111	Expenditures	630,000	900,000	270,000
GMA REET 2	111	Ending Fund Balance	26,996	36,186	9,190
Marysville TBD	114	Beginning Fund Balance	-	-	-
Marysville TBD	114	Revenue	600,000	748,000	148,000
Marysville TBD	114	Expenditures	600,000	668,758	68,758
Marysville TBD	114	Ending Fund Balance	-	79,242	79,242
Parks Construction	310	Beginning Fund Balance	43,553	43,553	-
Parks Construction	310	Revenue	664,150	725,599	61,449
Parks Construction	310	Expenditures	707,207	768,656	61,449
Parks Construction	310	Ending Fund Balance	496	496	-

<u>Fund Title</u>	<u>Fund No.</u>	<u>Description</u>	<u>Current Budget</u>	<u>Amended Budget</u>	<u>Amount of Inc/(Dec)</u>
Golf Course	420	Beginning Fund Balance	-	-	-
Golf Course	420	Revenue	1,274,175	1,323,868	49,693
Golf Course	420	Expenditures	1,274,175	1,323,868	49,693
Golf Course	420	Ending Fund Balance	-	-	-
Fleet	501	Beginning Fund Balance	338,922	338,922	-
Fleet	501	Revenue	2,316,490	2,500,147	183,657
Fleet	501	Expenditures	2,314,013	2,497,670	183,657
Fleet	501	Ending Fund Balance	341,399	341,399	-
IS	503	Beginning Fund Balance	203,786	203,786	-
IS	503	Revenue	821,261	821,261	-
IS	503	Expenditures	858,213	863,213	5,000
IS	503	Ending Fund Balance	166,834	161,834	(5,000)

The detail concerning the above – referenced amendments are attached hereto as Exhibit “A”.

Section 2. In accordance with MMC 2.50.030, the 2014 budget hereby is amended to reflect that the City Management and Non-Represented classification adjustments as contained in Exhibit “B”.

Section 3. Except as provided herein, all other provisions of Ordinance No. 2941 shall remain in full force and effect, unchanged.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2014.

CITY OF MARYSVILLE

By _____
MAYOR

ATTEST:

By _____
CITY CLERK

Approved as to form:

By _____
CITY ATTORNEY

Date of Publication: _____

Effective Date (5 days after publication): _____

EXHIBIT A – 2014
Amendment Account Detail

Description	Beg Fund Balance/ Revenue Adj	Appropriation Adjustment	Ending Fund Balance Adjustment
General Fund			
Annual Transfer to Capital Reserves	-	6,783,897	(6,783,897)
Hotel/Motel Grant - Merrysville for the Holidays	5,000	5,000	-
Adjust beginning cash balance to actual	1,458,618	-	1,458,618
Total General Fund	1,463,618	6,788,897	(5,325,279)
GMA REET 1 - Fund 110			
Transfer of REET to Fund 305	-	300,000	(300,000)
Additional REET funds received	150,000	-	150,000
Adjust beginning cash balance to actual	139,271	-	139,271
Total GMA REET 1	289,271	300,000	(10,729)
GMA REET 2 - Fund 111			
Transfer of REET to Fund 305	-	270,000	(270,000)
Additional REET funds received	150,000	-	150,000
Adjust beginning cash balance to actual	129,190	-	129,190
Total GMA REET 2	279,190	270,000	9,190
Marysville TBD - Fund 114*			
Printing and other supplies	-	531	(531)
Legal services	-	5,331	(5,331)
Insurance	-	1,808	(1,808)
Election Costs	-	61,088	(61,088)
December sales tax revenue	148,000	-	148,000
Total Marysville Transportation Benefit District	148,000	68,758	79,242
156th Street Overpass - Fund 371			
Transfer to Fund 217 per LID Agreement	-	210,510	(210,510)
Interest on LID Letter of Credit (LOC)	-	124,092	(124,092)
Bond Proceeds	334,602	-	334,602
Total 156th Street Overpass	334,602	334,602	-
Parks Construction - Fund 310			
Comeford Park Improvements - CDBG	33,438	33,438	-
Jennings Park/Rotary Ranch	28,011	28,011	-
Total Parks Construction	61,449	61,449	-
Golf Course - Fund 420			
Golf Course Utilities	-	35,139	(35,139)
Cost of Goods Sold - posting 5 quarters instead of 4	-	14,554	(14,554)
Transfer from General Fund	49,693	-	49,693
Total Golf Course	49,693	49,693	-
Fleet - Fund 501			
Replacement of 2 Police vehicles damaged in shooting	124,000	124,000	-
Repairs & replacement of engine in Streets dump truck	34,608	34,608	-
Rear Loader replacement is higher than planned	25,049	25,049	-
Total Fleet	183,657	183,657	-
Information Services - Fund 503			
IS office supplies & small computer peripherals	-	5,000	(5,000)
	-	-	-
	-	-	-
Total Information Services	-	5,000	(5,000)
GRAND TOTAL	2,382,290	7,723,298	(5,252,576)

EXHIBIT B – 2014

**CITY OF MARYSVILLE
MANAGEMENT PAY GRID 2014**

PAY CODE	TITLE	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5
M1		4,854	5,121	5,403	5,700	6,014	6,345
M2	Community Center Manager, Assistant Court Administrator	5,094	5,375	5,671	5,983	6,312	6,659
M3	PW Administrative Services Manager	5,353	5,646	5,956	6,284	6,629	6,995
M4		5,619	5,928	6,254	6,598	6,962	7,345
M5	Park Maint Manager, Prosecutor	5,900	6,225	6,566	6,929	7,310	7,711
M6	Project Manager I, Parks & Recreation Services Manager	6,196	6,536	6,896	7,275	7,675	8,097
M7	Building Official, Traffic Engineer, Fleet/Facility Maintenance Manager	6,506	6,863	7,241	7,638	8,059	8,503
M8	Assistant City Engineer, IS Manager, PW Operations Manager, Court Administrator, Financial Planning Manager, Financial Operations Manager, Planning Manager - Land Use, Water Quality Manager, Streets/Surface Water Manager	6,831	7,207	7,602	8,021	8,461	8,927
M9	Engineering Services Manager - Land Development	7,172	7,566	7,983	8,421	8,886	9,373
M10	Assistant Finance Director, City Engineer, PW Superintendent	7,531	7,945	8,382	8,842	9,329	9,842
M11	Police Lieutenant	7,907	8,341	8,800	9,285	9,795	10,335
M12	Police Commander	8,302	8,759	9,240	9,749	10,284	10,851

rev: 11/25/2014

**CITY OF MARYSVILLE
NON-REPRESENTED PAY GRID
2014**

PAY CODE	TITLE	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
N1		3,442	3,615	3,796	3,986	4,185	4,394	4,615
N2	Confidential Administrative Assistant	3,615	3,796	3,986	4,185	4,394	4,615	4,844
N3	Computer Support Tech I	3,796	3,986	4,185	4,394	4,615	4,844	5,087
N4	Planning Assistant	3,986	4,185	4,394	4,615	4,844	5,087	5,340
N5	Deputy City Clerk	4,185	4,394	4,615	4,844	5,087	5,340	5,608
N6	Engineering Project Aide, Probation Officer, Police/Legal Confidential Administrative Assistant	4,394	4,615	4,844	5,087	5,340	5,608	5,889
N7	Engineering Tech, Associate Planner, Development Services Tech., Code Enforcement Officer, Bldg Inspector, HR Specialist II, Executive Assistant/Analyst, Surface Water Specialist, Surface Water Inspector	4,615	4,844	5,087	5,340	5,608	5,889	6,182
N8	Athletic Coordinator, Recreation Coordinator, Electrical Inspector, Sr. Construction Inspector	4,844	5,087	5,340	5,608	5,889	6,182	6,493
N9	Financial Analyst, HR Analyst, Computer Network Administrator, GIS Analyst, Plan Exam/Senior Bldg Inspector, Crime Analyst, Information Systems Analyst	5,087	5,340	5,608	5,889	6,182	6,493	6,816
N10	Assoc Engineer III/CD, GIS Administrator, SCADA/Telemetry Administrator, Project Engineer, Community/Media Relations Officer	5,340	5,608	5,889	6,182	6,493	6,816	7,158
N11	Senior Planner. Risk/Emergency Management Officer	5,608	5,889	6,182	6,493	6,816	7,158	7,515

rev: 11/25/14

Index #16

CITY OF MARYSVILLE AGENDA BILL

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: 12/8/2014

AGENDA ITEM: AN ORDINANCE OF THE CITY OF MARYSVILLE, WA, AUTHORIZING THE CITY OF MARYSVILLE TO CONTINUE TO IMPOSE A SALES AND USE TAX AS AUTHORIZED BY RCW 82.14.415 AS A CREDIT AGAINST STATE SALES AND USE TAX; CERTIFYING THE COSTS TO PROVIDE MUNICIPAL SERVICES TO THE CENTRAL MARYSVILLE ANNEXATION AREA; AND SETTING A NEW THRESHOLD AMOUNT FOR FISCAL YEAR 2015 RELATING TO ANNEXATIONS.	
PREPARED BY: Sandy Langdon, Admin. Svcs./Finance Dir. DEPARTMENT: Finance	DIRECTOR APPROVAL:
ATTACHMENTS: Proposed Ordinance	
BUDGET CODE:	AMOUNT:

SUMMARY:

The attached ordinance authorizes the continuance of the current 0.2% state sales and use tax credit as provided by RCW 82.14.415

RCW 82.14.515 allows the City to impose a 0.2% credit against state sales and use tax for annexation populations of at least 20,000 to assist with funding the costs of a newly annexed area, Central Marysville, for a period of ten years. This credit is funded from the State's portion of sales and use tax (6.5%) and is calculated on the entire City sales and use tax gross receipts

In order to continue receiving the credit the City needs to provide the Department of Revenue a new threshold amount for the next fiscal year, and notice of any applicable tax rate changes. The City estimates the projected cost to be at least \$13,988,782 to provide municipal services to the annexation area which exceeds the projected general revenue to be \$10,813,518 that the City would otherwise receive from the Central Marysville Annexation Area on an annual basis and which results in an estimated revenue shortfall of \$3,175,265. The estimated 0.2% of 2015 retail sales is \$2,020,024.

RECOMMENDED ACTION: Staff recommends Council adopt the ordinance to continue to impose sales and use tax as authorized by RCW 82.14.415 as a credit against state sales and use tax; certifying the costs to provide municipal services to the central Marysville annexation area; and setting a new threshold amount for the fiscal year 2015 relating to annexations.
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DRAFT
CITY OF MARYSVILLE
 Marysville WA, Washington

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON, AUTHORIZING THE CITY OF MARYSVILLE TO CONTINUE TO IMPOSE A SALES AND USE TAX AS AUTHORIZED BY RCW 82.14.415 AS A CREDIT AGAINST STATE SALES AND USE TAX; CERTIFYING THE COSTS TO PROVIDE MUNICIPAL SERVICES TO THE CENTRAL MARYSVILLE ANNEXATION AREA; AND SETTING A NEW THRESHOLD AMOUNT FOR FISCAL YEAR 2015 RELATING TO ANNEXATIONS.

WHEREAS, state law authorizes the reallocation of the sales tax already collected by the state to be remitted to the City to assist with funding the costs of certain newly annexed areas; and

WHEREAS, the City Council of the City of Marysville, Washington, adopted its Ordinance No. 2792, annexing the Central Marysville Annexation Area with a population of at least 20,000 people, effective December 30, 2009 (“Central Marysville Annexation Area”); and

WHEREAS, pursuant to RCW 82.14.415, the City is authorized, under the circumstances of this annexation, to impose a sales and use tax as authorized with that tax being a credit against the state tax; and

WHEREAS, with the passage of Ordinance No. 2799 in November 2009, the City imposed such a sales and use tax under RCW 82.14.415 for the Central Marysville Annexation Area; and

WHEREAS, the City Council finds and determines that the projected cost of at least \$13,988,782 to provide municipal services to the annexation area exceeds the projected general revenue estimated to be \$10,813,518 that the City would otherwise receive from the Central Marysville Annexation Area on an annual basis and which results in an estimated revenue shortfall of \$3,175,265; and

WHEREAS, due to said revenue shortfall, the City Council finds that it is appropriate to continue said sales and use tax for the Central Marysville Annexation Area under the authority of RCW 82.14.415.

