

Next Ord: 1851-16
Next Res: 944-16

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

June 22, 2016

7:00 PM

Sedro-Woolley Municipal Building

Council Chambers

325 Metcalf Street

1. Call to Order
2. Pledge of Allegiance
3. Consent Calendar.....4-102
 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 (including June 1, 2016 Worksession)
 - c. Finance
 - Claim Checks #183987 in the amount of \$210.00 and #183988 to #184098 plus EFT's in the amount of \$553,164.06
 - Payroll Checks #58951 to #58962 plus EFT's in the amount of \$223,059.43
 - d. Update to Public Defender Agreement
 - Interlocal Agreement with Skagit County for rotating representation to arrestees at Skagit County District Court
 - Contract with Bill McCann
4. Special Presentation – Family Promise of Skagit Valley, Tony Latham, Network Director
5. Public Comment.....103

PUBLIC HEARING

6. Possible adoption by Resolution of the Six-Year Transportation Improvement Program (TIP) 2017-2022 (*1st reading*)104-130

UNFINISHED BUSINESS

7. Proposed revisions to SWMC 15.04, local amendments to adopted state building codes (*2nd reading*)131-142

NEW BUSINESS

8. 2016 Transportation Impact Fee Update (*1st reading*).....143-172

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

9. Written Reports to Council.....173-178

10. Informational Items.....179-181

11. Notice of and Call for City Council Special Meeting on Monday, July 25th, 2016 at 5:30 PM – update/report on the status of discussions with the library district and public forum/open house to discuss the future of the Sedro-Woolley City Library.....182

EXECUTIVE SESSION

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

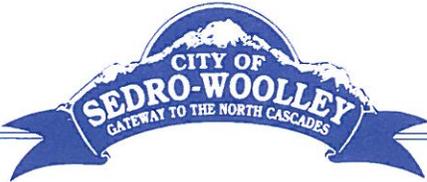
**Next Meeting:
July 13, 2016 Council Meeting
Council Chambers
7:00 PM**

**COMMITTEE ASSIGNMENTS
2016**

Public Safety	Chuck Owen, Chair Brenda Kinzer Germaine Kornegay
Utilities	Judith Dunn Lee, Chair Julia Johnson Brenda Kinzer
Finance & Personnel	Rick Lemley, Chair Germaine Kornegay Judith Dunn Lee
Parks & Recreation	Germaine Kornegay, Chair Brenda Kinzer Brett Sandström
Planning	Brett Sandström, Chair Rick Lemley Julia Johnson
Business Development	Julia Johnson, Chair Brett Sandström Chuck Owen
Mayor Pro-tem	Brenda Kinzer

JUN 22 2016

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



DATE: June 22, 2016
TO: Mayor Wagoner 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 June 22, 2016 Regular Meeting to Order. The Finance Director will note those in attendance and those absent.

___ Ward 1 Councilmember Judith Dunn Lee
___ Ward 2 Councilmember Germaine Kornegay
___ Ward 3 Councilmember Brenda Kinzer
___ Ward 4 Councilmember Julia Johnson
___ Ward 5 Councilmember Chuck Owen
___ 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.

JUN 22 2016

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

CITY OF SEDRO-WOOLLEY

Council Worksession
June 1, 2016
Public Safety/Fire Department Training Room

The worksession was called to order at 7:00 P.M. by Mayor Keith Wagoner.

Flag Salute

ROLL CALL: Present: Mayor Keith Wagoner, Councilmembers: Germaine Kornegay (Late – Arrived at 8:05 P.M.), Brenda Kinzer, Julia Johnson, Chuck Owen, Rick Lemley and Brett Sandström. Staff: City Supervisor/Attorney Berg, Public Works Director Freiberger, Leo Jacobs, Debbie Allen, David Lee and Ken Clark and Neil Ishihara, audience member.

ROUNDTABLE DISCUSSION

- Councilmember Johnson gave a report about her recent trip to Kilkinney, Ireland.
- Mayor Wagoner and Councilmember Owen reported on a Crime Watch meeting this morning as well as some updates to the program. The city will be purchasing uniform jackets for the volunteers.
- Councilmember Lemley talked about the upcoming Blast from the Past.
- Councilmember Kinzer asked about the Crime Watch Program. She also asked about establishing a Block watch program.
- Councilmember Owen talked further about the Crime Watch program and their routine duties to include vacation checks, suspicious activities patrol and special event support.
- Councilmember Johnson reminded Councilmembers that any articles for the City Scene Magazine are due June 20th.
- Mayor Wagoner mentioned that the Skagit Valley Herald wrote a story about out the new Memorial Park caretaker and KOMO 4 News covered the newly installed “internet exchange” parking spaces at the Sedro-Woolley Police Department.

DEPARTMENTAL REPORT: Public Works

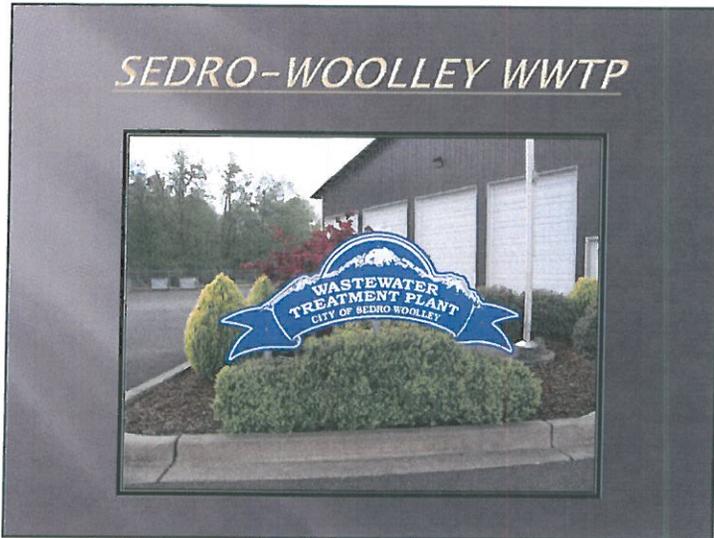
Public Works Director Freiberger introduced the public works team and began the departmental presentation with David Lee, City Engineer. Lee provided an overview of the Engineering Department’s functions including development review, NPDES compliance noting there are 2490 catch basins in the city and more than 100 stormwater systems. He also addressed project design and management, inspection, interdepartmental coordination and maintaining and updating GIS with city infrastructure.

Debbie Allen presented the Waste Water Treatment Plant review with a PowerPoint presentation (attached).

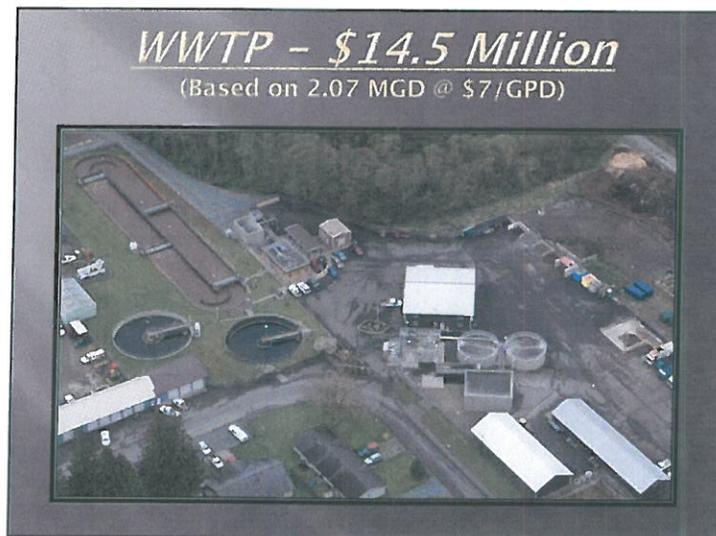
Nathan Salseina presented the Public Works Operations Department overview with a PowerPoint presentation as well (attached).

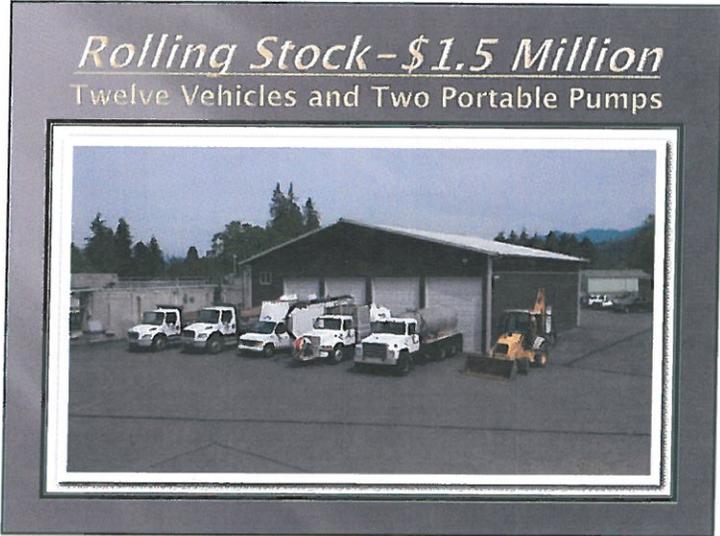
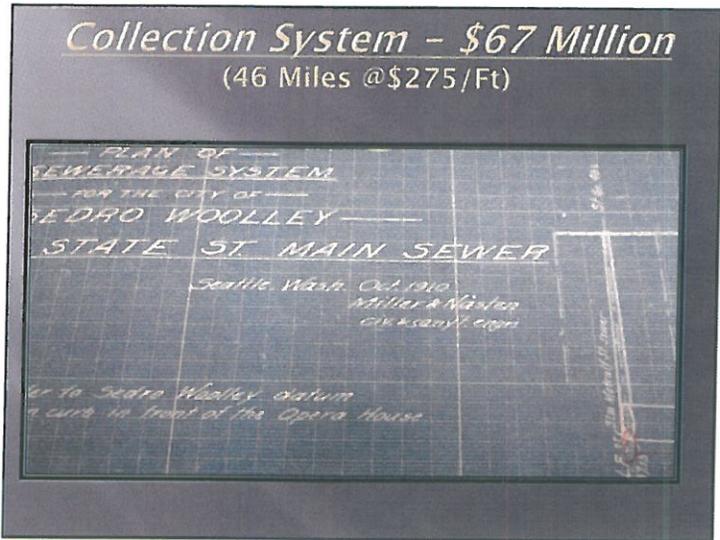
Leo Jacobs presented the Solid Waste/Fleet Department report with a PowerPoint presentation (attached).

With no further business to conduct the worksession adjourned at 9:10 P.M.



- ### *Treatment Plant History*
- ❑ 1900's - Primary Treatment Plant Built on South Third Street (Current Fire Training Location)
 - ❑ 1956 - Primary Treatment Plant constructed at 401 Alexander Street
 - ❑ 1972 - EPA enacts Wastewater Standards under the Clean Water Act
 - ❑ 1973 - Secondary WWTP Built - \$1.2 M
 - ❑ 1994 - Second Clarifier Built - \$713,000
 - ❑ 1999 - Major WWTP Upgrade - \$6.5 M
 - ❑ 2004-2007 - Collection System Upgrade - \$15 M





Current Value of Assets

- ❑ WWTP - \$14.5 Million
- ❑ Sewer Pump Stations - \$3.5 Million
- ❑ Collection System - \$67 Million
- ❑ Rolling Stock- \$1.5 Million

- ❑ Total Value of Wastewater Assets:
\$86.5 Million

**How We're Able to Do Our Job...
Healthy Budget**

- 401-Sewer Fund (2016 Budgeted Expenditures)....\$3,413,038
- 402-Sewer Facilities Reserve Fund.....*\$774,950
- 407-1998 Sewer Rev Bond Fund.....*\$425,902
- 410-Sewer Cap. Projects Reserves.....*\$1,371,138
- 411-1998 Sewer Rev Bond Res Fund.....*\$376,482

- *Reserve funds are "savings" accounts. The numbers listed are 2016 estimated ending cash values.

How We're Able to Do Our Job...
Dedicated Staff...5 Plant Operators



How We're Able to Do Our Job...
Dedicated Staff...2 Collection Operators



What we do...
Preventive Maintenance



What we do...
Corrective Maintenance



What we do...
Diligent Operations



What we do...
Laboratory Testing & Data Analysis



What we do...
Biosolids Handling

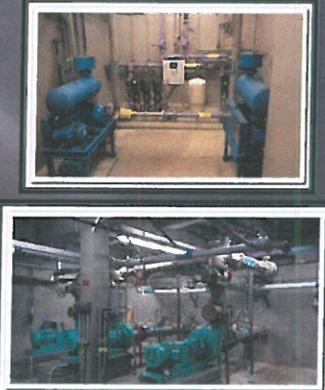


What we do...
Biosolids Management

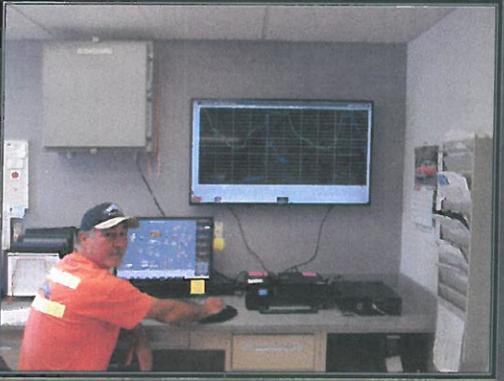


What we do...
Monitor and Maintain Plant Equipment that runs 24/7

- 2 MCC Panels
- 3 Influent Pumps
- 2 Hycor Screens
- 2 Tea Cups/Degrit Systems
- 3 RAS Pumps
- 2 WAS Pumps
- 4 Rotors
- 2 Clarifier Drive Units
- 3 UV Banks
- 5 Blowers
- 2 Tank Drain Pumps
- 11 Sewer Pump Stations
- 2 Storm Pump Stations



What we do...
SCADA Monitoring



What we do...
Provide Redundancy and Reliability



What we do...
Troubleshooting & Repairs

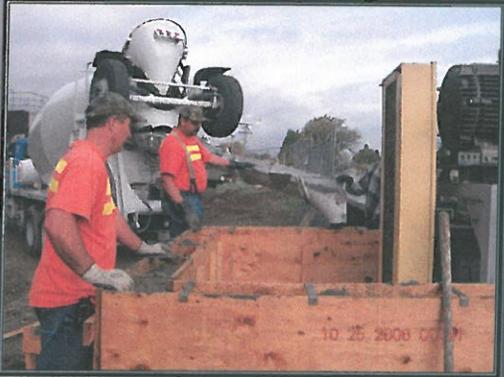


What we do...
Install New Equipment



A photograph showing a large black pipe being hoisted by a crane on a construction site. The pipe is suspended by cables and is being lowered into a trench. A worker in a red shirt and yellow hard hat is visible on a metal platform next to the pipe. The background shows a building with a sign that says "FIBER CRANE".

What we do...
Construction Projects



A photograph showing construction workers in orange shirts working with a concrete mixer truck. The workers are standing next to a large concrete mixer truck. One worker is in the foreground, and another is further back. The truck is parked on a construction site. The date "10 25 2008" is visible on a wooden structure in the foreground.

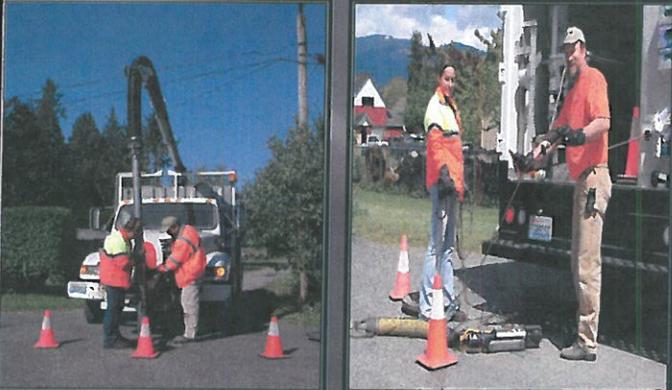
What we do...
Plant and Grounds Maintenance

- ❑ Maintenance and upkeep on 7.5 Buildings
- ❑ Maintenance and upkeep on five tanks and one UV Chamber
- ❑ Mowing and flower bed upkeep on 5 Acre WWTP site
- ❑ Mowing on five pump station sites
- ❑ Vehicle upkeep on twelve Units (Maintenance by Fleet)

What we do...
Collection System Inventory

- Sedro-Woolley currently owns and maintains 46 miles of underground sewer pipe and 863 sewer manholes.
 - 24.13 Miles PVC Pipe
 - 10.68 Miles Concrete Pipe
 - 4.49 Miles CIPP Pipe
 - 2.31 Miles Force Main Pipe
 - 3.24 Clay/Tile Pipe
 - 0.63 Miles HDPE Pipe
 - 0.62 Miles Ductile Iron Pipe
- Between 2004 and 2007, the City invested \$15 Million in collection system improvements. Upgrades continue with an annual budget of \$250,000.

What we do...
Collection System Maintenance



What we do...
Data Collection and GIS

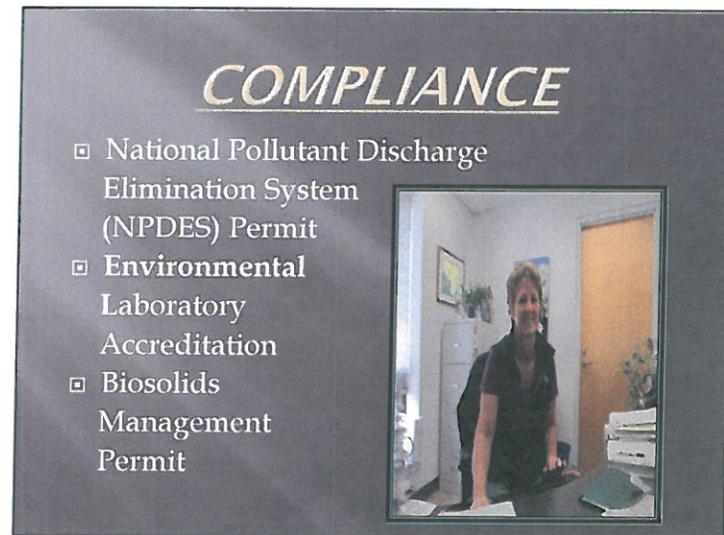
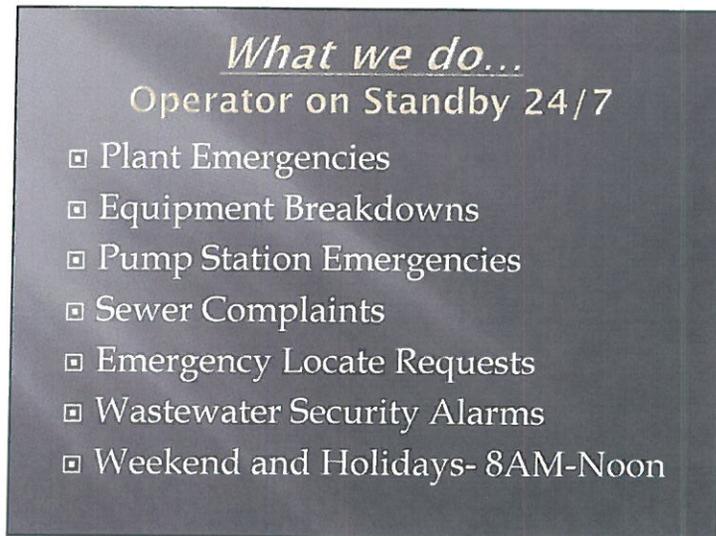
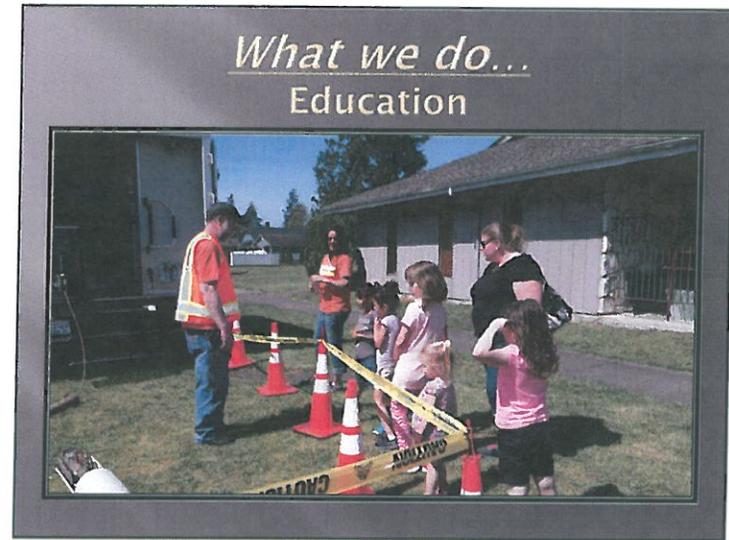
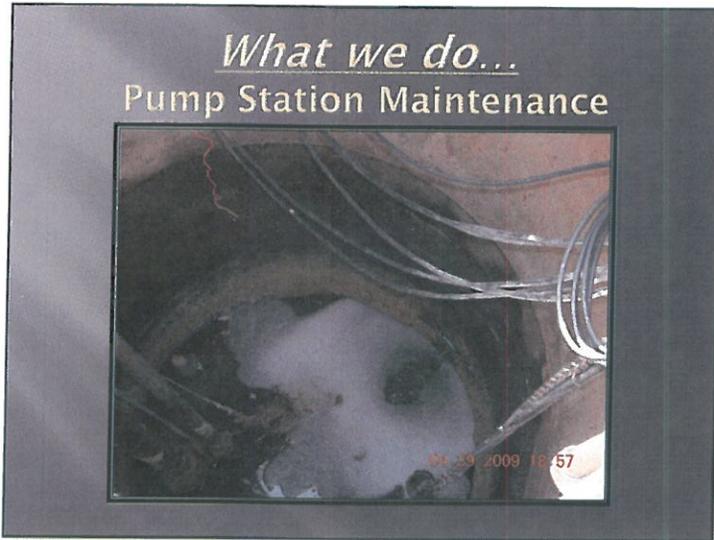


What we do...
Utility Locates for Sewer & Stormwater



What we do...
Collection system repairs





CURRENT CONCERNS

Staffing...

- Combined staff knowledge today is 109 years.
- Within the next 5 years...three-four employees will be eligible for retirement. At today's rate, this would mean a loss of 65-85 years of Wastewater experience.



WWTP Condition and Capacity Assessment Brown & Caldwell Engineering

- ❑ Condition Assessment Completed late 2015
- ❑ Capacity Assessment will begin June 2016
 1. Establish the true capacity of the plant operating as designed, with all units in service.
 2. Establish the Washington Department of Ecology defined firm capacity with the largest of each type of process unit out of service, as applicable.
 3. Determine reserve capacity beyond current loadings to include growth or industries.
 4. Prioritize processes for optimization, upgrade, and the incremental capacity gains achieved with each modification.
 5. Determine an appropriate unit cost for processing and handling future industrial flows and loads.

Plant Deficiencies

Rotor #4



- ❖ Metal fatigue and age has mandated the replacement of Rotor tubes and paddles on the Oxidation Ditch Aeration System
- ❖ All but one of the four Rotors have been replaced
- ❖ Final Rotor will be installed Summer of 2016

Rotor Replacement on the Oxidation Ditch

(Rotor #2 project, 2013)

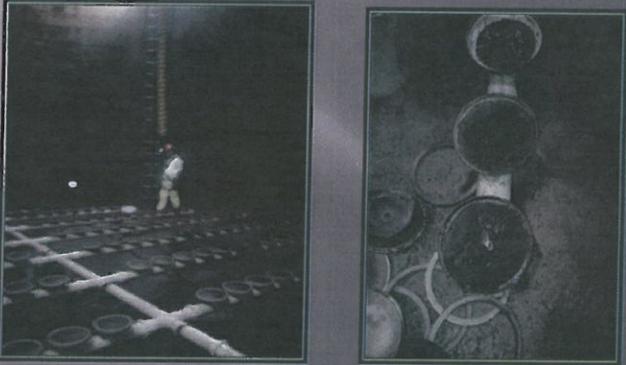


Plant Deficiencies Digester Header/Diffusers

- ❑ Tank contents are aerated through an interior network of PVC piping and diffusers.
- ❑ Due to tank temperatures, PVC breaks down over time and rubber diffusers age. Eventually the pipe will break and/or diffusers will release from their retaining rings, thereby allowing solids into header system which stops aeration.
- ❑ Replace branch headers and diffusers in Digester #1, Summer of 2016. Engineers Estimate \$18,800.

Digester header & diffuser replacement project

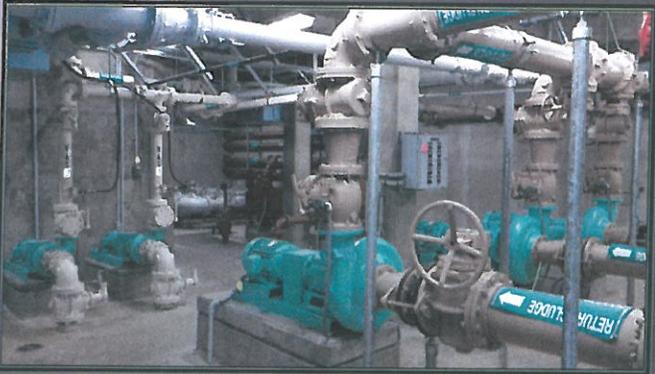
(Digester #1 project, 2014)



Plant Deficiencies Digester Piping

- ❑ Bubbles have been observed on asphalt near Digester #1 following rain events; air blowing from the basement tank drain penetration indicates a broken or separated air line.
- ❑ Hire contractor to trench and expose piping; replace broken and/or damaged pipe, replace flange gaskets, re-torque flange bolts, and swab the pipe as necessary.
- ❑ Engineers estimate- \$12,000

Digester Piping



Plant Deficiencies

ARC Flash Study

- ❑ Arc flash is a phenomenon where a flashover of electric current leaves its intended path and travels through the air from one conductor to another, or to ground.
- ❑ The results are often violent and when a human is in close proximity to the arc flash, serious injury and even death can occur
- ❑ OSHA requires employers to protect employees from electrical hazards, including arc flash.
- ❑ An ARC Flash Study will be performed this year. Estimated cost \$21,500

ARC Flash



ARC Flash



Plant Deficiencies

Clarifier #1

- Clarifier #1 suffered structural damage in 1991 when high groundwater conditions caused floor movement and center column failure.
- Center column was grouted to floor and sweep arm blades were reinstalled. Tank was placed back into service with the understanding that a long term fix would be required.
- At time of repair, it was suspected the internal piping was cracked, but CCTV inspections were unable to be performed due to camera size and pipe bends.
- This summer, staff will attempt to CCTV inspect piping. Data will be given to Engineers to determine if tank can be repaired or if it must be replaced.

Clarifier #1



Future Concern Oxidation Ditch

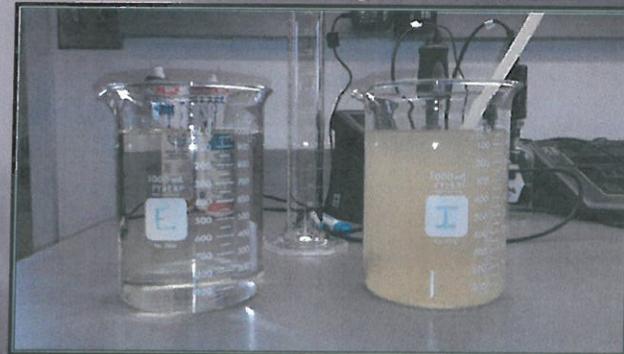
- The 1.5 Million gallon Oxidation Ditch has been on line since 1973.
- No redundant aeration tank; staff cannot remove this tank from service for inspections or interior maintenance. Settled solids should be removed from tank bottom and interior walls should be recoated with an industrial paint.
- Tank structure has noted cracked concrete and weeping wall joints.

Oxidation Ditch



"Make Clean Water, Protect Public Health"

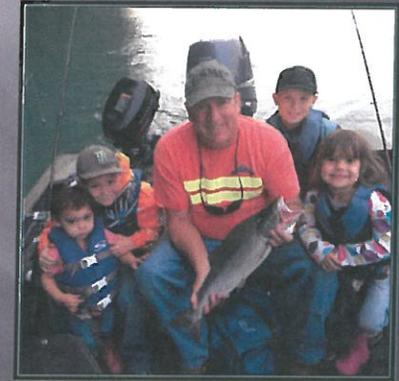
2015 - Treated 291,536,667 gallons of Wastewater

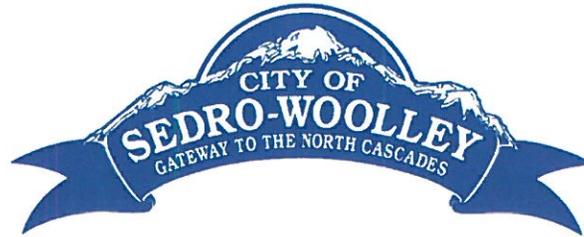


Outstanding Performance Award



Why we love our job! Protecting waters of the State

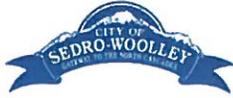




PUBLIC WORKS OPERATIONS DEPARTMENT OVERVIEW

City Council Work session June 1st 2016

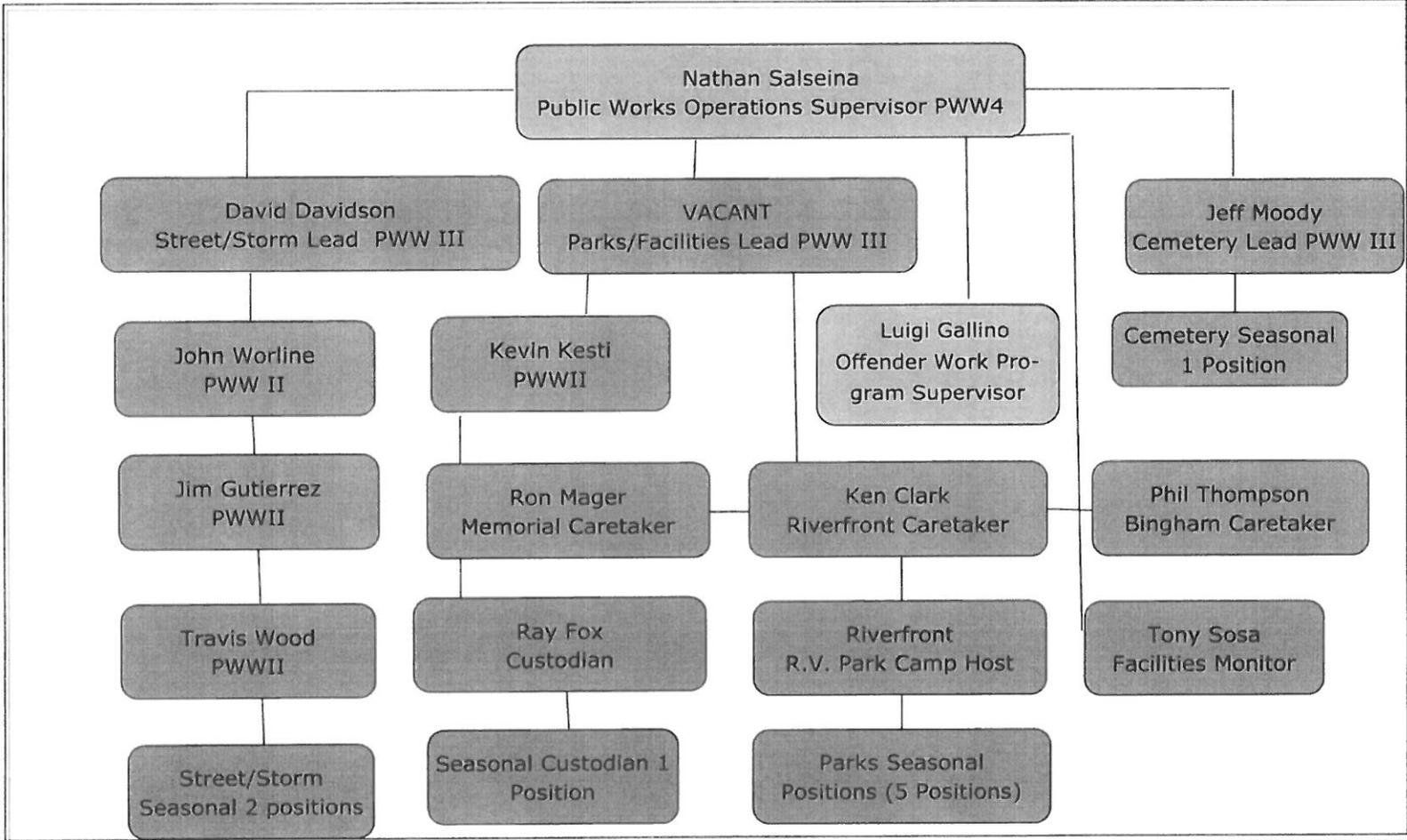
Nathan Salseina, Public Works
Operations Division Supervisor

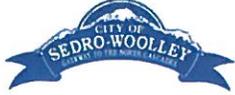


OPERATIONS DEPARTMENT MISSION

: To operate and maintain city assets. Including our transportation system, parks system, city owned buildings, storm drainage system, and the union cemetery in the best and safest manner possible.

