

Next Ord: 1653-09

Next Res: 820-09

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

(AMENDED)

November 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 #67647 to #67748 in the amount of \$1,206,344.32
 - Payroll Warrants #46499 to #46606 in the amount of \$161,837.44
 - c. Resolution 819-09 - City of Wapato Jail Contract
4. Award Commendation to Allan Oudman
 5. Public Comment (Limited to 3-5 minutes)

PUBLIC HEARING

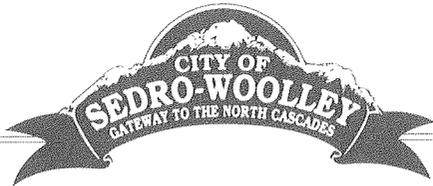
6. 2010 Budget (*2nd reading*)

UNFINISHED BUSINESS

7. Property Tax Levy Ordinances (*2nd reading*)
8. Establishment of Building Maintenance Reserve Fund (*2nd reading*)
9. Sedro-Woolley Museum Roof (*discussion*)
10. Sewer Rate Increase (*discussion*)
11. 2009 Comprehensive Plan Docket Update

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

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



DATE: November 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 November 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.

NOV 25 2009

CITY OF SEDRO-WOOLLEY

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

Regular Meeting of the City Council
November 12, 2009 – 7:00 P.M. – City Hall Council Chambers

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

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

Pledge of Allegiance

Consent Calendar

- Minutes from Previous Meeting (Including November 3, 2009 Worksession Minutes)
- Finance
 - Claim Vouchers #67550 to #67646 in the amount of \$532,694.76 (Voided Warrants #67599-67604)
 - Payroll Warrants #46389 to #46498 in the amount of \$223,686.18
- Setting Public Hearing – 2010 Budget
- Fixed Assets Policy
- MOA with AFSCME

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

Public Comment

Ed Blanton – 209 Hawthorne, addressed the Council regarding parking in the downtown area. He requested Council consider changing the angle of the parking because of the difficulty with large vehicles that are parked and sticking out into the lane of traffic. He noted with the pending repaving and restriping of Metcalf next year it would be a good time to consider the change.

Dennis O'Neil – 109 Talcott St., addressed the Council regarding the trend of city cutbacks by other cities. He addressed an article in the paper regarding budget cutbacks in staffing and spoke of the impacts on citizens. He encouraged cuts be spread out among all departments. O'Neil also addressed the lack of coverage in the paper regarding cutbacks that City staff has already taken. O'Neil then commented on a recent theft of a boat within his neighborhood.

Patrick Moran – 588 Cook Road, addressed the Council and spoke of the spot the Police are in with kids running wild all hours of the night. He noted in the area of Food Pavilion

the kids hanging out and skateboarding down Cook Road all hours of the night. He stated the town needs a curfew.

PUBLIC HEARING

Property Tax Levy Ordinance

Finance Director Nelson presented a review of the 2009 property tax distribution. Nelson reviewed the process for setting property tax rates which she noted are confusing at best. She reviewed Voter Approved Levy's, noting that low-income senior citizens and disabled persons do not pay this tax. She also reviewed General Property Tax Revenues noting that because the population of the city is greater than 10,000 we fall under the Implicit Price Deflator (IPD) levy limit factor and reviewed the impact of the IPD on setting property tax.

Council discussion ensued to include projected new construction, impact of approval of the one-percent and the difficulty in projecting the impact to each parcel due to too many variables.

Mayor Anderson stated for the record that he did not want to raise taxes because of current economic conditions.

Further discussion ensued regarding the declaration of substantial need factor.

Mayor Anderson opened the public hearing at 7:25 P.M.

Troy Erwin – 124 N. Reed St., addressed the County assessments last year. He stated he thinks the City is doing a good job in holding the budget down but thinks the people of Sedro-Woolley could help out a little bit more in keeping their streets clean and watching their neighbors.

Further discussion ensued regarding the new construction provision.

Mayor Anderson closed the public hearing at 7:28 P.M. He noted this is a first read of the ordinance and will be discussed at the next meeting.

UNFINISHED BUSINESS

Ordinance – Riverfront Park Amphitheatre

City Supervisor/Attorney Berg reviewed changes to the ordinance regarding a portion of the rental fee for the amphitheatre going toward a maintenance reserve fund. He noted the maintenance reserve fund will be addressed as agenda item #8. He recommended trying it for a year and see how it works and reevaluate at that time.

Councilmember Galbraith moved to approve Ordinance No. 1652-09 an ordinance establishing rental rates and policies for the amphitheatre at Riverfront Park. Seconded by Councilmember Meamber. Motion carried (7-0).

Video Recording of Meetings

City Supervisor/Attorney Berg addressed the test recordings of the last two Council meetings and some upgrades and adjustments that have been tried. Berg reviewed the process being used, which does not have any cost attached.

Council discussion ensued regarding whether the meetings should be recorded and better ways funds could be spent. Councilmember's Meamber and Splane objected to the meetings being video recorded. Berg emphasized that the current method has no cost factor.

Councilmember Meamber moved to discontinue video recording Council meetings for the internet. Seconded by Councilmember Splane.

Discussion ensued questioning the reason for not recording if there is no cost, process for video recording and a commitment to citizens for an open process.

Mayor Anderson addressed the benefits of video recording even in our current test method. He discussed the lack of attendance at meetings by the press and believes the method that we are doing via the website is a first step.

Motion denied 2-5 (Councilmember's Storrs, Colgan, Galbraith, Lemley and London opposed).

Councilmember Lemley moved to continue video taping for the purpose of attaching to our website at no cost. Seconded by Councilmember Colgan. Motion carried (7-0).

NEW BUSINESS

Establishment of Building Maintenance Reserve Fund

Finance Director Nelson reviewed the Mayor's desire to establish a building maintenance funds with the 2010 budget. She noted while reviewing the existing code, it was discovered that some of the existing reserve funds were not created by ordinance and some of the names of the existing reserve funds could be better named to more accurately reflect their current usage. She requested Council consider the proposed ordinance. She noted this was a first read for the ordinance.

Council discussion was held regarding stricken wording and the Hammer Heritage reserve fund.

2010 Budget

Finance Director Nelson highlighted the Mayor's 2010 balanced budget. She noted there are copies available for public viewing and it is also published on the City website. She pointed out a comparison of 2009 vs. 2010 budget within the budget and noted at the next meeting a public hearing will be held. Finance Director Nelson stated that changes as a result of the Council worksession held on November 2nd have been included in the budget.

Council discussion took place regarding the request for the AFSCME union to waive their cost of living allowance.

City Supervisor/Attorney Berg noted that the AFSCME union met and turned down the request. He noted as a result the budget as drafted shows one less position in the Street Department.

Contract – Banking Services

Finance Director Nelson reviewed the City's banking services with Bank of America for many years. She noted that during the past year Bank of America has drastically changed their government business model and has also increased prices. A request for proposals for banking services was taken in order to make sure we are getting the best services at a good price. She reviewed Washington State law which requires municipalities to do business only with financial institutions that are deemed qualified public depositories. She also noted there a numerous state laws that do make governmental entities different from regular businesses so the majority of the banks do have a public sector department to ensure they are in compliance with Washington State laws. Nelson stated she personally delivered proposals to the managers of each bank within Sedro-Woolley and responses were received from four banks (Bank of America, U.S. Bank, Wells Fargo and Whidbey Island Bank). A review was conducted on the strengths of each entity and interviews were conducted with all four banks. Nelson noted that during the interviews all banks brought up the subject of warrants versus checks for debt obligations which she is currently researching and will bring a recommendation back to the Council at a later date. She did request Council to authorize the Mayor to enter into a contract with U.S. Bank for banking services.

Council discussion regarding pricing, services and references and experience.

Councilmember Meamber moved to authorize the Mayor to sign the attached agreement for banking services with U.S. Bank. Councilmember Splane seconded. Motion carried (7-0).

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Police Chief Wood – reported the Code Enforcement Officer is back to work and Officer Musgrove is back from the mid-east. Chief Wood also reported on the theft of the boat that Mr. O’Neil commented on earlier.

Fire Chief Klinger – reviewed a memo handed out to Council regarding the Fire Station 2 grant and EPH compliance.

Engineer Freiberger – reported on the ribbon cutting event for the Roundabout Intersection Improvements. He also hi-lighted the progress of various projects going on around the City. Freiberger requested action from Council regarding an equipment failure at the Wastewater Treatment plant on a Hycor Screen System. He requested Council approval for replacement parts in the amount of approximately \$35,000 from Parkson Company which is a sole source purchase.

Councilmember Storrs moved to spend from the Sewer equipment fund not to exceed \$40,000 to Parkson Company, as a sole source purchase for parts for the Hycor Screen System. Seconded by Councilmember Splane. Motion carried (7-0).

Further discussion was held regarding the ribbon cutting event, a sink hole report in the vicinity of Jameson Street and the City’s truck route map.

City Supervisor/Attorney Berg – reported on having met with a resident of the county who sent certified letters to the Council on issues on Fruitdale Road regarding our project. He noted it appeared to be the case of a misunderstanding and it appears to be cleared up.

Councilmember Galbraith – noted he has been admiring the new sidewalks on Highway 9 and has spoken with users who are thrilled with the addition. Galbraith also spoke on the roundabout ribbon cutting and stated he would have liked to have seen someone from the City to have done the honors of cutting the ribbon.

Councilmember Lemley – thanked City Supervisor/Attorney Berg and Engineer Freiberger for coming to the Rotary meeting to share information on the City projects with the members.

Discussion was held regarding the Museum building roof. The Council concensus was to fix the roof. Bids will be obtained and brought back to Council at another meeting.

EXECUTIVE SESSION

The meeting adjourned to Executive Session for the purpose of potential litigation at 8:12 P.M. for approximately 10 minutes. No decision is expected.

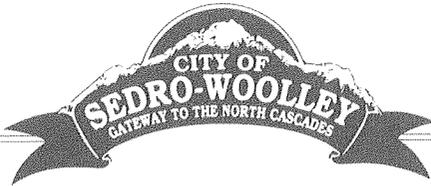
The meeting reconvened at 8:28 P.M.

Councilmember Galbraith moved to adjourn. Seconded by Councilmember Colgan.
Motion carried.

The meeting adjourned at 8:29 P.M.

NOV 25 2009

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



DATE: November 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 November 25, 2009.

Motion to approve Claim Vouchers #67647 to #67748 in the amount of \$1,206,344.32.

Motion to approve Payroll Warrants #46499 to #46606 in the amount of \$161,837.44.

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
67647	SKAGIT COUNTY AUDITOR	MISC-FILING FEES/LIEN EXP	SWR	1,116.00
		MISC-FILING FEES/LIEN EXP	SAN	1,116.00
		WARRANT TOTAL		2,232.00
67648	ACTION COMMUNICATIONS INC	POSTAGE	FD	16.23
		WARRANT TOTAL		16.23
67649	AFRS	PROFESSIONAL SERVICES	FD	75.00
		WARRANT TOTAL		75.00
67650	ALLELUJAH BUSINESS SYSTEMS	PROF SERVICES REIMBURSABLE PLN		3.25
		WARRANT TOTAL		3.25
67651	ALPINE FIRE & SAFETY	OPERATING SUPPLIES	SAN	15.07
		WARRANT TOTAL		15.07
67652	LLOYD H. RUSSELL	REPAIRS/MAINT-EQUIP	FD	226.14
		WARRANT TOTAL		226.14
67653	ANDERSON, MIKE	MEALS/TRAVEL	EXE	18.15
		WARRANT TOTAL		18.15
67654	APSCO INC.	MAINT OF GENERAL EQUIP	SWR	8,256.74
		WARRANT TOTAL		8,256.74
67655	ARAMARK UNIFORM SERVICES	LAUNDRY	PK	11.13
		MISC-LAUNDRY	CEM	25.59
		MISC-LAUNDRY	ST	25.72
		MISC-LAUNDRY	ST	21.49
		LAUNDRY	SWR	45.52
		LAUNDRY	SWR	24.39
		WARRANT TOTAL		153.84
67656	ASSOCIATION OF WA CITIES	RETIRED MEDICAL	PD	7,661.20
		WARRANT TOTAL		7,661.20
67657	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	PD	1,121.75
		AUTO FUEL/DIESEL	FD	470.52
		AUTO FUEL/DIESEL	PK	195.08
		AUTO FUEL/DIESEL	ST	86.54
		AUTO FUEL/DIESEL	ST	20.94
		AUTO FUEL/DIESEL	SWR	59.07
		AUTO FUEL/DIESEL	SWR	74.56
		AUTO FUEL/DIESEL	SAN	1,561.59
		AUTO FUEL/DIESEL	SAN	105.34
		REPAIR/MAINTENANCE	SAN	64.87
		AUTO FUEL/DIESEL	SWTR	158.02
		WARRANT TOTAL		3,918.28
67658	BANK OF AMERICA	OFFICE/OPERATING SUPPLIES	PD	43.25
		REPAIR/MT-HARRY OSBORNE	PK	1,373.10
		WARRANT TOTAL		1,416.35

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
67659	BANK OF AMERICA	SUPPLIES	LIB	125.63
		SUPPLIES	LIB	46.52
		REPAIR/MAINT-COMPUTER	LIB	286.67
		WARRANT TOTAL		458.82
67660	BANK OF AMERICA	SOFTWARE IMPLEMENTATION	IT	29.95
		WARRANT TOTAL		29.95
67661	BAY CITY SUPPLY	REPAIR/MT-SMALL TOOLS EQUIP PK		54.10
		REPAIR/MT-SMALL TOOLS EQUIP PK		70.33
		MAINTENANCE OF LINES	SWR	202.66
		WARRANT TOTAL		327.09
67662	BLUMENTHAL UNIFORM & EQUIP	UNIFORMS/ACCESSORIES	PD	63.28
		UNIFORMS/ACCESSORIES	PD	160.64
		WARRANT TOTAL		223.92
67663	BOULDER PARK, INC	SOLIDS HANDLING	SWR	2,735.64
		WARRANT TOTAL		2,735.64
67664	BOUWENS, JENNIFER A.	PROF SVC-PROSECUTING ATTY	LGL	2,500.00
		WARRANT TOTAL		2,500.00
67665	BRYAN TRUCKING INC. DBA	SOLID WASTE DISPOSAL	SAN	1,160.00
		WARRANT TOTAL		1,160.00
67666	CARLETTI ARCHITECTS P.S.	BUILDINGS & STRUCTURES	FD	5,268.13
		WARRANT TOTAL		5,268.13
67667	CARROT-TOP INDUSTRIES INC	SUPPLIES	EXE	192.37
		WARRANT TOTAL		192.37
67668	CASCADE NATURAL GAS CORP.	PUBLIC UTILITIES	PD	27.14
		UTILITIES-COMMUNITY CTR	PK	91.03
		UTILITIES-SENIOR CENTER	PK	208.94
		UTILITIES-HAMMER SQUARE	PK	19.41
		UTILITIES - SHOP	PK	51.38
		UTILITIES - SHOP	PK	35.94
		PUBLIC UTILITIES-CITY HALL	PK	1,504.87
		PUBLIC UTILITIES	ST	87.74
		PUBLIC UTILITIES	LIB	88.84
		PUBLIC UTILITIES	SWR	45.02
		PUBLIC UTILITIES	SAN	173.67
WARRANT TOTAL		2,333.98		
67669	CENTRAL WELDING SUPPLY	OPERATING SUPPLIES	SAN	17.96
		WARRANT TOTAL		17.96
67670	COLLINS OFFICE SUPPLY, INC	SUPPLIES	FIN	6.70
		SUPPLIES	FIN	56.25
		SUPPLIES	FIN	17.30
		SUPPLIES/BOOKS	PLN	12.29

