

Next Ord: 1553-06

Next Res: 730-06

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## MISSION STATEMENT

The mission of the Sedro-Woolley City government is to provide selected services that are not traditionally offered by the private sector. This will be achieved through providing the highest quality services we can within the resources with which we're provided; involving residents in all aspects of planning and operations; serving as a clearinghouse for public information; and operating facilities which meet the legitimate, identified concerns of the residents of and visitors to our community.

We believe in being community-centered, consistently contributing to the quality of life in our area and as fully deserving of the public's trust through the consistent expression of positive values and acceptance of accountability for producing meaningful results.

## CITY COUNCIL AGENDA

September 27, 2006

7:00 PM

Sedro-Woolley Community Center  
703 Pacific Street

1. Call to Order
2. Pledge of Allegiance
3. Consent Calendar

NOTE: Agenda items on the Consent Calendar are considered routine in nature and may be adopted by the Council by a single motion, unless any Councilmember or a member of the audience wishes an item to be removed. The Council on the regular agenda will consider any item so removed after the Consent Calendar.

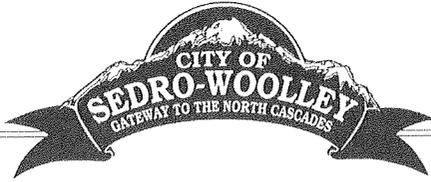
- a. Minutes from Previous Meeting
  - b. Finance
    - Claim Vouchers #58355 to #58469 for \$191,177.61 (Voided Warrant #58354)
    - Payroll Warrants #38679 to #38777 for \$145,765.90
  - c. - Waiver of Fees - Sedro-Woolley School District - 2006/2007 School Year
  - d. - Waiver of Fees - Community Center- ERCI - October 4, 2006
  - e. - Existing Sewer Replacement with RAM Construction
  - f. - Employment Contract Amendment - City Attorney
  - g. - Contract - The Unity Group for Insurance Services
4. Public Comment (Please limit your comments to 3-5 minutes)

### PUBLIC HEARINGS

### NEW BUSINESS

5. Cascade Palms Condominiums Request
6. Citizen Request for Off Road Vehicle Ordinance Amendment

### EXECUTIVE SESSION /YES



CITY COUNCIL AGENDA  
REGULAR MEETING

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 13

DATE: September 27, 2006

TO: Mayor Dillon and City Council

FROM: Patsy Nelson, Clerk-Treasurer

SUBJECT: 1) CALL TO ORDER; 2) PLEDGE OF ALLEGIANCE; 3) CONSENT  
CALENDAR

1. CALL TO ORDER - The Mayor will call the September 27, 2006 Regular Meeting to Order. The Clerk-Treasurer will note those in attendance and those absent.

\_\_\_ Ward 1 Councilmember Ted Meamber  
\_\_\_ Ward 2 Councilmember Tony Splane  
\_\_\_ Ward 3 Councilmember Louie Requa  
\_\_\_ Ward 4 Councilmember Pat Colgan  
\_\_\_ Ward 5 Councilmember Hugh Galbraith  
\_\_\_ Ward 6 Councilmember Rick Lemley  
\_\_\_ At-Large Councilmember Mike Anderson

2. PLEDGE OF ALLEGIANCE - The Mayor will lead the City Council and citizens in the Pledge of Allegiance to the United States of America.
3. CONSENT CALENDAR - Mayor will ask for Council approval of Consent Calendar items.

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 3a

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CITY OF SEDRO-WOOLLEY  
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Regular Meeting of the City Council  
September 13, 2006 – 7:00 P.M. – Community Center

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

Pledge of Allegiance

ROLL CALL: Present: Mayor Sharon Dillon, Councilmembers: Ted Meamber, Tony Splane, Louis Requa, Pat Colgan, Hugh Galbraith, Rick Lemley and Mike Anderson. Staff: City Clerk/Treasurer Nelson, Planner Rozema, Attorney Berg, Engineer Blair, Fire Chief Klinger and Police Chief Wood.

Mayor Dillon requested Item C – Gary Hansen – Duplex Building Permits on Hyatt Place be moved to Old Business. She then requested the topic be moved to Executive Session.

Consent Calendar

- Minutes from Previous Meeting
- Finance
  - Claim Vouchers #58194 to #58353 for \$969,892.87 (Voided Warrants #58215 through #58223)
  - Payroll Warrants #38579 to #38678 for \$204,481.00
- Gary Hansen – Duplex Building Permits on Hyatt Place (*moved to Old Business at the request of Mayor Dillon*)
- Street Closure/Riverfront Park Request – Founders Day – September 9<sup>th</sup> & 10<sup>th</sup>, 2006
- Waiver of Fees – Community Center – Girl Scout Troop 548 – Misc. Dates
- Waiver of Fees – Community Center – SW Youth Football Cheer Teams – Misc. Dates
- Contract – Tree Removal at Fire Training Facility
- Interlocal Agreement with City of Burlington – Court Clerks

Councilmember Galbraith moved to accept the consent calendar Items A through H, excluding Item C which is moved to Old Business. Seconded by Councilmember Lemley. Motion carried.

Presentation – Skagit Valley Tulip Festival

Cindy Verge, Executive Director of the Skagit Valley Tulip Festival addressed the Council on an upcoming World Tulip Summit to be held in Australia. Verge noted she is part of a delegation of 3 that will be attending the Summit and explained about the Summit. She noted the goal will be to bring the World Tulip Summit to Skagit County in 2010 and spoke of the steps being taken to promote the festival and Skagit County.

## Public Comment

Susie Williams – 1058 Wedmore Pl., announced the donation of 2 – 5 gallon buckets of golf balls to the driving range by George Miller.

Sally Carlson – 335 Bennett St., addressed the Council regarding the emergency turn around on Hyatt Place. She noted the road has been blocked off and believes it to be a safety concern for her tenants that live on the street.

## **PUBLIC HEARINGS**

None

## **OLD BUSINESS**

Gary Hansen – Duplex Building Permits on Hyatt Place (*moved from consent calendar*)

Attorney Berg noted that Tom Moser, Attorney for Gary Hansen requested a moment to address the Council. Berg noted there would be no discussion following his presentation. Discussion would be held in Executive Session.

Tom Moser – addressed the Council representing Gary Hansen. Moser reviewed the issue of fundamental fairness and presented background information regarding Hansen's permits and fees. Moser addressed representations made by City Officials and being able to rely on such statements and stated the issue is defined legally as "detrimental reliance". Moser requested Council consider authorizing a refund of the fees incurred.

## **NEW BUSINESS**

Nevitt Plat – Preliminary Approval

Planner Rozema reviewed the request for preliminary plat approval from Richard Nevitt of American Investment, LLC. The project is to divide 0.95 acres zoned Residential -7 (R-7) into 7-residential lots located in the vicinity of W. Jones Road. The Planning Commission held an open record hearing on August 15, 2006 and recommended approval of the plat subject to the conditions by staff and the SEPA/ MDNS. Rozema noted that staff recommends approval of the preliminary plat subject to the conditions in the Planning Commission's finding of fact, conclusions and recommendation.

John Semrau, Civil Engineer representing Richard Nevitt reviewed the design features of the proposed plat and answered questions from the Council.

Councilmember Meamber moved to adopt Resolution No. 729-06 A Resolution Approving the Preliminary Nevitt Plat, A 6-Lot Subdivision. Seconded by Councilmember Splane.

Councilmember Requa made a point of clarification that tonight's hearing was a closed record hearing. He questioned that if anyone who testified at the original hearing can testify again, providing no new information was given.

Mayor Dillon noted that was correct.

Mayor Dillon restated the motion. Motion carried.

#### Ordinance – Amending SWMC 8.04.075 Regarding Garbage Services

Attorney Berg reviewed the proposed amendment to SWMC 8.04.075 with regard to garbage billing practices for condominium developments. He noted the ordinance is designed to clear up any confusion in the existing ordinance.

Discussion ensued to include options for dumpster versus individual cans, payment responsibility and review of options at a future worksession.

Councilmember Anderson moved to adopt Ordinance No. 1552-06 An Ordinance Amending SWMC 8.04.075 Regarding Garbage Service. Councilmember Splane seconded.

Roll Call Vote: Councilmember Meamber – Yes, Splane – Yes, Requa – Yes, Colgan – Yes, Galbraith – Yes, Lemley – Yes and Anderson – Yes. Motion carried.

#### **COMMITTEE REPORTS AND REPORTS FROM OFFICERS**

Mayor Dillon – reminded Council that the October worksession will be strictly on the budget and the November worksession will be finalizing of the budget.

Fire Chief Klinger – announced the upcoming Boots to Burn Dance October 28<sup>th</sup>. Tickets are on sale now.

