

Next Ord: 1754-12  
Next Res: 873-12

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**

**November 14, 2012**

**7:00 PM**

**Sedro-Woolley Municipal Building**

**Council Chambers**

**325 Metcalf Street**

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Consent Calendar ..... 1 - 48

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. Approval of Agenda
  - b. Minutes from Previous Meeting
  - c. Finance
    - Claim Checks #75504 to #75609 in the amount of \$523,482.27
    - Payroll Checks #54264 to #54372 in the amount of \$249,656.86 (Void Check #54347)
  - d. Amendment 3 to the Interlocal Agreement dated 10/18/2011 with Skagit County Conservation District - NPDES Phase II Stormwater Permit WAR-04-5555
  - e. Resolution No. 871-12 - Possible Sole Source Resolution for Mountain View Estates Stormwater Pump Station Control Panel Design and Fabrication
  - f. Setting a Public Hearing on November 28, 2012 to consider adoption of the 2013 Budget
  - g. Resolution 872-12 declaring certain property as surplus and authorizing its disposition
- 4. Proclamation - National Hospice and Palliative Care Month - November 2012.....49
  - 5. Public Comment (Limited to 3-5 minutes) .....51

**PUBLIC HEARING**

- 6. Property Tax Levy Ordinances (1<sup>st</sup> reading).....53 - 60
- 7. Utility Rate Ordinances (2<sup>nd</sup> reading, action requested).....61 - 72

**UNFINISHED BUSINESS**

- 8. Union Cemetery Rates Ordinance (2<sup>nd</sup> reading, action requested).....73 - 80
- 9. Proposed MOU with SWSD and other Baseball Stakeholders regarding construction of a new Babe Ruth League Baseball Field at the SWSD Janicki Fields site.....81 - 83

**NEW BUSINESS**

- 10. 2013 Budget (*1<sup>st</sup> reading*).....85 - 89
- 11. Correction of Legal Description in 2008 Annexation Ordinance No. 1604-08 (*1<sup>st</sup> reading*).....91 - 103

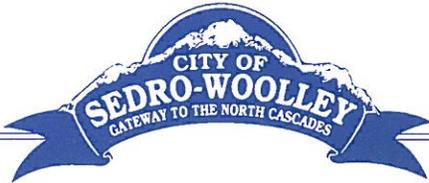
**COMMITTEE REPORTS AND REPORTS FROM OFFICERS**

**EXECUTIVE SESSION**

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

NOV 14 2012

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 1-3



DATE: November 14, 2012  
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 14, 2012 Regular Meeting to Order. The Finance Director will note those in attendance and those absent.

\_\_\_ Ward 1 Councilmember Kevin Loy  
\_\_\_ Ward 2 Councilmember Tony Splane  
\_\_\_ Ward 3 Councilmember Thomas Storrs  
\_\_\_ Ward 4 Councilmember Keith Wagoner  
\_\_\_ Ward 5 Councilmember Hugh Galbraith  
\_\_\_ Ward 6 Councilmember Rick Lemley  
\_\_\_ At-Large Councilmember Brett Sandström

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 14 2012

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CITY OF SEDRO-WOOLLEY  
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7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 36

Regular Meeting of the City Council  
October 24, 2012 – 7:00 P.M. –City Hall Council Chambers

ROLL CALL: Present: Mayor Mike Anderson; Councilmembers: Kevin Loy, Tony Splane, Tom Storrs, Keith Wagoner, Hugh Galbraith, Rick Lemley and Brett Sandström. Staff: Recorder Brue, City Supervisor/Attorney Berg, Public Works Director Freiburger, Acting Planning Director Coleman, Fire Chief Klinger and Police Sergeant Dougher.

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

Pledge of Allegiance

Consent Calendar

- Approval of Agenda
- Minutes from Previous Meeting
- Finance
  - Claim Checks #75407 to #75503 in the amount of \$497,289.96 (Voided Checks #75408 - #75411).
  - Payroll Checks #54156 to #54263 in the amount of \$191,764.33.
- Black Rock Franchise Transfer Request
- Riverfront Park Caretaker Agreement for 2013
- Resolution No. 870-12 Possible Sole Source Resolution for Trojan Technologies UV Module Replacement Order

Councilmember Storrs moved to approve the consent calendar A through F. Seconded by Councilmember Lemley. Motion carried (7-0).

Public Comment

Mark Behen – 18221 34<sup>th</sup> Ave, Stanwood, addressed the Council to advocate for BMX bikes to be allowed in the Skate Park. He spoke of competitive racing for bikes with BMX racing as an Olympic event. He also addressed accommodations to the bikes that can be made in order to prevent damage to the park.

Scott Scamelhorn – 1000 36<sup>th</sup> St. Bellingham, also addressed the Council requesting that consideration be given to bikes being allowed at the Skate Park. He addressed the differences of riding in skate parks versus dirt jumps and spoke of the tight community of bikers and skaters meshing together. He also spoke of the accommodations to bikes to prevent damage to the skate park.

Council discussion ensued to include allowance of bikes within Skate Board Parks, a listing of parks that allow combined activities, park etiquette, damage caused by bikes,

novice skateboarders, park design for skate boards only, potential damage from bikes and the parts that would damage, enforcement of rules, change in the scope of the park in the process of building, concerns for safety and plans for a BMX park with dirt jumps.

Mark Behen – stated the skate park in Arlington started with no bikes allowed and has changed to allow bikes.

## **UNFINISHED BUSINESS**

### Proposed Zoning Code Amendments for Activities Involving Medical Marijuana

Acting Planning Director Coleman reviewed the first read of the proposed Zoning Code Amendments for Activities Involving Medical Marijuana. He briefly addressed the initiative on the upcoming election which may change the scope, if passed. Coleman noted the Planning Commission reviewed the topic and has recommended amendments to the zoning code that would prohibit collective gardens in all zoning designations within the city. He also reviewed the definition of collective gardening to be in line with the Revised Code of Washington. Coleman entertained questions and comments from the Council.

Councilmember Loy expressed his opinion that the amendments show a lack of vision and foresight. He addressed information on the current facility, Washington State law, other actions by other cities. Councilmember Sandström concurred with Councilmember Loy's statements.

Council discussion ensued regarding state versus federal law, placing staff in a compromising position due to the difference of state and federal laws, examples of Kent and Pullman decisions, Federal law being the supreme law of the land, no arrest protection in the State of Washington law because it was vetoed by the Governor, review of past minutes with no public comments received, first read based on Planning Commission recommendation.

Councilmember Loy encouraged Councilmembers to take a tour of the existing storage facility and gave a description of the facility.

Discussion continued regarding the effect of passage of the initiative, no change in perspective of Federal law, initiative written with a lot of gaps, wait and see how it develops and placing staff in a difficult position.

## **NEW BUSINESS**

### Utility Rate Ordinances

City Supervisor/Attorney Berg reviewed the proposed ordinance for a utility rate increase which comes to Council as a recommendation from the Utilities Committee. The proposal is a result of the Council Retreat for the 2013 Budget. Berg reviewed the

increased costs in sewer and garbage operations. He noted that the utilities have been kept stagnate since 2009 with decreased staff, cut costs and staff has done the very best to minimize the impact that the City has in residents pocketbooks. Berg also stated there has been no property tax increase during the same time period due to the economic conditions. The utilities are at the point where it is no longer viable to continue to absorb the increased costs from within and has become necessary to increase fees in order to maintain services. The committee looked at basing the increase on the Consumer Price Index which this year is 2.7%. The increase would not affect the qualified senior or disabled discount. The Utilities Committee is also recommending doing a rate analysis in the spring to look at how the rate structure is in comparison to the debt. Berg also noted that the draft 2013 budget includes the use of cash for the solid waste utility and some reserve funds for the sewer utility. Changes in 2013 for 2014 will need to be made. This step is necessary in order to help keep up with the cost of business. He noted it does not close the gap but keeps the gap from getting bigger. A public hearing is scheduled for the next regular meeting.

Discussion was held regarding the income limit for the discount, position of maintaining, efficiency of operations, cost of personnel, fringe benefits and energy, reserve funds and lack of growth within the reserve funds, the fact the City managed to get through economic crisis by using reserve cash funds with no rate increases, costs of general overhead and special projects, decrease in staffing, allocations from utilities to general fund and continued annual maintenance programs to decrease infiltration into the plant for cost savings.

#### Union Cemetery Rates

City Supervisor/Attorney Berg reviewed the proposed cemetery rates. He noted it was a topic discussed at the Council retreat with the focus to privatize the cemetery to minimize the property tax subsidy. Preliminary conversations were held with an interested party and from those conversations the interested party indicated they would raise the rates to market value. It was decided that it would be in the best interest to look at increasing rates ourselves. The committee met with a technical advisor, who was a recently retired operator and came up with the recommendations for rates which are within market range. Berg noted that the Cemetery has had an increase in business in 2012, over what was budgeted. He also noted that in addition to the fee increases the endowment has been recommended for increase in order to do some capital improvements in the future.

Council discussion took place regarding subsidizing operations and rate comparison to other entities.

Councilmember Lemley spoke on the proposed rates being in the comparable range to our surrounding communities (Arlington, Anacortes, Mount Vernon); he suggested minor changes to the opening/closing (change from \$750 to \$650) and liner costs (change from \$650 to \$600) which would still maintain the rates within the mid-range comparison. He also addressed the allowance for triple burials.

Discussion ensued regarding the overall cemetery fees and looking into privatization in the future, differences in levels of service and effective date of the ordinance.

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

Police Sgt. Dougher – reported an uptake in burglaries mostly with businesses and churches, noting the recent break in of the Senior Center. She also addressed the shut down of drug houses and continuing the battle. Dougher stated that vehicle prowls are down and the bar scene has moments and they are very serious on the enforcement of the disorderly conduct laws. The Skate Park is being used and they are working with the kids on the boundaries of the area as well as the enforcement of the rule of no bikes within the Skate Park.

Fire Chief Klinger – reported that next month will be the finalizing narrow banding in frequency changes. He thanked the public for their attendance at the Boot to Burn auction which raised approximately \$18,000. Proceeds will be sent to the Phoenix Foundation.

Acting Planning Director Coleman – pointed out the upcoming open house for the Northern State Hospital Redevelopment proposal. He noted a presentation will be held by the proponent on November 7<sup>th</sup>. He also reported the Planning Commission continues to work on the urban growth expansion.

Public Works Director Freiburger – reported the Metcalf overlay project is complete with exception of striping. He also reported on SR20 Cook Road Realignment project and an upcoming meeting on the relocation of Tesarik Field to the Metcalf ball field and replacing the Babe Ruth size ball field to Janicki Fields. Freiburger did note that funding will be an issue but Babe Ruth has offered some funding support.

Councilmember Loy – noted the Skate Park closed automatically when it became dark.

Councilmember Storrs – thanked the Public Works Department for the good job on the downtown paving project.

Councilmember Galbraith – questioned the status of Cascade Middle School break in.

Police Sgt. Dougher stated she had no updated information, but the investigation continues.

Councilmember Sandström – commented on the grand opening of the Skate Park which was well attended.

## **EXECUTIVE SESSION**

The meeting adjourned to Executive Session for approximately 20 minutes for the review of performance of a public employee under RCW 42.30.11 (i)(g) and collective bargaining under RCW 42.30.140.4 at 8:16 P.M. with a possible decision.

The meeting reconvened at 8:37 P.M.

Councilmember Wagoner moved to approve the memorandum of agreement by and between Sedro Woolley and the Public Safety Guild regarding 2013 wages. Seconded by Councilmember Galbraith. Motion carried (7-0).

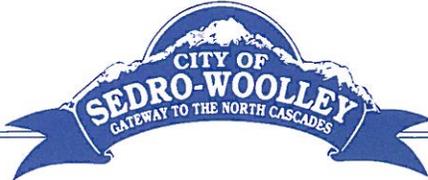
Councilmember Wagoner moved to adjourn. Seconded by Councilmember Splane. Motion carried (7-0).

The meeting adjourned at 8:39 P.M.

NOV 14 2012

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

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DATE: November 14, 2012  
TO: Mayor Anderson and City Council  
FROM: Patsy Nelson, Finance Director  
SUBJECT: FINANCE - CLAIMS

Attached you will find the Claim Checks register proposed for payment for the period ending November 14, 2012.

Motion to approve Claim Checks #75504 to #75609 in the amount of \$523,482.27.

Motion to approve Payroll Checks #54264 to #54372 in the amount of \$249,656.86. (Void Check #54347)

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

CITY OF SEDRO-WOOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
 11/14/2012 (Printed 11/07/2012 15:35)

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
75504	A WORKSAFE SERVICE, INC.	PROF SERVICE-MEDICAL EXAMS	FD	52.00
		WARRANT TOTAL		52.00
75505	ALL-PHASE ELECTRIC	REPAIRS/MAINT-EQUIP	FD	125.43
		REPAIRS/MAINTENANCE	ST	67.03
		WARRANT TOTAL		192.46
75506	ATLANTIC (THE)	BOOKS, PERIOD, RECORDS	LIB	29.95
		WARRANT TOTAL		29.95
75507	ARAMARK UNIFORM SERVICES	MISC-LAUNDRY	ST	2.49
		LAUNDRY	SWR	10.82
		LAUNDRY	SWR	8.33
		LAUNDRY	SWR	10.82
		WARRANT TOTAL		32.46
75508	ASSOC PETROLEUM PRODUCTS	AUTO FUEL	CS	80.49
		AUTO FUEL	CS	50.67
		AUTO FUEL	CS	67.08
		AUTO FUEL	PD	78.48
		AUTO FUEL	PD	1,682.99
		AUTO FUEL	PD	1,654.38
		AUTO FUEL/DIESEL	FD	993.43
		AUTO FUEL/DIESEL	FD	824.96
		AUTO FUEL/DIESEL	PK	24.95
		AUTO FUEL/DIESEL	CEM	62.39
		OPERATING SUPPLIES-PROPANE	ST	49.86
		AUTO FUEL/DIESEL	ST	243.31
		AUTO FUEL/DIESEL	ST	176.13
		AUTO FUEL/DIESEL	ST	385.35
		MAINT OF GENERAL EQUIP	SWR	210.63
		AUTO FUEL/DIESEL	SWR	85.09
		AUTO FUEL/DIESEL	SWR	73.40
		AUTO FUEL/DIESEL	SWR	246.30
		AUTO FUEL/DIESEL	SWR	189.81
		AUTO FUEL/DIESEL	SAN	2,002.23
		AUTO FUEL/DIESEL	SAN	910.13
		AUTO FUEL/DIESEL	SAN	419.00
		AUTO FUEL/DIESEL	SAN	3,058.93
		AUTO FUEL/DIESEL	SWTR	225.67
		WARRANT TOTAL		13,795.66
75509	AT & T	TELEPHONE	JUD	.54
		TELEPHONE	EXE	1.08
		TELEPHONE	FIN	7.60
		TELEPHONE	LGL	3.26
		TELEPHONE	IT	1.10
		TELEPHONE	PLN	3.26
		TELEPHONE	ENG	21.74
		TELEPHONE	PD	48.89
		TELEPHONE	FD	7.60
		TELEPHONE	INSP	.54

