



Everett City Council Preliminary Agenda
6:30 p.m., Wednesday, March 6, 2024
City Council Chambers

Roll Call

Pledge Of Allegiance

Land Acknowledgment

Approval Of Minutes: February 28, 2024

Mayor's Comments

Public Comment

Council Comments/Liaison Reports

Administration Update

City Attorney

CONSENT ITEMS:

(1) Adopt Resolution Authorizing Claims Against The City Of Everett In The Amount Of \$2,635,334.77 For The Period Ending February 17, 2024 Through February 23, 2024.

Documents:

[RES CLAIMS PAYABLE FEB 17, 2024 - FEB 23, 2024.PDF](#)

(2) Adopt Resolution Authorizing Electronic Transfer Claims Against The City Of Everett In The Amount Of \$9,834,794.92 For The Month Of January 1 Through January 31, 2024.

Documents:

[EFT COUNCIL RESOLUTION 2024-1.PDF](#)

(3) Authorize The Mayor To Sign Amendment #3 To Grant Agreement No.WQC-2019-EverPW-00051 With The Washington State Department Of Ecology.

Documents:

[DOE-LEXINGTON-BROADWAY GRANT-AMEND NO. 3.PDF](#)

(4) Adopt A Resolution To Accept A \$30,000 Donation From Everett Little League.

Documents:

[LEGION MEMORIAL PARK EVERETT LITTLE LEAGUE SCOREBOARD](#)

[REPLACEMENT DONATION RESOLUTION.PDF](#)

(5) Authorize The Mayor To Sign The Partial Release Of Easement.

Documents:

[PARTIAL RELEASE OF EASEMENT - CHELSEA HEIGHTS.PDF](#)

(6) Accept The Watermain Replacement "V" Project As Complete And Authorize The Mayor To Sign The Certificate Of Completion.

Documents:

[THOMCO-WATERMAIN REPLACEMENT V CLOSEOUT.PDF](#)

(7) Authorize The Call For Bids For Construction Of Water Main Replacement "Y", Phase 1 Project.

Documents:

[WATER MAIN REPL Y PHASE I-CALL FOR BIDS.PDF](#)

PROPOSED ACTION ITEMS:

(8) CB 2402-84 – 1st Reading - Adopt An Ordinance Closing A Special Improvement Project Entitled Thornton A. Sullivan Playground Replacement, Fund 354, Program 77, As Established By Ordinance No. 3884-22. (3rd & Final Reading 3/20/24)

Documents:

[CB 2402-84.PDF](#)

(9) CB 2402-85 – 1st Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "Walter E. Hall Park Community Connections Path", Fund 354, Program 094 To Accumulate All Costs For The Project. (3rd & Final Reading 3/20/24)

Documents:

[CB 2402-85.PDF](#)

(10) CB 2402-86 – 1st Reading - Adopt An Ordinance Relating To Gambling Tax And Amending EMC 3.36.051. (3rd & Final Reading 3/20/24)

Documents:

[CB 2402-86.PDF](#)

ACTION ITEMS:

(11) CB 2402-83 – 3rd & Final Reading - Adopt An Ordinance Amending Ordinance No. 3779-20, As Amended, Entitled "Everett Municipal Building – Public Works Tenant Improvement Project", Fund 342, Program 42 & 43, Fund 336, Program 015 To Accumulate All Costs For The Project.

Documents:

[CB 2402-83.PDF](#)

(12) Authorize City Staff To Apply For And If Awarded Authorize The Mayor To Sign All Necessary Documents And Agreements With The Washington State Department Of Commerce, Regarding The Application, Acceptance, And Utilization Of The Community Firearm Violence Reduction Program Grant, In The Amount Of \$300,000.

Documents:

[COMMERCE VIOLENCE REDUCTION GRANT.PDF](#)

Executive Session

Adjourn

PARTICIPATION IN REMOTE COUNCIL MEETINGS

- o Call in to listen to the Council meetings: 425.616.3920, conference ID: 724 887 726#
- o Participate remotely via Zoom by registering to speak at everettwa.gov/speakerform. You must register no later than 30 minutes prior to the meeting. Or contact Angela Ely at 425.257.8703 or aely@everettwa.gov and identify the topic you wish to address.
- o Provide written public comments by email to Council@everettwa.gov or mail to 2930 Wetmore Avenue, Suite 9A, Everett, WA 98201. Emailing comments 24 hours prior to the meeting will ensure your comment is distributed to councilmembers and appropriate staff.
- o Persons seeking to comment on non-agenda items may be asked to submit the comments in writing if the comment does not address an issue of broad public interest.

AGENDAS, BROADCAST AND RECORDINGS

- o The Council agendas and meeting recordings can be found, in their entirety, at everettwa.gov/citycouncil.
- o The Council meetings are broadcast on government-access cable Comcast Channel 21 and Frontier Channel 29. They are rebroadcast on Monday and Tuesday at noon; Thursday at 2 p.m. and 7 p.m.; Friday and Sunday at 7 p.m.; Saturday at 10 a.m.
- o Watch live meetings and recordings at YouTube.com/EverettCity.

CONTACT THE COUNCIL

If you do not wish to participate in the meeting, we provide these other methods of contacting your elected officials: Email the Council at Council@everettwa.gov.

- o Call the Council offices at 425.257.8703
- o You may call in just to listen to the meeting: 425.616.3920, conference ID 724 887 726#

The City of Everett does not discriminate on the basis of disability in the admission or access to, or treatment in, its programs or activities. Requests for assistance or accommodations can be arranged by contacting the Everett City Council Office at 425.257.8703. For additional information, please visit our website at <https://www.everettwa.gov/3129/American-Disabilities-Act-ADA-and-Title->.

RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

Whereas the claims payable by check against the City of Everett for the period February 17, 2024 through February 23, 2024, having been audited and approved by the proper officers, have been paid and the disbursements made by the same, against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>	<u>Fund</u>	<u>Department</u>	<u>Amount</u>
001	City Council	2,337.00	101	Parks & Recreation	15,868.26
002	General Government	(1,242.80)	110	Library	227.52
005	Municipal Court	2,910.12	112	Community Theater	15,781.48
007	Human Resources	37.70	130	Develop & Const Permit Fee	296.69
009	Misc Financial Funds	58,434.54	146	Property Management	26,549.74
010	Finance	1,591.62	148	Cum Reserve-Parks	79.33
021	Planning & Community Dev	11,371.45	153	Emergency Medical Service:	16,369.62
024	Public Works-Engineering	6,510.37	156	Criminal Justice	1,843.85
026	Animal Shelter	227.54	197	CHIP Loan Program	15,039.57
031	Police	5,103.41	198	Community Dev Block Gran	8,984.88
032	Fire	32,968.48	303	PW Improvement Projects	45,847.45
038	Facilities/Maintenance	1,456.03	336	Water & Sewer Sys Improv I	286,709.41
	TOTAL GENERAL FUND	\$ 121,705.46	401	Public Works-Utilities	1,442,855.87
			402	Solid Waste Utility	1,855.90
			425	Public Works-Transit	218,777.82
			430	Everpark Garage	19,347.92
			440	Golf	32,838.68
			501	MVD-Transportation Service	173,392.16
			503	Self-Insurance	10,867.36
			505	Computer Reserve	20,034.78
			507	Telecommunications	4,079.22
			508	Health Benefits Reserve	12,162.57
			637	Police Pension	58,691.20
			638	Fire Pension	85,128.03
				TOTAL CLAIMS	\$ 2,635,334.77

Councilperson introducing Resolution

Passed and approved this _____ day of _____, 2024

Council President



RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

That the claims made by electronic transfer against the City of Everett for the month January 1 through January 31, 2024, having been audited, be and the same are hereby approved, and the proper officers are hereby authorized and directed to charge claims made by electronic transfer against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>
002	General Fund	212,067.63
101	Park	22,848.99
110	Library	5,902.99
112	Community Theater	1,904.44
119	Public Works - Street Imp	400.40
120	Streets	5,220.90
126	Moter Vehicle/Equip Repl	897.59
146	Parking Lot Reserve	863.15
148	Municipal Art Fund	285.58
151	Animal Reserve	12,697.07
152	Library Reserve	882.76
153	EMS	29,846.56
155	Gen Gov Spec Proj	713.62
156	Criminal Justice	23,380.70
162	Capital Rreserve	12,976.89
197	CHIP	82.50
354	Parks Capital Construction	87.90
401	Utilities	386,070.57
402	Solid Waste Utility	2,563.78
425	Transit	47,302.46
430	Everpark Garage	3,182.66
440	Golf	95,739.86
501	Transportation Services	148,015.54
503	Self-Insurance Fund	265,492.72
505	Computer Reserve Fund	25,243.91
507	Telecom	13,826.95
508	Health Benefits Reserve	1,537,837.57
637	Police Pension	53,015.79
638	Fire Pension	136,740.69
661	Payroll Withholding	6,783,068.33
670	Custodial Funds	5,634.42
TOTAL CLAIMS		
	BY ELECTRONIC TRANSFER	9,834,794.92

Councilmember Introducing Resolution

Passed and approved this ____ day of _____, 2024

Council President

Project title: Dept of Ecology Grant Agreement No. WQC-201-9-EverPW-00051

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 3/6/24
Action
Ordinance
Public hearing
Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Grant Agreement
Amendment No. 3

Department(s) involved:

Public Works

Contact person:

Souheil Nasr

Phone number:

425-257-7210

Email:

snasr@everetwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: Lexington-Broadway Drainage Improvements

Partner/Supplier: Washington State Department of Ecology

Location: Portions of Lexington Ave, Commercial St, Broadway, Lowell Rd. and Lenora St.

