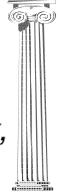


City of Lake Stevens Vision Statement



By 2030, we are a sustainable community around the lake with a vibrant economy, unsurpassed infrastructure and exceptional quality of life.

CITY COUNCIL REGULAR MEETING AGENDA
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street NE, Lake Stevens
Monday, February 25, 2013 - 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 February vouchers. Barb
*B. Approve City Council regular meeting minutes of Norma
February 11, 2013.

ACTION ITEMS: *A. Adoption of 2nd and final reading of Ordinance No. 887, Barb
2013 budget amendment.

DISCUSSION A. Shoreline Management Program update. Becky
ITEMS: *B. 20th Street SE road project strategy – utility placement Mick
and code amendment.
C. Police Chief recruitment schedule. Jan

**COUNCIL PERSON'S
BUSINESS:**

STAFF REPORTS:

MAYOR'S BUSINESS:

**INFORMATION
ITEMS:**

**EXECUTIVE
SESSION:**

Lake Stevens City Council Regular Meeting Agenda

February 25, 2013

ADJOURN:

* ITEMS ATTACHED	** ITEMS PREVIOUSLY DISTRIBUTED	# ITEMS TO BE DISTRIBUTED
------------------	---------------------------------	---------------------------

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
2013

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	906863-906918	\$123,930.53
Payroll Checks	34750	\$2,465.13
Electronic Funds Transfers	561-565	\$6,237.19
Claims	34751-34806	\$164,208.20
Void Checks	34676, 34732, 34694	(\$3,289.80)
Tax Deposit(s)	2/15/2013	\$49,060.48
Total Vouchers Approved:		\$342,611.73

This 25th day of February 2013:

 Mayor

 Councilmember

 Finance Director

 Councilmember

 Councilmember

 Councilmember



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Direct Deposit Register

15-Feb-2013

Wells Fargo - AP

Lake Stevens

Direct Deposits to Accounts

15-Feb-2013	<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	\$2,012.50	561	Wells Fargo	121000248	4159656917
9362	Department of Revenue	C	\$1,672.98	562	Wells Fargo	121000248	4159656917
9408	NATIONWIDE RETIREMENT SOL	C	\$1,123.25	563	Wells Fargo	121000248	4159656917
9405	Wash State Support Registry	C	\$402.46	564	Wells Fargo	121000248	4159656917
Total:			\$5,211.19		Count:	4.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	4	\$5,211.19

Pre-Note Transactions

Direct Deposit Register

19-Feb-2013

Wells Fargo - AP

Lake Stevens

Direct Deposits to Accounts

19-Feb-2013	<u>Vendor</u>	<u>Source</u>	<u>Amount</u>	<u>Draft#</u>	<u>Bank Name</u>	<u>Transit</u>	<u>Account</u>
13027	DEPARTMENT OF LICENSING	C	\$1,026.00	565	Wells Fargo	123456789	123123123
Total:			\$1,026.00		Count:	1.00	

Direct Deposit Summary

<i>Type</i>	<i>Count</i>	<i>Total</i>
C	1	\$1,026.00

Pre-Note Transactions

Detail Check Register

15-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount		
34751	15-Feb-13	969	Business Card			\$3,323.19
02/13 4381			wall mounts for lobby signage	\$21.70	\$0.00	\$21.70
001008521003100			Law Enforcement - Office Suppl	\$21.70		
02/13 4381			ubert card-confirm delivery/passport	\$106.44	\$0.00	\$106.44
001008521003100			Law Enforcement - Office Suppl	\$106.44		
02/13 4949			Lemap/handles	\$130.51	\$0.00	\$130.51
001008521004300			Law Enforce - Travel & Mtgs	\$213.44		
001008521004800			Law Enforcement - Repair & Mai	(\$82.93)		
02/13 1056			Maint support agreement storage co	\$2,610.20	\$0.00	\$2,610.20
510013519103101			License Renewal/Annual Maint	\$2,610.20		
02/13 4381			ubert credit card-WAPRO Members	\$25.00	\$0.00	\$25.00
001008521004900			Law Enforcement - Miscellaneou	\$25.00		
02/13 4949			Investigations/Faraday Bags-eDEC	\$317.21	\$0.00	\$317.21
001008521003104			Law Enforcement-Operating Cost	\$317.21		
02/13 1056			Floral arrangement	\$57.83	\$0.00	\$57.83
001013519903100			General Government - Operating	\$57.83		
02-13 4949			White Plastic ID Cards/Legend ID S	\$54.30	\$0.00	\$54.30
001008521003100			Law Enforcement - Office Suppl	\$54.30		
34752	15-Feb-13	969	Business Card			\$2,349.92
02/13 1324			Parking/Postcard print & mail	\$25.10	\$0.00	\$25.10
001007558004300			Planning - Travel & Mtgs	\$6.00		
001007558004400			Planning - Advertising	\$19.10		
02/13 4381			Compliance Signs/ No Smoking sign	\$31.00	\$0.00	\$31.00
001008521003104			Law Enforcement-Operating Cost	\$31.00		
02/13 4949			Sgt Summers/Mic Earpiece for radio	\$97.20	\$0.00	\$97.20
001008521002600			Law Enforcment Clothing	\$97.20		
02/13 5242			AWC conf/ID/Traffic certs/JSA sub	\$726.00	\$0.00	\$726.00

Detail Check Register

15-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001001511603100			Legislative - Operating Costs	\$19.00	
001001511604901			Legislative - Prof. Developmen	\$270.00	
001003511104901			Executive - Prof. Development	\$135.00	
001003516104900			Human Resources-Miscellaneous	\$49.00	
001007558400001			Planning - Staff Development	\$135.00	
101016542004001			Street Fund - Staff Developmen	\$118.00	
02/13 7750			ICAD/gas cap/pkg/oil drums	\$932.68	\$0.00 \$932.68
001013519904800			General Government - Repair/Ma	\$26.02	
101016542003101			Street Fund Office Supplies	\$199.50	
101016542003102			Street Fund Operating Costs	\$248.58	
101016542004300			Street Fund - Travel & Mtgs	\$10.50	
410016542403101			Storm Water - Office Supplies	\$199.50	
410016542403103			Tools	\$248.58	
02/13-4381			Lemap study/boxes/postage	\$478.18	\$0.00 \$478.18
001008521003100			Law Enforcement - Office Suppl	\$30.59	
001008521004200			Law Enforcement - Communicatio	\$400.00	
001008521004300			Law Enforce - Travel & Mtgs	\$47.59	
2/13 4949			Pelican Case Foam insert/Marine P	\$27.19	\$0.00 \$27.19
001008521003104			Law Enforcement-Operating Cost	\$27.19	
2-13 4949			Team Logo/New Officer #126, bb ca	\$32.57	\$0.00 \$32.57
001008521002600			Law Enforcment Clothing	\$32.57	
Total Of Checks:					\$5,673.11

Detail Check Register

19-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor			Check Amount
34753	19-Feb-13	12961	SNOHOMISH COUNTY PUD			\$31.58
130515296		201935673		\$31.58	\$0.00	\$31.58
001008521004700		Law Enforcement - Utilities		\$31.58		
Total Of Checks:						\$31.58

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
34754	25-Feb-13	12540	ALLIED WASTE SERVICES #197		\$255.54
0197-001552792			Dumpster services	\$255.54	\$0.00
					\$255.54
001010576803103			Parks-Lundeen-Operating Costs	\$247.15	
001010576804500			Parks - Equipment Rental	\$8.39	
34755	25-Feb-13	12540	ALLIED WASTE SERVICES #197		\$354.91
0197-001553002			Dumpster services	\$354.91	\$0.00
					\$354.91
101016542003102			Street Fund Operating Costs	\$171.58	
101016542004500			Street Fund - Rentals/Leases	\$5.88	
410016542403102			Storm Water - Operating Costs	\$171.57	
410016542404501			Storm Water - Equipment Rental	\$5.88	
34756	25-Feb-13	12540	ALLIED WASTE SERVICES #197		\$112.46
0197-001553487			Dumpster services	\$112.46	\$0.00
					\$112.46
001013519903100			General Government - Operating	\$99.51	
001013519904500			General Government-Equip Renta	\$12.95	
34757	25-Feb-13	174	Bills Blueprint		\$16.29
470667			Drainage Plans copied	\$16.29	\$0.00
					\$16.29
410016542403102			Storm Water - Operating Costs	\$16.29	
34758	25-Feb-13	179	Blumenthal Uniforms		\$81.42
981782			Boots	\$81.42	\$0.00
					\$81.42
001008521002600			Law Enforcment Clothing	\$81.42	
34759	25-Feb-13	12404	CDW GOVERNMENT INC		\$1,398.20
W607588			Antivirus software renewal	\$1,260.03	\$0.00
					\$1,260.03
510013519103101			License Renewal/Annual Maint	\$1,260.03	
W894622			External Hard Drive for IT Services	\$138.17	\$0.00
					\$138.17
001003518103100			IT Dept-Office Supplies	\$138.17	
34760	25-Feb-13	13391	Cemex		\$616.82
9425477707			123rd Ave NE & Callow Rd	\$203.84	\$0.00
					\$203.84
410016542404800			Storm Water - Repairs & Maint.	\$203.84	
9425484815			asphalt for Callow Rd & 123rd Ave	\$412.98	\$0.00
					\$412.98
410016542404800			Storm Water - Repairs & Maint.	\$412.98	
34761	25-Feb-13	274	City of Everett		\$350.00
I13000246			Lab Analysis	\$350.00	\$0.00
					\$350.00
410016531503104			DOE-G1100060 SW Capacity Exp	\$350.00	
34762	25-Feb-13	12004	CITY OF MARYSVILLE		\$5,629.95

