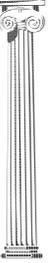


City of Lake Stevens Mission Statement



The City of Lake Stevens' mission is not only to preserve the natural beauty that attracted so many of its citizens, but to enhance and harmonize with the environment to accommodate new people who desire to live here. Through shared, active participation among Citizen, Mayor, Council, and City Staff, we commit ourselves to quality living for this and future generations.

Growth in our community is inevitable. The City will pursue an active plan on how, when, and where it shall occur to properly plan for needed services, ensure public safety, and maintain the unique ambience that is Lake Stevens.



CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens
Monday, July 23, 2012 - 7:00 p.m.

NOTE: **WORKSHOP ON VOUCHERS AT 6:45 P.M.**

CALL TO ORDER: 7:00 p.m.
Pledge of Allegiance

ROLL CALL:

GUEST BUSINESS:

CONSENT AGENDA:

- *A. Approve July 2012 vouchers. Barb
- *B. Approve minutes of July 9, 2012 regular Council meeting. Norma
- *C. Authorize the Mayor to execute the Snohomish County Vessel Registration Fees Interlocal. Randy
- *D. Authorize the Mayor to execute a Small Public Works Contract for on-call tree removal services with Auckland Enterprise. Mick

ACTION ITEMS:

- *A. Approve bid award to Granite Construction Co. for 2012 pavement overlay projects. Mick
- *B. Second and final reading of Ordinance No. 879, 2012 Budget Amendment. Barb

DISCUSSION ITEMS:

- A. Setting City Council Retreat date. John
- *B. Subarea Plans continued discussion. Karen/Becky

COUNCIL PERSON'S BUSINESS:

MAYOR'S BUSINESS:

STAFF REPORTS:

INFORMATION ITEMS:

Lake Stevens City Council Meeting

July 23, 2012

**EXECUTIVE
SESSION:**

A. Potential litigation.

ADJOURN:

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
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THE PUBLIC IS INVITED TO ATTEND

Special Needs

The City of Lake Stevens strives to provide accessible opportunities for individuals with disabilities. Please contact Steve Edin, City of Lake Stevens ADA Coordinator, (425) 377-3227, at least five business days prior to any City meeting or event if any accommodations are needed. For TDD users, please use the state's toll-free relay service, (800) 833-6384, and ask the operator to dial the City of Lake Stevens City Hall number.

NOTICE:

All proceedings of this meeting are audio recorded, except Executive Sessions

**BLANKET VOUCHER APPROVAL
 2012**

We, the undersigned Council members of the City of Lake Stevens, Snohomish County, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that the following vouchers have been approved for payment:

Payroll Direct Deposits	906011-906069	\$138,979.47
Payroll Checks	33762-33763, 33766	\$3,483.46
Claims	33764-33765, 33767-33846	\$202,428.48
Electronic Funds Transfers	478-480	\$5,092.71
Void Checks		
Tax Deposit(s)	7/13/2012, 07/16/12	\$51,406.90
Total Vouchers Approved:		\$401,391.02

This 23rd day of July 2012:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Direct Deposit Register

17-Jul-2012

Wells Fargo - AP

Lake Stevens

Direct Deposits to Accounts

17-Jul-2012	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
9407	Department of Retirement (Pers	C	\$3,592.00	478	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$1,098.25	479	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$402.46	480	Wells Fargo	121000248	4159656917
Total:			\$5,092.71		Count:	3.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	3	\$5,092.71

Pre-Note Transactions

Detail Check Register

13-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
33764	13-Jul-12	969	Business Card			\$2,129.38
07/12 1056			Travel	\$17.53	\$0.00	\$17.53
001003513104300			Administration - Travel & Mtgs	\$17.53		
07/12 1324			Travel/Advertising	\$708.90	\$0.00	\$708.90
001007558004300			Planning - Travel & Mtgs	\$40.33		
001007558004400			Planning - Advertising	\$668.57		
07/12 1411			Travel/Staff Dev	\$53.58	\$0.00	\$53.58
001008521004300			Law Enforce - Travel & Mtgs	\$47.58		
001008521004901			Law Enforcement - Staff Develo	\$6.00		
07/12 4949			MDC Handle	\$87.86	\$0.00	\$87.86
001008521004800			Law Enforcement - Repair & Mai	\$87.86		
07/12 5242			Supplies/Misc	\$660.51	\$0.00	\$660.51
001001511603100			Legislative - Operating Costs	\$50.50		
001003513103100			Administration - Office Supply	\$50.51		
001003514103100			City Clerks-Office Supplies	\$141.91		
001003514104900			City Clerks-Miscellaneous	\$15.21		
001003516103100			Human Resources-Office Supplie	\$50.51		
001003517400000			Admin. Wellness program	\$282.36		
001004514233100			Finance - Office Supplies	\$50.51		
001007558003100			Planning - Office Supplies	\$6.34		
101016542003101			Street Fund Office Supplies	\$6.33		
410016542403101			Storm Water - Office Supplies	\$6.33		
07/12 7750			Travel	\$15.00	\$0.00	\$15.00
101016542004300			Street Fund - Travel & Mtgs	\$7.50		
410016542404300			Storm Water - Travel & Mtgs	\$7.50		
07/12 8109			Postage/Transcriptions	\$586.00	\$0.00	\$586.00
001008521003104			Law Enforcement-Operating Cost	\$186.00		
001008521004200			Law Enforcement - Communicatio	\$400.00		
33765	13-Jul-12	13836	SCCFOA			\$40.00
07/26/12			07/26/12 meeting	\$40.00	\$0.00	\$40.00
001004514234300			Finance - Travel & Mtgs	\$40.00		
Total Of Checks:						\$2,169.38

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
33767	23-Jul-12	13695	Aabco Barricade & Sign Co		\$98.83
91619			Melt Down Pads	\$98.83	\$0.00
101016542640000			Street Fund - Traffic Control	\$98.83	
33768	23-Jul-12	12540	ALLIED WASTE SERVICES #197		\$350.18
0197-001482313			Dumpster services	\$350.18	\$0.00
101016542003102			Street Fund Operating Costs	\$169.29	
101016542004500			Street Fund - Rentals/Leases	\$5.81	
410016542403102			Storm Water - Operating Costs	\$169.28	
410016542404501			Storm Water - Equipment Rental	\$5.80	
33769	23-Jul-12	12540	ALLIED WASTE SERVICES #197		\$251.88
0197-001482090			Dumpster services	\$251.88	\$0.00
001010576803103			Parks-Lundeen-Operating Costs	\$239.17	
001010576804500			Parks - Equipment Rental	\$12.71	
33770	23-Jul-12	12540	ALLIED WASTE SERVICES #197		\$111.18
0197-001482775			Dumpster services	\$111.18	\$0.00
001013519903100			General Government - Operating	\$98.23	
001013519904500			General Government-Equip Renta	\$12.95	
33771	23-Jul-12	12949	ALPINE FIRE & SAFETY SYS INC		\$75.80
578444			First Aid supplies	\$75.80	\$0.00
101016542003101			Street Fund Office Supplies	\$75.80	
33772	23-Jul-12	13954	Apply A Line		\$7,855.60
48358			Road Striping	\$714.00	\$0.00
101016595616442			Cap Proj -Mini Roundabouts	\$714.00	
48443			Road striping	\$7,141.60	\$0.00
101016595616442			Cap Proj -Mini Roundabouts	\$7,141.60	
33773	23-Jul-12	13846	AquaTechnex		\$13,303.50
3598			1st Survey fo Eurasion Milfoil	\$13,303.50	\$0.00
410016542404102			Storm Water -Milfoil Treatment	\$13,303.50	
33774	23-Jul-12	174	Bills Blueprint		\$62.45
457409			Laminating/Encapsulating Maps	\$62.45	\$0.00
101016595616442			Cap Proj -Mini Roundabouts	\$62.45	
33775	23-Jul-12	11952	Carquest Auto Parts Store		\$52.04
2421-177562			Glass/Carb/Brake Cleaner	\$35.41	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$35.41	

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
2421-177699			Grease Gun/Grippit	\$16.63	\$0.00	\$16.63
		101016542004800	Street Fund - Repair & Mainten	\$16.63		
33776	23-Jul-12	13391	Cemex			\$979.63
9423990512			12 ton of asphalt	\$606.60	\$0.00	\$606.60
		101016595616442	Cap Proj -Mini Roundabouts	\$606.60		
9424039653			Liquid Asphalt	\$54.86	\$0.00	\$54.86
		101016595616442	Cap Proj -Mini Roundabouts	\$54.86		
9424052614			3 ton asphalt & 2 buckets tack for mi	\$318.17	\$0.00	\$318.17
		101016595616442	Cap Proj -Mini Roundabouts	\$318.17		
33777	23-Jul-12	274	City of Everett			\$3,565.00
I12001293			Animal Shelter services	\$2,015.00	\$0.00	\$2,015.00
		001008539004100	Code Enforcement - Professiona	\$2,015.00		
I12001637			Animal Shelter services	\$1,550.00	\$0.00	\$1,550.00
		001008539004100	Code Enforcement - Professiona	\$1,550.00		
33778	23-Jul-12	12004	CITY OF MARYSVILLE			\$21,252.43
12-011			Court Citations June 2012	\$7,736.94	\$0.00	\$7,736.94
		001013512500001	Municipal Court Fees	\$7,736.94		
POLIN11-0182			Prisoner Medical May 2012	\$1,452.16	\$0.00	\$1,452.16
		001008523005100	Law Enforcement - Jail	\$1,452.16		
POLIN11-0188			Prisoner Housing June 2012	\$11,978.33	\$0.00	\$11,978.33
		001008523005100	Law Enforcement - Jail	\$11,978.33		
POLIN11-0191			Prisoner Medical June 2012	(\$100.00)	\$0.00	(\$100.00)
		001008523005100	Law Enforcement - Jail	(\$100.00)		
POLIN11-0193			Prisoner Medical June 2012	\$185.00	\$0.00	\$185.00
		001008523005100	Law Enforcement - Jail	\$185.00		
33779	23-Jul-12	13030	COMCAST			\$116.90
06/12 0827887			Traffic Signal Control	\$116.90	\$0.00	\$116.90
		101016542640000	Street Fund - Traffic Control	\$116.90		
33780	23-Jul-12	13030	COMCAST			\$105.95
07/12 0443150			Communications - Internet	\$105.95	\$0.00	\$105.95

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
001003513104200			Administration-Communications	\$2.12		
001003514104200			City Clerks-Communications	\$6.36		
001003516104200			Human Resources-Communications	\$2.12		
001003518104200			IT Dept-Communications	\$4.24		
001004514234200			Finance - Communications	\$4.24		
001007558004200			Planning - Communication	\$16.95		
001008521004200			Law Enforcement - Communicatio	\$61.45		
001010576804200			Parks - Communication	\$2.83		
101016542004200			Street Fund - Communications	\$2.82		
410016542404200			Storm Water - Communications	\$2.82		
33781	23-Jul-12	13030	COMCAST			\$89.89
06/12 0808840			Internet - Shop	\$89.89	\$0.00	\$89.89
101016542004200			Street Fund - Communications	\$44.95		
410016542404200			Storm Water - Communications	\$44.94		
33782	23-Jul-12	13757	Comdata Corporation			\$11,938.53
20166404			Fuel	\$9,210.21	\$0.00	\$9,210.21
001008521003200			Law Enforcement - Fuel	\$9,210.21		
20166405			Fuel	\$2,728.32	\$0.00	\$2,728.32
001003518103200			IT - Fuel	\$55.28		
001007559003101			Building Department - Operatin	\$182.60		
101016542003200			Street Fund - Fuel	\$1,245.22		
410016542403200			Storm Water - Fuel	\$1,245.22		
33783	23-Jul-12	91	Corporate Office Supply			\$546.04
12982i			Printer Cartridge - Annex HP	\$90.08	\$0.00	\$90.08
001004514233100			Finance - Office Supplies	\$90.08		
129965i			office supplies, pens, folders	\$56.41	\$0.00	\$56.41
001008521003100			Law Enforcement - Office Suppl	\$56.41		
129971i			office supplies, pens, folders	\$37.61	\$0.00	\$37.61
001008521003100			Law Enforcement - Office Suppl	\$37.61		
130021i			Office supplies	\$232.28	\$0.00	\$232.28
001007558003100			Planning - Office Supplies	\$122.00		
001007559003100			Building Department - Office S	\$110.28		
101016542003101			Street Fund Office Supplies	\$0.00		
130058i			Supplies	\$129.66	\$0.00	\$129.66