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		SUPPLIES	ENG	12.29
		OFF/OPER SUPPS & BOOKS	INSP	12.28
		OPERATING SUPPLIES	ST	32.98
		WARRANT TOTAL		150.09
67671	CONCRETE NOR'WEST, INC.	MAINTENANCE OF LINES	SWR	140.63
		WARRANT TOTAL		140.63
67672	COUNTRYSIDE CHEVROLET	REPAIR & MAINT - AUTO	PD	88.24
		REPAIR & MAINT - AUTO	PD	963.62
		WARRANT TOTAL		1,051.86
67673	CRYSTAL SPRINGS	OPERATING SUPPLIES	CS	72.18
		OPERATING SUPPLIES	FD	17.89
		OPERATING SUPPLIES	CEM	9.90
		OPERATING SUPPLIES	ST	28.48
		OPERATING SUPPLIES	SWR	28.09
		WARRANT TOTAL		156.54
67674	DC'S PRINTING & AWARDS	PROFESSIONAL SERVICES	INSP	10.82
		WARRANT TOTAL		10.82
67675	DATA BASE RECORDS DESTRUCTION LLC	PROFESSIONAL SERVICES	JUD	9.48
		SUPPLIES	FIN	9.48
		SUPPLIES/BOOKS	PLN	6.23
		SUPPLIES	ENG	6.22
		OFFICE/OPERATING SUPPLIES	PD	44.50
		OFF/OPER SUPPS & BOOKS	INSP	6.23
		WARRANT TOTAL		82.14
67676	DAVID EVANS & ASSOC INC	PROFESSIONAL SERVICES	ENG	4,000.00
		CONST-SKAGIT PROJECT	AST	43,865.37
		WARRANT TOTAL		47,865.37
67677	DIMENSIONAL COMM, INC.	SOFTWARE MAINT & SUPPORT	IT	1,623.00
		WARRANT TOTAL		1,623.00
67678	E & E LUMBER	REPAIR/MT-HARRY OSBORNE	PK	271.46
		REPAIR/MAINT-EQUIP & BLDG	CEM	3.02
		OPERATING SUPPLIES	SWR	23.58
		OPERATING SUPPLIES	SAN	202.63
		SMALL TOOLS & MINOR EQUIP	SAN	93.86
		WARRANT TOTAL		594.55
67679	ECO-3	MISC-TUITION/REGISTRATION	ST	250.00
		WARRANT TOTAL		250.00
67680	EARLY LEARNING PUBLIC LIBRARIES PTN	EARLY LITERACY	LIB	120.00
		WARRANT TOTAL		120.00
67681	ENTERPRISE OFFICE SYSTEMS	SUPPLIES	JUD	16.01
		WARRANT TOTAL		16.01

CITY OF SEDRO-WOOLLEY
 SORTED TRANSACTION WARRANT REGISTER
 11/25/2009 (Printed 11/19/2009 10:38)

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
67682	FEDERAL CERTIFIED HEARING	PROF SERVICE-MEDICAL EXAMS FD	20.00
		WARRANT TOTAL	20.00
67683	FERRELLGAS	SUPPLIES & BOOKS FD	100.00
		WARRANT TOTAL	100.00
67684	GAYLORD BROS.	SUPPLIES LIB	65.30
		SUPPLIES LIB	20.52
		SUPPLIES LIB	141.53
		WARRANT TOTAL	227.35
67685	G.G. EXCAVATION INC.	TOWNSHIP SIDEWALK CONST AST	34,845.25
		CONST-FRUITDALE MCGARIGLE AST	460,742.20
		OTHER IMPROVEMENTS SWR	11,072.86
		WARRANT TOTAL	506,660.31
67686	GRANITE CONSTRUCTION COMPANY	CONSTRUCTION- METCALF LINE PWT	398,510.83
		WARRANT TOTAL	398,510.83
67687	GTI, INC.	REPAIR/MT-HARRY OSBORNE PK	432.78
		WARRANT TOTAL	432.78
67688	GUARDIAN SECURITY	MAINT OF GENERAL EQUIP SWR	348.95
		WARRANT TOTAL	348.95
67689	HEDEEN & CADITZ, PLLC	CONSTRUCTION- METCALF LINE PWT	3,729.00
		WARRANT TOTAL	3,729.00
67690	HOLLAND HEALTH SERV. INC.	RETIRED MEDICAL PD	91.95
		WARRANT TOTAL	91.95
67691	HONEY BUCKET	UTILITIES-PORTABLE TOILETS PK	64.50
		UTILITIES-PORTABLE TOILETS PK	64.50
		WARRANT TOTAL	129.00
67692	HUMANE SOCIETY OF SKAGIT	HUMANE SOCIETY PD	2,004.00
		HUMANE SOCIETY PD	1,040.00
		WARRANT TOTAL	3,044.00
67693	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS LIB	13.74
		BOOKS, PERIOD, RECORDS LIB	158.22
		BOOKS, PERIOD, RECORDS LIB	105.15
		WARRANT TOTAL	277.11
67694	INTERWEST CONSTRUCTION	CONST-SKAGIT PROJECT AST	70,423.80
		CONST - SKAGIT PROJECT PUD AST	1,890.95
		WARRANT TOTAL	72,314.75
67695	LABCORP	PROF SERVICE-MEDICAL EXAMS FD	113.50
		WARRANT TOTAL	113.50
67696	LANGUAGE EXCH. INC. (THE)	LANGUAGE INTERPRETER JUD	330.00

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		WARRANT TOTAL	330.00
67697	LEADSONLINE	PROFESSIONAL SERVICES PD	1,428.00
		WARRANT TOTAL	1,428.00
67698	LOGGERS AND CONTRACTORS	CONST-FRUITDALE MCGARIGLE AST	260.98
		WARRANT TOTAL	260.98
67699	MCCANN, WILLIAM R.	INDIGENT DEFEND CONTR JUD	2,557.50
		WARRANT TOTAL	2,557.50
67700	SEDGWICK CMS	INDUSTRIAL INSURANCE LGS	1.27
		INDUSTRIAL INSURANCE LGS	1.35
		INDUSTRIAL INSURANCE LGS	1.36
		INDUSTRIAL INSURANCE JUD	2.02
		INDUSTRIAL INSURANCE JUD	2.16
		INDUSTRIAL INSURANCE JUD	2.18
		INDUSTRIAL INSURANCE EXE	2.28
		INDUSTRIAL INSURANCE EXE	2.43
		INDUSTRIAL INSURANCE EXE	2.45
		INDUSTRIAL INSURANCE FIN	3.16
		INDUSTRIAL INSURANCE FIN	3.38
		INDUSTRIAL INSURANCE FIN	3.40
		INDUSTRIAL INSURANCE LGL	.63
		INDUSTRIAL INSURANCE LGL	.68
		INDUSTRIAL INSURANCE LGL	.67
		INDUSTRIAL INSURANCE IT	2.21
		INDUSTRIAL INSURANCE IT	2.36
		INDUSTRIAL INSURANCE IT	2.38
		INDUSTRIAL INSURANCE PLN	39.86
		INDUSTRIAL INSURANCE PLN	42.54
		INDUSTRIAL INSURANCE PLN	42.83
		INDUSTRIAL INSURANCE ENG	24.23
		INDUSTRIAL INSURANCE ENG	25.86
		INDUSTRIAL INSURANCE ENG	26.04
		INDUSTRIAL INSURANCE PD	237.91
		INDUSTRIAL INSURANCE PD	253.92
		INDUSTRIAL INSURANCE PD	255.63
		INDUSTRIAL INSURANCE PD	11.07
		INDUSTRIAL INSURANCE PD	11.82
		INDUSTRIAL INSURANCE PD	11.90
		INDUSTRIAL INSURANCE PD	7.21
		INDUSTRIAL INSURANCE PD	7.70
		INDUSTRIAL INSURANCE PD	7.75
		INDUSTRIAL INSURANCE FD	95.33
		INDUSTRIAL INSURANCE FD	101.74
		INDUSTRIAL INSURANCE FD	102.43
		INDUSTRIAL INSURANCE INSP	9.43
		INDUSTRIAL INSURANCE INSP	10.06
		INDUSTRIAL INSURANCE INSP	10.13
		INDUSTRIAL INSURANCE PK	101.24
		INDUSTRIAL INSURANCE PK	108.05

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		INDUSTRIAL INSURANCE PK	108.78
		INDUSTRIAL INSURANCE CEM	25.06
		INDUSTRIAL INSURANCE CEM	26.74
		INDUSTRIAL INSURANCE CEM	26.92
		INDUSTRIAL INSURANCE ST	72.57
		INDUSTRIAL INSURANCE ST	77.46
		INDUSTRIAL INSURANCE ST	77.98
		INDUSTRIAL INSURANCE ST	.63
		INDUSTRIAL INSURANCE ST	.68
		INDUSTRIAL INSURANCE ST	.67
		INDUSTRIAL INSURANCE LIB	18.98
		INDUSTRIAL INSURANCE LIB	20.26
		INDUSTRIAL INSURANCE LIB	20.40
		INDUSTRIAL INSURANCE SWR	154.39
		INDUSTRIAL INSURANCE SWR	164.78
		INDUSTRIAL INSURANCE SWR	165.89
		INDUSTRIAL INSURANCE SAN	84.47
		INDUSTRIAL INSURANCE SAN	90.15
		INDUSTRIAL INSURANCE SAN	90.76
		INDUSTRIAL INSURANCE SWTR	38.91
		INDUSTRIAL INSURANCE SWTR	41.53
		INDUSTRIAL INSURANCE SWTR	41.81
		INDUSTRIAL INSURANCE ERR	11.02
		INDUSTRIAL INSURANCE ERR	11.76
		INDUSTRIAL INSURANCE ERR	11.83
		WARRANT TOTAL	2,965.48
67701	NATIONAL FIRE PROT. ASSOC.	ADVERTISING-FIRE PREV/EDUC FD	106.15
		WARRANT TOTAL	106.15
67702	NORTH CASCADE FORD	REPAIR & MAINT - AUTO PD	139.00
		WARRANT TOTAL	139.00
67703	OFFICE DEPOT	SUPPLIES FIN	134.80
		SUPPLIES FIN	107.90
		SUPPLIES FIN	94.68
		OFFICE/OPERATING SUPPLIES PD	187.49
		OFFICE/OPERATING SUPPLIES PD	82.15
		OFFICE SUPPLIES FD	197.48
		WARRANT TOTAL	804.50
67704	OLIVER-HAMMER CLOTHES	OPERATING SUPPLIES SWR	136.29
		WARRANT TOTAL	136.29
67705	PAT RIMMER TIRE CTR, INC	REPAIRS/MAINT-EQUIP SAN	69.52
		REPAIRS/MAINT-EQUIP SAN	86.56
		WARRANT TOTAL	156.08
67706	PETROCARD	AUTO FUEL/DIESEL PK	25.97
		AUTO FUEL/DIESEL CEM	108.25
		AUTO FUEL/DIESEL ST	177.51
		AUTO FUEL/DIESEL SAN	121.24

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		WARRANT TOTAL	432.97
67707	PETERSON, DEBRA	TRAVEL LIB	121.55
		WARRANT TOTAL	121.55
67708	PETTY CASH-DEBRA PETERSON	SUPPLIES LIB	76.83
		POSTAGE LIB	3.55
		WARRANT TOTAL	80.38
67709	PITNEY BOWES	OPERATING RENTALS/LEASES FIN	47.34
		POSTAGE PLN	47.33
		POSTAGE ENG	47.33
		POSTAGE PD	47.34
		POSTAGE FD	47.33
		POSTAGE INSP	47.33
		WARRANT TOTAL	284.00
67710	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES PD	16.90
		UTILITIES-RIVERFRONT PK	162.87
		UTILITIES-COMMUNITY CTR PK	241.83
		UTILITIES-SENIOR CENTER PK	182.62
		UTILITIES-TRAIN PK	16.90
		UTILITIES-HAMMER SQUARE PK	63.36
		UTILITIES-BINGHAM & MEMORIAL P	34.06
		UTILITIES - OTHER PK	28.20
		PUBLIC UTILITIES-MUSEUM PK	39.66
		PUBLIC UTILITIES-CITY HALL PK	262.04
		PUBLIC UTILITIES CEM	52.06
		PUBLIC UTILITIES ST	31.13
		PUBLIC UTILITIES LIB	28.62
		PUBLIC UTILITIES SWR	201.09
		PUBLIC UTILITIES SAN	36.99
		WARRANT TOTAL	1,398.33
67711	PURCHASE POWER	POSTAGE JUD	294.98
		POSTAGE FIN	224.20
		POSTAGE LGL	.96
		POSTAGE LGL	8.16
		POSTAGE PLN	6.72
		POSTAGE ENG	43.68
		POSTAGE PD	298.06
		POSTAGE FD	4.99
		POSTAGE INSP	3.25
		POSTAGE CEM	3.36
		POSTAGE SWR	214.91
		POSTAGE SAN	99.19
		OPERATING SUPPLIES SWTR	16.53
		WARRANT TOTAL	1,218.99
67712	QUICK LANE TIRE & AUTO CENTER	REPAIRS/MAINT-EQUIP FD	32.41
		WARRANT TOTAL	32.41

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
67713	RIGHT WAY PLUMBING	REPAIRS/MAINT-BUILDING	SAN	1,217.25
		WARRANT TOTAL		1,217.25
67714	SEDRO-WOLLEY AUTO PARTS	REPAIR & MAINT - AUTO	PD	16.85
		OPERATING SUPPLIES	ST	2.71
		REPAIR/MAINTENANCE-EQUIP	ST	11.85
		REPAIR/MAINTENANCE-EQUIP	ST	5.40
		MAINTENANCE OF VEHICLES	SWR	12.27
		OPERATING SUPPLIES	SWR	60.59
		WARRANT TOTAL		109.67
67715	SEDRO-WOLLEY CHAMBER OF	ADVERTISING-CHAMBER/COMERC	HOT	984.36
		ADVERTISING-CHAMBER/COMERC	HOT	1,522.56
		WARRANT TOTAL		2,506.92
67716	SKAGIT COUNTY AUDITOR	ELECTION COSTS	LGS	4,710.22
		WARRANT TOTAL		4,710.22
67717	SKAGIT CO. PUBLIC WORKS	SOLID WASTE DISPOSAL	SAN	40,421.30
		WARRANT TOTAL		40,421.30
67718	SKAGIT CO. PUBLIC WORKS	SKAGIT CO SOLID WASTE	SWR	1,669.83
		WARRANT TOTAL		1,669.83
67719	SKAGIT COUNTY SHERIFF	PRISONERS	PD	7,439.14
		PRISONERS	PD	7,018.60
		WARRANT TOTAL		14,457.74
67720	SKAGIT FARMERS SUPPLY	OPERATING SUPPLIES-PROPANE	ST	14.46
		CONST-FRUITDALE MCGARIGLE	AST	16.21
		WARRANT TOTAL		30.67
67721	SKAGIT SURVEYORS &	PROFESSIONAL SERVICES	SWR	4,575.00
		WARRANT TOTAL		4,575.00
67722	SKAGIT VALLEY COLLEGE	REPAIRS/MAINT-EQUIP	FD	75.00
		WARRANT TOTAL		75.00
67723	SKAGIT VALLEY HERALD	PRINTING/PUBLICATIONS	PD	127.20
		WARRANT TOTAL		127.20
67724	SKAGIT VALLEY PUBLISHING	LEGAL PUBLICATIONS	LGS	101.25
		LEGAL PUBLICATIONS	LGS	60.00
		ADVERTISING	PLN	75.00
		MISC-DUES/SUBSCRIPTIONS	ST	152.02
		WARRANT TOTAL		388.27
67725	SPARKLE SHOP LAUNDRIES	UNIFORM CLEANING	PD	38.31
		WARRANT TOTAL		38.31
67726	STATE AUDITOR'S OFFICE	STATE AUDITING	FIN	61.60
		WARRANT TOTAL		61.60

