

Next Ord: 1636-09
Next Res: 796-09

VISION STATEMENT

SEDRO-WOOLLEY IS A FRIENDLY CITY THAT IS CHARACTERIZED BY CITY GOVERNMENT AND CITIZENS WORKING TOGETHER TO ACHIEVE A PROSPEROUS, VIBRANT AND SAFE COMMUNITY

MISSION STATEMENT

TO PROVIDE SERVICES AND OPPORTUNITIES WHICH CREATE A COMMUNITY WHERE PEOPLE CHOOSE TO LIVE, WORK AND PLAY

CITY COUNCIL AGENDA

March 25, 2009

7:00 PM

**Sedro-Woolley Municipal Building
Council Chambers
325 Metcalf 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 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 #65980 to #66083 in the amount of \$173,834.81
 - Payroll Warrants #44708 to #44821 in the amount of \$189,861.18
 - c. Facility Rental Agreement with Skagit Valley College
 - d. Street Closure Request - Blast from the Past - June 5, 6, 7, 2009
 - e. Resolution #794-09 Short-term interfund loans for cash flow purposes
 - f. Resolution #795-09 Establishing a Resource Conservation Management Policy
4. Public Comment (Limited to 3-5 minutes)

UNFINISHED BUSINESS

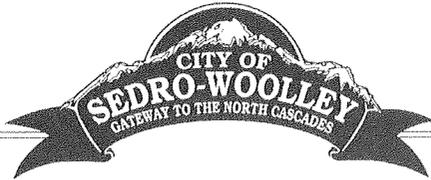
5. Ordinance - Amending SWMC 9.20.070 making cyberstalking a crime (*action requested*)

NEW BUSINESS

6. Special Events/Parades Ordinance (*1st Reading*)
7. Franchise Ordinance with Cascade Natural Gas (*1st Reading*)
8. Resolution - 2009 Budget management (*action requested*)
9. Real Estate Contract Approval (*materials at meeting*)
10. Ordinance - Proposed code change to SWMC 16.04.110 - Lot Merger (*action requested*)
11. Resolution - Adoption of 2008 revised Skagit County Natural Hazard Mitigation Plan (*action requested*)

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

There may be an Executive Session immediately preceding or following the meeting.



DATE: March 25, 2009

TO: Mayor Anderson and City Council

FROM: Patsy Nelson, Finance Director

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

1. CALL TO ORDER - The Mayor will call the March 25, 2009 Regular Meeting to Order. The Finance Director will note those in attendance and those absent.

_____ Ward 1 Councilmember Ted Meamber

_____ Ward 2 Councilmember Tony Splane

_____ Ward 3 Councilmember Thomas Storrs

_____ Ward 4 Councilmember Pat Colgan

_____ Ward 5 Councilmember Hugh Galbraith

_____ Ward 6 Councilmember Rick Lemley

_____ At-Large Councilmember Dennis London

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.

MAR 25 2009

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

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
March 11, 2009 – 7:00 P.M. – City Hall Council Chambers

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

ROLL CALL: Present: Mayor Mike Anderson, Councilmembers: Ted Meamber, Tony Splane, Thomas Storrs, Pat Colgan, Hugh Galbraith, Rick Lemley and Dennis London. Staff: Recorder Brue, City Supervisor/Attorney Berg, Planner Moore, Fire Chief Klinger and Police Chief Wood.

Pledge of Allegiance

A moment of silence was requested by Councilmember Lemley in memory of former Mayor, Donald “Spud” Walley.

Consent Calendar

- Minutes from Previous Meeting (including March 3, 2009 Worksession)
- Finance
 - Claim Vouchers #65860 to #65979 in the amount of \$557,144.18 (Voided Warrants #65863)
 - Payroll Warrants #44595 to #44707 in the amount of \$245,025.02
- Street Light Authorization Letter – PSE Intolight for SR9/Township
- Proposed Change Orders \$ & 7 for SR9/Township Trenchless Sanitary Sewer Project

Councilmember London moved to approve the consent calendar. Seconded by Councilmember Meamber. Motion carried (7-0).

Public Comment

Steve O’Neil – 408B Metcalf Street, thanked the Council and City staff for their efforts of placing the agendas on the website in a timely manner. He discussed ways to post for public notification. O’Neil also thanked the City staff for their efforts with the Deluxe project.

John Hayes – 601 N. Township, read a letter regarding the recent storm and flooding in January. He reviewed damages his property received and actions taken to recover their costs. He noted issues over the years he has had with the retention pond at the Summer Meadows housing development. Hayes presented pictures and stated he believes the City is responsible for the water issues.

Councilmember London discussed the urban flooding and noted that several Councilmembers had driven around town during the flood event to view the situation.

Glyn Fluery – 830 Metcalf St, Sedro-Woolley Dental, addressed the Council regarding a sign that he is requesting to put up. He encouraged Council to consider changes in the sign ordinance and reviewed an article in the Everett Herald regarding similar sign issues within the Stanwood area. He noted his request is that he wants to put up an electronic billboard and requested Council keep in mind that he is trying to generate more traffic within the downtown business area.

Councilmember Meamber addressed his stand on the sign ordinance and his belief that the ordinance needs to have more flexibility. Discussion ensued regarding the upcoming questionnaire to downtown businesses regarding the signage and downtown theme. Mayor Anderson noted this is a step to get the businesses is more involved.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Planner Moore – reported on the recent withdrawal of the application from Deluxe Recycling.

City Supervisor/Attorney Berg – addressed the authorization for the street closure granted at the last meeting and another request in conjunction with the bike show for a vendor booth. Berg requested clarification of the Council’s intent and some basic ideas for future requests for such events perhaps to include a festival or event permit.

The Council discussed their approval and the consensus was their approval was authorization for street closure for bike parking only. Further discussion was held regarding implementation of a special event permit for such events which could be reviewed by a selected committee to include representatives from police and fire to review applications for safety plans.

Berg also addressed the Fruitdale/McGargile project and interlocal agreements with Skagit County for the Highway 9 sidewalks and the Fruitdale project management. He noted that City staff believes that the City is the best source for project management. Council direction was requested regarding the modification of the Interlocal agreement. Discussion was held regarding recent staffing changes at the County, WSDOT and certification authority.

Councilmember Meamber moved to authorize the Mayor to enter into a revised interlocal with Skagit County regarding Fruitdale/McGarigle and Hwy 9 Sidewalks with the approval of the City Attorney and City Engineer. Seconded by Councilmember Galbraith. Motion carried (7-0).

Steve O’Neil – discussed the use of special event permits and stressed to keep the process simple.

Councilmember Meamber – brought up the implementation of making a trail between Metcalf Street and Township Street. Meamber stressed action be taken immediately on this project.

Mayor Anderson – announced the upcoming services for former Mayor Spud Walley, to be held on Saturday at Noon at the Sedro-Woolley High School gym.

EXECUTIVE SESSION

The meeting adjourned to Executive Session at 7:41 P.M. for approximately 30 minutes for the purpose of discussion of personnel issues.

The meeting reconvened at 8:20 P.M.

Councilmember Lemley moved to ratify the separation agreement with Officer Everson. Seconded by Councilmember Splane. Motion carried (7-0).

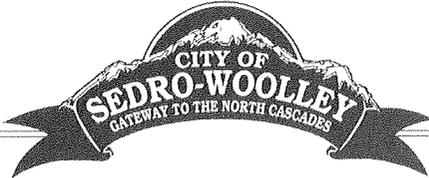
Councilmember Lemley moved to adjourn. Councilmember Splane seconded. Motion carried (7-0).

The meeting adjourned at 8:21 P.M.

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009

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



DATE: March 25, 2009
TO: Mayor Anderson and City Council
FROM: Patsy Nelson, Finance Director
SUBJECT: FINANCE - VOUCHERS

Attached you will find the Claim Vouchers proposed for payment for the period ending March 25, 2009.

Motion to approve Claim Vouchers #65980 to #66083 in the amount of \$173,834.81.

Motion to approve Payroll Warrants #44708 to #44821 in the amount of \$189,861.18.

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.

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
65980	SKAGIT COUNTY AUDITOR	MISC-FILING FEES/LIEN EXP	SWR	1,137.00
		MISC-FILING FEES/LIEN EXP	SAN	798.00
		OPERATING SUPPLIES	SWTR	42.00
		WARRANT TOTAL		1,977.00
65981	SKAGIT COUNTY AUDITOR	MISC-FILING FEES/LIEN EXP	SWR	168.00
		PROFESSIONAL SERVICES	SAN	47.00
		MISC-FILING FEES/LIEN EXP	SAN	126.00
		WARRANT TOTAL		341.00
65982	ADS EQUIPMENT INC	MAINT OF PUMPING EQUIP	SWR	778.65
		WARRANT TOTAL		778.65
65983	ALL-PHASE ELECTRIC	REPAIRS/MAINTENANCE	SWTR	16.70
		WARRANT TOTAL		16.70
65984	ALPINE FIRE & SAFETY	OFFICE/OPERATING SUPPLIES	PD	256.77
		SAFETY EQUIPMENT	PK	102.33
		SAFETY EQUIPMENT	ST	30.24
		WARRANT TOTAL		389.34
65985	APPLIED INDUSTRIAL TECH	REPAIRS/MAINT-EQUIP	ST	324.82
		WARRANT TOTAL		324.82
65986	ARAMARK UNIFORM SERVICES	LAUNDRY	PK	67.85
		LAUNDRY	PK	24.86
		LAUNDRY	PK	78.35
		LAUNDRY-CITY HALL	PK	43.49
		MISC-LAUNDRY	CEM	24.09
		MISC-LAUNDRY	ST	27.12
		MISC-LAUNDRY	ST	22.90
		LAUNDRY	SWR	46.88
		LAUNDRY	SWR	25.79
WARRANT TOTAL		361.33		
65987	ASSOCIATION OF WA CITIES	RETIRED MEDICAL	PD	7,661.20
		WARRANT TOTAL		7,661.20
65988	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	75.08
		AUTO FUEL	CS	40.21
		AUTO FUEL	PD	1,045.29
		AUTO FUEL	PD	899.64
		AUTO FUEL/DIESEL	FD	191.25
		AUTO FUEL/DIESEL	PK	68.59
		AUTO FUEL/DIESEL	ST	450.24
		AUTO FUEL/DIESEL	ST	23.24
		AUTO FUEL/DIESEL	ST	91.09
		AUTO FUEL/DIESEL	SWR	158.72
		AUTO FUEL/DIESEL	SWR	507.66
		AUTO FUEL/DIESEL	SAN	1,043.76
		AUTO FUEL/DIESEL	SWTR	88.11
WARRANT TOTAL		4,682.88		

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
65989	AT & T	TELEPHONE	JUD	6.92
		MEALS/TRAVEL	EXE	2.31
		TELEPHONE	FIN	27.66
		TELEPHONE	LGL	13.82
		TELEPHONE	IT	4.61
		TELEPHONE	PLN	9.22
		TELEPHONE	ENG	78.36
		TELEPHONE	PD	133.67
		TELEPHONE	FD	59.92
		TELEPHONE	INSP	13.82
		TELEPHONE	ST	13.82
		TELEPHONE	LIB	59.92
		TELEPHONE	SWR	13.82
		TELEPHONE	SAN	23.05
		WARRANT TOTAL		460.92
65990	AT&T MOBILITY	TELEPHONE	PD	824.79
		WARRANT TOTAL		824.79
65991	BANK OF AMERICA	SUPPLIES	FIN	24.84
		WARRANT TOTAL		24.84
65992	BANK OF AMERICA	SUPPLIES	LIB	167.38
		EARLY LITERACY	LIB	711.99
		WARRANT TOTAL		879.37
65993	BANK OF AMERICA	REPAIRS/MAINT-EQUIP	FD	251.85
		WARRANT TOTAL		251.85
65994	BANK OF AMERICA	REPAIR-MAINTENANCE SUPPLIES	IT	292.44
		SOFTWARE MAINT & SUPPORT	IT	367.20
		SOFTWARE MAINT & SUPPORT	IT	75.51
		WARRANT TOTAL		735.15
65995	BAY CITY SUPPLY	OPERATING SUP - RIVERFRONT	PK	432.52
		OPERATING SUP - CITY HALL	PK	95.97
		OPERATING SUP - CITY HALL	PK	322.92
		WARRANT TOTAL		851.41
65996	BERG VAULT COMPANY	LINERS	CEM	1,570.00
		WARRANT TOTAL		1,570.00
65997	BETTER HOMES & GARDENS	BOOKS, PERIOD, RECORDS	LIB	22.00
		WARRANT TOTAL		22.00
65998	ECOTONE SOLUTIONS LLC	PROFESSIONAL SERVICES	SWR	500.00
		WARRANT TOTAL		500.00
65999	BIO-ENVIRONMENTAL SOLUTIONS	MAINTENANCE OF LINES	SWR	1,188.00
		WARRANT TOTAL		1,188.00
66000	BLUMENTHAL UNIFORM & EQUIP	UNIFORMS/ACCESSORIES	PD	411.64