Public Works Operations Department Organization 2016





DEPARTMENT OPERATING BUDGETS

- Fund 101 Parks and Facilities Operations Fund \$734,525.00
- Fund 102 Cemetery Operations Fund \$153,975.00
- Fund 103 Street Operations Fund \$883,540.00
- Fund 425 Storm Water Utility Ops Fund \$646,647.00
- TOTAL ALL FUNDS \$2,358,115.00

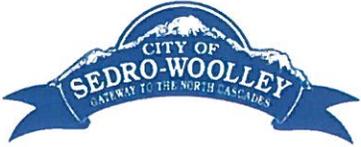
MEET MY STAFF:

YEAR ROUND STAFF

NATHAN SALSEINA, OPERATIONS SUPERVISOR	15 YEARS OF SERVICE
DAVID DAVISON, STREET STORM LEAD	29 YEARS OF SERVICE
JEFF MOODY, CEMETERY LEAD	27 YEARS OF SERVICE
JOHN WORLINE, STREETS WORKER	25 YEARS OF SERVICE
KEVIN KESTI, PARKS/FACILITIES WORKER	16 YEARS OF SERVICE
JIM GUTIERREZ, STREETS WORKER	12 YEARS OF SERVICE
RAY FOX, CUSTODIAN/MAINTENANCE WORKER	11 YEARS OF SERVICE
LUIGI GALLINO, OWP SUPERVISOR	6 YEARS OF SERVICE
TRAVIS WOOD, STREETS WORKER	3 YEARS OF SERVICE
KEN CLARK, RIVERFRONT PARK CARETAKER	3 YEARS OF SERVICE
PHIL THOMPSON, BINGHAM PARK CARETAKER	2 YEARS OF SERVICE
RON MAGER, MEMORIAL PARK CARETAKER	1 MONTH OF SERVICE

SEASONAL STAFF

ROSS MICHAEL, CEMETERY SEASONAL	16 SEASONS
AL HARRISON, PARKS SEASONAL	3 SEASONS
JOE JOHNASSEN, STREETS SEASONAL	1 SEASONS
AIMEE ATKINSON, PARKS SEASONAL	1 SEASON
BRENDAN ONIELL, PARKS SEASONAL	1 SEASON
WILLY ESTILL, FLOWER BASKET CARETAKER	2 SEASONS
JAMIE JONES, EVENING CUSTODIAN	1 SEASON
WILLIS BOYD, RIVERFRONT PARK CAMP HOST	1 SEASON



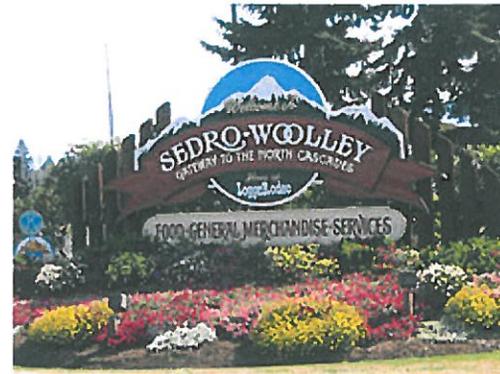
FUND 101 PARKS AND FACILITIES

WHAT WE DO:

OPERATE AND MAINTAIN ALL
CITY PARKS, PUBLIC BUILDINGS
AND CITY OWNED PROPERTIES
AND RIGHTS OF WAY.

INCLUDING:

1. RIVERFRONT PARK
 2. MEMORIAL PARK CAMPUS
 3. BINGHAM PARK
 4. HAMMER SQUARE
 5. LIONS PARK
 6. HARRY OSBORNE PARK
 7. HOLLAND DRUG PARK
 8. METCALF PARK, INCLUDING SKATEBOARD PARK AND TESARIK FIELD
 9. WINNIE HOUSER PARK
10. POWERLINE PARK
11. BASSETT RD LANDFILL
12. FIRE DEPT TRAINING SITE
13. 205 N. REED STREET PROPERTY
14. COOK RD PROPERTY
15. ALL ROADSIDE MOWING WITHIN CITY LIMITS



PUBLIC BUILDINGS

1. MUNICIPAL BUILDING
2. SENIOR CENTER
3. LIBRARY
4. COMMUNITY CENTER
5. FIRE STATION 2
6. 3 CARETAKERS RESIDENCES, RIVERFRONT, MEMORIAL, BINGHAM
7. POLICE EVIDENCE FACILITY
8. OPERATIONS DEPARTMENT MAINTENANCE FACILITY
9. CEMETERY MAINTENANCE FACILITY

OTHER DUTIES:

1. DOWNTOWN FLOWER BASKETS
2. FACILITY RENTALS
3. PARK BENCHES DOWNTOWN
4. HOLIDAY DECORATIONS

5. Manage 8 annual Service Contracts including, HVAC, Electrical, Fire extinguishers, alarm systems, plumbing, elevator, sprinkler systems.

6. Manage small parks and facilities capital projects and maintenance and repair contracts.

PARKS/FACILITIES ACCOMPLISHMENTS FOR 2015

General parks routine and preventative maintenance
Cleaned and maintained 63,597 Square feet of city owned facilities
Constructed new playground at Riverfront Park
City hall security upgrades
New fire suppression systems at community center and senior center
Painting of city hall exterior
New Fire Station doors on Fire Station 1
New Floors Community Center Restrooms
Assisted Rotary with Tesarik Field Project
Lighting Retrofit projects city wide
Graded and seeded Winnie Houser Park
Constructed new Babe Ruth Baseball Field at Janicki Field
Cleanup up new Property at 205 N. Reed Street
Hosted 396 events, private parties and reunions at our parks and facilities
Provided 2516 nights of R.V. Camping
Assisted with Blast from the Past event
Coordinated with Famers Market use of Hammer Square
Hosted Loggerodeo Carnival and Fireworks at Riverfront Park
Hosted JJ Cruisers Car Show at Riverfront Park

OFFENDER WORK PROGRAM

Administered out of PW Operations

Luigi Gallino: Offender Work Program Supervisor

DUTIES:

- Retention Pond Vegetation Management
- Flower Bed Weeding, all city facilities and parks,
- Picnic table painting
- Vehicle washing
- Litter pickup
- Sidewalk cleaning
- Painting Parking Curbs
- Many other duties

OWP performed 4,300 Hours of Work in 2015. Equivalent to just over 2 full time employees.

FUND 102 CEMETERY FUND

WHAT WE DO:

OPERATE AND MAINTAIN THE UNION CEMETERY

2015 Cemetery Accomplishments

Grounds Maintenance, mowing and weed eating, tree trimming, headstone cleaning and repair.

Completed 69 Burials and inurnments

Maintain a high level of customer service

FUND 103 and 425 STREETS and Storm Drainage

What We Do:

Maintain the City Street and alley and Storm Drainage infrastructure including:

- 56 Miles of Streets
- Alleys
- City Parking lots
- 2490 Catch Basins
- 39,000 LF of Drainage ditch
- 4,450 LF of culverts
- 241,950 LF of Drainage Pipes
- Brickyard Creek
- 14 City owned storm detention facilities and vaults.
- 3500 Street Signs (estimate)
- 36 City owned Street Lights
- 7 Traffic Control Signals
- Emergency Operations, including snow and ice control, flooding, closing roads during wind events, and all associated clean up.
- Manage maintenance contracts such as the Brickyard Creek Annual Maintenance.



2015 Accomplishments,

Routine street maintenance including pothole patching, street sign maintenance, paint striping, alley and shoulder grading, tree trimming.

36 Tons of Asphalt Pot Hole patching

Pre leveled and chip sealed 1.5 Lane Miles of Roadway

Cleaned 1401' LF of Storm Drain Piping

Cleaned 121 Catch Basins

Inspected 495 Catch Basins

Cleaned 80' LF of Culvert

Mowed 3650' Lf of drainage ditches

Restored non functioning drainage ditches at 205 N. Reed and 127 N. Central

Performed annual maintenance of Brickyard Creek

Provided 903 hours of street sweeping

Upgraded 1,100' LF of drainage system at F&S Grade Rd by installing catch basins and CCTV of the line.

Applied 375 Gallons of Traffic Paint and traffic beads,

Applied 200 Feet of Torch down thermoplastic crosswalks and stop bars,

244 citizen service requests, ranging from dead cats, tree trimming, street lights out, sink holes, drainage complaints.

Assisted with capital projects including dirt work at Janicki Field

ISSUES FACING THE DEPARTMENT?

STAFFING

- \$\$\$ Ignoring the economics for a minute

**SEDRO-WOOLLEY, BURLINGTON
VERY SIMILAR SIZE IN TERMS OF
NUMBER OF FACILITIES, PARKS,
STREETS , CEMETERY.**

FULL TIME EMPLOYEE	SEDRO-WOOLLEY	BURLINGTON
SUPERVISORS	1	3
PARKS/CEMETERY	1.25	5
FACILITIES	1.75	6
STREET/STORM	4	6
TOTALS	8	20

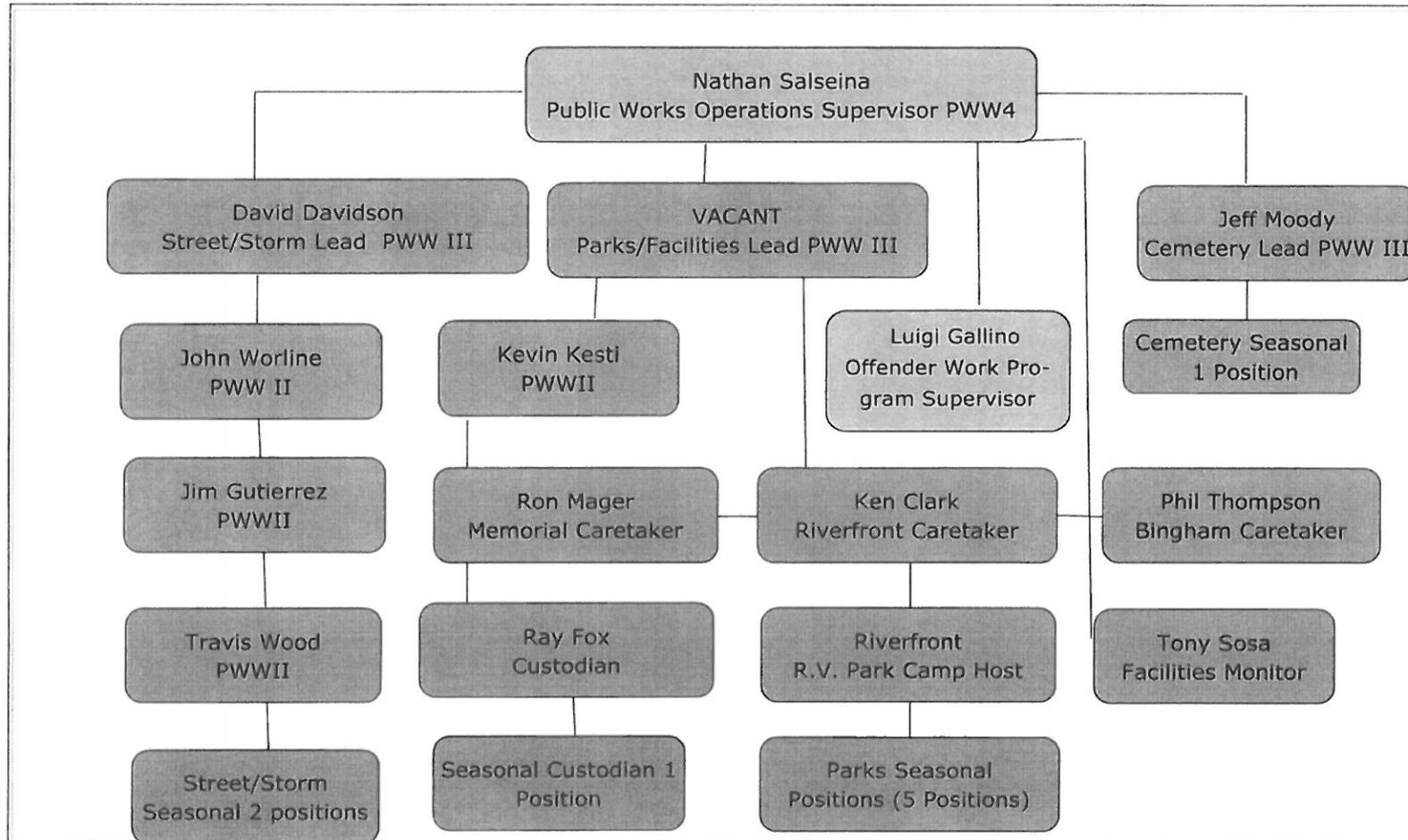
Sedro-Woolley Staffing Prior To 2008 economic downturn.

	SEDRO-WOOLLEY 2008 Staffing	Sedro-Woolley 2016 Staffing
SUPERVISORS	2	1
PARKS/CEMETERY	3.5	1.25
FACILITIES	1.5	1.75
STREET/STORM	5	4
TOTALS	10	8

OTHER QUESTIONS?

IS IT FEASIBLE TO
CONTINUE TO OPERATE THE
DEPARTMENT UNDER ONE
SUPERVISOR AS A
COMBINED DEPARTMENT?

Public Works Operations Department Organization 2016



WHAT DO WE NEED:

At a bare minimum, we need to get the parks staffing back to pre recession levels.

- 1 additional employee dedicated to Parks/Facilities would get us very close.

What does that look like in Dollars?

One additional PWW1 Level Employee = Approximately \$78,000 to \$82,000 depending on family size.

ROTARY INVESTMENT IN OUR PARKS AND FACILITIES

- SINCE 2001
 - Hammer Square
 - Senior Center Entrance Improvements
 - Amphitheater
 - Skateboard Park
 - Tesarik Park
 - Many other smaller scale projects

City Investments

- New Roofs All Facilities have received since 2006
- Except for the Museum
- Paint Jobs at least 1 per year
- New Playground Facilities Riverfront Park
- Bingham Park Reconstruction
- Houser Park
- 205 N. Reed Property
- New Restroom Memorial Park
- Caretaker additions at Bingham and Memorial Park
- New HVAC Systems in Library and Senior Center
- Converted nearly all incandescent lighting to either LED or Florescent in all facilities.
- Currently working on Memorial Park Revitalization

We must
protect our
Investment!

HOW?

- A ROBUST FUNDING MECHANISM FOR FUNDING MAINTENANCE PROJECTS, AND STAFF TO CARRY IT OUT.

We have the funding mechanism for maintenance projects via the facilities maintenance reserve fund.

We really need to find a way to fund 1 more parks/facilities maintenance worker.

Other Departmental Issues

- Funding for Local Access Streets
- Funding for sidewalk improvement
 - Funding for storm drainage projects
- The majority of the Citizen Complaints we receive, are related to these three areas.

Questions for Me?

Solid Waste & Recycling Programs Update



Leo Jacobs Solid Waste & Fleet Supervisor

June 2016

Team Overview

- Leo Jacobs, Dept. Manager 16 years
- Cliff Hodgins, Lead Worker 13 years
- Utilities 2 drivers are: John Slayden 10 years, Brent Frisbee 7 years & Brent Schiefelbein 1 year
- Ken Clark, Recycling & Yard Waste site staff 18 hours per week
- Tyler Haggen, janitorial and lightbulbs recycling staff 6 hours per week

City of Sedro-Woolley Solid Waste Department

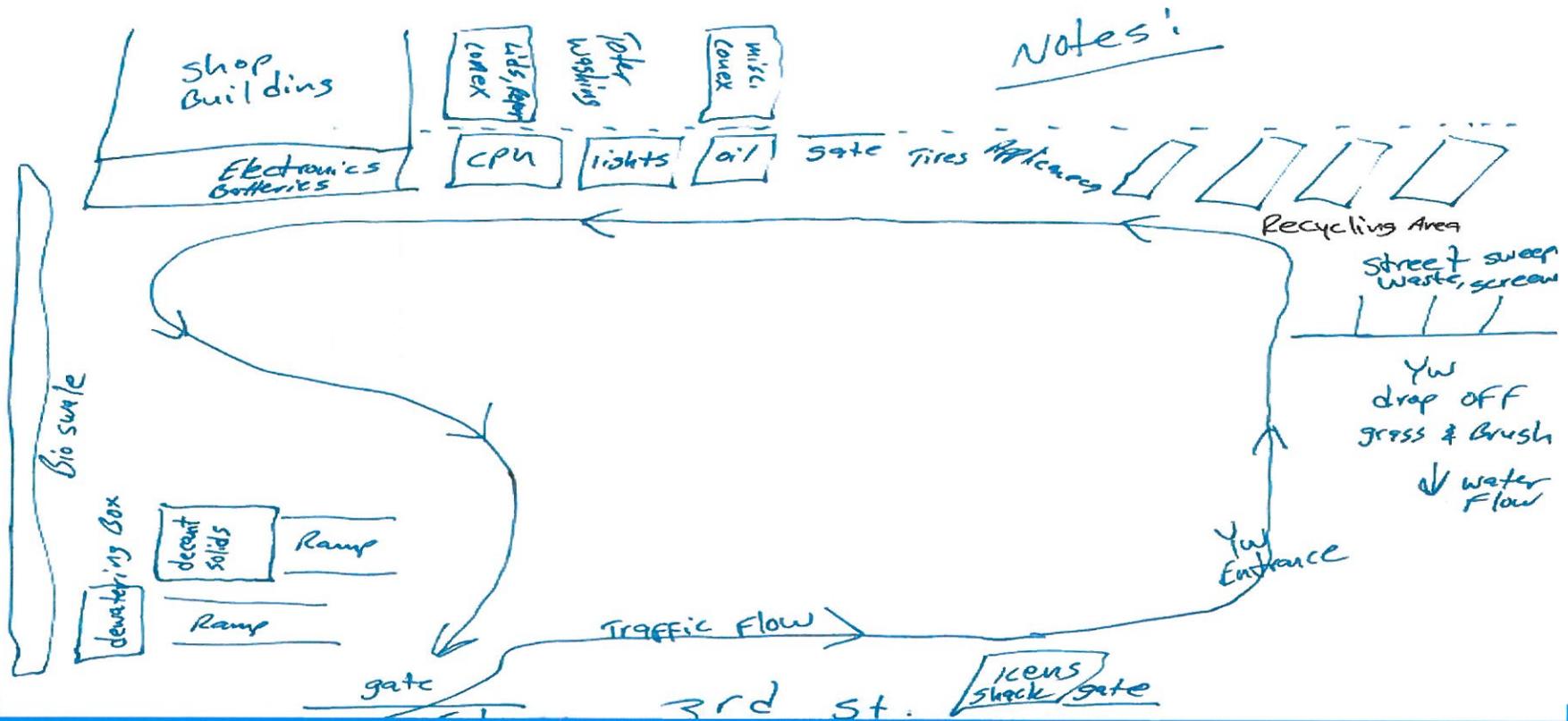
**Garbage includes; Residential, Commercial & Industrial
Recycling includes; Residential, Commercial & Industrial
Recycling Station 315 Sterling Street Recycling & Yard Waste**



City of Sedro-Woolley Solid Waste Department Accomplishments

- Paved more of our site for better usage
- Purchased replacement dumpsters
- Purchased replacement toters
- Currently reorganizing our recycling site for better traffic flow

Draft of the changes Recycling Site



Recycling Station

Including: Cardboard, Mixed paper, Glass,
Tin, Aluminum, & Metals
Yard Waste
Concrete, Electronics, Light Bulbs, Oil,
Batteries, propane Tanks, Tires, Appliances



Recycling Station

Including: Cardboard, Mixed paper, Glass,
Tin, Aluminum, & Metals
Yard Waste
Concrete, Electronics, Light Bulbs, Oil,
Batteries, propane Tanks, Tires, Appliances



Storm Water Decant Facility

We take the street sweepings & storm water catch basin debris, which has many different kinds of garbage in it.



Then we screen it and test it and turn it into a clean fill material to fill in holes in right a ways throughout the City



Who uses our Recycling Station:

- ✓ 1. Household residents from the City of SW
- ✓ 2. Business from the City of SW (Thrift shops, Bars, United General, Other depts)
- ✓ 3. Business from outside the City (KOA, National Guard, Dimensional Communications, Tribe)
- ✓ 4. People from the Urban Growth Area
- ✓ 5. We get people from Anacortes, Mount Vernon, & Burlington using the site due to our wide range of services
- ✓ 6. We get on average 20 - 30 people per day not including yard waste days



We look forward to a continuing some of these successful programs!



We have a bulk collection program, it helps keep this stuff from ending up in the alleys, woods or river!





Other jobs we do:
Toter delivery we deliver & pick up 30 plus toters per week.
Toter cleaning, sanitizing and repairs.

Events: Garbage & Recycling

Toter delivery, setup, emptying & cleaning of all the containers used.
Some Events include Logger Rodeo, Blast from the past, multiple car shows



Curbside Collection and Yard Waste site

Our curbside collection handles over 1,039 customers and continues getting new customers every week.



Our yard waste site handles over 50 – 75 people per day

Curbside Program Update

We are working towards getting lids to represent the color for the different wastes
Black for Garbage,
Blue for Recycling
Green for Yard/Food Waste



Curbside Recycling Program Update

Since our department has taken over the curbside recycling & YW programs we have seen a decrease in calls and its running as smooth as our garbage program

We are working on the common issues with curbside comingled recycling

The no. 1 issue is contamination, such as Styrofoam, not recyclable plastics & general garbage in the recycling.

We are working on these issues in a number of ways including education.

Some of the issues are larger than at the local level. (improper labeling of plastics)



Future Communication ideas for Curbside Recycling

- Drive customers to our website
www.ci.sedro-woolley.wa.us/SolidWaste/main.htm
- Awareness (Advertising what goes into where, related to the material stream we want to target. (Yard & food waste recycling, curbside recycling)
- Customer Messaging (information to the public on various programs)

Multi family Recycling Update

We have been able to keep all of the multifamily units we serve from looking like this



Multi family Recycling Update

To looking like this



Department Statistics

TONS	2015	2016 to Date
Total garbage collected	5,815	2,307
Total recycling collected including curbside, commercial & site recycling	955	408
Total yard waste collected	212	240

Budget Overview

Revenues

Garbage/Solid Waste Fees	42.9%
Garbage/Extra Tags	49.0%
Yard Waste Punch Cards	35.7%
Curbside Yard Waste Fees	38.6%
Curbside Recycling Fee	41.8%
Site Recycling Fees	38.6%
Commercial Recycling Fee	62.2%
Roll off Haul Fees	27.4%
Roll off Dump Fees	33.1%

Expenditures

Solid Waste Disposal (All Garbage)	24.0%
Curbside Recycling Disposal	32.6%
Site Recycling Disposal (Comingled drop off)	4.4%
Site Yard Waste Disposal (YW from drop off area)	20%
Curbside Yard Waste Disposal	30.0%

Issues facing the department

1. City growth the more residential house's, commercial, industrial customers that come to the City the more staff and infrastructure we need (Curbside YW)
2. Increase in garbage tipping rates from the County, they are now dipping into their reserves so an increase is inevitable. (\$4 - 6 per ton is my estimate)
3. Curbside Recycling: Our contract with WM ends in 2018 we need to plan ahead for an possible increase. We are at \$40 per ton with a CPI per year. A more realistic number \$70 – 90 per ton

Issues facing the department

4. Our recycling site is seeing lower revenues but the same volume in recyclables this is natural up & down cycle in the markets but this may last for some time
5. Property size, with the increasing popularity of our recycling site we may need to plan on a larger size piece of property and infrastructure in the future

Issues facing the department

6. The right size buildings and right size equipment is important to run an efficient operation, our yard waste site will need a newer loader or equivalent



Our equipment does not fit inside our building, Maintenance has to be performed outside



This 1984 back hoe is not designed for what we need it do.



Questions or Comments?

Thank You!!

JUN 22 2016

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

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
June 8, 2016 – 7:00 P.M. – Council Chambers

ROLL CALL: Present: Mayor Keith Wagoner; Councilmembers: Judith Dunn Lee, Germaine Kornegay, Brenda Kinzer, Julia Johnson, Chuck Owen, Rick Lemley and Brett Sandström. Staff: Recorder Brue, Finance Director Nelson, City Supervisor/Attorney Berg, Public Works Director Freiburger, Planning Director Coleman, Fire Chief Klinger and Police Chief Tucker.

The meeting was called to order at 7:00 P.M. by Mayor Wagoner.

Pledge of Allegiance

Consent Calendar

- Approval of Agenda
- Minutes from Previous Meeting
- Finance
 - Claim Checks #183915 to #183986 in the amount of \$245,534.89
 - Payroll Checks #58934 to #58950 plus EFT's in the amount of \$301,363.07
- Public Hospital District No. 1 – Agreement for Medical Services

Councilmember Dunn Lee moved to approve the consent calendar items A through D. Seconded by Councilmember Kornegay. Motion carried (7-0).

Mayor Wagoner announced that in light of the interest of the audience he was moving *Unfinished Business Item Resolution Establishing a Public Participation Plan for Library Decision-making* to take place prior to the public comment period.

Resolution Establishing a Public Participation Plan for Library Decision-making.

City Supervisor/Attorney Berg reviewed background information and a timeline regarding the library concept. The proposed resolution confirms a formal process for public input and comment. He addressed Item 5 within the resolution on a Needs Assessment/Library Site & Design Process which will be a separate process and detailed the steps.

Council discussion ensued regarding advertisement of meetings.

Mayor Wagoner opened the topic for public comments.

Kindred Martin – 1009 Polte Road, addressed the Council regarding the importance of having a library card and participation in the programs that always provided an outing when he was young. As a teenager, it provides a safe place to go for homework or reading after school. He

commented on the convenient location of the library and the openness of library staff. He encouraged a time for open communication for questions and answers.

Susan Wickers – 1201 6th St. stated she was glad to see the issue is being addressed and commented for more robust communication, she suggested before further negotiations that input be gathered from the community for ideas. She noted it's crippling the negotiating team by going in with one sided input being received.

Christine Johnson – 801 McLean Dr., would like to see interaction prior to further negotiations. She also commented on the topic being listed as a second read as she has not seen a first read before tonight.

Pat Hammond – 729 Sauk Mtn. Dr., commented that she is very happy to see this come together and wants everyone to have access for a great public library.

Dorothy DeFremery – 316 Garden of Eden – read a prepared statement addressing county library systems with a branch in each town. She noted she can't see any pluses to merging and there being lots of confusion and the loss of a big piece of heritage. She also referenced a letter dated April 27th regarding contracting with library and that it seems the rural library concerns and opinions are being weighted more heavily. She addressed the current site as being the ideal spot and the building could be expanded where it is. DeFremery also expressed concern of going forward and the move toward eBooks.

George Wolner – 1641 State Hwy 9, commented that nothing is chipped in granite on the proposal and stated a merger is not a loss of resources. He commented on his belief of the Councilmembers and Mayor being open to communication with the public so there is no excuse not to be able to get questions answered.

Debra Lancaster – 201 W. Nelson – expressed her pleasure to see the resolution and encouraged the Council to find a good facilitator for the open house.

Helge Andersson – 928 Beachley Road, stated he has previously mentioned the topic be submitted for a vote, this time he would suggest having a contract period before a binding agreement.

Loretta Saarinen – 821 Park Cottage Pl., submitted her request for several additions to the ordinance for consideration. She requested the public notification period be changed from 7 days to 10 days and also requested the addition in two areas for citizen engagement for questions and answers. She expressed her gratitude for exceeding the state minimum on public hearings and opening up the process. Saarinen apologized for exceeding her time limit at the last meeting.

Amanda Sonndagh – 222 Ball Street, addressed the Council noting there is no choice. She also addressed language within the proposed ordinance and feels the citizens are not getting the true light.

Mayor Wagoner closed the public comment period at 7:32 PM.

Council discussion ensued regarding a 10 day notification period and a question and answer opportunity.

Lorretta Saarinen was requested to come back to the podium for clarification of her request.

Councilmember Kinzer moved to have no further negotiations with the Library District until after a public forum is held. Seconded by Councilmember Owen.

Discussion was held regarding input received at each meeting from the public, addressing concerns with any member of the negotiating committee, crippling any progress we have made, concerns are being heard and trust that the Council is thinking of the citizens and the notification process.

The Mayor restated the motion. Motion failed (2-5, Councilmembers Dunn Lee, Kornegay, Johnson, Lemley and Sandström opposed).

Councilmember Sandström moved to approve a Resolution No. 943-16 a resolution of the City Council of the City of Sedro-Woolley Establishing a Formal Public Participation Plan for Decisions Regarding the Sedro-Woolley City Library with the notice being extended to 10 days. Councilmember Kornegay seconded.

Discussion ensued with metaphors and abstract art analogies, revision for public notification of 10 days, format of public forum and pre-submission of questions for forum.

Motion carried (6-1, Councilmember Kinzer opposed).

PUBLIC HEARING

UNFINISHED BUSINESS

Resolution Establishing a Public Participation Plan for Library Decision-making.

In the interest of the audience this agenda item was moved.

Public Comment –

Jack and Shannon Moore – 402 Burrows Ln. thanked the Council for their continued focus on keeping neighborhoods safe. They specifically thanked City Supervisor/Attorney Berg, Police Chief Tucker and Code Enforcement Officer Carr for their work on a structure within their neighborhood that was attracting nuisances.

Christine Johnson – 801 McLean Dr., addressed the rules and regulations for public input at Council meetings and worksessions, she noted that Mount Vernon citizens get to speak for 5 minutes at both Council meetings and worksessions and requested consideration of the 5 minute time limit.

Steve Krein – 8053 State Rt. 9, reported his property is just outside city limits and is a parcel in the process of being annexed into the city UGA. He requested to be able to hook up to city sewer.

NEW BUSINESS

Proposed Revisions to SWMC 15.04, Local Amendments to Adopted State Building Codes

Planning Director Coleman reviewed the proposed revisions to SWMC 15.04 local amendments to state building codes. He noted the state requires the codes go into effect July 1st. Local jurisdictions can make minor adjustments. No additional changes are recommended with exception of the urban fire interface code. Coleman stated this is a first read with no action required.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Written Reports to Council
Informational Items

Police Chief Tucker – reported on the internet exchange site that has received good input. He also reported that Sgt. Peirce will be returning from Coast Guard deployment. A gathering will be held to welcome him back. Chief Tucker’s new truck is getting outfitted which will give the crime watch program a newer vehicle. Chief Tucker spoke of changes coming with the crime watch program and addressed some homeless issues in the downtown area.

Asst. Fire Chief Olson – gave recognition to Mark Nysether owner of the property at 500 Metcalf for allowing use of their building for various training scenarios. He also noted it has been a very busy day.

Planning Director Coleman – presented an update on the UGA approval process at the County. He will be attending another meeting at the county on June 20th. He also noted a letter has been received from the Department of Ecology accepting the city’s shoreline management plan.

Public Works Director Freiburger – reported on the numerous projects in the works including the Jameson St. Arterial project and the Ferry Street Sidewalk and Overlay. He also gave updates on the Cascade Trail expansion, Fruitdale arterial and the upcoming TIB meeting for grant programs. He noted a public hearing will be held for the 2017-2022 TIP at the next meeting.

City Supervisor/Attorney Berg – announced the deadline for the City Scene magazine is June 20th. He also reported the jail project is progressing and gave a report on the Council jail tour. Updates were presented on the SWIFT Center, mental health community report, emergency medical system, GEMT and STEM. Berg also reported he represented the City well by placing 1st in the jump rope contest at Blast from the Past.

Public Works Director Freiburger – noted he will follow up on the sewer request made this evening.