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
67727	STILES & STILES	MUNICIPAL COURT JUDGE	JUD	2,728.00
		WARRANT TOTAL		2,728.00
67728	SUMMIT LAW GROUP	PROFESSIONAL SERVICES	LGL	460.50
		WARRANT TOTAL		460.50
67729	SWISSPHONE LLC	REPAIRS/MAINT-EQUIP	FD	43.87
		WARRANT TOTAL		43.87
67730	TRIANGLE PUMP	MAINT OF PUMPING EQUIP	SWR	486.02
		MAINT OF PUMPING EQUIP	SWR	1,618.72
		WARRANT TOTAL		2,104.74
67731	TRUE VALUE	OPERATING SUPPLIES	FD	28.12
		REPAIRS/MT-COMMUNITY CTR	PK	4.86
		REPAIR/MT-SMALL TOOLS EQUIP	PK	29.17
		OPERATING SUPPLIES	ST	2.14
		OPERATING SUPPLIES	SWR	16.21
		OPERATING SUPPLIES	SWR	32.43
		OPERATING SUPPLIES	SWR	10.80
		WARRANT TOTAL		123.73
67732	U.S. BANK N.A. - CUSTODY	BANK FEES	FIN	20.50
		WARRANT TOTAL		20.50
67733	UNIVAR USA INC	OP SUPPLIES-CHEMICALS	SWR	418.16
		WARRANT TOTAL		418.16
67734	UTIL UNDERGROUND LOC CTR	OPERATING SUPPLIES	SWR	116.00
		WARRANT TOTAL		116.00
67735	VALLEY AUTO SUPPLY	MAINTENANCE OF VEHICLES	SWR	178.87
		OPERATING SUPPLIES	SAN	67.95
		OPERATING SUPPLIES	SAN	5.41
		WARRANT TOTAL		252.23
67736	VERIZON NORTHWEST	TELEPHONE	JUD	267.84
		TELEPHONE	FIN	669.55
		TELEPHONE	PLN	133.93
		TELEPHONE	ENG	133.93
		TELEPHONE	PD	311.25
		TELEPHONE	INSP	133.93
		WARRANT TOTAL		1,650.43
67737	VISITING NURSE HOME CARE	PROFESSIONAL SERVICES	PD	175.00
		PROF SERVICE-MEDICAL EXAMS	FD	275.00
		PROFESSIONAL SERVICES	INSP	25.00
		PROFESSIONAL SERVICES	LIB	50.00
		WARRANT TOTAL		525.00
67738	VISTEN, LESLIE	RETIRED MEDICAL	PD	113.00
		WARRANT TOTAL		113.00

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
67739	WA ST DEPT OF NATURAL RES	MISC-DUES/SUBSCRIPTIONS	PK	17.40
		WARRANT TOTAL		17.40
67740	WA ST DEPT OF PROF LICEN	INTERGOV SVC-GUN PERMITS	PD	18.00
		INTERGOV SVC-GUN PERMITS	PD	36.00
		WARRANT TOTAL		54.00
67741	WA STATE DEPT OF REVENUE	AMMUNITION	PD	27.83
		TAXES AND ASSESSMENTS	PK	56.33
		HOLIDAY DISPLAYS	PK	76.34
		TAXES AND ASSESSMENTS	CEM	73.80
		SUPPLIES	LIB	2.62
		TAXES AND ASSESSMENTS	LIB	9.15
		BOOKS, PERIOD, RECORDS	LIB	32.95
		TAXES AND ASSESSMENTS	SWR	4,577.28
		SMALL TOOLS & MINOR EQUIP	SAN	48.11
		MISC-DUES/SUBS & TUITN/REG	SAN	9.76
		TAXES & ASSESSMENTS	SAN	5,158.51
		WARRANT TOTAL		10,072.68
67742	WASHINGTON STATE PATROL	INTERGOV SVC-GUN PERMITS	PD	115.50
		WARRANT TOTAL		115.50
67743	WA ST DEPT OF GENERAL ADM	PROFESSIONAL SERVICES	PD	50.00
		PROFESSIONAL SERVICES	FD	50.00
		PROFESSIONAL SERVICES	PK	50.00
		PROFESSIONAL SERVICES	SWR	50.00
		PROFESSIONAL SERVICES	SAN	50.00
		WARRANT TOTAL		250.00
67744	WA ST DEPT OF INFORMATION	DUES/SUBSCRIPTIONS	ENG	1,671.61
		WARRANT TOTAL		1,671.61
67745	WA ST DEPT OF PRINTING	OFFICE SUPPLIES	FD	173.34
		WARRANT TOTAL		173.34
67746	WEST PAYMENT CTR	WESTLAW SERVICES	LGL	307.20
		WARRANT TOTAL		307.20
67747	WEST COAST FIRE & RESCUE	FIRE TRUCK	FD	24,750.75
		WARRANT TOTAL		24,750.75
67748	WOOD'S LOGGING SUPPLY INC	POSTAGE	FD	6.83
		REPAIRS/MAINT-EQUIP	FD	7.57
		SAFETY EQUIPMENT	PK	97.38
		REPAIR/MT-MEMORIAL PARK	PK	64.60
		OPERATING SUPPLIES	SAN	15.95
		OPERATING SUPPLIES	SAN	41.11
		WARRANT TOTAL		233.44
		RUN TOTAL		1,206,344.32

FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	88,649.90
101	PARK FUND	6,220.21
102	CEMETERY FUND	354.70
103	STREET FUND	1,181.10
104	ARTERIAL STREET FUND	612,044.76
105	LIBRARY FUND	1,557.03
108	STADIUM FUND	2,506.92
332	PWTF SEWER CONSTRUCTION FUND	402,239.83
401	SEWER FUND	39,033.24
412	SOLID WASTE FUND	52,225.22
425	STORMWATER	296.80
501	EQUIPMENT REPLACEMENT FUND	34.61
TOTAL		1,206,344.32

DEPARTMENT	AMOUNT
001 000 011	4,875.45
001 000 012	6,210.17
001 000 013	217.68
001 000 014	1,460.24
001 000 015	3,278.80
001 000 017	1,659.90
001 000 018	72.18
001 000 019	409.98
001 000 020	5,991.19
001 000 021	31,800.10
001 000 022	32,405.75
001 000 024	268.46
FUND CURRENT EXPENSE FUND	88,649.90
101 000 076	6,220.21
FUND PARK FUND	6,220.21
102 000 036	354.70
FUND CEMETERY FUND	354.70
103 000 042	1,181.10
FUND STREET FUND	1,181.10
104 000 042	612,044.76
FUND ARTERIAL STREET FUND	612,044.76
105 000 072	1,557.03
FUND LIBRARY FUND	1,557.03
108 000 019	2,506.92
FUND STADIUM FUND	2,506.92
332 000 082	402,239.83
FUND P WTF SEWER CONSTRUCTION FUND	402,239.83
401 000 035	39,033.24
FUND SEWER FUND	39,033.24
412 000 037	52,225.22
FUND SOLID WASTE FUND	52,225.22
425 000 039	296.80
FUND STORMWATER	296.80
501 000 047	34.61
FUND EQUIPMENT REPLACEMENT FUND	34.61
TOTAL	1,206,344.32

Memo

CITY COUNCIL AGENDA
REGULAR MEETING

NOV 25 2009

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

(add)

To: Mayor Mike Anderson
City Council members

From: Chief Doug Wood

Date: 11-24-09

Re: City of Wapato Jail Contract

For several years we have had a contract with the city of Wapato to house prisoners in their city jail. We have never used it because it only makes since to transport a prisoner over there for longer term commitments.

The rate for the Wapato City Jail is \$50 per day compared to \$65 at the Skagit County Jail. Wapato also has a Registered Nurse that takes care of many of the medical issues.

Currently we have two people who have been sentenced to 300+ days in jail without conflicting court dates scheduled. We would like to transport these two subjects to serve their time in Wapato, with Judge Stile's approval.

If both subjects served at least 200 days the \$15 per day savings would be:

400 days X \$15= \$6000.

Our only costs would be to transport the subjects to the jail in Wapato and possibly a bus ticket back to Skagit Valley.

I would recommend that you sign the contract so we can utilize this facility as follows:

MOTION to adopt Resolution ____-09, a resolution approving an interlocal agreement with the City of Wapato for the use of their jail.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY APPROVING AN INTERLOCAL AGREEMENT WITH THE CITY OF WAPATO FOR THE USE OF THE WAPATO CITY JAIL

WHEREAS, the City of Sedro-Woolley currently uses the Skagit County Jail for all of its prisoners, and

WHEREAS, the City of Wapato keeps and maintains a city jail, and

WHEREAS, the Council desires to authorize the SWPD to use the City of Wapato's jail for incarceration of city prisoners when it is in the best interest of the City of Sedro-Woolley to use Wapato's jail rather than the Skagit County Jail;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sedro-Woolley as follows:

The attached Interlocal Correction/Detention Agreement between the cities of Sedro-Woolley and Wapato is approved and the mayor and city staff are authorized to sign it.

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 November, 2009.

M A Y O R

Attest:

Finance Director

Approved as to form:

City Attorney

INTERLOCAL CORRECTION/DETENTION AGREEMENT

This Correction/Detention Agreement (hereinafter "Agreement") is made and entered into by and between the City of Sedro-Woolley (hereinafter "Sedro-Woolley"), and the City of Wapato (hereinafter "Wapato").

I. RECITALS

WHEREAS, it is the desire and intent of Sedro-Woolley, through its police department, to utilize the detention facilities maintained by Wapato, and to compensate Wapato therefore, pursuant to the terms of this Agreement, for the care and custody of jail prisoners of Sedro-Woolley arrested and/or detained for a violation of the Sedro-Woolley Municipal Code and adopted portions of the Revised Code of Washington.

WHEREAS, in accordance with the terms and conditions herein, and where it is not an undue burden, Wapato desires to make its jail facilities available for Sedro-Woolley through the Sedro-Woolley Police Department, to provide for the care and custody of prisoners who were arrested and/ or detained for a violation of the Sedro-Woolley Municipal Code and adopted portions of the Revised Code of Washington.

WHEREAS, this Agreement is entered into by and between the parties pursuant to Chapters 39.34 and 70.48 of the Revised Code of Washington, which provide for interlocal agreements for hiring and sharing of correction/detention facilities between local governments.

II. AGREEMENT

Therefore, in consideration of the mutual covenants, conditions and promises herein, the parties mutually agree as follows:

- 1. Term.** The term of this Agreement shall commence on January 1, 2010, and automatically renew on December 31, of each year thereafter for one year terms, unless sooner terminated by either party in accordance with Section 13 of this Agreement.
- 2. Incarceration.** Provided that there is available jail/detention facility space, Wapato shall accept and incarcerate Sedro-Woolley prisoners that are eighteen (18) years and older, and who were arrested and/or detained by Sedro-Woolley police officers for a violation of the Sedro-Woolley Municipal Code and adopted portions of the Revised Code of Washington. Wapato shall feed and otherwise generally care for such prisoners in the same manner as its own prisoners and in the same manner consistent with rules governing its jail. All prisoners incarcerated for Sedro-Woolley by Wapato shall be subject to all rules and regulations of Wapato governing its jail facility, including Wapato's visitation rules and regulations. Wapato retains the right to refuse to incarcerate and/or provide any other services to Sedro-Woolley prisoners, who, as determined by Wapato,

constitute a security risk or who are arrested, held or detained by Sedro-Woolley for any violent crime. Female prisoners of Sedro-Woolley will be accepted for incarceration by Wapato.

3. **Compensation.** Sedro-Woolley agrees to pay Wapato each month the sum of fifty dollars (\$50.00) per day for each Sedro-Woolley prisoner incarcerated in Wapato jail facilities pursuant to the terms of this Agreement. Any part of the day, beyond six (6) hours, shall be considered a full day. Payment shall be made for the first day of incarceration, but not for the last day of incarceration. The charges in this section shall apply without regard to whether the prisoner has been charged, tried, or sentenced and shall continue until Sedro-Woolley notifies Wapato that the prisoner is to be released or until the sentence has been served by the prisoner. The City of Wapato reserves the right to increase the daily rate each year, with the understanding that the contracted city will be given 60 days prior notification of said increase.

4. **Clothing and Bedding.** Wapato agrees to provide each Sedro-Woolley prisoner with necessary or appropriate clothing and to provide each such prisoner with a booking kit.

5. **Booking Procedure.** Sedro-Woolley prisoners shall be booked according to the procedures and policies of Wapato. Prisoners' personal property shall be held by Wapato and be transported with each prisoner to the Wapato jail facility.

6. **Prisoner Delivery and Notification.** Wapato shall be responsible for pickup of Sedro-Woolley prisoners sentenced over 30 days and transport them to Wapato jail facilities. No person who appears to be sick or injured shall be accepted for incarceration in Wapato jail facilities until he has received proper medical attention. Wapato shall provide Sedro-Woolley with a monthly list of Sedro-Woolley prisoners housed during the billing month.

7. **Court Appearances.** Sedro-Woolley shall be responsible for arranging court appearances for its prisoners and shall, whenever necessary for court appearances, arrange to take custody of such prisoners at the facility where incarcerated and redeliver such prisoners to the appropriate facility.

8. **Medical Treatment.** Wapato shall provide and furnish minor medical care, attention, and treatment to prisoners in custody pursuant to this agreement to the same degree provided within the jail facility to its own prisoners. All medical and dental expenses, including emergency and non-emergency medical and dental expenses to the extent such expenses are not paid by another governmental agency or other source, shall be paid by Sedro-Woolley; provided, however, that Wapato shall pay for any medical expenses that are directly caused by the negligence of its officers and/or agents.

Wapato shall notify the Sedro-Woolley Police Department by whatever communication system available (telephone, radio, etc.) if a Sedro-Woolley prisoner requires emergency medical or dental treatment. Wapato shall immediately transport the prisoner to an appropriate health care facility for emergency medical or dental treatment. Sedro-Woolley shall reimburse Wapato for such transportation costs.

Wapato shall immediately notify the Sedro-Woolley Police Department in writing if a Sedro-Woolley prisoner requires non-emergency medical or dental treatment at a medical, dental, or other health care facility. Non-emergency medical or dental care will be provided only by or with the consent of Sedro-Woolley. Wapato shall transport the prisoner to an appropriate health care facility for non-emergency medical or dental treatment. "Immediate notification" shall mean notification as soon as reasonably possible.