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001003514103100			City Clerks-Office Supplies	\$86.83	
001004514233100			Finance - Office Supplies	\$35.78	
001013519903100			General Government - Operating	\$7.05	
33784	23-Jul-12	9386	Crystal and Sierra Springs		\$303.66
5249844070112			Bottled Water	\$303.66	\$0.00
001007558003200			Planning-Operating Costs	\$17.92	
001007559003101			Building Department - Operatin	\$17.92	
001008521003104			Law Enforcement-Operating Cost	\$105.63	
001013519904900			General Government - Miscellan	\$71.67	
101016542003102			Street Fund Operating Costs	\$45.26	
410016542403102			Storm Water - Operating Costs	\$45.26	
33785	23-Jul-12	359	Cuz Concrete Products, Inc.		\$5,915.55
205192			lakeview storm work	\$3,665.25	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$3,665.25	
205312			48 manhole and pipe repair	\$2,250.30	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$2,250.30	
33786	23-Jul-12	13545	DataQuest LLC		\$70.50
CILKSTEVENS-201206			Background ckeck -Rosson	\$70.50	\$0.00
001003516104100			Human Resources-Professional S	\$70.50	
33787	23-Jul-12	13027	DEPARTMENT OF LICENSING		\$165.00
59466-59474			Weapons permits	\$165.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$165.00	
33788	23-Jul-12	13027	DEPARTMENT OF LICENSING		\$129.00
52012-59485			Weapons permits	\$129.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$129.00	
33789	23-Jul-12	13027	DEPARTMENT OF LICENSING		\$90.00
59475-59483			Weapons permits	\$90.00	\$0.00
633008586000000			Gun Permit - State Remittance	\$90.00	
33790	23-Jul-12	13782	Department of Revenue		\$992.53
Q2.2012			Q2.2012 Leashold Excise Tax	\$992.53	\$0.00
633013586000005			Leasehold Excise Tax Remit	\$992.53	
33791	23-Jul-12	12800	DEPT OF CORRECTIONS		\$26,058.90
MCC4591 0612			Work crew services	\$162.24	\$0.00

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542004800			Street Fund - Repair & Mainten	\$120.62	
410016542404800			Storm Water - Repairs & Maint.	\$41.62	
SLIP0204			asbestos removal and house demo	\$25,896.66	\$0.00 \$25,896.66
001010576806400			Parks - Capital Outlay	\$25,896.66	
33792	23-Jul-12	456	Dunlap Industrial Hardware		\$300.00
1281836-01			miter saw repair	\$300.00	\$0.00 \$300.00
410016542404800			Storm Water - Repairs & Maint.	\$300.00	
33793	23-Jul-12	473	Electronic Business Machines		\$319.16
077757			Copier Maint	\$155.02	\$0.00 \$155.02
001008521004800			Law Enforcement - Repair & Mai	\$155.02	
077761			Copier Maint	\$164.14	\$0.00 \$164.14
001007558004800			Planning - Repairs & Maint.	\$82.07	
101016542004800			Street Fund - Repair & Mainten	\$41.04	
410016542404800			Storm Water - Repairs & Maint.	\$41.03	
33794	23-Jul-12	13390	Evergreen State Heat		\$2,231.74
19171			Heating/AC Replacement	\$2,231.74	\$0.00 \$2,231.74
001008521004800			Law Enforcement - Repair & Mai	\$2,231.74	
33795	23-Jul-12	13468	Feldman & Lee		\$5,250.00
06/30/12			Public Defender	\$5,250.00	\$0.00 \$5,250.00
001013512800000			Court Appointed Attorney Fees	\$5,250.00	
33796	23-Jul-12	549	Foster Press		\$114.59
29752			Music on the Lake posters	\$114.59	\$0.00 \$114.59
001010575304900			Arts Commission	\$114.59	
33797	23-Jul-12	13764	Frontier		\$63.24
07/12/42533408350116			Communications	\$63.24	\$0.00 \$63.24
001013519904200			General Government - Communica	\$21.08	
101016542004200			Street Fund - Communications	\$21.08	
410016542404200			Storm Water - Communications	\$21.08	
33798	23-Jul-12	12393	GLENS RENTAL SALES & SERVICE		\$70.48
S2091			Weedeater heads and pull cords	\$70.48	\$0.00 \$70.48
001010576804800			Parks - Repair & Maintenance	\$70.48	
33799	23-Jul-12	13785	Group Health Coop		\$100.00
74001390			Pre-Employment Physical	\$100.00	\$0.00 \$100.00

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001010576804100			Parks - Professional Services	\$100.00	
33800	23-Jul-12	12785	IIMC-RECERTIFICATION PROGRAM	\$135.00	
06/27/2012			Recertification fee	\$135.00	\$0.00
001003514104900			City Clerks-Miscellaneous	\$135.00	
33801	23-Jul-12	13232	Integra Telecom, Inc	\$855.74	
9868202			Phone services	\$855.74	\$0.00
001003513104200			Administration-Communications	\$6.64	
001003514104200			City Clerks-Communications	\$7.75	
001003516104200			Human Resources-Communications	\$7.19	
001003518104200			IT Dept-Communications	\$18.81	
001004514234200			Finance - Communications	\$14.94	
001007558004200			Planning - Communication	\$55.23	
001007559004200			Building Department - Communci	\$36.87	
001008521004200			Law Enforcement - Communicatio	\$141.78	
001010575304200			Historical - Communications	\$36.87	
001013519904200			General Government - Communica	\$249.92	
001013555504200			Community Center-Communication	\$36.87	
101016542004200			Street Fund - Communications	\$120.26	
410016542404200			Storm Water - Communications	\$122.61	
33802	23-Jul-12	13177	James Barnes	\$163.00	
2012 WSSO			Perdiem WSSO training conf Barne	\$163.00	\$0.00
001008521004901			Law Enforcement - Staff Develo	\$163.00	
33803	23-Jul-12	13957	Jim Freeman	\$500.00	
August 23			Music on the Lake 8/23/2012	\$500.00	\$0.00
001010575304900			Arts Commission	\$500.00	
33804	23-Jul-12	13863	Johns Cleaning Service	\$33.67	
890			uniform cleaning-for june	\$33.67	\$0.00
001008521002600			Law Enforcment Clothing	\$33.67	
33805	23-Jul-12	13885	Lake Industries LLC	\$120.00	
26180			lake vied drive shoulder rock	\$120.00	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$120.00	
33806	23-Jul-12	11777	Lake Stevens Fire	\$2,075.00	
6346			Fire fees Q2.2012	\$2,075.00	\$0.00
633000589500000			Fire Dept Fee Remittance	\$2,075.00	
33807	23-Jul-12	852	Lake Stevens Journal	\$442.20	

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
77461			Advertising - Hearing Mariquana Mo	\$46.90	\$0.00	\$46.90
001007558004400			Planning - Advertising	\$46.90		
77511			Advertising - Hearing Mariquana Mo	\$46.90	\$0.00	\$46.90
001007558004400			Planning - Advertising	\$46.90		
77574			Advertising - Ironman	\$67.00	\$0.00	\$67.00
001007558004400			Planning - Advertising	\$67.00		
77585			Advertising - Bid invite 2012 overlay	\$73.70	\$0.00	\$73.70
101016542004400			Street Fund - Advertising	\$73.70		
77609			Advertising - Aquafest	\$67.00	\$0.00	\$67.00
001007558004400			Planning - Advertising	\$67.00		
77610			Advertising - Ord 874	\$30.15	\$0.00	\$30.15
001013514304400			General Government - Advertisin	\$30.15		
77653			Advertising - Ironman	\$20.10	\$0.00	\$20.10
001007558004400			Planning - Advertising	\$20.10		
77654			Advertising - Mtg 20th St Corr/LS Ct	\$90.45	\$0.00	\$90.45
001007558004400			Planning - Advertising	\$90.45		
33808	23-Jul-12	12751	LAKE STEVENS POLICE GUILD			\$1,073.50
07/13/12			Union Dues	\$1,073.50	\$0.00	\$1,073.50
001000281000000			Payroll Liabilities	\$1,073.50		
33809	23-Jul-12	9340	Lake Stevens School District			\$322.25
8405			Facilities rental Overtime council mt	\$322.25	\$0.00	\$322.25
001001511604501			Legislative - Rentals	\$322.25		
33810	23-Jul-12	860	Lake Stevens Sewer District			\$630.00
07/01/12			Utilities - Sewer	\$630.00	\$0.00	\$630.00
001008521004700			Law Enforcement - Utilities	\$70.00		
001010576804700			Parks - Utilities	\$140.00		
001012572504700			Library - Utilities	\$70.00		
001013519904700			General Government - Utilities	\$280.00		
101016542004700			Street Fund - Utilities	\$35.00		
410016542404700			Storm Water-Aerat. Utilities	\$35.00		
33811	23-Jul-12	12341	LASTING IMPRESSIONS, INC.			\$58.43

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		Check Amount
29951			ubert uniform embr	\$58.43	\$0.00	\$58.43
		001008521002600	Law Enforcment Clothing	\$58.43		
33812	23-Jul-12	12841	Law Offices of Weed, Graafstra			\$7,870.50
102			Legal services	\$7,870.50	\$0.00	\$7,870.50
		001013519904100	General Government - Professio	\$7,870.50		
33813	23-Jul-12	13404	LexisNexis			\$54.30
1420700-20120531			Data searches	\$54.30	\$0.00	\$54.30
		001008521004100	Law Enforcement - Professional	\$54.30		
33814	23-Jul-12	12498	MARYSVILLE PRINTING			\$117.54
11884			Impound form printing	\$117.54	\$0.00	\$117.54
		001008521003100	Law Enforcement - Office Suppl	\$117.54		
33815	23-Jul-12	13711	New Chapter Cleaning			\$665.95
1252			Janitorial Services	\$665.95	\$0.00	\$665.95
		001007558004100	Planning - Professional Servic	\$21.85		
		001007559004100	Building Department - Professi	\$21.85		
		001008521004100	Law Enforcement - Professional	\$381.90		
		001013519904100	General Government - Professio	\$109.25		
		001013555504100	Community Center - Cleaning	\$87.40		
		101016542004100	Street Fund - Professional Ser	\$21.85		
		410016542404101	Storm Water - Professional Ser	\$21.85		
33816	23-Jul-12	12684	NORTHWEST CASCADE INC.			\$218.00
1-489050			HoneyBucket rental	\$218.00	\$0.00	\$218.00
		001010576804500	Parks - Equipment Rental	\$218.00		
33817	23-Jul-12	13955	Northwest Investors Fund LLC			\$1,983.05
ZP2007-20			Refund partial Zoning Permit ZP200	\$1,983.05	\$0.00	\$1,983.05
		001000345008100	Zoning and Subdivision Fees	\$1,983.05		
33818	23-Jul-12	12450	PITNEY BOWES			\$112.17
9619164-JY12			Postage machine rental	\$112.17	\$0.00	\$112.17
		001013519904500	General Government-Equip Renta	\$112.17		
33819	23-Jul-12	12520	PUBLIC SAFETY TESTING			\$425.00
2012-4552			Q2.2012 Recruiting Services	\$425.00	\$0.00	\$425.00
		001003516904100	Civil Service - Professional S	\$425.00		
33820	23-Jul-12	1177	Puget Sound Clean Air Agency			\$3,179.25
Q3.2012			Q3.2012 Clean Air Assessment	\$3,179.25	\$0.00	\$3,179.25