Finance Director Nelson – reported on a webinar on the Transportation Benefit District. She also reported on the recent enhancement to the financial software that will allow for online payments, paperless billing, email payment confirmation and auto pay credit card payments. She noted the benefit to the city will be time savings, printing and mailing costs, landlord inquiries, manual credit card payments and a website link.

Councilmember Kornegay – announced the June 18th official dedication of Tesarik Field and reported on Blast from the Past and the upcoming Oaysis Teen Shelter auction at Skagit Valley College.

Councilmember Johnson – spoke about her recent trip to Ireland saying she had the honor to meet the Mayor of Kilkenny, who sends his greetings to the fine folks of Sedro-Woolley.

Councilmember Owen – reported on a ride along with Officer Rhonda Lasley. He stated she is very dedicated and he was impressed with her professionalism. He also thanked City Supervisor/Attorney Berg for arranging the jail tour.

Councilmember Lemley – reported on the new layout at the recycle yard and the Blast from the Past car show with 153 cars.

Councilmember Sandström – questioned the status of Heather Lane.

Mayor Wagoner -- reported on the Sedro-Woolley High School awards night with over 8 million in scholarships given away. He also reported on the Memorial Day weekend noting the Cemetery looked fantastic and the Blast from the Past.

EXECUTIVE SESSION

The meeting was adjourned to Executive Session for approximately 15 minutes under RCW 43.30.140 (4) collective bargaining at 8:37 P.M. with possible action.

The meeting reconvened at 8:58 P.M.

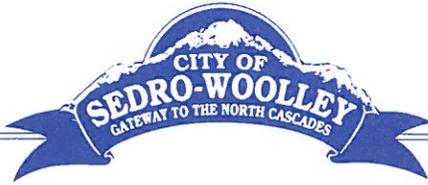
Councilmember Dunn Lee moved to approve the draft MOU between the city and AFSCME regarding step placement for recent hires. Seconded by Councilmember Lemley. Motion carried (7-0).

Councilmember Dunn Lee moved to adjourn. Seconded by Councilmember Lemley. Motion carried (7-0).

The meeting adjourned at 8:59 P.M.

JUN 22 2016

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



DATE: June 22, 2016
TO: Mayor Wagoner 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 June 22, 2016.

Motion to approve Claim Checks #183987 in the amount of \$210.00 and #183988 to #184098 plus EFT's in the amount of \$553,164.06.

Motion to approve Payroll Checks #58951 to #58962 plus EFT's in the amount of \$223,059.43.

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.

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

06/22/2016 To: 06/22/2016

Time: 09:59:11 Date: 06/17/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4387	06/22/2016	Claims	2	EFT	US Bank -- Purchase Cards	7,329.45	
					001 - 511 60 31 000 - Supplies	36.96	
					001 - 513 10 43 000 - Meals/Travel	54.44	
					001 - 513 10 43 000 - Meals/Travel	241.86	
					001 - 513 10 43 000 - Meals/Travel	241.86	
					001 - 513 10 43 000 - Meals/Travel	6.47	
					001 - 513 10 43 000 - Meals/Travel	32.83	
					001 - 513 10 43 000 - Meals/Travel	22.51	
					001 - 513 10 43 000 - Meals/Travel	27.87	
					001 - 513 10 43 000 - Meals/Travel	19.28	
					001 - 513 10 43 000 - Meals/Travel	60.00	
					001 - 514 23 49 030 - Misc-Tuition/Registration	450.00	
					001 - 518 20 32 000 - Auto Fuel	31.71	
					001 - 518 80 35 000 - Small Tools/Minor Equip	86.76	
					001 - 518 80 42 021 - Internet Services	96.00	
					001 - 521 20 32 000 - Auto Fuel	35.19	
					001 - 521 20 32 000 - Auto Fuel	58.49	
					001 - 521 20 43 000 - Meals/Travel-non Training	606.10	
					001 - 521 40 43 000 - Travel	314.58	
					001 - 522 20 26 000 - Uniforms	37.83	
					001 - 522 20 35 000 - Small Tools & Minor Equip	121.90	
					001 - 522 20 41 030 - Investigation	36.00	
					001 - 522 45 31 000 - Supplies & Books	425.77	
					001 - 524 20 31 000 - Off/Oper Supps & Books	219.65	
					425 - 531 50 31 000 - Operating Supplies	45.56	
					401 - 535 80 43 000 - Meals/Travel	60.20	
					401 - 535 80 43 000 - Meals/Travel	505.90	
					401 - 535 80 49 030 - Misc-Tuition/Registration	300.00	
					412 - 537 80 31 010 - Office Supplies	157.30	
					103 - 542 30 31 000 - Operating Supplies	97.64	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	42.75	
					105 - 572 20 43 000 - Travel	32.00	
					105 - 572 20 49 010 - Tuition/registration	15.00	
					105 - 572 20 49 010 - Tuition/registration	39.00	
					101 - 576 80 31 001 - Operating Sup - Riverfront	126.89	
					101 - 576 80 48 009 - Hammer Square	146.48	
					101 - 576 80 48 021 - Equipment	240.28	
					101 - 576 80 48 021 - Equipment	100.41	
					001 - 594 21 64 000 - Machinery & Equipment	358.03	
					105 - 594 72 64 000 - Books & Materials	735.13	
					105 - 594 72 64 000 - Books & Materials	706.25	
					001 - 595 10 31 000 - Supplies	105.08	
					001 - 595 10 31 000 - Supplies	209.99	
					104 - 595 30 63 040 - Const-Jameson/SR9	41.50	
4388	06/22/2016	Claims	2	EFT	WA State Dept Of Revenue	11,625.13	
					001 - 521 20 31 002 - Office/Operating Supplies	1.27	
					401 - 535 50 48 000 - Maintenance Contracts	97.76	
					102 - 536 20 44 010 - Taxes And Assessments	196.13	
					412 - 537 80 44 001 - Taxes & Assessments	6,018.86	
					105 - 572 20 44 010 - Taxes & Assessments	13.47	
					101 - 576 80 35 000 - Small Tools & Minor Equip	12.78	
					101 - 576 80 44 010 - Taxes And Assessments	141.52	
					001 - 589 99 09 999 - Payroll Clearing	5,129.08	
					001 - 594 21 64 000 - Machinery & Equipment	9.69	
					105 - 594 72 64 000 - Books & Materials	3.30	
					001 - 595 10 31 000 - Supplies	1.27	
4389	06/22/2016	Claims	2	183988	2030 Rentals LLC	306.97	
					412 - 343 74 00 000 - Equipment Rental	-306.97	
4390	06/22/2016	Claims	2	183989	A WorkSAFE Service, Inc.	416.00	

CHECK REGISTER

City Of Sedro-Woolley
 MCAG #: 0647

06/22/2016 To: 06/22/2016

Time: 09:59:11 Date: 06/17/2016
 Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 521 20 41 001		Professional Services	52.00	
			401 - 535 80 41 000		Professional Services	52.00	
			102 - 536 20 49 010		Misc-Tuition/Registration	52.00	
			412 - 537 80 31 000		Operating Supplies	52.00	
			101 - 576 80 49 020		Misc-Dues/CDL/Background	52.00	
			101 - 576 80 49 020		Misc-Dues/CDL/Background	156.00	
4391	06/22/2016	Claims	2	183990	A-1 Mobile Lock & Key		449.73
			101 - 594 76 31 100		Museum Apartment	449.73	
4392	06/22/2016	Claims	2	183991	ATV Signs		292.95
			412 - 537 80 31 000		Operating Supplies	292.95	
4393	06/22/2016	Claims	2	183992	All-Phase Electric		463.21
			101 - 594 76 31 000		Buildings & Structures	463.21	
4394	06/22/2016	Claims	2	183993	Allelujah Business Systems		20.62
			001 - 524 20 31 000		Off/Oper Supps & Books	20.62	
4395	06/22/2016	Claims	2	183994	Aramark Uniform Services		56.62
			401 - 535 80 49 000		Laundry	18.85	
			401 - 535 80 49 000		Laundry	13.45	
			102 - 536 20 49 030		Misc-laundry	0.40	
			102 - 536 20 49 030		Misc-laundry	1.04	
			103 - 542 30 49 000		Misc-Laundry	14.24	
			103 - 542 30 49 000		Misc-Laundry	8.64	
4396	06/22/2016	Claims	2	183995	Assoc Of Wash Cities		25.00
			001 - 517 90 49 001		Employee Wellness (educ)	25.00	
4397	06/22/2016	Claims	2	183996	Assoc Petroleum Products		6,447.46
			001 - 518 20 32 000		Auto Fuel	68.21	
			001 - 521 20 32 000		Auto Fuel	1,306.74	
			001 - 522 20 32 000		Auto Fuel/Diesel	613.71	
			001 - 523 20 32 000		Auto Fuel	31.18	
			401 - 535 80 32 000		Auto Fuel/Diesel	122.34	
			401 - 535 80 32 000		Auto Fuel/Diesel	40.05	
			102 - 536 20 32 000		Auto Fuel/Diesel	76.29	
			412 - 537 80 32 000		Auto Fuel/Diesel	781.46	
			412 - 537 80 32 000		Auto Fuel/Diesel	908.26	
			412 - 537 80 32 000		Auto Fuel/Diesel	854.73	
			412 - 537 80 32 000		Auto Fuel/Diesel	103.81	
			103 - 542 30 32 000		Auto Fuel/Diesel	81.97	
			103 - 542 30 32 000		Auto Fuel/Diesel	123.88	
			103 - 542 30 32 000		Auto Fuel/Diesel	78.62	
			103 - 542 30 32 000		Auto Fuel/Diesel	262.39	
			103 - 542 30 32 000		Auto Fuel/Diesel	239.41	
			103 - 542 30 32 000		Auto Fuel/Diesel	124.55	
			101 - 576 80 32 000		Auto Fuel/Diesel	101.79	
			101 - 576 80 32 000		Auto Fuel/Diesel	466.46	
			101 - 576 80 32 000		Auto Fuel/Diesel	61.61	
4398	06/22/2016	Claims	2	183997	Association Of WA Cities		3,421.38
			001 - 521 20 27 000		Retired Medical	3,421.38	
4399	06/22/2016	Claims	2	183998	Ben Barker		184.00
			101 - 362 40 10 000		Space Rent-RV Park - Riverfr	-59.50	
			101 - 362 40 20 000		Space/Facility Rent-Riverfron	-124.50	
4400	06/22/2016	Claims	2	183999	Bay City Supply		307.26
			101 - 576 80 31 004		Operating Sup - Comm Cente	307.26	
4401	06/22/2016	Claims	2	184000	Dr, Paul Bergman		228.00
			001 - 521 20 27 000		Retired Medical	228.00	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

06/22/2016 To: 06/22/2016

Time: 09:59:11 Date: 06/17/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4402	06/22/2016	Claims	2	184001	Bioscience Inc	1,725.00	
					401 - 535 50 48 010 - Maintenance Of Lines	1,725.00	
4403	06/22/2016	Claims	2	184002	Blythe Plumbing & Heating Inc	1,419.32	
					001 - 522 50 48 030 - Repair/Maint-Station	224.10	
					401 - 535 50 48 000 - Maintenance Contracts	522.92	
					412 - 537 80 48 000 - Repair/Maintenance	74.70	
					101 - 576 80 48 009 - Hammer Square	74.70	
					101 - 576 80 48 016 - City Hall	448.20	
					101 - 576 80 48 022 - Evidence Garage	74.70	
4404	06/22/2016	Claims	2	184003	Capital Industries Metal Fabricators	3,235.39	
					412 - 537 80 34 000 - Containers - Garbage	3,235.39	
4405	06/22/2016	Claims	2	184004	Capital One Commercial	585.60	
					412 - 537 80 31 000 - Operating Supplies	292.80	
					103 - 542 30 31 000 - Operating Supplies	292.80	
4406	06/22/2016	Claims	2	184005	Cascade Natural Gas Corp	497.42	
					001 - 521 20 47 000 - Public Utilities	10.60	
					001 - 522 50 47 000 - Public Utilities	58.70	
					401 - 535 80 47 000 - Public Utilities	46.15	
					412 - 537 80 47 000 - Public Utilities	35.92	
					103 - 542 63 47 000 - Public Utilities	10.60	
					103 - 542 63 47 000 - Public Utilities	3.18	
					105 - 572 20 47 000 - Public Utilities	11.44	
					101 - 576 80 47 010 - Community Center	30.86	
					101 - 576 80 47 020 - Senior Center	67.14	
					101 - 576 80 47 050 - Hammer Square	15.67	
					101 - 576 80 47 052 - Bingham Caretaker	7.42	
					101 - 576 80 47 052 - Bingham Caretaker	34.23	
					101 - 576 80 47 070 - City Hall	165.51	
4407	06/22/2016	Claims	2	184006	Nikki Clontz	100.00	
					101 - 362 40 30 000 - Space/Facility Rent-Bingham	-100.00	
4408	06/22/2016	Claims	2	184007	Concrete Nor'west Inc	675.26	
					401 - 535 50 48 010 - Maintenance Of Lines	472.20	
					412 - 537 50 48 010 - Repairs/Maint-Building	156.24	
					412 - 537 60 47 020 - Site Yard Waste Disposal	46.82	
4409	06/22/2016	Claims	2	184008	Countrywide Fence Center	434.81	
					412 - 537 50 48 010 - Repairs/Maint-Building	434.81	
4410	06/22/2016	Claims	2	184009	Crystal Springs	29.81	
					401 - 535 80 31 010 - Operating Supplies	29.81	
4411	06/22/2016	Claims	2	184010	Cues	1,203.92	
					401 - 535 50 48 010 - Maintenance Of Lines	1,203.92	
4412	06/22/2016	Claims	2	184011	Databar	2,309.22	
					425 - 531 50 42 010 - Postage	92.37	
					401 - 535 80 42 015 - Postage	1,500.99	
					412 - 537 80 42 010 - Postage	715.86	
4413	06/22/2016	Claims	2	184012	Dwayne Lane's North Cascade Ford	93.47	
					001 - 521 20 48 010 - Repair & Maint - Auto	45.09	
					001 - 521 20 48 010 - Repair & Maint - Auto	48.38	
4414	06/22/2016	Claims	2	184013	E & E Lumber	441.64	
					103 - 542 30 31 000 - Operating Supplies	18.42	
					103 - 542 30 31 000 - Operating Supplies	25.97	

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					101 - 576 80 31 008 - Operating Sup - Memorial	61.05	
					101 - 576 80 31 008 - Operating Sup - Memorial	3.65	
					101 - 576 80 31 008 - Operating Sup - Memorial	10.18	
					101 - 576 80 35 000 - Small Tools & Minor Equip	42.86	
					101 - 576 80 35 010 - Safety Equipment	25.49	
					101 - 576 80 48 005 - Senior Center	17.09	
					101 - 576 80 48 009 - Hammer Square	152.05	
					101 - 576 80 48 015 - Library	55.41	
					101 - 576 80 48 015 - Library	6.51	
					101 - 576 80 48 015 - Library	5.09	
					101 - 576 80 48 021 - Equipment	1.36	
					101 - 594 76 31 100 - Museum Apartment	16.51	
4415	06/22/2016	Claims	2	184014	Edge Analytical Inc		196.00
					401 - 535 80 41 000 - Professional Services	49.00	
					401 - 535 80 41 000 - Professional Services	49.00	
					401 - 535 80 41 000 - Professional Services	49.00	
					401 - 535 80 41 000 - Professional Services	49.00	
4416	06/22/2016	Claims	2	184015	Emergency Reporting		2,226.42
					001 - 522 20 41 000 - Professional Services	2,226.42	
4417	06/22/2016	Claims	2	184016	Enterprise Office Systems		144.28
					001 - 512 50 31 000 - Supplies	135.61	
					001 - 514 23 31 000 - Supplies	8.67	
4418	06/22/2016	Claims	2	184017	Farmers Equipment Co		137.77
					103 - 542 30 48 010 - Repair/Maintenance-Equip	137.77	
4419	06/22/2016	Claims	2	184018	Fastenal Company		165.88
					401 - 535 50 48 050 - Maint Of General Equip	18.60	
					412 - 537 80 31 000 - Operating Supplies	147.28	
4420	06/22/2016	Claims	2	184019	Federal Certified Hearing		20.00
					104 - 595 30 63 040 - Const-Jameson/SR9	20.00	
4421	06/22/2016	Claims	2	184020	Fisher Construction		29,867.64
					401 - 594 35 63 010 - Other Improvements	29,867.64	
4422	06/22/2016	Claims	2	184021	Frontier		1,549.58
					001 - 512 50 42 020 - Telephone	43.62	
					001 - 513 10 42 020 - Telephone	65.43	
					001 - 514 23 42 020 - Telephone	65.43	
					001 - 515 30 42 001 - Telephone	29.08	
					001 - 518 80 42 020 - Telephone	21.81	
					001 - 521 20 42 020 - Telephone	217.67	
					001 - 521 20 42 020 - Telephone	68.98	
					001 - 521 20 42 020 - Telephone	59.72	
					001 - 522 20 42 020 - Telephone	79.97	
					001 - 524 20 42 020 - Telephone	21.81	
					401 - 535 80 42 020 - Telephone	58.16	
					401 - 535 80 42 020 - Telephone	211.03	
					102 - 536 20 42 020 - Telephone	77.30	
					412 - 537 80 42 020 - Telephone	29.08	
					412 - 537 80 42 020 - Telephone	59.86	
					103 - 542 30 42 020 - Telephone	7.27	
					001 - 558 60 42 020 - Telephone	21.81	
					105 - 572 20 42 020 - Telephone	36.35	
					105 - 572 20 42 020 - Telephone	114.57	
					101 - 576 80 42 020 - Telephone	14.54	
					101 - 576 80 47 010 - Community Center	57.25	
					101 - 576 80 47 070 - City Hall	137.95	
					001 - 595 10 42 020 - Telephone	50.89	

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4423	06/22/2016	Claims	2	184022	Gall's LLC	159.51	
					001 - 513 10 44 009 - Senior Crime Watch	159.51	
4424	06/22/2016	Claims	2	184023	Glenn Gardner	2,060.42	
					001 - 594 21 64 000 - Machinery & Equipment	2,060.42	
4425	06/22/2016	Claims	2	184024	General Fire Apparatus	222,858.00	
					501 - 594 22 64 501 - Vehicles - Fire	222,858.00	
4426	06/22/2016	Claims	2	184025	Great America Financial Svcs	125.69	
					105 - 572 20 48 020 - Repair/Maintenance-Equip	125.69	
4427	06/22/2016	Claims	2	184026	Guardian NW Title & Escrow	575.05	
					001 - 515 30 41 000 - Professional Services	575.05	
4428	06/22/2016	Claims	2	184027	Guardian Security	165.00	
					101 - 576 80 48 015 - Library	165.00	
4429	06/22/2016	Claims	2	184028	Patrick Hayden	3,000.00	
					001 - 515 30 41 001 - Prosecuting Attorney	3,000.00	
4430	06/22/2016	Claims	2	184029	Glenn Hoff	184.00	
					001 - 515 93 41 001 - Indigent Defense Conflict Co	22.50	
					001 - 515 93 41 001 - Indigent Defense Conflict Co	161.50	
4431	06/22/2016	Claims	2	184030	Home Depot Credit Services	2,461.52	
					101 - 576 80 48 016 - City Hall	323.33	
					101 - 594 76 31 100 - Museum Apartment	1,657.58	
					101 - 594 76 31 100 - Museum Apartment	503.37	
					101 - 594 76 31 100 - Museum Apartment	-22.76	
4432	06/22/2016	Claims	2	184031	Humane Society Of Skagit	268.00	
					001 - 521 20 41 021 - Humane Society	268.00	
4433	06/22/2016	Claims	2	184032	Ingram Library Services	477.96	
					105 - 594 72 64 000 - Books & Materials	180.71	
					105 - 594 72 64 000 - Books & Materials	5.55	
					105 - 594 72 64 000 - Books & Materials	150.32	
					105 - 594 72 64 000 - Books & Materials	141.38	
4434	06/22/2016	Claims	2	184033	Iworq Systems	500.00	
					103 - 542 30 49 010 - Misc-Dues/Subscriptions	500.00	
4435	06/22/2016	Claims	2	184034	JM Construction & Drywall, LLC	8,500.00	
					101 - 594 76 31 000 - Buildings & Structures	8,500.00	
4436	06/22/2016	Claims	2	184035	Jackson, Terry & Linda	151.88	Refund inactive customer credit balance
					425 - 343 10 00 000 - Stormwater Fees	-11.94	
					401 - 343 50 00 000 - Sewer Service Charges	-120.99	
					412 - 343 70 00 000 - Garbage/Solid Waste Fees	-18.95	
4437	06/22/2016	Claims	2	184036	Ronald John	132.00	
					001 - 521 20 27 000 - Retired Medical	132.00	
4438	06/22/2016	Claims	2	184037	Dean Klinger	36.00	
					001 - 522 45 43 000 - Travel & Meals	36.00	
4439	06/22/2016	Claims	2	184038	Lakeside Industries	507.78	
					103 - 595 30 63 020 - Contracted Overlay	507.78	
4440	06/22/2016	Claims	2	184039	Language Exch Inc (The)	310.00	
					001 - 512 50 41 040 - Language Interpreter	310.00	
4441	06/22/2016	Claims	2	184040	Lauts Inc	612.36	

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			412 - 537 60 47 000		Solid Waste Disposal	612.36	
4442	06/22/2016	Claims	2	184041	Lithtex NW	642.50	
			001 - 514 23 31 000		Supplies	435.61	
			001 - 524 20 31 000		Off/Oper Supps & Books	68.96	
			001 - 558 60 31 000		Supplies/Books	68.97	
			001 - 595 10 31 000		Supplies	68.96	
4443	06/22/2016	Claims	2	184042	Lochner	37,741.82	
			401 - 594 35 63 000		Engineering Services	5,000.00	
			104 - 595 10 63 010		Eng Fruitdale	18,379.63	
			104 - 595 10 63 040		Eng-SR9 Jameson	2,829.60	
			104 - 595 30 63 040		Const-Jameson/SR9	11,532.59	
4444	06/22/2016	Claims	2	184043	Loggers And Contractors	349.71	
			412 - 537 80 31 000		Operating Supplies	158.75	
			103 - 542 67 48 000		Repairs/Maint-Equip	190.96	
4445	06/22/2016	Claims	2	184044	MAILFINANCE	800.99	
			001 - 514 23 45 000		Operating Rentals/Leases	133.50	
			001 - 521 20 42 010		Postage	133.50	
			001 - 522 20 42 010		Postage	133.50	
			001 - 524 20 42 000		Postage	133.49	
			001 - 558 60 42 010		Postage	133.50	
			001 - 595 10 42 000		Postage	133.50	
4446	06/22/2016	Claims	2	184045	William R McCann	3,500.00	
			001 - 515 93 41 000		Indigent Defender	3,500.00	
4447	06/22/2016	Claims	2	184046	McLoughlin & Eardley Corp	1,005.26	
			501 - 594 21 64 501		Vehicles - Police	1,005.26	
4448	06/22/2016	Claims	2	184047	Menke Jackson Beyer, LLP	1,937.89	
			001 - 515 30 41 000		Professional Services	1,937.89	
4449	06/22/2016	Claims	2	184048	Mid-American Research Chem	823.51	
			401 - 535 80 31 010		Operating Supplies	823.51	
4450	06/22/2016	Claims	2	184049	Motor Trucks Inc	53.20	
			412 - 537 50 48 000		Repairs/maint-equip	53.20	
4451	06/22/2016	Claims	2	184050	Neofunds By Newpost	1,200.00	
			001 - 512 50 42 010		Postage	183.09	
			001 - 514 23 42 010		Postage	311.15	
			001 - 515 30 42 000		Postage	2.81	
			001 - 521 20 42 010		Postage	158.27	
			001 - 522 20 42 010		Postage	2.20	
			001 - 522 20 42 010		Postage	2.20	
			001 - 524 20 42 000		Postage	19.06	
			425 - 531 50 31 000		Operating Supplies	13.07	
			401 - 535 80 42 015		Postage	169.88	
			102 - 536 20 42 010		Postage	2.85	
			412 - 537 80 42 010		Postage	78.41	
			001 - 558 60 42 010		Postage	142.88	
			001 - 595 10 42 000		Postage	114.13	
4452	06/22/2016	Claims	2	184051	Newman Signs Inc	327.85	
			103 - 542 64 31 003		Temporary Devises TCCD	327.85	
4453	06/22/2016	Claims	2	184052	Norco	75.68	
			001 - 522 20 31 000		Operating Supplies	22.12	
			001 - 522 20 31 000		Operating Supplies	21.40	
			001 - 522 20 31 000		Operating Supplies	11.06	
			001 - 522 20 31 000		Operating Supplies	10.72	
			001 - 522 20 31 000		Operating Supplies	10.38	

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4454	06/22/2016	Claims	2	184053	North Hill Resources Inc	1,700.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	1,700.00	
4455	06/22/2016	Claims	2	184054	Northern Safety & Industrial	203.99	
					001 - 522 20 35 000 - Small Tools & Minor Equip	203.99	
4456	06/22/2016	Claims	2	184055	Oasys	511.11	
					105 - 572 20 31 010 - Supplies	511.11	
4457	06/22/2016	Claims	2	184056	Oliver-Hammer Clothes	352.58	
					412 - 537 80 31 000 - Operating Supplies	184.43	
					103 - 542 30 35 010 - Safety Equipment	168.15	
4458	06/22/2016	Claims	2	184057	Pacific Power Batteries	315.03	
					401 - 535 50 48 040 - Maintenance Of Vehicles	315.03	
4459	06/22/2016	Claims	2	184058	Partsmaster	149.49	
					401 - 535 80 31 010 - Operating Supplies	149.49	
4460	06/22/2016	Claims	2	184059	Pat Rimmer Tire Ctr Inc	2,797.71	
					412 - 537 50 48 000 - Repairs/maint-equip	1,133.61	
					412 - 537 50 48 000 - Repairs/maint-equip	31.47	
					412 - 537 50 48 000 - Repairs/maint-equip	1,554.51	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	78.12	
4461	06/22/2016	Claims	2	184060	PeaceHealth Laboratories	80.00	
					001 - 521 20 41 001 - Professional Services	40.00	
					001 - 521 20 41 001 - Professional Services	40.00	
4462	06/22/2016	Claims	2	184061	Petty Cash-Debra Peterson	94.32	
					105 - 572 20 31 000 - Operating Supplies	78.32	
					105 - 572 20 43 000 - Travel	16.00	
4463	06/22/2016	Claims	2	184062	Public Utility Dis No1	1,478.50	
					001 - 521 20 47 000 - Public Utilities	26.07	
					401 - 535 80 47 000 - Public Utilities	269.26	
					102 - 536 20 47 000 - Public Utilities	55.25	
					412 - 537 80 47 000 - Public Utilities	50.45	
					103 - 542 63 47 000 - Public Utilities	58.80	
					105 - 572 20 47 000 - Public Utilities	46.92	
					101 - 576 80 47 000 - Riverfront	310.13	
					101 - 576 80 47 040 - Train	26.07	
					101 - 576 80 47 050 - Hammer Square	96.31	
					101 - 576 80 47 051 - Bingham / Memorial	100.49	
					101 - 576 80 47 053 - Other Utilities	229.74	
					101 - 576 80 47 070 - City Hall	209.01	
4464	06/22/2016	Claims	2	184063	Quiring Monuments Inc	125.00	
					102 - 536 20 34 000 - Liners	125.00	
4465	06/22/2016	Claims	2	184064	SRV Construction Inc	64,958.92	
					104 - 595 30 63 040 - Const-Jameson/SR9	64,958.92	
4466	06/22/2016	Claims	2	184065	Seawestern Fire Fighting Equip	2,007.25	
					001 - 522 20 48 000 - Repairs/Maint-Equip	2,007.25	
4467	06/22/2016	Claims	2	184066	Sedro-Woolley Auto Parts	421.59	
					001 - 521 20 48 010 - Repair & Maint - Auto	19.51	
					102 - 536 20 31 010 - Operating Supplies	24.74	
					102 - 536 20 31 010 - Operating Supplies	15.82	
					102 - 536 20 35 000 - Small Tools/Minor Equip	43.35	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	22.83	
					412 - 537 50 48 000 - Repairs/maint-equip	-23.87	
					412 - 537 50 48 000 - Repairs/maint-equip	1.09	

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			412 - 537 50 48 000		- Repairs/maint-equip	124.61	
			412 - 537 50 48 000		- Repairs/maint-equip	20.39	
			412 - 537 80 31 000		- Operating Supplies	94.29	
			412 - 537 80 31 000		- Operating Supplies	78.83	
4468	06/22/2016	Claims	2	184067	Sedro-Woolley Chamber Of	2,652.99	
			108 - 557 30 41 011		- Chamber Of Commerce	1,251.42	
			108 - 557 30 41 011		- Chamber Of Commerce	1,401.57	
4469	06/22/2016	Claims	2	184068	Sedro-Woolley Loggerodeo	6,400.00	
			108 - 557 30 41 010		- Loggerodeo	6,400.00	
4470	06/22/2016	Claims	2	184069	Skagit CD	1,365.76	
			425 - 531 50 41 002		- Contracted Services	634.95	
			425 - 531 50 41 002		- Contracted Services	730.81	
4471	06/22/2016	Claims	2	184070	Skagit Co Public Works	43,431.52	
			412 - 537 60 47 000		- Solid Waste Disposal	43,431.52	
4472	06/22/2016	Claims	2	184071	Skagit County Treasurer	139.22	
			001 - 586 00 00 001		- Crime Victim & Witnss Prog	139.22	
4473	06/22/2016	Claims	2	184072	Skagit Farmers Supply	460.43	
			001 - 521 20 31 002		- Office/Operating Supplies	28.20	
			412 - 537 80 32 000		- Auto Fuel/Diesel	19.45	
			103 - 542 30 31 020		- Operating Supplies - Herbicid	21.18	
			103 - 542 30 31 020		- Operating Supplies - Herbicid	304.82	
			103 - 542 30 31 020		- Operating Supplies - Herbicid	65.09	
			101 - 576 80 31 001		- Operating Sup - Riverfront	21.69	
4474	06/22/2016	Claims	2	184073	Skagit Hydraulics Inc	309.23	
			412 - 537 50 48 000		- Repairs/maint-equip	309.23	
4475	06/22/2016	Claims	2	184074	Skagit Publishing	886.21	
			001 - 558 60 41 010		- Advertising	131.88	
			001 - 558 60 41 011		- Advertising Reimbuseable	274.30	
			001 - 558 60 41 011		- Advertising Reimbuseable	258.48	
			101 - 576 80 48 014		- Winnie Houser Park	221.55	
4476	06/22/2016	Claims	2	184075	Skagit Surveyors &	13,805.65	
			104 - 595 30 63 033		- Const-Ferry/Township Overla	979.97	
			104 - 595 30 63 040		- Const-Jameson/SR9	12,825.68	
4477	06/22/2016	Claims	2	184076	Skagit Valley Signs	59.68	
			101 - 594 76 31 000		- Buildings & Structures	59.68	
4478	06/22/2016	Claims	2	184077	Sno-Ilse Libraries	174.00	
			105 - 572 20 49 010		- Tuition/registration	174.00	
4479	06/22/2016	Claims	2	184078	Solid Waste Systems Inc	199.00	
			412 - 537 50 48 000		- Repairs/maint-equip	199.00	
4480	06/22/2016	Claims	2	184079	Staples Business Advantage	343.25	
			001 - 514 23 31 000		- Supplies	45.87	
			001 - 518 80 31 000		- Office/Operating Supplies	27.34	
			412 - 537 80 31 010		- Office Supplies	270.04	
4481	06/22/2016	Claims	2	184080	Paul Stierle	250.00	
			105 - 572 20 34 000		- Summer Reading Program	250.00	
4482	06/22/2016	Claims	2	184081	Stiles Law Inc., PS	3,098.00	
			001 - 512 50 41 010		- Municipal Court Judge	3,098.00	
4483	06/22/2016	Claims	2	184082	Swissphone LLC	76.90	
			001 - 522 20 31 000		- Operating Supplies	76.90	