Preceding action: Authorization to sign grant amendment #2 (7-12-23)

Fund: Fund 401 – Water/Sewer Utility Fund

Fiscal summary statement:

Amendment adjusts grant amount to match actual dollars spent to close out the grant.

Project summary statement:

This project will include conveyance improvements, new river outfall and water quality treatment in Lexington Ave, Broadway, and Lowell Rd. It will address recurring flooding issues at multiple locations along a single stormwater conveyance trunk line while also addressing overflows at Snohomish River Outfalls 7 and 8.

The grant amendment was requested by Ecology to reconcile unspent funds. The change is necessary for Ecology's closeout process and has no impact on reimbursement to the city. The grant scoped items were completed without spending all the grant money.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Amendment #3 to Grant Agreement No.WQC-2019-EverPW-00051 with the Washington State Department of Ecology.



AMENDMENT NO. 3
TO AGREEMENT NO. WQC-2019-EverPW-00051
BETWEEN
THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY
AND
City of Everett

PURPOSE: To amend the above-referenced agreement (AGREEMENT) between the state of Washington Department of Ecology (ECOLOGY) and City of Everett (RECIPIENT) for the Reduction of CSOs at Two Snohomish River Outfalls (PROJECT).

This amendment will close out the AGREEMENT and deobligate all remaining funds. All deliverables for the PROJECT were successfully completed without utilizing all of the funds originally allocated. The AGREEMENT Total Eligible Cost (TEC) will be reduced by \$132,062.05, from \$1,673,550.00 to \$1,541,487.95 in Stormwater Financial Assistance Program (SFAP) funding and SFAP Green Retrofit Incentive funding.

1. Funding distribution number EG190415 (SFAP Green Retrofit Incentive): TEC will be reduced by \$9,736.13, from \$247,550.00 to \$237,813.87. The Ecology funding will be reduced by \$9,736.13, from \$247,550.00 to \$237,813.87.

2. Funding distribution number EG190414 (Stormwater Financial Assistance Program (SFAP)): TEC will be reduced by \$122,325.92, from \$1,426,000.00 to \$1,303,674.08. The Ecology funding will be reduced by \$91,744.44, from \$1,069,500.00 to \$977,755.56.

IT IS MUTUALLY AGREED that the AGREEMENT is amended as follows:

Total Cost:

Original: 1,673,550.00 Amended: 1,541,487.95

Total Eligible Cost:

Original: 1,673,550.00 Amended: 1,541,487.95

CHANGES TO THE BUDGET

Funding Distribution EG190415

Funding Title: SFAP Green Retrofit Incentive

Funding Type: Grant

Funding Effective Date: 07/01/2018

Funding Expiration Date: 09/30/2023

Funding Source:

Title: SFAP - SFY16 (WQC-2019)

Fund: FD
Type: State
Funding Source %: 100%
Description: Environmental Legacy Stewardship Account (ELSA) - State

Approved Indirect Costs Rate: Approved State Indirect: 30%
Recipient Match %: 0%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

SFAP Green Retrofit Incentive	Task Total
Project Administration/Management	\$ 20,263.87
Design Plans and Specs, Environmental Review	\$ 217,550.00

Total: \$ 237,813.87

CHANGES TO THE BUDGET

Funding Distribution EG190414

Funding Title: SFAP
Funding Type: Grant
Funding Effective Date: 07/01/2018 Funding Expiration Date: 09/30/2023
Funding Source:

Title: SFAP - SFY19
Fund: FD
Type: State
Funding Source %: 100%
Description: Environmental Legacy Stewardship Account (ELSA) - State

Approved Indirect Costs Rate: Approved State Indirect: 30%
Recipient Match %: 25%
InKind Interlocal Allowed: No
InKind Other Allowed: No
Is this Funding Distribution used to match a federal grant? No

SFAP	Task Total
Project Administration/Management	\$ 0.00

Design Plans and Specs, Environmental Review	\$ 1,303,674.08
Construction Management	\$ 0.00
Construction	\$ 0.00

Total: \$ 1,303,674.08

CHANGES TO SCOPE OF WORK

Task Number: 1 **Task Cost:** \$20,263.87

Task Title: Project Administration/Management

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; and a recipient closeout report (including photos).

B. The RECIPIENT shall maintain documentation demonstrating compliance with applicable procurement, contracting, and interlocal agreement requirements; application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items.

C. The RECIPIENT shall manage the project. Efforts include, but are not limited to: conducting, coordinating, and scheduling project activities and assuring quality control. Every effort will be made to maintain effective communication with the RECIPIENT's designees; ECOLOGY; all affected local, state, or federal jurisdictions; and any interested individuals or groups. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant or loan administrative requirements.

Task Expected Outcome:

- * Timely and complete submittal of requests for reimbursement, quarterly progress reports, and RECIPIENT closeout report.
- * Properly maintained project documentation

Deliverables

Number	Description	Due Date
1.1	Quarterly Progress Reports	
1.2	Recipient Closeout Report	

1.3	Project Outcome Summary Report	
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CHANGES TO SCOPE OF WORK

Task Number: 2 **Task Cost:** \$1,521,224.08

Task Title: Design Plans and Specs, Environmental Review

Task Description:

The RECIPIENT shall ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will coordinate the preparation and submittal of State Environmental Policy Act (SEPA) documentation.
- B. The RECIPIENT is responsible for application of, receipt of, and compliance with all required local, state, tribal and federal permits, licenses, easements, or property rights necessary for the project.
- C. The RECIPIENT will comply with Executive Order (05-05) cultural resources review requirements. To initiate cultural resources review the RECIPIENT will:
 - 1. Submit an ECOLOGY 05-05/106 Form, or a cultural resources survey or assessment completed by a licensed archaeologist to ECOLOGY. All submitted materials must conform to the Washington State Standards for Cultural Resource Reporting (DAHP February 2014).
 - 2. Develop and submit an Inadvertent Discovery Plan (IDP) to ECOLOGY. The RECIPIENT will ensure that all contractors and subcontractors have a copy of the completed IDP prior to and while working on-site. An IDP template may be found on the ECOLOGY website.

Ground disturbing work (including geotechnical investigations) completed prior to receiving written notice to proceed from ECOLOGY shall not be eligible for reimbursement.

- D. The RECIPIENT will develop a project Design Report. Projects must be designed in accordance with the Stormwater Management Manual for Eastern Washington, Stormwater Management Manual for Western Washington, or equivalent manual. Project must be reviewed and accepted in writing by ECOLOGY to be eligible for reimbursement.

The RECIPIENT will submit one digital copy of the items listed below to ECOLOGY for review. Reduce design figures to 11x17 inches in size and ensure they are legible.

- 1. Design Report. For a complete list of required design report elements refer to the ECOLOGY website.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Design Report Acceptance Letter prior to proceeding to 90 Percent design.

2. 90 Percent Design Package. At a minimum, this package must include 90 percent plans, specifications, engineer's opinion of cost which includes a schedule of eligible costs, and project construction schedule. For current bid inserts and specifications refer to the ECOLOGY website.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology 90 Percent Design Acceptance Letter prior to proceeding Final Design.

Task Goal Statement:

The RECIPIENT will complete all design, environmental review, and permitting tasks and respond to ECOLOGY comments in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by the State Environmental Policy Act, cultural resource protection requirements, ECOLOGY water quality facility design standards, and all other applicable federal, state, and local laws and regulations.

Deliverables

Number	Description	Due Date
2.1	Copy of SEPA determination documentation. Upload to EAGL and notify Ecology when upload is complete.	
2.2	Submit ECOLOGY 05-05/106 Form and any supplemental cultural resources documentation including Cultural Resource surveys directly to the Ecology Project Manager. Upload the Final Determination Letter to EAGL.	
2.3	Inadvertent Discovery Plan. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.4	Design Report. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.5	Responses to ECOLOGY Design Report comments. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.6	Ecology Design Report Acceptance Letter. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.7	90 Percent Design Package. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.8	Responses to ECOLOGY 90 Percent Design Plan comments. Upload to EAGL and notify ECOLOGY when upload is complete.	

