

Next Ord: 1853-16
Next Res: 947-16

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

August 24, 2016

7:00 PM

Sedro-Woolley Municipal Building

Council Chambers

325 Metcalf Street

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Consent Calendar.....4-24

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

- a. Approval of Agenda
- b. Minutes from Previous Meeting
- c. Finance
 - Claim Checks #184401 to #184491 plus EFT's in the amount of \$1,046,355.08
 - Payroll Checks #59013 to #59025 plus EFT's in the amount of \$224,089.76
- d. Resolution 946-16 Appointing Members to the Lodging Tax Advisory Committee
- e. Collection Services Contract Addendum

- 4. Public Comment.....25

PUBLIC HEARING

UNFINISHED BUSINESS

- 5. City Council Critical Goals and Objectives (2nd reading).....26-29
- 6. Ordinance - Animal Code Update (2nd reading).....30-38

NEW BUSINESS

- 7. Resolution and Possible Contract Award (2016-PW-02) - SR20/Cascade Trail West Extension Phase 1A Trail Road to SR 9S and Phase 1B Hodgkin Road to Trail Road (Contractor TBD – late materials)39-40

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

- 8. Written Reports to Council.....41-49

9. Informational Items.....50-52

EXECUTIVE SESSION

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

Next Meeting:

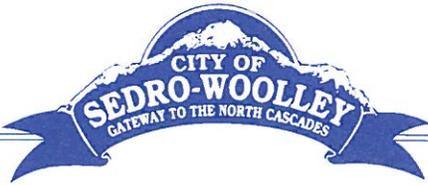
**September 7, 2016 Jt. Council & PC Work Session
Public Safety Training Room, 220 Munro St.
7:00 PM**

**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

AUG 24 2016

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



DATE: August 24, 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 August 24, 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.

AUG 24 2016

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

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
August 10, 2016 – 7:00 P.M. – Council Chambers

ROLL CALL: Present: Mayor Pro Tem Brenda Kinzer, Councilmembers: Judith Dunn Lee, Germaine Kornegay (Late), Julia Johnson, Chuck Owen, Rick Lemley and Brett Sandström. Staff: Finance Director Nelson, City Supervisor/Attorney Berg, Public Works Director Freiberger, Planning Director Coleman, Fire Chief Klinger and Police Chief Tucker.

The meeting was called to order at 7:00 P.M. by Mayor Pro Tem Kinzer.

Pledge of Allegiance

Consent Calendar

- Approval of Agenda
- Minutes from Previous Meeting
- Finance
 - Claim Checks #184317 to #184440 in the amount of \$326,997.12
 - Payroll Checks #58994 to #58995 plus EFT's in the amount of \$311,221.56
- Interlocal Cooperative Agreement – Skagit county and City of Sedro-Woolley/Port of Skagit County for Fruitdale Road Arterial Improvement.
- Proposed Interlocal Cooperative Agreement with Skagit County re: Brickyard Creek Annual Maintenance Work Reimbursement
- Request for Approval of Grant Agreement – Fruitdale Road Arterial Improvement Project – TIB Grant Submittal Authorization
- Request for Approval of Grant Agreement – State Street Overlay Project – TIB Grant Submittal Authorization

Councilmember Lemley moved to approve the consent calendar items A through G. Seconded by Councilmember Owen. Motion carried (6-0).

Special Presentation – Luigi Gallino, Offender Work Program Supervisor Retirement

Mayor Pro Tem Kinzer introduced Luigi Gallino and presented him with a plaque commending him for his distinguished service as the Offender Work Program Supervisor and wishing him well upon his retirement. A round of applause was received.

Nathan Salseina – Public Works Operations Supervisor expressed his thanks to Luigi in pioneering a great program to the City and wished him well in his retirement.

Councilmember Kornegay arrived.

Special Presentation – DEM CERT Training – Dean Klinger

Christa Salinas of Skagit County Department of Emergency Management spoke on the CERT (Citizens Emergency Response Training) Program. She stated it is a program that trains citizens how to prepare for themselves, their family and neighbors in disasters. It is a 6 week course and the Sedro Woolley Fire Department will be hosting a class in September.

Rick Wallace spoke on the program that teaches people to be safe in a major disaster.

Special Presentation – Lethality Assessment Program Updated with Nancy Tiffany from Skagit Domestic Violence

Nancy Tiffany – Associate Director at Skagit Domestic Violence, addressed the Council on the Lethality Assessment Program. She reviewed the history of the nationwide program, the assessment screening tool, benefits of the Lethality Assessment Program, why it is important in Skagit County and what the next steps are for the program.

Public Comment

Debra Peterson – thanked the Police and Fire Department for their response to a recent medical emergency at the Library. She also pointed out a news piece on King 5 about the Sedro Woolley Police Department.

Mary Andersson – 928 Beachley Rd., addressed the Council regarding her stance taken against the Mayor’s Library proposal noting she has become a victim of lies and calumny by proponents of the proposal. She stated for the record, she has taken her stance with the highest sense of right striving to be honest, conscience and courteous in behavior and statements. The stand has nothing to do with personal gain. The principle she stands for is for the citizens of Sedro Woolley who have supported the Library for over 100 years and deserve to be asked about its fate. She requested to ask the citizens and let them decide because it’s their library.

Nicole – Ball Street stated she loves the library and everybody feels like family. The Library works real well as is. She questioned where the money will come from and how it will be paid for.

Ed Koogle – 501 Fidalgo, spoke on community and the library. He encouraged maintaining community police within our town and to encourage people to respect and enjoy our community. He spoke of moving her 20 years ago and his experience as a single father in connection with the library. Koogle expressed opposition to a merger and sees no benefit to the community. He stated there is no need for a bigger library but it needs to be funded properly. He also stated he resents how the merger has been managed and the Library is not worthless, it’s priceless.

Christine Johnson – 801 McLean Dr., stated the residents use the library and should be asked. She asked for a separate meeting, not a joint meeting. where city residents who use the library are asked for ideas and opinions. Johnson stated this was a reasonable request and she will be

asking the same of the rural library. She also asked that the meeting be held at the library not City Hall as many people are afraid to come and voice their opinion at City Hall.

Helge Andersson – 928 Beachley Rd., spoke of a smear campaign against his wife, addressed her exquisite speaking skills and stated all could be settled by a vote. He also stated if the Mayor needs legacy he should look into providing fiber optics.

Dennis O’Neil – 109 Talcott St, stated he is bothered by Council following the Mayor regarding the Library. He pointed out the Council is elected separately from the Mayor and represent the people within their wards. He would like to see more respect from the City Council. He addressed the amount of time wasted because people don’t know what is going on and the thankless job to be a City Councilman. He noted that all Councilmembers joined the Council for a reason because they didn’t like what was going on but are now rubber stamping decisions. He encouraged the Councilmember’s to take an active role and not do a disservice to the people you represent.

Ed Koogle – again to the podium referred to the former garbage dump issue that came to a lawsuit and suggested a vote on the library.

PUBLIC HEARING

UNFINISHED BUSINESS

City Council Critical Goals and Objectives

City Supervisor/Attorney Berg highlighted the City’s Vision, Mission and Critical Goals and Objectives for Council review. He requested Council review so the document can be updated as desired. Recommendations for 2017 were reviewed to include: updating the name of the Northern State Campus to the SWIFT Center, remove the Cascade Trail project as it should be complete, update the Fruitdale project to construction phase , update the library project and update the Memorial Park/RCO funded park improvement to construction phase, if funding is approved.

Councilmember Sandström requested improved signage, welcoming and directing visitors to the downtown area be added with discussion held to include sign locations and updating the trestle signage project.

Other topics discussed by Council included emphasis of encouraging revitalization of downtown buildings, improve staffing in the parks department, community cleanup day in parks and beautification of the roundabouts.

NEW BUSINESS

Animal Code Update

City Supervisor/Attorney Berg introduced Officer Laura Carr who reviewed changes to the city's animal code. She noted most importantly the changes would establish procedures on how to be able to impound and feed dogs and prosecute people that commit acts of cruelty to animals. She explained the current time consuming process to be able to prosecute. This is a first read with no action necessary.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Written Reports to Council

Informational Items

Police Chief Tucker – stated he has been involved with working on the Lethality Assessment Program. He addressed the department becoming more active in the social media network by ongoing training and how to handle incidents on social media. Chief Tucker reported on the Dining Behind the Badge fundraiser, spearheaded by Dave North of the Bullpen, noting it's success with proceeds going to the Washington State Law Enforcement Memorial Fund. He also reported on the Why I Wear the Badge Campaign, frequently asked questions and the Pay It Forward program available on Facebook. Other items of interest included that Sergeant Pierce is back, testing for reserve officers, burglary at the Cemetery with most items recovered and an arrest made in the case and the receipt of two radar grants which helps with traffic enforcement.

Fire Chief Klinger – reported on the use of the new fire engine at a recent fire. He noted the truck was on display today at the Skagit County Fair. He also reported he is enjoying being a first time grandfather. Granddaughter Charlotte Lacey Klinger was born 2 weeks ago.

Public Works Director Freiburger – presented an update on the Jameson St. Arterial Extension which is expected to be completed by the first week in September. He also reported on the SR 20/Cascade Trail project that is currently out for bids, the difficulty with timely responses from DOT due to loss of staff, the Fruitdale Road Extension Project and TIB applications.

City Supervisor/Attorney Berg – reported on the presentation to Recreational and Conservation Office (RCO) for the Memorial Park Project. He stated they would know the ranking within a month and funding would not happen until the next legislative session. He has also been working on the SWIFT Center with an interlocal agreement to be on the next agenda, County EMS models and updating rules and procedures for special committees as well as Library updates to the Website.

Finance Director Nelson – reported last month 1,100 utility rate payers have paid their bills through the new online bill pay program. She also reported the State Auditors will begin their annual audit on September 27th. Nelson reviewed the audit process for the newer Councilmembers.

Councilmember Dunn Lee – reported on the Emergency Delivery system meeting.

City Supervisor/Attorney Berg described a Countywide EMS District concept that is being considered for further deliberation.

Councilmember Dunn Lee – reported on a call she received regarding the Summer Concert advertising with a request to include the genre of the music.

Councilmember Kornegay – announced the upcoming Toys for Tots benefit on August 27th.

Councilmember Johnson – announced the Chamber is hosting the cantina at the Fair tomorrow.

Councilmember Owen – thanked Chief Tucker for the Senior Crime Watch BBQ and noted that fun was had by all.

Councilmember Lemley – announced the birth of his first grandchild, Brayden Richard Lemley.

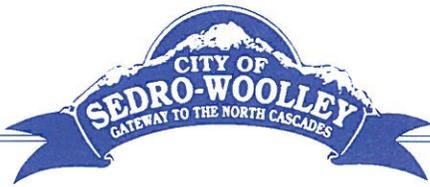
Councilmember Sandström – requested the Frequently Asked Questions regarding the Library be put out for the public at the Council meetings and other strategic areas at City Hall.

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

The meeting adjourned at 8:37 P.M.

AUG 24 2016

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



DATE: August 24, 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 August 24, 2016.

Motion to approve Claim Checks #184401 to #184491 plus EFT's in the amount of \$1,046,355.08.

Motion to approve Payroll Checks #59013 to #59025 plus EFT's in the amount of \$224,089.76.