Engineer Blair – reported on the Township sewer project. He noted Sterling Street will be paved at the end of the month and the Township paving will depend on weather. A first lift will be placed on Township but the final paving may not occur until spring due to some stormwater issues that have occurred.

Attorney Berg – noted a copy of the letter regarding cigarette butts sent to tavern owners in the Council packets. He also noted a letter received in response to the letter sent.

Planner Rozema – updated the Council on the Medical Office progress in regards to the Building Department and stated the Associate Planner position is progressing with the hopes of making a decision sometime next week.

Councilmember Meamber: addressed the great Farmer’s Market held on Wednesdays.

Councilmember Requa – questioned the yellow curb paint along the alley by the Post Office. He noted the painting removed a parking space and dumpsters have been red tagged for removal. Requa requested the situation be looked into.

Engineer Blair noted some proposed changes in the works for reconfiguration for better use of the Post Office loading dock which warranted some of the changes. He also noted the parking space was removed because it was to close to the intersection.

Councilmember Lemley – gave a report on the great Founder’s Day events held. He also addressed the need for port-a-pottes for special events at Riverfront Park.

### **EXECUTIVE SESSION**

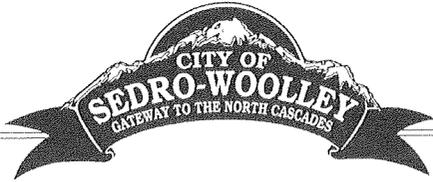
The meeting adjourned to Executive Session at 7:52 P.M. for the purpose of litigation, personnel and/or land acquisition. It is anticipated to last approximately 1 hour with a possible decision.

The meeting reconvened at 9:04 P.M.

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

The meeting adjourned at 9:05 P.M.

Note: Councilmember Requa attended Executive Session for the first 15 minutes of the session and then was recused for the remainder of the session due to a possible conflict of interest.



CITY COUNCIL AGENDA  
REGULAR MEETING

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 36

DATE: September 27, 2006  
TO: Mayor Dillon and City Council  
FROM: Patsy Nelson, Clerk-Treasurer  
SUBJECT: FINANCE - VOUCHERS

Attached you will find the Claim Vouchers proposed for payment for the period ending September 27, 2006.

Motion to approve Claim Vouchers #58355 to #58469 in the amount of \$191,177.61. (Voided Warrant #58354).

Motion to approve Payroll Warrants #38679 to #38777 in the amount of \$145,765.90.

If you have any comments, questions or concerns, please contact me for information during the working day at 855-1661. This will allow me to look up the invoices that are stored in our office.

CITY OF SEDRO-WOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
 09/27/2006 (Printed 09/21/2006 15:46)

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
58355	SKAGIT CO. SUPERIOR COURT	COLLECTION SERVICES	SWR	10.00
		COLLECTION SERVICES	SAN	10.00
		WARRANT TOTAL		20.00
58356	SKAGIT COUNTY AUDITOR	MISC-FILING FEES	PLN	35.00
		MISC-FILING FEES/LIEN EXP	SWR	789.00
		MISC-FILING FEES/LIEN EXP	SAN	547.00
		WARRANT TOTAL		1,371.00
58357	ADVANCE TRAVEL	TRAVEL	PD	108.00
		WARRANT TOTAL		108.00
58358	ALLELUJAH BUSINESS SYSTEMS	OPERATING SUPPLIES	SWR	2.16
		WARRANT TOTAL		2.16
58359	ALL-PHASE ELECTRIC	MAINTENANCE OF VEHICLES	SWR	187.34
		WARRANT TOTAL		187.34
58360	ALLEN, DEBRA	MEALS/TRAVEL	SWR	11.00
		WARRANT TOTAL		11.00
58361	ALLIANCE OFFICE PRODUCTS	SUPPLIES	JUD	203.12
		WARRANT TOTAL		203.12
58362	AMERICAN LIBRARY ASSOC.	MISC-TUITION/REGISTRATION	LIB	125.00
		WARRANT TOTAL		125.00
58363	ASSOCIATION OF WA CITIES	RETIRED MEDICAL	PD	6,769.80
		WARRANT TOTAL		6,769.80
58364	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	98.98
		AUTO FUEL	PD	1,594.79
		AUTO FUEL	PD	1,229.13
		VEHICLE FUEL / DIESEL		1,181.35
		VEHICLE FUEL / DIESEL		92.84
		VEHICLE FUEL - GOLF	PL	1,055.21
		AUTO FUEL/DIESEL	SWR	294.51
		PORTABLE EQUIPMENT	SWR	808.88
		AUTO FUEL/DIESEL	SAN	1,772.65
		AUTO FUEL/DIESEL	SAN	787.29
		WARRANT TOTAL		8,915.63
58365	CINGULAR	TELEPHONE	PD	709.05
		WARRANT TOTAL		709.05
58366	BANK OF AMERICA	TRAVEL	ENG	10.00
		TUITION/REGISTRATION	ENG	398.50
		TUITION/REGISTRATION	ENG	147.91
		OFFICE EQUIPMENT	ENG	275.40
		WARRANT TOTAL		831.81
58367	BANK OF AMERICA	MEALS/TRAVEL	FIN	269.47

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		MEALS/TRAVEL	FIN	32.87
		TRAVEL	PD	418.14
		TUITION/REGISTRATION	PD	379.00
		REPAIRS/MAINT-EQUIP	SAN	316.01
		OFFICE SUPPLIES	SAN	341.71
		SMALL TOOLS & MINOR EQUIP	SAN	272.50
		POSTAGE	SAN	14.40
		WARRANT TOTAL		2,044.10
58368	BARNETT IMPLEMENT CO. INC	REPAIRS/MAINT - EQUIP	PL	63.71
		WARRANT TOTAL		63.71
58369	BAY CITY SUPPLY	OPERATING SUPPLIES	LIB	58.73
		OPERATING SUPPLIES	PL	32.52
		WARRANT TOTAL		91.25
58370	BISBEY TREE CARE	EQUIPMENT MAINT - GOLF	PL	602.25
		WARRANT TOTAL		602.25
58371	BLUMENTHAL UNIFORM & EQUIP	UNIFORMS/ACCESSORIES	PD	102.26
		UNIFORMS/ACCESSORIES	PD	20.67
		UNIFORMS/ACCESSORIES	PD	413.82
		WARRANT TOTAL		536.75
58372	BLYTHE PLUMBING & HEATING INC	REPAIRS/MAINT-HHS	PL	160.65
		WARRANT TOTAL		160.65
58373	BOTTOMLINE HEALTH	BOOKS, PERIOD, RECORDS	LIB	29.95
		WARRANT TOTAL		29.95
58374	BOULDER PARK, INC	MAINT - SOLIDS HANDLING	SWR	5,437.48
		WARRANT TOTAL		5,437.48
58375	BUILDING INDUSTRY ASSOC OF WA	MISC-TUITION/REGISTRATION	PLN	325.00
		TUITION/REGISTRATION	ENG	162.50
		MISC-TUITION/REGISTRATION	INSP	325.00
		MISC-TUITION/REGISTRATION	INSP	162.50
		WARRANT TOTAL		975.00
58376	BLDG PERMITS LAW BULLETIN	MISC-DUES	INSP	98.78
		WARRANT TOTAL		98.78
58377	CARLETTI ARCHITECTS P.S.	CITY HALL DESIGN		15,865.07
		WARRANT TOTAL		15,865.07
58378	CASCADE NATURAL GAS CORP.	PUBLIC UTILITIES	CS	7.42
		PUBLIC UTILITIES	FD	119.48
		PUBLIC UTILITIES	LIB	7.42
		PUBLIC UTILITIES	PL	33.99
		PUBLIC UTIL - COMM CENTER	PL	32.94
		PUBLIC UTIL - SENIOR CENTER	PL	40.60
		PUBLIC UTIL - FOOD BANK	PL	18.91