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001013531705100			General Government - Air Pollu	\$3,179.25	
33821	23-Jul-12	11869	PUGET SOUND ENERGY		\$36.87
07/06/12			Utilities - gas	\$36.87	\$0.00
001010576804700			Parks - Utilities	\$12.29	
101016542004700			Street Fund - Utilities	\$12.29	
410016542404701			Storm Water Utilities	\$12.29	
33822	23-Jul-12	13898	Quadrant Homes		\$465.00
BP2012-174			Refund Partial BP2012-174	\$465.00	\$0.00
001000322001000			Building Permits	\$465.00	
33823	23-Jul-12	13706	Robert Guertin		\$163.00
2012 WSSO			Perdiem WSSO training conf Guerti	\$163.00	\$0.00
001008521004901			Law Enforcement - Staff Develo	\$163.00	
33824	23-Jul-12	12722	SHRED-it WESTERN WASHINGTON		\$49.50
101198269			document shredding services	\$49.50	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$49.50	
33825	23-Jul-12	1343	SIRCHIE FINGER PRINT		\$374.44
0086669-IN			fingerprint cards	\$374.44	\$0.00
001008521003100			Law Enforcement - Office Suppl	\$374.44	
33826	23-Jul-12	13363	Six Robblees Inc.		\$11.85
14-253683			Brake Wire Harness	\$11.85	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$11.85	
33827	23-Jul-12	13715	Sno Co Sherrifs Office		\$8,874.64
2012-1177			Prisoner Housing June 2012	\$8,874.64	\$0.00
001008523005100			Law Enforcement - Jail	\$8,874.64	
33828	23-Jul-12	1382	Snohomish County Public Works		\$3,819.76
I000299843			Signal repairs	\$1,144.52	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$1,144.52	
I000306162			Equipment repair	\$2,675.24	\$0.00
001008521004800			Law Enforcement - Repair & Mai	\$2,675.24	
33829	23-Jul-12	12961	SNOHOMISH COUNTY PUD		\$15,942.46
110537507			Utilities - Electric	\$251.40	\$0.00

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
101016542630000			Street Fund - Street Lighting	\$251.40	
117179212			Utilities - Electric	\$3,139.15	\$0.00
410016542404700			Storm Water-Aerat. Utilities	\$3,139.15	
120500119			Utilities - Electric	\$232.31	\$0.00
001010576804700			Parks - Utilities	\$77.44	
101016542004700			Street Fund - Utilities	\$77.44	
410016542404701			Storm Water Utilities	\$77.43	
133742452			Utilities - Electric	\$338.65	\$0.00
101016542630000			Street Fund - Street Lighting	\$338.65	
146921760			Utilities - Electric	\$8,925.09	\$0.00
101016542630000			Street Fund - Street Lighting	\$8,925.09	
146921761			Utilities - Electric	\$805.61	\$0.00
101016542630000			Street Fund - Street Lighting	\$805.61	
146921762			Utilities - Electric	\$1,101.11	\$0.00
101016542630000			Street Fund - Street Lighting	\$1,101.11	
153531898			Utilities - Electric	\$1,149.14	\$0.00
001008521004700			Law Enforcement - Utilities	\$1,149.14	
33830	23-Jul-12	12961	SNOHOMISH COUNTY PUD		\$352.96
117174240			Utilities - Electric	\$42.12	\$0.00
101016542630000			Street Fund - Street Lighting	\$42.12	
120494213			Utilities - Electric	\$68.24	\$0.00
001010576804700			Parks - Utilities	\$68.24	
133746322			Utilities - Electric	\$106.55	\$0.00
001008521004700			Law Enforcement - Utilities	\$106.55	
133747379			Utilities - Electric	\$31.90	\$0.00
001010576804700			Parks - Utilities	\$31.90	
160080146			Utilities - Electric	\$104.15	\$0.00
101016542630000			Street Fund - Street Lighting	\$104.15	
33831	23-Jul-12	1356	SNOPAC		\$25,999.02

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
5453			Dispatch services	\$25,069.02	\$0.00 \$25,069.02
		001008528005100	Law Enforcement - Snopac Dispa	\$25,069.02	
5474			Quarterly Access Assessment	\$930.00	\$0.00 \$930.00
		001008528005100	Law Enforcement - Snopac Dispa	\$930.00	
33832	23-Jul-12	12495	SOUND TRACTOR COMPANY		\$129.61
IN88380			Filters for Kubota	\$129.61	\$0.00 \$129.61
		101016542004800	Street Fund - Repair & Mainten	\$75.00	
		410016542404800	Storm Water - Repairs & Maint.	\$54.61	
33833	23-Jul-12	13931	Stericycle, Inc		\$10.36
3001910775			Hazardous waste disposal	\$10.36	\$0.00 \$10.36
		001008521004100	Law Enforcement - Professional	\$10.36	
33834	23-Jul-12	13396	StoneFly, Inc		\$4,375.50
12331			Storage Server Upgrades	\$4,375.50	\$0.00 \$4,375.50
		510013519606400	Purchase Computer Equipment	\$4,375.50	
33835	23-Jul-12	13737	SunBelt Rentals		\$407.87
35568471-001			equipment rental of grinder	\$407.87	\$0.00 \$407.87
		101016542004800	Street Fund - Repair & Mainten	\$407.87	
33836	23-Jul-12	13891	Tacoma Screw Products Inc		\$297.41
10924220			Paint/shrink tube/pump sprayer/Tap	\$98.80	\$0.00 \$98.80
		101016542004800	Street Fund - Repair & Mainten	\$98.80	
10928344			Hose clamps	\$99.43	\$0.00 \$99.43
		101016542004800	Street Fund - Repair & Mainten	\$49.71	
		410016542404800	Storm Water - Repairs & Maint.	\$49.72	
10930218			Screws, earplugs, pump aprayer	\$99.18	\$0.00 \$99.18
		101016542003102	Street Fund Operating Costs	\$99.18	
33837	23-Jul-12	13821	Terminix Commercial		\$59.73
315957635			Pest Control	\$59.73	\$0.00 \$59.73
		001010576803100	Parks - Operating Costs	\$59.73	
33838	23-Jul-12	13045	UPS		\$1.82
74Y42262			Evidence shipping	\$1.82	\$0.00 \$1.82
		001008521004200	Law Enforcement - Communicatio	\$1.82	
33839	23-Jul-12	13958	Vicky Simcox		\$500.00

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
08/02/12			Music on the Lake 8/02/2012	\$500.00	\$0.00 \$500.00
001010575304900			Arts Commission	\$500.00	
33840	23-Jul-12	1579	VILLAGE ACE HARDWARE		\$608.11
06/30/12			Supplies	\$608.11	\$0.00 \$608.11
001008521004800			Law Enforcement - Repair & Mai	\$94.98	
001010576803100			Parks - Operating Costs	\$80.32	
001010576804800			Parks - Repair & Maintenance	\$101.47	
001012572504800			Library - Repair & Maint.	\$16.27	
001013519903100			General Government - Operating	\$14.09	
001013519904800			General Government - Repair/Ma	\$34.17	
001013555504800			Community Center - Repair & M	\$4.88	
001013555506400			New Senior Center	\$21.63	
101016542004800			Street Fund - Repair & Mainten	\$85.96	
101016595616442			Cap Proj -Mini Roundabouts	\$115.88	
410016542404800			Storm Water - Repairs & Maint.	\$38.46	
33841	23-Jul-12	13956	Wa St Dept of Enterprise Svcs		\$8,693.82
2012060053			Server OS upgrades	\$8,693.82	\$0.00 \$8,693.82
510013519606400			Purchase Computer Equipment	\$8,693.82	
33842	23-Jul-12	13055	WA State Dept of Enterprise		\$291.26
18-1-58126			Co-op membership	\$250.00	\$0.00 \$250.00
001013519904900			General Government - Miscellan	\$250.00	
68761+			Business cards	\$41.26	\$0.00 \$41.26
001008521003100			Law Enforcement - Office Suppl	\$41.26	
33843	23-Jul-12	1618	Washington State Criminal Just		\$100.00
2013-1139			SIDA training Thomas and Wachtvei	\$100.00	\$0.00 \$100.00
001008521004901			Law Enforcement - Staff Develo	\$100.00	
33844	23-Jul-12	12761	WASHINGTON STATE PATROL		\$511.50
I12010114			Background checks CPLs	\$511.50	\$0.00 \$511.50
633008589000006			Gun Permit - FBI Remittance	\$511.50	
33845	23-Jul-12	13843	Weinman Consulting LLC		\$4,093.88
No 15 20th St			Professional services	\$3,743.88	\$0.00 \$3,743.88
001007558804111			Planning-Economic Development	\$3,743.88	
No 15 LSC			Professional services	\$350.00	\$0.00 \$350.00
001007558804111			Planning-Economic Development	\$350.00	

Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount
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Total Of Checks:				\$200,135.10
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Detail Check Register

19-Jul-12

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
33846	19-Jul-12	13959	Blake Jones			\$124.00
I 19631			Refund infraction I 19631	\$124.00	\$0.00	\$124.00
001000353001005			Violation Bureau - Local	\$52.08		
633000386000010			Violations Bureau-Local (St)	\$71.92		
			Total Of Checks:			\$124.00

**CITY OF LAKE STEVENS
REGULAR CITY COUNCIL MEETING MINUTES**

Monday, July 9, 2012
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:01 p.m. by Mayor Vern Little

COUNCILMEMBERS PRESENT: Todd Welch, Suzanne Quigley, Kathy Holder, Kim Daughtry, Marcus Tageant, Neal Dooley and John Spencer

COUNCILMEMBERS ABSENT:

STAFF MEMBERS PRESENT: City Administrator Jan Berg, City Attorney Cheryl Beyer, Planning Director Becky Ableman, Finance Director/Treasurer Barb Lowe, Principal Planner Karen Watkins, Public Works Director Mick Monken, Human Resource Director Steve Edin, Police Chief Randy Celori, and City Clerk/Admin. Asst. Norma Scott

OTHERS: Ron Urquhart, Darren Carleton, Samuel Low, Mark Wakefield

Guest Business. Mark Wakefield, 121 95th Avenue SE, requested Council agenda packets be made available for the public. Mayor Little responded they are on the City's web site. Also he would like to work with the Mayor on the budget and stop the cuts in the Police Department.

Ron Urquhart, 215 95th Avenue SE, made the following comments: vandalism by kids is on the rise because there is nothing to motivate them, create a place for them to play, curfew for under 18 years, gangs and drugs already here, would like a Save our Kids project, and pro-act not react.

Darren Carleton, 830 Sunnyside Blvd SE, of Carleton Farms, commented as follows: construction by the Sewer District will be occurring during the critical time frame for their business this fall, 80% of traffic comes from the south, September and October generates 70% of their business sales, in the past several years their farm has suffered revenue losses of over \$100,000 due to traffic disruption caused by the sewer plant, schedule issues were not being met by the District, fighting for our business, requested Council reconsider the October 31 date and schedule for a later date, possible road closures will put them out of their 46 year business, economically support community, and would like some common ground rather than September-October road closure dates.