NOW THEREFORE, the City Council of the City of Marysville, Washington, does ordain as follows:

Section 1. Continuation of sales and use tax under authority of RCW 82.14.415 and Ordinance No. 2799. The continuation of the sales and use tax for the Central Marysville Annexation Area as previously authorized and imposed pursuant to RCW 82.14.415 and Ordinance No. 2799 at a tax rate of 0.2% is hereby authorized and renewed for 2015.

Section 2. Certification of costs to provide municipal services to Central Marysville Annexation Area. In accordance with RCW 82.14.415(9), it is hereby certified that the costs to provide municipal services to the Central Marysville Annexation Area fiscal year 2015 is \$13,988,782.

Section 3. Threshold amount. The threshold amount for the Central Marysville Annexation Area for fiscal year 2015 for imposing the sales and use tax credit under RCW 82.14.415 is \$3,175,265.

Section 4. Effective Date. This Ordinance shall be effective (5) five days following adoption and publication.

PASSED by the City Council and APPROVED by the Mayor this ____ day of December, 2014.

JON NEHRING, Mayor

ATTEST:

APRIL O'BRIEN, Deputy City Clerk

APPROVED AS TO FORM:

GRANT WEED, City Attorney

Index #17

CITY OF MARYSVILLE

EXECUTIVE SUMMARY FOR ACTION

CITY COUNCIL MEETING DATE: December 8, 2014

AGENDA ITEM: Ordinance adopting amendments to the Marysville Municipal Code related to Caretaker's Quarters, requiring Temporary Use Permit approval and Development Standards	AGENDA SECTION: New Business	
PREPARED BY: Chris Holland, Planning Manager	APPROVED BY:	
ATTACHMENTS: 1. Hearing Examiner's Decision (CE 13-000312) 2. PC Recommendation, including: <ul style="list-style-type: none"> • Exhibit A – PC DRAFT Recommended Ordinance • Exhibit B – DRAFT PC Minutes, November 12, 2014 • Exhibit C – PC Minutes, October 28, 2014 • Exhibit D – PC Minutes, July 8, 2014 3. Photos of existing (illegal) RV Caretaker's Quarters 4. Staff Recommended Ordinance		
	MAYOR	CAO
BUDGET CODE:	AMOUNT:	

DESCRIPTION:

The Hearing Examiner recently ruled on a code enforcement appeal related to a tenant that had occupied an existing commercial office space as a caretaker's quarters with no commercial uses associated with the structure. The enforcement order was upheld by the Hearing Examiner, however, in the findings the Hearing Examiner made the following notation:

Hearing Examiner Note: This finding does not imply that if an active caretaker's role did become established to provide security for the property owner by a resident of the subject structure, that the current single family use of the structure as a residence of multiple registered sex offenders would then comply with MMC 22C.020.060.

Based on the finding of the Hearing Examiner, the Community Development Department proposed amending provisions of the Marysville Municipal Code to ensure that establishment of a caretaker's quarters would clearly be subordinate and incidental to the primary commercial use. More specifically, a definition for caretaker's quarters is proposed, a temporary use permit is proposed to be required, and development conditions, such as requiring consent from the owner and submittal of site and floor plans.

At the public hearing held on November 12, 2014, the Planning Commission requested staff amend the DRAFT Ordinance to allow recreational vehicles as a caretaker's quarters in the General Industrial (GI) and Light Industrial (LI) zones (see attached PC Recommendation and Exhibits). As reflected in the attached minutes Staff does not support allowing recreational vehicles as a caretaker's quarters as it would raise a number of on-site issues, including aesthetics, outdoor storage of household items and garbage, no sanitary water or sewer connections, etc (see attached photos). Currently, the Marysville Municipal Code recreational vehicles are only allowed for housing in recreational vehicle parks.

RECOMMENDED ACTION:

Amend the recommendation of the Planning Commission and adopt the DRAFT Staff Recommended Ordinance amending the Marysville Municipal Code related to Caretaker's Quarters, requiring Temporary Use Permit approval and Development Standards.

COUNCIL ACTION:

CITY OF MARYSVILLE
Hearing Examiner
Findings, Conclusions and Decision

APPLICANT: John Mack

CASE NO.: CE13-000312

LOCATION: 15324 Smokey Point Boulevard
Marysville, WA 98270

APPLICATION: APPEAL by John Mack of Permanent Enforcement Order; To Violation of Permitted Uses pursuant to MMC Section 22C.020.060.

SUMMARY OF DECISION

Staff Recommendation: DENY the appeal, UPHOLD the Permanent Enforcement Order issued on December 5, 2013, and apply the two conditions outlined in Section 4.0 of the Staff Recommendation.

Hearing Examiner Decision: DENY the appeal, UPHOLD the Permanent Enforcement Order issued on December 5, 2013, and apply the two conditions outlined in Section 4.0 of the Staff Recommendation.

PUBLIC HEARING OVERVIEW

After reviewing the official public record file, that included the Marysville Community Development Department Staff Recommendation; and after visiting the site, the Hearing Examiner conducted a public hearing on the APPEAL. The hearing on the APPEAL was opened at 7:00 p.m., May 28, 2014, in the Council Chambers, Marysville, Washington, and closed at 10:00 p.m. Participants at the public hearing included representatives of the city of Marysville and the appellant, and are listed below and in the minutes of the hearing. A verbatim recording of the hearing and summary minutes may be obtained from the Community Development Department. A list of exhibits offered and entered into the record at the hearing and a list of parties of record are attached at the end of this report.

PUBLIC HEARING TESTIMONY

The Hearing Examiner noted for the record that the issue under consideration is the appeal from the Permanent Enforcement Order; that was issued on December 5, 2013 with respect to Violation of the Permitted Uses on the subject site, pursuant to MMC Section 22C.020.060. The substantive issue related to the Marysville Municipal Code (MMC) is the residential use and

occupancy of a building on a parcel of land that is not zoned or permitted for that purpose. Specifically:

MMC 22C.020.060: Defines the Permitted Uses on land located in the General Commercial (GC) land use zone. The city of Marysville finds that a single family residential use on the subject property is not permitted in the GC zone and therefore the current use of the property for single family residential use exists on the property in violation of City Code.

Testimony was provided by both the city of Marysville and the appellant. A summary of the testimony is as follows:

City of Marysville, Community Development Department

Chris Holland, Planning Manager explained the situation related to the APPEAL as summarized here and documented in the Staff Recommendation (Exhibit 29):

- Subject property is in General Commercial zoning – single family residential use is not permitted
- Use of the subject structure lost legal non-conforming status as residential use in 2007 when a change of occupancy from single family residence to Occupancy Group “B” occurred – single family residential use is not permitted under this occupancy category
- On August 2013, a lease agreement was signed between the property owner (Greg Stewart) and John Mack D/B/A Holy Ghost Revival Ministries (Exhibit 38)
- Marysville police Detective Bartl reported to city code enforcement officer Paul Rochon, that 9 people were occupying the structure
- November 7, 2013 Notice of code violation (CE 13-00012) was issued to Mr. Mack regarding the illegal single family residential use of the structure. Mr. Mack in response argued that the use was actually as a caretaker’s residence. However, a review by the city of the layout of the structure confirmed that it was being occupied primarily as a residential use, not a subordinate use to a commercial or industrial business as would be required as a caretaker’s quarters.
- City worked with appellant to encourage modifying the use of the structure to comply with zoning. Appellant a submitted structure floor plan that did not convince the city that the structure was being used as a caretaker’s quarters. To the contrary, the floor plan clearly demonstrated that the structure was being used for residential purposes.
- December 5, 2013 the city issued a Permanent Enforcement Order (CE 13-000312), requiring the structure be reverted to commercial use consistent with the GC zoning and the Occupancy Group B category of uses, subject to penalties if compliance is not attained
- The use of a structure as a caretaker’s quarters must be subordinate to a permitted commercial or industrial business and the use must be intended to provide security services
- Observations of the structure and the plans/layout of the structure support the city’s position that the structure is being used for residential purposes, in contradiction to the provisions of Marysville Municipal Code.

On Behalf of the Appellant

Jane Mack (testimony provided largely under the questioning of Mack's attorney, Scott Stafne)

- Holy Ghost Revival Ministry operates the "Mack House of Western Washington". The Ministry is a 501(c)(3) organization the mission of which is to teach men coming out of prison to transition to community living through teaching the 12 steps to clean and sober lives.
- Holy Ghost Revival Ministry was founded in 1993. Ministry works with the state Department of Corrections to house registered sex offenders who have been released from prison. The Ministry has 9 houses in total, four of which are in the city of Marysville and one of which is the subject structure.
- No city business license is required for this 501(c)(3) organization
- Rules for residency and behavior in Mack Houses are established and enforced
- Intended use of the subject structure is for Ministry office and housing. Men who live in the house watch over the house and the adjacent Peterbuilt business. There have been a lot of break-ins in the vicinity.

John Mack (testimony provided largely under the questioning of Mack's attorney, Scott Stafne)

- Mr. Mack is the pastor of Holy Ghost Revival Ministry. The ministry operated a church in Downtown Seattle to give men a structured living situation to get their lives back in order. Operates three other "Mack Houses" in Marysville, and there is a great need. Men in the houses support each other and would otherwise be homeless. The Department of Corrections contracts with Mack for housing services. (*Hearing Examiner note: In Exhibit 44, page 19, it is noted that the Department of Corrections pays the housing costs for registered sex offenders for up to 90 days to promote the movement from prisoners to neighborhood housing.*)
- Mr. Mack called attention to several exhibits in the public record:
 - Exhibit 38: Lease contract and amendment. Certificate of Incorporation of Holy Ghost Revival Ministries as a Washington non-profit organization. Recognized under IRS tax code 501(c)(3) as a non-profit.
 - Exhibit 39: Predominant use of the structure is for office. According to Snohomish County the "dwelling" is very small (2,300 square feet) compared to the primary use, which is the Peterbuilt business that is housed in a 12,000 square foot structure.
 - Exhibit 40: Everett city code regarding zoning standards for caretaker's quarters.
 - Exhibit 46: Hand-written description of monthly costs to operate the subject house and the income, showing a slight monthly deficit (*Hearing Examiner note: under the rent structure for the 2016-2017 time period*) if no vacancies
- Residents of the structure are all mentally disabled men under the federal Fair Housing Act
- Residents help stop crime by providing security
- More than one person needs to be present to provide caretaker's services because not all of the men are in the house all of the time
- Residents form a "family unit" under the code
- Structure meets the definition of a "dwelling" under the code

- The member agreement applies to each person living in the house. Residents are primarily registered sex offenders who have been released from prison. They may be considered to be mentally disabled.

Steve Osborne, resident at 15324 Smokey Point Boulevard (testimony provided largely under the questioning of Mack's attorney, Scott Stafne)

- Resides in the "Mack House", Suffers from P.T.S.D. from military service
- Described his role as "house manager" for the "Peterbuilt House" (*Hearing Examiner note: Peterbuilt House appears to be a nickname for this particular Mack House to distinguish it from other Mack Houses in Marysville and elsewhere*)
- Calls police when observing anything suspicious
- House has been used for an office and as a caretaker's quarters
- Current use of the house provides for a sense of family for the residents and allows observations of individual residents for changes in personality

Closing Remarks

City of Marysville, offered by Thom Graafstra

- The issue is a matter of code enforcement based on the single family residential use of the site that is not consistent with the General Commercial zoning
- Legal non-conforming use is not established. (*Hearing Examiner note: Prior non-conforming use was abandoned with the change of occupancy in 2007.*) Therefore the structure must be occupied and used consistent with the existing General Commercial zoning.
- Regardless of the laudable community service that Mr. Mack is providing in housing registered sex offenders, the structure on this property cannot be used for single family residential purposes, which is the primary use that is occurring. (*Hearing Examiner note: It is not clear how long any resident remains a tenant in a Mack House – DOC may provide 90 days of housing support.*)
- This "Mack House" or "Peterbuilt House" as it is described by Mr. Osborne, is not being used as a "Caretaker's Quarters" as defined by MMC 22C.020.070 that allows for a dwelling unit to provide service and security of the related commercial or industrial business
- Appellant has not demonstrated that any service is being provided to the primary use (Peterbuilt truck service and parts) therefore it is not an accessory use nor a caretaker's quarters
- If service and security are being provided, this use would need to be subordinate and incidental to the primary use. (*Hearing Examiner note: Regardless of the size difference between the residential structure and the business/industrial structure*), that is not what is occurring in this structure which is housing at least seven occupants.
- Evidence provided in Exhibit 44 shows a number of bedrooms consistent with the primary use of the structure as single family residential.
- This is an issue of zoning, not of fair housing

Appellant, offered by John Mack

- Lease of the structure is to the Holy Ghost Revival Ministry. The church use is the predominant use.
- Part of the office space is devoted to a caretaker's unit that houses the residents
- Ministry has a business use of running this and other Mack Houses
- People may not like the fact that registered sex offenders occupy the house, but they don't get to pick their neighbors
- If these men are evicted from the house, they will be put back on to the street. (*Hearing Examiner note: unclear how long residents remain in the house, considering DOC provides housing support for 90 days*).
- City must acknowledge the Ministry as a real mission, and must make reasonable accommodation for these men to occupy this structure
- Regardless of what the structure looks like, it is a church office and a caretaker's residence
- The Peterbuilt business is the primary use of the property, the house is accessory and residents of the house provide security
- Marysville's motive is to get rid of registered sex offenders living in the community

WRITTEN COMMENTS

None introduced to the record at the public hearing.