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		TELEPHONE LIB	2.17
		TELEPHONE SWR	5.43
		TELEPHONE SAN	5.43
		WARRANT TOTAL	108.64
75510	BANK OF NEW YORK MELLON	BOND PRINCIPAL-G/O BONDS	175,000.00
		BOND INTEREST-G/O BONDS	20,000.00
		BOND INTEREST	45,300.00
		WARRANT TOTAL	240,300.00
75511	BAY CITY SUPPLY	OPERATING SUP - RIVERFRONT PK	142.66
		WARRANT TOTAL	142.66
75512	BICKNELL, JUSTIN	EMPLOYEE WELLNESS ENG	60.00
		WARRANT TOTAL	60.00
75513	BEITLER, HAROLD	RETIRED MEDICAL PD	1,318.80
		WARRANT TOTAL	1,318.80
75514	BERG VAULT COMPANY	LINERS CEM	1,542.00
		WARRANT TOTAL	1,542.00
75515	BIOSCIENCE, INC.	MAINTENANCE OF LINES SWR	1,150.00
		WARRANT TOTAL	1,150.00
75516	BLUMENTHAL UNIFORM & EQUIP	UNIFORMS/ACCESSORIES PD	209.31
		MACHINERY & EQUIPMENT PD	145.69
		MACHINERY & EQUIPMENT PD	96.08
		EQUIPMENT	517.74
		WARRANT TOTAL	968.82
75517	BOULDER PARK, INC	SOLIDS HANDLING SWR	4,327.13
		WARRANT TOTAL	4,327.13
75518	CARL'S TOWING INC.	PROFESSIONAL SERVICES PD	195.84
		PROFESSIONAL SERVICES PD	195.84
		WARRANT TOTAL	391.68
75519	CASCADE NATURAL GAS CORP.	UTILITIES-COMMUNITY CTR PK	35.21
		UTILITIES-SENIOR CENTER PK	85.30
		UTILITIES-HAMMER SQUARE PK	27.58
		UTILITIES - SHOP PK	19.30
		PUBLIC UTILITIES ST	10.60
		PUBLIC UTILITIES ST	8.28
		PUBLIC UTILITIES LIB	77.66
		PUBLIC UTILITIES SWR	26.72
		PUBLIC UTILITIES SAN	159.15
		WARRANT TOTAL	449.80
75520	CODE PUBLISHING INC.	CODE BOOK LGS	175.91
		WARRANT TOTAL	175.91

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
75521	COLLINS OFFICE SUPPLY, INC	SUPPLIES	FIN	12.85
		SUPPLIES	FIN	20.43
		OFFICE/OPERATING SUPPLIES	PD	9.19
		OFFICE/OPERATING SUPPLIES	PD	16.87
		OPERATING SUPPLIES	ST	16.76
		WARRANT TOTAL		76.10
75522	COMCAST	INTERNET SERVICES	IT	126.90
		WARRANT TOTAL		126.90
75523	CONCRETE NOR'WEST, INC.	SOLID WASTE DISPOSAL	SAN	235.61
		WARRANT TOTAL		235.61
75524	CONSUMER REPORTS	BOOKS, PERIOD, RECORDS	LIB	26.00
		WARRANT TOTAL		26.00
75525	CORRECTIONAL INDUSTRIES	PROFES. SVCS. REIMBURSE	ENG	39.20
		WARRANT TOTAL		39.20
75526	HSBC BUSINESS SOLUTIONS	EMPLOYEE WELLNESS	EXE	84.27
		OFFICE/OPERATING SUPPLIES	PD	74.77
		OPERATING SUPPLIES	FD	70.44
		WARRANT TOTAL		229.48
75527	DATA BASE RECORDS DESTRUCTION LLC	SUPPLIES	JUD	22.39
		SUPPLIES	FIN	22.39
		SUPPLIES/BOOKS	PLN	6.51
		SUPPLIES	ENG	6.51
		OFFICE/OPERATING SUPPLIES	PD	44.78
		OFF/OPER SUPPS & BOOKS	INSP	6.50
		WARRANT TOTAL		109.08
75528	DAY WIRELESS SYSTEMS INC	MACHINERY & EQUIPMENT	PD	155.77
		WARRANT TOTAL		155.77
75529	DEBT RECOVERY SPECIALISTS	UNAPPLIED CASH - SUSPENSE		100.00
		WARRANT TOTAL		100.00
75530	DOWNING, PARTICIA E.	EMPLOYEE WELLNESS	EXE	25.00
		WARRANT TOTAL		25.00
75531	E & E LUMBER	OFFICE/OPERATING SUPPLIES	PD	9.19
		OPERATING SUPPLIES	FD	17.52
		REPAIRS/MT-RV PARK	PK	10.91
		REPAIR/MT-MEMORIAL PARK	PK	7.75
		REPAIR/MAINT-OFFICE EQUIP	PK	2.32
		REPAIR/MT-LIONS ROADSIDE PARK		27.24
		REPAIR/MAINT-CITY HALL	PK	12.98
		OPERATING SUPPLIES	ST	40.20
		OPERATING SUPPLIES	ST	11.85
		OPERATING SUPPLIES	ST	18.92
		SMALL TOOLS/MINOR EQUIP	ST	21.41

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		REPAIRS/MAINTENANCE	ST	35.05
		REPAIR PARKING	ST	70.65
		OPERATING SUPPLIES	SWR	12.89
		OPERATING SUPPLIES	SWR	11.89
		OPERATING SUPPLIES	SWR	11.27
		OPERATING SUPPLIES	SWR	8.36
		SMALL TOOLS & MINOR EQUIP	SAN	105.93
		SMALL TOOLS & MINOR EQUIP	SAN	108.19
		WARRANT TOTAL		544.52
75532	EDGE ANALYTICAL, INC.	PROFESSIONAL SERVICES	SWR	232.00
		PROFESSIONAL SERVICES	SWR	35.00
		PROFESSIONAL SERVICES	SWR	35.00
		PROFESSIONAL SERVICES	SWR	247.00
		PROFESSIONAL SERVICES	SWR	25.00
		WARRANT TOTAL		574.00
75533	ENTERPRISE OFFICE SYSTEMS	SUPPLIES	JUD	73.02
		SUPPLIES	JUD	70.27
		SUPPLIES	JUD	7.12
		SUPPLIES	FIN	79.46
		OFFICE/OPERATING SUPPLIES	PD	19.89
		OFFICE/OPERATING SUPPLIES	PD	7.02
		OFFICE/OPERATING SUPPLIES	PD	15.22
		WARRANT TOTAL		272.00
75534	FASTENAL COMPANY	OPERATING SUPPLIES	SAN	30.74
		WARRANT TOTAL		30.74
75535	FLOYD, WINNIE	EMPLOYEE WELLNESS	PD	150.00
		WARRANT TOTAL		150.00
75536	FRONTIER	TELEPHONE	PD	54.74
		TELEPHONE	PD	47.04
		TELEPHONE	FD	129.56
		TELEPHONE	PK	83.11
		PUBLIC UTILITIES-CITY HALL	PK	56.67
		PUBLIC UTILITIES-CITY HALL	PK	109.48
		TELEPHONE	CEM	64.42
		TELEPHONE	LIB	111.81
		TELEPHONE	SWR	214.94
		TELEPHONE	SAN	84.45
		WARRANT TOTAL		956.22
75537	GRAINGER PARTS	MAINTENANCE OF LINES	SWR	26.01
		WARRANT TOTAL		26.01
75538	GREAT AMERICA LEASING COR	REPAIR/MAINTENANCE-EQUIP	LIB	139.63
		WARRANT TOTAL		139.63
75539	GUARDIAN SECURITY	PROFESSIONAL SERVICES	PD	81.61
		PROFESSIONAL SERVICES	PD	17.42

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		FIRE/THEFT PROTECTION	FD	94.06
		OPERATING SUP - SENIOR CTR	PK	102.07
		OPERATING SUP - SENIOR CTR	PK	66.00-
		OPERATING SUP - CITY HALL	PK	120.63
		OPERATING SUP - LIBRARY	PK	158.33-
		OPERATING SUPPLIES	SWR	95.75
		WARRANT TOTAL		287.21
75540	H.B. JAEGER CO. LLC	MAINTENANCE OF LINES	SWR	32.99
		WARRANT TOTAL		32.99
75541	HACH COMPANY	MAINTENANCE CONTRACTS	SWR	541.00
		WARRANT TOTAL		541.00
75542	HONEY BUCKET	UTILITIES-PORTABLE TOILETS	PK	135.00
		WARRANT TOTAL		135.00
75543	INGRAM LIBRARY SERVICES	BOOKS, PERIOD, RECORDS	LIB	41.53
		BOOKS, PERIOD, RECORDS	LIB	266.12
		BOOKS, PERIOD, RECORDS	LIB	156.76
		WARRANT TOTAL		464.41
75544	JET CITY EQUIPMENT RENTAL	ROADWAY	SWTR	2,012.52
		WARRANT TOTAL		2,012.52
75545	KCDA PURCHASING COOPERATIVE	SUPPLIES	FIN	108.17
		OFFICE/OPERATING SUPPLIES	PD	30.83
		OFFICE SUPPLIES	FD	30.83
		WARRANT TOTAL		169.83
75546	LAKESIDE INDUSTRIES	REPAIR/MAINT-STREETS	ST	1,815.94
		WARRANT TOTAL		1,815.94
75547	LIBRARY CORPORATION (THE)	CATALOGUE SUBSCRIPTION	LIB	541.00
		WARRANT TOTAL		541.00
75548	LOGGERS AND CONTRACTORS	REPAIRS/MT-PARKS SHOP	PK	8.37
		WARRANT TOTAL		8.37
75549	LITHTEX NW	SUPPLIES	JUD	57.89
		SUPPLIES	JUD	49.23
		SUPPLIES	JUD	57.89
		SUPPLIES	JUD	50.86
		SUPPLIES	JUD	127.28
		SUPPLIES	JUD	87.65
		WARRANT TOTAL		430.80
75550	MATERIALS TEST &	CONSTRUCITON-METCALF OVERLAY A		390.00
		WARRANT TOTAL		390.00
75551	MCLOUGHLIN & EARDLEY CORP	SMALL TOOLS & MINOR EQUIP	FD	967.97
		WARRANT TOTAL		967.97

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
75552	MID-AMERICAN RESEARCH CHEM.	OPERATING SUPPLIES	SWR	386.28
		WARRANT TOTAL		386.28
75553	MOTOR TRUCKS, INC.	REPAIRS/MAINT-EQUIP	SAN	26.28
		WARRANT TOTAL		26.28
75554	NEWMAN SIGNS INC	MACHINERY & EQUIPMENT	PD	114.75
		WARRANT TOTAL		114.75
75555	NORTH CASCADE FORD	REPAIR & MAINT - AUTO	PD	1,016.69
		REPAIR & MAINT - AUTO	PD	1,094.05
		REPAIR & MAINT - AUTO	PD	102.79
		WARRANT TOTAL		2,213.53
75556	NORTH COAST ELECTRIC CO.	MAINT OF GENERAL EQUIP	SWR	76.45
		WARRANT TOTAL		76.45
75557	OASYS	OPERATING RENTALS/LEASES	FIN	628.89
		SUPPLIES/BOOKS	PLN	235.03
		SUPPLIES	ENG	235.04
		OFF/OPER SUPPS & BOOKS	INSP	235.03
		WARRANT TOTAL		1,333.99
75558	OFFICE OF CODE REVISER	BOOKS, PERIOD, RECORDS	LIB	248.86
		WARRANT TOTAL		248.86
75559	OLIVER-HAMMER CLOTHES	OPERATING SUPPLIES	SWR	91.95
		OPERATING SUPPLIES	SAN	174.38
		WARRANT TOTAL		266.33
75560	ORION SAFETY PRODUCTS	MACHINERY & EQUIPMENT	PD	363.40
		OPERATING SUPPLIES	FD	363.40
		WARRANT TOTAL		726.80
75561	OSBORNE, ROBERT	PROFESSIONAL SERVICES	INSP	350.00
		WARRANT TOTAL		350.00
75562	PACIFIC POWER BATTERIES	OPERATING SUPPLIES	SWR	59.67
		OPERATING SUPPLIES	SWR	19.72
		OPERATING SUPPLIES	SWR	11.74
		OPERATING SUPPLIES	SWR	55.26
		WARRANT TOTAL		106.95
75563	PAT RIMMER TIRE CTR, INC	REPAIR & MAINT - AUTO	PD	102.19
		WARRANT TOTAL		102.19
75564	PETTY CASH-DEBRA PETERSON	SUPPLIES	LIB	43.86
		TRAVEL	LIB	12.00
		WARRANT TOTAL		55.86
75565	PUBLIC UTILITY DIS. NO.1	PUBLIC UTILITIES	PD	18.10
		UTILITIES-RIVERFRONT	PK	258.64

