



Everett City Council Preliminary Agenda
6:30 p.m., Wednesday, February 5, 2025
City Council Chambers

Roll Call

Pledge Of Allegiance

Land Acknowledgment

Approval Of Minutes: January 29, 2025

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 \$3,855,272.07 For The Period Ending January 18, 2024 Through January 24, 2025.

Documents:

[RES_CLAIMS PAYABLE 1.24.25.PDF](#)

(2) Adopt Resolution Authorizing Electronic Funds Transfer Claims Against The City Of Everett In The Amount Of \$24,213,958.78 For The Period Ending December 1, 2024 Through December 31, 2024.

Documents:

[EFT COUNCIL RESOLUTION 2024-12.PDF](#)

(3) Award And Authorize The Purchase Of SCBA Apparatus, Air Cylinders, And Related Accessories From Sea-Western Inc. Using The Sourcewell Contract #011824 / COE #2024-100 For Approximately \$1,582,516.04.

Documents:

[2025 SCBA AND ACCESSORIES PROCUREMENT.PDF](#)

(4) Authorize The Mayor To Sign Amendment No. 1 To The 2024 Professional Services Agreement With Brown And Caldwell For WFP Electronic Operations & Maintenance And Asset Management Maintenance Program Support To Increase Compensation In The

Amount Of \$274,876.00, For A Total Contact Amount Of \$505,650.76.

Documents:

[BROWN AND CALDWELL-WFP EOM AND AM MAINTENANCE PRG
SUPPORT-AMEND1.PDF](#)

(5) Adopt A Resolution Declaring A 2008 Dodge 2500 Sprinter Van, V0223 Surplus And Authorizing Sale At Public Auction.

Documents:

[RES_2008 DODGE SPRINTER VAN.PDF](#)

ACTION ITEMS:

(6) CB 2501-01 – 3rd & Final Reading - Adopt An Ordinance Amending Ordinance 3908-22 Entitled "Fire Training Center Project", Fund 342, Program 036, To Accumulate Design Costs For The Project.

Documents:

[CB 2501-01.PDF](#)

(7) CB 2501-02 – 3rd & Final Reading - Adopt An Ordinance Closing A Special Improvement Project Entitled "Lowell Riverfront Park Renovation", Fund 354, Program 080, As Established By Ordinance No. 3899-22.

Documents:

[CB 2501-02.PDF](#)

(8) CB 2501-03 – 3rd & Final Reading - Adopt An Ordinance Amending Ordinance 3952-23 Entitled "Parks Restrooms Renovation Project", Fund 354, Program 088, To Accumulate All Costs For The Project.

Documents:

[CB 2501-03.PDF](#)

(9) CB 2501-04 – 3rd & Final Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "Port Gardner Storage Facility" Fund 336, Program 024, And Repealing Ordinance No. 3816-21.

Documents:

[CB 2501-04.PDF](#)

(10) CB 2501-05 – 3rd & Final Reading - Adopt An Ordinance Closing A Special Improvement Project Entitled, Wiggums Hollow Playground Replacement, Fund 354, Program 081, As Established By Ordinance No. 3951-23.

Documents:

[CB 2501-05.PDF](#)

(11) CB 2501-06 – 3rd & Final Reading - Adopt An Ordinance Creating A Special

Improvement Project Entitled "Water Pollution Control Facility Combined Conveyance Improvements" Fund 336, Program 032, And Repealing Ordinance No. 3881-22.

Documents:

[CB 2501-06.PDF](#)

(12) CB 2501-07 – 3rd & Final Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "Edgewater Creek Bridge Replacement" Fund 303, Program 115, To Accumulate All Costs For The Improvement And Repealing Ordinance No. 4002-24.

Documents:

[CB 2501-07.PDF](#)

PROPOSED ACTION ITEMS:

(13) CB 2501-08 – 2nd Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "Animal Shelter HVAC Controls Update", Fund 342, Program 049 To Accumulate All Costs For The Project. (3rd & Final Reading 2/12/25)

Documents:

[CB 2501-08.PDF](#)

(14) CB 2501-09 – 2nd Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "36th Street CSO Storage And Regulator Modifications" Fund 336, Program 022, And Repealing Ordinance No. 3902-22. (3rd & Final Reading 2/12/25)

Documents:

[CB 2501-09.PDF](#)

(15) CB 2501-10 – 2nd Reading - Adopt An Ordinance Creating A Special Improvement Project Entitled "Drew Nielsen Park Playground Replacement", Fund 354, Program 102 To Accumulate All Costs For The Project In The Amount Of \$345,000. (3rd & Final Reading 2/12/25)

Documents:

[CB 2501-10.PDF](#)

Executive Session

Adjourn

PARTICIPATION IN REMOTE COUNCIL MEETINGS

- Participate remotely via Zoom by registering to speak at everettwa.gov/speakerform. You must register no later than 30 minutes prior to the meeting. You may contact the Council office at 425.257.8703 or aely@everettwa.gov and identify the topic you wish to address.
- 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.

- 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

- The Council agendas and meeting recordings can be found, in their entirety, at everettwa.gov/citycouncil.
- Watch live meetings and recordings at [YouTube.com/EverettCity](https://www.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 or call the Council offices at 425.257.8703.

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->.



Whereas the claims payable by check against the City of Everett for the period January 18, 2025 through January 24, 2025, 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:

Councilperson introducing Resolution

Passed and approved this _____ day of _____, 2025

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 December 1 through December 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	220,219.90
101	Park	15,238.11
110	Library	10,839.31
112	Community Theater	2,353.79
119	Public Works - Street Imp	800.66
120	Streets	4,036.62
126	Moter Vehicle/Equip Repl	24,773.39
138	Hotel/Motel	4,508.65
145	ESCROQ	415.00
146	Parking Lot Reserve	719.45
151	Animal Reserve	12,676.83
152	Library Reserve	694.66
153	EMS	20,700.95
155	Gen Gov Spec Proj	2,925.02
156	Criminal Justice	41,445.62
197	CHIP	107.61
210	General Obligation Bond Debt Serv	1,946,107.50
336	Water/Sewer System Imrpov	25,339.32
342	City Facilities Construction	109.48
354	Parks Capital Construction	20,356.67
401	Utilities	13,390,239.21
402	Solid Waste Utility	1,081.48
425	Transit	47,694.30
430	Everpark Garage	3,751.11
440	Golf	117,672.04
501	Transportation Services	114,248.94
503	Self-Insurance Fund	680,313.82
505	Computer Reserve Fund	55,826.06
507	Telecom	95,370.48
508	Health Benefits Reserve	2,060,871.03
637	Police Pension	69,795.95
638	Fire Pension	114,064.47
661	Payroll Withholding	5,107,336.44
670	Custodial Funds	1,324.91

TOTAL CLAIMS
BY ELECTRONIC TRANSFER 24,213,958.78

Councilmember Introducing Resolution

Passed and approved this ____ day of _____, 2025

Council President



City Council Agenda Item Cover Sheet

Project title:

Award and Authorize Purchase of Scott branded Self-Contained Breathing Apparatus (SCBA) with cylinders and accessories from Sea-Western Inc using the Sourcewell Contract #011824/ EVT #2024-100

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 02/05/25
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Quote

Department(s) involved:

Procurement and Fire

Contact person:

Theresa Bauccio-Teschlog

Phone number:

425-257-8901

Email:

tbauccio@everettwa.gov

Initialed by:

HB

Department head

Administration

Council President

Project: SCBA, Cylinders and Accessories Purchase – Sourcewell Contract 011824/ COE 2024-100

Partner/Supplier: Sea-Western Inc.

Location: N/A

Preceding action: N/A

Fund: 126 Fire

Fiscal summary statement:

The funds used to purchase the self-contained breathing apparatus (SCBA), air cylinders, and related accessories are from the 126 Fire Department Fund.

The expense of \$1,582,516.04, including tax, is based on Sourcewell contract pricing to replace the fire department's existing fleet of self-contained breathing apparatus, air cylinders, and related accessories.

The Fire Department anticipates an unknown price increase by the manufacturer, Scott, on or around March 1, 2025. Therefore, the authorization to purchase the equipment is time-sensitive.

Project summary statement:

The existing fleet of fire department SCBA equipment has reached the end of its service life and needs to be replaced. This purchase will replace the entire fleet of SCBA and related accessories in 2025 with no interruption to ongoing fire department operations. The Fire Department anticipates the SCBA assets to have a life expectancy of fifteen (15) years. The proposed replacements are NFPA compliant and compatible and interchangeable with our neighboring jurisdictions, both of which are essential to firefighter safety.

The City has an interlocal agreement with Sourcewell that allows purchases from its competitively awarded contracts in lieu of soliciting bids on our own. The requested SCBA apparatus, air cylinders, and related accessories are available for purchase from Sea-Western Inc. through the Sourcewell competitively bid contract #011284-SEW/COE 2024-100.

Recommendation (exact action requested of Council):

Award and authorize the purchase of SCBA apparatus, air cylinders, and related accessories from Sea-Western Inc. using the Sourcewell contract #011824 / COE #2024-100 for approximately \$1,582,516.04.