FINDINGS, CONCLUSIONS AND DECISION

Having considered the entire record in this matter, the Hearing Examiner now makes and enters the following:

A. FINDINGS

1. The information contained in the Community Development Department Staff Recommendation (Exhibit 29) is found by the Hearing Examiner to be supported by the evidence presented during the hearing and is by this reference adopted as portion of the Hearing Examiner's findings and conclusions. A copy of the Staff Recommendation may be obtained from the Marysville Community Development Department.
2. The minutes of the hearing are an accurate summary of the testimony offered at the hearing and are by this reference entered into the official record.
3. Findings with respect to the specific issues in this appeal:
 - Single Family Residential use is not permitted in the General Commercial (GC) zone, in accordance with MMC 22C.020.060
 - MMC 22C.020.060 does provide for other types of residential uses in General Commercial zoning (dwelling units, group residences, accessory uses, and temporary lodging) either permitted outright or conditionally. The Hearing Examiner finds that none of following the residential use types that may be permitted in the GC zone are occurring in the subject structure:

- Multiple-family (provided that residential units must be above the first floor of commercial use, ADA accessible units may be permitted on the first floor with Conditional Use approval)
 - Mobile home (if established prior to 2006)
 - Caretaker's quarters (limited to one dwelling unit for purposes of providing on-site service and security for a commercial or industrial business)
 - Adult family home (as defined by MMC 22A.020.020)
 - Convalescent, Nursing, Retirement (as defined by MMC 22A.020.020)
 - Residential care facility (as defined by MMC 22A.020.020)
 - Master planned senior community
 - Home occupation
 - Hotel/motel
 - Bed and breakfast
4. Residents of the structure on the subject property (Mack House) are male registered sex offenders who have been released from prison, and who, through the work and supervision of the Holy Ghost Revival Ministry and the support from the state Department of Corrections (*Hearing Examiner note: 90 days housing support, not sure if any other resources are made available from DOC*) are transitioning to community living.
5. Residents of the Mack House are not directly providing a caretaker's function for the Peterbuilt truck service and parts commercial activity. However, the residents of the Mack House may by their presence (*Hearing Examiner note; temporary as their residence may be*), observations and contacts with the police, be providing for passive deterrence and security. The Hearing Examiner finds that such passive deterrence is not an active caretaker's role and is better attributed to the "eyes on the street" phenomenon or the "see something, say something" guidance in airports and transit systems. No evidence was provided to indicate that any one or more of the residents actively engages in a patrol of the site intended to deliberately and actively seek to observe inappropriate and potentially criminal behavior. Instead, testimony indicated that one or more residents call the police upon observing anything suspicious, as would be expected from an "eyes on the street" deterrent, similar to the action a person would take when observing suspicious activity in a park or an abandoned piece of luggage in an airport. (*Hearing Examiner note: This finding does not imply that if an active caretaker's role did become established to provide security for the property owner by a resident of the subject structure, that the current single family use of the structure as a residence of multiple registered sex offenders would then comply with MMC 22C.20.020.060*)
6. Within the city of Marysville are several houses – "Mack Houses" - that accommodate registered sex offenders. These may exist in zoning districts that allow this type of residential use, however no testimony was provided. A map provided as part of Exhibit 46, page 12 shows the locations of a number of Level II and Level III sex offender housing, but does not show the underlying zoning. (*Hearing Examiner note: an off-the-record examination of the Marysville zoning map on the city's web site appears to show*

that other locations for housing of registered sex offenders may be consistent with the land use provisions of the zoning.) Testimony provided did assert that the city of Marysville is actively trying to eliminate the accommodation of registered sex offenders within the city, but the Hearing Examiner finds no compelling evidence to back up this assertion, and the presence of other similar accommodations for sex offenders within the city undermines the appellant's assertion.

7. The zoning provisions and accommodations afforded by other jurisdictions to accommodations for registered sex offenders were entered into the record, however only the zoning and accommodations of the city of Marysville are applicable.

B. CONCLUSION

1. Single family residential use is not permitted in structures on land in the General Commercial zone
2. The existing use of the structure on the subject property does not meet the definition of a "Caretaker's Quarters" in Marysville Municipal Code 22C.020.060 Permitted Uses.
3. The existing single family residential use of the structure on the subject property accommodates various numbers (6 to 10) of male registered sex offenders who have been released from prison, and who, through the work and supervision of the Holy Ghost Revival Ministry and the support from the state Department of Corrections, are transitioning to community living.
4. The existing use of the structure is as a single family residence, and such use of the structure on the subject property is not a permitted use in the General Commercial (GC) zone under MMC 22C.020.060 Permitted Uses.
5. Single family residential use was discontinued through a change of occupancy in 2007, therefore a legal non-conforming single family residential use cannot be re-established.

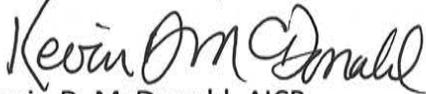
C. DECISION

Based upon the foregoing findings of fact and conclusions, the Hearing Examiner DENIES the appeal, UPHOLDS the Permanent Enforcement Order issued on December 5, 2013, and applies the two conditions defined in Section 4.0 of the Staff Recommendation:

1. The property owner and lessee shall terminate the illegal residential use of the structure located at 15324 Smokey Point Boulevard, and the property shall be utilized only for the permitted uses identified in MMC 22C.020.060 and International Building Code Section 304 – Business Group B per the Certificate of Occupancy permit issued on October 10, 2007.
2. Compliance with the violations of MMC 22A.010.040(1) *Conformity with this title required*; MMC 22A.020.020 "A" *definitions for Accessory use, commercial/industrial*; MMC 22C.020.060 *Permitted Uses*; and MMC 22C.100.050(2) *Discontinuance or abandonment* shall be obtained within 30 days of the decision rendered by the Hearing Examiner (June 11, 2014). If compliance is not obtained within 30 days of the decision rendered by the Hearing Examiner, the property owner and lessee shall each be

assessed a civil penalty in the amount of \$250.00 per day until compliance is satisfactorily obtained, as determined by the Community Development Director.

Dated this 11th day of June 2014.



Kevin D. McDonald, AICP
Hearing Examiner

RECONSIDERATION (MMC 22G.010.190)

A party to a public hearing may seek reconsideration only of a final decision by filing a written request for reconsideration with the director within fourteen (14) days of the final written decision. The request shall comply with MMC 22.010.530(3). The hearing examiner shall consider the request within seven (7) days of filing the same. The request may be decided without public comment or argument by the party filing the request. If the request is denied, the previous action shall become final. If the request is granted, the hearing examiner may immediately revise and reissue its decision. Reconsideration should be granted only when a legal error has occurred or a material factual issue has been overlooked that would change the previous decision.

JUDICIAL APPEAL (MMC 22G.010.540)

- (1) Appeals from the final decision of the hearing examiner, or other city board or body involving MMC Title 22 and for which all other appeals specifically authorized have been timely exhausted, shall be made to Snohomish County superior court pursuant to the Land Use Petition Act, Chapter 36.70C RCW, within 21 days of the date the decision or action became final, unless another applicable appeal process or time period is established by state law or local ordinance.
- (2) Notice of the appeal and any other pleadings required to be filed with the court shall be served as required by law within the applicable time period. This requirement is jurisdictional.
- (3) The cost of transcribing and preparing all records ordered certified by the court or desired by the appellant for such appeal shall be borne by the appellant. The record of the proceedings shall be prepared by the City or such qualified person as it selects. The appellant shall post with the city clerk prior to the preparation of any records an advance fee deposit in the amount specified by the city clerk. Any overage will be promptly returned to the appellant.

EXHIBITS

The following exhibits were offered and entered into the record:

1. Certificate of Occupancy, 10.04.07
2. Email- re; RSO vs permitted use, 10.29.14
3. Permitted Uses
4. Snohomish County Property Summary
5. Enforcement Order-MMC Title 4, 11.07.13
6. Violation Response Form, 11.13.13
7. Complaint Tracking Form, 11.21.13
8. Background data
9. Floor Plan, 12.02.13
10. Permanent Enforcement Order- MMC Title 4, 12.05.13
11. Email- Caretakers Dwelling- business uses, 12.05.13
12. Letter of Appeal, 12.13.13
13. Letter setting Hearing date, 12.23.13
14. Public Records request and responsive materials, 01.02.14
15. Mack- Letter of waiver-60 day hearing requirement, 01.02.14
16. Mack- Letter reconfiguring 'business use', 01.08.14
17. Emails- re; revised floor plan, 01.22.14
18. Mack- "Reasonable Accommodation request", 01.31.14
19. Mack- Letter requesting hearing procedures, 01.18.14
20. Letter to Stewart advising of hearing date set, 02.24.14
21. Letter to Mack advising of hearing date set, 02.24.14
22. Notice of Public Hearing
23. Affidavit of posting- NOH
24. Email- Appeal Hearing procedures, 03.05.14
25. Memorandum- Business Licensing History, 03.11.14
26. MPD- Confirmation of occupants status at location, 03.13.14
27. International Building Code- Business Group B section
28. Memorandum- Business License History, 03.14.14
29. Staff Recommendations
30. Email- City to Mack-case files, 03.18.14
31. Email- City to Stewart – case file, 03.18.14
32. Hearing Agenda, 03.27.14
33. Stafne/Trumbull- Request for continuance, 03.19.14
34. Stafne/Trumbull- Concerns of Hearing, 03.27.14
35. City Attorney- Point of contact designation, 04.08.14
36. Affidavit of Posting- NOH
37. Affidavit of Publication- NOH
38. Appellant- Lease agreement with nonprofit papers, 05.19.14
39. Appellant- Property description, 05.19.14
40. Appellant- MMC, State and County legal codes, 05.19.14
41. Appellant- Incident reports and neighbor statements, 05.19.14
42. Appellant- emails to Planning Dept., 05.19.14
43. Appellant- Public records request for Caretaker's Unit, 05.19.14
44. Appellant- Emails regarding Mack house, 05.19.14
45. Appellant- Public Safety Concerns, 05.19.14
46. Appellant- Reasonable accommodations and related info, 05.19.14
47. Appellant- Misconduct by City Officials, 05.19.14
48. Appellant- Summary, 05.19.14
49. Marysville Brief, 05.28.14

PARTIES of RECORD

City of Marysville
Community Development Department
80 Columbia Avenue
Marysville, WA 98270

Jane Mack
15316 77th Ave NE
Arlington, WA 98223

John Mack
15316 77th Ave NE
Arlington, WA 98223

Steve Osborne
15324 Smokey Point Boulevard
Marysville, WA 98270



COMMUNITY DEVELOPMENT DEPARTMENT

80 Columbia Avenue ♦ Marysville, WA 98270

(360) 363-8100 ♦ (360) 651-5099 FAX

PC Recommendation - Caretaker's Quarters

The Planning Commission of the City of Marysville, having held a public hearing on October 28, 2014, which was continued to November 12, 2014, in review of amendments related to Caretaker's Quarters by amending Marysville Municipal Code (MMC) Sections 22A.020.040 "C" Definitions; 22C.110.020 Permitted Temporary Uses; 22C.110.030 Exempted Temporary Uses; and 22C.020.070 Permitted Uses – Development Conditions, having held a public work session on July 8, 2014, and having considered the exhibits and testimony presented, does hereby enter the following findings, conclusions and recommendation for consideration by Marysville City Council:

FINDINGS:

1. The Planning Commission held a public work session to review amendments related to Caretaker's Quarters on July 8, 2014.
2. The proposed amendment to the City's development regulations is exempt from State Environmental Policy Act review under WAC 197-11-800(19).
3. Community Development Staff submitted the DRAFT amendments related to Caretaker's Quarters to the State of Washington Department of Commerce for expedited review pursuant to RCW 36.70A.106(3)(b). No comments were received from State Agencies.
4. The Planning Commission held a duly-advertised public hearing on October 28, 2014, which was continued to November 12, 2014.
5. At the public hearing, continued on November 12, 2014, the Planning Commission requested staff amend the DRAFT Ordinance to allow Recreation Vehicles as caretaker's quarters in the General Industrial (GI) and Light Industrial (LI) zones, with development conditions, as reflected in the attached **Exhibit A** DRAFT Ordinance 3.0 PC Recommendation – Caretaker's Quarters. *A Recreational vehicle*, as defined in MMC 22A.020.190, means:

"A vehicle or portable structure built on a chassis and designed to be used for temporary occupancy or travel, recreational or vacation use. Said vehicles contain plumbing, heating and electrical systems which are operated without connection to outside utilities. Recreational vehicles shall include, but are not limited to, campers, motor homes and travel trailers; tents are excluded."