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		UNIFORMS/ACCESSORIES	PD	218.92
		WARRANT TOTAL		630.56
66001	BOARD FOR VOLUNTEER	PENSION-VOLUNTEER FIREMEN	FD	180.00
		WARRANT TOTAL		180.00
66002	BOULDER PARK, INC	SOLIDS HANDLING	SWR	7,390.13
		WARRANT TOTAL		7,390.13
66003	BOUWENS, JENNIFER A.	PROF SVC-PROSECUTING ATTY	LGL	2,500.00
		WARRANT TOTAL		2,500.00
66004	BROWN & COLE STORES	OPERATING SUPPLIES	FD	1.59
		WARRANT TOTAL		1.59
66005	C & S CONSTRUCTION	FEMA LAND IMPROVEMENTS	PK	1,750.00
		FEMA LAND IMPROVEMENTS	PK	4,968.00
		PROFESSIONAL SERVICES	SAN	1,750.00
		WARRANT TOTAL		8,468.00
66006	CASCADE NATURAL GAS CORP.	PUBLIC UTILITIES	CS	3,563.08
		PUBLIC UTILITIES	PD	89.55
		UTILITIES-COMMUNITY CTR	PK	293.17
		UTILITIES-SENIOR CENTER	PK	584.06
		UTILITIES-HAMMER SQUARE	PK	143.58
		UTILITIES - SHOP	PK	250.23
		UTILITIES - SHOP	PK	75.69
		PUBLIC UTILITIES	ST	330.57
		PUBLIC UTILITIES	LIB	298.71
		PUBLIC UTILITIES	SWR	401.64
		PUBLIC UTILITIES	SAN	505.10
		WARRANT TOTAL		6,535.38
66007	CENTRAL WELDING SUPPLY	OPERATING SUPPLIES	SAN	17.93
		WARRANT TOTAL		17.93
66008	CEMEX	REPAIR/MAINT-STREETS	ST	230.04
		WARRANT TOTAL		230.04
66009	CHIEF SUPPLY CORPORATION	SMALL TOOLS & MINOR EQUIP	FD	1,599.99
		WARRANT TOTAL		1,599.99
66010	COLLINS OFFICE SUPPLY, INC	SUPPLIES	FIN	94.92
		OFFICE/OPERATING SUPPLIES	PD	13.59
		WARRANT TOTAL		108.51
66011	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	42.93
		WARRANT TOTAL		42.93
66012	SKAGIT WEEKLY NEWS GROUP	SUPPLIES	FIN	275.94
		RECYCLING FEE - YARD WASTE	SAN	166.86
		WARRANT TOTAL		442.80

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
66013	CRYSTAL SPRINGS	OPERATING SUPPLIES	CS	8.82
		OPERATING SUPPLIES	FD	33.79
		OPERATING SUPPLIES	CEM	9.82
		OPERATING SUPPLIES	ST	24.80
		OPERATING SUPPLIES	SWR	45.12
		WARRANT TOTAL		122.35
66014	DATA BASE RECORDS DESTRUCTION LLC	PROFESSIONAL SERVICES	JUD	8.50
		SUPPLIES	FIN	9.75
		SUPPLIES/BOOKS	PLN	2.84
		SUPPLIES	ENG	2.83
		OFFICE/OPERATING SUPPLIES	PD	19.50
		OFF/OPER SUPPS & BOOKS	INSP	2.83
		WARRANT TOTAL		46.25
66015	DAVID EVANS & ASSOC INC	ENGINEERING-SKAGIT PROJECT	AST	9,491.32
		WARRANT TOTAL		9,491.32
66016	DIVERSINT	SOFTWARE MAINT & SUPPORT	IT	2,973.59
		WARRANT TOTAL		2,973.59
66017	E & E LUMBER	OPERATING SUP - RIVERFRONT	PK	2.98
		OPERATING SUP - RIVERFRONT	PK	45.51
		OPERATING SUP - RIVERFRONT	PK	173.33
		OPERATING SUP - CITY HALL	PK	8.20
		OPERATING SUP - LIBRARY	PK	10.89
		OPERATING SUP - LIBRARY	PK	4.21
		OPERATING SUP - LIBRARY	PK	7.61
		OPERATING SUPPLIES	ST	3.23
		OPERATING SUPPLIES	SWR	12.92
		OPERATING SUPPLIES	SWR	58.26
		WARRANT TOTAL		327.14
66018	EDASC	COMMUNICATIONS	EXE	275.00
		COMMUNICATIONS	EXE	35.00
		WARRANT TOTAL		310.00
66019	EDGE ANALYTICAL, INC.	PROFESSIONAL SERVICES	SWR	66.00
		WARRANT TOTAL		66.00
66020	ENTERPRISE OFFICE SYSTEMS	SUPPLIES	JUD	52.89
		SUPPLIES	JUD	1.61
		SUPPLIES	JUD	29.69
		SUPPLIES	JUD	42.65
		SUPPLIES	FIN	50.46
		WARRANT TOTAL		177.30
66021	EMERGENCY MEDICAL PRODUCTS INC	OPERATING SUPPLIES	FD	243.75
		WARRANT TOTAL		243.75
66022	FAIRHAVEN FAMILY MEDICINE	PROFESSIONAL SERVICES	SWR	192.00
		WARRANT TOTAL		192.00

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
66023	FASTENAL COMPANY	OPERATING SUPPLIES	SAN	50.31
		WARRANT TOTAL		50.31
66024	FEDERAL CERTIFIED HEARING	PROF SERVICE-MEDICAL EXAMS	FD	20.00
		PROF SERVICE-MEDICAL EXAMS	FD	20.00
		POSTAGE	FD	20.00
		WARRANT TOTAL		60.00
66025	FERRELLGAS	TRAINING FACILITIES	FD	21.72
		WARRANT TOTAL		21.72
66026	GUARDIAN NW TITLE & ESCROW	PROFESSIONAL SERVICES	LGL	324.00
		ROW - FRUITDALE/MCGARIGLE	AST	113.00
		ROW - FRUITDALE/MCGARIGLE	AST	234.80
		WARRANT TOTAL		671.80
66027	HACH COMPANY	OPERATING SUPPLIES	SWR	360.57
		WARRANT TOTAL		360.57
66028	HEDEEN & CADITZ, PLLC	CONSTRUCTION- METCALF LINE	PWT	19,677.00
		WARRANT TOTAL		19,677.00
66029	HEPBURN SUPERIOR	LINERS	CEM	137.84
		LINERS	CEM	269.68
		WARRANT TOTAL		407.52
66030	HOLLAND HEALTH SERV. INC.	RETIRED MEDICAL	PD	160.37
		RETIRED MEDICAL	PD	149.95
		WARRANT TOTAL		310.32
66031	HONEY BUCKET	OPERATING SUP - RIVERFRONT	PK	79.34
		UTILITIES-PORTABLE TOILETS	PK	64.50
		UTILITIES-PORTABLE TOILETS	PK	64.50
		UTILITIES-PORTABLE TOILETS	PK	64.50
		WARRANT TOTAL		114.16
66032	INGRAM LIBRARY SERVICES	ONE BOOK, ONE COMMUNITY	LIB	546.34
		ONE BOOK, ONE COMMUNITY	LIB	319.08
		BOOKS, PERIOD, RECORDS	LIB	37.92
		BOOKS, PERIOD, RECORDS	LIB	12.90
		BOOKS, PERIOD, RECORDS	LIB	14.60
		WARRANT TOTAL		930.84
66033	KESSELRING'S	AMMUNITION	PD	772.18
		AMMUNITION	PD	1,419.22
		WARRANT TOTAL		2,191.40
66034	KING CO. DEPT OF FINANCE	SOLIDS HANDLING	SWR	2,968.77
		WARRANT TOTAL		2,968.77
66035	KROESEN'S INC.	UNIFORMS	FD	287.97
		UNIFORMS	FD	287.97

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		UNIFORMS	FD	203.20
		UNIFORMS	FD	183.33
		UNIFORMS	FD	112.75
		UNIFORMS	FD	85.85
		UNIFORMS	FD	85.58
		UNIFORMS	FD	177.92
		UNIFORMS	FD	222.05
		UNIFORMS	FD	183.33
		UNIFORMS	FD	85.85
		UNIFORMS	FD	181.16
		WARRANT TOTAL		2,096.96
66036	L N CURTIS & SONS	SUPPLIES & BOOKS	FD	105.81
		WARRANT TOTAL		105.81
66037	LABCORP	PROFESSIONAL SERVICES	FIN	54.50
		PROF SERVICE-MEDICAL EXAMS	FD	199.50
		OPERATING SUPPLIES	SAN	54.50
		WARRANT TOTAL		308.50
66038	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER	JUD	220.00
		PROFESSIONAL SERVICES	PD	130.00
		WARRANT TOTAL		350.00
66039	LEGACY TELECOMMUNICATIONS INC	MAINTENANCE CONTRACTS	SWR	1,787.90
		MAINT OF GENERAL EQUIP	SWR	68.98
		WARRANT TOTAL		1,856.88
66040	LYNN PEAVEY COMPANY	OFFICE/OPERATING SUPPLIES	PD	101.25
		WARRANT TOTAL		101.25
66041	MCCANN, WILLIAM R.	INDIGENT DEFEND CONTR	JUD	2,557.50
		WARRANT TOTAL		2,557.50
66042	MERIDIAN EQUIPMENT COMPANY	EQUIPMENT & VEHICLES	SWR	18,987.50
		WARRANT TOTAL		18,987.50
66043	NORTH HILL RESOURCES, INC.	RECYCLING FEE - YARD WASTE	SAN	118.91
		RECYCLING FEE - YARD WASTE	SAN	118.91
		RECYCLING FEE - YARD WASTE	SAN	178.36
		WARRANT TOTAL		416.18
66044	N W REGIONAL COUNCIL	DUES/SUBSCRIPTIONS	PD	400.00
		WARRANT TOTAL		400.00
66045	OASYS	REPAIR/MAINT-COMPUTER	LIB	345.60
		WARRANT TOTAL		345.60
66046	OFFICE DEPOT	SUPPLIES	FIN	112.57
		SUPPLIES	FIN	95.19
		OFFICE/OPERATING SUPPLIES	IT	85.28
		SMALL TOOLS/MINOR EQUIP	IT	63.67

