

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

September 14, 2016

7:00 PM

Sedro-Woolley Municipal Building

Council Chambers

325 Metcalf Street

- 1. Call to Order
- 2. Pledge of Allegiance
- 3. Consent Calendar.....4-36

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 #184492 to #184600 plus EFT's in the amount of \$307,291.28
 - Payroll Checks #59026 to #59043 plus EFT's in the amount of \$307,748.63
- d. Ordinance 1854-16 – 2016 Budget Amendment #3
- e. Interlocal Agreement between the City, County and Port regarding SWIFT Center

- 4. Public Comment.....37

PUBLIC HEARING

UNFINISHED BUSINESS

- 5. Skagit County EMS model update (no materials)

NEW BUSINESS

- 6. Proposed Ordinance amending Stormwater Management Ordinance SWMC Ch. 13.36 and Stormwater Maintenance Ordinance SWMC Ch. 13.40 for incorporation of the 2014 Stormwater Management Manual for Western WA (*1st reading*).....38-56

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

- 7. Written Reports to Council.....57-64

8. Informational Items.....65-75

EXECUTIVE SESSION

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

Next Meeting:

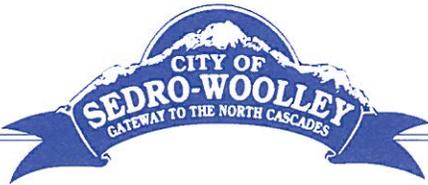
**September 28, 2016 Council Meeting
Council Chambers
7:00 PM**

**COMMITTEE ASSIGNMENTS
2016**

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

SEP 14 2016

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



DATE: September 14, 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 September 14, 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.

SEP 14 2016

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

CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
August 24, 2016 – 7:00 P.M. – Council Chambers

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

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

Pledge of Allegiance

Councilmember Dunn Lee moved to excuse Councilmember Johnson. Seconded by Councilmember Kinzer. Motion carried (6-0).

Mayor Wagoner pulled Item B – *Minutes from Previous Meeting* from the consent calendar. He stated there had been a request by Christine Johnson who commented in the Public Comment section that her statement was misinterpreted and requested a correction.

Councilmember Sandström moved to accept the amended minutes. Seconded by Councilmember Lemley. Motion carried (6-0).

Consent Calendar

- Approval of Agenda
- Minutes from Previous Meeting
- 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
- Resolution 946-16 Appointing Members to the Lodging Tax Advisory Committee
- Collection Services Contract Addendum

Councilmember Lemley moved to approve the consent calendar items A through E with the exception of item B. Seconded by Councilmember Owen. Motion carried (6-0).

Public Comment

Councilmember Wagoner reviewed the rules for public comment. He also reported he was not at the last meeting but he had listened to the recording of the meeting. He spoke of some very serious allegations made and stated that specifics are very helpful in order to investigate the allegations. He reported he has requested the State Auditor's office look into the allegations when they are here for the annual audit.

Mike Cervera – 1417 E. Gateway Heights – addressed people within his neighborhood driving too fast on the streets. He noted the speed limit is 25 and it is not being obeyed. He also requested speed bumps be placed in the area as there are a lot of children within the neighborhood. He addressed regulatory signs and requested a "Children playing" sign.

Councilmember Sandström questioned for clarification if the cars are racing in the loop. Cervera noted they are not racing, just going too fast.

Discussion of crime watch with radar surveys and the radar cart was held.

Patsy Burke – 286 Klinger St, expressed the same concerns of traffic and speed limits within the neighborhoods. She also addressed a new construction site at Lewis Place and expressed concern of safety and would like to see a temporary construction fence.

Wendy Granberg – 1009 Polte Road – read a statement regarding the Library issue noting it is always referred to as a proposal but the larger communication to the general public makes it appear that it is a done deal. Granberg cited the most recent issue of the "City Scenes" magazine. She also addressed the fact that Lyman and Hamilton are not included within the proposal and lack of concern or consideration by the Council. She addressed the word public being in the name of the library, belonging to the citizens and being open to all. Also addressed was the District library having three years to get up and running, education of the librarians and she questioned why the library was not included on the agenda for updates and reports as other departments. She addressed the community forum and the behaviors and actions of those representing the Rural Library.

Nicole – 627 Ball Street. Questioned whether we need or want a new library. She also spoke of the cost of a library card in comparison to other things people buy and expressed concern of the cost of a new library.

Ed Koogle – 501 Fidalgo, spoke in opposition to a library merger. He cited doubling the library population, overcrowding and ownership. He spoke of the investment of over 100 years with over 60,000 books and the tradition of having an independent library and compared it to a bad marriage being convenient right now, but in the future being under represented. Koogle also expressed concern of downtown being the wrong location. The library should be as kid friendly as possible. It would be a better value for an addition to the current library and we could do it ourselves.

Corrienne Jensen – 739 Sapp Rd., Vice President of the Arts Council of Sedro Woolley, addressed trying to get some art work at the Skate Park and the lack of recycling there. She requested consideration of placement of a recycle container and to have some kids refurbish it with a design. She would like to incorporate it into the upcoming Skate Board Competition to be held on September 10th.

Dennis O'Neil – 109 Talcott St., stated the library issue could be solved by having it on the voters ballot. O'Neil then turned his comments to the audience and encouraged them to get their

neighbors to register to vote and to get involved with what is going on. He spoke of the low voter turnout at the last election and stated you can't change politics but you can change people.

Karl DeJong – 1030 Warner St., thanked Mayor and City Council, noting he has had nothing but great interactions when seeking information about the Library. He referred to packet information (pg. 27/28) of a bullet point for STEM and addressed the quality of life and the possible loss of an opportunity noting that we are stronger together and we are coming together to make a jewel of the library.

Helge Andersson – 928 Beachley, gave the City Council and Mayor credit for allowing citizens to be able to stand up and speak at city council meetings. He spoke of meetings in his home country of Sweden where it is not allowed. He also addressed a discussion with Councilmember Sandström after the last council meeting of having a once a quarter town meeting with Council and citizens in an informal setting. He requested this be considered. Andersson also pointed out staff members in attendance at the meeting and questioned why the Library Director was not included.

PUBLIC HEARING

UNFINISHED BUSINESS

City Council Critical Goals and Objectives

City Supervisor/Attorney Berg reviewed the changes from the last meeting and requested action.

Discussion was held regarding the removal of Cascade Trail project due to the low bidder being not responsive because of a paperwork issue. Public Works Director Freiburger stated the City does not have funds to award the bid to the next highest bidder as well as not having time to rebid and complete the project this year. He requested Council reject all bids with plans to rebid this winter for the 2017 construction season.

Councilmember Kinzer moved to reject all bids for the Cascade Trail Project. Councilmember Dunn Lee seconded. Motion carried (6-0).

Councilmember Dunn Lee moved to accept the critical goals objective with the exception of removing the line out of funding the Cascade Trail Extension. Seconded by Councilmember Kinzer. Motion carried (6-0).

Ordinance – Animal Code Update

Councilmember Sandström moved to adopt Ordinance No. 1853-16 an ordinance updating the city's animal code. Seconded by Councilmember Owen. Motion carried (6-0).

A short discussion on chickens was held. It was noted Chickens are addressed in the zoning code.

NEW BUSINESS

Resolution and Possible Contract Award (2016-PW-02) – SR20/Cascade Trail West Extension Phase 1A Trail Road to SR9S and Phase 1B Hodgkin Road to Trail Road

Report given under City Council Critical Goals and Objectives.

COMMITTEE REPORTS AND REPORTS FROM OFFICERS

Police Chief Tucker – requested input from Council or the public for places to set up the radar trailer. He also reported on the following: Detective Sorsdal will be working with a Girl Scout Troop painting benches, a department meeting was held with training on developing an emergency plan for city hall, negotiations have started with the Public Safety Guild, the new patches for uniforms have arrived to give a new look and new identity for the department. Tucker also addressed managing Facebook and social media, the receipt of coffee cards from Morgan’s Espresso that have been used for officers to give out as a thank you to citizens and . Sunset Car Wash has also given coupons that will be used in the same manner.

Some discussion was held regarding traffic on Ferry Street and trucks coming down Highway 9.

Asst. Fire Chief Olson – noted it had been a rough day for the department. He reported on continued training with the driver simulator, four firefighters will be attending a fire officer class, upcoming retirements, hazmat tech course, hydrant maintenance and annual fire inspections. Asst. Chief Olson announced the upcoming Boot to Burn Event on October 1st. This will be the 26th year and since inception the event has raised over \$280,000 for the burn foundation.

Public Works Director Freiburger – presented a late materials request for an amendment with Brown and Caldwell for WWTP structural equipment assessment. He reviewed the need and history of Clarifier #1. He noted the equipment is needed in service during time of high water.

Councilmember Kornegay moved to authorize the Mayor to execute Amendment No. 2 to Professional Services Agreement No. 2015-PS-18 with Brown and Caldwell Inc. of Seattle WA add nondestructive testing and evaluation work for Clarifier 1 to the Phase B services for the Sedro-Woolley WWPT Structure and Equipment Assessment Project in the Amount not to exceed \$25,000. Seconded by Councilmember Lemley. Motion carried (6-0).

Public Works Director Freiburger presented an update on the Jameson Street Arterial Extension, Ferry Street Pedestrian Signals, Fruitdale Road TIP Application, State Street Overlay and the Chip Seal Program.

Councilmember Sandström – questioned placing rumble strips at the speed limit change on Highway 9.

City Supervisor/Attorney Berg – shared a letter from the Washington Finance Officer Association, announcing Finance Director Nelson has earned the Professional Finance Officer

Award for the 8th year in row. He reported on the Library District negotiation session with a number of topics presented for conversation. Berg addressed a concern that if the negotiation failed that our Library would close. He noted there is not intent. The Library will be included within the 2017 budget.

Councilmember Dunn Lee – announced an upcoming EMS meeting. She also stated she has a new puppy.

Councilmember Kornegay – reported on a work party for the Helping Hands Food Bank and Food Forest on Sunday at 10 AM. She also reported on a sex trafficking awareness conference. She spoke of the issue and encouraged people to check out the website www.skcat.org.

Councilmember Kinzer – reported on receiving an email that suggested weeding the roundabouts. She also addressed the piles of free items left out on sidewalks and streets for long lengths of time.

Councilmember Owen – thanked Councilmember Kinzer for a great job in running the last meeting.

Councilmember Lemley – gave kudos to Finance Director Nelson on her award. He also reported on the upcoming Founders Day activities with the Skate Board Competition on Saturday and Car Show on Sunday. Proceeds from the Car Show will benefit the Helping Hands Food Bank.

Councilmember Sandström – also gave congratulations to Finance Director Nelson. He suggested placement of a traffic calming circles at the corner of F&S Grade Road and Jones Road. Sandström also addressed the suggestion of an open house between Council and the public as suggested by Helge Andersson.

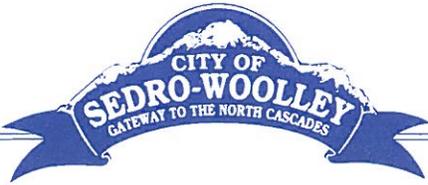
Mayor Wagoner – again addressed the feeling of retribution and that he takes it very seriously. He stated he was not at the last meeting because he went to the Naval Academy to see his son and proudly announced he was selected as the #1 Plebe in his unit. He also spoke on the Human Trafficking conference and the vast nature of the problem.

Councilmember Lemley moved to adjourn. Seconded by all. Motion carried (6-0).

The meeting adjourned at 8:20 P.M.

SEP 14 2016

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



DATE: September 14, 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 September 14, 2016.

Motion to approve Claim Checks #184492 to #184600 plus EFT's in the amount of \$307,291.28.

Motion to approve Payroll Checks #59026 to #59043 plus EFT's in the amount of \$307,748.63.

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

08/25/2016 To: 09/14/2016

Time: 16:28:11 Date: 09/08/2016
Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6846	09/14/2016	Claims	2	184492	ATV Signs	522.97	
					412 - 537 80 31 000 - Operating Supplies	412.30	
					001 - 595 10 31 001 - Address & Street Signs-Reiml	110.67	
6847	09/14/2016	Claims	2	184493	Alpine Fire & Safety	117.83	
					401 - 535 80 31 010 - Operating Supplies	117.83	
6848	09/14/2016	Claims	2	184494	Aramark Uniform Services	77.40	
					401 - 535 80 49 000 - Laundry	14.17	
					401 - 535 80 49 000 - Laundry	14.17	
					401 - 535 80 49 000 - Laundry	14.17	
					102 - 536 20 49 030 - Misc-laundry	1.04	
					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	
					103 - 542 30 49 000 - Misc-Laundry	10.59	
6849	09/14/2016	Claims	2	184495	Assoc Petroleum Products	8,252.97	
					001 - 518 20 32 000 - Auto Fuel	76.09	
					001 - 521 20 32 000 - Auto Fuel	1,261.50	
					001 - 521 20 32 000 - Auto Fuel	1,114.29	
					001 - 522 20 32 000 - Auto Fuel/Diesel	664.80	
					001 - 522 20 32 000 - Auto Fuel/Diesel	661.81	
					425 - 531 50 32 000 - Vehicle Fuel	73.62	
					401 - 535 80 32 000 - Auto Fuel/Diesel	72.48	
					401 - 535 80 32 000 - Auto Fuel/Diesel	66.50	
					401 - 535 80 32 000 - Auto Fuel/Diesel	26.71	
					401 - 535 80 32 000 - Auto Fuel/Diesel	224.56	
					102 - 536 20 31 010 - Operating Supplies	72.79	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,194.53	
					412 - 537 80 32 000 - Auto Fuel/Diesel	813.39	
					412 - 537 80 32 000 - Auto Fuel/Diesel	213.25	
					412 - 537 80 32 000 - Auto Fuel/Diesel	330.13	
					412 - 537 80 32 000 - Auto Fuel/Diesel	-191.56	
					103 - 542 30 32 000 - Auto Fuel/Diesel	116.84	
					103 - 542 30 32 000 - Auto Fuel/Diesel	206.85	
					103 - 542 30 32 000 - Auto Fuel/Diesel	254.02	
					103 - 542 30 32 000 - Auto Fuel/Diesel	275.29	
					101 - 576 80 32 000 - Auto Fuel/Diesel	91.40	
					101 - 576 80 32 000 - Auto Fuel/Diesel	581.79	
					101 - 576 80 32 000 - Auto Fuel/Diesel	51.89	
6850	09/14/2016	Claims	2	184496	Bay City Supply	552.69	
					101 - 576 80 31 007 - Operating Sup - Library	530.99	
					101 - 576 80 48 021 - Equipment	21.70	
6851	09/14/2016	Claims	2	184497	Bioscience Inc	1,725.00	
					401 - 535 50 48 010 - Maintenance Of Lines	1,725.00	
6852	09/14/2016	Claims	2	184498	Birch Equipment Co Inc	943.95	
					103 - 542 30 45 000 - Rental-Equipment	943.95	
6853	09/14/2016	Claims	2	184499	Booklist	159.50	
					105 - 594 72 64 000 - Books & Materials	159.50	
6854	09/14/2016	Claims	2	184500	Bookmarks Magazine	97.95	
					105 - 594 72 64 000 - Books & Materials	97.95	
6855	09/14/2016	Claims	2	184501	Brim Tractor Company Inc	33.64	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	33.64	
6856	09/14/2016	Claims	2	184502	Brown & Caldwell	7,590.50	
					401 - 594 35 63 000 - Engineering Services	7,590.50	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