2.9	Ecology 90 Percent Design Acceptance Letter. Upload to EAGL and notify ECOLOGY when upload is complete.	
2.10	List of permits acquired, and environmental review documents. Upload to EAGL and notify ECOLOGY when upload is complete.	

Funding Distribution Summary

Recipient / Ecology Share

Funding Distribution Name	Recipient Match %	Recipient Share	Ecology Share	Total
SFAP	25 %	\$ 325,918.52	\$ 977,755.56	\$ 1,303,674.08
SFAP Green Retrofit Incentive	0 %	\$ 0.00	\$ 237,813.87	\$ 237,813.87
Total		\$ 325,918.52	\$ 1,215,569.43	\$ 1,541,487.95

AUTHORIZING SIGNATURES

All other terms and conditions of the original Agreement including any Amendments remain in full force and effect, except as expressly provided by this Amendment.

The signatories to this Amendment represent that they have the authority to execute this Amendment and bind their respective organizations to this Amendment.

This amendment will be effective 09/30/2023.

IN WITNESS WHEREOF: the parties hereto, having read this Amendment in its entirety, including all attachments, do agree in each and every particular and have thus set their hands hereunto.

Washington State
Department of Ecology

City of Everett

By: _____

Vincent McGowan, P.E.
Water Quality
Program Manager

Date

By: _____

Shaun M Bridge
Contact

Date

APPROVED AS TO FORM: OFFICE OF THE CITY
ATTORNEY

Tim Benedict, Deputy

Date

CITY OF EVERETT

By: Cassie Franklin, Mayor

Date

ATTEST: OFFICE OF THE CITY CLERK

Marista Jorve, City Clerk

Date

Template Approved to Form by
Attorney General's Office



City Council Agenda Item Cover Sheet

Project title: A Resolution to Accept a \$30,000 Donation from Everett Little League

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Proposed action
Consent 3/06/2024
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

X Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Resolution

Department(s) involved:

Parks & Facilities

Contact person:

Bob Leonard

Phone number:

425-257-8335

Email:

bleonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Everett Little League - Scoreboard Replacement

Partner/Supplier : Daktronics (KCDA)/Sign installer

Location: 145 Alverson Blvd, Everett, WA

Preceding action: None

Fund: Fund 101

Fiscal summary statement:

This Resolution will accept donations to provide funding for the purchase and installation for the Everett Little League Score board replacement project. These costs include the purchase, construction, contingency, tax, and all other costs associated with the project. Equipment will be purchased through King County Directors Association (KCDA) Cooperative. Installation will be through the Limited Small Works Roster. Everett Little League is contributing a \$30,000 donation for the two new scoreboards at Legion Park to replace the old scoreboards.

Project summary statement:

Everett Little League has served the community for over 50 years providing recreational baseball and fastpitch for boys and girls. Everett Little League provides baseball and fastpitch opportunities to around 500 Everett residents annually. The League currently uses Garfield Park, Phil Johnson Ballfields and Legion Park for youth baseball and fastpitch games and practices from March through October annually.

Recommendation (exact action requested of Council):

Adopt a Resolution to accept a \$30,000 donation from Everett Little League.



RESOLUTION NO. _____

A RESOLUTION of the City of Everett to accept a donation from the Everett Little League

WHEREAS,

- A. Everett Little League offered a \$30,000 donation towards the replacement and installation of two baseball scoreboards that are located at Legion Memorial Park.
- B. The existing scoreboards will be replaced with new LED scoreboards that are located at the two ballfields located at Legion Memorial Park.
- C. EMC 2.105.020 grants the Mayor the Authority to conditionally accept gifts of personal property.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1. The City of Everett accepts the donation of \$30,000 for the replacement and installation of two LED scoreboards for Legion Memorial Park.

Councilmember introducing resolution

Passed and approved this _____ day of _____, 2024.

Council President

Project title: Partial Release of Easement

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Consent 03/06/2024
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Partial Release of Easement

Department(s) involved:

Permit Services
Legal
Real Property

Contact person:

Bob Leonard

Phone number:

425-257-8335

Email:

bleonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Partial Release of Easement

Partner/Supplier: N/A

Location: 9506 7th Avenue SE

Preceding action: N/A

Fund: N/A

Fiscal summary statement:

None

Project summary statement:

The subject easement was originally granted to the city in 1981 to accommodate a public watermain serving a church building located on a multiple-acre site at 9506 7th Avenue SE. The site recently changed ownership and has been approved for a new townhome development called Chelsea Heights. This development plan includes constructing new public watermain across the site. Consequently, the city has been granted a new easement for these watermain, superseding the now unnecessary portion of the original 1981 easement that is proposed for release.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign the Partial Release of Easement.

AFTER RECORDING RETURN TO:

Real Property Manager
Facilities/Property Management
802 E. Mukilteo Blvd, Bldg. #100
Everett, WA 98203

Tax Parcel Number: 28051800302100

Legal Description: PTN. OF PARCEL B OF BLA #13-001 PER AFN 201308075001

Document Referenced: Auditor's File No. 8107070194

PARTIAL RELEASE OF EASEMENT

The City of Everett, a municipal corporation under the laws of the State of Washington, grantee of that certain easement recorded under Auditor's File No. 8107070194, records of Snohomish County, Washington, for and in consideration of ten dollars (\$10.00) and other valuable consideration, hereby releases and quit claims its interest, if any, in the portion of said easement lying within the following described property:

PARCEL B OF BOUNDARY LINE ADJUSTMENT NO. BLA13-001 RECORDED AUGUST 7, 2013 UNDER RECORDING NO. 201308075001, BEING A PORTION OF LOT 1 OF CITY OF EVERETT SHORT PLAT NO. 1202-2087 RECORDED UNDER RECORDING NUMBER 8705220072 AND FILED AS SURVEY UNDER RECORDING NUMBER 8705225003, BEING A PORTION OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 18, TOWNSHIP 28 NORTH, RANGE 5 EAST, W.M., RECORDS OF SNOHOMISH COUNTY, WASHINGTON. SITUATE IN THE COUNTY OF SNOHOMISH, STATE OF WASHINGTON.

to the grantor(s) or its successor(s) in interest to said portion of easement. All portions of said easement not lying within the above described property shall remain in full force and effect.

CITY OF EVERETT

By _____

Cassie Franklin, Mayor

Dated: _____

ATTEST:

APPROVED AS TO FORM:

Office of the City Clerk

Office of the City Attorney

STATE OF WASHINGTON)
)
COUNTY OF SNOHOMISH) ss.

On this day personally appeared before me Cassie Franklin, to me known to be the Mayor of the City of Everett, the Washington municipal corporation that executed the foregoing instrument, and acknowledged such instrument to be the free and voluntary act and deed of such municipal corporation, for the uses and purposes therein mentioned, and on oath stated that she was duly authorized to execute such instrument.

Given under my hand and official seal this _____ day of _____, 2024.

Notary: _____
Print Name: _____
Notary Public in and for the State of _____
Washington, residing at: _____
My commission expires: _____

Project title: Watermain Replacement "V"

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Consent 03/06/24
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

-Certificate of Completion
-Final Contract Voucher
Certification
-Contract Estimate Voucher

Department(s) involved:

Public Works

Contact person:

Souheil Nasr

Phone number:

425-257-7210

Email:

snasr@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Project: Watermain Replacement "V"

Partner/Supplier: Thomco Construction, Inc.

Location: Wetmore: 7th-10th, Pine: 25th -Hewitt, Olympic Blvd, Ridgemont-see map

Preceding action: Contract Award May 19, 2021

Fund: 336-Water/Sewer System Improvements

Fiscal summary statement:

Contract Bid Amount \$1,924,004.76

Final Contract Voucher Amount \$1,948,270.76

Project summary statement:

The general contractor, Thomco Construction, Inc. completed the Watermain Replacement "V" Project in accordance with the project's plans and specifications and to the satisfaction of the Public Works Department.

Recommendation (exact action requested of Council):

Accept the Watermain Replacement "V" Project as complete and authorize the Mayor to sign the Certificate of Completion.

CERTIFICATE OF COMPLETION

Project:	Watermain Replacement "V"
Contractor:	Thomco Construction, Inc.
Work Order Number:	UP-3730

The above-mentioned Project was constructed per the plans and specifications and to the satisfaction of the Public Works Department.

The Contractor physically completed the Project within the time allowed in the Contract.

It is recommended that the City accept this Project as complete.

This certificate waives no rights that the City may have under the Contract, including without limitation rights to enforce the Contract against the Contractor for defective work.