P.O. Box 51,
Kirkland, WA 98083



SEAWESTERN

FIRE FIGHTING EQUIPMENT

Quote

Phone: (425) 821-5858
Email: info@seawestern.com
www.seawestern.com

Bill To:		Ship To:		Date	12/10/2024
CITY OF EVERETT PO BOX 12130 EVERETT, WA 98206		Dave DeMarco EVERETT FIRE DEPT. 2801 OAKES AVENUE DOOR CODE 257 Everett, WA 98201		Customer No.	2086
				Quote No.	QUO27576
Sales Rep					
Ed Jirsa ejirsa@seawestern.com					
Attention		Delivery		FOB	
Dave DeMarco				Expires	
				02/19/2025	

Pricing valid for listed quantities
Returns accepted within 30 days of receipt
Restocking fee up to 25% will apply on any non-stock merchandise
Custom orders are non-cancellable, non-returnable
Unless otherwise noted, pricing does not include shipping

Qty	Unit	Part Number	Description	Unit Price	Ext. Price
126	EA	SCOTT X3 Pro	3M Scott Air-Pak X3 Pro SCBA NFPA 1981/1982, 2018 Edition Ordering Part Number: X8915026305304 5500 psi E-Z FLO Regulator w/Quick Disconnect Hose (Rectus fittings) Universal EBSS "Buddy Breather"	7,220.00	909,720.00
8	EA	SCOTT X3 Pro	3M Scott Air-Pak X3 Pro SCBA NFPA 1981/1982, 2018 Edition HAZMAT MODEL Ordering Part Number: X8915026005H03	7,500.00	60,000.00
252	EA	SCOTT 200970-01	5500 psi, 45 minute cylinder with snap change valve	1,450.00	365,400.00
16	EA	SCOTT 200973-01	CYL&VALV,QD,CARB,60/5500 ASSY	1,740.00	27,840.00
200	EA	Medium C5 Mask	Medium Vision C5 Mask with Kevlar Headnet Pricing per Sourcewell Contract 011824-SEW	385.00	77,000.00

Subtotal	1,439,960.00
Tax Total - 9.9%	142,556.04
Total	\$1,582,516.04

Project title: Amendment No. 1 to the 2024 Professional Services Agreement with Brown and Caldwell for Water Filtration Plant (WFP) Electronic Operations & Maintenance (eOM) and Asset Management (AM)/Maintenance Program Support

Council Bill #

Project: WFP eOM and AM/Maintenance Program Support

Partner/Supplier: Brown and Caldwell

Location: Water Filtration Plant

Preceding action: Approval to sign PSA [03/27/24](#)

Fund: 401 – Water & Sewer Utility Fund

Agenda dates requested:

Briefing

Proposed action

Consent 02/05/25

Action

Ordinance

Public hearing

Yes x No

Budget amendment:

Yes x No

PowerPoint presentation:

Yes x No

Attachments:

PSA

Department(s) involved:

Public Works

Contact person:

Jeff Marrs

Phone number:

(425) 257-8967

Email:

jmarrs@everettwa.gov

Fiscal summary statement:

Amendment No. 1 increases the total compensation of the professional services agreement with Brown and Caldwell. Original compensation was \$230,774.76. Due to an increase in scope, the budget will be increased by \$274,876.00, for a total revised compensation of \$505,650.76. Source of funds for this Amendment will be 401 – Water & Sewer Utility Fund.

Project summary statement:

In 2024 Brown and Caldwell (B&C) assessed how data collection is used to inform asset management and maintenance decision making at the Water Filtration Plant (WFP) and Water Pollution Control Facility (WPCF). From this assessment, B&C provided recommendations for obtaining future goals set forth by WFP and WPCF.

The implementation roadmap provided by B&C maps the next five years of asset management efforts and includes “quick win” activities that can be completed within the next 3-6 months. Amendment No. 1 to the 2024 Professional Services Agreement with Brown and Caldwell for WFP eOM and AM/Maintenance Program Support expands the current scope of work and budget to execute the “quick win” activities.

In addition, the City identified a need to develop an electronic Operations and Maintenance (eO&M) SharePoint site for the Transmission and Distribution (T&D) System to have consistent documentation accessibility, management and training across City facilities and systems. This scope expansion includes the development of the T&D System eO&M SharePoint site.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Amendment No. 1 to the 2024 Professional Services Agreement with Brown and Caldwell for WFP Electronic Operations & Maintenance and Asset Management Maintenance Program Support to increase compensation in the amount of \$274,876.00, for a total contact amount of \$505,650.76.

Initialed by:

RLS

Department head

Administration

Council President



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of the Mayor's signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the person identified as the Service Provider below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may have been previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	Brown and Caldwell
City Project Manager	Jeff Marrs
	jmarrs@everettwa.gov
Original Agreement Date	4/16/2024

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: <i>Enter new Completion Date, if any</i> If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	\$230,774.76
	Compensation Added (or Subtracted) by this Amendment	\$274,876.00
	Maximum Compensation Amount After this Amendment	\$505,650.76

Changes to Scope of Work	<p>Scope of Work is changed by ADDING the work in the attachment to this Amendment </p> <p>Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.</p>
Other Provisions	<p>Enter other changes to the Agreement, if any.</p>
Standard Amendment Provisions	<p>Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.</p>
	<p>This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.</p>
	<p>All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment. From and after the effective date of this Amendment, all references to the Agreement in the Agreement are deemed references to the Agreement as modified by this Amendment.</p>

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

BROWN AND CALDWELL

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Vicky Hollingsworth

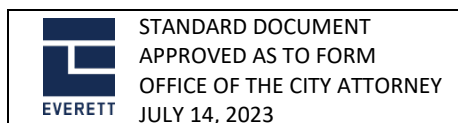
Signer's Email Address: vhollingsworth@brwncald.com

Title of Signer: Director

Date

ATTEST

Office of the City Clerk



City of Everett – Asset Management Quick Wins and Transmission and Distribution eOM SharePoint

Project Understanding

The City of Everett (City) is enhancing its asset management (AM) approach to manage assets at the Water Filtration Plant and Water Pollution Control Facility proactively and efficiently, thereby improving infrastructure reliability and resiliency. To begin this effort, the City engaged Brown and Caldwell (BC) in 2024 to assess the current AM approach, identify future goals and priorities, and develop a roadmap for implementation. The implementation roadmap maps the next five years of AM efforts and includes "quick win" activities that can be achieved within the first 3-6 months. This amendment aims to execute these "quick win" activities to initiate the City's asset management program.

Additionally, the City has identified the need to develop an electronic operations and maintenance (eOM) SharePoint site for the Transmission and Distribution (T&D) system. Currently, T&D system documents are paper-based. The City intends to transition these documents to a SharePoint site, like the fully developed Water Pollution Control Facility (WPCF) and the in-development Water Filtration Plant (WFP) eOM SharePoint sites. This scope of work includes creating the site and training staff on its use so the City can have consistent O&M documentation accessibility, management, and training across City facilities and systems.

Scope of Work Summary and Work Breakdown Structure

The scope of work for the Project includes 5 Phases and 14 Tasks, which are identified in the following table.

Asset Management Quick Wins and Transmission and Distribution eOM SharePoint			
Phase No.	Phase Name	Task No.	Task Name
Phase 100	Project Management	Task 101	Additional Project Management
Phase 500	Asset Data Framework	Task 501	Asset Definition
		Task 502	Asset Classes / Attributes
		Task 503	Asset Hierarchy and Asset Identification/Naming
		Task 504	Asset Data Framework Enhancement Development
Phase 510	Pilot Collection	Task 511	Preparation / Data Coordination
		Task 512	Field Collection Setup
		Task 513	Pilot Collection
Phase 600	Decision Making and Capital Planning	Task 601	BCE Workflow
Phase 700	Organizational Framework	Task 701	Roles and Responsibilities
		Task 702	AM Adoption Plan
Phase 800	T&D eOM SharePoint	Task 801	Transmission and Distribution eOM Platform Approach
		Task 802	Development, Content Ingestion, and Quality Control

Asset Management Quick Wins and Transmission and Distribution eOM SharePoint	
	Task 803 Final Testing, Training, and Closeout Documentation

Scope Task Descriptions

The task descriptions below include an objective statement, activities/approach, task assumptions, meetings, and work products including which service or item will be provided by BC and Everett staff to complete the task.

Scope assumptions applicable to the overall project are included below.

Project-level Assumptions:

- All deliverables will be delivered in electronic format.
- The City's project manager (PM) will coordinate locations and Everett staff attendance and participation for project meetings and workshops.
- City PM will provide timely, consolidated staff review comments on draft work products.
- City GIS/CMMS staff will conduct proposed/necessary modifications to the asset data framework elements.
- City staff will be available to accompany BC field collection staff within the plants during Pilot Collection.

Phase 100 – Project Management

Phase 100 includes providing management, direction, coordination, and control of all project work, and associated management of project scope, schedule, budget, technical quality, and monthly progress reports and invoices.

Activities/Approach: This task includes the following activities:

- Update the Project Management Plan (PMP), including project scope, budget and schedule, a preliminary project risk register, templates of logs for tracking action items, issues, and decisions, and a project change request template.
- Conduct a project kickoff meeting, including key consultant staff and Everett staff.
- Supervise project staff and manage team budget and schedule.
- Prepare monthly project status reports. Progress reports will identify budget status, progress status, and activities covered with a monthly invoice.
- Conduct monthly calls with the City's PM to review project status, schedule, preliminary project findings and workshop materials, and any project issues.

Everett Responsibilities

- Participate in the project kickoff meeting.
- Review monthly status reports and supporting project documentation for invoice and payment approval.

Task Assumptions

- The kickoff meeting will be scheduled for 1 hour and be attended by up to 4 BC Team members. The kickoff meeting will occur virtually.
- PM meetings will be held by via Teams and will occur monthly with a duration of approximately 1 hour.

Meetings

- Project kickoff meeting
- Monthly PM calls for duration of the project

Work Products

- Monthly progress reports and invoices
- Project kick-off meeting agenda and meeting minutes

Phase 500 – Asset Data Framework

Phase 500 includes all tasks related to establishing the Asset Data Framework.

Task 501 – Asset Definition

Objective: The objective of this subtask is to validate the City's asset management focused asset definition for use by O&M and Engineering at both the plants – WFP and WPCF, which may differ from the City's current definition of an asset for depreciation purposes. The definition should include the criteria under which the item would be considered an asset.

Activities/Approach: This task includes the following activities:

- Conduct Asset Definition Workshop to discuss the criteria for an asset and gain consensus on the City's definition of an asset for use by O&M and Engineering.

Task Assumptions

- Asset definition workshop will be part of Asset Framework Work Session. Budget will be part of Task 501.
- Asset Framework Work Session will occur over 3 days, be attended by up to 3 BC Team members, and occur in-person.
- Asset Framework Work Sessions will consist of a ½ day reviewing Asset Data Framework components and asset definition, ½ day on asset classes/attributes, and 2 full days on asset hierarchy (1 day at both WFP and WPCF).