9. Indemnification and Hold Harmless.

a. Wapato agrees to hold harmless, indemnify, and defend Sedro-Woolley, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to claims related to alleged mistreatment, injury, or death to any prisoner, or loss or damage to prisoner property while in Wapato Custody) which result from or arise out of the sole negligence of Wapato, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of this Agreement.

b. Sedro-Woolley agrees to hold harmless, indemnify, and defend Wapato, its elected officials, officers, employees, and agents from and against any and all suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees) (also including but not limited to a claim of false arrest or detention) which result from or arise out of the sole negligence of Sedro-Woolley, its elected officials, officers, employees, and agents in connection with or incidental to the performance or non-performance of this Agreement.

c. In the event that the officials, officers, agents, and/or employees of both Wapato and Sedro-Woolley are negligent, each party shall be liable for its contributory share of negligence for any resulting suits, actions, claims, liability, damages, judgments, costs and expenses (including reasonable attorney's fees).

d. Nothing contained in this Section or this Agreement shall be construed to create a right of indemnification in any third party.

10. No Insurance. It is understood Sedro-Woolley does not maintain liability insurance for Wapato and/ or its employees.

11. Uniform Alcoholism Treatment. Neither party shall be responsible to the other for those individuals taken into protective custody by a party in accordance with RCW Chapter 70.96 A, Uniform Alcoholism and Intoxication Treatment.

12. Implementation. The chief officer of the Sedro-Woolley Police Department and of the Wapato Police Department shall be jointly responsible for implementation and proper administration of this Agreement, and shall refer problems of implementation to the governing body of Sedro-Woolley and Wapato for resolution as necessary.

13. Termination. Either party may terminate this Agreement, with or without cause, by providing the other party with thirty (30) days written notice of termination.

14. Property. It is not anticipated that any real or personal property would be acquired or purchased by the parties solely because of this Agreement.

15. Equal Opportunity. Sedro-Woolley and Wapato are equal opportunity employers.

16. **Nondiscrimination Provision.** During the performance of this Agreement, Sedro-Woolley and Wapato shall not discriminate on the basis of race, age, color, sex, religion, national origin, creed, marital status, political affiliation, or the presence of any sensory, mental or physical handicap. This provision shall include but not be limited to the following: employment, upgrading, demotion, transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training.

17. **Assignment.** This Agreement, or any interest herein, or claim hereunder, shall not be assigned or transferred in whole or in part by Wapato to any other person or entity without the prior written consent of Sedro-Woolley. In the event that such prior written consent to an assignment is granted, then the assignee shall assume all duties, obligations, and liabilities of Wapato as stated herein.

18. **Severability.** If any portion of this Agreement is changed per mutual agreement or any portion is held invalid, the remainder of the Agreement shall remain in full force and effect.

19. **Waiver of Breach.** A waiver by either party hereto of a breach of the other party hereto of any covenant or condition of this Agreement shall not impair the right of the party not in default to avail itself of any subsequent breach thereof. Leniency, delay or failure of either party to insist upon strict performance of any agreement, covenant or condition of this Agreement, or to exercise any right herein given in anyone or more instances, shall not be construed as a waiver or relinquishment of any such agreement, covenant, condition or right.

20. **Integration and Supersession.** This Agreement sets forth all of the terms, conditions and agreements of the parties relative to the subject matter hereof and supersedes any and all such former agreements which are hereby declared terminated and of no further force and effect upon the execution and delivery hereof. There are no terms, conditions, or agreements with respect thereto, except as herein provided and no amendment or modification of this agreement shall be effective unless reduced to writing and executed by the parties.

21. **Notices.** Unless stated otherwise herein, all notices and demands shall be in writing and sent to the parties to their addresses as follows:

TO CITY: POLICE CHIEF
SEDRO-WOOLLEY POLICE DEPARTMENT
325 Metcalf Street
SEDRO-WOOLLEY, WA 98284

TO WAPATO: POLICE CHIEF
WAPTO POLICE DEPARTMENT
205 SOUTH SIMCOE AVE
WAPATO, WA 98951

or to such other addresses as the parties may hereafter designate in writing. Notices and/or demands shall be sent by registered or certified mail, postage prepaid, or hand delivered. Such notices shall be deemed effective when mailed or hand delivered at the addresses specified above.

22. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

23. **Venue.** The venue for any action to enforce or interpret this Agreement shall lie in the Superior Court of Washington for Yakima County, Washington.

24. **Resolution.** The City Council of each party shall adopt a resolution authorizing execution of this agreement.

25. **Filing with County Auditor.** A copy of this Agreement shall be filed with the Yakima County Auditor's Office Pursuant to RCW 39.34.040.

CITY OF SEDRO-WOOLLEY

CITY OF WAPATO

Mayor Mike Anderson

Mayor Jesse Farias

ATTEST

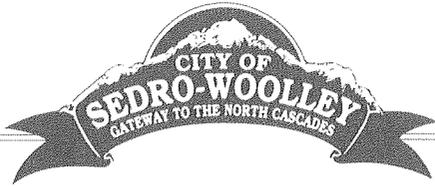
ATTEST

Patsy Nelson, Finance Director

Sue Pearson City Clerk

City Contract No. _____

Resolution No. _____



SUBJECT: PUBLIC COMMENT

Name:
Address:
Narrative:

PUBLIC
HEARING(S)

NOV 25 2009

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 6

Memorandum

To: Mayor Anderson and City Council
From: Patsy Nelson *Patsy*
Date: 11/18/09
Re: 2010 Budget Public Hearing (second reading)

ISSUE: Should the Council approve the 2010 Budget as presented?

BACKGROUND: The attached ordinance summarizes the budget amounts for each fund as detailed in the Mayor's 2010 Preliminary Budget which was presented and discussed at the November Worksession. All funds are balanced.

The downturn in the economy nationwide caused a reduction in City revenues in 2009 with 2010 annual revenues projected to be less than 2009 annual revenues. Expenditures which were not grant funded were reduced in 2009 and continue to be reduced in 2010. The 2010 budget attempts to preserve core services as outlined in the Mayor's 2010 Budget Memo which is attached.

RECOMMENDATION: Move to approve Ordinance No. _____-09, an Ordinance Adopting the Annual Budget for the City of Sedro-Woolley, Washington, for the Fiscal Year Ending December 31, 2010.

ORDINANCE NO.

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2010.

WHEREAS, the Mayor of the City of Sedro-Woolley, Washington, completed and placed on file with the City Finance Director, a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond retirement and interest, reserve funds and expenses for the City of Sedro-Woolley for the fiscal year ending December 31, 2010, and a notice was published that the Sedro-Woolley City Council would meet on the 25th day of November, 2009, at the hour of 7:00 P.M., at the Sedro-Woolley City Hall, for the purpose of making and adopting a budget for the year 2010, and giving taxpayers within the city limits of Sedro-Woolley an opportunity to be heard upon said budget; and

WHEREAS, the Sedro-Woolley City Council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Sedro-Woolley for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said City for said year and being sufficient to meet the various needs of said City during said period.

NOW, THEREFORE, the City Council of the City of Sedro-Woolley do ordain as follows:

Section 1. The budget for the City of Sedro-Woolley, Washington, for the year 2010 is hereby adopted at the fund level in its final form and content as set forth in the document entitled City of Sedro-Woolley 2010 Annual Budget, three copies of which are on file in the Office of the Finance Director.

Section 2. Estimated resources, including fund balances or working capital from each separate fund of the City of Sedro-Woolley, and aggregate totals for all such funds combined, for the year 2010 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2010 as set forth below:

FUND:	AMOUNT:
001 GENERAL FUND	5,745,000
101 PARKS FUND	685,658
102 CEMETERY FUND	169,269
103 STREET FUND	638,157
104 ARTERIAL STREET FUND	3,233,090
105 LIBRARY FUND	382,213
106 CEMETERY ENDOWMENT FUND	112,896
107 CUM RESERVE FOR CITY PARKS FUND	6,584
108 STADIUM FUND (HOTEL/MOTEL)	61,583
109 SPECIAL INVESTIGATIONS FUND	5,397
113 PATHS AND TRAILS FUND	41,494
205 G/O BOND REDEMPTION FUND 2008	304,847
206 G/O BOND 2008 RESERVE FUND	150,000
230 G/O BOND 1996 REDEMPTION FUND	282,809
302 CUM RES FOR C/E CAP OUT FUND	782,043
303 FACILITIES MAINTENANCE RESERVE FUND	55,000
310 MITIGATION RES FOR POLICE FUND	21,295
311 MITIGATION RES FOR PARKS FUND	163,432
312 MITIGATION RES FOR FIRE FUND	4,052
330 FIRE STATION 2 CONSTRUCTION FUND	1,544,440
332 PWF SEWER CONSTRUCTION FUND	700,350
401 SEWER FUND	3,666,200
402 CUM RES FOR SEWER OPERATIONS FUND	505,524
407 98 SEWER REV BOND FUND	784,236
410 CUM RES FOR SEWER FACILITES FUND	2,553,686
411 98 SEWER REV BOND RESERVE FUND	376,482
412 SOLID WASTE OPERATIONS FUND	1,879,589
413 SOLID WASTE RATE STABILIZATION FUND	45,000
425 STORMWATER FUND	344,193
501 EQUIPMENT REPLACEMENT FUND	687,421
621 SUSPENSE (SWSD)	55,000
 TOTAL ALL FUNDS	 25,986,940

Section 3. The City Finance Director is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Association of Washington Cities.

Section 4. This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 25TH DAY OF NOVEMBER, 2009.

Mike Anderson, Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney

Also levied here is an amount necessary to fund the debt service of the 1996 G/O Bond Fund (Public Safety Building) in the amount of \$210,000.

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



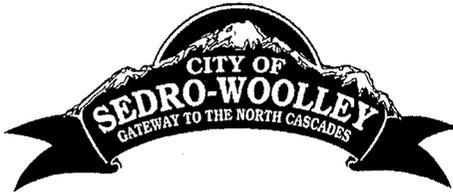
Mike Anderson, Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney



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

Mike Anderson
Mayor

MEMO TO: City Council
FROM: Mike Anderson
RE: 2010 Budget
DATE: Updated for November 12, 2009 Council meeting

This has been a tough year in Sedro-Woolley. With so many people in our community hurting through job losses and reductions, so many storefronts closed and declining revenues for city services, 2009 brought budget cuts at the city and 2010 continues that trend.

Early in 2009, we acknowledged the changing economy and took swift action to reduce spending in 2009 to buffer the reductions that would occur in 2010. At the time that was a difficult choice because we did not want to overreact; in hindsight, it was a choice that makes our 2010 budget choices hard but not impossible. As part of our 2009 budget reductions, the city asked its employees to shoulder much of the burden of balancing the budget. Our non-represented employees took furlough days that resulted in approximate cuts in pay of 3.7%. Our AFSCME represented employees switched medical plans mid-year, accepted furlough days that reduced their pay by approximately 3.2% and lost positions (street foreman and PWW II at the WWTP). Our SWPSG represented employees lost positions and waived their COLA for 2010. Our employees continue to do more with less and have stepped up to the plate to minimize the impact of revenue shortfalls on the services that our community depends on.

My top objective for 2009 was the same as 2008, economic development. This must continue to be at the top of our agenda as we move forward from this recession. Unlike 2008 and 2009, the very top objective of my proposed 2010 budget is simple: preservation of core services. While our cuts have impacted the basic function of city government, my proposed budget attempts to balance the services and still provide as many of the basic services as possible. Our community, however, will feel the impacts of these reductions in 2010.

In recognizing the state of the economy and the financial distress of our community, I am recommending for the second year in a row that we **not increase property taxes**. My proposed budget also includes no increases in wages for our non-represented employees, no increase in wages for our SWSPG represented employees and only a 2.0% percent increase for our AFSCME represented employees. This increase was bargained for in 2008 and was the subject of bargaining this week too. I have asked AFSCME to waive their 2.0% COLA in 2010 and they are considering this request; at the same time, AFSCME members offered additional furlough days which would save the City approximately \$38,000.00. Note: some employees will receive step increases in accordance with time in service and their unit bargaining agreements.

The following are the significant elements of my proposed 2010 budget. I have done my best to include all of the objectives identified by the City Council in this budget, but no new programs are included and no new staffing is included.

The following information is provided in this memo for your review:

1. Summary information regarding the 2010 budget (6 pages, attached); and
2. Identification of key elements in the 2010 budget (2 pages, part of this memo).

This budget is ready for your review and consideration. Final action will be requested following a first reading on November 12, 2009 and following a public hearing on November 25, 2009.

KEY ELEMENTS IN THE 2010 MAYOR'S BALANCED BUDGET:

1. **Revenues.** My budget includes no property tax increase. The only increases that are included are a monthly increase in our sewer bills as included in the rate study we were all presented with earlier in the year and an increase in garbage (addressed below). The rate study included a \$5.00/month increase; my budget includes a \$2.00/month increase and the increase in solid waste rates passed earlier this year to cover the increase in tipping fees from Skagit County. The sewer funds are necessary to serve the debt on our public works trust fund loans which funded the critical sewer interceptor projects and now total annual payment of approximately \$630,000.00.
2. **Personnel.** The 2010 budget decreases staffing by 4.91 FTE's, not including seasonal workers which are also not included in this budget. Staff reductions are in the following departments: police (2.0 FTE), sewer (.66 FTE), parks (1.0 FTE), streets (1.0 FTE) and among administrative personnel (.25 FTE). Most of these reductions between 2009 and 2010 budgets are as a result of 2009 cuts that are continued or through unfilled, vacant positions. I have budgeted a total of \$15,000.00 for seasonal positions in the parks, streets and cemetery departments. These dollars are intended to pay for a grass mowing team to assist the regular employees keep up.
3. **Transportation:** the budget includes funds to finish the McGarigle/Fruitdale reconstruction and \$115,000 in funds for annual street projects. We are also planning to pave Metcalf Street in 2010 with funds from the PWTF loan for the sewer project.
4. **Sewer:** The budget includes staff support and funding for continued maintenance at the plant and in the collection system (including \$200,000 for additional CIPP in 2010). Fund (402) for sewer operations reserves to address plant repairs, maintenance and small upgrades on an as-needed basis is funded with an additional transfer of \$175,000. The N. Township extension project for construction in 2010 is funded with \$265,000.00. The sewer department, along with the other two utilities, is sharing the expense of an accounting software upgrade that is estimated to cost \$38,800.00 in total. Implementation of this upgrade is not likely to occur until late 2010.
5. **Economic Development.** No new money has been allocated to continue these efforts.
6. **Public safety.** The police budget includes \$30,000 to purchase one new police vehicle which I believe is necessary as a result of our aging fleet. The fire department budget is significantly higher in 2010 due to the USDA loan/grant package to purchase the new ladder truck, fire engine and associated equipment and the FEMA grant for Fire Station 2