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		SUPPLIES/BOOKS	PLN	137.35
		SUPPLIES	ENG	137.35
		OFFICE/OPERATING SUPPLIES	PD	43.73
		MACHINERY & EQUIPMENT	PD	161.99
		OFF/OPER SUPPS & BOOKS	INSP	137.35
		WARRANT TOTAL		974.48
66047	OLIVER-HAMMER CLOTHES	OPERATING SUPPLIES	SAN	184.66
		OPERATING SUPPLIES	SAN	208.96
		WARRANT TOTAL		393.62
66048	OUTWEST UNLIMITED	REPAIR/MAINTENANCE-LAND	CEM	35.00
		REPAIR/MAINTENANCE-LAND	CEM	70.00
		WARRANT TOTAL		105.00
66049	PAPE MATERIAL HANDLING EXCHANGE	MAINTENANCE OF VEHICLES	SWR	14.04
		REPAIRS/MAINT-EQUIP	SAN	14.04
		WARRANT TOTAL		28.08
66050	PAT RIMMER TIRE CTR, INC	REPAIR & MAINT - AUTO	PD	80.95-
		REPAIR & MAINT - AUTO	PD	740.56
		REPAIR & MAINT - AUTO	PD	118.75
		REPAIRS/MAINT-EQUIP	SAN	108.86
		REPAIRS/MAINT-EQUIP	SAN	48.55
		REPAIRS/MAINT-EQUIP	SAN	88.56
		SOLID WASTE DISPOSAL	SAN	194.40
		WARRANT TOTAL		1,218.73
66051	PETROCARD	AUTO FUEL/DIESEL	ST	68.97
		AUTO FUEL/DIESEL	SWR	25.52
		AUTO FUEL/DIESEL	SAN	161.97
		WARRANT TOTAL		256.46
66052	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	62.09
		BOOKS, PERIOD, RECORDS	LIB	18.63
		WARRANT TOTAL		80.72
66053	PITNEY BOWES	OPERATING RENTALS/LEASES	FIN	47.33
		POSTAGE	PLN	47.33
		POSTAGE	ENG	47.33
		POSTAGE	PD	47.33
		POSTAGE	FD	47.34
		POSTAGE	INSP	47.34
		WARRANT TOTAL		284.00
66054	PRINTWISE, INC.	SUPPLIES	JUD	267.84
		SUPPLIES	JUD	192.24
		WARRANT TOTAL		460.08
66055	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	CS	156.56
		PUB UTILITIES-MALL	CS	36.73
		PUBLIC UTILITIES	PD	16.90

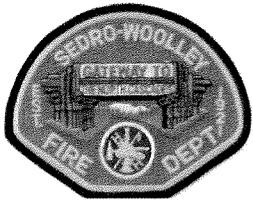
WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		UTILITIES-RIVERFRONT PK	238.45
		UTILITIES-COMMUNITY CTR PK	121.70
		UTILITIES-SENIOR CENTER PK	156.25
		UTILITIES-TRAIN PK	16.90
		UTILITIES-HAMMER SQUARE PK	212.79
		UTILITIES-BINGHAM & MEMORIAL P	28.20
		UTILITIES - OTHER PK	28.20
		PUBLIC UTILITIES CEM	60.85
		PUBLIC UTILITIES ST	36.99
		PUBLIC UTILITIES LIB	22.76
		PUBLIC UTILITIES SWR	177.65
		PUBLIC UTILITIES SAN	34.06
		WARRANT TOTAL	1,344.99
66056	PUGET SOUND ENERGY	PUBLIC UTILITIES ST	7,482.25
		WARRANT TOTAL	7,482.25
66057	PURCHASE POWER	POSTAGE JUD	270.97
		POSTAGE FIN	352.13
		POSTAGE LGL	3.51
		POSTAGE LGL	6.60
		POSTAGE PLN	18.17
		POSTAGE ENG	28.00
		POSTAGE PD	164.09
		POSTAGE FD	7.88
		POSTAGE INSP	13.14
		POSTAGE CEM	4.66
		POSTAGE SWR	226.80
		POSTAGE SAN	105.75
		OPERATING SUPPLIES SWTR	17.29
		WARRANT TOTAL	1,218.99
66058	REICHHARDT & EBE ENG, INC	PROFESSIONAL SERVICES ENG	376.76
		PROFESSIONAL SERVICES ENG	854.01
		CONSTRUCTION - MCGARIGLE PWT	82.08
		PROF SVS-ENGINEERING SWR	391.43
		WARRANT TOTAL	1,704.28
66059	SCIENTIFIC SUPPLY	OPERATING SUPPLIES SWR	76.39
		OPERATING SUPPLIES SWR	155.53
		WARRANT TOTAL	231.92
66060	SEARS COMMERCIAL ONE	REPAIRS/MAINT-DORM FD	345.59
		WARRANT TOTAL	345.59
66061	SEDRO-WOOLLEY AUTO PARTS	OPERATING SUPPLIES CEM	2.42
		SMALL TOOLS/MINOR EQUIP ST	33.14
		REPAIRS/MAINT-EQUIP ST	55.64
		OPERATING SUPPLIES SWR	14.82
		OPERATING SUPPLIES SAN	119.53
		WARRANT TOTAL	225.55

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
66062	SEDRO-WOOLLEY POSTMASTER	POSTAGE	LIB	84.00
		WARRANT TOTAL		84.00
66063	SK. CO. COM ACTION AGENCY	SK. COMM ACTION PUBL HLTH	HLT	440.91
		WARRANT TOTAL		440.91
66064	SKAGIT COUNTY SHERIFF	PRISONERS	PD	7,408.21
		PRISONERS	PD	5,825.62
		PRISONERS	PD	1,794.12
		WARRANT TOTAL		15,027.95
66065	SKAGIT FARMERS SUPPLY	OPERATING SUPPLIES	PD	48.27
		OPERATING SUPPLIES-PROPANE	ST	14.80
		MAINTENANCE OF LINES	SWR	32.36
		WARRANT TOTAL		95.43
66066	SKAGIT SURVEYORS &	PROFESSIONAL SERVICES	LGL	387.50
		WARRANT TOTAL		387.50
66067	SKAGIT VALLEY PUBLISHING	LEGAL PUBLICATIONS	LGS	33.75
		WARRANT TOTAL		33.75
66068	SPARKLE SHOP LAUNDRIES	MISC-LAUNDRY	FD	57.95
		WARRANT TOTAL		57.95
66069	STILES & STILES	MUNICIPAL COURT JUDGE	JUD	2,728.00
		WARRANT TOTAL		2,728.00
66070	S & W ROCK PRODUCTS, INC.	REPAIR/MT-METCALF BALL PARK PK		1,170.72
		WARRANT TOTAL		1,170.72
66071	TRUE VALUE	OPERATING SUPPLIES	FD	20.81
		OPERATING SUP - SENIOR CTR	PK	9.04
		OPERATING SUP - LIBRARY	PK	2.76
		SMALL TOOLS & MINOR EQUIP	PK	7.55
		SMALL TOOLS & MINOR EQUIP	PK	53.98
		OPERATING SUPPLIES	ST	16.19
		OPERATING SUPPLIES	ST	20.29
		OPERATING SUPPLIES	SWR	26.76
		OPERATING SUPPLIES	SWR	7.01
		OPERATING SUPPLIES	SWR	6.47
		OPERATING SUPPLIES	SAN	20.81
		WARRANT TOTAL		191.67
66072	UNIVERSAL FIELD SVC INC	ROW - FRUITDALE/MCGARIGLE	AST	3,749.39
		WARRANT TOTAL		3,749.39
66073	UTIL UNDERGROUND LOC CTR	OPERATING SUPPLIES	SWR	28.80
		WARRANT TOTAL		28.80
66074	VALLEY AUTO SUPPLY	OFFICE/OPERATING SUPPLIES	PD	2.26
		REPAIRS/MAINT-EQUIP	FD	31.59

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		REPAIR/MAINTENANCE-EQUIP ST	69.21
		WARRANT TOTAL	103.06
66075	VALLEY HARDWARE	SMALL TOOLS & MINOR EQUIP PK	32.38
		WARRANT TOTAL	32.38
66076	VERIZON NORTHWEST	TELEPHONE JUD	268.58
		TELEPHONE FIN	671.45
		TELEPHONE FIN	51.54
		TELEPHONE PLN	134.29
		TELEPHONE ENG	134.29
		TELEPHONE PD	309.62
		TELEPHONE INSP	134.30
		TELEPHONE - RIVERFRONT	79.88
		TELEPHONE SAN	38.28
		WARRANT TOTAL	1,822.23
66077	WA CITY PLANN DIRECTORS	MISC-DUES/SUBSCRIP/MEMSHIP PLN	50.00
		WARRANT TOTAL	50.00
66078	WA STATE DEPT OF REVENUE	SUPPLIES FIN	2.97
		OFFICE/OPERATING SUPPLIES PD	8.65
		PRINTING/PUBLICATIONS PD	11.45
		TAXES AND ASSESSMENTS PK	42.56
		TAXES AND ASSESSMENTS CEM	320.31
		SUPPLIES LIB	4.87
		TAXES AND ASSESSMENTS LIB	8.37
		BOOKS, PERIOD, RECORDS LIB	8.31
		TAXES AND ASSESSMENTS SWR	4,407.96
		REPAIRS/MAINT-EQUIP SAN	7.00
		TAXES & ASSESSMENTS SAN	4,613.16
		WARRANT TOTAL	9,435.61
66079	WASHINGTON STATE PATROL	INTERGOV SVC-GUN PERMITS PD	96.25
		WARRANT TOTAL	96.25
66080	WASHINGTON STATE LIBRARY	INTERNET LIB	325.79
		WARRANT TOTAL	325.79
66081	WEST PAYMENT CTR	WESTLAW SERVICES LGL	285.28
		WARRANT TOTAL	285.28
66082	WOOD'S LOGGING SUPPLY INC	POSTAGE FD	9.69
		POSTAGE FD	7.92
		POSTAGE FD	9.51
		REPAIRS/MAINTENANCE SWTR	35.48
		WARRANT TOTAL	62.60
66083	WORLD BOOK DIRECT MARKET	BOOKS, PERIOD, RECORDS LIB	41.40
		WARRANT TOTAL	41.40
		RUN TOTAL	173,834.81

FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	60,027.73
101	PARK FUND	11,869.86
102	CEMETERY FUND	2,504.67
103	STREET FUND	9,369.59
104	ARTERIAL STREET FUND	13,588.51
105	LIBRARY FUND	3,112.66
332	PWTF SEWER CONSTRUCTION FUND	19,759.08
401	SEWER FUND	23,468.35
412	SOLID WASTE FUND	10,947.28
425	STORMWATER	199.58
501	EQUIPMENT REPLACEMENT FUND	18,987.50
TOTAL		173,834.81

DEPARTMENT	AMOUNT
001 000 011	33.75
001 000 012	6,647.39
001 000 013	312.31
001 000 014	1,871.25
001 000 015	3,520.71
001 000 017	3,862.30
001 000 018	3,880.48
001 000 019	399.20
001 000 020	1,658.93
001 000 021	31,467.31
001 000 022	5,584.41
001 000 024	348.78
001 000 062	440.91
FUND CURRENT EXPENSE FUND	60,027.73
101 000 076	11,869.86
FUND PARK FUND	11,869.86
102 000 036	2,504.67
FUND CEMETERY FUND	2,504.67
103 000 042	9,369.59
FUND STREET FUND	9,369.59
104 000 042	13,588.51
FUND ARTERIAL STREET FUND	13,588.51
105 000 072	3,112.66
FUND LIBRARY FUND	3,112.66
332 000 082	19,759.08
FUND PWTF SEWER CONSTRUCTION FUND	19,759.08
401 000 035	23,468.35
FUND SEWER FUND	23,468.35
412 000 037	10,947.28
FUND SOLID WASTE FUND	10,947.28
425 000 039	199.58
FUND STORMWATER	199.58
501 000 401	18,987.50
FUND EQUIPMENT REPLACEMENT FUND	18,987.50
TOTAL	173,834.81



City of Sedro-Woolley Fire Department

Dean Klinger, Chief
325 Metcalf Street
Sedro-Woolley, WA 98284

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009

(360) 855-2252 • Fax (360) 855-0196

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

DATE: March 17, 2009
TO: Mayor Anderson and City Council
FROM: Dean Klinger, Chief
SUBJECT: Facility Rental Agreement with Skagit Valley College

Situation:

The City will need to rent the Colleges pump testing facility on April 4th from 8 AM till 12 noon. This is the only place with in the County that has a test pit large enough to allow us to perform the annual pump test on our engines. The total cost for the rental is \$75.00.