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4484	06/22/2016	Claims	2	184083	TKE Corp	1,083.29	
					101 - 576 80 48 016 - City Hall	1,083.29	
4485	06/22/2016	Claims	2	184084	Thermo Fluids Inc.	160.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	80.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	80.00	
4486	06/22/2016	Claims	2	184085	Thompson's Greenhouse	3,043.43	
					101 - 594 76 64 001 - Holiday Displays	3,043.43	
4487	06/22/2016	Claims	2	184086	Trail Road Express Lube	7.25	
					001 - 522 45 31 000 - Supplies & Books	7.25	
4488	06/22/2016	Claims	2	184087	True Value	1,031.42	
					001 - 521 20 31 002 - Office/Operating Supplies	19.50	
					001 - 521 20 31 002 - Office/Operating Supplies	7.14	
					001 - 521 20 48 010 - Repair & Maint - Auto	14.09	
					001 - 521 20 48 010 - Repair & Maint - Auto	7.13	
					001 - 522 20 31 000 - Operating Supplies	49.89	
					001 - 522 20 31 000 - Operating Supplies	14.09	
					001 - 522 20 35 000 - Small Tools & Minor Equip	4.22	
					001 - 522 20 35 000 - Small Tools & Minor Equip	28.73	
					001 - 522 20 35 000 - Small Tools & Minor Equip	68.25	
					001 - 522 50 48 010 - Repairs/Maint-Dorm	99.66	
					401 - 535 80 31 010 - Operating Supplies	19.81	
					102 - 536 20 48 030 - Repair/Maintenance-Land	38.80	
					101 - 576 80 31 000 - Operating Sup - Tesarik Park	74.90	
					101 - 576 80 31 003 - Operating Sup - Parks Shop	116.38	
					101 - 576 80 31 004 - Operating Sup - Comm Cente	24.91	
					101 - 576 80 31 012 - Operating Sup - Hammer	61.98	
					101 - 576 80 48 003 - Bingham Caretaker	8.21	
					101 - 576 80 48 005 - Senior Center	36.87	
					101 - 576 80 48 009 - Hammer Square	9.21	
					101 - 594 76 31 100 - Museum Apartment	327.65	
4489	06/22/2016	Claims	2	184088	UPS Freight	95.00	
					412 - 537 80 34 000 - Containers - Garbage	95.00	
4490	06/22/2016	Claims	2	184089	Util Underground Loc Ctr	135.52	
					401 - 535 80 31 010 - Operating Supplies	135.52	
4491	06/22/2016	Claims	2	184090	Verizon Wireless	3,252.37	
					001 - 513 10 42 020 - Telephone	10.02	
					001 - 513 10 42 020 - Telephone	35.81	
					001 - 514 23 42 020 - Telephone	55.40	
					001 - 515 30 42 001 - Telephone	10.02	
					001 - 515 30 42 001 - Telephone	55.40	
					001 - 518 80 42 020 - Telephone	59.81	
					001 - 521 20 42 020 - Telephone	562.60	
					001 - 521 20 42 020 - Telephone	922.21	
					001 - 521 20 42 020 - Telephone	104.46	
					001 - 522 20 42 020 - Telephone	223.10	
					001 - 522 20 42 020 - Telephone	73.28	
					001 - 524 20 42 020 - Telephone	55.40	
					401 - 535 80 42 030 - Nextel Cell Phones	44.64	
					401 - 535 80 42 030 - Nextel Cell Phones	55.40	
					401 - 535 80 42 030 - Nextel Cell Phones	146.56	
					102 - 536 20 42 020 - Telephone	55.40	
					102 - 536 20 42 020 - Telephone	18.32	
					412 - 537 80 42 025 - Nextel Cell Phones	10.02	
					412 - 537 80 42 025 - Nextel Cell Phones	221.60	
					412 - 537 80 42 025 - Nextel Cell Phones	18.50	
					103 - 542 30 42 020 - Telephone	75.14	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

06/22/2016 To: 06/22/2016

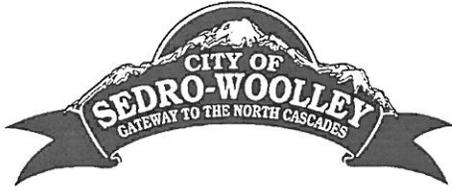
Time: 09:59:11 Date: 06/17/2016

Page: 10

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					101 - 576 80 42 020 - Telephone	110.80	
					101 - 576 80 42 020 - Telephone	109.36	
					001 - 595 10 42 025 - Cell Phones	10.02	
					001 - 595 10 42 025 - Cell Phones	110.80	
					001 - 595 10 42 025 - Cell Phones	98.30	
4492	06/22/2016	Claims	2	184091	Viewu		1,973.51
					001 - 594 21 64 000 - Machinery & Equipment	986.75	
					109 - 594 21 64 109 - Equipment	986.76	
4493	06/22/2016	Claims	2	184092	WA Assoc Of Sheriffs &		300.00
					001 - 521 20 49 000 - Professional Development	300.00	
4494	06/22/2016	Claims	2	184093	WA St Dept Of Prof Licen		126.00
					001 - 521 20 51 000 - Intergov Svc-Gun Permits	126.00	
4495	06/22/2016	Claims	2	184094	WA St Off Of Treasurer		8,636.45
					001 - 386 90 00 000 - State Remittances-Court	-8,636.45	
4496	06/22/2016	Claims	2	184095	WA State Criminal Justice		100.00
					001 - 521 40 49 000 - Tuition/Registration	100.00	
4497	06/22/2016	Claims	2	184096	Washington State Patrol		144.75
					001 - 521 20 51 000 - Intergov Svc-Gun Permits	132.75	
					101 - 576 80 41 000 - Professional Services	12.00	
4498	06/22/2016	Claims	2	184097	Washington Tractor		13,990.56
					412 - 537 50 48 000 - Repairs/maint-equip	-4.00	
					501 - 594 42 64 000 - Equip & Vehicles - Streets	13,994.56	
4499	06/22/2016	Claims	2	184098	Wood's Logging Supply Inc		61.39
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	61.39	
					001 Current Expense Fund	52,372.47	
					101 Parks & Facilities Fund	22,056.02	
					102 Cemetery Fund	866.91	
					103 Street Fund	3,867.99	
					104 Arterial Street Fund	111,567.89	
					105 Library Fund	3,386.51	
					108 Lodging Tax Fund	9,052.99	
					109 Special Investigation Fund	986.76	
					401 Sewer Operations Fund	44,313.06	
					412 Solid Waste Operations Fund	65,306.94	
					425 Stormwater Operations	1,528.70	
					501 Equipment Replacement Fund	237,857.82	
					* Transaction Has Mixed Revenue And Expense Accounts	553,164.06	
							Claims: 553,164.06

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016



CITY OF SEDRO-WOOLLEY
7:00 P.M. COUNCIL CHAMBERS Sedro-Woolley Municipal Building
AGENDA NO. 32 325 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: Update to public defender agreement
DATE: June 22, 2016

AGENDA PLACEMENT: Consent

ISSUES: Should the Council approve the attached interlocal agreement with Skagit County that addresses representation of arrestees at their first appearances and the attached, updated agreement between the City and Bill McCann for his work at the city's public defender?

BACKGROUND: The city is required to provide representation to arrestees at their first appearance in court. The attached draft interlocal agreement allows us to participate with Skagit County Public Defenders in a rotation to more efficiently provide the representation. There is no compensation, but the city will be taking a turn in the rotation which is how the parties share the work. Our turn will be fulfilled by Bill McCann.

Bill McCann has been the city's public defender for about 15 years and was the city's prosecutor before that time. He has always done an excellent job for the people he represents and has agreed to help the city by providing representation at these first appearances. Because we are unsure of the actual time required, the proposed update is for additional compensation on an hourly basis (\$100/hour), but I expect we will update his monthly compensation for 2017 to include this additional function.

REQUESTS FOR ACTION:

1. Motion to approve the interlocal agreement with Skagit County for rotating representation to arrestees at Skagit County District Court.
2. Motion to approve the contract with Bill McCann expanding his scope of work.

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

Skagit County
AND

The City of Sedro-Woolley

THIS AGREEMENT is made and entered into by and between the City of Sedro-Woolley ("City") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. PURPOSE: To provide legal representation to arrestees at the 8:30 a.m. preliminary appearance calendar in Skagit County District Court while conserving resources of the parties.

2. RESPONSIBILITIES: To provide rotating legal representation to arrestees at the 8:30 a.m. preliminary appearance calendar in Skagit County District Court. Within 24 hours of each hearing, the City of Sedro-Woolley and the County shall transmit to each other and to Mountain Law all paperwork associated with the respective party's cases. Neither the City nor the County shall have any obligation beyond provision of representation at the preliminary hearing calendar as agreed to herein. The parties shall jointly compile a schedule of hearing coverage pursuant to this agreement, which includes coverage by public defenders from the Skagit County Public Defender, Mountain Law, and the City of Sedro-Woolley.

3. TERM OF AGREEMENT: The term of this Agreement shall be from July 1, 2016 through December 31, 2016.

4. MANNER OF FINANCING: No compensation will be given to either party in connection with this agreement.

5. ADMINISTRATION: The following individuals are designated as representatives of the respective parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other party.

5.1 The County's representative shall be Keith Tyne, director of the Skagit County Public Defender.

5.2 City's representative shall be Eron Berg, Sedro-Woolley City Attorney.

6. TREATMENT OF ASSETS AND PROPERTY: No fixed assets or personal or real property will be jointly or cooperatively, acquired, held, used, or disposed of pursuant to this Agreement.

7. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions or those of their officials, officers, agents, or

employees to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability. It is further provided that no liability shall attach to the County by reason of entering into this contract except as expressly provided herein.

8. **TERMINATION:** Any party hereto may terminate this Agreement upon thirty (30) days notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

9. **CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS:** The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

10. **SEVERABILITY:** In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

11. **ENTIRE AGREEMENT:** This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

12. **OTHER PROVISIONS:** None.

GOVERNMENT AGENCY:

City of Sedro-Woolley

Keith Wagoner, Mayor

Date

Mailing Address:
325 Metcalf St.
Sedro-Woolley, WA 98284
(360) 855-1661

Attest:

Patsy K. Nelson, Finance Director

Approved as to Form:

Eron Berg, City Attorney

DATED this _____ day of _____, 2016.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Attest:

Kenneth A. Dahlstedt, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

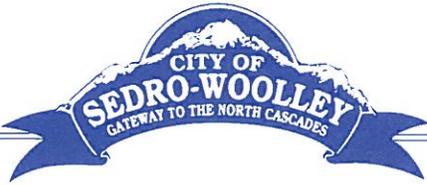
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director



Eron M. Berg
City Supervisor/City Attorney

June 23, 2016

Mr. Bill McCann, Esq.
302 Metcalf Street
Sedro-Woolley, WA 98284

RE: Public Defense

Dear Bill:

I am writing to follow up on our recent conversations regarding representation at first appearances in Skagit County. We last modified this agreement in early 2015 to increase your monthly compensation to address new indigent defense standards; this update includes the addition of a new 1.a., below to address additional compensation for the new scope of work. The new scope of work is to participate with Skagit County in representing arrestees at the 8:30 a.m. preliminary appearance calendar in Skagit County District Court (the specific details are contained in an interlocal agreement between the city and Skagit County which is attached).

I understand that you may have had a written agreement with this arrangement which started more than a decade ago and I know that we memorialized the relationship in a letter similar to this in 2013 and again in 2015. To be clear and to clearly comply with Washington State's indigent defense standards, our arrangement is as follows:

1. Compensation will increase to \$3,500.00 per month, paid monthly in the same manner as currently processed:
 - a. To perform the city's obligations under the interlocal agreement between the city and Skagit County for rotating representation to arrestees at the 8:30 a.m. preliminary appearance calendar in Skagit County District Court, an hourly rate of \$100.00 to be billed monthly.
2. City will provide office space, telephone, normal office support, and a notebook computer (if requested);
3. Conflict counsel is provided by the City as appointed by the Judge;
4. Private investigators are available for your use as ordered by the Judge;
5. Expert witnesses are available for your use as ordered by the Judge;
6. You will provide the necessary time to represent indigent defense clients as assigned by the Judge up to a maximum of 250 cases per year;
7. If you desire to have additional cases assigned beyond the 250 annual case limit, additional compensation will be negotiated in advance;
8. You agree to comply with the standards ordered by the Washington Supreme Court (See CrR 3.1, CrRLJ 3.1 and JuCR 9.2) and to certify compliance on the form provided by the Court (copy attached); and

Mr. Bill McCann
Page 2
June 23, 2016

9. If at any time you believe, in your sole judgment, that you are unable to provide a constitutionally adequate defense or that you are unable to meet the standards referenced above, this agreement may be renegotiated or terminated with 30 days written notice.

Additionally, you and I will meet periodically throughout the year to discuss this and be available to make adjustments as needed to make this agreement work.

I appreciate your continued work for the people of Sedro-Woolley. You have done a great job representing our indigent defendants and we recognize your efforts to support the criminal justice system in Sedro-Woolley.

Sincerely,

CITY OF SEDRO-WOOLLEY

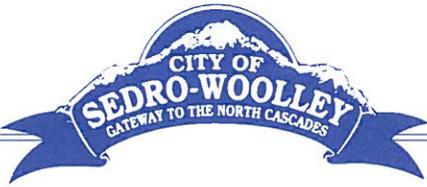
Eron Berg

Agreed this _____ day of June, 2016:

Bill McCann

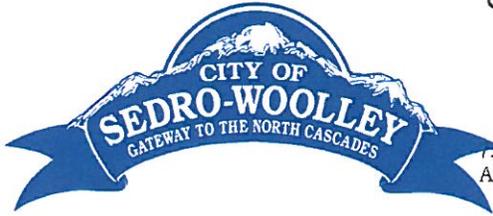
JUN 22 2016

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



SUBJECT: PUBLIC COMMENT

Name:
Address:
Narrative:



CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016

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

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

Mark A. Freiberger, PE
Director of Public Works

MEMO TO: City Council and Mayor Keith Wagoner

FROM: Mark A. Freiberger, PE

RE: **Possible adoption by Resolution of the Six-Year Transportation Improvement Program (TIP) 2017-2022**

DATE: June 15, 2016 (for Council review June 22, 2016)

ISSUE

Shall council move to adopt Resolution ____-16 adopting the 2017-2022 Transportation Improvement Program?

BACKGROUND/DISCUSSION

Each year, all agencies who are eligible for federal and state funding programs must submit **Six Year Transportation Improvement Program** documents to the state for inclusion in the statewide Transportation Improvement Program. The local agency TIP must include all projects that are selected for funding or anticipating funding under the Federal program for the next three years, and also includes projects eligible for such funding over six years. Project inclusion on the TIP is required to qualify for federal and most state funding. Because of these requirements, the City updates the TIP each year and coordinates this with the Comprehensive Plan and Transportation Plan. Council adopted the 2016 to 2021 STIP on June 24, 2015 under Resolution 921-15.

A public hearing regarding the TIP and adoption of the TIP by Council Resolution is required. The public hearing is scheduled for the June 22, 2016 council meeting. The approved TIP is due to Skagit Metropolitan Planning Organization (MPO) by July 31, 2016. The MPO will forward the combined TIP for member agencies to the County and the State.

The attached TIP is prepared in the format required by WSDOT, which results in individual sheets for each project.

The TIP has been updated from the 2016-2021 version to include current anticipated schedules, funding and updated cost estimates. Note that projects already obligated, such as the CN phase for the Jameson Arterial Improvement Project, and the design phase for SR20/Cascade Trail Phases 1A and 1B do not appear on the 2017-2022 TIP.

Since the TIP is somewhat difficult to interpret by individual project, attached is a tabular version of the TIP Project List titled **2017-2022 TIP - Sedro-Woolley Transportation**

Improvements Projects and Programs. Also included for informational purposes is the **2023-2036 Project List** covering projects beyond the six-year TIP window. The attached **Figure 8 Arterial Improvement Projects** is from the recently adopted 2016 Comprehensive Plan Chapter 3 Transportation Element. The projects shown on the 2017-2022 TIP are consistent with the Comp Plan, which covers the period 2016-2036.

Changes of note since the 2016-2021 TIP are as follows:

- Added Project C31 State Street Overlay Project
- Added Project C32 State Street Sidewalk Project
- Added Project C33A Jameson Street Overlay Project
- Added Project S18 SR9/W State Street Intersection Improvement Project
- Added Project C33B Jameson Street Overlay Project

The added projects all fall under the category citywide programmatic operation and maintenance projects. Anticipated funding for Citywide O&M program projects are summarized in the attached **2017-2022 TIP- Citywide Projects** list. We also added a few more of overlay projects in the 2023-2036 list. This type of project does not need to be shown on the TIP for federal funding purposes, but do need to be shown on the local TIP to qualify for TIB funding. The TIP list will be adjusted on an annual basis as pavement condition assessments are updated and priorities adjusted. These types of projects will be discussed in a future council presentation on citywide pavement and sidewalk preservation needs.

As is usual with the TIP project list, timing of the projects is subject to funding availability. The schedule assumes an aggressive program, and will be revised annually as circumstances develop.

A presentation on the TIP will take place at the June 22, 2016 council meeting.

RECOMMENDATION

Following the public hearing, Staff recommends adoption by resolution of the attached 2017-2022 Six Year TIP. The Resolution is also attached.

MOTION:

Move to adopt Resolution ____-16, "A RESOLUTION ADOPTING THE SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, 2017– 2022".

RESOLUTION XXX-16

A RESOLUTION ADOPTING THE SIX YEAR TRANSPORTATION
IMPROVEMENT PROGRAM FOR THE CITY OF SEDRO-WOOLLEY,
WASHINGTON
2017 – 2022

WHEREAS, pursuant to the provisions of Chapter 195 of the 1961 Session Laws of the State of Washington, Chapter 83 of the 1967 First Extraordinary Session of Laws of the State of Washington and RCW 35.77.101, the City Council of the City of Sedro-Woolley shall adopt a comprehensive Six-Year Transportation Improvement Program (TIP), and;

WHEREAS, a public hearing was called by the City Council for the purpose of adopting said comprehensive Six-Year TIP on June 22, 2016, at approximately 7:00 p.m., at the Sedro-Woolley City Hall, 325 Metcalf Street, Sedro-Woolley, Washington and it appeared that adoption of the Six Year Transportation Program will be good for the public.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Sedro-Woolley that the 2017 – 2022 comprehensive Six Year Transportation Improvement Program of the City of Sedro-Woolley, Washington, as adopted at said public hearing is hereby adopted and approved as the 2017 – 2022 comprehensive Six Year Transportation Improvement Program of said City.

BE IT FURTHER RESOLVED that a copy of this street program, together with a copy of this resolution shall be filed with the Skagit MPO for inclusion in the Regional Six Year Transportation Improvement Program within the next 30 days; together with copies of each with the Washington State Department of Transportation Local Programs Engineer, and the Transportation Improvement Board.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR ON THIS 13th DAY OF JULY, 2016.

MAYOR KEITH WAGONER

ATTEST:

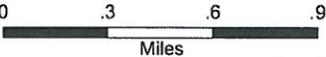
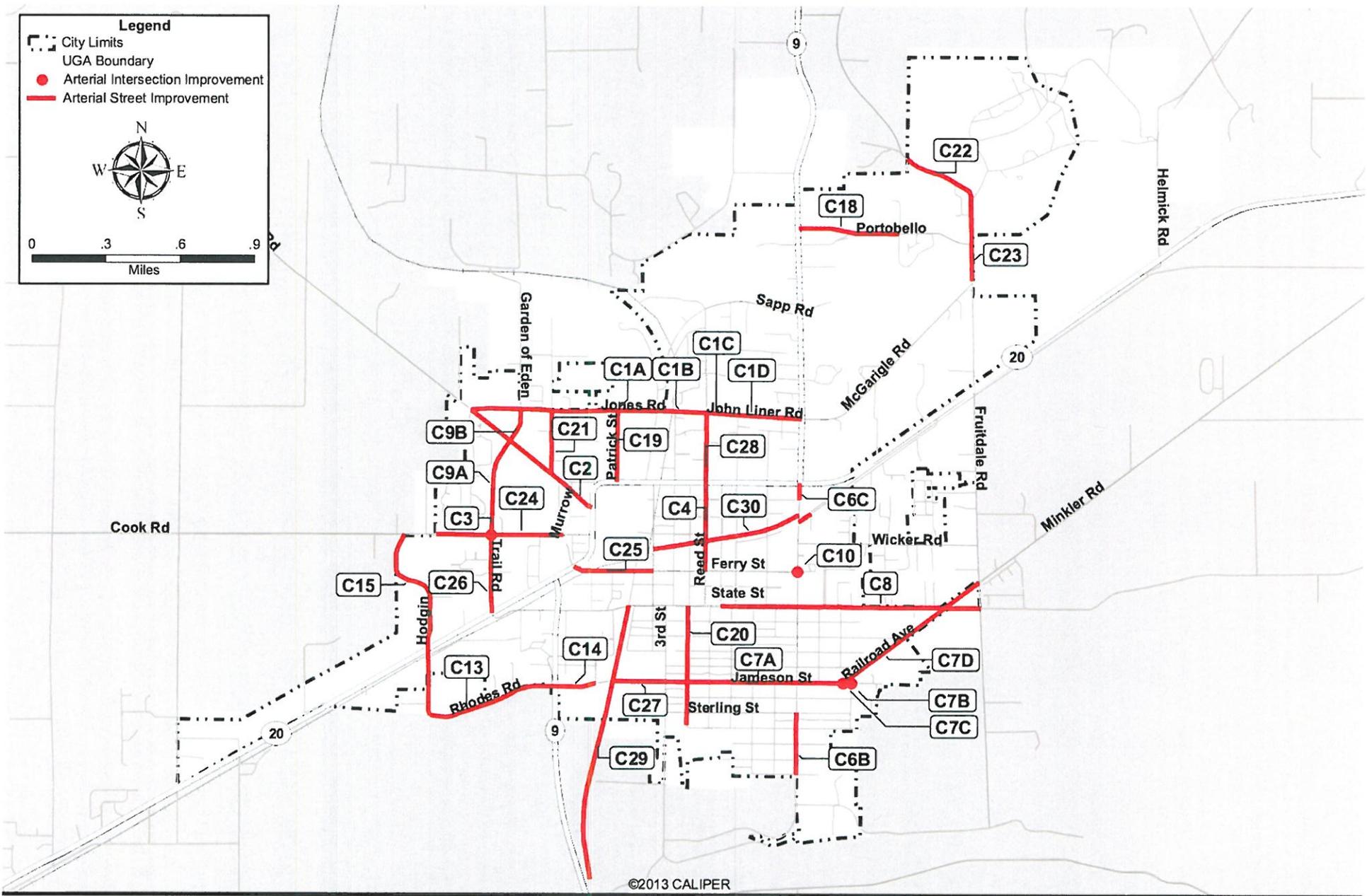
APPROVED AS TO FORM:

City Clerk

City Attorney

Legend

- City Limits
- UGA Boundary
- Arterial Intersection Improvement
- Arterial Street Improvement

©2013 CALIPER

Figure 8

Arterial Improvement Projects

City of Sedro-Woolley
City Council Packet



2017-2022 TIP

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID ⁽¹⁾	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Priority	In Existing TIP (2016)? ⁽²⁾	Total Cost 2017 (\$1,000's) ⁽³⁾ (4)	Sedro-Woolley 2017 Cost (\$1,000's) ⁽³⁾	TIF Eligible (Y/N)
C 22	SW36	2017	1	Frutidale Road Arterial Improvements	McGarigle to North City Limits (3,700 LF)	Reconstruct roadway to arterial standards with roundabout intersection at Northern State Road	High	Yes	2,815	704	Yes
C 31 NEW	SW46	2017	2	State Street Overlay Project	Rita to 1/2 Blk W of Metcalf; 3rd to 4th (1,240 LF)	Grind and overlay with structure adjustment and ADA upgrages.	High	No	296	74	No
C 32 NEW	SW47	2017	3	3rd Street Sidewalk Project	Nelson to State (840 LF)	Construct sidewalks and ADA ramps on the west side of 3rd Street from Nelson to State	High	No	153	38	No
C26	SW38	2018	4	Trail Road Overlay Project	SR20 to Cook Road (1,600 LF)	Grind and overlay with petromat and structure adjustments.	High	Yes	266	40	No
C24	SW24	2019	5	Cook Road Overlay Project	West City Limits to Crossroads (2,200 LF)	Grind and overlay with petromat and structure adjustments.	High	Yes	359	54	No
C1B	SW06	2019	6	Jones/John Liner RR Undercrossing - SR20 Corridor Project Phase 2B	Sapp Road to Reed Street (1,000 lf)	Construct new BNSF Railroad undercrossing and connect East Jones Road to John Liner Road collector arterials, including railroad undercrossing, drainage, curbs, sidewalks, HMA, pavement markings and illumination.	High	Yes	7,700	1,925	Yes
C1C	SW08A	2019	7	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements Project	Reed Street to SR9/Township Street (2,000 LF)	Construct shared use path on the north side of John Liner Road from Reed to Township, including drainage and illumination.	High	Yes	555	139	Yes
C28	SW40	2020	8	Reed Street Overlay Project	SR20 to John Liner Road (1,400 lf)	Grind and overlay with petromat and structure adjustments.	High	Yes	313	78	No
C19	SW20	2020	9	Patrick Street Arterial Project	Michael Street to East Jones Road (1,200 LF)	New collector arterial with drainage, curbs, sidewalks, HMA, pavement markings, illumination	High	Yes	2,100	2,100	Yes
C33A NEW	SW48	2021	10	Jameson Street Overlay Project 1	800' W of Baley to 5th Street (1,860 LF)	Grind and overlay with structure adjustment and ADA upgrages.	High	No	296	74	No
C1A	SW07	2021	11	Jones Road Arterial Improvements	F&S Grade Rd to Sapp Road (4,000 LF)	Reconstruct Jones Road to arterial section including drainage, curbs, sidewalk, shared use path, HMA, pavement markings and illumination.	High	Yes	3,200	800	Yes
S16	SW33	2021	12	SR20/SR9N-Township Intersection Improvements	SR20 MP 66.08; SR9 MP 57.17	Intersection channelization improvements to allow concurrent north-south left turns and improve signal sequencing	High	Yes	1,000	250	Yes



2017-2022 TIP

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID ⁽¹⁾	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Priority	In Existing TIP (2016)? ⁽²⁾	Total Cost 2017 (\$1,000's) ⁽³⁾⁽⁴⁾	Sedro-Woolley 2017 Cost (\$1,000's) ⁽³⁾	TIF Eligible (Y/N)
C18	SW21	2021	13	Fruitdale/N Township Arterial Extension (Portebello Street)	SR9/N Township Street to Cascadia Drive (2,100 LF)	New collector arterial connecting Fruitdale to SR9/N Township, including drainage, curbs, sidewalks, HMA, pavement markings and illumination.	High	Yes	1,700	1,700	Yes
S2	SW35	2021	14	SR20 / Reed Street Intersection Improvements	SR20 MP 65.70 to 65.72	Intersection Improvements to restrict minor approach motions to right-in;right-out.	High	Yes	50	13	Yes
S18 NEW	SW45	2022	15	SR 9 / W State Street Intersection Improvements	SR9 MP 55.75	Intersection Improvements to add a dedicated right turn lane to the west leg.	High	No	250	63	Yes
C33B NEW	SW49	2022	16	Jameson Street Overlay Project 2	5th Street to Township (1,810 LF)	Grind and overlay with structure adjustment and ADA uprgages.	High	No	306	77	No
C3	SW25	2022	17	Cook Road / Trail Road Intersection Improvements	Trail Road to Trail Road	Reconstruct intersection with traffic signal or Roundabout.	High	Yes	1,000	250	Yes
SUBTOTAL 2017-2022 ALL PROJECTS									22,359	8,377	
SUBTOTAL 2017-2022 - TIF ELIGIBLE PROJECTS									20,370	7,943	
SUBTOTAL 2017-2022 - OTHER PROJECTS									1,989	435	



2017-2022 TIP - 2023-2036 PROJECT LIST

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID (1)	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Priority	In Existing TIP (2016)? (2)	Total Cost 2017 (\$1,000's) (3)(4)	Sedro-Woolley 2017 Cost (\$1,000's) (3)	TIF Eligible (Y/N)
C34 NEW	NEW	2023	18	Sapp Road Overlay Project	Brickyard Blvd to SR 9/Township	Grind and overlay structure adjustment and ADA upgrages.	High	No	206	52	No
C9A		2023	19	Trail Road Arterial Extension Project	Cook Rd to F&S Grade (2,200 LF)	Construct new secondary arterial.	Medium	No	4,000	1,000	Yes
C9B		2023	20	Trail Rd - Garden of Eden Rd Extension	F&S Grade to Jones Rd (770 LF)	Construct new secondary arterial. May be developer driven.	Medium	No	850	213	Yes
S13C	SW03B	2023	21	SR9N Pedestrian/Bicycle Safety Improvements Project	West Side of SR9 M 57.99 Park Cottage to MP 58.30 North City Limits (1,240 LF)	Construct bicycle lane and sidewalk improvements on the west side of SR9 from Park Cottage Place to the North City Limits.	Medium	No	434	109	Yes
C35 NEW	NEW	2024	22	West State Street Overlay Project	SR 20 to SR 9 (1,500 LF x 30 LF)	Grind and overlay structure adjustment and ADA upgrages.	High	No	235	59	No
S17	SW41	2024	23	SR9N/Township at McGarigle Intersection Improvements	SR9 MP 57.43	Intersection Improvements, including signalization or Single Lane Roundabout.	Medium	No	1,000	250	Yes
C1D NEW		2025	24	John Liner Road Arterial Improvements Project	Reed Street to SR9/Township Street (2,000 LF)	Reconstruct John Liner Road to Arterial section including drainage, curbs, sidewalk, shared use path, HMA, pavement markings and illumination.	Medium	Yes	1,600	400	Yes
S6A-B		2026	25	SR 20 East Lane Widening & Safety Improvements Project	SR 9 to Fruitdale Rd (MP 66.08 to 66.89) (1,600 LF)	Improve roadway to principal arterial standards with 3 lanes, curb & gutter, planter strip, sidewalks, pavement markings and illumination. (Development driven or WSDOT)	Medium	No	960	240	Yes
C7A REV	SW27	2027		Jameson St Arterial Improvements	600' E of Baley to Railroad St (4,500 LF)	Widen and rebuild Jameson St to secondary standards including 3 lanes, curb & gutter, bike lanes, planter strip, and sidewalks. Some right-of-way may be required.	Medium	Yes	3,600	900	Yes
C7B	SW29	2027		Jameson St / 11th St Intersection Improvements	Intersection	Change access on 11th St to right-in right-out	Medium	Yes	70	18	Yes
C7C	SW28	2027		Railroad St / Jameson St Intersection Improvements	Intersection	Improve intersection. Construct roundabout.	Medium	Yes	750	188	Yes
C7D		2028		Railroad St Arterial Improvements	Jameson St to Fruitdale Rd (3,600 lf)	Widen and rebuild Railroad St to secondary arterial standards including 3 lanes, curb & gutter, bike lanes, planter strip, and sidewalks. Some right-of-way may be required.	Medium	Yes	2,880	720	Yes
C4	SW26	2029		Reed Street Arterial Improvements	Ferry Street to SR 20 (1,800 LF)	Reconstruct street to arterial standards with new curbs, sidewalks, ADA facilities, HMA pavement and pavement markings.	Medium	Yes	1,440	360	No