Recommended:



Ryan Sass, Director of Public Works

Date: 2-22-2024

Approved:

Cassie Franklin, Mayor

Date: _____

ATTEST:

Office of the City Clerk

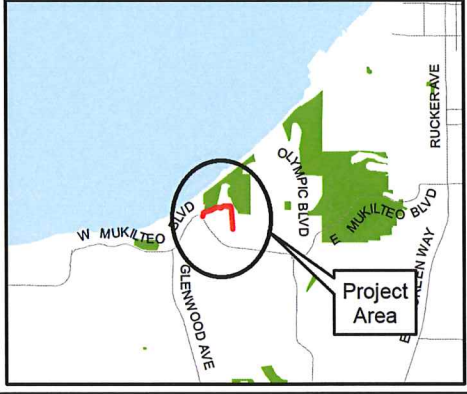
STANDARD DOCUMENT
APPROVED AS TO FORM
OFFICE OF THE CITY ATTORNEY
FEBRUARY 8, 2023

Watermain Replacement "V" Part 1 - UP3730

— Watermain "V"



0 100 200
Feet



ORONA AVE

OLYMPIC BLVD

CLIFF DR

OLYMPIC

RIDGEMONT DR

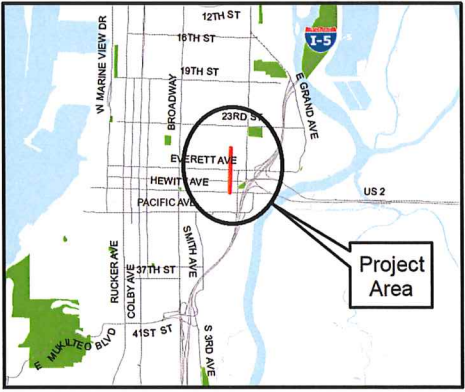
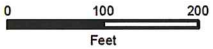
HARBORVIEW LN

SEAHURST AVE

W MUKILTEO BLVD

Watermain Replacement "V" Part 2 - UP3730

Watermain "V"



25TH ST

EVERETT AVE

CALIFORNIA ST

HEWITT AVE

BAKER AVE

FULTON ST

CEDAR ST

PINE ST

MAPLE ST

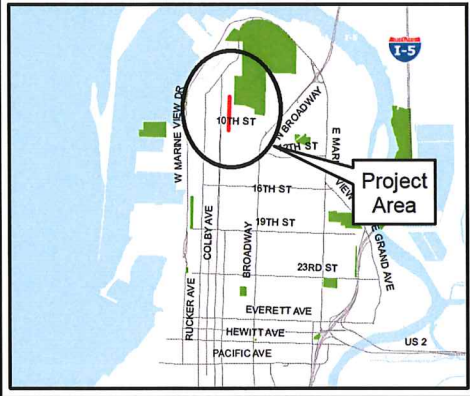


Watermain Replacement "V" Part 3 - UP3730

— Watermain "V"



0 150 300
Feet



CITY OF EVERETT
FINAL CONTRACT VOUCHER CERTIFICATION

DATE: July 7, 2022
CONTRACTOR: Thomco Construction, Inc.
PROJECT TITLE: Water Main Replacement "V"
DATE WORK COMPLETE: April 15, 2022

ADDRESS: 16410 44th St. NE
CITY/STATE: Lake Stevens, WA 98258
WORK ORDER NO. UP-3730
FINAL AMOUNT: \$1,948,270.76
Inclusive of Washington State Sales Tax

CONTRACTOR'S CERTIFICATION

I, the undersigned, having first been duly sworn, certify that the attached bill is a proper charge for work performed and material furnished to the City of Everett, that the same or any part thereof has not been paid, and that I am authorized to sign for the claimant; that I have not rented or purchased any equipment or materials from any employee of the City; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Everett under this contract; that I have carefully examined said final estimate and understand the same and that I hereby release the City of Everett from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.

X [Signature]
CONTRACTOR
Thomco Construction, Inc.

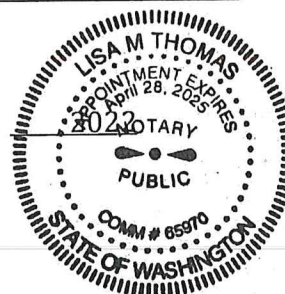
X President
TITLE

Subscribed and sworn to before me this 16 day of Nov

X [Signature]
Notary Public

In and for the State of Washington, residing at

Lake Stevens



PUBLIC WORKS DEPARTMENT CERTIFICATION

I Certify the attached final estimate to be based upon actual measurements and to be true and correct.

APPROVED Date: 2-22-2024

X Keith Alewine
Construction Manager
Keith Alewine

X [Signature]
Public Works Director
Ryan Sass

INSTRUCTIONS

The Affidavit of Wages Paid must be prepared by the prime contractor, all subcontractors, and all subcontractor's agents and forwarded with the Final Contract Voucher Certification. Contractor's Claims, if any, must be included and the Contractor's Certification must be labeled indicating a claim attached.

Run Date: 7/2/2022
9:18 AM

Project: 382

City of Everett - Public Works Department
Contract Estimate Voucher
For Work Order # 3730
Estimate # 10

Cutoff Date: 04/22/2022

Contractor: THOMCO CONSTRUCTION, INC
13700 44TH ST NE
LAKE STEVENS WA 98258

WATERMAIN REPLACEMENT "V"
WO 3730 BID \$1,774,867.77
TOTAL Bid \$1,952,159.25

FINAL

	Total Amt	Previous Amt	Present Amt
Contract Totals to Date	\$1,774,358.52	\$1,749,249.49	\$25,109.03
Retained Amounts	\$88,717.92	\$87,462.47	\$1,255.45
State Tax Amounts	\$173,912.24	\$171,426.45	\$2,485.79
Amounts Paid	\$1,859,552.84	\$1,833,213.47	
Amount to be Paid This Estimate			\$26,339.37

Checked By Keith Davis for Shana Caswell

Date 7/5/2022

Recommended By Keith Davis

Date 7/5/2022

Public Works Director [Signature]

Date 7-5-2022

Work Order Number: 3730

Run Date: 7/2/2022

Time: 9:20 AM

City of Everett - Public Works Department
Contract Estimate Voucher

Cutoff Date: 4/22/2022

Project: 382

Water Main Replacement "V"
WO 3730 BID: \$1,752,281.20
TOTAL BID: \$1,924,004.76For Work Order #3730
Estimate #10Contractor: THOMCO CONSTRUCTION, INC.
13700 44TH ST NE
LAKE STEVENS WA 98258

Item#	Description	Units	Unit Price	Plan Quantity	Total Quantity	Previous Quantity	Present Quantity	Total Amount	Previous Amount	Present Amount
0024	GATE VALVE 8"	EA	1,650.00	26.00	25.0000	25.0000	0.0000	41,250.00	41,250.00	0.00
0025	GATE VALVE 12"	EA	2,590.00	2.00	2.0000	2.0000	0.0000	5,180.00	5,180.00	0.00
0026	FIRE HYDRANT	EA	4,625.00	8.00	8.0000	8.0000	0.0000	37,000.00	37,000.00	0.00
0027	SALVAGE EX FIRE HYDRANT	EA	1,650.00	4.00	5.0000	5.0000	0.0000	8,250.00	8,250.00	0.00
0028	REMOVE EX FIRE HYDRANT	EA	1,650.00	1.00	1.0000	1.0000	0.0000	1,650.00	1,650.00	0.00
0029	AUR VACUUM VALVE ASSY 2"	EA	5,255.00	1.00	1.0000	1.0000	0.0000	5,255.00	5,255.00	0.00
0030	ASSIST COE IN CONNECTING TO EXISTING WATER MAIN	EA	2,850.00	16.00	15.0000	15.0000	0.0000	42,750.00	42,750.00	0.00
0031	CORPORATION STOP W/ SERVICE SADDLE 1"	EA	995.00	82.00	84.0000	84.0000	0.0000	83,580.00	83,580.00	0.00
0032	SERVICE SADDLE & VALVE ASSY 2"	EA	1,296.00	5.00	5.0000	5.0000	0.0000	6,480.00	6,480.00	0.00
0033	WATER SERVICE 1"	LF	24.00	2,172.00	2,065.0000	2,065.0000	0.0000	49,560.00	49,560.00	0.00
0034	WATER SERVICE 2"	LF	47.30	120.00	144.0000	144.0000	0.0000	6,811.20	6,811.20	0.00
0035	CONNECT TO FIRE SERVICE 4"	EA	2,730.00	1.00	1.0000	1.0000	0.0000	2,730.00	2,730.00	0.00
0036	CONNECT TO FIRE SERVICE 6"	EA	2,820.00	2.00	2.0000	2.0000	0.0000	5,640.00	5,640.00	0.00
0037	NEW WATER METER BOX	EA	170.00	42.00	22.0000	22.0000	0.0000	3,740.00	3,740.00	0.00
0038	TOMPSOIL, TYPE A & SEEDING	SY	31.00	145.00	231.3300	231.3300	0.0000	7,171.23	7,171.23	0.00
0039	MONUMENT CASES	EA	710.00	1.00	0.0000	0.0000	0.0000	0.00	0.00	0.00
0040	TEMPORARY PAVEMENT PATCH	LS	40,000.00	1.00	1.0000	1.0000	0.0000	40,000.00	40,000.00	0.00
0041	CRUSHED SURFACING TOP COURSE	TN	41.85	999.00	1,408.6600	1,408.6600	0.0000	58,952.42	58,952.42	0.00
0042	PLANING BITUMINOUS PAVEMENT 2" DEEP	SY	3.00	6,763.00	7,072.0100	7,072.0100	0.0000	21,216.03	21,216.03	0.00
0043	HAM, CL 1/2" PG 64-22 PERMANENT TRENCH PATCH	TN	132.42	870.00	1,114.5600	1,114.5600	0.0000	147,590.04	147,590.04	0.00
0044	HMA, CL 1/2" PG 64-22 OVERLAY	TN	107.65	802.00	672.5700	672.5700	0.0000	72,402.16	72,402.16	0.00
0045	CLASS 4000 HIGH EARLY STRENGTH CONCRETE	CY	550.00	14.00	41.5000	41.5000	0.0000	22,825.00	22,825.00	0.00
0046	CEMENT CONCRETE SIDEWALK RESTORATION	SY	57.00	222.00	84.4000	84.4000	0.0000	4,810.80	4,810.80	0.00