In years past we have sent the engines out to Whatcom County and had the tests performed by North Whatcom Fire and Rescue and Lutkies. Sending the vehicles to Whatcom County has been a great expense to the Department and has wasted a lot of time for the engines and the personnel involved in transporting the engines. This year we will be having American Fleet Maintenance perform the test, but we need to provide the facilities.

Recommended Action:

Staff recommends that the City Council authorize the Mayor to sign the rental agreement with Skagit Valley College for the Fire Departments use.

FACILITY USE/RENTAL AGREEMENT

The following agreement is hereby entered into by and between the person, corporation, entity, or organization known as **Sedro-Woolley Fire Department**, hereinafter referred to as the "Organization", and Community College District No. 4 - Skagit Valley College - hereinafter referred to as the "College".

WHEREAS, the College is willing to rent certain facilities to the Organization and/or permit the Organization to utilize certain facilities, provided that the Organization shall be separately liable to the College for any and all claims of damages or injuries to persons and real or personal property belonging to the College which results from, or is caused by actions or activities of the Organization and its agents, employees, students, invitees, guests, or customers.

NOW, THEREFORE, in consideration of the mutual promises of the parties as set forth herein, the parties do hereby agree as follows:

1. The College agrees to permit the Organization to utilize the following facilities belonging to the College:

Fire Tower (pump testing)

These facilities may be utilized by the Organization during the time periods set forth in the following schedule:

4/4/09 8:00am – 12:00pm

2. The authorized officer or agent of the Organization, whose signature appears below, shall be responsible for damage to persons or property resulting from the negligence of its agents, employees, students, or users of the facility and grounds.
3. The Organization recognizes that it has no license or right to utilize facilities belonging to the College, other than the facilities indicated in paragraph 1 above, and except in accordance with the use schedule set forth in paragraph 1. The Organization agrees, however, that if members, employees, agents, guests, licensees, or permittees of the Organization use facilities other than those set forth in the use schedule, the Organization's promises and obligations under this agreement shall nonetheless be fully applicable, and the Organization will indemnify the College for losses, liabilities, or damages to the College resulting from such use. Except for claims resulting from the sole negligence of Skagit Valley College.
4. The authorized officer or agent of the Organization, whose signature appears below, agrees to indemnify and hold harmless Skagit Valley College of all liability due to actions of the Organization or other parties allowed on the premises as noted on the agreement.

5. Skagit Valley College reserves the right to cancel events at any time on the occurrence of any of the following events: the premises, or any parts thereof, are destroyed, or damaged by acts of nature or other incidents including but not limited to, fire, flood, earthquake, explosion, the elements, war, mobilization, mob or riot; the premises, for any reason are rendered unfit for occupancy; Skagit Valley College is unable to give renter possession due to national or local emergency, calamity, epidemic, strike, power shortage or restriction or the like. Skagit Valley College also reserves the right to cancel if the renter has not performed in good faith and in adherence with the rental contract. Notice of cancellation will be verbal and written. Skagit Valley College reserves the right to interrupt an event in the interest of public safety.

6. Cafeteria and Pavilion Rental

- ◆ All renters will pay a deposit upon booking. The deposit will be applied to the renter's final billing. Fees and expenses will be deducted from your deposit and the remainder, if any, will be returned to you. If the bill is more than your deposit, the College Business Office will send an itemized statement for the remainder.
- ◆ If the renter should cancel at least 90 calendar days prior to the event, a full refund of the deposit will be made. If the renter should cancel less than 90 calendar days prior to the event, the deposit will be forfeited.

7. Event Monitor

- ◆ An Event Monitor is required during the time the facility is open for your use. The monitor rate is \$30.00 per hour. If over 200 guests are expected, or alcohol is being served, the renter is required to hire security from an outside agency, approved by the college, to be in attendance at the start of your event through conclusion.

8. Catering & Alcoholic Beverages

- ◆ A caterer, licensed and approved by Skagit Valley College, can be used for events where alcohol is not being served. Caterers will not have access to College kitchen facilities.
- ◆ State Liquor Board rules prohibit another caterer from providing either food or beverage at Skagit Valley College when alcoholic beverages are being served.
- ◆ All alcoholic beverage service must be provided by Skagit Valley College. No outside liquor can be brought in for events.

9. General Information

- ◆ Set up and clean up is the responsibility of the group utilizing the room.
- ◆ The facility must be returned to its original condition after the event.
- ◆ The college is not responsible for set up of the event if SVC Food Service is not catering.
- ◆ Skagit Valley College buildings are all non-smoking buildings. Designated smoking gazebos are situated at various points on campus.

10. **Facility Rental Fees**

Your Cost

<input type="checkbox"/>	Cafeteria (no kitchen)	\$500 Private Event	_____
<input type="checkbox"/>	Cafeteria (no kitchen)	\$250 Non-Profit or SVC Catering	_____
<input type="checkbox"/>	Multipurpose Room	\$75	_____
<input type="checkbox"/>	Restroom Cleaning Fee	\$50	_____
<input type="checkbox"/>	Pavilion	\$600 (includes tarp covering)	_____
<input type="checkbox"/>	Pavilion cleaning – food served	\$50	_____
<input type="checkbox"/>	Board Room	\$25/hr (1 hr min.)	_____
<input type="checkbox"/>	Conference Rooms	\$25/3 hr.; \$5/hr. each additional	_____
<input type="checkbox"/>	Classrooms	\$25/3 hr.; \$5/hr. each additional	_____
<input type="checkbox"/>	F-101 Lecture Hall	\$75	_____
<input type="checkbox"/>	Computer Labs	\$250 4/hr; \$50/hr. each additional	_____
<input type="checkbox"/>	Phillip Tarro Theatre	\$200/6 hrs; \$40/hr. each additional	_____
<input type="checkbox"/>	Field House	\$20/hr (maximum time 2 hrs)	_____
<input checked="" type="checkbox"/>	Fire Tower	\$75 4/hr.	<u>\$75.00</u>
<input type="checkbox"/>	Grounds	(price varies – to be determined)	_____

MONITOR FEES

<input type="checkbox"/>	Security Monitor	\$30/hr	_____
<input type="checkbox"/>	Computer Technician Assistant	\$12/hr	_____
<input type="checkbox"/>	Site Operator (Computer Labs)	\$15/hr; \$25/hr	_____
<input type="checkbox"/>	Parking Monitor	\$30/hr	_____

EQUIPMENT FEES

<input type="checkbox"/>	Stage Set-up	\$30	_____
<input type="checkbox"/>	PA System (Standard set-up)	\$50	_____
<input type="checkbox"/>	Additional Audio Visual & Monitor	(price varies – to be determined)	_____

Subtotal _____

ADDITIONAL CHARGES (if applicable, to be determined after your event)

<input type="checkbox"/>	Extra Custodial Required	\$30/hr	_____
<input type="checkbox"/>	Other, Explain:		_____

TOTAL \$75.00
(billed after use of facility)

11. In order to qualify for non-profit rates, the organization must be a Washington State Certified Non-Profit Agency. Copy of Certification required.
12. This agreement shall become effective upon execution by both parties hereto.
13. This agreement shall not be modified or amended except by written instrument executed by the parties hereto.

_____ Date _____
 Authorized officer or agent of the Organization
I understand that the college has first priority over the use of all college facilities, and it may be necessary to move our event to another area.

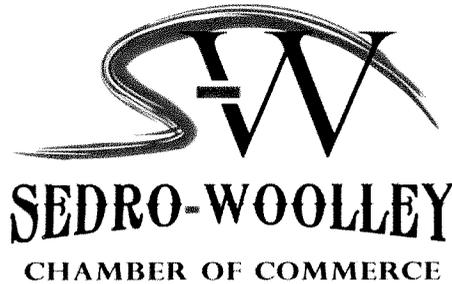
_____ Date _____
 Authorized officer or agent of the College

SVC does not ordinarily charge non-profit groups for using facilities except, when in the determination of the college, monitors or other staff are required or the event requires additional custodial time. However, rental, custodial and monitor fees are always charged for the Cafeteria and Pavilion.

REGULATIONS FOR USE OF SCHOOL FACILITIES BY COMMUNITY GROUPS IS GOVERNED BY WASHINGTON ADMINISTRATIVE CODES:

WAC 132-140-010 Use of College Facilities: Community College District No. 4 serves Skagit, Island and San Juan Counties by providing continued educational opportunity for its citizens. In keeping with this general purpose, the college believes that facilities should be available for a variety of uses which are of benefit to the general public; provided that such general uses do not interfere with the educational mission of the college. However, a state agency is under no obligation to make its public facilities available to the community for private purposes.

WAC 132D-140-030 Statement of Intentions: The college neither intends nor desires to compete with any local agency or private enterprise in making its facilities available to the community. Privately operated facilities exist which are well qualified to best meet many community needs. The college encourages the community to patronize local businesses or agencies. With this approach, the college hopes to work cooperatively with local private enterprise to the mutual benefit of all concerned.



CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 31

March 11, 2009

City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

Mayor Mike Anderson:

Sedro-Woolley Chamber of Commerce is requesting the following street closures for the 2009 Blast from the Past event.

Date: **June 5, 2009**

Street Closure:

Metcalf St

Bowling Alley - Ferry St, Ferry St - Woodworth St, Woodworth St - State St, State St - Warner St
Woodworth St

Alley by Post Office - Metcalf St and Metcalf St - Alley (before Countryside Chevrolet)

Eastern St

Eastern St - Metcalf St (behind True Value Hardware)

Date: **June 6, 2009**

Street Closure:

Metcalf St

Bowling Alley - Ferry St, Ferry St - Woodworth St, Woodworth St - State St, State St - Warner St
Woodworth St

Alley by Post Office - Metcalf St and Metcalf St - Alley (before Countryside Chevrolet)

Eastern St

Eastern St - Metcalf St (behind True Value Hardware)

Date: **June 7, 2009**

Street Closure:

Metcalf St

Bowling Alley - Ferry St, Ferry St - Woodworth St, Woodworth St - State St, State St - Warner St
Woodworth St

Eastern St- Metcalf St and Metcalf St - Murdock St

Murdock St

Ferry St - Woodworth St (In front of Museum and American Legion)

Please note: Ferry St and State St will be open all weekend to traffic.
If you have any questions, Please feel free to call me at (360)855-1841.

Regards,

Heidi Korthuis

Sedro-Woolley Chamber of Commerce

Friday and Saturday

June 5 & 6, 2009

Front Avenue

Washington Avenue



Bouncy House

FRI - Sat Food Vendors

Saturday - Bike Ride

Ferry Street

West Ferry Street

Murook Street

SEDRO-WOOLLEY

Melcar Street
craft vendors
Fri-Sat

craft Fri Sat Vendors

Fri Sat
Woodworth Street
Craft Vendor

Eastern Street

West Woodworth Street

Pacific Street

Sat car show

State Street

Washby Street

Sat car show
end 1st block



Sunday June 7, 2009

Fogel Avenue



Sun Food Vendor

SEDRO-WOOLLEY

Sun Craft Vendor

Sun Events

Sun Craft Vendor

Sun Craft Vendor

Sun Tractor Show

Woodworth Street

Woodworth Street

Tractor Show

Sun Events

Sun Events to Watch

Wainwright Street

State Street

17811



0 17811

Christine Salseina

From: Eron Berg
Sent: Thursday, March 19, 2009 1:56 PM
To: Christine Salseina
Subject: FW: Blast From the Past Event request

From: Heidi Korthuis [mailto:heidi@sedro-woolley.com]
Sent: Thursday, March 19, 2009 1:43 PM
To: Eron Berg
Subject: Blast From the Past Event request

Eron,

Here is the street closure time request for the blast event.
Friday 6:00AM – Sunday 6:00PM
Please add this to the letter of request that Mike has or handed to you.