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		PUBLIC UTIL - HHS	PL	12.53
		PUBLIC UTILITIES	SWR	29.92
		PUBLIC UTILITIES	SAN	27.84
		WARRANT TOTAL		331.05
58379	CENTRAL WELDING SUPPLY	OPERATING SUPPLIES	SAN	16.20
		WARRANT TOTAL		16.20
58380	CHEMSEARCH	OPERATING SUPPLIES	PL	150.37
		WARRANT TOTAL		150.37
58381	CHICKADEE	BOOKS, PERIOD, RECORDS	LIB	25.99
		WARRANT TOTAL		25.99
58382	COLLINS OFFICE SUPPLY, INC	SUPPLIES	FIN	40.17
		SUPPLIES	FIN	113.68
		SUPPLIES	FIN	92.86
		SUPPLIES	FIN	170.60
		SUPPLIES/BOOKS	PLN	15.62
		SUPPLIES	ENG	15.61
		OFF/OPER SUPPS & BOOKS	INSP	15.62
		WARRANT TOTAL		122.96
58383	COMPUTER SUPPORT GROUP	REPAIR/MAINT-COMPUTER	LIB	125.00
		WARRANT TOTAL		125.00
58384	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	39.58
		REPAIR & MAINT - AUTO	PD	189.27
		WARRANT TOTAL		228.85
58385	CRYSTAL SPRINGS	SUPPLIES	JUD	9.94
		OPERATING SUPPLIES	CS	48.88
		OPERATING SUPPLIES	PD	100.59
		OPERATING SUPPLIES	PL	46.09
		OPERATING SUPPLIES	SWR	87.66
		OPERATING SUPPLIES	SAN	57.99
		WARRANT TOTAL		351.15
58386	DATA BASE	PROFESSIONAL SERVICES	JUD	76.00
		OFFICE/OPERATING SUPPLIES	PD	76.00
		WARRANT TOTAL		152.00
58387	DEMCO INC.	SUPPLIES	LIB	364.73
		WARRANT TOTAL		364.73
58388	DEPARTMENT OF LICENSING	DUES/SUBSCRIPTIONS	ENG	100.00
		WARRANT TOTAL		100.00
58389	DIVERSINT	OFFICE EQUIPMENT	PLN	57.35
		OFFICE EQUIPMENT	ENG	57.34
		OFFICE EQUIPMENT	INSP	57.35
		WARRANT TOTAL		172.04

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
58390	EASY PICKER GOLF PRODUCTS INC.	OP. SUPPLIES - GOLF	PL	970.40
		WARRANT TOTAL		970.40
58391	E & E LUMBER	OPERATING SUPPLIES	PL	178.37
		SUPPLIES - CAMPGROUND	PL	60.90
		SUPPLIES - CAMPGROUND	PL	5.93
		SMALL TOOL & MINOR EQUIP	PL	37.10
		SMALL TOOL & MINOR EQUIP	PL	113.39
		REPAIRS/MAINT - EQUIP	PL	3.77
		REPAIRS/MAINT - EQUIP	PL	17.11
		REPAIRS/MAINT - EQUIP	PL	7.86
		REPAIRS/MAINT-SENIOR CENTER	PL	24.30
		REPAIRS/MAINT-FOOD BANK	PL	64.50
		REPAIRS/MAINT-TRAIN	PL	296.20
		REPAIRS/MAINT-TRAIN	PL	145.80
		REPAIRS/MAINT-TRAIN	PL	17.17
		MAINTENANCE OF LINES	SWR	13.99
		MAINTENANCE OF LINES	SWR	30.76
		MAINT OF GENERAL EQUIP	SWR	17.70
		OFFICE SUPPLIES	SWR	3.55
		OPERATING SUPPLIES	SWR	1.06
		OPERATING SUPPLIES	SWR	6.24
		OPERATING SUPPLIES	SWR	2.69
		BUILDINGS & STRUCTURES	SWR	130.05
		WARRANT TOTAL		1,178.44
58392	ENTREPRENEUR MAGAZINE	BOOKS, PERIOD, RECORDS	LIB	18.97
		WARRANT TOTAL		18.97
58393	E.S.R.I INC.	MISC-DUES/SUBSCRIP/MEMSHIP	PLN	324.12
		DUES/SUBSCRIPTIONS	ENG	760.96
		PROFESSIONAL SERVICES	SWR	324.12
		WARRANT TOTAL		1,409.20
58394	FIELD & STREAM	BOOKS, PERIOD, RECORDS	LIB	51.97
		WARRANT TOTAL		51.97
58395	HOLLAND HEALTH SERV. INC.	RETIRED MEDICAL	PD	86.53
		WARRANT TOTAL		86.53
58396	HONEY BUCKET	OP. SUPPLIES - GOLF	PL	103.34
		WARRANT TOTAL		103.34
58397	INTERNTL CODE COUNCIL INC	MISC-TUITION/REGISTRATION	INSP	59.00
		WARRANT TOTAL		59.00
58398	IKON FINANCIAL SERVICES	REPAIR/MAINTENANCE-EQUIP	LIB	63.37
		WARRANT TOTAL		63.37
58399	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS	LIB	10.40
		BOOKS, PERIOD, RECORDS	LIB	50.61
		BOOKS, PERIOD, RECORDS	LIB	9.75

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		BOOKS, PERIOD, RECORDS	LIB	22.90
		BOOKS, PERIOD, RECORDS	LIB	23.10
		BOOKS, PERIOD, RECORDS	LIB	22.28
		WARRANT TOTAL		139.04
58400	ISOMEDIA.COM	TELEPHONE	FIN	8.74
		TELEPHONE	PLN	8.74
		TELEPHONE	ENG	8.74
		TELEPHONE	INSP	8.73
		TELEPHONE	LIB	39.95
		WARRANT TOTAL		74.90
58401	IWORQ SYSTEMS	DUES/SUBSCRIPTIONS	ENG	1,200.00
		ROADWAY - ARTERIAL MAINT	AST	1,200.00
		PROFESSIONAL SERVICES	SWR	1,200.00
		WARRANT TOTAL		3,600.00
58402	KAMB, THOMAS R	ASSOCIATE'S FEES	JUD	250.00
		WARRANT TOTAL		250.00
58403	KESSELRING'S	MACHINERY & EQUIPMENT	PD	1,389.96
		WARRANT TOTAL		1,389.96
58404	LABCORP	PROFESSIONAL SERVICES	FIN	51.50
		PROFESSIONAL SERVICES	ENG	51.50
		WARRANT TOTAL		103.00
58405	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER	JUD	350.00
		WARRANT TOTAL		350.00
58406	LIBRARY JOURNAL	BOOKS, PERIOD, RECORDS	LIB	149.99
		WARRANT TOTAL		149.99
58407	LOGGERS AND CONTRACTORS	OPERATING SUPPLIES	PL	173.61
		OPERATING SUPPLIES	SWR	42.12
		WARRANT TOTAL		215.73
58408	LYNN PEAVEY COMPANY	OFFICE/OPERATING SUPPLIES	PD	100.20
		WARRANT TOTAL		100.20
58409	MCCANN, WILLIAM R.	INDIGENT DEFEND CONTR	JUD	2,557.50
		WARRANT TOTAL		2,557.50
58410	LEXISNEXIS MATTHEW BENDER	LEGAL PUBLICATIONS	LGS	848.52
		WARRANT TOTAL		848.52
58411	MCLOUGHLIN & EARDLEY CORP	VEHICLES	PD	284.40
		VEHICLES	PD	85.70
		WARRANT TOTAL		370.10
58412	MARTIN MARIETTA MATERIALS	REPAIRS/MAINT-STREETS	PL	790.16
		WARRANT TOTAL		790.16

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
58413	MOORE, JACK R.	PROFESSIONAL SERVICES	INSP	46.01
		PROFESSIONAL SERVICES	INSP	351.84
		PROFESSIONAL SERVICES	INSP	413.94
		WARRANT TOTAL		811.79
58414	NAT'L WILDLIFE FEDERATION	BOOKS, PERIOD, RECORDS	LIB	46.00
		WARRANT TOTAL		46.00
58415	NORTHWEST CASCADE INC.	OPERATING SUPPLIES	PL	72.70
		WARRANT TOTAL		72.70
58416	NORTHWEST HOT SPRING SPAS	OP SUPPLIES-CHEMICALS	SWR	796.00
		WARRANT TOTAL		796.00
58417	OFFICE DEPOT	SUPPLIES	FIN	184.48
		OFFICE/OPERATING SUPPLIES	PD	169.58
		OFFICE/OPERATING SUPPLIES	PD	64.64
		OFFICE SUPPLIES	FD	95.75
		SUPPLIES - CAMPGROUND	PL	17.81
		OP. SUPPLIES - GOLF	PL	28.69
		OP. SUPPLIES - GOLF	PL	17.81
		OFFICE SUPPLIES	SAN	30.75
		WARRANT TOTAL		609.51
58418	OLIVER-HAMMER CLOTHES	CLOTHING	PL	140.38
		OPERATING SUPPLIES	SAN	22.62
		WARRANT TOTAL		163.00
58419	OSO LUMBER	REPAIRS/MAINT-BUILDING	SAN	50.11
		REPAIRS/MAINT-BUILDING	SAN	99.86
		REPAIRS/MAINT-BUILDING	SAN	204.99
		WARRANT TOTAL		354.96
58420	OVERALL LAUNDRY SERV INC	LAUNDRY	CS	28.27
		MISC-LAUNDRY	PL	33.15
		MISC-LAUNDRY	PL	20.68
		MISC-LAUNDRY	PL	18.42
		MISC-LAUNDRY	PL	33.15
		MISC-LAUNDRY	PL	20.68
		LAUNDRY	SWR	24.26
		LAUNDRY	SWR	24.26
		WARRANT TOTAL		202.87
58421	OTAK	PROFESSIONAL SERVICES	ENG	8,287.44
		WARRANT TOTAL		8,287.44
58422	PAT RIMMER TIRE CTR, INC	REPAIR & MAINTENANCE	CS	226.51
		REPAIRS/MAINT-EQUIP	SAN	86.40
		REPAIRS/MAINT-EQUIP	SAN	149.07
		REPAIRS/MAINT-EQUIP	SAN	65.23
		REPAIRS/MAINT-EQUIP	SAN	173.88
		REPAIRS/MAINT-EQUIP	SAN	86.40

