Next Ord:2080-24
Next Res:1148-24

CITY COUNCIL AGENDA
August 14, 2024
6:00 PM
Sedro-Woolley Municipal Building
Council Chambers
325 Metcalf Street

a. Call to Order

b. Pledge of Allegiance

c. Roll Call

d. Approval of Agenda

e. Consent Agenda

Note: Items on the Consent Agenda 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 Agenda.

1. Minutes - Regular City Council Meeting - July 10, 2024
2. Minutes - Regular City Council Meeting - July 24, 2024
3. Minutes - City Council Special Meeting - July 31, 2024
4. Check Register - Regular
5. Check Register - Off-Cycle
6. Check Register - Regular

f. Introduction of Special Guests and Presentation

1. Family Promise - Executive Director Audrea Woll
2. Office of the Washington State Auditor - 2023 Audit Results

g. City Administrator Report

h. Councilmember and Mayor's Report

i. Proclamation(s)

j. Public Comments

Please keep comments to three minutes or less. Because State law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at finance@sedro-woolley.gov Attn: 'Public Comment.'

k. Public Hearing(s)

1. Hanson Annexation - Ordinance 2077-24 - Action Requested

2. 2024 Countywide Planning Policies Update

l. Unfinished Business

m. New Business

1. Land Use Agreement - WDFW - Riverfront Boat Launch Maintenance
2. Donation Acceptance of Loggerodeo Wood Carving - Ordinance 2078-24 - Action Requested

n. Information Only Items

1. Monthly Permit Report - July 2024
2. Public Works Director Signing Authority

o. Executive Session

1. Discussion with Legal Counsel About Current or Potential Litigation (RCW 42.30.110(1)(i)).

p. Adjournment

q. Closed Session

1. To Discuss A Collective Bargaining Agreement

Next Meeting - Joint City Council and Planning Commission Meeting - August 20, 2024

The City of Sedro-Woolley complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, limited English proficiency, age, disability, or sex. The City of Sedro-Woolley doesn't exclude people or treat them differently because of race, color, national origin, limited English proficiency, age, disability, or sex.

The City of Sedro-Woolley also complies with applicable state laws and doesn't discriminate on the basis of creed, gender, gender expression or identity, sexual orientation, marital status, religion, honorably discharged veteran or military status, or the use of a trained dog guide or service animal by a person with a disability.

Join Zoom Meeting:
https://zoom.us/j/91786850179?pwd=Vys0Y29XalZmQTRmemJBM2txVDlUQT09
or dial by location at:
+1 253 215 8782 US (Tacoma)
+1 669 900 6833 US (San Jose)
+1 346 248 7799 US (Houston)
+1 929 205 6099 US (New York)
+1 301 715 8592 US (Washington DC)
+1 312 626 6799 US (Chicago)

Meeting ID: 917 8685 0179
Passcode: 091845

City Council Agenda Item

Agenda Item No.: e.1.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - July 10, 2024

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting held on July 10, 2024.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Minutes recorded for Regular City Council Meeting, held on July 10, 2024.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. 7-10-2024 City Council Meeting minutes

Regular Meeting of the City Council
July 10, 2024 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

b. Pledge of Allegiance

c. Roll Call

Present: Mayor Julia Johnson, Councilmembers JoEllen Kesti, Paul Cocke, Kevin Loy, Joe Burns, Allan Henderson, and Nick Lavacca. Councilmember Diamond had an excused absence.

d. Approval of Agenda

Approval of the Agenda with the addition of an executive session.

Motion made by Councilmember Lavacca and seconded by Councilmember Kesti to approve the agenda with the addition of an executive session. Motion carried (6-0).

e. Consent Agenda

Note: Items on the Consent Agenda 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 Agenda.

Motion to approve the consent agenda made by Councilmember Lavacca and seconded by Councilmember Burns. Motion carried (6-0).

1. Check Register - Regular
2. Grant Agreement - Wa Military Department - State and Local Cybersecurity Grant Program

f. Introduction of Special Guests and Presentation

g. City Administrator Report

1. Olmsted Park Update

City Administrator Charlie Bush turned the report over to Public Works Director Bill Bullock to share updates on Olmstead Park.

2. Climate Planning Grant and Stormwater Plan Follow-Up

City Administrator Charlie Bush turned the report over to Community Development Director Tom Glover to share the Climate Planning Grant and Stormwater Plan Follow-Up.

h. Councilmember and Mayor's Report

Councilmember Loy shared his experience and findings about Clearlake Beach and spoke about the skate board competition beginning August 17, 2024.

Councilmember Henderson was excited to report the 4th of July festivities were very successful and complimented the Fire, Police and Public Works Departments for all their hard work.

Councilmember Burns wanted to thank the city staff for their dedication in making the 4th of July festivities such a great success. Councilmember Burns spoke about the email from Chief Wagner regarding grants and mobile integrated health programs.

Councilmember Kesti spoke about complaints she had received about the fireworks and the debris that was left behind after the 4th of July.

Councilmember Lavacca asked to be excused from the July 24, 2024, City Council Meeting and wanted to thank the Community for coming together to make the 4th of July events such a great success this year.

Councilmember Cocke wanted to thank the Fire, Police and Public Works Departments for their hard work throughout the 4th of July festivities, and made a call-out to the community, to watch for and check on senior citizens and others that may live alone in the hot temperatures lately.

Mayor Julia Johnson wanted to thank Loggerodeo, the Lions Club and all the volunteers for the log drive, parade, carnival, selling the t-shirts and bringing in the vendors for all these wonderful activities to celebrate the 4th of July. Loggerodeo purchased a carving, and they will be placing it in front of city hall. It will be arriving soon.

Mayor Julia Johnson sent out a thanks to the first response fire employees for keeping all of us safe during the holiday and working around the clock.

Mayor Julia Johnson mentioned our new Human Resources Analyst, Kim Menne, and said she is wonderful and is going to do a great job.

Mayor Julia Johnson announced the groundbreaking of Olmstead Park in August and shared conversations with Representative Larsen's office and stated once we confirm a date with the congressional representative, we will send out invitations to that witnessing the groundbreaking of Olmstead park.

Mayor Julia Johnson also shared that next Monday, July 15, 2024, the Comprehensive Plan Open House will be held at the library.

i. Proclamation(s)

j. Public Comments

Please keep comments to three minutes or less. Because State law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at finance@sedro-woolley.gov Attn: 'Public Comment.'

A public comment period was held.

k. Public Hearing(s)

l. Unfinished Business

1. Draft 2025-2026 City Council Goals and Work Plan

City Administrator Charlie Bush asked for feedback on 2025-2026 City Council goals.

Motion to approve the City Council's 2025–2026 Goals and Work Plan made by Councilmember Lavacca and seconded by Councilmember Burns. Motion carried (6-0).

2. Professional Services Agreement - Volunteers of America - Regarding House Bill 1590 Housing Funds

City Administrator Charlie Bush gave an update on the Professional Services Agreement, regarding Volunteers of America, House Bill 1590 Housing Funds.

Motion to deny Mayor Julia Johnson to execute the professional services contract with Volunteers of America regarding House Bill 1590 housing for $500,000. Motion made by Councilmember Kesti and seconded by Councilmember Henderson. Motion carried (5-1). Councilmember Loy opposed.

m. New Business

1. Guiding Principles for Fire District 8 Service Contract Negotiation

City Administrator Charlie Bush gave a background of guiding principles for the Fire District 8 Service Negotiation contract.

Fire Chief Frank Wagner explained the partnership and mutual aid responses, and he shared the response plan.

Motion to approve the guiding principles for Fire district 8 negotiations made by Councilmember Lavacca and seconded by Councilmember Cocke. Motion carried (6-0).

n. Information Only Items

o. Executive Session

Discussion with Legal Counsel About Current or Potential Pending Litigation (RCW 42.30.110(1)(i)).

At 7:03pm, Mayor Julia Johnson, announced the City Council along with City Attorney Nikki Thompson and City Administrator Charlie Bush would be in executive session for 5 minutes to return at 7:10pm.

At 7:11pm, Mayor Julia Johnson, returned and announced no action was made regarding the Pending Litigation (RCW 42.30.110(1)(i)).

p. Adjournment

The meeting adjourned at 7:12P.M.

ATTEST:	APPROVED:
______________________________	______________________________
Kelly Kohnken, City Clerk	Julia Johnson, Mayor

City Council Agenda Item

Agenda Item No.: e.2.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - July 24, 2024

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting held on July 24, 2024.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Minutes recorded for the Regular City Council Meeting, held on July 24, 2024

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. July 24, 2024 City Council minutes

Regular Meeting of the City Council
July 24, 2024 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

b. Pledge of Allegiance

c. Roll Call

Present: Mayor Julia Johnson, Councilmembers JoEllen Kesti, Paul Cocke, Kevin Loy, Joe Burns, Sarah Diamond, and Allan Henderson, Councilmember Nick Lavacca had an excused absence.

d. Approval of Agenda

Motion to approve the agenda made by Councilmember Burns and seconded by Councilmember Cocke. Motion carried (6-0).

e. Consent Agenda

Note: Items on the Consent Agenda 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 Agenda.

Motion to approve the consent agenda made by Councilmember Cocke and seconded by Councilmember Burns. Motion carried (6-0).

1. Minutes - Regular City Council Meeting - June 26, 2024
2. Interlocal Agreement - Skagit County - EMS 2025-2030
3. Appointment to Sedro-Woolley Housing Authority Commission - Debra Lancaster
4. Appointment to Sedro-Woolley Arts Commission - Jo Ann Lazaron
5. Appointment to Sedro-Woolley Arts Commission - Randy Collins
6. Grant Submittal Authorization - TIB - Urban Arterial Program and Arterial Preservation Program

f. Introduction of Special Guests and Presentation

1. SWIFT Center News and Update - Port of Skagit Communications Director Linda Tyler

Port of Skagit Communications Director Linda Tyler shared updates and projects the Swift Center has been involved in since their ownership in 2018. Linda stated there is now public access and even a couple of events planned for July and August 2024. The Port of Skagit is immensely proud of its environmental clean-up activities and has invested 2.5 million in deferred maintenance projects since 2018, including the Northwest Innovation Resource Center, the Lab at Swift, Cascade Job Corps Center, the Community Firewood Program and Building Partnerships.

g. City Administrator Report

1. Street Lights

Public Works Director Bill Bullock presented information and an estimate of replacing new streetlights in our downtown area.

h. Councilmember and Mayor's Report

Councilmember Loy shared recent information on the skate board challenge and spoke positively about the tour of Family Promise.

Councilmember Kesti shared the Swift Center event information happening Saturday, July 27, 2024.

Councilmember Diamond shared concern about traffic at the underpass connected from Sapp Rd to Jones Rd and requested a temporary light for the safety of cars and pedestrians.

Councilmember Henderson shared his excitement about the sidewalk projects around town and praised the Public Works Department for putting in the crosswalk that has slowed vehicles down and forced them to stop on Township St.

Councilmember Cocke shared great news about the funding for Olmsted Park.

Councilmember Burns shared positive feedback regarding the new sidewalks projects, and also spoke highly about the tour of Family Promise.

Mayor Julia Johnson had nothing to report.

i. Proclamation(s)

j. Public Comments

Please keep comments to three minutes or less. Because State law prohibits the use of city facilities for the purpose of supporting or opposing a campaign or ballot proposition, we respectfully request that public comment not make reference to such matters.

Written comments will be accepted by letter or via email at finance@sedro-woolley.gov Attn: 'Public Comment.'

A public comment period was held.

k. Public Hearing(s)

l. Unfinished Business

m. New Business

1. Possible Donation of Land to Helping Hands Food Bank

Motion to deny the request to donate land to Helping Hands Food Bank was made by Councilmember Henderson and seconded by Councilmember Diamond. Motion carried (5-0). Councilmember Burns recused himself from voting on the land donation to Helping Hands Food Bank.

2. Professional Services Agreement - RH2 Engineers Inc. - WWTP Engineering Report and Upgrade Design

Public Works Director Bill Bullock shared information regarding the professional services agreement with RH2 Engineers Inc for the WWTP engineering report and upgrade design.

Motion made by Councilmember Henderson and seconded by Councilmember Cocke to approve authorization for the Mayor to execute a contract with RH2 Engineering Inc for engineering and planning services on the WWTP engineering report and upgrade design in the amount not to exceed $75,258.00. Motion carried (6-0).

n. Information Only Items

1. Growth Management Act Steering Committee (GMASC) Proposed Revisions to Countywide Planning Policies

o. Executive Session

1. Discussion with Legal Counsel About Current or Potential Litigation (RCW 42.30.110(1)(i)).

At 6:47pm, Mayor Julia Johnson, announced the City Council along with City Attorney Nikki Thompson, Simmons Sweeney Friedmund Smith Tardif PLLC attorney, Shane Brady and City Administrator Charlie Bush would be in executive session for 10 minutes to return at 6:57pm.

At 6:57pm, Mayor Julia Johnson returned and announced action had been taken.

Motion made by Councilmember Burns and seconded by Councilmember Diamond to authorize Mayor Julia Johnson to approve the Murrell vs. City of Sedro-Woolley Agreement. Motion carried (6-0).

p. Adjournment

The meeting adjourned at 6:59 P.M.

ATTEST: APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor

City Council Agenda Item

Agenda Item No.: e.3.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - City Council Special Meeting - July 31, 2024

RECOMMENDED ACTION:
Motion to approve City Council minutes for the special meeting held on July 31, 2024.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:
Minutes recorded for the City Council Special Meeting, held on July 31, 2024

FISCAL IMPACT, IF APPROPRIATE:
None

ATTACHMENTS:
1. July 31, 2024 City Council Special Meeting minutes

Special Meeting of the City Council
July 31, 2024 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Julia Johnson called the meeting to order at 6:03 P.M.

b. Pledge of Allegiance

c. Roll Call

Present: Mayor Julia Johnson, Councilmembers JoEllen Kesti, Paul Cocke, Kevin Loy, Joe Burns, Sarah Diamond, Allan Henderson and Nick Lavacca.

d. Executive Session

1. Discussion with Legal Counsel About Current or Potential Litigation (RCW 42.30.110(1)(i)).

At 6:04pm, Mayor Julia announced the City Council along with Attorney Emily Guildner would be in executive session.

At 6:22pm, Mayor Johnson returned and announced no action had been taken.

e. Adjournment

The meeting adjourned at 6:23 P.M.

ATTEST:	APPROVED:
______________________________	______________________________
Kelly Kohnken, City Clerk	Julia Johnson, Mayor

City Council Agenda Item

Agenda Item No.: e.4.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Regular

RECOMMENDED ACTION:

Motion to approve check register, EFTs, surcharges and payroll as described.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Claims checks #202584 through #20274, plus EFTs. Additional surcharges are not included on the check register. Payroll ACHs include associated benefit checks #61225 through #61230.