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		UTILITIES-TRAIN PK	18.10
		UTILITIES-HAMMER SQUARE PK	99.28
		UTILITIES-BINGHAM & MEMORIAL P	36.48
		UTILITIES - OTHER PK	61.60
		PUBLIC UTILITIES-CITY HALL PK	234.17
		PUBLIC UTILITIES CEM	77.76
		PUBLIC UTILITIES ST	33.34
		PUBLIC UTILITIES LIB	112.30
		PUBLIC UTILITIES SWR	196.58
		PUBLIC UTILITIES SAN	36.48
		WARRANT TOTAL	1,182.83
75566	PUBLIC SAFETY TESTING	PROFESSIONAL SERVICES CIV	200.00
		WARRANT TOTAL	200.00
75567	PUGET SOUND ENERGY	PUBLIC UTILITIES PD	19.21
		PUBLIC UTILITIES FD	93.66
		UTILITIES-RIVERFRONT PK	532.78
		UTILITIES-COMMUNITY CTR PK	193.13
		UTILITIES-SENIOR CENTER PK	455.41
		UTILITIES-TRAIN PK	31.15
		UTILITIES-HAMMER SQUARE PK	208.05
		UTILITIES-BINGHAM & MEMORIAL P	59.94
		UTILITIES - SHOP PK	53.28
		UTILITIES - SHOP PK	13.11
		UTILITIES - OTHER PK	10.26
		PUBLIC UTILITIES-CITY HALL PK	2,045.20
		PUBLIC UTILITIES CEM	47.27
		PUBLIC UTILITIES ST	78.85
		PUBLIC UTILITIES ST	5.63
		PUBLIC UTILITIES ST	97.20
		PUBLIC UTILITIES ST	9,428.46
		PUBLIC UTILITIES LIB	226.89
		ADVERTISING HOT	31.25
		PUBLIC UTILITIES SWR	8,887.07
		PUBLIC UTILITIES SAN	114.54
		PUBLIC UTILITIES SWTR	88.71
		WARRANT TOTAL	22,721.05
75568	PURCHASE POWER	POSTAGE JUD	358.85
		POSTAGE FIN	218.27
		POSTAGE LGL	6.95
		POSTAGE PLN	198.07
		POSTAGE ENG	28.35
		POSTAGE PD	152.39
		POSTAGE FD	23.90
		POSTAGE FD	6.75
		POSTAGE INSP	32.35
		POSTAGE PK	.90
		POSTAGE CEM	9.45
		POSTAGE SWR	106.45
		POSTAGE SAN	49.13

CITY OF SEDRO-WOOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		OPERATING SUPPLIES	SWTR	8.19
		WARRANT TOTAL		1,200.00
75569	QUICK LANE TIRE & AUTO CENTER	REPAIR & MAINT - AUTO	PD	40.23
		WARRANT TOTAL		40.23
75570	RENE'S WORLD	SAFETY EQUIPMENT	PK	53.99
		WARRANT TOTAL		53.99
75571	RICOH USA, INC.	REPAIRS & MAINTENANCE	PD	58.49
		REPAIRS & MAINTENANCE	PD	75.74
		EQUIPMENT LEASE	FD	75.74
		REPAIRS/MAINT-EQUIP	FD	58.49
		WARRANT TOTAL		268.46
75572	SCADA & CONTROLS ENGINEERING INC	PROFESSIONAL SERVICES	SWR	3,645.00
		WARRANT TOTAL		3,645.00
75573	SCIENTIFIC SUPPLY	OPERATING SUPPLIES	SWR	215.93
		WARRANT TOTAL		215.93
75574	SCIENCE NEWS	BOOKS, PERIOD, RECORDS	LIB	99.00
		WARRANT TOTAL		99.00
75575	SEDRO-WOOLLEY AUTO PARTS	REPAIR & MAINT - AUTO	PD	38.91
		REPAIRS/MAINT-EQUIP	FD	11.89
		SMALL TOOLS/MINOR EQUIP	CEM	113.23
		REPAIR/MAINTENANCE-EQUIP	ST	137.01
		MAINT OF GENERAL EQUIP	SWR	2.29
		MAINT OF GENERAL EQUIP	SWR	5.40
		OPERATING SUPPLIES	SWR	68.17
		REPAIRS/MAINT-EQUIP	SAN	66.77
		OPERATING SUPPLIES	SAN	20.19
		OPERATING SUPPLIES	SAN	90.33
		WARRANT TOTAL		554.19
75576	SEDRO-WOOLLEY MUSEUM	S-W MUSEUM	HOT	368.95
		WARRANT TOTAL		368.95
75577	SEDRO-WOOLLEY VOLUNTEER	SALARIES-VOLUNTEERS	FD	10,367.50
		WARRANT TOTAL		10,367.50
75578	SEVEN SISTERS, INC.	REPAIRS/MAINT-EQUIP	FD	119.78
		MAINTENANCE CONTRACTS	SWR	576.70
		MAINTENANCE CONTRACTS	SWR	179.66
		REPAIRS/MAINTENANCE	SWTR	72.09
		WARRANT TOTAL		948.23
75579	SIRCHIE FINGER PRINT	OFFICE/OPERATING SUPPLIES	PD	419.30
		WARRANT TOTAL		419.30
75580	SJOSTROM LAW OFFICE	MISC-FILING FEES/LIEN EXP	SWR	1,550.51

CITY OF SEDRO-WOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
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WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		MISC-FILING FEES/LIEN EXP SAN	739.47
		OPERATING SUPPLIES SWTR	95.42
		WARRANT TOTAL	2,385.40
75581	SK CO DEPT OF EMERG MGMT	DEPT OF EMERG MANAGEMENT EMG	1,807.97
		WARRANT TOTAL	1,807.97
75582	SK. CO. COM ACTION AGENCY	MISC-TUITION/REGISTRATION LGL	200.00
		WARRANT TOTAL	200.00
75583	SKAGIT COUNTY SHERIFF	PRISONERS PD	4,256.44
		PRISONERS PD	5,449.50
		PRISONERS PD	6,566.39
		WARRANT TOTAL	16,272.33
75584	SKAGIT COUNTY TREASURER	CRIME VCTM & WITNSS PROG LGL	130.35
		WARRANT TOTAL	130.35
75585	SKAGIT FARMERS SUPPLY	REPAIR/MT-MEMORIAL PARK PK	11.20
		WARRANT TOTAL	11.20
75586	SKAGIT DV & SA SERVICES	SKAGIT CO DOMESTIC VIOLENCE DV	11.06
		WARRANT TOTAL	11.06
75587	SKAGIT VALLEY HERALD	DUES/SUBSCRIPTIONS PD	141.00
		WARRANT TOTAL	141.00
75588	SKAGIT PUBLISHING	PROFESSIONAL SERVICES LGL	30.00
		PROFESSIONAL SERVICES CIV	402.35
		ADVERTISING/LEGAL PUBLIC PLN	85.00
		ADVERTISING/LEGAL PUBLIC PLN	125.00
		WARRANT TOTAL	642.35
75589	SOLID WASTE SYSTEMS, INC.	EQUIP & VEHICLES SAN	159,474.56
		WARRANT TOTAL	159,474.56
75590	SPARKLE SHOP LAUNDRIES	UNIFORMS/ACCESSORIES PD	146.94
		WARRANT TOTAL	146.94
75591	STAPLES BUSINESS ADVANTAGE	SUPPLIES/BOOKS PLN	5.86
		SUPPLIES ENG	35.22
		OFFICE/OPERATING SUPPLIES PD	72.12
		OFFICE/OPERATING SUPPLIES PD	17.34
		OFFICE/OPERATING SUPPLIES PD	12.88
		OFFICE/OPERATING SUPPLIES PD	86.32
		OFFICE SUPPLIES FD	315.75
		OFF/OPER SUPPS & BOOKS INSP	5.85
		OPERATING SUPPLIES SWTR	54.73
		WARRANT TOTAL	606.07
75592	STEPHENSON, RETA	EMPLOYEE WELLNESS EXE	66.05
		WARRANT TOTAL	66.05

WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
75593	SWISSPHONE LLC	REPAIRS/MAINT-EQUIP	FD	182.86
		WARRANT TOTAL		182.86
75594	TAYLOR, PAUL	RETIRED MEDICAL	PD	35.74
		WARRANT TOTAL		35.74
75595	TRUE VALUE	OFFICE/OPERATING SUPPLIES	PD	4.72
		OFFICE/OPERATING SUPPLIES	PD	5.49
		OPERATING SUPPLIES	FD	23.43
		OPERATING SUPPLIES	FD	1.84
		REPAIRS/MAINT-EQUIP	FD	23.22
		OPERATING SUP - RIVERFRONT	PK	77.80
		OPERATING SUP - PARKS SHOP	PK	29.18
		OPERATING SUP - COMM CENTER	PK	14.24
		OPERATING SUP - SENIOR CTR	PK	17.94
		SMALL TOOLS & MINOR EQUIP	PK	82.22
		REPAIR/MT-MEMORIAL PARK	PK	41.64
		REPAIR/MT-BINGHAM PARK	PK	44.94
		REPAIR/MT-BINGHAM PARK	PK	9.73
		REPAIR/MAINT-CITY HALL	PK	34.78
		REPAIR/MAINT-CITY HALL	PK	117.94
		REPAIR/MAINT-MUSEUM	PK	8.10
		OPERATING SUPPLIES	ST	15.62
		REPAIR/MAINTENANCE-EQUIP	ST	10.37
		REPAIR/MAINTENANCE-EQUIP	ST	103.55
		OPERATING SUPPLIES	SWR	35.19
		OPERATING SUPPLIES	SWR	12.97
		OPERATING SUPPLIES	SWR	8.30
		OPERATING SUPPLIES	SWR	34.68
		OPERATING SUPPLIES	SAN	2.53
		OPERATING SUPPLIES	SAN	5.06
		OPERATING SUPPLIES	SAN	38.39
		WARRANT TOTAL		803.87
75596	U.S. GOVT PRINTING OFFICE	BOOKS, PERIOD, RECORDS	LIB	34.00
		WARRANT TOTAL		34.00
75597	US BANK -- PURCHASE CARDS	SENIOR CRIME WATCH	EXE	25.00
		EMPLOYEE WELLNESS	EXE	8.55
		EMPLOYEE WELLNESS	EXE	136.33
		EMPLOYEE WELLNESS	EXE	108.04
		EMPLOYEE WELLNESS	EXE	108.04
		SUPPLIES	FIN	201.31
		TRAVEL	LGL	19.98
		TRAVEL	LGL	205.87
		INTERNET SERVICES	IT	134.80
		SUPPLIES	ENG	101.99
		SUPPLIES	ENG	194.80
		TRAVEL	ENG	174.48
		UNIFORMS/ACCESSORIES	PD	20.48
		OFFICE/OPERATING SUPPLIES	PD	45.80
		MACHINERY & EQUIPMENT	PD	815.88

CITY OF SEDRO-WOLLEY  
 SORTED TRANSACTION WARRANT REGISTER  
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WARRANT	VENDOR NAME	DESCRIPTION		AMOUNT
		TRAVEL	LIB	40.00
		TRAVEL	LIB	13.00
		TRAVEL	LIB	27.00
		TRAVEL	LIB	50.00
		EARLY LITERACY	LIB	73.46
		BOOKS, PERIOD, RECORDS	LIB	128.03
		BOOKS, PERIOD, RECORDS	LIB	522.81
		MEALS/TRAVEL	SWR	41.49
		MEALS/TRAVEL	SWR	41.60
		MEALS/TRAVEL	SWR	41.30
		PORTABLE EQUIPMENT	SWR	741.14
		WARRANT TOTAL		3,618.56
75598	UNITED GENERAL HOSPITAL	PRISONERS	PD	66.50
		WARRANT TOTAL		66.50
75599	VALLEY AUTO SUPPLY	REPAIR/MAINTENANCE-EQUIP	ST	6.23
		MAINT OF PUMPING EQUIP	SWR	53.85
		REPAIRS/MAINT-EQUIP	SAN	58.43
		REPAIRS/MAINT-EQUIP	SAN	10.74
		OPERATING SUPPLIES	SAN	6.81
		WARRANT TOTAL		136.06
75600	VOYAGER FLEET SYSTEMS INC.	AUTO FUEL/DIESEL	PK	22.30
		AUTO FUEL/DIESEL	CEM	191.37
		AUTO FUEL/DIESEL	ST	39.85
		WARRANT TOTAL		253.52
75601	VERIZON WIRELESS	TELEPHONE	EXE	55.48
		TELEPHONE	FIN	55.48
		TELEPHONE	LGL	56.63
		TELEPHONE	IT	55.48
		NEXTEL CELL PHONES		166.44
		TELEPHONE	PD	169.31
		TELEPHONE	PD	418.21
		TELEPHONE	PD	471.83
		TELEPHONE	FD	394.83
		TELEPHONE	FD	71.30
		TELEPHONE	PK	115.38
		TELEPHONE	CEM	18.82
		TELEPHONE	ST	57.95
		NEXTEL CELL PHONES		206.69
		NEXTEL CELL PHONES	SAN	138.81
		WARRANT TOTAL		2,452.64
75602	WA STATE DEPT OF ECOLOGY	MISC-DUES/SUBSCRIPTIONS	SWR	30.00
		MISC-DUES/SUBSCRIPTIONS	SWR	30.00
		MISC-DUES/SUBSCRIPTIONS	SWR	30.00
		MISC-DUES/SUBSCRIPTIONS	SWR	30.00
		WARRANT TOTAL		120.00
75603	WA ST OFF OF TREASURER	STATE REMITTANCES-COURT		7,183.80

WARRANT	VENDOR NAME	DESCRIPTION	AMOUNT
		WARRANT TOTAL	7,183.80
75604	WSU URBAN IPM & PEST SAFE ED	MISC-TUITION/REGISTRATION ST	100.00
		MISC-TUITION/REGISTRATION ST	100.00
		MISC-TUITION/REGISTRATION ST	100.00
		MISC-TUITION/REGISTRATION SWR	100.00
		MISC-TUITION/REGISTRATION SWR	100.00
		WARRANT TOTAL	500.00
75605	WELCH, DAVID	OFFICE/OPERATING SUPPLIES PD	3.06
		POSTAGE PD	7.42
		WARRANT TOTAL	10.48
75606	WESTERN ELECTRICAL SERVICES, INC.	MAINTENANCE CONTRACTS SWR	471.65
		WARRANT TOTAL	471.65
75607	WOMAN'S DAY	BOOKS, PERIOD, RECORDS LIB	21.53
		WARRANT TOTAL	21.53
75608	WOOD'S LOGGING SUPPLY INC	POSTAGE FD	8.83
		REPAIRS/MAINT-EQUIP FD	96.79
		REPAIR/MAINTENANCE-EQUIP ST	19.45
		MAINTENANCE OF LINES SWR	125.60
		PORTABLE EQUIPMENT SWR	453.20
		OPERATING SUPPLIES SAN	41.11
		WARRANT TOTAL	744.98
75609	C & R BOGAR CONSTRUCTION	ROLLOFF FEES	6.60
		WARRANT TOTAL	6.60
		RUN TOTAL	523,482.27

CITY OF SEDRO-WOLLEY  
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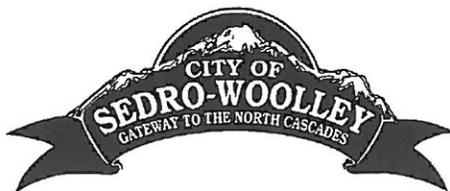
FUND	TITLE	AMOUNT
001	CURRENT EXPENSE FUND	60,180.49
101	PARK FUND	5,780.06
102	CEMETERY FUND	2,126.71
103	STREET FUND	13,307.34
104	ARTERIAL STREET FUND	390.00
105	LIBRARY FUND	3,045.37
108	STADIUM FUND	400.20
109	SPECIAL INVESTIGATION FUND	517.74
230	1996 G/O BOND REDEMPTION FUND	195,000.00
401	SEWER FUND	26,556.63
407	1998 SEWER REVENUE BOND FUND	45,300.00
412	SOLID WASTE FUND	8,745.84
425	STORMWATER	2,557.33
501	EQUIPMENT REPLACEMENT FUND	159,474.56
621	SUSPENSE FUND	100.00
TOTAL		523,482.27