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		REPAIRS/MAINT-EQUIP	SAN	1,027.20
		WARRANT TOTAL		1,814.69
58423	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	58.84
		BOOKS, PERIOD, RECORDS	LIB	31.34
		WARRANT TOTAL		90.18
58424	PIONEER RESEARCH CORP.	ROADWAY - CRACK SEAL	ART	5,115.68
		OP. SUPPLIES - TRAFFIC	PL	1,000.00
		WARRANT TOTAL		6,115.68
58425	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	CS	41.93
		PUBLIC UTILITIES	CS	31.97
		PUB UTILITIES-MALL	CS	34.28
		PUBLIC UTILITIES	FD	224.62
		PUBLIC UTILITIES	LIB	19.63
		PUBLIC UTILITIES	PL	520.83
		PUBLIC UTIL - CAMPGROUND	PL	1,055.46
		PUBLIC UTIL - HHS	PL	163.94
		PUBLIC UTILITIES	SWR	157.24
		PUBLIC UTILITIES	SAN	31.97
		WARRANT TOTAL		2,281.87
58426	PUGET SOUND ENERGY	PUBLIC UTIL - STREETLIGHTS	PL	6,376.20
		WARRANT TOTAL		6,376.20
58427	RABANCO	RECYCLING FEE - HOUSEHOLD	SAN	334.31
		WARRANT TOTAL		334.31
58428	RINKER MATERIALS	REPAIRS/MAINT-STREETS	PL	975.77
		REPAIRS/MAINT-STREETS	PL	3,802.50
		REPAIRS/MAINT-STREETS	PL	326.28
		CONTRACTED OVERLAY	PL	4,067.33
		CONTRACTED OVERLAY	PL	2,612.65
		WARRANT TOTAL		11,784.53
58429	RODDA PAINT CO.	REPAIRS/MAINT-BUILDING	SAN	41.57
		WARRANT TOTAL		41.57
58430	RUDELLE INTERNATIONAL	MACHINERY & EQUIPMENT	PD	43.41
		WARRANT TOTAL		43.41
58431	SCIENCE NEWS	BOOKS, PERIOD, RECORDS	LIB	98.00
		WARRANT TOTAL		98.00
58432	SCOTT'S BOOKSTORE	BOOKS, PERIOD, RECORDS	LIB	40.08
		WARRANT TOTAL		40.08
58433	SEDRO-WOOLLEY AUTO PARTS	REPAIR & MAINT - AUTO	PD	35.68
		OPERATING SUPPLIES	PL	42.44
		REPAIRS/MAINT - EQUIP	PL	38.72
		REPAIRS/MAINT - EQUIP	PL	95.14

CITY OF SEDRO-WOOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
 09/27/2006 (Printed 09/21/2006 15:46)

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		REPAIRS/MAINT - EQUIP PL	5.56
		REPAIRS/MAINT-EQUIP SAN	15.98
		WARRANT TOTAL	233.52
58434	SEDRO-WOOLLEY CHAMBER OF	ADVERTISING-CHAMBER/COMERC HOT	6,381.71
		WARRANT TOTAL	6,381.71
58435	SEMRAU ENGINEERING & SURVEYING	ENGINEERING GARDEN OF EDEN SWR	2,300.00
		WARRANT TOTAL	2,300.00
58436	SIGNATURE FORMS INC.	SUPPLIES FIN	260.68
		WARRANT TOTAL	260.68
58437	SK. CO. COM ACTION AGENCY	SK. COMM ACTION PUBL HLTH HLT	397.13
		WARRANT TOTAL	397.13
58438	SKAGIT CO HEALTH DEPT	MISC-PERMITS & LICENSES PL	70.00
		WARRANT TOTAL	70.00
58439	SKAGIT CO. PUBLIC WORKS	SOLID WASTE DISPOSAL SAN	35,213.87
		WARRANT TOTAL	35,213.87
58440	SKAGIT FARMERS SUPPLY	PROPANE PL	18.27
		WARRANT TOTAL	18.27
58441	SKAGIT READY MIX, INC.	REPAIRS/MAINT-FOOD BANK PL	131.22
		WARRANT TOTAL	131.22
58442	SKAGIT VALLEY PUBLISHING	ADVERTISING PLN	67.10
		ADVERTISING/LEGAL PUBLIC PLN	67.60
		ADVERTISING ENG	75.40
		ADVERTISING ENG	75.40
		WARRANT TOTAL	285.50
58443	SOLID WASTE SYSTEMS, INC.	REPAIRS/MAINT-EQUIP SAN	135.13
		WARRANT TOTAL	135.13
58444	SPARKLE SHOP LAUNDRIES	UNIFORM CLEANING PD	5.40
		WARRANT TOTAL	5.40
58445	STILES & STILES	MUNICIPAL COURT JUDGE JUD	2,728.00
		WARRANT TOTAL	2,728.00
58446	SUNDOWNER KUSTOM KLEANING	REPAIRS/MAINT-COMM CENTER PL	623.00
		WARRANT TOTAL	623.00
58447	THOMAS TRUCKING	MAINTENANCE OF LINES SWR	143.75
		WARRANT TOTAL	143.75
58448	THUNDERBIRD LUBRICATIONS	VEHICLE FUEL / DIESEL	517.53
		WARRANT TOTAL	517.53

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
58449	TRAIL ROAD SHELL	REPAIRS/MAINT - EQUIP	PL	26.41
		REPAIRS/MAINT - EQUIP	PL	26.14
		REPAIRS/MAINT - EQUIP	PL	31.81
		WARRANT TOTAL		84.36
58450	TRUCK TOYS INC	MAINTENANCE OF VEHICLES	SWR	432.00
		WARRANT TOTAL		432.00
58451	TRUE VALUE	SMALL TOOLS & EQUIPMENT	PD	31.30
		OPERATING SUPPLIES	PL	18.41
		OPERATING SUPPLIES	PL	67.96
		OPERATING SUPPLIES	PL	5.17
		SUPPLIES - CAMPGROUND	PL	30.23
		SUPPLIES - CAMPGROUND	PL	36.71
		SUPPLIES - CAMPGROUND	PL	4.95
		SMALL TOOL & MINOR EQUIP	PL	60.46
		OPERATING SUPPLIES	SWR	1.39
		OPERATING SUPPLIES	SWR	34.52
		OPERATING SUPPLIES	SWR	35.16
		OPERATING SUPPLIES	SWR	15.64
		OPERATING SUPPLIES	SWR	52.90
		OPERATING SUPPLIES	SWR	14.64
		OPERATING SUPPLIES	SWR	12.94
		REPAIRS/MAINT-BUILDING	SAN	16.19
		OPERATING SUPPLIES	SAN	21.20
		OPERATING SUPPLIES	SAN	26.91
		WARRANT TOTAL		486.68
58452	UNIVAR USA INC	OP SUPPLIES-CHEMICALS	SWR	116.48
		OP SUPPLIES-CHEMICALS	SWR	1,401.78
		WARRANT TOTAL		1,285.30
58453	USA BLUE BOOK	MAINTENANCE OF LINES	SWR	1,944.12
		OPERATING SUPPLIES	SWR	119.02
		WARRANT TOTAL		2,063.14
58454	UTIL UNDERGROUND LOC CTR	OPERATING SUPPLIES	SWR	115.00
		WARRANT TOTAL		115.00
58455	VALLEY AUTO SUPPLY	MAINTENANCE OF VEHICLES	SWR	1.29
		WARRANT TOTAL		1.29
58456	VERIZON NORTHWEST	TELEPHONE	JUD	188.24
		TELEPHONE	FIN	54.95
		TELEPHONE	FIN	470.61
		TELEPHONE	PLN	36.51
		TELEPHONE	PLN	94.12
		TELEPHONE	ENG	36.51
		TELEPHONE	ENG	94.12
		TELEPHONE	PD	203.79
		TELEPHONE	PD	81.01
		TELEPHONE	PD	929.81