FISCAL IMPACT, IF APPROPRIATE:

Claims Checks and EFTs totaling $973,020.66
Surcharges totaling $36,573.64
Payroll totaling $383,409.65

ATTACHMENTS:

1. 2024-08-14 Check Register
2. 2024_07_SrCharge

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
8060	**08/14/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**57.90**	
		104 - 559 30 01 104 - Utility Payments on Redevelopi				57.90		
8061	**08/14/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.55**	
		101 - 576 80 47 053 - Other Utilities				14.55		
8062	**08/14/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.55**	
		104 - 595 20 63 082 - RW Trail Road Extension				14.55		
8063	**08/14/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.55**	
		104 - 595 20 63 082 - RW Trail Road Extension				14.55		
8064	**08/14/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**40.88**	
		001 - 558 60 49 041 - Miscellaneous - Planning And				40.88		
8065	**08/14/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**83.10**	
		401 - 535 80 47 000 - Public Utilities				83.10		
8066	**08/14/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**83.10**	
		401 - 535 80 47 000 - Public Utilities				83.10		
8067	**08/14/2024**	**Claims**	**2**	**EFT**	**Comcast Holdings Corp**		**470.95**	
		001 - 518 80 42 021 - Internet Services				470.95		
8068	**08/14/2024**	**Claims**	**2**	**EFT**	**Comcast Holdings Corp**		**71.95**	
		101 - 576 80 47 020 - Senior Center				71.95		
8069	**08/14/2024**	**Claims**	**2**	**EFT**	**FirstNET/AT&T Mobility**		**640.88**	
		001 - 522 20 42 020 - Telephone				640.88		
8070	**08/14/2024**	**Claims**	**2**	**EFT**	**Pitney Bowes**		**1,200.00**	
		001 - 512 50 42 020 - Telephone				241.09		
		001 - 514 23 42 020 - Telephone				228.95		
		001 - 521 20 42 020 - Telephone				317.20		
		001 - 522 20 42 020 - Telephone				3.63		
		425 - 531 50 42 010 - Postage				36.73		
		401 - 535 80 42 020 - Telephone				220.37		
		102 - 536 20 42 020 - Telephone				9.11		
		412 - 537 80 42 020 - Telephone				110.19		
		001 - 558 60 42 020 - Telephone				15.22		
		001 - 595 10 42 020 - Telephone				17.51		
8071	**08/14/2024**	**Claims**	**2**	**EFT**	**Cellco Partnershp dba Verizon Wireless**		**3,165.10**	
		001 - 511 60 31 000 - Supplies					CSL	
		001 - 513 10 42 020 - Telephone				154.35	EX	
		001 - 514 23 42 020 - Telephone				84.42	FIN	
		001 - 518 80 42 020 - Telephone				84.42	IT	
		001 - 521 20 42 020 - Telephone				926.42	PD	
		001 - 522 20 42 020 - Telephone					FD	
		001 - 524 20 42 020 - Telephone				124.43	BLD	
		401 - 535 80 42 030 - Cell Phones				513.21	WWT	
		102 - 536 20 42 020 - Telephone				82.22	CEM	
		412 - 537 80 42 025 - Cell Phones				379.89	SW	
		103 - 542 30 42 020 - Telephone				233.77	STR	
		001 - 558 60 42 020 - Telephone				42.21	PLN	
		101 - 576 80 42 020 - Telephone				343.11	PRK	
		001 - 595 10 42 025 - Cell Phones				196.65	ENG	
8072	**08/14/2024**	**Claims**	**2**	**EFT**	**Cellco Partnershp dba Verizon Wireless**		**1,040.93**	
		001 - 521 20 42 020 - Telephone				880.67		
		001 - 522 20 42 020 - Telephone				120.25		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		101 - 576 80 42 020 - Telephone				40.01		
8073	**08/14/2024**	**Claims**	**2**	**EFT**	**NW Fiber LLC, dba Ziply Fiber**		**872.52**	
		001 - 512 50 42 020 - Telephone				52.35		
		001 - 513 10 42 020 - Telephone				78.53		
		001 - 514 23 42 020 - Telephone				78.53		
		001 - 515 31 42 001 - Telephone				34.90		
		001 - 518 80 42 020 - Telephone				26.18		
		001 - 521 20 42 020 - Telephone				261.73		
		001 - 522 20 42 020 - Telephone				95.98		
		001 - 524 20 42 020 - Telephone				26.18		
		401 - 535 80 42 020 - Telephone				69.80		
		412 - 537 80 42 020 - Telephone				34.90		
		103 - 542 30 42 020 - Telephone				8.73		
		001 - 558 60 42 020 - Telephone				26.18		
		101 - 576 80 42 020 - Telephone				17.45		
		001 - 595 10 42 020 - Telephone				61.08		
8074	**08/14/2024**	**Claims**	**2**	**202584**	**A-1 Mobile Lock & Key**		**525.62**	
		001 - 521 20 31 002 - Office/Operating Supplies				102.08		
		412 - 537 80 31 000 - Operating Supplies				423.54		
8075	**08/14/2024**	**Claims**	**2**	**202585**	**A-1 Shredding**		**219.00**	
		001 - 514 23 41 011 - Professional Services				60.00		
		001 - 521 20 41 001 - Professional Services				114.00		
		001 - 524 20 41 000 - Professional Services				15.00		
		001 - 558 60 41 000 - Professional Services				15.00		
		001 - 595 10 41 000 - Professional Services				15.00		
8076	**08/14/2024**	**Claims**	**2**	**202586**	**Ackermann Electric Co.**		**924.88**	
		401 - 594 35 63 010 - Other Improvements				924.88		
8077	**08/14/2024**	**Claims**	**2**	**202587**	**Amazon Capital Svcs, Inc**		**1,654.82**	
		001 - 512 50 31 000 - Supplies				41.10		
		001 - 512 50 31 000 - Supplies				27.22		
		001 - 514 23 31 000 - Supplies				99.68		
		001 - 514 23 31 000 - Supplies				12.48		
		001 - 514 23 31 000 - Supplies				163.53		
		001 - 521 20 31 002 - Office/Operating Supplies				26.90		
		001 - 521 20 31 002 - Office/Operating Supplies				21.62		
		001 - 521 20 31 002 - Office/Operating Supplies				27.14		
		001 - 521 20 31 002 - Office/Operating Supplies				40.86		
		001 - 521 20 31 002 - Office/Operating Supplies				53.84		
		001 - 521 20 31 002 - Office/Operating Supplies				19.91		
		001 - 521 20 31 002 - Office/Operating Supplies				30.76		
		001 - 522 20 26 000 - Uniforms				16.28		
		001 - 522 20 31 000 - Operating Supplies				29.26		
		001 - 522 20 31 010 - Office Supplies				36.91		
		001 - 522 21 31 010 - Office Supplies				113.44		
		001 - 524 20 31 000 - Off/Oper Supps & Books				60.48		
		001 - 524 20 31 000 - Off/Oper Supps & Books				8.07		
		401 - 535 80 31 000 - Office Supplies				402.88		
		412 - 537 80 31 000 - Operating Supplies				136.95		
		412 - 537 80 31 000 - Operating Supplies				78.34		
		001 - 558 60 31 000 - Supplies/Books				60.49		
		001 - 558 60 31 000 - Supplies/Books				8.07		
		101 - 576 80 48 005 - Senior Center				70.05		
		001 - 595 10 31 000 - Supplies				60.49		
		001 - 595 10 31 000 - Supplies				8.07		
8078	**08/14/2024**	**Claims**	**2**	**202588**	**Applied Industrial Tech Inc.**		**33,140.32**	
		401 - 594 35 64 401 - Machinery & Equip				33,140.32		
8079	**08/14/2024**	**Claims**	**2**	**202589**	**Boulder Park Inc**		**12,463.01**	
		401 - 535 80 35 020 - Solids Handling				12,463.01		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
8080	**08/14/2024**	**Claims**	**2**	**202590**	**Jana R. Bouzek**		**1,650.00**	
		001 - 521 20 41 001 - Professional Services				550.00		
		001 - 521 20 41 001 - Professional Services				1,100.00		
8081	**08/14/2024**	**Claims**	**2**	**202591**	**Braun Northwest, Inc**		**244.07**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				244.07		
8082	**08/14/2024**	**Claims**	**2**	**202592**	**Business Process Autom. Co.**		**688.88**	
		401 - 535 80 31 010 - Operating Supplies				688.88		
8083	**08/14/2024**	**Claims**	**2**	**202593**	**C.Hlth130, dba Cardinal Health 112 LLC**		**549.84**	
		001 - 522 21 31 000 - Operating Supplies - Medical				-97.58		
		001 - 522 21 31 000 - Operating Supplies - Medical				214.20		
		001 - 522 21 31 000 - Operating Supplies - Medical				433.22		
8084	**08/14/2024**	**Claims**	**2**	**202594**	**Carletti Architects Ps**		**1,400.00**	
		505 - 594 48 60 020 - Eng - PW Veh Storage Bldg				1,400.00		
8085	**08/14/2024**	**Claims**	**2**	**202595**	**Cascade Automotive & Marine**		**71.68**	
		412 - 537 50 48 000 - Repairs/maint-equip				71.68		Unit 514
8086	**08/14/2024**	**Claims**	**2**	**202596**	**Central Welding Supply**		**222.52**	
		001 - 522 21 31 000 - Operating Supplies - Medical				222.52		
8087	**08/14/2024**	**Claims**	**2**	**202597**	**Cities Insurance Assoc**		**457.10**	
		001 - 514 23 46 000 - Insurance & Bonds				457.10		
8088	**08/14/2024**	**Claims**	**2**	**202598**	**CivicPlus, LLC**		**10,468.26**	
		101 - 576 80 41 000 - Professional Services				10,468.26		
8089	**08/14/2024**	**Claims**	**2**	**202599**	**Commercial Fire Protection Inc**		**987.98**	
		001 - 522 50 49 050 - Fire/Theft Protection				987.98		
8090	**08/14/2024**	**Claims**	**2**	**202600**	**Concentra Medical Centers**		**2,991.00**	
		001 - 522 20 41 010 - Prof Service-Medical Exams				1,568.00		
		001 - 522 20 41 010 - Prof Service-Medical Exams				1,423.00		
8091	**08/14/2024**	**Claims**	**2**	**202601**	**Consumer Rental, LLC**		**317.26**	
		001 - 558 60 49 001 - Miscellaneous				317.26		
8092	**08/14/2024**	**Claims**	**2**	**202602**	**Yeni Cortez**		**1,000.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				1,000.00		
8093	**08/14/2024**	**Claims**	**2**	**202603**	**Tech Data Corp. dba DLT Solutions LLC**		**5,579.25**	
		001 - 595 10 49 020 - Software Licenses/Support				5,579.25		
8094	**08/14/2024**	**Claims**	**2**	**202604**	**DS Services of America, Inc.**		**14.68**	
		103 - 542 30 31 000 - Operating Supplies				14.68		
8095	**08/14/2024**	**Claims**	**2**	**202605**	**Travis Dills**		**136.00**	
		412 - 537 80 31 000 - Operating Supplies				136.00		
8096	**08/14/2024**	**Claims**	**2**	**202606**	**Dwayne Lanes Skagit, Inc**		**2,767.45**	
		001 - 521 20 48 010 - Repair & Maint - Auto				2,231.62		
		001 - 521 20 48 010 - Repair & Maint - Auto				535.83		Veh 271 Eaton
8097	**08/14/2024**	**Claims**	**2**	**202607**	**E & E Lumber, Inc.**		**2,382.26**	
		001 - 521 20 31 002 - Office/Operating Supplies				27.14		
		001 - 522 20 48 000 - Repairs/Maint-Equip				30.41		
		401 - 535 50 48 060 - Maintenance Of Buildings				39.06		
		401 - 535 50 48 060 - Maintenance Of Buildings				50.02		
		401 - 535 80 35 000 - Small Tools & Minor Equip				66.07		
		412 - 537 80 31 000 - Operating Supplies				8.15		
		412 - 537 80 31 000 - Operating Supplies				25.50		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		412 - 537 80 31 000 - Operating Supplies				13.86		
		103 - 542 30 31 000 - Operating Supplies				10.38		
		103 - 542 30 31 000 - Operating Supplies				42.29		
		103 - 542 30 31 000 - Operating Supplies				12.50		
		103 - 542 30 31 000 - Operating Supplies				762.10		
		103 - 542 30 31 000 - Operating Supplies				108.76		
		103 - 542 30 31 000 - Operating Supplies				31.14		
		103 - 542 30 31 000 - Operating Supplies				7.29		
		103 - 542 30 31 000 - Operating Supplies				18.72		
		103 - 542 64 31 001 - Painting & Striping Supplies				56.25		
		101 - 576 80 48 001 - Riverfront				24.47		
		101 - 576 80 48 004 - Community Center				18.20		
		101 - 576 80 48 004 - Community Center				33.17		
		101 - 576 80 48 004 - Community Center				60.76		
		101 - 576 80 48 007 - Bingham Park				41.66		
		101 - 576 80 48 007 - Bingham Park				76.37		
		101 - 576 80 48 007 - Bingham Park				100.19		
		101 - 576 80 48 007 - Bingham Park				25.01		
		101 - 576 80 48 007 - Bingham Park				8.94		
		101 - 576 80 48 016 - City Hall				143.12		
		101 - 594 76 31 000 - Buildings & Structures				519.89		
		001 - 595 10 31 000 - Supplies				20.84		
8098	**08/14/2024**	**Claims**	**2**	**202608**	**Edge Analytical Inc**		**322.00**	
		401 - 535 80 41 000 - Professional Services				66.00		
		401 - 535 80 41 000 - Professional Services				66.00		
		401 - 535 80 41 000 - Professional Services				190.00		
8099	**08/14/2024**	**Claims**	**2**	**202609**	**Epic Land Solutions Inc**		**2,099.37**	
		104 - 595 20 63 084 - RW - SR20 Cascade Trail - Phas				1,360.74		
		104 - 595 20 63 084 - RW - SR20 Cascade Trail - Phas				738.63		
8100	**08/14/2024**	**Claims**	**2**	**202610**	**Family Promise of Skagit Valley**		**983.12**	
		117 - 551 00 00 117 - Affordable Housing				983.12		
8101	**08/14/2024**	**Claims**	**2**	**202611**	**Fastenal Company**		**156.02**	
		412 - 537 80 31 000 - Operating Supplies				42.15		
		103 - 542 30 31 000 - Operating Supplies				113.87		
8102	**08/14/2024**	**Claims**	**2**	**202612**	**Keira G. Foster - Lambright**		**22.25**	
		001 - 521 40 43 000 - Travel				22.25		
8103	**08/14/2024**	**Claims**	**2**	**202613**	**Fremarek, Inc dba**		**749.58**	
		401 - 535 80 31 010 - Operating Supplies				749.58		
8104	**08/14/2024**	**Claims**	**2**	**202614**	**Galls Parent Holdings, LLC**		**2,501.57**	
		001 - 522 20 26 000 - Uniforms				220.85		
		001 - 522 20 26 000 - Uniforms				385.10		
		001 - 522 20 26 000 - Uniforms				770.20		
		001 - 522 20 26 000 - Uniforms				71.90		
		001 - 522 20 26 000 - Uniforms				456.12		
		001 - 522 20 26 000 - Uniforms				114.03		
		001 - 522 20 26 000 - Uniforms				369.34		
		001 - 522 20 26 000 - Uniforms				114.03		
8105	**08/14/2024**	**Claims**	**2**	**202615**	**General Code**		**388.79**	
		001 - 511 60 31 001 - Legal Publications				388.79		
8106	**08/14/2024**	**Claims**	**2**	**202616**	**Genuine Parts Co. Inc**		**753.74**	
		401 - 535 50 48 040 - Maintenance Of Vehicles				292.95		
		401 - 535 50 48 040 - Maintenance Of Vehicles				292.95		
		401 - 535 80 31 010 - Operating Supplies				13.81		
		401 - 535 80 31 010 - Operating Supplies				47.99		
		401 - 535 80 31 010 - Operating Supplies				58.30		
		401 - 535 80 31 010 - Operating Supplies				9.62		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		401 - 535 80 35 030 - Portable Equipment < $5,000				9.08		
		401 - 535 80 35 030 - Portable Equipment < $5,000				21.85		
		102 - 536 20 48 040 - Repair/Maint-Equip & Bldg				33.73		Unit 201
		412 - 537 50 48 000 - Repairs/maint-equip				11.36		Unit 520
		103 - 542 30 48 010 - Repair/Maintenance-Equip				-222.30		
		101 - 576 80 48 008 - North Township				4.92		
		101 - 576 80 48 008 - North Township				4.92		
		101 - 576 80 48 021 - Equipment				174.56		
8107	**08/14/2024**	**Claims**	**2**	**202617**	**Guardian Security Systems, Inc.**		**354.04**	
		001 - 521 20 41 001 - Professional Services				35.84		
		001 - 522 50 49 050 - Fire/Theft Protection				48.87		
		401 - 535 50 48 000 - Maintenance Contracts				10.86		
		101 - 576 80 41 010 - Alarm Monitoring				258.47		
8108	**08/14/2024**	**Claims**	**2**	**202618**	**Terri Gunderson**		**100.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				100.00		
8109	**08/14/2024**	**Claims**	**2**	**202619**	**Hach Company**		**332.25**	
		401 - 535 80 31 010 - Operating Supplies				148.30		
		401 - 535 80 31 020 - Op Supplies-Chemicals				183.95		
8110	**08/14/2024**	**Claims**	**2**	**202620**	**Heritage Bank**		**23,408.89**	
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				4,801.45		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				2,236.83		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				6,121.86		
		103 - 595 30 63 020 - Resurfacing Projects				467.29		
		104 - 595 62 63 077 - Const - Sch A 2024 Pvt & Ped				1,768.84		
		104 - 595 62 63 078 - Const - Sch B 2024 Pvt & Ped				1,010.38		
		104 - 595 62 63 079 - Const - Sch F 2024 Pvt & Ped				7,002.24		
8111	**08/14/2024**	**Claims**	**2**	**202621**	**Home Depot Credit Services**		**322.54**	
		101 - 576 80 35 000 - Small Tools & Minor Equip				107.51		
		101 - 576 80 35 000 - Small Tools & Minor Equip				107.51		
		101 - 576 80 35 000 - Small Tools & Minor Equip				215.03		
		101 - 576 80 35 000 - Small Tools & Minor Equip				-107.51		
8112	**08/14/2024**	**Claims**	**2**	**202622**	**Hose Shop Inc (the)**		**13.34**	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				13.34		
8113	**08/14/2024**	**Claims**	**2**	**202623**	**ICONIX Waterworks (US) Inc**		**3,958.31**	
		401 - 535 50 48 010 - Maintenance Of Lines				3,831.96		
		401 - 535 50 48 010 - Maintenance Of Lines				126.35		
8114	**08/14/2024**	**Claims**	**2**	**202624**	**IS Squared, Inc**		**1,138.29**	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				1,138.29		
8115	**08/14/2024**	**Claims**	**2**	**202625**	**IWorQ Systems Inc.**		**2,400.00**	
		001 - 524 20 49 010 - Misc-Dues				800.00		
		001 - 558 60 49 010 - Dues/Subscript/Membership				800.00		
		001 - 595 10 49 020 - Software Licenses/Support				800.00		
8116	**08/14/2024**	**Claims**	**2**	**202626**	**Indust Pwr Sup Inc, dba**		**5,475.25**	
		412 - 537 50 48 000 - Repairs/maint-equip				5,475.25		Unit 523
8117	**08/14/2024**	**Claims**	**2**	**202627**	**Industrial Resources**		**5,945.83**	
		401 - 594 35 64 401 - Machinery & Equip				5,945.83		
8118	**08/14/2024**	**Claims**	**2**	**202628**	**Insight Direct USA, Inc.**		**705.20**	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				705.20		
8119	**08/14/2024**	**Claims**	**2**	**202629**	**Richard Jeffries**		**100.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				100.00		
8120	**08/14/2024**	**Claims**	**2**	**202630**	**KCDA Purchasing Cooperative**		**25,160.07**	
		101 - 594 76 63 025 - Olmsted Park				25,160.07		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
8121	**08/14/2024**	**Claims**	**2**	**202631**	**Kelley Create**		**125.65**	
		001 - 595 10 48 000 - Repair & Maintenance				125.65		
8122	**08/14/2024**	**Claims**	**2**	**202632**	**Carole A. Knipper**		**1,792.59**	
		001 - 514 23 41 011 - Professional Services				642.12		
		001 - 514 23 41 011 - Professional Services				454.84		
		001 - 514 23 41 011 - Professional Services				695.63		
8123	**08/14/2024**	**Claims**	**2**	**202633**	**L N Curtis & Sons**		**118.97**	
		001 - 521 20 26 000 - Uniforms/Accessories				118.97		
8124	**08/14/2024**	**Claims**	**2**	**202634**	**Lauts Inc dba Lautenbach Industries**		**3,116.75**	
		412 - 537 60 47 015 - Construction Demolition Land				656.25		720 murdock
		412 - 537 60 47 015 - Construction Demolition Land				186.25		Seacon
		412 - 537 60 47 015 - Construction Demolition Land				282.50		None listed
		412 - 537 60 47 015 - Construction Demolition Land				450.00		BYK Trail
		412 - 537 60 47 015 - Construction Demolition Land				276.25		705 Warner
		412 - 537 60 47 015 - Construction Demolition Land				1,265.50		Byk bucko united dry wall
8125	**08/14/2024**	**Claims**	**2**	**202635**	**Les Schwab Tire Center**		**1,254.15**	
		412 - 537 50 48 000 - Repairs/maint-equip				652.21		Unit 520
		412 - 537 50 48 000 - Repairs/maint-equip				303.41		Unit 520
		412 - 537 60 47 011 - Site Recycling Disposal				135.75		Site recycle tires
		103 - 542 30 48 010 - Repair/Maintenance-Equip				56.45		Unit 336
		103 - 542 30 48 010 - Repair/Maintenance-Equip				106.33		Unit 336
8126	**08/14/2024**	**Claims**	**2**	**202636**	**Life Assist Inc.**		**1,217.79**	
		001 - 522 21 31 000 - Operating Supplies - Medical				342.20		
		001 - 522 21 31 000 - Operating Supplies - Medical				419.43		
		001 - 522 21 31 000 - Operating Supplies - Medical				207.47		
		001 - 522 21 31 000 - Operating Supplies - Medical				248.69		
8127	**08/14/2024**	**Claims**	**2**	**202637**	**Loggers & Contractors**		**74.79**	
		103 - 542 30 31 000 - Operating Supplies				74.79		
8128	**08/14/2024**	**Claims**	**2**	**202638**	**Janeth Luevanos**		**100.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				100.00		
8129	**08/14/2024**	**Claims**	**2**	**202639**	**McLoughlin & Eardley Corp**		**1,321.94**	
		001 - 521 20 31 002 - Office/Operating Supplies				1,321.94		
8130	**08/14/2024**	**Claims**	**2**	**202640**	**Jason Miller**		**200.00**	
		001 - 513 10 41 000 - Professional Services-Other				200.00		
8131	**08/14/2024**	**Claims**	**2**	**202641**	**LC Norgard dba Minda's Quality Cleaners**		**81.60**	
		001 - 522 20 49 030 - Misc-Laundry				81.60		
8132	**08/14/2024**	**Claims**	**2**	**202642**	**Motorola Solutions**		**1,522.25**	
		001 - 521 20 31 002 - Office/Operating Supplies				961.44		
		001 - 521 20 31 002 - Office/Operating Supplies				560.81		
8133	**08/14/2024**	**Claims**	**2**	**202643**	**Mountain Law, PLLC**		**1,186.70**	
		001 - 512 50 41 040 - Language Interpreter				1,186.70		
8134	**08/14/2024**	**Claims**	**2**	**202644**	**Municipal Emergency Services Inc**		**2,736.72**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				2,736.72		
8135	**08/14/2024**	**Claims**	**2**	**202645**	**Walter E Nelson Co. of N. WA**		**2,614.00**	
		103 - 542 30 31 000 - Operating Supplies				611.65		
		101 - 576 80 31 003 - Operating Sup - Parks Shop				611.65		
		101 - 576 80 31 005 - Operating Sup - Senior Ctr				611.67		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		101 - 576 80 31 008 - Operating Sup - Memorial				779.03		
8136	**08/14/2024**	**Claims**	**2**	**202646**	**Nelson Dist, Inc. dba Nelson-Reisner**		**314.18**	
		001 - 522 20 32 000 - Auto Fuel/Diesel				13.82		
		425 - 531 50 32 000 - Vehicle Fuel				81.10		
		412 - 537 80 32 000 - Auto Fuel/Diesel				219.26		
8137	**08/14/2024**	**Claims**	**2**	**202647**	**North Hill Resources Inc**		**678.08**	
		412 - 537 60 47 011 - Site Recycling Disposal				460.33		Site recycle concrete
		412 - 537 60 47 011 - Site Recycling Disposal				41.27		Site recycle concrete
		412 - 537 80 31 000 - Operating Supplies				176.48		
8138	**08/14/2024**	**Claims**	**2**	**202648**	**Northwest Parking Equip Co, Inc.**		**1,347.77**	
		101 - 576 80 48 002 - RV Park				673.88		
		101 - 576 80 48 007 - Bingham Park				673.89		
8139	**08/14/2024**	**Claims**	**2**	**202649**	**Oliver-Hammer, Inc**		**52.08**	
		401 - 535 80 35 010 - Safety Equipment				52.08		
8140	**08/14/2024**	**Claims**	**2**	**202650**	**Pacific Landscape Architecture LLC**		**1,096.25**	
		102 - 536 20 41 000 - Professional Services				757.50		
		101 - 594 76 63 025 - Olmsted Park				338.75		
8141	**08/14/2024**	**Claims**	**2**	**202651**	**Pacific Style Lawn Maint. Inc.**		**828.08**	
		101 - 576 80 31 100 - Fertilizer/Herbicide				651.60		
		101 - 576 80 48 014 - Winnie Houser Park				176.48		
8142	**08/14/2024**	**Claims**	**2**	**202652**	**Pape' Group, dba Pape' Machinery Inc.**		**7,794.31**	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				92.47		Unit 336
		101 - 576 80 48 021 - Equipment				7,701.84		Unit 133
8143	**08/14/2024**	**Claims**	**2**	**202653**	**Peters Towing LLC**		**325.80**	
		001 - 521 20 41 001 - Professional Services				162.90		
		001 - 521 20 41 001 - Professional Services				162.90		
8144	**08/14/2024**	**Claims**	**2**	**202654**	**Puget Sound Energy, Inc.**		**43,498.62**	
		001 - 521 20 47 000 - Public Utilities				190.55		
		001 - 521 20 47 000 - Public Utilities				23.38		
		001 - 522 50 47 000 - Public Utilities				589.05		
		425 - 531 50 47 000 - Public Utilities				29.98		
		425 - 531 50 47 000 - Public Utilities				72.63		
		401 - 535 80 47 000 - Public Utilities				67.50		
		401 - 535 80 47 000 - Public Utilities				150.06		
		401 - 535 80 47 000 - Public Utilities				13,480.17		
		401 - 535 80 47 000 - Public Utilities				109.60		
		401 - 535 80 47 000 - Public Utilities				314.31		
		401 - 535 80 47 000 - Public Utilities				101.60		
		401 - 535 80 47 000 - Public Utilities				60.13		
		401 - 535 80 47 000 - Public Utilities				201.04		
		401 - 535 80 47 000 - Public Utilities				145.60		
		401 - 535 80 47 000 - Public Utilities				482.08		
		401 - 535 80 47 000 - Public Utilities				500.12		
		102 - 536 20 47 000 - Public Utilities				38.81		
		412 - 537 80 47 000 - Public Utilities				93.21		
		103 - 542 63 47 000 - Public Utilities				20,505.23		
		103 - 542 63 47 000 - Public Utilities				65.75		
		103 - 542 63 47 000 - Public Utilities				61.58		
		103 - 542 63 47 000 - Public Utilities				55.20		
		101 - 576 80 47 000 - Riverfront				1,137.50		
		101 - 576 80 47 000 - Riverfront				139.55		
		101 - 576 80 47 000 - Riverfront				11.28		