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor			Check Amount
13-001			Court Citations Jan 2013	\$5,629.95	\$0.00	\$5,629.95
001013512500001			Municipal Court Fees	\$5,629.95		
34763	25-Feb-13	13030	COMCAST			\$114.54
02/13 0443150			Internet services	\$114.54	\$0.00	\$114.54
001003513104200			Administration-Communications	\$2.29		
001003514104200			City Clerks-Communications	\$6.87		
001003516104200			Human Resources-Communications	\$2.29		
001003518104200			IT Dept-Communications	\$4.58		
001004514234200			Finance - Communications	\$4.58		
001007558004200			Planning - Communication	\$18.33		
001008521004200			Law Enforcement - Communicatio	\$66.45		
001010576804200			Parks - Communication	\$3.05		
101016542004200			Street Fund - Communications	\$3.05		
410016542404200			Storm Water - Communications	\$3.05		
34764	25-Feb-13	13030	COMCAST			\$82.50
1/13 0808840			Internet - shop	\$82.50	\$0.00	\$82.50
101016542004200			Street Fund - Communications	\$41.25		
410016542404200			Storm Water - Communications	\$41.25		
34765	25-Feb-13	13030	COMCAST			\$117.57
1/13 0827887			Traffic signal control	\$117.57	\$0.00	\$117.57
101016542640000			Street Fund - Traffic Control	\$117.57		
34766	25-Feb-13	91	Corporate Office Supply			\$965.51
136436i			office supplies and toner	\$484.98	\$0.00	\$484.98
001008521003100			Law Enforcement - Office Suppl	\$484.98		
136450i			office supplies	\$122.25	\$0.00	\$122.25
001008521003100			Law Enforcement - Office Suppl	\$122.25		
136480i			Paper/binders/folder/ink/tacks	\$358.28	\$0.00	\$358.28
001007558003100			Planning - Office Supplies	\$173.22		
001007559003100			Building Department - Office S	\$27.75		
101016542003101			Street Fund Office Supplies	\$78.66		
410016542403101			Storm Water - Office Supplies	\$78.65		
34767	25-Feb-13	9386	Crystal and Sierra Springs			\$252.41
5249844020113			Bottled water	\$252.41	\$0.00	\$252.41

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001007558003200			Planning-Operating Costs	\$40.43	
001007559003101			Building Department - Operatin	\$40.44	
001008521003104			Law Enforcement-Operating Cost	\$80.87	
001013519904900			General Government - Miscellan	\$56.50	
101016542003102			Street Fund Operating Costs	\$17.09	
410016542403102			Storm Water - Operating Costs	\$17.08	
34768	25-Feb-13	12800	DEPT OF CORRECTIONS		\$434.20
MCC4591 0113			Work Crew	\$434.20	\$0.00
101016542004800			Street Fund - Repair & Mainten	\$217.10	
410016542404800			Storm Water - Repairs & Maint.	\$217.10	
34769	25-Feb-13	13993	Efficiency Inc		\$1,447.64
1127			Council digital recorder	\$1,447.64	\$0.00
001003514106400			City Clerks-Capital	\$1,447.64	
34770	25-Feb-13	473	Electronic Business Machines		\$412.12
083785			Copier maint	\$47.02	\$0.00
001007558004800			Planning - Repairs & Maint.	\$23.51	
101016542004800			Street Fund - Repair & Mainten	\$11.76	
410016542404800			Storm Water - Repairs & Maint.	\$11.75	
084273			copier maint	\$161.68	\$0.00
001013519904800			General Government - Repair/Ma	\$161.68	
084323			copier maint	\$203.42	\$0.00
001008521004800			Law Enforcement - Repair & Mai	\$203.42	
34771	25-Feb-13	13390	Evergreen State Heat		\$211.78
21148			HVAC maint	\$211.78	\$0.00
001007558004800			Planning - Repairs & Maint.	\$26.45	
001008521004800			Law Enforcement - Repair & Mai	\$52.95	
001013519904800			General Government - Repair/Ma	\$52.95	
001013555504800			Community Center - Repair & M	\$52.95	
101016542004800			Street Fund - Repair & Mainten	\$13.24	
410016542404800			Storm Water - Repairs & Maint.	\$13.24	
34772	25-Feb-13	13907	Fastenal Company		\$329.23
WAEV120361			Treaded Handle	\$23.96	\$0.00
001010576803100			Parks - Operating Costs	\$5.99	
001013519903100			General Government - Operating	\$5.99	
101016542003102			Street Fund Operating Costs	\$5.99	
410016542403102			Storm Water - Operating Costs	\$5.99	
WAEV120382			Wheel checks	\$99.95	\$0.00

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001010576804800			Parks - Repair & Maintenance	\$33.32	
101016542004800			Street Fund - Repair & Mainten	\$33.32	
410016542404800			Storm Water - Repairs & Maint.	\$33.31	
WAEV120383			Threaded handle	\$23.96	\$0.00
001010576803100			Parks - Operating Costs	\$7.98	
101016542003102			Street Fund Operating Costs	\$7.99	
410016542403102			Storm Water - Operating Costs	\$7.99	
WAEV120384			Drilling hammers	\$88.82	\$0.00
410016542403103			Tools	\$88.82	
WAEV120423			White paint locaters	\$92.54	\$0.00
101016542003102			Street Fund Operating Costs	\$46.27	
410016542403102			Storm Water - Operating Costs	\$46.27	
34773	25-Feb-13	13468	Feldman & Lee		\$5,250.00
Jan 2013			Public Defender svcs	\$5,250.00	\$0.00
001013512800000			Court Appointed Attorney Fees	\$5,250.00	
34774	25-Feb-13	618	Granite Falls Towing		\$244.35
41879			Evidence Impound/Burglary case 13	\$244.35	\$0.00
001008521003104			Law Enforcement-Operating Cost	\$244.35	
34775	25-Feb-13	13785	Group Health Coop		\$830.00
74003054			New Hire exam	\$830.00	\$0.00
001008521004100			Law Enforcement - Professional	\$680.00	
101016542004100			Street Fund - Professional Ser	\$75.00	
410016542404101			Storm Water - Professional Ser	\$75.00	
34776	25-Feb-13	13509	Industrial Supply, Inc		\$90.86
509835			Gloves	\$90.86	\$0.00
001010576802600			Parks - Clothing	\$30.29	
101016542002600			Street Fund - Clothing	\$30.29	
410016542402600			Storm Water-Clothing	\$30.28	
34777	25-Feb-13	13885	Lake Industries LLC		\$212.98
25838			Haul away storm drainage spoil mat	\$60.00	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$60.00	
258689			Haul away storm drainage spoil mat	\$152.98	\$0.00
410016542404800			Storm Water - Repairs & Maint.	\$152.98	
34778	25-Feb-13	12751	LAKE STEVENS POLICE GUILD		\$891.00
02/15/13			Union dues	\$891.00	\$0.00

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001000281000000			Payroll Liabilities	\$891.00	
34779	25-Feb-13	860	Lake Stevens Sewer District		\$675.00
02/01/13			Sewer	\$675.00	\$0.00
001008521004700			Law Enforcement - Utilities	\$150.00	
001010576804700			Parks - Utilities	\$150.00	
001012572504700			Library - Utilities	\$75.00	
001013519904700			General Government - Utilities	\$300.00	
34780	25-Feb-13	12841	Law Offices of Weed, Graafstra		\$7,180.00
109			Professional services	\$7,180.00	\$0.00
001005515204100			Legal - Professional Service	\$4,308.00	
101016542004100			Street Fund - Professional Ser	\$2,154.00	
410016542404101			Storm Water - Professional Ser	\$718.00	
34781	25-Feb-13	13404	LexisNexis		\$54.30
1420700-20130131			Data searches	\$54.30	\$0.00
001008521004100			Law Enforcement - Professional	\$54.30	
34782	25-Feb-13	13711	New Chapter Cleaning		\$1,126.05
1430			Janitorial Services	\$665.95	\$0.00
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	
2012 Retainage			2012 Retainage release	\$460.10	\$0.00
621000586000005			Janitorial Retainage Reimb	\$460.10	
34783	25-Feb-13	12684	NORTHWEST CASCADE INC.		\$363.00
1-607947			Honey Bucket repair	\$145.00	\$0.00
001010576804800			Parks - Repair & Maintenance	\$145.00	
1-610443			Honey Bucket rental	\$218.00	\$0.00
001010576804500			Parks - Equipment Rental	\$218.00	
34784	25-Feb-13	13943	PartsMaster		\$198.14
20633070			Pry bar	\$98.26	\$0.00
101016542003102			Street Fund Operating Costs	\$38.20	
410016542403103			Tools	\$60.06	