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

08/11/2016 To: 08/24/2016

Time: 10:47:13 Date: 08/19/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6309	08/24/2016	Claims	2	EFT	US Bank -- Purchase Cards	8,302.17	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-30.00	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-102.95	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	103.44	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	102.95	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-594.00	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-146.39	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-271.22	
					001 - 517 90 49 003 - Employee Wellness (supplies)	50.00	
					001 - 518 80 42 021 - Internet Services	54.80	
					001 - 518 80 42 021 - Internet Services	69.09	
					001 - 521 40 43 000 - Travel	17.94	
					001 - 521 40 43 000 - Travel	20.00	
					001 - 521 40 43 000 - Travel	9.32	
					001 - 521 40 43 000 - Travel	108.79	
					001 - 522 20 35 000 - Small Tools & Minor Equip	325.49	
					001 - 522 45 49 010 - Tuition/Registration	151.90	
					425 - 531 50 41 002 - Contracted Services	150.00	
					401 - 535 50 48 050 - Maint Of General Equip	52.07	
					401 - 535 80 49 030 - Misc-Tuition/Registration	910.00	
					412 - 537 80 35 000 - Small Tools & Minor Equip	1,467.45	
					105 - 572 20 34 000 - Summer Reading Program	362.59	
					105 - 572 20 34 000 - Summer Reading Program	40.68	
					105 - 572 20 34 001 - Early Literacy Program	119.31	
					105 - 572 20 43 000 - Travel	20.00	
					105 - 572 20 49 010 - Tuition/registration	190.89	
					105 - 572 20 49 010 - Tuition/registration	49.00	
					101 - 576 80 48 005 - Senior Center	154.00	
					101 - 576 80 48 007 - Bingham Park	77.00	
					001 - 594 18 64 001 - Network Hardware	123.64	
					001 - 594 21 64 000 - Machinery & Equipment	1,388.95	
					001 - 594 21 64 000 - Machinery & Equipment	799.96	
					001 - 594 21 64 000 - Machinery & Equipment	69.95	
					109 - 594 21 64 109 - Equipment	346.32	
					109 - 594 21 64 109 - Equipment	69.95	
					105 - 594 72 64 000 - Books & Materials	135.51	
					104 - 595 62 63 070 - Const SR20 Cascade Trail Ph.	6.45	
					104 - 595 62 63 070 - Const SR20 Cascade Trail Ph.	22.95	
6310	08/24/2016	Claims	2	EFT	USDA	150,549.75	
					205 - 591 18 71 000 - Bond Principal USDA	39,753.95	
					205 - 592 18 83 000 - Bond Interest USDA	110,795.80	
6311	08/24/2016	Claims	2	EFT	WA State Dept Of Revenue	10,997.27	
					001 - 521 20 31 002 - Office/Operating Supplies	18.67	
					001 - 522 20 31 000 - Operating Supplies	18.79	
					401 - 535 80 44 010 - Taxes & Assessments	4,859.97	
					102 - 536 20 44 010 - Taxes And Assessments	85.47	
					412 - 537 80 44 001 - Taxes & Assessments	5,895.57	
					105 - 572 20 44 010 - Taxes & Assessments	6.22	
					101 - 576 80 44 010 - Taxes And Assessments	112.58	
6312	08/24/2016	Claims	2	184401	ATV Signs	239.79	
					001 - 595 10 31 001 - Address & Street Signs-Reiml	239.79	
6313	08/24/2016	Claims	2	184402	All-Phase Electric	380.85	
					101 - 576 80 48 019 - Skatepark	12.76	
					101 - 576 80 48 020 - Resource Conservation	368.09	
6314	08/24/2016	Claims	2	184403	Alpine Fire & Safety	358.26	
					001 - 521 20 31 002 - Office/Operating Supplies	63.45	
					001 - 522 20 31 000 - Operating Supplies	139.75	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

08/11/2016 To: 08/24/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			412 - 537 80 31 000		Operating Supplies	155.06	
6315	08/24/2016	Claims	2	184404	American Fleet Main LLC	265.83	
			001 - 522 20 48 000		Repairs/Maint-Equip	265.83	
6316	08/24/2016	Claims	2	184405	American Planning Assoc	400.00	
			001 - 558 60 49 010		Dues/Subscript/Membership	400.00	
6317	08/24/2016	Claims	2	184406	Aramark Uniform Services	53.20	
			401 - 535 80 49 000		Laundry	13.13	
			401 - 535 80 49 000		Laundry	16.81	
			102 - 536 20 49 030		Misc-laundry	1.04	
			102 - 536 20 49 030		Misc-laundry	1.04	
			103 - 542 30 49 000		Misc-Laundry	10.59	
			103 - 542 30 49 000		Misc-Laundry	10.59	
6318	08/24/2016	Claims	2	184407	Assoc Petroleum Products	4,243.52	
			001 - 518 20 32 000		Auto Fuel	109.75	
			001 - 521 20 32 000		Auto Fuel	1,034.40	
			001 - 522 20 32 000		Auto Fuel/Diesel	566.08	
			401 - 535 80 32 000		Auto Fuel/Diesel	74.33	
			401 - 535 80 32 000		Auto Fuel/Diesel	111.89	
			412 - 537 80 32 000		Auto Fuel/Diesel	727.07	
			412 - 537 80 32 000		Auto Fuel/Diesel	876.18	
			412 - 537 80 32 000		Auto Fuel/Diesel	67.24	
			103 - 542 30 32 000		Auto Fuel/Diesel	60.72	
			103 - 542 30 32 000		Auto Fuel/Diesel	78.37	
			103 - 542 30 32 000		Auto Fuel/Diesel	32.60	
			101 - 576 80 32 000		Auto Fuel/Diesel	36.50	
			101 - 576 80 32 000		Auto Fuel/Diesel	468.39	
6319	08/24/2016	Claims	2	184408	Association Of WA Cities	3,421.38	
			001 - 521 20 27 000		Retired Medical	3,421.38	
6320	08/24/2016	Claims	2	184409	Bay City Supply	146.70	
			101 - 576 80 31 008		Operating Sup - Memorial	146.70	
6321	08/24/2016	Claims	2	184410	Berg Vault Company	609.00	
			103 - 542 66 31 000		Operating Supplies	609.00	
6322	08/24/2016	Claims	2	184411	Birch Equipment Co Inc	934.73	
			103 - 542 30 45 000		Rental-Equipment	934.73	
6323	08/24/2016	Claims	2	184412	Blumenthal Uniform & Equip	49.49	
			001 - 594 21 64 000		Machinery & Equipment	49.49	
6324	08/24/2016	Claims	2	184413	Boulder Park Inc	5,693.97	
			401 - 535 80 35 020		Solids Handling	5,693.97	
6325	08/24/2016	Claims	2	184414	Brat Wear	2,479.76	
			001 - 521 20 26 000		Uniforms/Accessories	1,484.82	
			001 - 521 20 26 000		Uniforms/Accessories	525.68	
			001 - 521 20 26 000		Uniforms/Accessories	469.26	
6326	08/24/2016	Claims	2	184415	Carl's Towing Inc	194.22	
			001 - 521 20 41 001		Professional Services	194.22	
6327	08/24/2016	Claims	2	184416	Cascade Natural Gas Corp	380.98	
			001 - 521 20 47 000		Public Utilities	10.60	
			001 - 522 50 47 000		Public Utilities	63.77	
			401 - 535 80 47 000		Public Utilities	43.61	
			412 - 537 80 47 000		Public Utilities	19.04	
			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	10.60	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					101 - 576 80 47 010 - Community Center	31.70	
					101 - 576 80 47 020 - Senior Center	46.88	
					101 - 576 80 47 050 - Hammer Square	14.82	
					101 - 576 80 47 052 - Bingham Caretaker	7.42	
					101 - 576 80 47 052 - Bingham Caretaker	22.44	
					101 - 576 80 47 070 - City Hall	96.32	
6328	08/24/2016	Claims	2	184417	Colacurcio Brothers, Inc.	269,192.28	
					104 - 595 30 63 033 - Const-Ferry/Township Overla	269,192.28	
6329	08/24/2016	Claims	2	184418	Community Action Of Sk County	1,741.98	
					001 - 562 00 51 030 - Skagit Comm Action Agency	1,741.98	
6330	08/24/2016	Claims	2	184419	Crystal Springs	35.36	
					401 - 535 80 31 010 - Operating Supplies	35.36	
6331	08/24/2016	Claims	2	184420	Daily Journal Of Commerce	234.00	
					104 - 595 10 63 070 - Eng SR20 Cascade Trail Phas	117.00	
					104 - 595 10 63 075 - Eng SR20 Cascade Trail Phas	117.00	
6332	08/24/2016	Claims	2	184421	Databar	2,291.57	
					425 - 531 50 42 010 - Postage	91.66	
					401 - 535 80 42 015 - Postage	1,489.52	
					412 - 537 80 42 010 - Postage	710.39	
6333	08/24/2016	Claims	2	184422	Doorman Commercial LLC	436.71	
					101 - 576 80 48 016 - City Hall	436.71	
6334	08/24/2016	Claims	2	184423	Dwayne Lane's North Cascade Ford	1,255.14	
					001 - 521 20 48 010 - Repair & Maint - Auto	1,147.91	
					001 - 521 20 48 010 - Repair & Maint - Auto	58.59	
					001 - 521 20 48 010 - Repair & Maint - Auto	48.64	
6335	08/24/2016	Claims	2	184424	E & E Lumber	885.61	
					001 - 522 20 31 000 - Operating Supplies	18.78	
					001 - 522 20 31 000 - Operating Supplies	1.52	
					401 - 535 50 48 010 - Maintenance Of Lines	106.10	
					102 - 536 20 31 010 - Operating Supplies	36.60	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	15.88	
					412 - 537 80 31 000 - Operating Supplies	6.41	
					412 - 537 80 31 000 - Operating Supplies	50.94	
					103 - 542 61 31 000 - Operating Supplies	160.51	
					103 - 542 61 48 001 - Repair/Maint Sidewalk	76.44	
					101 - 576 80 35 000 - Small Tools & Minor Equip	31.60	
					101 - 576 80 35 000 - Small Tools & Minor Equip	27.84	
					101 - 576 80 35 000 - Small Tools & Minor Equip	26.50	
					101 - 576 80 48 005 - Senior Center	15.47	
					101 - 576 80 48 005 - Senior Center	26.67	
					101 - 576 80 48 007 - Bingham Park	147.15	
					101 - 576 80 48 007 - Bingham Park	3.05	
					101 - 576 80 48 009 - Hammer Square	47.47	
					101 - 576 80 48 016 - City Hall	44.35	
					101 - 576 80 48 016 - City Hall	32.57	
					101 - 576 80 48 016 - City Hall	5.39	
					101 - 576 80 48 019 - Skatepark	4.37	
6336	08/24/2016	Claims	2	184425	EDM Publishers	99.00	
					001 - 524 20 49 010 - Misc-Dues	99.00	
6337	08/24/2016	Claims	2	184426	Edge Analytical Inc	7,438.00	
					401 - 535 80 41 000 - Professional Services	1,070.00	
					401 - 535 80 41 000 - Professional Services	49.00	

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City Of Sedro-Woolley
MCAG #: 0647