08/25/2016 To: 09/14/2016

Time: 16:28:11 Date: 09/08/2016
Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
6857	09/14/2016	Claims	2	184503	Capital One Commercial	274.13	
					001 - 513 10 44 009 - Senior Crime Watch	143.78	
					001 - 522 20 31 000 - Operating Supplies	97.37	
					401 - 535 80 43 000 - Meals/Travel	32.98	
6858	09/14/2016	Claims	2	184504	Cascade Natural Gas Corp	132.05	
					401 - 535 80 47 000 - Public Utilities	14.82	
					412 - 537 80 47 000 - Public Utilities	14.82	
					103 - 542 63 47 000 - Public Utilities	10.60	
					103 - 542 63 47 000 - Public Utilities	3.18	
					105 - 572 20 47 000 - Public Utilities	11.44	
					101 - 576 80 47 010 - Community Center	24.10	
					101 - 576 80 47 020 - Senior Center	32.54	
					101 - 576 80 47 050 - Hammer Square	13.13	
					101 - 576 80 47 052 - Bingham Caretaker	7.42	
6859	09/14/2016	Claims	2	184505	Chuckanut Valley Veterinary Clinic	268.65	
					001 - 521 20 41 020 - Veterinary Services	268.65	
6860	09/14/2016	Claims	2	184506	Comcast	151.12	
					001 - 518 80 42 021 - Internet Services	151.12	
6861	09/14/2016	Claims	2	184507	Costco Membership	110.00	
					001 - 514 23 49 010 - Misc-Dues/Subscriptions	36.67	
					001 - 521 20 49 010 - Dues/Subscriptions	36.67	
					001 - 522 20 49 010 - Misc-Dues	36.66	
6862	09/14/2016	Claims	2	184508	Debt Recovery Specialists	1,040.12	
					621 - 389 50 00 000 - Unapplied Cash - Suspense	-1,040.12	
6863	09/14/2016	Claims	2	184509	Dwayne Lane's North Cascade Ford	1,627.55	
					001 - 521 20 48 010 - Repair & Maint - Auto	988.91	
					001 - 521 20 48 010 - Repair & Maint - Auto	263.83	
					001 - 521 20 48 010 - Repair & Maint - Auto	329.68	
					001 - 521 20 48 010 - Repair & Maint - Auto	45.13	
6864	09/14/2016	Claims	2	184510	Dykstra Farms LLC	840.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	360.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	480.00	
6865	09/14/2016	Claims	2	184511	E & E Lumber	2,862.53	
					401 - 535 80 31 010 - Operating Supplies	15.80	
					102 - 536 20 35 000 - Small Tools/Minor Equip	22.94	
					102 - 536 20 48 030 - Repair/Maintenance-Land	24.89	
					102 - 536 20 48 030 - Repair/Maintenance-Land	129.09	
					412 - 537 80 31 000 - Operating Supplies	47.09	
					412 - 537 80 31 000 - Operating Supplies	110.68	
					103 - 542 30 31 000 - Operating Supplies	74.22	
					103 - 542 30 31 000 - Operating Supplies	10.19	
					103 - 542 61 48 001 - Repair/Maint Sidewalk	94.37	
					101 - 576 80 48 001 - Riverfront	1,196.77	
					101 - 576 80 48 001 - Riverfront	34.59	
					101 - 576 80 48 001 - Riverfront	10.18	
					101 - 576 80 48 001 - Riverfront	72.09	
					101 - 576 80 48 001 - Riverfront	10.70	
					101 - 576 80 48 001 - Riverfront	49.99	
					101 - 576 80 48 004 - Community Center	331.42	
					101 - 576 80 48 005 - Senior Center	167.90	
					101 - 576 80 48 005 - Senior Center	418.89	
					104 - 595 30 63 040 - Const-Jameson/SR9	12.21	
					104 - 595 30 63 040 - Const-Jameson/SR9	14.26	

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City Of Sedro-Woolley
MCAG #: 0647

08/25/2016 To: 09/14/2016

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			104 - 595 30 63 040		Const-Jameson/SR9	14.26	
6866	09/14/2016	Claims	2	184512	Emergency Medical Products Inc	1,398.05	
			001 - 522 20 31 000		Operating Supplies	8.05	
			001 - 522 20 31 000		Operating Supplies	1,200.00	
			001 - 522 20 31 000		Operating Supplies	190.00	
6867	09/14/2016	Claims	2	184513	Enterprise Office Systems	70.50	
			001 - 512 50 31 000		Supplies	70.50	
6868	09/14/2016	Claims	2	184514	Fastenal Company	361.31	
			401 - 535 50 48 050		Maint Of General Equip	206.62	
			412 - 537 80 35 000		Small Tools & Minor Equip	58.42	
			103 - 542 30 31 000		Operating Supplies	96.27	
6869	09/14/2016	Claims	2	184515	Frontier Building Supply	307.72	
			103 - 542 64 31 001		Painting & Striping Supplies	145.30	
			101 - 576 80 48 001		Riverfront	162.42	
6870	09/14/2016	Claims	2	184516	Frontier	1,706.79	
			001 - 512 50 42 020		Telephone	45.36	
			001 - 513 10 42 020		Telephone	68.04	
			001 - 514 23 42 020		Telephone	68.04	
			001 - 515 30 42 001		Telephone	30.24	
			001 - 518 80 42 020		Telephone	22.68	
			001 - 521 20 42 020		Telephone	227.21	
			001 - 521 20 42 020		Telephone	68.96	
			001 - 521 20 42 020		Telephone	59.71	
			001 - 522 20 42 020		Telephone	83.16	
			001 - 522 20 42 020		Telephone	119.90	
			001 - 524 20 42 020		Telephone	22.68	
			401 - 535 80 42 020		Telephone	60.48	
			401 - 535 80 42 020		Telephone	210.98	
			102 - 536 20 42 020		Telephone	77.29	
			412 - 537 80 42 020		Telephone	30.24	
			412 - 537 80 42 020		Telephone	59.93	
			103 - 542 30 42 020		Telephone	7.56	
			001 - 558 60 42 020		Telephone	22.68	
			001 - 562 00 51 030		Skagit Comm Action Agency	15.12	
			105 - 572 20 42 020		Telephone	37.80	
			105 - 572 20 42 020		Telephone	114.54	
			101 - 576 80 47 010		Community Center	63.35	
			101 - 576 80 47 070		City Hall	137.92	
			001 - 595 10 42 020		Telephone	52.92	
6871	09/14/2016	Claims	2	184517	Mercadie Geary	20.00	
			304 - 317 60 00 000		Vehicle Fees	-20.00	
6872	09/14/2016	Claims	2	184518	Generator Services NW	6,529.41	
			001 - 521 20 48 000		Repairs & Maintenance	466.38	
			001 - 522 50 48 030		Repair/Maint-Station	466.39	
			425 - 531 50 48 000		Repairs/Maintenance	466.39	
			401 - 535 50 48 000		Maintenance Contracts	4,663.86	
			101 - 576 80 48 016		City Hall	466.39	
6873	09/14/2016	Claims	2	184519	Grainger Parts	1,200.94	
			401 - 535 80 31 010		Operating Supplies	164.22	
			102 - 536 20 35 000		Small Tools/Minor Equip	1,036.72	
6874	09/14/2016	Claims	2	184520	Great America Financial Svcs	125.69	
			105 - 572 20 48 020		Repair/Maintenance-Equip	125.69	
6875	09/14/2016	Claims	2	184521	Groeneveld	1,317.84	

CHECK REGISTER

City Of Sedro-Woolley
MCAG #: 0647

08/25/2016 To: 09/14/2016

Time: 16:28:11 Date: 09/08/2016
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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			412 - 537 80 31 000		- Operating Supplies	1,317.84	
6876	09/14/2016	Claims	2	184522	Guardian Security	700.35	
			101 - 576 80 48 005		- Senior Center	388.97	
			101 - 576 80 48 015		- Library	165.00	
			101 - 576 80 48 016		- City Hall	146.38	
6877	09/14/2016	Claims	2	184523	Glenn Hoff	808.00	
			001 - 515 93 41 001		- Indigent Defense Conflict Co	127.50	
			001 - 515 93 41 001		- Indigent Defense Conflict Co	467.50	
			001 - 515 93 41 001		- Indigent Defense Conflict Co	68.50	
			001 - 515 93 41 001		- Indigent Defense Conflict Co	144.50	
6878	09/14/2016	Claims	2	184524	Home Depot Credit Services	137.71	
			101 - 576 80 48 005		- Senior Center	3.57	
			101 - 576 80 48 013		- Tesarik Park	134.14	
6879	09/14/2016	Claims	2	184525	Humane Society Of Skagit	408.00	
			001 - 521 20 41 021		- Humane Society	408.00	
6880	09/14/2016	Claims	2	184526	Industrial Mowing & Spraying	14,967.58	
			425 - 531 50 41 002		- Contracted Services	14,967.58	
6881	09/14/2016	Claims	2	184527	Ingram Library Services	416.88	
			105 - 594 72 64 000		- Books & Materials	145.76	
			105 - 594 72 64 000		- Books & Materials	252.48	
			105 - 594 72 64 000		- Books & Materials	18.64	
6882	09/14/2016	Claims	2	184528	Iworq Systems	2,400.00	
			401 - 535 80 49 010		- Misc-Dues/Subscriptions	400.00	
			412 - 537 80 49 010		- Misc-Dues/Subs & Tuittn/Reg	400.00	
			103 - 542 30 49 010		- Misc-Dues/Subscriptions	1,200.00	
			101 - 576 80 49 020		- Misc-Dues/CDL/Background	400.00	
6883	09/14/2016	Claims	2	184529	JB Industrial	332.28	
			401 - 535 80 31 010		- Operating Supplies	332.28	
6884	09/14/2016	Claims	2	184530	JJ's Cruisers	175.00	
			108 - 557 30 41 000		- Advertising	175.00	
6885	09/14/2016	Claims	2	184531	Shauna Jordan	40.00	
			304 - 317 60 00 000		- Vehicle Fees	-40.00	
6886	09/14/2016	Claims	2	184532	KCDA Purchasing Cooperative	2,547.71	
			101 - 576 80 48 015		- Library	714.48	
			101 - 576 80 48 015		- Library	34.52	
			101 - 594 76 31 000		- Buildings & Structures	1,715.82	
			101 - 594 76 31 000		- Buildings & Structures	82.89	
6887	09/14/2016	Claims	2	184533	Lakeside Industries	18,594.27	
			103 - 595 30 63 020		- Contracted Overlay	15,375.20	
			103 - 595 30 63 020		- Contracted Overlay	3,219.07	
6888	09/14/2016	Claims	2	184534	Lauts Inc	410.76	
			412 - 537 60 47 000		- Solid Waste Disposal	410.76	
6889	09/14/2016	Claims	2	184535	Legend Data Systems Inc	16.06	
			001 - 522 20 31 000		- Operating Supplies	16.06	
6890	09/14/2016	Claims	2	184536	Lemley Chapel Inc	162.75	
			102 - 536 20 48 020		- Repair/Maint-Headstones	162.75	
6891	09/14/2016	Claims	2	184537	Lochner	38,166.07	
			401 - 594 35 63 000		- Engineering Services	500.00	
			104 - 595 10 63 010		- Eng Fruitdale	34,580.60	
			104 - 595 10 63 040		- Eng-SR9 Jameson	3,085.47	

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6892	09/14/2016	Claims	2	184538	Loggers And Contractors	382.31	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	130.92	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	251.39	
6893	09/14/2016	Claims	2	184539	MAILFINANCE	855.81	
					001 - 514 23 45 000 - Operating Rentals/Leases	142.64	
					001 - 521 20 42 010 - Postage	142.63	
					001 - 522 20 42 010 - Postage	142.64	
					001 - 524 20 42 000 - Postage	142.63	
					001 - 558 60 42 010 - Postage	142.63	
					001 - 595 10 42 000 - Postage	142.64	
6894	09/14/2016	Claims	2	184540	MIT Technology Review	49.95	
					105 - 594 72 64 000 - Books & Materials	49.95	
6895	09/14/2016	Claims	2	184541	Mid-American Research Chem	425.32	
					412 - 537 80 31 000 - Operating Supplies	425.32	
6896	09/14/2016	Claims	2	184542	Motor Trucks Inc	3,236.48	
					001 - 522 20 48 000 - Repairs/Maint-Equip	35.93	
					412 - 537 50 48 000 - Repairs/maint-equip	3,200.55	
6897	09/14/2016	Claims	2	184543	National Geographic	10.00	
					105 - 594 72 64 000 - Books & Materials	10.00	
6898	09/14/2016	Claims	2	184544	Norco	22.12	
					001 - 522 20 31 000 - Operating Supplies	22.12	
6899	09/14/2016	Claims	2	184545	North Cascade Vet Hospital	172.68	
					001 - 521 20 41 020 - Veterinary Services	172.68	
6900	09/14/2016	Claims	2	184546	North Hill Resources Inc	91.68	
					412 - 537 60 47 020 - Site Yard Waste Disposal	91.68	
6901	09/14/2016	Claims	2	184547	Nuna Innovations USA Inc.	12,941.15	
					425 - 531 50 31 000 - Operating Supplies	12,941.15	
6902	09/14/2016	Claims	2	184548	Office Depot	56.18	
					001 - 517 90 49 003 - Employee Wellness (supplies)	11.06	
					001 - 524 20 31 000 - Off/Oper Supps & Books	5.13	
					001 - 558 60 31 000 - Supplies/Books	5.13	
					001 - 595 10 31 000 - Supplies	34.86	
6903	09/14/2016	Claims	2	184549	Oliver-Hammer Clothes	290.74	
					102 - 536 20 35 000 - Small Tools/Minor Equip	141.03	
					101 - 576 80 35 010 - Safety Equipment	149.71	
6904	09/14/2016	Claims	2	184550	Pat Rimmer Tire Ctr Inc	1,988.39	
					412 - 537 50 48 000 - Repairs/maint-equip	1,672.55	
					412 - 537 50 48 000 - Repairs/maint-equip	144.95	
					412 - 537 60 47 020 - Site Yard Waste Disposal	170.89	
6905	09/14/2016	Claims	2	184551	Peters Towing LLC	217.00	
					001 - 521 20 41 001 - Professional Services	217.00	
6906	09/14/2016	Claims	2	184552	Petty Cash-Debra Peterson	72.81	
					105 - 572 20 31 010 - Supplies	22.10	
					105 - 594 72 64 000 - Books & Materials	50.71	
6907	09/14/2016	Claims	2	184553	Public Utility Dis No1	2,931.95	
					001 - 521 20 47 000 - Public Utilities	25.88	
					401 - 535 80 47 000 - Public Utilities	275.51	
					102 - 536 20 47 000 - Public Utilities	54.84	
					412 - 537 80 47 000 - Public Utilities	50.07	
					103 - 542 63 47 000 - Public Utilities	66.62	