DEPARTMENT	AMOUNT
001 000 000	7,183.80
001 000 011	175.91
001 000 012	962.99
001 000 013	617.84
001 000 014	952.23
001 000 015	653.04
001 000 016	602.35
001 000 017	318.28
001 000 018	198.24
001 000 019	658.73
001 000 020	1,063.77
001 000 021	28,790.25
001 000 022	15,553.76
001 000 024	630.27
001 000 025	1,807.97
001 000 062	11.06
FUND CURRENT EXPENSE FUND	60,180.49
101 000 076	5,780.06
FUND PARK FUND	5,780.06
102 000 036	2,126.71
FUND CEMETERY FUND	2,126.71
103 000 042	13,307.34
FUND STREET FUND	13,307.34
104 000 042	390.00
FUND ARTERIAL STREET FUND	390.00
105 000 072	3,045.37
FUND LIBRARY FUND	3,045.37
108 000 019	400.20
FUND STADIUM FUND	400.20
109 000 021	517.74
FUND SPECIAL INVESTIGATION FUND	517.74
230 000 082	195,000.00
FUND 1996 G/O BOND REDEMPTION FUND	195,000.00
401 000 035	26,556.63
FUND SEWER FUND	26,556.63
407 000 082	45,300.00
FUND 1998 SEWER REVENUE BOND FUND	45,300.00
412 000 000	6.60
412 000 037	8,739.24
FUND SOLID WASTE FUND	8,745.84

CITY OF SEDRO-WOLLEY  
SORTED TRANSACTION WARRANT REGISTER  
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VENDOR	VENDOR NAME	INVOICE NUMBER	REFERENCE	INVOICE DATE	DUE DATE	COMMENTS
	425 000 039		2,557.33			
	FUND STORMWATER		2,557.33			
	501 000 412		159,474.56			
	FUND EQUIPMENT REPLACEMENT FUND		159,474.56			
	621 000 000		100.00			
	FUND SUSPENSE FUND		100.00			
	TOTAL		523,482.27			



CITY COUNCIL AGENDA  
REGULAR MEETING

NOV 14 2012

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 32

CITY OF SEDRO-WOOLLEY  
Sedro-Woolley Municipal Building  
325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-9933  
Fax (360) 855-0733

Mark A. Freiberger, PE  
Director of Public Works

---

MEMO TO: City Council

FROM: Mark A. Freiberger, PE

RE: **Amendment 3 to the Interlocal Agreement dated 10/18/2011 with Skagit County Conservation District Public Education & Involvement Project in support of the NPDES Phase II Stormwater Permit WAR-04-5555**

DATE: October 31, 2012 (for Council action November 12, 2012)

**ISSUE:**

Should the Council authorize Mayor Anderson to sign the attached Amendment 3 to the Interlocal Agreement with Skagit County Conservation District for activities related to NPDES Permit compliance in the amount of \$10,188?

**BACKGROUND:**

The City entered into an Interlocal agreement with Skagit Conservation District on October 18, 2011 to provide public education and outreach efforts in conjunction with the other Skagit County agencies in support of our efforts to fulfill NPDES Stormwater Permit requirements.

Section 3 of the Agreement gives the city the option to extend the agreement by one year. The other area agencies have agreements with SCD for five years, including the period July 1, 2011 to June 30, 2015. Our Interlocal covers the period October 18, 2011 to December 30, 2012. Staff is satisfied with the product provided by SCD and recommends extending the agreement through 2013, with the option to extend one additional year (through 2014) at the original yearly price.

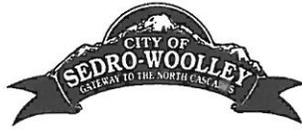
Amendment 3 to the Interlocal is attached.

**ANALYSIS:**

The work anticipated under Amendment 3 totals \$10,188, which represents a one year extension of the agreement at the original price. With additions previously approved under Amendments 1 and 2, the new maximum price for the Agreement is \$24,011. The 2013 expenditure would be \$10,188. We plan to use a portion of the \$50,000 Ecology Capacity Grant for this work. We have included this revenue and expense as line items in the 2013 Budget.

**MOTION:**

***Move to authorize Mayor Anderson to sign the attached Amendment 3 to the Interlocal Agreement with Skagit County Conservation District for activities related to NPDES Permit compliance in the amount of \$10,188.***



**AMENDMENT NO. 3**

To the INTERLOCAL COOPERATIVE AGREEMENT  
Dated October 18, 2011  
Between The City of Sedro-Woolley, Washington  
And Skagit Conservation District

This Amendment revises the above contract as follows:

**Section 1 – General Purpose** is revised added to this agreement as follows:

The City will reimburse the District in an amount not to exceed Twenty-four Thousand Eleven Dollars (\$24,011).

**Section 3 – Terms of Agreement** is revised added to this agreement as follows:

The term of this agreement shall be effective upon the date of mutual execution through December 30, 2013, unless terminated pursuant to the terms herein.

**Section 4 – Manner of Payment** is revised added to this agreement as follows:

4.3 The maximum funding to be provided by the City to the District pursuant to this Agreement is limited to a total amount not to exceed Twenty-four Thousand Eleven Dollars (\$24,011).

**Exhibit A – Scope of Work and Schedule, Task 1-2 Watershed Masters Volunteer Training Program** is revised as follows:

Total Cost 2011-2013: \$4,500

- Plus 10% Administrative Fee = \$4,950

**Exhibit A – Scope of Work and Schedule, Task 2-2 Resource Materials/Education for Local Schools** is revised as follows:

Total Cost 2011-2013: \$3,300

Plus 10% Administrative Fee = \$3,630

All other terms and conditions remain as per the original agreement.

**Exhibit A – TOTAL COSTS 2011-2013 ALL TASKS** **\$24,011**

DATED this 15th day of November, 2012.

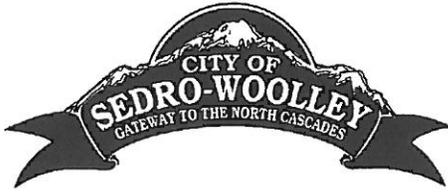
CITY OF SEDRO-WOOLLEY  
A Washington municipal corporation

By: \_\_\_\_\_  
Mike Anderson, Mayor

CONTRACTOR:

Skagit Conservation District

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



CITY COUNCIL AGENDA  
REGULAR MEETING

CITY OF SEDRO-WOOLLEY  
Sedro-Woolley Municipal Building  
325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-0771  
Fax (360) 855-0733

NOV 14 2012

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

Mark A. Freiberger, PE  
Director of Public Works

---

MEMO TO: City Council and Mayor Mike Anderson  
FROM: Mark A. Freiberger, PE  
RE: **Possible Sole Source Resolution for Mountain View Estates Stormwater Pump Station Control Panel Design and Fabrication**  
DATE: October 31, 2012 (for Council action November 14, 2012)

**ISSUE**

Should council move to approve Resolution \_\_\_\_\_ authorizing Mark Freiberger, Public Works Director, to order one new pump control panel from SCADA & Controls Engineering, Inc. of Bothell, WA in the amount of \$18,145.14 per Quotation A134, including all design, drawings, programming, startup, control panel, level sensor and radio equipment to replace the existing Mountain View Estates Stormwater Pump Station control panel?

**BACKGROUND/DISCUSSION**

The city assumed control and ownership of the Mountain View Estates Stormwater Pump Station as part of the provisions of Interlocal Agreement C20120252, which transferred responsibility for the operation and maintenance of Brickyard Creek from Skagit County to the City. The control panel for this station was installed in 1991, and is a bare bones unit, lacking capacity to link to our control and reporting system located at the Wastewater Treatment Facility. In addition, the existing panel includes damaged components requiring repair or replacement. Under the provisions of C20120252, the city has requested authorization to use funds from the Sedro-Woolley Sub-flood Control District fund balance for upgrade of this station to our requirements. Skagit County has approved this request, as noted in the attached correspondence.

The city has a professional services contract with SCADA & Controls Engineering, Inc. for maintenance and upgrades to our SCADA system. SCADA has designed our most recent control panels to conform to our requirements, and is intimately familiar with our system and requirements. We obtained the attached quotation from SCADA totaling \$18,145.14 including sales tax to design and fabricate the panel needed for the stormwater station upgrade, and to perform the necessary modifications to our SCADA system. We would obtain a separate quotation from an electrical contractor to install the equipment, once we have plans in hand. The installation work is estimated at \$8,000. The total cost for the project is estimated at \$28,800, all to be funded by the SWSFCD funds.

We have included this as a line item in the 2013 Budget. We request authorization to place the order in 2012 in anticipation that the panel will be delivered in late December 2012 and installed shortly thereafter.

**FINANCE**

The work will be funded as follows:  
425.000.039.596.80.61.00 Capital Projects, Stormwater - \$28,800 budgeted for 2013, including the panel design and fabrication at \$18,145.14 and installation estimated at \$8,000.

**MOTION:**

***Move to approve Resolution \_\_\_\_\_ authorizing Mark Freiberger, Public Works Director, to order one new pump control panel from SCADA & Controls Engineering, Inc. of Bothell, WA in the amount of \$18,145.14 per Quotation A134, including all design, drawings, programming, startup, control panel, level sensor and radio equipment to replace the existing Mountain View Estates Stormwater Pump Station control panel.***

## Resolution No. \_\_\_\_-12

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, WAIVING COMPETITIVE BIDDING REQUIREMENTS FOR THE PURCHASE OF A PUMP STATION CONTROL PANEL FROM SCADA & CONTROLS ENGINEERING, INC., OF BOTHELL, WA FOR THE PURPOSE OF REPLACING THE OBSOLETE CONTROL PANEL AT THE MOUNTAIN VIEW ESTATES STORMWATER PUMP STATION AND AUTHORIZING THE PURCHASE OF THE SAME**

**WHEREAS**, in Smith v. Seattle, 192 Wn.2d 64, 72 P.2d 588 (1937), the Washington Supreme Court held that cities have the right to specify a particular brand of article for purchase by public contract, even where such article is held in a monopoly by a single supplier; and

**WHEREAS**, the Sedro-Woolley Wastewater Treatment Department has requested that the City Council authorize the purchase of a pump station control panel designed and fabricated by SCADA Controls & Engineering, Inc., to replace the obsolete control panel units at the City's Mountain View Estates Stormwater Pump Station; and

**WHEREAS**, the Sedro-Woolley Wastewater Treatment Plant SCADA Control System was designed and is currently maintained by SCADA & Controls Engineering, Inc., of Bothell, WA; and

**WHEREAS**, there is SCADA & Controls Engineering, Inc., of Bothell, WA is the only source for dedicated SCADA system design compatible with the City's SCADA system; and

**WHEREAS**, RCW 35.23.352(9), as amended by chapter 120, laws of 1987, authorizes the City Council to waive competitive bidding requirements for purchasing when the purchase is clearly and legitimately limited to a single source of supply in the near vicinity

**NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** Based upon the preceding legislative findings, the City Council hereby declares that the purchase of the Mountain View Estates Stormwater Pump Station Control Panel is clearly and legitimately limited to a single source of supply in the near vicinity of Sedro-Woolley and that the sole source of supply is SCADA & Controls Engineering, Inc., of Bothell, WA.

**Section 2.** Based upon the preceding legislative findings, the competitive bidding requirements for the City of Sedro-Woolley are hereby waived and the Sedro-Woolley Wastewater Department is authorized to purchase one each stormwater pump station control panel, including design, drawings, programming, startup, level sensor and radio equipment as requested to replace obsolete control panel at the Mountain View Estates Stormwater Pump Station.

**Section 3.** This resolution shall take effect immediately upon passage.

RESOLVED this 14th day of November, 2012 and signed in authentication of its passage this 15th day of November, 2012.

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MAYOR

ATTEST:

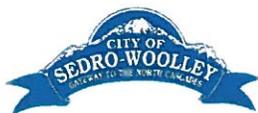
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FINANCE DIRECTOR

APPROVED AS TO FORM:

---

CITY ATTORNEY



# PURCHASE ORDER CITY OF SEDRO-WOOLLEY

Purchase Order No. 2012-PO-05

Product New Pump Control Panel – Cultus Mountain Pump Station

Vendor Name SCADA & Controls Engineering Inc.

Vendor Address 2020 Maltby Road, Ste 7, PMB 170, Bothell, WA 98021

Vendor Contact Michael J. Smith, PE      Phone    206-354-1779      Email    smith@scadace.com

Ship To Sedro-Woolley Wastewater Treatment Plant  
401 Alexander Street, Sedro-Woolley, WA 98284

City Contact Debbie Allen                      Phone    360-856-1100      Email    dallen@ci.sedro-woolley.wa.us

City Department Stormwater      Budget (BARS) No. 425.000.039.596.80.61.00

## DESCRIPTION OF PRODUCT

- \_\_\_\_\_
- Per attached quote dated September 4, 2012.

## COMPENSATION

- LUMP SUM – Compensation for services shall be a lump Sum of \_\_\_\_\_
- QUANTITY AND UNIT PRICE – Compensation for the product will be on a Quantity and Unit Price basis, not to exceed \$18,145.14 (includes sales tax) \_\_\_\_\_ without written authorization.
- Approved budget attached (If applicable.)

## SCHEDULE The Vendor shall deliver the product and services as described above:

- By December 31, 2012
- In accordance with the attached schedule.

## APPROVED

CITY OF SEDRO-WOOLLEY

By: Mark A. Freiberger, Director of Public Works

Signature \_\_\_\_\_

Date \_\_\_\_\_



SCADA & Controls Engineering, Inc.  
2020 Maltby Rd Ste 7 PMB170  
Bothell, WA 98021

PHONE (206) 354-1779  
FAX (425) 806-5056  
E-MAIL smith@scadace.com  
WEB SITE www.scadace.com

September 4, 2012

Sedro Woolley WWTP  
401 Alexander Dr  
Sedro Woolley, WA 98284

Ref: Cultus Mountain Pump Station Controls

Quote: A134

Attn: Debbie Allen

**Scope of Work**

Provide new pump control panel with integrated PLC controls for automatic pump control and reporting to SCADA over existing radio network.