Samuel Low, 8409 4th Place SE, questioned Ordinance 879, Page 75 of the Council packet, revenues are up, but not filling a police officer position. Why are you cutting the police at this time? Mayor Little responded we need the revenues to keep City solvent. Mr. Low noted on Page 77 almost all the salaries are being amended and are they amended up or down. Finance Director/Treasurer Lowe noted only three were adjusted as stated in the staff report. Mr. Low commented the mini-roundabouts are working quite well.

Consent Agenda. Councilmember Spencer moved to approve the Consent Agenda items A-D (A. Approve July 2012 vouchers [Payroll Direct Deposits 905944-906010 in the amount of \$146,181.13, Payroll Checks 33708-33709 for \$3,173.17, Claims 33710-33761 for \$59,176.25, Electronic Funds Transfers 472-477 for \$141,806.93, Tax Deposit 6.29.12 for \$53,635.72 for total vouchers approved of \$403,973.20]; B. Approve minutes of June 25, 2012 regular Council meeting; C, Resolution 2012-3 fees resolution; and D. Department of Corrections Agreement Authorization.), seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)

Approve Small Public Works Contract with Bill's Tree Topping & removal. Public Works Director/Engineer Monken reported they went through the competitive bidding process. This contract provides pre-approval of the service provider, which allows the City to call out for the service as needed. The contract is limited to \$5,000 and expires on December 31, 2013. The other bidder, Precise Trees, bid \$73/hour and this contract is for \$70/hour.

MOTION: Councilmember Tageant moved to authorize the Mayor to execute a Small Public Works Contract for on-call services with Bill's Tree Topping & Removal for a total amount not to exceed \$5,000, seconded by Councilmember Holder; motion carried unanimously. (7-0-0-0)

First reading of Ordinance No. 879, budget amendments. Finance Director/Treasurer Lowe reviewed the three funds being amended (General, Street and Equipment Fund- computer). The minimal increase in salaries is for the education incentive negotiated by the Police Guild.

MOTION: Councilmember Dooley moved to approve first reading of Ordinance No. 879 amending Ordinance No. 865, seconded by Councilmember Tageant; motion carried unanimously. (7-0-0-0)

Subarea Planning – Draft Comprehensive Plan (Comp Plan) and Land Use Code Amendments. Principal Planner Watkins gave a brief overview of the Comp Plan amendments: adopt two subarea plans, land use map amendments and Comp Plan elements amendments, reviewed land use code amendments – mostly land use issues relating to the subarea, and reviewed the next steps – Council's public hearings begin August 27 and continue to September 10 and September 24, if needed. Notification by postcard is being given to every property owner in the subarea. Also notification will be in The Herald and Journal, plus a large e-mail list and stakeholders.

Council Person's Business: Councilmembers reported on the following meetings: Tageant – Sewer District Utility Subcommittee; Holder – Sewer District Utility Subcommittee, Fire District – strategic plan published and National Night Out is August 7; Welch – Arts Commission; Spencer – Council's retreat will be scheduled in October; Dooley – Sewer District Utility Subcommittee; and Daughtry – Aquafest and Oktoberfest coming up

Mayor's Business: Mayor Little attended the Highway 9 Coalition meeting in Snohomish and Sewer District Utility Subcommittee meeting.

Staff Reports: Staff reported on the following: Planning Director Ableman – City hosted Economic Alliance meeting; Public Works Director/Engineer Monken – very few complaints on the roundabouts, ballot boxes were installed behind the Baptist Church, attended WSDOT meeting, and over 99% kill on Lake milfoil; and Police Chief Celori – Fireworks complaints (46 complaints with 23 on July 4) and receiving fewer bicycle complaints.

Adjourn. Councilmember Spencer moved to adjourn at 8:18 p.m., seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)

Vern Little, Mayor

Norma J. Scott, City Clerk/Admin. Asst.

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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 7/23/12

Subject: Distribution of Vessel Registration Fees Agreement 2012-2015

Contact Person/Department: Chief Randy W. Celori

Budget Impact: Favorable

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Authorize the Mayor to enter into agreement with Snohomish County for Distribution of Vessel Registration Fees.

SUMMARY/BACKGROUND:

Attached is a draft agreement between Snohomish County and the City of Lake Stevens for distribution of Vessel Registration Fees for the 2012-2015 season. The fees are collected by the state, allocated to the county and distributed to agencies that have approved boating safety programs. Approval of this agreement is required in order for the City to receive its portion of the funds.

Vessel registration fees are from boat registrations collected by the state. A portion of these fees are returned to the county where the fee was collected. The county has the authority to distribute these funds in an equitable way to agencies that operate and maintain an approved boating safety program. Lake Stevens obtained approval of its boating safety program in 1996.

In accordance with WAC 352-64-030, the funds may be used for programs which include planning, development, and operation of programs for recreational boating safety, safety education, and enforcement of boating laws, rules, and regulations. Program elements may include: dissemination of information related to safe boat operation, training of boating safety professionals, purchase of boats and related equipment for boating safety programs, program administration, and the maintenance of a safe boating environment. The funds cannot be used to supplant existing boat safety funding.

This is a three year agreement which guaranties the City of Lake Stevens seven (7) percent of the vessel registration fee distribution each year.

APPLICABLE CITY POLICIES: LSMC, Title 10, Parks and Recreation

BUDGET IMPACT: Anticipated distribution to Lake Stevens in 2012 is \$8900.

ATTACHMENTS:

► Exhibit A: Distribution of Vessel Registration Fees Agreement

**DISTRIBUTION OF VESSEL REGISTRATION FEE AGREEMENT
BETWEEN SNOHMISH COUNTY AND THE CITY OF LAKE STEVENS**

THIS DISTRIBUTION OF VESSEL REGISTRATION FEE AGREEMENT (the Agreement), is entered into by and between Snohomish County, a political subdivision of the State of Washington (County), and the City of Lake Stevens, a municipal corporation of the State of Washington (Lake Stevens). WITNESSETH THAT:

WHEREAS, pursuant to RCW 88.02.040, the Washington State Department of Licensing (DOL) collects vessel registration fees on an annual basis, retains the first 1.1 million dollars of what is collected and then distributes the remainder to Washington counties that have approved boating safety programs; and

WHEREAS, pursuant to WAC 352-65-050(2), the legislative authority of each county with an approved boating safety program is responsible for equitably distributing funds allocated by the state treasurer between local jurisdictions in compliance with the requirements of chapter 352-65 WAC; and

WHEREAS, local jurisdictions offering boating safety services and desiring to receive distribution of funds must enter into a cooperative agreement with the county and receive and maintain state park's approval for their boating safety program; and

WHEREAS, pursuant to WAC 352-65-050, the County must make the equitable distribution to all eligible jurisdictions within seventy-five days of the allocation from the state treasurer and notify state parks of the amount distributed to each eligible local jurisdiction; and

WHEREAS, the County has an approved boating safety program; and

WHEREAS, the County receives an annual allocation of vessel registration fees; and

WHEREAS, Lake Stevens has received and will maintain state parks' approval for its boating safety program and is eligible to receive an equitable share of the vessel registration fees upon execution of a cooperative agreement with the County; and

WHEREAS, the County and Lake Stevens desire to enter into a cooperative agreement,

NOW, THEREFORE, in consideration of covenants, conditions, performances, and promises hereinafter contained, the parties agree as follows:

1. Term. The term of this Agreement shall govern distributions made between March 1, 2012, and February 29, 2015.
2. County Obligations.
 - a. The County agrees that within seventy-five (75) days of the allocation from the state treasurer of vessel registration fee distributions the County shall deliver to Lake Stevens a treasurer's check equal to seven percent (7%) of the vessel registration fee distribution received by the County. The parties agree that this amount represents full payment of Lake Stevens equitable share.
3. Lake Stevens Obligations.
 - a. Lake Stevens agrees to use the funds made available under this Agreement only for boating safety purposes as identified in WAC 352-65-040. Lake Stevens further agrees to use the funds to increase boating safety education and enforcement efforts and to stimulate greater local participation in boating safety, but not to supplant existing boating safety funding.
 - b. Lake Stevens certifies it will operate its boating safety programs throughout the term of this Agreement in compliance with the state's program requirements and will comply with all applicable federal, state and local laws in performing any activities resulting from the use of the funds distributed under this Agreement.
 - c. Lake Stevens agrees to submit an annual report of activities performed and participate in statewide boating surveys as required by state parks.
4. Governing Law and Venue. This Agreement shall be governed by, construed and enforced in accordance with the laws of the State of Washington. The parties stipulate that the venue of any action arising out of this Agreement shall be in the Superior Court of the State of Washington, in and for Snohomish County.
5. Severability. Should any clause, phrase, sentence or paragraph of this Agreement be declared invalid or void, the remaining provisions of this Agreement shall remain in full force and effect.

6. Assignment. This Agreement shall not be assigned, either in whole or in part, by either party without the express prior written consent of the other party, which may be granted or withheld in such party's sole discretion.
7. Entire Agreement. This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and supercedes all prior oral or written agreements between the parties regarding the subject matter contained herein. No changes or additions shall be made to this Agreement except as agreed to by both parties and reduced to writing and executed with the same formalities as are required for the execution of this agreement.

IN WITNESS WHEREOF the parties execute this Agreement this _____ day of _____, 2012.

SNOHOMISH COUNTY

CITY OF LAKE STEVENS

Aaron Reardon, County Executive

Mayor

RECOMMENDED FOR APPROVAL:

ATTEST:

John Lovick, Sheriff

City Clerk

APPROVED AS TO FORM:

APPROVED AS TO FORM:

Sydney M. Dorn 5/31/12

Deputy Prosecuting Attorney

City Attorney

County Risk Manager



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 23 July 2012

Subject: On-Call Tree Removal Services

Contact Mick Monken **Budget Impact:** NA
Person/Department: Public Works

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Pre-approve the use for on-call tree removal services and authorize the Mayor to execute a Small Public Works Contract for on-call services with of Auckland Enterprise for a total amount not to exceed \$10,000 through December 2013.

SUMMARY/BACKGROUND: This action had been before the Council at the 9th July meeting for another tree service provider. This contractor was unable to fulfill the requirement of the contract documents and has been released from their bid. Auckland was the second bidder that came in approximately \$3 per hour over the low bidder.

The Throughout the year, the City deals with emergency and hazardous tree removal. Frequently, the Public Works field staff performed this service. In some cases, a tree is very large or in a particularly difficult location where a professional tree removal service is needed to safely fall and remove the tree. The past practice has been to execute small contracts, typically in the range of \$500 to \$1,500. While this amount falls under the authority of approval by only the Mayor, this action results in time and cost to prepare a contract for each event, get legal approval, and process a contract. This proposal is to execute a single contract that will be used for on-call services as needed up to a total accumulative expenditure of \$10,000 over the next 1 1/2 years.

The selection of the recommended service provider was performed through a competitive bidding process. In May 2012, the City sought bids from professional tree removal services using the PSRC small works roster. A total to two bids were received. The lowest responsive bid was selected.

This action provides a preapproval for the use of the selected service provider. When this service provider is intend to be used, it will still follow the current purchase practices employed by the City. This is limited to an accumulative amount of not to exceed \$10,000 over the duration of the contract. Approval of an expenditure will be performed at an administrative level.

APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: To be determined on a as needed but not to exceed \$10,000 total without prior Council authorization. This will be funded by the 2012 and 2013 Public Works Street and Storm budgets.

ATTACHMENTS:

- ▶ Attachment A: Small Public Works Contract – Auckland Enterprise

TIME RECEIVED
June 14, 2012 8:27:55 AM PDT

REMOTE CSID

Page 30

DURATION
55

PAGES
2

STATUS
Received

JUN/14/2012/THU 08:43 AM

FAX No.

P. 001

ATTACHMENT A

City of Lake Stevens

Bid Proposal for Removal of Danger Trees Service

The following bid proposal is for the removal of danger trees under the direction of the City. Most cases the debris created from the tree removal is to be left at the site. There will be on some occasions that will require the debris to be picked up and removed from the location.