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TELEPHONE	INSP	36.51
		TELEPHONE	INSP	94.12
		TELEPHONE - CAMPGROUND	PL	108.94
		TELEPHONE	SWR	42.67
		WARRANT TOTAL		2,471.91
58457	VISTEN, LESLIE	RETIRED MEDICAL	PD	102.00
		WARRANT TOTAL		102.00
58458	WA STATE DEPT OF REVENUE	TAXES AND ASSESSMENTS	LIB	11.50
		BOOKS, PERIOD, RECORDS	LIB	8.31
		TAXES & ASSESSMENTS	PL	244.08
		TAXES AND ASSESSMENTS	SWR	3,546.05
		TAXES & ASSESSMENTS	SAN	4,873.58
		WARRANT TOTAL		8,683.52
58459	WA STATE DEPT OF REVENUE	RENTS, LEASES, CONCESSIONS		23.11
		WARRANT TOTAL		23.11
58460	WA STATE PATROL	RENTAL TELETYPE	PD	930.00
		WARRANT TOTAL		930.00
58461	WASHINGTON STATE PATROL	INTERGOV SVC-GUN PERMITS	PD	120.00
		WARRANT TOTAL		120.00
58462	WASTE MANAGEMENT OF SKGT	RECYCLING FEE - HOUSEHOLD	SAN	8,077.79
		RECYCLING FEE - HOUSEHOLD	SAN	8,281.62
		WARRANT TOTAL		16,359.41
58463	WEYRICH, RICHARD A.	PROSECUTING ATTY	JUD	2,000.00
		WARRANT TOTAL		2,000.00
58464	WESTERN PETERBILT, INC.	REPAIRS/MAINT-EQUIP	SAN	58.62
		WARRANT TOTAL		58.62
58465	WILBUR-ELLIS	REPAIRS/MAINT-HHS	PL	116.64
		WARRANT TOTAL		116.64
58466	WHOLE ENERGY FUELS	OPERATING SUPPLIES	SWR	150.00
		AUTO FUEL/DIESEL	SWR	822.53
		AUTO FUEL/DIESEL	SAN	150.00
		AUTO FUEL/DIESEL	SAN	822.52
		WARRANT TOTAL		1,945.05
58467	WOOD'S LOGGING SUPPLY INC	POSTAGE	PD	11.65
		OPERATING SUPPLIES	PL	6.79
		SAFETY EQUIPMENT	PL	41.02
		SAFETY EQUIPMENT	PL	120.11
		REPAIRS/MAINT - EQUIP	PL	3.78
		OPERATING SUPPLIES	SAN	146.76
		EQUIPMENT & VEHICLES	CEM	440.35
		EQUIPMENT & VEHICLES - STREETS		880.66

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		WARRANT TOTAL	1,651.12
58468	CARLITOS FAMILY RESTARUANT	B & O TAX-SANITATION	1.36
		GARBAGE/SOLID WASTE FEES	77.20
		WARRANT TOTAL	78.56
58469	TOWN & COUNTRY POST FRAME	BUILDING REVIEW FEES	180.84
		WARRANT TOTAL	180.84
		RUN TOTAL	191,177.61

FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	43,464.31
104	ARTERIAL STREET FUND	6,315.68
105	LIBRARY FUND	1,513.81
108	STADIUM FUND	6,381.71
110	PUBLIC LANDS                    110	30,329.79
302	RES FOR CURR EXP CAP OUT FUND	15,865.07
401	SEWER FUND	21,500.91
412	SOLID WASTE FUND	64,485.32
501	EQUIPMENT REPLACEMENT FUND	1,321.01
TOTAL		191,177.61

DEPARTMENT	AMOUNT
001 000 000	205.31
001 000 011	848.52
001 000 012	8,362.80
001 000 014	1,409.41
001 000 018	518.24
001 000 019	1,031.16
001 000 020	11,757.33
001 000 021	16,724.57
001 000 022	540.44
001 000 024	1,669.40
001 000 062	397.13
FUND CURRENT EXPENSE FUND	43,464.31
104 000 042	6,315.68
FUND ARTERIAL STREET FUND	6,315.68
105 000 072	1,513.81
FUND LIBRARY FUND	1,513.81
108 000 019	6,381.71
FUND STADIUM FUND	6,381.71
110 000 042	30,329.79
FUND PUBLIC LANDS	110 30,329.79
302 000 000	15,865.07
FUND RES FOR CURR EXP CAP OUT FUND	15,865.07
401 000 035	21,500.91
FUND SEWER FUND	21,500.91
412 000 000	77.20
412 000 037	64,408.12
FUND SOLID WASTE FUND	64,485.32
501 000 102	440.35
501 000 103	880.66
FUND EQUIPMENT REPLACEMENT FUND	1,321.01
TOTAL	191,177.61



SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 30

# Sedro-Woolley School District No. 101

801 Trail Road, Sedro-Woolley, WA 98284 • (360) 855-3500 • FAX (360) 855-3574

September 8, 2006

Mayor Sharon Dillon & Sedro-Woolley City Council  
Sedro-Woolley City Hall  
720 Murdock Street  
Sedro-Woolley, WA 98284

Dear Mayor Dillon & SW City Council Members:

The Sedro-Woolley School District is requesting that the usage fee be waived for Sedro-Woolley School District affiliated classroom, program, students, or staff use of city park facilities for the 2006-07 school year, ending June 15. A number of our schools and district programs utilize the area parks for short-term field trips and picnics, especially during the nicer weather.

The schools will be revising the procedure for notifying the City of facility usage, by submitting a list prior to visits, of when classrooms or programs will be visiting city facilities. Should you require further information, please contact me.

Thank you in advance for your consideration of this request.

Sincerely,

Mark J. Venn  
Superintendent

MARK J. VENN, *Superintendent*

DARRELL R. HEISLER, *Executive Director of Human Resources & Technology*

KATHLEEN A. EHMAN, *Executive Director of Special Programs*

KEN S. AXELSON, *Executive Director of Student Learning & Instruction*

STEWART K. MHYRE, *Executive Director of Business & Operations*

*An Equal Opportunity Employer*



41507 South Skagit Hwy Concrete, WA 98237 Tel.360-826-4930 Fax. 360-826-4830 [www.equinoxerci.com](http://www.equinoxerci.com)

September '8, 2006

The Honorable Sharon Dillon  
Mayor of Sedro Woolley  
Sedro Woolley, WA 98284

**CITY COUNCIL AGENDA  
REGULAR MEETING**

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 3d

Dear Madame:

Equinox Research, a small archaeological consulting firm based in Concrete, Washington has joined with the Skagit Fisheries Enhancement Group and the Upper Skagit Indian Tribe to sponsor an Archaeological Workshop Series for The Kids Homeschool group, a group of homeschoolers centered in the Skagit Watershed. We have two members who live in Sedro Woolley and many of the kids have used or will use the Sedro Woolley Museum as part of their research for this project-based learning experience.

Our Wednesday afternoon series has focused on using the Skagit Watershed as a learning base for exploring how archaeologists study the differences and similarities between the lifestyles of first peoples of the Skagit and how we live today. The culmination of the series is an evening presentation night where each student will present their posters and a PowerPoint describing the poster and the question they set out to answer. The evening program is part of "Archaeology Month in Washington State" sponsored by the Department of Archaeology and Historic Preservation.

We are also inviting a group of archaeologists from Western Washington University to join us with their recent posters to provide some depth of content and an opportunity for the community to meet and talk with archaeologists working in and around the Skagit Watershed. This presentation night is open to the public and will be advertised by our partners and the state Department of Archaeology and Historic Preservation.

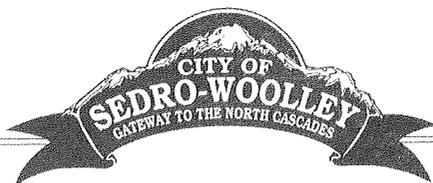
We have chosen Sedro Woolley for its central location and historic nature. We hope that members of the community and leaders in the community will take the opportunity on October 4<sup>th</sup> to come and see what research is going on in the greater Skagit area and how exciting historic preservation in action is.

We see this evening and the workshop series as being a benefit to the kids and the community; we are requesting the non-profit rate for the Seniors Center.

Thank you for considering our request.

Sincerely,

Kelly R. Bush  
Equinox Research and Consulting International Inc. (ERCI)



**CITY OF SEDRO-WOOLLEY**

Wastewater Treatment Plant  
720 Murdock Street  
Sedro-Woolley, WA 98284  
Phone (360) 856-1100  
Fax (360) 856-5269

**CITY COUNCIL AGENDA  
REGULAR MEETING**

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 3e

**Memorandum**

Date: September 18, 2006  
To: Mayor Dillon and City Council  
From: Debbie Allen, Wastewater Treatment Supervisor   
Subject: Existing Sewer Replacement with RAM Construction

**Background Information:**

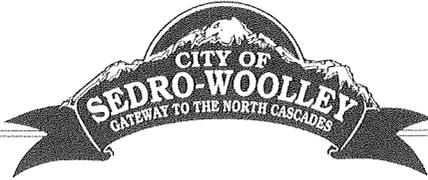
As the Wastewater Collection Crew clean and video inspect sewer lines throughout the City, several problem areas have been identified. Sewer mains needing only spot repairs in specific areas are being corrected by the Wastewater crew as time and staff allows. Main lines identified for total replacement due to serious cracking or broken pipe need to be contracted out.