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					401 - 535 80 41 000 - Professional Services	956.00	
					401 - 535 80 41 000 - Professional Services	1,070.00	
					401 - 535 80 41 000 - Professional Services	1,070.00	
					401 - 535 80 41 000 - Professional Services	139.00	
					401 - 535 80 41 000 - Professional Services	1,028.00	
					401 - 535 80 41 000 - Professional Services	1,028.00	
					401 - 535 80 41 000 - Professional Services	1,028.00	
6338	08/24/2016	Claims	2	184427	Emergency Medical Products Inc		305.25
					001 - 521 20 31 002 - Office/Operating Supplies	305.25	
6339	08/24/2016	Claims	2	184428	Enterprise Office Systems		181.99
					001 - 512 50 31 000 - Supplies	76.88	
					001 - 512 50 31 000 - Supplies	40.03	
					001 - 514 23 31 000 - Supplies	65.08	
6340	08/24/2016	Claims	2	184429	Fastenal Company		1,266.96
					412 - 537 80 31 000 - Operating Supplies	532.02	
					412 - 537 80 35 000 - Small Tools & Minor Equip	259.37	
					412 - 537 80 35 000 - Small Tools & Minor Equip	475.57	
6341	08/24/2016	Claims	2	184430	Frontier		1,510.54
					001 - 512 50 42 020 - Telephone	44.64	
					001 - 513 10 42 020 - Telephone	66.96	
					001 - 514 23 42 020 - Telephone	66.96	
					001 - 515 30 42 001 - Telephone	29.76	
					001 - 518 80 42 020 - Telephone	22.32	
					001 - 521 20 42 020 - Telephone	222.95	
					001 - 521 20 42 020 - Telephone	68.98	
					001 - 521 20 42 020 - Telephone	59.73	
					001 - 522 20 42 020 - Telephone	81.84	
					001 - 524 20 42 020 - Telephone	22.32	
					401 - 535 80 42 020 - Telephone	59.52	
					401 - 535 80 42 020 - Telephone	211.06	
					102 - 536 20 42 020 - Telephone	77.31	
					412 - 537 80 42 020 - Telephone	29.76	
					412 - 537 80 42 020 - Telephone	59.95	
					103 - 542 30 42 020 - Telephone	7.44	
					001 - 558 60 42 020 - Telephone	22.32	
					105 - 572 20 42 020 - Telephone	37.20	
					105 - 572 20 42 020 - Telephone	114.58	
					101 - 576 80 42 020 - Telephone	14.88	
					101 - 576 80 47 070 - City Hall	137.98	
					001 - 595 10 42 020 - Telephone	52.08	
6342	08/24/2016	Claims	2	184431	Gall's LLC		51.45
					001 - 521 20 26 000 - Uniforms/Accessories	51.45	
6343	08/24/2016	Claims	2	184432	Great America Financial Svcs		125.69
					105 - 572 20 48 020 - Repair/Maintenance-Equip	125.69	
6344	08/24/2016	Claims	2	184433	Patrick Hayden		3,000.00
					001 - 515 30 41 001 - Prosecuting Attorney	3,000.00	
6345	08/24/2016	Claims	2	184434	Kerig Holmberg		244.11
					001 - 521 20 26 000 - Uniforms/Accessories	244.11	
6346	08/24/2016	Claims	2	184435	Ingram Library Services		1,349.40
					105 - 572 20 34 000 - Summer Reading Program	24.39	
					105 - 594 72 64 000 - Books & Materials	1,150.44	
					105 - 594 72 64 000 - Books & Materials	35.78	
					105 - 594 72 64 000 - Books & Materials	47.44	
					105 - 594 72 64 000 - Books & Materials	91.35	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6347	08/24/2016	Claims	2	184436	JNR Paving Inc.	2,050.65	
					103 - 595 30 63 020 - Contracted Overlay	2,050.65	
6348	08/24/2016	Claims	2	184437	Janicki Logging Co	929.37	
					001 - 522 20 48 000 - Repairs/Maint-Equip	929.37	
6349	08/24/2016	Claims	2	184438	Jr's Rv Repair & Rebuild	6,291.92	
					401 - 535 50 48 050 - Maint Of General Equip	6,291.92	
6350	08/24/2016	Claims	2	184439	KCDA Purchasing Cooperative	191.92	
					001 - 524 20 31 000 - Off/Oper Supps & Books	47.97	
					001 - 558 60 31 000 - Supplies/Books	47.97	
					001 - 595 10 31 000 - Supplies	47.98	
					104 - 595 10 63 070 - Eng SR20 Cascade Trail Phas	8.00	
					104 - 595 10 63 075 - Eng SR20 Cascade Trail Phas	8.00	
					104 - 595 30 63 033 - Const-Ferry/Township Overla	16.00	
					104 - 595 30 63 040 - Const-Jameson/SR9	16.00	
6351	08/24/2016	Claims	2	184440	Kesselring Tactical Supply	213.96	
					001 - 521 20 31 015 - Ammunition	82.03	
					001 - 594 21 64 000 - Machinery & Equipment	131.93	
6352	08/24/2016	Claims	2	184441	Legend Data Systems Inc	33.64	
					001 - 522 20 31 000 - Operating Supplies	33.64	
6353	08/24/2016	Claims	2	184442	Loggers And Contractors	65.45	
					103 - 542 30 31 000 - Operating Supplies	65.45	
6354	08/24/2016	Claims	2	184443	Lou's Gloves Inc.	356.00	
					401 - 535 80 31 010 - Operating Supplies	356.00	
6355	08/24/2016	Claims	2	184444	Materials Testing &	5,164.73	
					104 - 595 30 63 040 - Const-Jameson/SR9	5,164.73	
6356	08/24/2016	Claims	2	184445	William R McCann	4,100.00	
					001 - 515 93 41 000 - Indigent Defender	3,500.00	
					001 - 515 93 41 000 - Indigent Defender	600.00	
6357	08/24/2016	Claims	2	184446	Mid-American Research Chem	443.23	
					401 - 535 80 31 010 - Operating Supplies	443.23	
6358	08/24/2016	Claims	2	184447	Mph Industries Inc	1,079.58	
					001 - 594 21 64 000 - Machinery & Equipment	1,079.58	
6359	08/24/2016	Claims	2	184448	National Hose Testing	2,337.50	
					001 - 522 20 48 000 - Repairs/Maint-Equip	2,337.50	
6360	08/24/2016	Claims	2	184449	Neofunds By Newpost	1,200.00	
					001 - 512 50 42 010 - Postage	220.31	
					001 - 514 23 42 010 - Postage	233.58	
					001 - 515 30 42 000 - Postage	3.78	
					001 - 521 20 42 010 - Postage	235.71	
					001 - 522 20 42 010 - Postage	2.24	
					001 - 524 20 42 000 - Postage	12.15	
					425 - 531 50 31 000 - Operating Supplies	20.95	
					401 - 535 80 42 015 - Postage	272.39	
					102 - 536 20 42 010 - Postage	13.29	
					412 - 537 80 42 010 - Postage	125.72	
					001 - 558 60 42 010 - Postage	31.38	
					001 - 595 10 42 000 - Postage	28.50	
6361	08/24/2016	Claims	2	184450	Norco	22.12	
					001 - 522 20 45 000 - Equipment Lease	22.12	
6362	08/24/2016	Claims	2	184451	North Hill Resources Inc	1,530.00	

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			412 - 537 60 47 020		- Site Yard Waste Disposal	1,530.00	
6363	08/24/2016	Claims	2	184452	Office Depot	85.31	
			001 - 524 20 31 000		- Off/Oper Supps & Books	23.45	
			001 - 558 60 31 000		- Supplies/Books	23.45	
			001 - 595 10 31 000		- Supplies	38.41	
6364	08/24/2016	Claims	2	184453	Oliver-Hammer Clothes	809.30	
			102 - 536 20 35 000		- Small Tools/Minor Equip	211.55	
			102 - 536 20 35 000		- Small Tools/Minor Equip	597.75	
6365	08/24/2016	Claims	2	184454	Partsmaster	224.45	
			401 - 535 80 31 010		- Operating Supplies	224.45	
6366	08/24/2016	Claims	2	184455	Pat Rimmer Tire Ctr Inc	881.77	
			001 - 521 20 48 010		- Repair & Maint - Auto	196.25	
			001 - 521 20 48 010		- Repair & Maint - Auto	392.49	
			001 - 521 20 48 010		- Repair & Maint - Auto	121.60	
			412 - 537 50 48 000		- Repairs/maint-equip	104.16	
			412 - 537 50 48 000		- Repairs/maint-equip	67.27	
6367	08/24/2016	Claims	2	184456	Petty Cash-Debra Peterson	79.52	
			105 - 572 20 31 010		- Supplies	23.37	
			105 - 572 20 34 000		- Summer Reading Program	56.15	
6368	08/24/2016	Claims	2	184457	Philips Publishing Group	2,802.90	
			001 - 513 10 42 000		- Communication	2,802.90	
6369	08/24/2016	Claims	2	184458	Public Utility Dis No1	2,419.27	
			001 - 521 20 47 000		- Public Utilities	25.88	
			401 - 535 80 47 000		- Public Utilities	267.22	
			102 - 536 20 47 000		- Public Utilities	46.56	
			412 - 537 80 47 000		- Public Utilities	54.21	
			103 - 542 63 47 000		- Public Utilities	74.90	
			105 - 572 20 47 000		- Public Utilities	46.56	
			101 - 576 80 47 000		- Riverfront	411.18	
			101 - 576 80 47 040		- Train	30.02	
			101 - 576 80 47 050		- Hammer Square	227.98	
			101 - 576 80 47 051		- Bingham / Memorial	170.06	
			101 - 576 80 47 053		- Other Utilities	381.05	
			101 - 576 80 47 070		- City Hall	683.65	
6370	08/24/2016	Claims	2	184459	Rene's World	6.78	
			001 - 521 20 41 001		- Professional Services	6.78	
6371	08/24/2016	Claims	2	184460	Rick's Refrigeration Inc	273.42	
			412 - 537 60 47 020		- Site Yard Waste Disposal	273.42	
6372	08/24/2016	Claims	2	184461	Kevin Rogerson	200.00	
			001 - 512 50 41 000		- Professional Services	200.00	
6373	08/24/2016	Claims	2	184462	SHKS Architects	1,711.25	
			001 - 513 10 41 001		- Professional Services	1,711.25	
6374	08/24/2016	Claims	2	184463	SRV Construction Inc	465,454.52	
			104 - 595 30 63 040		- Const-Jameson/SR9	465,454.52	
6375	08/24/2016	Claims	2	184464	Nathan Salseina	123.18	
			101 - 576 80 47 000		- Riverfront	123.18	
6376	08/24/2016	Claims	2	184465	Sedgwick CMS	2,140.82	
			001 - 511 60 21 001		- Industrial Insurance	2.14	
			001 - 512 50 21 001		- Industrial Insurance	5.23	
			001 - 513 10 21 001		- Industrial Insurance	4.44	
			001 - 514 23 21 001		- Industrial Insurance	5.48	

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			001 - 515 30 21 001		- Industrial Insurance	0.81	
			001 - 518 80 21 001		- Industrial Insurance	4.39	
			001 - 521 10 21 001		- Industrial Insurance	48.89	
			001 - 521 20 21 001		- Industrial Insurance	623.44	
			001 - 522 20 21 001		- Industrial Insurance	435.48	
			001 - 523 20 21 001		- Industrial Insurance	46.30	
			001 - 524 20 21 001		- Industrial Insurance	35.79	
			425 - 531 50 21 001		- Industrial Insurance	111.18	
			401 - 535 80 21 001		- Industrial Insurance	292.84	
			102 - 536 20 21 001		- Industrial Insurance	38.50	
			412 - 537 80 21 001		- Industrial Insurance	189.86	
			103 - 542 30 21 001		- Industrial Insurance	121.97	
			103 - 543 30 21 001		- Industrial Insurance	0.87	
			501 - 548 30 21 001		- Industrial Insurance	21.14	
			001 - 558 60 21 001		- Industrial Insurance	5.66	
			105 - 572 20 21 001		- Industrial Insurance	25.28	
			101 - 576 80 21 001		- Industrial Insurance	110.14	
			001 - 595 10 21 001		- Industrial Insurance	10.99	
6377	08/24/2016	Claims	2	184466	Sedro-Woolley Auto Parts		1,331.34
			401 - 535 50 48 040		- Maintenance Of Vehicles	19.53	
			401 - 535 50 48 040		- Maintenance Of Vehicles	16.28	
			401 - 535 50 48 040		- Maintenance Of Vehicles	20.51	
			401 - 535 50 48 040		- Maintenance Of Vehicles	72.73	
			102 - 536 20 31 010		- Operating Supplies	3.24	
			102 - 536 20 35 000		- Small Tools/Minor Equip	97.64	
			412 - 537 50 48 000		- Repairs/maint-equip	45.54	
			412 - 537 50 48 000		- Repairs/maint-equip	47.03	
			412 - 537 80 31 000		- Operating Supplies	19.37	
			412 - 537 80 31 000		- Operating Supplies	2.57	
			412 - 537 80 31 000		- Operating Supplies	2.57	
			412 - 537 80 31 000		- Operating Supplies	20.03	
			103 - 542 30 31 000		- Operating Supplies	141.13	
			103 - 542 30 31 000		- Operating Supplies	1.79	
			103 - 542 30 31 000		- Operating Supplies	131.41	
			103 - 542 30 31 000		- Operating Supplies	53.15	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	110.06	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	153.76	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	128.17	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	15.10	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	4.11	
			103 - 542 30 48 010		- Repair/Maintenance-Equip	16.26	
			101 - 576 80 48 021		- Equipment	32.27	
			101 - 576 80 48 021		- Equipment	18.52	
			101 - 576 80 48 021		- Equipment	78.62	
			101 - 576 80 48 021		- Equipment	40.79	
			109 - 594 21 64 109		- Equipment	39.16	
6378	08/24/2016	Claims	2	184467	Sedro-Woolley Glass		30.38
			101 - 576 80 48 006		- Memorial Park	30.38	
6379	08/24/2016	Claims	2	184468	Shred It		109.08
			001 - 512 50 31 000		- Supplies	22.39	
			001 - 514 23 31 000		- Supplies	22.39	
			001 - 521 20 31 002		- Office/Operating Supplies	44.78	
			001 - 524 20 31 000		- Off/Oper Supps & Books	6.51	
			001 - 558 60 31 000		- Supplies/Books	6.51	
			001 - 595 10 31 000		- Supplies	6.50	
6380	08/24/2016	Claims	2	184469	Sirchie Finger Print		135.77
			001 - 521 20 31 002		- Office/Operating Supplies	135.77	
6381	08/24/2016	Claims	2	184470	Sjostrom Law Office		3,959.46