CONCLUSION:

At the public hearing, held on October 28, 2014, which was continued to November 12, 2014, the Planning Commission recommended adoption of the development code amendments related to Caretaker's Quarters, amending Staff's Recommendation, and allowing Recreation Vehicles as caretakers quarters in the General Industrial (GI) and Light Industrial (LI) zones, with development conditions, as reflected in the attached **Exhibit A** DRAFT Ordinance 3.0 PC Recommendation – Caretaker's Quarters, as reflected in the PC minutes attached hereto as **Exhibit(s) B, C & D**.

RECOMMENDATION:

Forwarded to City Council as a Recommendation of Approval of the development code amendments related to Caretaker's Quarters by the Marysville Planning Commission this 12th day of November, 2014.

By: _____

Steve Verhey, Planning Commission Chair

EXHIBIT A

CITY OF MARYSVILLE
Marysville, Washington
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON RELATED TO CARETAKER'S QUARTERS BY AMENDING MARYSVILLE MUNICIPAL CODE (MMC) SECTIONS 22A.020.040 "C" DEFINITIONS; 22C.110.020 PERMITTED TEMPORARY USES; 22C.110.030 EXEMPTED TEMPORARY USES; 22C.020.070 PERMITTED USES – DEVELOPMENT CONDITIONS; AND AMENDING MMC SECTION 22A.010.160 GENERAL ADMINISTRATION, RELATED TO TRACKING AMENDMENTS TO THE CITY'S UNIFORM DEVELOPMENT CODE; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the State Growth Management Act, RCW Chapter 36.70A mandates that cities periodically review and amend development regulations which include but are not limited to zoning ordinances and official controls; and

WHEREAS, RCW 36.70A.106 requires the processing of amendments to the City's development regulations in the same manner as the original adoption of the City's comprehensive plan and development regulations; and

WHEREAS, the State Growth Management Act requires notice and broad public participation when adopting or amending the City's comprehensive plan and development regulations; and

WHEREAS, the City, in reviewing and amending its development regulations has complied with the notice, public participation and processing requirements established by the Growth Management Act, as more fully described below; and

WHEREAS, the City Council of the City of Marysville finds that from time to time it is necessary and appropriate to review and revise provisions of the City's municipal code and development code (MMC Title 22); and

WHEREAS, the development code amendment is consistent with the following required findings of MMC 22G.010.500:

- (1) The amendment is consistent with the purposes of the comprehensive plan;
- (2) The amendment is consistent with the purpose of this title;
- (3) There have been significant changes in the circumstances to warrant a change;
- (4) The benefit or cost to the public health, safety and welfare is sufficient to warrant the action.

WHEREAS, the Planning Commission discussed the above-referenced amendment during a public meeting held on July 8, 2014; and

WHEREAS, after providing notice to the public as required by law, on October 27, 2014, the Marysville Planning Commission held a Public Hearing on proposed amendments to the City's development regulations; and

EXHIBIT A

WHEREAS, on October 28, 2014, the Marysville Planning Commission held a duly-advertised public hearing, which was continued to November 12, 2014; and

WHEREAS, On November 12, 2014, at the continued public hearing, the Marysville Planning Commission made a recommendation to the City Council recommending the adoption of the proposed amendments to the City's development regulations; and

WHEREAS, at a public meeting on December 8, 2014, the Marysville City Council reviewed and considered the Marysville Planning Commission's Recommendation and proposed amendments to the City's development regulations; and

WHEREAS, the City of Marysville has submitted the proposed development regulation revisions to the Washington State Department of Commerce on September 29, 2014, seeking expedited review under RCW 36.70A.160(3)(b) in compliance with the procedural requirement under RCW 36.70A.106; and

WHEREAS, the amendments to the development regulations are exempt from State Environmental Policy Act review under WAC 197-11-800(19);

NOW, THEREFORE, the City Council of the City of Marysville, Washington do ordain as follows:

Section 1. MMC 22A.020.040 is hereby amended by amending Section "C" definitions to add the following definition:

22A.020.040 "C" definitions.

"Caretaker's quarters" means a dwelling unit, or recreational vehicle that complies with MMC 22C.110.020(2)(h)(v), which is accessory to a permitted commercial or institutional use that is occupied exclusively by the caretaker or manager employed by the business or institution which it serves. Said dwelling unit, or recreational vehicle that complies with MMC 22C.110.020(2)(h)(v), must be located on the same property of the business or institution it serves; is limited to one such ~~unit-caretaker's quarters~~ per property; and must be demonstrated to be clearly incidental and subordinate to the primary business or institutional use and the structure it serves.

Section 2. MMC 22C.110.020 is hereby amended as follows:

22C.110.020 Permitted temporary uses.

(1) Except as provided in MMC 22C.110.030, a temporary use permit shall be required for all permitted temporary uses listed in subsection (2) of this section.

(2) The following types of temporary uses, activities and associated structures may be authorized, subject to the specific limitations noted herein and as noted in MMC 22C.110.040 and as may be established by the community development director:

- (a) Outdoor art and craft shows and exhibits;
- (b) Use associated with the sale of fresh fruits, produce and flowers;
- (c) Mobile services such as veterinary services for purposes of giving shots;
- (d) Group retail sales such as swap meets, flea markets, parking lot sales, Saturday market, auctions, etc. Automobile sales are not a permitted temporary use;
- (e) Use associated with festivals, grand openings or celebrations;
- (f) Temporary fundraising and other civic activities in commercial or industrial zoning districts;

EXHIBIT A

(g) When elderly or disabled relatives of the occupant of an existing residence require constant supervision and care, a manufactured home with adequate water and sewer services located adjacent to such residences may be permitted to house the relatives, subject to the following requirements:

(i) The need for such continuous care and assistance shall be attested to in writing by a licensed physician;

(ii) The temporary dwelling shall be occupied by not more than two persons;

(iii) Use as a commercial residence is prohibited;

(iv) The temporary dwelling shall be situated not less than 20 feet from the principal dwelling on the same lot and shall not be located in any required setbacks outlined in MMC Title 22C, Land Use Standards;

(v) A current vehicular license plate, if applicable, shall be maintained during the period of time the temporary unit is situated on the premises;

(vi) Adequate screening, landscaping or other measures shall be provided to protect surrounding property values and ensure compatibility with the immediate neighborhood;

(vii) An annual building permit or manufactured home permit renewal for the temporary dwelling shall be required, at which time the property owner shall certify, on a form provided by the community development department, to the continuing need for the temporary dwelling and, in writing, agree that such use of the property shall terminate at such time as the need no longer exists;

(h) Watchmen's or caretaker's quarters when approved in writing by the community development director. Said caretaker's quarters must comply with the definition set forth in MMC Section 22A.020.040 and will require submittal of the following:

(i) A consent letter from the owner and/or proof of ownership of the subject property or structure.

(ii) A letter identifying the business or institution to be served by the caretaker's quarters, and the purpose of, and need for, the caretaker's quarters;

(iii) A site plan identifying the location of the structure which will be occupied; and

(iv) A floor plan identifying the area within the structure which will be occupied to ensure that the use will be incidental to the primary business or institutional use of the structure.

(v) A recreational vehicle is allowed to be utilized as a watchmen's or caretaker's quarters within the General Industrial (GI) and Light Industrial (LI) zones, subject to the following conditions:

(A) The recreational vehicle shall be legally registered and licensed with the State of Washington;

(B) The recreation vehicle shall be self contained;

(C) The recreation vehicle shall be well-maintained and operable; and

(D) Any violation of this subsection, as determined by the director, shall be subject to the enforcement procedures outlined in MMC Title 4 Enforcement Code.

(i) Transitory accommodations which comply with the provisions outlined in MMC 22C.110.050;

(j) The community development director may authorize additional temporary uses not listed in this subsection, when it is found that the proposed uses are in compliance with the provisions of this chapter.

Section 3. MMC 22C.110.030 is hereby amended as follows:

EXHIBIT A

22C.110.030 Exempted temporary uses.

The following activities and structures are exempt from requirements to obtain temporary use approval, but are not exempt from obtaining all other applicable permits outlined in the MMC, including but not limited to building permits, right-of-way permits, special events permits, business licenses, home occupation permits, sign permits, etc.:

(1) Uses subject to the special events provisions of Chapter 5.46 MMC, Special Events, when the use does not exceed a total of 14 days each calendar year, whether at the same location in the city or at different locations;

(2) Community festivals, amusement rides, carnivals, or circuses, when the use does not exceed a total of 14 days each calendar year, whether at the same location in the city or at different locations;

(3) Activities, vendors and booths associated with city of Marysville sponsored or authorized special events such as Home Grown;

(4) Retail sales such as Christmas trees, seasonal retail sale of agricultural or horticultural products. Christmas tree sales are allowed from the Saturday before Thanksgiving Day through Christmas Day only;

(5) Individual booths in an approved temporary use site for group retail identified under MMC 22C.110.020(2)(d);

(6) Fireworks stands, subject to the provisions of Chapter 9.20 MMC, Fireworks;

(7) Garage sales, moving sales, and similar activities for the sale of personal belongings when operated not more than three days in the same week and not more than twice in the same calendar year;

(8) Manufactured homes, residences or travel trailers used for occupancy by supervisory and security personnel on the site of an active construction project;

(9) Contractor's office, storage yard, and equipment parking and servicing on the site of an active construction project;

~~(10) Watchmen's or caretaker's quarters when approved by the community development director;~~

~~(1110) Portable units and manufactured homes on school sites or other public facilities when approved by the community development director;~~

~~(1211) A manufactured home or travel trailer with adequate water and sewer service used as a dwelling while a residential building on the same lot is being constructed or while a damaged residential building is being repaired. The manufactured home or travel trailer shall be removed upon completion of the permanent residential structure construction, when repair is completed, or after one year, whichever occurs first;~~

~~(1312) Model homes or apartments and related real estate sales and display activities located within the subdivision or residential development to which they pertain. A temporary real estate office may be located in a temporary structure erected on an existing lot within a residential subdivision, if approved by the community development director. If approved, a temporary real estate office shall comply with the following conditions:~~

~~(a) The temporary real estate office may be used only for sale activities related to the subdivision in which it is located;~~

~~(b) The temporary real estate office shall have an Americans with Disabilities Act (ADA) accessible restroom located in or adjacent to said office;~~

~~(c) ADA accessibility shall be provided to the temporary real estate office. General site, accessible routes and building elements shall comply with ICC/ANSI A117.1-2003 or current edition;~~

~~(d) The temporary real estate office shall meet all applicable building and fire codes, or shall be immediately removed; and~~

~~(e) The temporary real estate office shall be removed immediately upon the sale of the last lot within the subdivision;~~

~~(1413) Home occupations that comply with Chapter 22C.190 MMC, Home Occupations;~~

EXHIBIT A

(~~1514~~) Fundraising car washes. The fundraising coordinator is required to obtain a clean water car wash kit from the Marysville public works department in order to prevent water from entering the public storm sewer system;

(~~1615~~) Vehicular or motorized catering such as popsicle/ice cream scooters and self-contained lunch wagons which cater to construction sites or manufacturing facilities. Such a use must remain mobile and not be utilized as parking lot sales;

(~~1716~~) Any permitted temporary use not exceeding a cumulative total of two days each calendar year.