Thanks so much,

Heidi Korthuis
Sedro-Woolley Chamber of Commerce
heidi@sedro-woolley.com
360-855-1841

MAR 25 2009

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

Memorandum

To: Mayor Anderson and City Council
From: Patsy Nelson
Date: 3/19/2009
Re: Short-term interfund loans for cash flow purposes

Issue: Should the Council adopt the attached resolution which allows short-term interfund loans which are due to timing of property tax receipts?

Background information: A few of the City's funds receive the majority of their revenue from property taxes twice a year, in April & October. In some years, this can create a cash flow problem for these funds, especially in the month prior to payment from Skagit County. The Park and Library Funds are most dependent upon the timing of property tax receipts.

General accepted accounting principals indicate that funds should not have negative cash balances. City staff has always strived to pay vendors on a timely basis and do not wish to withhold payment until property taxes are received. State law allows for short-term borrowing between funds which are heavily dependent upon property tax receipts.

The attached Resolution meets the requirements for short-term borrowing for cash flow purposes which are a result of timing of property tax payments. The interest rate is based upon the Washington State Investment Pool rate.

Recommendation: Approve Resolution # -09, A Resolution of the City Council of the City of Sedro-Woolley authorizing short term interfund loans to funds supported by property taxes to maintain cash flow.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY AUTHORIZING SHORT-TERM INTERFUND LOANS TO FUNDS SUPPORTED BY PROPERTY TAXES TO MAINTAIN CASH FLOW.

WHEREAS, the City's budget includes a number of funds that support programs which are funded by real property taxes, and

WHEREAS, real property taxes are paid only twice yearly and in some years, those funds dependent upon real property taxes run low on cash; and

WHEREAS, in those cases, the City budget as a whole generally has cash available that could be used by those funds on a short-term basis; and

WHEREAS, the City's cash is generally invested in the Washington State Treasurer's Investment Pool (Pool) which pays a variable rate of interest; and

WHEREAS, in order to maintain cash flow for those funds dependent upon real property taxes for revenue, it is deemed reasonable to permit a loan of funds from Fund 302, Cumulative Reserve/Current Expense, to support those funds until the City receives its next property tax payment, bearing interest at a rate which equals the average of the Washington State Treasurer's Investment Pool rate for the period which the loan is outstanding;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sedro-Woolley that the City Supervisor, upon a recommendation and request from the City Finance Director, may authorize short term loans from Fund 302, Cumulative Reserve/Current Expense, to property tax supported funds to maintain cash flow. These loans may not exceed the approved budget, must bear interest at a rate which equals the average of the Washington State Treasurer's Investment Pool rate for the period which the loan is outstanding, must be repaid within thirty (30) days of the date when the City receives its next real property tax allocation, and must be documented in a written request and recommendation from the Finance Director.

PASSED by the City Council of the City of Sedro-Woolley, Washington, and approved by its Mayor at a regular meeting of said Council held on the 25th day of March, 2009.

MAYOR

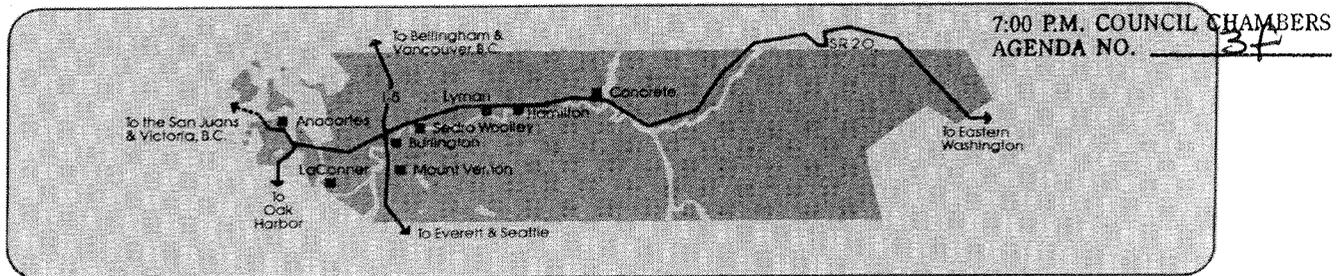
Attest:

City Clerk

Approved as to form:

City Attorney

MAR 25 2009



Skagit Council of Governments

204 W Montgomery - Mount Vernon, WA 98273 - (360) 416-7877 - Fax (360) 416-7831

MEMO

Date: February 10, 2009
To: Elected Officials of Participating Jurisdictions in SCOG's RCM Program
From: Ric Boge, Resource Conservation Program Manager
Re: Adoption of a Resource Conservation Management Policy for Daily Operations

With the current state of budgetary concerns there could not be a better time for governmental jurisdictions to focus on utility savings for daily operations. As you know, this Program takes a 3-pronged approach to accomplish those savings:

1. Accurate billing
2. Behavioral changes
3. Operational and capital improvements.

The Program puts emphasis on no/low cost measures that can be taken to increase efficiencies and save money. Achieving and sustaining no/low cost efficiencies will largely come down to management expectations, employee awareness and new workplace habits (behavioral changes).

Establishing and sustaining new work place habits or what some have called an 'organizational culture of conservation' will only be possible with strong support from the elected officials and active involvement of talented employees within your jurisdictions who have a passion for conserving resources. The strong support of elected officials will motivate and enable interested employees to become involved and to help achieve cost savings.

An important step to take now to engage employees in this effort is to adopt a Resource Conservation Management Policy for Daily Operations similar to the attached Draft. The Policy will encourage employees to become involved and also will provide consistency and guidance for the development of a Resource Conservation Management Plan, a year-one deliverable per the terms of SCOG's grant with Puget Sound Energy.

I am asking each jurisdiction to adopt a Policy or Executive Order similar to the attached by April. Note that item #3 of the 'Now Therefore Be It Resolved' includes Plan elements that are recommended by PSE to achieve cost savings and sustain a viable RCM Program over time.

The Policy adoption needs to be led by you or your senior staff, but I'd be glad to assist. Contact me with any questions (416-7871, ricb@scog.net). I'll check in with you at the March SCOG Board meeting to see how you are all doing with this request. Thank you!

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON,
ESTABLISHING A RESOURCE CONSERVATION MANAGEMENT POLICY**

WHEREAS, Sedro-Woolley recognizes it has a leadership role in the responsible use of natural resources; and

WHEREAS, Consumption of natural resources has come under increasing concern for all individuals, businesses, private groups and public entities, due to factors such as:

- A. Costs – wasteful and inefficient consumption reduces funding for other activities and programs important to the mission of the City, and
- B. National Security – relying on others, some from outside our country and sometimes unfriendly towards our country, for the resources necessary for daily operations is irresponsible and lessens our national security, and
- C. Sustainability, such as
 - a. Climate Change - consuming resources, especially fossil fuels for energy production, has been shown to increase levels of green house gasses and contribute to global warming, and
 - b. Environmental Stewardship – irresponsible consumption of resources can cause environmental degradation, harm to our quality of life and a burden to future generations; and

WHEREAS, the City desires to be responsible, efficient and financially prudent in its use of resources necessary for daily operations; and

WHEREAS, the City along with eight other local jurisdictions, signed a Skagit Council of Governments (SCOG) Interlocal Agreement for Energy Conservation Grant for Resource Conservation Manager (RCM) Services Agreement # 6400001402 to participate in and fund a Resource Conservation Management Program; and

WHEREAS, the City desires to establish a Resource Conservation Management Policy to direct responsible, efficient and financially prudent use of resources necessary for daily operations, and to help guide the development of a Resource Conservation Management Plan for the City; and

**THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DOES HEREBY
RESOLVE AS FOLLOWS:**

1. **Section 1:** Sedro-Woolley is committed to leadership in the responsible use of natural resources; and hereby establishes a Resource Conservation Management Policy for Daily Operations that directs responsible, efficient and financially prudent use of resources by all employees as follows:

Staff shall work with SCOG's Resource Conservation Manager to develop a Resource Conservation Management Plan to implement this Policy;

The Resource Conservation Management Plan shall include:

- A. A summary of energy use, costs and recommended targeted savings;
- B. A recommendation of, and incentives for staff from key departments who will participate in the Plan's implementation;
- C. A recommendation of how and by whom resource accounting will be used to track and monitor energy usage costs;
- D. A recommendation of steps to take and incentives to involve employees throughout the organization to actively participate in energy and resource conservation; and
- E. A recommendation of no to low cost resource use guidelines that addresses:
 - a. Heating and cooling set points;
 - b. Lighting guidelines;
 - c. Guidelines for use of electrical appliances and equipment;
 - d. Domestic hot water set points and operating schedules;
 - e. Domestic water and irrigations standards;
 - f. Solid waste and recycling.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS
25th DAY OF MARCH, 2009.

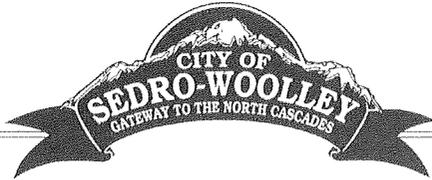
MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



SUBJECT: PUBLIC COMMENT

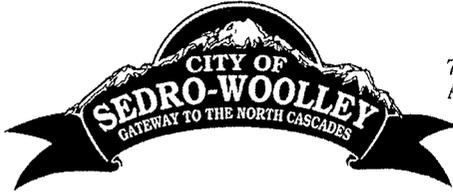
Name:
Address:
Narrative:

UNFINISHED
BUSINESS

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009

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



CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-9922
Fax (360) 855-9923

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: SWMC 9.20.070 (harassment by phone)
DATE: March 25, 2009

ISSUE: Should the Council approve the attached ordinance that makes cyberstalking a crime?

BACKGROUND: This comes as a request from the City's prosecutor, Jennifer Bouwens, and was first heard by the Council at its December 10th meeting. The Council requested additional language that would extend the ordinance to include use of email and other devices in a harassing manner. We now propose the following (modeled after RCW 9.61.260):

Cyberstalking.

(1) A person is guilty of cyberstalking if he or she, with intent to harass, intimidate, torment, or embarrass any other person, and under circumstances not constituting telephone harassment, makes an electronic communication to such other person or a third party:

(a) Using any lewd, lascivious, indecent, or obscene words, images, or language, or suggesting the commission of any lewd or lascivious act;

(b) Anonymously or repeatedly whether or not conversation occurs; or

(c) Threatening to inflict injury on the person or property of the person called or any member of his or her family or household.

(2) Cyberstalking is a gross misdemeanor.

(3) Any offense committed under this section may be deemed to have been committed either at the place from which the communication was made or at the place where the communication was received.

(4) For purposes of this section, "electronic communication" means the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. "Electronic communication" includes, but is not limited to, electronic mail, internet-based communications, pager service, and electronic text messaging.

RECOMMENDATION: *Motion to adopt Ordinance _____-09, an ordinance making cyberstalking a crime.*

ORDINANCE NO. _____

AN ORDINANCE MAKING CYBERSTALKING A CRIME

Whereas, SWMC 9.20.070 establishes a law that makes the use of the telephone for harassment, intimidation or to cause embarrassment a crime, and

Whereas, modern day telephones and other electronic devices allow people to use text messages or other similar messages for the same purpose as SWMC 9.20.070 is intended to prohibit, and

Whereas, the State of Washington has adopted criminal statutes addressing telephonic harassment and cyberstalking as RCW 9.61.230 and 9.61.260;

Whereas, the City Council desires make cyberstalking a crime and is using the state law as a model,

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DO HEREBY ORDAIN AS FOLLOWS:

Section 1. New section. A new section titled "cyberstalking" is added to SWMC 9.20 as follows:

(1) A person is guilty of cyberstalking if he or she, with intent to harass, intimidate, torment, or embarrass any other person, and under circumstances not constituting telephone harassment, makes an electronic communication to such other person or a third party:

(a) Using any lewd, lascivious, indecent, or obscene words, images, or language, or suggesting the commission of any lewd or lascivious act;

(b) Anonymously or repeatedly whether or not conversation occurs; or

(c) Threatening to inflict injury on the person or property of the person called or any member of his or her family or household.

(2) Cyberstalking is a gross misdemeanor.

