



Memorandum

Date: 7/7/2026
Meeting of: City Council

File No. AM No. 26-103
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Police	Chief Darrell Lowe	425-556-2521
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DEPARTMENT STAFF:

Police	Brian Coats	Deputy Chief
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TITLE:

Approval of Updated On-Call Legal Services Agreement with Baker, Sterchi, Cowden & Rice, LLC, in an Amount Not to Exceed \$200,000

OVERVIEW STATEMENT:

The Police Department requests Council approval to update the City's existing On-Call Legal Services Agreement with Baker, Sterchi, Cowden & Rice, LLC to incorporate revised hourly rates. Under the current agreement, effective February 8, 2024 through February 8, 2026, the LLC provides as-needed legal services and advice to the City and its departments, including the Police Department. The agreement outlines hourly billing rates for partners, associate attorneys, and legal assistants, as well as reimbursement policies, confidentiality requirements, termination procedures, and the contract's maximum expenditure threshold of \$200,000 without Council authorization. Updating the contract to reflect new rates will allow the City to maintain continuity of legal support while ensuring compensation aligns with current service costs.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Contract amount requires Council approval.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Approval of this item will allow the City to update its on-call legal services agreement with Baker, Sterchi, Cowden & Rice to include revised hourly rates once a new contract is finalized and routed. The LLC provides legal services and advice not only to the Police Department but to any City department as needed, ensuring timely access to qualified legal counsel on operational, administrative, and risk-related matters. Updating the agreement will maintain continuity of legal support, uphold existing safeguards such as confidentiality and expenditure limits, and ensure the City can continue to rely on experienced legal guidance as issues arise.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

Services will be used as needed with a maximum threshold of \$200,000.

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:

228

Budget Priority:

Safe and Resilient

Other budget impacts or additional costs: ☐ **Yes** ☐ **No** ☒ **N/A**

If yes, explain:

N/A

Funding source(s):

General fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
6/16/2026	Committee of the Whole - Public Safety and Human Services	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the City will continue operating under the existing agreement and will be unable to update the legal services contract rates for use by the Police Department and other City departments.

ATTACHMENTS:

Attachment A: Baker, Sterchi, Cowden & Rice Contract Renewal