Section 4. MMC 22C.020.070 is hereby amended as follows:

22C.020.070 Permitted uses – Development conditions.

(3) Limited to one dwelling unit for the purposes of providing on-site service and security of a commercial or industrial business. Caretaker’s quarters are subject to the provisions set forth in MMC Chapter 22C.110 entitled “Temporary Uses”.

Section 5. MMC 22A.010.160, Amendments, of MMC Chapter 22A.010, General Administration, is hereby amended as follows by adding reference to this adopted ordinance in order to track amendments to the City’s Unified Development Code:

“22A.010.160 Amendments.

The following amendments have been made to the UDC subsequent to its adoption:

<u>Ordinance</u>	<u>Title (description)</u>	<u>Effective Date</u>
_____	Caretaker’s Quarters	_____, 2014”

Section 6. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 7. Effective Date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2014.

CITY OF MARYSVILLE

By: _____
JON NEHRING, MAYOR

Attest:

By: _____
APRIL O’BRIEN, DEPUTY CITY CLERK

EXHIBIT A

Approved as to form:

By: _____
GRANT K. WEED, CITY ATTORNEY

Date of Publication: _____

Effective Date: _____
(5 days after publication)

EXHIBIT B

PLANNING
COMMISSION



MINUTES

November 12, 2014

7:00 p.m.

City Hall

CALL TO ORDER

Chair Leifer called the November 12, 2014 meeting to order at 7:02 p.m. noting the excused absence of Commissioner Kelly Richards and the ongoing absence of Commissioner Marvetta Toler. He also noted the presence of several people in the audience, including the representatives of the various school districts.

Marysville

Chairman: Steve Leifer

Commissioners: Roger Hoen, Jerry Andes, Kay Smith, Steven Lebo

Staff: Planning Manager Chris Holland, Associate Planner Angela Gemmer

Absent: Kelly Richards, Marvetta Toler

APPROVAL OF MINUTES

October 28, 2014

Commissioner Smith referred to the first full paragraph on page 3 and noted that *Commissioner Richards* should be corrected to *Commissioner **Smith***. Also, at the bottom of the first page, the motion was made by Commissioner **Andes**, and not Commissioner *Richards*.

Motion made by Commissioner Smith, seconded by Commissioner Andes, to approve the October 28 Meeting Minutes as amended. **Motion** passed unanimously (5-0).

AUDIENCE PARTICIPATION

None

PUBLIC HEARING(s):

- School District's Capital Facilities Plans

Ms. Gemmer explained that in order to collect school impact fees each school district must prepare a Capital Facilities Plan which must be adopted by City Council as a sub element of the Comprehensive Plan. The three things that the City must look at are: whether the Capital Facilities Plan is consistent with the Growth Management Act and state law; whether they have calculated the school impact fees in accordance with the provisions in the Marysville Municipal Code; and whether the Capital Facilities Plan has been adopted by the respective school districts. Staff has reviewed these elements and finds each plan consistent with these requirements. Ms. Gemmer summarized the proposed impact fee changes for each of the districts.

Chair Leifer opened the public hearing at 7:07 p.m.

Jim Baker, Marysville School District, stated that the Marysville School District has updated its Capital Facilities Plan as required. They feel they are fully compliant with the law. In updating the materials, they found a sharp decrease in its student generation rates in the multi-family category thereby reducing its rate by nearly 60%. He stated that they are concerned about short-term and long-term overcrowding in the district as the result of additional funding for the state for lower class sizes as well as the state implementing funding full day instruction for kindergarten. The District is seeing a slow, but steady return of enrollment rates.

Robb Stanton, Lake Stevens School District, stated that growth has increased, but fees also have declined in Lake Stevens.

Devlin Piplic, Lakewood School District, stated that Lakewood has a new high school being constructed and is in the design phase right now. The enrollment is steady, but impact fees will be going up.

Commissioner Hoen said he is hearing conflicting opinions about the likelihood that the new funding for reduced class sizes will actually be accomplished. He asked for comments on this. Mr. Baker provided his personal opinion that even though the legislation has been passed, it has yet to be earmarked. Until this is done, there are a lot of unknowns.

Chair Leifer solicited public comment. There was none.

Motion made by Commissioner Smith, seconded by Commissioner Lebo, to recommend the Capital Facilities Plans for adoption by the City Council. **Motion** passed unanimously (5-0).

The public hearing was closed at 7:19 p.m.

- Caretaker's Quarters code amendment (continued)

The public hearing was opened at 7:19 p.m.

Planning Manager Holland summarized staff's recommendation and the changes requested by the Planning Commission at the public workshop, including the fact that Staff does not support allowing temporary structures for caretaker's quarters. Additionally, allowing temporary structures in all zones, would mean that several sections of the development code would be required to be amended, including permitted uses and camping. Staff is not recommending any additional changes to the DRAFT Ordinance. He reviewed options available to the Planning Commission.

Chair Leifer stated there is a difference of opinion between staff and the majority of the commissioners. He said he would like to have more discussion on this item. He said he checked with the City of Everett about their regulations and was told that from a zoning standpoint they have no restrictions on RVs, in Light Industrial zones. They allow caretakers/watchmen's quarters outright. There is some question about whether or not the building department might get involved regarding the quality. He referred to specific businesses around the community where the site does not allow for a modular unit to be built without taking away from required parking space or causing other issues. He commented that when they were talking about this issue before he assumed that the water and sewer connections would be accessory to the main structure and they wouldn't bear a capital improvement fee. He asked if this was accurate. Planning Manager Holland stated they would be required hook up to water and sewer and pay the applicable capital improvement charges. Commissioner Leifer stated that if the RV option is not possible, the modular unit with the fee schedule described by Planning Manager Holland is probably reasonable, but he thinks this will be problematic for many businesses. He said he understands what the concerns are, but recommended working with the owners to work out compliance with regulations. Planning Manager Holland stated that the Planning Commission has the option of recommending allowance of temporary structures to be utilized as caretaker's quarters. Staff has concerns about aesthetics, community vision, and enforcement. Chair Leifer clarified that he is only talking about allowing these in industrial zones. He commented that large auto dealerships that are generally in a better position to be able to afford a modular structure. Smaller businesses are often not in a financial position to be able to do that. Limiting this to an industrial zone would be logical and would address aesthetic concerns throughout the city.

Commissioner Hoen asked if it would even qualify as a caretaker's residence if the RV came in at night and left in the morning. Planning Manager Holland noted that this is part of the enforcement issue he was referring to. It might not fall under the Caretaker's Quarters portion of the code, but it would fall under the Camping section.

Commissioner Andes asked how many calls Code Enforcement gets on this issue. Planning Manager Holland noted that they get camping calls weekly; usually these are at Wal-Mart or in residential areas, but occasionally in industrial zones. Commissioner Andes asked if the ones in industrial zones have any connection with the building they are parking by. Planning Manager Holland said that is a matter of opinion. Sometimes they say that is what they are doing, but there are no sanitary conditions for them so code enforcement tells them they need to move. He added that it always comes from a neighbor complaint; code enforcement is not driving around looking for these. Commissioner Hoen said he thought Wal-Mart offered free overnight parking. Planning Manager Holland noted that they do, but camping is not allowed in the City of Marysville.

Commissioner Lebo expressed concern about the issue of permanent utilities being required for a motor home being used as a caretaker's facility. He asked: If it is not anchored down or attached by water or sewer is there a time limit to how long they can be there? Planning Manager Holland said they are currently not allowed at all.

Commissioner Andes pointed out there seems to be more of an issue with these in residential areas rather than industrial zones. Planning Manager Holland replied they are not allowed in either zone, but they get more calls on residential ones because generally there are more residents viewing the activity. Commissioner Andes commented on the value of having mobile homes performing surveillance for businesses and potentially preventing some of the theft.

Chair Leifer recommended making a rule that there is an option available to property owners to protect their investment with an onsite watchman who might stay in an RV. They could then address the issues that might arise with this such as requiring self-contained water and sewer. They could also set a standard on age or quality of the RV to address aesthetic concerns. Any adverse conditions that arise in the community could be addressed directly with the owner of the property and potential fees. He thinks any negative issues would be outweighed by preventing the hundreds of thousands of dollars of theft that occurs regularly in the community. He doesn't think the option for property owners to protect their stuff should be eliminated because the City is concerned about potential issues that could be regulated.

Chair Leifer solicited public comment on this issue. There was none.

Commissioner Hoen suggested limiting this to a business size. He would like to see some kind of research regarding possible restrictions and regulations related to this. He thinks the City needs to support small business.

Planning Manager Holland suggested that the Commission could add something like the following to item H: *Temporary structures and RVs are allowed in industrial zones subject to the following restrictions . . .*

Chair Leifer suggested that they also update definitions to add that a "Caretaker's Quarters" means a dwelling unit **or an RV or other temporary structure** which is accessory to a permitted commercial institutional use.

Commissioner Hoen asked if this really needs to fall under Caretaker's Quarters or if it could fall under something regarding security. Chair Leifer thought they were synonymous.

Commissioner Hoen said he doesn't think this should be available to large industry. It should somehow be available only to small businesses. Commissioner Andes disagreed, noting that larger businesses have more assets they need to protect.

Chair Leifer summarized that they are recommending adding an item under Section 2 under 2(h)(v) stating that:

RV or temporary structures are allowed in the Light Industrial or General Industrial zones subject to the following conditions:

- a. The RV needs to be self-contained.*
- b. The RV needs to be legally licensed.*
- c. The RV needs to be operable and well-maintained.*
- d. Non-compliance with these conditions shall be subject to enforcement procedures in MMC Title 4.*

Chair Leifer stated they are also recommending amending the definitions to clarify that "Caretaker's Quarters" means a dwelling unit **or an RV or other temporary structure** in accordance with (h)(v).

Commissioner Leifer referred to section J and noted that this section would already allow the Planning Manager wiggle room if necessary. Planning Manager Holland explained that this refers to items that are not already addressed in the temporary use code.

Motion made by Commissioner Hoen, seconded by Commissioner Smith, to recommend staff redraft the Ordinance to include the definition of caretakers quarters to include RV or other temporary structures and add a section item (h)(v) to include RVs with the conditions as outlined above. **Motion** passed unanimously (5-0).

The hearing was closed at 8:17 p.m.

- Code Amendments

Chair Leifer opened the hearing at 8:18 p.m.

-Master Planned Senior Communities

Planning Manager Holland explained that Council adopted Ordinance 2969 on September 8 establishing a 6-month moratorium for Master Planned Senior Communities. This was in relation to some inquiries staff received regarding establishment of affordable housing tax exempt development within the City in a Community Business zone. Once that inquiry was received staff looked closely at the zones that these Master Planned Senior Communities are allowed in and also looked at the Comprehensive Plan to see if there is anything that would allow these types of facilities. Staff is proposing an ordinance which would take out the allowance for Master Planned Senior Communities in the NB (Neighborhood Business), CB (Community Business), GC (General Commercial) and DC (Downtown Commercial) zones which is aligned with the allowances in the Comprehensive Plan. They would still be allowed in the Mixed Use and Public Institutional zones.

Public Testimony:

Rune Harkestad, 500 NE 108th Ave, Ste #2400, Bellevue, WA 98004, stated he was opposed to removing senior housing from the CB Zone. He is a commercial real estate broker currently listing about nine acres of property on 116th Street all zoned Community Business. He had an inquiry from a developer interested in doing Master Planned Senior Housing. Over the roughly nine acres, he would have developed about three acres for 250 units of senior housing. This would be an extremely high utilization of the land. He commented on the loss of the tax revenue as a driver for the City's decision, but stated he thinks this development would spearhead additional commercial development. He noted that the fees in the City are directly tied to the number of units. For 250 units, the developer is assuming that fees will be several million dollars for the number of units he is proposing. Senior housing is an asset to other commercial uses and shares in the cost of impacts to the community. He doesn't think Master Planned Senior Housing should be seen as a competition to commercial development. He stated that the trend in the Puget Sound is higher density and better efficiency of land use as well as integrating senior housing with services in the community. He encouraged the Commission to continue to allow the senior housing in the CB zones.

Chair Leifer asked what the height requirement would need to be to get 250 units on three acres. Planning Manager Holland stated there is a 55-foot height limit in the CB zone, no maximum density, and 85% maximum impervious surface coverage. There was discussion about the likelihood of getting numbers this high. Mr. Harkestad commented that the Master Planned Senior Community allows developers to get to a density that makes sense.

