
CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
March 23, 2011 – 7:00 P.M. –City Hall Council Chambers

ROLL CALL: Present: Mayor Mike Anderson, Councilmembers: Tony Splane, Tom Storrs, Keith Wagoner, Hugh Galbraith, Rick Lemley and Brett Sandström. Staff: Recorder Brue, Finance Director Nelson, City Supervisor/Attorney Berg, Engineer Freiberger, Planner Moore, Fire Chief Klinger and Police Chief Wood.

The Meeting was called to order at 7:00 P.M.

Pledge of Allegiance

Consent Calendar

- Minutes from Previous Meeting
- Finance
 - Claim Checks #71634 to #71735 in the amount of \$163,887.66
 - Payroll Checks #49983 to #50089 in the amount of \$184,217.93
- Interlocal Agreement with City of Burlington for Work Offender Program
- Interlocal Joint Purchasing Agreement with City of Mount Vernon
- Acceptance of Department of Ecology Grant for shoreline Master Plan Update – Authorizing Mayor to sign SMA Grant Agreement No. G1100233
- State Participating Agreement – SR20 MP 65.50 to 66.08 Lane Widening
- Final Acceptance – Fire Station 2

Councilmember Splane questioned if Item C was reciprocal between Burlington and Sedro-Woolley. City Supervisor/Attorney Berg noted it is not and is a limited opportunity for those being sentenced in Burlington to complete their community service with our program. Burlington currently has more offenders than they can schedule.

Councilmember Storrs moved to approve the consent calendar A through G. Seconded by Councilmember Splane. Motion carried (6-0).

Public Comment

No comment received.

Mayor Anderson realigned agenda items due to topic presenters in the audience.

Leeann Costek – Sr. Project Manager of Puget Sound Energy addressed the Council regarding their project for the development of distribution lines on the south side of Cook Road. The project is being conducted as a safety project. She noted that easements have been secured and they are ready to move to permitting. The poles will be placed at the backside of the franchise right-of-way behind the sidewalk.

Council discussion ensued regarding undergrounding, difficulties with undergrounding in this particular area, mature trees, project scope from Trail Road to District Line Road, review of future plans at time of design of possible future roundabout, landscaping, spacing between poles and aesthetics to entrance to town.

An extensive discussion continued on undergrounding, PSE responsibility, code requirements, City cost and cost to homeowner for conversion to underground.

Teresa Loop – Puget Sound Energy reviewed the notification process of property owners affected. She also noted that secondary communication will take place as well.

Skagit Tourism Bureau, Terica Taylor, Coordinator – Tourism Promotion Area (TPA) – Moved from New Business.

Don Wick of EDASC addressed the Council regarding the possibility of establishing a Tourism Promotion Area (TPA). He discussed the TPA as a method of being able to promote the area which would involve Hoteliers of 40 rooms or more.

Terica Taylor – Coordinator for Skagit Tourism addressed the Council to provide information on the formation of a Tourism Promotion Area (TPA). She reviewed her background within the tourism industry as well as her involvement with the 2005 legislation for the establishment of TPA'S. Taylor noted that the request has come from the hoteliers in order to promote tourism, other counties have large budgets for the purpose of promoting tourism and Skagit County's budget for tourism is \$30,000, which is not enough funds to market the area. The TPA proposes a \$2.00 fee per room for hotels of 40 rooms or more. The TPA would need a 60% vote of the hoteliers to pass. She also noted an interlocal agreement between the Cities's and Skagit County is a precursor to the hotel vote. Taylor reviewed the organization structure of the TPA with no fiscal responsibility to the city.

Discussion was held and included maintaining a fair playing field, safeguards built into the interlocal agreement, draft documents and mechanisms in place to sever agreement.

Taylor reviewed the goals and budgeting of the TPA which included a sports commission and media and online marketing. She also addressed staffing and fees for administrative functions.

Pola Kelley – Executive Director of the Sedro-Woolley Chamber of Commerce addressed the Council on the importance of the Tourism board. She discussed the use of money through Hotel/Motel funds for tourism with little or no impact and encouraged this mechanism to increase lodging tax dollars because it will increase lodging. Kelley noted it would translate as money back to City through other businesses, restaurants, winery's and shops and is a trickle down effect which is meant to get to all business. She urged the Council to accept the proposal and back up the program with enthusiasm. She

noted it is a one time offer and believes it to be a positive thing. Kelley also addressed the Washington State Tourism board which will not be in existence after June 1st.

Council discussion took place to include statistics, results from other communities, long term stays and anticipated time line.

James Montgomery – owner of the Skagit Motel questioned enforcement of the fee and addressed the impact the fee would be for his Motel. He noted that most of his clientele are people who rent on a weekly basis as they are in the area for jobs.

Discussion ensued on exemption for government business, monthly (long term) stays, reporting to the Department of Revenue, hard times with the economy and possible change in classification.

UNFINISHED BUSINESS

Community Center Cleaning Ordinance

City Supervisor/Attorney Berg spoke on the proposed ordinance for the Community Center. He noted there are no changes from the first read and offered to answer any questions.