2017-2022 TIP - 2023-2036 PROJECT LIST

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID ⁽¹⁾	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Priority	In Existing TIP (2016)? ⁽²⁾	Total Cost 2017 (\$1,000's) (3)(4)	Sedro-Woolley 2017 Cost (\$1,000's) (3)	TIF Eligible (Y/N)
C2	SW09	2030		F&S Grade Rd Arterial Improvements	SR 20 MP 65.16 to West City Limits/Jones Road (3,700 LF)	Reconstruct F&S Grade Road to arterial standards including drainage, curbs, sidewalk, combined bicycle/pedestrian path, HMA, pavement markings and illumination.	Medium	Yes	2,960	740	Yes
S14C	SW42	2031		SR20/Cascade Trail West Extension Phase 2A Holtcamp Road to Hodgkin Road	SR20 MP 63.64 Holtcamp Rd to SR20 MP 64.21 Hodgkin Road (3,000 LF)	Construct a shared use path along the north side of SR20 from Holtcamp Road to Hodgkin Road	Medium	No	600	150	Yes
S20	SW44	2031		SR20/Central Ave Intersection Improvements	SR20 MP 65.83	Intersection improvements or RIRO	Medium	No	150	38	Yes
S8F REV	SW02F	2031		SR 20 Stormwater Conveyance System Upgrade	SR20 MP 63.64 Holtcamp Road to MP 64.21 Hodgkin Road (72 IN - 984 LF)	Upgrade the SR20 Stormwater Conveyance System from Holtcamp Road to Hodgkin Road to correct existing capacity issues. Extends and completes undersized portions of the stormwater identified in the SR20/Cook road Realignment and	High	Yes	300	300	No
S14D	SW43	2032		SR20/Cascade Trail West Extension Phase 2B Holtcamp Road to Hodgkin Road	SR20 MP 63.06 Collins Rd to MP 63.64 Holtcamp Rd (3,100 LF)	Construct a shared use path along the north side of SR20 from Collins Road to Holtcamp Road	Medium	No	620	155	Yes
C8		2033		State St Sidewalks	Haines to E City Limits (3,000 LF)	Construct sidewalks, ADA ramps, and other pedestrian improvements along north side of State St.	Low	Yes	540	135	No
C10		2034		Township St / Ferry St Intersection Improvements	Intersection	Construct intersection improvements to include an all-way stop.	Medium	No	50	13	No
C13		2034		Rhodes Rd Arterial Improvements	SR 9 to SR 20 (4,000 LF)	Reconstruct roadway to secondary arterial standards including curb & gutter, bike lanes, sidewalks, and stormwater facilities. (City portion 500 LF; County portion 3,500 LF)	Low	No	3,200	800	Yes
C15		2035		Hodgkin Road Arterial Extension Project	SR 20 to Cook Rd (2,100 LF)	Construct new collector arterial including drainage, curbs, sidewalks, HMA, pavement markings and illumination.	Low	No	2,225	556	Yes
C20		2035		4th Street, Alexander to State Arterial Project	Alexander to State (1,600 LF)	Upgrade 4th to Arterial to replace 3rd Street as N-S Arterial	Low	No	1,300	325	No
C6B		2036		South Township St Arterial Improvements Project	Dunlop to Sterling St (1,300 LF)	Widen and rebuild Township St to secondary arterial standards including 2 lanes, curb & gutter, parking strips, sidewalks. Some right-of-way may be required.	Low	Yes	1,040	260	No



2017-2022 TIP - 2023-2036 PROJECT LIST

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID ⁽¹⁾	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Priority	In Existing TIP (2016)? ⁽²⁾	Total Cost 2017 (\$1,000's) ⁽³⁾⁽⁴⁾	Sedro-Woolley 2017 Cost (\$1,000's) ⁽³⁾	TIF Eligible (Y/N)
C21		2036		Garden of Eden Rd Arterial Improvements Project	F&S Grade Road to Jones Road (1,300 LF)	Upgrade road to Collector standards	Low	No	1,040	260	No
C29 NEW		2036		Centennial Trail South: County or BNSF RW	South City Limits to Ferry Street (3,700 LF)	County ROW south of Jameson - improve trail with gravel or pavement. BNSF ROW north of Jameson - remove abandoned rail and ties and improve as a trail. ROW acquisition or easement required.	Medium	No	500	125	No
C30 NEW		2036		Cascade Trail East Extension	Metcalf Street to 400' East of Township Street (4,420 LF)	Construct a shared use path on former BNSF RW	Medium	No	100	25	No
S13D		2036		SR9N/Centennial Trail Pedestrian/Bicycle Safety Improvements Project	East Side of SR9 MP 57.59 Summer Meadows Place to MP 58.30 North City Limits (4,100 LF)	Construct bicycle lane and sidewalk improvements on the east side of SR9 from Summer Meadows Court to the North City Limits, including a pedestrian crossing bridge at Brickyard Creek.	Medium	No	1,700	425	Yes
S9		2036		SR9/North Township St Arterial Improvements	SR 20 to city limits (5,900 LF)	Reconstruct SR9/Township St to secondary arterial standards including 3 lanes, curb & gutter, bike lanes, planter strip, sidewalks. Some right-of-way may be required. - PLANNING FUNDING ONLY. 2016 RTIP EST CN \$4.7 M	Medium	Yes	100	25	Yes
SUBTOTAL 2023-2036 PROJECTS									34,450	8,838	
SUBTOTAL 2023-2036 - TIF ELIGIBLE PROJECTS									27,699	27,699	
SUBTOTAL 2023-2036 - OTHER PROJECTS									6,751	1,913	



2017-2022 TIP - CITYWIDE PROJECTS

REVISED: 6/15/2016

Sedro-Woolley Transportation Improvement Projects and Programs

MAP ID ⁽¹⁾	2017 - 2022 TIP Project	2017 - 2022 TIP CN Year	2017 - 2022 TIP Priority No.	Project Name	Project Limits	Project Description	Cost per Year, 2017 Estimated	In Existing TIP (2016)? ⁽²⁾	Total Cost 2017-2022 (\$1,000's) (3)(4) Inc 2% Inflation	Sedro-Woolley 2017 - 2036 (\$1,000's) (3)	TIF Eligible (Y/N)
CW1				Sidewalk Improvement Program & ADA Transition Plan Program	Citywide	Annual program to construct missing sidewalk links, repair existing sidewalks, improve crosswalk signing and markings, and install ADA accessible curb ramps at intersections. Budgeted \$25,000/yr through 2016; Should be increased substantially to meet ADA Retrofit requirements.	26	Yes	161	620	No
CW2				Street Overlay and Chip Seal Program	Citywide	Annual Chip Seal, Crack Seal and Overlay Program. Adjust for specific TIB APP Project Match included above. Budgeted \$70,000/Year through 2015; \$75,000 budgeted in 2016. Should be increased substantially.	71	Yes	450	1,735	No
CW3				Maintenance & Operations	Citywide	Annual program to maintain and operate the City's transportation infrastructure. 2016 BUDGET \$824,000 less CW1 and CW2 Programs = \$729,000/yr	744	Yes	4,691	18,067	No
SUBTOTAL CITYWIDE							841		5,302	20,422	

MATCH % 25.0% Ave

TOTALS 2017 - 2022 INCLUDING CW

PER YEAR AVE	TOTAL
4,610	27,661

TOTALS 2017 - 3036 INCLUDING CW

PER YEAR AVE	TOTAL
3,862	77,231

FOOTNOTES

- 1 Use the MAP ID to locate the project on Figures.
- 2 In Existing TIP? - Project is identified in City's current Transportation Improvement Program (2016 to 2021) or is funded as part of State's Transportation Plan.
- 3 Planning level project cost estimate in \$1,000s of year 2016 dollars. Costs were obtained from the City's current TIP including 2% inflation to present year, or estimated based on average linear foot costs from recent projects.
- 4 Includes projects funded by WSDOT, Skagit County, SCOG, Developer, or other agencies.



Six Year Transportation Improvement Program From 2017 to 2022

Agency: Sedro Woolley

County: Skagit

MPO/RTPO: SMPO

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N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	1	Fruitdale Road Arterial Improvements Fruitdale Road McGarigle Road to North City Limits Reconstruct roadway to arterial standards with roundabout intersection at Northern State Road. Design work started in 2016.	SW36	06/22/16	07/13/16			03	G P S T W	0.490	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2017		0		0	345,000	345,000
P	RW	2017		0		0	50,000	50,000
P	CN	2017		0	TIB	2,111,000	309,000	2,420,000
Totals				0		2,111,000	704,000	2,815,000

Expenditure Schedule						
Phase	1st	2nd	3rd	4th	5th & 6th	
PE	345,000	0	0	0	0	
RW	50,000	0	0	0	0	
CN	2,420,000	0	0	0	0	
Totals	2,815,000	0	0	0	0	



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MPO/RTPO: SCOG

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	State Street Overlay Project State Street Rita to 4th Grind and overlay with structure adjustments and ADA upgrades.	SW46	06/22/16				05		0.230	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2017		0	TIB	222,000	74,000	296,000
Totals				0		222,000	74,000	296,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	296,000	0	0	0	0
Totals	296,000	0	0	0	0



Six Year Transportation Improvement Program From 2017 to 2022

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County: Skagit

MPO/RTPO: SCOG

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	3	3rd Street Sidewalk Project 3rd Street Nelson to State Construct sidewalks and ADA ramps on the west side of 3rd Street from Talcott to State	SW47	06/22/16				04		0.160	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2017		0	TIB	115	38	153
Totals				0		115	38	153

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	153,000	0	0	0	0
Totals	153,000	0	0	0	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	4	Trail Road Overlay Project Trail Road SR20 to Cook Road Grind and overlay with petromat and structure adjustments.	SW38	06/22/16	07/13/16			05	C G O P S T W	0.300	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2018		0	TIB	200,000	66,000	266,000
Totals				0		200,000	66,000	266,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	266,000	0	0	0	0
Totals	266,000	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Sedro Woolley

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	5	Cook Road Overlay Project Cook Road West City Limits to Crossroads Grind and overlay with petromat and structure adjustments.	SW24	06/22/16	07/13/16			05	G S W	0.420	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2019		0	TIB	305,000	54,000	359,000
Totals				0		305,000	54,000	359,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	359,000	0	0	0	0
Totals	359,000	0	0	0	0



Six Year Transportation Improvement Program From 2017 to 2022

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	6	Jones/John Liner RR Undercrossing - SR20 Corridor Project Phase 2B John Liner Road Sapp Road to Reed Street Construct new BNSF Railroad Undercrossing and connect East Jones Road to John Liner Road collector arterials, including railroad undercrossing, drainage, curbs, sidewalks, HMA, pavement markings and illumination.	SW06	06/22/16	07/13/16			01	C G P S W	0.190	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018	STP(US)	592,800	TIB	182,400	136,800	912,000
P	RW	2018	STP(US)	65,000	TIB	20,000	15,000	100,000
P	CN	2019	STP(US)	4,347,200	TIB	1,337,600	1,003,200	6,688,000
Totals				5,005,000		1,540,000	1,155,000	7,700,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	912,000	0	0	0	0
RW	100,000	0	0	0	0
CN	0	6,688,000	0	0	0
Totals	1,012,000	6,688,000	0	0	0



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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	7	John Liner Road, Reed to Township Bicycle/Pedestrian Improvements Project John Liner Road Reed Street to SR9/Township Street Construct shared use path on the north side of John Liner Road from Reed to Township, including drainage and illumination.	SW08A	06/22/16	07/13/16		921-15	28	P S T W	0.370	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2018		0	SRTS	29,000	10,000	39,000
P	CN	2019		0	SRTS	387,000	129,000	516,000
Totals				0		416,000	139,000	555,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	39,000	0	0	0	0
ALL	0	516,000	0	0	0
Totals	39,000	516,000	0	0	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	8	Reed Street Overlay Project Reed Street SR20 to Sapp Grind and overlay with petromat and structure adjustments.	SW40	06/22/16				05	C G P S T W	0.270	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	TIB	235,000	78,000	313,000
Totals				0		235,000	78,000	313,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	313,000	0	0	0	0
Totals	313,000	0	0	0	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
			G. Structure ID									
00	9	Patrick Street Arterial Project Patrick Street Michael Street to East Jones Road New collector arterial with drainage, curbs, sidewalks, HMA, pavement markings, illumination.	SW20	06/22/16	07/13/16			01	C G P S T W	0.220	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2020		0	T1B	1,575,000	525,000	2,100,000
Totals				0		1,575,000	525,000	2,100,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	2,100,000	0	0	0	0
Totals	2,100,000	0	0	0	0

Six Year Transportation Improvement Program From 2017 to 2022

Agency: Sedro Woolley

County: Skagit

MPO/RTPO: SCOG

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	10	Jameson Street Overlay Project 1 Jameson Street 800' W of Baley to 5th Grind and overlay with structure adjustment and ADA upgrades.	SW48	06/22/16				05		0.340	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	222,000	74,000	296,000
Totals				0		222,000	74,000	296,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	296,000	0	0	0	0
Totals	296,000	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Sedro Woolley	0	444,115	148,038	592,153



Six Year Transportation Improvement Program From 2017 to 2022

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County: Skagit

MPO/RTPO: SMPO

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	11	Jones Road Arterial Improvements Jones Road F&S Grade Road to Sapp Road Reconstruct Jones Road to arterial section including drainage, curbs, sidewalk, combined bicycle/pedestrian path, HMA, pavement markings and illumination.	SW07	06/22/16	07/13/16			03	C G P S T W	0.750	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	2,400,000	800,000	3,200,000
Totals				0		2,400,000	800,000	3,200,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	3,200,000	0	0	0	0
Totals	3,200,000	0	0	0	0



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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	12	SR20/SR9N-Township Intersection Improvements SR20 MP 66.08 to Intersection channelization improvements to allow concurrent north-south left turns and improve signal sequencing.	SW33	06/22/16	07/13/16			03	C G O P S T W	0.100	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2020		0	TIB	88,000	29,000	117,000
P	RW	2020		0	TIB	33,000	11,000	44,000
P	CN	2021		0	TIB	629,000	210,000	839,000
Totals				0		750,000	250,000	1,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	117,000	0	0	0	0
RW	44,000	0	0	0	0
CN	0	839,000	0	0	0
Totals	161,000	839,000	0	0	0

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Six Year Transportation Improvement Program From 2017 to 2022

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
			G. Structure ID									
17	13	Fruitdale/N Township Arterial Extension (Portobello Street) Portobello Street SR9/N Township Street to Cascadia Drive New collector arterial connecting Fruitdale to SR9/N Township, including drainage, curbs, sidewalks, HMA, pavement markings and illumination.	SW21	06/22/16	07/13/16			01	C G P S T W	0.300	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0		0	1,700,000	1,700,000
Totals				0		0	1,700,000	1,700,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	1,700,000	0	0	0	0
Totals	1,700,000	0	0	0	0



Six Year Transportation Improvement Program From 2017 to 2022

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	14	SR20/Reed Street Intersection Improvements SR20 MP 65.70 to MP 65.72 Intersection improvements to restrict minor approach motions to right-in right-out.	SW35	06/22/16	07/13/16			04	CG OPS TW		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2021		0	TIB	37,000	13,000	50,000
Totals				0		37,000	13,000	50,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	50,000	0	0	0	0
Totals	50,000	0	0	0	0

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Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	15	SR9/West State Street Intersection Improvements SR9/West State SR9 MP 55.75 to Intersection improvements to add a dedicated right turn lane to the west leg.	SW45	06/22/16	07/13/16			03		0.100	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2022		0	TIB	187,000	63,000	250,000
Totals				0		187,000	63,000	250,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	250,000	0	0	0	0
Totals	250,000	0	0	0	0



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Agency: Sedro Woolley

County: Skagit

MPO/RTPO: SMPO

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	16	Jameson Street Overlay Project 2 Jameson Street 5th to Township Grind and overlay with structure adjustment and ADA upgrades.	SW49	06/22/16				05		0.340	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2022		0	TIB	230,000	76,000	306,000
Totals				0		230,000	76,000	306,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	306,000	0	0	0	0
Totals	306,000	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Sedro Woolley	5,005,000	9,986,000	5,623,000	20,614,000

Report Date: June 15, 2016

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Six Year Transportation Improvement Program From 2017 to 2022

Agency: Sedro Woolley

County: Skagit

MPO/RTPO: SMPO

Y Inside

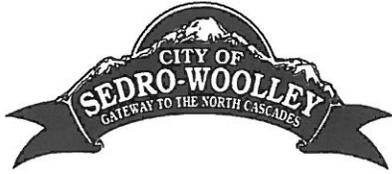
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	17	Cook Road/Trail Road Intersection Improvements Cook Road Trail Road to Trail Road Reconstruct intersection with traffic signal or Roundabout.	SW25	06/22/16	07/13/16			03	CG OPS TW	0.100	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	ALL	2022		0	TIB	750,000	250,000	1,000,000
Totals				0		750,000	250,000	1,000,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
ALL	1,000,000	0	0	0	0
Totals	1,000,000	0	0	0	0

	Federal Funds	State Funds	Local Funds	Total Funds
Grand Totals for Sedro Woolley	5,005,000	10,736,000	5,873,000	21,614,000



CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016

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

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

MEMO:

To: City Council
Mayor Wagoner

**2ND READING
OLD BUSINESS**

From: John Coleman, AICP
Planning Director and Building Official

Date: June 22, 2016

Subject: Proposed revisions to SWMC 15.04, local amendments to adopted state building codes
– **2nd Read**

ISSUE

Should the Council approve an ordinance to acknowledge the State adoption of the 2015 editions of the building codes and enact certain local amendments?

DESCRIPTION

Washington State requires that each jurisdiction adopt the 2015 International Building Code and Uniform Plumbing Code, with Washington State amendments. The State requires that those codes go into effect July 1, 2016. The updates necessary to adopt the required documents are in sections 15.04.020 SWMC and 15.04.035 SWMC.

Details of the changes are as follows:

- 15.04.020** Updated references to reflect the 2015 editions of the codes as well as the appendices adopted by Washington State
- 15.04.035** Updated references to reflect the 2015 editions of the codes as well as the appendices adopted by Washington State.

EXHIBIT

Included with this memo is an ordinance to adopt revised Chapter 15.04 SWMC

RECOMMENDED ACTIONS

Make motion to adopt ordinance _____-16 to revise Chapter 15.04 SWMC to reflect State adoption of 2015 building codes and enact certain local amendments.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING SWMC 15.04 REGARDING ADOPTION OF 2015
STATE BUILDING CODES WITH LOCAL AMENDMENTS**

WHEREAS, the City Building Official reviewed the codes adopted and enacted by Washington State effective July 1, 2016; and

WHEREAS, the City Building Official recommended certain modifications and adoption of certain appendices; and

WHEREAS, the City Council reviewed the Building Official's recommendations; and

WHEREAS, the City Council desires to revise SWMC 15.04 regarding adoption of the 2015 State Building Code with certain local amendments;

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

Section 1. SWMC 15.04 is amended to read as follows:

Chapter 15.04

BUILDING CODE

Sections:

- 15.04.010 Title.**
- 15.04.020 Codes adopted.**
- 15.04.030 Amendments generally.**
- 15.04.035 Specific amendments and additions to International Building Code.**
- 15.04.038 Specific amendments to International Fire Code.**
- 15.04.039 Amendments.**
- 15.04.040 Fees—Building permit and plan review fees.**
- 15.04.042 Building valuation data.**
- 15.04.043 Administration and enforcement.**
- 15.04.044 Certification of plans by architects and engineers.**
- 15.04.045 Plan check fees for identical plans.**
- 15.04.047 Mandatory street address signs.**
- 15.04.050 Prohibitions.**
- 15.04.055 Repealed.**
- 15.04.060 Violations—Penalties.**

15.04.010 Title.

This chapter shall be known as the building code of the city of Sedro-Woolley.

15.04.020 Codes adopted.

The following codes are hereby adopted by reference, subject to modifications and/or amendments hereinafter set forth in this chapter:

- A. International Building Code, ~~2012~~ 2015 Edition, published by the International Code Council, together with all supplements thereto, subject to the modifications set forth by the state of Washington in Chapter 51-50 WAC; ICC A117.1-2009 accessibility code (ANSI); and Appendix E (WA State amendments);
- B. International Residential Code, ~~2012~~ 2015 Edition, except Chapters 11 and 25 through 43, published by the International Code Council, together with all supplements thereto, and Appendices ~~F, G~~ and ~~R, Q~~ (WA State amendments); and subject to the modifications set forth by the state of Washington in Chapter 51-51 WAC;
- C. International Mechanical Code, ~~2012~~ 2015 Edition, published by the International Code Council, together with all supplements thereto, and subject to the modifications set forth by the state of Washington in Chapter 51-52 WAC;
- D. Uniform Plumbing Code, ~~2012~~ 2015 Edition, published by the International Association of Plumbing and Mechanical Officials, together with all supplements thereto, and subject to the modifications set forth by the state of Washington in Chapters 51-56 and 51-57 WAC; and Appendices A, B and I; provided that Chapters 12 and 15 are not adopted. Provided further, that those requirements of the Uniform Plumbing Code relating to venting and combustion air of fuel fired appliances as found in Chapter 5 and those portions of the code addressing building sewers are not adopted (WA State amendments);
- E. International Fire Code, ~~2012~~ 2015 Edition, published by the International Code Council, and all supplements thereto; mandated state amendments, Chapter 51-54 WAC; and Appendices Chapter B, Chapter C, Chapter E and Chapter F;
- F. International Fuel Gas Code, ~~2012~~ 2015, published by the International Code Council, together with standards NFPA 58 and NFPA 54, together with all supplements thereto, and subject to the modifications set forth by the state of Washington in Chapter 51-52 WAC;
- G. International Existing Building Code, ~~2012~~ 2015 Edition, including Appendix A;
- H. The International Energy Conservation Code, ~~2012~~ 2015 Edition, for residential and commercial, published by the International Code Council, and mandated State amendments, per Chapter 51-11R and Chapter 51-11C WAC;
- I. The Washington State Ventilation and Indoor Air Quality Code, ~~2012~~ 2015 Edition, as set forth in Chapter 51-13 WAC;
- J. Installation of factory built housing and commercial structures, RCW 43.22.460, together with WAC 296-150C-0540, 296-150F-0540 and the installation of manufactured and mobile homes, RCW 43.22.440 and WAC 296-150M-0650;
- K. The International Property Maintenance Code, ~~2012~~ 2015 Edition, published by the International Code Council, together with all supplements thereto. Insert (6") into Section 302.4.

In case of conflict among the codes numerated in subsections A through K of this section, the first named code shall govern over those following.

15.04.030 Amendments generally.

Pursuant to authority granted by the Revised Code of the state of Washington under the State Building Code Act, amendments to the codes adopted in Section 15.04.020, when adopted by the state of Washington and Building Code Council, are hereby adopted and incorporated by reference, and apply within this jurisdiction.

15.04.035 Specific amendments and additions to International Building Code and International Residential Code.

A. Sections 104.8 of the International Building Code and the International Residential Code, ~~2012~~ 2015 Editions, are hereby amended to include the additional paragraphs as follows:

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating, or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming any such liability by reasons of the inspections authorized by this code or any certificates of occupancy issued under this code.

Enforcement of this code shall not be construed to be for the particular benefit of any individual person or group of persons, other than the general public. In the event of a conflict between the intent of this section and any other section or subsection herein, this subsection shall govern insofar as applicable.

B. Section 105.2 of the International Building Code, ~~2012~~ 2015 Edition, Building exemption one, shall read as follows: One-story detached accessory structures used as sheds, playhouses and similar uses, provided that the floor area does not exceed 200 square feet.

C. Section 105.2 of the International Residential Code, ~~2012~~ 2015 Edition, Building exemption ten, shall read as follows: Uncovered decks not more than 30 inches above grade.

D. Section 105.2 of the International Building Code, ~~2012~~ 2015 Edition, is amended to add a Building exemption "14"; and Section 105.2 of the International Residential Code, ~~2012~~ 2015 Edition, is amended to add a Building exemption "11", as follows: Pursuant to WAC 51-50-007 Exceptions, Permits will not be required for the installation or relocation of framed membrane structures or tent type structures as defined in the International Building Code Chapter 31, provided that:

- (1) The structure is used exclusively for the protection or propagation of plants; and
- (2) The structure is located a minimum of 20 feet from any property line or other structure.

E. Section 105.2 of the International Building Code, ~~2012~~ 2015 Edition, is amended to add a Building exemption "15"; and Section 105.2 of the International Residential Code, ~~2012~~ 2015 Edition, is amended to add a Building exemption "12," as follows: Any project that has a valuation of less than \$2,000 as calculated using the method currently adopted by the City.

F. Section 112.1 of the International Building Code and the International Residential Code, ~~2012~~ 2015 Editions, are hereby amended to read as follows:

112.1 - General

In order to hear and decide appeals of orders, decisions or determinations made by the building official relative to the application and interpretation of this code, there shall be

and is hereby created a Board of Appeals consisting of members who are qualified by experience and training to rule upon matters pertaining to building construction and who are not employees of the City of Sedro-Woolley.

The building official and fire chief shall be ex officio members of said Board but shall have no vote on any matter before the Board. The Board of Appeals shall be appointed by the mayor and shall hold office at the mayor's pleasure. The Board shall render all decisions and findings in writing to the appellant with a duplicate copy to the building official.

G. Section 3304.1 of the International Building Code, ~~2012~~ 2015 Edition, is amended to read as follows:

3304.1 - Excavation and fill

All stumps and roots shall be removed from the soil to a depth of at least twelve inches (12") below the surface of the ground in the area to be occupied by the building.

All wood forms which have been used in placing concrete, if within the ground or between foundation sills and the ground, shall be removed before a building is occupied or used for any purpose. Before completion, loose or casual wood shall be removed from direct contact with the ground under the building.

The finished grade and elevation under the building shall be above the ground drainage flow of the land around the building to prevent surface or subsurface water from draining to the space under the building, provided that alternates may be used if shown on the building plans and approved by the building official, such as drain tile, or exterior drainage of the building, or an approved sump pump system. At least two percent (2%) gradient toward approved drainage facilities is required from building walls unless waived by the building official for non-hill terrain. Approved sump pump systems shall in no case be connected to the sanitary sewer system. Tight-lined downspout and perimeter building drains may be connected together at a point no closer than 10 feet from a building.

H. Whenever the word "shall" is used in the referenced adopted Codes, it is defined to have the following meanings:

1. With respect to the functions and powers of the chief code official, building official, or any agents and employees of the city and any board authorized hereunder, a direction and authorization to act in the exercise of sound discretion and in good faith;
2. With respect to the obligation upon owners and occupants of premises and their agents, a mandatory requirement to act in compliance with the provisions of the code at the risk of civil and/or criminal liability upon failure.

I. Appendix E of the International Residential Code, ~~2012~~ 2015 Edition, is amended to add the following section to read as follows:

Section AE607 - Local Requirements

1. Mobile homes: before any mobile home or manufactured housing unit is located or placed upon a lot or parcel, the person desiring to locate or place the mobile home/unit must obtain a building permit from the building department. Thereafter the building department shall ascertain if the mobile home/unit meets the requirements of the city zoning code, that the wheels and tongue have been removed and the proper support is provided.
2. All applicable zoning requirements must be adhered to. No mobile home/unit shall be located or placed until permits and approvals have been obtained.

3. Mobile homes and manufactured housing not located within a sale lot nor within an approved mobile home park shall:
 - a. Consist of at least two fully enclosed parallel sections of each of not less than twelve feet wide by thirty-six feet long;
 - b. Be placed on a poured or permanent concrete block perimeter foundation similar to that required for site-built residential construction;
 - c. Have a roof which was originally constructed, pitched with a slope no less than 3 inches of rise to 12 inches of run, is constructed as an integral part of the home, and is made of either composition, shakes or shingles;
 - d. Have exterior siding similar in appearance to siding materials commonly used on conventional site-built (per the International Residential Code) single-family residences;
 - e. Have the tongue removed if designed to allow removal;
 - f. Have a minimum of eighteen inches crawl space;
 - g. Have permanent steps affixed to all exits; and
 - h. Be approved by and bear the insignia of the U.S. Department of Housing and Urban Development.
4. Mobile homes and manufactured housing within approved mobile home parks shall:
 - a. Be placed on a permanent foundation or footings and piers and meet all manufacturer's specifications for support;
 - b. Be securely tied down in accordance with the manufacturer's specifications or those of a licensed architect or engineer;
 - c. Have the tongue removed;
 - d. Maintain a minimum of eighteen inches crawl space under the entire mobile home;
 - e. Have permanent steps affixed to all exits;
 - f. Be approved by and bear the insignia of the U.S. Department of Housing and Urban Development;
 - g. Have a securely attached exterior skirting material consisting of concrete, masonry, or pressure treated wood, or vinyl siding that extends around the entire mobile home between the ground and the outer bottom portion of the dwelling;
 - h. Have a finished exterior consisting of a composition roof and wood or wood-type siding;
 - i. Have a minimum floor area of 500 square feet; and
 - j. Have a minimum width of not less than 14 feet.

15.04.038 Specific amendments to International Fire Code.

Pursuant to authority granted by the Revised Code of the State of Washington under the State Building Code Act, the following amendments to the International Fire Code are hereby adopted and apply within this jurisdiction.

A. Appeals, to read as follows:

In order to determine the suitability of alternate materials and type of construction and to provide for reasonable interpretations of the provisions of this code, there shall be and hereby is created a Board of Appeals. This Board shall consist of the same membership as the Building Code Board of Appeals. The Fire Chief and Building Official shall be Ex-Officio members. The Board shall adopt reasonable rules and regulations for conducting

its investigations and shall render all decisions and findings in writing to the Fire Chief and Building Official with a duplicate copy to the applicant.

B. Authority for Inspection and Enforcement, to read as follows:

The Fire Chief is authorized to administer this code. Under the Fire Chief's direction, the Fire Department is authorized to enforce all ordinances of the jurisdiction pertaining to:

- (i) The prevention of fires.
- (ii) The storage, use and handling of hazardous materials.
- (iii) The installation and maintenance of automatic, manual and other private fire alarm systems and fire extinguishing equipment.
- (iv) The maintenance and regulation of fire escapes.
- (v) The maintenance of exists.
- (vi) The investigation of the cause, origin and circumstances of fires which are of unknown suspicious of incendiary origin.

C. Definitions and Abbreviations, to read as follows:

Chief—the terms “Chief”, or “Chief of the Bureau of Fire Protection”, or “Fire Chief” shall mean the Sedro-Woolley Fire Chief, when used in the International Fire Code.

Jurisdiction—Jurisdiction shall mean City of Sedro-Woolley.

Municipality—Municipality shall be added to this section to mean City of Sedro-Woolley.

D. Fire Department Access, to read as follows:

Required Access. Fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction when the facility is in excess of one hundred fifty feet (150') from fire apparatus access.

1. Driveways. Roads serving one (1) or two (2) Residential lots.
 - a. Driveways where building is less than one-hundred fifty feet (150') from approved access road have no specific requirements.
 - b. Driveway over one-hundred fifty feet (150') long serving one (1) or two (2) residential lots.
 - i. Width—twelve foot (12') driving surface with turnouts located every three-hundred feet (300') when required by the Fire Marshal. To create a turnout, the road shall be widened to twenty feet (20') in the direction of travel for a distance of not less than thirty feet (30') to allow vehicles to pull over and allow emergency vehicles to proceed.
 - ii. Vertical clearance—thirteen foot (13') six inches (6") unobstructed head clearance.
 - iii. Surface—short plat standard—six inches (6") of gravel.
 - iv. Turning radius for turns along the length of driveway—fifty feet (50') outside radius. (Note: This is not a cul-de-sac standard.)
 - v. An acceptable means of turning around a fire apparatus must be provided. This does not necessarily require a cul-de-sac for a driveway serving one or two residential lots: Means of turning apparatus must be acceptable to the Fire Marshal.
 - vi. Bridges—must meet Sedro-Woolley Public Works Standards as approved by the City Engineer.
 - vii. Grade—land division standard—twelve percent (12%) gravel or fourteen percent (14%) paved.
2. Fire Department Vehicle Access Roads. Roads serving other than one or two single family residential lots.