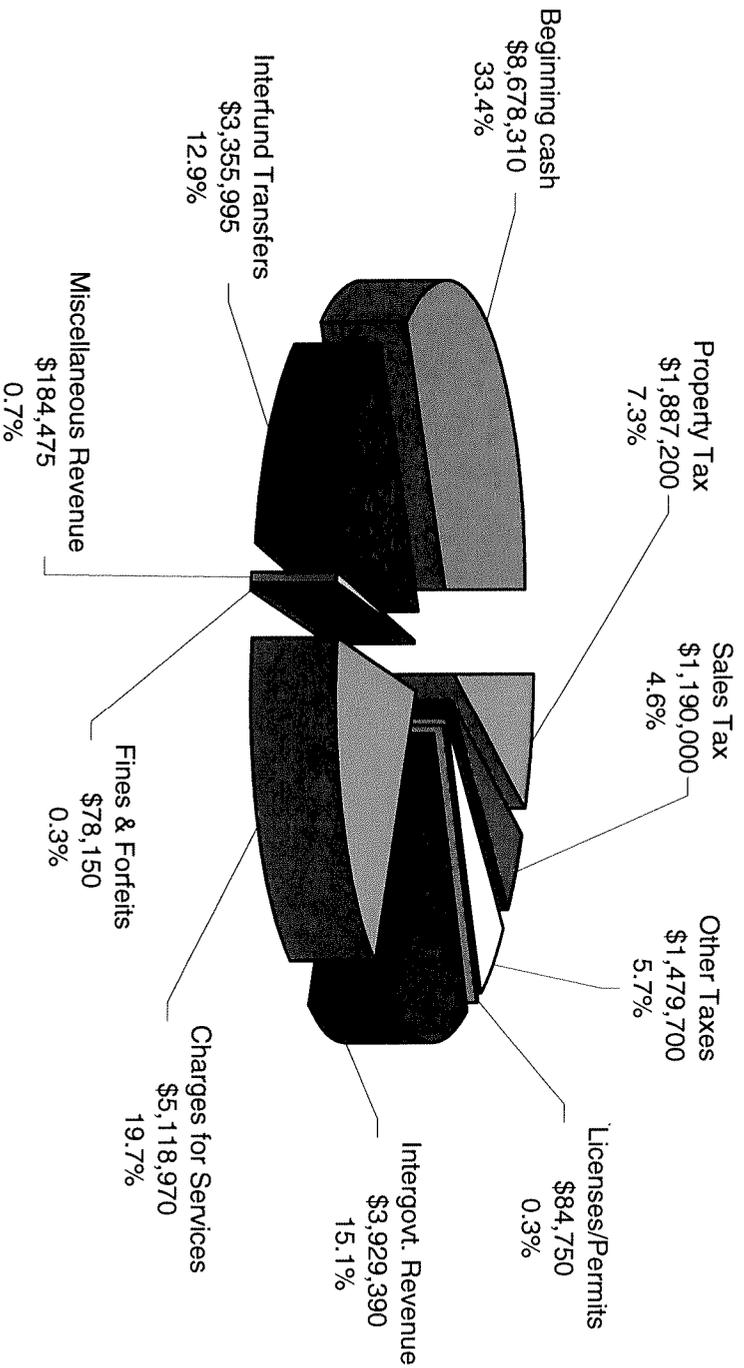
(accounted for in a separate fund). In total, the fire department budget has increased by about \$3.0M and will require the use of all of our fire SEPA mitigation fees and a substantial portion of our REET dollars.

7. **Facilities.** The budget includes dollars to maintain facilities, as well as the creation of a new fund, Fund 303 a Facilities Maintenance Reserve fund. The new fund is created using cell phone tax revenue collected that is in excess of the dollars needed to pay the debt on City Hall. This fund is proposed to be restricted in its use to projects that maintain or improve the city's facilities. Examples might include, roof replacement, addition of a generator, carpet replacement, repainting, etc. I am proposing to fund this fund with \$55,000.00 in 2010. I am not proposing any expenditures from this fund at this time.
8. **Stormwater.** NPDES II compliance remains the goal of this utility. The stormwater utility was subsidized by general tax dollars in the amount of \$34,600 for 2009. Due to savings from Ray Melton's retirement, this fund is benefitting from larger than usual beginning fund cash balances which will allow it to operate without a property tax subsidy in 2010. We will be back in the subsidy boat in 2011 and will be forced to either cut other property tax supported services or increase rates to make this fund work at that time.
9. **Solid Waste.** This budget is fairly steady between years with the addition of new revenue to offset the new expense created by the increase in tipping fees by Skagit County. Included is \$70,000.00 for container replacements. At Leo's request, I am also proposing the creation of a new fund, Fund 413, the Solid Waste Rate Stabilization Fund, which will take the savings achieved from 2009's budget freeze and use that \$45,000.00 for this reserve fund. I am not proposing any expenditure from this new fund in 2010.
10. **Parks and Recreation.** No new dollars are allocated to the parks and recreation budget except \$23,000.00 of REET money for the partial development of the new park on N. Township.
11. **ER&R/FLEET.** The ER&R budget has been cut back substantially for 2010. Both contributions and expenditures were reduced or deferred. The only planned purchase from ER&R is a stick mounted camera for the new vactor truck in the stormwater department.

This is my proposal for a balanced budget that does not increase taxes during these hard times. Options remain on the table for your deliberations and final action.

RECOMMENDATION: Review from the City Council and any modifications or requests from the City Council for incorporation into the final draft budget for adoption on November 25th.

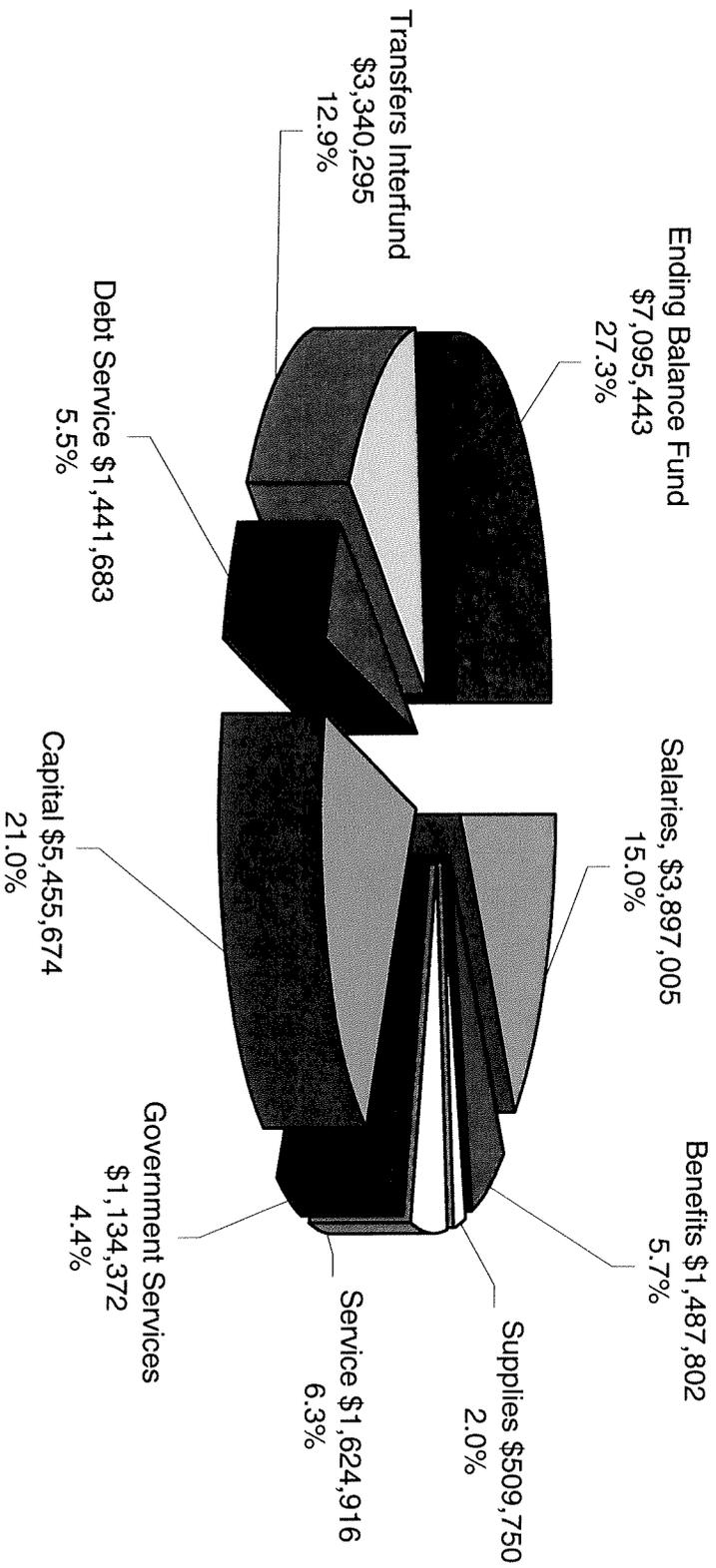
**2010
Revenue Projections
All City Funds by source
\$25,986,940**



**City of Sedro-Woolley 2010 Budget
Revenue Projections - All City Funds (by source)**

Fund Name	Property Tax	Sales Tax	Other Taxes	Licenses/ Permits	Intergovt. Revenue	Charges for Services	Fines Forfeits	Misc. Revenue	Interfund Transfers	Beginning Cash	Total
General	1,024,800	1,100,000	1,069,700	84,750	1,565,150	79,520	73,650	9,500	343,713	394,217	5,745,000
Parks	338,650	-	-	-	-	46,700	-	600	169,700	130,008	685,658
Cemetery	-	-	-	-	-	110,000	-	1,000	-	58,269	169,269
Streets	71,700	90,000	-	-	226,700	-	-	700	115,000	134,057	638,157
Arterial Streets	-	-	-	-	317,000	68,000	-	10,000	295,000	2,543,090	3,233,090
Library	247,050	-	-	-	-	6,100	4,500	200	80,000	44,363	382,213
Cemetery Endowment	-	-	-	-	-	3,500	-	-	-	109,396	112,896
Cummulative Reserve - Parks	-	-	-	-	-	-	-	340	-	6,244	6,584
Lodging Tax (Tourism)	-	-	25,000	-	-	-	-	350	-	36,233	61,583
Special Investigations	-	-	-	-	-	-	-	40	-	5,357	5,397
Paths & Trails	-	-	-	-	1,100	-	-	275	-	40,119	41,494
2008 GO Bond	-	-	205,000	-	-	-	-	1,600	-	98,247	304,847
2008 GO Bond Reserve	-	-	-	-	-	-	-	-	-	150,000	150,000
1996 GO Bond	205,000	-	-	-	-	-	-	800	-	77,009	282,809
Current Expense Reserve	-	-	180,000	-	-	-	-	5,200	162,000	434,843	782,043
Facilities Maintenance Reserve	-	-	-	-	-	-	-	-	55,000	-	55,000
Police Mitigation Reserve	-	-	-	-	-	500	-	100	-	20,695	21,295
Parks Impact Fees	-	-	-	-	-	10,000	-	1,000	-	152,432	163,432
Fire Impact Fees	-	-	-	-	-	4,000	-	40	-	12	4,052
Fire Station 2 Construction	-	-	-	-	1,419,440	-	-	-	125,000	-	1,544,440
Sewer Construction - PWTF	-	-	-	-	350,000	-	-	2,000	300,000	48,350	700,350
Sewer Operations	-	-	-	-	-	2,975,900	-	21,900	288,000	360,400	3,666,200
Sewer Operations Reserve	-	-	-	-	-	-	-	1,700	175,000	328,824	505,524
Sewer Debt Service	-	-	-	-	-	3,150	-	3,230	450,000	327,856	784,236
Sewer Facilities Reserve	-	-	-	-	-	135,000	-	24,000	491,083	1,903,603	2,553,686
Sewer Bond Reserve	-	-	-	-	-	-	-	-	-	376,482	376,482
Solid Waste Operations	-	-	-	-	-	1,476,600	-	41,500	-	361,489	1,879,589
Solid Waste Rate Stabilization	-	-	-	-	-	-	-	-	45,000	-	45,000
Stormwater	-	-	-	-	50,000	200,000	-	1,400	-	92,793	344,193
Suspense (SWSO)	-	-	-	-	-	-	-	55,000	-	-	55,000
Equipment Replacement & Fleet	-	-	-	-	-	-	-	2,000	261,499	423,922	687,421
TOTAL	1,887,200	1,190,000	1,479,700	84,750	3,929,390	5,118,970	78,150	184,475	3,355,995	8,678,310	25,986,940

**2010 All Funds
Expenditures - by Purpose
\$25,986,940**



**City of Sedro-Woolley 2010 Budget
Expenditures by Category - All Funds**

Fund Name	Service					Debt		Transfers		End. Fund Balance	Total
	Salaries	Benefits	Supplies	Charges	Gov't Services	Service	Interfund				
General	2,206,855	828,262	136,550	590,431	277,720			3,106	489,076	5,745,000	
Parks	181,000	85,400	30,300	153,775	800			91,938	54,845	685,658	
Cemetery	72,150	32,985	12,100	11,495	2,500			6,211	24,828	169,269	
Streets	168,150	66,515	42,500	189,570	60			37,268	51,094	638,157	
Arterial Streets	-	-	-	-	3,197			-	2,104,887	3,233,090	
Library	167,100	38,900	3,800	35,550	150			84,900	30,565	382,213	
Cemetery Endowment	-	-	-	-	-			-	12,896	112,896	
Cumulative Reserve - Parks	-	-	-	-	-			-	5,084	6,584	
Lodging Tax (Tourism)	-	-	-	43,000	-			-	18,583	61,583	
Special Investigations	-	-	-	1,000	-			-	4,397	5,397	
Paths & Trails	-	-	-	-	-			-	36,494	41,494	
2008 GO Bond	-	-	-	-	-			55,000	99,297	304,847	
2008 GO Bond Reserve	-	-	-	-	-			-	150,000	150,000	
1996 GO Bond	-	-	-	-	-			-	80,859	282,809	
Current Expense Reserve	-	-	-	-	-			442,000	340,043	782,043	
Facilities Maintenance Reserve	-	-	-	-	-			-	55,000	55,000	
Police Mitigation Reserve	-	-	-	-	-			10,000	11,295	21,295	
Parks Impact Fees	-	-	-	-	-			40,000	123,432	163,432	
Fire Impact Fees	-	-	-	-	-			-	4,052	4,052	
Fire Station 2 Construction	-	-	-	-	-			-	1,544,440	1,544,440	
Sewer Construction - PWTF	-	-	-	-	-			295,000	1,320	700,350	
Sewer Operations	575,500	231,925	133,000	427,360	74,500			1,191,931	293,764	3,666,200	
Sewer Operations Reserve	-	-	-	-	-			-	430,524	505,524	
Sewer Debt Service	-	-	-	-	-			-	323,236	784,236	
Sewer Facilities Reserve	-	-	-	-	-			813,000	1,112,503	2,553,686	
Sewer Bond Reserve	-	-	-	-	-			-	376,482	376,482	
Solid Waste Operations	349,250	135,900	141,500	115,235	708,445			246,167	150,562	1,879,589	
Solid Waste Rate Stabilization	-	-	-	-	-			-	45,000	45,000	
Stormwater	139,000	57,490	7,500	57,500	12,000			23,774	45,329	344,193	
Suspense (SWSD)	-	-	-	-	-			-	-	55,000	
Equipment Replacement & Fleet	38,000	10,425	2,500	-	-			-	619,996	687,421	
TOTAL	3,897,005	1,487,802	509,750	1,624,916	1,134,372	5,455,674	1,441,683	3,340,295	7,095,443	25,966,940	