Project title: Call for bids for Construction of Water Main Replacement “Y”, Phase 1 project

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 03/06/24
Action
Ordinance
Public hearing
Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Department(s) involved:

Public Works

Contact person:

Souheil Nasr

Phone number:

425-257-7210

Email:

snasr@everettwa.gov

Initialed by:

RS

Department head

Administration

Council President

Project: Water Main Replacement “Y”, Phase 1

Partner/Supplier: NA

Location: Multiple locations within the Water Service Area

Preceding action: Plans and Systems Ordinance 3928-23, 1/27/23

Fund: Fund 336 – Water & Sewer System Improvements Fund

Fiscal summary statement:

Funding source will be utilities fund.

Expenditure required: \$2,000.00

Budget is \$3,400,000.00

Project summary statement:

This project will install new water main to replace existing water mains that have a high consequence of failure, and/or recently prone to breaks. The upgrade of these water mains will ensure reliability of water service for existing customers and future development, and that adequate fire flow, per the 2020 Comprehensive Water Plan, is provided.

The location of the project is:

- Madrona Avenue from West Mukilteo Boulevard to Seahurst Avenue
- Evergreen Way and 75th Street SE intersection
- Beverly Lane between 74th Street SE and 76th Street SE
- Evergreen Way near 52nd Street SE

Recommendation (exact action requested of Council):

Authorize the call for bids for construction of Water Main Replacement “Y”, Phase 1 project.

Project title: An Ordinance Closing a Special Improvement Project Entitled Thornton A. Sullivan Playground Replacement, Fund 354, Program 077, as Established by Ordinance No. 3884-22

Council Bill #

CB 2402-84

Agenda dates requested:

Briefing

Proposed action 03/06/2024

Proposed action 03/13/2024

Consent

Action 03/20/2024

Ordinance ☒

Public hearing

Yes ☒ No**Budget amendment:**Yes ☒ No**PowerPoint presentation:**Yes ☒ No**Attachments:**

Closing Ordinance

Department(s) involved:

Parks & Facilities

Contact person:

Bob Leonard

Phone number:

(425) 257-8335

Email:

BLeonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Thornton A. Sullivan Playground Replacement**Partner/Supplier:** King County Director's Association (KCDA)**Location:** 11405 W Silver Lake Road, Everett, WA**Preceding action:** Funding Ordinance 3884-22**Fund:** Fund 354, Program 077**Fiscal summary statement:**

The source of funds for the Thornton A. Sullivan Playground Replacement project was Capital Improvement Program 3 (CIP-3) in the amount of \$1,200,000.00. The project was completed at a total cost of \$1,154,020. All expenses for the project have been paid. The remaining balance of \$45,980 will be transferred back to CIP-3.

Project summary statement:

In 2022 Thornton A. Sullivan Park celebrated its 100-year anniversary. The newly renovated playground replaced a 25-plus year old playground originally installed in 1997. At 14,000 square feet it is one of the largest playgrounds in the Everett Park system.

This replacement and renovation project accomplished several goals: Provides updated playground equipment for pre-school and school-age children that meet or exceed current industry standard; Fulfills our mandate of providing accessible and inclusive recreational facilities for users of all abilities and complies with ADA Standards; Provides new synthetic turf playground surface with fall attenuating substrate; New seating for playground users; Improved site drainage; New signage and wayfinding.

All work was completed on time and within budget and to the full satisfaction of the Parks and Facilities Department.

Recommendation (exact action requested of Council):

Adopt an Ordinance closing a Special Improvement Project entitled Thornton A. Sullivan Playground Replacement, Fund 354, Program 77, as established by Ordinance No. 3884-22.



ORDINANCE NO. _____

An ORDINANCE closing a special improvement project entitled Thornton A. Sullivan Playground Replacement, Fund 354, Program 077, as established by Ordinance No. 3884-22.

WHEREAS,

- A.** The Thornton A. Sullivan Playground Replacement, Fund 354, Program 077 was established to provide for the accumulated costs of design, permitting and construction for the playground replacement.
- B.** The purpose of the fund has been accomplished.
- C.** There are neither outstanding obligations of the fund to be paid nor uncollected revenues to be received.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. That the special construction fund, Fund No. 354, Program 077, Thornton A. Sullivan Playground Replacement be closed.

Section 2. That the final revenues and expenses for Thornton A. Sullivan Playground Replacement, Fund 354, Program 077, are as follows:

REVENUES		
	CIP 3	<u>\$ 1,200,000</u>
	Total	\$ 1,200,000
EXPENSES		
	Project Costs	\$ 1,154,020
	Transfer Out – to CIP 3	<u>\$ 45,980</u>
	Total	\$ 1,200,000

Section 3. That the remaining balance of \$45,980 be transferred to CIP 3.

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 5. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 7. It is expressly the purpose of this Ordinance to provide for and promote the health, safety and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees or agents.

Cassie Franklin, Mayor

ATTEST:

City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



Project title: An Ordinance Creating a Special Improvement Project Entitled “Walter E. Hall Park Community Connections Path”, Fund 354, Program 094, to Accumulate all Costs for the Project

Council Bill #

CB 2402-85

Agenda dates requested:

Briefing

Proposed action 03/06/2024

Proposed action 03/13/2024

Consent

Action 03/20/2024

Ordinance ☒

Public hearing

Yes ☒ No ☐**Budget amendment:**Yes ☒ No ☐**PowerPoint presentation:**Yes ☒ No ☐**Attachments:**

Funding Ordinance

Department(s) involved:

Parks & Facilities

Public Works

Contact person:

Bob Leonard

Phone number:

425-257-8335

Email:

bleonard@everettwa.gov

Initialed by:*RML*

Department head

Administration

Council President

Project: Walter E. Hall Park Community Connections Path**Partner/Supplier:** N/A**Location:** 1226 W Casino Rd**Preceding action:** Resolution 7879: [March 29, 2023](#) & [Resolution 7987](#)**Fund:** Fund 354 – Program 094 (CIP-3)**Fiscal summary statement:**

The proposed Funding Ordinance will provide funding for design and construction costs of the Walter E. Hall Community Connections Path project. A Community Development Block Grant was awarded in the amount of \$350,000 for the project. All related costs are estimated at a not to exceed the amount of \$350,000.

Project summary statement:

The City of Everett will improve non-vehicular access to Walter E. Hall Park by constructing a multi-use path between the park and 90th St. SW. An architectural & engineering services provider will be contracted to provide design, engineering, permitting, and construction documents for the project.

Approximately 1800 LF of pathway will link the right-of-way of 90th Street SW to existing amenities within Walter E. Hall Park. This path reduces the walking distance into Walter E. Hall Park for residents of the Westmont and Holly neighborhoods to the east of the park. This project is in alignment with the Mayoral Directive on Climate Action and Sustainability, and with the Parks Recreation and Open Space Plan.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a special improvement project entitled “Walter E. Hall Park Community Connections Path”, Fund 354, Program 094 to accumulate all costs for the project.



ORDINANCE NO. _____

An Ordinance creating a special improvement project entitled “Walter E. Hall Park Community Connections Path”, Fund 354, Program 094, to accumulate all costs for the project.