- a. Width—twenty foot (20') driving surface.
 - b. Vertical clearance—thirteen foot (13') six inches (6") unobstructed overhead clearance.
 - c. Surface—short plat standard—six inches (6") of gravel.
 - d. Turning radius—fifty feet (50') outside radius.
 - e. Turnarounds—seventy foot (70') cul-de-sac or as approved by Fire Marshal.
 - f. Bridges—must meet Sedro-Woolley Public Works Standards. (See Public Works).
 - g. Grade—land division standard—twelve percent (12%) gravel or fourteen percent (14%) paved.
3. These standards apply to all building permits and are minimum for building permit purposes. City zoning, development, and public works construction standards may exceed these standards, and these standards are in no way intended to eliminate the need for full compliance with land division, zoning and public works construction standards requirements.
4. The Fire Chief may make modifications in these standards if the road is not buildable because of topography, waterways, non-negotiable grades, or similar conditions. These modifications are based on:
- a. The building being protected by NFPA 13D Automatic Sprinkler Systems.
 - b. Additional fire protection as required by the Fire Chief.
 - c. Exceptions may be made for minor additions or small accessory buildings to existing dwellings when in the opinion of the Fire Marshal the addition or accessory building will not create significantly more dangerous situations.
5. For roads accepted or platted or short platted roads by Skagit County prior to June 11, 1990 and subsequently annexed into the City, these standards may be modified by the Fire Marshal provided that, in his opinion, fire fighting or rescue operations would still be possible.
- E. Regulations Applicable to Existing Buildings, Life Safety Requirements for Existing Buildings Other Than High Rise; to read as follows:
1. General. The purpose of this appendix as amended is to provide a reasonable degree of safety to persons occupying existing buildings that do not conform with the minimum requirements of this code by providing for alterations to such buildings which are identified to the Sedro-Woolley Fire Chief by either investigation by the Fire Chief or by a signed complaint from any member of the general public stating specifically why they believe a building does not provide such a reasonable degree of safety.
- F. Fire Flow Requirements for Buildings.
1. Section 3—Modifications.
- Section 3.1 Decreases. Fire flow requirements may be modified downward by the Sedro-Woolley Fire Chief for isolated buildings or a group of buildings in rural areas or small communities where development of full fire flow requirements is impractical. The Fire Chief may be guided by written procedures entitled “Sedro-Woolley Fire Department Procedures Concerning Fire Flow and Placement of Fire Hydrants” in making this determination.
- Section 3.3 Buildings That May Not Require Fire Flow. When in the opinion of the Fire Chief a proposed building meets the criteria stated in the “Skagit County Fire Marshal Procedures Concerning Fire Flow and Placement of Fire Hydrants” a permit may be issued without meeting the requirements for fire flow for the following:

- (i) Agricultural buildings.
- (ii) Buildings exempt by Board of Appeals Precedent.
- G. Fire Hydrant Locations and Distributions. Footnote 3 shall be amended to read as follows:

“Where new water mains are upgraded or extended along streets or roads where hydrants are not otherwise required, hydrants shall be installed for filling tanker trucks at major roadway intersections wherever possible, and the distance between hydrants shall not exceed one mile.”

15.04.039 Amendments.

Repealed by Ord. 1680-10.

15.04.040 Fees—Building permit and plan review fees.

- A. General. Fees shall be assessed in accordance with the provisions of this section.
- B. Fees shall be assessed as designated in the current city of Sedro-Woolley building, planning and engineering fee schedule, as adopted by resolution of the city council and on file with the city clerk.
- C. Plan Review Fees. The applicant shall pay the plan review fee at time of submitting a building permit application.
- D. Building Permit Fees. The applicant shall pay the building permit fee prior to the building department issuing the building permit.
- E. A building permit is required before any mobile home can be placed in the city.
- F. Payment of Permit Fees. Upon notification by the city that a permit application has been approved, the applicant shall submit payment to the city for all permit fees for which approval has been received prior to permit application expiration. All permit applications shall expire six months from date application was submitted. Notification shall be given by any means reasonably calculated by the city to provide the applicant with notice that the applicant’s permit may be issued, and may include notice by telephone, facsimile, or through the U.S. mail. The applicant shall promptly advise the city of any changes that would limit or otherwise hinder the city in contacting the applicant.
- G. Repealed by Ord. 1651-09.
- H. Repealed by Ord. 1651-09.
- I. Investigation Fees—Work without a Permit.
 - 1. Investigation. Whenever any work for which a permit is required by this code has been commenced without first obtaining said permit, a special investigation shall be made by the building official before a permit may be issued for such work.
 - 2. An investigation fee, in addition to the permit fee and plan review fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be assessed as designated in the current city of Sedro-Woolley building, planning and engineering fee schedule, as adopted by resolution of the city council and on file with the city clerk. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of this code nor from any penalty prescribed by law.
- J. Fee Refunds. The building official may authorize refunding any fee paid hereunder which was erroneously paid or collected. The building official may authorize refunding not more than eighty percent of the permit fee paid when no work has been done under a

permit issued in accordance with this code. The building official shall not authorize the refunding of any fee paid except upon the written application filed by the original permittee not later than one hundred eighty days after the date of fee payment. Plan review fees are not refundable.

15.04.042 Building valuation data.

For the purposes of determining valuation for issuance of building permits and charging building permit fees, the current building valuation data published in the Building Safety Magazine by International Code Council shall be utilized.

15.04.043 Administration and enforcement.

The building code of the city shall be administered and enforced by the building official of the city.

15.04.044 Certification of plans by architects and engineers.

The original set of any plans, computations or specifications submitted as part of or in conjunction with any application for a building permit which has been required by the building official to be prepared by an engineer or architect licensed by the state shall be submitted with a stamp or seal and original signature of such engineer or architect on each page thereof. No application for which such plans, computations or specifications have been required shall be deemed complete until such stamp or seal and original signature have been affixed.

15.04.045 Plan check fees for identical plans.

A. An owner, builder or developer seeking to build more than one structure of an identical design, may obtain a discount of the plan check fee required by this chapter and the uniform building code for subsequent identical design submissions within a period of six months of the original submission. The discounted fee shall be thirty percent of the full fee applicable at the time of payment, or the actual cost to the city for plan check review if conducted by an outside official, whichever is greater. The plans must be identical to those submitted by the same applicant within the previous six months for which a full fee was paid.

B. At the time of submission of the original plans, the applicant may submit up to four minor construction alternatives for a common design, and pay the applicable additional fee based on the value of the alternative as determined by the building official. The approved alternative plans shall be considered part of the original plans for purposes of determining what constitutes an identical plan.

C. The decision of the building official as to what constitutes a minor construction alternative and identical plan, for purposes of the discount provided by this section, shall be final and binding.

15.04.047 Mandatory street address signs.

A. Every lot for which a permit is issued under this chapter for any purpose shall have an assigned street number affixed as prescribed by this section. The number shall be posted within thirty days of issuance of the permit or prior to issuance of a certificate of occupancy, whichever is sooner, unless a later date is prescribed in writing by the

building official. Compliance with this section shall be the responsibility of both the building owner and the permit applicant.

B. For structures situated fifty feet or less from the street, the address shall be conspicuously placed immediately above, upon, or at the side of the proper door of each building so that the number can be seen plainly from the street. If the main entrance is on the side or does not face the street, the address shall be conspicuously placed on the side of the building facing the street.

C. For structures situated more than fifty feet from the street, or when the view of the building is blocked, the number shall be conspicuously placed on a post, gate, fence, tree, etc. This placement must be somewhere in an arc within thirty feet from where the center of the driveway or access meets the street. It will be posted in such a way so that the address placard is parallel with the main street or visible when accessing from either direction. It shall be at a height of between four and six feet from the level of the street. On streets which may be accessed from only one direction, the placard may be posted perpendicular to the main street in such a way that it is clearly visible when being approached by emergency responders. If more than one address is on one driveway and the buildings or entities are further than fifty feet from the street, then the addresses shall be posted at the street and also on the buildings or addressable entities. The address shall also be posted at any confusing intersection within the private drives.

D. Addressable entities other than buildings, such as recreational lots, play fields, or stand alone utility sites, shall display the address at the access or driveway in the same manner as a building located more than fifty feet from a street. On a corner lot, the building number shall face the street named in the address.

E. Building addresses shall be set on a white background which is approximately twelve inches by six inches in size. Building addresses shall be blue reflective numbers a minimum of five inches in height that are easily visible at night.

F. The fire chief is authorized to obtain and sell address placards which comply with this section at cost and expense as part of a safety awareness program, provided that nothing in this section shall prohibit any owner from acquiring a conforming sign from a private vendor.

G. A certificate of occupancy or inspection may be withheld for violation of this section. In addition, violation of this section is punishable as set forth in Section 15.04.060 of this chapter.

15.04.050 Prohibitions.

It is unlawful for any person, firm or corporation to erect, construct, enlarge, alter, repair, move, improve, remove, convert, demolish, equip, use, occupy, or maintain any building or structure in the city, or cause the same to be done, contrary to or in violation of any of the provisions of this chapter and the codes adopted by reference.

15.04.055 Enforcement—Civil suits.

Repealed by Ord. 1670-10.

15.04.060 Violations—Penalties.

Any person violating or failing to comply with any of the provisions contained in this chapter shall be subject to the enforcement provisions contained in Title 18, Code Enforcement.

Section 2. EFFECTIVE DATE. This ordinance shall take effect July 1, 2016.

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

PASSED by majority vote of the members of the Sedro-Woolley City Council
this _____ day of June, 2016, and signed in authentication of its passage
this _____ day of June, 2016.

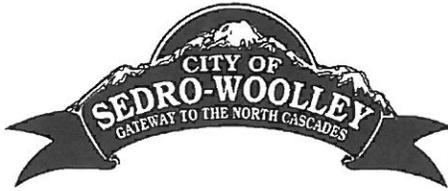
By: _____
KEITH L. WAGONER, Mayor

Attest: _____
PATSY NELSON, Finance Director

Approved as to form:

ERON BERG, City Attorney

Published: _____



JUN 22 2016

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

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

Mark A. Freiberger, PE
Director of Public Works

MEMO TO: City Council and Mayor Wagoner

FROM: Mark A. Freiberger, PE

RE: **2016 Transportation Impact Fee Update – FIRST READING**

DATE: June 15, 2016 (for Council review June 22, 2016 and action July 13, 2016)

ISSUE

Shall council approve Ordinance No. ____-16 amending SWMC Sections 15.60.050 and 15.60.060 to increase the amount of the Transportation Impact Fees and to update the methodology utilized to calculate Transportation Impact Fees?

BACKGROUND:

The existing **Transportation Impact Fee Methodology** was created in 2005 as part of the 2005 Transportation Plan, and codified in Ordinance 1555-06 and SWMC Section 15.60. Staff utilizes the Methodology to determine transportation impact fees (TIF) for development projects resulting in traffic volume growth within the city. The TIF provide funding for improving capacity on the city arterial street system made necessary by increased vehicle trips due to development and growth. The 2005 Methodology divides the city into 15 zones for purposes of assessing transportation impacts. The Methodology utilized a sophisticated traffic modeling and demand analysis along with the 2005 version of the Six-Year Transportation Improvement Plan to come up with PM Peak hour trip costs. The Methodology anticipated yearly updates of the TIF Fee using the Engineering News Record Cost Index.

Ordinance 1773-13 adopted on May 9, 2013 updated the transportation impact fees (TIF). The 2013 update included an extensive review of completed projects and expected revisions to the Six-Year Transportation Plan over the next 20 years. The result of the 2013 update was a reduction in the average citywide impact fee per trip from \$3,939 to \$1,470 per PM Peak Hour Trip. The 2013 Update also recommended a review of the methodology and TIF in conjunction with the 2016 Comprehensive Plan Update. This review was to include a possible reduction in the number of zones used for TIF calculations.

For the 2016 TIF Update, staff engaged Transportation Solutions, Inc. (TSI) to update the methodology to simplify the previous 15 Zones to 2 Zones, and to incorporate the recently enacted 2016 Comprehensive Plan Chapter 3 Transportation Element Project List. TSI had previously assisted the city with preparation of the Transportation Element of the Comprehensive Plan. The basic methodology utilized by TSI is explained in the

accompanying memorandum dated June 15, 2016. Reducing the zones from 15 to 2 will greatly simplify staff time in calculating the fees, as well as making the methodology more understandable for the public and for developers. The reduced zones will also be more in keeping with transportation impact fee mythologies utilized in neighboring agencies. Finally, the reduction in zones reflects the finding of the Comprehensive Plan update that impacts to the city system are city wide rather than zone specific, and require a city wide response.

The attached "Comparison of 2005, 2013 and Proposed 2016 TIF Rates Citywide" compares citywide rates over the period noted. The update results in an increase in the TIF Rate for the Central Business District (Zone 9 of the 2013 version) from \$1,081 to \$1,341 per PM Peak Hour Trip, or 24%. The citywide average increases from \$1,412 to \$2,387 per PM Peak Hour Trip, or 69%. These increases should be considered in the perspective of the overall reduction in the citywide rate of 74% in the 2013 Update. The new citywide rate is still 39% lower than the 2005 rate or a reduction from \$3,897 to \$2,387 per PM Peak Hour Trip. Table 3 of TSI's memorandum gives a comparison of the 2013 TIF and proposed TIF for several categories, including single family homes.

Page 7 of TSI's memorandum provides a comparison with other agencies in the area. At \$2,387 per PM Peak Hour Trip, Sedro-Woolley will be under Burlington's \$3,633 and Anacortes' \$3,680, but slightly higher than Mount Vernon's \$1,974 and Bellingham's 1,925.

The 2016 TIF Update assumes that projects will be funded by 75% grant or intergovernmental revenue and 25% local match, in keeping with the assumptions made in the 2013 TIF Update and the 2016 Comprehensive Plan Update Transportation Element. The Project List used in the update is the Project List from the Chapter 3 Transportation Element of the Comprehensive Plan.

Updating the TIF to reflect the Comprehensive Plan project list is vital to providing a sound basis for constructing identified transportation improvements over the next 20 years. Completing these projects is also a Growth Management Act concurrency requirement. The Project List includes growth projections of the Comprehensive Plan, including the proposed improvements to the former Northern States Hospital, now the SWIFT Center.

As in the past, the Project List and TIF will be reviewed on an annual basis and adjustments made as necessary to maintain concurrency. This will be done as part of the annual Six-Year Transportation Improvement Program update process.

MOTION

Approve Ordinance No. ____-16 amending SWMC Sections 15.60.050 and 15.60.060 to increase the amount of the Transportation Impact Fees and to update the methodology utilized to calculate Transportation Impact Fees.

ORDINANCE No. ____-16

AN ORDINANCE AMENDING SWMC SECTIONS 15.60.050 AND 15.60.060 TO INCREASE THE AMOUNT OF THE TRANSPORTATION IMPACT FEES AND TO UPDATE THE METHODOLOGY UTILIZED TO CALCULATE TRANSPORTATION IMPACT FEES.

WHEREAS, the City Council engaged qualified consultants to establish transportation impact fees in 2006 adopted under Ordinance 1555-06; and

WHEREAS, certain projects were included in the TIF project list with estimated costs; and

WHEREAS, the City Council adopted a methodology that divided the city into fifteen zones with resulting impact fees for each zone; and

WHEREAS, the City Council updated the TIF Project List and reduced transportation impact fees in 2013 on Staff's recommendation under Ordinance 1773-13, and

WHEREAS, the City Council has engaged qualified consultants to review the TIF project list and update the list based upon actual project costs and revised estimates; and

WHEREAS, this update revises the methodology that divided the city into fifteen zones with resulting impact fees for each zone to a methodology that divided the city into two zones with resulting impact fees for each zone, and

WHEREAS, this update results in increased transportation impact fees; and

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

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

Section 1. SWMC Section 15.60.050 is amended as follows, including a new Attachment A as attached to this ordinance:

15.60.050 Transportation fee schedules and establishment of service area.

A. Subject to the provisions of SWMC Section 15.60.060, the transportation impact fee shall be as set forth on Attachment A, attached hereto, and on file with the city clerk. Attachment A shall provide:

1. The schedule of projects established by the city council for which impact fees may be collected, which shall be a subset of the Sedro-Woolley transportation capital facilities plan of the Sedro-Woolley Comprehensive Plan and 200516 Transportation Plan;
2. The cost of the projects on the schedule;
3. A map dividing the city into zones based upon probable impact on planned transportation capital facility projects of development within the zones;

4. The amount of the transportation impact fees to be paid on a “per peak PM trip basis” to be paid by a development with a particular zone.

Attachment A shall not be codified, but shall be on file with the ordinance codified in this chapter.

B. The impact fee schedule of costs, as set out in ~~a~~Attachment A, shall be updated annually at a rate adjusted in accordance with the ~~engineering news record (ENR) Construction Cost Index for the Seattle area~~ Federal Highway Administration’s National Highway Construction Cost Index (NHCCI), using an ~~June-June~~ annual measure to establish revised fee schedules effective ~~July~~ January 1st of ~~each~~ the current year.

C. For the purpose of this chapter, the entire city shall be considered one service area.

Section 2. SWMC Section 15.60.060 is amended as follows, including a new Attachment A as attached to this ordinance:

15.60.060 Calculation of transportation impact fees.

A. The director shall calculate the transportation impact fees as set forth in SWMC Section 15.60.050, subject to the provisions of this chapter.

B. In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:

1. The cost of public streets and roads necessitated by new development;
2. An adjustment to the cost of the public streets and roadways for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or proratable to the particular system improvement;
3. The availability of other means of funding public street and roadway improvements;
4. The cost of existing public street and roadway improvements;
5. The methods by which public street and roadway improvements were financed; and
6. The most recent ITE Trip Generation Manual and a report titled “Traffic Impact Fee Methodology,” dated November 2005, as updated by a report titled “Sedro-Woolley Transportation Impact Fee Rate Update” prepared by Transportation Solutions, Inc. dated June 15, 2016, on file with the city clerk.

C. A credit, not to exceed the impact fee otherwise payable, shall be provided for the value of any dedication of land for, improvement to, or new construction of any system improvements provided by the developer, to facilities that are identified in the capital facilities plan and on the TIF project list (~~a~~Attachment A, referenced herein and on file with the City Clerk attached to the ordinance codified in this section) and that are required by the city as a condition of approving the development activity. The determination of “value” shall be consistent with the assumptions and methodology used by the city in estimating the capital improvement costs.

D. The director may adjust the standard impact fee at the time the fee is imposed to consider unusual circumstances in specific cases to ensure that impact fees are imposed fairly.

E. The amount of fee to be imposed on a particular development may be adjusted by the director giving consideration to studies and other data available to the director or submitted by the developer demonstrating to the satisfaction of the director that an adjustment should be made in order to carry out the purposes of this chapter.

F. The impact fee shall provide for system improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed

improvements; provided, that such fees shall not be imposed to make up for any system improvement deficiencies.

Section 3. This ordinance shall be effective five (5) days after passage and publication as provided 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 13th day of July, 2016, and signed in authentication of its passage this 14th day of July, 2016.

Keith L. Wagoner, Mayor

Attest:

Patsy Nelson, Finance Director

Approved as to form:

Eron Berg, City Attorney

First Reading by City Council:	June 22, 2016
Second Reading by City Council:	July 13, 2016
Approval by City Council:	July 13, 2016
Signed by the Mayor:	July 14, 2016
Date of Publication:	June xx, 2016

Attachment A – TRANSPORTATION IMPACT FEE PROJECT LIST, MAP, AND FEE SCHEDULE

Figure 9 Impact Fee Eligible Projects (from Comprehensive Plan Chapter 3 Transportation Element)

Transportation Impact Fee Project List

Transportation Impact Fee Districts – 2016 Update

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Residential (2016 Update)

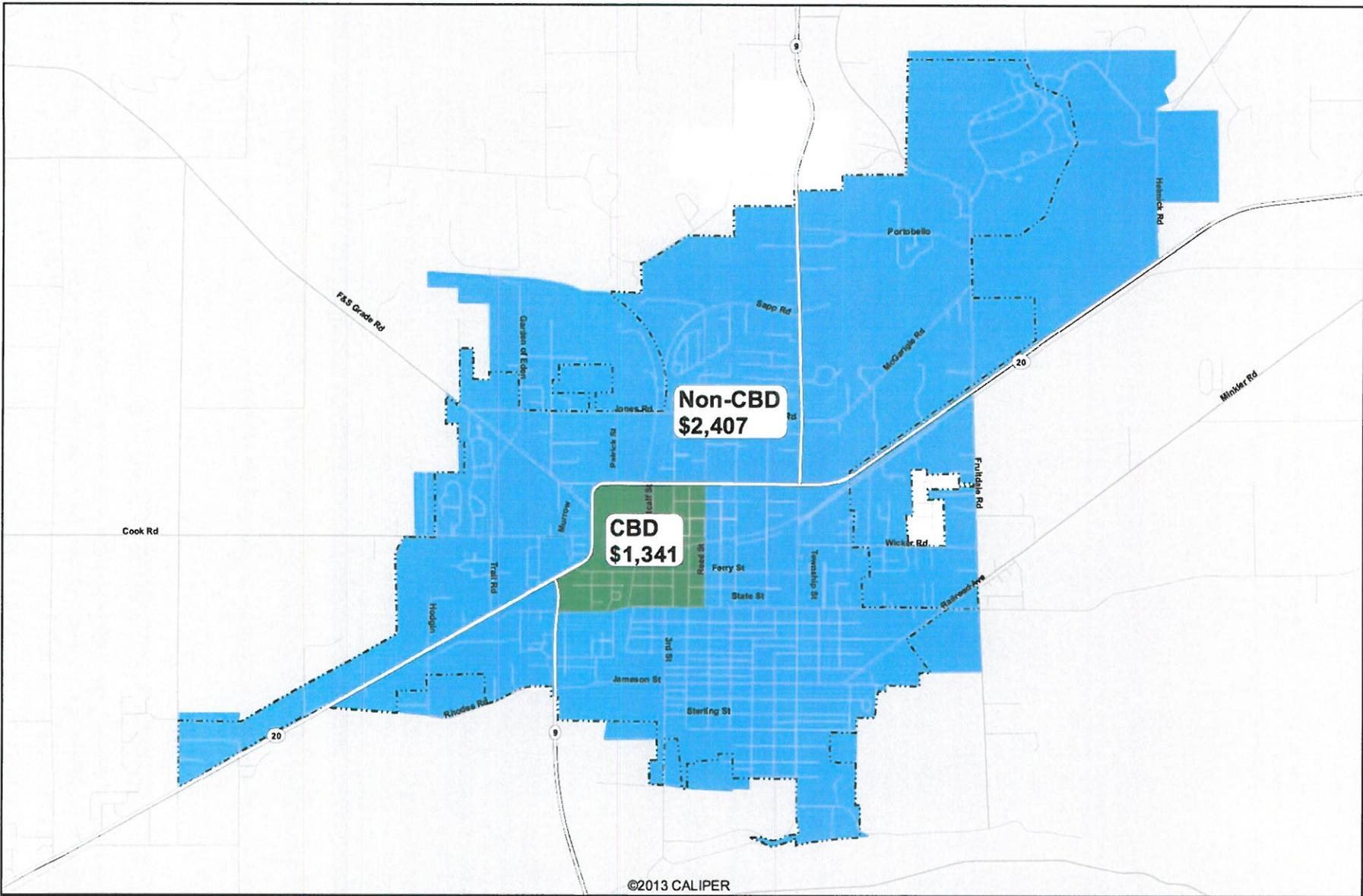
City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 1-799 (2016 Update)

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 800-999 (2016 Update)

Transportation Impact Fee Project List

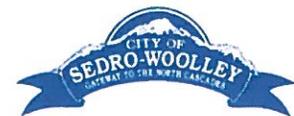
ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
C14	Jameson Arterial Extension	SR 9 / Batey Rd	New arterial segment	3,020,000
S14A	SR20/Cascade Trail West Extension Ph.1A	Trail Rd / SR 9 South	Shared use path	575,000
S14B	SR20/Cascade Trail West Extension Ph.1B	Hodgin Rd / Trail Rd	Shared use path	288,000
C22	Fruitdale Rd Arterial Improvements	Portobello / North City Limit	Reconstruct to arterial standards incl. roundabout at Northern State Rd	2,320,000
C1B	Jones/John Liner RR Undercrossing	Sapp Rd / Reed St	New BNSF undercrossing and new arterial from E Jones Rd to John Liner Rd	7,700,000
C1C	John Liner Bike/Ped Impr	Redd St / SR 9	Complete Streets completion	555,000
C19	Patrick St Extension	Michael St/E Jones St	New major collector w/sidewalks	2,100,000
C1A	Jones Rd Improvements	F&S Grade Rd / Sapp Rd	Reconstruct to arterial section including sidewalk & shared use path	3,200,000
S16	SR20 & SR9 (Township) Intersection Impr.		Channelization and signal improvements	1,000,000
C18	Portobello Arterial Extension	Township / Cascadia	New major collector connecting Fruitdale w/ SR 9	1,700,000
S2	SR20 & Reed St Intersection Impr.		RIRO access restriction	50,000
S18	SR 9 / W State St Intersection Impr		Intersection improvements	250,000
C3	Cook Rd / Trail Rd Intersection Improvements		Intersection improvements	1,000,000
C9A	Trail Rd Arterial Extension	Cook Rd / F&S Grade	Construct new minor arterial	4,000,000
C9B	Trail Rd – Garden of Eden Rd Extension	F&S Grade / Jones Rd	Construct new minor arterial	850,000
S13C	SR9N Ped/Bike Safety Improvements	Park Cottage / N City Limits	Bike lane & sidewalk improvements	434,000
S17	Township St (SR 9) & John Liner/McGarigle Rd Intersection Improvements		Intersection improvements	1,000,000
C1D	John Liner Rd Arterial Improvements	Reed St / Township St	Reconstruct to arterial section	1,600,000
S6 A-B	SR 20 East Lane Widening & Safety Improvements	SR 9 / Fruitdale Rd	Improve and widen to 3 lanes	960,000
C7A	Jameson St Arterial Improvements	600' e/o Batey to Railroad St	Widen to arterial standards w/3 lanes, bike lane, sidewalk	3,600,000
C7B	Jameson / 11 th St Intersection Improvements		Change access to RIRO	70,000
C7C	Railroad St / Jameson Intersection Improvements		Intersection improvements to include new roundabout	750,000
C7D	Railroad St Arterial Improvements	Jameson St / Fruitdale	Reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalks	2,880,000
C2	F&S Grade Rd Arterial Improvements	SR20 MP 65.16 / Jones Rd	Reconstruct to arterial standards	2,960,000
S14C	SR20/Cascade Trail West Extension Ph.2A	Holtcamp Rd/Hodgin Rd	Shared use path	600,000
S20	SR 20 / Central Ave Intersection Improvements		Intersection improvements or RIRO	150,000
S14D	SR20/Cascade Trail West Extension Ph.2B	Collins Rd/Holtcamp Rd	Shared use path	620,000

ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
C13	Rhodes Rd Arterial Impr	SR 9 / SR 20	Reconstruct to arterial standards incl. bike lanes, sidewalks	3,200,000
C15	Hodgin Rd Arterial Ext.	SR 20 / Cook	New collector arterial	2,225,000
S9	SR9/N Township St Arterial Improvements	SR 20 / City limits	Planning phase – reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalk	100,000
S13D	SR9 / Centennial Trail Ped/Bike Safety Improvements	Summer Meadows Pl / North City Limits	Construct bicycle lane and sidewalk improvements incl. ped crossing bridge at Brickyard Crk	1,700,000



Appendix A
Transportation Impact Fee Districts - 2016 Update

City of Sedro-Woolley



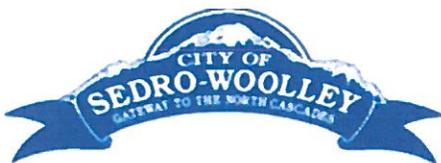
City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Residential (2016 Update)

ITE Code ¹	ITE Land Use Category ¹	ITE Trip Rate ²	Rate per Unit ³	Impact Fee per Unit by District	
				Citywide (Non-CBD)	CBD
210	Single-Family Detached Housing	1.00	DU	\$2,407	\$1,341
220	Apartment	0.62	DU	\$1,492	\$831
221	Low-Rise Apartment (1-2 floors)	0.58	DU	\$1,396	\$778
230	Residential Condo / Townhouse	0.52	DU	\$1,252	\$697
231	Low-Rise Condo / Townhouse	0.78	DU	\$1,877	\$1,046
240	Mobile Home Park	0.59	DU	\$1,420	\$791
251	Senior Housing Detached	0.27	bed	\$650	\$362
252	Senior Housing Attached	0.25	bed	\$602	\$335
253	Congregate Care Facility	0.17	DU	\$409	\$228
254	Assisted Living	0.22	bed	\$530	\$295
260	Recreational Home	0.26	DU	\$626	\$349
270	Residential PUD	0.62	DU	\$1,492	\$831

¹ Institute of Transportation Engineers, Trip Generation Manual (9th Edition)

² Trip generation rate per development unit for PM peak hour of the adjacent street traffic (4-6 PM)

³ DU = Dwelling Unit



City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 1-799 (2016 Update)

ITE Code ¹	ITE Land Use Category ¹	Base Trip Rate ²	% Pass-By Trips ³	Net Trip Rate	Rate per Unit	Impact Fee per Unit by District	
						Citywide (Non-CBD)	CBD
PORT AND TERMINAL							
30	Intermodal Truck Terminal	6.55	*	6.550	acre	\$15,766	\$8,784
90	Park and Ride with Bus Service	0.62	*	0.620	space	\$1,492	\$831
INDUSTRIAL							
110	General Light Industrial	0.97	*	0.970	KSF	\$2,335	\$1,301
120	General Heavy Industrial	2.16	*	2.160	acre	\$5,199	\$2,897
130	Industrial Park	0.85	*	0.850	KSF	\$2,046	\$1,140
140	Manufacturing	0.73	*	0.730	KSF	\$1,757	\$979
150	Warehousing	0.32	*	0.320	KSF	\$770	\$429
151	Mini Warehouse	0.26	*	0.260	KSF	\$626	\$349
152	High-Cube Warehouse	0.12	*	0.120	KSF	\$289	\$161
170	Utilities	0.76	*	0.760	KSF	\$1,829	\$1,019
LODGING							
310	Hotel	0.60	*	0.600	room	\$1,444	\$805
311	All Suites Hotel	0.40	*	0.400	room	\$963	\$536
320	Motel	0.47	*	0.470	room	\$1,131	\$630
330	Resort Hotel	0.42	*	0.420	room	\$1,011	\$563
RECREATIONAL							
411	City Park	0.19	*	0.190	acre	\$457	\$255
412	County Park	0.09	*	0.090	acre	\$217	\$121
415	Beach Park	1.30	*	1.300	acre	\$3,129	\$1,743
416	Campground/RV Park	0.27	*	0.270	sites	\$650	\$362
417	Regional Park	0.20	*	0.200	acre	\$481	\$268
430	Golf Course	0.30	*	0.300	acre	\$722	\$402
432	Golf Driving Range	1.25	*	1.250	tees	\$3,009	\$1,676
435	Multi-Purpose Recreational Facility	3.58	*	3.580	KSF	\$8,617	\$4,801
437	Bowling Alley	1.51	*	1.510	KSF	\$3,635	\$2,025
443	Movie Theater w/o Matinee	6.16	*	6.160	KSF	\$14,827	\$8,261
444	Movie Theater w/ Matinee	3.80	*	3.800	KSF	\$9,147	\$5,096
445	Multiplex Movie Theater	4.91	*	4.910	KSF	\$11,818	\$6,584
488	Soccer Complex	17.70	*	17.700	field	\$42,604	\$23,736
490	Tennis Courts	3.88	*	3.880	court	\$9,339	\$5,203
491	Racquet/Tennis Club	0.84	*	0.840	KSF	\$2,022	\$1,126
492	Health Fitness Club	3.53	*	3.530	KSF	\$8,497	\$4,734
493	Athletic Club	5.96	*	5.960	KSF	\$14,346	\$7,992
495	Recreational Community Center	2.74	*	2.740	KSF	\$6,595	\$3,674
INSTITUTIONAL							
520	Public Elementary School	1.21	*	1.210	KSF	\$2,912	\$1,623
522	Public Middle/Junior High School	1.19	*	1.190	KSF	\$2,864	\$1,596
530	Public High School	0.97	*	0.970	KSF	\$2,335	\$1,301
536	Private School K-12	0.17	*	0.170	student	\$409	\$228
540	Junior / Community College	2.54	*	2.540	KSF	\$6,114	\$3,406
560	Church	0.55	*	0.550	KSF	\$1,324	\$738
565	Day Care Center	12.34	*	12.340	KSF	\$29,702	\$16,548
566	Cemetery	0.84	*	0.840	acre	\$2,022	\$1,126
571	Prison	2.91	*	2.910	KSF	\$7,004	\$3,902
590	Library	7.30	*	7.300	KSF	\$17,571	\$9,789
MEDICAL							
610	Hospital	0.93	*	0.930	KSF	\$2,239	\$1,247
620	Nursing Home	0.74	*	0.740	KSF	\$1,781	\$992
630	Clinic	5.18	*	5.180	KSF	\$12,468	\$6,946
640	Animal Hospital / Veterinary Clinic	4.72	*	4.720	KSF	\$11,361	\$6,330
OFFICE							
710	General Office	1.49	*	1.490	KSF	\$3,586	\$1,998
714	Corporate Headquarters Building	1.41	*	1.410	KSF	\$3,394	\$1,891
715	Single Tenant Office	1.74	*	1.740	KSF	\$4,188	\$2,333
720	Medical/Dental Office	3.57	*	3.570	KSF	\$8,593	\$4,787
730	Government Office Building	1.21	*	1.210	KSF	\$2,912	\$1,623
732	US Post Office	11.22	*	11.220	KSF	\$27,007	\$15,046
733	Government Office Complex	2.85	*	2.850	KSF	\$6,860	\$3,822
750	Office Park	1.48	*	1.480	KSF	\$3,562	\$1,985
760	Research and Development Center	1.07	*	1.070	KSF	\$2,575	\$1,435
770	Business Park	1.26	*	1.260	KSF	\$3,033	\$1,690

¹ Institute of Transportation Engineers, Trip Generation Manual (9th Edition)

² Trip generation rate per development unit, for PM Peak Hour of the adjacent street traffic (4-6 pm). Note: Sq. Ft. rate expressed per 1000 SF (KSF).