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
20649076			Pry Bar	\$99.88	\$0.00 \$99.88
410016542403103			Tools	\$99.88	
34785	25-Feb-13	1066	PERTEET ENGINEERING, INC.		\$187.83
20120136.000-3			Prof svcs-20th St	\$187.83	\$0.00 \$187.83
301016544404100			Street Op - Planning -Design	\$187.83	
34786	25-Feb-13	11869	PUGET SOUND ENERGY		\$623.87
02/06/13			Natural gas	\$297.70	\$0.00 \$297.70
001008521004700			Law Enforcement - Utilities	\$297.70	
02-06-13			Natural gas	\$326.17	\$0.00 \$326.17
001010576804700			Parks - Utilities	\$108.72	
101016542004700			Street Fund - Utilities	\$108.72	
410016542404701			Storm Water Utilities	\$108.73	
34787	25-Feb-13	1343	SIRCHIE FINGER PRINT		\$270.39
0110200-IN			biohazard shoe covers	\$80.10	\$0.00 \$80.10
001008521003104			Law Enforcement-Operating Cost	\$80.10	
0111109-IN			hazmat bags-1000	\$190.29	\$0.00 \$190.29
001008521003104			Law Enforcement-Operating Cost	\$190.29	
34788	25-Feb-13	13715	Sno Co Sherrifs Office		\$58.84
Jan 2013			Prisoner medical Jan 2013	\$58.84	\$0.00 \$58.84
001008523005100			Law Enforcement - Jail	\$58.84	
34789	25-Feb-13	1379	Snohomish County Human Service		\$1,276.87
I000322910			Q4.2012 Liquor excise taxes	\$1,276.87	\$0.00 \$1,276.87
001013567005100			General Government - Alcoholis	\$1,276.87	
34790	25-Feb-13	1382	Snohomish County Public Works		\$101,612.36
I000322531			Traffic signal repair	\$1,066.80	\$0.00 \$1,066.80
101016542640000			Street Fund - Traffic Control	\$1,066.80	
I000322902			800 MHZ Capital Costs	\$22,618.00	\$0.00 \$22,618.00
303008528005100			800 MHZ Capital Costs	\$22,618.00	
I000322923			2012 Road bond debt service	\$6,607.56	\$0.00 \$6,607.56
101016542400101			Street - SWM Debt Service Chrg	\$6,607.56	
I000322961			800 MHZ O&M Assessment	\$71,320.00	\$0.00 \$71,320.00

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor	Check Amount	
001008528005100			Law Enforcement - Snopac Dispa	\$71,320.00	
34791	25-Feb-13	12961	SNOHOMISH COUNTY PUD		\$2,903.67
103989530		204719074		\$13.48	\$0.00
101016542630000		Street Fund - Street Lighting		\$13.48	
107304311		201595113		\$338.65	\$0.00
101016542630000		Street Fund - Street Lighting		\$338.65	
107304312		201973682		\$42.12	\$0.00
101016542630000		Street Fund - Street Lighting		\$42.12	
107304997		200860922		\$926.24	\$0.00
001013555504700		Community Center - Utilities		\$926.24	
107306183		200206977		\$1,159.40	\$0.00
001012572504700		Library - Utilities		\$1,042.90	
001013519904700		General Government - Utilities		\$116.50	
110621910		202289237		\$206.22	\$0.00
001010575304901		Historical Museum		\$103.11	
001010575304905		Grimm House Expenses		\$103.11	
113940491		200748721		\$100.28	\$0.00
001010576804700		Parks - Utilities		\$100.28	
113941682		202648705		\$117.28	\$0.00
101016542630000		Street Fund - Street Lighting		\$117.28	
34792	25-Feb-13	12961	SNOHOMISH COUNTY PUD		\$1,492.49
113942919		200178218		\$500.51	\$0.00
101016542630000		Street Fund - Street Lighting		\$500.51	
117256873		201783685		\$361.63	\$0.00
001013519904700		General Government - Utilities		\$361.63	
117256874		201956075		\$47.36	\$0.00
001013519904700		General Government - Utilities		\$47.36	
120574308		200558690		\$129.76	\$0.00
001008521004700		Law Enforcement - Utilities		\$129.76	

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount
120579768	202342622			\$172.73	\$0.00 \$172.73
101016542630000			Street Fund - Street Lighting	\$172.73	
123888666	202427720			\$82.77	\$0.00 \$82.77
410016542404700			Storm Water-Aerat. Utilities	\$82.77	
123892870	202513354			\$30.87	\$0.00 \$30.87
001010576804700			Parks - Utilities	\$30.87	
123893563	200363505			\$166.86	\$0.00 \$166.86
101016542630000			Street Fund - Street Lighting	\$166.86	
34793	25-Feb-13	12961	SNOHOMISH COUNTY PUD		\$12,190.32
127207020	201513934			\$30.87	\$0.00 \$30.87
001010576804700			Parks - Utilities	\$30.87	
130519506	200206019			\$794.96	\$0.00 \$794.96
001013519904700			General Government - Utilities	\$794.96	
130519507	200245215			\$630.88	\$0.00 \$630.88
001013519904700			General Government - Utilities	\$630.88	
130519508	200321172			\$657.87	\$0.00 \$657.87
001013519904700			General Government - Utilities	\$657.87	
133815657	203730189			\$163.25	\$0.00 \$163.25
101016542630000			Street Fund - Street Lighting	\$163.25	
133815658	203731153			\$189.51	\$0.00 \$189.51
101016542630000			Street Fund - Street Lighting	\$189.51	
133817921	202624367			\$8,891.38	\$0.00 \$8,891.38
101016542630000			Street Fund - Street Lighting	\$8,891.38	
133817922	202648101			\$831.60	\$0.00 \$831.60
101016542630000			Street Fund - Street Lighting	\$831.60	
34794	25-Feb-13	12961	SNOHOMISH COUNTY PUD		\$1,472.90
133817923	202670725			\$1,101.11	\$0.00 \$1,101.11
101016542630000			Street Fund - Street Lighting	\$1,101.11	

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
146988804	203115522			\$371.79	\$0.00	\$371.79
101016542630000			Street Fund - Street Lighting	\$371.79		
34795	25-Feb-13	13807	Snohomish County PUD			\$1,700.00
0390008989			Install 30 wood pole for street light a	\$1,700.00	\$0.00	\$1,700.00
101016542630000			Street Fund - Street Lighting	\$1,700.00		
34796	25-Feb-13	13931	Stericycle, Inc			\$32.38
3002146336			Hazardous waste disposal	\$32.38	\$0.00	\$32.38
001008521004100			Law Enforcement - Professional	\$32.38		
34797	25-Feb-13	13994	Strategies 360			\$1,500.00
772-9036			Hwy 9 Prof services	\$1,500.00	\$0.00	\$1,500.00
001013511204101			Advisory Srvs - Lobbying	\$1,500.00		
34798	25-Feb-13	13891	Tacoma Screw Products Inc			\$533.17
18993830			Storage bin	\$97.74	\$0.00	\$97.74
101016542003102			Street Fund Operating Costs	\$48.87		
410016542403102			Storm Water - Operating Costs	\$48.87		
30317024			Oil Absorbent socks	\$100.79	\$0.00	\$100.79
101016542004800			Street Fund - Repair & Mainten	\$50.40		
410016542404800			Storm Water - Repairs & Maint.	\$50.39		
30319533			Two strobe lights for PW vehicles	\$238.58	\$0.00	\$238.58
101016542004800			Street Fund - Repair & Mainten	\$238.58		
30320158			Absorbent oil sock	\$96.06	\$0.00	\$96.06
410016542403102			Storm Water - Operating Costs	\$96.06		
34799	25-Feb-13	13821	Terminix Commercial			\$59.73
321840673			Pest control	\$59.73	\$0.00	\$59.73
001013519904800			General Government - Repair/Ma	\$59.73		
34800	25-Feb-13	13045	UPS			\$21.85
74Y42053			Evidence shipping	\$21.85	\$0.00	\$21.85
001008521004200			Law Enforcement - Communicatio	\$21.85		
34801	25-Feb-13	13096	Vern Little			\$79.00
Fuel AWC Conf			Fuel for trvl to AWC Conf	\$79.00	\$0.00	\$79.00
001003511104300			Executive - Travel & Mtgs	\$79.00		
34802	25-Feb-13	1579	VILLAGE ACE HARDWARE			\$185.80