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			105 - 572 20 47 000		Public Utilities	46.56	
			101 - 576 80 47 000		Riverfront	535.30	
			101 - 576 80 47 040		Train	83.81	
			101 - 576 80 47 050		Hammer Square	236.25	
			101 - 576 80 47 051		Bingham / Memorial	277.62	
			101 - 576 80 47 053		Other Utilities	559.56	
			101 - 576 80 47 070		City Hall	719.93	
6908	09/14/2016	Claims	2	184554	Puget Sound Energy		41,766.31
			001 - 521 20 47 000		Public Utilities	101.48	
			001 - 522 50 47 000		Public Utilities	123.64	
			425 - 531 50 47 000		Public Utilities	92.96	
			401 - 535 80 47 000		Public Utilities	25,568.71	
			102 - 536 20 47 000		Public Utilities	44.98	
			412 - 537 80 47 000		Public Utilities	110.61	
			103 - 542 63 47 000		Public Utilities	1,874.83	
			103 - 542 63 47 000		Public Utilities	67.50	
			103 - 542 63 47 000		Public Utilities	4.69	
			103 - 542 63 47 000		Public Utilities	89.66	
			103 - 542 63 47 000		Public Utilities	8,980.95	
			103 - 542 63 47 000		Public Utilities	68.79	
			108 - 557 30 41 000		Advertising	19.72	
			105 - 572 20 47 000		Public Utilities	441.66	
			101 - 576 80 47 000		Riverfront	614.29	
			101 - 576 80 47 010		Community Center	123.03	
			101 - 576 80 47 020		Senior Center	356.11	
			101 - 576 80 47 030		Museum Apartments	65.79	
			101 - 576 80 47 040		Train	40.88	
			101 - 576 80 47 050		Hammer Square	171.43	
			101 - 576 80 47 051		Bingham / Memorial	141.07	
			101 - 576 80 47 052		Bingham Caretaker	93.27	
			101 - 576 80 47 052		Bingham Caretaker	10.93	
			101 - 576 80 47 053		Other Utilities	10.81	
			101 - 576 80 47 070		City Hall	2,548.52	
6909	09/14/2016	Claims	2	184555	Robert L. Pyritz		732.00
			104 - 595 30 63 040		Const-Jameson/SR9	732.00	
6910	09/14/2016	Claims	2	184556	Ricoh USA Inc		402.57
			001 - 521 20 48 000		Repairs & Maintenance	75.95	
			001 - 521 20 48 000		Repairs & Maintenance	125.33	
			001 - 522 20 45 000		Equipment Lease	75.95	
			001 - 522 20 48 000		Repairs/Maint-Equip	125.34	
6911	09/14/2016	Claims	2	184557	Rodda Paint Co		610.75
			103 - 542 30 48 010		Repair/Maintenance-Equip	182.27	
			103 - 542 30 48 010		Repair/Maintenance-Equip	428.48	
6912	09/14/2016	Claims	2	184558	Scientific Supply		422.77
			401 - 535 80 31 010		Operating Supplies	197.10	
			401 - 535 80 31 010		Operating Supplies	225.67	
6913	09/14/2016	Claims	2	184559	Secretary Of State		1,615.00
			105 - 572 20 42 025		Internet	1,615.00	
6914	09/14/2016	Claims	2	184560	Sedro-Woolley Auto Parts		618.57
			001 - 518 20 48 000		Repair & Maintenance	45.65	
			001 - 522 20 48 000		Repairs/Maint-Equip	7.55	
			401 - 535 50 48 040		Maintenance Of Vehicles	24.85	
			401 - 535 50 48 040		Maintenance Of Vehicles	17.15	
			401 - 535 50 48 050		Maint Of General Equip	21.77	
			102 - 536 20 31 010		Operating Supplies	14.42	
			102 - 536 20 35 000		Small Tools/Minor Equip	63.19	

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			412 - 537 50 48 000		Repairs/maint-equip	92.57	
			412 - 537 50 48 000		Repairs/maint-equip	20.22	
			412 - 537 50 48 000		Repairs/maint-equip	3.06	
			412 - 537 50 48 000		Repairs/maint-equip	9.86	
			412 - 537 50 48 000		Repairs/maint-equip	3.40	
			412 - 537 80 31 000		Operating Supplies	144.23	
			412 - 537 80 31 000		Operating Supplies	47.46	
			412 - 537 80 31 000		Operating Supplies	42.01	
			103 - 542 30 48 010		Repair/Maintenance-Equip	35.96	
			103 - 542 30 48 010		Repair/Maintenance-Equip	25.22	
6915	09/14/2016	Claims	2	184561	Sedro-Woolley Rotary Club	3,000.00	
					108 - 557 30 41 016 - S-W Rotary Summer Concert	3,000.00	
6916	09/14/2016	Claims	2	184562	Sedro-Woolley Volunteer	19,098.00	
					001 - 522 20 11 010 - Salaries-Volunteers	19,098.00	
6917	09/14/2016	Claims	2	184563	Skagit Co Public Works	2,753.43	
					101 - 576 80 48 014 - Winnie Houser Park	2,753.43	
6918	09/14/2016	Claims	2	184564	Skagit Co. Dept of Public Health	697.00	
					001 - 566 00 51 000 - Sk Cty Substance Abuse	697.00	
6919	09/14/2016	Claims	2	184565	Skagit Co. Dept of Public Health	5,110.25	
					001 - 569 00 51 000 - Skagit Senior Services	5,110.25	
6920	09/14/2016	Claims	2	184566	Skagit County Government	6,459.40	
					001 - 518 80 41 000 - Professional Services	988.54	
					001 - 521 20 51 020 - Spillman System	5,470.86	
6921	09/14/2016	Claims	2	184567	Skagit County Sheriff Office	1,640.87	
					001 - 523 60 51 010 - Prisoner Transport	1,640.87	
6922	09/14/2016	Claims	2	184568	Skagit County Treasurer	41,659.52	
					114 - 523 60 51 022 - Jail Sales Tax Pass Through 2	41,659.52	
6923	09/14/2016	Claims	2	184569	Skagit Farmers Supply	108.02	
					401 - 535 50 48 010 - Maintenance Of Lines	19.83	
					401 - 535 50 48 010 - Maintenance Of Lines	39.02	
					412 - 537 80 32 000 - Auto Fuel/Diesel	49.17	
6924	09/14/2016	Claims	2	184570	Skagit Hydraulics Inc	160.43	
					412 - 537 50 48 000 - Repairs/maint-equip	160.43	
6925	09/14/2016	Claims	2	184571	Skagit Publishing	300.68	
					001 - 511 60 31 001 - Legal Publications	63.30	
					425 - 531 50 41 002 - Contracted Services	237.38	
6926	09/14/2016	Claims	2	184572	Skagit Soils	4,443.74	
					412 - 537 60 47 021 - Curbside Yard Waste Disposa	2,159.46	
					412 - 537 60 47 021 - Curbside Yard Waste Disposa	2,284.28	
6927	09/14/2016	Claims	2	184573	Skagit Surveyors &	8,418.40	
					104 - 595 30 63 040 - Const-Jameson/SR9	8,418.40	
6928	09/14/2016	Claims	2	184574	Skagit Valley Signs	178.00	
					001 - 521 20 41 001 - Professional Services	178.00	
6929	09/14/2016	Claims	2	184575	Solid Waste Systems Inc	3,333.43	
					412 - 537 50 48 000 - Repairs/maint-equip	1,377.21	
					412 - 537 50 48 000 - Repairs/maint-equip	1,956.22	
6930	09/14/2016	Claims	2	184576	Sound Ocean Metal Fab	72.54	

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			401 - 535 50 48 050		Maint Of General Equip	72.54	
6931	09/14/2016	Claims	2	184577	Staples Business Advantage	545.57	
			001 - 514 23 31 000		Supplies	29.49	
			001 - 514 23 31 000		Supplies	-29.49	
			001 - 514 23 31 000		Supplies	64.28	
			001 - 521 20 31 002		Office/Operating Supplies	170.85	
			001 - 521 20 31 002		Office/Operating Supplies	152.75	
			001 - 521 20 31 002		Office/Operating Supplies	116.23	
			001 - 524 20 31 000		Off/Oper Supps & Books	20.73	
			001 - 558 60 31 000		Supplies/Books	20.73	
6932	09/14/2016	Claims	2	184578	Stowes	350.37	
			001 - 521 20 26 000		Uniforms/Accessories	156.74	
			001 - 521 20 26 000		Uniforms/Accessories	193.63	
6933	09/14/2016	Claims	2	184579	Summit Law Group	268.50	
			001 - 513 10 41 000		Negotiations	57.00	
			001 - 515 30 41 000		Professional Services	211.50	
6934	09/14/2016	Claims	2	184580	TKE Corp	1,083.29	
			101 - 576 80 48 016		City Hall	1,083.29	
6935	09/14/2016	Claims	2	184581	Paul Taylor	80.38	
			001 - 521 20 27 000		Retired Medical	80.38	
6936	09/14/2016	Claims	2	184582	Thermo Fluids Inc.	80.00	
			412 - 537 60 47 020		Site Yard Waste Disposal	80.00	
6937	09/14/2016	Claims	2	184583	Thompson's Greenhouse	97.65	
			101 - 576 80 31 100		Fertilizer/Herbicide	97.65	
6938	09/14/2016	Claims	2	184584	Truck Toys Inc	126.95	
			102 - 536 20 35 000		Small Tools/Minor Equip	126.95	
6939	09/14/2016	Claims	2	184585	True Value	410.78	
			001 - 521 20 31 002		Office/Operating Supplies	37.95	
			401 - 535 50 48 050		Maint Of General Equip	5.64	
			401 - 535 80 31 010		Operating Supplies	15.17	
			401 - 535 80 35 000		Small Tools & Minor Equip	158.40	
			102 - 536 20 48 040		Repair/Maint-Equip & Bldg	19.33	
			102 - 536 20 48 040		Repair/Maint-Equip & Bldg	9.21	
			412 - 537 80 31 000		Operating Supplies	43.37	
			101 - 576 80 31 012		Operating Sup - Hammer	5.20	
			101 - 576 80 48 003		Bingham Caretaker	20.05	
			101 - 576 80 48 005		Senior Center	35.77	
			101 - 576 80 48 009		Hammer Square	21.66	
			101 - 576 80 48 009		Hammer Square	39.03	
6940	09/14/2016	Claims	2	184586	UPS	24.25	
			001 - 522 20 42 010		Postage	24.25	
6941	09/14/2016	Claims	2	184587	USA Blue Book	1,437.16	
			401 - 594 35 64 001		Portable Equipment	1,437.16	
6942	09/14/2016	Claims	2	184588	Uline	470.90	
			101 - 576 80 48 016		City Hall	470.90	
6943	09/14/2016	Claims	2	184589	Univar USA Inc	1,057.88	
			401 - 535 80 31 020		Op Supplies-Chemicals	1,057.88	
6944	09/14/2016	Claims	2	184590	Up Rite Fence	4,437.23	
			101 - 576 80 48 001		Riverfront	175.50	
			101 - 576 80 48 019		Skatepark	438.75	
			101 - 594 76 61 002		Houser Park	3,822.98	

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6945	09/14/2016	Claims	2	184591	Util Underground Loc Ctr	80.08	
					401 - 535 80 31 010 - Operating Supplies	80.08	
6946	09/14/2016	Claims	2	184592	Valley Auto Supply	24.93	
					412 - 537 80 31 000 - Operating Supplies	22.76	
					412 - 537 80 31 000 - Operating Supplies	2.17	
6947	09/14/2016	Claims	2	184593	Verizon Wireless	2,959.05	
					001 - 513 10 42 020 - Telephone	10.02	
					001 - 513 10 42 020 - Telephone	35.81	
					001 - 514 23 42 020 - Telephone	55.44	
					001 - 515 30 42 001 - Telephone	10.02	
					001 - 515 30 42 001 - Telephone	55.44	
					001 - 518 80 42 020 - Telephone	59.81	
					001 - 521 20 42 020 - Telephone	528.73	
					001 - 521 20 42 020 - Telephone	922.85	
					001 - 521 20 42 020 - Telephone	45.65	
					001 - 522 20 42 020 - Telephone	283.16	
					001 - 522 20 42 020 - Telephone	36.00	
					001 - 524 20 42 020 - Telephone	55.44	
					401 - 535 80 42 030 - Nextel Cell Phones	44.64	
					401 - 535 80 42 030 - Nextel Cell Phones	55.44	
					401 - 535 80 42 030 - Nextel Cell Phones	128.71	
					102 - 536 20 42 020 - Telephone	55.44	
					102 - 536 20 42 020 - Telephone	5.89	
					412 - 537 80 42 025 - Nextel Cell Phones	10.02	
					412 - 537 80 42 025 - Nextel Cell Phones	221.76	
					412 - 537 80 42 025 - Nextel Cell Phones	8.42	
					103 - 542 30 42 020 - Telephone	27.16	
					101 - 576 80 42 020 - Telephone	110.88	
					101 - 576 80 42 020 - Telephone	29.45	
					001 - 595 10 42 025 - Cell Phones	40.01	
					001 - 595 10 42 025 - Cell Phones	110.88	
					001 - 595 10 42 025 - Cell Phones	11.98	
6948	09/14/2016	Claims	2	184594	WA St Dept Of Prof Licen	363.00	
					001 - 521 20 51 000 - Intergov Svc-Gun Permits	363.00	
6949	09/14/2016	Claims	2	184595	WA St Dept Of Transport	1,043.37	
					104 - 595 30 63 033 - Const-Ferry/Township Overla	895.77	
					104 - 595 30 63 033 - Const-Ferry/Township Overla	147.60	
6950	09/14/2016	Claims	2	184596	WSU Urban Ipm & Pest Safe Ed	120.00	
					401 - 535 80 49 030 - Misc-Tuition/Registration	120.00	
6951	09/14/2016	Claims	2	184597	Washington Bulb Co., Inc.	3,553.20	
					425 - 531 50 31 000 - Operating Supplies	3,553.20	
6952	09/14/2016	Claims	2	184598	Washington Tractor	24.26	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	24.26	
6953	09/14/2016	Claims	2	184599	Katherine Wilson	84.00	
					001 - 521 40 43 000 - Travel	84.00	
6954	09/14/2016	Claims	2	184600	Wood's Logging Supply Inc	520.01	
					001 - 518 20 48 000 - Repair & Maintenance	86.75	
					001 - 523 20 31 000 - Office/Operating Supplies	25.91	
					401 - 535 80 35 010 - Safety Equipment	32.54	
					102 - 536 20 35 010 - Safety Equipment	38.05	
					103 - 542 64 31 001 - Painting & Striping Supplies	53.69	
					101 - 576 80 35 000 - Small Tools & Minor Equip	260.36	
					101 - 576 80 35 010 - Safety Equipment	22.71	

Memorandum

SEP 14 2016

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

To: Mayor Wagoner and City Council

From: Patsy Nelson *Patsy*

Date: 9/8/2016

Re: 2016 Budget Amendment #3

Issue: Should the Council adopt the attached ordinance which amends the 2016 budget?

	<u>Revenue</u>	<u>Expenditures</u>
<u>General Fund</u>		
<i>(Award of City Assistance monies, reduction of high crime funding, Food Bank lease with general fund assuming loan from Cemetery, PD rifle sights replacement from manufacture and additional legal representation costs)</i>		
336.00.98.001 001 City Assistance	14,470	
336.06.20.000 001 Criminal Justice High-Crime	-14,000	
362.50.00.000 001 Food Bank Lease	930	
369.40.00.000 001 Settlements (rifle sights)	8,400	
515.30.41.000 001 Professional Services		-6,000
515.93.41.000 001 Indigent Defender (Public Defender)		6,000
592.00.82.410 001 Interfund Loan Interest (Riggles Property)		1,200
594.21.64.000 001 Police Equipment (rifle sights)		8,600
<u>Parks Fund</u>		
<i>(Houser fencing & Library building repairs)</i>		
395.20.00.101 101 Insurance Recoveries	18,390	
397.00.00.302 101 Capital Projects Transfer	8,500	
594.76.61.002 101 Winnie Houser Park		8,500
594.76.31.000 101 Buildings & Structures		19,390
508.80.00.101 101 Ending Cash		-1,000
<u>Cemetery Fund</u>		
<i>(Replacement of stolen items)</i>		
395.20.00.102 102 Insurance Recoveries	3,500	
536.20.35.000 102 Minor Equipment		4,500
508.80.00.102 102 Ending Cash		-1,000

Streets Fund

(Increase contracted overlay, reduce other line items)

344.10.00.103 103 Fees & Charges	6,000	
542.30.12.000 103 Extra Help		-11,000
595.30.63.020 103 Contracted Overlay		17,000

Library Fund

(Donations in memory of Imogene Geiger and for summer reading program)

367.00.00.105 105 Donations	3,050	
572.20.31.010 105 Summer Reading Program		750
594.72.64.000 105 Books & Materials		2,300

Capital Projects Fund

(Transfer to Park Fund for Houser fencing)

597.00.00.302 302 Transfer to Parks		8,500
508.80.00.302 302 Ending Cash		-8,500

Sewer Capital Projects Fund

(Interest payment from general fund on Riggles property loan)

361.11.00.410 410 Interest Income	1,200	
508.80.00.410 410 Ending Cash		1,200

Recommendation: Approve Ordinance # _____-16 an Ordinance amending Ordinance No. 1829-15 entitled, “An Ordinance adopting the Annual Budget for the City of Sedro-Woolley, Washington, for the fiscal year ending December 31, 2016.”

AN ORDINANCE AMENDING ORDINANCE 1829-15 ADOPTING THE ANNUAL BUDGET FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, FOR THE FISCAL YEAR ENDING DECEMBER 31, 2016

WHEREAS, the Sedro-Woolley City Council has determined that it is in the best interest of the City to amend the 2016 Budget.