Everett Responsibilities

- Provide any current, relevant documentation formally defining an asset.
- Gain consensus on the definition of an asset.
- Attend and provide input in the Asset Framework Work Session.

Meetings

- Asset Definition workshop

Work Products

- Asset Definition that will be incorporated into the Asset Data Framework
- Meeting agendas, presentation materials, and meeting notes

Task 502 – Asset Classes / Attributes

Objective: The objective of this subtask is to review, document, and validate appropriate asset classes (asset type) as well as the asset attributes required for those asset classes in GIS and Cityworks.

Activities/Approach: This task includes the following activities:

- Review the asset register/inventory to identify candidate asset classes for the WFP and WPCF in preparation of the asset class/attributes workshop.
- Conduct Asset Class / Attributes Workshop to discuss, refine, and confirm asset classes and attributes. Discuss “common” attributes as well as “asset-specific” attributes for each asset class.
- Review with the City any current work order information to determine those required to meet AM Program objectives including asset cost, condition, and maintenance resource needs.

Task Assumptions

- Asset Classes / Attributes Workshop will be part of Asset Framework Work Session. Expense budget will be part of Task 501.

Everett Responsibilities

- Provide current, updated asset inventory/register and current work order information (previous 3 years of data).
- Attend and provide input in the Asset Framework Work Session.
- Gain consensus on the asset classes / attributes.

Meetings

- Asset Classes /Attributes workshop will be part of Asset Framework Work Session. Expense budget included in Task 501.

Work Products

- Asset classes documentation that will be incorporated into the Asset Data Framework.
- Asset attributes and inventory documentation that will be incorporated into the Strategic Asset Management Plan (SAMP) as part of AM Program - Phase 1 and subsequent Tactical Asset Management Plans (TAMPs).

Task 503 – Asset Hierarchy and Asset Identification/Naming

Objective: The objective of this subtask is to conduct a review of the City’s current naming convention and vertical asset hierarchy and propose potential enhancements/updates.

Activities/Approach: This task includes the following activities:

- Conduct review of current asset hierarchy and asset naming convention in GIS and Cityworks.
- Conduct Asset Hierarchy workshop to review findings and discuss potential enhancements/updates to the hierarchy to support the vertical assets.
- Conduct subsequent naming convention based on updated asset hierarchy.

Everett Responsibilities

- Provide current asset hierarchy and naming convention information.
- Attend and provide input in the Asset Framework Work Session.

Meetings

- Asset Hierarchy Workshop will be part of Asset Framework Work Session held in person. Expense budget will be part of Task 501.

Work Products

- Asset hierarchy diagram and naming convention documentation that will be incorporated into the SAMP and TAMPs.

- Finalize development and submittal of Asset Data Framework based on items discussed and confirmed during the workshops.

Task 504 – Asset Data Framework Enhancement Development

Objective: The objective of this subtask is to apply the asset data framework enhancements that have been defined in the previous tasks (Task 501- 503) to the current City data. This would be a collaborative task with the City’s GIS Manager and Cityworks Administrator.

Activities/Approach: This task includes the following activities:

- Conduct review meeting to confirm Asset Data Framework developed in Tasks 501 – 503.
- Coordinate with City GIS/CMMS Administrators on the modifications that are defined in Tasks 501-503.
- Test and confirm the modifications to the asset data framework.

Task Assumptions

- Asset Data Framework review meeting will be scheduled for up to 2-hrs and be attended by up to 3 BC Team members. The meeting will be virtual.

Everett Responsibilities

- Coordination/Collaboration on the modifications that will be required to the current asset data framework.
- Conduct the necessary enhancements within GIS to the Data Framework as defined in Task 501 – 503.

Meetings

- Asset Data Framework Review Meeting
- As needed coordination and collaboration meetings.

Phase 510 – Pilot Data Collection

The objective of this subtask is to conduct a pilot collection effort within both the WFP and WPCF to inventory assets for entry into the asset inventory.

Task 511 – Preparation Data Coordination

Objective: Coordinate with the City on which assets will be collected at both the treatment plants and determine how the data will be accessed for the pilot collection.

Activities/Approach: This task includes the following activities:

- Confirm asset data framework updates noted in Task 504 have been addressed and will meet the requirements of the pilot data collection.
- Review existing drawings to understand assets/asset locations within the facilities.
- Coordinate with the City on the georectification of the drawings to the plant locations. These georectified drawings will be used to support the spatial capture of the equipment.
- Coordinate with the City on which data to collect. With the collection occurring at both the WFP and WPCF, the team will want to collect a range of mechanical, electrical, structural and I&C assets within different process groups within the plants.
- Coordinate/Collaborate with GIS Manager and Cityworks Administrator

- In particular, coordinate on photo capture details, including potential file size.

Task Assumptions

- Enhancements defined in Phase 500 will be completed, in particular, the enhanced hierarchy.
- Data collection details and assumptions are included as part of Task 513.

Everett Responsibilities

- Confirmation of the assets to collect.
- Coordination with BC Team supporting the Pilot collection.

Meetings

- As needed coordination meetings with GIS Manager and Cityworks Administrator.

Work Products

- Confirmed high-level listing of what assets to be collected.

Task 512 – Field Collection Setup

Objective: Perform field setup activities that will allow for the field collection team to collect necessary asset data. Collaborate on labeling of assets.

Activities/Approach: This task includes the following activities:

- Coordinate on acquiring remote devices for use in the field collection.
- Develop and configure Survey123 mobile data collection template forms for capturing asset data and photos into the City's GIS environment.
- Test the electronic forms within the remote devices.
- Present labeling development and label placement options.
- Acquire (Purchase/Rent) label maker for use in creating the labels.

Task Assumptions

- Availability of a GIS environment that allows for web-based, remote access to the inventory data (i.e. ArcGIS Online) and will allow for external users to access and populate that data.

Everett Responsibilities

- Partake in field collection efforts by leading field collection staff around the plant, answering questions and providing any as needed insight regarding the equipment.
- Confirm access on remote devices.

Meetings

- As needed coordination with the City

Work Products

- Configured Survey123 field collection forms
- Test labels

Task 513 – Pilot Collection

Objective: Conduct a pilot collection effort of 1,000 assets; 500 at the WFP and 500 at the WPCF.

Activities/Approach: This task includes the following activities:

- Collect the required attribute data of 1,000 assets within the WFP and WPCF. Data collected will consist of the attribute items defined and confirmed in the asset data framework as well as spatial data.
- QA/QC of the asset data collected.
- Label assets once the data has been collected and QA/QC'd.
- Present the pilot results in a Post-Pilot workshop. Discuss lessons learned and necessary process changes.
- Prepare Technical Memo on results of Pilot Collection.

Task Assumptions

- The Pilot data collection and labeling is anticipated to last 2-3 weeks with the BC Team utilizing 2 resources for the first 2 days of collection, and then 1 resource for the remaining days.
- Field collection will consist of 8-hour days and can be based on Everett plant resource shift schedule.
- Up to 2 photos per asset will be captured (picture of asset, name plate).
- Post-Pilot workshop will be scheduled for up to 2-hours and attended by 3 BC Team members. Post-pilot workshop will occur virtually.
- Where available, data collection will occur via an online connection through WIFI connectivity. In cases where WIFI connectivity is not available, data collection will occur in an offline mode with connecting to WIFI on a regular basis to sync updates.
- Data will be collected on mobile devices supplied by BC.
- Expenses include travel as well as labeling equipment and software, labels, needed field supplies.
- BC will not conduct condition assessments on the equipment being collected.
- BC will not attempt to access any locations that require confined space entry or any other specialized training.
- BC will not attempt to operate or open any equipment on site. BC will only conduct a visual inspection of the equipment for data collection purposes.
- BC will affix labels. Label location will be confirmed with City staff to identify safest location.

Everett Responsibilities

- City resources will be available and nearby the entire time during the field collection.
- City resources will be available to assist, answer questions or clarify items presented by the field collection team.
- City staff will identify site hazards to BC staff and identify appropriate PPE.
- Attendance at the Post-Pilot workshop.

Meetings

- On-Site Safety coordination meetings prior to conducting the field collection.
- Virtual Post-Pilot workshop presenting the results of the field collection including lessons learned and any instances will require a change to the process.

Work Products

- Field collected data populated into the City's GIS.
- Labels attached to those assets that have been collected.

- Virtual Post-Pilot workshop PPT.
- Technical Memo of the results of the Pilot Collection.

Phase 600 – Decision Making and Capital Planning

Phase 600 includes formalizing and documenting the workflow of business case evaluations (BCE) for capital improvement projects.

Task 601 – BCE Workflow

Objective: The objective of this task is to formalize the current capital improvement BCE process by documenting in a process workflow.

Activities/Approach: This task includes the following activities:

- Review existing documentation on the BCE process.
- Conduct meeting with City staff to understand current BCE process.
- Document current BCE process in workflow.

Task Assumptions

- City has a draft BCE process.

Everett Responsibilities

- Provide any current, relevant documentation on BCE process.
- Participate in meeting on BCE process.
- Review and confirm documented BCE workflow.

Meetings

- BCE process meeting

Work Products

- BCE workflow

Phase 700 – Organizational Framework

Phase 700 includes all “quick win” AM organizational framework tasks.

Task 701 – Roles and Responsibilities

Objective: The objective of this task is to define roles and responsibilities for the AM program as outlined in the AM Roadmap.

Activities/Approach: This task includes the following activities:

- Identify roles and responsibilities of AM Development Teams.
- Conduct AM Group chartering meetings to align on roles and responsibilities for AM Development Teams.
- Document Development Teams and their roles and responsibilities in AM Adoption Plan.

Task Assumptions

- There are four (4) AM Development Teams, one for each AM category: Information Systems and Data Management, Decision Making and Capital Planning, Operations and Maintenance, Organizational Framework.
- Each AM Development Team will have one champion with additional support staff.
- Each AM Development Team chartering meeting will be 1-hr and attended by 2 BC Team members. The meeting will be virtual.
- AM Adoption Plan budget is incorporated in Task 702.