Item	Description	Unit Price
1.	Cutter - (Per Hour) (Includes mobilization, labor, equipment, and material necessary for the contractor to perform the services to trim, cut, and fall a City identified danger tree.)	\$ <u>97.50</u>
2.	Assistant - (Per Hour) (Includes labor, equipment, and material necessary for the assistant to support the Cutter)	\$ <u>40.77</u>
3.	Removal of debris hourly rate (Lump Sum) (Includes mobilization, equipment, material, off site haul with labor, and disposal of debris. Labor to perform the collection, process, and loading of debris at the site is paid under Item 2)	\$ <u>75.00</u>
Sub-TOTAL Item 1 + 2 +3)		\$ <u>213.27</u>
Washington State Sales tax (8.6%)		\$ <u>18.34</u>
TOTAL BID (Item 1 + 2 + 3)		\$ <u>231.61</u>

I am familiar and Bonded for the services required to complete this work and submit this bid understanding the terms of the attached sample small works contract. If awarded this bid, I will be able to respond to a call for services within 24 hours or less from the City's issuance of Notice to Proceed for a specific identified danger tree.

Company: AUCKLAND ENTERPRISES mail: AUCKLANDJILL@HOTMAIL.COM

Address: 119 14TH AV. SE City: SNO Zip: 98290

Phone: 425-377-0455

Signature: Miles Auckland Date: 6-13-12 2011

Print Name: MILES AUCKLAND

Bid Proposal must be turned into the City by 4:00 PM on 15th of June 2012. Email and FAX acceptable: Email to swicken@lakestevenswa.us or FAX 425-212-3327 or deliver to 1812 Main Street, Lake Stevens, WA 98258.



LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 23 July 2012

Subject: 2012 Pavement Overlay – Award of Contract

Contact Mick Monken **Budget Impact:** \$299,566.84
Person/Department: Department of Public Works

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Award the 2012 Pavement Overlay to Granite Construction Company in an amount of \$249,566.84 and authorized an administrative contingency of \$50,000.

SUMMARY/BACKGROUND: Asphalt pavement overlay is a regular part of street surface preservation and an amount of \$342,075 was included for this work in the 2012 budget. This year's overlay project includes 8 road sections and an alternative bid to perform an overlay of the two new mini-roundabout intersections if needed. These sites are shown on Exhibit B. These sites were selected on the need to preserve, enhance, or modify an existing paved road section.

On Lake View Drive and 20th Street NE segments a paved shoulder widening along the north side of the road is included to provide a refuge area for pedestrian. On 131st Avenue NE the roadway is planned to be widened to provide standard lanes to the commercial area from the south. In the Sandy Beach area, there are 4 road segments that are planned for resurfacing only. On 36th NE, the City crew will be perform a road section repair and rebuild which will be repaved under this overlay contract. At the mini roundabouts on North Davies, this was put in as an alternate bid as a contingency to allow for modification to address operational problems (eg: transit, school buses, fire district). As of this date, there have been no operational problems identified for needed corrections so the Alternate Bid has not been included in the awarded budget but is included in the administrative contingency.

On 18th July 2012, the City opened bids for this project. A total of five bids were received and the results are included in Exhibit A. Granite Construction Company came in as the low responsive bidder. The Engineer's Estimate, which the City budgeted the road select, is based on WSDOT bid unit prices, and accounting for higher fuel cost, and estimated the project cost. Work is expected to occur in August/September this year. Actual dates will be dependent on the weather. The administrative contingency will be used where possible to expand logical paving limits (length and widths) and to cover unexpected costs.

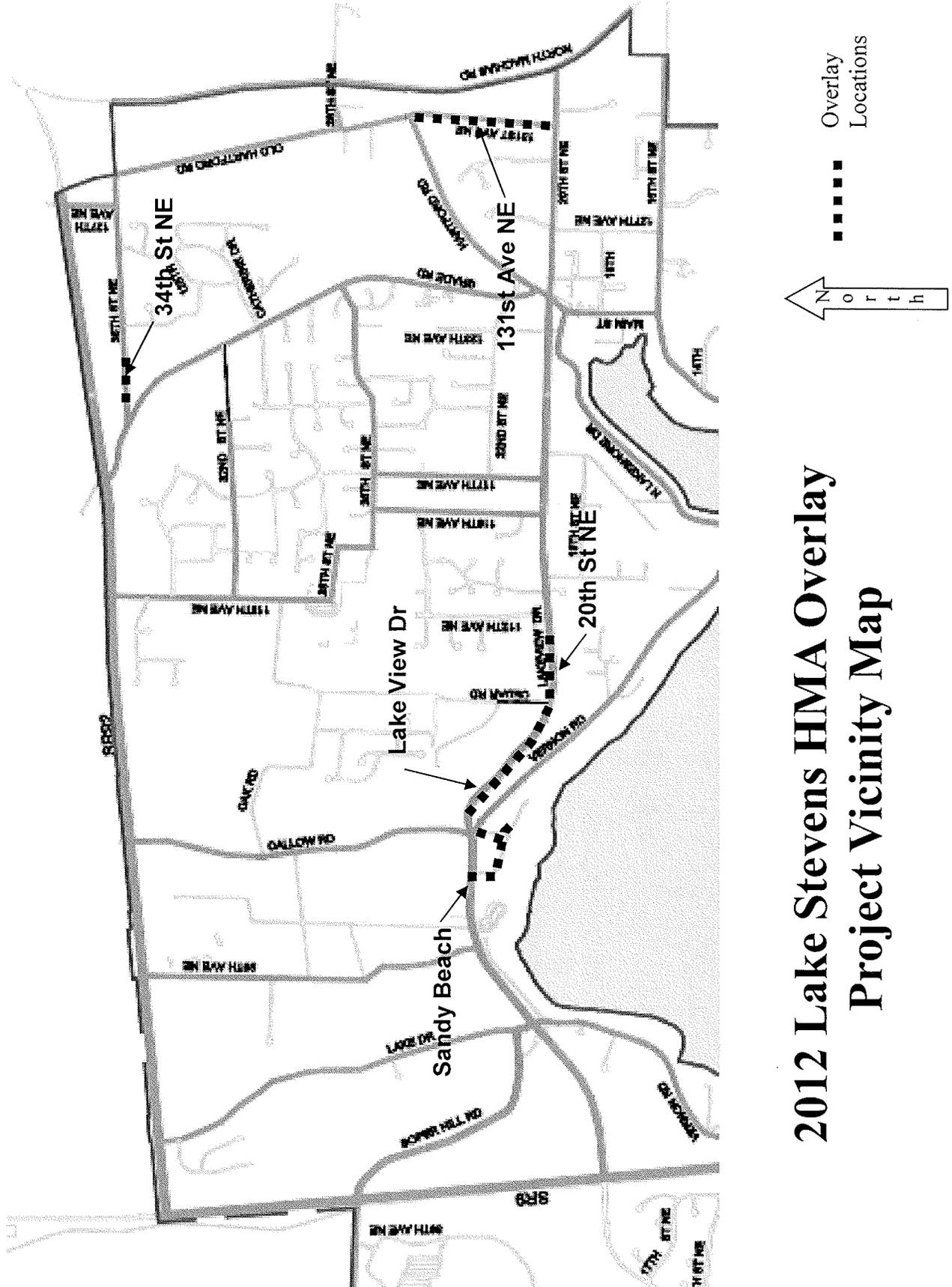
APPLICABLE CITY POLICIES: NA

BUDGET IMPACT: The funds for this are from the pavement overlay budget. Total budget is \$342,075.00

ATTACHMENTS:

- ▶ Exhibit A: Bid Summary Table
- ▶ Exhibit B: Project Locations

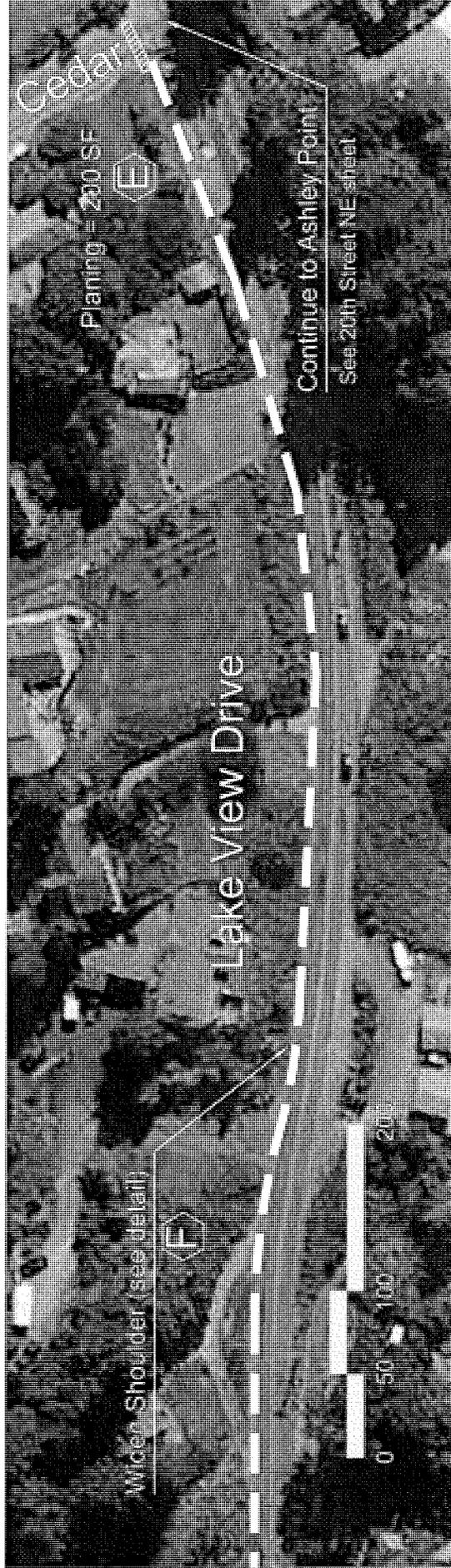
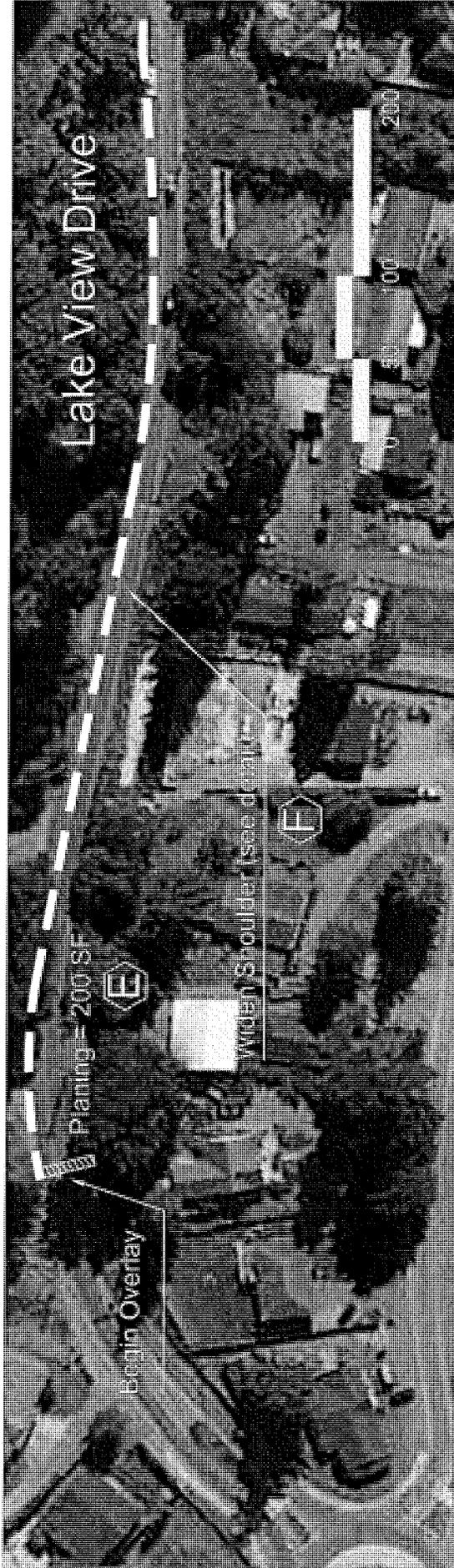
EXHIBIT B