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			425 - 531 50 41 003 -		Collection Services	158.38	
			401 - 535 80 41 020 -		Collection Services	2,573.65	
			412 - 537 80 41 020 -		Collection Services	1,227.43	
6382	08/24/2016	Claims	2	184471	Skagit Co Public Works	42,287.32	
			412 - 537 60 47 000 -		Solid Waste Disposal	42,287.32	
6383	08/24/2016	Claims	2	184472	Skagit Farmers Supply	15.06	
			103 - 542 30 31 010 -		Operating Supplies-Propane	4.22	
			101 - 576 80 48 007 -		Bingham Park	10.84	
6384	08/24/2016	Claims	2	184473	Skagit Law Group, PLLC	120.00	
			425 - 531 50 31 000 -		Operating Supplies	4.80	
			401 - 535 80 49 040 -		Misc-Filing Fees/Lien Exp	78.00	
			412 - 537 80 49 020 -		Misc-Filing Fees/Lien Exp	37.20	
6385	08/24/2016	Claims	2	184474	Skagit Publishing	654.11	
			001 - 558 60 41 011 -		Advertising Reimbuseable	116.06	
			104 - 595 10 63 070 -		Eng SR20 Cascade Trail Phas	269.02	
			104 - 595 10 63 075 -		Eng SR20 Cascade Trail Phas	269.03	
6386	08/24/2016	Claims	2	184475	Skagit Valley Signs	1,117.55	
			101 - 576 80 48 012 -		Harry Osborne	1,085.00	
			101 - 576 80 48 016 -		City Hall	32.55	
6387	08/24/2016	Claims	2	184476	Sound Ocean Metal Fab	1,627.50	
			401 - 535 50 48 050 -		Maint Of General Equip	1,627.50	
6388	08/24/2016	Claims	2	184477	Sparkle Shop Laundries	19.36	
			001 - 521 20 26 010 -		Uniform Cleaning	3.87	
			001 - 522 20 49 030 -		Misc-Laundry	15.49	
6389	08/24/2016	Claims	2	184478	Staples Business Advantage	460.33	
			001 - 514 23 31 000 -		Supplies	12.73	
			001 - 521 20 31 002 -		Office/Operating Supplies	28.85	
			001 - 521 20 31 002 -		Office/Operating Supplies	72.74	
			001 - 521 20 31 002 -		Office/Operating Supplies	221.74	
			001 - 521 20 31 002 -		Office/Operating Supplies	124.27	
6390	08/24/2016	Claims	2	184479	Stiles Law Inc., PS	3,098.00	
			001 - 512 50 41 010 -		Municipal Court Judge	3,098.00	
6391	08/24/2016	Claims	2	184480	Thermo Fluids Inc.	80.00	
			412 - 537 60 47 020 -		Site Yard Waste Disposal	80.00	
6392	08/24/2016	Claims	2	184481	Payment Center Thomson Reuters -- West	269.96	
			001 - 515 30 41 002 -		Westlaw Services	269.96	
6393	08/24/2016	Claims	2	184482	True Value	348.15	
			001 - 521 20 31 002 -		Office/Operating Supplies	30.36	
			001 - 521 20 31 002 -		Office/Operating Supplies	44.95	
			001 - 521 20 48 000 -		Repairs & Maintenance	2.16	
			001 - 522 20 31 000 -		Operating Supplies	52.06	
			001 - 522 20 31 000 -		Operating Supplies	-52.06	
			001 - 522 20 35 000 -		Small Tools & Minor Equip	23.31	
			001 - 522 20 35 000 -		Small Tools & Minor Equip	28.19	
			001 - 522 20 35 000 -		Small Tools & Minor Equip	21.69	
			001 - 523 20 31 000 -		Office/Operating Supplies	26.66	
			401 - 535 80 31 010 -		Operating Supplies	23.86	
			401 - 535 80 31 010 -		Operating Supplies	16.24	
			401 - 535 80 31 010 -		Operating Supplies	10.84	
			401 - 535 80 31 010 -		Operating Supplies	53.21	
			102 - 536 20 31 010 -		Operating Supplies	22.81	

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			102 - 536 20 48 040 - Repair/Maint-Equip & Bldg			14.09	
			101 - 576 80 48 006 - Memorial Park			29.78	
6394	08/24/2016	Claims	2	184483	Carol Truhn		275.00
			101 - 362 40 00 000 - Community Center Rental			-175.00	
			101 - 362 40 02 000 - Community Center Cleaning			-100.00	
6395	08/24/2016	Claims	2	184484	UPS		23.05
			001 - 521 20 42 010 - Postage			9.40	
			001 - 522 20 42 010 - Postage			13.65	
6396	08/24/2016	Claims	2	184485	USA Blue Book		366.53
			401 - 535 50 48 010 - Maintenance Of Lines			217.02	
			401 - 535 50 48 010 - Maintenance Of Lines			149.51	
6397	08/24/2016	Claims	2	184486	Joanna Uribe		65.23
			001 - 521 20 26 000 - Uniforms/Accessories			65.23	
6398	08/24/2016	Claims	2	184487	Util Underground Loc Ctr		16.94
			401 - 535 80 31 010 - Operating Supplies			16.94	
6399	08/24/2016	Claims	2	184488	Washington State Patrol		191.75
			001 - 521 20 51 000 - Intergov Svc-Gun Permits			191.75	
6400	08/24/2016	Claims	2	184489	Waste Management Of Skgt		2,776.60
			412 - 537 60 47 010 - Curbside Recycling Disposal			2,618.60	
			412 - 537 60 47 011 - Site Recycling Disposal			158.00	
6401	08/24/2016	Claims	2	184490	Witmer Public Safety Group Inc.		39.59
			001 - 522 20 31 000 - Operating Supplies			39.59	
6402	08/24/2016	Claims	2	184491	Wood's Logging Supply Inc		2,368.55
			001 - 523 20 31 000 - Office/Operating Supplies			94.68	
			401 - 535 50 48 020 - Maint Of Pumping Equip			520.80	
			102 - 536 20 35 000 - Small Tools/Minor Equip			325.44	
			102 - 536 20 35 000 - Small Tools/Minor Equip			51.36	
			102 - 536 20 35 000 - Small Tools/Minor Equip			816.93	
			412 - 537 50 48 000 - Repairs/maint-equip			38.54	
			101 - 576 80 48 014 - Winnie Houser Park			520.80	
			001 Current Expense Fund			41,125.06	
			101 Parks & Facilities Fund			6,889.41	
			102 Cemetery Fund			2,456.50	
			103 Street Fund			5,067.77	
			104 Arterial Street Fund			740,660.98	
			105 Library Fund			2,713.03	
			109 Special Investigation Fund			455.43	
			205 2008 G/O Bond Fund			150,549.75	
			401 Sewer Operations Fund			34,680.01	
			412 Solid Waste Operations Fund			60,260.86	
			425 Stormwater Operations			536.97	
			501 Equipment Replacement Fund			21.14	
			621 Suspense Fund			938.17	
			* Transaction Has Mixed Revenue And Expense Accounts			1,046,355.08	Claims: 1,046,355.08

AUG 24 2016

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 20

Resolution -16

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY APPOINTING
MEMBERS TO THE LODGING TAX ADVISORY COMMITTEE**

WHEREAS, the City of Sedro-Woolley currently levies a lodging tax pursuant to Chapter 67.28 RCW; and

WHEREAS, the State Legislature has passed SSB 5867, enacted as Chapter 452, Laws of 1997; and

WHEREAS, the City established a Lodging Tax Advisory Committee in September, 1997;

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF SEDRO-WOOLLEY AS FOLLOWS;**

The following persons are appointed to serve as members of the City of Sedro-Woolley Lodging Tax Advisory Committee:

Membership Category	Appointee
Elected Official of City of Sedro-Woolley	Keith Wagoner
Representatives of businesses required to collect the tax:	Kris Dodge or her designee Three Rivers Inn Angela Yun or her designee Skagit Motel
Persons involved in activities authorized to be funded:	Doug Wood Sedro-Woolley Riding Club & Rotary Brett Sandstrom Sedro-Woolley Museum & Loggerodeo

This resolution shall take effect immediately upon passage.

PASSED by majority vote of the members of the Sedro-Woolley City Council
this 24th day of August, 2016.

Keith Wagoner, Mayor

Attest:

Patsy Nelson, Finance Director

Approved as to form:

Eron Berg, City Supervisor/Attorney

AUG 24 2016

7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 387

Memorandum

To: Mayor Wagoner and City Council
From: Patsy Nelson *Patsy*
Date: 8/16/2016
Re: Collection Services Contract Addendum

Background

The City has contracted with Debt Recovery Specialists (DRS), a locally owned collection agency, to collect past due utility accounts for several years. Under the current contract, the agency fee is added to the ratepayer's account balance per state law which allows the City utility funds to be paid in full.

Unfortunately, some ambulance services patient co-pay or private pay account balances are becoming stale and need to be turned over to DRS for collection. Medicare provider regulations do not allow collection fees to be added to any portion of a Medicare patient's account; requiring the City to pay the collection fees and recovering only 70% of the account balance. This regulation requires an addendum to the current DRS contract in accordance with Medicare regulations. Non-Medicare accounts will remain under the current fee arrangement.

The proposed contract addendum is attached.

Recommended Action

Staff recommends that the Council authorize the City Supervisor/City Attorney to sign the Addendum to the Debt Recovery Specialists contract to comply with Medicare regulations.



DEBT RECOVERY SPECIALISTS
A Professional Collection Agency

1601 William Way Suite D
Mount Vernon, WA 98273
Ph.360.428.8159 Fax: 360.416.0467
debtrs@debtrs.com

August 11, 2016

Addendum to City of Sedro-Woolley 2014 Collection Contract

Additional accounts for the City RE: Medicare and non-Medicare accounts-Ambulance

This addendum is part of, and to be included with, Debt Recovery Specialists current collection Contract between Debt Recovery Specialists and City of Sedro-Woolley.

Paragraph 6:

6a. Upon assignment of an account, by the Client to the Agency, the Agency will add on 33.33% of balance due as allowed by RCW19.16.500 for non-Medicare accounts. Client will receive 100% recovery fee on the balance listed. A separate Client account will be created for Medicare accounts and the Agency will be entitled to a commission fee of 30% of any monies collected; Client will receive 70% recovery fee on the balance listed.

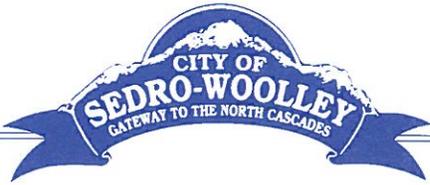
A handwritten signature in black ink, appearing to read "Denise L. Decker".

Denise L. Decker, owner
Debt Recovery Specialists

Eron Berg, City Supervisor/City Attorney
City of Sedro-Woolley

AUG 24 2016

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

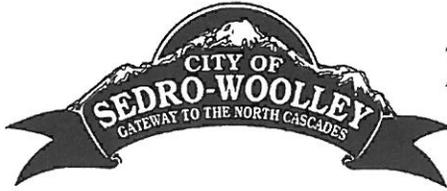


SUBJECT: PUBLIC COMMENT

Name:
Address:
Narrative:

CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 2016



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

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

Eron M. Berg
City Supervisor/City Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: City Council Critical Goals and Objectives
DATE: August 24, 2016

**2ND READING
OLD BUSINESS**

ISSUE: Does the Council wish to modify or update the City Council Critical Goals and Objectives document in advance of the 2017 budget process?