(3) Any offense committed under this section may be deemed to have been committed either at the place from which the communication was made or at the place where the communication was received.

(4) For purposes of this section, "electronic communication" means the transmission of information by wire, radio, optical cable, electromagnetic, or other similar means. "Electronic communication" includes, but is not limited to, electronic mail, internet-based communications, pager service, and electronic text messaging.

Section 2. Effective date. This ordinance shall be effective five (5) days after passage and publication as provided by law.

Section 3. Severability/savings. The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

Passed and approved this 25th day of March, 2009.

MAYOR MIKE ANDERSON

Attest:

CHRISTINE SALSEINA, DEPUTY CLERK

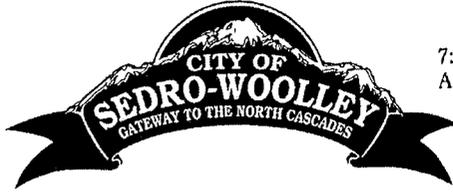
Approved as to form:

ERON BERG, CITY ATTORNEY

**NEW
BUSINESS**

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009



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

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-9922
Fax (360) 855-9923

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Special events/parades ordinance
DATE: March 25, 2009

ISSUE: Should the Council adopt the attached ordinance creating a process of reviewing and permitting special events and parades?

BACKGROUND: This item is a follow up to our conversation at the last two council meetings and is in part, a response to requests from the public for street closures, etc. The attached ordinance creates a process for permitting and approving special events including street closures, use of parks, etc., for parades, events, and other activities. There is no fee for this permit. However, with approval, the City may require that the permittee pay for extra help in the form of law enforcement, fire support, street, cleaning, solid waste, etc., and the City will require proof of insurance to address risk from the event.

The proposed process of approval is as follows: 1. the applicant completes the attached application; 2. the City's special events committee (mayor, city supervisor, department heads) meets with the applicant to understand the event; 3. the application is approved with or without conditions; and 4. decisions may be appealed to the City Council.

Please note that the community events (Loggerodeo, Christmas parade, Blast from the Past, etc., that are already listed in the code for free use of public facilities) are exempted from paying for additional City services under this section. They will still be required to complete the application and provide proof of insurance.

RECOMMENDATION: FIRST READING ONLY. NO ACTION REQUESTED.

Ordinance No.

AN ORDINANCE ADDING A NEW CHAPTER TO TITLE 12 OF THE SEDRO-WOOLLEY MUNICIPAL CODE, CREATING A PROCESS FOR PERMITTING SPECIAL EVENTS AND PARADES ON CITY LAND AND RIGHTS OF WAY.

Whereas, the City of Sedro-Woolley has a rich history of public events, activities, festivals and parades;

Whereas, in recent years, different groups have requested authorization to close City streets and/or use City parks for new events, parades and activities;

Whereas, the City Council for the City of Sedro-Woolley wishes to encourage the community to continue to expand these community events through a simple, easy to understand process of approval from the City; and

Whereas, the City Council of the City of Sedro-Woolley finds that it is in the best interest of the City and the people of the City to establish a process for permitting parades, special events and other festivals on City rights of way and/or within City parks.

THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DO HEREBY ORDAIN AS FOLLOWS:

Section 1. A new chapter to Sedro-Woolley Municipal Code, Title 12 is hereby as set forth on the attached Appendix A and incorporated by reference.

Section 2. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 3. After passage, approval and publication as provided by law, this ordinance shall take effect August 1, 2009.

Passed and approved this 8th day of April, 2009.

MAYOR MIKE ANDERSON

Attest:

CHRISTINE SALSEINA, DEPUTY CLERK

Approved as to form:

ERON BERG, CITY ATTORNEY

Appendix A

Chapter 12. __

SPECIAL EVENTS, PARADES & FESTIVALS

Sections:

12. __.010	Purpose and intent.
12. __.020	Definitions.
12. __.030	Permit.
12. __.040	Deposit required.
12. __.050	Insurance.
12. __.060	Permit issuance standards – Issuance or denial.
12. __.070	Traffic control.
12. .080	Appeal procedure.
12. .090	Permit revocation.
12. .100	Interference with events.
12. __.110	Community events.
12. .120	Violation.

12. __.010 Purpose and intent.

- (1) The purpose of this chapter is to provide reasonable supervision of any movement of persons or vehicles within the limits of the city by way of runs, parades, street dances, special events, or other demonstrations or exhibitions, for the protection of persons and property.
- (2) The intent of this chapter is to allow community-based organizations to sponsor special events on public thoroughfares and public lands, and to provide guidelines that protect the public's health, safety and welfare.
- (3) It is the express intent of the City Council to support and encourage community-sponsored special events.

12. __.020 Definitions.

- (1) "Committee" means the city special events committee, which shall consist of the mayor, city supervisor, police chief and fire chief.
- (2) "License" and "permit", unless the context in which it is used clearly indicates otherwise, as used in this chapter both mean the official approval or authorization of the city to carry on or conduct the special event or activity for

which such license or permit is required pursuant to the provisions of this chapter.

- (3) “Motorcade” means any organized procession containing 10 or more vehicles, except wedding and funeral processions, upon a public street, sidewalk, alley or public right-of-way.
- (4) “Parade” means any march or procession consisting of people, animals, bicycles, vehicles, or combination thereof, except wedding processions and funeral processions, upon any public street or sidewalk which does not comply with normal and usual traffic regulations or controls.
- (5) “Run” means an organized procession to contend in a race consisting of people, bicycles, or other vehicular devices or combination thereof containing 10 or more persons upon a public street or sidewalk.
- (6) “Street” or “streets” mean any public roadway, sidewalk or portions thereof in the city of Sedro-Woolley dedicated to the public use.
- (7) “Street dance” means any organized dance of three or more couples on any public street, public sidewalk, or publicly owned parking lot.
- (8) “Temporary special event” means any fair, show, festival, or other attended entertainment or celebration, conducted by a nonprofit public service organization, which entertainment is not of a political, religious or commercial nature; and which event is to be held in whole or in part upon publicly owned property and/or public rights-of-way, or if held wholly upon private property, will nevertheless affect or impact the ordinary and normal use by the general public of public property or public rights-of-way within the vicinity of such event.

12. __.030 Permit.

- (1) Permit Required. It is unlawful to conduct any parade, temporary special event, run, street dance or motorcade in, on, or along any public street, alley, sidewalk, or other public way or place in the city, unless a permit therefore is first obtained from the city clerk, upon which license the route to be followed, the purpose of the parade, demonstration or exhibition shall be specified and approved.
- (2) Application Requirements. Any nonprofit public service organization which wants to conduct a temporary special event shall apply to the city clerk for a permit, at least 45 days, but not more than 365 days, in advance of the date of the proposed temporary special event. Additional information may be required as deemed necessary by the mayor, city supervisor, police chief, fire chief, or public works department, for the protection of the public safety.

12. __.040 Deposit required.

If the city special events committee requires the event to include additional police or fire protection or work from the street department or solid waste department, or other city department, the committee shall meet with a representative of the sponsoring organization and set a deposit in the amount that will cover those expenses. The amount of the deposit shall not exceed \$1,000.00 without the approval of the City Council. The actual costs shall be paid by the sponsoring organization within seven days of the billing from the City.

12. __.050 Insurance.

- (1) Required. If required, the applicant shall show proof of liability insurance. A specimen copy shall be filed with the application.
- (2) Save Harmless Agreement. At the time that a permit is issued, the permittee shall file with the city a save harmless agreement in which the permittee agrees to defend, pay, and save harmless the city, its officers and employees, from any and all claims, real or imaginary, which may be filed against the city, its officers or employees, where such claim arises in whole or in part out of the activities for which such permit is issued; excepting therefrom, any claims arising solely out of the negligent acts or omissions of the city, its officers and employees. The City Attorney is directed to prepare and maintain a form agreement for this purpose.

12. __.060 Permit issuance standards – Issuance or denial.

The city special events committee shall be responsible for issuing the permit. In reviewing the application for the purpose of determining whether the permit should be issued or denied, the committee may seek consultation with other city officials and shall make such review in conformance with the following standards:

- (1) The time, hours, location, and size of the temporary special event will unnecessarily disrupt the movement of other traffic within the city;
- (2) The location of the temporary special event would cause undue hardship for adjacent businesses or residents;
- (3) The temporary special event is of a size or nature that requires the diversion of so great a number of police officers of the city to properly police the event, site, and areas contiguous thereto, that allowing the special event would unreasonably deny police protection to the remainder of the city and its residents;

- (4) Failure to arrange for or to remit by the applicant or person conducting or sponsoring the same, all fees, charges, deposits, taxes, insurance or bonds, if any, required by the city, including any department thereof for the use of the public place where it is proposed to conduct or to hold such special event;
- (5) The city resources required to support the special event are out of proportion to the reimbursed expenses to be received by the city from the holding of the special event;
- (6) The information contained in the application is found to be false or nonexistent to a material degree;
- (7) The applicant refuses to agree, to abide or comply with all of the conditions and terms of the permit;
- (8) It is found that the purpose of the temporary special event is principally devoted to the advertising of a commercial product or for a private commercial process.

12. __.070 Traffic control.

- (1) Traffic Control. The chief of police may require any reasonable and necessary traffic control. If such traffic control cannot be handled by the sponsor and shall require the deployment of additional police personnel, the permittee shall be responsible for the expense. The city clerk shall notify the applicant(s) of the actual projected expense and collect this amount before a permit is issued.
- (2) Police Escort Required. All parades, runs and motorcades shall have a police escort which shall be either appointed or approved by the chief of police.

12. __.080 Appeal procedure.

Upon denial of a permit by the committee, an applicant may appeal to the city council by filing a written notice of appeal for hearing by the city council at its next meeting. Upon such appeal, the city council may reverse, affirm, or modify the committee's determination.

12. __.090 Permit revocation.

- (1) Revocation of Permit. Any permit for a temporary special event issued pursuant to this chapter may be summarily revoked by the mayor at any time when, by reason of disaster, public calamity, riot, or other emergency, the committee determines that the safety of the public or property requires such revocation. Notice of such action revoking a permit shall be delivered in writing to the

permittee by personal service or certified mail at the address specified by the permittee in his application.

12. __.100 Interference with events.

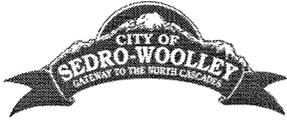
Interfering with or obstructing a parade or run is prohibited. All persons, except those participating in parades or runs shall keep off streets, alleys, or other public rights-of-way temporarily closed for parades or runs and it is unlawful for any person to leave any vehicle upon any street, knowing that the same has been cleared for parade or run purposes. It shall be unlawful for any pedestrian, equestrian, or the operator of any vehicle to pass through or drive between the vehicles, units or floats comprising a parade or motorcade where such parade or motorcade has been granted a permit pursuant to this chapter, provided that this shall not prohibit the operation of emergency vehicles, nor prevent the passage of such vehicles or persons at intersections where traffic is controlled by police officers of the city. Any person violating this section shall be guilty of a misdemeanor punishable in accordance with SWMC 9.86.010.

12. __.110 Community events.

Those events included in SWMC 12.36.025 as community events shall comply with the provisions of this chapter, but shall not be required to make a deposit or pay for the costs associated with traffic control, clean-up or other city expenses.

12. __.120 Violation - crime.

- (1) Violation. Violations of the specifics and requirements of this chapter shall be grounds for refusal of the issuance of future permits.
- (2) Violation – Crime. Any person, firm or corporation violating any of the provisions of this chapter shall be guilty of a misdemeanor punishable in accordance with SWMC 9.86.010.