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

Section 1. The 2016 Budget, adopted by Ordinance 1829-15, and passed by the City Council on November 24, 2015 and is hereby amended as set forth in this Ordinance.

Section 2. Estimated resources, including fund balances or working capital from each separate fund of the City of Sedro-Woolley, and aggregate totals for all such funds combined, for the year 2016 are set forth in summary form below, and are hereby appropriated for expenditure at the fund level during the year 2016 as set forth below:

FUND:	AMOUNT:
001 GENERAL FUND	5,899,984
101 PARKS FUND	810,844
102 CEMETERY FUND	557,475
103 STREET FUND	889,540
104 ARTERIAL STREET FUND	4,235,186
105 LIBRARY FUND	340,441
106 CEMETERY ENDOWMENT FUND	100,000
107 PARKS RESERVE FUND	786
108 LODGING TAX FUND	34,977
109 SPECIAL INVESTIGATIONS FUND	24,303
112 CODE ENFORCEMENT FUND	64,318
113 PATHS AND TRAILS FUND	42,681
114 LAW ENFORCEMENT SALES TAX FUND	425,000
115 CITY COUNCIL STRATEGIC RESERVE FUND	217,021
205 G/O BOND REDEMPTION FUND 2008	291,805
206 G/O BOND 2008 RESERVE FUND	150,000
230 G/O BOND 1996 REDEMPTION FUND	241,036
302 CAPITAL PROJECTS RESERVE FUND	441,960

303 BUILDING MAINTENANCE RESERVE FUND	159,834
304 TRANSPORTATION BENEFIT DISTRICT FUND	238,420
310 POLICE MITIGATION RESERVE FUND	20,325
311 PARKS IMPACT FEE RESERVE FUND	153,998
312 FIRE IMPACT FEE RESERVE FUND	55,192
313 PUBLIC SAFETY SALES TAX FUND	110,000
401 SEWER OPERATIONS FUND	3,706,168
402 SEWER OPERATIONS RESERVE FUND	849,950
407 98 SEWER REVENUE BOND REDEMPTION FUND	851,302
410 SEWER FACILITES RESERVE FUND	3,011,998
411 98 SEWER REV BOND RESERVE FUND	376,482
412 SOLID WASTE OPERATIONS FUND	2,181,330
413 SOLID WASTE RESERVE FUND	93,260
425 STORMWATER FUND	648,747
426 STORMWATER RESERVE FUND	148,890
501 EQUIPMENT REPLACEMENT FUND	741,570
621 SUSPENSE (SWSD)	150,417
 TOTAL ALL FUNDS	 28,265,240

Section 3. This ordinance shall be in force and take effect five (5) days after its publication according to law.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 14TH DAY OF SEPTEMBER, 2016.

Keith Wagoner, Mayor

ATTEST:

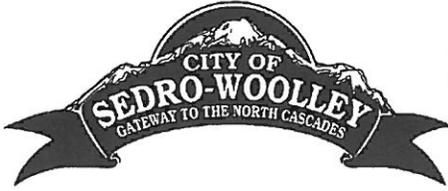
APPROVED AS TO FORM:

Finance Director

City Attorney

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016



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

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: Interlocal Agreement between the City, County and Port regarding SWIFT Center
DATE: September 14, 2016

ISSUE: Should the Council approve the attached third supplemental amended interlocal agreement and authorize the Mayor to sign it?

BACKGROUND: The third supplemental agreement allows the successful partnership to continue from phase one (remedial action and planning at the SWIFT Center) and phase two (Fruitdale road reconstruction design) to now address the relocation of behavioral health facilities from the SWIFT Center campus.

Each of the three partners committed to funding for the relocation effort with the county taking the lead role. This agreement includes \$6,000 each in funding from the city and the port with \$54,000 in funding from the county. It also divides the permitting costs by three for the pond project

The timeline is tight as we move forward with this project to redevelop the SWIFT Center and locate Janicki Bioenergy on campus. The relocation of behavioral health is necessary for the redevelopment of the campus.

REQUEST FOR ACTION: Motion to authorize the Mayor to sign the attached third supplemental amended interlocal agreement with the Port of Skagit and Skagit County regarding the SWIFT Center.

**THIRD SUPPLEMENT TO
AMENDED INTERLOCAL AGREEMENT
REGARDING NORTHERN STATE**

THIS THIRD SUPPLEMENTAL INTERLOCAL AGREEMENT TO THE AMENDED INTERLOCAL AGREEMENT REGARDING NORTHERN STATE (“**Agreement**”) is made and entered into as of this _____ day of _____, 2016 (the “**Effective Date**”), by and between the PORT OF SKAGIT COUNTY (“**Port**”), SKAGIT COUNTY (“**County**”) and the CITY OF SEDRO-WOOLLEY (“**City**”) (hereinafter referred to individually each as the “**Party**” and collectively as the “**Parties**”).

RECITALS

A. RCW 39.34.010 envisions that local government will cooperate with the goal of providing services and facilities that meet the needs of the community.

B. RCW 39.34.080 authorizes public agencies to enter into contracts with one another to “perform any governmental service, activity or undertaking which each public agency entering into the contract is authorized by law to perform.”

C. The Port, County, and City entered into an Interlocal Agreement Regarding Northern State effective January 13, 2014 (Skagit County Contract #C2140004), which Interlocal Agreement has been Amended and Supplemented (Skagit County C20150116, and Skagit County Amendments #A20150157 and A20160005), the purpose of the Interlocal Agreement and its amendment and supplements have been to work collaboratively to establish and then further the Parties’ goals for redevelopment of the Northern State property (herein after referred to as “The SWIFT Center” which stands for ‘Sedro-Woolley Innovation for Tomorrow’ or “the Center”).¹

D. The Port and Department of Enterprise Services (DES) entered into an Initial North Cascades Gateway Center Development Lease for a portion of the Center property, and a Shared Services and Collaborative Planning Agreement for the entire Center property, both of which became effective January 1, 2016.

¹ Based on feedback from local stakeholders and the community, the previous placeholder name of “The Center for Innovation and Technology in the Pacific Northwest” has been replaced with “The SWIFT Center”.

E. In March and April of 2015 the Parties, as well as WA Department of Fish and Wildlife and WA Department of Ecology participated in multiple meetings of a workgroup convened by DES to determine an appropriate path forward for the pond at the Center, specifically for dredging of the pond as proposed by the Wildcat Steelhead Club. The County issued a Mitigated Determination of Non Significance (MDNS) for the proposed dredging on April 9, 2015. The Center was annexed into the City after the County issued the MDNS, but before any permit applications were officially submitted, therefore a new SEPA review by the City of Sedro-Woolley was required for the Steelhead Club's proposed dredging activities. The appeal period for the City's threshold determination of MDNS closed on July 12, 2016.

F. The Port has entered into a land Sub-Lease Agreement with Janicki Bioenergy for a portion of the SWIFT Center effective May 16, 2016 through December 2076.

G. The State currently leases buildings at the Center to two entities providing behavioral health services: Pioneer Human Services which operates a 144 bed treatment facility, and North Sound Behavioral Health which contracts with Telecare to operate a 16 bed evaluation and treatment facility. The presence of these facilities is inconsistent with the economic development of the Center due to (1) the facilities' requirements for confidentiality, privacy and security; and (2) the facilities' current physical buildings, the locations and architecture of which are inconsistent with the historic layout of the campus.

H. In March 2015, Skagit County in collaboration with North Sound Behavioral Health Organization and its member counties initiated a cooperative effort for transition of the above- identified behavioral health services to other locations off the Center property. Skagit County and North Sound Behavioral Health Organization conducted two key reports to prepare for the transitioning of services:

1. North Sound Substance Abuse Residential Treatment Community Need Report
April 2016
2. Transitioning Behavioral Health Services into the North Sound Community Outlining Strengths, Needs, Community Recommendations and Models for Consideration
March 2016

I. The State legislature, pursuant to Chapter 35, Laws of 2016, 2016 1st Special Session (ESHB 2380) granted the Director of Enterprise Services the authority to transfer the SWIFT Center property to the Port upon the Director's determination that such transfer is appropriate and is in the furtherance of the interest of the State and after consultation with Office of Financial Management. The legislative authorization states that should legal requirements to provide behavioral health services at other locations fail to be met, having made diligent efforts to do so, the state may extend the leases with the current behavioral health tenants for the minimum time needed to meet such requirements with due diligence up and until June 30, 2027.

J. The Parties desire to share the fees related to the required new City SEPA review and permitting for the Wildcat Steelhead Club’s proposed dredge activities in furtherance of community interest in juvenile fishing; and

K. The Parties desire to move forward with, and share some of the fees associated with, continued planning and implementation for the transition of behavioral health services off the Center property while supporting a new model for delivery of behavioral health services in the region so as to position the Center for economic development activities and ensure compliance with the legislative authorization for transfer of the Center property to the Port.

The Parties are therefore hereby supplementing the Amended Agreement pursuant to the terms of this Agreement. The terms of the Amended Agreement are hereby incorporated by reference into this Agreement. All other terms of the Amended Agreement shall remain unchanged, unaltered and in full force and effect.

AGREEMENT

NOW THEREFORE, in consideration of the foregoing and the mutual promises and covenants in this Agreement, the Parties agree as follows:

1. Parties. The Parties’ roles and responsibilities with respect to this Agreement regarding the SWIFT Center, are as follows:

- a. **Port.** The Port has entered into a 60 year lease with Department of Enterprise Services (DES) for approximately 110 acres of the Center comprised of the Southern Influence Area and Peripheral Open Space. The Port and DES are negotiating an Option for Transfer for eventual transfer of ownership to the Port in logical phases to accommodate forecasted demand for facilities and real property. The Port will:
 - i. Contract with a consultant to provide government relations and communications support services to the Parties related to the planning and implementation for transition of behavioral health services off the Center and transfer of the Center to the Port, as detailed in the Scope of Work attached hereto as Exhibit “A” and incorporated by reference.
 - ii. Provide within thirty (30) days of the Effective Date of this Agreement: (1) funding for the communications consultant contract in a total amount of \$6,000; and (2) funding to the City for SEPA review and permitting for the proposed dredge of the pond at the Center in a total amount of \$300, as detailed in Exhibit “B” (attached hereto and incorporated by reference).
 - iii. Support the County in any funding applications and or state legislative or federal requests related to the transition of behavioral health services off the Center.

iv. Authorize the County to utilize the Port's contracted real estate advisor to provide assistance siting facilities for behavioral health services; *provided*, the County will reimburse the Port for any fees associated with this work.

b. **County.** The County does not presently own, manage, or exercise control over any part of the Center, but does own and manage the adjacent Northern State Recreation Area (NSRA), a portion of which is included in the designated Northern State Hospital Historic District listed on the National Register of Historic Places. The County will:

i. Lead, in collaboration with North Sound Behavioral Health Organization and its member counties, a cooperative effort for transition of the above-identified behavioral health services to other locations off the Center property.

ii. Provide within thirty (30) days of the Effective Date of this Agreement: (1) funding to the Port for the communications consultant contract in a total amount of \$54,000; and (2) funding to the City for SEPA review and permitting for the proposed dredge of the pond at the Center in a total amount of \$300, as detailed in Exhibit "B" (attached hereto and incorporated by reference).

iii. If necessary, utilize Port's contracted real estate advisor to provide assistance siting facilities for behavioral health services, and shall reimburse the Port for any fees associated with this work.

c. **City.** The City does not presently own or manage any portion of the Center, but the Center is now within the city limits of the City, following approval of annexation by the City Council on September 9, 2015. The City will:

i. Provide within thirty (30) days of January 1, 2017: (1) funding to the Port for the communications consultant contract in a total amount of \$6,000; and (2) funding for SEPA review and permitting for the proposed dredge of the pond at the Center in a total amount of \$300, as detailed in Exhibit "B" (attached hereto and incorporated by reference).

ii. Support the County in any funding applications or state legislative or federal requests related to the transition of behavioral health services off the Center.

2. **Assumptions.** In entering into this Agreement the Parties recognize the following collective assumptions which serve as a framework for this Agreement:

- a. The Parties will each be individually responsible for compliance with any reporting requirements associated with lobbying activities.
- b. The Parties will each share in the expenses arising from this Agreement, including consultant and professional fees and costs, as set forth in Exhibit “B”, or as otherwise agreed by the Parties by duly authorized and executed subsequent written agreement (or amendment to this Agreement).

3. **Term and Termination.** This Agreement takes effect upon execution of this Agreement by the Parties and continues through December 31, 2027, unless sooner terminated pursuant to the terms herein. Thereafter, this Agreement will automatically extend for additional terms of one (1) year each, unless one Party provides notice to the other Parties of its intent to withdraw from the Agreement no later than sixty (60) days prior to the end of the then-current term. The initial term and each subsequent term are subject to earlier termination by any Party, at any time with or without cause, upon providing forty-five (45) days’ notice to the other Party. In the event that this Agreement is so terminated, the Parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

4. **Budget; Funding.** The Parties have established a budget for the work identified in this Agreement. The cost sharing schedule for the work identified in this Agreement is attached as Exhibit “B” and incorporated by reference. Any costs incurred by any Party on behalf of the Parties, including but not limited to, the cost of carrying out the activities described in this Agreement in excess of the amounts detailed in Exhibit “B” must be approved by the Parties in advance and shall be allocated among the Parties on the basis of a methodology agreed upon by the Parties pursuant to the terms of a duly authorized and executed subsequent written agreement (or amendment to this Agreement).

5. **Schedule.** The Parties have established a schedule for the work identified in this Agreement which schedule is attached as Exhibit “C”, attached hereto and incorporated by reference.

IN WITNESS WHEREOF, the Parties hereby execute this Agreement as of the Effective Date set forth above.

PORT OF SKAGIT

CITY OF SEDRO-WOOLLEY

Patsy Martin, Executive Director

By: _____
Keith Wagoner, Mayor

ATTEST

Patsy Nelson, Finance Director

APPROVED AS TO FORM:

Eron Berg, City Supervisor/Attorney

Dated this _____ day of _____, 2016.

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

Lisa Janicki, Chairperson

Ron Wesen, Commissioner

Kenneth A. Dahlstedt, Commissioner

Attest:

Clerk of the Board

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

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director

DRAFT

EXHIBIT "A"

COMMUNICATIONS CONSULTANT SCOPE OF WORK AND FEE SCHEDULE Government Relations and Communications

SCOPE OF WORK

Task 1: Communications and Strategic Counsel

Consultant will work with and provide strategic advice to the Port of Skagit and, when directed by the Port, to its community partners, on:

- Messaging that will engage the community, the Legislature, the Governor's Office, and other important audiences, and that will build positive momentum for the redevelopment of the SWIFT Center (formerly Northern State Hospital (NSH)) site in Sedro-Woolley, including the necessary relocation of the Behavioral Health services currently located on the property.
- Messaging will engage the community, the Legislature, the Governor's Office, Federal Delegation, and other important audiences, and that will build positive momentum for the support of North Sounds Recovery System of Care and North Sound Behavioral Health Communities Capital Facilities Plan.
- Messaging that will engage the Legislature, the Governor's Office, the community and other important audiences about transferring the Center property from the State to the Port of Skagit and the subsequent redevelopment of the property.
- How to continue building and engaging its group of community partners to support this effort of transferring the property from the State to the Port of Skagit and its subsequent redevelopment.
- Messaging about the primary and secondary economic benefits of the redevelopment of the Center property.
- Messaging about the experience, skills, and advantages the Port of Skagit has and will apply to the redevelopment effort, and the roles of other partners in the redevelopment.
- Messaging about the values and benefits that the local community will receive from the Port's redevelopment of the Center property.

Task 2: Government Relations

Consultant will work with and provide strategic advice to the Port of Skagit and, when directed by the Port, its community partners, on:

- Identifying paths to accomplishing the next steps in the transfer of the property from the state to the Port of Skagit including solutions to the Behavioral Health services relocations, and advice on the best path to accomplish those steps in the 2017 Legislative session.