Councilmember Storrs moved to adopt Ordinance No. 1701-11 An Ordinance creating a non-refundable cleaning fee and reducing the damage deposit for the community center. Councilmember Splane seconded. Motion carried (6-0).

Senior Center Rental Ordinance

Councilmember Sandström moved to adopt Ordinance No. 1702-11 An Ordinance establishing a process and setting fees for the rental of the Sedro-Woolley Senior Center Building. Seconded by Councilmember Galbraith. Motion carried (6-0).

Ambulance Authority Ordinance

City Supervisor/Attorney Berg reviewed three changes made within the ordinance from the last read. He spoke on the status and condition of the Central Valley Ambulance which appears to be running out of funding. The ordinance would allow the City to react to changes in the system.

Councilmember Galbraith moved to approve Ordinance No. 1703-11 An Ordinance of the City of Sedro-Woolley, Washington, Establishing the City Ambulance Service Utility and Related Regulations. Councilmember Sandström seconded. Motion carried (6-0).

Authorization to Proceed with Design and Bidding for the Metcalf Street, Warner to Northern and State Street, Walley to Murdock Overlay Project using PWTF Loan 038 Funds

Engineer Freiburger reviewed the request to proceed with the design and bidding for the Metcalf Street. He noted the Utility committee met regarding use of surplus PWTF Loan funds and it is within the scope of PWTF agreement. Freiburger stated it makes sense as no other sources of revenue are available. He addressed alternatives and discussed the anticipation of transferring \$380,000 back at the close of the loans. He stated the design work is about 30% complete and requested Council authorize to proceed.

Discussion ensued on possible enhancements to the Downtown area to coincide with the project, funding issues and establishing a Metcalf Beautification Committee (Councilmember's Sandström, Lemley and Storrs).

Councilmember Storrs moved to authorize staff to proceed with design and bid process of the Metcalf and State Street Overlay Project utilizing remaining Public Works Trust Fund Loan 038 funding. Seconded by Councilmember Lemley. Motion carried (6-0).

Amendment 2 – Professional Services Agreement No. 2010-PS-06 for Design Phase Services for the SR 20, Metcalf to Township Lane Widening & Pedestrian/Bicycle Improvements Project – Reichhardt and Ebe Engineering, Inc.

Engineer Freiburger reviewed the request for a professional services agreement for design phase services for SR20. He noted the scope change request to the Transportation Improvement Board (TIB) to be acted on Friday. The change will allow extending of the project limits 380 feet and connection to the sidewalks constructed in 2008. Freiburger addressed recent research that unveiled Burlington Northern occupying right of way at the permission of the City and reviewed the original design of the bridge which allowed for 6' sidewalks under the bridge. He requested Council permission to proceed with design.

Discussion ensued to include Burlington Northern's response, water concerns and road grade change (Councilmember Sandström cited an IKEA in Tukwila as an example). Councilmember Galbraith moved to authorize the Mayor to execute the attached Amendment 2 to the Professional Services Agreement No. 2010-PS-06 with Reichhardt & Ebe Engineering, Inc. to add design work for extending the project limits 320 feet west under the BNSF Bridge. Seconded by Councilmember Wagoner. Motion carried (6-0).

NEW BUSINESS

Skagit Tourism Bureau, Terica Taylor, Coordinator – Tourism Promotion Area (TPA) –

See beginning of meeting.

2010 Comprehensive Plan Docket

Planner Moore reviewed the first read of the amendments to the 2010 Comprehensive Plan Docket. The amendments include three items: 1) Update of the Schools section of the Capital Facilities Element, 2) Update of the Parks and Recreation Element and 3) Update Comprehensive Land Use Map and Zoning Map to reflect rezone of recently annexed properties on Fruitdale Road. Moore noted the Planning Commission recommends approval of all but item two, which their recommendation is to continue the review in 2011.

No Council action necessary as this is a first read.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

City Supervisor/Attorney Berg – discussed the recent surplus of the Northern State property.

Engineer Freiburger – discussed an additional match requirement on the SR20 project. He noted he plans to apply for Skagit County EDC funds to cover the additional match. He also stated things are moving ahead with the Metcalf Street rail removal which will be done at the same time as the Metcalf overlay project.

Fire Chief Klinger – reminded Council of the rescheduled open house for Fire Station 2 on April 6th. He also informed Council of a request from Steve Johns of H & W Vehicles to borrow the new City's Fire Engine to showcase at the Northwest Fire Expo in Portland. Klinger noted that all expenses would be covered and he is requesting in return H & W cover the expense for the annual pump test services at their factory while it is there. Council consensus was to allow.

Finance Director Nelson – pointed out the 2011 Final Budget are at each council seat.

Councilmember Storrs – thanked the Public Works department for their work on the alley between Jameson and Fidalgo.

Councilmember Galbraith – announced as a point of reference he has been involved in coaching for many years and has turned in his resignation for basketball and soccer which changes his availability for meetings on any night.

Councilmember Sandström – questioned the bid on the gazebo work and the City's liability requirements which might be limiting local contractors.

Councilmember Splane – questioned the status of the Sapp Road tree project.

Councilmember Lemley moved to adjourn. Seconded by Councilmember Wagoner. Motion carried.

The meeting adjourned at 8:51 P.M.