CITY OF SEDRO-WOOLLEY SPECIAL EVENTS APPLICATION

Date of Application: _____

APPLICANT/CONTACT NAME: _____

Phone _____

E-Mail _____

SPONSORING ORGANIZATION:

Name _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Phone _____

PROPERTY OWNER:

Name _____

Mailing Address _____

City _____ State _____ ZIP Code _____

Phone _____

Have you been granted permission by the property owner? Yes _____ No _____

Date(s) of Event: _____

Hours of Event: _____

Parade/event contact person #1: _____

Contact phone numbers: Work: _____ Cell: _____

Parade/event contact person #2: _____

Contact phone numbers: Work: _____ Cell: _____

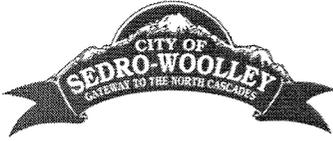
Note: We must have cell phone contact information for the day of the parade or event.

PURPOSE OF EVENT:

LOCATION OF EVENT:

Will you be using a banner? Yes _____ No _____

If yes, please refer to the attached diagram for required specifications.



**CITY OF SEDRO-WOOLLEY
HOLD HARMLESS AGREEMENT
STREET EVENT**

THE UNDERSIGNED, _____, of _____,

Washington, hereby agrees to indemnify and hold the City of Sedro-Woolley, it's employees, elected officials, insurers and volunteers harmless from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises from any activity, work or thing done, permitted, or suffered by User in or about the Rights of Way, except only such injury or damage as shall have been occasioned by the sole negligence of the City, whatsoever, arising from _____

_____ on the Rights of Way of the City of Sedro-Woolley, and to defend the City against any claim and/or pay any judgment related in any manner to the approval and/or conduct of such event.

The undersigned further agrees to conduct said event in a safe manner, so that it is not a hazard to pedestrian or vehicular traffic, and to conform to all zoning, traffic and safety ordinances of the City of Sedro-Woolley.

The undersigned further agrees to remove debris and/or barricades on or before _____, or immediately in the event it should be deemed by the City (Police Chief, Fire Chief, Public Works Director) to be hazardous to the health, safety and welfare of the City.

Insurance Requirements:

The User shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property, which may arise from or in connection with use of the Premises.

User shall provide a certificate of insurance evidencing:

General Liability insurance covering premises, products-completed operations and contractual liability. The City shall be named as an additional insured on User's General Liability insurance policy. The General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$1,000,000 general aggregate.

The insurance policy shall contain or be endorsed to contain that the User's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Lessee's insurance and shall not contribute with it.

The User shall provide a certificate of insurance evidencing the required insurance before using the premises.

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A;VIL

Additional Alcohol Insurance Requirement:

If Alcohol is available for consumption on premises, whether sold or not, User shall procure and maintain for the duration of the agreement Liquor Liability insurance in the amount of \$1,000,000 each occurrence. The City is to be named as an additional insured on the Liquor Liability insurance. Host liquor liability coverage may be substituted when alcohol is consumed and not sold on premises with the prior written approval of the City.

Dated this _____ day of _____, 20_____

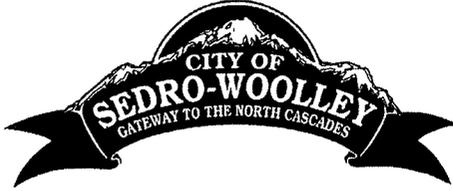
Signature

Print Name

For: _____

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009



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

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-9922
Fax (360) 855-9923

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Franchise ordinance with Cascade Natural Gas
DATE: March 25, 2009

ISSUE: Should the Council adopt the attached ordinance extending Cascade Natural Gas Corporation's franchise?

BACKGROUND: This is a draft franchise ordinance with CNG. Our current franchise expires next month – this is on for your review and comment only. I expect to have a final draft ready for action at your April 8th meeting.

RECOMMENDATION: FIRST READ ONLY. Action will be requested on April 8th, 2009.

AN ORDINANCE GRANTING TO CASCADE NATURAL GAS CORPORATION, A WASHINGTON CORPORATION, ITS SUCCESSORS AND ASSIGNS, THE RIGHT AND PRIVILEGE TO USE AND OCCUPY THE STREETS, AVENUES, LANES ALLEYS, HIGHWAYS AND OTHER PUBLIC PLACES OF THE CITY OF SEDRO-WOOLLEY, STATE OF WASHINGTON, FOR THE PURPOSE OF SUPPLYING, DISTRIBUTING AND SELLING GAS TO THE INHABITANTS OF THE CITY, AND ELSEWHERE; AND THE RIGHT AND PRIVILEGE OF CONSTRUCTING, AND THEREAFTER MAINTAINING A GAS WORKS, MAINS, SERVICE PIPES AND OTHER NECESSARY EQUIPMENT IN SAID CITY, FOR THE DISTRIBUTION OF GAS FOR FUEL, POWER, HEAT AND OTHER PURPOSES.

THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DO ORDAIN AS FOLLOWS:

Section 1. That Cascade Natural Gas Corporation, its successors or assigns (hereafter designated as "Grantee"), is hereby granted the right and privilege to construct, maintain, use, own and operate a gas works, within the corporate limits of said City of Sedro-Woolley, Washington (hereinafter designated as the "City"), as the same now or may hereafter be extended, and to construct, lay, maintain and operate along the streets, avenues, lanes, alleys, highways and other public places in the said City of Sedro-Woolley, a system of mains, pipes and the necessary attachments and appurtenances for the storage, conveyance, distribution and sale of gas for fuel, power, heat and other purposes in the City of Sedro-Woolley, Washington, and elsewhere, and for the storage, distribution and sale of natural gas. Such right and authority, permission and power is hereby granted for a term of ten (10) years from and after the date of the final acceptance of this Ordinance by the Grantee, herein referred to as the primary term. This franchise will automatically renew for successive periods of five (5) years each unless cancelled at the end of a term by either party by written notice to the other party no less than 180 calendar days prior to the end of the primary term or the then current successive term.

Section 2. That the rates to be charged for gas for fuel, power, heat and other purposes by the Grantee, and

Deleted: Such right and authority, permission and power are hereby granted for a term of ~~ten (10)~~ **twenty-five (25) years** from and after the date of the final acceptance of this Ordinance by the Grantee.

character of the service to be rendered by the Grantee shall be such as shall be prescribed by the Washington Utilities and Transportation Commission, of said state having jurisdiction over said matters under the laws thereof.

Section 3. That the Grantee shall not lay its gas mains, pipes, services, attachments and appurtenances so as to interfere with or obstruct the drainage of said City or the construction of sewers or underground fixtures for the conveyance of water or the necessary and proper use of said streets, avenues, lanes, alleys, highways, and other public places. The Grantee shall with reasonable promptness restore the surface of said streets, avenues, lanes, alleys, highways and public places in which it shall make excavations to as good condition as they were before the commencement of such work as near as practicable subject to the approval of the City Engineer, and during the progress of such work, the Grantee shall be responsible for keeping such streets and other places guarded, in order to prevent accident to persons or property. The City, upon 30 days' notice to the Grantee, may at any time do, or order to have done any and all work that they consider necessary to restore to a safe condition any such street, alley or other public place left by the Grantee or its agents in a condition dangerous to life or property, and Grantee upon demand, shall pay to the City all costs of such work, provided, that in the event of an emergency, the City is not required to provide any notice before conducting the work. In case of any future improvement or construction of sewers or underground fixtures for the conveyance of water or of any of the streets, avenues, lanes, alleys, highways and public places where any gas mains, pipes, services, attachments, appurtenances of the Grantee may be situated, and it is necessary to change the location of the same in connection with said improvement or construction, the Grantee shall, upon reasonable notice by the City and after reasonable evaluation of alternatives by the City in coopera-

Deleted: .

tion with the Grantee, at its own expense, move and change any gas main, pipes, services, attachments or appurtenances to conform to such public improvement. The City will avoid the need for such moving or changing whenever possible. If the City requires the subsequent relocation of the same facility within five (5) years of the initial relocation, City shall bear the expense of the subsequent relocation. In the event Federal, state or other funds are available in whole or in part for utility relocating purposes, the City should apply for such funds and the Grantee will be given credit to the extent any such funds are actually obtained subject to a reasonable administrative fee for the City's costs in securing and administering the grant including any resulting audit fees of the grant program. The City agrees to protect Grantee's rights by retaining easements for its facilities located within public rights of ways being vacated by Ordinance. If Grantee's facilities must be relocated from a vacated public right of way, the petitioners of said vacation will bear the expense of moving said facilities.

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Section 4. That whenever the Grantee shall desire to excavate in any street, alley or other public place for the purpose of laying gas mains, pipes or other appurtenances, including service pipes, it shall apply to said City for a permit to do so and shall secure such permit prior to initiating work in accordance with current city public works requirements. The parties acknowledge that from time to time Grantee is required to make emergency excavations without allowing the standard notification to the City in order to maintain safe operation of the natural gas system and respond to third party incidents that may occur. Grantee will notify the City as soon as reasonably possible after the emergency; said emergency does not relieve Grantee from compliance with the city standards.

Deleted: give the City at least three (3) working days' notice thereof, and shall not, during the process of the work, unnecessarily obstruct the passage or proper use of such street, alley or other public place, and shall file with the City duplicate maps or prints showing the proposed and final location thereof. Whenever possible, Grantee shall install to the standard locations as specified by the City.

Deleted: .

Section 5. This franchise is granted upon the express condition that it shall not be deemed or held to be an exclusive franchise and shall not in any manner prohibit the

City from granting other and future franchises over, upon and along any of said public streets, avenues, alleys, highways, public or municipally owned places, and failure on the part of Grantee to comply in any respect with any of the provisions of this Ordinance shall be grounds for forfeiture of the grant.

Section 6. The franchise hereby granted shall not be leased, assigned or otherwise alienated by the Grantee to any third party without the express consent of the City by ordinance passed for that purpose, and no rule of estoppel shall ever be invoked against the City in case it shall assert the invalidity of any attempted transfer in violation of this section. Notwithstanding anything to the contrary herein contained, permission is hereby granted to the Company to mortgage this franchise, together with the gas utility facilities and properties of the Company, within the City to secure any legal bond issue or other bonafide indebtedness of the Company, and express consent is hereby given to the mortgaging and assignment for security purposes of said franchise, facilities and properties by the Company to the Chase Manhattan Bank, N.A, with no requirement that the Trustees file any acceptance of this franchise and the liabilities and obligations of said Trustees shall in any event be limited to the properties and assets of the Company comprising the trust estate.

Section 7. And if at any time the city is subjected to liability for injury to persons or property growing out of the actions of the Grantee, its agents, servants or employees, in connection with the operations of the Grantee, the Grantee shall fully indemnify and hold the City harmless from any and all such liability; provided, however, that in case suit be instituted against the City, the City shall promptly notify the Grantee of such suit, giving it ample and reasonable time to defend the same. Grantee agrees that during the life of its franchise and/or renewals thereof, it will maintain in full force and effect, with a carrier or carriers licensed to do business in the State of Washington, certificates of

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insurance providing for appropriate coverage, and limits of liabilities, as required by the City.

Section 8. The Grantee herein agrees as part of the consideration of this franchise to pay promptly any and all licenses and taxes legally levied by the City.

Section 9. Grantee shall within thirty (30) days of the passage of this Ordinance, file with the City Clerk its written acceptance of all the terms and conditions of the Ordinance, and if such acceptance is not filed as herein provided, this Ordinance shall be null and void and of no force or effect.

Section 10. If any section, subsection, sentence, clause or phrases of this ordinance is for any reason held invalid or unconstitutional by the decision of any court or regulatory body of competent jurisdiction, such decision shall not affect the validity of the remaining portions hereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared illegal, invalid or unconstitutional. The invalidity of any portion of this ordinance shall not abate, reduce or otherwise affect any consideration or other obligation required of the Grantee. All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Section 11. That this Ordinance shall be in full force and effect upon the passage thereof by the City Council and approved by the Mayor.

Introduced and read at the Sedro-Woolley City Council meeting held _____, 2009.

Passed by the City Council this ____ day of _____, 2009.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

The terms and conditions of the foregoing Franchise
Ordinance Number _____ are hereby accepted this _____ day of
_____, 2009.