- Represent the Port and partners with the appropriate state legislators, federal officials and other important audiences who will be involved in this effort and who can help achieve the overall goals, and maintain communications and relationships with them through the process.
- Providing tours or other informational and educational opportunities to appropriate legislators and other public sector officials who are important to accomplishing the key steps over the next two years.
- Developing amendment language, as needed, to continue the path toward successful transfer and communicate any changes to key audiences.
- Represent the Port and partners with the Department of Commerce, the Department of Enterprise Services, and any other state agencies. Also represent the Port and partners with Federal agencies.
- Represent the Port and partners with the Governor's Office.
- Stay on top of legislative and other discussions about this effort with legislators and other interested parties in Olympia, Washington D.C., and elsewhere, and promptly communicate to the Port any developments and on-going discussions regarding the project with legislators, other state officials and federal officials.
- Seeking any appropriate financial assistance with any aspect of the transfer of the property now or in future State Legislative and Federal Congressional sessions.

Task 3: Strategic Support

Consultant will provide general strategic support for the Center redevelopment project and will draw on its strong connections with local, state and federal elected officials to help drive the project to success.

FEE SCHEDULE

Consultant services will be billed monthly on a Fixed Fee Basis, not to exceed \$66,000.

EXHIBIT "B"

COST SHARING SCHEDULE

The Parties shall be responsible for the cost of the government relations and communications support and pond dredge SEPA and permit fees in total amounts not to exceed as follows:

	Government Relations & Communications Support	Pond Dredge Fees
Port	\$6,000	\$300
County	\$54,000	\$300
City	\$6,000	\$300

DRAFT

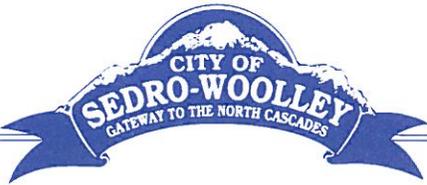
TIME SCHEDULE

September 2016	Contract in place with consultant effective September 2016 through August 2017.	Port
Ongoing	Develop policy and any associated legislative request for support of transition of behavioral health services.	County

DRAFT

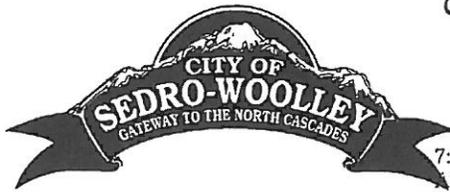
SEP 14 2016

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



SUBJECT: PUBLIC COMMENT

Name:
Address:
Narrative:



CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016

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

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

Mark A. Freiberger, PE
Director of Public Works

MEMO TO: City Council and Mayor Keith Wagoner

FROM: Mark A. Freiberger, PE

RE: **FIRST READING**
Proposed Ordinance _____-16
Amending Stormwater Management Ordinance SWMC Ch. 13.36 and
Stormwater Maintenance Ordinance SWMC Ch. 13.40 for incorporation
of the 2014 Stormwater Management Manual for Western WA

DATE: September 8, 2016 (for Council review September 14, 2016)

ISSUE

Shall Council adopt Ordinance _____-16 Amending Stormwater Management Ordinance SWMC Ch. 13.36, and Stormwater Maintenance Ordinance SWMC Ch. 13.40, providing for incorporation of the 2014 Storm Water Management Manual for Western Washington, and amending sections of the SWMC Ch. 13.32, SWMC Ch. 15.40, SWMC Ch. 15.48, and SWMC Ch. 15.52, to require consistency with these updates to the Stormwater Management Ordinance and Stormwater Maintenance Ordinance?

BACKGROUND/RECOMMENDATION:

The city's National Pollution Discharge Elimination System (NPDES) Phase 2 Stormwater Permit includes certain milestones for action by the city. Section S5.C.4.f of the Permit states that "No later than December 31, 2016, Permittees shall review, revise and make effective their local development-related codes, rules, standards or other enforceable documents to incorporate and require Low Impact Development (LID) and LID Best Management Practices (BMP's). The intent of the revisions shall be to make LID the preferred and commonly-used approach to site development. The revisions shall be designed to minimize impervious surfaces, native vegetation loss, and stormwater runoff in all types of development situations. Permittees shall conduct a similar review and revision process, and consider the range of issues, outlined in the following document: Integrating LID into Local Codes: A Guidebook for Local Governments (Puget Sound Partnership, 2012).

LID means and methods are outlined in the *Stormwater Management Manual for Western Washington* (SWMMWW) as amended in December 2014.

The city on November 10, 2010 under Ordinance 1687-10 adopted permanent amendments to Chapter 13.36 Stormwater Management and Chapter 13.40 Stormwater Maintenance addressing an earlier milestone in the NPDES Permit. These chapters include reference to LID development standards current at the time, and recommended their use on development projects proposed for the city. The 2010 codes reference the 2005 Western Washington Stormwater Management Manual for Western Washington (SWMMWW). The draft ordinance attached updates these chapters to reference the current edition of SWMMWW and changes the recommendation to a requirement for all new development.

In addition to Chapters 13.36 and 13.40, the entire SWMC was reviewed for compliance. Chapters 13.32, 15.40, 15.48, and 15.52 all include development related provisions that are updated by the proposed ordinance.

Pat Hayden was engaged by the City to perform the code review and prepare the attached draft ordinance. Mr. Hayden also prepared the 2010 Chapter 13.36 and 13.40 revisions.

As follow up to the code review, staff is reviewing and updating the Sedro-Woolley Public Works Department Standards (SWPWDS). The SWPWDS were created under the auspices of SWMC Chapters 15.40.080 and .090, and are administered and updated as needed by the Public Works Director. The LID Code review and update will be complete prior to December 31, 2016. The SWPWDS update does not require council action.

Also under review are other rules, standards and enforceable documents that impact this issue. This includes operational matters covered under the Sedro-Woolley Stormwater Management Program (SWMP). The SWMP is updated annually as part of the Annual Report process. The most recent version of the SWMP notes the Permit requirements for LID.

This is a first reading of the proposed Ordinance. Action will be requested at the September 28, 2016 council session.

MOTION

No action required at this time.

AN ORDINANCE AMENDING STORMWATER MANAGEMENT ORDINANCE SWMC CH. 13.36, AND STORMWATER MAINTENANCE ORDINANCE SWMC CH. 13.40, PROVIDING FOR INCORPORATION OF THE 2014 STORM WATER MANAGEMENT MANUAL FOR WESTERN WASHINGTON, AND AMENDING SECTIONS OF SWMC CH. 13.32, SWMC CH. 15.40, SWMC 15.48, AND SWMC CH. 15.52, TO REQUIRE CONSISTANCY WITH THESE UPDATES TO THE STORMWATER MANAGEMENT ORDINANCE AND STORMWATER MAINTENANCE ORDINANCE.

THIS MATTER coming on before the City Council of the City of Sedro-Woolley for consideration on recommendation of the Director of Public Works, and the City Council being fully advised in the premises, now therefore,

The City Council of the City of Sedro-Woolley hereby makes the following findings:

1. The Stormwater Management Manual for Western Washington (SWMMWW) provides guidance on the measures necessary to control the quantity and quality of stormwater.
2. The City of Sedro-Woolley use this manual to set stormwater requirements for new development and redevelopment projects. Land developers and development engineers use this manual to design permanent stormwater control plans, create construction stormwater pollution prevention plans, and determine stormwater infrastructure. Businesses use this manual to help design their stormwater pollution prevention plans.
3. The Sedro-Woolley NPDES permit incorporate and reference the SWMMWW, which has been revised and updated since 2005 to incorporate significant improvements, to which Sedro-Woolley is required to comply.
4. The 2014 SWMMWW will help permittees comply with these permits.
5. The method by which this manual controls the adverse impacts from quality and quantity of stormwater is primarily through the application of Best Management Practices. Ecology has revised many of the BMPs from the 2005 SWMMWW to improve their effectiveness for protecting water quality and to meet the intent of the anti-degradation provisions of the water quality standards. In addition, Ecology revised this manual to include low impact development (LID) related definitions, requirements, and an LID performance standard. Ecology made the LID revisions based on rulings by the Pollution Control Hearings Board, after consulting with LID advisory committees, and after providing opportunities for public input. The 2014 manual update also supports the new LID requirements in the Western Washington Municipal Stormwater Permits.
6. Other major changes include revised guidelines on protecting wetlands and designing infiltration facilities, and numerous minor revisions for clarity.

7. The Sedro-Woolley Stormwater Management Ordinances and Stormwater Maintenance Ordinances should be updated to provide for incorporation of the 2014 SWMMWW and for technical changes, and related ordinances should be amended to provide for consistency with these changes.
-

Having made the foregoing findings,

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

Section 1. SWMC Sec. 13.32.010 is hereby amended to read as follows:

13.32.010 Violations—Penalties.

Any person violating or failing to comply with any of the provisions contained in this title shall be subject to the enforcement provisions contained in Title 18, Code Enforcement, except when a different penalty or process is specified.

Section 2. SWMC Sec. 13.36.020 is hereby amended to read as follows:

13.36.020 Definitions.

For the purposes of this chapter, the following definitions shall apply. The definitions in:

- A. Wetlands Guidance Appendixes 2, Definitions of the SWMMWW;
- B. The glossary and notations in the ~~2005~~ 2014 Department of Ecology SWMMWW Stormwater Management Manual for Western Washington; and
- C. Section 2, Definitions Related to Minimum Requirements, Appendix I of the NPDES Phase II Municipal Stormwater Permit are incorporated by reference, unless the context clearly indicates that another definition is applicable.

“Director” means the ~~city engineer~~ Public Works Director or his designee.

“Department” means Washington State Department of Ecology.

“Person” means any individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, agency of the state, or local government unit, however designated.

“Stormwater management manual” or “manual” means Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the ~~2005~~ 2012 Department of Ecology Stormwater Management Manual for Western Washington, as amended in 2014 (“2014 SWMMWW”) except as modified in Section 13.36.060(A)(4).

“Stormwater management permit” is a permit or approval issued by the director pursuant to this chapter for a regulated activity.

“Stormwater maintenance permit” is a permit or approval issued by the director pursuant to Chapter 13.40 for maintenance of facility constructed for a regulated activity.

“2014 SWMMWW” means the 2012 Ecology Stormwater Management Manual for Western Washington, as amended in 2014.

Section 3. SWMC Sec. 13.36.050 is hereby amended to read as follows:

**13.36.050 Stormwater management manual and Appendix I of permit adopted—
Administrative provisions authorized.**

- A. The thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the minimum and mandatory incorporated provisions of the ~~2005~~ 2014 Department of Ecology Stormwater Management manual for Western Washington are hereby adopted by reference, and are hereinafter collectively referred to as the “manual,” except as modified in Section 13.36.060(A)(4).
- B. The director may, in his discretion, modify, adopt and publish standards, designs and administrative regulations for permitting, to supplement the manual; provided, that the standards, designs and administrative regulations are consistent with the manual. The standards, designs and administrative regulations may include nonstructural preventative actions and source reduction approaches such as low impact development (LID) techniques consistent with the manual. Prior to adoption, the director shall solicit written and verbal comment at an advertised public hearing.
- C. Any standards, designs, and administrative regulations adopted by the director shall be published in printed form maintained for inspection and copying at office of city engineer. Any such standards, designs, and administrative regulations shall have the same effect as a provision of this chapter, and its administration and application to a particular permit is subject to appeal and variance in the same manner as the provisions of this chapter.

Section 4. SWMC Sec. 13.36.080 is hereby amended to read as follows:

13.36.080 Stormwater minimum requirements and best management practices (BMPs).

- A. The minimum requirements of the manual are adopted and incorporated herein by reference.
- B. The site planning process of the manual and BMP selection and design criteria of the manual shall be used to implement the minimum requirements of the manual.
- C. All development and redevelopment shall apply all known, available and reasonable methods of prevention, control and treatment (AKART), utilizing the BMPs and design criteria of the manual, including LID design criteria, to comply with the minimum requirements of the manual, prior to discharge into the City of Sedro-Woolley storm sewer system permitted by the Department of Ecology.

D. No person may conduct activity regulated by this chapter which discharges directly to, or indirectly through the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology, in unless they meet the requirements of this chapter and obtain a stormwater management permit or stormwater maintenance permit, or both.

E. All stormwater site plans for regulated activity (development and redevelopment) are subject to review and approval by the director, and shall require a stormwater management permit or stormwater maintenance permit issued by the director pursuant to this chapter. A stormwater maintenance permit may be required by the director as a condition of the stormwater management permit.

F. The director shall adopt BMPs for low impact development (LIDs) techniques pursuant to Section 13.36.060(B) as administrative regulations for the implementation of this chapter. The director may adopt specific BMPs and ~~from Chapter 7 of the Low Impact Development Standards Technical Guidance Manual for Puget Sound (PSAT/WSU Extension 2005)~~ from the 2014 SWMMWW or other approved source. In addition, an applicant may seek an adjustment or variance incorporating BMPs for LID techniques into permit approval.

Section 5. SWMC Sec. 13.36.100 is hereby amended to read as follows:

13.36.100 Administration.

A. Director. The director or a designee shall administer this chapter and shall be referred to as the director. The director shall have the authority to develop and implement administrative procedures to administer and enforce this chapter.

B. Review and Approval. Any activity subject to regulation by this chapter shall not be approved until the director issues a written finding that the regulated activity complies with this chapter, or is exempt. The finding, approvals and conditions shall be incorporated into a "stormwater management permit." The omission of a minimum requirement or BMP on the permit or approved plan shall not relieve the applicant of complying with the minimum requirement or BMP if it is made applicable by the manual.

1. If the regulated activity is subject to a permit or approval from any department of the city of Sedro-Woolley, including but not limited to the permits and approvals listed in Section 13.36.040, a permit or approval shall not be issued until a finding of compliance and a stormwater management permit is issued by the director.

2. If the regulated activity is not subject to any other permit or approval from any department of the city of Sedro-Woolley, but is subject to the provisions of this chapter, then the owner of the affected property and the person conducting the activity shall apply directly to the director for a permit, which shall not be issued until a finding of compliance and a stormwater management permit is issued by the director.

C. Any owner or applicant seeking approval or a permit for activity regulated by this chapter shall, in addition to any other permit necessary for the activity, apply for a

stormwater management permit in the form provided by the director, and shall provide the information required to demonstrate compliance with minimum requirements and BMPs specified in the manual. The form of the application shall meet the requirements established by the director.

D. The director may approve, conditionally approve or deny an application for activities regulated by this chapter. Such approval or denial shall be based on the thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory or minimum ~~incorporated~~ provisions of the 2014 SWMMWW 2005 Ecology Stormwater Management manual for Western Washington, and on any administrative provisions adopted by the director pursuant to Section 13.36.060.

E. If an adjustment, exception or variance is allowed, it shall be incorporated into the conditions and terms of the permit issued by the director.

F. Inspection. All activities regulated by this chapter shall be inspected by the director. The director shall inspect projects at various stages of the work requiring approval to determine that the regulated activity is complying with the terms of the permit and approval. Stages of work requiring inspection include, but are not limited to, preconstruction; installation of BMPs; land-disturbing activities; installation of utilities, landscaping, retaining walls and completion of project. When required by the director, a special inspection and/or testing shall be performed.

G. All project applications must address long-term maintenance responsibility and access for maintenance inspections, and all must continue to meet the minimum requirements of the manual as a condition of the stormwater management permit. When required by the director, a “stormwater maintenance permit” shall also be required as a condition of the stormwater management permit, pursuant to Chapter 13.40.

H. The stormwater management permit shall identify the party responsible for compliance, and may require the posting of a bond or surety to guarantee financial responsibility for compliance as a condition of the permit. The amount of the bond or other surety shall not exceed one hundred twenty-five percent of the cost of compliance with the conditions and requirement of the stormwater management permit, as determined by the director.

I. Any applicant may appeal the decision of the director to issue, condition or deny a permit in the same manner as a Type II decision subject to Chapter 2.90, to the extent applicable and not inconsistent with this chapter.