BACKGROUND: *Revised objectives and goals at attached in a track changes format following your August 10, 2016 meeting.* This document has been updated by the Council on a regular basis and is used by staff and the Mayor in developing the Mayor's balanced budget. Our goal is to align budget expenditures with the City Council's goals and objectives.

The 2016 budget process begins next month with a budget call to department heads. This is an important element of the budget call as expenditures are required to align to the city council's goals and objectives.

For 2015, the council added a goal to address our police department needs, expressed in crime reduction terms, which reads "Increase police department staffing to effectively combat neighborhood nuisance and petty crime issues to improve residents' quality of life." For 2016, the council added goals addressing the STEM network, a new library and an RCO funded park expansion project.

For 2017, I recommend that we update the name of the Northern State Campus to the SWIFT Center, remove the Cascade Trail project (should be complete), update the Fruitdale project to construction phase, update the library project and update the Memorial Park/RCO funded park improvement to construction phase, if funding is approved. What specific goals and objectives would you like to add or remove from the list?

RECOMMENDATION: Motion to adopt the city council's updated critical goals and objectives, as attached.

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.

OUR MISSION AS A CITY:

To provide services and opportunities which create a Community where people choose to live, work and play.

Critical Goals and Objectives (Not in order of priority):

Business, Community & City Partnership.

- Create atmosphere for businesses and developers to succeed in Sedro-Woolley.
- Partner with Chamber of Commerce, School District & Hospital.
- Partnership for Recreation.
- Revitalize ~~Northern State Property~~ [the SWIFT Center](#).
- Expand tourism.
- Partner with other Governments & Tribe.
- Create sources of revenue beyond existing tax base to enhance city services.
- Business recruitment.
- Partner with Sedro-Woolley School District & businesses to develop a STEM network.

Promote Economic Development.

- Improve our image.
- Make City Government more user friendly.
- Educate and inform Citizens about the Goals and Vision.
- Develop predictable processes.
- Market [Sedro-Woolley to new businessesour City](#).
- [Establish a Performing Arts Center.](#)
- [Improve signage welcoming visitors & directing visitors to downtown including:](#)
 - [Signage on the trestle](#)
 - [Roundabout signage at SR 9/Jameson & Cook Road/Murrow St.](#)
 - [SR 9 N](#)
 - [Moore Street, westbound in the vicinity of downtown](#)

Infrastructure Investments.

- Improve traffic mobility & safety through city.
- Encourage repair, [maintenance and revitalization to the](#)of downtown buildings.
- ~~Fund and construct SR 9/Jameson project.~~
- ~~Fund and construct Cascade Trail west extension projects.~~
- Fund and construct Fruitdale Road project with County and Port.
- Repair and expand sidewalks in existing neighborhoods.
- Maintain city streets.
- Make targeted investments in infrastructure to support future development.
- [Design, fund & build a new library with makers' space and STEM laboratory.](#)
- [Beautify roundabouts.](#)

Service Productivity & Innovation.

- Streamline the permitting processes.
- [Expand Fire and Police Services.](#)
- [Improve staffing in the parks department.](#)
- [Develop a community clean-up day in the parks.](#)

Innovative Recreational Development.

- Maintain existing parks and facilities.
- Expand recreational opportunities – Parks.
- Parks – Northern State Recreation Area – commence improvements.
- Provide youth activities.
- Complete improvements to Houser Field.
- Revitalize Memorial Park [consistent with the city's RCO application.](#)
- ~~Plan-Prepare~~ for a new park or major park expansion ~~and apply~~ for funding through RCO in 2018~~6~~.

Quality of Life.

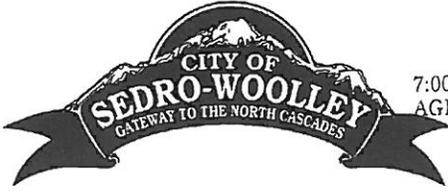
- Maintain police department staffing to effectively combat neighborhood nuisance and petty crime issues.
- Protect against increased flood risks from uncoordinated Skagit River projects.

|

| Updated by City Council action on ~~September 2, 2015~~August 24, 2016

CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 2016



7:00 P.M. COUNCIL CHAMBERS
AGENDA NO. 16

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

Eron M. Berg
City Supervisor/Attorney

MEMO TO: City Council
FROM: Eron Berg
RE: Animal Code update
DATE: August 24, 2016

2ND READING
OLD BUSINESS

ISSUE: Should the City Council adopt a revision to the city's animal code?

BACKGROUND: *The updates for tonight include the addition of animals including cats and ferrets to SWMC 6.08.310.* Officer Carr has worked with the newly revised animal code for about a year now and has identified a few deficiencies and recommendations for improvement. Attached are revisions to the code that make changes to the formatting/titles, adding a requirement for proof of rabies vaccination to obtain a license, addressing animal waste/nuisance issues, expanding noise issues from dogs to all animals, adding a section addressing cruelty to animals, and updating procedures for impounding animals.

RECOMMENDATION: Motion to adopt ordinance ____-16, an ordinance updating the city's animal code.

ORDINANCE NO. ____-16

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY AMENDING SECTIONS OF THE SEDRO-WOOLLEY MUNICIPAL CODE TITLE 6 RELATING TO THE KEEPING OF ANIMALS AND ANIMAL TREATMENT WITHIN THE CITY

WHEREAS, the City Council of the City of Sedro-Woolley hereby finds that it is necessary to review and update its code regarding animals, specifically to address issues raised by the city’s code enforcement officer; and

WHEREAS, the city council of the City of Sedro-Woolley has the authority to regulate the treatment of animals within the City of Sedro-Woolley; and

WHEREAS, the City Council of the City of Sedro-Woolley desires to adopt revisions to existing code and additional code provisions to regulate the keeping of, treatment and welfare of animals within the city; and

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

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

SECTION 1. Sections 6.08.010, 6.08.020, 6.08.030, 6.08.040, 6.08.050, 6.08.060, 6.08.130, 6.08.140, 6.08.170, 6.08.200, 6.08.230, and 6.08.310 of the Sedro-Woolley Municipal Code are hereby amended to read as follows:

Chapter 6.08

DOGS ANIMAL CONTROL AND PROTECTION

6.08.010 Dog License—Required.

Dogs over four months of age that are kept or harbored within the city are required to have a dog license issued by the police department.

6.08.020 Dog License—Application.

Application for such license shall be made upon forms provided by the police department. The application shall list the name, address, and telephone number of the owner(s) (must be over the age of eighteen years); the name, breed, color, age and sex of the dog. All applications must include proof of current rabies vaccination by a licensed veterinarian. Such information shall be

kept conveniently by the issuing official and indexed by the unique number of the license tag issued.

6.08.030 Dog License—Expiration.

The dog license shall be valid during the life of the dog, but shall not be transferred to another owner or keeper; provided, that the city council may impose a license fee by resolution.

6.08.040 Dog License tag—Required.

Each licensed dog shall be provided by the owner or keeper with a suitable collar or harness which shall be worn by the dog at all times when not upon the premises of its owner or keeper. A license tag provided by the police department shall be affixed to the collar. The tag shall be so affixed as to hang and be discernible to a person of normal vision at not less than ten feet. Tags may be temporarily removed during officially sanctioned dog training, dog shows and dog matches. The license tag shall be stamped with a unique number. It is unlawful for any person other than the owner, his agent, or the animal control authority to remove the license tag from the dog.

6.08.050 Dog License tag—Lost.

Any owner or keeper of a licensed dog, whose tag has been lost, shall within seven days complete a new application form and obtain a new license tag from the animal control authority.

6.08.060 Dog License—Transfer of ownership.

Whenever the ownership of a dog changes, the new owner shall notify the animal control authority within seven days whereupon the owner records shall be updated and the previously issued license tag and number shall remain valid for the remainder of the dog's life.

6.08.130 Animal entering places where food is stored, served or prepared.

It is unlawful for the owner or keeper to permit a dog any animal to enter a store, market or other place where food is stored, prepared, served or sold to the public. Service animals are exempted from this section.

6.08.140 ~~Barking dog~~ Animal noise control.

It is unlawful to harbor or keep a dog any animal which by frequent or habitual howls, barks, or other loud noises, unreasonably annoys or disturbs another resident in the immediate neighborhood.

6.08.170 ~~Suitable shelter and food.~~

~~It is unlawful for any person to keep or harbor an animal within the city without providing a suitable clean, dry place for the housing thereof, or to fail to provide a suitable amount of wholesome food and clean water for the nutrition and comfort thereof, or to leave the premises where such animal is confined or to which it customarily returns, for more than twenty-four hours without providing for the feeding and care of such animal in the absence of such person.~~

6.08.170 Cruelty to animals.

It is unlawful for any person within the city to intentionally, knowingly, recklessly or with criminal negligence commit, singly or together, any of the following acts or omissions, or to aid or abet another person in the commission of such acts or omissions, which are deemed to constitute cruel treatment of animals:

A. To cause or allow any animal to endure pain, suffering, or injury or to fail or neglect to aid or attempt to alleviate pain, suffering, or injury which the person has caused to any animal. Such aid shall include provision of needed veterinary care;

B. To fail to provide minimum care to any animal within the person's care, custody or control; for the purpose of this section, "minimum care" means care sufficient to preserve the health and well-being of an animal and except for emergencies or circumstances beyond reasonable the reasonable control of the owner or keeper, includes, but is not limited to, the following requirements:

1. In each period of 24 consecutive hours, to provide food of sufficient quantity and quality to allow for normal growth or maintenance of body weight;

2. In each of 24 consecutive hours, to provide open or adequate access to potable water in sufficient quantity to satisfy the animal's needs. Neither ice nor snow is an adequate water source;

3. In the case of domestic animals, to provide a barn, dog house or other enclosed structure sufficient to protect the animal from wind, rain, snow or sun, and which has adequate bedding to protect against cold or dampness;

4. To provide veterinary care deemed necessary by a reasonable prudent person to relieve distress from injury, neglect or disease;

5. No domestic animal shall be confined to an area without adequate space for exercise necessary for the health of the animal or which does not allow access to a dry place for the animal to rest. The air temperature in a confinement area must be suitable for the animal involved. Confinement areas must be kept reasonably clean and free from excess mud, waste or other contaminants which could affect the animal's health;

C. To tether, confine or restrain any animal in such a way as to permit said animal to become frequently entangled in such tether, or to render such animal incapable of consuming food or water or of using shelter provided for it, while at the same time allowing adequate space for freedom of movement;

D. To abandon any animal by dropping off or leaving such animal on a street, road or highway, or in a public place, or on the private property of another person;

E. To confine an animal within or on a motor vehicle or other structure or enclosure at any location when unattended and under such circumstances as may endanger the health and well-being of the animal. Such conditions include, but are not limited to, dangerous temperature, lack of food or water, and confinement with a vicious animal;

F. To transport or confine any living animal on the outside part of a motor vehicle except where attached to the vehicle by a suitable harness, leash, cage or other enclosure that protects the animal from falling or being thrown therefrom and which prevents the animal from leaving the

vehicle while unattended. The outer part of the vehicle includes the running board, fender or hood of any motor vehicle or the flat bed of a truck and/or the open portion (bed) of a pickup truck;

G. To place any food, drink or other substance of any description containing poisonous or other injurious ingredients in any area reasonably likely to be accessible to domestic animals. Care shall be taken to avoid open containers or spills of antifreeze or other toxic substances;

H. To knowingly and intentionally, whether for amusement of self or others, or for financial gain, cause any animal to fight or injure any other animal, cause it to be fought or be injured by any animal or to train or keep for the purpose of training any animal with the intent that the animal shall be exhibited combatively with any other animal. Anyone who permits such conduct on premises under that person's control, and any person present as a spectator at that exhibition shall be considered a violator of this subsection;

I. To abandon or transfer to another person by gift, sale or exchange for consideration, any animal in or upon any sidewalk, street, alley, lane, public right-of-way, park or any other public property except when the transfer takes place at a sale conducted by a public body or public officer, when the transfer takes place at an animal show or exhibition conducted by or for persons who regularly engage in the practice of breeding animals for show or exhibition, or when one of the parties to the transfer is a member of an animal welfare organization and is acting on behalf of the animal welfare organization.