Detail Check Register

21-Feb-13

Lake Stevens

Check No	Check Date	VendorNo	Vendor		Check Amount	
36651			Camp Dry water proofing	\$36.88	\$0.00	\$36.88
		101016542003102	Street Fund Operating Costs	\$36.88		
36899			Respirator masks	\$32.56	\$0.00	\$32.56
		001008521003104	Law Enforcement-Operating Cost	\$32.56		
36938			Exposure Control Containers	\$14.63	\$0.00	\$14.63
		001008521003104	Law Enforcement-Operating Cost	\$14.63		
36939			Flexaspout	\$16.81	\$0.00	\$16.81
		001012572504800	Library - Repair & Maint.	\$16.81		
36950			USB car charger univ port	\$21.70	\$0.00	\$21.70
		001008521003104	Law Enforcement-Operating Cost	\$21.70		
37019			Containers	\$29.26	\$0.00	\$29.26
		001008521003104	Law Enforcement-Operating Cost	\$29.26		
37035			Drill, Hole Saw, Door viewer	\$33.96	\$0.00	\$33.96
		001008521004800	Law Enforcement - Repair & Mai	\$33.96		
34803	25-Feb-13	13956	Wa St Dept of Enterprise Svcs			\$82.52
73-1-1780			OPEN PO for business cards and le	\$82.52	\$0.00	\$82.52
		001008521003100	Law Enforcement - Office Suppl	\$82.52		
34804	25-Feb-13	1604	WASHINGTON AUDIOLOGY SERVICES			\$11.75
40544			New employee testing	\$11.75	\$0.00	\$11.75
		001008521004100	Law Enforcement - Professional	\$11.75		
34805	25-Feb-13	12761	WASHINGTON STATE PATROL			\$1,419.00
113005805			Background cks	\$1,419.00	\$0.00	\$1,419.00
		633008589000006	Gun Permit - FBI Remittance	\$1,419.00		
34806	25-Feb-13	13997	WHPacific			\$490.00
37956-01			Surveying svcs 91st Ave & SR204	\$490.00	\$0.00	\$490.00
		301016544404101	Street Op- Pln&Dsg - 204/91st	\$490.00		
Total Of Checks:						\$158,503.51



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

Monday, February 11, 2013
Lake Stevens School District Educational Service Center (Admin. Bldg.)
12309 22nd Street N.E. Lake Stevens

CALL TO ORDER: 7:00 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 Barb Lowe, Public Works Director Mick Monken, Human Resource Director Steve Edin, Interim Police Chief Dan Lorentzen, and City Clerk/Admin. Asst. Norma Scott

OTHERS: Steve Ewing and Mark Wakefield

Excused Absence.

Guest Business. Mark Wakefield, 121 95th Avenue SE, commented he talked to City Administrator Berg about Police personnel problems which were labor issues. The City should maintain management rights when negotiating the contract such as assignment of shifts. City Administrator Berg commented the City did not give away all its management rights and offered to provide a copy of the contract.

Steve Ewing, 877 6th Street SE, complimented staff on the permitting process and several staff members he worked with. Mr. Ewing expressed dissatisfaction with three unscrupulous officers. They have harassed other officers in the City. Mr. Ewing read a letter to the Herald editor dated February 4, 2013. He approves of City Administrator Berg's Police Chief Assessment process. The City should not allow special favors for City employees or other individuals, which has happened in the past. The City needs to be more transparent by releasing information rather than the media having to make public records requests. City Administrator Berg commented that if officers or individuals feel harassed they need to notify the City so we can address the issue.

Mark Wakefield, 121 95th Avenue SE, commented it's hard to complain about someone when that person might save your life someday.

Consent Agenda. Councilmember Daughtry moved approve the Consent Agenda (A. Approve February vouchers [Payroll Direct Deposits 906799-906862 for \$127,274.03, Payroll Checks 34688-34689 for \$10,172.36, Electronic Funds Transfers 552-560 for \$158,949.92, Claims 34690-34749 \$148,708.41, Tax Deposits 1.29.13, 2.1.13 for \$56,924.95, for total vouchers approved of \$502,029.67 and B. Approve City Council regular meeting minutes of January 28, 2013), seconded by Councilmember Welch; motion carried unanimously. (7-0-0-0)

Second and final reading of Ordinance No. 881, Lake Stevens Municipal Code title 10 Parks and Recreation amendments.

Planning Director Ableman reviewed the changes. Interim Police Chief Lorentzen reviewed the penalties. Planning Director Ableman noted waterfowl regulations are in the code and there are some signs that could be made more visible.

MOTION: Councilmember Welch moved to adopt the second and final reading of Ordinance 881 in the Lake Stevens Municipal Code, seconded by Councilmember Spencer; motion carried unanimously. (7-0-0-0)

Approve Resolution 2013-1, fees amendment. Planning Director Ableman reviewed the fee changes. City Attorney Beyer noted for clarification the detached single family resident impact fee on Page 3 of the resolution did not increase by \$4100; it increased from \$4,532 to \$4,692.

MOTION: Councilmember Holder moved to adopt Resolution No 2013-1 fees resolution repealing Resolution No. 2012-5, seconded by Councilmember Dooley; motion carried unanimously. (7-0-0-0)

Approve agreement with Springbrook to purchase financial software. Finance Director Lowe commented they are currently doing a lot of reports outside the HMS system; the system needs significant upgrades and is nearly obsolete. Ms. Lowe surveyed other jurisdictions and financial software providers. Springbrook has been in business for 25 years and the first city to purchase their software is still doing business with them. Springbrook did a demonstration. The system does not require additional hardware. The earliest start date is August 1 with full implementation by mid November, early December.

MOTION: Councilmember Tageant moved to authorize the Mayor to enter into an agreement with Springbrook Software for financial software license, maintenance, and cloud hosting services by signing: Master Client Agreement, Hosed and Subscription Services level Addendum, Software Maintenance Addendum, Supplements to General Terms and Conditions, and order form, seconded by Councilmember Spencer; motion carried unanimously, (7-0-0-0)

DISCUSSION ITEMS:

Phosphorous Management Plan update. Public Works Director Monken reviewed the following three updates to the plan: 1) recommendation section has been replaced with an Implementation Section and a Budget Summary; 2) financial plan has been incorporated; and 3) added Conservation Service Corps Education Proposal. Aerator removal will need to be identified later. All the parks will be posted on not feeding the waterfowl. He will be meeting with the County on amending the Lake Restoration interlocal. Spring is targeted for the alum application.

Councilmember Quigley asked what the contributors to the external loading are. Public Works Director Monken responded they will be working with the County and Conservation Corps on social behavior. The City has received grant funding for the education portion.

2013 Pavement Overlay. Public Works Director Monken reported there is close to \$500,000 for paving this year. Grade Road will be paved from TIB grant funding, which requires Snohomish County to do the paving. There are six roads proposed for the 2013 pavement overlay program. Wheelchair accessibility must be brought up to standard.

Lake Stevens City Council Regular Meeting Minutes

February 11, 2013

2013 budget amendment , Ordinance No. 887. Finance Director Lowe reviewed the first 2013 budget amendment changes.

Council Person's Business: Councilmembers reported on the following meetings: Tageant – Sewer Utility Subcommittee and will attend the AWC conference in Olympia tomorrow; Holder – Sewer Utility Subcommittee; Dooley – Sewer Utility Subcommittee; Daughtry – Highway 9 Coalition legislative session and will attend the AWC conference.

Mayor's Business: Mayor Little attended the Highway 9 legislative session and AWC conference begins tomorrow.

Staff Reports: Staff reported on the following: City Administrator Berg – March 12 closing date for Police Chief recruitment - community and Council open house planned for either April 15 or 16; Planning Director Ableman – Shoreline Management Program committee meeting is scheduled for February 25th at 5:00, Park Board open house is scheduled at the Senior Center February 26th 6:00 p.m. - for public input for revamping Park/Recreation Plan, new Planning Commission Chair Janice Huxford and Vice-Chair Gary Petershagen, received several support letters for PSRC Vision 2040, met with Aquafest for a pre-application meeting; Public Works Director Monken – Lundeen Park concession stand proposals out next week and 20th Street NE surveying started; Interim Police Chief Lorentzen - Washington Association of Sheriff and Police Chiefs were in town for two days, went through all Police policies/procedures, and will provide the public document within about 1 ½ months.

Executive Session. Mayor Little called for an executive at 8:15 p.m. for ten minutes on pending litigation with no action to follow. After a five minute recess the executive session began at 8:20 p.m. and was continued for three additional five minute increments with the public being notified each time. The executive session ended at 8:45 p.m.

Adjourn. Councilmember Holder moved to adjourn at 8:45 p.m., seconded by Councilmember Tageant; 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: February 25, 2012

Subject: 2013 Budget Amendment #1

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

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL:

Approve Ordinance No. 887 Amending Ordinance No. 883

SUMMARY/BACKGROUND:

Throughout the year the City Council authorizes various purchase requests and agreements. At the time of authorization, the budget impact is presented to the Council as part of the information required in order for the Council to make an informed decision. The budget amendment follows to adjust the specific line items that will be affected by purchase or contract award.

Detailed explanations of the changes requested are described below:

Changes made to Ordinance No. 887 since presented to Council on February 11, 2013 are highlighted below:

General Fund - 001

The change in beginning fund balance reflects the actual 2012 ending fund balance. The increase in revenues is due to reimbursement for lobbying services from participating cities per the Lobbying ILA (\$20,250). The increase in expenditures is partly due to the additional expenses related to the lobbying ILA that will be reimbursed by participating cities (\$20,250), and the remainder is an increased communication charge for a mobile workstation for the Building Official (\$600). The ending fund balance reflects these changes.