Everett Responsibilities

- Assess resource capacity for short- and long-term support of AM Implementation Plan.
- Identify specific personnel that will participate in AM Development Teams responsible for the AM Implementation Plan execution.
- Coordinate on the roles and responsibilities of AM Development Teams.

Meetings

- AM Development Teams Chartering Meetings

Work Products

- AM Adoption Plan

Task 702 – AM Adoption Plan

Objective: The objective of this task is to develop an AM Adoption Plan to assist City staff in understanding their roles and responsibilities that result from implementing an AM program.

Activities/Approach: This task includes the following activities:

- Conduct staff interviews to identify/anticipate areas of resistance and understand current communication needs/channels.
- Create a stakeholder matrix identifying each group, their key influencers, desired outcomes, fears of loss, and potential impact extent.
- Conduct two (2) workshops to discuss AM Adoption components:
 - Workshop 1: AM stakeholders, organizational readiness for change, and resource availability for upcoming AM initiatives
 - Workshop 2: communication roles, strategies, methods, and feedback loops, and monitoring / tracking AM program performance
- Develop an AM Adoption Plan that summarizes change management efforts during AM program implementation, with a focus on effective stakeholder management through comprehensive communication strategies.
- Develop frequency asked questions (FAQ) sheet on AM Program.
- Conduct a meeting to review AM Adoption Plan.

Task Assumptions

- Staff interviews will occur onsite over 1-day.

- AM Adoption workshops will be scheduled for up to 2-hrs and be attended by 2 BC Team members. The workshops will be virtual.
- AM Adoption Plan review meeting will be scheduled for up to 1-hr and be attended by 2 BC Team members. The meeting will be virtual.

Everett Responsibilities

- Participate in interviews, AM Adoption Plan workshops, and AM Adoption Plan review meeting.
- Review and provide feedback on AM Adoption Plan.

Meetings

- AM Adoption Plan Workshops
- AM Adoption Plan Review Meeting

Work Products

- Stakeholder analysis matrix
- AM Adoption Plan
- AM FAQ sheet

Phase 800 – T&D eOM SharePoint

Phase 800 includes all work to develop the Transmission and Distribution eOM SharePoint.

Task 801 – Transmission and Distribution eOM Platform Approach

Objective: Develop Transmission and Distribution eOM SharePoint structure and content migration approach. Setup baseline eOM SharePoint platform.

Activities/Approach: This task includes the following activities:

- Develop a SharePoint architecture that provides structured content migration and population.
- Facilitate workshop with City staff to review:
 - SharePoint development steps
 - SharePoint architecture
 - Responsibilities for collecting, cataloging, reviewing, and migrating information
- Develop a draft eOM SharePoint Structure and Content Migration Plan that summarizes feedback from the workshop, outlines the SharePoint structure, and summarizes the tasks to be completed, content prioritization, and work assignments for content migration execution. After City comments are received, finalize the Plan.
- Conduct coordination meeting(s) with the City to coordinate configuration of the SharePoint site.

Task Assumptions

- SharePoint Structure and Content Migration Approach Workshop will be scheduled for 1 hour and be attended by up to 3 BC Team members. The workshop will be virtual.
- Up to two (2) coordination meetings will be scheduled for 1 hour and be attended by up to 2 BC Team members. The meeting will be virtual.

Everett Responsibilities

- Participate in workshop
- Review and comment on eOM SharePoint Structure and Content Migration Plan
- SharePoint site creation

Meetings

- SharePoint Structure and Content Migration Approach Workshop

Work Products

- Workshop facilitation including agenda and meeting minutes, draft and final
- SharePoint Structure and Content Migration Plan, draft and final
- Configuration of Transmission and Distribution eOM SharePoint site

Task 802 – Development, Content Ingestion, and Quality Control

Objective: Create SharePoint site, manage the content ingestion, provide quality control and oversight of the data and information population.

Activities:

- Create and configure SharePoint site.
- Ingest data and documentation into eOM platform.
- Populate metadata and create views for all new data
- Review quality and content ingestion focused on the usability, applicability, and completeness to provide effective O&M support of the users.

Task Assumptions

- SharePoint site will have eight (8) chapter pages for the major components of the system, and one home page.
- BC will develop a “draft” chapter page for approval by City before proceeding with remaining seven (7) process pages.
- Up to two (2) coordination meetings will be scheduled for 1 hour and be attended by up to 2 BC Team members. The meeting will be virtual.

Everett Responsibilities

- Prepare documentation for ingestion into SharePoint site.
- Review and approve of process page layout.
- SharePoint site styling and branding

Meetings

- Coordination calls, as needed.

Work Products

- Summary comments on review stages

Task 803 – Final Testing, Training, and Closeout Documentation

Objective: Perform final acceptance testing, facilitate user training, and develop closeout documentation.

Activities/Approach: This task includes the following activities:

- Perform final testing and review content migration into the eOM SharePoint. Perform user and function testing of each of the core features and navigation. Document all testing actions and results in a testing log.
- Facilitate training sessions on eOM SharePoint:
 - Training session on user access, navigation, and organization structure of information.
 - Training session on administration, platform maintenance, and editing procedures.
- Document the final eOM SharePoint administration, setup, and editing procedures.

Task Assumptions

- The two (2) training sessions will be scheduled for 1 hour and be attended by up to 3 BC Team members. The training sessions will be virtual.

Everett Responsibilities

- Participate in training sessions

Meetings

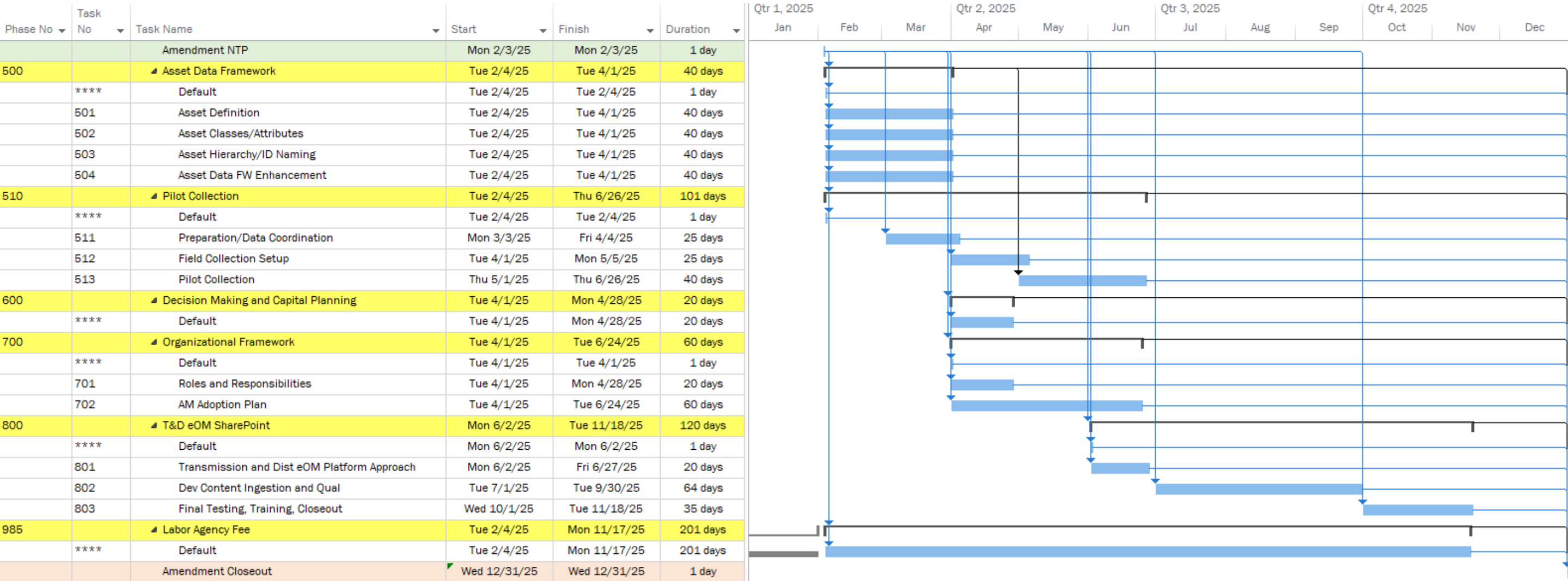
- Training sessions

Work Products

- User Acceptance Testing log
- Training agendas, materials, and recordings of training sessions
- Final eOM SharePoint administration memorandum

Schedule

The project NTP is anticipated February 3rd, 2025, and will be completed within the calendar year.



Budget

The estimated budget for this effort is \$274,876. The assumptions for the labor hours and staff are provided in the table below.