Quote includes all design, drawings, programming, startup, control panel, level sensor, and radio equipment.

Quote does not include installation of panel/instrumentation or any electrical installation such as conduits or external wiring. A licensed electrician should be used for these tasks.

**Price**

Total of items above	<u>\$ 16,770.00</u>
Sales Tax at 8.2%	<u>\$ 1,375.14</u>
Total	<u>\$ 18,145.14</u>

Please call if you have any questions.

Sincerely,

Michael J. Smith, P. E.  
Project Manager / Professional Engineer  
SCADA and Controls Engineering, Inc.



# SKAGIT COUNTY PUBLIC WORKS DEPARTMENT

1800 Continental Place, Mount Vernon, WA 98273-5625  
(360) 336-9400 FAX (360) 336-9478

October 16, 2012

Mark Freiburger, Public Works Director  
City of Sedro-Woolley  
325 Metcalf Street  
Sedro-Woolley, WA 98284

Dear Mr. Freiburger:

The City of Sedro-Woolley has requested approval from the County to replace the control panel at the Mountain View Estates Stormwater Pump Station; the City estimates the work to total \$28,000 including contingency. This work is in compliance with paragraph 2.3 of your Interlocal Cooperative Agreement with the County (#C20120252).

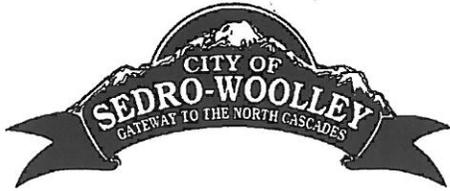
This letter provides my authorization for you to begin work on the Mountain View Estates Pump Station control panel replacement.

Sincerely,

  
Henry Hash  
Director of Public Works

cc: Janice Flagan, Surface Water Section Manager  
Project File  
Correspondence

OCT 23 2012



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

Mark A. Freiberger, PE  
Director of Public Works/City Engineer

---

October 15, 2012

Jan Flagan  
Surface Water Section Manager  
Skagit County Public Works  
1800 Continental Place  
Mount Vernon, WA 98273

RE: Request for Funds Authorization  
Cultus Mountain Pump Station Control Panel Replacement  
Contract C20120252 Sedro-Woolley Subflood Control District Funds

Dear Jan,

This is to request funding authorization per Section 2.3 of Contract C20120252 for replacement of the control panel at the Mountain View Estates Stormwater Pump Station. This facility was included in the facilities transferred to the city under Contract Section 2.5. The existing panel was installed in 1991, and is a bare bones unit. It does not have alarm or remote reporting capability, and is not compatible with our SCADA reporting system. In addition, one of the motor starters included in the panel is partially burned out and requires replacement. Our plan is to bring the panel up to current standards, which will allow for remote monitoring and alarm response.

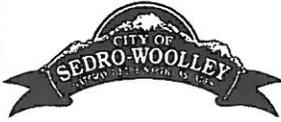
Our estimate for the work is attached, totaling \$28,800 including contingency. We anticipate order of the new panel in 2012 and installation in early 2013. The electrical work will be done under our 2013 On-Call Agreement. The estimate is based on a similar project completed in 2012.

Thank you for your consideration.

Yours truly,

Mark A. Freiberger, PE  
Director of Public Works

Cc: Debbie Allen, Wastewater Superintendent



**Engineer's Estimate**

**Mountainview Estates Stormwater Pump Station Panel Replacement**

By: Mark A. Freiburger, PE, Director of Public Works

Date: October 15, 2012

**Unit Estimate**

Item No.		Estimated Quantity	Unit	Unit Price	Total Amount
1	Electrical Services to remove and replace panel	1	LS	\$8,000.00	\$8,000.00
2	Panel Fabrication & Start up costs per SCE Quotation	1	LS	\$18,145.14	\$18,145.14
	<b>SUBTOTAL</b>				<b>\$26,145</b>
	<b>TAX 8% (ITEMS 16, 20, 21)</b>				<b>incl</b>
	<b>TOTAL</b>				<b>\$26,145</b>
	<b>CONTINGENCY</b>			<b>10%</b>	<b>\$2,615</b>
	<b>TOTAL ESTIMATE, ROUNDED</b>				<b>\$28,800</b>

NOV 14 2012

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

# Memorandum

**To:** Mayor Anderson and City Council

**From:** Patsy Nelson *Patsy*

**Date:** 11/6/2012

**Re:** 2013 Budget Ordinance Hearing

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## Recommended Action

Staff recommends the Council move to set a public hearing to consider adoption of the 2013 Budget Ordinance on Wednesday, November 28, 2012 at 7:00 p.m.

NOV 14 2012

**RESOLUTION NO.**

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

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY DECLARING  
CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION**

**WHEREAS**, the City has acquired the property and/or equipment identified herein; and

**WHEREAS**, the property and/or equipment identified is surplus to the needs of the City; now, therefore,

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY AS FOLLOWS:**

**Section 1.** The City Council does hereby declare the following to be surplus:

City of Sedro-Woolley Purchased Property:

<u>Quantity</u>	<u>Make</u>	<u>Model</u>
6	Colt	AR/15A3.223 rifle
1	Colt	SP1/.223 rifle

City of Sedro-Woolley Seized Property (RCW 69.50.505):

<u>Make</u>	<u>Model</u>
S&W	Revolver
n/a	Black powder Revolver
S&W	top break Revolver
Howa	Bolt Action Rifle
Rem	870 Shotgun
Rem	870 Tac Shotgun
Tikka	Bolt Action Rifle
Dakota	.357 Revolver

**Section 2.** The Police Lieutenant is directed to trade-in the surplus property for additional property for police department use, for the best available value, in any manner he determines to be in the best interest of the City and execute any necessary paperwork to effectuate the transfer.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this 14<sup>th</sup> day of November, 2012:

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Mike Anderson, Mayor

Attest:

---

Patsy Nelson, Finance Director

Approved as to form:

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Eron Berg, City Attorney

**National Hospice and Palliative Care Month – November 2012**

CITY COUNCIL AGENDA  
REGULAR MEETING

NOV 14 2012

Office of the Mayor  
Sedro-Woolley, Skagit County, WA

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 4

**PROCLAMATION**

WHEREAS, hospice and palliative care provide the highest quality of care to patients and families and bring comfort, love and respect for all those they serve in communities across the nation and here in Sedro-Woolley, WA;

WHEREAS, hospice care and palliative care providers take the time to ask what's important to those they are caring for – and listen to what their patients and families say;

WHEREAS, hospice and palliative care professionals—including physicians, nurses, social workers, therapists, counselors, health aides, and clergy—providing comprehensive and compassionate care that make the wishes of each patient and family a priority;

WHEREAS, through pain management and symptom control, caregiver training and assistance, and emotional and spiritual support, allowing patients to live fully up until the final moments, surrounded and supported by the faces of loved ones, friends, and committed caregivers;

WHEREAS, the provision of quality hospice and palliative care reaffirms our belief in the essential dignity of every person, regardless of age, health, or social status, and that every stage of human life deserves to be treated with the utmost respect and care;

WHEREAS, every year more than 1.6 million Americans living with life-limiting illness, and their families, received care from the nation's hospice programs in communities throughout the United States;

WHEREAS, more than 468,000 trained volunteers contribute 22 million hours of service to hospice program annually;

WHEREAS, hospice and palliative care providers encourage all people to learn more about options of care and to share their wishes with family, loved ones, and their healthcare professionals;

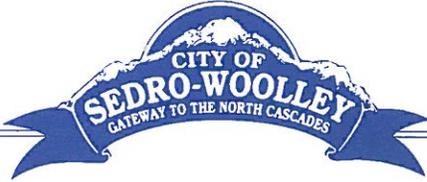
NOW, THEREFORE, be it resolved that I, Mike Anderson, Mayor of Sedro-Woolley, WA, by virtue of the authority vested in me, do hereby proclaim November 2012 as **National Hospice and Palliative Care Month** and encourage citizens to increase their understanding and awareness of care at the end of life and to observe this month with appropriate activities and programs.

IN WITNESS WHEREOF, I have hereunto set my hand this 14<sup>th</sup> day of  
November, 2012 and caused this seal to be affixed.

NOV 14 2012

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

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SUBJECT: PUBLIC COMMENT

Name:  
Address:  
Narrative:

NOV 14 2012

7:00 P.M. COUNCIL CHAMBERS  
AGENDA NO. 12

# Memorandum

**To:** Mayor Anderson and City Council  
**From:** Patsy Nelson  
**Date:** 11/6/2012  
**Re:** Property Tax Levy Ordinances Public Hearing (first reading)

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**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 2013 tax request is \$210,000 which is the same as 2009, 2010, 2011 and 2012.

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 and annexation). The Department of Revenue calculates the rate of inflation based upon the percentage change in the IPD. For the 2013 tax year the change in the IPD is 1.295% which limits the 2013 property tax to 101% of the 2012 dollar amount of tax (plus any new construction & annexations).

The Skagit County Auditor's Office has issued the City's preliminary assessed valuation of \$695,958,555 for the regular levy which is \$24,426,335 less than last year. The decrease in assessed valuation will increase the tax rate. Attached are preliminary tax rate calculations based upon a tax increase of 1% of the highest lawful levy which results in an estimated tax rate of 2.59924, below the statutory maximum rate of 3.3750. As the Mayor is recommending a 0% tax increase, the tax rate will be less than estimated above. The final assessed valuations and resulting tax rate, will not be known until January/February, 2013.

If the Council were to decide upon a levy increase in the amount of 1%, it would result in \$17,619 of additional property tax; and a levy increase at the highest lawful levy would result in \$35,145 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 tax increase is not limited to the general fund; it may be restricted for specific items such as the acquisition of land, payment of debt etc.

The attached ordinance is consistent with the Mayor's preliminary budget which reflects 2013 property taxes at the same dollar amount as 2012 (plus new construction & annexations).

Other general fund revenues are anticipated to remain at their current level or with slight increases extending through 2013. All indicators predict a long, slow economic recovery.

ORDINANCE NO. -11

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY APPROVING THE PROPERTY TAX LEVY AT AN INCREASE OF 0%.

WHEREAS, The City Council of the City of Sedro-Woolley has properly given notice of the public hearing held November 14, 2012, to consider the City of Sedro-Woolley 2013 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 \$1,761,865; 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 2013 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 28th DAY OF NOVEMBER, 2012.

\_\_\_\_\_  
Mike Anderson, Mayor

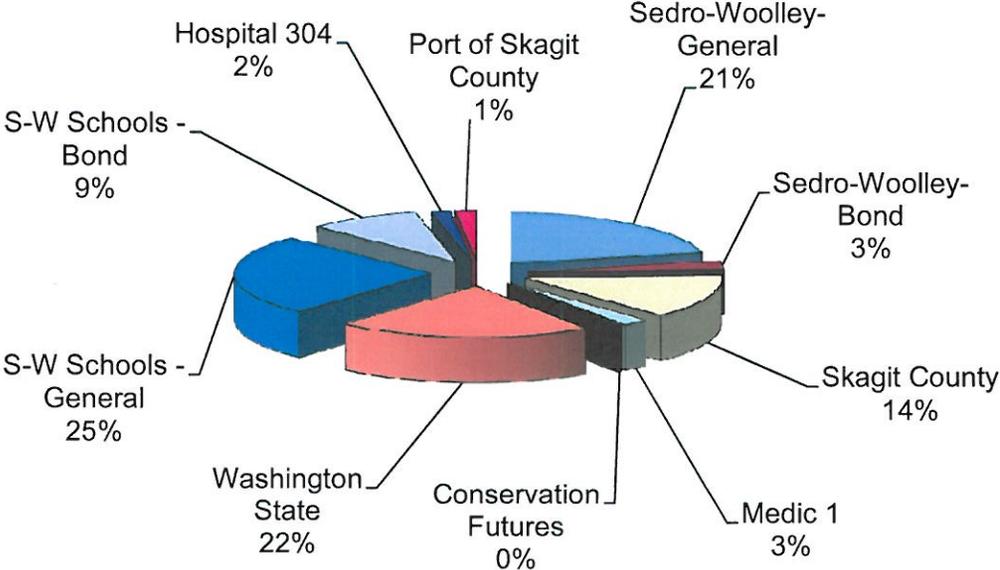
ATTEST:

\_\_\_\_\_  
Finance Director

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

# 2012 Property Tax



**PRELIMINARY ASSESSED VALUE  
FOR COMPUTATION OF PROPERTY  
LEVY FOR DISTRICTS WITH  
POPULATION MORE THAN 10,000  
2012 LEVY FOR 2013 TAXES**

**TAXING DISTRICT: City of Sedro Woolley**

**Tax Base for Regular Levy**

1. Preliminary total district taxable value (excluding boats, timber assessed value and senior citizen exemptions from regular levy). Tax base for regular levy:	\$683,885,190
2. 2012 State Assessed Utility value:	\$12,073,365
<b>Preliminary Total Tax Base for Regular Levy</b>	<b><u>\$695,958,555</u></b>

**Tax Base for Excess and Voted Bond Levies**

3. Less assessed value of the senior citizen/disability exempt property:	\$13,874,140
4. Plus 2013 Timber Assessed Value (TAV):	\$0
5. Tax Base for Excess and Voted Bond Levies (1+2-3+4):	<b><u>\$682,084,415</u></b>

**PRELIMINARY  
LEVY LIMIT CALCULATION  
2012 LEVY FOR 2013 TAXES**

<p><b>A.</b> Highest regular tax which could have been lawfully levied beginning with the 1985 levy.</p> <p>Year: 2012                      \$1,779,218              X              101%      =</p>	\$1,797,010
<p><b>B.</b> Current year's assessed value of new construction and improvements in original district before the annexation occurred times last years levy rate.</p> <p>A.V.                      \$4,913,200                      X 2.4322859014 / \$1,000 =</p>	\$11,950
<p><b>C.</b> Current year's assessed value of state assessed property in original district if annexed, less last years value of state assessed property. The remainder to be multiplied by last year's regular levy rate.</p> <p>\$ _____ - \$ 12,073,365 = \$ _____</p> <p style="margin-left: 40px;">Current Yr. A.V.                      Previous Yr. A.V.                      Remainder</p> <p>\$ _____ X \$ 2.4322859014 / \$1,000 =</p> <p style="margin-left: 40px;">Remainder                      Last Years Levy Rate</p>	
<p><b>D.</b> Regular Property Tax Limit: A+B+C =</p>	<b><u>\$1,808,960</u></b>

**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

$$\$1,808,960 \quad / \quad \$695,958,555 = \quad 2.59924 \quad *$$

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

**\$2.59924**

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

CITY COUNCIL AGENDA  
REGULAR MEETING

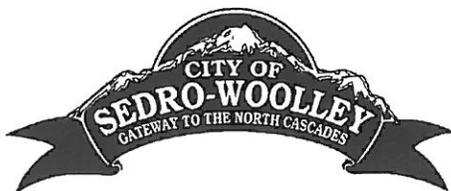
NOV 14 2012

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

**CITY OF SEDRO-WOOLLEY**

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

Eron M. Berg  
City Supervisor/City Attorney



MEMO TO: City Council  
FROM: Eron Berg  
RE: Utility Rate Ordinances  
DATE: November 14, 2012

ISSUE: Should the Council adopt the draft ordinances increasing sewer, storm drainage and solid waste utility rates by the amount of the Consumer Price Index?