Street Fund - 101

The change in beginning fund balance reflects the actual 2012 ending fund balance. The increase in expenditures is due to the emergency work performed on the Lakeshore landslide (\$8,100). The increased revenues are for the reimbursement of these costs by the property manager (\$8,100). The ending fund balance reflects these changes.

Drug Seizure & Forfeiture Fund - 111

The change in beginning fund balance reflects the actual 2012 ending fund balance which includes the unspent funds budgeted in 2012. **The increase in expenditures reflects the partial budget carry-forward for necessary upgrades to the evidence room (\$4,700).** The ending fund balance reflects these changes.

Public Works Trust Fund 2006 – 207

This fund is used for the debt service of the 2006 PWTF loan. The increase in revenues is due to the receipt funds related to the final close-out draw made by the Sewer District in the amount of \$350,000. The increased expenditure is due to the transfer of these funds to the Sewer District (\$350,000).

Public Works Trust Fund 2008 – 209

This fund is used for the debt service of the 2008 PWTF loan. The increase in revenues is due to the receipt funds related to the final close-out draw made by the Sewer District in the amount of \$500,000. The increased expenditure is due to the transfer of these funds to the Sewer District (\$500,000).

Capital Project – Developer Contribution Fund – 301

The change in beginning fund balance reflects the actual 2012 ending fund balance which includes the unspent funds budgeted in 2012. The increase in expenditures reflects the budget carry-forward for contract design work on Hwy 204 and 91st (\$42,000) and final payment for the 20th St SE Design review (\$190). The ending fund balance reflects these changes.

Sidewalk Capital Project Fund – 309

The change in beginning fund balance reflects the actual 2012 ending fund balance. The city recently applied for the Safer Routes to School grant and was notified that we were not awarded those funds. The decrease in expenditures reflects the removal of the grant match which was budgeted in 2013 (\$240,000). The ending fund balance reflects these changes.

Sewer Reserve Fund – 406

The change in beginning fund balance reflects the actual 2012 ending fund balance which includes unspent funds budgeted in 2012. The increase in expenditures reflects the budget carry-forward for contracted survey work related to the 20th Street sewer lift station (\$3,220). The ending fund balance reflects these changes.

Storm & Surface Water Fund – 410

The change in beginning fund balance reflects the actual 2012 ending fund balance. The increase in revenues is due to the awarding of a DOE grant for Milfoil treatment in the amount of \$42,000 as well as the remaining Capacity and LID grant awards (\$36,000). The increased expenditures are due to the remaining DOE Capacity and LID grant award expenditures (\$36,000), carry-forward of budgeted funds for the 91st and Market drainage project which was not completed in 2012 (\$3,000) and for fees to be paid to the County for the Lundeen Creek Restoration project related to the annexation ILA (\$4,300) that were not invoiced in 2012. The ending fund balance reflects these changes.

The following funds are being amended due to changes in beginning and ending fund balances only, which reflect the actual 2012 ending fund balances:

- General Reserve - 002
- Real Estate Excise Tax I – 303
- Real Estate Excise Tax II – 304
- Sewer – 401
- Unemployment – 501
- Equipment Fund – Computer – 510
- Equipment Fund – Police – 520
- Equipment Fund – Public Works – 530
- Aerator Replacement Fund – 540
- Refundable Deposits – 621
- Treasurer’s Trust – 633 – Correct Ending Fund Balance due to typographical error.

Additionally, the beginning and ending fund balances for the General, Street, Sewer, and Storm & Surface Water Funds were corrected to include accounts payable and payroll liabilities balance calculations.

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. 887

**CITY OF LAKE STEVENS
LAKE STEVENS, WASHINGTON
ORDINANCE NO. 887**

AN ORDINANCE OF THE CITY OF LAKE STEVENS, WASHINGTON, AMENDING THE 2013 BUDGET AS SET FORTH IN ORDINANCE NO. 883 CONCERNING FUND BALANCES AND EXPENDITURES FOR VARIOUS FUND BALANCES FOR THE YEAR 2013.

WHEREAS, the City of Lake Stevens adopted the 2013 budget pursuant to Ordinance No. 883; and

WHEREAS, the City of Lake Stevens will incur expenditures in categories and amounts other than anticipated in the adopted 2013 budget;

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

SECTION 1. The 2013 budget, as adopted in Ordinance No. 883, 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	Beginning Fund Balance	\$4,488,478	\$4,628,854	\$140,376	BegBal.
001 - General	Revenue	\$7,898,565	\$7,918,815	\$20,250	Rev.
001 - General	Expenditures	\$7,972,458	\$7,993,308	\$20,850	Exp.
001 - General	Ending Fund Balance	\$4,414,585	\$4,554,361	\$139,776	EndBal.
002 - General Reserve	Beginning Fund Balance	\$1,597,154	\$1,597,267	\$113	BegBal.
002 - General Reserve	Ending Fund Balance	\$2,092,558	\$2,092,671	\$113	EndBal.
101 - Street	Beginning Fund Balance	\$2,146,919	\$2,271,532	\$124,613	BegBal.
101 - Street	Revenue	\$2,110,585	\$2,118,685	\$8,100	Rev.
101 - Street	Expenditures	\$1,817,405	\$1,825,505	\$8,100	Exp.
101 - Street	Ending Fund Balance	\$2,440,099	\$2,564,712	\$124,613	EndBal.
111 - Drug Seizure & Forfeiture	Beginning Fund Balance	\$3,944	\$25,038	\$21,094	BegBal.
111 - Drug Seizure & Forfeiture	Expenditures	\$3,800	\$8,500	\$4,700	Exp.
111 - Drug Seizure & Forfeiture	Ending Fund Balance	\$2,349	\$18,743	\$16,394	EndBal.
207 - PWTF 2006	Revenue	\$411,458	\$761,458	\$350,000	Rev.
207 - PWTF 2006	Expenditures	\$411,458	\$761,458	\$350,000	Exp.
209 - PWTF 2009	Revenue	\$563,685	\$1,063,685	\$500,000	Rev.
209 - PWTF 2009	Expenditures	\$563,685	\$1,063,685	\$500,000	Exp.
301 - Cap. Proj - Dev. Contrib.	Beginning Fund Balance	\$2,392,050	\$2,371,754	(\$20,296)	BegBal.
301 - Cap. Proj - Dev. Contrib.	Expenditures	\$0	\$42,190	\$42,190	Exp.
301 - Cap. Proj - Dev. Contrib.	Ending Fund Balance	\$2,941,700	\$2,879,214	(\$62,486)	EndBal.
303 - Cap. Imp. - REET I	Beginning Fund Balance	\$765,542	\$794,467	\$28,925	BegBal.
303 - Cap. Imp. - REET I	Ending Fund Balance	\$676,688	\$705,613	\$28,925	EndBal.
304 - Cap. Imp. - REET II	Beginning Fund Balance	\$1,193,233	\$1,221,432	\$28,199	BegBal.
304 - Cap. Imp. - REET II	Ending Fund Balance	\$1,406,572	\$1,434,771	\$28,199	Exp.
309 - Sidewalk Capital Projects	Beginning Fund Balance	\$592,508	\$592,513	\$5	BegBal.
309 - Sidewalk Capital Projects	Expenditures	\$513,000	\$273,000	(\$240,000)	Exp.
309 - Sidewalk Capital Projects	Ending Fund Balance	\$285,258	\$525,263	\$240,005	EndBal.
401 - Sewer	Beginning Fund Balance	\$309,105	\$309,438	\$333	BegBal.

401 - Sewer	Ending Fund Balance	\$291,828	\$292,161	\$333	EndBal.
406 - Sewer Reserve	Beginning Fund Balance	\$166,553	\$169,789	\$3,236	BegBal.
406 - Sewer Reserve	Expenditures	\$0	\$3,220	\$3,220	Exp.
406 - Sewer Reserve	Ending Fund Balance	\$166,853	\$166,869	\$16	EndBal.
410 - Storm & Surface Water	Beginning Fund Balance	\$849,413	\$952,789	\$103,376	BegBal.
410 - Storm & Surface Water	Revenue	\$1,358,984	\$1,436,984	\$78,000	Rev.
410 - Storm & Surface Water	Expenditures	\$1,274,464	\$1,317,764	\$43,300	Exp.
410 - Storm & Surface Water	Ending Fund Balance	\$933,933	\$1,072,009	\$138,076	EndBal.
501 - Unemployment Fund	Beginning Fund Balance	\$100,179	\$100,182	\$3	BegBal.
501 - Unemployment Fund	Ending Fund Balance	\$76,074	\$76,077	\$3	EndBal.
510 - Equip Fund - Computer	Beginning Fund Balance	\$82,793	\$87,193	\$4,400	BegBal.
510 - Equip Fund - Computer	Ending Fund Balance	\$101,409	\$105,809	\$4,400	EndBal.
520 - Equip Fund - Police	Beginning Fund Balance	\$170,290	\$182,091	\$11,801	BegBal.
520 - Equip Fund - Police	Ending Fund Balance	\$195,690	\$207,491	\$11,801	EndBal.
530 - Equip Fund - PW	Beginning Fund Balance	\$221,339	\$224,451	\$3,112	BegBal.
530 - Equip Fund - PW	Ending Fund Balance	\$213,464	\$216,576	\$3,112	EndBal.
540 - Aerator Replacement	Beginning Fund Balance	\$95,754	\$95,751	(\$3)	BegBal.
540 - Aerator Replacement	Ending Fund Balance	\$135,889	\$135,886	(\$3)	EndBal.
621 - Refundable Deposits	Beginning Fund Balance	\$2,089	\$13,479	\$11,390	BegBal.
621 - Refundable Deposits	Ending Fund Balance	\$1,589	\$12,979	\$11,390	EndBal.
633 - Treasurer's Trust	Beginning Fund Balance	\$0	\$11,779	\$11,779	BegBal.
633 - Treasurer's Trust	Ending Fund Balance	\$0	\$11,779	\$11,779	End Bal.