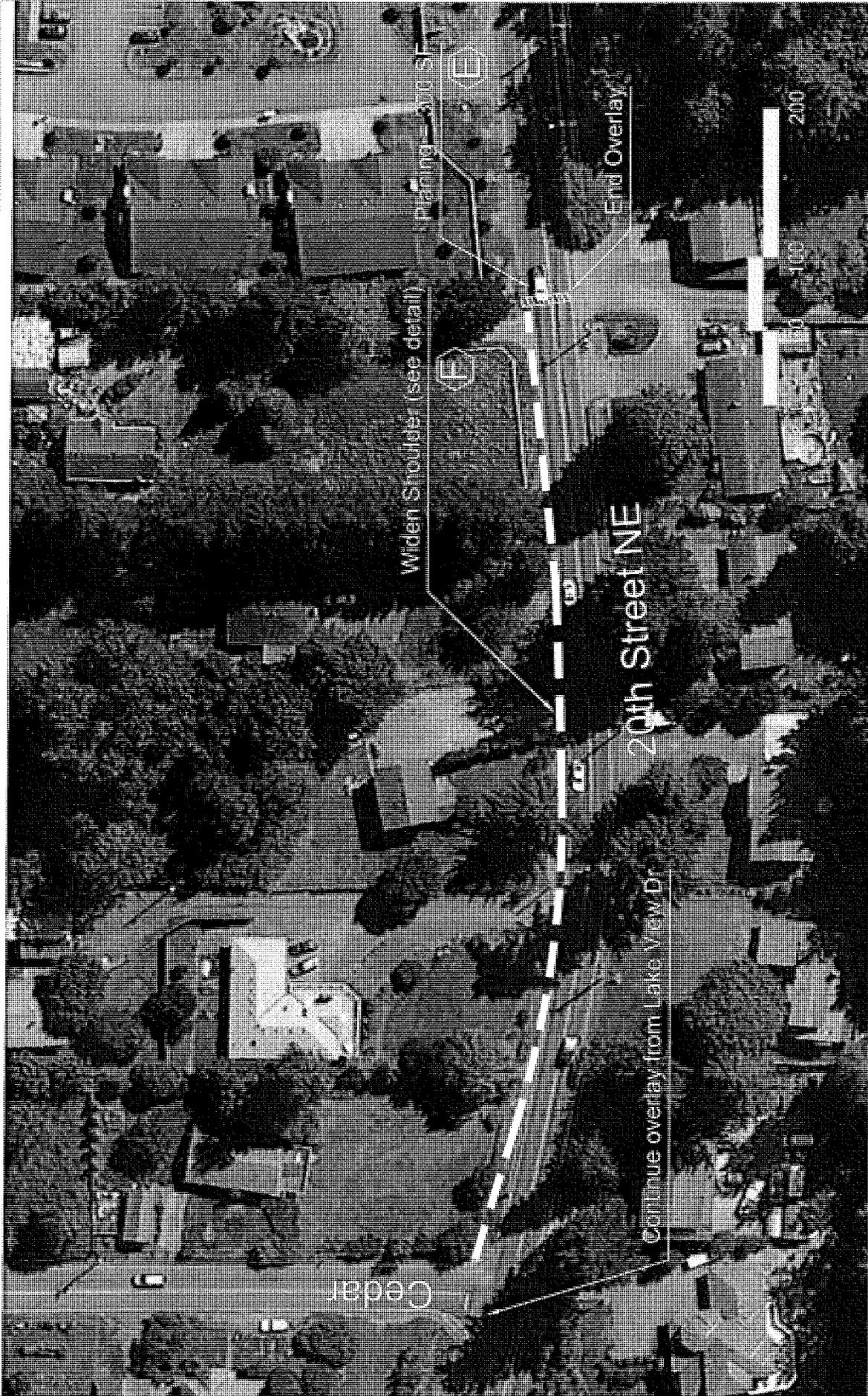
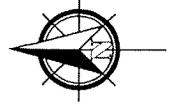
2012 Lake Stevens HMA Overlay Project Vicinity Map



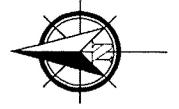
131st Avenue NE
2012 LS HMA Overlay



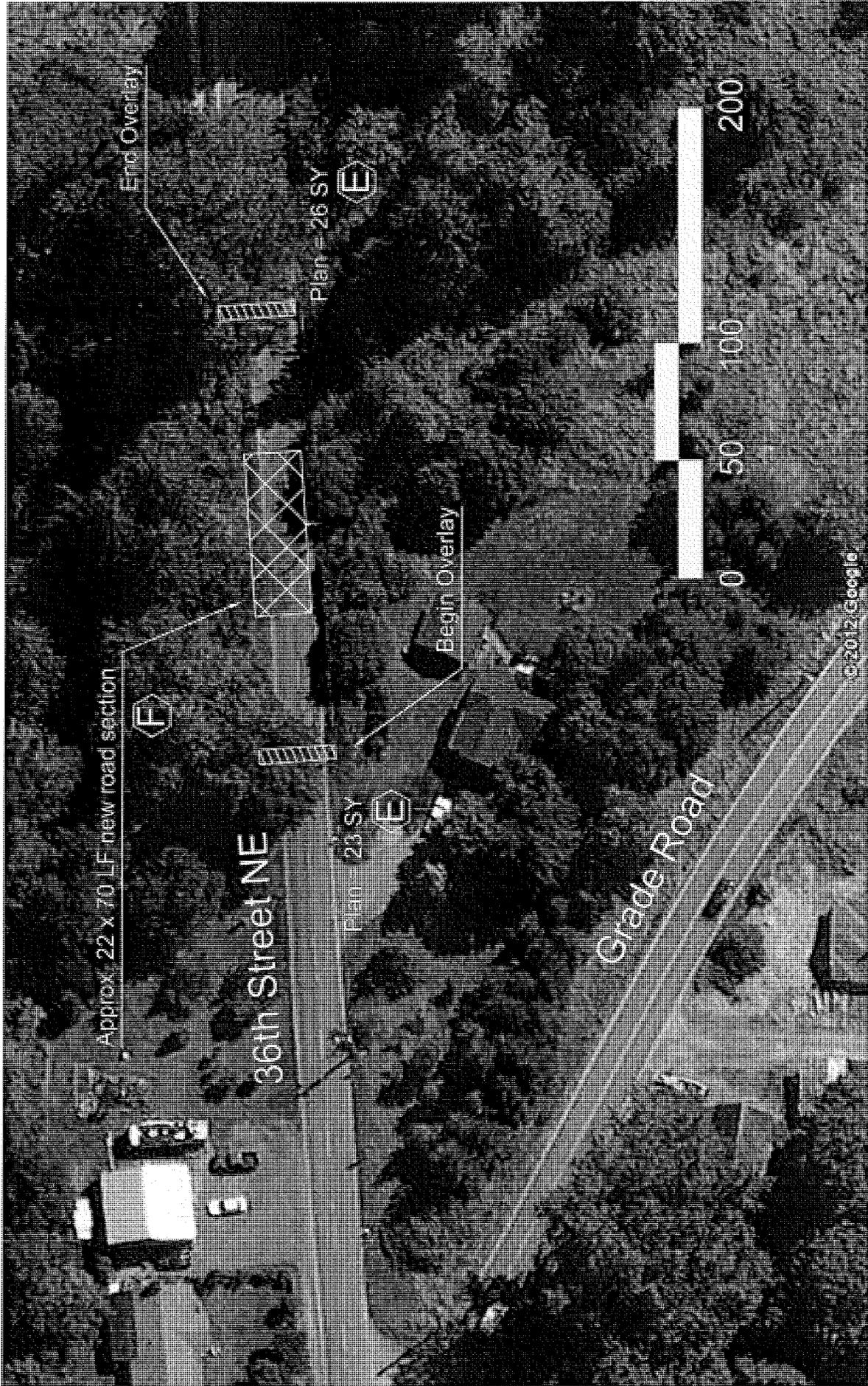
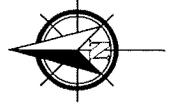
Lake View Drive 2012 LS HMA Overlay



20th Street NE (Cedar - west of Ashley Point)
2012 LS HMA Overlay



Sandy Beach Drive/104th Drive NE
2012 LS HMA Overlay



36th Street NE (Bridge 563)
2012 LS HMA Overlay



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: July 23, 2012

Subject: 2012 Budget Amendment #2

Contact Person/Department: Barb Lowe/ Finance **Budget Impact:** Yes

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve second and final reading and adopt Ordinance No. 879 Amending Ordinance No. 865

SUMMARY/BACKGROUND:

The City adopts an annual budget prior to the start of each fiscal year and then monitors and reviews the activity throughout the year. Any necessary changes in expenditures or unanticipated revenues are brought forward to City Council through a budget amendment to the update the impact on the City's financials. The following budget amendment includes adjustments to the specific line items that will be affected.

There have been two changes made to Ordinance No. 879 since presented to Council on July 9, 2012. These changes are highlighted below:

Detailed explanations of the changes requested are described below:

General Fund - 001

Total Revenues – increase of \$49,717:

Due to the receipt of Annexation Sales Tax Credit funds for State fiscal year 2012. This revenue source has ceased for the current calendar year.

Total Expenditures – net decrease of (\$45,338) includes the following:

An increase of \$ 45,332 for the first half of a payment to Snohomish County for reimbursement of SnoPac related fees due to the SW Annexation, the second half of this payment will occur in 2013.

An increase of \$17,350 related to the 800MHz SERS radio system that was underestimated during the budget process.

A net decrease of (\$104,195) in salaries and benefits due to not replacing a current vacant Police Officer position, laying off a current Police Officer position in 2012, and the increased salaries for those Police Officers now receiving Education Incentive pay.

A decrease of (\$3,825) due to not replacing a current Public Works Crew Worker 1 staff position partially funded by the Parks Department.

Street Fund - 101

Total Revenues – increase of \$37,634 includes the following:

- A Safety Grant in the amount of \$11,380 for school zone safety beacons.
- A FEMA emergency relief grant for \$26,254 relating to the 2012 snow storm.

Total Expenditures – net decrease of (\$61,292) includes the following:

- A decrease of (\$72,672) due to not replacing one vacant Public Works Crew Worker 1 staff position.

An increase of \$11,380 for the purchase of the traffic safety beacon that coincides with the grant revenues received.

Equipment Fund – Computer – 510

Total Revenues – increase of \$2,217:

- Due to the reimbursement of shared costs from the Fire District for the email archive appliance.

Total Expenditures – increase of \$1,964:

- Due to various cost increases for budgeted equipment and software upgrades. Many of the cost increases are due to the limited availability of parts coming out of Japan.

Aerator Repair & Replacement Fund – 540

Total Expenditures – increase of \$22,000

- Due to the emergency contract and necessary repair of the Aerator. Additional inspections are in process to determine the extent of repairs necessary. Additional budget amendments will be necessary for additional work.*

APPLICABLE CITY POLICIES:

In accordance with the Financial Management Policies, Budget Themes and Policies, and the Revised Code of Washington, changes in the adopted budget must be brought before the City Council.