³ Pass-by data not available. Pass-by rates may be applied based on local data, development context, and engineering judgment

⁴ DU = Dwelling Unit; KSF = 1,000 square feet; VSP = Vehicle servicing position

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 800-999 (2016 Update)

ITE Code ¹	ITE Land Use Category ¹	Base Trip Rate ²	% Pass-By Trips ³	Net Trip Rate	Rate per Unit	Impact Fee per Unit by District	
						Citywide (Non-CBD)	CBD
RETAIL							
812	Building Materials and Lumber Store	4.49	26%	3.323	KSF	\$7,997	\$4,456
813	Free-Standing Discount Superstore	4.35	27%	3.176	KSF	\$7,643	\$4,258
814	Variety Store	6.82	34%	4.501	KSF	\$10,834	\$6,036
815	Free Standing Discount Store	4.98	17%	4.133	KSF	\$9,949	\$5,543
816	Hardware/Paint Store	4.84	26%	3.582	KSF	\$8,621	\$4,803
817	Nursery (Garden Center)	6.94	26%	5.136	KSF	\$12,361	\$6,887
818	Nursery (Wholesale)	5.17	26%	3.826	KSF	\$9,209	\$5,130
820	Shopping Center	3.71	34%	2.449	KSF	\$5,894	\$3,284
823	Factory Outlet Center	2.29	34%	1.511	KSF	\$3,638	\$2,027
826	Specialty Retail Center	2.71	34%	1.789	KSF	\$4,305	\$2,399
841	Automobile Sales	2.62	10%	2.358	KSF	\$5,676	\$3,162
842	Recreational Vehicle Sales	2.54	10%	2.286	KSF	\$5,502	\$3,066
843	Automobile Parts Sales	5.98	10%	5.382	KSF	\$12,954	\$7,217
848	Tire Store	4.15	10%	3.735	KSF	\$8,990	\$5,009
849	Tire Superstore	2.11	10%	1.899	KSF	\$4,571	\$2,547
850	Supermarket	9.48	36%	6.067	KSF	\$14,604	\$8,136
851	Convenience Market (Open 24 hours)	52.41	51%	25.681	KSF	\$61,814	\$34,438
852	Convenience Market (Open 15-16 hours)	34.57	51%	16.939	KSF	\$40,773	\$22,716
853	Convenience Market w/Gas Pumps	19.07	66%	6.484	VSP	\$15,607	\$8,695
854	Discount Supermarket	8.34	21%	6.589	KSF	\$15,859	\$8,835
857	Discount Club	4.18	37%	2.633	KSF	\$6,339	\$3,531
860	Wholesale Market	0.88	37%	0.554	KSF	\$1,334	\$743
861	Sporting Goods Superstore	1.84	42%	1.067	KSF	\$2,569	\$1,431
862	Home Improvement Superstore	2.33	42%	1.351	KSF	\$3,253	\$1,812
863	Electronics Superstore	4.50	40%	2.700	KSF	\$6,499	\$3,621
864	Toy / Children's Superstore	4.99	40%	2.994	KSF	\$7,207	\$4,015
866	Pet Supply Superstore	3.38	40%	2.028	KSF	\$4,881	\$2,720
867	Office Supply Superstore	3.40	40%	2.040	KSF	\$4,910	\$2,736
875	Department Store	1.87	34%	1.234	KSF	\$2,971	\$1,655
876	Apparel Store	3.83	34%	2.528	KSF	\$6,084	\$3,390
879	Arts and Crafts Store	6.21	34%	4.099	KSF	\$9,865	\$5,496
880	Pharmacy/Drug Store w/o Drive-Thru	8.40	53%	3.948	KSF	\$9,503	\$5,294
881	Pharmacy/Drug Store w/Drive-Thru	9.91	49%	5.054	KSF	\$12,165	\$6,778
890	Furniture Store	0.45	53%	0.212	KSF	\$509	\$284
SERVICES							
911	Walk-in Bank (limited data)	12.13	35%	7.885	KSF	\$18,978	\$10,573
912	Drive-in Bank	24.30	35%	15.795	KSF	\$38,019	\$21,181
918	Hair Salon	1.45	35%	0.943	KSF	\$2,269	\$1,264
925	Drinking Place	11.34	44%	6.350	KSF	\$15,285	\$8,516
931	Quality Restaurant	7.49	44%	4.194	KSF	\$10,096	\$5,625
932	High Turnover (Sit-Down) Restaurant	9.85	43%	5.615	KSF	\$13,514	\$7,529
933	Fast Food w/o Drive-Thru	26.15	50%	13.075	KSF	\$31,472	\$17,534
934	Fast Food w/ Drive-Thru	32.65	50%	16.325	KSF	\$39,294	\$21,892
935	Fast Food Restaurant w/ Drive-Thru w/o Indoor Seating	44.99	50%	22.495	KSF	\$54,145	\$30,166
936	Coffee/Donut Shop w/o Drive-Thru	40.75	70%	12.225	KSF	\$29,426	\$16,394
937	Coffee/Donut Shop w/ Drive-Thru	42.80	70%	12.840	KSF	\$30,906	\$17,218
938	Coffee/Donut Shop w/ Drive-Thru w/o Indoor Seating (Espresso Stand)	75.00	83%	12.750	KSF	\$30,689	\$17,098
940	Bread/Donut/Bagel Shop w/ Drive-Thru	18.99	50%	9.495	KSF	\$22,854	\$12,733
941	Quick Lubrication Vehicle Stop	5.19	10%	4.671	VSP	\$11,243	\$6,264
942	Automobile Care Center	3.11	10%	2.799	KSF	\$6,737	\$3,753
943	Automobile Parts and Service Center	4.46	10%	4.014	KSF	\$9,662	\$5,383
944	Gasoline/Service Station	13.87	42%	8.045	VSP	\$19,363	\$10,788
945	Gas Station w/Convenience Market	13.51	56%	5.944	VSP	\$14,308	\$7,971
946	Gas Station w/Convenience Market and Car Wash	13.86	56%	6.098	VSP	\$14,679	\$8,178
947	Self-Serve Car Wash	5.54	25%	4.155	VSP	\$10,001	\$5,572
948	Automated Car Wash	14.12	25%	10.590	KSF	\$25,490	\$14,201
950	Truck Stop	13.63	56%	5.997	KSF	\$14,435	\$8,042

¹ Institute of Transportation Engineers, Trip Generation Manual (9th Edition)

² Trip generation rate per development unit, for PM Peak Hour of the adjacent street traffic (4-6 pm). Note: Sq. Ft. rate expressed per 1000 SF (KSF).

³ Average Pass-by Rates, per Trip Generation Manual (9th Edition) User's Guide and Handbook: an ITE Recommended Practice, 2014. Additional pass-by rates based on similar land uses and engineering judgment. Pass-by rates should be used with caution and refined using local data whenever possible.

⁴ DU = Dwelling Unit; KSF = 1,000 square feet; VSP = Vehicle servicing position

COMPARISON OF 2005, 2013 AND PROPOSED 2016 TIF RATES CITYWIDE

June 15, 2016

2016 TIF Rate Update Summary	With State Projects		
	CBD	Non-CBD	Citywide Avg
Eligible Project Cost	\$ 15,714,250		
Growth Share of Eligible Cost	\$ 83,986	\$ 8,247,231	\$ 8,331,217
Growth Trips (Trip Ends)	63	3,427	3,490
Impact Fee Rate (\$ / PM peak hour trip)	1,341	2,407	2,387
% Increase from 2013	24.1%		69.1%
% Increase from 2005	-43.8%		-38.7%
2013 TIF Average Rate	1,081		1,412
2005 TIF Average Rate	2,386		3,897



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June 15, 2016

Mark A. Freiburger, PE
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City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

SUBJECT: SEDRO-WOOLLEY TRANSPORTATION IMPACT FEE RATE UPDATE

This document summarizes the development of an updated transportation impact fee program for the City of Sedro-Woolley. The following sections of this letter will describe the existing impact fees, the basis for the fees, the rate methodology, the proposed project list, and the analyses performed to determine updated impact fees.

Impact Fee Basics

Definition of Impact Fees

Impact fees are a comprehensive grouping of charges based on new development within a local municipality. These fees are assessed to pay for capital facility improvement projects necessitated by new development growth (including but not limited to parks, schools, streets/roads, etc.).

Transportation Impact Fees are collected to fund improvements that add capacity to the transportation system, accommodating the travel demand created by new development in Sedro-Woolley. The Revised Code of Washington (RCW) Section 82.02.050 identifies the intent of impact fees as the following:

- To ensure that adequate facilities are available to serve new growth and development;
- To promote orderly growth and development by establishing standards by which counties, cities, and towns may require, by ordinance, that new growth and development pay a proportionate share of the cost of new facilities needed to serve new growth and development; and
- To ensure that impact fees are imposed through established procedures and criteria so that specific developments do not pay arbitrary fees or duplicative fees for the same impact.

Statutory Basis for Impact Fees

The purpose of this study is to update the rates for impact fees for streets in the City of Sedro-Woolley, Washington.

Transportation Impact Fees are a financing mechanism authorized by the Growth Management Act (GMA) of Washington State (see RCW 36.70A.070 and 82.02.050 et seq.). However, impact fees are not mandatory; they are simply authorized by the GMA as a local option. State law imposes strict limitations on impact fees. These limitations are intended to assure property owners that the fees collected are reasonably related to their actual impacts and will not be used for unrelated purposes.

If impact fees are imposed, the funds collected from developments can be expended only on transportation system improvements, which are: (a) identified in the comprehensive plan as needed for growth, and (b) reasonably related to the impacts of the new development from which fees are collected.

Specifically, condition (a) requires that impact fees are not used on improvements needed to remedy existing deficiencies. Those needs must be entirely funded from public sector resources. Condition (b) is satisfied if the local government defines a reasonable service area, identifies the public facilities within the service area that require improvement during the designated planning period, and prepares a fee schedule taking into account the type and size of the development as well as the type of public facility being funded.

To achieve the goal of simplicity, impact fee calculations are applied on an average basis for the entire transportation system, rather than project-by-project. This is a key difference between impact fees and State Environmental Policy Act (SEPA) mitigation, whereby pro-rata shares of specific project improvements are collected.

Pre-calculated impact fees are easier to administer than traditional SEPA development mitigation, at the point of development review. However, more complex administrative procedures are necessary to track the funds collected from each development. This is necessary to assure that the funds are expended only on eligible transportation system improvements, and also to assure that impact fee revenues are used within six years. Fees not expended within six years must be refunded with interest to the current owner of the property.

The methodology and results described next are consistent with the requirements of the GMA. All calculations are based on the adopted transportation facilities list described in the City of Sedro-Woolley Comprehensive Plan. The procedures described herein can be formally enacted by an impact fee ordinance incorporating this memo by reference.

Impact Fee Analysis

Methodology

The primary basis for the impact fee is that growth should pay a proportionate share of the cost to provide the future transportation capacity. This is developed by comparing the improvement costs for growth in the Comprehensive Plan's adopted transportation facilities list to an estimate of capacity of the facilities used by growth. The analysis strictly focuses on those projects that provide capacity improvements needed for growth. The improvements for maintenance such as pavement overlays and physical obsolescence, as well as improvements necessary to mitigate existing level of service deficiencies and not eligible for funding with impact fees. However, agencies have been encouraged by the Department of Commerce to consider multimodal transportation improvements and, to that end, shoulder widening, sidewalks, bike lanes and parallel trails are reasonable to include as both vehicle and non-motorized capacity enhancements.

Current Impact Fee Methodology

The City's transportation impact fee program was developed and adopted in 2005 (ord. 1526-050) and was most recently updated in 2013 (ord. 1773-13). The impact fee methodology is based on proportionate growth share of impact fee eligible project costs, with impact fees assessed for each of 15 districts citywide. As of June 2016 the City's transportation impact fees range from \$587 to \$3,635 per new PM peak hour trip, with a citywide average of \$1,412 per new peak hour trip.

Projects Eligible for Impact Fees

Not all planned transportation projects and programs are eligible for impact fees. The complete list of projects is divided below into the following categories, in order to arrive at a list of qualifying improvements that will form the basis for impact fees calculated for the City of Sedro-Woolley:

- Project Improvements
- Planned Transportation Projects needed within 20 years
- Maintenance Projects

Project Improvements

Project improvements are transportation improvements necessary for a specific development that do not provide significant system benefits. These are typically low-volume local streets that serve driveways and parking areas. They may provide connections to other developments, but not for the purpose of significant system capacity. Other project improvements include safety improvements and new access connections to existing arterials that serve only one development. Project improvements are typically required by other development regulations or as SEPA mitigation for specific development impacts not anticipated in the Comprehensive Plan. Project improvements are not eligible for impact fees. For the purpose of this rate analysis, roadway extensions that connected existing developments, but were not significant arterials, were considered project improvements that could be required under other City codes and regulations, but would not be included in the impact fee calculation.

Planned Transportation Projects

The roadway projects identified in the twenty-year Transportation Improvement Plan (TIP) are anticipated to be needed to serve motorized traffic growth for the next twenty years. The roadway capacity provided is accomplished by adding turn lanes to increase through lane capacity, by lane widening or separating non-motorized modes, adding signals or roundabouts for intersection capacity, and other improvements to increase the capacity of the roadway system for all modes. The proportional share of these projects reasonably related to growth are eligible for impact fees.

Maintenance Projects

Maintenance programs, general studies, and non-capital activities are generally not eligible for impact fees. A component of ongoing pavement preservation could be eligible for impact fees if it is demonstrated that growth increases the magnitude of pavement reconstruction requirements. For instance, if existing conditions require a two-inch asphalt overlay, but added traffic from growth requires a three-inch asphalt overlay to achieve the same pavement life, the cost of the additional inch of asphalt could be attributed to growth. Also, if the overlay or reconstruction provides increased lane widths, intersection improvements, or shoulder widening the cost of the expansion could be considered eligible.

Eligible Project Costs

Estimated project costs for each eligible impact fee project in the City of Sedro-Woolley are summarized below. These costs include various elements, all necessary for the construction of transportation improvements including design, permitting, right-of-way, construction, and construction management. Ongoing or future maintenance is not an eligible impact fee cost. Some projects have been removed from the project list because they are not capacity projects or are considered maintenance projects/programs.

Table 1. Transportation Impact Fee Project List

ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
C14	Jameson Arterial Extension	SR 9 / Batey Rd	New arterial segment	3,020,000
S14A	SR20/Cascade Trail West Extension Ph.1A	Trail Rd / SR 9 South	Shared use path	575,000
S14B	SR20/Cascade Trail West Extension Ph.1B	Hodgin Rd / Trail Rd	Shared use path	288,000
C22	Fruitdale Rd Arterial Improvements	Portobello / North City Limit	Reconstruct to arterial standards incl. roundabout at Northern State Rd	2,320,000
C1B	Jones/John Liner RR Undercrossing	Sapp Rd / Reed St	New BNSF undercrossing and new arterial from E Jones Rd to John Liner Rd	7,700,000
C1C	John Liner Bike/Ped Impr	Redd St / SR 9	Complete Streets completion	555,000
C19	Patrick St Extension	Michael St/E Jones St	New major collector w/sidewalks	2,100,000
C1A	Jones Rd Improvements	F&S Grade Rd / Sapp Rd	Reconstruct to arterial section including sidewalk & shared use path	3,200,000
S16	SR20 & SR9 (Township) Intersection Impr.		Channelization and signal improvements	1,000,000
C18	Portobello Arterial Extension	Township / Cascadia	New major collector connecting Fruitdale w/ SR 9	1,700,000
S2	SR20 & Reed St Intersection Impr.		RIRO access restriction	50,000
S18	SR 9 / W State St Intersection Impr		Intersection improvements	250,000
C3	Cook Rd / Trail Rd Intersection Improvements		Intersection improvements	1,000,000
C9A	Trail Rd Arterial Extension	Cook Rd / F&S Grade	Construct new minor arterial	4,000,000
C9B	Trail Rd – Garden of Eden Rd Extension	F&S Grade / Jones Rd	Construct new minor arterial	850,000
S13C	SR9N Ped/Bike Safety Improvements	Park Cottage / N City Limits	Bike lane & sidewalk improvements	434,000
S17	Township St (SR 9) & John Liner/McGarigle Rd Intersection Improvements		Intersection improvements	1,000,000
C1D	John Liner Rd Arterial Improvements	Reed St / Township St	Reconstruct to arterial section	1,600,000
S6 A-B	SR 20 East Lane Widening & Safety Improvements	SR 9 / Fruitdale Rd	Improve and widen to 3 lanes	960,000
C7A	Jameson St Arterial Improvements	600' e/o Batey to Railroad St	Widen to arterial standards w/3 lanes, bike lane, sidewalk	3,600,000
C7B	Jameson / 11 th St Intersection Improvements		Change access to RIRO	70,000
C7C	Railroad St / Jameson Intersection Improvements		Intersection improvements to include new roundabout	750,000
C7D	Railroad St Arterial Improvements	Jameson St / Fruitdale	Reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalks	2,880,000
C2	F&S Grade Rd Arterial Improvements	SR20 MP 65.16 / Jones Rd	Reconstruct to arterial standards	2,960,000

ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
S14C	SR20/Cascade Trail West Extension Ph.2A	Holtcamp Rd/Hodgin Rd	Shared use path	600,000
S20	SR 20 / Central Ave Intersection Improvements		Intersection improvements or RIRO	150,000
S14D	SR20/Cascade Trail West Extension Ph.2B	Collins Rd/Holtcamp Rd	Shared use path	620,000
C13	Rhodes Rd Arterial Impr	SR 9 / SR 20	Reconstruct to arterial standards incl. bike lanes, sidewalks	3,200,000
C15	Hodgin Rd Arterial Ext.	SR 20 / Cook	New collector arterial	2,225,000
S9	SR9/N Township St Arterial Improvements	SR 20 / City limits	Planning phase – reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalk	100,000
S13D	SR9 / Centennial Trail Ped/Bike Safety Improvements	Summer Meadows Pl / North City Limits	Construct bicycle lane and sidewalk improvements incl. ped crossing bridge at Brickyard Crk	1,700,000

Impact Fee Calculation

The impact fee for the City of Sedro-Woolley was computed based upon trip generation (the increase in traffic) resulting from growth, the cost of improvements related to growth, and the City’s transportation financing strategy as defined in the 2016 Comprehensive Plan.

Local Cost Responsibility

Roadway projects are generally eligible for state and federal grant funds. These funds are not predictable and vary in amount by grantor. Additionally, cost-sharing agreements with Washington State Department of Transportation (WSDOT) and Skagit County are anticipated to reduce some of the City’s project cost responsibility.

This analysis assumes the City will be responsible for 25 percent of total impact fee-eligible project costs over the 20-year planning horizon, with the other 75 percent anticipated to be funded by grant and intergovernmental revenue roadway projects. Exceptions were applied to the Portobello Street Extension (C18) and Patrick Street Extension (C19) projects which will be developer-funded.

Growth Share of Project Costs

The growth share of project costs was computed based upon proportional trip generation resulting from growth. Growth share of eligible project cost is defined as the proportion of vehicles using a project-impacted facility at the end of the 20-year planning horizon which are attributable to growth (i.e. new vehicle trips). the impacted roadway capacity which will be consumed by twenty-year traffic growth, as forecasted by the calibrated citywide travel demand model.

The citywide travel demand model was developed in Visum software using existing land use and roadway information provided by the City of Sedro-Woolley, Skagit Council of Governments (SCOG), and Skagit County. Trip generation was based upon rates established by the *Institute of Transportation Engineers (ITE) Trip Generation Manual, 9th Edition* and calibrated to match 2015 traffic counts. The trip distribution and traffic

assignment sub-models were calibrated based on local knowledge and regional and national guidance, including the SCOG regional travel demand model and FHWA calibration best practices.

Future traffic conditions were forecasted by incorporating SCOG 20-year land use growth allocations provided by SCOG and spatially distributing City and UGA growth totals based on the City’s zoning and buildable land analysis report.

The citywide planning model was used to generate 20-year PM peak hour traffic volume forecasts. The proportionate growth share of eligible project cost was calculated by dividing 20-year PM peak hour traffic growth by the total forecasted traffic demand on a given project facility:

$$[\text{Growth Share of Project Cost}] = [\text{Growth Trips}] / [\text{Total Forecasted Trips}]$$

Transportation Impact Fee Districts

The transportation impact fee calculation used a two-zone structure which included a Central Business District (CBD) zone and a citywide “non-CBD” zone. This represents a simplification of the previous 15-zone impact fee structure but allows consideration reduced travel demand created by redevelopment in the City’s urban core. A map of the two-zone impact fee structure is included in Attachment A.

A two-zone transportation impact fee rate was calculated by dividing each zone’s proportionate growth share of the City’s estimated cost responsibility by total forecasted 20-year trip growth by zone. This results in a two-zone impact fee which charges added transportation demand proportionately to their capacity usage and which can be revised as growth forecasts and planned projects change:

$$[\text{Impact Fee Rate (\$/PM trip)}] = [\text{Growth Share of Project Cost (\$)}] / [\text{20-Year Growth (PM peak hour trips)}]$$

This results in impact fee rates of \$1,341 and \$2,407 for the CBD and Non-CBD zones, respectively. See below.

Table 2. Transportation Impact Fee Calculation

Impact Fee Zone	Local Cost	Growth Share of Cost	Growth Trips	Impact Fee Rate (\$/trip)
Central Business District (CBD)	\$15,714,250	\$83,986	63	\$1,341
Citywide (Non-CBD)		\$8,247,231	3,427	\$2,407
			Average	\$2,387

Resulting Transportation Impact Fees

If the above calculated rates were adopted in an impact fee ordinance, the fees paid by several typical developments are summarized below. A comprehensive transportation impact fee rate schedule is included in Attachment A.

Table 3. Transportation Impact Fee Comparison for Typical Land Uses

Land Use Type	Per Unit	2013 TIF Average Rate (\$/trip)	Proposed TIF CBD (\$/trip)	Proposed TIF Non-CBD (\$/trip)
Single-Family Home	DU	1,412	1,341	2,407
Apartment	DU	875	831	1,492
Assisted Living	bed	311	295	530
General Office	1,000 ft ²	2,104	1,998	3,586
Specialty Retail Center	1,000 ft ²	2,526	2,399	4,305
Light Industrial	1,000 ft ²	1,370	1,301	2,335

Additional Issues for Consideration

Anticipated Annual Revenues from Impact Fees

Based on anticipated residential and employment projections for the City of Sedro-Woolley, below is the anticipated annual revenue from the proposed Transportation Impact Fees. Impact fee revenue will be adjusted slightly by impact fee credits on developer-funding projects.

Estimated transportation impact fee revenue: 174 trips/year x \$2,387/PM trip (average) = \$415,338/year

Anticipated Need for Other Public Funds

Based on estimated impact fee revenue an of \$7,864,259 and other anticipated revenue sources (including grants) totaling \$48,930,500, per the City’s Transportation Financing Plan, the City will still need to identify other revenue sources to cover approximately 4 percent (\$2,363,241) of the cost of planned transportation improvement projects.

Transportation Impact Fee Rate Comparison

To provide a relative comparison of the City of Sedro-Woolley Transportation Impact Fees to those within the State of Washington and on a national level, below are some road impact fee metrics from the *Comparison of 2013 TIF Base Rates in 60 Cities and 5 Counties in Western Washington*¹. The Sedro-Woolley rate of \$2,387 per trip would be below the average impact fee, but far from the lowest in Washington.

Washington Average Transportation Impact Fee (2012):	\$2,880	
Washington Maximum Transportation Impact Fee:	\$14,707	(City of Sammamish)
Washington Minimum Transportation Impact Fee:	\$515	(Kitsap County)
City of Burlington Transportation Impact Fee:	\$3,633	
City of Mount Vernon Transportation Impact Fee:	\$1,974	
City of Bellingham Transportation Impact Fee:	\$1,925	
City of Stanwood Transportation Impact Fee:	\$2,195	
City of Arlington Transportation Impact Fee:	\$3,355	
City of Anacortes Transportation Impact Fee (proposed):	\$3,680	

¹City of Bellingham, WA Public Works. “*Comparison of 2013 TIF Base Rates in 60 Cities and 5 Counties in Western Washington*” (Chris Comeau, AICP, 2012)



Credits and Adjustments

Impact Fee Credits

An applicant may request that credit for impact fees be awarded to him/her for the total value of system improvements, including dedications of land, improvements, and/or construction provided by the applicant. Credits should be considered on a case-by-case basis and should not exceed the impact fee payable.

Claims for credit should be made before the payment of the impact fee. Credits for the construction should be provided only if the land, improvements, and/or the facility constructed are listed as planned transportation projects in the Rate Analysis and Impact Fee Ordinance. No credit should be given for code-based frontage improvements or right-of-way dedications, or direct access improvements to and/or within the subject development (project improvements) unless the improvement is part of a project listed in the Rate Analysis and Impact Fee Ordinance.

Impact Fee Adjustments

An applicant may submit an independent fee calculation for the proposed development activity. The documentation submitted should be prepared by a traffic engineer licensed in Washington State and should be limited to adjustments in the trip generation rates used in the fee calculation.

Transportation impact fees should be adjusted yearly to account for inflation. The Federal Highway Administration's National Highway Construction Cost Index (NHCCI) may be used.

Conclusion

This document summarizes the methodology and results of TSI's transportation impact fee rate analysis for the City of Sedro-Woolley. If you have any questions or need clarification related to any of the information presented above, please contact me at your convenience.

Regards,

Transportation Solutions, Inc.

A handwritten signature in black ink that reads "Andrew Bratlien". The signature is written in a cursive style.

Andrew L. Bratlien, PE
Senior Transportation Engineer

Attachment A – TRANSPORTATION IMPACT FEE PROJECT LIST, MAP, AND FEE SCHEDULE

Figure 9 Impact Fee Eligible Projects (from Comprehensive Plan Chapter 3 Transportation Element)

Transportation Impact Fee Project List

Transportation Impact Fee Districts – 2016 Update

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Residential (2016 Update)

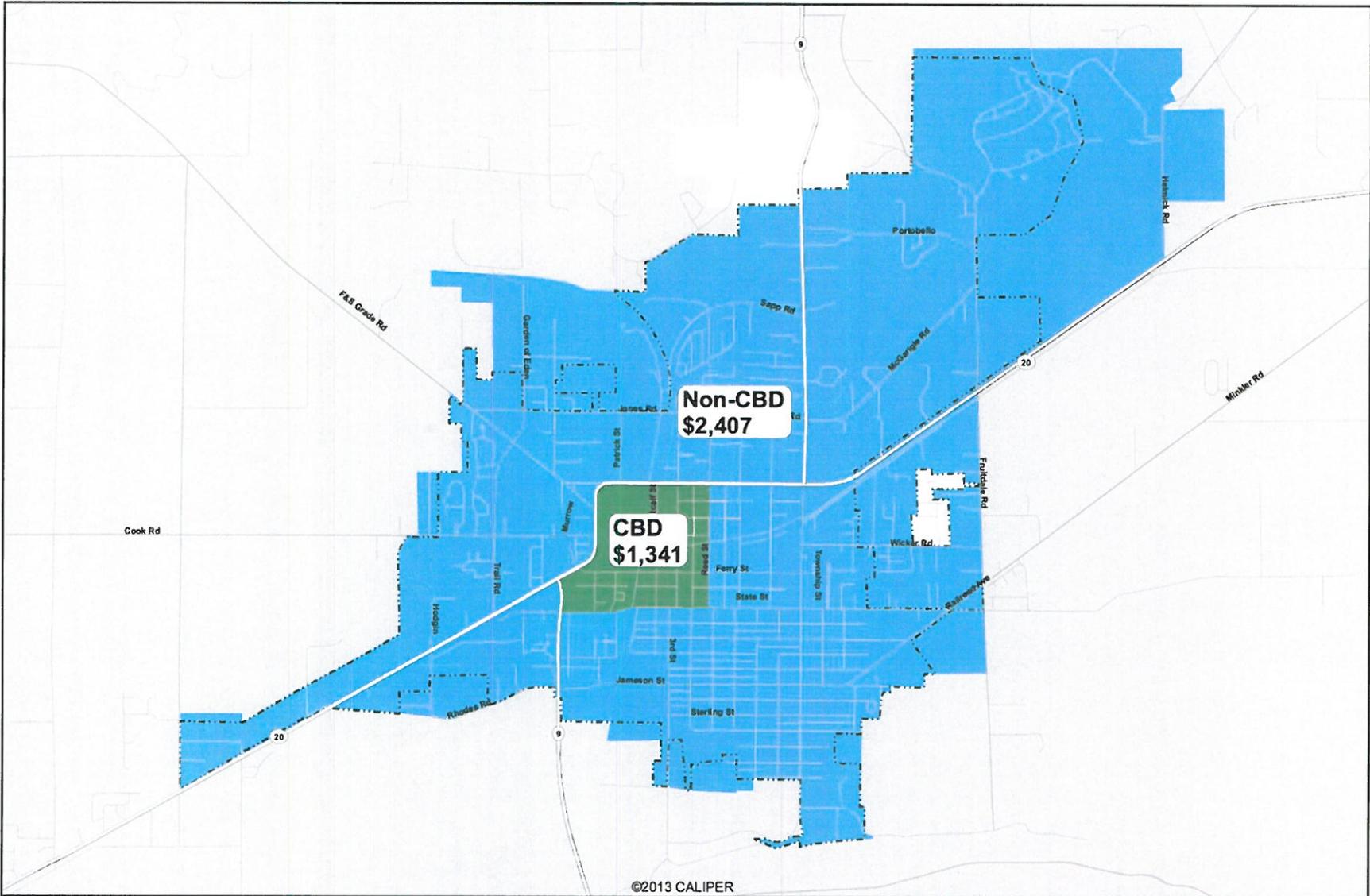
City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 1-799 (2016 Update)

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 800-999 (2016 Update)

Transportation Impact Fee Project List

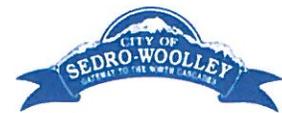
ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
C14	Jameson Arterial Extension	SR 9 / Batey Rd	New arterial segment	3,020,000
S14A	SR20/Cascade Trail West Extension Ph.1A	Trail Rd / SR 9 South	Shared use path	575,000
S14B	SR20/Cascade Trail West Extension Ph.1B	Hodgin Rd / Trail Rd	Shared use path	288,000
C22	Fruitdale Rd Arterial Improvements	Portobello / North City Limit	Reconstruct to arterial standards incl. roundabout at Northern State Rd	2,320,000
C1B	Jones/John Liner RR Undercrossing	Sapp Rd / Reed St	New BNSF undercrossing and new arterial from E Jones Rd to John Liner Rd	7,700,000
C1C	John Liner Bike/Ped Impr	Redd St / SR 9	Complete Streets completion	555,000
C19	Patrick St Extension	Michael St/E Jones St	New major collector w/sidewalks	2,100,000
C1A	Jones Rd Improvements	F&S Grade Rd / Sapp Rd	Reconstruct to arterial section including sidewalk & shared use path	3,200,000
S16	SR20 & SR9 (Township) Intersection Impr.		Channelization and signal improvements	1,000,000
C18	Portobello Arterial Extension	Township / Cascadia	New major collector connecting Fruitdale w/ SR 9	1,700,000
S2	SR20 & Reed St Intersection Impr.		RIRO access restriction	50,000
S18	SR 9 / W State St Intersection Impr		Intersection improvements	250,000
C3	Cook Rd / Trail Rd Intersection Improvements		Intersection improvements	1,000,000
C9A	Trail Rd Arterial Extension	Cook Rd / F&S Grade	Construct new minor arterial	4,000,000
C9B	Trail Rd – Garden of Eden Rd Extension	F&S Grade / Jones Rd	Construct new minor arterial	850,000
S13C	SR9N Ped/Bike Safety Improvements	Park Cottage / N City Limits	Bike lane & sidewalk improvements	434,000
S17	Township St (SR 9) & John Liner/McGarigle Rd Intersection Improvements		Intersection improvements	1,000,000
C1D	John Liner Rd Arterial Improvements	Reed St / Township St	Reconstruct to arterial section	1,600,000
S6 A-B	SR 20 East Lane Widening & Safety Improvements	SR 9 / Fruitdale Rd	Improve and widen to 3 lanes	960,000
C7A	Jameson St Arterial Improvements	600' e/o Batey to Railroad St	Widen to arterial standards w/3 lanes, bike lane, sidewalk	3,600,000
C7B	Jameson / 11 th St Intersection Improvements		Change access to RIRO	70,000
C7C	Railroad St / Jameson Intersection Improvements		Intersection improvements to include new roundabout	750,000
C7D	Railroad St Arterial Improvements	Jameson St / Fruitdale	Reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalks	2,880,000
C2	F&S Grade Rd Arterial Improvements	SR20 MP 65.16 / Jones Rd	Reconstruct to arterial standards	2,960,000
S14C	SR20/Cascade Trail West Extension Ph.2A	Holtcamp Rd/Hodgin Rd	Shared use path	600,000
S20	SR 20 / Central Ave Intersection Improvements		Intersection improvements or RIRO	150,000
S14D	SR20/Cascade Trail West Extension Ph.2B	Collins Rd/Holtcamp Rd	Shared use path	620,000