Commissioner Hoen asked what density the developer feels they need to achieve per acre. Mr. Harkestad noted that they need to get to at least 180 units on nine acres for it to make sense.

Planning Manager Holland stated Commercial Business and General Commercial zones are the highest and greatest retail zones within the City. The goal is not to get housing within commercial zones, nor is it even essentially allowed within the Comprehensive Plan. Mr. Harkestad commented that the incentives don't add up to a substantial number. He noted that commercial in the back would be impossible to lease. Their proposal is to have a solely residential building in the back with commercial in the front. He thinks housing is the highest and best use for the back portion of that property. He doesn't think Master Planned Senior Communities are the deterrent to development of this area.

Commissioner Hoen asked where the road goes. Mr. Harkestad replied that there would be a requirement to build the road out at the signal, curve the road over to the Tribal property where the City has right-of-way similar to what was done on the north side. Planning Manager Holland explained that the signal that has been installed on 116th Street impacts the necessary alignment.

Ron Barkly, 3724 – 116th Street NE, Marysville, WA, also stated he is opposed to removing senior housing from the CB zone. He noted that the properties next to and behind his property are not going to do anything for several generations. He thinks there are opportunities here for development. He agrees that requiring commercial below senior housing would be disruptive to senior housing. He recommended a quiet four-story residential building in back with commercial in the front.

Commissioner Hoen noted that there has been a problem with homeless people camping in the area behind that property. Mr. Barkly concurred and noted that their property is secured with a chain link fence.

Chair Leifer referred to the White-Leasure development on the north side of 116th noting that the depth seems the same, but they have managed to fill it up with commercial. He wondered why the Barkly's wouldn't be able to do the same. Mr. Barkly wasn't sure. Mr. Barkly commented that he has been trying to sell this property for 10 years and it hasn't been deemed feasible. White-Leasure gave up on it after 8 years.

Commissioner Lebo said he was amazed they could get 250 units on three acres.

Mr. Harkestad commented that the White-Leasure property is 30 acres and they have the full frontage of 116th. This is a totally different configuration. He noted that the 55-foot height really helps. He doesn't see the harm in leaving the senior housing component in the code. If that is gone, it won't be a viable project for the developer.

Staff's recommendation is to not have all commercial and retail zones get eaten up by residential Master Planned Senior Communities that would require no commercial development.

Discussion:

Commissioner Andes agreed with staff that he hates to see land set aside for certain land uses and then being eaten up by an undesirable use.

Commissioner Hoen agreed with hanging onto Marysville's long-term plans rather than changing it.

Commissioner Smith concurred.

Commissioner Lebo agreed that they need to stick with the zoning plan.

Carol Barkly commented that they have had generations of people on this property. She and her husband are aging and have a lot of land to manage. They feel that senior housing would be ideal in the back because of the quiet and the beauty back there. She noted their taxes are \$40,000 a year just on the acreage. She urged the Commissioners to come out and see the property to see the potential. They are confident that the commercial on the front part will fill up.

Chair Leifer asked how many parcels this is. Mr. Barkly said that it is 14 parcels owned by him and his son. Chair Leifer commented that there are boundary line adjustments. He asked about developing it in chunks. Ms. Barkly explained that it is a complicated situation. She discussed issues associated with this.

Ron Barkly asserted that the emergency moratorium was spearheaded to shut down this specific project.

Commissioner Andes acknowledged that it is sad to see properties zoned for commercial use and the County taxing them so heavily without any exemptions.

Motion made by Commissioner Andes, seconded by Commissioner Hoen, to pass this on to Council as presented for their consideration. **Motion** passed unanimously (5-0).

There was consensus to continue the remainder of the agenda to the next meeting.

-Legislative Enactment Amendments

-Nonconforming Situations

-Sign Code

-Beekeeping

-Pet Daycares and Kennels

- School, Traffic and Park Impact Fees
- Geologic Hazards
- State Environmental Policy Act
- Wireless Communication Facilities

OLD BUSINESS

CITY COUNCIL AGENDA ITEMS AND MINUTES

ADJOURNMENT

Motion made by Commissioner Smith, seconded by Commissioner Lebo, to adjourn the meeting at 9:37 p.m. **Motion** passed unanimously.

NEXT MEETING:

November 25, 2014

- 2015 Comp Plan Update
 - Economic Development Element
 - Environmental Element



Laurie Hugdahl, Recording Secretary

EXHIBIT C

PLANNING
COMMISSION



MINUTES

October 28, 2014

7:00 p.m.

City Hall

CALL TO ORDER

Chair Leifer called the October 28, 2014 meeting to order at 7:00 p.m. noting the excused absences of Commissioners Lebo and Richards and the ongoing absence of Marvetta Toler. He also noted the presence of several audience members. Chair Leifer requested a moment of silence for the victims and those hurting as a result of the shooting at Marysville-Pilchuck High School last week.

Marysville

Chairman: Steve Leifer

Commissioners: Roger Hoen, Jerry Andes, Kay Smith,

Staff: Angela Gemmer

Absent: Steven Lebo, Kelly Richards, Marvetta Toler

APPROVAL OF MINUTES

October 14, 2014

Chair Leifer referred to page 4 of 8, paragraph 2, and noted it should be *Lakewood school area* instead of Lake Stevens. He also noted that on page 7, the second to last paragraph, the word *not* should be removed.

Commissioner Smith noted she would be abstaining from the vote as she was absent from the meeting.

Motion made by Commissioner Andes, seconded by Commissioner Hoen, to approve the October 14 Meeting Minutes as amended. **Motion** passed unanimously.

Public Hearing

- Caretaker's Quarters code amendment

The public hearing was opened at 7:04

Angela Gemmer introduced this item and reviewed the proposed Ordinance regarding Caretaker's Quarters.

Commissioner Andes asked if this would still disallow mobile homes in all cases. Ms. Gemmer explained that in the Light Industrial and General Industrial zones a manufactured home would be possible. There is a provision for a job shack or temporary structure for construction situations or if you are caring for an invalid family member. You would have to anchor it per the manufacturer's specifications but it wouldn't have to meet design requirements in Light Industrial or General Industrial zones. In other commercial zones there are design standards that would apply.

Commissioner Andes expressed concern about the extra cost associated with this. He referred to the new car dealerships and said he has seen a motor home that appears to be used strictly for surveillance and monitoring the automobiles when the place is closed. It seems to him like the regulations should be part of the permit process to inform businesses that they will have to provide space for something specific to caretaking because they don't have room in their buildings for somebody to stay and live permanently. Ms. Gemmer agreed that this might be a good thing to bring up to applicants. Not everyone wants someone onsite for that purpose, but if you are going to have someone, there are specific requirements. Ms. Gemmer offered to table this item and bring it back with more clarification on that.

Commissioner Hoen asked for clarification. Ms. Gemmer noted that if you are constructing a personal residence or developing a subdivision you can have a job shack.

Commissioner Andes expressed concern about this being a burden to business owners to have to attach something to the ground to protect their inventory. He thought they should allow someone to pull in temporarily to watch over things.

Chair Leifer reiterated that he is thoroughly supportive of allowing someone to stay in a decent RV to watch over the wares and the treasures of businesses in this community that so often have been vandalized over and over again. The police are just not able to stop it. For the most part these crimes just go unabated and the losses mount up for businesses. For some businesses this equates to hundreds of thousands of dollars in losses. It bothers him that the City is so concerned about problems that *might* come up as a result of allowing that situation to take place when there are other ways of dealing with abuse of the situation. He thinks that the City should be more flexible and not require hooking up to water and sewer and other construction costs just to have someone come onto the site. He noted that a lot of times a roving RV is a much more effective way to secure the site anyway. He summarized that this is not a fair analysis of

the situation, but it appears that staff is adamant about it. Perhaps going forward as things change they can take another look at it.

Commissioner Smith strongly agreed with Chair Leifer. There was a time when she was in the same position as a small business owner where things were being stolen because there was nobody there to protect them. She can't understand why the City can't help the small business person or even the big businesses and would disregard that situation.

Ms. Gemmer said she'd be happy to table this matter for further discussion. She stated she would take these concerns back to staff to see if something needs to be reworked. She pointed out that today a camper or RV is not allowed so that part is not changing with this proposal. The intent of this amendment is so that existing structures in commercial zones that have been abandoned for residential purposes are not reestablished for caretaking quarters. It sounds like there are two different concerns. The objective of staff is to prevent the circumvention of the caretaker's quarter's provisions. The concern brought up by the Planning Commission, regarding the type of structure being too stringent, is not proposed to be changed with this amendment. She thought it might be appropriate for Planning Manager Chris Holland to address that matter with the Planning Commission.

Commissioner Hoen asked if there has been research of other jurisdictions about their codes regarding caretaker's quarters. Ms. Gemmer stated she had researched this in the past and there is not a lot to compare to. She offered to look into it again.

Commissioner Andes said it seems like two separate issues. He is supportive of the residential property portion of the code, but has serious concerns about the manufactured home requirements issue.

Chair Leifer commented that it's not totally separate because RVs would still be precluded under this ordinance. Ms. Gemmer replied that this might actually be a building code issue. Chair Leifer commented that refers to the use of job shacks and that sort of things on job sites that are under construction. The subject is on the table, but it doesn't allow it for any other situation other than that. That apparently negates the option to utilize them. Ms. Gemmer agreed that the Temporary Use code explicitly states what the use and purpose is. There is a provision for the Community Development Director to authorize additional temporary uses not listed specifically; However, if something is specifically listed that is the provision that would be used.

Chair Leifer commented that the consensus of the Planning Commission members present tonight appears to be that it would be beneficial to allow RVs. He noted that there appears to be a disagreement between what the Planning Commission believes is best and what the staff wants. Ms. Gemmer stated she would take these concerns back to Planning Manager Chris Holland.

Commissioner Hoen commented that it seems like there is an overriding concern about unintended consequences of this. It appears that the objective of staff is to avoid the

unintended consequence of somebody moving his family onto a commercial site as opposed to allowing someone to do his job.

Ms. Gemmer stated that the permanence issue is not changing. Today, with a footnote in the permitted uses matrices, an RV or camper trailer would not be allowed to be utilized for a caretaker's quarters. The concern raised by the Planning Commission is status quo. The intent of the proposal is to prevent something that is not truly a caretaker's quarters from being established in a commercial zone.

Commissioner Andes asked what staff thinks the car dealers are going to say when the City sends the code enforcement officer out there to say they have to remove their motor home. He doesn't think they will comply because they have millions of dollars of inventory they need to protect.

Chair Leifer wondered who in the world is driving around worrying about whether there is an RV parked on some industrial site or a commercial lot. Ms. Gemmer thought it was mainly complaint driven. Chair Leifer stated he is totally against the direction this is going.

Commissioner Andes said he would like to see more work done on this particular issue and to bring it back for more discussion. He stressed that business owners need to be able to protect their assets by having someone on site to monitor things.

Motion made by Commissioner Andes, seconded by Commissioner Smith, to bring this back for reconsideration. **Motion** passed unanimously.

Commissioner Hoen said he is familiar with someone who has a pretty sophisticated camera/alarm system that detects motion and calls his house. This seems to be cost effective for mid-range businesses.

The hearing was closed at 7:30 p.m.

Old Business

- Bees

Commissioner Smith pointed out a typo in the memo where *aviary* was mistakenly used instead of *apiary*.

Jeff Thompson, Mr. Thompson, President, Northwest District Beekeepers Association gave a presentation on beekeeping to the Planning Commission. The purpose of the NW Beekeepers is to encourage people to become beekeepers and assist them in being good beekeepers. He is also a master gardener.

He expressed concern about the proposed ordinance's focus on lot size. He noted that when addressing new beekeepers they always encourage them to start with two hives to balance things out and to help prevent swarming. Beekeepers don't want hives that

swarm because it ruins honey production. Beekeepers have a responsibility as well as an economic incentive to keep their hives from swarming. A lot of things in the ordinance are things that could be considered good beekeeping practices and he has no issue with them. However, having one hive makes it very difficult. He explained that honeybees don't even exist in the wild anymore. He noted that bees only swarm when they are too crowded or when they are looking for something they don't have. He commented that sometimes people don't know the difference between honeybees and yellow jackets. He addressed concerns about deaths related to bee stings. He explained that more than half of the people who died (2500 people) of anaphylactic reactions in the last 21 years died as a result of prescription medication not bees. The real problem is very small. Bees are not a major cause of death. Most beekeepers are very responsible people.