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		101 - 576 80 47 000 - Riverfront				13.23		
		101 - 576 80 47 010 - Community Center				299.91		
		101 - 576 80 47 020 - Senior Center				350.03		
		101 - 576 80 47 030 - Museum Apartments				31.71		
		101 - 576 80 47 030 - Museum Apartments				72.63		
		101 - 576 80 47 030 - Museum Apartments				23.54		
		101 - 576 80 47 040 - Train				14.06		
		101 - 576 80 47 050 - Hammer Square				122.46		
		101 - 576 80 47 051 - Bingham / Memorial				110.79		
		101 - 576 80 47 051 - Bingham / Memorial				163.32		
		101 - 576 80 47 052 - Bingham Caretaker				125.66		
		101 - 576 80 47 053 - Other Utilities				40.62		
		101 - 576 80 47 053 - Other Utilities				10.86		
		101 - 576 80 47 070 - City Hall				3,437.10		
		104 - 595 20 63 082 - RW Trail Road Extension				56.79		
8145	**08/14/2024**	**Claims**	**2**	**202655**	**R & H Mechanical, Inc.**		**130.32**	
		401 - 535 50 48 060 - Maintenance Of Buildings				130.32		
8146	**08/14/2024**	**Claims**	**2**	**202656**	**Lilybeth Ramirez**		**1,000.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				1,000.00		
8147	**08/14/2024**	**Claims**	**2**	**202657**	**Toni M. Ray**		**100.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				100.00		
8148	**08/14/2024**	**Claims**	**2**	**202658**	**Red's Mobile 24-Hour Truck & Equip Repai**		**1,275.94**	
		412 - 537 50 48 000 - Repairs/maint-equip				1,275.94		Unit 520
8149	**08/14/2024**	**Claims**	**2**	**202659**	**Rexel USA, Inc**		**67.41**	
		401 - 535 80 35 000 - Small Tools & Minor Equip				67.41		
8150	**08/14/2024**	**Claims**	**2**	**202660**	**Rick's Refrigeration Inc**		**333.00**	
		412 - 537 60 47 011 - Site Recycling Disposal				333.00		Site recycle fridges
8151	**08/14/2024**	**Claims**	**2**	**202661**	**Ricoh USA, Inc**		**114.61**	
		001 - 514 23 45 000 - Operating Rentals/Leases				79.86		
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				34.75		
8152	**08/14/2024**	**Claims**	**2**	**202662**	**Ricoh USA, Inc**		**288.32**	
		001 - 514 23 45 000 - Operating Rentals/Leases				231.08		
		103 - 542 30 31 000 - Operating Supplies				57.24		
8153	**08/14/2024**	**Claims**	**2**	**202663**	**Rodda Paint Co**		**1,665.88**	
		103 - 542 64 31 001 - Painting & Striping Supplies				134.57		
		103 - 542 64 31 001 - Painting & Striping Supplies				1,531.31		
8154	**08/14/2024**	**Claims**	**2**	**202664**	**Kevin Rogerson**		**200.00**	
		001 - 512 50 41 010 - Municipal Court Judge				200.00		
8155	**08/14/2024**	**Claims**	**2**	**202665**	**SBA Structures, LLC**		**609.29**	
		001 - 591 28 70 001 - Lease + Subscription IT (SBITA)				304.65		
		401 - 591 28 70 401 - Leases + Subscription IT (SBITA				304.64		
8156	**08/14/2024**	**Claims**	**2**	**202666**	**SRV Construction Inc**		**444,768.92**	
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				91,227.56		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				42,499.75		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				116,315.29		
		103 - 595 30 63 020 - Resurfacing Projects				8,878.42		
		104 - 595 62 63 077 - Const - Sch A 2024 Pvt & Ped				33,607.99		
		104 - 595 62 63 078 - Const - Sch B 2024 Pvt & Ped				19,197.30		
		104 - 595 62 63 079 - Const - Sch F 2024 Pvt & Ped				133,042.61		
8157	**08/14/2024**	**Claims**	**2**	**202667**	**Solid Waste Syst Inc dba SWS Equipment**		**2,092.87**	
		412 - 537 50 48 000 - Repairs/maint-equip				2,092.87		Unit 516