		Emily Murphy	Rhonda Bucasar	Susan Nguyen	Kirk Olds	Andrew Faley	Hansa Keswani	Savannah Wujastyk	Benjamin Swain	Gillian Avruskin	Ryan Pulis	Thomas Carroll	Karla Guevarra	Wendy Pare	Jennifer Myers	Mike Simms	Chris Somerlot					
		Project Manager	Project Analyst	Billing	Technical Advisor	AM SME	AM	Staff Engineer	Pilot Support	Pilot Support	IT	AM/CMMS	Field Collection	Tech Editing	Change Management	eOM Lead	eOM SME	Total Labor Hours	Labor Total	Total Expense Cost	Total	
Phase	Task	Description	\$205.08	\$139.43	\$87.26	\$373.30	\$279.89	\$297.73	\$120.61	\$234.62	\$193.28	\$328.67	\$233.19	\$203.13	\$140.40	\$319.28	\$210.99	\$248.37				
100		Project Management	90	48	36	0	0	0	0	0	0	0	0	0	0	0	0	0	174	28,291	0	28,291
500		Asset Data Framework	68	0	0	6	28	68	60	0	0	4	32	0	4	0	0	0	270	60,842	4,000	64,842
	501	Asset Definition	16	0	0	2	6	16	16	0	0	0	0	0	0	0	0	0	56	12,401	4,000	16,401
	502	Asset Classes/Attributes	16	0	0	2	6	16	16	0	0	0	0	0	2	0	0	0	58	12,681	0	12,681
	503	Asset Hierarchy/ID Naming	28	0	0	2	8	28	28	0	0	0	0	0	2	0	0	0	96	20,722	0	20,722
	504	Asset Data FW Enhancement	8	0	0	0	8	8	0	0	0	4	32	0	0	0	0	0	60	15,038	0	15,038
510		Pilot Collection	32	0	0	0	28	20	0	68	48	4	12	156	4	0	0	0	372	81,947	5,400	87,347
	511	Preparation/Data Coordination	8	0	0	0	8	8	0	8	8	2	4	8	0	0	0	0	54	12,900	0	12,900
	512	Field Collection	8	0	0	0	8	8	0	20	16	2	4	8	0	0	0	0	74	17,261	0	17,261
	513	Pilot Collection	16	0	0	0	12	4	0	40	24	0	4	140	4	0	0	0	244	51,786	5,400	57,186
600		Decision Making and Capital Planning	8	0	0	0	4	16	0	0	0	0	0	0	4	0	0	0	32	8,085	0	8,085
	601	BCE Workflow	8	0	0	0	4	16	0	0	0	0	0	0	4	0	0	0	32	8,085	0	8,085
700		Organizational Framework	86	0	0	4	8	8	40	0	0	0	0	0	2	18	0	0	166	34,603	700	35,303
	701	Roles and Responsibilities	26	0	0	0	4	4	8	0	0	0	0	0	2	0	0	0	44	8,888	0	8,888
	702	AM Adoption Plan	60	0	0	4	4	4	32	0	0	0	0	0	0	18	0	0	122	25,715	700	26,415
800		T&D eOM SharePoint	40	0	0	0	0	0	196	0	0	0	0	0	0	0	72	16	324	51,007	0	51,007
	801	Transmission and Dist eOM Platform Appro	16	0	0	0	0	0	12	0	0	0	0	0	0	0	16	4	48	9,098	0	9,098
	802	Dev Content Ingestion and Qual	12	0	0	0	0	0	160	0	0	0	0	0	0	0	24	8	204	28,809	0	28,809
	803	Final Testing, Training, Closeout	12	0	0	0	0	0	24	0	0	0	0	0	0	0	32	4	72	13,101	0	13,101
GRAND TOTAL			324	48	36	10	68	112	296	68	48	8	44	156	14	18	72	16	1,338	264,776	10,100	274,876

Project title: Adopt a Resolution Declaring a 2008 Dodge 2500 Sprinter Van Surplus and Authorizing Sale at Public Auction

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 02/5/25
Action
Ordinance
Public hearing
Yes ☒ No ☐

Budget amendment:

Yes ☐ No ☒

PowerPoint presentation:

Yes ☐ No ☒

Attachments:

Resolution

Department(s) involved:

Procurement & Motor
Vehicles

Contact person:

Theresa Bauccio-Teschlog

Phone number:

(425) 257-8901

Email:

tbauccio@everettwa.gov

Initialed by:

HB

Department head

Administration

Council President

Project: Resolution declaring a 2008 Dodge 2500 Sprinter Van (V0223) Surplus and Authorizing Sale at Public Auction

Partner/Supplier: NA

Location: NA

Preceding action: NA

Fund: 126 Motor Vehicle Replacement

Fiscal summary statement

Funds received from this surplus sale will be returned to Fund 126 Motor Vehicle Replacement.

Project summary statement:

The Parks Department owns a 2008 Dodge 2500 Sprinter Van (V0223). V0223 has 140,554 miles and is being replaced based on its age, maintenance cost, and maintenance cost scoring.

V0223 has an estimated surplus value of \$8,000 and has been replaced by a 2024 Ford E-Transit Cargo Van (V0385).

Recommendation (exact action requested of Council):

Adopt a Resolution declaring a 2008 Dodge 2500 Sprinter Van, V0223 surplus and authorizing sale at public auction.



RESOLUTION NO. _____

A RESOLUTION declaring a 2008 Dodge 2500 Sprinter Van (V0223) surplus and authorizing it for sale at public auction.

WHEREAS,

1. The City has a 2008 Dodge 2500 Sprinter Van (V0223) and
2. The above-referenced equipment is no longer of value or use to the City; and
3. Ordinance 2963-06 establishes a procedure and methods for surplus or disposition of City-owned personal property; and
4. Based on the guidelines set forth in EMC 3.88.020, a public auction is the disposition method that best meets the City's interests and
5. The City's Procurement Manager has reported the basis for the estimated value of the surplus property and has recommended the surplus of the above-referenced vehicle and equipment by public auction.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND EVERETT CITY COUNCIL THAT:

1. The City has a 2008 Dodge 2500 Sprinter Van (V0223);
2. The disposition of this equipment at a public auction is hereby authorized.

Councilmember introducing Resolution

Passed and approved this _____ day of _____, 2025.

Council President



City Council Agenda Item Cover Sheet

Project title:

An Ordinance Amending Ordinance No. 3908-22 entitled "Fire Training Center Project", Fund 342, Program 036, to Accumulate Design Costs for the Project

Council Bill #

CB 2501-01

Agenda dates requested:**Briefing**

Proposed Action 1/22/2025

Proposed Action 1/29/2025

Consent

Action 2/5/2025

Ordinance ☒

Public hearing

Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Funding Ordinance

Department(s) involved:

Fire
Parks & Facilities

Contact person:

Bob Leonard

Phone number:

425-257-8335

Email:

BLeonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Fire Training Center

Partner/Supplier: Rice Fergus Miller, Inc.

Location: 2100 W Marine View Drive

Preceding action: [Ordinance 3908-22](#)

Fund: Fund 342, Program 036 and EMS Fund 153

Fiscal summary statement:

On November 16th, 2022, City Council adopted a funding Ordinance to partially fund the design of the proposed Fire Training Center Project in the amount of \$400,000. This proposed Ordinance will provide an additional \$200,000 for the design of the Fire Training Center Project. The source of the funds for continued design is from EMS Fund 153. The additional funds will cover design cost to provide permit documents. Funds will be appropriated to Fund 342 Program 036.

The City applied for a grant opportunity through the Washington State Department of Commerce (DOC) and Defense Community Infrastructure Program (DCIP) to fund design and construction. The DCIP grant requires permit/construction ready plans/specifications which this ordinance will fund. Application submission for the grant will occur in June 2025.

Project summary statement:

The City of Everett intends to build a firefighting training facility which would support the training of firefighters who would respond to Naval Station Everett in the event of a structural or shipboard fire. The proposed location is 1.8 acres of property already owned by the City and is adjacent to Naval Station Everett.

The scope of service includes schematic, architectural, and engineering designs, permitting, construction documents, and construction management for an approximately 78,400 SF site. The proposed firefighting training center will consist of a multi-story burn structure prop with features of both structural and shipboard firefighting challenges, including a propane-fueled live-fire simulator, classroom facility, locker rooms for men and women, and vehicle storage facility with restrooms.

The funding ordinance is for continued design and permit document services. Staff will return to council at a future date to amend the ordinance to fund the remainder of the design when awarded the grants from Washington State DOC and DCIP.

Recommendation (exact action requested of Council):

Adopt an Ordinance amending Ordinance 3908-22 entitled "Fire Training Center Project", fund 342, program 036, to accumulate design costs for the project.



ORDINANCE NO. _____

An Ordinance Amending Ordinance 3908-22 entitled “Fire Training Center Project”, fund 342, program 036, to accumulate design costs for the project.

WHEREAS,

- A.** The City Council recognizes the need to have adequately trained Fire department personnel.
- B.** The City Council recognizes the need for firefighting response for both structural and naval vessels.
- C.** The City Council recognizes the need for a suitable training facility to improve coordination for firefighting response at Naval Station Everett.
- D.** The City Council adopted Resolution No. 7817, which identified the Fire Training Center project as an approved use of COVID Relief Program funds.
- E.** The City Council recognizes Ordinance 3908-22, was established as Fund 342, Program 036 entitled “Fire Training Center Project” to accumulate the initial design work for the project.
- F.** The City Council recognizes the need for additional funding to continue the design.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. Section 4 of Ordinance No. 3908-22 which reads as follows:

The sum of \$400,000.00 is hereby appropriated to Fund 342, Program 036, “Fire Training Center Project” as follows:

A. Use of Funds		
	<u>Initial Design</u>	<u>\$400,000.00</u>
	Total	\$400,000.00
B. Source of Funds		
	<u>Fund 155 – ARPA (ALN 21.027; FAIN SLFRP0494)</u>	<u>\$400,000.00</u>
	Total	\$400,000.00

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

The sum of \$600,000.00 is hereby appropriated to Fund 342, Program 036, “Fire Training Center Project” as follows:

A. Use of Funds

Initial Design	\$400,000
<u>Additional Design</u>	<u>\$200,000</u>
Total	\$600,000

B. Source of Funds

Fund 155 – COVID Relief Program	\$400,000
Fund 153 – EMS	<u>\$200,000</u>
Total	\$600,000

- 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 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: An Ordinance Closing a Special Improvement Project Entitled “Lowell Riverfront Park Renovation”, Fund 354, Program 080, as Established by Ordinance No. 3899-22.

Council Bill #

CB 2501-02

Agenda dates requested:

Briefing

Proposed action 1/22/2025

Proposed action 1/29/2025

Consent

Action 2/05/2025

Ordinance X

Public hearing

Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Closing Ordinance

Department(s) involved:

Parks & Facilities

Administration

Contact person:

Bob Leonard

Phone number:

(425) 257-8335

Email:

BLeonard@everettwa.gov

Initialed by:*RML*

Department head

Administration

Council President

Project: Lowell Riverfront Park Renovation**Partner/Supplier:** City of Everett, Public Works Department**Location:** 3505 Lowell Snohomish River Road, Everett, WA**Preceding action:** [Funding Ordinance 3899-22](#)**Fund:** Fund 354, Program 080**Fiscal summary statement:**

The source of funds for the Lowell Riverfront Park Renovation was Capital Improvement Program 3 (CIP-3) in the amount of \$250,000. The project was completed at a total cost of \$209,866. All expenses for the project have been paid. The remaining balance of \$40,134 will be transferred to CIP-3.