Cascade Natural Gas Corporation

BY: _____
Daniel E. Meredith
Designated Engineer

Attest:

Larry C. Rosok
Assistant Corporate Secretary

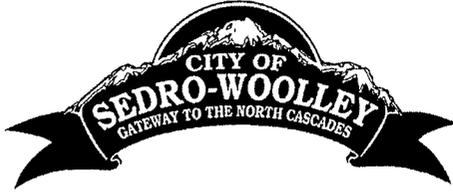
Above acceptance received by:

City Clerk

Dated: _____

CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009



7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 8

CITY OF SEDRO-WOOLLEY
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-9922
Fax (360) 855-9923

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Resolution re 2009 budget
DATE: March 25, 2009

ISSUE: Should the Council approve the attached resolution providing directions on the use of the 2009 budget?

BACKGROUND: This item was presented to the budget committee on Thursday the 19th and the committee recommends approval.

The purpose of this resolution is to provide very clear instructions regarding the management of the 2009 budget that minimizes our expenditures to preserve cash. As you are aware, the 2009 budget amendment number one reduced the budget in several areas including \$30,000 from PD salaries (which will need to be restored by 2010 if we hire a 15th position), dollars from parks, cemetery and the library and \$131,447.00 from our ending cash. We know with certainty today that we cannot spend all of the dollars allocated in the 2009 budget; what we do not know is whether our revenue conditions will change (for better or worse) as the year progresses. This resolution preserves your options in the event revenues are weaker than expected and attempts to keep Sedro-Woolley ahead of any potential crises.

RECOMMENDATION: Motion to adopt Resolution ____-09 providing direction on spending funds approved in the 2009 budget.

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON,
IMPLEMENTING A SPENDING AND HIRING FREEZE ON THE 2009 BUDGET**

WHEREAS, the City has budgeted conservatively in its 2009 budget, both cutting expenses and forecasting reasonable revenues;

WHEREAS, the state of the national economy has resulted in an instability of revenues and when coupled with the State of Washington's implementation of the streamlined sales tax, Sedro-Woolley is now expecting lower than anticipated sales tax revenue; and

WHEREAS, the City Council desires to maintain a strong fiscal position, funding today's services with today's revenues, maintaining staffing to serve the community as much as possible, continuing with capital projects as planned and maintaining City equipment, buildings and vehicles properly to ensure longevity; and

WHEREAS, on February 11, 2009, the City Supervisor announced a spending freeze and directed all department heads to cease purchasing of anything that was not immediately mission critical and to seek authorization in advance of any significant purchases; and

WHEREAS, the City Council amended the 2009 budget on February 25, 2009 cutting funds from various funds including the library, cemetery, parks and general fund. The City Council also reduced end cash from the general fund by \$131,447.00, effectively using savings to keep the 2009 budget balanced;

WHEREAS, at the City Council meeting on February 25, 2009 it was made clear that the City Council expected the 2009 budget to be managed to reduce spending so the actual ending cash balance would remain at 8% or more of the fund's budgeted expenditures;

WHEREAS, the City Council now desires to formalize the City Supervisor's directive and expand it to include additional staffing or filling of vacancies; and

**THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DOES HEREBY
RESOLVE AS FOLLOWS:**

Section 1. 2009 Budget. This resolution is intended to provide instructions to the Mayor, City Supervisor and staff in the use of funds authorized in the 2009 budget as a result of uncertainty in the national economy and in an effort to preserve Sedro-Woolley's options in the event the economy worsens in the future. The intent of this resolution is to eliminate spending that is not necessary to the immediate operations of the City while preserving capital programs, maintenance and basic services.

Section 2. Expenditures. The Mayor and City Supervisor are directed to manage the 2009 budget in accordance with the following conditions. The Mayor and City Supervisor are authorized to use their discretion in implementing this section.

- A. General Operations: Expenditures that are not necessary for the immediate operation of general governmental services shall be deferred unless approved by the City Supervisor.
- B. Training & Travel: All training expenses in excess of \$100 shall be approved by the City Supervisor in advance.
- C. Repairs & Maintenance: Repair and maintenance of equipment, vehicles and buildings shall occur as needed, in accordance with the adopted 2009 budget.
- D. Capital projects: Capital projects approved in the 2009 budget shall continue as budgeted.
- E. New equipment purchases: All new equipment purchases shall be approved by the City Supervisor in advance.
- F. Staffing: See section 3.

Section 3. Staffing. Effectively immediately and continuing until December 31, 2009 unless revised sooner by the City Council, the Mayor and City Supervisor are prohibited from expending funds from the 2009 budget for the purpose of hiring any additional staffing, including staffing resulting from vacancies, without an affirmative vote of the City Council. Hiring of seasonal employees is authorized as approved in the 2009 budget at the discretion of the City Supervisor.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS 25th DAY OF MARCH, 2009.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



CITY COUNCIL AGENDA
REGULAR MEETING

MAR 25 2009

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 10

Planning Department
Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0733

MEMO:

To: City Council
Mayor Anderson

From: Jack Moore 
Planning Director & Building Official

Date: March 25, 2009

Subject: Proposed code change to **SWMC 16.04.110—Lot Merger**

ISSUE

The council previously indicated it would like to be presented with a proposed change to the ordinance that would **not** require lot merger (aggregation) of the “standard size” lots located the Plat of Sedro, of which most are 4,400 to 4,800 square feet.

The planning commission held a public hearing on proposed modifications to SWMC 16.04.110. There were no public comments on the subject. The planning commission voted to recommend that the following exception be added to allow the standard, pre-existing lots to remain buildable.

16.04.110 Nonconforming lots of record—Merger.

- A. A “lot of record” is a separate lot or tract which was legally created under the laws applicable at the date of creation.
- B. A vacated street right-of-way does not constitute a separate lot of record, but is merged with the adjoining lot or tract by operation of law.
- C. A lot which is substandard in size shall be merged in title with the adjoining lot of record with a contiguous boundary in the same ownership, provided: this shall not apply if the lot was legally created by short plat, subdivision, planned development, or binding site plan, with formal city approval pursuant to a subdivision ordinance.

Exception: A lot within a plat that was created before a subdivision ordinance was in place shall not be required to be merged if the lot is 4,000 square feet or more in size.

- D. A lot which has merged with an adjoining parcel may not be sold separately, nor be issued a separate building permit, nor constitute a separate lot for purposes of a boundary line adjustment. (Ord. 1487-04 § 2 (part), 2004)

ACTION REQUESTED

Make a motion to recommend to adopt ordinance _____ to provide an exception to the lot merger requirement for pre-platted lots of 4,000 square feet or larger.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SWMC 16.04 REGARDING LOT MERGER OF
PRE-EXISTING, NON-CONFORMING LOTS**

WHEREAS, the City Council, on January 6, 2009, directed the Planning Commission and planning department to review Chapter SWMC 16.04 and consider a change that would not extinguish development rights on certain pre-existing lots that are part of a plat;

WHEREAS, the Planning Commission held a public hearing on February 10, 2009 and voted to recommended to the City Council that an exception be added to SWMC 16.04.110(C) that recognizes pre-platted lots of 4,000 square feet or more as retaining their development rights;

WHEREAS, the City Council desires to modify Chapter 16.04 SWMC to remove the requirement for merging certain pre-existing, non-conforming lots that are part of a plat;

WHEREAS, the City Council with this action does not intend to modify the existing minimum lot size requirements for new residential subdivisions;

**NOW THEREFORE THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY
DOES ORDAIN AS FOLLOWS:**

Section 1. Section SWMC 16.04.110(C) SWMC is amended to read as follows:

C. A lot which is substandard in size shall be merged in title with the adjoining lot of record with a contiguous boundary in the same ownership, provided: this shall not apply if the lot was legally created by short plat, subdivision, planned development, or binding site plan, with formal city approval pursuant to a subdivision ordinance.

Exception: A lot within a plat that was created before a subdivision ordinance was in place shall not be required to be merged if the lot is 4,000 square feet or more in size.

Section 2. EFFECTIVE DATE. This ordinance shall take effect five (5) days after the approval by the City Council and publication as provided by law.

Section 3. SEVERABILITY. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances is not affected.

PASSED by majority vote of the members of the Sedro-Woolley City Council this 9th day of April, 2008, and signed in authentication of its passage this ____ day of April, 2008.

Mike Anderson, Mayor

Attest:

Christine Salseina, Deputy City Clerk

Approved as to form:

Eron Berg, City Attorney

Published _____



CITY COUNCIL AGENDA
REGULAR MEETING

Building, Planning and Engineering Dept.

Sedro-Woolley Municipal Building

325 Metcalf Street

Sedro Woolley, WA 98284

Phone (360) 855-0771

Fax (360) 855-0733

MAR 25 2009

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 11

MEMO:

To: City Council
Mayor Anderson

From: Jack Moore, *JM*
Planning Director & Building Official

Date: March 25, 2009

Subject: Adoption of 2008 revised Skagit County Natural Hazard Mitigation Plan

ISSUE

Skagit County Department of Emergency Management has completed a required update to the Natural Hazards Mitigation Plan. Jurisdictions, tribes, agencies and special purpose districts in Skagit County must participate in the plan to be eligible for FEMA disaster money and assistance.

The Sedro-Woolley Planning Department worked with the County Department of Emergency Management to update sections One through Four of the plan, as well as the Sedro-Woolley portion of the Section Five – the jurisdiction-specific of the plan. Each jurisdiction, agency, tribe and district must adopt the plan and sign the Promulgation Page (pg. vi) of the plan before it can become officially recognized by FEMA.

EXHIBITS INCLUDED WITH THIS MEMO:

A. Skagit County Natural Hazards Mitigation Plan – September 2008

RECOMMENDED ACTION

Make a motion to approve resolution number _____-09 adopting the attached revised Skagit County Natural Hazards Mitigation Plan and authorizing Mayor Anderson to sign the Promulgation Page of the plan.

A RESOLUTION ADOPTING THE SKAGIT COUNTY NATURAL HAZARDS MITIGATION PLAN AS THE OFFICIAL NATURAL HAZARDS MITIGATION PLAN FOR THE CITY OF SEDRO-WOOLLEY

WHEREAS, the Skagit County Natural Hazards Mitigation Plan was originally adopted in 2003 as a multi-jurisdictional plan in accordance with the Disaster Mitigation Act of 2000 (44CFR 201.6) and the Federal Emergency Management Agency Community Rating System program; and

WHEREAS, the Skagit County Natural Hazards Mitigation Plan was recently updated as required every five (5) years and approved by the Federal Emergency Management Agency for local adoption by the City of Sedro-Woolley; and

WHEREAS, an environmental review process was completed for the recently updated Skagit County Natural Hazards Mitigation Plan and said plan is in compliance with all procedural requirements; and

WHEREAS, the Skagit County Natural Hazards Mitigation Plan continues to provide a current framework for natural hazard reduction in the community, and the plan has been reviewed through an extensive public involvement process; and

WHEREAS, the Skagit County Natural Hazards Mitigation Plan will need to be reviewed and updated on a regular basis and the City of Sedro-Woolley will need to continue to remain an active participant in the review and updating process in order to continue to meet the requirements of the Disaster Mitigation Act of 2000 (44CFR 201.6) and the Federal Emergency Management Agency Community Rating System program; and

WHEREAS, the Sedro-Woolley City Council recognizes that minor changes and corrections may still need to be made to portions of the recently updated plan pertaining to special purpose districts but that expedient adoption of the updated Skagit County Natural Hazards Mitigation Plan is necessary and in the public interest.

NOW, THEREFORE, BE IT RESOLVED that the Skagit County Natural Hazards Mitigation Plan, dated September, 2008, is hereby adopted as the official natural hazards mitigation plan for the City of Sedro-Woolley.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council authorizes the Mayor to sign the Skagit County Natural Hazards Mitigation Plan on behalf of the City of Sedro-Woolley.

Dated this _____ day of _____, 2009.

Mike Anderson, Mayor

ATTEST:

APPROVED AS TO FORM:

Christine Salseina, Deputy City Clerk

Eron Berg, City Attorney

COMMITTEE
REPORTS
AND
REPORTS
FROM
OFFICERS