Violation of any of the provisions of this section under circumstances not amounting to animal cruelty in the first degree (RCW 16.52.205) shall constitute a misdemeanor, and may be punished by the laws of the state and SWMC 1.20.010.

In any prosecution of animal cruelty other than in the first degree, it shall be an affirmative defense, if established by the defendant by a preponderance of the evidence that the defendant's failure was due to economic distress beyond the defendant's control.

6.08.200 Impoundment procedure—Generally.

A. ~~Dogs~~ Animals may be taken into the care and custody of the animal control authority in any of the following situations:

1. Dog At Large—Failure to Restrain. When a dog is off the premises of its owner or keeper and not under the control of its owner, keeper or other authorized person; this prohibition shall not apply to areas designated by the city for off leash training or exercise; or
2. Dog At Large—Trespass. If any dog, licensed or not, is on public property or the private property of another, and the caretaker or said private property owner requests that the dog be removed; provided, that the owner or keeper of the dog(s) cannot be located in a timely manner or is unknown; or
3. Dog At Large. When any dog, licensed or unlicensed, is found wandering and off the owner's property, whether or not the identity of the owner is known; or

4. Dog At Large and Found by Citizen. When a dog is brought to the animal control authority by a private citizen who has found the dog; or
5. Dog In Violation of Declared Restrictions. When a dog has been declared potentially dangerous or dangerous pursuant to this chapter and/or state law, and the dog is at large, or has otherwise violated the restrictions placed upon it; or
6. Cruelty or Neglect. When any animal ~~dog~~ has been subjected to neglectful or cruel treatment as defined by RCW ~~16.52.070~~ 16.52 and/or the provisions of this title; provided, that removal is necessary for the immediate safety and wellbeing of the animal; or
7. Owner Emergency. When the animal's ~~dog's~~ owner or keeper is incapable or unable to continue to care for it because of incarceration, severe illness, death, house fire or other emergency circumstances and an agent for the owner cannot be readily located; or
8. Owner Unable to Safely Quarantine. When a dog, cat or ferret has bitten a person, breaking or puncturing the skin, and the owner and/or keeper is unable, incapable or unwilling to provide the ten-day quarantine requirements; if such an animal ~~dog~~ is found at large the owner will be deemed unable to quarantine and the ~~dog~~ animal can be impounded.

B. Forthwith, following impoundment, the animal control authority shall notify the owner or keeper, if known, of its impoundment, using whatever reasonable means possible. If the animal's ~~dog's~~ owner is unknown or cannot be located, the information and description of the animal shall be available at the animal control authority during regular business hours.

C. All owners or keepers claiming impounded animals of any kind shall provide personal identification. No animal shall be released to any person under the age of eighteen. If a dog is unlicensed, the owner or keeper shall obtain a dog license and identifying tag for the redeemed dog within seventy-two hours to prevent the violation of failure to license.

6.08.230 Impoundment—Redemption—Disposition.

A. The owner of any animal impounded pursuant to the provisions of this chapter may redeem the animal according to the procedures set out in this chapter; provided, that subject to the appeal procedures of this chapter, redemption may be denied to an owner who has cruelly treated an animal as defined in this chapter; and provided, that such owner file an appeal from a denial of redemption with the municipal court before closure of such office on the seventh business day following service of the notice of the denial. If service by mail, service shall be deemed complete upon the third business day following the day upon which notice is placed in the mail.

~~AB.~~ Redemption of Dog. Unless otherwise provided for in this chapter, the owner or keeper of an impounded ~~dog~~ animal may claim the same at any time prior to the sale, rehoming, surrender or disposal of the ~~dog~~ animal by the animal control authority, and shall be entitled to possession thereof upon payment of all legal charges and expenses incidental to the impoundment, boarding, and keeping of the ~~dog~~ animal.

~~BC.~~ Disposition of Unclaimed Dog Animal. Any ~~dog~~ animal not redeemed by its owner or keeper within forty-eight hours of the impoundment, not including Saturdays, Sundays or legal holidays, may be humanely destroyed by an approved method, or may be surrendered to another authorized adoption agency, or may be placed for adoption with a new owner; provided, that the

new owner agrees that the ~~dog~~ animal will not be used, sold, or donated for experimental purposes.

~~C~~D. Disposition of Sick or Injured ~~Dog~~ Animal. When, in the judgment of a licensed veterinarian or the animal control authority, an animal ~~dog~~ that has been impounded should be destroyed for humane reasons, the ~~dog~~ animal may be destroyed by an approved method before the expiration of the required holding period. Such cases must be documented in writing by the animal control authority.

E. Adjudication of Grievances. Any owner or keeper aggrieved as the result of an impoundment, condition for redemption, or deprivation pursuant to the provisions of this chapter, may request a hearing before the municipal court judge to determine the justification of such classification, or the requirements imposed as a condition of redeeming the animal, per impoundment, or any determination, that the animal has been cruelly treated, neglected or abandoned. In the event the court confirms the classification and/or requirements, or determination that the animal has been cruelly treated, neglected or abandoned, the owner or keeper shall pay the costs of such hearing including the filing fee and the fees for witnesses called in support of the official action. Said hearing must be requested to the court no later than forty eight (48) hours, not including Saturdays, Sundays or legal holidays from the date of the impoundment, or five (5) business days from the date of any notice of conditions for redemption or deprivation.

6.08.310 Misdemeanors—Penalty.

Any violation of the following provisions shall constitute a misdemeanor and shall be punishable by the laws of the state and ~~Section 9.86.010~~ SWMC 1.20.010:

A. It is unlawful for any person to prevent, obstruct, or hinder the impoundment of an animal ~~dog~~, or any other enforcement duties of the animal control authority pursuant to this chapter.

B. It is unlawful for an owner or keeper to refuse to quarantine or permit the quarantine of any ~~dog~~ animal when and as required by state law and this chapter.

C. It is unlawful for the owner of any dog, cat or ferret, when notified that such dog, cat or ferret has bitten any person or has so injured any person as to cause abrasion or puncture of the skin and is subject to quarantine, to sell, kill, or give away such dog, cat or ferret to be taken beyond the city limits, except to a veterinary hospital.

D. It is unlawful for the owner of any dog, cat or ferret that has bitten any person or has so injured any person as to cause abrasion or puncture of the skin, to fail to notify the animal control authority of the bite and the location of the dog, cat or ferret immediately upon knowledge of the incident.

E. It is unlawful for any person to knowingly, recklessly, or with criminal negligence inflict unnecessary suffering or pain upon an animal.

In addition to any civil penalty or criminal sentence as provided by this chapter, the owner of the animal, whether the animal is licensed or not, shall be liable for actual expenses for boarding the

animal, including any reasonable charges by the impounding authority, and if necessary, for the cost of its destruction.

SECTION 2. A new section is hereby adopted as follows:

6.08.070 Animal waste.

A. It is unlawful for the owner or keeper of any dog, either willfully or by failure to exercise due care, to permit such dog to commit a public nuisance by defecating upon private property without the permission of the owner or custodian thereof, upon the public sidewalk, in or upon any public street, or any other public place. It shall be a defense to a charge under this section that the owner or the keeper of the animal possessed the appropriate device for removal of waste and did immediately remove and properly dispose of the waste; *provided*, that this subsection shall not apply to a person whose visual or physical condition is an impediment to compliance with this section.

B. It is unlawful for any owner or keeper to allow waste to accumulate on said owner's or keeper's property to the extent that neighbors are adversely affected by odor or runoff.

SECTION 3. Effective date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days of the date of publication as provided by law.

SECTION 4. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional, the invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, clause or phrase of this ordinance.

SECTION 5. Application. The enforcement provisions of this ordinance shall apply to any offense committed on or after the effective date of this ordinance, which is defined in this ordinance, unless otherwise expressly provided or unless the context otherwise requires, and shall also apply to any defense to prosecution for such an offense. The provisions of this ordinance do not apply to or govern the construction of and punishment for any offense committed prior to the effective date of this ordinance, or to the construction and application of any defense to a prosecution for such an offense. Such an offense must be construed and punished according to the provisions of law existing at the time of the commission thereof in the same manner as if this ordinance had not been enacted.

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

Keith L. Wagoner, Mayor

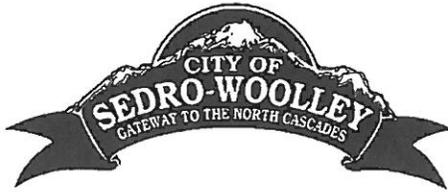
Attest:

Patsy Nelson, Finance Director

Approved as to form:

Eron Berg, City Attorney

Filed with the City Clerk:	August 2, 2016
First Reading:	August 10, 2016
Second Reading:	
Passed by the City Council:	
Signed by the Mayor:	
Date of Publication:	



CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 2016

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

CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0771
Fax (360) 855-0707

David Lee, PE
City Engineer

MEMO TO: City Council and Mayor Wagoner

FROM: David Lee, PE

RE: *****EXPECTED LATE MATERIALS*****
Possible Contract Award
SR20/Cascade Trail West Extension Phase 1A Trail Road to SR 9S and Phase 1B
Hodgin Road to Trail Road
Contractor TBD

DATE: August 18, 2016 (for Council action August 24, 2016)

ISSUE:

Shall council move to approve Resolution _____ awarding the SR20/Cascade Trail West Extension Phase 1A Trail Road to SR 9S and Phase 1B Hodgin Road to Trail Road contract 2016-PW-02 with Contractor TBD in the amount of TBD (including sales tax)?

BACKGROUND:

On August 22, 2016, bids will close for the SR20/Cascade Trail West Extension Phase 1A Trail Road to SR 9S and Phase 1B Hodgin Road to Trail Road. The Bid Summary prepared by our office will be attached.

DISCUSSION:

This project will construct a 10-foot wide concrete a shared use path along the north side of SR 20 from Hodgin Road to SR 9S, tying into the existing shared use path constructed with the Cook Road/SR20 roundabout project. The project also includes upsizing the storm drain system between Raby Lane and SR 9S and extending sanitary sewer service to the property where the old Teserik baseball field is. City staff will provide construction contract management and inspection for the project.

FINANCIAL:

Construction funds for this project are provided through federal sources for the sidewalk extension, from City sewer funds for the sewer extension and from Skagit County for a portion of the storm system upgrades.

Budget

STPUS Phase 1A (PE & CE)	\$ 304,480
TAP Phase 1B (PE & CE)	\$ 249,120
Sewer Fund	\$ 50,000
Skagit County ED Grant (1A Storm)	\$ 220,000
City Match (Acct. 104 & 412)	\$ 338,760
Total Available	\$1,162,360

Expenditures

Design Engineering (City Staff)	\$ 35,000
Construction Engineering (Survey, Testing, Inspection, Management)	\$ 25,400
Contingency	\$ 0,000
Construction Contract	\$ TBD
Total Expenditures	\$ TBD

ANALYSIS:

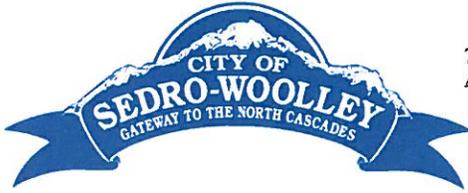
Sufficient funds are available to award this project.

MOTION:

Move to approve Resolution _____ awarding the SR20/Cascade Trail West Extension Phase 1A Trail Road to SR 9S and Phase 1B Hodgkin Road to Trail Road contract 2016-PW-02 with Contractor TBD in the amount of TBD (including sales tax)?

CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 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) 855-1661
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: August 24, 2016

The following agreements were approved and are provided for your information:

<u>Contract</u>	<u>Purpose</u>	<u>Date</u>	<u>Dollar Amount</u>
1. The Language Exchange	Translation and Interpreting Services	08/01/2016	Per Contract
2. MOU – WA State Dept. of Health and SW Police	Incident Report Data Access (WA-VDRS)	08/05/2016	N/A (no cost)
3. Public Works Agreement 2016-PW-23 – 5 Star Services Inc.	2016 Riverfront Park Rose Garden Picnic Shelter Maintenance	08/15/2016	\$976.50

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

AUG 24 2016

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

Memorandum

To: City Council
From: Patsy Nelson *PN*
Date: 08-12-16
Re: Financial reports

Attached is the July 31, 2016 summary financial report for your review. As expenditures and revenues vary from month to month; the without fund balances report reflects monthly cash flows, highlighting the importance of maintaining adequate cash balances.

July interest rates on investments are noted below. Please let me know if you have any questions or comments.

Washington State Treasurer's Office Local Government Investment Pool	0.4488%
Opus Bank 12 month Certificate of Deposit maturing 04/04/17	0.5500%
Opus Bank 12 month Certificate of Deposit maturing 06/29/17	0.6500%
Opus Bank 12 month Certificate of Deposit maturing 10/05/16	0.4000%

Cash Flow Statement Without Fund Balances

ty Of Sedro-Woolley
CAG #: 0647

Time: 11:18:32 Date: 08/12/2016
Page: 1

January To July

REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
1 Current Expense Fund	532,183.87	249,646.37	286,323.39	593,279.85	625,979.56	271,484.12	535,548.29	0.00	0.00	0.00	0.00	0.00	3,094,445.45	4,651,236.00	67%
1 Parks & Facilities Fund	13,600.14	13,719.73	37,262.14	68,600.47	168,619.97	30,821.65	36,177.05	0.00	0.00	0.00	0.00	0.00	368,801.15	643,367.00	57%
2 Cemetery Fund	5,080.08	11,801.04	399,995.36	12,320.94	17,314.09	8,049.85	7,719.91	0.00	0.00	0.00	0.00	0.00	462,281.27	540,650.00	86%
3 Street Fund	34,350.74	39,019.09	38,762.15	72,169.20	151,259.64	41,547.61	60,574.46	0.00	0.00	0.00	0.00	0.00	437,682.89	793,325.00	55%
4 Arterial Street Fund	14,708.37	214,241.80	24,465.52	26,955.35	12,311.28	6,167.38	336,892.01	0.00	0.00	0.00	0.00	0.00	635,741.71	3,950,507.00	16%
5 Library Fund	1,415.94	8,429.50	26,450.27	33,064.09	105,604.27	1,886.12	2,043.94	0.00	0.00	0.00	0.00	0.00	178,894.13	307,955.00	58%
5 Cemetery Endowment Fund	0.00	400.00	300.00	400.00	500.00	500.00	100.00	0.00	0.00	0.00	0.00	0.00	2,200.00	7,779.00	28%
7 Parks Reserve Fund	0.08	100.07	0.09	0.17	0.08	0.19	0.10	0.00	0.00	0.00	0.00	0.00	100.78	500.00	20%
9 Lodging Tax Fund	1,167.21	1,442.80	1,042.54	1,109.03	1,366.40	4,336.00	2,138.34	0.00	0.00	0.00	0.00	0.00	12,602.32	29,020.00	43%
9 Special Investigation Fund	72.43	231.77	199.23	248.24	19.78	3,825.01	106.23	0.00	0.00	0.00	0.00	0.00	4,702.69	7,520.00	63%
2 Code Enforcement Fund	16.48	14.83	16.04	30.72	16.32	16,036.67	23.81	0.00	0.00	0.00	0.00	0.00	16,154.87	2,535.00	637%
3 Paths And Trails Fund	100.33	105.39	105.72	105.49	108.45	124.93	104.70	0.00	0.00	0.00	0.00	0.00	755.01	1,220.00	62%
4 Law Enforcement Sales Tax	32,485.03	41,264.92	28,981.23	31,298.59	37,307.23	36,728.28	35,613.97	0.00	0.00	0.00	0.00	0.00	243,679.25	425,000.00	57%
5 City Council Strategic Reserve	1,151.36	15,914.33	1,128.87	25,951.10	2,215.49	19,474.10	1,402.07	0.00	0.00	0.00	0.00	0.00	67,237.32	135,375.00	50%
5 2008 G/O Bond Fund	15,323.00	19,506.80	16,564.55	17,277.75	16,628.71	16,798.13	16,244.39	0.00	0.00	0.00	0.00	0.00	118,343.33	226,300.00	52%
0 1996 G/O Bond Redemption Fund	557.78	1,059.99	4,291.70	25,061.54	80,639.95	948.78	1,218.48	0.00	0.00	0.00	0.00	0.00	113,778.22	207,585.00	55%
2 Capital Projects Reserve Fund	21,382.15	27,180.46	25,005.70	37,664.42	47,942.55	35,455.19	23,894.62	0.00	0.00	0.00	0.00	0.00	218,525.09	170,300.00	128%
3 Building Maintenance Reserve	4,383.06	4,329.87	4,209.17	4,250.75	4,237.14	4,247.13	4,222.02	0.00	0.00	0.00	0.00	0.00	29,879.14	2,175.00	***%
4 Transportation Benefit District	13,721.40	14,394.00	16,354.00	21,027.20	17,800.20	16,591.80	19,819.60	0.00	0.00	0.00	0.00	0.00	119,708.20	170,000.00	70%
0 Police Mitigation Reserve Fund	813.92	2.07	502.24	504.53	252.54	1.57	1,000.81	0.00	0.00	0.00	0.00	0.00	3,077.68	12,515.00	25%
1 Parks Impact Fee Reserve Fund	21.06	18.95	6,019.64	3,033.21	3,018.44	42.84	2,989.11	0.00	0.00	0.00	0.00	0.00	15,143.25	75,035.00	20%
2 Fire Impact Fee Reserve Fund	9.38	1,161.17	2,014.55	1,185.66	623.00	830.63	1,165.22	0.00	0.00	0.00	0.00	0.00	6,989.61	20,010.00	35%
3 Public Safety Sales Tax Fund	8,638.90	10,759.05	8,429.94	8,432.78	10,166.09	10,103.33	9,900.89	0.00	0.00	0.00	0.00	0.00	66,430.98	110,000.00	60%
1 Sewer Operations Fund	285,738.01	294,692.98	287,931.26	268,398.55	275,025.24	274,657.35	256,551.97	0.00	0.00	0.00	0.00	0.00	1,942,995.36	3,333,350.00	58%
2 Sewer Facilities Reserve Fund	226.50	203.74	220.42	422.19	224.35	504.00	260.05	0.00	0.00	0.00	0.00	0.00	2,061.25	850.00	243%
7 1998 Sewer Revenue Bond Fund	36,116.02	35,940.47	35,958.64	36,092.38	35,979.82	36,185.31	36,025.25	0.00	0.00	0.00	0.00	0.00	252,297.89	435,250.00	58%
0 Sewer Capital Projects Reserve	44,405.28	69,629.86	74,531.42	70,543.19	57,160.87	67,506.64	66,786.91	0.00	0.00	0.00	0.00	0.00	450,564.17	1,373,720.00	33%
2 Solid Waste Operations Fund	148,229.96	155,269.94	167,235.15	145,062.87	156,149.89	166,196.74	153,129.78	0.00	0.00	0.00	0.00	0.00	1,091,274.33	1,952,500.00	56%
3 Solid Waste Reserve Fund	2,267.60	2,266.37	2,268.29	2,286.16	2,269.81	2,295.83	2,274.34	0.00	0.00	0.00	0.00	0.00	15,928.40	27,285.00	58%
5 Stormwater Operations	62,671.01	43,599.33	37,358.79	42,441.86	59,344.40	37,019.91	32,904.56	0.00	0.00	0.00	0.00	0.00	315,339.86	575,585.00	55%
5 Stormwater Reserve Fund	39.68	35.69	38.61	73.96	39.30	88.29	45.56	0.00	0.00	0.00	0.00	0.00	361.09	140.00	258%
1 Equipment Replacement Fund	174,317.09	74,853.23	61,071.53	61,109.10	61,081.05	121,457.57	54,534.85	0.00	0.00	0.00	0.00	0.00	608,424.42	741,225.00	82%
1 Suspense Fund	-88.72	7,856.91	10,505.91	7,856.91	5,207.91	5,329.66	5,194.56	0.00	0.00	0.00	0.00	0.00	41,863.14	150,000.00	28%
0 Transportation Benefit District	0.00	0.00	0.00	0.00	0.00	0.00	-60.00	0.00	0.00	0.00	0.00	0.00	-60.00	0.00	0%
	1,455,105.14	1,359,092.52	1,605,544.06	1,618,258.25	1,956,413.82	1,237,242.61	1,706,547.85	0.00	0.00	0.00	0.00	0.00	10,938,204.25	21,079,814.00	52%
PENDITURES															
1 Current Expense Fund	342,198.79	428,528.52	363,588.88	381,958.69	483,210.38	434,112.63	398,679.14	0.00	0.00	0.00	0.00	0.00	2,832,277.03	5,387,864.00	53%
1 Parks & Facilities Fund	29,887.78	34,486.85	64,262.52	74,255.75	55,210.50	73,351.10	62,165.68	0.00	0.00	0.00	0.00	0.00	393,620.18	707,300.00	56%
2 Cemetery Fund	8,118.25	10,161.94	409,465.90	10,166.85	12,732.13	11,719.86	13,162.92	0.00	0.00	0.00	0.00	0.00	475,527.85	541,290.00	88%
3 Street Fund	32,645.91	53,898.52	52,465.70	60,395.79	69,633.19	56,612.93	100,034.05	0.00	0.00	0.00	0.00	0.00	425,686.09	812,860.00	52%
4 Arterial Street Fund	2,892.00	20,124.57	36,139.87	38,093.85	86,322.98	121,346.19	614,811.56	0.00	0.00	0.00	0.00	0.00	919,731.02	4,140,956.00	22%
5 Library Fund	18,284.87	20,947.53	26,093.19	33,402.11	36,211.53	34,248.72	23,572.26	0.00	0.00	0.00	0.00	0.00	192,760.21	310,350.00	62%
5 Cemetery Endowment Fund	0.00	0.00	92,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	92,500.00	100,000.00	93%
7 Parks Reserve Fund	0.00	37.18	0.00	34.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	72.17	500.00	14%
9 Lodging Tax Fund	1,281.82	2,505.17	1,105.58	2,420.38	21.14	9,073.04	70.22	0.00	0.00	0.00	0.00	0.00	16,477.35	34,000.00	48%
9 Special Investigation Fund	0.00	1,183.74	0.00	0.00	0.00	986.76	0.00	0.00	0.00	0.00	0.00	0.00	2,170.50	14,000.00	16%

