



LETTER OF UNDERSTANDING: This Letter of Understanding is executed pursuant to the 2003 Interlocal Agreement between the City of Everett and the Port of Everett regarding the Cooperative Use of Facilities, Equipment and Resources.

The Port of Everett agrees to:

1. Allow the Everett Parks and Facilities Department to use Jetty Island for the Jetty Island Days recreation program July 5, 2024, through September 1, 2024.
2. Allow a portion of the Jetty Landing and Boat Launch visitor dock at a mutually agreed upon location for use for the Jetty Island Ferry, that shall be reserved and signed for the Jetty Island Ferry, from July 5, 2024, through September 1, 2024.
3. Allow a portion of Jetty Island Landing dock for the Jetty Island Ferry at a mutually agreed upon location for use for the Jetty Island Ferry, that shall be reserved and signed for the Jetty Island Ferry, from July 5, 2024, through September 1, 2024.
4. Allow the Everett Parks and Facilities Department to use the Jetty Landing and Boat Launch kiosk from June 19, 2024, through September 10, 2024.
5. Allow use of a Port of Everett Marina slip with moorage fees waived for the Jetty Island staff boat from May 13, 2024, through September 21, 2024, and staff boat reservation space on the Jetty Landing dock from June 19, 2024, through September 10, 2024.
6. Allow Everett Parks and Facilities Department Park Rangers to enforce all park codes on Jetty Island during Jetty Island Days July 5, 2024, to September 1, 2024.
7. Provide parking management, consistent with the Port's parking policies, and maintain directional and parking signage for visitors to Jetty Island at the Jetty Landing and Boat Launch.

The City of Everett agrees to:

1. Operate the Jetty Island Days program, five days per week from July 5, 2024, through September 1, 2024.
2. Provide and conduct programs on Jetty Island in accordance with the Port of Everett Jetty Island Management Plan, from July 5, 2024, through September 1, 2024. The Jetty Island Management Plan is located at Document Central www.portofeverett.com.
3. Accept responsibility for daily cleaning of the Jetty Island floating restrooms during Jetty Island Days from July 5, 2024, through September 1, 2024.
4. Pay for the marine sewage pumping services associated with use of the Jetty floating restrooms during the Jetty Island Days program July 5, 2024, through September 1, 2024.
5. Accept responsibility for all Jetty Island Days program costs associated with the programming of Jetty Island Days and loading and unloading the ferry service.
6. Organize and coordinate a minimum of two (2) clean-up efforts on Jetty Island for the 2024 year.
7. Remove garbage from Jetty Island and the garbage receptacle at the ticket kiosk daily and dispose of at a Parks Department provided dumpster during Jetty Island Days.

8. Request additional police patrols of the parking lots at Jetty Landing and Boat Launch.
9. Assist with the reservation schedule development and provide feedback and input about the reservation system with Argosy, the Port of Everett, and Snohomish County.

In addition:

The City and Argosy LP are parties to a contract for ferry service dated May 14, 2019, and amended March 22, 2024. Under that contract, the City will pay Argosy \$110,061.90 for 2024 ferry service. The Port agrees to reimburse the City the amount that the City pays Argosy under the City-Argosy contract for 2024 ferry service; however, in no event will the Port's total reimbursement to the City exceed \$110,061.90. The City will provide the Port with requests for reimbursement as the City pays Argosy, which the Port will pay within 30 days of receipt

PORT OF EVERETT

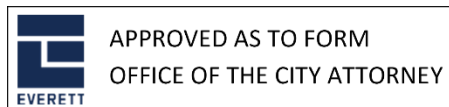
By: *Lisa Lefebber*
Lisa Lefebber
CEO/Executive Director

CITY OF EVERETT

By: *Cassie Franklin*
Cassie Franklin
City of Everett Mayor

Attest:

[Signature]
City Clerk














Jetty Island LOU_040424_SD

Final Audit Report

2024-04-09

Created:	2024-04-05
By:	Marista Jorve (mjorve@everettwa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYgEE9s4u1Sk8BpQFnQ7-sr76vRmAP2At

"Jetty Island LOU_040424_SD" History

-  Document created by Marista Jorve (mjorve@everettwa.gov)
2024-04-05 - 7:17:04 PM GMT
-  Document emailed to kmoore@everettwa.gov for approval
2024-04-05 - 7:17:31 PM GMT
-  Email viewed by kmoore@everettwa.gov
2024-04-05 - 7:25:46 PM GMT
-  Signer kmoore@everettwa.gov entered name at signing as Kimberly Moore
2024-04-05 - 7:26:09 PM GMT
-  Document approved by Kimberly Moore (kmoore@everettwa.gov)
Approval Date: 2024-04-05 - 7:26:11 PM GMT - Time Source: server
-  Document emailed to lisal@portofeverett.com for signature
2024-04-05 - 7:26:12 PM GMT
-  Email viewed by lisal@portofeverett.com
2024-04-09 - 8:00:11 PM GMT
-  Signer lisal@portofeverett.com entered name at signing as Lisa Lefebber
2024-04-09 - 8:00:26 PM GMT
-  Document e-signed by Lisa Lefebber (lisal@portofeverett.com)
Signature Date: 2024-04-09 - 8:00:28 PM GMT - Time Source: server
-  Document emailed to Tim Benedict (TBenedict@everettwa.gov) for approval
2024-04-09 - 8:00:29 PM GMT
-  Email viewed by Tim Benedict (TBenedict@everettwa.gov)
2024-04-09 - 8:09:17 PM GMT



Document approved by Tim Benedict (TBenedict@everettwa.gov)

Approval Date: 2024-04-09 - 8:09:45 PM GMT - Time Source: server



Document emailed to Cassie Franklin (cfranklin@everettwa.gov) for signature

2024-04-09 - 8:09:46 PM GMT



Email viewed by Cassie Franklin (cfranklin@everettwa.gov)

2024-04-09 - 8:12:24 PM GMT



Document e-signed by Cassie Franklin (cfranklin@everettwa.gov)

Signature Date: 2024-04-09 - 8:12:32 PM GMT - Time Source: server



Document signing automatically delegated to Ashleigh Scott (ascott@everettwa.gov) by Marista Jorve (mjorve@everettwa.gov)

2024-04-09 - 8:12:33 PM GMT



Document emailed to Ashleigh Scott (ascott@everettwa.gov) for signature

2024-04-09 - 8:12:33 PM GMT



Document emailed to Marista Jorve (mjorve@everettwa.gov) for signature

2024-04-09 - 8:12:33 PM GMT



Email viewed by Ashleigh Scott (ascott@everettwa.gov)

2024-04-09 - 8:39:21 PM GMT



Document e-signed by Ashleigh Scott (ascott@everettwa.gov)

Signature Date: 2024-04-09 - 8:39:33 PM GMT - Time Source: server



Agreement completed.

2024-04-09 - 8:39:33 PM GMT