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
8158	**08/14/2024**	**Claims**	**2**	**202668**	**San Diego Police Equip Co. Inc.**		**5,210.63**	
		001 - 521 20 31 015 - Ammunition				5,210.63		
8159	**08/14/2024**	**Claims**	**2**	**202669**	**Seahurst Electric Inc**		**6,250.00**	
		401 - 535 50 48 000 - Maintenance Contracts				6,250.00		
8160	**08/14/2024**	**Claims**	**2**	**202670**	**Sedgwick Claims**		**3,244.82**	
		001 - 511 60 21 001 - Industrial Insurance				2.35		
		001 - 512 50 21 001 - Industrial Insurance				2.91		
		001 - 513 10 21 001 - Industrial Insurance				5.53		
		001 - 514 23 21 001 - Industrial Insurance				23.52		
		001 - 518 80 21 001 - Industrial Insurance				7.89		
		001 - 521 10 21 001 - Industrial Insurance				59.78		
		001 - 521 20 21 001 - Industrial Insurance				798.40		
		001 - 522 20 21 001 - Industrial Insurance				563.17		
		001 - 522 21 21 001 - Industrial Insurance				535.49		
		001 - 522 22 21 001 - Industrical Insurance				83.02		
		001 - 522 23 21 001 - Industrial Insurance				429.24		
		001 - 524 20 21 001 - Industrial Insurance				27.66		
		425 - 531 50 21 001 - Industrial Insurance				70.57		
		401 - 535 80 21 001 - Industrial Insurance				164.66		
		102 - 536 20 21 001 - Industrial Insurance				26.29		
		412 - 537 80 21 001 - Industrial Insurance				163.28		
		103 - 542 30 21 001 - Industrial Insurance				74.72		
		501 - 548 30 21 001 - Industrial Insurance				34.48		
		001 - 558 60 21 001 - Industrial Insurance				6.92		
		101 - 576 80 21 001 - Industrial Insurance				105.16		
		001 - 595 10 21 001 - Industrial Insurance				59.78		
8161	**08/14/2024**	**Claims**	**2**	**202671**	**Sedro-Woolley Auto Parts Inc**		**647.24**	
		001 - 521 20 31 002 - Office/Operating Supplies				21.16		
		001 - 521 20 31 002 - Office/Operating Supplies				4.88		
		001 - 522 20 48 000 - Repairs/Maint-Equip				16.28		
		412 - 537 80 31 000 - Operating Supplies				161.53		
		412 - 537 80 31 000 - Operating Supplies				40.91		
		103 - 542 30 31 000 - Operating Supplies				105.12		
		103 - 542 30 31 000 - Operating Supplies				31.93		
		103 - 542 30 31 000 - Operating Supplies				83.52		
		101 - 576 80 48 021 - Equipment				181.91	Unit 156	
8162	**08/14/2024**	**Claims**	**2**	**202672**	**M.T. Gehring dba Sedro-Woolley Auto**		**824.23**	
		001 - 521 20 48 010 - Repair & Maint - Auto				126.28		
		001 - 521 20 48 010 - Repair & Maint - Auto				697.95	Veh 272 velt	
8163	**08/14/2024**	**Claims**	**2**	**202673**	**Sirchie Acquisition Co LLC**		**92.00**	
		001 - 521 20 31 002 - Office/Operating Supplies				92.00		
8164	**08/14/2024**	**Claims**	**2**	**202674**	**Skagit 911**		**4,679.00**	
		001 - 522 20 41 020 - Central Dispatch				4,679.00		
8165	**08/14/2024**	**Claims**	**2**	**202675**	**Skagit Cnty District Court**		**4,509.25**	
		001 - 512 50 41 001 - District Court Surcharge				4,509.25		
8166	**08/14/2024**	**Claims**	**2**	**202676**	**Skagit Cnty Information Svcs**		**12,091.72**	
		001 - 521 20 41 050 - Spillman System				12,091.72		
8167	**08/14/2024**	**Claims**	**2**	**202677**	**Skagit Cnty Public Health**		**62,418.10**	
		117 - 551 00 01 117 - Affordable Housing - NOFA				55,994.87		
		001 - 566 00 41 000 - Skagit Co Public Health-2% Liq				919.73		
		001 - 569 00 41 000 - Skagit Senior Services				5,503.50		
8168	**08/14/2024**	**Claims**	**2**	**202678**	**Skagit Cnty Public Works**		**11,026.45**	
		425 - 531 50 41 002 - Contracted Services				9,512.15		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		103 - 542 30 31 020 - Operating Supplies - Herbicide				734.66		
		103 - 542 64 31 004 - Street Sign Materials				530.73		
		001 - 595 10 31 001 - Address & Street Signs-Reimb				248.91		
8169	**08/14/2024**	**Claims**	**2**	**202679**	**Skagit Cnty Sheriff Office**		**4,872.94**	
		001 - 523 60 41 010 - Prisoner Transport				4,872.94		
8170	**08/14/2024**	**Claims**	**2**	**202680**	**Skagit Cnty Treasurer**		**64,354.41**	
		114 - 313 15 00 001 - Sales Tax - Jail (2/10)				-64,354.41		
8171	**08/14/2024**	**Claims**	**2**	**202681**	**Skagit Council Of Governments**		**1,326.48**	
		001 - 558 60 41 050 - SCOG				1,326.48		
8172	**08/14/2024**	**Claims**	**2**	**202682**	**Skagit DV & SA Services**		**548.62**	
		001 - 565 50 41 000 - Sk Domestic Violence				548.62		
8173	**08/14/2024**	**Claims**	**2**	**202683**	**Skagit Farmers Supply**		**69.46**	
		401 - 535 50 48 060 - Maintenance Of Buildings				69.46		
8174	**08/14/2024**	**Claims**	**2**	**202684**	**PNG Media LLC, dba Skagit Publishing**		**687.04**	
		001 - 511 60 31 001 - Legal Publications				96.84		
		001 - 558 60 41 010 - Advertising				96.84		
		001 - 558 60 41 010 - Advertising				118.36		
		001 - 558 60 41 010 - Advertising				375.00		
8175	**08/14/2024**	**Claims**	**2**	**202685**	**Skagit River Steel**		**110.59**	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				110.59		
8176	**08/14/2024**	**Claims**	**2**	**202686**	**Paul Taylor**		**2,100.00**	
		001 - 521 20 27 000 - Retired Medical				2,100.00		
8177	**08/14/2024**	**Claims**	**2**	**202687**	**Thompson, Guildner & Assoc, Inc P.S.**		**18,672.80**	
		001 - 515 41 41 000 - Ext Legal-City Attorney				14,951.30		
		001 - 515 45 41 000 - Legal - Litigation				3,721.50		
8178	**08/14/2024**	**Claims**	**2**	**202688**	**Tight Lies LLC**		**9,231.00**	
		001 - 558 70 00 513 - Economic Development				9,231.00		
8179	**08/14/2024**	**Claims**	**2**	**202689**	**Transportation Solutions, Inc.**		**1,264.75**	
		104 - 544 40 41 000 - Transportation Plan Update				1,264.75		
8180	**08/14/2024**	**Claims**	**2**	**202690**	**Uline, Inc.**		**1,366.84**	
		001 - 522 21 31 010 - Office Supplies				717.29		
		412 - 537 80 31 000 - Operating Supplies				649.55		
8181	**08/14/2024**	**Claims**	**2**	**202691**	**UniFirst Corp.**		**1,640.52**	
		001 - 522 20 26 000 - Uniforms				321.47		
		001 - 522 20 26 000 - Uniforms				330.76		
		001 - 522 20 26 000 - Uniforms				327.06		
		001 - 522 20 26 000 - Uniforms				329.11		
		001 - 522 20 26 000 - Uniforms				332.12		
8182	**08/14/2024**	**Claims**	**2**	**202692**	**United Parcel Service, Inc.**		**14.89**	
		001 - 521 20 31 002 - Office/Operating Supplies				14.89		
8183	**08/14/2024**	**Claims**	**2**	**202693**	**FA Bartlett Tree dba Urban Forestry Svcs**		**350.00**	
		103 - 542 61 48 000 - Repair/Maint Sidewalk (REET)				350.00		
8184	**08/14/2024**	**Claims**	**2**	**202694**	**Util Underground Loc Ctr**		**135.02**	
		401 - 535 80 31 010 - Operating Supplies				135.02		
8185	**08/14/2024**	**Claims**	**2**	**202695**	**Valvoline Instnt Oil Chg**		**163.18**	
		001 - 521 20 48 010 - Repair & Maint - Auto				54.71		
		001 - 521 20 48 010 - Repair & Maint - Auto				108.47		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
8186	**08/14/2024**	**Claims**	**2**	**202696**	**Vestis Group, Inc**		**18.67**	
		401 - 535 80 49 000 - Laundry				6.64		
		412 - 537 80 49 000 - Misc-Laundry				3.83		
		103 - 542 30 49 000 - Misc-Laundry				8.20		
8187	**08/14/2024**	**Claims**	**2**	**202697**	**WA St Patrol**		**66.25**	
		001 - 521 20 41 040 - Intergov Svc-Gun Permits				66.25		
8188	**08/14/2024**	**Claims**	**2**	**202698**	**WebsEdge Limited**		**26,300.00**	
		001 - 558 70 00 513 - Economic Development				26,300.00		
8189	**08/14/2024**	**Claims**	**2**	**202699**	**Wesmar Company, Inc**		**7,752.95**	
		401 - 535 80 35 020 - Solids Handling				7,752.95		
8190	**08/14/2024**	**Claims**	**2**	**202700**	**West Coast Code Consultants**		**80.00**	
		001 - 524 20 41 000 - Professional Services				80.00		
8191	**08/14/2024**	**Claims**	**2**	**202701**	**Whatcom Electric Co. Inc.**		**378.63**	
		412 - 537 50 48 000 - Repairs/maint-equip				532.63		Stock battery
		412 - 537 60 47 011 - Site Recycling Disposal				-47.00		Site recycle Battery Credit
		412 - 537 60 47 011 - Site Recycling Disposal				-70.00		Site recycle batteries
		412 - 537 60 47 011 - Site Recycling Disposal				-19.00		Site recycle batteries
		412 - 537 60 47 011 - Site Recycling Disposal				-13.00		Site Recycle
		412 - 537 60 47 011 - Site Recycling Disposal				-5.00		Site recycle battery
8192	**08/14/2024**	**Claims**	**2**	**202702**	**Woods Acquisition Corp**		**1,193.08**	
		401 - 535 50 48 010 - Maintenance Of Lines				29.87		
		412 - 537 80 35 000 - Small Tools & Minor Equip				460.45		
		103 - 542 30 31 000 - Operating Supplies				97.90		
		103 - 542 30 35 000 - Small Tools/Minor Equip				547.33		
		101 - 576 80 35 010 - Safety Equipment				57.53		
8193	**08/14/2024**	**Claims**	**2**	**202703**	**World Kinect Energy Services, dba**		**18,426.18**	
		001 - 514 23 43 000 - Meals/Travel				29.92		
		001 - 518 20 32 000 - Auto Fuel				89.17		
		001 - 518 20 32 000 - Auto Fuel				159.31		
		001 - 521 20 32 000 - Auto Fuel				3,212.67		
		001 - 521 20 32 000 - Auto Fuel				3,471.60		
		001 - 522 20 32 000 - Auto Fuel/Diesel				1,473.19		
		001 - 522 20 32 000 - Auto Fuel/Diesel				1,718.01		
		001 - 522 20 32 000 - Auto Fuel/Diesel				239.83		
		001 - 522 20 32 000 - Auto Fuel/Diesel				280.75		
		425 - 531 50 32 000 - Vehicle Fuel				110.77		
		425 - 531 50 32 000 - Vehicle Fuel				264.13		
		425 - 531 50 32 000 - Vehicle Fuel				92.69		
		425 - 531 50 32 000 - Vehicle Fuel				171.66		
		425 - 531 50 32 000 - Vehicle Fuel				146.98		
		401 - 535 80 32 000 - Auto Fuel/Diesel				165.21		
		401 - 535 80 32 000 - Auto Fuel/Diesel				219.66		
		102 - 536 20 32 000 - Auto Fuel/Diesel				115.14		
		102 - 536 20 32 000 - Auto Fuel/Diesel				144.54		
		412 - 537 80 32 000 - Auto Fuel/Diesel				226.70		Fuel 514,525
		412 - 537 80 32 000 - Auto Fuel/Diesel				1,814.36		
		412 - 537 80 32 000 - Auto Fuel/Diesel				2,247.72		
		103 - 542 30 32 000 - Auto Fuel/Diesel				502.47		
		103 - 542 30 32 000 - Auto Fuel/Diesel				345.93		
		103 - 542 30 32 000 - Auto Fuel/Diesel				72.79		
		103 - 542 30 32 000 - Auto Fuel/Diesel				81.28		
		101 - 576 80 32 000 - Auto Fuel/Diesel				750.82		
		101 - 576 80 32 000 - Auto Fuel/Diesel				133.31		
		101 - 576 80 32 000 - Auto Fuel/Diesel				145.57		
8194	**08/14/2024**	**Claims**	**2**	**202704**	**Zachor, Stock & Krepps, Inc PS**		**8,840.00**	

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		001 - 515 41 41 001 - Ext Legal-Prosecutor				8,840.00		

001 Current Expense Fund	164,664.68	
101 Parks & Facilities Fund	60,099.98	
102 Cemetery Fund	1,207.34	
103 Street Fund	37,586.97	
104 Arterial Street Fund	462,340.01	
114 Law Enforcement Sales Tax	64,354.41	
117 Housing and Related Services	56,977.99	
401 Sewer Operations Fund	91,770.21	
412 Solid Waste Operations Fund	21,995.20	
425 Stormwater Operations	10,589.39	
501 Equipment Replacement Fund	34.48	
505 Public Works Facility Fund	1,400.00	
		Claims: 973,020.66
* Transaction Has Mixed Revenue And Expense Accounts	973,020.66	

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Sedro Woolley, and that I am authorized to authenticate and certify to said claim.