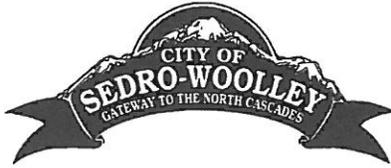
Cash Flow Statement Without Fund Balances

ty Of Sedro-Woolley
CAG #: 0647

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January To July

EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
2 Code Enforcement Fund	0.00	0.00	0.00	0.00	0.00	0.00	217.00	0.00	0.00	0.00	0.00	0.00	217.00	26,200.00	1%
3 Paths And Trails Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24,550.00	0%
4 Law Enforcement Sales Tax	0.00	32,485.03	41,264.92	29,981.23	30,298.59	37,307.23	36,728.28	0.00	0.00	0.00	0.00	0.00	208,065.28	425,000.00	49%
5 City Council Strategic Reserve	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	0.00	0.00	0.00	0.00	0.00	29,162.00	50,000.00	58%
5 2008 G/O Bond Fund	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	4,166.00	0.00	0.00	0.00	0.00	0.00	29,162.00	200,551.00	15%
0 1996 G/O Bond Redemption Fund	0.00	0.00	0.00	0.00	0.00	0.00	4,600.00	0.00	0.00	0.00	0.00	0.00	4,600.00	239,500.00	2%
2 Capital Projects Reserve Fund	0.00	6,500.00	22,845.03	12,124.14	1,347.96	3,207.78	35,310.15	0.00	0.00	0.00	0.00	0.00	81,335.06	139,000.00	59%
3 Building Maintenance Reserve	0.00	0.00	0.00	0.00	0.00	0.00	8,899.58	0.00	0.00	0.00	0.00	0.00	8,899.58	12,192.00	73%
4 Transportation Benefit District	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78,161.00	0%
0 Police Mitigation Reserve Fund	0.00	0.00	0.00	0.00	7,223.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,223.77	10,000.00	72%
1 Parks Impact Fee Reserve Fund	0.00	3,320.36	14,853.98	0.00	613.97	0.00	7,526.85	0.00	0.00	0.00	0.00	0.00	26,315.16	79,530.00	33%
2 Fire Impact Fee Reserve Fund	0.00	0.00	0.00	0.00	21,671.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21,671.33	30,000.00	72%
3 Public Safety Sales Tax Fund	8,600.00	8,900.00	8,750.00	8,750.00	8,750.00	8,750.00	8,750.00	0.00	0.00	0.00	0.00	0.00	61,250.00	105,000.00	58%
1 Sewer Operations Fund	191,422.21	206,677.58	217,485.42	239,087.64	198,029.01	239,622.53	251,818.25	0.00	0.00	0.00	0.00	0.00	1,544,142.64	3,413,038.00	45%
2 Sewer Facilities Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75,000.00	0%
7 1998 Sewer Revenue Bond Fund	0.00	0.00	0.00	0.00	0.00	0.00	408,900.00	0.00	0.00	0.00	0.00	0.00	408,900.00	425,400.00	96%
0 Sewer Capital Projects Reserve	17,916.00	17,916.00	317,916.00	17,916.00	642,574.98	17,916.00	231,916.00	0.00	0.00	0.00	0.00	0.00	1,264,070.98	1,639,660.00	77%
2 Solid Waste Operations Fund	188,958.58	-23,749.93	159,670.26	198,128.73	132,560.49	201,170.77	221,472.56	0.00	0.00	0.00	0.00	0.00	1,078,211.46	2,006,864.00	54%
3 Solid Waste Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50,000.00	0%
5 Stormwater Operations	39,817.51	38,196.68	43,987.69	40,865.98	46,211.66	42,724.02	41,325.20	0.00	0.00	0.00	0.00	0.00	293,128.74	588,175.00	50%
5 Stormwater Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	146,000.00	0%
1 Equipment Replacement Fund	173,712.50	27,514.63	8,511.89	78,395.90	17,129.56	246,197.09	44,080.49	0.00	0.00	0.00	0.00	0.00	595,542.06	718,670.00	83%
1 Suspense Fund	0.00	0.00	0.00	18,543.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,543.00	150,000.00	12%
	1,064,068.22	897,966.37	1,889,238.83	1,252,853.03	1,858,085.17	1,546,678.65	2,522,372.19	0.00	0.00	0.00	0.00	0.00	11,031,262.46	22,681,611.00	49%
ND GAIN/LOSS:	391,036.92	461,126.15	-283,694.77	365,405.22	98,328.65	-309,436.04	-815,824.34	0.00	0.00	0.00	0.00	0.00	-93,058.21		
ND NET POSITION:	391,036.92	852,163.07	568,468.30	933,873.52	1,032,202.17	722,766.13	-93,058.21	-93,058.21	-93,058.21	-93,058.21	-93,058.21	-93,058.21			



CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 2016

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

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: August 24, 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	
7/6/15	2015-152	Frank Bresnan	290 W Moore St	W	W	yes	Carport. EXPIRES 1-6-16.Needs CUP.Staff talked to Frank reference all violations on 6-21-16. violations corrected by September 5.
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]
5/4/16	2016-106	Juan Ortiz/Banano.Buds	211 Rowland Rd	W	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 603-16. Planning, Building & Fire Review Letter sent 6-27-16. Received revised PUD plan for fire review 7-5-16.WAITING on 3 sets of signed PUD plans 7-18-16. Received revised site plans 7-19-16. Review letter sent 7-20-16.Received 2 sets of revised plans and letter to go with the 2 pages 7-27-16.Received carbon monoxide Alarm info, carbon filter /fans 8-2-16.Received Septic info, HVAC system info 8-10-16.Received additional info from Al Taylor for review 8-15-16. Marijuana Op permit given to applicant 8-16-16.
5/10/16	2016-114	City of Sedro-Woolley-Parks	1001 River Rd	W	W	N/A	Replacement of Caretaker's manf home.

6/1/16	2016-128	Garrick Sager	1315 N. Township St	W	W	W	New SFR & removal of old manf home. Must remove manf home before final inspection to be shceduled. A separate demolition permit is required for the removal of the manf home - including an asbestos inspection if older than 1980. must use city waste dept for demo. Rob Clemons to send prescriptive details. Planning comments sent 6-28-16. Wetlands Report and site plan revisions requested 6-28-16.ON HOLD per 6 year development moratorium imposed by DNR for site clearing of forest land. See letter in file 7-14-16.
6/6/16	2016-141	Green Valley Holdings LLC	277 Klinger St	X	W	N/A	#C. Needs Zoning Waiver. Planning comments sent via email 6-24-16.
7/7/16	2016-166	George & Phyllis Thompson/Site Services LLC	921 Carriage Court	W	W	N/A	New carport/Waiting for plans.
7/29/16	2016-185	JR RV/Roosma Const	1162 SR 20	X	X	X	new office area. Conditioned to fix/improve stormwater system, add some landscaping where there is currently a pile of dirt. Emailed and advised ready to new mixed use building. Waiting for paperwork from John Wright on neighbor's agreement on driveway 8-
8/9/16	2016-191	John & Elaine Wright	204,206 & 210 A & B Central Ave	X/W	W	W	Fire Alarm.
8/15/16	2016-194	SWSD/Secuirty Solutions	1007 McGarigle Rd	X	N/A	N/A	
8/16/16	2016-196	Cordata Green LLC/Grandview North	1620 Gateway Heights Place #6				
8/16/16	2016-197	Cordata Green LLC/Grandview North	1616 Gateway Heights Place #8				
8/16/16	2016-198	Cordata Green LLC/Grandview North	1614 Gateway Heights Place #9				
8/16/16	2016-199	Cordata Green LLC/Grandview North	1608 Gateway Heights Place #12				

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 complete application sent 4-11-13. Comment 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.
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. Planning letter sent 6-29-16.
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. Received Fire
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.

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	5/31/2016	2016-100	Paul Woodmansee-BYK	1005 Rita Street-P37585	W	W	Clear and Grade application and SEPA. SEPA Comment Period and NOA issued 6-3-16. SEPA MDNS issued 7-6-16, appeal over 7-19-16. SWFD APPROVAL 7-27-16.
6/30/2016	8/3/2016	2016-155	Maureen Johnson	1105 N Fruitdale Rd	W	W	4-Lot short plat. Received Water Availability letter 7-26-16, application complete. Still need engineering plans for private driveway, sewer, etc. Cascade Gas main gas line only 4' deep; utilities crossing gas line may not be more than 2' deep per Cascade Gas. Notice of Application issued 8-8-16. Comment period over 8-22-16.
7/26/2016	7/26/2016	2016-181	Cordata Grn/Grandview North	1604 W Gateway Heights Loop #14	X	N/A	Waiver. Planning OK with waiver.
8/3/2016		2016-188	John Wright	Central Ave	W	W	Clear and Grade permit for civil plans. Waiting for agreement on driveway before issuance 8-18-16.
8/12/2016		2016-192	The Falklands	P36480-East Jones Rd	NA		Sewer Extension down East Jones Rd.

AUG 24 2016

City of Sedro-Woolley
2017 Budget Calendar

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

- 08/10/16 Call issued for Lodging Tax Letters of Request
- 08/15/16 Call letter issued to Departments
- 08/24/16 Resolution appointing members to the Lodging Tax Advisory Committee
- 08/25/16 Revised Council Goals distributed (if approved 8/24)
- 09/02/16 Lodging Tax Applications due
- 09/02/16 2016 Estimated Expenditures report distributed to Departments
- 09/12/16 Budget requests from Departments due to Finance Director
- 09/26/16 Proposed preliminary budget (unbalanced) detailing estimated revenues and expenditures by Fund due to City Supervisor
- 10/05/16 Council Worksession - Mayor informs Council of status of 2016 estimated revenues and 2017 preliminary estimated revenues & expenditures (unbalanced)
- October City Supervisor meets with Departments to review budget requests and compare to Council stated goals
- 10/24 & 10/31/16 Publish notice of property tax public hearing held 11/09/16
- 10/26/16 Property Tax Levy for 2017 – first read of Ordinance
- 10/31 & 11/07/16 Publish notice of budget public hearing held 11/22/16
- 11/01/16 Mayor’s 2017 Preliminary Budget filed with Finance Director
- 11/02/16 Council Worksession – distribution and Council discussion/input of Mayor’s 2017 Preliminary Budget (balanced)
- 11/03/16 Mayor’s Preliminary budget available for the public
- 11/09/16 Public Hearing on Property Tax Levy for 2017 - second read of Ordinance and possible adoption (must be adopted before 11/30/16)
- 11/09/16 First read of budget ordinance
- 11/22/16 (Tuesday) Public Hearing on 2017 Budget – second read of budget ordinance (must be adopted before 12/31/16)
- 12/14/16 2017 salary ordinance
- 12/30/16 2017 Final Budget transmitted to SAO and MRSC
- 01/30/17 2017 Department budget narratives including 2016 accomplishments & 2017 goals & objectives due to Finance Director



AUG 24 2016

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

STATE OF WASHINGTON
DEPARTMENT OF LICENSING
PO Box 2076 Olympia, Washington 98507-2076

Dear Transportation Benefit District:

The Department of Licensing (DOL) is in the process of replacing many of our outdated computer systems, including the systems used to perform all vehicle and vessel titling and licensing.

This new system, which will be called the Driver and Vehicle System (DRIVES), will increase system reliability, reduce downtime, enhance data reporting capabilities, allow for timely system changes, and improve business processes.

The parts of this new system that impact Transportation Benefit Districts (TBDs) are scheduled to launch on December 12, 2016.

Important information and dates you need to know

The new DRIVES system is scheduled to launch on Monday, December 12. This message is to let you know what this means for TBDs.

Location-based taxes or fees

We currently use address ranges when charging many location-based taxes or fees. Some home or business addresses can appear to be inside a special taxing district but actually are outside the boundary. This can work the other way too, with addresses appearing to be outside a special taxing district but actually are inside the boundary. The new system uses latitude and longitude coordinates to determine the exact address for taxing information. This should reduce the number of incorrect assessments.

Dates that will impact TBDs

- August 31—Last day to change TBD rates before next year. To make sure your new rate is listed in DRIVES, we need your information by August 31. If you miss this deadline, we'll change the rate in DRIVES early next year.
- February 1, 2017—New TBDs cannot collect fees until six months after approval (RCW 82.40.140). We will begin adding new TBDs to DRIVES no earlier than February 1, 2017.

Thank you in advance for your patience. I know we all look forward to a system that will be easier to use, reliable, and more efficient. Please contact me at ddunn@dol.wa.gov if you have questions.

Debbie Dunn
TBD Contract Manager
ddunn@dol.wa.gov

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Washington
Finance Officers
Association

CITY COUNCIL AGENDA
REGULAR MEETING

AUG 24 2016

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

June 29, 2016

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

Dear Mr. Berg:

The Washington Finance Officers Association and I would like to inform you that *Patsy Nelson* has earned the "Professional Finance Officer Award" for the State of Washington from the Washington Finance Officers Association. This annual award requires ongoing educational and professional excellence on the part of each individual and is not automatically awarded.

Patsy is committed to achieving educational and professional excellence as acknowledged in the receipt of this award for 8 years.

The Association would like to thank you for your continued support and encourage you to recognize this accomplishment in some manner.

Sincerely,

Dawn Masko

Dawn Masko, PFO Chairperson
Assistant City Administrator
City of North Bend
PO Box 896
North Bend, WA 98045
(425) 888-7630
DMasko@northbendwa.gov