Two sections of existing sewer main identified for contractor replacement are near the RAM Construction Sterling/Township sewer project. The City approached RAM to see if they were interested in doing extra sewer work and they indicated they were.

Reichhardt & Ebe has prepared a preliminary Engineers estimate of \$155,000 to complete this project. To authorize the additional work, which includes 950 feet of 8" sewer main and new side sewers to the property line, a change order is necessary. Funding for this type of project is available in the 2005 budget.

**Recommended Action:**

Authorize Mayor Dillon to grant Rick Blair authority to sign a change order with RAM Construction. The change order shall include a not to exceed amount of \$200,000, excluding tax.



CITY COUNCIL AGENDA  
REGULAR MEETING

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 37

**To:** Sedro-Woolley City Council  
**From:** Mayor Sharon D. Dillon  
**Date:** September 21, 2006  
**Re:** Attorneys Hours

---

**Issue:** Should we enter into an amended employment agreement with Eron Berg for attorney services.

**Background:** As time passes we have found that more attorney hours are warranted. Eron has been very accommodating about taking calls at his private office when not at the City. I feel that we could use his services for more hours. He has agreed to work more hours with the only change in compensation being the addition of health insurance. He will also be paying a higher portion of the premium than other employees as he is a part time employee not full time. Going over the budget with Patsy we feel we will still be within our 2006 budget. If approved the new hours would begin October 1, 2006.

**Recommendation:** Motion to allow the Mayor to enter into an amended employment agreement with Eron Berg for attorney services.

## AMENDMENT TO EMPLOYMENT AGREEMENT

THIS Amendment, made and entered into this 28th day of September, 2006, by and between the City of Sedro-Woolley, State of Washington, a municipal corporation, hereinafter called "Employer," and Eron M. Berg, hereinafter called "Employee," both of whom understand as follows:

WITNESSETH:

WHEREAS, the parties are subject to an employment agreement dated June 15, 2006; and

WHEREAS, it is the desire of the Employer to provide medical benefits and to employ Employee for additional time each month; and

WHEREAS, it is the desire of the Employee to work additional time each month and receive medical benefits;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

**Section 1. The following amendments are made to the Employment Agreement dated June 15, 2006:**

**A. Section 6 is revised to read as follows:**

**Section 6. Salary**

Employer agrees to pay Employee for his services rendered pursuant hereto a base salary of \$3,000.00 per month for one-half of full-time equivalent employment, payable in installments at the same time as other Employees of the Employer are paid. Said salary shall cease upon termination of employment as provided in Sections 2 and 4.

In addition, Employer may provide compensation for additional work on specific matters which require more time from the Employee, as agreed upon by the parties from time to time.

**B. Section 11 is revised to read as follows:**

**Section 11. Health Insurance**

A. Employer shall provide health insurance (medical, dental, vision) for Employee on the same basis as it is provided to other exempt employees of Employer, with the exception that the cost of Employee portions will be double that of full time employees.

B. The Employee agrees to abide by the employer's policy regarding drug testing.

**Section 2. All other provisions remain unchanged.**

IN WITNESS WHEREOF, the City of Sedro-Woolley has caused this amendment to be signed and executed in its behalf by its Mayor, and duly attested by its City Clerk, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

CITY OF SEDRO-WOOLLEY

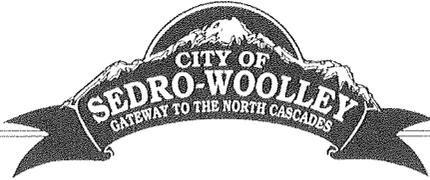
EMPLOYEE

By: \_\_\_\_\_  
Sharon Dillon, Mayor

\_\_\_\_\_  
Eron Berg

Attest:

\_\_\_\_\_  
City Clerk



CITY COUNCIL AGENDA  
REGULAR MEETING

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 39

**To:** Sedro-Woolley City Council  
**From:** Mayor Sharon D. Dillon  
**Date:** September 21, 2006  
**Re:** Insurance Service Contract

---

**Issue:** Should the City contract with The Unity Group, Inc. to handle our insurance services.

**Background:** We have been with The Unity Group, Inc. for several years now. They handle our insurance service as described in the enclosed contract. For this service the City pays an annual fee. This agreement is for one year, as all the others have been.

**Recommendation:** Motion to allow the Mayor to sign the insurance services contract with The Unity Group, Inc.

**INSURANCE SERVICES CONTRACT  
(Agreement)**

---

The City of Sedro-Woolley agrees to enter into an agreement for insurance assistance services with **The Unity Group, Inc.**, on September 1, 2006.

**The Unity Group, Inc.** agrees to provide the City of Sedro-Woolley with the following services:

1. Completing application, providing underwriting and loss information.
2. Assisting with reporting of claims and follow up on claims handling.
3. Assisting with property valuations and updating vehicle, property and equipment schedules.
4. Assisting with analysis and interpretation of insurance policies.
5. Obtaining Certificates of Insurance.
6. Assisting with available risk management programs.
7. Reviewing contracts and lease agreements regarding insurance requirements.
8. Soliciting quotes from insurance carriers, which would include conventional insurance companies and risk sharing groups.
9. Providing any other reasonable insurance-related services as may be needed during term of this agreement.

As compensation for these services, the **City of Sedro-Woolley** agrees to pay **The Unity Group, Inc.** an annual fee of 7.5% of all insurance related expenses associated with the CIAW pool. This fee will be due on September 30, 2006. All other insurance related products outside of the CIAW pool would be provided to the **City of Sedro-Woolley** at market competitive commission rates standard within the insurance industry.

The term of this agreement will be for one year with automatic renewals until cancelled.

Either party may cancel this agreement by giving written notice not later than 60 days prior to the annual renewal date.

**City of Sedro-Woolley**

**The Unity Group, Inc.**

By: \_\_\_\_\_

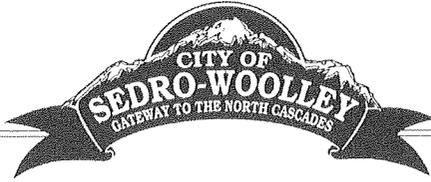
By: \_\_\_\_\_

\_\_\_\_\_  
Title

\_\_\_\_\_  
Title

Date: \_\_\_\_\_

Date: \_\_\_\_\_



SUBJECT: PUBLIC COMMENT

Name:  
Address:  
Narrative:

CITY COUNCIL AGENDA  
REGULAR MEETING

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 7

Name:  
Address:  
Narrative:

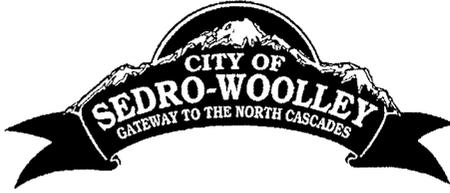
Name:  
Address:  
Narrative:

Name:  
Address:  
Narrative:

Name:  
Address:  
Narrative:

# **NEW BUSINESS**

CITY COUNCIL AGENDA  
REGULAR MEETING



SEP 27 2006

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building

720 Murdock Street

Sedro-Woolley, WA 98284

Phone (360) 855-1661

Fax (360) 855-0707

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 5

Eron M. Berg  
City Attorney

---

MEMO TO: City Council  
RE: Cascade Palms Condominiums  
DATE: September 27, 2006

- ISSUES:
- (1) Should the Council request that the building official allow for phased permitting with the permits fees and impact fees due mid-process rather than at the beginning as is currently allowed?
  - (2) Should the Council appoint a committee to review the issues raised in item two?

BACKGROUND: My predecessor and I have both spent some time discussing these issues with Mr. Stiles. I believe we provided as much as was possible at the staff level – I recommended that he discuss his request for phasing with the Council as the building official will not allow his request unless directed to do so by the Council.

ISSUE 1: The Council has adopted the International Building Code, which gives the building official the discretion to allow phased approval of permits. The current building official has allowed phased approval, but has required applicants to pay all fees including impact fees at the time of the initial phase (i.e., foundation plans approved before building plans, but impact fees paid at the time of the issuance of that permit rather than upon the issuance of the building permit). I asked Allen to review the past several years for examples of phasing – he located a number of phase approved projects, but the only one where the fees were not paid with the first phase was an earlier building at Cascade Palms. It is true that the City allowed this phased approval with a prior building official, however, I see nothing to suggest that the City made any promises that the same phased process would be allowed in the future, nor that it has been allowed for other projects in the same manner. Also, for your information, the foundation only permit is primarily designed for those who are building a foundation only (i.e., replacing post and pier with a foundation on an existing house).