City of Sedro-Woolley
 2009 / 2010 Budget Comparisons
 (Not Including Ending Fund Balances)

	2009 BUDGET	2010 BUDGET	Increase (Decrease)	% Change
001 GENERAL FUND				
11 Legislative	58,650	66,820	8,170	14%
12 Judicial	141,681	139,491	-2,190	-2%
13 Executive	82,340	103,630	21,290	26%
14 Finance	147,329	142,890	-4,439	-3%
15 Legal	75,390	67,750	-7,640	-10%
16 Civil Service	3,250	3,250	0	0%
17 IT	137,660	107,265	-30,395	-22%
18 Central Services	39,463	37,506	-1,957	-5%
19 Planning & Community Development	248,525	208,980	-39,545	-16%
20 Engineering	184,050	157,380	-26,670	-14%
21 Police	2,267,200	2,258,955	-8,245	0%
22 Fire	980,488	1,827,695	847,207	86%
24 Building	75,822	64,015	-11,807	-16%
25 Emergency Services	20,535	20,535	0	0%
31 Pollution Control	3,481	3,511	30	1%
51 Economic Development	2,000	2,000	0	0%
55 Aging	20,441	20,441	0	0%
62 Public Health	23,205	23,811	606	3%
TOTAL GENERAL FUND	4,511,510	5,255,925	744,415	17%
101 Parks Fund	745,606	630,813	-114,793	-15%
102 Cemetery Fund	161,729	144,441	-17,288	-11%
103 Streets Fund	715,945	587,063	-128,882	-18%
104 Arterial Streets Fund	8,418,177	1,128,203	-7,289,974	-87%
105 Library Fund	361,838	351,648	-10,190	-3%
106 Cemetery Endowment Fund	100,000	100,000	0	0%
107 Parks Reserve Fund	1,250	1,500	250	20%
108 Hotel Motel Fund	40,000	43,000	3,000	8%
109 Special Investigations Fund	1,000	1,000	0	0%
113 Paths & Trails Fund	5,000	5,000	0	0%
205 2008 GO Bond	150,550	205,550	55,000	37%
206 2008 GO Bond Reserve	0	0	0	0%
230 G/O Rev Bond-1996 Fund	207,000	201,950	-5,050	-2%
302 Reserve for Current Exp Capital Fund	636,300	442,000	-194,300	-31%
303 Facilities Maintenance Reserve Fund	0	0	0	0%
310 Police Mitigation Fund	28,465	10,000	-18,465	-65%
311 Park Impact Fees Fund	40,000	40,000	0	0%
312 Fire Impact Fees Fund	0	0	0	0%
330 Fire Station 2 Construction Fund	0	1,544,440	1,544,440	0%
332 PWTF Sewer Construction Fund	2,850,000	699,030	-2,150,970	-75%
401 Sewer Operations Fund	3,099,001	3,372,436	273,435	9%
402 Sewer Operations Reserve Fund	75,000	75,000	0	0%
407 1998 Sewer Revenue Bond Fund	449,100	461,000	11,900	3%
410 Cumulative Reserve for Sewer Fund	1,700,267	1,441,183	-259,084	-15%
411 1998 Sewer Revenue Bond Reserve Fund	0	0	0	0%
412 Solid Waste Fund	1,592,706	1,729,027	136,321	9%
413 Solid Waste Rate Stabilization Fund	0	0	0	0%
425 Stormwater Fund	259,563	298,864	39,301	15%
501 ERR / Fleet Fund	620,030	67,425	-552,605	-89%
621 Suspense - SWSD	100,500	55,000	-45,500	-45%
ALL FUNDS	26,870,537	18,891,498	-7,979,039	-30%

UNFINISHED
BUSINESS

NOV 25 2009

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

Memorandum

To: Mayor Anderson and City Council

From: Patsy Nelson *Patsy*

Date: 11/18/2009

Re: Property Tax Levy Ordinances Public Hearing (second reading)

Background information: Attached are two ordinances regarding the establishment of 2010 property taxes within the City of Sedro-Woolley.

The first ordinance establishes the voter approved property tax to pay the principal and interest on the GO Bond for the Public Safety Building at the same dollar amount as 2009. Low-income senior citizens and disabled persons do not pay this tax. This ordinance also establishes the general property tax at 99.152% of the 2009 dollar amount according to the IPD limits which is a decrease in of \$14,646.

As written, the second ordinance declares a substantial need to increase the IPD levy limit from 99.152% to 100% of the 2009 dollar amount. The preliminary 2010 budget is based upon 2010 general property taxes being at the same dollar level as 2009. (If you desire, Council could increase the levy limit up to 101% of the 2009 tax. A 1% tax increase equals \$17,272.) According to State Law, two-thirds of the members of the City Council (5 persons) must vote in favor of a substantial need resolution or ordinance in order for a change in levy limit to be approved.

Recommendation: Staff recommends that the Council approve the following two ordinances:

Ordinance No. _____, An Ordinance of the City of Sedro-Woolley Approving the Property Tax Levy.

Ordinance No. _____, An Ordinance of the City of Sedro-Woolley Making a Declaration of Substantial Need for Purposes of Setting the Limit Factor for the Property Tax Levy for 2010.

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY APPROVING THE PROPERTY TAX LEVY.

WHEREAS, The City Council of the City of Sedro-Woolley has properly given notice of the public hearing held November 12, 2009, to consider the City of Sedro-Woolley 2010 Real Estate Property Tax Levy; and

WHEREAS, the City Council, after hearing, and after duly considering all relevant evidence and testimony presented, has determined that the City of Sedro-Woolley will not require an increase or decrease in general property tax revenue from the previous year, in addition to the increase resulting from the addition of new construction and improvements to property, addition of properties as a result of annexation and any increase in the value of state assessed property, in order to discharge the expected expenses and obligations of the City of Sedro-Woolley and in its best interest; and

WHEREAS, per a 1996 citizen voted and approved GO Bond issuance, it is necessary to increase property taxes to pay GO Bond principal and interest; and

WHEREAS, the City's actual levy amount from the previous year was \$1,727,177; and

WHEREAS, the population of this City is more than 10,000; and now, therefore,

IT IS HEREBY ORDAINED, by the City Council of the City of Sedro-Woolley, an increase in the regular property tax levy shall not be imposed in addition to the increase resulting from the addition of new construction and improvements to property, addition of properties as a result of annexation and any increase in the value of state-assessed property. It is further ordained that the City Council hereby authorizes the 2010 levy in the amount of an increase of 0.00% from last year, or \$0.00 not to exceed the levy limit as allowed by law.

Also levied here is an amount necessary to fund the debt service of the 1996 G/O Bond Fund (Public Safety Building) in the amount of \$210,000.

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

Mike Anderson, Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney

ORDINANCE NO.

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY MAKING A DECLARATION OF SUBSTANTIAL NEED FOR PURPOSES OF SETTING THE LIMIT FACTOR FOR THE PROPERTY TAX LEVY FOR 2010.

WHEREAS, RCW 84.55.010 provides that a taxing jurisdiction may levy taxes in an amount no more than the limit factor multiplied by the highest levy of the most recent three years plus additional amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property; and

WHEREAS, under RCW 84.55.005(2)(c), the limit factor for a taxing jurisdiction with a population of 10,000 or over is the lesser of 101 percent or 100 percent plus inflation; and

WHEREAS, the population of this City is over 10,000; and

WHEREAS, RCW 84.55.005(1) defines “inflation” as the percentage change in the implicit price deflator for personal consumption expenditures for the United States as published for the most recent 12-month period by the Bureau of Economic Analysis of the federal Department of Commerce in September of the year before the taxes are payable; and

WHEREAS, “inflation” for July 2009 is -0.848 percent and the limit factor is 99.152 percent, meaning the taxes levied in City of Sedro-Woolley in 2009 for collection in 2010 will decrease except for the amounts resulting from new construction and improvements to property, newly constructed wind turbines, and any increase in the value of state-assessed utility property; and

WHEREAS, RCW 84.55.0101 provides for use of a limit factor of 101 percent or less with a finding of substantial need by a majority plus one councilmember; and

WHEREAS, the City Council of the City of Sedro-Woolley has determined that, due to decreases in sales tax, and development permitting revenues as well as further cuts in general maintenance and operation expenditures will cut into the City’s ability to provide core services as expected by its citizens;

WHEREAS, the City Council of the City of Sedro-Woolley finds that there is a substantial need to set the levy limit at one hundred percent (100%).

NOW, THEREFORE, IT IS HEREBY ORDAINED, by the City Council of the City of Sedro-Woolley, that a substantial need exists under RCW 84.55.0101 which authorizes the use of a limit factor of one hundred percent (100%) for the property tax levy for 2010.

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

Mike Anderson, Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney

Memorandum

To: Mayor Anderson and City Council

From: Patsy Nelson

Date: 11/04/2009

Re: Property Tax Levy Ordinances Public Hearing (first reading)

Background information: The attached property tax ordinance has two components. The first is voter approved bond tax revenues and the second is general property tax revenues.

Voter Approved Bond Tax Revenues Part of the ordinance is for the debt service for the Public Safety Building which was previously approved by the voters of Sedro-Woolley. Low-income senior citizens and disabled persons do not pay this tax. The 2010 tax request is \$210,000 which is the same as 2009's request.

General Property Tax Revenues As the population of the City is greater than 10,000, we fall under the Implicit Price Deflator (IPD) levy limit factor. The IPD limits the property tax levy to the lesser of 100% plus inflation or 101 percent (plus new construction). The Department of Revenue calculates the rate of inflation based upon the percentage change in the IPD. For the 2010 tax year the change in the IPD is -0.848 percent (negative) which limits the 2010 property tax to 99.152% of the 2009 dollar amount of tax (plus any new construction). The negative IPD would result in a total tax decrease of \$14,646.

The Council may adopt a resolution or ordinance finding substantial need which would allow the levy limit to be greater than 99.152%, but cannot exceed 101%. According to State Law, two-thirds of the members of the City Council (5 persons) must vote in favor of a substantial need resolution or ordinance in order for a change in levy limit to be approved. The Mayor's preliminary budget shows 2010 property taxes at the same dollar amount as 2009 (plus new construction) which would require approval of a substantial need resolution or ordinance in addition to the regular property tax ordinance.

Other general fund revenues are anticipated to be lower than originally anticipated for the 2009 budget; such as sales tax at a reduction of \$365,000.

The Skagit County Auditor's Office has not yet determined the preliminary assessed valuation. The tax rate is calculated based upon the Assessor's valuation and the Council's

tax request. The final assessed valuations and resulting tax rate, will not be known until January, 2010.

A levy increase in the amount of 1% would result in \$17,272 of additional property tax. Low-income senior citizens and disabled persons either do not pay this tax or receive a tax reduction, as determined by the Skagit County Assessor's Office. The use of this 1% tax increase is not limited to the general fund. It may be restricted for specific items such as the acquisition of Park land, etc.

Recommendation: Staff recommends that the Council approve the following two ordinances:

Ordinance No. _____, An Ordinance of the City of Sedro-Woolley Approving the Property Tax Levy.

Ordinance No. _____, An Ordinance of the City of Sedro-Woolley Making a Declaration of Substantial Need for Purposes of Setting the Limit Factor for the Property Tax Levy for 2010.

Levy Limit Factor Questions That Arise When the Implicit Price Deflator (IPD) is a Negative Value

The following questions and answers are designed to help taxing districts and assessors determine the levy limit factor when the change in the implicit price deflator (IPD) is a negative value.

Determining the Limit Factor

Q. What is the levy limit factor?

- A. This is the percentage applied to a taxing district's maximum levy allowed by chapter 84.55 RCW to calculate the district's levy limit.

Q. How is the levy limit factor determined?

- A. The levy limit factor is defined in RCW 84.55.005 and WAC 458-19-005:
- For taxing districts with a population of less than 10,000 in the calendar year prior to the assessment year, the limit factor is 101 percent.
 - For taxing districts with a population of 10,000 or greater, the limit factor is the lesser of 100 percent plus inflation or 101 percent.
 - For taxing districts with a population of 10,000 or greater having made a finding of substantial need; the limit factor is the lesser of 101 percent or the limit factor contained in the resolution or ordinance of substantial need.

Q. What is the 2010 tax year rate of inflation as used for property tax levy limits?

- A. The rate of inflation is based on the percentage change in the IPD, which for the 2010 tax year is -0.848 percent (negative).

Q. Who determines the population of a taxing district?

- A. The taxing district is responsible for determining its population and providing that information to the county assessor.

Q. Will the negative IPD result in a reduced levy amount?

- A. Probably not. In addition to an adjustment to the maximum levy allowed based on the ordinances or resolutions adopted by the taxing district, the levy limit is increased due to new construction and other allowable items. More than likely, this increase will exceed the negative IPD factor.

Taxing Districts With a Population of Less Than 10,000

- Q. How does the negative rate of inflation affect processes and levies made by taxing districts with a population of less than 10,000?**

- A. These smaller districts are not impacted by the negative rate of inflation. These districts continue to have a limit factor of 101 percent and must continue to adopt an ordinance or resolution if they intend to increase their levies. The ordinance or resolution must indicate the dollar and percentage increase, exclusive of increases due to new construction and certain other items, over the previous year's levy.

If a district does not adopt an ordinance or resolution authorizing an increase, the district's levy is limited to 100 percent of the prior year's levy plus additional amounts for new construction and certain other items. (RCW 84.55.120)

Taxing Districts With a Population of 10,000 or More

- Q. What limit factor will be used in the 2010 tax year levy calculations to levy the maximum levy allowed by law (chapter 84.55 RCW)?**

- A. That depends on which ordinances or resolutions the taxing district adopts concerning property tax levies:
- If no ordinances or resolutions are adopted by the district, the limit factor is 99.152%.
 - If one ordinance or resolution is adopted, the limit factor is 99.152%.
 - If the district adopts a second resolution finding a substantial need, the limit factor specified in the ordinance or resolution will be used. (RCW 84.55.0101) The limit factor can be greater than 99.152%, but cannot exceed 101%.

- Q. Is a taxing district required to adopt an ordinance or resolution to increase its prior year's levy amount?**

- A. Yes. The negative rate of inflation did not change this requirement.

- Q. What percentage of the taxing district's governing board must sign the resolutions or ordinances increasing the levy amount or establishing a limit factor?**

- A. A simple majority is required to increase the levy from the prior year.

Number of Board Members	Signatures Required
3	2
4	3
5	3
6	4
7	4
8	5
9	5

Approval of the levy limit increase in the substantial need resolution or ordinance requires two-thirds of the members of a governing board of four members or less, and a majority plus one in governing boards made up of more than four members. For example:

Number of Board Members	Signatures Required
3	2
4	3
5	4
6	5
7	5
8	6
9	6

Q. What information is required to be included in the resolution or ordinance increasing the district's levy?

- A. The ordinance or resolution must state both the dollar increase and percentage increase of the current budget request compared to the prior year's actual levy, exclusive of increases due to new construction and certain other items. The percentage increase in the document may be greater than 1% if the district is levying previously unused levy capacity (banked capacity). A resolution may look something like this example:

WHEREAS, the Board of Commissioners of _____ Taxing District has met and considered its budget for the calendar year 2010; and,

WHEREAS, the district's actual levy amount from the previous year was \$100,000 and,

WHEREAS, the population of this district is more than 10,000; now, therefore,

BE IT RESOLVED by the governing body of the taxing district that an increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2010 tax year. The dollar amount of the increase over the actual levy amount from previous year shall be **\$1,000** which is a percentage increase of **1%** from the previous year. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, any increase in the value of state assessed property, any annexations that have occurred, and refunds made.