Finance Director Date

Finance Committee Member Date

Finance Committee Member Date

Finance Committee Member Date

TRANSACTION JOURNAL

City Of Sedro-Woolley

Time: 11:28:41 Date: 08/08/2024

07/01/2024 To: 07/31/2024

Page: 1

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
6683	07/01/2024	07/31/2024	1		Ser Chge		US Bank -- Merchant Fees	295.33	July 2024 US Bank Merchant Fees
	535 80 41 020 Collection Services			401 Sewer Operations Fund				147.67	
	514 23 41 010 Bank Fees			001 Current Expense Fund				73.83	
	537 80 41 020 Collection Services			412 Solid Waste Operations Fund				73.83	
6704	07/02/2024	07/31/2024	2		Ser Chge		City of Sedro-Woolley	-900.06	DRS SERVICE CHARGE TO BALANCE - DRS YET TO TAKE $900.06 FOR NEW HIRE THAT HAS ALREADY POSTED TO SBX
	389 90 01 631 Unapplied Cash - Susp			631 Suspense Fund				900.06	
6945	07/03/2024	07/31/2024	1		Ser Chge		Payment Tech -- Service Charge	3,709.97	JULY 2024 PAYMENTECH SERVICE CHARGE - GENERAL ACCOUNT
	535 80 41 020 Collection Services			401 Sewer Operations Fund				1,854.99	
	514 23 41 010 Bank Fees			001 Current Expense Fund				927.49	
	537 80 41 020 Collection Services			412 Solid Waste Operations Fund				927.49	
6946	07/03/2024	07/31/2024	1		Ser Chge		Payment Tech -- Service Charge	165.12	JULY 2024 PAYMENTECH SERVICE CHARGE - GENERAL ACCOUNT#2 NON-UTILITY
	514 23 41 010 Bank Fees			001 Current Expense Fund				165.12	
6947	07/03/2024	07/31/2024	1		Ser Chge		Payment Tech -- Service Charge	73.80	JULY 2024 PAYMENTECH SERVICE CHARGE - RIVERFRONT
	576 80 41 000 Professional Services			101 Parks & Facilities Fund				73.80	
6948	07/03/2024	07/31/2024	1		Ser Chge		Payment Tech -- Service Charge	30.70	JULY 2024 PAYMENTECH SERVICE CHARGE - BINGHAM
	576 80 41 000 Professional Services			101 Parks & Facilities Fund				30.70	
7003	07/05/2024	07/31/2024	1		Ser Chge		Xpress Bill Pay - Service Fees	1,959.73	JULY 2024 XPRESS BILL PAY SERVICE CHARGE
	537 80 41 020 Collection Services			412 Solid Waste Operations Fund				489.93	
	535 80 41 020 Collection Services			401 Sewer Operations Fund				979.87	
	514 23 41 010 Bank Fees			001 Current Expense Fund				489.93	
7013	07/08/2024	07/31/2024	2	EFT	Ser Chge		NW Fiber LLC, dba Ziply Fiber	-206.71	Stop Payment on 7/13/2022 transactions. Ziply monthly balance of $206.71 on account 0335 EFT payment was missed. Therefore it was included on next bill for a total of $431.76, this was paid but the or
	522 20 42 020 Telephone			001 Current Expense Fund				-206.71	

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
7014	07/08/2024	07/31/2024	2	EFT	Ser Chge		NW Fiber LLC, dba Ziply Fiber	-64.87	Stop Payment on 7/13/2022 Ziply account 1230 transaction. EFT not paid, included on next bill. Paid on next bill but original transaction not voided.
	576 80 47 010 Community Center			101 Parks & Facilities Fund				-64.87	
7015	07/08/2024	07/31/2024	2	EFT	Ser Chge		Cnty of Skagit Public Utility	-55.81	Stop payment on 8/24/2022 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-55.81	
7017	07/08/2024	07/31/2024	2	EFT	Ser Chge		Cnty of Skagit Public Utility	-55.81	Stop payment on 9/15/2022 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-55.81	
7018	07/08/2024	07/31/2024	2		Ser Chge		Cnty of Skagit Public Utility	-12.28	Stop payment on 11/23/2022 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-12.28	
7019	07/08/2024	07/31/2024	2	EFT	Ser Chge		Cnty of Skagit Public Utility	-45.71	Stop payment on 1/25/2023 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-45.71	
7020	07/08/2024	07/31/2024	2	EFT	Ser Chge		Cnty of Skagit Public Utility	-79.15	Stop payment on 1/25/2023 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-79.15	
7021	07/08/2024	07/31/2024	2	EFT	Ser Chge		Cnty of Skagit Public Utility	-71.36	Stop payment on 1/25/2023 payment.
	576 80 47 053 Other Utilities			101 Parks & Facilities Fund				-71.36	
7022	07/08/2024	07/31/2024	2		Ser Chge		Chuckanut Valley Veterinary Clinic	-369.75	Stop Payment. Original check 12/28/2022. Paid as part of 12/26/2023 statement.
	521 20 41 020 Veterinary Services			001 Current Expense Fund				-369.75	
7023	07/08/2024	07/31/2024	2		Ser Chge		Puget Sound Energy, Inc.	-24,353.66	Stop payment from 6/14/2023 for PSE $24,353.66 check 199993. Original check not voided, paid on 7/28/2023 with current item totalling $53,256.05.
	388 10 00 001 Prior Period Adjustme			001 Current Expense Fund				24,353.66	
7036	07/09/2024	07/31/2024	2		Ser Chge			-17.90	Stop payment. 6/14/2023 E&E invoice incorrectly entered as Taylor Promotional Prod. $17.90 submitted again and properly paid to E&E Lumber on 7/12/2023 check run.
	542 61 31 000 Operating Supplies			103 Street Fund				-17.90	
7042	07/09/2024	07/31/2024	2		Ser Chge			-326.38	Stop payment on 8/23/2023 payment.
	522 20 42 020 Telephone			001 Current Expense Fund				-326.38	

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
7043	07/09/2024	07/31/2024	2		Ser Chge			-35.00	Stop Payment check 200584. Tim Fox reservation not cancelled within 60 days, not eligible for refund.
	362 40 20 000 Space/Facility Rent-Riv			101 Parks & Facilities Fund				35.00	
7049	07/09/2024	07/31/2024	2		Ser Chge		Aramark Uniform & Career Apparel Grc	-56.00	Stop payment on duplicate check 197492.
	535 80 49 000 Laundry			401 Sewer Operations Fund				-14.20	
	536 20 49 030 Misc-laundry			102 Cemetery Fund				-1.04	
	537 80 49 000 Misc-Laundry			412 Solid Waste Operations Fund				-3.97	
	542 30 49 000 Misc-Laundry			103 Street Fund				-8.79	
	535 80 49 000 Laundry			401 Sewer Operations Fund				-14.20	
	536 20 49 030 Misc-laundry			102 Cemetery Fund				-1.04	
	537 80 49 000 Misc-Laundry			412 Solid Waste Operations Fund				-3.97	
	542 30 49 000 Misc-Laundry			103 Street Fund				-8.79	
7050	07/09/2024	07/31/2024	2		Ser Chge		Sue Mills	-70.00	Stop payment on check 197957. Refund for RV Park, not eligible for refund due to being within 60 days.
	362 40 10 000 Space Rent-RV Park - I			101 Parks & Facilities Fund				70.00	
7051	07/09/2024	07/31/2024	2		Ser Chge		Parker Corporate Svcs, Inc.	-92.42	Stop payment on check 198884. 6/10/2024 statement does not include this check. Not owed.
	542 30 49 010 Misc-Dues/Subscriptic			103 Street Fund				-92.42	
7064	07/09/2024	07/31/2024	2		Ser Chge		Weller, Brad	-160.21	Stop payment check 19770. Double payment, citizen already received check/refund on utility bill.
	343 10 00 000 Stormwater Fees			425 Stormwater Operations				6.40	
	343 50 00 000 Sewer Service Charges			401 Sewer Operations Fund				104.14	
	343 70 00 000 Garbage/Solid Waste I			412 Solid Waste Operations Fund				49.67	
7123	07/11/2024	07/31/2024	2		Ser Chge		City of Sedro-Woolley	-225.00	Stop payment in GL only, for check 201024 Robert Castilleja. This check has already been cashed. Not adjusting original GL instead misc.
	369 91 00 000 Miscellaneous Income			001 Current Expense Fund				225.00	
7146	07/11/2024	07/31/2024	1		Ser Chge		Eastwood Investments	407.41	
	343 79 00 000 Penalties On Accounts			412 Solid Waste Operations Fund				-20.00	
	361 40 00 412 Interest On Accts			412 Solid Waste Operations Fund				-5.43	
	343 50 00 000 Sewer Service Charges			401 Sewer Operations Fund				-258.38	
	343 50 00 010 Utility Tax Collected			401 Sewer Operations Fund				-23.19	
	343 70 00 000 Garbage/Solid Waste I			412 Solid Waste Operations Fund				-79.50	
	343 75 00 000 Fuel Surcharge			412 Solid Waste Operations Fund				-7.65	

Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
	343 70 00 010 Utility Tax Collected			412 Solid Waste Operations Fund				-9.15	
	343 10 00 010 Utility Tax Collected			425 Stormwater Operations				-4.11	
7199	07/15/2024	07/31/2024	1		Ser Chge		US Bank -- Analysis Fees	934.02	JULY 2024 US BANK ANALYSIS FEES
	535 80 41 020 Collection Services			401 Sewer Operations Fund				467.00	
	514 23 41 010 Bank Fees			001 Current Expense Fund				233.51	
	537 80 41 020 Collection Services			412 Solid Waste Operations Fund				233.51	
7368	07/17/2024	07/31/2024	2		Ser Chge		Terri Gunderson	-100.00	Stop payment on check 198047 from 7/27/2022 to Terri Gunderson. Contacted Terri, completed Affidavit of Lost Check, will re-issue check.
	582 10 01 101 Community Center De			101 Parks & Facilities Fund				-100.00	
7628	07/22/2024	07/31/2024	1		Ser Chge		City of Sedro-Woolley	51.11	ELAVON VERIPHONE - RECEIPT TAPE PURCHASED 07/15/24 BY SM
	514 23 31 000 Supplies			001 Current Expense Fund				51.11	
8208	07/31/2024	07/31/2024	99		Ser Chge		Municipal Court	5,571.49	July 2024, total court disbursements.
	586 00 01 635 Court Disbursements			635 Custodial Fund				5,571.49	

Records Printed: 30

Adjustments:	0.00
Beginning Balance:	0.00
Revenues:	0.00
Warrant Expenditures:	0.00
Non Warrant Expenditures:	-14,099.40
Interfund Transfers:	0.00
Redemptions:	0.00
Deposits:	0.00
Withdrawals:	0.00
Stop Payments:	0.00

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 Current Expense Fund	0.00	0.00	0.00	0.00	25,616.81	0.00	0.00	0.00
101 Parks & Facilities Fund	0.00	0.00	0.00	0.00	-275.49	0.00	0.00	0.00
102 Cemetery Fund	0.00	0.00	0.00	0.00	-2.08	0.00	0.00	0.00
103 Street Fund	0.00	0.00	0.00	0.00	-127.90	0.00	0.00	0.00
401 Sewer Operations Fund	0.00	0.00	0.00	0.00	3,243.70	0.00	0.00	0.00
412 Solid Waste Operations Fund	0.00	0.00	0.00	0.00	1,644.76	0.00	0.00	0.00
425 Stormwater Operations	0.00	0.00	0.00	0.00	2.29	0.00	0.00	0.00
631 Suspense Fund	0.00	0.00	0.00	0.00	900.06	0.00	0.00	0.00
635 Custodial Fund	0.00	0.00	0.00	0.00	5,571.49	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	36,573.64	0.00	0.00	0.00

City Council Agenda Item

Agenda Item No.: e.5.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Off-Cycle

RECOMMENDED ACTION:
Motion to approve check register, EFTs, and payroll as described.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:
Claims checks #202583, plus EFTs.

FISCAL IMPACT, IF APPROPRIATE:
Claims check, plus EFT, totaling $513,363.64

ATTACHMENTS:
1. 2024-07-30 Check Register - Off Cycle

CHECK REGISTER

City Of Sedro-Woolley | Time: 11:18:38 Date: 07/30/2024

07/30/2024 To: 07/30/2024 | Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
7773	**07/30/2024**	**Claims**	**2**	**EFT**	**WA St Dept of Prof Licen**		**555.00**	
		001 - 521 20 41 040 - Intergov Svc-Gun Permits				555.00		
7774	**07/30/2024**	**Claims**	**2**	**202583**	**Guardian NW Title & Escrow**		**512,808.64**	
		104 - 595 20 63 083 - RW-SR 9-John Liner-McGarigle				512,808.64		

001 Current Expense Fund	555.00	
104 Arterial Street Fund	512,808.64	
		Claims: 513,363.64
	513,363.64	

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Sedro Woolley, and that I am authorized to authenticate and certify to said claim.

APPROVED

By Kelly Kohnken at 8:01 am, Aug 02, 2024

Finance Director Date

Finance Committee Member Date

Finance Committee Member Date

Finance Committee Member Date

City Council Agenda Item

Agenda Item No.: e.6.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Regular

RECOMMENDED ACTION:

Motion to approve check register, EFTs, and payroll as described.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Claims Checks #202488 through 202580, plus EFTs. Additional surcharges are not included on the check register. Payroll ACH includes associated benefit checks #61231 through #61240.

FISCAL IMPACT, IF APPROPRIATE:

Claims checks, plus EFTs, totaling $707,626.64.
Payroll totaling $557,596.03.

ATTACHMENTS:

1. 2024-07-24 Check Register

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
7214	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**35.83**	
		101 - 576 80 47 052 - Bingham Caretaker				35.83		
7215	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**67.48**	
		001 - 522 50 47 000 - Public Utilities				67.48		
7216	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**34.45**	
		412 - 537 80 47 000 - Public Utilities				34.45		
7217	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**22.12**	
		401 - 535 80 47 000 - Public Utilities				22.12		
7218	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**17.09**	
		103 - 542 63 47 000 - Public Utilities				17.09		
7219	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**19.33**	
		101 - 576 80 47 050 - Hammer Square				19.33		
7220	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**110.13**	
		101 - 576 80 47 020 - Senior Center				110.13		
7221	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**259.02**	
		101 - 576 80 47 070 - City Hall				259.02		
7222	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**15.21**	
		001 - 521 20 47 000 - Public Utilities				15.21		
7223	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**16.60**	
		401 - 535 80 47 000 - Public Utilities				16.60		
7224	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**13.83**	
		101 - 576 80 47 053 - Other Utilities				13.83		
7225	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**34.45**	
		101 - 576 80 47 010 - Community Center				34.45		
7226	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**46.84**	
		101 - 576 80 47 070 - City Hall				46.84		
7227	**07/24/2024**	**Claims**	**2**	**EFT**	**Cascade Natural Gas Corp**		**50.98**	
		401 - 535 80 47 000 - Public Utilities				50.98		
7228	**07/24/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**40.61**	
		001 - 558 60 49 041 - Miscellaneous - Planning And				40.61		
7229	**07/24/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.45**	
		101 - 576 80 47 053 - Other Utilities				14.45		
7230	**07/24/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.45**	
		104 - 595 20 63 082 - RW Trail Road Extension				14.45		
7231	**07/24/2024**	**Claims**	**2**	**EFT**	**City of Sedro-Woolley**		**14.45**	
		104 - 595 20 63 082 - RW Trail Road Extension				14.45		
7232	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**83.10**	
		101 - 576 80 47 053 - Other Utilities				83.10		
7233	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**165.64**	
		001 - 522 50 47 000 - Public Utilities				165.64		
7234	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**83.10**	
		001 - 522 50 47 000 - Public Utilities				83.10		
7235	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**74.92**	
		001 - 522 50 47 000 - Public Utilities				74.92		
7236	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**54.76**	