If the Council wishes to explore allowing phased approvals with delayed payment of fees, my recommendation is that you ask the building official/planner to develop a model that would allow this while also addressing the additional administrative burden and protecting the City from the increased risk of not collecting the fees. You may also benefit from additional fact finding by the Planning Commission.

ISSUE 2: This issue appears to present potential litigation against the City – any discussion in that regard should be held in executive session. I have, however, discussed these issues with Mr. Stiles on a few occasions and would continue to support a process that would allow for a constructive review of the City’s policies in general. I do not recommend that you appoint a special committee to discuss his specific claims because of the potential for litigation.

RECOMMENDATION OPTIONS:

ISSUE 1: Motion to refer this issue to the Planning Commission for review and recommendation to the Council.

Motion to seek a recommendation from the building official/planner.

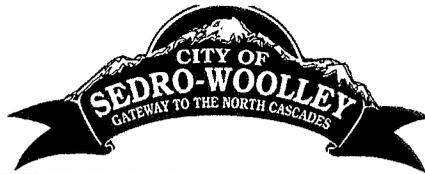
Motion to request staff to develop revised policies to allow the request.

Motion to direct the building official to allow the request.

No action.

ISSUE 2: Motion to create a special committee to review the issues in general and to authorize the Mayor to appoint two Councilmembers to serve on that committee.

No action.



# CITY REQUEST FORM

CITY OF SEDRO-WOOLLEY  
RECEIVED ON

SEP 20 2006

Time: \_\_\_\_\_  
Initials: \_\_\_\_\_

Request No. \_\_\_\_\_

### Address/Location of Request or Complaint

Street Address CASCADE PALMS CONDOMINIUMS

Parcel I.D. No. \_\_\_\_\_  
(if known)

### Type of Request or Complaint

Zoning/Land Use     Building/Construction     Streets     Solid Waste     Sanitation

### Description of Request (print clearly and/or attach letter:

REQUEST: PLACE TWO ITEMS ON COUNCIL AGENDA  
FOR SEPTEMBER 27<sup>th</sup> MEETING.

— SEE ITEMS ATTACHED —

DONE AT DIRECTION OF THE CITY ATTORNEY (FERRE)  
REQUESTING THAT THE COUNCIL APPOINT A COMMITTEE TO  
MEET WITH US TO RESOLVE A NUMBER OF ISSUES.

### Requester Information

Your Name: WILLIAM SILLES      Date: 9/20/06

Address: 8286 SILLES LANE

Work Phone: \_\_\_\_\_ Home Phone: \_\_\_\_\_ Cell Phone: 360-770-8358

### FOR OFFICIAL USE ONLY

<input type="checkbox"/> Planning Dept.	<input type="checkbox"/> Building Dept.	<input type="checkbox"/> Engineering	<input type="checkbox"/> Street Division
<input type="checkbox"/> Code Enforcement	<input type="checkbox"/> Sewer Division.	<input type="checkbox"/> Clean Water Division	<input type="checkbox"/> Other:

Parcel I.D. No. **P** \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Address: \_\_\_\_\_

Council Ward: \_\_\_\_\_ Council Member: \_\_\_\_\_

Property Damage?  Yes  No

Trespass?  Yes  No

ITEM #1

Date : September 19, 2006

To: City of Sedro-Woolley  
Mayor Sharon Dillon and the City Council

From: Stiles Properties, LLC and  
William A. Stiles, Jr.

Re: Phased Permit (Foundation Only) Approvals

On April 11, 2006, we delivered a packet of information to the Mayor and City Council outlining a list of difficulties with the Building Department related to our Cascade Palms Condominium development. Five months later we have yet to receive an acknowledgement that the packet was even received let alone considered by the City.

Many of the issues raised in that request still exist and have not been addressed. After discussions with Erin Berg, the new City Attorney, we personally met with Mayor Dillon on August 10<sup>th</sup>, on the specific issue of foundation only permits, with the exception of an e-mail from Mr. Berg, the City has yet to officially respond. That is why we are submitting this directly to the City Council.

Stiles Properties, LLC, and William A. Stiles, Jr. had asked previously for the City to issue foundation only permits for the remaining Buildings 6, 7 & 8 of the Cascade Palms Binding Site Plan No. 02-973. After refusing to accept the submission of the foundation only plans for Building 6, we made a written request for said foundation only permits on May 24, 2006. This request was denied by the Building Official.

This project, the Cascade Palms Adult Condominiums, was started in late 2002. After completing the infrastructure we requested to begin the building construction by doing the first four (4) of eight (8) identical foundations. The City issued foundation only permits for those first four foundations as requested and charged a permit fee of \$1,500.00 per foundation. How the City arrived at that figure, we don't know. When construction began on each separate building, complete building plans were submitted, approved and the total building permit fee calculated and paid, with credit being given for the \$1,500.00 paid for the foundation only permit.

In issuing the foundation only permits the City must have done so under a policy to do so that had been previously adopted by the City or the act itself established a policy to do so. When we recently applied to do the same thing, we did so relying on this policy of the City issuing foundation only permits. If the City changed this policy (which it has the right to do) we, and the public, should have been notified prior to the implementation of such a new policy. In order to determine how this change occurred, we request an explanation as to how and when this policy was changed; including copies of any correspondence, memos, notes, tapes, etc. of any and all department or council action which led to this change in policy and what procedure was used to notify the public.

The building permits (including impact and sewer connection fees) for each of the 4-plex buildings at Cascade Palms now cost in excess of \$40,000.00 each. Our request for the foundation only permits was to allow us to take advantage of economies of scale in doing several identical foundations at the same time, during favorable weather, without having to pay for the entire building permit and fees until the actual building construction (framing) began. In the case of the previous foundations, two of them sat for more than a year before construction began on the buildings. Under the new policy we would have had to pay all of the building permit, impact and connection fees and pay interest on that money for more than a year. The act of pouring a foundation alone does not create demands on City systems (roads, parks, fire and sewers) that would require collection of the fees at that time. By proceeding with the foundations the City can assume that the buildings would most probably be built at some point and the City would collect all of the fees at that time. The other consideration would be, if the buildings were not built for some reason, the City would not be entitled to collect impact or sewer connection fees on a foundation only since no new residences would be added or connected to the sewer system.

We made the request for foundation only permits based upon the previous action of the City and the provisions of current City code. The Building Official is specifically authorized to issue phased permits under Section 106.3.3 of the 2003 IBC, This section reads as follows:

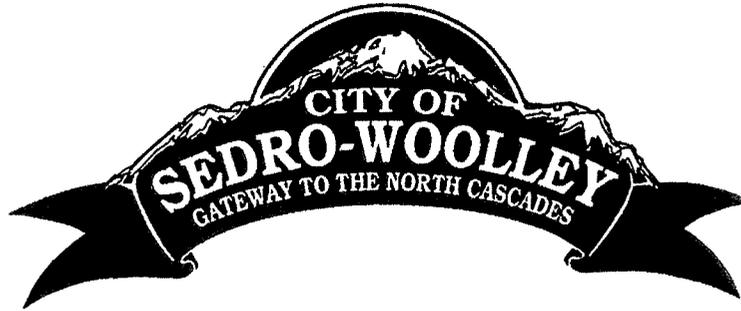
*“106.3.3 Phased Approval. The Building Official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder’s own risk with the building operation and without assurance that a permit for the entire structure will be granted.” (Emphasis added)*

In addition, the Schedule of Fees, publicly available at the planning department, lists a method for determining the permit fees for foundations alone. (Copy attached) This type of permit does not trigger the collection of impact and sewer connection fees because it does not create any demands on City systems. It is therefore our contention that issuing foundation only permits is specifically authorized by the code adopted by the City and that there is an established procedure for determining what the fees would be for such a permit.

By not allowing phased permit procedures, that we relied upon, the City has caused significant and costly delays to our project. We are entitled to an explanation from the Mayor and City Council as to why the Building Official denied our request when previous policy and current city codes unquestionably allow such phased permits.

Respectfully,  
Stiles Properties, LLC

By \_\_\_\_\_  
William A. Stiles, Jr., Manager and Individually



**CITY OF SEDRO-WOOLLEY  
BUILDING, PLANNING & ENGINEERING  
SCHEDULE OF FEES**

The fees described below are the minimum fees specific to the identified activities. Other fees may apply and will be added to the minimum fee. Plan Review and Application Fees are due at time of application. **Permit and final billing fees must be paid before Permit Issuance or City Action.**

To calculate building permit fees, valuation is established by using the Marshal and Swift table, published by the International Code Council (ICC) in the Building Safety Journal as may be updated from time to time. Permit fees are calculated from the 1997 Uniform Building Code Table 1-A. Valuation information for structures not included in the Marshall and Swift Table is listed below.