BACKGROUND: *This item is on your agenda tonight for a public hearing, a second reading and for requested action. There are no changes to the proposed ordinances since the first reading.*

This item was discussed at the City Council's Utilities Committee on October 15<sup>th</sup> with a recommendation that the utilities' rates be increased by the amount of the Consumer Price Index increase from June 2011 to June 2012 which is 2.7%. The committee also recommended that staff conduct a rate study for the sewer utility in the spring of 2013 to address the assumptions of the prior rate study regarding connection fees, monthly rates and debt service.

The draft 2013 budget includes increases in utility costs as follows: sewer, 5.02%, solid waste, 4.02% and storm drainage, 31.57%. The storm drainage increase is offset by additional revenue from grants and from Skagit County for BYC maintenance and repairs to the Cultus Mountain Pump Station. The increases in the cost of doing business are primarily from personnel costs, energy costs and general inflationary pressure on outside goods and services. The committee recommended increase will help the utilities to remain financially solvent and will reduce our dependence on beginning cash or reserve funds which we have relied heavily on (as well as cuts in expenditures) during the economic downturn to reduce the impact on ratepayers. The 2013 draft budget includes the use of cash for the solid waste utility and some reserve funds for the sewer utility, a trend which we must reverse to ensure fiscal sustainability.

These ordinances are scheduled for public hearings on your November 14, 2012 meeting.

RECOMMENDATION: *Following the public hearings:*

1. Motion to adopt Ordinance \_\_\_\_-12, an ordinance increasing the fees and charges for use of the City of Sedro-Woolley Sanitary Sewer System by 2.7%.
2. Motion to adopt Ordinance \_\_\_\_-12, amending the fees and charges for use of the City of Sedro-Woolley storm and surface water utility System by 2.7%.

3. Motion to adopt Ordinance \_\_\_\_-12, an ordinance amending SWMC 8.04.075 to increase solid waste rates and charges by 2.7%.

**AN ORDINANCE INCREASING THE FEES AND CHARGES FOR USE OF THE CITY OF SEDRO-WOOLLEY SANITARY SEWER SYSTEM BY THE CONSUMER PRICE INDEX**

WHEREAS, the City Council of the City of Sedro-Woolley updated its Sanitary Sewer Capital Facilities Plan in 2008, and

WHEREAS, the work identified by the City will cost about \$15,133,000.00; most of which has already been spent to increase capacity and eliminate a long-standing moratorium, and

WHEREAS, the City used PWTF monies to the extent possible, to achieve a lower cost of funds, and

WHEREAS, the City hired consultants who made recommendations concerning the allocation of the cost of construction between connection fees and charges and monthly user fees, and

WHEREAS, the number of connection fees has been substantially less than planned for in the allocation; and

WHEREAS, the cost of doing business continues to increase and one measure of that increase is the Consumer Price Index for Seattle-Bremerton-Tacoma which increased 2.7% from June of 2011 to June of 2012; and

WHEREAS, the City Council desires to balance the financial stability and fiscal sustainability of its utilities with the services needed by the community; and

WHEREAS, the City Council finds that it is in the interests of the public health, safety and welfare to adopt the fee schedules set forth below, now therefore,

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

**Section 1:** SWMC Section 13.30.010 is hereby amended to read as follows:

*13.30.010 Effective date.*

Commencing on January 1, 2013, the sewer service charges specified in this chapter shall take effect. For buildings which have a public sewer available after that date, a sewer service charge shall commence thirty days after such public sewer has been available and notice of such availability is given.

**Section 2:** SWMC Section 13.30.020 is hereby amended to read as follows:

*13.30.020 Residential rates.*

Unless exempt from connection to the sewer, there shall be charged to each single residential dwelling unit (including mobile or manufactured homes on individual lots or in a

mobile home park), and to each unit of a residential duplex (two units) or triplex (three units) dwelling, to which sewer service is available a basic monthly sewer service charge as follows:

January 1, 2013 and thereafter:        ~~\$53.25~~ \$54.68

The City Council shall review and adjust these rates annually or as needed.

**Section 3:** SWMC Section 13.30.040 E is hereby amended to read as follows:

*13.30.040    Nonresidential schedule and other provisions.*

E. The volume rate shall be as follows:

January 1, 2013 and thereafter                ~~\$5.00~~ \$5.13  
per 100  
cubic feet

**Section 4.** The effective date of this ordinance shall be January 1, 2013, more than 5 days after passage and publication.

Passed and approved this \_\_\_\_ day of November, 2012.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Finance Director

Approved as to form:

\_\_\_\_\_  
City Attorney

Filed with the City Clerk:        October 17, 2012  
Public Hearing:                        November 14, 2012  
First Reading:                        October 24, 2012  
Second Reading:                      November 14, 2012  
Passed by the City Council:  
Date of Publication:  
Effective Date:

**ORDINANCE NO. \_\_\_\_\_-12**

**AN ORDINANCE AMENDING THE FEES AND CHARGES FOR USE OF THE CITY OF SEDRO-WOOLLEY STORM AND SURFACE WATER UTILITY SYSTEM BY THE AMOUNT OF THE CONSUMER PRICE INDEX**

**WHEREAS**, the City has established a Stormwater Utility; and

**WHEREAS**, the purpose of this utility is to collect funds to regulate and operate a system of collection and treatment of storm and surface water; and

**WHEREAS**, it is recognized that storm and flood control measures benefit all citizens of Sedro-Woolley; and

**WHEREAS**, the cost of doing business continues to increase and one measure of that increase is the Consumer Price Index for Seattle-Bremerton-Tacoma which increased 2.7% from June of 2011 to June of 2012; and

**WHEREAS**, the City Council desires to balance the financial stability and fiscal sustainability of its utilities with the services needed by the community; and

**WHEREAS**, the City Council finds that it is in the interests of the public health, safety and welfare to adopt the fee schedules set forth below, now therefore,

**NOW THEREFORE, THE CITY COUNCIL DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION 1.** SWMC 2.46.080 is amended to read as follows:

It is the intention of the city to impose a baseline standard residential storm drainage fee equaling five dollars and ~~twenty-five~~ thirty nine cents per month. This equivalent residential unit (ERU) fee is based on the assumption that the average single-family lot equals approximately ten thousand square feet.

The fees for other customer classifications shall use this ten thousand square-foot ERU baseline as the basis for the calculation of the fee.

**SECTION 2.** SWMC 2.46.090 is amended to read as follows:

The following ERU-derived fees shall apply. The derived ERU-based fees shall be billed in whole units and are billed to the next higher unit (for example, if a parcel has a forty-three thousand five hundred square-foot area, the parcel's owner would be billed for five ERUs; if a parcel has two thousand square-foot area, the parcel's owner would be billed for one ERU) and in no case shall the ERU-based fee be less than five dollars and ~~twenty five~~ thirty nine cents.

Class 1 customers includes all single-family residential units and all multifamily and condominium units with one unit. Class 1 fee: five dollars and ~~twenty five~~ thirty nine cents per month per unit.

Class 2 customers includes all multifamily units and condominium with two or more units. Class 2 fee: fifty percent of the Class 1 fees on a per-unit basis.

Class 3 customers includes all commercial and industrial customers. Class 3 fee: five dollars and ~~twenty five~~ thirty nine cents per month for every ten thousand square feet of land area or ten dollars and ~~fifty~~ seventy eight cents per month for every ten thousand square feet of impervious surface.

Class 4 customers includes all public-use customers (schools, hospitals, churches, government buildings, etc.). Class 4 fee: five dollars and ~~twenty five~~ thirty nine cents per month for every ten thousand square feet of land area or ten dollars ~~fifty~~ seventy eight cents per month for every ten thousand square feet of impervious surface.

Class 5 customers includes all mixed-use structures. Class 5 fee: five dollars and ~~twenty five~~ thirty nine cents per month per commercial unit for every ten thousand square feet of land area and five dollars and ~~twenty five~~ thirty nine cents per month for every residential unit. However, should there be more than three residential units, the fee shall be fifty percent of the Class 1 fees on a per-unit basis.

**SECTION 3.** These fees shall be imposed and become effective for the billings mailed out by the City in February 2013 for services provided in January 2012.

**SECTION 5.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, clause or phrase of this ordinance.

**SECTION 6.** This ordinance shall be effective five (5) days after passage and publication as provided by law.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2012, and signed in authentication of its passage this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Mike Anderson, Mayor

Attest:

\_\_\_\_\_  
Patsy Nelson, Finance Director

Approved as to form:

---

Eron Berg, City Attorney

Filed with the City Clerk:	October 17, 2012
Public Hearing:	November 14, 2012
First Reading:	October 24, 2012
Second Reading:	November 14, 2012
Passed by the City Council:	
Date of Publication:	
Effective Date:	

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 8.04.075 OF THE SEDRO-WOOLLEY MUNICIPAL CODE TO INCREASE SOLID WASTE UTILITY RATES AND CHARGES BY THE CONSUMER PRICE INDEX**

WHEREAS, the cost of doing business continues to increase and one measure of that increase is the Consumer Price Index for Seattle-Bremerton-Tacoma which increased 2.7% from June of 2011 to June of 2012; and

WHEREAS, the City Council desires to balance the financial stability and fiscal sustainability of its utilities with the services needed by the community; and

WHEREAS, notice of this pending rate change was published in the City's newspaper of record on \_\_\_\_\_, 2012 and \_\_\_\_\_, 2012 and a public hearing was held on November 14, 2012; and

WHEREAS, the City Council finds that adoption of the user fees set forth in this ordinance will support the operation of the refuse collection system with the lowest possible rates; and

WHEREAS, the City Council finds that it is in the interests of the public health, safety and welfare to adopt the fee schedules set forth below, now therefore;

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

**Section 1:** SWMC 8.04.075 is amended to read as follows:

**8.04.075 Collection charges.**

Charges for refuse and garbage collection and disposal shall be compulsory. Charges not paid within twenty-five days of billing date shall be delinquent and the charge may become a lien against the property which is serviced by the garbage collection and disposal system. The city, at its discretion, may also reduce or eliminate service on delinquent accounts.

A. The charges for regular weekly garbage service shall be as follows:

1. Table 1: Residential.

**Monthly Charge with One Pickup Per Week**

Type of Service	Garbage	Recycling	Total
Residential, 20-gal. can	\$8.34	\$2.50	\$10.84
	<u>\$8.56</u>	<u>\$2.56</u>	<u>\$11.12</u>
Residential, 32-gal. can	15.77	2.50	18.27
	<u>16.19</u>	<u>2.56</u>	<u>18.75</u>
Residential, 68-gal. can	22.87	2.50	25.37
	<u>23.48</u>	<u>2.56</u>	<u>26.04</u>

Residential, 96-gal. can	<del>30.54</del> <u>31.36</u>	<del>2.50</del> <u>2.56</u>	<del>33.04</del> <u>33.92</u>
Residential, low income	80% of applicable residential rate		

2. Residential includes single-family, duplex, triplex and condominium residences. Each living unit of such residences shall be subject to the rates established in this chapter.

3. Table 2: Commercial and Multifamily.

Commercial, 32-gal. can	\$ <del>17.84</del> <u>18.32</u>		
Commercial, 68-gal. can	<del>28.34</del> <u>29.10</u>		
Commercial, 95-gal. can	<del>38.59</del> <u>39.63</u>		
Commercial, 1-yard container	<del>78.20</del> <u>80.31</u>	Each extra pickup	<del>70.20</del> <u>72.09</u>
Commercial, 2-yard container	<del>103.40</del> <u>106.19</u>	Each extra pickup	<del>94.40</del> <u>96.94</u>
Commercial, 3-yard container	<del>154.00</del> <u>158.15</u>	Each extra pickup	<del>142.00</del> <u>145.83</u>
Commercial, 4-yard container	<del>202.80</del> <u>208.27</u>	Each extra pickup	<del>186.80</del> <u>191.84</u>
Commercial, 6-yard container	<del>299.20</del> <u>307.27</u>	Each extra pickup	<del>279.20</del> <u>286.73</u>
Commercial, 8-yard container	<del>400.00</del> <u>410.80</u>	Each extra pickup	<del>377.00</del> <u>387.17</u>
Commercial, 30-yard container	\$150.00 haul fee, actual charges for disposal, and \$50.00 delivery fee, plus rental fee of \$50.00 per month		
Multifamily, apartments, cabin courts and trailer park units, etc.	Applicable commercial rate plus <del>\$2.50</del> <u>2.56</u> per unit for recycling		

B. If more than one pickup per week is required on a continuing basis and the customer is utilizing a container smaller than eight-yard capacity, a larger container shall be required. The city may at its discretion authorize more than one pickup per week under the following conditions:

1. Where the largest container provided by the city is not adequate for the amount of waste generated;
2. Where more than one pickup per week is required to maintain proper health and sanitation;
3. Where a larger container cannot reasonably be placed on the customer's property due to space limitation.

C. In cases where additional pickups are requested due to the use of container on construction sites or other temporary uses or to accommodate temporary increases in the amount of waste generated, additional pickups shall be made at the rate set forth as follows for both residential and commercial customers:

1-yard container	\$ <del>26.00</del> <u>26.70</u> for each pickup
2-yard container	<del>46.00</del> <u>47.24</u> for each pickup
3-yard container	<del>71.00</del> <u>72.91</u> for each pickup
4-yard container	<del>81.00</del> <u>83.18</u> for each pickup
6-yard container	<del>121.00</del> <u>124.26</u> for each pickup
8-yard container	<del>161.00</del> <u>165.34</u> for each pickup

D. 1. A residential or commercial can (up to thirty-two gallons) may not contain in excess of sixty-five pounds per can in weight. The city may, in its discretion, empty a can weighing over sixty-five pounds. In that event, an additional fee of five dollars shall be charged.