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		101 - 576 80 47 000 - Riverfront				54.76		
7237	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**25.00**	
		101 - 576 80 47 000 - Riverfront				25.00		
7238	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**95.35**	
		102 - 536 20 47 000 - Public Utilities				95.35		
7239	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**47.99**	
		101 - 576 80 47 000 - Riverfront				47.99		
7240	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**387.78**	
		101 - 576 80 47 000 - Riverfront				387.78		
7241	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**88.95**	
		412 - 537 80 47 000 - Public Utilities				88.95		
7242	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**259.23**	
		401 - 535 80 47 000 - Public Utilities				259.23		
7243	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**367.49**	
		101 - 576 80 47 070 - City Hall				367.49		
7244	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**176.90**	
		101 - 576 80 47 053 - Other Utilities				176.90		
7245	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**156.61**	
		101 - 576 80 47 051 - Bingham / Memorial				156.61		
7246	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**41.22**	
		101 - 576 80 47 040 - Train				41.22		
7247	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**37.46**	
		101 - 576 80 47 070 - City Hall				37.46		
7248	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**278.40**	
		101 - 576 80 47 050 - Hammer Square				278.40		
7249	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**41.22**	
		401 - 535 80 47 000 - Public Utilities				41.22		
7250	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**41.22**	
		001 - 521 20 47 000 - Public Utilities				41.22		
7251	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**68.64**	
		401 - 535 80 47 000 - Public Utilities				68.64		
7252	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**68.64**	
		401 - 535 80 47 000 - Public Utilities				68.64		
7253	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**211.01**	
		101 - 576 80 47 010 - Community Center				211.01		
7254	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**221.34**	
		101 - 576 80 47 000 - Riverfront				221.34		
7255	**07/24/2024**	**Claims**	**2**	**EFT**	**Cnty of Skagit Public Utility**		**484.31**	
		401 - 535 80 47 000 - Public Utilities				484.31		
7256	**07/24/2024**	**Claims**	**2**	**EFT**	**Comcast Holdings Corp**		**71.95**	
		101 - 576 80 47 020 - Senior Center				71.95		
7257	**07/24/2024**	**Claims**	**2**	**EFT**	**US Bank -- Purchase Cards**		**20,965.37**	
		001 - 513 10 49 000 - Tuition/Registration				400.00		
		001 - 513 10 49 000 - Tuition/Registration				1,093.00		
		001 - 514 23 31 000 - Supplies				466.97		
		001 - 514 23 31 000 - Supplies				47.77		
		001 - 514 23 49 030 - Misc-Tuition/Registration				185.00		

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		001 - 514 23 49 030 - Misc-Tuition/Registration				149.00		
		001 - 514 23 49 030 - Misc-Tuition/Registration				264.00		
		001 - 517 90 43 001 - Employee Recognition				4.88		
		001 - 517 90 43 001 - Employee Recognition				228.49		
		001 - 517 90 43 001 - Employee Recognition				24.99		
		001 - 517 90 43 001 - Employee Recognition				7.69		
		001 - 517 90 43 001 - Employee Recognition				20.43		
		001 - 517 90 43 002 - Employee Wellness (lunch & Le				874.10		
		001 - 517 90 43 002 - Employee Wellness (lunch & Le				169.73		
		001 - 517 90 43 002 - Employee Wellness (lunch & Le				152.73		
		001 - 517 95 41 001 - Employee Training Programs				407.25		
		001 - 521 20 26 000 - Uniforms/Accessories				613.88		
		001 - 521 20 26 000 - Uniforms/Accessories				238.92		
		001 - 521 20 31 002 - Office/Operating Supplies				149.87		
		001 - 521 20 31 002 - Office/Operating Supplies				23.88		
		001 - 521 20 31 002 - Office/Operating Supplies				30.39		
		001 - 521 20 41 001 - Professional Services				19.15		
		001 - 521 40 43 000 - Travel				117.91		
		001 - 521 40 49 000 - Tuition/Registration				179.00		
		001 - 521 40 49 000 - Tuition/Registration				400.00		
		001 - 521 40 49 000 - Tuition/Registration				1,098.00		
		001 - 522 20 26 000 - Uniforms				1,227.17		
		001 - 522 20 31 010 - Office Supplies				77.94		
		001 - 522 20 35 000 - Small Tools & Minor Equip				81.61		
		001 - 522 20 35 011 - EMS Minor Equipment				2,375.95		
		001 - 522 45 43 000 - Travel & Meals				101.58		
		001 - 524 20 31 000 - Off/Oper Supps & Books				75.97		
		425 - 531 50 49 001 - Filing & Lien Fees				318.23		
		401 - 535 80 31 010 - Operating Supplies				55.60		
		401 - 535 80 49 030 - Misc-Tuition/Registration				299.99		
		401 - 535 80 49 030 - Misc-Tuition/Registration				199.65		
		102 - 536 20 31 010 - Operating Supplies				73.79		
		412 - 537 80 31 000 - Operating Supplies				64.00		
		001 - 558 60 43 000 - Travel				430.00		
		001 - 558 60 49 010 - Dues/Subscript/Membership				10.86		
		101 - 576 80 35 000 - Small Tools & Minor Equip				6,935.87		
		101 - 576 80 48 001 - Riverfront				97.72		
		101 - 576 80 48 014 - Winnie Houser Park				213.84		
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				255.29		
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				340.47		
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				107.52		
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				255.29		
7258	**07/24/2024**	**Claims**	**2**	**EFT**	**WA St Dept of Revenue**		**21,780.12**	
		425 - 531 50 44 000 - Taxes & Assessments				1,398.10		
		401 - 535 80 31 010 - Operating Supplies				61.07		
		401 - 535 80 31 020 - Op Supplies-Chemicals				70.52		
		401 - 535 80 44 010 - Taxes & Assessments				7,739.56		
		102 - 536 20 44 010 - Taxes And Assessments				57.31		
		412 - 537 80 44 001 - Taxes & Assessments				12,265.58		
		101 - 576 80 31 100 - Fertilizer/Herbicide				15.57		
		101 - 576 80 44 010 - Taxes And Assessments				172.41		
7259	**07/24/2024**	**Claims**	**2**	**EFT**	**WA St Dept of Revenue**		**336.66**	
		001 - 514 23 49 080 - Leasehold Excise Tax				336.66		
7260	**07/24/2024**	**Claims**	**2**	**202488**	**A-1 Mobile Lock & Key**		**152.04**	
		101 - 576 80 48 016 - City Hall				152.04		
7261	**07/24/2024**	**Claims**	**2**	**202489**	**AWC - Employee Benefit Trust**		**3,100.56**	
		001 - 521 20 27 000 - Retired Medical				3,100.56		
7262	**07/24/2024**	**Claims**	**2**	**202490**	**Advanced Analytical Solutions LLC**		**768.41**	

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		401 - 535 80 31 020 - Op Supplies-Chemicals				768.41		
7263	**07/24/2024**	**Claims**	**2**	**202491**	**Amazon Capital Svcs, Inc**		**1,527.04**	
		001 - 514 23 31 000 - Supplies				66.96		
		001 - 518 80 31 000 - Office/Operating Supplies				210.60		
		001 - 521 20 26 000 - Uniforms/Accessories				619.02		
		001 - 521 20 31 002 - Office/Operating Supplies				231.03		
		001 - 521 20 31 002 - Office/Operating Supplies				286.92		
		001 - 522 20 48 000 - Repairs/Maint-Equip				47.36		
		001 - 594 21 64 000 - Machinery & Equipment				65.15		
7264	**07/24/2024**	**Claims**	**2**	**202492**	**Sue Anderson**		**1,000.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				1,000.00		
7265	**07/24/2024**	**Claims**	**2**	**202493**	**Beaver Lake Quarry**		**3,453.64**	
		103 - 542 30 48 002 - Crushed Aggregate				3,453.64		
7266	**07/24/2024**	**Claims**	**2**	**202494**	**Bio Bug Northwest, Inc**		**98.83**	
		101 - 576 80 48 005 - Senior Center				98.83		
7267	**07/24/2024**	**Claims**	**2**	**202495**	**Jana R. Bouzek**		**880.00**	
		001 - 521 20 41 001 - Professional Services				880.00		
7268	**07/24/2024**	**Claims**	**2**	**202496**	**Florence G. Bray**		**725.00**	
		104 - 595 20 63 083 - RW-SR 9-John Liner-McGarigle				725.00		
7269	**07/24/2024**	**Claims**	**2**	**202497**	**C.Hlth130, dba Cardinal Health 112 LLC**		**167.10**	
		001 - 522 21 31 000 - Operating Supplies - Medical				167.10		
7270	**07/24/2024**	**Claims**	**2**	**202498**	**Carl's Towing**		**551.68**	
		001 - 521 20 41 001 - Professional Services				275.84		
		001 - 521 20 41 001 - Professional Services				275.84		
7271	**07/24/2024**	**Claims**	**2**	**202499**	**Carletti Architects Ps**		**1,400.00**	
		505 - 594 48 60 020 - Eng - PW Veh Storage Bldg				1,400.00		
7272	**07/24/2024**	**Claims**	**2**	**202500**	**Cascade Automotive & Marine**		**2,078.87**	
		101 - 576 80 48 021 - Equipment				2,078.87	Unit 104	
7273	**07/24/2024**	**Claims**	**2**	**202501**	**Robert Castilleja**		**225.00**	
		001 - 524 20 28 000 - Employee Wellness				225.00		
7274	**07/24/2024**	**Claims**	**2**	**202502**	**Central Welding Supply**		**194.69**	
		001 - 522 21 31 000 - Operating Supplies - Medical				194.69		
7275	**07/24/2024**	**Claims**	**2**	**202503**	**Cnty of Skagit Public Utility**		**2,680.31**	
		101 - 576 80 47 020 - Senior Center				2,680.31		
7276	**07/24/2024**	**Claims**	**2**	**202504**	**Concentra Medical Centers**		**2,370.00**	
		001 - 522 20 41 010 - Prof Service-Medical Exams				2,370.00		
7277	**07/24/2024**	**Claims**	**2**	**202505**	**Consumer Rental, LLC**		**369.92**	
		001 - 521 20 31 002 - Office/Operating Supplies				369.92		
7278	**07/24/2024**	**Claims**	**2**	**202506**	**DS Services of America, Inc.**		**55.80**	
		103 - 542 30 31 000 - Operating Supplies				55.80		
7279	**07/24/2024**	**Claims**	**2**	**202507**	**Databar, Inc**		**2,847.81**	
		425 - 531 50 42 010 - Postage				113.90		
		401 - 535 80 42 015 - Postage				1,851.08		
		412 - 537 80 42 010 - Postage				882.83		
7280	**07/24/2024**	**Claims**	**2**	**202508**	**Gregory Dixon**		**595.00**	
		001 - 515 93 41 001 - Indigent Defense Conflict Cour				595.00		
7281	**07/24/2024**	**Claims**	**2**	**202509**	**E & E Lumber, Inc.**		**3,271.30**	..

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		001 - 521 20 31 002 - Office/Operating Supplies				75.62		
		401 - 535 50 48 010 - Maintenance Of Lines				62.94		
		102 - 536 20 31 010 - Operating Supplies				17.58		
		102 - 536 20 35 000 - Small Tools/Minor Equip				65.83		
		102 - 536 20 35 010 - Safety Equipment				90.87		
		103 - 542 30 31 000 - Operating Supplies				5.93		
		103 - 542 30 31 000 - Operating Supplies				10.43		
		103 - 542 30 31 000 - Operating Supplies				10.19		
		103 - 542 64 31 001 - Painting & Striping Supplies				35.89		
		103 - 542 64 31 001 - Painting & Striping Supplies				5.40		
		101 - 576 80 31 000 - Operating Sup - Tesarik Park				7.81		
		101 - 576 80 48 001 - Riverfront				22.81		
		101 - 576 80 48 001 - Riverfront				57.61		
		101 - 576 80 48 001 - Riverfront				172.01		
		101 - 594 76 61 003 - Miscellaneous Park Upgrades				2,630.38		
7282	**07/24/2024**	**Claims**	**2**	**202510**	**Fab-Tech**		**282.36**	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				162.90		Unit 326
		103 - 542 30 48 010 - Repair/Maintenance-Equip				119.46		Unit 326
7283	**07/24/2024**	**Claims**	**2**	**202511**	**Facet NW, Inc**		**24,595.54**	
		001 - 558 60 41 000 - Professional Services				24,595.54		
7284	**07/24/2024**	**Claims**	**2**	**202512**	**Family Promise of Skagit Valley**		**1,101.25**	
		116 - 551 00 00 116 - Public Housing Services				1,000.00		
		116 - 551 00 00 116 - Public Housing Services				101.25		
7285	**07/24/2024**	**Claims**	**2**	**202513**	**Galls Parent Holdings, LLC**		**385.10**	
		001 - 522 20 26 000 - Uniforms				385.10		
7286	**07/24/2024**	**Claims**	**2**	**202514**	**Megan Guard-Lilley**		**75.00**	
		001 - 522 21 28 000 - Employee Wellness				75.00		
7287	**07/24/2024**	**Claims**	**2**	**202515**	**Heritage Bank**		**18,206.39**	
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				36.10		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				2,577.42		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				1,917.05		
		103 - 595 30 63 020 - Resurfacing Projects				1,533.48		
		104 - 595 62 63 077 - Const - Sch A 2024 Pvt & Ped				6,196.39		
		104 - 595 62 63 078 - Const - Sch B 2024 Pvt & Ped				1,094.77		
		104 - 595 62 63 079 - Const - Sch F 2024 Pvt & Ped				4,851.18		
7288	**07/24/2024**	**Claims**	**2**	**202516**	**Hughes Fire Equip Inc**		**3,959.84**	
		001 - 522 20 48 000 - Repairs/Maint-Equip				2,705.23		
		001 - 522 20 48 000 - Repairs/Maint-Equip				1,254.61		
7289	**07/24/2024**	**Claims**	**2**	**202517**	**Humane Society Of Skagit**		**340.00**	
		001 - 521 20 41 021 - Humane Society				340.00		
7290	**07/24/2024**	**Claims**	**2**	**202518**	**Carole A. Knipper**		**882.92**	
		001 - 514 23 41 011 - Professional Services				882.92		
7291	**07/24/2024**	**Claims**	**2**	**202519**	**Lakeside Industries, Inc.**		**1,103.49**	
		103 - 542 30 48 003 - Asphalt Materials				1,103.49		
7292	**07/24/2024**	**Claims**	**2**	**202520**	**The Language Exchange, Inc**		**1,047.60**	
		001 - 512 50 41 040 - Language Interpreter				810.00		
		001 - 521 20 41 001 - Professional Services				237.60		
7293	**07/24/2024**	**Claims**	**2**	**202521**	**Lauts Inc dba Lautenbach Industries**		**1,472.50**	
		412 - 537 60 47 015 - Construction Demolition Land				526.25		Byk trail rd
		412 - 537 60 47 015 - Construction Demolition Land				946.25		Mary Purcell
7294	**07/24/2024**	**Claims**	**2**	**202522**	**Les Schwab Tire Center**		**2,116.35**	