Regarding lot size requirements, he stated that Marysville's proposal is the most restrictive he has seen. He thinks they are doing citizens a disservice with this. Bees are one of the most fascinating, most studied insects in the world. He encouraged the City to allow more hives per lot.

Chair Leifer asked what an Africanized bee is. Mr. Johnson explained that Africanized bees are a type of bees that came from Africa and originally came to this country for research purposes and escaped to the wild. When they attack, Africanized bees (or killer bees) attack a person in a large hive or swarm instead of individually as honeybees do. Beekeepers don't want them.

Chair Leifer asked how many bees exist in nature in a certain area. Mr. Johnson explained that specific crops like almonds, only the honey bee can pollinate it. The more pollinators you get the higher the production. Apples can be pollinated by mason bees or honeybees. Regarding a background number of honeybees in a community he said he didn't have a good answer on that. Chair Leifer wondered how many bees a farmer would need to pollinate their crops.

Dan Hall, 5325 77th Place NE, Marysville, WA 98270, explained that there is no specific number. It varies from crop to crop.

Chair Leifer commented that if they can't come up with a certain number of bees that it takes to pollinate a certain amount of crops, agricultural uses should be exempt from these regulations. Mr. Hall explained that farmers aren't going to want to pay for more bees than they need so it's sort of self-limiting. He agrees that an agricultural exemption makes perfect sense because that's not where the concern is anyway. You don't want to limit farmers from getting the pollination they need. He added that one reason honeybees are used for crops is because they are movable from crop to crop. You can't do that with other kinds of bees.

Mr. Hall stated this is his fourth year keeping bees. He agrees that having some parameters is a very good thing, but he hopes it won't be detrimental to the hobbyist beekeeper. He noted that having two hives gives beekeepers the ability to manage those hives and see the growth. Regarding a number of bees per beehive, he

commented on the changes that a beehive undergoes throughout the year. By the end of July or August the hive is huge compared to the size it is in February. Also, trying to limit a hive to try to limit the number of bees in a specific neighborhood doesn't make sense because they will forage 2 to 5 miles away. Bees only swarm when they run out of space. Beekeepers manage the hives to avoid that. Limiting the hives to only one per lot is not doing anyone a favor. He recommended having a minimum amount of two hives instead of one.

Larry Brainard, 829 Dayton Street, Edmonds, WA stated he has been a beekeeper for about five years. He has 65 hives on many lots that he manages full time. He acknowledged that they need to do the right thing for communities, but wondered if square footage is the appropriate way to regulate this. He suggested looking at courses offered by Washington State Beekeepers Association and the Master Beekeepers at different levels. In addition to all other aspects of study, taking an apprentice course is really important. Good beekeeping also requires good communication with neighbors because the forage area of a colony is about 1 to 4 miles from the hive. One of the factors for bee colony health is the availability of the forage area.

Mr. Hall explained that this is self-regulating because the area has to be able to support the hives. He stated that the one change he would recommend is changing the limit of one hive to a minimum of two hives.

Mr. Johnson concurred that the limitation of one hive would preclude anyone from really being a good beekeeper. There was discussion about how beekeepers sometimes separate a hive into two to address growth. Regarding annual requeening, Mr. Johnson noted that this is very important. He requeens his hives every year to prevent swarming. Conscientious beekeepers do this as needed to prevent swarming. Mr. Hall commented on the misconception about what a bee is and what a honeybee is in particular. People don't understand that if it's coming out of a paper nest it's not a honeybee. Honeybees travel to a home such as a hole in a tree; they don't make a home. He noted that the honeybee can't survive without humans in this climate. Mr. Brainard noted that beekeepers are beneficial to a community because they will go out and collect bee swarms from other people's property. In principle, the more beekeepers you have the more availability of beekeepers you have to control swarms in a community.

Teresa Jorgenson, 7032 66th Drive NE, Marysville, WA 98270, spoke to the benefit of beekeepers in the community. Her daughter was able to identify yellow jackets for a neighbor who then knew how to deal with them. This has been a great family project for her and her daughter.

Chair Leifer suggested changing the ordinance by going from one to two hives on lots less than or equal to 5,000 square feet and an added provision that would exempt all agricultural uses from the regulations.

Mr. Hall thought it was a good compromise. Mr. Johnson agreed, but noted that sometimes there is a need to have an extra hive to prevent swarm prevention. He said

he saw another ordinance that allowed temporary hives for 30 days when hives need to be expanded temporarily. He spoke to the importance of allowing flexibility.

There was discussion about the need for community education on this topic. Mr. Johnson noted that most beekeepers are very responsible. He also spoke to the importance of encouraging good beekeeping habits. Mr. Brainard commented that 9 times out of 10 the stings are not from honeybees, but from yellow jackets or hornets.

Mr. Brainard discussed Africanized bees or killer bees and why they are not a threat to this area. There was also discussion about the international black market honey business.

Mr. Johnson offered to assist staff in crafting some language

Motion by Commissioner Hoen, seconded by Commissioner Andes, to direct staff to address issues related to:

- Minimum of two hives
- Lot sizes
- Provision for temporary increase to avoid swarming issues
- Consideration of exclusion legitimate agricultural uses

Motion passed unanimously (4-0).

The Commission thanked the beekeepers for coming in to share the information.

CITY COUNCIL AGENDA ITEMS AND MINUTES

ADJOURNMENT

Motion made by Commissioner Hoen, seconded by Commissioner Smith, to adjourn the meeting at 9:15 p.m. **Motion** passed unanimously.

NEXT MEETING:

November 12, 2014



 Angela Gemmer, Associate Planner
 for Laurie Hugdahl, Recording Secretary

EXHIBIT D

**PLANNING
COMMISSION**



MINUTES

July 8, 2014

7:00 p.m.

City Hall

CALL TO ORDER

Chair Leifer called the July 8, 2014 meeting to order at 7:00 p.m. noting the excused absence of Steven Lebo and the absence of Marvetta Toler.

Marysville

Chairman: Steve Leifer

Commissioners: Roger Hoen, Jerry Andes, Kay Smith, Kelly Richards

Staff: Planning Manager Chris Holland, Chief Administrative Officer Gloria Hirashima, Recording Secretary Laurie Hugdahl

Absent: Steven Lebo, Marvetta Toler

APPROVAL OF MINUTES

April 8, 2014 Minutes

Motion made by Commissioner Kay Smith, seconded by Commissioner Kelly Richards, to approve the April 8 Meeting Minutes.

Chair Leifer explained that the missing section in his comments on page one should refer to the area just east of 39th and in close proximity to the Sheriff's Office.

Motion passed unanimously (5-0) to approve the minutes as amended.

AUDIENCE PARTICIPATION

None

NEW BUSINESS

- **Non-Residential Uses in Residential Zones Signage**

Planning Manager Holland explained that the Planning Commission asked staff to look at signage allowances for non-residential uses in residential zones. Staff looked at some other cities to get an idea of what they are doing. He summarized the findings as contained in the Memorandum in the Planning Commission packet. Staff is not recommending any changes at this time. The current sign allowances ensure compatibility with the surrounding residential neighborhoods.

Commissioner Richards pointed out that most of the schools' signs right now are non-compliant. Mr. Holland reviewed examples of how the code has been applied to businesses and other organizations around the City. If someone wants to retrofit to a digital sign, it would need to be brought into compliance. Planning Manager Holland explained that there is a CUP process to go through to allow for additional height and sign area.

Commissioner Hoen asked what the fee for the CUP is. Planning Manager Holland replied that it is \$350 to cover administrative costs.

- **Non-Conforming Uses Code Amendment**

Planning Manager Holland reviewed this item as contained in the Planning Commission packet. The proposed code amendment would make the expansion of a residential use and construction of an accessory structure in a non-residential zone administrative.

There was consensus among the Planning Commission that this was a good idea.

- **Caretaker's Quarters Code Amendment**

Planning Manager Holland stated that there was recently a code enforcement issue where a single family residence converted to an office use. It had since been occupied recently by anywhere from 6 to 9 occupants in the office space. Staff issued a permanent enforcement order because once you go from a residential use to a commercial use you can't go back to a residential use. The permanent enforcement order was appealed. The Hearing Examiner upheld the order, but there was a finding highlighting an area that staff needed to address in the future. Based on the finding in the decision by the HE staff recommended adding a definition for a caretaker quarters and making it a requirement to get a temporary use permit

Chair Leifer referred to the "C" definitions paragraph and asked why the caretaker's quarters is required to be in the same structure as the business. He has often seen them on the same property, but not necessarily in the same building. He thought this was too restrictive. Planning Manager Holland indicated that section could be removed.

Commissioner Richards referred to *Findings* on page 6 and asked if the particular situation referred to by Planning Manager Holland could have been avoided if the property had been set up as a Hotel/Motel or a Bed and Breakfast. Planning Manager Holland acknowledged that it would be allowed, but it would not have fit in with their organizational setup.

Planning Manager Holland referred to page 2, item (g) of the Memo regarding requirements and stated he would like to add that approval of the owner would be required.

Chair Leifer asked why watchmen's and caretaker's quarters had been stricken as an exempted use. He thinks they should actually be encouraged on industrial property. Planning Manager Holland explained that they were just proposing removing the exemption and requiring a temporary use permit. Chair Leifer asked if "structure" would include an RV. Planning Manager Holland replied that typically they have not allowed any occupancy of an RV or any temporary structure on any commercial or industrial use. Chair Leifer commented that this could prevent a lot of vandalism. He cited several examples of businesses that have been vandalized or burglarized and stated that a lot of theft could have been prevented if someone in an RV was there protecting their goods. He doesn't think anyone in the area would be opposed to that. Planning Manager Holland suggested that the business could add some type of a structure to a site. CAO Hirashima commented that allowing RVs would create a huge loophole although she could understand the reasoning and justification for it in the situations described by Chair Leifer in providing security.

Chair Leifer thought there might be some kind of middle ground. He commented that an Industrial zone is a little different situation than General Commercial zone. He thought there could be a way of regulating this so that it didn't get taken advantage of. He stressed that 100's of 1000's of dollars have been lost due to theft in these places, and the police department is not able to stay on top of these things. Commissioner Richards pointed out that the way around this problem would be for the business to build a one-room structure to live in. Commissioner Andes noted that it might not be possible on all property. CAO Hirashima and Planning Manager Holland explained that a loophole allowing RVs would raise issues regarding storage, garbage, sewer, etc. in addition to aesthetic issues.

Chair Leifer asked staff what alternative solution they would suggest for companies who want to protect their assets. CAO Hirashima thought that provisions like they have brought tonight which allow caretaker quarters would be one solution. Planning Manager Holland added that if the company brought in a Pacific Mobile trailer, tied it down, and got utilities (sewer and water) a caretaker would be allowed to stay in it. Chair Leifer thought this could be an acceptable alternative.

Commissioner Richards noted there are two 13's in Section 3.

Planning Manager Holland noted that this would come back for a public hearing in September along with some other items.

- **Snohomish County and Cities Permit Statistics (PowerPoint)**

CAO Hirashima reviewed the year 2010 in housing units permitted on a city-by-city basis where Marysville had quite a bit of activity. In 2011 and 2012 Marysville still had a high volume of residential permits relative to other cities. In 2013, Marysville had an even higher number of permits relative to other cities. In 2010-2013 Marysville had 1473 units permitted. The next closest city was Everett at 723. In 2010-2013 the total housing units permitted by city and unincorporated north Snohomish County. CAO Hirashima summarized that most of the development in the UGA has occurred in the unincorporated Snohomish County in the south and in Marysville in the north. She reviewed data showing the trend toward more multifamily development starting in 2011. In 2010 it was predominantly single family development, but by 2013 it was predominantly multifamily. There was discussion about the lot shortages in single family.

CAO Hirashima reviewed the total UGA comparison of development in 2010-2013 by housing unit type. In the southwest area it was about 40% multifamily. Other UGA areas were about 75% single family. Marysville is much more similar to the southwest UGA area at about 40% multifamily. She stressed that Marysville has a very small Community Development staff who is working very hard. She believes Marysville will continue to be a big place for growth to occur in the coming years.

Commissioner Hoen noted that the freeway signs for Marysville are lacking. CAO Hirashima concurred and suggested they look into that with WSDOT.

OLD BUSINESS

- **Industrial Park Design Standards Photos (PowerPoint)**

Planning Manager Holland gave a PowerPoint presentation showing photos taken during a tour of industrial park design standards in Southwest Everett. The intent of the tour was to show what can be done as it relates to the Smokey Point Master Plan Design Standards.