WHEREAS,

- A.** The City Council recognizes the need to maintain and improve City Park amenities.
- B.** The City Council recognizes the value and need to provide Everett residents and visitors with open recreation spaces.
- C.** The City recognizes the need to improve neighborhood walkability and encourage non-motorized forms of transportation.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project fund is hereby entitled “Walter E. Hall Park Community Connections Path”, Fund 354, Program 094.

Section 2. Authorization is hereby granted to the Parks and Facilities Department Director under the administration of the Mayor, to assume full responsibility for conducting all tasks and performing all necessary steps to accomplish the actions authorized by this Ordinance.

Section 3. The estimated cost for design and construction is \$350,000.

Section 4. The sum of \$350,000 is hereby appropriated to Fund 354, Program 094, “Walter E. Hall Park Community Connections Path” project.

A. Use of Funds		
Design and Construction Costs		<u>\$350,000</u>
Total		\$350,000
B. Source of Funds		
Community Development Block Grant		<u>\$350,000</u>
Total		\$350,000

- C. The appropriation shall not lapse but shall be carried forward from year to year until fully expended or the purpose has been accomplished or abandoned without the necessity of reappropriation.

Section 5. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 6. The City Council hereby declares that should any section, paragraph, sentence, clause, or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 7. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 8. It is expressly the purpose of this Ordinance to provide for and promote the health, safety, and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees, or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees, or agents.

Cassie Franklin, Mayor

ATTEST:

City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



Project title: Adopt an ORDINANCE relating to Gambling Tax and amending EMC 3.36.051.

Council Bill # *interoffice use*

CB 2402-86

Agenda dates requested:

Proposed action 03/06/24
Proposed action 03/13/24
Consent
Action 03/20/24
Ordinance X
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Amending Ordinance

Department(s) involved:

Finance, Legal

Contact person:

Susy Haugen

Phone number:

425-257-8612

Email:

shaugen@everettwa.gov

Initialed by:*sh*

Department head

Administration

Council President

Project: Amending Ordinance**Partner/Supplier:** NA**Location:** NA**Preceding action:** NA**Fund:** General Fund**Fiscal summary statement:**

We expect no material financial impact due to the small number of non-profit organizations that offer punch tickets or pull tabs.

Project summary statement:

The purpose of this ordinance is to set the gambling tax rates imposed on punch/pull tabs, to be the same (5%) for non-profits and for-profits. Non-profit organizations will continue to be able to deduct the amount awarded as cash or merchandise prizes from the gross receipts derived from the operations of the punch board or pull tabs.

Recommendation (exact action requested of Council):

Adopt an Ordinance relating to Gambling Tax and amending EMC 3.36.051.



ORDINANCE NO. _____

AN ORDINANCE relating to Gambling Tax and amending EMC 3.36.051

WHEREAS,

- A.** Chapter 3.36 EMC contains an outdated tax rate for non-profit organizations for Gambling Tax.
- B.** Revision will remove the different tax rate for nonprofit organizations, establishing a uniform tax rate with for profit organizations.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. EMC 3.36.051 (Punch boards and pull tabs—Charitable or nonprofit organizations) is amended as follows:

There is hereby levied upon and shall be collected from and paid by every bona fide charitable or nonprofit organization, as defined in RCW 9.46.0209, a tax in the amount of ~~ten~~five percent of the gross receipts from the operation of punch boards or pull-tabs less the amount awarded as cash or merchandise prizes.

Section 2. The following table is for reference only:

EMC Amended by this Ordinance	Ordinance History of EMC Amended by this Ordinance
EMC 3.36.051	Ord. 2264-98 § 2, 1998; Ord. 1023-84 § 5.2, 1984.

Section 3. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener’s/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 4. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 5. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 6. It is expressly the purpose of this Ordinance to provide for and promote the health, safety and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees or agents.

Cassie Franklin, Mayor

ATTEST:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



City Council Agenda Item Cover Sheet

Project title:

An Ordinance Amending Ordinance No. 3779-20, as amended, entitled "Everett Municipal Building – Public Works Tenant Improvement Project", Fund 342, Program 42 & 43, Fund 336, Program 015, to Accumulate All Costs for the Project

Council Bill #

CB 2402-83

Agenda dates requested:

Briefing 02/21/2024
Proposed action 02/28/2024
Consent
Action 03/06/2024
Ordinance **X**
Public hearing
Yes **X** No

Budget amendment:

Yes **X** No

PowerPoint presentation:

Yes **X** No

Attachments:

Funding Ordinance

Department(s) involved:

Public Works
Parks & Facilities
Administration
Finance

Contact person:

Bob Leonard

Phone number:

425-257-8225

Email:

bleonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Everett Municipal Building – Public Works Tenant Improvement Project

Partner/Supplier: N/A

Location: 2930 Wetmore Avenue

Preceding action: Ordinance No. 3930-23

Fund: Fund 342, Program 42 & 43, Fund 336, Program 015

Fiscal summary statement:

On February 8th, 2023, City Council approved an amendment to Funding Ordinance 3779-20 to fund the full design of the Everett Municipal Building – Public Works Tenant Improvement Project in the amount of \$4,000,000. This design work along with the General Contractor/ Construction Management (GC/CM) procurement process has determined the project scope of work and the amending Ordinance will provide the funding necessary to complete the project.

The funding sources for this program will be Fund 342 (CIP1) and Fund 401 Water and Sewer Utility Fund. We plan to split the total project costs amongst the two funding sources with Utilities Fund 401 contributing to their portion of the tenant improvements (approx. \$6,205,603) and CIP1 covering the rest of the tenant improvements for general fund employees and the shell & core work (approx. \$29,653,253) which encompasses the majority of the work that will be performed on the project. Currently CIP1 has approximately \$13,000,000 accounted for in our budget for this project and plans to utilize an interfund loan from Utilities Fund 401 to cover the shortage in CIP1 for this project. The City plans to issue limited tax general obligation (LTGO) bonds in 2025. The bond proceeds will be used to repay the interfund loan from Water and Sewer Utility Fund 401.

The total project costs including design, construction, project costs, sales tax and contingencies is \$36,000,000.

Project summary statement:

The Everett Municipal Building – Public Works Tenant Improvement Project intends to make necessary improvements to critical building systems, update and improve existing office/ common spaces, and relocate Public Works administrative staff from the Service Center located on Cedar Street. The project represents several opportunities such as, relocating staff to the more structurally sound Everett Municipal Building, consolidating City services into one location, and reducing lease payment costs to the general fund. Now that our previous tenant, US Forest Service, has moved out, the building is 40% unoccupied which becomes the ideal time to reallocate office space and address aging building systems and deferred maintenance issues with minimal impact to City operations.

This amendment will provide the funding necessary to complete the project.

Recommendation (exact action requested of Council):

Adopt an Ordinance amending Ordinance No. 3779-20, as amended, entitled "Everett Municipal Building – Public Works Tenant Improvement Project", Fund 342, Program 42 & 43, Fund 336, Program 015 to accumulate all costs for the project.



ORDINANCE NO. _____

An Ordinance Amending Ordinance No. 3779-20, as amended, entitled “Everett Municipal Building – Public Works Tenant Improvement Project”, Fund 342, Program 42 & 43, Fund 336, Program 015 to Accumulate All Costs for the Project.

WHEREAS,

- A.** Ordinance No. 3779-20 was established to fund schematic design.
- B.** Ordinance No. 3930-23 amended Ordinance No. 3779-20 and was established to fund full design of the project.
- C.** The City Council recognizes the need for additional funding to complete the construction and project costs of the project.
- D.** The City plans to issue limited tax general obligation (LTGO) bonds in 2025. The bond proceeds will be used to repay the interfund loan from Water and Sewer Utility Fund 401.
- E.** The City Council recognizes investments must be made to the Everett Municipal Building’s core and shell to preserve and update the facility.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. Section 1 of Ordinance No. 3779-20, which reads as follows (as amended by Ordinance No. 3930-23):

The estimated cost of the design is \$4,000,000.

Be and the same is hereby amended to read as follows:

The estimated total cost of the project is \$36,000,000 including costs related to design, construction, and project costs.

Section 2. Section 4 of Ordinance No. 3779-20, which reads as follows (as amended by Section 2 of Ordinance No. 3930-23):

The sum of \$4,000,000 is hereby appropriated to Fund 336, Program 015 “Everett Municipal Building – Public Works Tenant Improvement Project.