Project summary statement:

This project made enhancements to the existing asphalt trail, removed encroaching tree roots, leveled picnic areas, and installed 6 benches. Understory vegetation alongside the trail was enhanced with native plantings. Root barrier was installed alongside sections of the trail to prevent future root invasion.

All work has been completed to the satisfaction of the Parks and Facilities Department.

Recommendation (exact action requested of Council):

Adopt an Ordinance closing a Special Improvement Project entitled “Lowell Riverfront Park Renovation”, Fund 354, Program 080, as established by Ordinance No. 3899-22.

ORDINANCE NO. _____

An ORDINANCE closing a special improvement project entitled “Lowell Riverfront Park Renovation”, Fund 354, Program 080, as established by Ordinance No. 3899-22.

WHEREAS,

- A.** The Parks special improvement project “Lowell Riverfront Park Renovation”, Fund 354, Program 080, was established to accumulate all costs for the improvement project.
- B.** The purpose of the special improvement project 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 improvement project fund 354, program 080 “Lowell Riverfront Park Renovation”, to be closed.

Section 2. That the final revenues and expenses for the “Lowell Riverfront Park Renovation”, Fund 354, Program 080, are as follows:

REVENUES

Fund 354 – CIP 3	<u>\$250,000</u>
Total	\$250,000

EXPENSES

Construction	\$209,866
Transfer out – to CIP 3	<u>\$ 40,134</u>
Total	\$250,000

Section 3. That the remaining balance of \$40,134 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:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



Project title:

An Ordinance Amending Ordinance 3952-23 Entitled “Parks Restrooms Renovation Project”, Fund 354, Program 088, to Accumulate all Costs for the project

Council Bill #

CB 2501-03

Agenda dates requested:

Proposed Action 1/22/2025

Proposed Action 1/29/2025

Consent

Action 2/5/2025

Ordinance ☒

Public hearing

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

Funding Ordinance

Department(s) involved:

Parks & Facilities

Contact person:

Bob Leonard

Phone number:

425-257-8335

Email:

bleonard@everettwa.gov

Project: Parks Restrooms Renovations**Partner/Supplier:** TBD**Location:** Thornton A. Sullivan Park, Legion Park, and Forest Park.**Preceding action:** [Ordinance 3952-23](#)**Fund:** Fund 354, Program 088 (CIP-3)**Fiscal summary statement:**

On May 3, 2023 City Council adopted a funding Ordinance to fund the design of the proposed Parks Restroom Renovations Project in the amount of \$240,000. This proposed Ordinance will provide an additional \$990,000 which includes all costs related to the renovation/construction costs for the three restrooms. The source of funds for this project is CIP-3.

Project summary statement:

The Parks department will renovate three existing Park’s restrooms located at Thornton A. Sullivan Park, Legion Park, and Forest Park. This project will upgrade the restrooms to be ADA compliant and will renovate existing facilities to include family-style restrooms in the parks.

The anticipated start of construction is spring of 2025.

Recommendation (exact action requested of Council):

Adopt an Ordinance amending Ordinance 3952-23 Entitled “Parks Restrooms Renovation Project”, Fund 354, Program 088, to accumulate all costs for the project.

Initialed by:*RML*

Department head

Administration

Council President



ORDINANCE NO. _____

An Ordinance amending Ordinance no. 3952-23 Entitled “Parks Restrooms Renovation Project”, Fund 354, Program 088, to accumulate all costs for the project

WHEREAS,

- A.** The City Council recognizes the need to maintain City Park facilities.
- B.** The City is committed to the renovation of the restrooms at Thornton A. Sullivan Park, Legion Park, and Forest Park which require repairs and upgrades.
- C.** The City understands the importance and significance to upgrade the restrooms to be ADA compliant and build additional family-style restrooms in the parks.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1: Section 4 of ordinance no. 3952-23 which reads as follows:

The sum of \$240,000 is hereby appropriated to Fund 354 Program 088, Multiple Restroom Renovation Project Fund.

A.	Use of Funds	
	Design	<u>\$240,000.00</u>
	Total	\$240,000.00

B.	Source of Funds	
	CIP-3	<u>\$240,000.00</u>
	Total	\$240,000.00

- 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 \$1,230,000 is hereby appropriated to Fund 354, Program 088, "Parks Restrooms Renovation Project" as follows:

- | | |
|-----------------|-------------------|
| A. Use of Funds | |
| Design | \$ 240,000 |
| Construction | <u>\$ 990,000</u> |
| Total | \$1,230,000 |
-
- | | |
|--------------------|--------------------|
| B. Source of Funds | |
| CIP-3 | <u>\$1,230,000</u> |
| Total | \$1,230,000 |
- 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 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: An Ordinance creating a special improvement project entitled “Port Gardner Storage Facility” Fund 336, Program 024, and repealing Ordinance No. 3816-21.

Council Bill #

CB 2501-04

Agenda dates requested:

Briefing 1/22/25
Proposed action 1/29/25
Consent
Action 2/5/25
Ordinance X
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Jeff Marrs

Phone number:

425-257-8967

Email:

jmarrs@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Consideration: Plans & Systems Ordinance

Project: Port Gardner Storage Facility

Partner/Supplier: WA State Department of Ecology

Location: W. Marine View Drive

Preceding action: [Ordinance No. 3816-21, approved on 8/18/21](#)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

Ordinance 3816-21 authorized an appropriation of \$39,600,000 for the design phase (including selective demolition of existing structures) of the project.

Construction funding is now needed, and additional funding in the amount of \$111,200,000 will be required. This new ordinance is necessary to program the additional funds needed for the construction phase of the project.

This Ordinance will repeal Ordinance 3816-21, and authorizes the following appropriations to be programmed:

Design Phase (previously programmed)	\$ 39,600,000
Construction Phase (newly programmed)	<u>\$111,200,000</u>
Total Project Costs	\$150,800,000

The total programmed available funding for design and construction of the project increased by \$111,200,000 and is now \$150,800,000.

The funding sources for this project will be as follows:

WA State Department of Ecology Grant	\$ 3,765,955
Fund 401 - Water and Sewer Utility	<u>\$147,034,045</u>
Total source of funds	\$150,800,000

The department is actively pursuing additional grants. If awarded, this will reduce the local contributions to the project.

Project summary statement:

The former Kimberley-Clark Wastewater Treatment Plant is being re-purposed to serve as the City’s future Port Gardner Storage Facility (PGSF) to meet the requirements of Ecology Agreed Order No. 11638, and bring Puget Sound Outfalls 4 through 7 into regulatory compliance by December 31, 2027.

The PGSF site improvements are being implemented in two phases; demolition and storage facility construction. Design and demolition are complete, and facility construction is underway.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “Port Gardner Storage Facility” Fund 336, Program 024, and repealing Ordinance No. 3816-21.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Port Gardner Storage Facility” Fund 336, Program 024, and repealing Ordinance No. 3816-21.

WHEREAS,

- A.** The City of Everett is committed to a planned sewer system infrastructure maintenance improvement and replacement program.
- B.** The City of Everett has identified the need and obtained funds to design and construct new facilities to comply with emerging regulations.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 336, Program 024, entitled “Port Gardner Storage Facility” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project. Ordinance No. 3816-21 is hereby repealed.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under the direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$150,800,000 is hereby appropriated to Fund 336, Program 024, “Port Gardner Storage Facility” as follows:

A. Estimated Project Design and Construction Costs	\$ 150,800,000
B. Source of Funds	
WA State Department of Ecology Grant	\$ 3,765,955
Fund 401 – Water/Sewer Utility Fund	<u>\$ 147,034,045</u>
Total Funds	\$ 150,800,000

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:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

Project title: An Ordinance Closing a Special Improvement Project Entitled, Wiggums Hollow Playground Replacement, Fund 354, Program 081, as Established by Ordinance No. 3951-23

Council Bill #

CB 2501-05

Agenda dates requested:

Briefing

Proposed action 1/22/2025

Proposed action 1/29/2025

Consent

Action 2/5/2025

Ordinance ☒

Public hearing

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

Closing Ordinance

Department(s) involved:

Parks & Facilities

Administration

Contact person:

Bob Leonard

Phone number:

(425) 257-8335

Email:

BLeonard@everettwa.gov

Initialed by:*RML*

Department head

Administration

Council President

Project: Wiggums Hollow Playground Replacement**Partner/Supplier:** King County Director's Association (KCDA)**Location:** 2810 10th Street Everett, WA**Preceding action:** [Ordinance 3951-23](#)**Fund:** Fund 354, Program 081 (CIP 3)**Fiscal summary statement:**

The source of funds for the Wiggums Hollow Playground Replacement Project was Capital Improvement Program 3 (CIP-3) in the amount of \$718,000. The project was completed at a total cost of \$681,419. All expenses for the project have been paid. The remaining balance of \$36,581 will be transferred back to CIP-3.

Project summary statement:

The current playground was added as a vital park amenity in 2002 and has since become one of the most used and beloved playgrounds in the Delta Neighborhood.

This replacement and renovation project accomplished several goals by providing updated playground equipment for pre-school and school-age children that meet or exceed current industry standard, fulfilling our standard of providing accessible and inclusive recreational facilities for users of all abilities complying with ADA standards, and providing new synthetic turf playground surface with fall attenuating substrate.

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, Wiggums Hollow Playground Replacement, Fund 354, Program 081, as established by Ordinance No. 3951-23.



ORDINANCE NO. _____

An ORDINANCE closing a special improvement project entitled “Wiggums Hollow Playground Replacement”, Fund 354, Program 081, as established by Ordinance No. 3951-23

WHEREAS,

- A.** The Wiggums Hollow Playground Replacement, Fund 354, Program 081 was established to provide the design and construction cost for the improvements at Wiggums Hollow Playground.
- 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 improvement project fund, Fund 354, Program 081 “Wiggums Hollow Playground Replacement”, to be closed.