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		401 - 535 50 48 040 - Maintenance Of Vehicles				76.01		Unit 410
		412 - 537 50 48 000 - Repairs/maint-equip				1,903.51		
		412 - 537 60 47 011 - Site Recycling Disposal				97.74		Site recycle tires
		103 - 542 30 48 010 - Repair/Maintenance-Equip				39.09		Unit 336
7295	**07/24/2024**	**Claims**	**2**	**202523**	**NW Center Svcs, Inc dba Lithtex NW**		**545.84**	
		001 - 514 23 31 000 - Supplies				224.06		
		001 - 514 23 31 000 - Supplies				321.78		
7296	**07/24/2024**	**Claims**	**2**	**202524**	**Nicole McGowan**		**225.00**	
		001 - 558 60 28 000 - Employee Wellness				225.00		
7297	**07/24/2024**	**Claims**	**2**	**202525**	**Dan McIlraith**		**565.62**	
		001 - 521 20 41 001 - Professional Services				565.62		
7298	**07/24/2024**	**Claims**	**2**	**202526**	**McLoughlin & Eardley Corp**		**677.18**	
		001 - 594 21 64 000 - Machinery & Equipment				677.18		
7299	**07/24/2024**	**Claims**	**2**	**202527**	**NCL of WI, dba North Central Labs**		**917.19**	
		401 - 535 80 31 020 - Op Supplies-Chemicals				90.95		
		401 - 535 80 31 020 - Op Supplies-Chemicals				826.24		
7300	**07/24/2024**	**Claims**	**2**	**202528**	**Northwest Propane LLC**		**94.58**	
		412 - 537 60 47 011 - Site Recycling Disposal				50.58		
		501 - 548 30 31 000 - Operating Supplies				44.00		
7301	**07/24/2024**	**Claims**	**2**	**202529**	**Ott To Print Green Inc**		**199.00**	
		001 - 515 31 31 000 - Office Supplies				199.00		
7302	**07/24/2024**	**Claims**	**2**	**202530**	**PB Parent Holdco, LP dba**		**131.68**	
		101 - 576 80 31 006 - Operating Sup - City Hall				131.68		
7303	**07/24/2024**	**Claims**	**2**	**202531**	**PROCOM LLC**		**234.00**	
		001 - 522 20 41 000 - Professional Services				156.00		
		001 - 558 60 41 000 - Professional Services				78.00		
7304	**07/24/2024**	**Claims**	**2**	**202532**	**Pace Engineers, Inc**		**486.00**	
		401 - 594 35 63 000 - Engineering Services				486.00		
7305	**07/24/2024**	**Claims**	**2**	**202533**	**Pacific Landscape Architecture LLC**		**4,490.50**	
		101 - 594 76 63 025 - Olmsted Park				4,490.50		
7306	**07/24/2024**	**Claims**	**2**	**202534**	**Pacific Style Lawn Maint. Inc.**		**1,889.64**	
		101 - 576 80 31 100 - Fertilizer/Herbicide				1,889.64		
7307	**07/24/2024**	**Claims**	**2**	**202535**	**Parker Corporate Svcs, Inc.**		**139.50**	
		425 - 531 50 41 002 - Contracted Services				139.50		
7308	**07/24/2024**	**Claims**	**2**	**202536**	**Peters Towing LLC**		**162.90**	
		001 - 521 20 41 001 - Professional Services				162.90		
7309	**07/24/2024**	**Claims**	**2**	**202537**	**LEPS-PSS PLLC dba Public Safety Psych**		**640.00**	
		001 - 521 20 41 001 - Professional Services				640.00		
7310	**07/24/2024**	**Claims**	**2**	**202538**	**Public Safety Testing, Inc**		**1,484.00**	
		001 - 521 20 41 001 - Professional Services				1,350.00		
		001 - 522 20 41 000 - Professional Services				134.00		
7311	**07/24/2024**	**Claims**	**2**	**202539**	**Red's Mobile 24-Hour Truck & Equip Repai**		**1,118.47**	
		412 - 537 50 48 000 - Repairs/maint-equip				1,118.47		Unit 522
7312	**07/24/2024**	**Claims**	**2**	**202540**	**Reichhardt & Ebe**		**29,829.09**	

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		104 - 595 10 63 081 - Eng - John Line Rd. Bike/Ped				13,249.57		
		104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle				16,579.52		
7313	**07/24/2024**	**Claims**	**2**	**202541**	**Ricoh USA, Inc**		**238.97**	
		101 - 576 80 48 010 - Office Equip				26.91		
		001 - 594 24 64 000 - Office Equipment				70.69		
		001 - 594 32 64 000 - Office Equipment				70.69		
		001 - 594 58 64 000 - Office Equipment				70.68		
7314	**07/24/2024**	**Claims**	**2**	**202542**	**Ricoh USA, Inc**		**231.08**	
		001 - 524 20 49 010 - Misc-Dues				77.03		
		001 - 558 60 49 010 - Dues/Subscript/Membership				77.02		
		001 - 595 10 49 000 - Dues/Memberships				77.03		
7315	**07/24/2024**	**Claims**	**2**	**202543**	**Rebeca Robledo-Ibarra**		**1,000.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				1,000.00		
7316	**07/24/2024**	**Claims**	**2**	**202544**	**SRV Construction Inc**		**345,921.44**	
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				685.90		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				48,971.02		
		104 - 595 30 63 013 - Const - TIB Compl Streets 2023				36,424.00		
		103 - 595 30 63 020 - Resurfacing Projects				29,136.03		
		104 - 595 62 63 077 - Const - Sch A 2024 Pvt & Ped				117,731.46		
		104 - 595 62 63 078 - Const - Sch B 2024 Pvt & Ped				20,800.70		
		104 - 595 62 63 079 - Const - Sch F 2024 Pvt & Ped				92,172.33		
7317	**07/24/2024**	**Claims**	**2**	**202545**	**Solid Waste Syst Inc dba SWS Equipment**		**6,641.63**	
		412 - 537 50 48 000 - Repairs/maint-equip				6,641.63		Unit 516
7318	**07/24/2024**	**Claims**	**2**	**202546**	**Izabel Sanchez**		**100.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				100.00		
7319	**07/24/2024**	**Claims**	**2**	**202547**	**Scholten's Equipment Inc.**		**597.72**	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				175.45		Unit 326
		101 - 576 80 48 021 - Equipment				422.27		Unit 134
7320	**07/24/2024**	**Claims**	**2**	**202548**	**Sedro-Woolley Auto Parts Inc**		**459.34**	
		001 - 521 20 31 002 - Office/Operating Supplies				10.58		
		425 - 531 50 48 000 - Repairs/Maintenance				174.72		Unit 603
		102 - 536 20 31 010 - Operating Supplies				14.50		
		412 - 537 80 31 000 - Operating Supplies				69.63		
		103 - 542 30 31 000 - Operating Supplies				6.07		
		103 - 542 30 35 000 - Small Tools/Minor Equip				16.28		
		101 - 576 80 48 021 - Equipment				167.56		Unit 141
7321	**07/24/2024**	**Claims**	**2**	**202549**	**M.T. Gehring dba Sedro-Woolley Auto**		**972.70**	
		001 - 521 20 48 010 - Repair & Maint - Auto				972.70		Veh 270 - McGaughey
7322	**07/24/2024**	**Claims**	**2**	**202550**	**Sedro-Woolley School Dist**		**80,859.55**	
		001 - 518 65 40 001 - Impact Fee Distribution (schoo				80,859.55		
7323	**07/24/2024**	**Claims**	**2**	**202551**	**Sirchie Acquisition Co LLC**		**32.45**	
		001 - 521 20 31 002 - Office/Operating Supplies				32.45		
7324	**07/24/2024**	**Claims**	**2**	**202552**	**Skagit Cnty Dept of Emerg Mgmt**		**10,033.61**	
		001 - 525 10 41 000 - Dept Of Emerg Management				10,033.61		
7325	**07/24/2024**	**Claims**	**2**	**202553**	**Skagit Cnty Treasurer**		**58.61**	
		114 - 523 60 41 022 - Jail Sales Tax Pass Through 2/10				58.61		
7326	**07/24/2024**	**Claims**	**2**	**202554**	**Skagit Conservation District**		**1,817.45**	
		425 - 531 50 41 002 - Contracted Services				552.55		

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		425 - 531 50 41 002 - Contracted Services				1,264.90		
7327	**07/24/2024**	**Claims**	**2**	**202555**	**Skagit Farmers Supply**		**35.83**	
		401 - 535 50 48 010 - Maintenance Of Lines				35.83		
7328	**07/24/2024**	**Claims**	**2**	**202556**	**PNG Media LLC, dba Skagit Publishing**		**1,285.82**	
		001 - 511 60 31 001 - Legal Publications				215.20		
		001 - 558 60 41 010 - Advertising				398.12		
		001 - 558 60 41 011 - Advertising Reimbuseable				145.26		
		001 - 558 60 41 011 - Advertising Reimbuseable				252.86		
		001 - 558 60 41 011 - Advertising Reimbuseable				156.02		
		001 - 558 60 41 011 - Advertising Reimbuseable				118.36		
7329	**07/24/2024**	**Claims**	**2**	**202557**	**Skagit Regional Health**		**2,813.00**	
		001 - 522 20 41 010 - Prof Service-Medical Exams				2,813.00		
7330	**07/24/2024**	**Claims**	**2**	**202558**	**Brent Straight dba Skagit Shooting Range**		**434.40**	
		001 - 521 40 49 020 - Range Fees				-162.90		Credit for no-show charge
		001 - 521 40 49 020 - Range Fees				597.30		
7331	**07/24/2024**	**Claims**	**2**	**202559**	**PNG Media LLC, dba Skagit Valley Herald**		**448.00**	
		001 - 524 20 49 010 - Misc-Dues				149.33		
		001 - 558 60 49 010 - Dues/Subscript/Membership				149.33		
		001 - 595 10 49 000 - Dues/Memberships				149.34		
7332	**07/24/2024**	**Claims**	**2**	**202560**	**Smarsh Inc.**		**8.98**	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				8.98		
7333	**07/24/2024**	**Claims**	**2**	**202561**	**State Auditor's Office**		**33,801.30**	
		001 - 514 23 41 000 - State Auditing				33,801.30		
7334	**07/24/2024**	**Claims**	**2**	**202562**	**Stericycle**		**76.11**	
		001 - 521 20 41 001 - Professional Services				76.11		
7335	**07/24/2024**	**Claims**	**2**	**202563**	**Stiles & Lehr Law Inc., PS**		**4,312.25**	
		001 - 512 50 41 010 - Municipal Court Judge				4,312.25		
7336	**07/24/2024**	**Claims**	**2**	**202564**	**Brian Stiles**		**1,000.00**	
		101 - 582 10 01 101 - Community Center Deposit Ref				1,000.00		
7337	**07/24/2024**	**Claims**	**2**	**202565**	**Systems Design West, LLC**		**3,997.30**	
		001 - 522 21 41 000 - EMS Professional Services-Sys				3,997.30		
7338	**07/24/2024**	**Claims**	**2**	**202566**	**Thompson, Guildner & Assoc, Inc P.S.**		**10,547.60**	
		001 - 515 41 41 000 - Ext Legal-City Attorney				10,011.70		
		001 - 515 45 41 000 - Legal - Litigation				535.90		
7339	**07/24/2024**	**Claims**	**2**	**202567**	**Town of La Conner**		**2,441.67**	
		412 - 537 60 47 021 - Curbside Yard Waste Disposal				2,441.67		
7340	**07/24/2024**	**Claims**	**2**	**202568**	**Uline, Inc.**		**649.97**	
		412 - 537 80 31 000 - Operating Supplies				649.97		
7341	**07/24/2024**	**Claims**	**2**	**202569**	**UniFirst Corp.**		**326.73**	
		001 - 522 20 26 000 - Uniforms				326.73		
7342	**07/24/2024**	**Claims**	**2**	**202570**	**Valvoline Instnt Oil Chg**		**380.93**	
		001 - 521 20 48 010 - Repair & Maint - Auto				66.32		
		001 - 521 20 48 010 - Repair & Maint - Auto				54.71		
		001 - 521 20 48 010 - Repair & Maint - Auto				129.95		
		001 - 522 20 48 000 - Repairs/Maint-Equip				129.95		
7343	**07/24/2024**	**Claims**	**2**	**202571**	**Vestis Group, Inc**		**74.68**	

Trans	Date	Type	Acct #	Chk #	Claimant		Amount	Memo
		401 - 535 80 49 000 - Laundry				6.64		
		401 - 535 80 49 000 - Laundry				6.64		
		401 - 535 80 49 000 - Laundry				6.64		
		401 - 535 80 49 000 - Laundry				6.64		
		412 - 537 80 49 000 - Misc-Laundry				7.19		
		412 - 537 80 49 000 - Misc-Laundry				7.19		
		412 - 537 80 49 000 - Misc-Laundry				7.19		
		412 - 537 80 49 000 - Misc-Laundry				7.19		
		103 - 542 30 49 000 - Misc-Laundry				4.84		
		103 - 542 30 49 000 - Misc-Laundry				4.84		
		103 - 542 30 49 000 - Misc-Laundry				4.84		
		103 - 542 30 49 000 - Misc-Laundry				4.84		
7344	**07/24/2024**	**Claims**	**2**	**202572**	**WA St Dept of Ecology**		**520.00**	
		401 - 535 80 41 000 - Professional Services				520.00		
7345	**07/24/2024**	**Claims**	**2**	**202573**	**WA St Off of Treasurer**		**4,057.74**	
		635 - 586 30 00 635 - State Court Fees Remittance				4,057.74		
7346	**07/24/2024**	**Claims**	**2**	**202574**	**WA St Patrol**		**106.00**	
		001 - 521 20 41 040 - Intergov Svc-Gun Permits				106.00		
7347	**07/24/2024**	**Claims**	**2**	**202575**	**West Coast Code Consultants**		**880.00**	
		001 - 524 20 41 000 - Professional Services				400.00		
		001 - 524 20 41 000 - Professional Services				480.00		
7348	**07/24/2024**	**Claims**	**2**	**202576**	**Rebecca Winship**		**284.80**	
		001 - 521 20 28 000 - Employee Wellness				284.80		
7349	**07/24/2024**	**Claims**	**2**	**202577**	**Witmer Public Safety Group Inc.**		**202.33**	
		001 - 522 20 31 000 - Operating Supplies				202.33		
7350	**07/24/2024**	**Claims**	**2**	**202578**	**Woods Acquisition Corp**		**170.51**	
		103 - 542 30 32 000 - Auto Fuel/Diesel				104.22		
		103 - 542 30 35 010 - Safety Equipment				23.88		
		101 - 576 80 31 009 - Operating Sup - Bingham Park				42.41		
7351	**07/24/2024**	**Claims**	**2**	**202579**	**World Kinect Energy Services, dba**		**12,768.03**	
		001 - 518 20 32 000 - Auto Fuel				109.87		
		001 - 521 20 32 000 - Auto Fuel				3,804.66		
		001 - 522 20 32 000 - Auto Fuel/Diesel				2,207.22		
		425 - 531 50 32 000 - Vehicle Fuel				111.98		
		425 - 531 50 32 000 - Vehicle Fuel				184.21		
		425 - 531 50 32 000 - Vehicle Fuel				389.32		
		425 - 531 50 32 000 - Vehicle Fuel				91.53		
		401 - 535 80 32 000 - Auto Fuel/Diesel				193.73		
		412 - 537 80 32 000 - Auto Fuel/Diesel				94.40		Fuel 525
		412 - 537 80 32 000 - Auto Fuel/Diesel				2,126.43		
		412 - 537 80 32 000 - Auto Fuel/Diesel				1,913.05		
		103 - 542 30 32 000 - Auto Fuel/Diesel				75.52		
		103 - 542 30 32 000 - Auto Fuel/Diesel				96.47		
		103 - 542 30 32 000 - Auto Fuel/Diesel				313.33		
		101 - 576 80 32 000 - Auto Fuel/Diesel				890.26		
		101 - 576 80 32 000 - Auto Fuel/Diesel				166.05		
7352	**07/24/2024**	**Claims**	**2**	**202580**	**NW Fiber LLC, dba Ziply Fiber**		**1,584.88**	
		001 - 512 50 42 020 - Telephone				54.19		
		001 - 513 10 42 020 - Telephone				81.28		
		001 - 514 23 42 020 - Telephone				81.28		
		001 - 515 31 42 001 - Telephone				36.13		
		001 - 518 80 42 020 - Telephone				27.09		
		001 - 518 80 42 021 - Internet Services				233.03		
		001 - 521 20 42 020 - Telephone				270.95		
		001 - 522 20 42 020 - Telephone				99.35		

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 524 20 42 020 - Telephone				27.09	
		401 - 535 80 42 020 - Telephone				448.70	
		401 - 535 80 42 020 - Telephone				72.25	
		412 - 537 80 42 020 - Telephone				36.13	
		103 - 542 30 42 020 - Telephone				9.03	
		001 - 558 60 42 020 - Telephone				27.09	
		101 - 576 80 42 020 - Telephone				18.06	
		001 - 595 10 42 020 - Telephone				63.23	

001 Current Expense Fund	218,987.71		
101 Parks & Facilities Fund	29,376.31		
102 Cemetery Fund	415.23		
103 Street Fund	36,528.43		
104 Arterial Street Fund	364,041.31		
114 Law Enforcement Sales Tax	58.61		
116 Affordable Housing - HB 1406	1,101.25		
401 Sewer Operations Fund	14,896.83		
412 Solid Waste Operations Fund	31,980.28		
425 Stormwater Operations	4,738.94		
501 Equipment Replacement Fund	44.00		
505 Public Works Facility Fund	1,400.00		
635 Custodial Fund	4,057.74		
		Claims:	707,626.64
	707,626.64		

CERTIFICATION: I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described, or that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Sedro Woolley, and that I am authorized to authenticate and certify to said claim.