Q. What information is required to be included in the substantial need resolution or ordinance increasing the district's limit factor?

- A. The resolution or ordinance must include the reason for the substantial need and the limit factor (not to exceed one hundred one percent). For example:

WHEREAS, the Board of Commissioners of _____ Taxing District has determined that, due to general maintenance and operation expenses, the Board of Commissioners finds that there is a substantial need to set the levy limit at one hundred one percent.

**PRELIMINARY LEVY RATE
COMPUTATION**

Regular Levy

Type of Taxing District:

Statutory **maximum** dollar rate for taxing district:

\$3.3750

The dollar amount of the **certified levy** divided by the assessed value

$$\$1,752,341 \quad / \quad \$852,503,664 = 2.05552 \quad *$$

For **Regular Rate**, enter the lesser of the statutory maximum dollar rate or the certified levy rate:

\$2.05552

**Not to exceed the Statutory Maximum rate shown above!*

NOV 25 2009

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 9

Memorandum

To: Mayor Anderson & City Council

From: Patsy Nelson *Patsy*

Date: 11/17/2009

Re: Establishment of Building Maintenance Reserve Fund (second reading)

ISSUE: Should the Council adopt the attached ordinance to establish the building maintenance fund, establish funds that were created by means other than ordinance and rename existing reserve funds to more accurately reflect their usage?

BACKGROUND: It is the Mayor's desire to establish a building maintenance reserve fund with the 2010 budget. This fund would be used to accumulate unexpended resources for use in costly building repairs and maintenance such as new roofs, building generators, etc. Council approval is required to spend monies from the reserve funds through the normal budget process.

While reviewing the existing code, it was discovered that some of the existing reserve funds were not created by ordinance and some of the names of the existing reserve funds could be changed to more accurately reflect their current usage. Reserve funds which were created as part of a bond ordinance are not reflected in the City Code as these reserve funds are terminated when the bonds are paid in full.

RECOMMENDATION: Motion to adopt Ordinance _____-09, an Ordinance Establishing the Building Maintenance Reserve Fund and Amending Portions of Sedro-Woolley Municipal Code Chapter 3.72.010.

ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING THE BUILDING MAINTENANCE RESERVE FUND
AND AMENDING PORTIONS OF SEDRO-WOOLLEY MUNICIPAL CODE CHAPTER
3.72.010**

WHEREAS, it has become increasingly difficult for the Council to identify and account for available reserves in the various City funds that could be used by the City for the purpose of major building repairs and maintenance; and

WHEREAS, the Council intends by this ordinance to create a Building Maintenance Reserve Fund in order to identify, reserve, and accumulate unexpended resources for use in mitigating impacts of future major building maintenance and repairs as provided herein; and

WHEREAS, previously reserve funds have been created by means other than ordinance which the Council wishes to properly establish by ordinance;

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

Section 1: SWMC Section 3.72.010 is hereby amended to read as follows:

- A. It is established the following reserve funds within the city budget:
1. ~~General government~~ Current Expense capital projects reserve fund;
 2. ~~Police vehicle- mitigation~~ reserve fund;
 3. ~~Fire department equipment- impact fee~~ reserve fund;
 4. ~~Street equipment~~ Parks impact fee reserve fund;
 5. Sewer facilities reserve fund;
 6. ~~Sanitation~~ Solid Waste rate stabilization reserve fund.;
 7. Sewer capital projects reserve fund;
 8. Building maintenance reserve fund.
 9. Parks reserve fund (Hammer Heritage Square)

B. No moneys shall be withdrawn from any reserve fund except by resolution or ordinance of the city council. ~~which clearly states the facts constituting the reason for the withdrawal.~~ All appropriations in any reserve fund shall be used only for the purpose or purposes specified by the city council. The reserve funds shall be cumulative and carried forward from year to year until fully expended or the purpose or purposes have been accomplished or abandoned. There shall be no other reserve funds within the city budget except as established by the city council.

Section 2. The effective date of this ordinance shall be 5 days after passage and publication.

Passed and approved this _____ day of _____, 2009.

Mayor

Attest:

Finance Director

Approved as to form:

City Attorney

NOV 25 2009

CITY OF SEDRO-WOOLLEY
UPDATED SEWER FINANCIAL OUTLOOK
Prepared by: Katy Isaksen & Associates
 Scenarios for Discussion - DRAFT 11/05/09

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

KEY VARIABLES IN SEWER RATE OUTLOOK

1. Model extended by one year to provide 3-year outlook (2010-2012).
2. City staff provided preliminary 2010 budget and estimated 2009 revenue and expenditures. Exceptions to using the preliminary budget are noted below. Actual 2008 numbers were also updated.
3. Due to the challenging economic times, some of the expenditures included in the original Scenario D3a have been reduced. It is anticipated that these can be revisited when growth picks back up.
4. The number of new connections has significantly slowed from the 50 per year anticipated in Scenario D3a. 2008 included 33 and 2009 anticipates 15 new connections. Looking ahead, the scenarios include 15 for 2010, 25 for 2011 and 50 for 2012. The impact of this slower growth is significant on the overall outlook as a portion of the debt was to be paid by the new connections through connection charges, and the increased customer count would share in the overall debt repayment.
5. Updated PWTF debt schedules for Critical Sewer Interceptor Project:
 - the actual debt repayment is based on the amount and timing of the funds drawn on the loan
 - the design or preconstruction loan has been drawn in full and the debt schedule is finalized.
 - the first construction loan (2006) anticipates a final draw of \$350,000 in 2010 so the repayment schedule should not vary by much.
 - the second construction loan (2008) has drawn \$3,610,000 to date. This first year repayment will be 2010 for \$208,000. The model currently assumes that the final \$1,547,000 will be drawn in the first half of 2011 and will affect the debt repayment in 2011 by an additional \$90,000. If the future draws are either less or later than shown, the rate impact will be reduced or pushed out a year.
6. New Fund 402 Sewer Operations Fund was established in 2008. Transfers are shown as budgeted. The original Scenario D3a showed \$75,000 per year to be budgeted and transferred in from rates. The preliminary 2010 budget has \$175,000. Reducing this to \$75,000 provides an opportunity to lower the 2010 rate increase and is shown in the scenarios below.
7. Cumulative Reserve Improvement Fund 410 has been drawing down fund balance and reaches a warning in 2010. The target minimum reserve is one year debt service + \$300,000, or approximately \$1,400,000 in 2010. With the estimated ending balance of \$1,276,000 for 2010, and the approximate \$400,000 anticipated in Fund 402, this could be viewed as a temporary reduction until growth picks back up. However, it must be realized that this fund is providing \$225,000 annually for revenue bond debt + \$100,000-\$150,000 annually for PWTF debt repayment. If growth does not pick up for several years, these funds will be needed to meet debt service and avoid a drastic increase in monthly rates.

TWO SCENARIOS ARE PRESENTED FOR DISCUSSION:

SCENARIO \$4.00 - What rate increase would be needed to meet the preliminary 2010 budget with reduced new connections and customer counts?

- This scenario includes the preliminary 2010 budget, except that sewer service charge revenue and the debt repayment are based on the model. This also includes a transfer to Fund 402 of \$175,000 from Fund 401 (funded by rates or fund balance) per the preliminary budget.

SCENARIO \$2.00 - By reducing Fund 402 transfer to \$75,000, what rate increase would be necessary?

This scenario was an attempt to substantially reduce the necessary rate increase in these economic times and identify where the cut could be made.

NOTE - All scenarios should be reviewed for 2011 to determine the impact of the remainder of the PWTF second construction loan and associated debt.

**SEDRO-WOLLEY
SIX-YEAR FINANCIAL PLAN**

	Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
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ASSUMPTIONS:								
New Connections (ERU's)	157	89	33	15	15	25	50	0.03 334
Ratepaying ERU's	4,433	4,522	4,485	4,518	4,533	4,548	4,573	08=act svcs/48.50/12
Monthly Rate Increase - by year	\$0.00	\$4.00	\$2.75	\$2.75	\$4.00	\$2.25	\$1.00	
Growth Percentage	3.9%	2.0%	2.0%	2.0%	0.0%	0.5%	1.0%	89/4500=2%; 15=03%
Connection Fee	\$7,266	\$7,266	\$8,926	\$8,926	\$8,926	\$8,926	\$8,926	
Annual Cost Escalation		3.5%	3.5%	3.5%	3.0%	3.0%	3.0%	
Investment Interest		1.0%	3.0%	3.0%	1.0%	1.0%	1.0%	
Single Family Monthly Rate	\$41.75	\$45.75	\$48.50	\$51.25	\$55.25	\$57.50	\$58.50	
SEWER FUND 401								

Operating Revenue								
Sewer Service Charges	2,220,887	2,482,471	2,610,125	2,863,000	3,089,772	3,221,761	3,292,034	
Add'l from Rate Increase			-	-	2,872,200	2,881,400	2,896,800	new cust=12 mos next yr.
Investment Interest	75,150	76,530	31,211	6,000	217,572	340,361	395,234	
Fertilizer Sales	-	1,695	794	933	3,800	2,900	2,900	calc on end bal
Xfer Conn. Fees for PWTF Debt				100,000	900	900	900	flat
FEMA, Military Dept.				100,000	100,000	100,000	100,000	from Cum Res. Fund 410
Misc.	35,353	14,088	17	1,587	-	-	-	
Late Penalties & Interest	7,521	6,993	10,748	6,800	5,400	5,400	5,400	flat
			7,706	11,000	10,500	10,500	10,500	flat
Subtotal Oper. Revenue	2,338,911	2,581,777	2,660,601	2,989,320	3,210,372	3,341,461	3,411,734	

Operating Expenditures								
Maintenance	200,197	170,230	158,451	152,000	175,500	181,669	188,990	gro + cost
General Operations	924,196	1,068,768	1,197,045	1,221,151	1,266,785	1,311,312	1,364,158	gro + cost
Admin Charge - Xfer to 001	124,000	125,000	210,000	217,350	233,000	239,990	247,190	cost
Equip Replacement Fund - Xfer to 501	45,500	81,000	88,530	62,000	65,000	67,285	69,996	gro + cost
Fleet M&O				10,176	15,748	16,302	16,958	gro + cost
Capital Outlay from Rates				(650,000)	-	-	-	tot xfer 750,000
Xfer in from Fund 410 for Cap Outlay								
Land Acquisition		387,952	47					
Buildings & Structures	13,559	13,765	-	-	30,000	30,000	30,000	
Other Improvements	374,344	289,205	58,041	1,228,000	320,000	320,000	320,000	
Portable Equipment/Machinery	71,109	36,649	10,832	8,000	37,220	12,000	12,000	
Professional Services	63,297	75,977	67,828	110,000	75,000	75,000	75,000	
Machinery/Equipment	34,165	29,890	29,743	15,000	30,000	30,000	30,000	
Xfer to Operations Reserve - 402			225,000	175,000	175,000	75,000	75,000	xfer to new fund 2008
Subtotal Oper. Expen. & Cap. Outlay	1,850,367	2,278,436	2,045,517	2,548,677	2,423,253	2,358,558	2,429,293	
Net Available for Debt & Capital	488,544	303,341	615,084	440,643	787,119	982,904	982,441	

Debt Service								
1998 Revenue Bond - Xfer to 407	250,000	250,000	250,000	225,000	225,000	234,000	230,000	50% from rates
Xfer to 410 for PWTF payment		442,176	316,159					
PWTF 2005 PreConstr Loan-Xfer to 410				44,785	44,402	44,020	43,637	ki est. based on draws
PWTF 2006 Constr Loan-Xfer to 410				381,500	402,088	400,235	398,382	ki est. based on draws
est. PWTF 2008 Constr Loan-Xfer to 410					208,042	300,777	299,397	ki est. based on draws
Subtotal Debt Service	250,000	692,176	566,159	651,285	879,533	979,032	971,416	
Annual Surplus (Deficit)	238,544	(388,835)	48,925	(210,642)	(92,414)	3,872	11,025	Net Available for Capital
% Impact on Rates	-	17.5%	-2.0%	8.1%	3.2%	-0.1%	-0.4%	

SEDR0-WOOLLEY SIX-YEAR FINANCIAL PLAN		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
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Beginning Fund Balance	692,389	768,118	542,098	591,023	380,381	287,967	291,839	291,839	
Annual Surplus (Deficit)	238,544	(388,835)	48,925	(210,642)	(92,414)	3,872	11,025	11,025	
Xfer from fund Balance to 402									Designat'd End Bal to 402
Designated for Swr Plant Equip	(162,815)								
Ending Fund Balance	768,118	379,283	591,023	380,381	287,967	291,839	302,864	302,864	
Target Ending Balance	242,504	267,992	256,216	278,427	279,260	282,354	288,286	288,286	8%*(Beg.Cash Bal+Rev.)
	ok								

CUM RES/SWR FACIL FUND 410

Revenue									
Investment Interest	133,852	170,819	98,126	24,000	24,000	12,800	11,700	calc on end bal	
Special Sewer Connections	119,910	146,605	61,688	2,600	-	200,835	401,670	up to 15 septic converters.	
Sewer Connection Fee	1,144,011	631,603	298,354	135,000	135,000	8,000	8,000		
Loan Pmt fr Streets		8,000	8,000	4,900	4,900	4,900	4,900		
Loan Pmt fr Library		273,837	-	-	-	-	-		
Loan Pmt fr Stormwater		442,176	316,159	426,285	478,183	745,032	741,416	city reports or debt in 401	
Xfer fr 401 for PWTF Loan Pmts	-	-	-	-	-	-	-		
Subtotal Revenue	1,397,773	1,673,040	782,307	600,785	650,083	971,567	1,167,686		
Expenditures									
Loan to Storm	37,961	408,016	-	-	-	-	-		
Loan to Library			14,650	-	-	-	-		
Judgements & Claims			11,500	-	-	-	-		
PWTF Loan Pmts	5,917	50,745	409,085	426,285	654,533	745,032	741,416	read fr. debt in 401	
Xfer to Sewer Fund 401 - Capital Proj.			-	650,000	-	-	-	read by 401	
Xfer to Sewer Fund 401 - PWTF Debt			-	100,000	100,000	100,000	100,000	read by 401	
Xfer to Swr Facilities Reserve Fund 402			-	799,002	-	-	-	Kick-start new reserve	
Xfer to Fund 104 (Skagit, Fruitdale Proj)				-	-	-	-		
Xfer to PWTF Project Fund 332	447,829	304,169	146,342	-	300,000	234,000	234,000	Local match for PWTF	
Xfer to Fund 407 for Rev Bond Debt	250,000	250,000	250,000	225,000	230,000	234,000	234,000	50% from conn fees	
Subtotal Expenditures	741,707	1,012,930	831,577	2,200,287	1,284,533	1,079,032	1,075,416		
Annual Surplus (Deficit)	656,066	660,110	(49,270)	(1,599,502)	(634,450)	(107,465)	92,270		
Beginning Fund Balance	2,243,214	2,899,280	3,559,390	3,510,120	1,910,618	1,276,168	1,168,703		
Ending Fund Balance	2,899,280	3,559,390	3,510,120	1,910,618	1,276,168	1,168,703	1,260,973		
Target Minimum Fund Balance	800,000	1,242,176	1,116,159	1,176,285	1,409,533	1,513,032	1,505,416	=1 yr debt + \$300,000	
	ok	ok	ok	ok	warning	warning	warning		