Chair Leifer asked about the acreage and the jobs numbers. CAO Hirashima indicated staff could provide that at the next meeting.

Highlights of the designs shown included:

- Tree-lined streets, heavily buffered
- Wide landscape buffers (30-foot) between parking lot and street
- Quality design standards
- Landscaped entryways
- Screening of service areas
- Blank wall treatment – trees, add-ons, awnings, windows
- Windows and modulation

- Change in building materials and modulation – metal awnings
- New development continues

Commissioner Hoen asked who benefits from the setbacks, landscaping, and attractiveness of the buildings in an industrial area. CAO Hirashima said it is an image thing for the businesses and plays into the quality of the businesses the city can attract. Everett planned to be a top quality city and set up very strict standards 25 or 30 years ago anticipating the type of businesses they wanted to attract. Now it is a very successful area with high-density employment. CAO Hirashima summarized that hopefully the Planning Commission will see something like this as the product of all their hard work and planning.

OTHER

CAO Hirashima gave an update on the extremely popular new spray park. She noted that the City is looking into adding more parking.

CITY COUNCIL AGENDA ITEMS AND MINUTES

None

ADJOURNMENT

Motion made by Commissioner Richards, seconded by Commissioner Richards, to adjourn the meeting at 8:45 p.m. **Motion** passed unanimously.

NEXT MEETING:

July 22, 2014


 _____ For:

Laurie Hugdahl, Recording Secretary



CITY OF MARYSVILLE
Marysville, Washington
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF MARYSVILLE, WASHINGTON RELATED TO CARETAKER'S QUARTERS BY AMENDING MARYSVILLE MUNICIPAL CODE (MMC) SECTIONS 22A.020.040 "C" DEFINITIONS; 22C.110.020 PERMITTED TEMPORARY USES; 22C.110.030 EXEMPTED TEMPORARY USES; 22C.020.070 PERMITTED USES – DEVELOPMENT CONDITIONS; AND AMENDING MMC SECTION 22A.010.160 GENERAL ADMINISTRATION, RELATED TO TRACKING AMENDMENTS TO THE CITY'S UNIFORM DEVELOPMENT CODE; PROVIDING FOR SEVERABILITY AND EFFECTIVE DATE.

WHEREAS, the State Growth Management Act, RCW Chapter 36.70A mandates that cities periodically review and amend development regulations which include but are not limited to zoning ordinances and official controls; and

WHEREAS, RCW 36.70A.106 requires the processing of amendments to the City's development regulations in the same manner as the original adoption of the City's comprehensive plan and development regulations; and

WHEREAS, the State Growth Management Act requires notice and broad public participation when adopting or amending the City's comprehensive plan and development regulations; and

WHEREAS, the City, in reviewing and amending its development regulations has complied with the notice, public participation and processing requirements established by the Growth Management Act, as more fully described below; and

WHEREAS, the City Council of the City of Marysville finds that from time to time it is necessary and appropriate to review and revise provisions of the City's municipal code and development code (MMC Title 22); and

WHEREAS, the development code amendment is consistent with the following required findings of MMC 22G.010.500:

- (1) The amendment is consistent with the purposes of the comprehensive plan;
- (2) The amendment is consistent with the purpose of this title;
- (3) There have been significant changes in the circumstances to warrant a change;
- (4) The benefit or cost to the public health, safety and welfare is sufficient to warrant the action.

WHEREAS, the Planning Commission discussed the above-referenced amendment during a public meeting held on July 8, 2014; and

WHEREAS, after providing notice to the public as required by law, on October 27, 2014, the Marysville Planning Commission held a Public Hearing on proposed amendments to the City's development regulations; and

WHEREAS, on October 28, 2014, the Marysville Planning Commission held a duly-advertised public hearing, which was continued to November 12, 2014; and

WHEREAS, On November 12, 2014, at the continued public hearing, the Marysville Planning Commission made a recommendation to the City Council recommending the adoption of the proposed amendments to the City's development regulations; and

WHEREAS, at a public meeting on December 8, 2014, the Marysville City Council reviewed and considered the Marysville Planning Commission's Recommendation and proposed amendments to the City's development regulations; and

WHEREAS, the City of Marysville has submitted the proposed development regulation revisions to the Washington State Department of Commerce on September 29, 2014, seeking expedited review under RCW 36.70A.160(3)(b) in compliance with the procedural requirement under RCW 36.70A.106; and

WHEREAS, the amendments to the development regulations are exempt from State Environmental Policy Act review under WAC 197-11-800(19);

NOW, THEREFORE, the City Council of the City of Marysville, Washington do ordain as follows:

Section 1. MMC 22A.020.040 is hereby amended by amending Section "C" definitions to add the following definition:

22A.020.040 "C" definitions.

"Caretaker's quarters" means a dwelling unit which is accessory to a permitted commercial or institutional use that is occupied exclusively by the caretaker or manager employed by the business or institution which it serves. Said dwelling unit must be located on the same property of the business or institution it serves; is limited to one such unit per property; and must be demonstrated to be clearly incidental and subordinate to the primary business or institutional use and the structure it serves.

Section 2. MMC 22C.110.020 is hereby amended as follows:

22C.110.020 Permitted temporary uses.

(1) Except as provided in MMC 22C.110.030, a temporary use permit shall be required for all permitted temporary uses listed in subsection (2) of this section.

(2) The following types of temporary uses, activities and associated structures may be authorized, subject to the specific limitations noted herein and as noted in MMC 22C.110.040 and as may be established by the community development director:

- (a) Outdoor art and craft shows and exhibits;
- (b) Use associated with the sale of fresh fruits, produce and flowers;
- (c) Mobile services such as veterinary services for purposes of giving shots;
- (d) Group retail sales such as swap meets, flea markets, parking lot sales, Saturday market, auctions, etc. Automobile sales are not a permitted temporary use;
- (e) Use associated with festivals, grand openings or celebrations;
- (f) Temporary fundraising and other civic activities in commercial or industrial zoning districts;
- (g) When elderly or disabled relatives of the occupant of an existing residence require constant supervision and care, a manufactured home with adequate water

and sewer services located adjacent to such residences may be permitted to house the relatives, subject to the following requirements:

(i) The need for such continuous care and assistance shall be attested to in writing by a licensed physician;

(ii) The temporary dwelling shall be occupied by not more than two persons;

(iii) Use as a commercial residence is prohibited;

(iv) The temporary dwelling shall be situated not less than 20 feet from the principal dwelling on the same lot and shall not be located in any required setbacks outlined in MMC Title 22C, Land Use Standards;

(v) A current vehicular license plate, if applicable, shall be maintained during the period of time the temporary unit is situated on the premises;

(vi) Adequate screening, landscaping or other measures shall be provided to protect surrounding property values and ensure compatibility with the immediate neighborhood;

(vii) An annual building permit or manufactured home permit renewal for the temporary dwelling shall be required, at which time the property owner shall certify, on a form provided by the community development department, to the continuing need for the temporary dwelling and, in writing, agree that such use of the property shall terminate at such time as the need no longer exists;

(h) Watchmen's or caretaker's quarters when approved in writing by the community development director. Said caretaker's quarters must comply with the definition set forth in MMC Section 22A.020.040 and will require submittal of the following:

(i) A consent letter from the owner and/or proof of ownership of the subject property or structure.

(ii) A letter identifying the business or institution to be served by the caretaker's quarters, and the purpose of, and need for, the caretaker's quarters;

(iii) A site plan identifying the location of the structure which will be occupied; and

(iv) A floor plan identifying the area within the structure which will be occupied to ensure that the use will be incidental to the primary business or institutional use of the structure.

(i) Transitory accommodations which comply with the provisions outlined in MMC 22C.110.050;

(j) The community development director may authorize additional temporary uses not listed in this subsection, when it is found that the proposed uses are in compliance with the provisions of this chapter.

Section 3. MMC 22C.110.030 is hereby amended as follows:

22C.110.030 Exempted temporary uses.

The following activities and structures are exempt from requirements to obtain temporary use approval, but are not exempt from obtaining all other applicable permits outlined in the MMC, including but not limited to building permits, right-of-way permits, special events permits, business licenses, home occupation permits, sign permits, etc.:

(1) Uses subject to the special events provisions of Chapter 5.46 MMC, Special Events, when the use does not exceed a total of 14 days each calendar year, whether at the same location in the city or at different locations;

(2) Community festivals, amusement rides, carnivals, or circuses, when the use does not exceed a total of 14 days each calendar year, whether at the same location in the city or at different locations;

(3) Activities, vendors and booths associated with city of Marysville sponsored or authorized special events such as Home Grown;

(4) Retail sales such as Christmas trees, seasonal retail sale of agricultural or horticultural products. Christmas tree sales are allowed from the Saturday before Thanksgiving Day through Christmas Day only;

(5) Individual booths in an approved temporary use site for group retail identified under MMC 22C.110.020(2)(d);

(6) Fireworks stands, subject to the provisions of Chapter 9.20 MMC, Fireworks;

(7) Garage sales, moving sales, and similar activities for the sale of personal belongings when operated not more than three days in the same week and not more than twice in the same calendar year;

(8) Manufactured homes, residences or travel trailers used for occupancy by supervisory and security personnel on the site of an active construction project;

(9) Contractor's office, storage yard, and equipment parking and servicing on the site of an active construction project;

~~(10) Watchmen's or caretaker's quarters when approved by the community development director;~~

~~(1110)~~ Portable units and manufactured homes on school sites or other public facilities when approved by the community development director;

~~(1211)~~ A manufactured home or travel trailer with adequate water and sewer service used as a dwelling while a residential building on the same lot is being constructed or while a damaged residential building is being repaired. The manufactured home or travel trailer shall be removed upon completion of the permanent residential structure construction, when repair is completed, or after one year, whichever occurs first;

~~(1312)~~ Model homes or apartments and related real estate sales and display activities located within the subdivision or residential development to which they pertain. A temporary real estate office may be located in a temporary structure erected on an existing lot within a residential subdivision, if approved by the community development director. If approved, a temporary real estate office shall comply with the following conditions:

(a) The temporary real estate office may be used only for sale activities related to the subdivision in which it is located;

(b) The temporary real estate office shall have an Americans with Disabilities Act (ADA) accessible restroom located in or adjacent to said office;

(c) ADA accessibility shall be provided to the temporary real estate office. General site, accessible routes and building elements shall comply with ICC/ANSI A117.1-2003 or current edition;

(d) The temporary real estate office shall meet all applicable building and fire codes, or shall be immediately removed; and

(e) The temporary real estate office shall be removed immediately upon the sale of the last lot within the subdivision;

~~(1413)~~ Home occupations that comply with Chapter 22C.190 MMC, Home Occupations;

~~(1514)~~ Fundraising car washes. The fundraising coordinator is required to obtain a clean water car wash kit from the Marysville public works department in order to prevent water from entering the public storm sewer system;

~~(1615)~~ Vehicular or motorized catering such as popsicle/ice cream scooters and self-contained lunch wagons which cater to construction sites or manufacturing facilities. Such a use must remain mobile and not be utilized as parking lot sales;

~~(1716)~~ Any permitted temporary use not exceeding a cumulative total of two days each calendar year.

Section 4. MMC 22C.020.070 is hereby amended as follows:

22C.020.070 Permitted uses – Development conditions.

(3) Limited to one dwelling unit for the purposes of providing on-site service and security of a commercial or industrial business. Caretaker's quarters are subject to the provisions set forth in MMC Chapter 22C.110 entitled "Temporary Uses".

Section 5. MMC 22A.010.160, Amendments, of MMC Chapter 22A.010, General Administration, is hereby amended as follows by adding reference to this adopted ordinance in order to track amendments to the City's Unified Development Code:

"22A.010.160 Amendments.

The following amendments have been made to the UDC subsequent to its adoption:

<u>Ordinance</u>	<u>Title (description)</u>	<u>Effective Date</u>
_____	Caretaker's Quarters	_____, 2014"

Section 6. Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 7. Effective Date. This ordinance shall become effective five days after the date of its publication by summary.

PASSED by the City Council and APPROVED by the Mayor this _____ day of _____, 2014.

CITY OF MARYSVILLE

By: _____
JON NEHRING, MAYOR

Attest:

By: _____
APRIL O'BRIEN, DEPUTY CITY CLERK

Approved as to form:

By: _____
GRANT K. WEED, CITY ATTORNEY

Date of Publication: _____

Effective Date: _____
(5 days after publication)