Section 2. That the final revenues and expenses for “Wiggums Hollow Playground Replacement” Fund 354, Program 081 are as follows.

REVENUES

CIP 3	<u>\$718,000</u>
Total	\$718,000

EXPENSES

Construction	\$681,419
Transfer out - to CIP 3	<u>\$ 36,581</u>
Total	\$718,000

Section 3. That the remaining balance of \$36,581 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 “Water Pollution Control Facility Combined Conveyance Improvements” Fund 336, Program 032, and repealing Ordinance No. 3881-22.

Council Bill #

CB 2501-06

Agenda dates requested:

Briefing 1/22/25
Proposed action 1/29/25
Consent
Action 2/5/25
Ordinance X
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Jeff Marrs

Phone number:

425-257-8967

Email:

jmarrs@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Consideration: Plans & Systems Ordinance

Project: Water Pollution Control Facility Combined Conveyance Improvements

Partner/Supplier:

Location: Water Pollution Control Facility (WPCF)

Preceding action: [Ordinance 3881-22, approved on 7/6/22](#)

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

Ordinance 3881-22 authorized an appropriation of \$2,000,000 for design of the project.

Additional funding in the amount of \$20,100,000 is required to complete the project. This new ordinance is necessary to program the additional funds needed for the construction phase of the project.

This Ordinance will repeal Ordinance 4013-24, and authorizes the following appropriations to be programmed:

Design Phase (previously programmed)	\$ 2,000,000
Construction Phase (newly programmed)	<u>\$ 20,100,000</u>
Total Project Costs	\$ 22,100,000

The total programmed available funding for design and construction of the project increased by \$20,100,000 and is now \$22,100,000.

The funding sources for this project will be as follows:

Fund 401 - Water and Sewer Utility	<u>\$ 22,100,000</u>
Total source of funds	\$ 22,100,000

Project summary statement:

This project encompasses improvements to the treatment process at the Water Pollution Control Facility. Currently, peak flows (wet weather flows) that exceed the plant headworks and the primary clarifier capacities are bypassed to the head of Aerated Cell 1. These peak flows subsequently wash solids out of the aerated cells and into the recirculation channel and the oxidation pond. The Combined Conveyance Improvements Project will bypass the peak flows directly to the recirculation channel, preventing solids washout from the aerated cells to the recirculation channel and the oxidation pond.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “Water Pollution Control Facility Combined Conveyance Improvements” Fund 336, Program 032, and repealing Ordinance No. 3881-22.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Water Pollution Control Facility Combined Conveyance Improvements” Fund 336, Program 032, and repealing Ordinance No. 3881-22.

WHEREAS,

- A.** The City of Everett is committed to a planned sewer system infrastructure maintenance improvement and replacement program.
- B.** The City of Everett has identified the need and obtained funds to design and construct new facilities to comply with emerging regulations.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 336, Program 032, entitled “Water Pollution Control Facility Combined Conveyance Improvements” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project. Ordinance No. 3881-22 is hereby repealed.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under the direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$22,100,000 is hereby appropriated to Fund 336, Program 032, “Water Pollution Control Facility Combined Conveyance Improvements” as follows:

A. Estimated Project Design and Construction Costs	\$ 22,100,000
B. Source of Funds	
Fund 401 – Water/Sewer Utility Fund	<u>\$ 22,100,000</u>
Total Funds	\$ 22,100,000

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:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

Project title: An Ordinance creating a special improvement project entitled “Edgewater Creek Bridge Replacement” Fund 303, Program 115, to accumulate all costs for the improvement and repealing Ordinance No. 4002-24.

Council Bill #

CB 2501-07

Agenda dates requested:

Briefing 1/22/25

Proposed action 1/29/25

Consent

Action 2/5/25

Ordinance X

Public hearing

Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Tom Hood

Phone number:

(425) 257-8809

Email:

thood@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Consideration: Plans & Systems Ordinance

Project: Edgewater Creek Bridge Replacement

Partner/Supplier: WA State Department of Transportation (WSDOT)

Location: Mukilteo Boulevard at Shore Avenue

Preceding action: [Ordinance No. 3636-18, approved on 11/21/18](#)
[Ordinance No. 3719-19, approved on 12/18/19](#)
[Ordinance No. 4002-24, approved on 2/21/24](#)

Fund: Fund 303 – Public Works Improvement Projects
Fiscal summary statement:

Ordinance 4002-24 authorized an appropriation of \$34,000,000 for design and construction of the project.

The City was awarded an additional \$850,000 DEMO grant from WSDOT in Congressionally Directed Spending funds. This new ordinance is necessary to program the additional grant funds received.

This Ordinance will repeal Ordinance 4002-24, and authorizes the following appropriations to be programmed:

Design and Construction (previously programmed)	\$ 34,000,000
Additional grant funds (newly programmed)	\$ 850,000
Total Project Costs	\$ 34,850,000

The total programmed available funding for design and construction of the project increased by \$850,000 and is now \$34,850,000.

The funding sources for this project will be as follows:

Bridge Program – Federal Funds	\$ 25,000,000
DEMO Grant ID # WA329 & WA368	\$ 3,850,000
Fund 157 – Traffic Mitigation	\$ 6,000,000
Total Funds	\$ 34,850,000

Project summary statement:

This project will remove and replace the existing Edgewater Creek Bridge, which was built in 1946 and is a vital link in a chain of three bridges that provide the only access to neighborhoods along Mukilteo Boulevard.

The existing bridge is a non-redundant two girder composite deck concrete structure that is structurally deficient in load capacity. In addition, the bridge is seismically vulnerable and functionally obsolete due to narrow substandard traffic lanes and sidewalks.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “Edgewater Creek Bridge Replacement” Fund 303, Program 115, to accumulate all costs for the improvement and repealing Ordinance No. 4002-24.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Edgewater Creek Bridge Replacement” Fund 303, Program 115, and repealing Ordinance No. 4002-24

WHEREAS,

- A.** The City of Everett is committed to replacing structurally deficient and functionally obsolete bridge infrastructure.
- B.** The bridge over Edgewater Creek requires complete replacement.
- C.** The City of Everett has identified the need and obtained Federal funds to remove and replace the existing structure.
- D.** Ordinance No. 4002-24 obligated funds for the design and construction and there is need to program additional federal grant funding.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. Ordinance No. 4002-24 is hereby repealed.

Section 2. A special improvement project is hereby established as Fund 303, Program 115, entitled “Edgewater Creek Bridge Replacement” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project.

Section 3. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 4. The sum of \$34,850,000 is hereby appropriated to Fund 303, Program 115, “Edgewater Creek Bridge Replacement” as follows:

A.	Estimated Project Costs	\$34,850,000
B.	Source of Funds	
	Bridge Program – Federal Funds BRM-2776(009)	\$25,000,000
	DEMO Grant – ID # WA329 and WA368	3,850,000

Fund 157 – Traffic Mitigation
Total Funds

6,000,000
\$34,850,000

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:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____



City Council Agenda Item Cover Sheet

Project title:

An Ordinance Creating a Special Improvement Project Entitled "Animal Shelter HVAC Controls Update", Fund 342, Program 049, to Accumulate All Costs for the Project

Council Bill #

CB 2501-08

Agenda dates requested:**Briefing**

Proposed Action 1/29/2025

Proposed Action 2/05/2025

Consent

Action 2/12/2025

Ordinance ☒

Public hearing

Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Funding 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: Animal Shelter HVAC Controls Update

Partner/Supplier: DK systems

Location: 333 Smith Island Rd, Everett

Preceding action: None

Fund: Fund 342, Program 049

Fiscal summary statement:

The proposed Ordinance will provide funding for the update to the Animal Shelter HVAC controls. The source of the funds for the project is Fund 342, Program 049. Total cost for the project is estimated at \$100,000.

Project summary statement:

The Animal Shelter HVAC controls are at the end of their useful life and need updating. Facilities currently has temporary solutions in place to keep the building functioning, but to maintain long term occupational and building function an update is needed. This project will replace building controllers and update software so that remote access is possible for maintenance and ensure the HVAC system functions as intended.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled "Animal Shelter HVAC Controls Update", Fund 342, Program 049 to accumulate all costs for the project.



ORDINANCE NO. _____

An Ordinance creating a special improvement project entitled “Animal Shelter HVAC Controls Update”, Fund 342, Program 049 to accumulate all costs for the project.

WHEREAS,

- A.** The City Council recognizes the need to maintain City infrastructure.
- B.** The City Council recognizes that the Animal Shelter HVAC controls system is at the end of its useful life and is in need of updates.
- C.** The City Council recognizes that these repairs were identified in the 2019 Facilities Condition Assessment.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 342, Program 049 and shall be entitled “Animal Shelter HVAC Controls Update” to accumulate all costs for the project.

Section 2. Authorization is hereby given to accumulate costs and distribute payments from Fund 342, Program 049 for the special improvement project.

Section 3. Authorization is hereby granted to the Parks and Facilities Director, under the direction of the Mayor, to assume full and complete responsibility for conducting all tasks and all necessary steps to accomplish the actions authorized in this ordinance.

Section 4. The sum of \$100,000.00 is hereby appropriated to Fund 342, Program 049, “Animal Shelter HVAC Controls Update” as follows:

A. Use of Funds		
	<u>HVAC Controls Updates</u>	<u>\$100,000</u>
	Total	\$100,000
B. Source of Funds		
	<u>Fund 342, Program 049</u>	<u>\$100,000</u>
	Total	\$100,000

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: An Ordinance creating a special improvement project entitled “36th Street CSO Storage and Regulator Modifications” Fund 336, Program 022, and repealing Ordinance No. 3902-22.