2. If the cost to the city for emptying any container shall exceed the charges therefor, due to excessive weight or content, the city may proceed as set forth in subsection G of this section.

E. Yard Trimmings. Yard trimmings, including but not limited to weeds, grass, sod, trees, shrubs, foliage parts, rocks, cement or other material not generally considered regular household refuse, shall be excluded from sanitation collection services unless special arrangements are made with the sanitation department. Extra charges for such collection shall be determined by the mayor or his designee.

F. Interest Charges. All charges for sanitation services shall be due and payable when rendered. Sanitation service charges shall be delinquent if not paid in full within twenty-five days after the date of billing. Delinquent charges shall bear interest at the rate of eight percent per annum beginning on the first day of the month following delinquency until paid in full. In addition, a late penalty of ten dollars shall be charged for any solid waste account that is delinquent for more than sixty days.

G. The mayor or his designee may charge any resident or customer such additional service charges when he or she determines that special circumstances make it necessary to do so in order to compensate the city for the actual cost of solid waste collection, disposal and administration, when the foregoing fee schedule is not adequate for this purpose. Any resident or customer may appeal the assessment of this additional charge to the city council. Notice of appeal shall be by written request to the city clerk within ten days of mailing of the bill or receipt of payment for such services by the city, whichever is less. The decision of the city council shall be final.

H. Rates include a three-and-six-tenths-percent state of Washington refuse tax.

**Section 2.** The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

**Section 3.** The effective date of this Ordinance shall be January 1, 2013.

Passed and approved this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Finance Director

Approved as to form:

\_\_\_\_\_  
City Attorney

Filed with the City Clerk:      October 17, 2012  
Public Hearing:                      November 14, 2012  
First Reading:                        October 24, 2012  
Second Reading:                      November 14, 2012  
Passed by the City Council:  
Date of Publication:  
Effective Date:

CITY COUNCIL AGENDA  
REGULAR MEETING

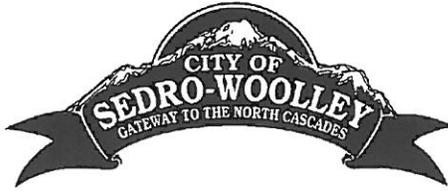
NOV 14 2012

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

CITY OF SEDRO-WOOLLEY

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

Eron M. Berg  
City Supervisor/City Attorney



---

MEMO TO: City Council  
FROM: Eron Berg  
RE: Union Cemetery rates  
DATE: November 14, 2012

ISSUE: Should the Council approve the attached ordinance increasing certain rates for services at the Sedro-Woolley Union Cemetery?

BACKGROUND: *This item is on your agenda for a second reading and requested action tonight. The ordinance has two changes since the first reading: a reduction in the amount of the opening/closing from \$750.00 to \$650.00 and the delayed effective date of the ordinance to January 1, 2013.*

The finance committee recently reviewed a rate study which shows that the Sedro-Woolley Union Cemetery rates are below market.

In 2012, the Council budgeted a subsidy of \$70,000.00 from property taxes to support the operations at Union Cemetery. Consistent with the Council's direction following last summer's retreat, these rate increases are intended to make the cemetery more self-sufficient and is also intended to be an alternative to privatization.

RECOMMENDATION: Motion to adopt Ordinance \_\_\_\_\_-12 increasing rates at Union Cemetery.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE AMENDING THE SEDRO-WOOLLEY MUNICIPAL CODE CHAPTER 2.80 TO INCREASE CERTAIN RATES AND CHARGES FOR THE SEDRO-WOOLLEY UNION CEMETERY

WHEREAS, the City of Sedro-Woolley proudly operates the Sedro-Woolley Union Cemetery; and

WHEREAS, fees and charges for use of the Sedro-Woolley Union Cemetery have not been updated since 2008; and

WHEREAS, a rate study reviewed by the finance committee indicates that rates at the Sedro-Woolley Union Cemetery are below market; and

WHEREAS, the City Council has budgeted to subsidize the operations of the Sedro-Woolley Union Cemetery by \$70,000.00 in 2012; and

WHEREAS, the City Council desires to increase rates and charges to more closely reflect market conditions and to minimize the amount of property tax dollars required to subsidize the operations at Sedro-Woolley Union Cemetery;

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

**Section 1.** SWMC 2.80.040 is amended as follows:

**2.80.040 Rates.**

The fees and charges charged by the city for services, items and spaces in Union Cemetery shall be as follows:

**BURIAL SPACE**

Burial Space (Includes space at <del>\$55700.00</del> ; endowment at <del>\$5100.00</del> and headstone setting at <del>\$100.00</del> )	\$ <u>800.00</u>
Double Burial Single Space (1 full body and 1 cremains or 2 cremains) <u>Requires purchase of burial space; fee for each additional burial.</u>	<u>\$300.00</u> <u>additional</u>
Triple Burial Single Space (1 full body and 2 cremains) <u>Requires purchase of burial space; fee for each additional burial.</u>	<u>\$300.00</u> <u>additional</u>
Opening/Closing (Includes tent, chairs, greens and equipment)	\$ <u>650.00</u>

Standard Size Concrete Liner (Includes purchase price and handling) (Oversize liner price on request)	\$650.00+ Sales Tax
Concrete Vault (Handling fee only)	\$175.00
Headstone Reset Fee	\$50.00

<u>Headstone Setting</u>	<u>\$150.00</u>
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### URN SPACE

Urn Space (Includes space at \$2350.00; endowment at \$5100.00 and headstone setting at \$100.00)	\$450.00
Double Burial Single Space <u>Requires purchase of burial space; fee for each additional burial.</u>	<u>\$300.00</u> <u>additional</u>
Opening/Closing (Includes tent, chairs and greens)	\$250.00
Opening/Closing (No tent, chairs or greens)	\$150.00
Urn Vault (Includes purchase price and handling)	\$100.00+ Sales Tax

<u>Headstone Setting</u>	<u>\$150.00</u>
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### BABY SPACE

Baby Space (Includes space at \$300.00; endowment at \$5100.00 and headstone setting at \$100.00)	\$400.00
Opening/Closing (Includes tent, chairs and greens)	\$300.00
Opening/Closing (No tent, chairs or greens)	\$150.00
Concrete Baby Liner (Includes purchase price and handling)	\$225.00+ Sales Tax
Combo (Liner/Casket) (Handling fee only)	\$75.00

<u>Headstone Setting</u>	<u>\$150.00</u>
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**COLUMBARIUM NICHE WALL**

Niche Space (Includes space at variable price by location; and endowment at \$100.00)*	Row 1 (top)	\$ <u>700.00</u>
	Row 2	\$ <u>650.00</u>
	Row 3	\$ <u>600.00</u>
	Row 4	\$ <u>550.00</u>
Opening/Closing (Includes tent, chairs and greens)		\$ <u>250.00</u>
Opening/Closing (No tent, chairs or greens)		\$ <u>150.00</u>
Inscription (Single shutter inscription)	\$150.00+ Sales Tax	

Includes full name, date of birth, date of death (up to twenty characters) extra charge per letter or number over twenty characters.

\* Single inurnments only.

**COLUMBARIUM NICHE WALL  
"ESTATE UNIT"**

Niche space* (11-7/8" x 11-7/8" x 15-1/2") (Includes space and endowment at \$ <u>100.00</u> )	
Niches 1 through 4	\$ <u>1,300.00</u> each
Niches 5 through 10	\$ <u>1,150.00</u> each
Niches 11 and 12	\$ <u>1050.00</u> each
Niches 13 and 14	\$ <u>950.00</u> each
2 plus cremains per niche	1-1/2 times single unit price
Opening/Closing (Includes tent, chairs and greens)	\$ <u>250.00</u>

Opening/Closing (No tent, chairs or greens)	\$150.00
Inscription (Single shutter inscription) Each cremains	\$150.00+ Sales Tax

Includes full name, date of birth, date of death (up to twenty characters) extra charge per letter or number over twenty characters.

\* Single inurnments only.

### ADDITIONAL LABOR CHARGES

Saturday Service (Standard Burial)	\$410.00
Saturday Service (Cremation)	\$205.00
Sunday/Holiday Service (Standard Burial)	\$530.00
Sunday/Holiday Service (Cremation)	\$265.00
Additional Headstone on Existing Grave Space	\$150.00***
Setting of Headstone Flower Vase	\$25.00
Chapel Services at 3:00 p.m. or Later	\$100.00

\*\*\* Maximum of two headstones per grave space.

Note: Any other charges shall be based on prevailing wages plus a ten percent administration fee.

### DISINTERMENT

Casket/any removal	\$850.00
Casket/Relocation within Union Cemetery	\$1,200.00
Urn/any removal	\$200.00
Urn/Relocation within Union Cemetery	\$300.00

Burials held on Saturday, Sunday or city-recognized holidays must be scheduled forty-eight hours in advance. Failure to give adequate notification will result in a double charge of the Saturday, Sunday or holiday rate. (See additional labor charges above.)

**Section 2.** SWMC 3.20.010 is amended to read as follows:

**3.20.010 Created—Deposits.**

There is created a fund designated as the “cemetery endowment fund,” into which shall be deposited all endowment funds collected by the city received from the private party from whom the cemetery is being purchased and into which shall be deposited at least ten percent of the proceeds received by the city from the sale of lots, tracts or parcels of land from the cemetery for burial purposes, which fund shall be kept permanently maintained and invested by the city pursuant to the provisions of applicable laws of the state of Washington, and the interest accruing therefrom shall be used in the care and upkeep of those portions of the cemetery which are designated, under the rules and regulations hereinafter provided for, as the endowment portions of the cemetery.

**Section 3.** This ordinance shall be effective January 1, 2013 which is more than five (5) days after passage and publication as required by law.

**Section 4.** The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this \_\_\_\_ day of \_\_\_\_\_, 2012, and signed in authentication of its passage this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Mike Anderson, Mayor

Attest:

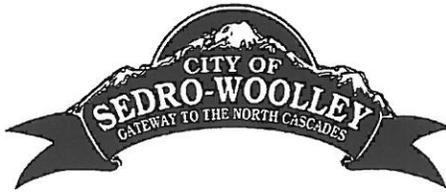
\_\_\_\_\_  
Patsy Nelson, Finance Director

Approved as to form:

\_\_\_\_\_  
Eron Berg, City Attorney

Filed with the City Clerk:            October 17, 2012

First Reading:	October 24, 2012
Second Reading:	November 14, 2012
Passed by the City Council:	
Date of Publication:	
Effective Date:	January 1, 2013



CITY COUNCIL AGENDA  
REGULAR MEETING

NOV 14 2012

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

**CITY OF SEDRO-WOOLLEY**  
Sedro-Woolley Municipal Building  
325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-9933  
Fax (360) 855-0733

Mark A. Freiberger, PE  
Director of Public Works

---

MEMO TO: City Council  
FROM: Mark A. Freiberger, PE  
RE: **Proposed Memorandum of Understanding with Sedro-Woolley School District and other Baseball Stakeholders regarding construction of a new Babe Ruth League Baseball Field at the SWSD Janicki Fields site.**  
DATE: November 7, 2012 (for Council action November 14, 2012)

**ISSUE:** Should the Council authorize Mayor Anderson to sign the attached Memorandum of Understanding with Sedro-Woolley School District regarding construction of a new Babe Ruth League Baseball Field at the SWSD Janicki Fields site?

**BACKGROUND:**

The City has proposed to coordinate construction of a new baseball field on the SWSD Janicki Fields site to replace the existing Babe Ruth field site located north of City Hall. This proposal was the subject of a stakeholder meeting held at City Hall on November 1, 2012. The meeting was well attended, and general consensus was given by the stakeholders to the proposal. Construction of the new field will allow relocation of the existing Tesarik Field Little League use to a reconstructed field at the City Hall site, and removal of the existing Tesarik Field facility. This will allow for construction of a stormwater facility related to the SR20/Cook Road Extension Project on a portion of the former Tesarik Field site, and make the remainder of the area available for surplus by WSDOT. All of the property underlying the existing Tesarik Field site is WSDOT owned. Funding for the new baseball field design and construction at the SWSD site will be provided by others, with design and construction work coordinated by City Public Works. Funding for the modifications to the existing City site is assumed to be provided by Rotary or other private donors, with assistance by City Public Works.

Timing on the work is dependant on funding for the SR20/Cook Road Realignment Project and private funding for the baseball field work. The current TIB application to fund the road project will be announced on November 16. If TIB funds the road project, construction would take place starting in June 2013 and completing in the summer of 2014. It is assumed that one more season would be available for the existing baseball field uses at Tesarik Field and the city facility, and those new facilities would be funded and constructed in late 2013 for use in 2014.

The city can assume staff costs for coordination of the baseball field work, and an indeterminate amount of Public Works staff time for assisting with the construction. The preliminary estimated construction cost of the Babe Ruth field improvements is \$150,000 (provided by the Babe Ruth League). A portion of this work will likely be performed by volunteer labor.

Possible funding sources for the baseball field work include Babe Ruth League (\$10-15,000 has been preliminarily offered), Rotary, Kiwanis, Seattle Mariners and other philanthropic organizations interested in baseball and recreational activities.

The attached site rendering and memorandum provide details on the proposed field construction, maintenance and operations. Other stakeholders are listed as signatories to memorialize the agreement of all parties to the proposed improvements.

**MOTION:**

***Move to authorize Mayor Anderson to sign the attached Memorandum of Understanding with Sedro-Woolley School District regarding construction of a new Babe Ruth League Baseball Field at the SWSD Janicki Fields site.***

## Sedro-Woolley Baseball Fields Memorandum of Understanding

**Parties:** By and between the City of Sedro-Woolley, the Sedro-Woolley School District, Sedro-Woolley Little League, Sedro-Woolley Playfields Association, Babe Ruth Baseball, Youth Soccer, Youth Football, Sedro-Woolley Rotary, and Tesarik Field.

**Purpose:** To memorialize the understanding of the parties regarding the relocation and reconstruction of certain ball fields in Sedro-Woolley.

**Background:** Tesarik Field is a Little League baseball field located on WSDOT right-of-way. The City is in the process of reconstructing access to SR 20 and SR 9 via Cook Road and a new arterial, Edward R. Murrow Street in the vicinity of Tesarik Field. In 2012, the Sedro-Woolley Rotary Club built a new, state of the art, Skate Park at the site of the old skate park on the same grounds as the Metcalf Ball field. The current Babe Ruth field at that location is not regulation size. The SWSD has room near the existing high school baseball field for another Babe Ruth/Senior High School sized field, constructed to National Federation of High School guidelines with 90' base paths, minimum 300' foul lines and 350' to center field. The Sedro-Woolley Rotary Club has expressed interest in reinvigorating the Metcalf Ball field park property. Tesarik Field is interested in relocating to Metcalf as part of that potential project.