BUDGET IMPACT:

The budget ordinance will amend the beginning and ending balances, and revenues and expenditures in the funds set forth in the ordinance.

ATTACHMENTS:

- ▶ Exhibit A: Ordinance No. 879
- ▶ Exhibit B: 2012 Budgeted Salaries & Benefits Amendments

**CITY OF LAKE STEVENS
 LAKE STEVENS, WASHINGTON
 ORDINANCE NO. 879**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2012 BUDGET AS SET FORTH IN ORDINANCE NO. 865 CONCERNING FUND BALANCES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2012.

WHEREAS, the City of Lake Stevens adopted the 2012 budget pursuant to Ordinance No. 865; and

WHEREAS, the City of Lake Stevens will incur expenditures in categories and amounts other than anticipated in the adopted 2012 budget;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKE STEVENS DO ORDAIN AS FOLLOWS:

SECTION 1. The 2012 budget, as adopted in Ordinance No. 865, is hereby amended as follows:

<i>Fund</i>	<i>Description</i>	<i>Current Budget</i>	<i>Amended Budget</i>	<i>Amount of Inc/(Dec)</i>	<i>ExpRev</i>
001 - General	Revenue	\$7,653,418	\$7,703,135	\$49,717	Rev.
001 - General	Expenditures	\$8,079,040	\$8,033,702	(\$45,388)	Exp.
001 - General	Ending Fund Balance	\$2,851,349	\$2,946,404	\$95,055	EndBal.
101 - Street	Revenues	\$2,037,700	\$2,075,334	\$37,634	Rev.
101 - Street	Expenditures	\$1,902,277	\$1,840,985	(\$61,292)	Exp.
101 - Street	Ending Fund Balance	\$1,909,314	\$2,008,240	\$98,926	EndBal.
510 - Equip Fund - Computer	Revenues	\$51,966	\$54,183	\$2,217	Rev.
510 - Equip Fund - Computer	Expenditures	\$54,046	\$56,010	\$1,964	Exp.
510 - Equip Fund - Computer	Ending Fund Balance	\$80,562	\$80,815	\$253	EndBal.
540 - Aerator Repair & Repl.	Expenditures	\$0	\$22,000	\$22,000	Exp.
540 - Aerator Repair & Repl.	Ending Fund Balance	\$118,039	\$96,039	(\$22,000)	EndBal.

SECTION 2. Except as set forth above, all other provisions of Ordinance 865 shall remain in full force, unchanged.

SECTION 3. Effective Date and Publication. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. This ordinance shall take effect and be in force five (5) days after the date of publication.

PASSED by the City Council of the City of Lake Stevens this 23rd day of July, 2012.

 Vern Little, Mayor

ATTEST/AUTHENTICATION:

Norma J. Scott, City Clerk/Admin Asst

APPROVED AS TO FORM:

First Reading: July 9, 2012
Final Reading: July 23, 2012
Published:
Effective:

Grant Weed, City Attorney

City of Lake Stevens

2012 Budgeted Salaries and Benefits Amendment (Ordinance 879)

Dept	Status	Title	FTE	Original Salaries	Original Benefits	Amended Salaries	Amended Benefits	Amendment Salary Amount	Amended Benefit Amount
Administration	Director	City Administrator	1.00	123,773.04	40,480.88	123,773.04	40,480.88	-	-
Administration	Management	City Clerk	1.00	72,577.92	21,072.73	72,577.92	21,072.73	-	-
Administration	Non-Union	Receptionist/Office Assistant	0.50	20,887.52	12,101.34	20,887.52	12,101.34	-	-
Administration	Non-Union	Receptionist/Office Assistant	0.50	22,248.00	12,344.50	22,248.00	12,344.50	-	-
Finance	Director	Finance Director	1.00	93,635.76	24,629.17	93,635.76	24,629.17	-	-
Finance	Non-Union	Accountant	1.00	66,752.92	24,134.84	66,752.92	24,134.84	-	-
Human Resources	Director	Human Resources Director	1.00	84,752.52	23,087.74	84,752.52	23,087.74	-	-
Information Technology	Management	IT Manager	1.00	88,794.24	31,051.31	88,794.24	31,051.31	-	-
Information Technology	Non-Union	IT Specialist	1.00	69,154.20	34,563.91	69,154.20	34,563.91	-	-
Law Enforcement	Director	Police Chief	1.00	121,511.16	34,735.37	121,511.16	34,735.37	-	-
Law Enforcement	Management	Police Administrative Supervisor	1.00	70,167.72	26,914.12	70,167.72	26,914.12	-	-
Law Enforcement	Management	Police Commander	1.00	99,633.96	24,539.81	99,633.96	24,539.81	-	-
Law Enforcement	Police Guild	Police Officer	1.00	66,104.60	19,913.01	66,104.60	19,913.01	-	-
Law Enforcement	Police Guild	Police Officer	1.00	58,057.47	33,052.72	60,379.77	33,369.72	2,322.30	316.99
Law Enforcement	Police Guild	Police Officer	1.00	62,944.59	33,769.49	62,944.59	33,769.49	-	-
Law Enforcement	Police Guild	Police Officer	1.00	71,013.48	34,561.47	71,013.48	34,561.47	-	-
Law Enforcement	Police Guild	Police Officer	1.00	67,515.62	34,441.32	69,463.18	34,707.16	1,947.57	265.84
Law Enforcement	Police Guild	Police Officer	1.00	66,003.01	27,106.35	66,003.01	27,106.35	-	-
Law Enforcement	Police Guild	Police Officer	1.00	64,383.24	33,672.04	64,383.24	33,672.04	-	-
Law Enforcement	Police Guild	Police Officer	1.00	57,695.55	22,348.48	41,522.03	14,110.14	(16,173.52)	(8,238.35)
Law Enforcement	Police Guild	Police Officer	1.00	58,119.36	25,926.91	58,119.36	25,926.91	-	-
Law Enforcement	Police Guild	Police Officer	1.00	67,060.70	33,957.59	67,060.70	33,957.59	-	-
Law Enforcement	Police Guild	Police Officer	1.00	70,145.35	34,378.65	11,349.00	1,394.00	(58,796.35)	(32,984.65)
Law Enforcement	Police Guild	Police Officer	1.00	70,145.35	20,377.69	74,312.40	20,946.50	4,167.05	568.80
Law Enforcement	Police Guild	Police Officer	1.00	58,264.43	22,071.16	58,264.43	22,071.16	-	-
Law Enforcement	Police Guild	Police Officer	1.00	66,955.46	19,877.95	69,644.37	20,244.99	2,688.91	367.04
Law Enforcement	Police Guild	Police Officer	1.00	60,899.94	33,065.05	60,899.94	33,065.05	-	-
Law Enforcement	Police Guild	Police Officer	1.00	66,694.77	19,842.37	67,355.11	19,932.51	660.34	90.14
Law Enforcement	Police Guild	Police Officer	1.00	72,228.87	20,677.70	70,145.35	20,393.29	(2,083.53)	(284.41)
Law Enforcement	Police Guild	Police Officer	1.00	72,228.87	29,371.19	70,145.35	29,086.78	(2,083.53)	(284.41)
Law Enforcement	Police Guild	Police Officer	1.00	72,228.87	34,719.69	74,312.40	35,004.09	2,083.53	284.40
Law Enforcement	Police Guild	Police Officer	1.00	71,013.48	27,827.23	71,013.48	27,827.23	-	-
Law Enforcement	Police Guild	Police Sergeant	1.00	89,516.25	30,368.07	89,516.25	30,368.07	-	-
Law Enforcement	Police Guild	Police Sergeant	1.00	86,311.61	36,786.58	86,311.61	36,786.58	-	-
Law Enforcement	Police Guild	Police Sergeant	1.00	86,311.61	22,721.31	86,311.61	22,721.31	-	-
Law Enforcement	Police Guild	Police Sergeant	1.00	87,379.82	37,332.42	87,379.82	37,332.42	-	-
Law Enforcement	Police Guild	Police Sergeant	1.00	88,875.32	23,071.26	89,729.89	23,187.90	854.57	116.65
Law Enforcement	Police Guild	Police Support Officer	1.00	54,000.84	17,993.73	54,000.84	17,993.73	-	-
Law Enforcement	Police Guild	Records Clerk	1.00	49,118.53	28,358.73	49,118.53	28,358.73	-	-
Law Enforcement	Police Guild	Records Clerk	1.00	40,452.01	23,027.71	40,452.01	23,027.71	-	-
Law Enforcement	Police Guild	Records Clerk	1.00	49,713.48	31,282.40	49,713.48	31,282.40	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Council Member	1.00	6,000.00	459.00	6,000.00	459.00	-	-
Legislative	Elected	Mayor	1.00	14,400.00	1,391.93	14,400.00	1,391.93	-	-
Planning	Director	Planning Director	1.00	103,564.44	37,318.24	103,564.44	37,318.24	-	-
Planning	Management	Building Official	1.00	81,143.40	35,510.22	81,143.40	35,510.22	-	-
Planning	Non-Union	Associate Planner	1.00	64,043.74	26,963.29	64,043.74	26,963.29	-	-
Planning	Non-Union	Permit Specialist	1.00	56,163.84	25,651.73	56,163.84	25,651.73	-	-
Planning	Non-Union	Principal Planner	1.00	81,996.24	22,651.82	81,996.24	22,651.82	-	-
Planning	Non-Union	Public Works/Planning Coordinator	1.00	53,086.20	31,869.87	53,086.20	31,869.87	-	-
Planning	Non-Union	Senior Planner	1.00	79,029.18	29,347.96	79,029.18	29,347.96	-	-
Public Works	Director	Public Works Director	1.00	116,245.80	39,302.87	116,245.80	39,302.87	-	-
Public Works	Management	PW Superintendent	1.00	76,845.82	30,408.78	76,845.82	30,408.78	-	-
Public Works	Non-Union	Engineering Technician	1.00	60,036.54	18,971.53	60,036.54	18,971.53	-	-
Public Works	Non-Union	Engineering Technician	1.00	69,154.20	21,786.89	69,154.20	21,786.89	-	-
Public Works	Non-Union	Seasonal Parks Worker	0.25	5,623.69	831.52	5,623.69	831.52	-	-
Public Works	Non-Union	Seasonal Parks Worker	0.25	5,623.69	831.52	5,623.69	831.52	-	-
Public Works	Teamsters	Crew Leader	1.00	56,979.64	33,635.33	56,979.64	33,635.33	-	-
Public Works	Teamsters	Crew Leader	1.00	60,989.70	31,529.79	60,989.70	31,529.79	-	-
Public Works	Teamsters	Crew Worker I	1.00	46,366.53	29,045.06	46,366.53	29,045.06	-	-
Public Works	Teamsters	Crew Worker I	1.00	47,278.55	29,217.55	-	-	(47,278.55)	(29,217.55)
Public Works	Teamsters	Crew Worker II	1.00	50,645.51	29,783.96	50,645.51	29,783.96	-	-
Public Works	Teamsters	Crew Worker II	1.00	58,487.52	24,269.41	58,487.52	24,269.41	-	-
Public Works	Teamsters	Crew Worker II	1.00	60,827.02	21,302.56	60,827.02	21,302.56	-	-
Public Works	Teamsters	Crew Worker II	1.00	58,487.52	31,125.35	58,487.52	31,125.35	-	-
Public Works	Teamsters	Crew Worker II	1.00	50,645.51	32,562.80	50,645.51	32,562.80	-	-
Public Works	Teamsters	Crew Worker II	1.00	59,072.40	24,367.42	59,072.40	24,367.42	-	-



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: July 23, 2012

Subject: Subarea Plans Update – Information on Sign Amortization and Sign Incentives

Contact Person/Department:	Karen Watkins, Principal Planner Rebecca Ableman, Planning & Community Development Director	Budget Impact:	Information Only
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RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Information only, no Council action required at this time.