Council Bill #

CB 2501-09

Agenda dates requested:

Briefing

Proposed action 01/29/25

Proposed action 02/05/25

Consent

Action 02/12/25

Ordinance X

Public hearing

Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Proposed Ordinance

Department(s) involved:

Public Works, Admin

Contact person:

Souheil Nasr

Phone number:

425-257-7210

Email:

SNasr@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Consideration: Plans & Systems Ordinance**Project:** 36th Street CSO Storage and Regulator Modifications**Partner/Supplier:****Location:** 36th Street east of Smith Avenue**Preceding action:** [Ordinance 3812-21, approved on 7/14/21](#)
[Ordinance 3902-22, approved on 10/26/22](#)**Fund:** Fund 336 – Water and Sewer System Improvements Fund**Fiscal summary statement:**

Ordinance 3902-22 authorized an appropriation of \$3,500,000 for the design phase of the project.

Additional funding in the amount of \$39,000,000 is required to complete the project. This new ordinance is necessary to program the additional funds needed for construction of the project.

This Ordinance will repeal Ordinance 3902-22, and authorizes the following appropriations to be programmed:

Design Phase (previously programmed)	\$ 3,500,000
Construction Phase (newly programmed)	<u>\$39,000,000</u>
Total Project Costs	\$42,500,000

The funding sources for this project will be as follows:

Fund 401 - Water and Sewer Utility	<u>\$42,500,000</u>
Total source of funds	\$42,500,000

Project summary statement:

This project, in conjunction with the Sewer “O” Phase 2 project, will control/eliminate combined sewer flooding at 36th Street and McDougall Ave and reduce combined sewer overflow (CSO) discharges at Snohomish River Outfalls (SRO) SRO7 and SRO8 to comply with Department of Ecology requirements.

Design is nearly complete, and construction is expected to begin in 2025.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “36th Street CSO Storage and Regulator Modifications” Fund 336, Program 022, and repealing Ordinance No. 3902-22.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “36th Street CSO Storage and Regulator Modifications” Fund 336, Program 022, and repealing Ordinance No. 3902-22.

WHEREAS,

- A.** The City of Everett is committed to a planned sewer infrastructure replacement program.
- B.** The City of Everett has identified the need and obtained funds to construct certain improvements to reduce or eliminate combined sewer flooding at 36th Street and McDougall Avenue.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project is hereby established as Fund 336, Program 022, entitled “36th Street CSO Storage and Regulator Modifications” to accumulate all costs for the improvement. Authorization is hereby given to accumulate costs and distribute payments for the improvement project. Ordinance No. 3902-22 is hereby repealed.

Section 2. Authorization is hereby granted for the “Public Works Director” or “City Engineer” under the direction of the Mayor, to assume full and complete responsibility for conducting all tasks and doing all things to accomplish the actions authorized in this ordinance.

Section 3. The sum of \$42,500,000 is hereby appropriated to Fund 336, Program 022, “36th Street CSO Storage and Regulator Modifications” as follows:

A. Estimated Project Design and Construction Costs	\$ 42,500,000
B. Source of Funds	
Fund 401 – Water/Sewer Utility Fund	\$ 42,500,000

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:

Marista Jorve, City Clerk

PASSED: _____

VALID: _____

PUBLISHED: _____

EFFECTIVE DATE: _____

Project title:

An Ordinance Creating a Special Improvements Project Entitled “Drew Nielsen Park Playground Replacement”, Fund 354, Program 102, to Accumulate All Costs for the Project in the Amount of \$345,000

Council Bill #

CB 2501-10

Agenda dates requested:

Briefing

Proposed action 1/29/2025

Proposed action 2/05/2025

Consent

Action 2/12/2025

Ordinance ☒

Public hearing

Yes ☐ X No ☐

Budget amendment:

Yes ☐ X No ☐

PowerPoint presentation:

Yes ☐ X No ☐

Attachments:

Funding Ordinance

Department(s) involved:

Parks and Facilities

Contact person:

Bob Leonard

Phone number:

425 257-8335

Email:

Bleonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Drew Nielsen Park Renovation Project

Partner/Supplier: King County Directors’ Association (KCDA)

Location: Colby & 13th St, Everett, WA 98201

Preceding action: None

Fund: Fund 354, Program 102 (CIP-3)

Fiscal summary statement:

The proposed Ordinance will provide funding for the Drew Nielsen Park playground equipment replacement and surfacing material at an estimated cost of \$345,000.

This project is identified in the CIP-3 financial model. Equipment procurement and installation will be through King County Directors Association (KCDA) Cooperative.

Project summary statement:

This project will renovate the playground area at Drew Nielsen Park. The playground has reached its end of life and exceeds the City of Everett Park’s life-cycle standard of 15 years. Replacement of the existing playground equipment will update the playground to current industry standards and add options for accessible play. Playground replacement work includes demolition of the existing playground, construction of new forever lawn safety surfacing system, installation of the new playground equipment, expansion of play area, and certification of the design and installation.

Recommendation (exact action requested of Council):

Adopt an Ordinance creating a Special Improvement Project entitled “Drew Nielsen Park Playground Replacement”, Fund 354, Program 102 to accumulate all costs for the project in the amount of \$345,000.



ORDINANCE NO. _____

An ORDINANCE creating a special improvement project entitled “Drew Nielsen Park Playground Replacement” Project, Fund 354, Program 102, to accumulate all costs for the project.

WHEREAS,

- A.** The City Council is committed to a planned parks capital improvement program as part of the City of Everett Parks and Recreation Open Space (PROS) Plan adopted in 2022.
- B.** The playground at Drew Nielsen Park is 18 years old and exceeds the City of Everett Park’s life-cycle standard of 15 years.
- C.** The City Council recognizes the need to replace the playground and playground surfacing at Drew Nielsen Park.

NOW, THEREFORE, THE CITY OF EVERETT DOES ORDAIN:

Section 1. A special improvement project fund is hereby entitled Drew Nielsen Park Renovation Project, Fund 354, Program 102

Section 2. Authorization is hereby given to accumulate costs and distribute payments from Fund 354, Program 102 for the special improvement project.

Section 3. 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 4. The sum of \$345,000 is hereby appropriated to Fund 354, Program 102, “Drew Nielsen Park Playground Replacement” project.

A. Use of Funds		
Construction and Related Costs		<u>\$345,000</u>
Total		\$345,000
B. Source of Funds		
CIP 3		<u>\$345,000</u>

Total

\$345,000

- 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.

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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 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: _____



From: noreply@civicplus.com
To: [Angela Ely](#)
Subject: [EXTERNAL] Online Form Submittal: City Council virtual public comment registration form
Date: Wednesday, February 5, 2025 3:28:32 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 for 6:30pm meetings and 12pm for 12:30pm meetings.

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	Amy Hieb
Address	Everett WA
District	District 1
City Council Districts map	Click here to view the Everett City Council Districts map
Email address	ameekie@hotmail.com
Phone number	4259983140
Agenda date	2/05/2025
What is the topic you	Public comment

wish to speak about?

Please be specific
about the topic of your
public comment

Discriminatory Code Enforcement

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 the speaker 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. Once public comments are completed, Zoom will be closed, but you may continue to watch the meeting by going to [City of Everett - YouTube](#).

[ADA Information and Requests](#). Please email Angela Ely at aely@everettwa.gov or call 425-257-8703 if you need accommodations participating in Council public comment.

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, February 5, 2025 2:07:49 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

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I understand	I have read the form instructions and understand
First and last name	Julie Zehnder
Address	Everett WA
District	District 1
City Council Districts map	Click here to view the Everett City Council Districts map
Email address	jazehnder@gmail.com
Phone number	3606312582
Agenda date	2/05/2025
What is the topic you	Public comment

wish to speak about?

Please be specific
about the topic of your
public comment

Health & Wellness services

Participating in a city council meeting:

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EVERETT CITY COUNCIL Public Comment Form

Thank you for being here today. Please fill out this form to speak at the council meeting.

State your name and city of residence when you begin speaking. Each person is asked to limit comments to three minutes. This allows everyone a fair opportunity to speak. Return this form to the council administrator before the meeting begins.

All comments must be relevant and delivered to the Council as a whole in a respectful manner. The following comments are not allowed:

- Comments on any kind of campaigning, whether for or against ballot measures or candidates running for office
- Comments advertising any product
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You can also submit a comment and attend meetings online at [everettwa.gov/city council](http://everettwa.gov/city-council). Click on "Council meeting public comment sign up form." This must be done at least 30 minutes prior to the meeting. Additional instructions are available on the web page.

City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: Feb. 5, 2025

NAME (required): John Klosterman

CITY (required): Everett ZIP (required): 98208

EMAIL (optional): Klostermanjohn43@gmail.com PHONE (optional): _____

DISTRICT (circle one): 1 2 3 4 (5) Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: Hope and wellness



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 2-5-25

NAME (required): Michelle Pendergrass

CITY (required): Everett ZIP (required): 98201

EMAIL (optional): PgrassRN@gmail.com PHONE (optional): 206-303-0723

DISTRICT (circle one) 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item

AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: Hope N Wellness

Speed limit on Broadway

Public Comment forms are public records and are subject to disclosure pursuant to the Public Records Act (RCW 42.56) and may be posted online with City archived records.



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DATE: 2/5/25

NAME (required): SCOTT SPARLING

CITY (required): EVERETT ZIP (required): 98201

EMAIL (optional): _____ PHONE (optional): _____

DISTRICT (circle one): ① 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: ZONING / HOPE N' WELLNESS



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 2/5/25
NAME (required): Haley Kenville
CITY (required): Everett ZIP (required): 98201
EMAIL (optional): HKenville@gmail.com PHONE (optional): _____
DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

- ☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____
- ☒ During the general public comment. Please state the topic you would like to speak on: Hope N' Wellness



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: February 5, 2025

NAME (required): Abi Ludwig

CITY (required): Olympia ZIP (required): 98502

EMAIL (optional): _____ PHONE (optional): _____

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: Everett Initiative 24-03



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 2/5

NAME (required): Holly James

CITY (required): Everett ZIP (required): 98201

EMAIL (optional): _____ PHONE (optional): _____

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item

AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: _____