SEDRO-WOOLLEY SIX-YEAR FINANCIAL PLAN SEWER FACILITIES RESERVE 402		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
Investment Interest				1,924	1,900	1,700	1,700	1,700	
Xfer In from Fund 401				225,000	175,000	175,000	175,000	175,000	
Subtotal Revenue				226,924	176,900	176,700	176,700	176,700	
Expenditures				-	-	-	-	-	
Building Maintenance				-	75,000	75,000	75,000	75,000	
Plant Upgrades				-	75,000	75,000	75,000	75,000	
Subtotal Expenditures				-	150,000	150,000	150,000	150,000	
Annual Surplus (Deficit)				226,924	101,900	101,700	101,700	101,700	
Ending Fund Balance				226,924	328,824	430,524	532,224	633,924	

PWTFSWR CONSTR FUND 332									
Project Revenue									
Proceeds from 2005 Pre-Con Loan		-	-		176,625				
Proceeds from 2006 Constr Loan		3,150,000	1,750,000	1,750,000		350,000			7,000,000
Proceeds from 2008 Constr Loan				2,320,628	1,289,238	-	1,547,085		5,156,951
Investment Interest				44,039	2,200	2,000			
Reimbursement (Skagit Co, PUD, claims)				267,424	102,918				
Xfer from Fund 331		2,180							
Xfer from Fund 410		447,829	304,169	146,342	-	300,000			CloseOut Swr Proj. Fund read from 410
Total Avail. For Capital		3,600,009	2,054,169	4,528,433	1,570,981	652,000	1,547,085	-	
Capital Improvements									
Construction		3,648,726	365,790	5,758,933	1,787,528	699,030			
Engineering		281,444	212,880	198,028					
Total Capital Improvements		3,930,170	578,670	5,956,961	1,787,528	699,030	-	-	
Annual Surplus (Deficit)		(330,161)	1,475,499	(1,428,528)	(216,547)	(47,030)	1,547,085	-	

SEDRO-WOOLLEY SIX-YEAR FINANCIAL PLAN		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
ASSUMPTIONS:									
New Connections (ERU's)	157	89	33	15	15	25	50	50	0.03
Ratepaying ERUs	4,433	4,522	4,485	4,518	4,533	4,548	4,573	4,573	08=act svcs/48.50/12 334
Monthly Rate Increase - by year	\$0.00	\$4.00	\$2.75	\$2.75	\$2.00	\$2.25	\$2.25	\$1.00	
Growth Percentage	3.9%	2.0%	2.0%	2.0%	0.0%	0.5%	1.0%	89/4500=2%; 15=.03%	
Connection Fee	\$7,266	\$7,266	\$8,926	\$8,926	\$8,926	\$8,926	\$8,926	\$8,926	
Annual Cost Escalation		3.5%	3.5%	3.5%	3.0%	3.0%	3.0%	3.0%	
Investment Interest		1.0%	3.0%	3.0%	3.0%	1.0%	1.0%	1.0%	
Single Family Monthly Rate	\$41.75	\$45.75	\$48.50	\$51.25	\$53.25	\$55.50	\$55.50	\$56.50	
SEWER FUND 401									
Operating Revenue					2,980,986	3,112,975	3,183,248		
Sewer Service Charges	2,220,887	2,482,471	2,610,125	2,863,000	2,872,200	2,881,400	2,896,800	2,896,800	new cust=12 mos next yr.
Add'l from Rate Increase					108,786	231,575	286,448	286,448	
Investment Interest	75,150	76,530	31,211	6,000	3,800	2,800	1,700	1,700	calc on end bal
Fertilizer Sales	-	1,695	794	933	900	900	900	900	flat
Xfer Conn. Fees for PWTF Debt				100,000	100,000	100,000	100,000	100,000	from Cum Res. Fund 410
FEMA, Military Dept.				17	1,587	-	-	-	
Misc.	35,353	14,088	10,748	6,800	5,400	5,400	5,400	5,400	flat
Late Penalties & Interest	7,521	6,993	7,706	11,000	10,500	10,500	10,500	10,500	flat
Subtotal Oper. Revenue	2,338,911	2,581,777	2,660,601	2,989,320	3,101,586	3,232,575	3,301,748	3,301,748	
Operating Expenditures									
Maintenance	200,197	170,230	158,451	152,000	175,500	181,669	188,990	188,990	gro + cost
General Operations	924,196	1,068,768	1,197,045	1,221,151	1,266,785	1,311,312	1,364,158	1,364,158	gro + cost
Admin Charge - Xfer to 001	124,000	125,000	210,000	217,350	233,000	239,990	247,190	247,190	cost
Equip Replacement Fund - Xfer to 501	45,500	81,000	88,530	62,000	65,000	67,285	69,996	69,996	gro + cost
Fleet M&O				10,176	15,748	16,302	16,958	16,958	gro + cost
Capital Outlay from Rates									
Xfer in from Fund 410 for Cap Outlay	-	-	-	(650,000)	-	-	-	-	tot xfer 750,000
Land Acquisition		387,952	47						
Buildings & Structures	13,559	13,765	-	-	30,000	30,000	30,000	30,000	
Other Improvements	374,344	289,205	58,041	1,228,000	320,000	320,000	320,000	320,000	
Portable Equipment/Machinery	71,109	36,649	10,832	8,000	37,220	12,000	12,000	12,000	
Professional Services	63,297	75,977	67,828	110,000	75,000	75,000	75,000	75,000	
Machinery/Equipment	34,165	29,890	29,743	15,000	30,000	30,000	30,000	30,000	
Xfer to Operations Reserve - 402				175,000	75,000	75,000	75,000	75,000	xfer to new fund 2008
Subtotal Oper. Expen. & Cap. Outlay	1,850,367	2,278,436	2,045,517	2,548,677	2,323,253	2,358,558	2,429,293	2,429,293	
Net Available for Debt & Capital	488,544	303,341	615,084	440,643	778,333	874,018	872,455		
Debt Service									
1998 Revenue Bond - Xfer to 407	250,000	250,000	250,000	225,000	225,000	234,000	230,000	230,000	50% from rates
Xfer to 410 for PWTF payment	-	442,176	316,159						
PWTF 2005 PreConstr Loan-Xfer to 410				44,785	44,402	44,020	43,637	43,637	ki est. based on draws
PWTF 2006 Constr Loan-Xfer to 410				381,500	402,088	400,235	398,382	398,382	ki est. based on draws
est. PWTF 2008 Constr Loan-Xfer to 410				-	208,042	300,777	299,397	299,397	ki est. based on draws
Subtotal Debt Service	250,000	692,176	566,159	651,285	879,533	979,032	971,416	971,416	
Annual Surplus (Deficit)	238,544	(388,835)	48,925	(210,642)	(101,200)	(105,014)	(98,961)	Net Available for Capital	
% Impact on Rates	-	17.5%	-2.0%	8.1%	3.5%	3.7%	3.4%		

SEDR0-WOOLLEY SIX-YEAR FINANCIAL PLAN		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
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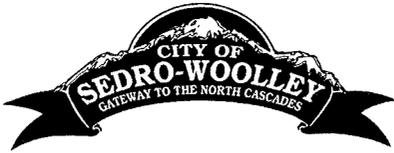
Beginning Fund Balance	692,389	768,118	542,098	591,023	380,381	279,181	174,167	174,167	
Annual Surplus (Deficit)	238,544	(388,835)	48,925	(210,642)	(101,200)	(105,014)	(98,961)	(98,961)	
Xfer from fund Balance to 402									
Designated for Swr Plant Equip	(162,815)								Designat'd End Bal to 402
Ending Fund Balance	768,118	379,283	591,023	380,381	279,181	174,167	75,206	75,206	
Target Ending Balance	242,504	267,992	256,216	278,427	270,557	272,941	270,073	270,073	8%*(Beg.Cash Bal+Rev.)
	ok	ok	ok	ok	ok	ok	warning	warning	

CUM RES/SWR FACIL FUND 410

Revenue									
Investment Interest	133,852	170,819	98,126	24,000	24,000	12,800	11,700	11,700	calc on end bal
Special Sewer Connections	119,910	146,605	61,668	2,600	-	200,835	401,670	8,000	up to 15 septic converters.
Sewer Connection Fee	1,144,011	631,603	298,354	135,000	135,000	8,000	8,000	8,000	
Loan Pmt fr Streets		8,000	8,000	4,900	4,900	4,900	4,900	4,900	
Loan Pmt fr Library		273,837	-	-	-	-	-	-	
Loan Pmt fr Stormwater		442,176	316,159	426,285	478,183	745,032	741,416	741,416	city reports or debt in 401
Xfer fr 401 for PWTF Loan Pmts		1,397,773	1,673,040	782,307	600,785	650,083	971,567	1,167,686	
Subtotal Revenue	1,397,773	1,673,040	782,307	600,785	650,083	971,567	1,167,686	1,167,686	
Expenditures									
Loan to Storm	37,961	408,016	-	-	-	-	-	-	
Loan to Library			14,650	-	-	-	-	-	
Judgements & Claims			11,500	-	-	-	-	-	
PWTF Loan Pmts	5,917	50,745	409,085	426,285	654,533	745,032	741,416	741,416	read fr. debt in 401
Xfer to Sewer Fund 401 - Capital Proj.			-	650,000	-	-	-	-	read by 401
Xfer to Sewer Fund 401 - PWTF Debt			-	100,000	100,000	100,000	100,000	100,000	read by 401
Xfer to Swr Facilities Reserve Fund 402			-	-	-	-	-	-	Kick-start new reserve
Xfer to Fund 104 (Skagit, Fruitdale Proj)			-	799,002	-	-	-	-	
Xfer to PWTF Project Fund 332	447,829	304,169	146,342	-	300,000	234,000	234,000	234,000	Local match for PWTF
Xfer to Fund 407 for Rev Bond Debt	250,000	250,000	250,000	225,000	230,000	1,079,032	1,075,416	1,075,416	50% from conn fees
Subtotal Expenditures	741,707	1,012,930	831,577	2,200,287	1,284,533	1,079,032	1,075,416	92,270	
Annual Surplus (Deficit)	656,066	660,110	(49,270)	(1,599,502)	(634,450)	(107,465)	92,270	92,270	
Beginning Fund Balance	2,243,214	2,899,280	3,559,390	3,510,120	1,910,618	1,276,168	1,168,703	1,168,703	
Ending Fund Balance	2,899,280	3,559,390	3,510,120	1,910,618	1,276,168	1,168,703	1,260,973	1,260,973	
Target Minimum Fund Balance	800,000	1,242,176	1,116,159	1,176,285	1,409,533	1,513,032	1,505,416	=1 yr debt + \$300,000	
	ok	ok	ok	ok	warning	warning	warning		

SEDRO-WOOLLEY SIX-YEAR FINANCIAL PLAN SEWER FACILITIES RESERVE 402		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
Investment Interest				1,924	1,900	1,700	1,700	1,700	
Xfer In from Fund 401				225,000	175,000	175,000	175,000	175,000	
Subtotal Revenue				226,924	176,900	176,700	176,700	176,700	
Expenditures				-	-	-	-	-	
Building Maintenance				-	75,000	75,000	75,000	75,000	
Plant Upgrades				-	75,000	75,000	75,000	75,000	
Subtotal Expenditures				-	75,000	75,000	75,000	75,000	
Annual Surplus (Deficit)				226,924	101,900	101,700	101,700	101,700	
Ending Fund Balance				226,924	328,824	430,524	532,224	633,924	

PWTF SWR CONSTR FUND 332		Actual 2006	Actual 2007	Actual 2008	Estimated 2009	Projected 2010	Projected 2011	Projected 2012	DRAFT-11/5/09 Comments
Project Revenue									
Proceeds from 2005 Pre-Con Loan		-	-	-	176,625	350,000	1,547,085	7,000,000	
Proceeds from 2006 Constr Loan		3,150,000	1,750,000	1,750,000	1,289,238	-	1,547,085	5,156,951	
Proceeds from 2008 Constr Loan				2,320,628	44,039	2,200			
Investment Interest				44,039	2,200	2,000			
Reimbursement (Skagit Co. PUD claims)				267,424	102,918				
Xfer from Fund 331		2,180							
Xfer from Fund 410		447,829	304,169	146,342	-	300,000	-	-	CloseOut Swr Proj. Fund read from 410
Total Avail. For Capital		3,600,009	2,054,169	4,528,433	1,570,981	652,000	1,547,085	-	
Capital Improvements									
Construction		3,648,726	365,790	5,758,933	1,787,528	699,030	-	-	
Engineering		281,444	212,880	198,028					
Total Capital Improvements		3,930,170	578,670	5,956,961	1,787,528	699,030	-	-	
Annual Surplus (Deficit)		(330,161)	1,475,499	(1,428,528)	(216,547)	(47,030)	1,547,085	-	



Planning Department
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MEMO:

To: Sedro-Woolley City Council
Mayor Anderson

From: Jack Moore, 
Planning Director/ Building Official

Date: November 25, 2009

Subject: 2009 Comprehensive Plan Docket Update

CITY COUNCIL AGENDA
REGULAR MEETING

NOV 25 2009

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

BACKGROUND

At the November 17, 2009 Planning Commission meeting, the Planning Commission completed its review of the 2009 Comprehensive Plan Docket. The Planning Commission addressed four items:

- **CPA-1-09** Update the **Economic Development Element** of the Sedro-Woolley Comprehensive Plan
- **CPA-2-09** Update the **Public Utilities Element** of the Sedro-Woolley Comprehensive Plan
- **CPA-3-09** Reformat Chapter 9 of the Comprehensive Plan – **Goals and Policies**. A proposal to move these existing policies to the Land Use Element
- **CPA-4-09** Changes to the **Comprehensive Land Use map**, the City **Zoning map** and **zoning regulations** to address compatibility of neighboring zones, especially industrially zoned properties abutting residentially zoned properties

The Docketing process began in March when the Planning Department presented the four city-sponsored Docket items at a joint City Council/Planning Commission worksession.

The Planning Commission began work on the docket in April and held the first hearing for CPA-4-09 in July. Since that time, **ten meetings** concerning the proposed rezone and associated zoning code, mapping changes have been held. Seven of those meetings were public hearings; held April 21, May 19, July 21, August 18, September 8, October 20 and November 17. One joint City Council and Planning Commission workshop was held on August 4. In addition, two open houses were held, the first on August 20 and another during the afternoon of September 8, 2009.

FUTURE ACTION

Now that the Planning Commission has completed its work on the 2009 Docket, the Planning Department is preparing the materials to be presented to the City Council.

The proposed amendments have been sent to the Washington State Department of Commerce (formerly CTED) for their 60-day review, which will be complete on January 5, 2010.

The Planning Department is also preparing the SEPA documents for the Department of Ecology and anticipates also having that process complete by January 5, 2010.

After that date, the Planning Department will present the Planning Commission's Findings of Fact, Conclusions and Recommendations to the City Council for the 2009 Comprehensive Plan Update.