SUMMARY:

This information is in response to Council’s request for information on sign amortization and sign incentives related to the Subarea Planning Process.

BACKGROUND/HISTORY:

During a briefing in June on the proposed subarea sign code, Council requested information regarding sign amortization. In addition, staff has collected non-conforming sign codes and sign replacement incentives from other jurisdictions by talking with staff of other cities and completing an internet search in addition to considering other possible incentives.

NONCONFORMING SIGN CODES:

The City’s Land Use Code has a section on Nonconforming Signs (LSMC 14.68.150) and the proposed Subarea Development Regulations has a subsection on Legal Nonconforming Signs (LSMC 14.38.100(h)). Most cities also have a section of code on legal nonconforming signs. **Table 1** summarizes when each jurisdiction requires a nonconforming sign to be brought into compliance. Although the codes are varied in the specific requirements, they are generally similar.

HOW MUCH DOES SIGNAGE COST?

Attachment A provides a summary of the general cost of business signage. There is wide variation depending on size of sign and type of sign. It could cost between \$300 for a smaller, simple sign to \$15,000 for all the signage on a property.

SIGN AMORTIZATION:

Sign amortization is used most often with adoption of subarea plans or after annexation. Sign amortization programs are rare, possibly because there have been some legal challenges to amortization programs for billboards within Washington State. Staff found three programs currently in effect. The programs are summarized in **Table 2**.

TABLE 1 – NONCONFORMING SIGN CODES

Bring Sign Into Conformity	LAKE STEVENS EXISTING	LAKE STEVENS SUBAREA	BOTHELL	MILL CREEK	MUK-ILTEO	WOOD-INVILLE
Expanded, moved or replaced	X	X	X		X	X
Destroyed by natural causes	X					
Name/message changed						X
Repaired or Renovated if cost w/i 12 months <50% of value	X				X	X
Repairs above normal maintenance		X	X			X
Advertising enterprise or activity no longer operational	X					X
Billboard blank or activity not operational for 180 days	X					
Building value altered 50 or more by business or activity		X				
When change of use permit required		X	X			
Does not exceed <25% of max size or height, until changed or replaced				X		
Within 3 years of code adoption				X		

TABLE 2 – SIGN AMORTIZATION PROGRAMS

	MIAMI	MILL CREEK	MUKILTEO (Billboards only)
Three Years		X	
Five Years	x		X
Extend set replacement schedule by request to Planning Director		X	X (3 years more)
Fee same as Variance		X	

BACKGROUND OF AMORTIZATION IN PLANNING: (*Methods of Determining Amortization Periods for Non-Conforming Uses*, by Margaret Collins, 1997)

Amortization in planning is a technique for the removal of nonconforming uses after the value of a nonconforming use has been recovered – or amortized – over a period of time. In some instances, zoning ordinances set time periods for phasing out different types of nonconforming uses. The United States is the only country in which this technique has been used.

The amortization technique, as applied to nonconforming uses, has been described as more of a postponement than a solution. It has the virtue of cushioning the economic shock; it has the vice of delay. Courts state the termination process must mitigate the private loss by allowing the owner a reasonable period to recoup his investment in the nonconforming use.

The process of determining amortization periods is not merely a matter of accountancy; it is rather a “balancing test” weighing the private cost against the public gain. Also considered is the magnitude of the cost to the owner and its economic impact on the business and the individuals concerned.

There are two steps in calculating the amortization periods: (1) establish recoverable costs, and (2) establish the amortization period to recover these costs.

**TABLE 3 –AMORTIZATION TIME PERIODS FOR VARIOUS USES
RECOMMENDED IN MODEL ZONING GUIDELINES**

Single-Family Residential Uses	Exempt
Signs & Minor Structures	3 years
High Density Residential Uses	10-20 years
Commercial & Office Buildings	20-30 years
Factories & Hotels	40-50 years

Source: The Zoning Report, July 23, 1993

SIGN REPLACEMENT INCENTIVES:

A search of the internet showed more sign replacement incentive programs than sign amortization programs. *Table 3* summarizes six different jurisdiction’s programs. In general, the sign incentive programs is to bridge the gap in cost between unattractive old signage and highly functional, attractive new signs to complement and create a more attractive main street, downtown or urban center. Many have intent to support three-dimensional, symbolic, projecting signs. Most also include awnings as signs. There are three types of sign incentive programs: rebates, loans, and grants. Most look at the program as part of their economic development strategy.

TABLE 3 – SIGN REPLACEMENT INCENTIVE PROGRAMS

	CLEVELAND	HOMER GLEN	HOWELL	PORT- LAND	SOUTH LAKE TAHOE	TECUMSEH
Rebate on eligible sign expenses	40% (applicant pays all sign costs in full before receiving rebate)				50% (proof of payment submitted and work completed before rebate)	
Loan program		50% cost of new signage @ 0% interest				
Grant Program			25% (\$5,000/year in program) (check mailed after submitting invoice from sign company) (May request again, but non grantees get first pick)	50% (copies of paid invoice submitted for grant check)		50% (submit invoice w/i 3 months of grant award)
Maximum rebate, grant or loan per business	\$3,000 (if at least \$7,500)	\$5,000		\$1,000 every five years	\$4,000 single business sign, \$6,000 multiple business sign, \$10,000 on one property	\$500

OTHER IDEAS FOR SIGN INCENTIVES:

These are a few potential incentives for Lake Stevens:

- Provide a budget for economic development sign replacement incentive program.
- If a business upgrades signs to conform to new regulations in the:
 - First and second years, they only pay 25% fee
 - Third year, they only pay 50% fee
 - Fourth and fifth years, they only pay 75% fee

APPLICABLE CITY POLICIES: Lake Stevens Comprehensive Plan and Title 14 LSMC

BUDGET IMPACT: There is no immediate budget effect.

ATTACHMENTS:

- A. How Much Does Signage Cost?
- B. Sign Replacement Incentive Program brochure, City of South Lake Tahoe, CA

ATTACHMENT A

How Much Does Signage Cost?



Low: Starts \$20-
\$100 Per Sign



Medium: Can
Run \$100-
\$500 For
Longer Signs



High:
Longer
Signs Can
Run \$300-
\$600; Or
Even
\$1,000-
\$10,000
For Very
Large
Signs

Related Topics:

[Graphic Designer](#)

[Business Cards](#)

[>> All Articles for
Small Business](#)

Signs let a company communicate with passers-by, and can either announce the name and nature of the business or a special sale or event. Good signs are the least expensive and most affordable advertising for many businesses, according to the [Small Business Administration](#). While the cost of proper business signage is usually included in any start-up business budget, improved signage can also give a boost to an established company.

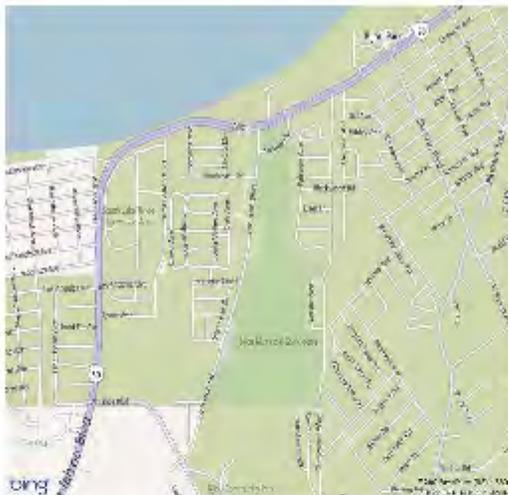
Typical costs:

- Temporary signage for promotional or sales campaigns starts around **\$20 - \$100** per sign depending on size, type, number of colors used, quantity ordered and local prevailing rates, but can run **\$100 - \$500** or more apiece for larger full-color signs. Generally temporary signage includes window splashes, magnetic vehicle signs and small yard signs for seasonal promotions. This type of signage can also include vinyl/plastic/nylon banners, which run around **\$3 - \$9** a square foot or **\$40 - \$100** each for basic banners and **\$100 - \$500** or more for larger, heavy-duty, fade-resistant, custom-designed full-color banners.
- Longer-lasting signage for a street-side ("monument") or roof top business name, vehicle lettering or other types of permanent signage start around **\$300 - \$600**; [Tennessee sign maker](#) estimates that an average 4x8-foot sign, installed, runs about **\$500**. However, an outdoor sign can easily run **\$1,000 - \$10,000** or more for changeable-letter "reader" boards or "monument" signs (mounted on a pole or other structure separate from the business building). Bankrate.com lists [actual sign costs](#), ranging from **\$40** for a simple banner or **\$99** for a neon "open" sign, to **\$3,610** for an outdoor cabinet with two 3-color sign faces.
- Depending on the type of business, a start-up store or company might easily require **\$5,000 - \$15,000** or more in business signage. Most sign companies require a deposit of 20-50 percent of the total cost when an order is placed, with the balance due when the sign is delivered.

ATTACHMENT B

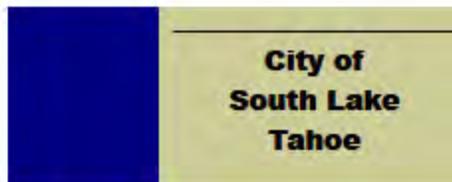
Let Us Help!

Please contact the Planning Division
or visit the City of South Lake Tahoe
website at www.cityofsilt.us to view
new changes to the Sign Ordinance
in Chapter 25 of the City Code.



*City of
South Lake Tahoe*

Planning Division
1052 Tata Ln.
South Lake Tahoe, CA 96150
530-542-6020
www.cityofsilt.us



**SIGN
REPLACEMENT
INCENTIVE
PROGRAM**



ATTACHMENT B

Sign Replacement Incentive Program - Phase I

As part of the City's "Fixin 50 Initiative" incentives for replacing old non-compliant signs are offered.

The first phase of this program provides sign replacement incentives for properties on Hwy. 50 between Trout Creek and Ski Run Blvd. (see map on reverse)



Awards:

- The City will match up to 50% of the total cost of a sign replacement project with the maximum amount being \$4,000.00 for a single business sign and maximum amount of \$6,000.00 for a multiple business sign. Where multiple signs on one property will be replaced, the maximum City funding for the property is \$10,000.00.
- Funds are issued as a reimbursement after all work is completed, proof of payment is submitted, and staff has verified that all work has been completed consistent with the approved sign permit and funding application.

- Awards are on a first-come, first-served basis until Council allocated funds are depleted or until the program ends, whichever comes first.

Criteria:

- Properties must be located in a commercial zoning district along Hwy. 50 between Trout Creek and Ski Run Blvd.
- All businesses indicated on the sign must be in compliance with all zoning, City permit and business license requirements.
- Vacant business property is eligible but funds will not be reimbursed until the space is occupied by a business tenant that is in compliance with all zoning, City permit, and business license requirements.
- Applications must comply with all Sign Ordinance standards contained in Chapter 25 of the City Code.
- Applications must comply with all Building Code requirements.
- All proposed signage must reflect a quality of design and be compatible with the overall streetscape objectives of the area.
- Where funds are awarded, the subject property owner shall sign an agreement to maintain the sign in good condition for as long as the sign exists.
- The City has sole discretion in awarding funds.

Eligibility:

- Any property owner of an existing commercial property located in a commercial zoning district along Hwy. 50 between Trout Creek and Ski Run Blvd. may apply for replacement or reconstruction of a sign currently not in compliance with the City Sign Ordinance (City Code Chapter 25).
- Tenants of eligible properties may apply, but must have written permission of the property owner.
- Any work described in the application that is already underway at the time the application is submitted is not eligible for reimbursement.
- Both freestanding and building signs are eligible.