SECTION 2. Except as set forth above, all other provisions of Ordinance 883 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 25th day of February, 2013.

 Vern Little, Mayor

ATTEST/AUTHENTICATION:

 Norma J. Scott, City Clerk/Admin Asst

APPROVED AS TO FORM:

First and Final Reading:
 Published:
 Effective:

 Grant Weed, City Attorney



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LAKE STEVENS CITY COUNCIL
STAFF REPORT

Council Agenda Date: 25 February 2013

Subject: DRAFT Completion Strategy Plan and Potential Amended Code Section 14.60.450

Contact	Mick Monken	Budget Impact:	See Exhibit A
Person/Department:	<u>Public Works</u>		<u>Table 3</u>

RECOMMENDATION(S)/ACTION REQUESTED OF COUNCIL: Provide direction to staff on the Draft Project Completion Strategy Plan and potential placement of overhead utilities.

SUMMARY/BACKGROUND: At the 14th January 2013 City Council meeting, staff presented a draft layout of the 20th Street SE Infrastructure Strategy. This Strategy was the frame work for the development of an implementation plan (ie: Completion Strategy Plan) and laid out four key issues that staff sought direction on from the Council. These include: 1) Construction phasing - approach the project as a single project or break into 4 segments; 2) Roadway design phasing – design prior to funding and whether to phase design or for the entire corridor; 3) Right-of-way acquisition – purchase for entire corridor or in segments; and 4) Overhead utility conversion – should overhead be relocated overhead or underground pursuant to the City’s current code requirement (14.60.450).

The Council’s direction were: 1) approach the project in four segments defined by the three key intersections (73rd, 79th, 83rd); 2) design for current active segment; 3) acquire right-of-way for current active segment; and 4) develop draft implementation plan (Completion Strategy Plan) assuming that overhead utility placement will remain overhead. On item 4, staff was to bring back a potential code amendment to Council for discussion that would allow the overhead utilities to remain overhead in defined conditions. It was discussed that this potential code would take into consideration implications of citywide implementation.

Attached are the Draft Completion Strategy Plan (CSP) and a potential amended code section 14.60.450 with proposed changes to address exceptions for utility overhead to underground conversion. The CSP includes those directions provided by the Council on the 4 key issues. This plan does assume that the overhead utilities remain overhead.

APPLICABLE CITY POLICIES: LSMC 14.60.450 and Comprehensive Plan Policy 7.3.6 “City will require underground utilities in all new developments”.

BUDGET IMPACT: See Exhibit A Table 3

ATTACHMENTS:

- ▶ Exhibit A: DRAFT Project Completion Strategy Plan – 20th Street SE – Phase II
- ▶ Exhibit B: Potential amended code section 14.60.450



Exhibit A-

Project Completion Strategy Plan for 20th Street SE – Phase II (US 2 to 91st Avenue SE)



DRAFT

Revision: 20 February 2013

PLAN PURPOSE

This Project Completion Strategy Plan (CSP) is intended to be used as a guideline on how to progress Phase II of the 20th Street SE Corridor roadway improvement project (US 2 to 91st Avenue SE) from design conception to completion of construction. This plan includes: how to segment the project; when to perform the design (Plans, Specs, and Engineer); right-of-way acquisition; how overhead utilities will be dealt with; development of a funding strategy; and a sequent schedule.

This is considered a living document and may be altered administratively to adjust to changing conditions.

BACKGROUND

Prior to the City's annexation of 20th Street SE, Snohomish County (County) had begun the design work and right-of-way (ROW) acquisition for Phase 2 which they anticipated constructing in 2013. As a condition of the Southwest annexation, the City entered into an interlocal agreement (ILA) with the County to participate in the project. By late summer 2010, the County had assembled a 100% design submittal plan (final review plan set) for 20th Street SE and stopped the process of right-of-way acquisition process. The County was reconsidering their interest in the project following the annexation.

During the 2011 County budget process, 20th Street SE Phase 2 was shelved by the County citing the economic conditions and that priorities in transportation needs had changed. The City was in the process of creating an economic development plan and 20th Street SE was a critical road element of this plan. In mid 2011, the City entered into an amendment with the County on the ILA giving the City the lead in this project and removing future financial obligations of the City to the County.

Upon the City taking the lead of this project, an internal Value Engineering type effort was performed on the County's prepared design plan set to look for potential cost savings in construction, methods to reduce the impact of impervious surface from the new construction, and to lessen impacts to adjacent sensitive resources and private properties. This effort resulted in a vertical alignment changed that matched the existing profile, narrowed the roadway cross-section, eliminated the center lane/planter strip, and a reduced the area of right-of-way acquisition needs. Cost of the project was reduced from \$23 million to \$14.2 million (This cost includes design, right-of-way, and construction).

ASSUMPTIONS

To develop this CSP, the following assumptions have been used:

- 1) Construction phasing – 20th Street SE will be constructed in four segments. The segments, and sequencing of each segment, are listed in order of construction priority.

- Segment 1) 83rd Avenue SE to 91st Avenue SE
 - Segment 2) 79th Avenue SE to 83rd Avenue SE
 - Segment 3) 73rd Avenue SE to 79th Avenue SE
 - Segment 4) US 2 to 73rd Avenue SE
- 2) Design Sequencing – Construction design and specification will be prepared for each segment as needed to complete the active segment. An active segment is defined as the current segment identified for funding.
- 3) Right-of-way Acquisition – Right-of-way acquisition will occur for each segment as needed to construct the active segment. However, right-of-way needs for the entire length of project have been identified by the City and are included in the appendix of this CSP.
- 4) Overhead Utilities – Overhead utilities will remain overhead and will be relocated to the backside of the roadway improvements consistent with the County’s Phase 1 construction. NOTE: This assumption is contingent on the action by the City Council to amend City code that requires underground of overhead utility conversion. This action is currently in process for consideration.
- 5) Funding Sources – Funding will come from grant dollars and local funds. Local funds will primarily come from traffic impact mitigation fees which are estimated to be accumulated at \$500,000 per year. Other sources of funding may include developer frontage improvements but as these are not known or predictable, they are not considered as part of the funding strategy.

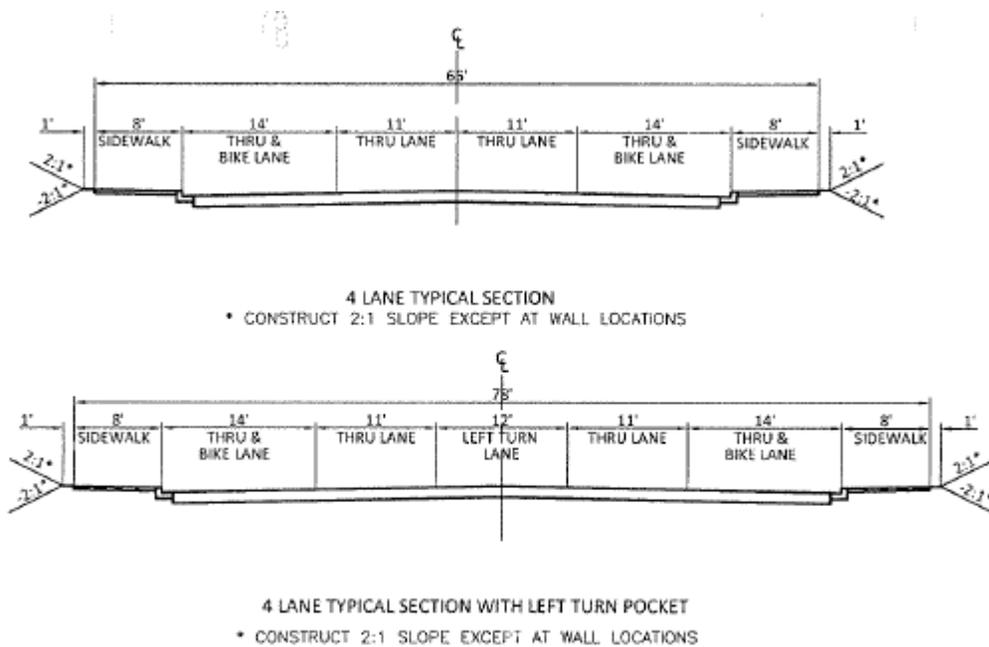


PROPOSE PROJECT LAYOUT

Phase I of the project consists of a 5 lane section with a center left turn lane. Phase II under the County consisted of a 5 lane section with a center median (prohibiting left turn movements) between 91st Avenue SE to 73rd Avenue SE. From 73rd Avenue SE, the roadway was 4 lanes with a barrier curb to prevent left turn movement.