- A. Use of Funds
- | | |
|---------------------------------------|-------------------|
| Schematic Design | \$ 325,700 |
| Design | \$2,924,300 |
| GC/CM Preconstruction Services | \$ 500,000 |
| GC/CM Owner Advisor Services Phase II | <u>\$ 250,000</u> |
| Total | \$4,000,000 |
- B. Source of Funds
- | | |
|-------------------------------------|--------------------|
| Fund 401 – Water/Sewer Utility Fund | \$2,400,000 |
| CIP 1 | <u>\$1,600,000</u> |
| Total | \$4,000,000 |
- C. The appropriation shall not lapse, but shall be carried forward from year to year until fully expended or the purpose has been accomplished or abandoned without the necessity of re-appropriation.

Be and the same is hereby amended to read as follows:

The sum of \$36,000,000 is hereby appropriated to Fund 342, Program 042 and 043, and Fund 336, Program 015.

- A. Use of Funds
- | | |
|---------------------------------------|---------------------|
| Schematic Design | \$ 325,700 |
| Design | \$2,924,300 |
| GC/CM Preconstruction Services | \$ 500,000 |
| GC/CM Owner Advisor Services Phase II | \$ 250,000 |
| GC/CM Construction & Project Costs | <u>\$32,000,000</u> |
| Total | \$36,000,000 |
- B. Source of Funds
- | | |
|---|---------------------|
| Fund 401 – Water/Sewer Utility Fund (Utilities TI cost) | \$ 6,205,603 |
| Interfund Loan from Fund 401 | \$16,794,397 |
| CIP 1 | <u>\$13,000,000</u> |
| Total | \$36,000,000 |
- C. The appropriation shall not lapse, but shall be carried forward from year to year until fully expended or the purpose has been accomplished or abandoned without the necessity of re-appropriation.



Section 3: Authorization is hereby granted to the Parks and Facilities Director under the administration of the Mayor, to assume full responsibility for conducting all tasks and performing all necessary steps to accomplish the actions authorized by this Ordinance.

Section 4. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers, and any internal references.

Section 5. The City Council hereby declares that should any section, paragraph, sentence, clause or phrase of this ordinance be declared invalid for any reason, it is the intent of the City Council that it would have passed all portions of this ordinance independent of the elimination of any such portion as may be declared invalid.

Section 6. The enactment of this Ordinance shall not affect any case, proceeding, appeal or other matter currently pending in any court or in any way modify any right or liability, civil or criminal, which may be in existence on the effective date of this Ordinance.

Section 7. It is expressly the purpose of this Ordinance to provide for and promote the health, safety and welfare of the general public and not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of this Ordinance. It is the specific intent of this Ordinance that no provision or any term used in this Ordinance is intended to impose any duty whatsoever upon the City or any of its officers or employees. Nothing contained in this Ordinance is intended nor shall be construed to create or form the basis of any liability on the part of the City, or its officers, employees or agents, for any injury or damage resulting from any action or inaction on the part of the City related in any manner to the enforcement of this Ordinance by its officers, employees or agents.

Cassie Franklin, Mayor

ATTEST:

City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____



EFFECTIVE DATE: _____





City Council Agenda Item Cover Sheet

Project title: Community Firearm Violence Reduction Planning

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent
Action 03/06/24
Ordinance
Public hearing
Yes ☒ No ☐

Budget amendment:

☒ Yes ☐ No

PowerPoint presentation:

☐ Yes ☒ No

Attachments:

Letter of Submittal

Department(s) involved:

Police, Legal

Contact person:

Jeff Hendrickson

Phone number:

425-257-8550

Email:

jhendrickson@everettwa.gov

Initialed by:

JD

Department head

Administration

Council President

Project: Firearm Violence Reduction

Partner/Supplier: Washington State Department of Commerce

Location: City of Everett

Preceding action: N/A

Fund: 031/156 Police/Criminal Justice

Fiscal summary statement:

This grant application is for \$300,000. This would cover \$20,000 in training and \$280,000 for a gunshot detection system. There is no match amount required for these funds. There will need to be a budget amendment.

Project summary statement:

These funds would allow the department to purchase technology that can immediately notify patrol officers when gunfire is detected and allow them to respond to the specific location where it is occurring. These funds would cover the use of this system for one year as well as training on this system.

Recommendation (exact action requested of Council):

Authorize city staff to apply for and if awarded authorize the Mayor to sign all necessary documents and agreements with the Washington State Department of Commerce, regarding the application, acceptance, and utilization of the Community Firearm Violence Reduction Program Grant, in the amount of \$300,000.

CITY OF EVERETT, WASHINGTON
EVERETT POLICE DEPARTMENT
Washington State Department of Commerce
Request for Proposal (RFP)
RFP No. S24-34557-001

LETTER OF SUBMITTAL

Introductory Remarks: The City of Everett Police Department submits to the Washington State Department of Commerce the attached proposal in response to the request for proposals (RFP number S24-34557-001) for Community Firearm Violence Reduction Planning.

The Everett Police Department serves a diverse community of over 114,000 people with major employers including Naval Station Everett and the Boeing Everett Assembly Plant. The Everett Police Department believes in building strong and safe communities within the City of Everett and is committed to our mission to work in partnership with our community to enhance the quality of life and reduce crime through the application of our core values of integrity, professionalism, and honor. The police department strives to understand the nature and scope of firearm violence in our community. Through that understanding it is seeking to develop a localized prevention and intervention response that correlates to the distinct needs of the community.

The Everett Police Department's principal responsibility is law enforcement, but also has a long-established commitment to the use of alternative or emerging evidence-based methods to reduce violence in our community. For example, during the period of January 2017 to July 2022 the Everett Police Department filed ninety Extreme Risk Protection Orders (ERPOs), exceeding all other law enforcement agencies in Snohomish County combined. We continue to increase our request for ERPOs as a valuable tool in keeping firearms out of the wrong hands before gun violence occurs. We also seek out partnerships with trusted community organizations to implement violence prevention programs that will interrupt violent crime and make our community safer. In 2018 we founded and managed the Pathways for Adolescent Youth program which provided mentorship and rewards for at-risk youth who participated in the program. We also collaborated with the Boys and Girls Club for the Positive Intervention Team program to provide wrap around services for at-risk youth and their families. This year (2024), we created a partnership with the Snohomish County YMCA and Big Brothers/Big Sisters that will provide mentorship, guidance and support to juveniles and young adults involved in dangerous cultures of violence, to include street gangs. The City of Everett has had two gang homicides in the last six months, to include a 15-year-old that was shot and killed at his school bus stop. The Everett Police Department is committed to finding ways to prevent these tragedies, through data-driven, comprehensive approaches that identify purposeful community-based violence intervention and prevention strategies. It is also important to mention the Everett Police Chief's role in public messaging regarding gun violence and attempts to influence state-wide changes in this area. In 2024, and in previous years, Everett's police chief has testified in front of the state legislature in support of bills that will reduce access to guns for those that

might use them for suicide or acts of violence. Groups, such as the Alliance for Gun Responsibility, have a strong relationship with the Everett Police Department because of its gun violence measures.

Despite implementing both traditional and non-traditional law enforcement techniques and the development of community partnerships, we have continued to see an increase in violent crime in Everett. Additionally, violence has disproportionately affected our community in areas that are lower income and more diverse. Between the years of 2018 to 2023, shots fired calls in the City of Everett increased 126%, drive-by-shootings increased 275%, murders increased by 100%, and gang crimes reported to the FBI increased by 233%. Research by the University of Virginia and Purdue University has estimated that 20% or less of gun shots are reported to police, meaning that our data may be incomplete, and officers may not have opportunities to investigate some acts of violence. In 2024, the Everett Police Department has created and published a strategic initiative pledged at finding ways to better respond to violent crime, while also better connecting youth and their families to the services that would divert them away from dangerous behavior and away from the criminal justice system.

This Department of Commerce grant would allow the Everett Police Department to respond more quickly to scenes of gun violence where we could not only identify and arrest dangerous offenders before more violent acts could occur, but also identify those individuals, especially juveniles and young adults, loosely associated with these offenders and create pathways that divert them into violence interrupter programs operated by our community partners. The newly created YMCA/Big Brothers Big Sisters collaboration is one example of this type of program. We have established and are continuing to develop relationships with outside organizations that will lead these type of programs and the Everett Police Department would use these grant funds to better train our employees on how other communities are developing similar critical partnerships, in order to build up similar programs. These funds would also allow the department to purchase technology that can immediately notify patrol officers when gunfire is detected and allow them to respond to the specific location where it is occurring. With an increased awareness of the amount and location of gun violence in our community, we would be able to engage both reactive and proactively with at-risk populations and provide them with timely prevention and support programs. The implementation of gunshot detection technology will involve a public engagement campaign with direct communication with the involved neighborhoods to ensure they support our approach and are receiving the level of policing that they desire. We will use thoughtful, data-driven approaches to guide the use of this program and publish our results on a public-facing webpage. In recognition that gun violence does not stop at jurisdictional boundaries, we will share our program with neighboring police agencies and encourage them to connect with the organizations we are developing or already using. This grant will allow the Everett Police Department to fund an essential element of its 2024 violent crime response strategy and continue to be a leader in innovative approaches that make our community safer.