The determination of plan check fees for projects reviewed by the City of Sedro-Woolley will be based on valuation computed from following figures. Plan review fees shall be 65 percent of the building permit fee pursuant to Section 107.3 of the 1997 Uniform Building Code.

Adjustments to the valuation rates can be made for special architectural or structural features and the location of the project. Higher or lower unit rates may result. These rates can be adjusted without notice pursuant to valuation tables as provided by the ICC. Please check with the City Building Department to verify current valuation information.

Structure or Improvement	Structure or Improvement
Semi-Finished Basement	\$19.49 per Square foot
Non-engineered Wood Frame pole building	\$23.57 per Square foot
Open Carport	\$16.10 per Square foot
Foundations	\$35.00 per linear foot
Fences greater than 6' in height	\$12.84 per linear foot
Decks	\$12.84 per Square foot
Post Frame Building	\$16.10 per Square foot
Commercial Signs	Contractor Price to Install

PRAIRIE CONSTRUCTION  
P.O. BOX 421  
SEDRO WOOLLEY, WA. 98284

*September 19, 2006*

*To Whom it may concern;*

*This letter is in regards to staged permitting from a contractors point of view especially in developments with multiple structures all with the same footprints, the cost savings alone not to mention the ability to complete foundations in the dry season when the water table is low is essential to a builders success and ability to provide a quality product. Some advantages to multiple foundation construction is the ability to save thousands of dollars in costs accruing from duplicate services such as hauling in and out forms and foundation materials, excavation, rental fees, pump trucks, services and utilities. Rising costs of rebar and concrete alone even over a short time span can be hard to absorb. Therefore foundation permits only would be beneficial not only to the builder and developer but also the homeowner and should be allowed by building departments.*

*Sincerely,*

*Joseph D. Lisherness*  
Owner Prairie Construction

ITEM # 2

Date : September 19, 2006

To: City of Sedro-Woolley  
Mayor Sharon Dillon and the City Council

From: Stiles Properties, LLC and  
William A. Stiles, Jr.

Re: Other Unresolved Issues

In addition to the specific request regarding the foundation-only permits, there are a number of other issues that we ask be addressed. In summary, they are as follows:

1. The formation, composition and decision of the Appeals Board. (See Request dated April 11, 2006)
2. Occupancy permits for portions of a building. (Allowed by the IBC but denied by the Building Official.)
3. Interest on the traffic impact fees incorrectly calculated by the city and not refunded for nearly 2 months.
4. Failure of the Building Official to allow phased permits which caused unnecessary and unreasonable delays in our project.
5. Engineering inspection fees that we challenged in 2002. (The Council authorized the Mayor to settle the issue, she made an offer which we rejected, and is therefore still unresolved.)

As in our Request to the Council dated April 11, 2006 we would request that the Council appoint a committee to sit down with us to come up with solutions to these issues. It is not in any ones interest to continue in such an adversarial manner. We want to continue to build this project and want to comply with all code requirements. We have relied upon the previous policies of the City in planning and proceeding with this development. When we requested the latest building permits (bldgs. 5 & 6) we discovered the policies or their implementation had been changed. Phased permits were no longer allowed by the new Building Official. We attempted to negotiate the matter but ended up having to file a formal appeal to a board that did not exist. We believe that the way the Board of Appeals was formed and their decision relative to our appeal were not legal. We had requested a postponement in writing and yet the matter was heard without us being present, under rules and procedures that weren't adopted until the day of the hearing. The delays have caused increased costs, difficulties with buyers who were expecting the units to be finished, and the extension of closing dates.

As of this date, we have paid approximately \$176,000.00 in permit, impact and connection fees for this project, and have added \$4,800,000 in assessed value to the City's tax base. Now that a proper traffic impact fee ordinance has been adopted we pay only \$211 per unit. Under the previous ordinance, we ended up paying \$1,260 after an appeal of the City's assessment of \$2,820.

We would like to avoid further disagreements with the City staff. However, if we can not resolve them amicably as we are proposing here, we reserve the right to exercise our legal rights to appeal to the courts for relief.

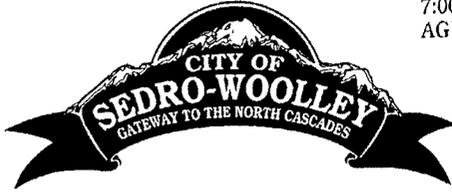
Respectfully,  
Stiles Properties, LLC

By \_\_\_\_\_  
William A. Stiles, Jr., Manager and Individually

**CITY COUNCIL AGENDA  
REGULAR MEETING**

SEP 27 2006

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 40



**CITY OF SEDRO-WOOLLEY**  
Sedro-Woolley Municipal Building  
720 Murdock Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-1661  
Fax (360) 855-0707

Eron M. Berg  
City Attorney

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MEMO TO: City Council  
RE: Proposed ordinance to amend SWMC 10.96  
DATE: September 27, 2006

ISSUE: Should the Council take further action on this request?

**BACKGROUND:** A group of four citizens addressed the attached proposal to the Council in May of this year. The proposal was presented but no follow up action was taken on the idea.

I have informed the Robinsons that I would be happy to prepare an ordinance to make the changes they propose, but only upon the request of the Council or the Mayor. I placed this issue on the Council's worksession agenda for discussion on September 5<sup>th</sup> and due to a lack of quorum, I was unable to get any direction.

This is on the agenda tonight for the Council to make a preliminary determination on this proposal, specifically, if you want the proposal developed into a draft ordinance or not.

**RECOMMENDATION OPTIONS:**

Motion to refer to committee for further consideration.

Motion to request the City Attorney to prepare an ordinance for the Council to consider at a future meeting.

Motion to request the City Attorney to prepare an ordinance for the Council to consider at a future meeting and to schedule a public hearing on the proposed ordinance.

Motion to take no further action.

May 17, 2006

Council Members of Sedro-Woolley

Dear Sirs, We are writing this note in regards to amend the attached ordinances. To allow riding of off road vehicles on private property inside the city limits with the provisions stated.

Provisions listed below:

- #1. Two each attached city lots to be no less than two acres total.
- #2. Can be different occupants of each lot to reach square footage to meet Provision 1.
- #3. Can not exceed Washington State Patrol noise emission standard for licensed highway vehicles at 95 decibels.
- #4. Not to exceed 200cc four stroke engine displacement.
- #5. Only to be operated between 9:00am to 7:00pm or dusk, which ever comes first.
- #6. Not to exceed the operation of more than three vehicles at any one time.

Thank you All for your attention

Jim & Pam Robinson  
313 N. Reed St. S.W.

&

Rick & Kathie Manke  
227 N. Reed St. S.W.

**Chapter 10.96**

**ON OR OFF ROAD VEHICLES**

**Sections:**

- 10.96.010**    **Definitions.**  
**10.96.020**    **Operation of off-highway  
vehicles prohibited.**  
**10.96.030**    **Violation.**

hundred dollars. Each occurrence shall constitute a separate offense. (Ord. 1310-98 § 3, 1998; Ord. 1235-95 § 1 (part), 1995)

**10.96.010**    **Definitions.**

“Off-highway vehicle” means any self-propelled vehicle when used for recreation travel on trails and nonhighway roads or for recreation cross-county travel on any one of the following or a combination thereof: land, water, snow, ice, marsh, swampland, and other natural terrain. Such vehicles shall include but are not limited to two-, three- or four-wheel drive vehicles, motorcycles, dirt bikes, trail bikes, go-carts, dune buggies, snowmobiles, amphibious vehicles, ground effects or air cushion vehicles, and any other means of land transportation deriving motive power from any source other than muscle or wind.

“Off-highway vehicle” does not include:

- A. Any vehicle designed primarily for travel on, over or in the water;
- B. Any military vehicles, farm tractors or farm implements;
- C. Riding lawnmowers used to mow lawns;
- D. Bicycles with “pusher motors”;
- E. Vehicles deriving motive power solely from muscle or wind, such as bicycles. (Ord. 1310-98 § 1, 1998)

**10.96.020**    **Operation of off-highway vehicles  
prohibited.**

No person shall operate any off-highway vehicle in the city, except for purposes of licensed parades, for races on a licensed track, and for brief periods to facilitate repairs. (Ord. 1310-98 § 2, 1998; Ord. 1235-95 § 1 (part), 1995)

**10.96.030**    **Violation.**

Violation of this chapter shall be a misdemeanor crime, punishable by a fine not to exceed five