The City's plan is to construct a 4 lane section the entire length from west of 91st Avenue SE to the US 2 connection. At the four main intersections (73rd, 79th, 83rd, and 87th Avenue SE) a left turn lane would be provided.

The following is the City's planned roadway cross-section. These are the sections used in the included plan sheets.



PROJECT ESTIMATED COSTS

Based on the Assumptions and Proposed Project Layout roadway cross-sections, there are three basic costs involved in this project:

- 1) Design – This includes services to take the current project to full design ready for construction. Environmental review would be included in this item.
- 2) Right-of-way Acquisition – The purchase of private land that would be used for Public roadway right-of-way. This includes the purchasing agent, legal descriptions, legal review, and property purchase costs.

- 3) Construction Costs – includes easement, any required permits, and roadway improvement associated construction costs.

The following are the estimated costs for each of the defined segments. The costs are shown in 2014 dollars.

Table 1 - 20th St SE - Project Segment Cost Estimates

Segment	Design	Right-of-way	Construction	TOTAL
83rd to 91st Ave SE	\$520,902	\$850,311	\$3,472,167	\$4,843,380
79th to 83rd Ave SE	\$397,838	\$921,922	\$2,650,606	\$3,970,365
73rd to 79th Ave SE	\$345,853	\$118,821	\$2,305,495	\$2,770,169
US 2 to 73rd Ave SE	\$294,930	\$341,610	\$1,962,665	\$2,599,205
TOTAL	\$1,559,523	\$2,232,664	\$10,390,932	\$14,183,119

FUNDING STRATEGY

It is anticipated that grant funding will be used for the majority of the project’s design, right-of-way, and construction costs. While there is not a specific grant source identified in this plan, it is anticipated that the grant funding will be a combination of State and Federal dollars (though could be either alone). Local match is assumed to be only from Traffic Mitigation dollars from Traffic Impact Zones 1 and 2 which are the Lake Stevens Center and the 20th Street SE Corridor zones.

In the event that local dollars do not match, the projections shown in the following table, the City will need to: 1) extend the schedule dates until local funding levels are reached through mitigation dollars collected; 2) adjust the funding levels by changing the match dollars (this option will be largely dependent on required grant dollar match percentage; or 3) find another source of local match dollars (i.e., loans, etc.).

Typically with most grants, funding match requirements are at 20 to 25 percent of the total applied for amount. For purpose of planning, a conservative 35 percent local match is used in the following schedule and funding projections. The 35 percent is based on recent discussion regarding Federal grant requirements considered this level of local contribution.

The following table is the projection of local match and grant funding amount for each segment based on a 35 percent local match rate.

Table 2 - 20th St SE Local Match and Grant Estimates

Segment	Stage	Total Cost	Local Match @ 35%	Grant Funding Sought
83rd to 91st Ave SE				
	Design & ROW	\$1,371,213	\$479,925	\$891,289
	Construction	\$3,472,167	\$1,215,258	\$2,256,908
79th to 83rd Ave SE				
	Design & ROW	\$1,319,760	\$461,916	\$857,844
	Construction	\$2,650,606	\$927,712	\$1,722,894
73rd to 79th Ave SE				
	Design & ROW	\$464,674	\$162,636	\$302,038
	Construction	\$2,305,495	\$806,923	\$1,498,572
US 2 to 73rd Ave SE				
	Design & ROW	\$636,540	\$222,789	\$413,751
	Construction	\$1,962,665	\$686,933	\$1,275,732
TOTALS		\$14,183,119	\$4,964,092	\$9,219,027

Using the local match amounts shown in Table 2, Grant Application schedule tables have been developed in Table 3. For each Segment, there is a Design and Right-of-way Stage (D&R) and a Construction Stage (C). Both the D&R and C Stage are assumed to take three years for each stage to be completed. This includes application preparation and submittal for the grant, processing, consultant/contractor selection and award, performance of tasks, compliance with Federal requirements, and project closeout and audit.

The following guidelines were used in the development of this table:

- 1) A grant application is only sought when matching dollars revenue are available.
- 2) Right-of-way acquisition for a segment must be completed prior to applying for a construction grant.
- 3) Construction of a preceding segment is under contract prior to seeking a grant for the next Segment/s D&R. This is to avoid competing against two City projects for the same dollars. *(this doesn't work with you having phases 2 and 3 occurring in the same years. They would be competing with each other.)*

Table 3 - Grant Application and Expenditure Targets

Year	Segment/Stage				Revenue		Allocation
	83rd to 91st Ave SE	79th to 83rd Ave SE	73rd to 79th Ave SE	US 2 to 73rd Ave SE	Annual	Accumulative Balance	Local Match
1	D&R				\$500,000	\$500,000	\$479,925
2					\$500,000	\$520,075	
3					\$500,000	\$1,020,075	
4	C				\$500,000	\$1,520,075	\$1,215,258
5		D&R	D&R		\$500,000	\$804,817	\$624,552
6					\$500,000	\$680,265	
7					\$500,000	\$1,180,265	
8		C	C		\$500,000	\$1,680,265	\$1,734,635
9				D&R	\$500,000	\$445,630	\$222,789
10					\$500,000	\$722,841	
11					\$0	\$722,841	
12				C	\$0	\$722,841	\$686,933
13					\$0	\$35,908	
14					\$0	\$35,908	
TOTALS					\$5,000,000		\$4,964,092

It is important to keep in mind that the Year shown assumes that funding will be available and that the project be successful in being selected. Regardless of the Year, this does provide an expenditure plan that is considered realistic and accomplishable when grant funds become available.

Revenues shown are anticipated to be from Traffic Impact Fees (TIF) collected in the 20th Street SE and Lake Stevens Center Traffic Impact Zones (TIZ). Under conservative projection, it is anticipated that TIF for just the residential units alone in these two TIZ will exceed \$500,000 average per year (ie: Commercial development has not be taken into consideration)

The 79th to 83rd and the 73rd to 79th should be considered as separate projects but are shown to be combined into a single project when seeking grant opportunities. Depending on the grant opportunities, it is possible that these two projects be performed at different time frames. In this event, the 79th to 83rd would be the higher priority for funding and the time for the construction of the following two segments would be extended out.

Appendix B – Pertee’s October 2012 Planning Level Cost Estimate – Does not include overhead conversion