ID	Project Name	Project Limits	Description	Total Est. Cost (\$)
C13	Rhodes Rd Arterial Impr	SR 9 / SR 20	Reconstruct to arterial standards incl. bike lanes, sidewalks	3,200,000
C15	Hodgin Rd Arterial Ext.	SR 20 / Cook	New collector arterial	2,225,000
S9	SR9/N Township St Arterial Improvements	SR 20 / City limits	Planning phase – reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalk	100,000
S13D	SR9 / Centennial Trail Ped/Bike Safety Improvements	Summer Meadows Pl / North City Limits	Construct bicycle lane and sidewalk improvements incl. ped crossing bridge at Brickyard Crk	1,700,000



Appendix A
Transportation Impact Fee Districts - 2016 Update

City of Sedro-Woolley



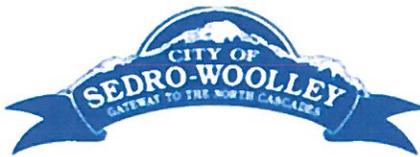
City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Residential (2016 Update)

ITE Code ¹	ITE Land Use Category ¹	ITE Trip Rate ²	Rate per Unit ³	Impact Fee per Unit by District	
				Citywide (Non-CBD)	CBD
210	Single-Family Detached Housing	1.00	DU	\$2,407	\$1,341
220	Apartment	0.62	DU	\$1,492	\$831
221	Low-Rise Apartment (1-2 floors)	0.58	DU	\$1,396	\$778
230	Residential Condo / Townhouse	0.52	DU	\$1,252	\$697
231	Low-Rise Condo / Townhouse	0.78	DU	\$1,877	\$1,046
240	Mobile Home Park	0.59	DU	\$1,420	\$791
251	Senior Housing Detached	0.27	bed	\$650	\$362
252	Senior Housing Attached	0.25	bed	\$602	\$335
253	Congregate Care Facility	0.17	DU	\$409	\$228
254	Assisted Living	0.22	bed	\$530	\$295
260	Recreational Home	0.26	DU	\$626	\$349
270	Residential PUD	0.62	DU	\$1,492	\$831

¹ Institute of Transportation Engineers, Trip Generation Manual (9th Edition)

² Trip generation rate per development unit for PM peak hour of the adjacent street traffic (4-6 PM)

³ DU = Dwelling Unit



City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 1-799 (2016 Update)

ITE Code ¹	ITE Land Use Category ¹	Base Trip Rate ²	% Pass-By Trips ³	Net Trip Rate	Rate per Unit	Impact Fee per Unit by District	
						Citywide (Non-CBD)	CBD
PORT AND TERMINAL							
30	Intermodal Truck Terminal	6.55	*	6.550	acre	\$15,766	\$8,784
90	Park and Ride with Bus Service	0.62	*	0.620	space	\$1,492	\$831
INDUSTRIAL							
110	General Light Industrial	0.97	*	0.970	KSF	\$2,335	\$1,301
120	General Heavy Industrial	2.16	*	2.160	acre	\$5,199	\$2,897
130	Industrial Park	0.85	*	0.850	KSF	\$2,046	\$1,140
140	Manufacturing	0.73	*	0.730	KSF	\$1,757	\$979
150	Warehousing	0.32	*	0.320	KSF	\$770	\$429
151	Mini Warehouse	0.26	*	0.260	KSF	\$626	\$349
152	High-Cube Warehouse	0.12	*	0.120	KSF	\$289	\$161
170	Utilities	0.76	*	0.760	KSF	\$1,829	\$1,019
LODGING							
310	Hotel	0.60	*	0.600	room	\$1,444	\$805
311	All Suites Hotel	0.40	*	0.400	room	\$963	\$536
320	Motel	0.47	*	0.470	room	\$1,131	\$630
330	Resort Hotel	0.42	*	0.420	room	\$1,011	\$563
RECREATIONAL							
411	City Park	0.19	*	0.190	acre	\$457	\$255
412	County Park	0.09	*	0.090	acre	\$217	\$121
415	Beach Park	1.30	*	1.300	acre	\$3,129	\$1,743
416	Campground/RV Park	0.27	*	0.270	sites	\$650	\$362
417	Regional Park	0.20	*	0.200	acre	\$481	\$268
430	Golf Course	0.30	*	0.300	acre	\$722	\$402
432	Golf Driving Range	1.25	*	1.250	tees	\$3,009	\$1,676
435	Multi-Purpose Recreational Facility	3.58	*	3.580	KSF	\$8,617	\$4,801
437	Bowling Alley	1.51	*	1.510	KSF	\$3,635	\$2,025
443	Movie Theater w/o Matinee	6.16	*	6.160	KSF	\$14,827	\$8,261
444	Movie Theater w/ Matinee	3.80	*	3.800	KSF	\$9,147	\$5,096
445	Multiplex Movie Theater	4.91	*	4.910	KSF	\$11,818	\$6,584
488	Soccer Complex	17.70	*	17.700	field	\$42,604	\$23,736
490	Tennis Courts	3.88	*	3.880	court	\$9,339	\$5,203
491	Racquet/Tennis Club	0.84	*	0.840	KSF	\$2,022	\$1,126
492	Health Fitness Club	3.53	*	3.530	KSF	\$8,497	\$4,734
493	Athletic Club	5.96	*	5.960	KSF	\$14,346	\$7,992
495	Recreational Community Center	2.74	*	2.740	KSF	\$6,595	\$3,674
INSTITUTIONAL							
520	Public Elementary School	1.21	*	1.210	KSF	\$2,912	\$1,623
522	Public Middle/Junior High School	1.19	*	1.190	KSF	\$2,864	\$1,596
530	Public High School	0.97	*	0.970	KSF	\$2,335	\$1,301
536	Private School K-12	0.17	*	0.170	student	\$409	\$228
540	Junior / Community College	2.54	*	2.540	KSF	\$6,114	\$3,406
560	Church	0.55	*	0.550	KSF	\$1,324	\$738
565	Day Care Center	12.34	*	12.340	KSF	\$29,702	\$16,548
566	Cemetery	0.84	*	0.840	acre	\$2,022	\$1,126
571	Prison	2.91	*	2.910	KSF	\$7,004	\$3,902
590	Library	7.30	*	7.300	KSF	\$17,571	\$9,789
MEDICAL							
610	Hospital	0.93	*	0.930	KSF	\$2,239	\$1,247
620	Nursing Home	0.74	*	0.740	KSF	\$1,781	\$992
630	Clinic	5.18	*	5.180	KSF	\$12,468	\$6,946
640	Animal Hospital / Veterinary Clinic	4.72	*	4.720	KSF	\$11,361	\$6,330
OFFICE							
710	General Office	1.49	*	1.490	KSF	\$3,586	\$1,998
714	Corporate Headquarters Building	1.41	*	1.410	KSF	\$3,394	\$1,891
715	Single Tenant Office	1.74	*	1.740	KSF	\$4,188	\$2,333
720	Medical/Dental Office	3.57	*	3.570	KSF	\$8,593	\$4,787
730	Government Office Building	1.21	*	1.210	KSF	\$2,912	\$1,623
732	US Post Office	11.22	*	11.220	KSF	\$27,007	\$15,046
733	Government Office Complex	2.85	*	2.850	KSF	\$6,860	\$3,822
750	Office Park	1.48	*	1.480	KSF	\$3,562	\$1,985
760	Research and Development Center	1.07	*	1.070	KSF	\$2,575	\$1,435
770	Business Park	1.26	*	1.260	KSF	\$3,033	\$1,690

¹ Institute of Transportation Engineers, Trip Generation Manual (9th Edition)

² Trip generation rate per development unit, for PM Peak Hour of the adjacent street traffic (4-6 pm). Note: Sq. Ft. rate expressed per 1000 SF (KSF).

³ Pass-by data not available. Pass-by rates may be applied based on local data, development context, and engineering judgment

⁴ DU = Dwelling Unit; KSF = 1,000 square feet; VSP = Vehicle servicing position

City of Sedro-Woolley Traffic Impact Fee Rate Schedule – Non-Residential LUC 800-999 (2016 Update)

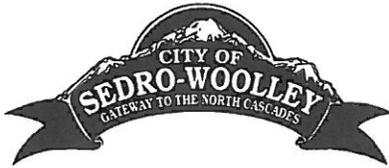
ITE Code ¹	ITE Land Use Category ¹	Base Trip Rate ²	% Pass-By Trips ³	Net Trip Rate	Rate per Unit	Impact Fee per Unit by District	
						Citywide (Non-CBD)	CBD
RETAIL							
812	Building Materials and Lumber Store	4.49	26%	3.323	KSF	\$7,997	\$4,456
813	Free-Standing Discount Superstore	4.35	27%	3.176	KSF	\$7,643	\$4,258
814	Variety Store	6.82	34%	4.501	KSF	\$10,834	\$6,036
815	Free Standing Discount Store	4.98	17%	4.133	KSF	\$9,949	\$5,543
816	Hardware/Paint Store	4.84	26%	3.582	KSF	\$8,621	\$4,803
817	Nursery (Garden Center)	6.94	26%	5.136	KSF	\$12,361	\$6,887
818	Nursery (Wholesale)	5.17	26%	3.826	KSF	\$9,209	\$5,130
820	Shopping Center	3.71	34%	2.449	KSF	\$5,894	\$3,284
823	Factory Outlet Center	2.29	34%	1.511	KSF	\$3,638	\$2,027
826	Specialty Retail Center	2.71	34%	1.789	KSF	\$4,305	\$2,399
841	Automobile Sales	2.62	10%	2.358	KSF	\$5,676	\$3,162
842	Recreational Vehicle Sales	2.54	10%	2.286	KSF	\$5,502	\$3,066
843	Automobile Parts Sales	5.98	10%	5.382	KSF	\$12,954	\$7,217
848	Tire Store	4.15	10%	3.735	KSF	\$8,990	\$5,009
849	Tire Superstore	2.11	10%	1.899	KSF	\$4,571	\$2,547
850	Supermarket	9.48	36%	6.067	KSF	\$14,604	\$8,136
851	Convenience Market (Open 24 hours)	52.41	51%	25.681	KSF	\$61,814	\$34,438
852	Convenience Market (Open 15-16 hours)	34.57	51%	16.939	KSF	\$40,773	\$22,716
853	Convenience Market w/Gas Pumps	19.07	66%	6.484	VSP	\$15,607	\$8,695
854	Discount Supermarket	8.34	21%	6.589	KSF	\$15,859	\$8,835
857	Discount Club	4.18	37%	2.633	KSF	\$6,339	\$3,531
860	Wholesale Market	0.88	37%	0.554	KSF	\$1,334	\$743
861	Sporting Goods Superstore	1.84	42%	1.067	KSF	\$2,569	\$1,431
862	Home Improvement Superstore	2.33	42%	1.351	KSF	\$3,253	\$1,812
863	Electronics Superstore	4.50	40%	2.700	KSF	\$6,499	\$3,621
864	Toy / Children's Superstore	4.99	40%	2.994	KSF	\$7,207	\$4,015
866	Pet Supply Superstore	3.38	40%	2.028	KSF	\$4,881	\$2,720
867	Office Supply Superstore	3.40	40%	2.040	KSF	\$4,910	\$2,736
875	Department Store	1.87	34%	1.234	KSF	\$2,971	\$1,655
876	Apparel Store	3.83	34%	2.528	KSF	\$6,084	\$3,390
879	Arts and Crafts Store	6.21	34%	4.099	KSF	\$9,865	\$5,496
880	Pharmacy/Drug Store w/o Drive-Thru	8.40	53%	3.948	KSF	\$9,503	\$5,294
881	Pharmacy/Drug Store w/Drive-Thru	9.91	49%	5.054	KSF	\$12,165	\$6,778
890	Furniture Store	0.45	53%	0.212	KSF	\$509	\$284
SERVICES							
911	Walk-in Bank (limited data)	12.13	35%	7.885	KSF	\$18,978	\$10,573
912	Drive-in Bank	24.30	35%	15.795	KSF	\$38,019	\$21,181
918	Hair Salon	1.45	35%	0.943	KSF	\$2,269	\$1,264
925	Drinking Place	11.34	44%	6.350	KSF	\$15,285	\$8,516
931	Quality Restaurant	7.49	44%	4.194	KSF	\$10,096	\$5,625
932	High Turnover (Sit-Down) Restaurant	9.85	43%	5.615	KSF	\$13,514	\$7,529
933	Fast Food w/o Drive-Thru	26.15	50%	13.075	KSF	\$31,472	\$17,534
934	Fast Food w/ Drive-Thru	32.65	50%	16.325	KSF	\$39,294	\$21,892
935	Fast Food Restaurant w/ Drive-Thru w/o Indoor Seating	44.99	50%	22.495	KSF	\$54,145	\$30,166
936	Coffee/Donut Shop w/o Drive-Thru	40.75	70%	12.225	KSF	\$29,426	\$16,394
937	Coffee/Donut Shop w/ Drive-Thru	42.80	70%	12.840	KSF	\$30,906	\$17,218
938	Coffee/Donut Shop w/ Drive-Thru w/o Indoor Seating (Espresso Stand)	75.00	83%	12.750	KSF	\$30,689	\$17,098
940	Bread/Donut/Bagel Shop w/ Drive-Thru	18.99	50%	9.495	KSF	\$22,854	\$12,733
941	Quick Lubrication Vehicle Stop	5.19	10%	4.671	VSP	\$11,243	\$6,264
942	Automobile Care Center	3.11	10%	2.799	KSF	\$6,737	\$3,753
943	Automobile Parts and Service Center	4.46	10%	4.014	KSF	\$9,662	\$5,383
944	Gasoline/Service Station	13.87	42%	8.045	VSP	\$19,363	\$10,788
945	Gas Station w/Convenience Market	13.51	56%	5.944	VSP	\$14,308	\$7,971
946	Gas Station w/Convenience Market and Car Wash	13.86	56%	6.098	VSP	\$14,679	\$8,178
947	Self-Serve Car Wash	5.54	25%	4.155	VSP	\$10,001	\$5,572
948	Automated Car Wash	14.12	25%	10.590	KSF	\$25,490	\$14,201
950	Truck Stop	13.63	56%	5.997	KSF	\$14,435	\$8,042

¹ Institute of Transportation Engineers, *Trip Generation Manual (9th Edition)*

² Trip generation rate per development unit, for PM Peak Hour of the adjacent street traffic (4-6 pm). Note: Sq. Ft. rate expressed per 1000 SF (KSF).

³ Average Pass-by Rates, per *Trip Generation Manual (9th Edition) User's Guide and Handbook: an ITE Recommended Practice, 2014*. Additional pass-by rates based on similar land uses and engineering judgment. Pass-by rates should be used with caution and refined using local data whenever possible.

⁴ DU = Dwelling Unit; KSF = 1,000 square feet; VSP = Vehicle servicing position



CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016

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

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

MEMO:

To: City Council
Mayor Wagoner

From: John Coleman, AICP
Planning Director

Date: June 22, 2016

Subject: Building Permit and Planning Permit Review Status

This status sheet is being provided for your review.

Please let me know if you have any questions.

John

APPLIED BUILDING PERMITS

X = COMPLETE

R = REVISIONS RECEIVED

W = WAITING FOR RESPONSE

NO ENTRY = INITIAL REVIEW NOT COMPLETE

APPL.	PERMIT #	NAME	ADDRESS		REVIEW		COMMENTS
DATE			/ PARCEL #	BLDG	PLNG	ENGR	
3/26/15	2015-65	Pat McGinnis	405 Burrows Lane	X		yes	Carport and garage. Building review letter sent 8-19-15. Review letter mailed to Mr McGinnis 10-6-15. 6 MONTH EXTENSION GRANTED. EXPIRES 4-15-16.
7/6/15	2015-152	Frank Bresnan	290 W Moore St	W	W	yes	Carport. EXPIRES 1-6-16.Needs CUP.
12/1/15	2015-270	Thai Restaurant	702 Metcalf St #B	W	N/A	N/A	Waiting for plans from Alpine Fire. Inspection pending. Fees paid. [Received 12/10/15]
3/17/16	2016-59	Janicki Industries/Chad Fisher Const	1476 E Moore St	W	X	X	Related File: 2016-58-SEPA. SEPA Comment period begins 4-4-16, ends 4-18-16. Waiting for Building Eng books 3-17-16. Issued MDNS 4-29-16 - appeal period over 5-13-16.
5/4/16	2016-106	Juan Ortiz/Banano.Buds	211 Rowland Rd	R	REVIEW	W	Marijuana grow/manf. See Pre-Ap notes. Fire Hydrant, Fire Alarm System, Fire Marijuana permit, Carbon Dioxide permit. Send Mech, Electrical final, Fence, letter from SK on septic system. Emailed Applicant reminding them of additional information needed for this permit 5-5-16. Al Taylor to send approval letter for additional enclosed area. Received 1 set of PUD plans for Fire review 5-31-16. PUD plans need to show how far away from the project building it will be before Dean signs 6-1-16. PUD plans given back to Mike Smith for revisions 6-2-16. Received revised (2) plans for building and planning, fire review 6-3-16. To SWFD for any comments 6-8-16.
5/6/16	2016-109	Tim & Ana Hart	404 Burrows Lane	X	X	N/A	New Assesory Structure. Waiver. letter to pu permit sent 5-19-16
5/9/16	2016-110	Green Ridge Productions	1578 E. Moore St	X	N/A	N/A	Marijuana cultivation and product manf-FIRE. Fees owed.Letter sent to pu permit 5-24-16
5/9/16	2016-111	Green Ridge Productions	1578 E. Moore St	X	N/A	N/A	Carbon Dioxide System Permit-FIRE.Fees owed.Letter sent to pu permit 5-24-16.
5/10/16	2016-114	City of Sedro-Woolley-Parks	1001 River Rd	W	W	N/A	Replacement of Caretaker's manf home.
5/24/16	2016-125	Herb's Chevron/Camcal Inc	224 West Ferry St	X	N/A	N/A	Installation of above ground fuel tank.Advised contractor to pu permit 6-3-16

6/1/16	2016-128	Garrick Sager	1315 N. Township St	W		yes	New SFResidence and removal of old manf home. Rob Clemons to send prescriptive details.
6/6/16	2016-137	Cordata Grn LLC/Grandview North	1612 Gateway Heights PI	X		N/A	Lot #10
6/6/16	2016-138	Cordata Grn LLC/Grandview North	1610 Gateway Heights PI	X		N/A	Lot# 11
6/6/16	2016-139	Green Valley Holdings LLC	279 Lewis Place	X		N/A	#A
6/6/16	2016-140	Green Valley Holdings LLC	270 Lewis Place	X		N/A	#D
6/6/16	2016-141	Green Valley Holdings LLC	277 Klinger St	X		N/A	#C

APPLIED PLANNING/ ENGINEERING PERMITS

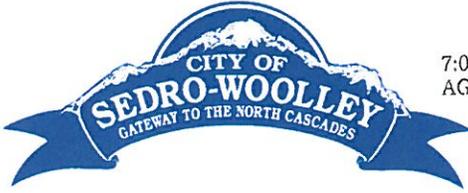
X = COMPLETE R = REVISIONS RECEIVED W = WAITING FOR RESPONSE NO ENTRY = INTIAL REVIEW NOT COMPLETE

APPL. RECEIVED	APPL. COMPLETE	PERMIT #	NAME	ADDRESS/ PARCEL #	REVIEW		COMMENTS
					PLNG	ENGR	
11/14/2005		05-BSP-1	Rimmer Industrial Park	P90024	W	W	Received 4 copies of a revised site lot plan 4-2-10. Sent review letter May 5, 2010.
5/26/2009	6/12/2009	SP-2-09	Ed Knorr/Bayview Survey	603,605,607 Dolly Lane	W	W	Sent Planning review letter 10-20-09. Sent email 1/12/2010.\$93.73 Publication fees owed.
5/26/2009	6/12/2009	SP-3-09	Ed Knorr/Bayview Survey	604,606, 608 Dolly Lane	W	W	Sent Planning review letter 10-20-09 Requested Rec Dwgs 11/10/09. Sent email 1/12/2010.
7/27/2010	8/12/2010	SP-1-10	Larry/Marilyn Nalbach	503 Marshall St	W	W	Sent Planning and Eng review letters and Admin Prelim Plat approval 9-28-10.\$82.50 FEES OWED ON PUBLICATION
2/26/2013	4/11/2013	2013-15 Planning	Eric Chandler/Marianne Manville-Ailles	1318 Talcott St	W	W	Four-lot short plat. Fees Paid. Notice of complt application sent 4-11-13. Commment period complete, planning and Engineering review letter sent 6-7-13. DEPOSIT TAKEN
2/26/2013	NA	2013-18 Engineering	Eric Chandler/Marianne Manville-Ailles	1318 Talcott St	NA	W	Engineering associated with 4 lot short plat. Fees Paid.
10/9/2013	11-27-13 (amended application)	06-SD-2/2014-16	Bob Ruby/Rubicon Development	755 Cook Rd	X	X	OLD FILE-EG-5-08. Council resolution #900-14 on 6-25-14. Notice of Decision issued 7-7-14. ALL FEES PAID 12-11-14. Received final plans for construction. Emailed Bob to set up pre-construction meeting 3-25-15.
5/20/2015		2015-102	Calvery Chapel	639 Sunset Park Drive #101	R		CUP.Deposit taken in for mailings and sign 5-20-15. Planning sent request letter 8-10-15. Received revised parking plan. Planning to set up HEX Hearing
7/24/2015	7/24/2015	2015-173	FSC Enterprises	608 Sterling St	W		BLA for two buildable lots. Sent review letter 9-21-15 - need to address the parking/garage issue.
7/24/2015		2015-174	Bob Hayden-Short Plat	213 N. Murdock St	R	R	Short Plat-4 lots. Admin Preliminary Plat approved 1-13-16. Addresses assigned 2-17-16. proposed final plat submitted 5-24-16. Fence, signage and HOA docs still outstanding.
7/25/2015		2015-218	Bob Hayden-Short Plat-ENG	213 N. Murdock St	R	R	Civil. Fees paid. As-builts, checkprints,lot closures, title report, pre-plat drawings in for review by Eng and Planning 5-24-16.
10/19/2015	1/28/2016	2015-246	Granite Holdings LLC-Short Plat	665 Cook Rd	W	N/A	Short Plat. Related file 2016-10 (Clear & Grade Permit). SEPA MDNS issued June 6, appeal period over June 20.
1/11/2016	NA	2016-10	Granite Holdings LLC-Clear and Grade Permit	665 Cook Rd	W	W	Review letter sent 3-15-16. SEPA MDNS issued June 6, appeal period over June 20.

2/18/2016	3/18/2016	2016-30	Dr. Larry Campbell	1342 Moore St	X	N/A	CUP-Commerical. HEX approved. Applicant may submit building permits.
3/11/2016	NA	2016-51	City of SW	1400 Rhodes Rd-Winnie Houser Parking Lot	W	N/A	NOA/SEPA comment period issued 5-10-16. SEPA MDNS issued 5-27-16, appeal period over 6-11-16.
3/17/2016		2016-58	Janicki Industries	1476 E Moore St	X	N/A	SEPA.Related file BP#2016-59. Publication FEES OWED . SEPA MDNS issued 4-29-16
4/19/2016	NA	2016-89	Wildcat Steelhead Club	1805 Thompson Dr	W		Clear and Grade Permit and SEPA. NOA and SEPA Comment period issued 5-20-16, comment period over 6-3-16.
4/27/2016	not yet	2016-100	Paul Woodmansee-BYK	Rita Street-P37585	W	R	Clear and Grade application and SEPA. Aplication incomplete, sent email to BYK 6-16-16. Received 2 sets of civil drawings for review 5-17-16. To David and Debbie 5-18-16. SEPA Comment Period and NOA issued 6-3-16, over 6-17-16.
6/9/2016		2016-131	Grandview North LLC	120-142 N. Township St			pre-ap 6-15-16 at 2pm
6/9/2016		2016-132	Louis Requa	315 W Woodworth St			Pre-ap 6-15-16 at 3pm
6/13/2016		2016-135	Hanson Family Investments	Sapp Rd			Pre-ap 6-22-16
6/13/2016		2016-142	Skagit Habitat for Humanity	Batey St			Pre-ap 6-22-16

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016



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) 855-1661
Fax (360) 855-0707

Christine Salseina
Deputy Clerk

MEMO TO: City Council
FROM: Christine Salseina, Deputy Clerk 
RE: **Report of Contracts approved under SWMC 2.104.060**
DATE: June 22, 2016

The following agreement was approved and is provided for your information:

<u>Contract</u>	<u>Purpose</u>	<u>Date</u>	<u>Dollar Amount</u>
1. EDASC	Economic Enhancement	5/24/2016	\$2000.00

Contract(s) available in their entirety at the Finance Department

JUN 22 2016

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 18

June 9, 2016

To: Mayor and City Council of Sedro Woolley

Fr: Loretta Saarinen

Re: June 8, Library Resolution Discussion

The reason I proposed the language inclusion of a questions and answers session be added to the resolution was to insure it be would be part of the public meeting agendas. Mr. Berg said, he assumed there would be. I trust Q&A sessions will be part of all the public meeting agendas.

I agree with Ms. Kinzer motion that the library proposal activity stop until after the public forums. The packet outline shows the district and city had limited communication for two years. Then in December of 2015 the council meet jointly to discuss the future and take in public testimony. The proposal followed in January.

How and why did a merger became a priority in one month? A proposal made based on one session for public comment, without a needs assessment, and anticipated cost projections. Why the urgency?

It seems the council would want and need the library study results and resident feed-back prior to making commitments. Is it prudent to be spending money when this information hasn't been obtained?

The proposal to expand the comment time is an excellent idea. Also scheduling public comment time at the committee meetings as it would be beneficial to the process. I trust this request will be taken into consideration.

A final question, is there a reason that City meeting announcement posters are not displayed in all City government offices and facilities?

Thank you for reading this memo and discussing the questions.

JUN 22 2016

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

Members of the City Council

Sedro-Wooiley,

WA 98284

June 9th 2016

Dear Members of the City Council,

Here at the parish of Immaculate Heart of Mary we have had a variety of discussion regarding a tree that is on Ferry Street at the East edge of our parish Hall. Apparently it is a Nut tree of some kind and is rotten or decayed in the inside of the trunk. It may be a danger to the public.

Our discussion has been about the question of who owns and is responsible for the tree.

is the tree on Immaculate Heart of Mary property or is it on city property? Is there a need for a permit in regard to what happens to the tree? In my time here as Pastor, I have heard of a former Mayor of the city taking down a whole series of large trees that used to be on either side of Ferry street. There is the matter of the city trimming the edge of trees along Ferry Street.

There is an additional matter of the parking spaces which are on the north end of the Immaculate Heart of Mary church along the edge of Ferry street. Some people have been parking there over night for months now. Are these parking spaces on Church property or on city property? Does the church here have the right to ask those people parking over night to move or should it be the city authorities that controls the spaces?

In the first case, there is a matter of danger to the public if the tree were to fall down and hurt a pedestrian being that it is close to the sidewalk.

It would be helpful to us as a parish community to clarify some of these details so that both city and parish can work for the well being of the citizens.

Every good wish



Fr. Martin Bourke

Pastor, Immaculate Heart of Mary, 719 Ferry Street, WA98284 pastor@svcc.us and cell 360-770-2919

Contact person at the parish is Ms. Laurie Brown, Pastoral Assistant for Administration

360-855-0077 Parish Office.

May 2016

Eron Berg
City Supervisor/Attorney
325 Metcalf Street
Sedro-Woolley, WA 98284

CITY COUNCIL AGENDA
REGULAR MEETING

JUN 22 2016

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

Dear Eron,

Congratulations on earning the 2016 AWC Employee Benefit Trust WellCity Award! City Supervisor/Attorney is one of 112 members that have earned the Trust's WellCity Award. You'll also receive a 2% premium discount for your medical premiums in 2017.

Award materials

Your WellCity Award plaque 2016 year plate, window clings, and wellness committee certificates are enclosed. Your Award plaque has plenty of space for upcoming years, in anticipation of your continuing health promotion efforts! Remember to reapply each year to maintain your WellCity status and 2% discount.

WellCity recognition

Be sure to read the May/June issue of *Cityvision* magazine and look for the ad celebrating 2016 WellCities – it's right on the back cover. Your city's name was included on a banner showcasing WellCities that was displayed at AWC's Labor Relations Institute and will be displayed at the AWC Annual Conference in June and at Member Expo in October. You'll also be recognized at the Annual Conference in our WellCity video.

The enclosed 2016 WellCity brochures feature those that earned the Award. We've included some extras for you to share with your city council, governing board and wellness committee, or to display in your lobby. You may also log in to our website to access the WellCity press release template in the Trust's members only health promotion/WellCity Awards section.

It takes commitment

Employers play a vital role in building a workplace that supports healthy behaviors. Earning the WellCity Award takes a commitment by your elected officials, management and staff. The comprehensive requirements reflect a broad-based strategy supporting employee health and productivity resulting in reduced health care costs.

Thank you for your commitment to employee health and the leadership you have shown. Your wellness program is a model for others here in Washington and across the nation to emulate.

If you need additional certificates, window clings or brochures, contact Laura Langston at laural@awcnet.org.

Sincerely,

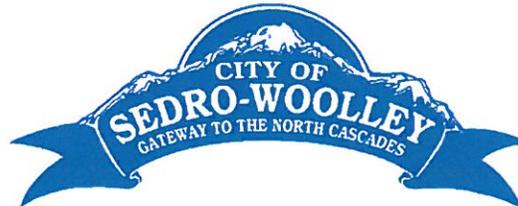


Peter B. King
AWC Chief Executive Officer

cc: Keith Wagoner, Mayor
Eron Berg, City Supervisor/Attorney

JUN 22 2016

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



**NOTICE OF AND CALL FOR
CITY COUNCIL SPECIAL MEETING**

The Sedro-Woolley City Council will hold a special meeting on Monday, July 25th, 2016 beginning at 5:30 P.M. at the City Council Chambers, 325 Metcalf Street, Sedro-Woolley, WA 98284. The agenda for this special meeting is:

1. Update/report on the status of discussions with the library district.
2. Public forum/open house to discuss the future of the Sedro-Woolley City Library.

SIGNED this 16th day of June, 2016:

A handwritten signature in blue ink that reads "Keith L. Wagoner". The signature is written in a cursive style.

KEITH L. WAGONER, MAYOR

Copy to:

- ___ Councilmember Johnson
- ___ Councilmember Kornegay
- ___ Councilmember Kinzer
- ___ Councilmember Dunn Lee
- ___ Councilmember Owen
- ___ Councilmember Lemley
- ___ Councilmember Sandström
- ___ Skagit Valley Herald/Courier Times
- ___ KBRC/KAPS
- ___ Concrete Herald

Posted on city website 6/16/16

Posted on city hall bulletin board 6/16/16