Section 6. SWMC Sec. 13.36.110 is hereby amended to read as follows:

13.36.110 Civil enforcement.

A. The director shall enforce this chapter. Violations of this chapter shall be subject to civil ~~and criminal~~ penalties and process as set forth in Title 18 this Chapter. It shall be a violation of this chapter to (a) engage in any regulated activity without a permit issued

pursuant to this chapter, (b) to violate the terms and conditions of a permit issued pursuant to this chapter, or (c) to permit, allow, or commit an illicit discharge prohibited by this chapter.

~~A.— General. Enforcement action shall be in accordance with this chapter whenever a person has violated any provision of this chapter. The choice of enforcement action and the severity of any civil penalty shall be based on the nature of the violation, the damage or risk to the public or the public resources, and/or the degree of bad faith of the person subject to the enforcement action.~~

~~B.— Stop Work Order. The director shall have the authority to serve a person a stop work order if an action is being undertaken in violation of this chapter. If a portion of a project is in violation of this chapter, the director may issue a stop work order for the entire project, and the order may revoke a stormwater management permit or stormwater maintenance permit.~~

~~1.— Content of Order. The order shall contain:~~

~~a.— A description of the specific nature, extent and time of violation and the damage or potential damage; and~~

~~b.— A notice that the violation or the potential violation cease and desist and, in appropriate cases, the specific corrective action to be taken within a given time. A civil penalty under subsection C of this section may be issued with the order.~~

~~2.— Notice. A stop work order shall be imposed by a notice in writing, either by certified mail with return receipt requested, or by personal service, to the person incurring the same.~~

~~3.— Effective Date. The stop work order issued under this section shall become effective immediately upon receipt by the person to whom the order is directed.~~

~~4.— Compliance. Failure to comply with the terms of a stop work order shall result in enforcement actions including, but not limited to, the issuance of a civil penalty.~~

~~C.— Civil Penalty. A person who fails to comply with the requirements of this chapter, who fails to conform to the terms of an approval or order issued, who undertakes new development without first obtaining city approval, or who fails to comply with a stop work order issued under these regulations shall be subject to a civil penalty.~~

~~1.— Amount of Penalty. The penalty shall be one hundred dollars for each violation. Each day of continued violation or repeated violation shall constitute a separate violation.~~

~~2.— Aiding or Abetting. Any person who, through an act of commission or omission, aids or abets in the violation shall be considered to have committed a violation for the purposes of the civil penalty.~~

~~3.— Notice of Penalty. A civil penalty shall be imposed by a notice in writing, either by certified (or registered) mail with return receipt requested or by personal service, to the person incurring the same from the city. The notice shall describe the violation, approximate the date(s) of violation, and shall order the acts constituting the violation to cease and desist, and, in appropriate cases, require necessary corrective action within a specific time.~~

~~4.— Application for Mitigation. Any person incurring a penalty may apply in writing within fourteen days of receipt of the penalty to the director for rescission or mitigation of such penalty. Upon receipt of the application, the director may rescind or mitigate the penalty upon a demonstration of extraordinary circumstances, such as the presence of information of factors not considered in setting the original penalty. The decision of the director may be appealed to the city council within thirty days of the decision.~~

~~5.— Appeal of Civil Penalty. Persons incurring a penalty imposed by the director may appeal in writing to the Skagit County Superior Court within thirty days of the receipt of the penalty, or within thirty days of the decision of the director regarding remission or mitigation of the penalty, whichever is later.~~

~~D.— Penalties. Penalties imposed under this section shall become due and payable thirty days after receiving it unless application for remission or mitigation is made or an appeal is filed. Whenever an application for remission or mitigation is made, penalties shall become due and payable thirty days after receipt of the decision regarding the remission or mitigation. Whenever an appeal of a penalty is filed, the penalty shall become due and payable after all review proceedings and final decision has been issued confirming all or part of the penalty. If the amount of a penalty owed the city is not paid within the time specified, the city may take actions necessary to recover such penalty, including legal action to reduce the same to a judgment and collection of the same.~~

~~E. B. The director is authorized to seek injunctions, restraining orders, and other civil relief in court as is necessary to enforce this chapter.~~

Section 7. SWMC Sec. 13.40.020 is hereby amended to read as follows:

13.40.020 Definitions.

For the purposes of this chapter, the following definitions shall apply. The definitions in:

- A. Wetlands Guidance Appendix 2, Definitions of the NPDES Phase II Municipal Stormwater Permit;
- B. The glossary and notations in the ~~2005~~ 2014 Department of Ecology SWMMWW Stormwater Management Manual for Western Washington; and
- C. Section 2, Definitions Related to Minimum Requirements, Appendix I of the NPDES Phase II Municipal Stormwater Permit are incorporated by reference, unless the context clearly indicates that another definition is applicable.

“Department” means Washington State Department of Ecology.

“Director” means the city engineer or his designee.

“Person” means any individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, agency of the state, or local government unit, however designated.

“Stormwater management manual” or “manual” means Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the ~~2005~~ 2012 Department of Ecology Stormwater Management Manual for Western Washington, as amended in 2014 (“2014 SWMMWW”) except as modified in Section 13.36.060(A)(4).

“Stormwater management permit” is a permit or approval issued by the director pursuant to this chapter for a regulated activity.

“Stormwater maintenance permit” is a permit or approval issued by the director pursuant to Chapter 13.40 for maintenance of facility constructed for a regulated activity.

“2014 SWMMWW” means the 2012 Ecology Stormwater Management Manual for Western Washington, as amended in 2014.

Section 8. SWMC Sec. 13.40.050 is hereby amended to read as follows:

**13.40.050 Stormwater management manual and Appendix I of permit adopted—
Administrative provisions authorized.**

A. The thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the minimum and mandatory incorporated provisions of the ~~2005~~ 2014 Department of Ecology Stormwater Management Manual for Western Washington, are hereby adopted by reference, and are hereinafter collectively referred to as the “manual,” except as modified in Section 13.40.060(A)(4).

B. The director may, in his discretion, modify, adopt and publish standards, designs and administrative regulations for permitting, to supplement the manual; provided, that the standards, designs and administrative regulations are consistent with the manual. The standards, designs and administrative regulations may include nonstructural preventative actions and source reduction approaches such as low impact development (LID) techniques consistent with the manual. Prior to adoption, the director shall solicit written and verbal comment at an advertised public hearing.

C. Any standards, designs, and administrative regulations adopted by the director shall be published in printed form maintained for inspection and copying at the office of the city engineer. Any such standards, designs, and administrative regulations shall have the same effect as a provision of this chapter, and its administration and application to a

particular permit is subject to appeal and variance in the same manner as the provisions of this chapter.

Section 9. SWMC Sec. 13.40.075 is hereby amended to read as follows:

13.40.075 Stormwater minimum requirements and best management practices (BMPs).

- A. The minimum requirements of the manual are adopted and incorporated herein by reference.
- B. The site planning process of the manual and BMP selection and design criteria of the manual shall be used to implement the minimum requirements of the manual.
- C. All development and redevelopment shall apply all known, available and reasonable methods of prevention, control and treatment (AKART), utilizing the BMPs and design criteria of the manual, including LID design criteria, to comply with the minimum requirements of the manual, prior to discharge into the City of Sedro-Woolley storm sewer system permitted by the Department of Ecology.
- D. No person may conduct activity regulated by this chapter which discharges directly to, or indirectly through, the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology, unless they meet the requirements of this chapter and obtain a stormwater management permit or stormwater maintenance permit, or both.
- E. All stormwater site plans for regulated activity (development and redevelopment) are subject to review and approval by the director, and shall require a stormwater management permit or stormwater maintenance permit issued by the director pursuant to this chapter. A stormwater maintenance permit may be required by the director as a condition of the stormwater management permit.
- F. The director shall adopt BMPs for low impact development (LIDs) techniques pursuant to Section 13.36.060(B) as administrative regulations for the implementation of this chapter. The director may adopt specific BMPs and ~~from Chapter 7 of the Low Impact Development Standards Technical Guidance Manual for Puget Sound (PSAT/WSU Extension 2005)~~ from the 2014 SWMMWW or other approved source. In addition, an applicant may seek an adjustment or variance incorporating BMPs for LID techniques into permit approval.

Section 10. SWMC Sec. 13.40.120 is hereby amended to read as follows:

13.40.120 Administration.

- A. Director. The director or a designee shall administer this chapter and shall be referred to as the director. The director shall have the authority to develop and implement administrative procedures to administer and enforce this chapter.
- B. Review and Approval.

1. Any activity subject to regulation by this chapter shall not be approved until the director issues a written finding that the regulated activity complies with this chapter, or is exempt. The finding, approvals and conditions shall be incorporated into a “stormwater maintenance permit.” The omission of a minimum requirement or BMP on the permit or approved plan shall not relieve the applicant of complying with the minimum requirement or BMP if it is made applicable by the manual.
2. Any owner or applicant seeking approval or a permit for activity regulated by this chapter shall, in addition to any other permit necessary for the activity, apply for a stormwater maintenance permit in the form provided by the director, and shall provide the information required to demonstrate compliance with minimum requirements and BMPs specified in the manual. The form of the application shall meet the requirements established by the director.
3. The director may approve, conditionally approve or deny an application for activities regulated by this chapter. Such approval or denial shall be based on the thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the ~~2005~~ 2014 Department of Ecology Stormwater Management Manual for Western Washington, and on any administrative provisions adopted by the director pursuant to Section 13.40.050.
4. If an adjustment, exception or variance is allowed, it shall be incorporated into the conditions and terms of the permit issued by the director.
5. Inspection. All activities regulated by this chapter shall be inspected by the director. The director shall inspect projects at various stages of the work requiring approval to determine that the regulated activity is complying with the terms of the permit and approval. Stages of work requiring inspection include, but are not limited to, preconstruction; installation of BMPs; land-disturbing activities; installation of utilities, landscaping, retaining walls and completion of project. When required by the director, a special inspection and/or testing shall be performed.
6. All project applications must address long-term maintenance responsibility and access for maintenance inspections, and all must continue to meet the minimum requirements of the manual as a condition of the stormwater maintenance permit.
7. The stormwater maintenance permit shall identify the party responsible for compliance, and may require the posting of a bond or surety to guarantee financial responsibility for compliance as a condition of the permit. The amount of the bond or other surety shall not exceed one hundred twenty-five percent of the cost of compliance with the conditions and requirement of the stormwater maintenance permit, as determined by the director.

8. Any applicant may appeal the decision of the director to issue, condition or deny a permit in the same manner as a Type II decision subject to Chapter 2.90, to the extent applicable and not inconsistent with this chapter.

Section 11. SWMC Sec. 13.40.130 is hereby amended to read as follows:

13.40.130 Civil enforcement.

~~A.~~ The director shall enforce this chapter. Violations of this chapter shall be subject to civil ~~and criminal~~ penalties ~~and process~~ as set forth in ~~Title 18 this Chapter~~. It shall be a violation of this chapter to (a) engage in any regulated activity without a permit issued pursuant to this chapter, (b) to violate the terms and conditions of a permit issued pursuant to this chapter, or (c) to permit, allow, or commit an illicit discharge prohibited by this chapter.

~~A.— General. Enforcement action shall be in accordance with this chapter whenever a person has violated any provision of this chapter. The choice of enforcement action and the severity of any civil penalty shall be based on the nature of the violation, the damage or risk to the public or the public resources, and/or the degree of bad faith of the person subject to the enforcement action.~~

~~B.— Stop Work Order. The director shall have the authority to serve a person a stop work order if an action is being undertaken in violation of this chapter. If a portion of a project is in violation of this chapter, the director may issue a stop work order for the entire project, and the order may revoke a stormwater management permit or stormwater maintenance permit.~~

~~1.— Content of Order. The order shall contain:~~

~~a.— A description of the specific nature, extent and time of violation and the damage or potential damage; and~~

~~b.— A notice that the violation or the potential violation cease and desist and, in appropriate cases, the specific corrective action to be taken within a given time. A civil penalty under subsection C of this section may be issued with the order.~~

~~2.— Notice. A stop work order shall be imposed by a notice in writing, either by certified mail with return receipt requested, or by personal service, to the person incurring the same.~~

~~3.— Effective Date. The stop work order issued under this section shall become effective immediately upon receipt by the person to whom the order is directed.~~

~~4.— Compliance. Failure to comply with the terms of a stop work order shall result in enforcement actions including, but not limited to, the issuance of a civil penalty.~~

~~C.— Civil Penalty. A person who fails to comply with the requirements of this chapter, who fails to conform to the terms of an approval or order issued, who undertakes new~~

development without first obtaining city approval, or who fails to comply with a stop work order issued under these regulations shall be subject to a civil penalty.

1.— Amount of Penalty. The penalty shall be one hundred dollars for each violation. Each day of continued violation or repeated violation shall constitute a separate violation.

2.— Aiding or Abetting. Any person who, through an act of commission or omission, aids or abets in the violation shall be considered to have committed a violation for the purposes of the civil penalty.

3.— Notice of Penalty. A civil penalty shall be imposed by a notice in writing, either by certified (or registered) mail with return receipt requested or by personal service, to the person incurring the same from the city. The notice shall describe the violation, approximate the date(s) of violation, and shall order the acts constituting the violation to cease and desist, and, in appropriate cases, require necessary corrective action within a specific time.

4.— Application for Mitigation. Any person incurring a penalty may apply in writing within fourteen days of receipt of the penalty to the director for rescission or mitigation of such penalty. Upon receipt of the application, the director may rescind or mitigate the penalty upon a demonstration of extraordinary circumstances, such as the presence of information of factors not considered in setting the original penalty. The decision of the director may be appealed to the city council within thirty days of the decision.

5.— Appeal of Civil Penalty. Persons incurring a penalty imposed by the director may appeal in writing to the Skagit County Superior Court within thirty days of the receipt of the penalty, or within thirty days of the decision of the director regarding remission or mitigation of the penalty, whichever is later.

D.— Penalties. Penalties imposed under this section shall become due and payable thirty days after receiving it unless application for remission or mitigation is made or an appeal is filed. Whenever an application for remission or mitigation is made, penalties shall become due and payable thirty days after receipt of the decision regarding the remission or mitigation. Whenever an appeal of a penalty is filed, the penalty shall become due and payable after all review proceedings and final decision has been issued confirming all or part of the penalty. If the amount of a penalty owed the city is not paid within the time specified, the city may take actions necessary to recover such penalty, including legal action to reduce the same to a judgment and collection of the same.

E. B. The director is authorized to seek injunctions, restraining orders, and other civil relief in court as is necessary to enforce this chapter.

Section 12. SWMC Sec. 15.40.030 is hereby amended to read as follows:

15.40.030 Standard specifications.

A. Construction of and substantial improvements to public works including streets, sidewalks, and storm mains, shall be in accordance with the latest edition of “Standard Specifications for Road, Bridge and Municipal Public Works Construction,” prepared by the Washington State Department of Transportation Chapter of the American Public Works Association, and as hereafter amended, unless different standards are required by the city engineer.

B. Construction of and substantial improvements to public works including streets, sidewalks, and storm mains, shall be in accordance with Stormwater Management Ordinance (SWMC Ch. 13.36) and Stormwater Maintenance Ordinance (SWMC Ch. 13.40).

Section 13. SWMC Sec. 15.40.050 is hereby amended to read as follows:

15.40.050 Streets and sidewalks—Required plans.

Construction of or substantial improvement to streets and sidewalks shall require engineering plans with the following information:

- A. Vicinity map showing all streets within the immediate vicinity;
- B. Plans containing at least the following:
 - 1. Width and location of adjoining streets,
 - 2. Property, right-of-way, and easement lines with dimensions,
 - 3. Location of proposed improvement and appurtenances including driveways, properly dimensioned and stationed along the centerline, and location and stationing of all horizontal angle points and curve data,
 - 4. Location of all existing and proposed utilities, watercourses, railroad crossing, structures within the right-of-way, trees, and all pertinent topographic features including location and elevation of survey benchmarks,
 - 5. Suitable title plate on each drawing with street name and address of developer, scale, date, northpoint, and the name, address and stamp of the civil engineer, licensed in the state of Washington, responsible for preparation;
 - 6. , Documentation of compliance with Stormwater Management Ordinance (SWMC Ch. 13.36) and Stormwater Maintenance Ordinance (SWMC Ch. 13.40).
- C. Profiles containing at least the following:
 - 1. Street centerline stationing and vertical elevations,

2. Two-line or three-line profile showing existing ground surface along the street centerline, and proposed top of curb and street centerline profiles,
 3. Slope of street between grade changes and vertical curve information,
 4. Centerline profile of intersecting streets a minimum of one hundred feet each direction and profile of all driveways with grades greater than eight percent,
 5. Suitable title plate on each drawing with street name, name and address of developer, vertical and horizontal scale, date and name, address and stamp of the civil engineer, licensed in the state of Washington, responsible for preparation;
- D. Structural details including properly dimensioned details of curbs and gutters, street cross-sections, drainage facilities, retaining walls and all major structures constructed within the right-of-way.