**Now, therefore, the parties agree as follows:**

1. The SWSD will allow for the construction of a new, Babe Ruth/Senior High School ball field on SWSD property near the SWHS baseball field, provided, that the field will be displaced by the construction of a future school, if needed, as determined by the District. Placement of the new ball field is subject to SWSD approval. The SWSD will maintain (mow) the ball field. The new ball field will be open to public use, with first priority given to District events/ activities, and second priority to Babe Ruth League events during the Babe Ruth League season. Each user group must prep field for their own use.
2. Scheduling of the new ball field use will go through the SWSD Athletic Department.
3. Tesarik Field will be relocated from WSDOT right of way to the Metcalf Ball field Park property and will replace the current Babe Ruth field at that location. The new field will be a city owned, publicly available little league/softball field, named Tesarik Field. The City will maintain (mow) the ball field. The new ball field will be open to public use, with priority given to Little League events/activities during the Little League season. Each user group must prep for field use. Rotary plans to focus their efforts on the City Park improvements.
4. Existing soccer field facilities, if impacted by the construction of the new field, would be reoriented as needed and approved by SWSD as part of the ball field construction project.
5. The Sedro-Woolley Rotary Club will help make this project a reality, subject to approval by the Club and future funding.
6. The City will coordinate and be the project manager for the construction of a new ball field on SWSD property.
7. The parties will work together to make this a success.

DATED this \_\_\_\_\_ day of November, 2012:

\_\_\_\_\_  
City of Sedro-Woolley

\_\_\_\_\_  
Sedro-Woolley School District

\_\_\_\_\_  
S-W Little League

\_\_\_\_\_  
S-W Playfields Association

\_\_\_\_\_  
Babe Ruth

\_\_\_\_\_  
Sedro-Woolley Rotary Club

\_\_\_\_\_  
Tesarik Field

\_\_\_\_\_  
S-W Youth Soccer Association

\_\_\_\_\_  
S-W Youth Football Association

NOV 14 2012

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

# Memorandum

**To:** Mayor Anderson and City Council  
**From:** Patsy Nelson *Patsy*  
**Date:** 11/06/12  
**Re:** 2013 Budget (first reading)

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The attached ordinance summarizes the budget amounts for each fund as detailed in the Mayor's 2013 Preliminary Budget which was presented and discussed at the November Worksession. All funds have been balanced according to Council goals and direction as outlined in the Mayor's 2013 Budget Memo. Staff will be available to answer any additional Council questions.

The Mayor's 2013 Preliminary Budget does not include any revenues or expenditures associated with Proposition #1, authorizing additional sales and use tax of .01% for public safety equipment.

ORDINANCE NO. -12

AN ORDINANCE ADOPTING THE ANNUAL BUDGET FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2013.

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, 2013, and a notice was published that the Sedro-Woolley City Council would meet on the 28th day of November, 2012, 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 2013, 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 2013 is hereby adopted at the fund level in its final form and content as set forth in the document entitled City of Sedro-Woolley 2013 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 2013 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2013 as set forth below:

FUND:	AMOUNT:
001 GENERAL FUND	4,771,162
101 PARKS FUND	618,553
102 CEMETERY FUND	144,209
103 STREET FUND	770,823
104 ARTERIAL STREET FUND	1,824,483
105 LIBRARY FUND	413,392
106 CEMETERY ENDOWMENT FUND	118,096
107 PARKS RESERVE FUND	503
108 STADIUM FUND (HOTEL/MOTEL)	40,405
109 SPECIAL INVESTIGATIONS FUND	12,434
111 DOG FUND	1,777
112 CODE ENFORCEMENT FUND	26,510
113 PATHS AND TRAILS FUND	41,594
205 G/O BOND REDEMPTION FUND 2008	265,234
206 G/O BOND 2008 RESERVE FUND	155,850
230 G/O BOND 1996 REDEMPTION FUND	282,986
302 CAPITAL PROJECTS RESERVE FUND	415,143
303 BUILDING MAINTENANCE RESERVE FUND	188,815
310 POLICE MITIGATION RESERVE FUND	541
311 PARKS IMPACT FEE RESERVE FUND	13,810
312 FIRE IMPACT FEE RESERVE FUND	25,340
332 PWTF SEWER CONSTRUCTION FUND	78
401 SEWER OPERATIONS FUND	3,571,829
402 SEWER OPERATIONS RESERVE FUND	612,735
407 98 SEWER REV BOND REDEPTION FUND	799,066
410 SEWER FACILITES RESERVE FUND	2,258,597
411 98 SEWER REV BOND RESERVE FUND	376,482
412 SOLID WASTE OPERATIONS FUND	1,965,709
413 SOLID WASTE RESERVE FUND	175,299
425 STORMWATER FUND	627,652
426 STORMWATER RESERVE FUND	106,000
501 EQUIPMENT REPLACEMENT FUND	907,031
621 SUSPENSE (SWSD)	41,950
TOTAL ALL FUNDS	21,574,088

Section 3. The City Finance Director is directed to transmit a certified copy of the budget hereby adopted 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 28<sup>th</sup> DAY OF NOVEMBER, 2012.

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Mike Anderson, Mayor

ATTEST:

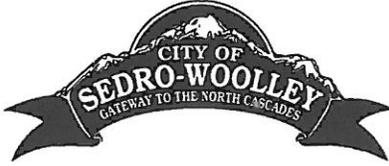
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Finance Director

APPROVED AS TO FORM:

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City Attorney



NOV 14 2012

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

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

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## MEMO:

**To:** City Council  
Mayor Anderson

**From:** John Coleman, AICP  
Acting Planning Director

**Date:** November 14, 2012

**Subject:** Correction of Legal Descriptions in 2008 Annexation Ordinance #1604-08 – **1<sup>st</sup> Read**

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## ISSUE

Annexation Ordinance #1604-08 was passed by Council on January 23, 2008. This ordinance annexed several city-owned properties, including the Fire Training Facility property and the properties used by the Solid Waste Department. These properties are located across the street from each other on Third Street. Ordinance #1604-08 included the legal descriptions for all of the subject parcels, but did not include the section of the Third Street right of way that lies in between the parcels. The State mapping office noticed this error and asked that the city pass an amending ordinance to correct the minor mapping error.

The mapping office also noted that the legal description for another parcel involved in the annexation, parcel P39816 (part of the cemetery on Wicker Road), did not include the section, township and range. This is also a minor issue that the mapping office asked that the city correct.

The ordinance that the Council is considering today will amend the 2008 annexation ordinance to:

- Include section of the Third Street in between the Fire Training Facility and the Solid Waste Department facilities; and
- Correct the legal description for parcel P39816.

The proposed ordinance will only correct the above mentioned oversights and will not affect the effective date of the original annexation.

## ATTACHMENTS

Attachment 1 – Proposed Ordinance amending Ordinance #1604-08

## RECOMMENDATION

No action requested at this time (1<sup>st</sup> read).

# **Attachment 1**

**Proposed Ordinance Correcting Legal Description in  
Annexation Ordinance #1604-08**

ORDINANCE NO. \_\_\_\_\_

**AN AMENDING ORDINANCE TO CORRECT LEGAL DESCRIPTIONS IN  
ORDINANCE 1604-08, AN ORDINANCE TO ANNEX INTO THE CITY OF  
SEDRO-WOOLLEY, CITY-OWNED PROPERTIES INCLUDING: THE FIRE  
DEPARTMENT TRAINING FACILITY, TWO PROPERTIES ADJACENT TO  
THE WASTEWATER TREATMENT FACILITY AND A SECTION OF THE  
CITY CEMETERY**

**WHEREAS**, the City annexed into city limits four city-owned properties (Parcel numbers P119441, 37618, 37637 and P39816, totaling approximately 15.96 acres) under Ordinance #1604-08 in January of 2008 for municipal purpose use; and

**WHEREAS**, The Washington State Office of Financial Management determined that the legal description of Parcel P39816 is an abbreviated legal description and has required that a complete legal description for Parcel P39816 be included in an amending ordinance; and

**WHEREAS**, a complete legal description for parcel P39816 is attached as Exhibit "A"; and

**WHEREAS**, the Department of Transportation determined that a legal description for the stretch of 3<sup>rd</sup> Street that is now surrounded by properties within city limits is not included in Ordinance 1604-08; and

**WHEREAS**, a legal description for and map showing the section of 3<sup>rd</sup> Street that is intended to be located within city limits is attached as Exhibit "B"; and

**WHEREAS**, this amending ordinance contains no substantive changes to Ordinance 1604-08; now, therefore,

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

**Section 1.** That the legal description of Parcel P39816 in Exhibit "A" of Ordinance 1604-08 is amended to read as described in Exhibit "A" attached; and

**Section 2.** That the right-of way described in Exhibit "B" attached hereto is hereby annexed into the City of Sedro-Woolley; and that the corporate city limits of the City of Sedro-Woolley shall include the property and territory hereinbefore fully described; and

**Section 3.** That this ordinance, being non-substantive in nature, shall be in full force upon signature of the Mayor.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council  
this \_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Mike Anderson, Mayor

Attest:

\_\_\_\_\_  
Patsy Nelson, Clerk/Treasurer

Approved as to form:

\_\_\_\_\_  
Eron Berg, City Attorney

## **Exhibit A**

Parcel Number: P39816

Address: Not Assigned

Legal Description: E 265 feet of South 330 feet of W 1/2, SW 1/4, NE 1/4 of Section 19,  
Township 35 North, Range 5 East W.M., LESS Road

## **Exhibit B**

Legal description and map of a portion of Third Street to be annexed into the City of Sedro-Woolley

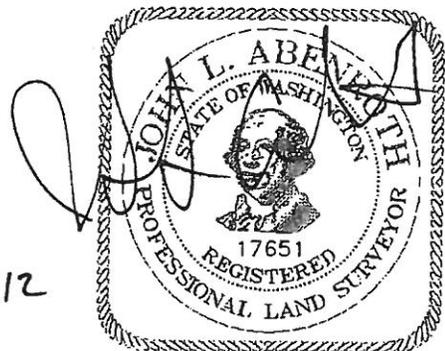
SKAGIT SURVEYORS AND ENGINEERS  
806 Metcalf St.  
Sedro-Woolley, WA 98284  
360.855.2121

LEGAL DESCRIPTION  
FOR  
CITY OF SEDRO-WOOLLEY  
OF  
A PORTION OF THIRD STREET TO BE ANNEXED TO CITY

August 23, 2012

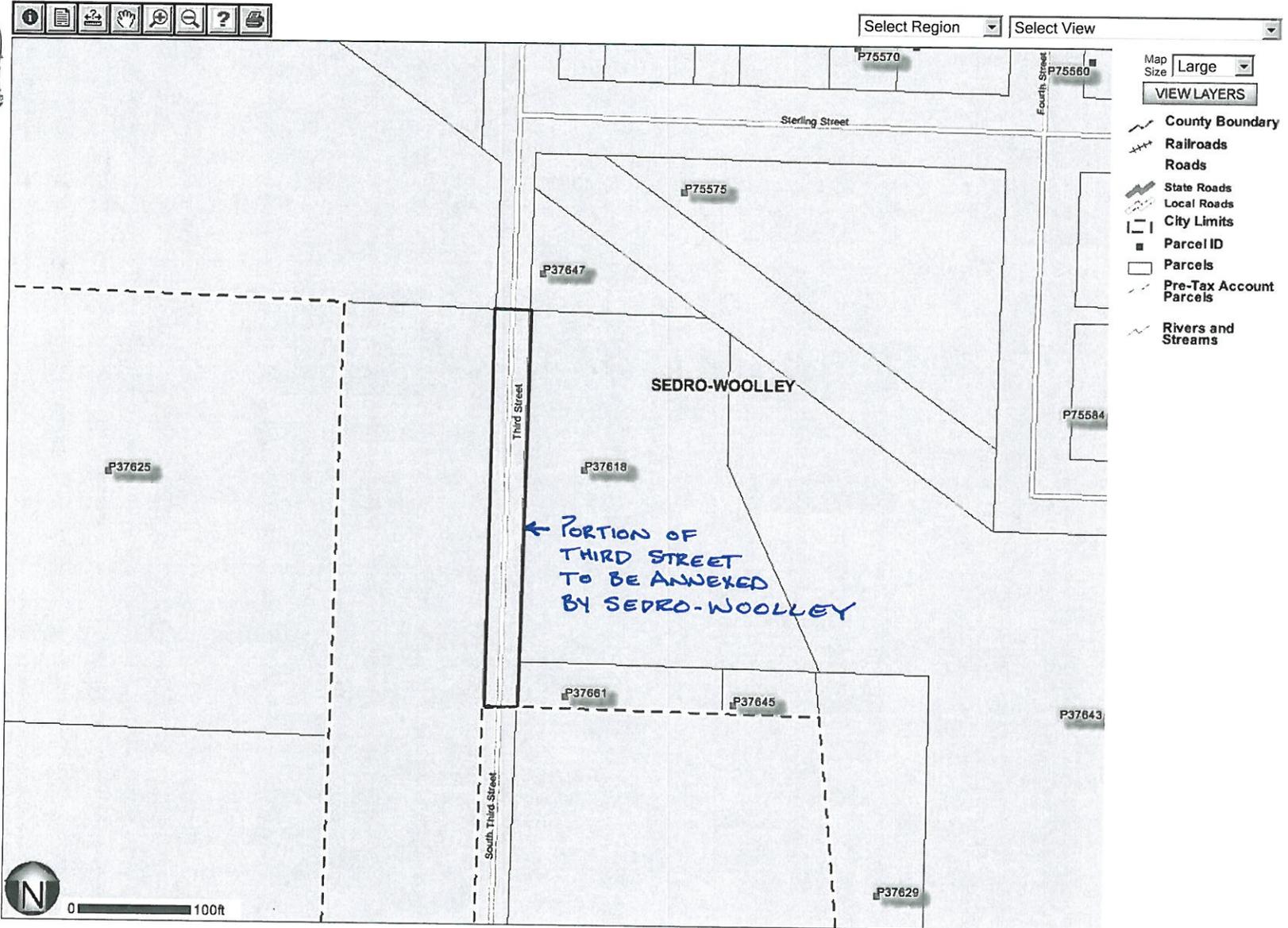
All of the right of way for Third Street lying in the southeast quarter of the northwest quarter of Section 25, Township 35 North, Range 4 East, EXCEPT the south 1,069.00 feet thereof.

8/23/12





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