Required Proposer Information for the Letter of Submittal

A. Legal Entity with whom contract would be written:

Name: City of Everett

Address: 2930 Wetmore Ave
Everett, WA 98201

Principal place of business: 2930 Wetmore Ave
Everett, WA 98201

Telephone Number: 425-257-8700

E-mail address: bids@everettwa.gov

B. Principal Officers:

a. Chief of Police:

Name: John DeRousse

Address: 3002 Wetmore Ave
Everett, WA 98201

Telephone Number: 425-257-8408

b. Mayor:

Name: Cassie Franklin

Address: 2930 Wetmore Ave
Everett, WA 98201

Telephone Number: 425-257-7112

c. Treasurer:

Name: Susy Haugen

Address: 2930 Wetmore Ave
Everett, WA 98201

Telephone Number: 425-257-8612

C. Legal Status of the Proposer:

- a. The City of Everett, WA is a municipal corporation.
- b. The City of Everett, WA was organized to do business in the year 1893.

D. City of Everett Identification Numbers

- | | |
|---|---------------|
| a. DUN and Bradstreet Number (DUNS Number): | 608909156 |
| b. Unique Entity Identifier (UEI Number): | LVPSLN4A2LF6 |
| c. Federal Employer Tax Identification Number: | 91-6001248 |
| d. Washington Uniform Business Identification Number (UBI): | 91-6001248 |
| e. Statewide Vendor Number: | SWV0000348-00 |

E. Location of the facility from which the proposer would operate:

- a. Address: Everett Police Department
 3002 Wetmore Ave
 Everett, WA 98201

F. Current / former State of Washington employees:

There is one (1) current member of the City of Everett Police Department or City Council, City governing board members, currently employed with the State of Washington.

- a. Councilmember Mary Fosse. Currently employed by the State of Washington. Currently holds a seat on the City of Everett Council, governing board.

Current members of the City of Everett Police Department or City Council, City governing board members, that are former State of Washington employees are:

- b. Officer Todd Israel. Formerly a Washington State Patrol Trooper. Currently assigned to the Investigations Division as a Major Crimes Detective.
- c. Officer Brian Bratlien. Formerly a Washington State Patrol Trooper. Currently assigned to the Operations Division as a Patrol Officer.

Signature of Authorized Contractual Agreement Official

Cassie Franklin, Mayor

Date

From: [Steve Fox](#)
To: [Alex Byrd](#); [DL-Council](#); [Planning Email](#)
Subject: [EXTERNAL] Clark Park gazebo
Date: Monday, March 4, 2024 10:16:29 AM

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

To: Everett Historical Commission, Planning Commission and City Council

The Clark Park gazebo is a difficult problem. Of several ideas proposed in the February Historical Commission meeting, one seems very pragmatic. That is to build the dog park first, and then reassess the gazebo a year after completion of the dog park. Let's see if the increased activity of neighbors using the park will help reduce problems with the gazebo.

Perhaps the dog park can encompass the gazebo in such a way that it can be used as a venue for music and gathering. Maybe a locked gate could be near it for those occasions. While in the dog park, the dogs can have another place to play, or dog owners can use it on rainy days. In this case, the only unlocked access would be through the dog park entrance.

If this is successful, then the city can retain the charming historic gazebo designed by Benjamin Turnbull.

Steve Fox
Everett

From: [Nora Buettner](#)
To: [DL-Council](#)
Subject: [EXTERNAL] New stadium
Date: Wednesday, March 6, 2024 4:07:53 PM

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

The current stadium has so much charm and history! Not so long ago many, many dollars were spent on renovations and upgrades. Building a new stadium and displacing several businesses is unnecessary. Some of those old buildings are beautiful and have city history.

Rather than building a new stadium use some of the allotted dollars to maintain or upgrade the current stadium. And appreciate the uniqueness of what you have!

Please keep the current stadium!!!!

Nora
206-437-1739

Sent from my iPhone

From: noreply@civicplus.com
To: [Angela Ely](#)
Subject: [EXTERNAL] Online Form Submittal: City Council virtual public comment registration form
Date: Wednesday, March 6, 2024 12:33:19 PM

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

City Council virtual public comment registration form

Instructions

All community participants must fill out the online speaker sheet completely. For assistance, please contact the council office at 425-257-8703 or Aely@everettwa.gov.

Participants must submit this form at least 30 minutes prior to the meeting (by 6 pm).

After the public comment form is submitted, the community member will receive an email confirmation with the Zoom link and phone number to the meeting.

Forms submitted after that time will not receive the Zoom link/number to speak, but may still participate the day of the meeting by submitting comments to Council@everettwa.gov.

I understand	I have read the form instructions and understand
First and last name	Alison DeBoise
Address	Seattle WA
District	I am not an Everett resident
City Council Districts map	Click here to view the Everett City Council Districts map
Email address	ar.deboise@live.com
Phone number	4254208281
Agenda date	3/06/2024
What is the topic you wish to speak about?	Public comment

Please be specific
about the topic of your
public comment

Improve pedestrian safety at Broadway & 34th St

Participating in a city council meeting:

1. Each person is responsible for their internet or phone connection to the meeting; no action will be invalidated on the grounds that the loss of or poor quality of a person's individual connection prevented him or her from participating in a meeting.
2. Participants need to join by the beginning of meeting for non-agenda items or before their agenda item they wish to speak about.
3. All speakers must respect the 3-minute time limit to allow everyone an opportunity to speak.
4. The meeting host will give participants the ability to unmute themselves and turn on their camera when it is their time to speak.
 - Participants will mute their microphone when not speaking.
 - Participants connecting via the Zoom app are expected to turn on their device's camera when it is their turn to speak, if possible.
5. Speakers must connect to Zoom using the same name or phone number listed on this form in order to be called on when it is their time to speak.
6. City staff may direct the muting or temporarily disconnect a participant if the subject is disruptive, makes inappropriate remarks or speaking when not recognized.
7. The following comments are not allowed: comments on any kind of campaigning – whether for or against ballot measures or candidates running for office; comments focused on PERSONAL MATTERS that are unrelated to City business.
8. Those who wish to listen to the council meeting by phone (and not provide comment), you may call 425-616-3920 conference ID 724 887 726#. This line will be silent until the meeting begins.
9. Once public comments are completed, Zoom will be closed, but you may continue to watch the meeting by going to [City of Everett - YouTube](#).

I agree

I have read and agree to the participation requirements.

Email not displaying correctly? [View it in your browser.](#)

From: noreply@civicplus.com
To: [Angela Ely](#)
Subject: [EXTERNAL] Online Form Submittal: City Council virtual public comment registration form
Date: Wednesday, March 6, 2024 5:49:43 PM

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

City Council virtual public comment registration form

Instructions

All community participants must fill out the online speaker sheet completely. For assistance, please contact the council office at 425-257-8703 or Aely@everettwa.gov.

Participants must submit this form at least 30 minutes prior to the meeting (by 6 pm).

After the public comment form is submitted, the community member will receive an email confirmation with the Zoom link and phone number to the meeting.

Forms submitted after that time will not receive the Zoom link/number to speak, but may still participate the day of the meeting by submitting comments to Council@everettwa.gov.

I understand	I have read the form instructions and understand
First and last name	Jeff Valluzzi
Address	3617 Rockefeller Ave, Everett WA
District	District 2
City Council Districts map	Click here to view the Everett City Council Districts map
Email address	jjvalluzzi@gmail.com
Phone number	4252601874
Agenda date	3/06/2024
What is the topic you wish to speak about?	Public comment

Please be specific
about the topic of your
public comment

Neighborhood Cafes

Participating in a city council meeting:

1. Each person is responsible for their internet or phone connection to the meeting; no action will be invalidated on the grounds that the loss of or poor quality of a person's individual connection prevented him or her from participating in a meeting.
2. Participants need to join by the beginning of meeting for non-agenda items or before their agenda item they wish to speak about.
3. All speakers must respect the 3-minute time limit to allow everyone an opportunity to speak.
4. The meeting host will give participants the ability to unmute themselves and turn on their camera when it is their time to speak.
 - Participants will mute their microphone when not speaking.
 - Participants connecting via the Zoom app are expected to turn on their device's camera when it is their turn to speak, if possible.
5. Speakers must connect to Zoom using the same name or phone number listed on this form in order to be called on when it is their time to speak.
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9. Once public comments are completed, Zoom will be closed, but you may continue to watch the meeting by going to [City of Everett - YouTube](#).

I agree

I have read and agree to the participation requirements.

Email not displaying correctly? [View it in your browser](#).