

June 16, 2025

**VIA EMAIL**

[Susan.quan@edmondswa.gov](mailto:Susan.quan@edmondswa.gov)

Susan Quan  
Public Records Office City of Edmonds  
121 5<sup>th</sup> Ave N  
Edmonds, WA 98010

**RE: PUBLIC RECORDS REQUESTS**

Dear Public Records Officer:

On behalf of South County Fire, I am submitting the Public Records Requests below. The following definitions are used for these Requests:

- a. **Original ILA** means the Amended and Restated Interlocal Agreement for Fire and Emergency Medical Services executed in 2017 between the City of Edmonds and South County Fire.
- b. **Contract Payment** has the same meaning as used in the Original ILA.
- c. **Pre-Annexation Agreement** means the Pre-Annexation Interlocal Agreement dated December 17, 2024, between the City and South County Fire.
- d. **Operative Agreements** collectively refers to the Original ILA and the Pre-Annexation Agreement.
- e. **Correspondence** means e-mails, text messages, instant messages, voice mails, and letters either sent or received by City Representatives.
- f. **City Representatives** means City of Edmonds employees, elected officials and the City Attorney.

Requests:

1. All correspondence between City Representatives or between City Representatives and third parties regarding the Contract Payment for 2025 or the Pre-Annexation Agreement.
2. All correspondence with My Edmonds News, Everett Herald or other media regarding the Contract Payment for 2025 or Pre-Annexation Agreement.
3. All Correspondence with Liz Loomis regarding the Contract Payment for 2025 or Pre-Annexation Agreement.
4. All Correspondence (both internal and correspondence to third parties) which is not responsive to Requests 1 – 3 but which addresses the Operative Agreements or the Contract Payment for 2025.
5. All briefing (in whatever form) made to the City Council regarding the Contract Payment for 2025.
6. All briefings (in whatever form) made to the City Council regarding the Operative Agreements.
7. All recordings of City Council meetings where the Pre-Annexation Agreement was discussed.

8. All minutes of City Council meetings referring to the Pre-Annexation Agreement or the Contract Payment.
9. Calendar entries of meetings where the Pre-Annexation Agreement or Contract Payment was discussed.
10. Any records prepared by or on behalf of the City, in whatever form, to be sent to City of Edmonds voters regarding the Contract Payment for 2025 or Pre-Annexation Agreement. Please include drafts and final copies of all such records.
11. All drafts of the City's budgets for 2025 and 2026.
12. Any amendment to the City's budget for 2025.
13. All records containing financial projections for the City's expenses for the calendar year 2025 or the City's revenue for the calendar year 2026.
14. Any records not covered by the foregoing requests regarding the Contract Payment for 2025 or Pre-Annexation Agreement.

Please provide me with responsive documents in an electronic format.

Sincerely,

CSD ATTORNEYS AT LAW P.S.

A handwritten signature in blue ink, appearing to read 'RAD', with a stylized flourish extending to the right.

Richard A. Davis III

Cc: Jeff Taraday, City Attorney  
RAD/rdd