

CONTRACTOR

## LETTER OF UNDERSTANDING

This Letter of Understanding (LOU) is executed pursuant to the 2003 Interlocal Agreement between the City of Everett and the Port of Everett regarding the Cooperative Use of Facilities, Equipment and Resources. The term of this LOU is from June 1, 2018, until August 31, 2019.

The Port of Everett agrees:

- The Port will allow use of the following facilities by Everett Police:
  - office and storage area at the east side of the Port's Conference Center (404 14<sup>th</sup> St, Everett) roughly 450 square feet, and
  - two boat slips (SJE011 & CGE004).

A drawing is attached to this LOU showing the facilities. These may be changed during the course of this LOU if deemed necessary for reasons of safety or efficient operation upon written notification by the Port.

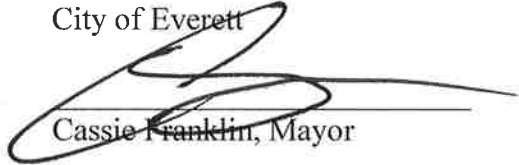
The City of Everett agrees:

- The City shall pay all expenses related to its use of the facilities, including applicable electricity, water, solid waste disposal and/or other utilities, labor charges for maintenance staff services and materials, and consumable item charges, all as reasonably determined by the Port.
- The City will maintain emergency access pathways to the site for emergency and security vehicles. City will an emergency contact list of which will include phone numbers, names and alternate addresses. The City will not block entry with vehicles, materials or debris during the general use of the site so that Port or Emergency vehicles can gain access to the remainder of the property.
- In return for the use of the facilities, the City agrees to provide services to the Port of Everett Security, Marina and Uplands as follows:
  - Quarterly Training Sessions for Port Security & Staff at times that allow for maximum attendance (swing/graveyard shifts) on at least the following topics:
    - Recognizing and reporting threats and suspicious activity.
    - Developing and practicing effective techniques to manage high-stress situations.
  - Review of development plans and Marina policy to improve safety in existing and future development (CPTED).

- Direction on how Port Staff & Security can aid the Everett Police Department enforcement of Boating & Maritime laws for the Port of Everett Marina.
- Other services as mutually agreed.

Dated this 12 day of 9, 2018

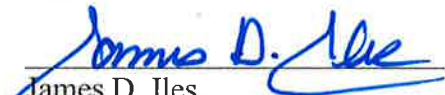
City of Everett

  
Cassie Franklin, Mayor

Port of Everett

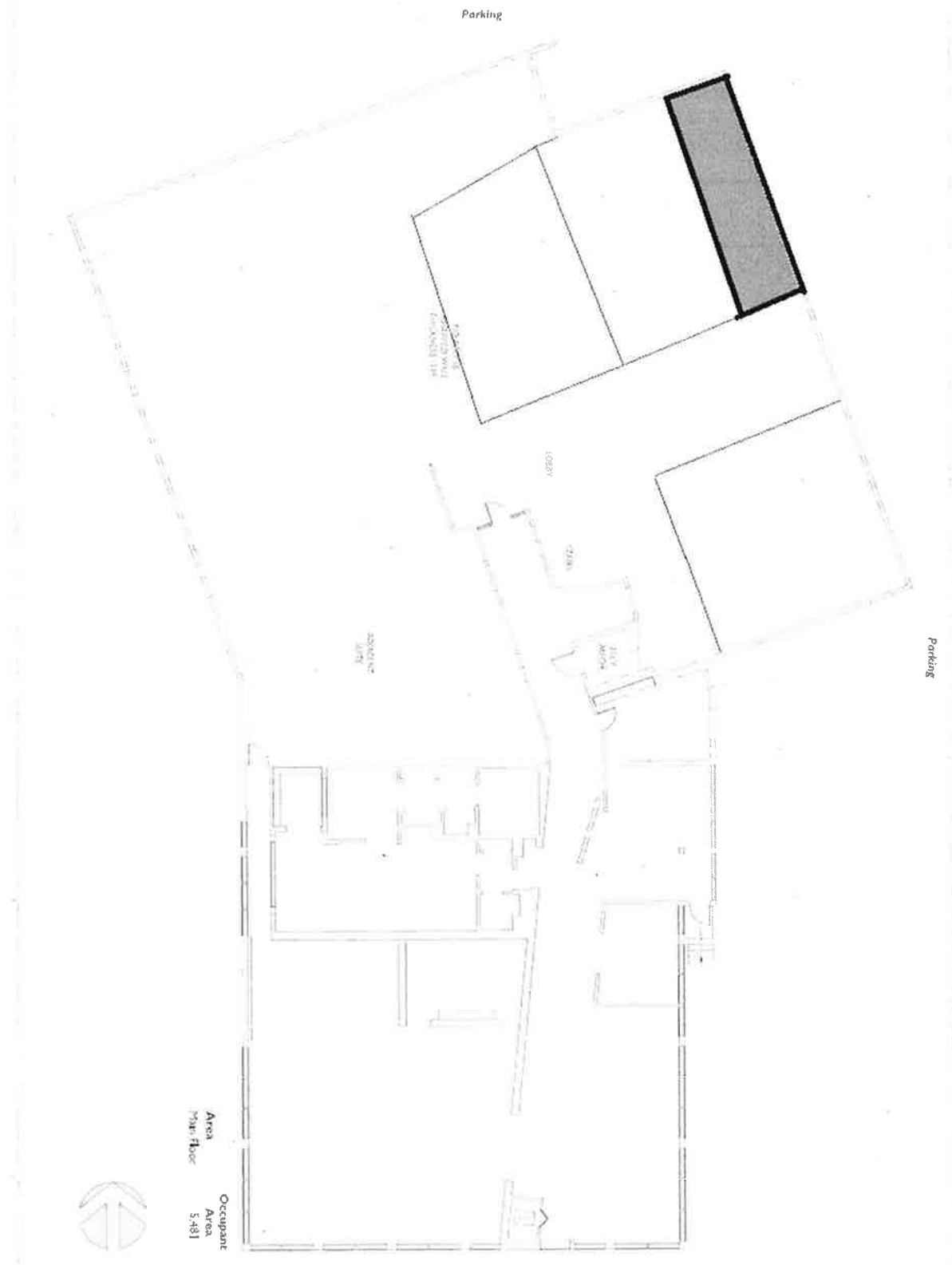
  
Name: Lisa Lefebvre  
Title: Acting CEO/Executive Director

Approved as to Form:

  
James D. Iles,  
City Attorney

Attest:

  
for Sharon Fuller, City Clerk



Port Of Everett  
 1205 California Way Suite 200  
 Everett, WA 98201

**Client**

Port Of Everett  
 404 14th Street  
 Everett, WA 98201

**Subject**

**Lease Plan**

**Floor**

Scale

**2-D**  
 FLOOR PLANS  
 3DFLOORPLANS.COM  
 1002115 Avenue 5000 Suite 100  
 Everett, WA 98201  
 Measured: December 2014 | Project: C14-031