PLANNING LEVEL OPINION OF COST SUMMARY (DRAFT)												
Project Description: 20th Street Design Refinement				Client: City of Lake Stevens				Date: Oct-12				
Corridor Section: 20th Street SE: US 2 to 91st				Date of Cost Index: 2012				Calculated By/Entered By: KSB				
Location: Lake Stevens				Checked By: PDB								
20th Street SE: US 2 to 91st												
		ITEM	UNIT	ESTIMATED UNIT COST	Segment 1: 88rd to 91st		Segment 2: 79th to 83rd		Segment 3: Cavaleto Rd to 79th		Segment 4: US 2 to Cavaleto Rd	
					QTY	COST	QTY	COST	QTY	COST	QTY	COST
I		RIGHT OF WAY										
		RIGHT OF WAY (Residential)	SF	\$35	22,900	\$801,500	18,400	\$644,000	3,200	\$112,000	9,200	\$322,000
		RELOCATIONS- RESIDENCES	EA	\$110,000			1	\$110,000				
		CONDEMNATION PROCEDURE	EA	\$100,000			1	\$100,000				
		ADMINISTRATION (TITLES, APPRAISALS, ETC.)	EA	\$15,000			1	\$15,000				
		RIGHT OF WAY TOTAL				\$801,500		\$869,000		\$112,000		\$322,000
II		CONSTRUCTION										
1		PREPARATION/GRADING/DRAINAGE										
	1.1	PREPARATION										
		CLEAR & GRUB	ACRE	\$5,000	2.4	\$12,000	1.2	\$6,000	1.1	\$5,500	1.1	\$5,500
		REMOVAL STRUCTURES & OBSTRUCTIONS	LS		1	\$10,000	1	\$10,000	1	\$10,000	1	\$10,000
	1.2	EARTHWORK										
		ROADWAY EXCAVATION INCL. HAUL	CY	\$20	1900	\$38,000	800	\$16,000	1100	\$22,000	2300	\$46,000
		BORROW INCL. HAUL	TON	\$16	1700	\$27,200	2000	\$32,000	2600	\$41,600	800	\$12,800
	1.3	STORMWATER MITIGATION										
		DETENTION AND TREATMENT	SF	\$6	57,500	\$345,000	37,400	\$224,400	31,000	\$186,000	30,900	\$185,400
	1.4	STORM SEWER										
		CATCH BASIN TYPE 1	EA	\$1,200	15	\$18,000	8	\$9,600	7	\$8,400	7	\$8,400
		CATCH BASIN TYPE 2	EA	\$2,200	15	\$33,000	8	\$17,600	7	\$15,400	7	\$15,400
		PLAIN CONC. STORM SEWER PIPE 12 IN. DIAM.	LF	\$35	800	\$28,000	500	\$17,500	400	\$14,000	400	\$14,000
		PLAIN CONC. STORM SEWER PIPE 18 IN. DIAM.	LF	\$50	2900	\$145,000	1500	\$75,000	1400	\$70,000	1300	\$65,000
		STRUCTURE EXCAVATION CL. B	CY	\$15	2300	\$34,500	1200	\$18,000	1100	\$16,500	1100	\$16,500
2		STRUCTURE										
		RETAINING WALLS	SF	\$32	3,800	\$121,600	5,900	\$220,800	1,500	\$48,000	3,700	\$118,400
3		SURFACING										
		HMA CL. 1/2 IN. PG 64-22	TON	\$70	2,200	\$154,000	1,500	\$105,000	1,400	\$98,000	1,300	\$91,000
		HMA CL. 1 IN. PG 64-22	TON	\$70	2,200	\$154,000	1,400	\$98,000	1,200	\$84,000	1,200	\$84,000
		HMA FOR PRELEVELING 1/2 IN. PG 64-22	TON	\$120	0	\$0	510	\$61,200	170	\$20,400	340	\$40,800
		HMA FOR APPROACH CL. 1/2 IN. PG 64-22	TON	\$120	0	\$0	0	\$0	0	\$0	130	\$15,600
		CRUSHED SURFACING BASE COURSE	TON	\$25	1,800	\$45,000	1,200	\$30,000	1,000	\$25,000	1,100	\$27,500
4		ROADSIDE DEVELOPMENT										
		FENCING	LF	\$15	1,230	\$18,450	1,300	\$19,500	300	\$4,500	550	\$8,250
		SEEDING, MULCHING & FERTILIZING	ACRE	\$3,300	1.0	\$3,300	0.5	\$1,650	0.5	\$1,650	0.5	\$1,650
		WETLAND MITIGATION	LS	-	1	\$5,000	1	\$5,000	1	\$13,000	1	\$0
		TEMPORARY EROSION & WATER POLLUTION CONTROL (6%)	LS	-	1	\$103,000	1	\$78,000	1	\$68,000	1	\$58,000
5		TRAFFIC										
		SIGNAL SYSTEMS	LS	-	1	\$180,000	1	\$60,000	1	\$250,000	0	\$0
		ILLUMINATION	LS	-	1	\$169,000	1	\$91,000	1	\$78,000	1	\$78,000
		SIGNING	LS	-	1	\$10,000	1	\$10,000	1	\$10,000	1	\$10,000
		CURBS	LF	\$18	4,000	\$72,000	2,700	\$48,600	2,400	\$43,200	2,400	\$43,200
		SIDEWALKS	SF	\$32	3400	\$108,800	2300	\$73,600	2000	\$64,000	2000	\$64,000
		TRAFFIC CONTROL (10%)	LS	-	1	\$171,000	1	\$130,000	1	\$113,000	1	\$97,000

PLANNING LEVEL OPINION OF COST SUMMARY [DRAFT]												
Project Description: 20th Street Design Refinement				Client: City of Lake Stevens								
Corridor Section: 20th Street SE: US 2 to 91st				Date: Oct-12								
Location: Lake Stevens				Date of Cost Index: 2012								
				Calculated By/Entered By: KSB								
				Checked By: PDB								
20th Street SE: US 2 to 91st												
				ESTIMATED UNIT COST	Segment 1: 83rd to 91st		Segment 2: 79th to 83rd		Segment 3: Cavaleto Rd to 79th		Segment 4: US 2 to Cavaleto Rd	
	ITEM	UNIT			QTY	COST	QTY	COST	QTY	COST	QTY	COST
I.	OTHER ITEMS											
	SURVEYING (2%)	LS	-		1	\$40,000	1	\$31,000	1	\$27,000	1	\$23,000
	MISCELLANEOUS (30%)	LS	-		1	\$593,000	1	\$453,000	1	\$394,000	1	\$335,000
7	CONSTRUCTION SUBTOTAL (ITEMS 1 THRU 6)					\$2,808,860		\$1,981,450		\$1,781,160		\$1,474,400
8	MOBILIZATION (10%) 10% OF ITEM 7	LS	-		1	\$261,000	1	\$200,000	1	\$174,000	1	\$148,000
8	SUBTOTAL (ITEMS 7 & 8)					\$2,889,860		\$2,181,450		\$1,955,160		\$1,622,400
10	SALES TAX 0.0% OF ITEMS					\$0		\$0		\$0		\$0
11	AGREEMENTS (Utilities, WSP, etc.)					\$0		\$0		\$0		\$0
12	SUBTOTAL (ITEMS 8 THRU 11)					\$2,889,860		\$2,181,450		\$1,955,160		\$1,622,400
13	CONSTRUCTION											
	ENGINEERING (12% OF ITEM 12)				1	\$345,000	1	\$263,000	1	\$229,000	1	\$195,000
	ENVIRONMENTAL COMPLIANCE (2% OF ITEM 12)				1	\$58,000	1	\$44,000	1	\$38,000	1	\$33,000
14	CONSTRUCTION TOTAL (ITEMS 12 & 13)					\$3,272,850		\$2,498,450		\$2,173,150		\$1,850,400
II.	PRELIMINARY WORK											
	PRELIMINARY ENGINEERING (15.0% OF ITEM 14)					\$491,000		\$375,000		\$326,000		\$278,000
IV.	TOTAL ESTIMATED COST (ITEMS I, 14 & III)					\$4,570,000		\$3,750,000		\$2,620,000		\$2,460,000
V.	FUTURE ESTIMATED COST											
	FUTURE COST BASED ON INFLATION RATE	Inflation	Concl. Year	Cost Index	Future Cost	Cost Index	Future Cost	Cost Index	Future Cost	Cost Index	Future Cost	
		3.00%	2014	2012	\$4,850,000	2012	\$3,980,000	2012	\$2,780,000	2012	\$2,610,000	

The above opinion of cost is a planning level estimate only. It is based on best available information and scope at the time, not on the results of a detailed engineering study, and is supplied as a budgeting guide only. Perfect, Inc. does not guarantee or warrant the accuracy of this planning level estimate.

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EXHIBIT B

POTENTIAL AMENDED CODE FOR UNDERGROUND UTILITIES

14.60.450 Underground Utilities.

(a) Except as noted in subsections (c) through ((e))f) of this section, all existing, extended, and new electric power lines (not to include transformers or enclosures containing electrical equipment including, but not limited to, switches, meters, or capacitors which may be pad mounted), telephone, gas distribution, cable television, and other communication lines in or adjacent to any land use or building permit approved after the effective date of this chapter shall be placed underground in accordance with the specifications and policies of the respective utility service providers and located in accordance with the currently adopted version of the Engineering Design and Development Standards for the City of Lake Stevens. In the event the distribution line originates from a point opposite any public roadway from the new construction the service lines shall be placed beneath said roadway by means of boring or surface excavation across said roadway.

(b) Whenever an un-subdivided development is hereafter constructed on a lot that is undeveloped on the effective date of the ordinance codified in this chapter, then all electric, power, telephone, gas distribution, and cable television lines installed to serve the development that are located on the development site outside of a previously existing public street right-of-way shall be placed underground in accordance with the specifications and policies of the respective utility companies.

(c) Wiring and/or related facilities for existing aboveground utilities may remain aboveground if one of the following circumstances exists:

(1) If the Public Works Director determines that an underground system cannot reasonably be installed according to accepted engineering practices or undergrounding would adversely impact services not adjacent to the proposed site, the requirements of this section may be waived. This shall require receipt of a written notice from the appropriate adversely impacted utility service provider. Such a waiver shall be noted in the permit. If undergrounding is determined not to be feasible by the Public Works Director, the applicant must either sign a concomitant agreement or a no protest agreement of the formation of an LID for future undergrounding. Determination of which form of promissory shall be used shall be at the discretion of the Public Works Director.

(2) For overhead utility lines located along the following roadways:

(i) State Route 9,

(ii) State Route 92,

(iii) State Route 204,

(iv) Lundeen Parkway from SR 9 to Callow Road,

(v) 20th Street NE except between 118th Avenue NE and 127th Avenue NE,

(vii) 20th Street SE.

(d) Building permits for additions, alterations, or repairs within any 12-month period and equal to less than 50 percent of the total value of the existing building or structure shall not be subject to the requirements of this section.

~~((d) If the Public Works Director determines that an underground system cannot reasonably be installed according to accepted engineering practices, the requirements of this section may be waived upon receipt of a written notice from the appropriate utility service provider. Such a waiver shall be noted in the permit or shall be construed as not being granted. If undergrounding is determined not to be feasible, the applicant must either sign a concomitant agreement or a no-protest agreement of the formation of an LID for future undergrounding. Determination of which form of promissory shall be used shall be at the discretion of the Public Works Director.))~~

(e) Nothing in this section nor any other section in relation to underground utilities shall apply to power lines carrying a voltage of 15 kV or more, nor shall it be construed to prohibit the placement of said mounted transformers, terminal pedestal, or other electrical and communications devices above ground, as determined by the appropriate utility service provider involved.

(f) Repair, maintenance or upgrading of existing underground service shall not be relocated overhead.