Section 14. SWMC Sec. 13.32.010 is hereby amended to read as follows:

15.40.070 Storm sewers.

A. Definitions.

1. "Primary drainage facilities" means drainage facilities serving a watershed with an area of twenty acres or greater, or a runoff of three cubic feet per second or greater for a storm of five-year frequency.
2. "Secondary drainage facilities" means drainage facilities serving a lesser watershed than that defined above.

B. Plans Required. Construction of or substantial improvement to storm sewers and drainage facilities shall require engineering plans with the following information:

1. Plans properly dimensioned and drawn to scale showing:
 - a. Location of the proposed storm sewer, drainage ditches, and sewer appurtenances within the street right-of-way. Sewers and drainage ditches shall be stationed and all manholes, catchbasins and appurtenances shall be numbered,
 - b. Location of existing aboveground and below ground utilities in road right-of-way or adjacent easements,
 - c. Location and dimensions of utility and drainage easements and location of all existing watercourses, ditches, trunk storm sewers, ponds, and retention facilities connected with or adjacent to the proposed drainage facilities;
2. Profiles of storm drains and drainage ditches with the following information:
 - a. Location and number of all manholes, catch-basins and appurtenances,

- b. Profile of existing and proposed ground surface and storm drain,
 - c. Size, slope and length of storm sewers between consecutive manholes,
 - d. Sewer, manhole, and catchbasin invert elevations;
3. Structural details of any special manholes, catchbasins, and appurtenances including drop manholes, retention control manholes, outlet structures, pumping stations, diversion structures, etc.;
 4. Suitable title plate on each drawing with street or sewer name, name and address of the developer, scale, date, and the name, address and telephone number and stamp of the civil engineer, licensed in the state of Washington, responsible for the plan preparation.
 5. Documentation of compliance with Stormwater Management Ordinance (SWMC Ch. 13.36) and Stormwater Maintenance Ordinance (SWMC Ch. 13.40).

C. Design Standards.

1. Drainage facilities shall be designed for a projected lifespan of thirty years without excessive maintenance, utilizing accepted engineering practices.
2. Drainage facilities shall have adequate outfall into a watercourse, public storm sewer, on-site infiltration systems, or public ditch.
3. Catchbasins or inlets shall be spaced a maximum of three hundred feet apart along any street or alley.
4. Manholes on trunk sewers shall have a maximum spacing of ~~four~~ three hundred fifty feet.
5. Primary drainage facilities shall be designed and stamped by a civil engineer registered in the state of Washington.
6. Primary drainage conveyance facilities shall be designed for a storm frequency of twenty-five years, and secondary drainage conveyance facilities shall be designed for a storm frequency of twenty-five years, except that in no case shall the diameter of storm sewers be less than eight ~~six~~ inches for catchbasin laterals and twelve ~~eight~~ inches for storm mains, unless approved by the director.
7. Drainage Facilities shall be designed in compliance with Stormwater Management Ordinance (SWMC Ch. 13.36) and Stormwater Maintenance Ordinance (SWMC Ch. 13.40).

Section 15. SWMC Sec. 15.48.020 is hereby amended to read as follows:

15.48.020 Determination of direct impact.

A. Before any development is given the required approval or is permitted to proceed, the official, board, or body charged with deciding whether such approval should be given shall determine all impacts, if any, that are a direct consequence of the proposed development and which require mitigation, considering, but not limited to, the following factors:

1. Predevelopment versus postdevelopment demands upon city streets, sewers, water supplies, drainage facilities, parks, stormwater facilities, playgrounds, recreational facilities, schools, police services, fire services and other municipal facilities or services;
2. Likelihood that a direct impact of a proposed development would require mitigation due to the cumulative effect of such impact when aggregated with similar impacts of future development in the immediate vicinity of the proposed development;
3. Size, number, condition and proximity of existing facilities to be affected by the proposed development;
4. Nature and quantity of capital improvements reasonably necessary to mitigate specific direct impacts identified as a consequence of the proposed development;
5. Likelihood that the users of the proposed development will benefit from any mitigating capital improvements;
6. Any significant adverse environmental impacts of the proposed development;
7. Consistency with each of the city's comprehensive plans and subparts;
8. Likelihood of city growth by annexation into areas immediately adjacent to, or impacted by, the proposed development;
9. Appropriateness of financing necessary capital improvements by means of local improvement districts;
10. Whether the designated capital improvement furthers the public health, safety or general welfare;
11. Likelihood that a direct impact of a proposed development would require stormwater management pursuant to the Stormwater Management Ordinance (SWMC Ch. 13.36) during construction, or stormwater facility maintenance pursuant to the Stormwater Maintenance Ordinance (SWMC Ch. 13.40) after construction;
- ~~12.~~ Any other facts deemed by the city to be relevant.

B. The cost of any investigations, analysis or reports necessary for a determination of direct impact shall be borne by the applicant.

Section 16. SWMC Sec. 15.52.010 is hereby amended to read as follows:

15.52.010 Authorization of latecomers' agreements.

Authorization of latecomers' agreements. The city establishes a procedure for authorizing latecomers' agreements with developers, owners and the city for the purpose of providing reimbursement for sanitary sewer systems, stormwater ~~facilities~~ ~~drainage systems~~, and street and sidewalk improvements including signalization and lighting, when such improvements are required as a condition of subdivision, reclassification or other development, or pursuant to agreement with the city.

Passed by the City Council this ___ day of _____, 2016, and signed in authentication of its passage this ___ day of _____, 2016.

Mayor

Attest:

City Clerk

Approved as to form:

City Attorney

SEP 14 2016

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

Memorandum

To: City Council

From: Patsy Nelson 

Date: 09-06-16

Re: Financial reports

Attached is the August 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.

August 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	0.4857%
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

City Of Sedro-Woolley
MCAG #: 0647

Time: 11:13:14 Date: 09/06/2016

January To August

Page: 1

REVENUES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 Current Expense Fund	532,191.92	249,646.37	286,323.39	593,279.85	625,979.56	271,484.12	535,548.29	281,448.72	0.00	0.00	0.00	0.00	3,375,902.22	4,651,236.00	73%
101 Parks & Facilities Fund	13,400.14	13,819.73	37,262.14	68,600.47	168,519.97	31,121.65	36,177.05	20,647.81	0.00	0.00	0.00	0.00	389,548.96	643,367.00	61%
102 Cemetery Fund	5,080.08	11,801.04	399,995.36	12,320.94	17,314.09	8,049.85	7,719.91	14,148.08	0.00	0.00	0.00	0.00	476,429.35	540,650.00	88%
103 Street Fund	34,350.74	39,019.09	38,762.15	72,169.20	151,259.64	41,547.61	60,574.46	40,679.59	0.00	0.00	0.00	0.00	478,362.48	793,325.00	60%
104 Arterial Street Fund	14,708.37	214,241.80	24,465.52	26,955.35	12,311.28	6,167.38	336,892.01	824,109.89	0.00	0.00	0.00	0.00	1,459,851.60	3,950,507.00	37%
105 Library Fund	1,415.94	8,429.50	26,450.27	33,064.09	105,604.27	1,886.12	2,043.94	7,607.33	0.00	0.00	0.00	0.00	186,501.46	307,955.00	61%
106 Cemetery Endowment Fund	0.00	400.00	300.00	400.00	500.00	500.00	100.00	200.00	0.00	0.00	0.00	0.00	2,400.00	7,779.00	31%
107 Parks Reserve Fund	0.08	100.07	0.09	0.17	0.08	0.19	0.10	0.10	0.00	0.00	0.00	0.00	100.88	500.00	20%
108 Lodging Tax Fund	1,167.21	1,442.80	1,042.54	1,109.03	1,366.40	4,336.00	2,138.34	3,483.02	0.00	0.00	0.00	0.00	16,085.34	29,020.00	55%
109 Special Investigation Fund	72.43	231.77	199.23	248.24	19.78	3,825.01	106.23	183.54	0.00	0.00	0.00	0.00	4,886.23	7,520.00	65%
112 Code Enforcement Fund	16.48	14.83	16.04	30.72	16.32	16,036.67	23.81	24.81	0.00	0.00	0.00	0.00	16,179.68	2,535.00	638%
113 Paths And Trails Fund	100.33	105.39	105.72	105.49	108.45	124.93	104.70	116.77	0.00	0.00	0.00	0.00	871.78	1,220.00	71%
114 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	41,659.52	0.00	0.00	0.00	0.00	285,338.77	425,000.00	67%
115 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	20,592.36	0.00	0.00	0.00	0.00	87,829.68	135,375.00	65%
205 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	16,350.84	0.00	0.00	0.00	0.00	134,694.17	226,300.00	60%
230 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	504.24	0.00	0.00	0.00	0.00	114,282.46	207,585.00	55%
302 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	23,764.00	0.00	0.00	0.00	0.00	242,289.09	170,300.00	142%
303 Building Maintenance Reserve	4,383.06	4,329.87	4,209.17	4,250.75	4,237.14	4,247.13	4,222.02	4,535.52	0.00	0.00	0.00	0.00	34,414.66	2,175.00	***%
304 Transportation Benefit District	13,721.40	14,394.00	16,354.00	21,027.20	17,800.20	16,591.80	19,759.60	14,513.40	0.00	0.00	0.00	0.00	134,161.60	170,000.00	79%
310 Police Mitigation Reserve Fund	813.92	2.07	502.24	504.53	252.54	1,570.81	1,000.81	1,218.93	0.00	0.00	0.00	0.00	4,296.61	12,515.00	34%
311 Parks Impact Fee Reserve Fund	21.06	18.95	6,019.64	3,033.21	3,018.44	42.84	2,989.11	9,021.64	0.00	0.00	0.00	0.00	24,164.89	75,035.00	32%
312 Fire Impact Fee Reserve Fund	9.38	1,161.17	2,014.55	1,185.66	623.00	830.63	1,165.22	5,107.02	0.00	0.00	0.00	0.00	12,096.63	20,010.00	60%
313 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	11,259.05	0.00	0.00	0.00	0.00	77,690.03	110,000.00	71%
401 Sewer Operations Fund	285,794.56	294,692.98	287,931.26	268,398.55	275,025.24	274,657.35	256,551.97	281,174.47	0.00	0.00	0.00	0.00	2,224,226.38	3,333,350.00	67%
402 Sewer Facilities Reserve Fund	226.50	203.74	220.42	422.19	224.35	504.00	260.05	271.71	0.00	0.00	0.00	0.00	2,332.96	850.00	274%
407 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	35,914.82	0.00	0.00	0.00	0.00	288,212.71	435,250.00	66%
410 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	98,515.33	0.00	0.00	0.00	0.00	549,079.50	1,373,720.00	40%
412 Solid Waste Operations Fund	148,194.21	155,269.94	167,235.15	145,062.87	156,149.89	166,196.74	153,129.78	163,436.41	0.00	0.00	0.00	0.00	1,254,674.99	1,952,500.00	64%
413 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	2,276.14	0.00	0.00	0.00	0.00	18,204.54	27,285.00	67%
425 Stormwater Operations	62,680.59	43,599.33	37,358.79	42,441.86	59,344.40	37,019.91	32,904.56	36,824.59	0.00	0.00	0.00	0.00	352,174.03	575,585.00	61%
426 Stormwater Reserve Fund	39.68	35.69	38.61	73.96	39.30	88.29	45.56	47.60	0.00	0.00	0.00	0.00	408.69	140.00	292%
501 Equipment Replacement Fund	174,317.09	74,853.23	61,071.53	61,109.10	61,081.05	121,457.57	54,534.85	61,063.22	0.00	0.00	0.00	0.00	669,487.64	741,225.00	90%
621 Suspense Fund	-88.72	7,856.91	10,505.91	7,856.91	5,207.91	5,329.66	5,194.56	8,663.95	0.00	0.00	0.00	0.00	50,527.09	150,000.00	34%
	1,454,943.57	1,359,192.52	1,605,544.06	1,618,258.25	1,956,313.82	1,237,542.61	1,706,547.85	2,029,364.42	0.00	0.00	0.00	0.00	12,967,707.10	21,079,814.00	62%

EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
001 Current Expense Fund	342,198.79	428,528.52	363,588.88	381,958.69	483,210.38	434,660.44	398,679.14	412,774.19	0.00	0.00	0.00	0.00	3,245,599.03	5,387,864.00	60%
101 Parks & Facilities Fund	29,887.78	34,486.85	64,262.52	74,255.75	55,210.50	73,351.10	62,165.68	58,343.90	0.00	0.00	0.00	0.00	451,964.08	707,300.00	64%
102 Cemetery Fund	8,118.25	10,161.94	409,465.90	10,166.85	12,732.13	11,719.86	13,162.92	14,146.21	0.00	0.00	0.00	0.00	489,674.06	541,290.00	90%
103 Street Fund	32,645.91	53,898.52	52,465.70	60,395.79	69,633.19	56,612.93	100,034.05	57,599.96	0.00	0.00	0.00	0.00	483,286.05	812,860.00	59%
104 Arterial Street Fund	2,892.00	20,124.57	36,139.87	38,093.85	86,322.98	121,346.19	614,811.56	824,285.75	0.00	0.00	0.00	0.00	1,744,016.77	4,140,956.00	42%
105 Library Fund	18,284.87	20,947.53	26,093.19	33,402.11	36,211.53	33,998.72	23,572.26	23,302.46	0.00	0.00	0.00	0.00	215,812.67	310,350.00	70%
106 Cemetery Endowment Fund	0.00	0.00	92,500.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	94,500.00	100,000.00	95%
107 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%
108 Lodging Tax Fund	1,281.82	2,505.17	1,105.58	2,420.38	21.14	9,073.04	70.22	5,298.30	0.00	0.00	0.00	0.00	21,775.65	34,000.00	64%
109 Special Investigation Fund	0.00	1,183.74	0.00	0.00	0.00	986.76	0.00	455.43	0.00	0.00	0.00	0.00	2,625.93	14,000.00	19%
112 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%

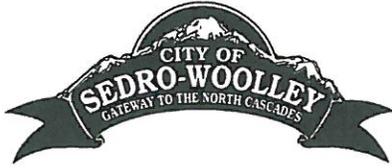
Cash Flow Statement Without Fund Balances

City Of Sedro-Woolley
MCAG #: 0647

January To August

Time: 11:13:14 Date: 09/06/2016
Page: 2

EXPENDITURES	January	February	March	April	May	June	July	August	September	October	November	December	Total	Budgeted Amt	%
113 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%
114 Law Enforcement Sales Tax	0.00	32,485.03	41,264.92	29,981.23	30,298.59	37,307.23	36,728.28	35,613.97	0.00	0.00	0.00	0.00	243,679.25	425,000.00	57%
115 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	4,166.00	0.00	0.00	0.00	0.00	33,328.00	50,000.00	67%
205 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	154,715.75	0.00	0.00	0.00	0.00	183,877.75	200,551.00	92%
230 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%
302 Capital Projects Reserve Fund	0.00	6,500.00	22,845.03	12,124.14	1,347.96	3,207.78	35,310.15	16,861.90	0.00	0.00	0.00	0.00	98,196.96	139,000.00	71%
303 Building Maintenance Reserve	0.00	0.00	0.00	0.00	0.00	0.00	8,899.58	3,223.80	0.00	0.00	0.00	0.00	12,123.38	12,192.00	99%
304 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%
310 Police Mitigation Reserve Fund	0.00	0.00	0.00	0.00	7,223.77	0.00	0.00	128.19	0.00	0.00	0.00	0.00	7,351.96	10,000.00	74%
311 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%
312 Fire Impact Fee Reserve Fund	0.00	0.00	0.00	0.00	21,671.33	0.00	0.00	513.80	0.00	0.00	0.00	0.00	22,185.13	30,000.00	74%
313 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	8,750.00	0.00	0.00	0.00	0.00	70,000.00	105,000.00	67%
401 Sewer Operations Fund	191,422.21	206,677.58	217,485.42	239,087.64	198,029.01	239,978.26	251,818.25	249,149.50	0.00	0.00	0.00	0.00	1,793,647.87	3,413,038.00	53%
402 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%
407 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%
410 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	107,916.00	0.00	0.00	0.00	0.00	1,371,986.98	1,639,660.00	84%
412 Solid Waste Operations Fund	188,958.58	-23,749.93	159,670.26	198,128.73	132,560.49	201,348.64	221,472.56	143,299.89	0.00	0.00	0.00	0.00	1,221,689.22	2,006,864.00	61%
413 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%
425 Stormwater Operations	39,817.51	38,196.68	43,987.69	40,865.98	46,211.66	42,724.02	41,325.20	42,427.31	0.00	0.00	0.00	0.00	335,556.05	588,175.00	57%
426 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%
501 Equipment Replacement Fund	173,712.50	27,514.63	8,511.89	78,395.90	17,129.56	246,197.09	44,080.49	10,407.85	0.00	0.00	0.00	0.00	605,949.91	718,670.00	84%
621 Suspense Fund	0.00	0.00	0.00	18,543.00	0.00	0.00	0.00	18,543.00	0.00	0.00	0.00	0.00	37,086.00	150,000.00	25%
	1,064,068.22	897,966.37	1,889,238.83	1,252,853.03	1,858,085.17	1,547,510.06	2,522,372.19	2,193,923.16	0.00	0.00	0.00	0.00	13,226,017.03	22,681,611.00	58%
FUND GAIN/LOSS:	390,875.35	461,226.15	-283,694.77	365,405.22	98,228.65	-309,967.45	-815,824.34	-164,558.74	0.00	0.00	0.00	0.00	-258,309.93		
FUND NET POSITION:	390,875.35	852,101.50	568,406.73	933,811.95	1,032,040.60	722,073.15	-93,751.19	-258,309.93	-258,309.93	-258,309.93	-258,309.93	-258,309.93			



CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016

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

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: September 14, 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. 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	R	N/A	#C. Needs Zoning Waiver. Planning comments sent via email 6-24-16.needs to improve aesthetics of blank wall. Received revised plans & waiver 8-16-16. No aesthetic improvements included in revised plans.
7/7/16	2016-166	George & Phyllis Thompson/Site Services LLC	921 Carriage Court	W	W	N/A	New carport/Waiting for plans.

8/9/16	2016-191	John & Elaine Wright	204,206 & 210 A & B Central Ave	X	W	W	new mixed use building. Any approval should reference recorded Boundary Agreement.Planning review sent 8-31-16.
8/16/16	2016-196	Cordata Green LLC/Grandview North	1620 Gateway Heights Place #6	X	X	N/A	
8/16/16	2016-197	Cordata Green LLC/Grandview North	1616 Gateway Heights Place #8	X	X	N/A	Paved driveway turnaround recommended.
8/16/16	2016-198	Cordata Green LLC/Grandview North	1614 Gateway Heights Place #9	X	X	N/A	
8/16/16	2016-199	Cordata Green LLC/Grandview North	1608 Gateway Heights Place #12	X	X	N/A	Waiver #2016-210.
8/25/16	2016-208	Country Store-Meyers Signs	915 Moore St	W	X	N/A	New message sign
9/1/16	2016-214	FSC Enterprises	608 Sterling St			N/A	new garage

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 complate application sent 4-11-13. Commment period complete, planning and Engineering review letter sent 6-7-13. DEPOSIT TAKEN
2/26/2013	NA	2013-18 Engineering	Eric Chandler/Marianne Manville-Ailles	1318 Talcott St	NA	W	Engineering associated with 4 lot short plat. Fees Paid.
10/9/2013	11-27-13 (amended application)	06-SD-2/2014-16	Bob Ruby/Rubicon Development	755 Cook Rd	X	X	OLD FILE-EG-5-08. Council resolution #900-14 on 6-25-14. Notice of Decision issued 7-7-14. ALL FEES PAID 12-11-14. Received final plans for construction. Emailed Bob to set up pre-construction meeting 3-25-15.
5/20/2015		2015-102	Calvery Chapel	639 Sunset Park Drive #101	R		CUP. Deposit taken for mailings & sign 5-20-15. Received revised parking plan. Oct 5, 2016 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	Clear and Grade Permit. Related file 2015-246. Review letter sent 3-15-16. SEPA MDNS issued June 6, appeal period over June 20.Received Fire hydrant info for Dean review 8-12-16.
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	N/A	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	X	X	Clear and Grade permit for civil plans. Issued 9-6-16
8/12/2016	NA	2016-192	The Falklands	P36480-East Jones Rd	NA		Sewer Extension down East Jones Rd.
8/16/2016	8/16/2016	2016-206	Grandview North LLC	277 Klinger St		N/A	Waiver. PAID
8/19/2016	not yet	2016-204	Rock & Carol White-SSE	315 West Woodworth St	W	N/A	for additional payment on fees, 500' map, list of property owners/addresses & critical areas checklist 8-19-16.
8/19/2016	not yet	2016-201	Jameson Ave LLC	1404 Third Street			CUP-Industrial zone-New Multi-family
8/24/2016	NA	2016-205	Cary Falk-Jones Estates	East Jones Rd		W	New-Civil-onsite improvements
8/29/2016	8/29/2016	2016-210	Cordata Grn/Grandview North	1608 Gateway Heights Place		N/A	Waiver
9/1/2016	9/1/2016	2016-215	John Wright	204-206 & 210 A & B Central Ave		N/A	Waiver for side setback to building. Related file: 2016-191.



SEP 14 2016

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

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000

711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

August 30, 2016

The Honorable Keith Wagoner
Mayor of Sedro-Woolley
325 Metcalf St.
Sedro-Woolley, WA 98284

Dear Mayor Wagoner:

Congratulations! The Sedro-Woolley Wastewater Treatment Plant is receiving the 2015 “Wastewater Treatment Plant Outstanding Performance” award. Of approximately 300 wastewater treatment plants statewide, yours is one of 119 that achieved full compliance with its National Pollutant Discharge Elimination System (NPDES) permit in 2015.

My staff evaluated wastewater treatment plants in Washington for compliance with the effluent limits, monitoring and reporting requirements, spill prevention planning, pretreatment, and overall operational demands of the NPDES permit.

It takes diligent operators and a strong management team, working effectively together, to achieve this high level of compliance. It is not easy to operate a wastewater treatment plant 24 hours a day, 365 days a year, without violations. The Washington State Department of Ecology (Ecology) appreciates the extraordinary level of effort your plant operators demonstrated throughout 2015. Talented and proficient operators are critical to successful plant operations and protecting the health of Washington’s waters. This is the third consecutive year the Sedro-Woolley Wastewater Treatment Plant received this award. Your excellent record is a credit to the dedicated operators who are responsible for operating this award-winning plant.

Ecology will issue a news release recognizing the 2015 award recipients including the Sedro-Woolley Wastewater Treatment Plant.

Please call Amy Jankowiak at (425) 649-7195 if you have any questions or comments about your award.

Thank you for the excellent service you provide. Congratulations!

Sincerely,

Heather R. Bartlett
Water Quality Program Manager

David M. Thomas
Assessor

Annette M. DeVoe
Chief Deputy Assessor



SKAGIT COUNTY

Office of the Assessor

Administration Building, Room 204
700 South Second Street
Mount Vernon, WA 98273
Phone: (360) 416-1780 Fax: (360) 416-1790
E-mail: assessor@co.skagit.wa.us

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016

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

August 22, 2016

ATTN: Taxing District
RE: Exemption on P129809

This letter is to serve as notification that the Assessor's Office has received **Property Tax Exemption Determination** from the Washington State Department of Revenue regarding the above-referenced property. This exemption determination applies to the 2016 and 2017 tax years.

Since the exemption includes tax year 2016, an exemption will be processed based on the value loss of \$2,309,300 applied to your district levy rate. An estimate of the refund amount for each district is attached.

If you have questions or concerns, please contact our office.

Sincerely,

A handwritten signature in black ink that reads "David M. Thomas". The signature is written in a cursive style.

David M. Thomas
Skagit County Assessor



State of Washington
Department of Revenue

SKAGIT COUNTY PUBLIC HOSPITAL DISTRICT #1
ATTN CONTROLLER SKAGIT VALLEY HOSPITAL
PO BOX 1376
MOUNT VERNON WA 98273

August 5, 2016

PROPERTY TAX EXEMPTION DETERMINATION

This determination is your official record of exempt status and should be kept in your permanent file. In addition to the property listed, this determination includes all personal property owned by the applicant, used exclusively for the exempted purpose, and located onsite. Any errors or omissions must be brought to our attention immediately. If you have additional questions regarding this determination letter, please contact SINDY ARMSTRONG at SINDYA@DOR.WA.GOV or by calling (360) 534-1412.

Your exempt status was determined under the following law(s):

RCW 84.36.040 PROPERTY LEASED BY A PUBLIC HOSPITAL DISTRICT

Occupant/Location Address:

SKAGIT VALLEY HOSPITAL
1990 HOSPITAL DR
SEDRO WOOLLEY WA 98284

Registration Number: 10617-009
County: Skagit

003 **Parcel Number:** P129809 **Tax Years:** 2016, 2017
Status: Exempt
Legal Description: (DK12) UNIT 1 OF PAVILION CONDOMINIUM RECORDED UNDER AF#200704040078; BEING A PORTION OF PARCELS F, G AND B OF SURVEY AF#200504290057 LOCATED IN THE WEST 1/2 OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 27, TOWNSHIP 35 NORTH, RANGE 4 EAST, W.M.

Status Comments:

If you do not agree with this determination, you have the right to appeal this decision to the Washington State Board of Tax Appeals. Your appeal must be filed with the Board of Tax Appeals within 30 calendar days of the date this determination was mailed, as evidenced by the postmark. You must allow for mailing time within the 30 day period. Appeal forms are available from the

2016 Exemption Determination
Reg. No. 10617-009
Page 2

Board of Tax Appeals at (360) 753-5446, <http://bta.state.wa.us>, or from our office.

DOR exemption on P129809

Value loss 2016	tax district	levy rate	refund amount
-2309300	Skagit County General	1.5649573	-\$3,613.96
	Conservation Futures	0.0553769	-\$127.88
	Medic One	0.3689033	-\$851.91
	City of Sedro Woolley	2.6706426	-\$6,167.31
	Hospital 304	0.1711679	-\$395.28
	Port of Skagit County	0.220911	-\$510.15
	State School	2.1500033	-\$4,965.00
	School District 101	4.8377541	-\$11,171.83

Katie Jungquist
Treasurer

Mike Urban
Assistant Treasurer

Clyde Williams
Tax Administrator



SKAGIT COUNTY

Office of the Treasurer

August 26, 2016

RE: Department of Revenue Ruling
P129809---exempt

Our office has processed the refund as a result of the Property Tax Exemption Determination from the Washington State Department of Revenue on Parcel 129809.

Enclosed is a spreadsheet that shows the refund amount for your district as well as the taxes billed cancelled for your district.

If you have any questions, please give me a call.

Sincerely,

Katie Jungquist
Skagit County Treasurer

Department of Revenue
 Skagit County Assessor Modifications
 P129809

Parcel #129809

CULTUS MOUNTAIN MEDICAL & INVESTMENTS LLC

District	Tax Refund 2015-16	**Interest - Refunded	Total Refund	Tax Adjustments 2015-16
Conservation Futures	\$ 127.88	\$ 1.30	\$ 129.18	\$ 127.88
County	\$ 3,613.96	\$ 36.81	\$ 3,650.77	\$ 3,613.96
Hospital 304	\$ 395.28	\$ 4.02	\$ 399.30	\$ 395.28
Medic 1	\$ 851.91	\$ 8.68	\$ 860.59	\$ 851.91
SW School Bond	\$ 1,352.10	\$ 13.77	\$ 1,365.87	\$ 1,352.10
SW School General	\$ 9,014.53	\$ 91.80	\$ 9,106.33	\$ 9,014.53
SW School Technology	\$ 805.19	\$ 8.20	\$ 813.39	\$ 805.19
Port of Skagit	\$ 510.17	\$ 5.19	\$ 515.36	\$ 510.17
State	\$ 4,965.00	\$ 50.56	\$ 5,015.56	\$ 4,965.00
City - SW - Bond	\$ 649.14	\$ 6.61	\$ 655.75	\$ 649.14
City - SW - General	\$ 5,518.18	\$ 56.19	\$ 5,574.37	\$ 5,518.18
	\$ 27,803.34	\$ 283.13	\$ 28,086.47	\$ 27,803.34

** Paid by county
 RCW 84.69.100



Skagit County Department of Public Health

**Always working for a safer
and healthier Skagit County*

**Jennifer Johnson, Director
Howard Leibrand, M.D., Health Officer**

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016

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

August 2016

Dear City Partner,

Enclosed with your billing is the quarterly report of participation in your local senior center. In April of this year we determined that it was more efficient to discontinue the use of the data program which required participants to "scan" in their membership card to check in for center activities. We now ask our guests to sign their names on a daily sign in sheet.

We previously sent you duplicated numbers of participants and visits. The new report includes a total for all lunches, volunteers, activities and meetings for the month as well as an *unduplicated* number of individual center participants (guests). We hope this is helpful to illustrate the use of this very important resource for our community.

Please feel free to let us know if you have questions or suggestions. Thank you for your support and partnership!

Sincerely,

Rebecca Clark
Human Services Manager

**Sedro Woolley Senior Center
Quarterly Report**

April 2016		
	Lunch Totals	747
	Volunteer Totals	195
	Activity Totals	430
	Meeting Totals	100
	Visit/Other Totals	159
	Total Unduplicated Guests	347

May 2016		
	Lunch Totals	779
	Volunteer Totals	204
	Activity Totals	431
	Meeting Totals	84
	Visit/Other Totals	153
	Total Unduplicated	327

June 2016		
	Lunch Totals	710
	Volunteer Totals	211
	Activity Totals	522
	Meeting Totals	59
	Visit/Other Totals	176
	Total Unduplicated	355

CITY COUNCIL AGENDA
REGULAR MEETING

SEP 14 2016

What: Skagit Project Homeless Connect
When: September 9th, 2016 9am-2pm
Where: Skagit Valley College, Mt. Vernon

What: Skagit Project Homeless Connect
When: September 9th, 2016 9am-2pm
Where: Skagit Valley College, Mt. Vernon

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

Get access to FREE IMMEDIATE SERVICES!

Who can Participate?
Individuals and families affected by homelessness and poverty



Free Skagit Transit Services!!

Housing Services
Job & Employability Coaching
DSHS Services **Veteran Services** Health Fair
Youth Services Women's Health
Limited Dental & Vision
Lunch....And Much More!
Legal Consultations

For more information visit: SkagitProjectHomelessConnect.org

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Qué: Skagit Project Homeless Connect
Cuando: Viernes, 9 de septiembre, 2016
9:00 am-2:00 pm
Dónde: Skagit Valley College, Mt. Vernon

¡Ofrecemos SERVICIOS GRATIS!

¿Quien Puede Participar?

Para individuos y familias afectadas por la falta de vivienda y la pobreza



Autobús gratis todo el día con Skagit Transit

Servicios de Vivienda

Servicios de Welfare Servicios de Veteranos
Feria de Salud Consultas Legales
Servicios de Salud para Mujeres
Limitados Servicios Dental y la Vista
¡Almuerzo... y Mucho Más!

Para obtener más información visite SkagitProjectHomelessConnect.org

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