APPROVED

By Kelly Kohnken at 3:55 pm, Jul 17, 2024

Finance Director Date

Finance Committee Member Date

Finance Committee Member Date

Finance Committee Member Date

City Council Agenda Item

Agenda Item No.: f.1.
Date: August 14, 2024
From: Julia Johnson, Mayor
Subject: Family Promise - Executive Director Audrea Woll

RECOMMENDED ACTION:

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

The mission of Family Promise of Skagit Valley began as "Helping Skagit Valley communities end homelessness for families with children". This mission came about in 2012 when a man's concern for the 1,000+ children that were at that time homeless in the community that he lived in. Pastor Laurin Vance had been part of a Family Promise Network in another state and decided that the Family Promise model would be an effective and cost-effective way to mobilize churches and the local community to address the homelessness issue. Family Promise of Skagit Valley was awarded it's 501(c)(3) on June 13, 2014, and opened its doors to homeless families on May 10, 2015. We started with two staff; a full-time Director and a part-time Case Manager. In the fall of 2015, we hired a part-time Van Driver bringing the total staff to 3 personnel.

Our organization became an Affiliate of Family Promise in 2015. We secured a Day Center location, renting space in one of our host churches. We renovated the space to include individual family rooms, a staff office, and a break room. Part of the renovations included installing two showers and a laundry room. As the first year went along, it became apparent that families needed help in securing funding for when they found a place to rent. Families were having to pay multiple application fees, first and last month rent, deposit and hook up fees for the housing that they were able to secure while in our program. In response, we created Operation Lift. This helped to pay for a family's deposit, if they had been successful in the program, obtained a regular source of income, taken some Financial Literacy classes, and saved necessary funds for application fees, first, and last month's rent. Next, we partnered with Help Us Move In, a nonprofit for matching grants of $10,000 a year for two years in addition to the Operation Lift program.

Near the end of 2015, it became apparent that Skagit County was in a housing crisis. Our county had a 1% vacancy rate for low-income housing. According to the Skagit County Health Department, Skagit County residents needed nearly 4,000 units of affordable housing. Low-income families had an 8-year wait for a Section 8 housing voucher through the Housing Authority of Skagit, or a 1.5-year wait for the Sedro-Woolley Housing Authority. For homeless shelters, this presents a real challenge in helping families find affordable housing. Affordable housing as defined by HUD is less than 30% of a family's income. In Skagit County in 2013, 17.8% of the population was living below the poverty line compared to a statewide average of 14.1%. This crisis captured our attention and we became advocates for the families we serve. We looked into transitional housing, tiny homes, and other home-building opportunities.

In the Spring of 2017, in response to the lack of housing, we opened a 3-unit Transitional House. This helped serve women and children that needed extra time due to their situation and allowed them time to continue to establish themselves before leaving the program.

Today, we have a 4-unit 2nd Stage Transitional House and 4 single-family 3rd Stage Transitional Homes. We continue to strive to create affordable housing opportunities for families in need.

FISCAL IMPACT, IF APPROPRIATE:

The city of Sedro-Woolley has been an incredible partner in our mission. The following numbers show how money from Sedro-Woolley was spent in 2023:

2023 contract - $33,000

$15,000 Rental Assistance(totally spent) - served 5 families: 23 individuals, 9 adults, 14 children

$ 8,000 Support for Housing Acquisition($200 remaining will be billed in July) - staffing and grant writing

$10,000 Down payment for Promise House(will use soon!)

ATTACHMENTS:

1. SW impact Report

Family Promise of Skagit Valley Sedro Woolley Impact Report

City of Sedro Woolley, you are such a special part of this family's story. Thank you for making this success possible!

CLIENT TESTIMONIAL

When Jose and his family came to Family Promise he had lost his job and had just recently been evicted. They came to us through our Winter Shelter and successfully worked their way up through shelter and 2nd stage Transitional Housing.

Jose secured a Full-time job at a local family run business and was ready to move into their own housing. However, with rents continuing to increase they just couldn't find a unit that they could afford.

Thanks to Sedro Woolley funding we were able to open our first unit in the downtown 48 apts. and are able to support Jose's family with rental assistance while they worked to continue to Stabilize.

ANNUAL CONTRACTS

2023 Contract - $33,000
$15,000 Rental Assistance
$8,000 Support for Housing Acquisition
$10,000 Down payment

2024 Contract - $28,000
$12,000 Transitional House Rent
$4,000 Support for Housing Acquisition
$2,000 Rental Assistance
$10,000 Down payment

Thanks to Sedro Woolley Funding 5 families are currently in permanent housing.

IMPACT SNAPSHOT

23

Individuals were impacted by rental assistance in 2023.

18

individuals were impacted at Grace House since inception 5 months ago

27

children's lives have been forever changed since starting our SW contract

2024 Project Goals

PROJECTS	DETAILS	OUTCOME
Serve 8 Families at our Grace House Site	We have 6 rooms for 3 families downstairs and 1 apt upstairs for a 3rd stage family	• **Currently we have 4 families in servce**
Provide 2-3 SW residents with rental assistance	We currently have $2,000 of SW funding that will allow us to give a small $150-300 boost to a limited amount of families	• **We hope to start spending funding in September.** • **We are currently looking at some matching funding**
Support for Housing Acquisition	Family Promise has been working on the preliminary phase of a capital campaign. This will bring more housing to Sedro Woolley for families in need of FP services	• **Grant writer is currently writing for the acquisition of SW Transitional House.** • **Grant Writer is currently writing for a Devlopment Director that would fundraise for SW land & building project**
Down Payment of SW Transitional House	Promise House total cost to purchase is $560,000. We plan to go under a mortgage in 2024 while continuing to fundraise.	• **We are currently working on our contract with Bethlehem Lutheran church to go under private sale.** • **In August we are having the property surveyed and parceled**

Growing Our Impact and Rooting our support

Family Promise Provides a much-needed service in our community. All children deserve to have a safe place to sleep at night, a warm meal and lots of love so that they can thrive. Children who grow into adults that have not had the foundational supports to thrive, get a proper education and know how to support themselves will further perpetuate a system full of chronic and traumatic stories.

The support funded by the city of Sedro Woolley is not only funding the right-now need but also supporting the preliminary steps to launch our capital campaign which will pave a pathway to future supports for families with children, ensuring that children in our community have a bright future.

THANK YOU

We couldn't have done it without your generous *support.*

City Council Agenda Item

Agenda Item No.: f.2.

Date: August 14, 2024

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Office of the Washington State Auditor - 2023 Audit Results

---

RECOMMENDED ACTION:

Information item, no recommended action.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

The Office of the Washington State Auditor performs an annual financial statement audit and annual federal grant compliance audit (if the city has federal expenditures over $750,000), as well as a biannual accountability audit for the City of Sedro-Woolley. These are routine audits. The attached documents are the results of the fiscal year 2023 financial statement and federal grant compliance audits, as well as the fiscal year 2022-2023 accountability audit.

We are pleased to report there were no major recommendations or concerns identified.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. ExitPacket_includeDRAFTAuditReports

Exit Conference: City of Sedro-Woolley

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share the results of your audit and our draft reporting. We value and appreciate your participation.

Audit Reports

We will publish the following reports:

- Accountability audit for January 1, 2022 through December 31, 2023 – see draft report.
- Financial statement and federal grant compliance audits for January 1, 2023 through December 31, 2023 – see draft report.

Audit Highlights

We would like to thank Finance Director Kelly Kohnken for her assistance and timely communication throughout the audit.

Recommendations not included in the Audit Reports

Exit Items

We have provided exit recommendations for management's consideration. Exit items address control deficiencies or non-compliance with laws or regulation that have an insignificant or immaterial effect on the entity, or errors with an immaterial effect on the financial statements. Exit items are not referenced in the audit report.

Financial Statement Audit Communication

We would like to bring the following to your attention:

- We didn't identify any material misstatements during the audit.
- There were no uncorrected misstatements in the audited financial statements.
- The audit addressed the following risks, which required special consideration:
    - Due to the possibility that management may be able to circumvent certain controls, standards require the auditor to assess the risk of management override.
    - The City adopted new accounting guidance by implementing the provisions of GASB statement No.96 *Subscription Based IT Arrangements (SBITAs)*, which establishes standards for the accounting of these long term arrangements including the presentation and disclosures. This change necessitated the auditor to assess the risk related to the implementation of this accounting standard.

Finalizing Your Audit

Report Publication

Audit reports are published on our website and distributed via e-mail in an electronic .pdf file. We also offer a subscription service that allows you to be notified by email when audit reports are released or posted to our website. You can sign up for this convenient service at: https://portal.sao.wa.gov/SAOPortal.

Management Representation Letter

We have included a copy of representations received from management.

Audit Cost

At the entrance conference, we estimated the cost of the audit to be $59,000 and actual audit costs will approximate that amount.

Your Next Scheduled Audit

Your next audit is scheduled to be conducted in June 2025 and will cover the following general areas:

- Financial Statement
- Federal Programs

The estimated cost for the next audit based on current rates is $46,500 . This preliminary estimate is provided as a budgeting tool and not a guarantee of final cost.

Working Together to Improve Government

Audit Survey

When your report is released you will receive an audit survey from us. We value your opinions on our audit services and hope you provide feedback.

Local Government Support Team

This team provides support services to local governments through technical assistance, comparative statistics, training, and tools to help prevent and detect a loss of public funds. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions. Additionally this team assists with the online filing of your financial statements.

The Center for Government Innovation

The Center for Government Innovation of the Office of the Washington State Auditor is designed to offer services specifically to help you help the residents you serve at no additional cost to your government. What does this mean? We provide expert advice in areas like Lean, peer-to-peer networking and culture-building to help local governments find ways to be more efficient, effective and transparent. The Center can help you by providing assistance in financial management, cybersecurity and more. Check out our best practices and other resources that help local governments act on accounting standard changes, comply with regulations, and respond to recommendations in your audit. The Center understands that time is your most precious commodity as a public servant, and we are here to help you do more with the limited hours you have. If you are interested in learning how we can help you maximize your effect in government, call us at (564) 999-0818 or email us at Center@sao.wa.gov.

Questions?

Please contact us with any questions about information in this document or related audit reports.

Kelly Collins, CPA, CFE, Director of Local Audit, (564) 999-0807, Kelly.Collins@sao.wa.gov

Wendy Choy CPA, Assistant Director of Local Audit, (425) 502-7067, Wendy.Choy@sao.wa.gov

Deena Garza, Audit Manager (360) 676-2165 or Deena.Garza@sao.wa.gov

Susanne Hancock, CPA, Assistant Audit Manager (360) 594-0572 or Susanne.Hancock@sao.wa.gov

David Holcomb, (360) 676-2165 or David.Holcomb@sao.wa.gov

Office of the Washington State Auditor
Pat McCarthy

Accountability Audit Report

City of Sedro-Woolley

For the period January 1, 2022 through December 31, 2023

Published (Inserted by OS)

Report No. 1035305

Scan to see another great way we're helping advance #GoodGovernment

Office of the Washington State Auditor
Pat McCarthy

Issue Date – (Inserted by OS)

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

Report on Accountability

Thank you for the opportunity to work with you to promote accountability, integrity and openness in government. The Office of the Washington State Auditor takes seriously our role of providing state and local governments with assurance and accountability as the independent auditor of public accounts. In this way, we strive to help government work better, cost less, deliver higher value and earn greater public trust.

Independent audits provide essential accountability and transparency for City operations. This information is valuable to management, the governing body and public stakeholders when assessing the government's stewardship of public resources.

Attached is our independent audit report on the City's compliance with applicable requirements and safeguarding of public resources for the areas we examined. We appreciate the opportunity to work with your staff and value your cooperation during the audit.

Sincerely,

Pat McCarthy

Pat McCarthy, State Auditor

Olympia, WA

Americans with Disabilities

In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at webmaster@sao.wa.gov.

TABLE OF CONTENTS

AUDIT RESULTS

Results in brief

This report describes the overall results and conclusions for the areas we examined. In those selected areas, City operations complied, in all material respects, with applicable state laws, regulations, and its own policies, and provided adequate controls over the safeguarding of public resources.

In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. As a result, no information is provided on the areas that were not examined.

About the audit

This report contains the results of our independent accountability audit of the City of Sedro-Woolley from January 1, 2022 through December 31, 2023.

Management is responsible for ensuring compliance and adequate safeguarding of public resources from fraud, loss or abuse. This includes the design, implementation and maintenance of internal controls relevant to these objectives.

This audit was conducted under the authority of RCW 43.09.260, which requires the Office of the Washington State Auditor to examine the financial affairs of all local governments. Our audit involved obtaining evidence about the City's use of public resources, compliance with state laws and regulations and its own policies and procedures, and internal controls over such matters. The procedures performed were based on our assessment of risks in the areas we examined.

Based on our risk assessment for the years ended December 31, 2023 and 2022, the areas examined were those representing the highest risk of fraud, loss, abuse, or noncompliance. We examined the following areas during this audit period:

- Accounts payable – credit cards and electronic funds transfers
- Payroll – bonus and incentive payments
- Open public meetings – compliance with minutes, meetings and executive session requirements
- Financial condition – reviewing for indications of financial distress

RELATED REPORTS

Financial

Our opinion on the City's financial statements and compliance with federal grant program requirements is provided in a separate report, which includes the City's financial statements. That report is available on our website, http://portal.sao.wa.gov/ReportSearch.

Federal grant programs

We evaluated internal controls and tested compliance with the federal program requirements, as applicable, for the City's major federal program, which is listed in the Schedule of Findings and Questioned Costs section of the separate financial statement and single audit report. That report is available on our website, http://portal.sao.wa.gov/ReportSearch.

INFORMATION ABOUT THE CITY

The City of Sedro-Woolley, incorporated in 1898, serves approximately 12,900 citizens in Skagit County. The City provides services including police, fire, municipal court, building inspection, general administration, stormwater, wastewater treatment, solid waste disposal, legal administration, street construction and maintenance, parks and a cemetery.

An elected, seven-member Council and an independently elected Mayor govern the City. The Council appoints management to oversee the City's daily operations as well as its 96 full-time employees and 33 part-time (including part-time firefighters) and seasonal employees. For fiscal year 2023, the City operated on revenues of $35,565,352.

Contact information related to this report	
Address:	City of Sedro-Woolley 325 Metcalf Street Sedro Woolley, WA 98284
Contact:	Kelly Kohnken, Finance Director
Telephone:	(360) 855-1661
Website:	www.ci.sedro-woolley.wa.us

Information current as of report publish date.

Audit history

You can find current and past audit reports for the City of Sedro-Woolley at http://portal.sao.wa.gov/ReportSearch.

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

Stay connected at sao.wa.gov

- Find your audit team
- Request public records
- Search BARS Manuals (GAAP and cash), and find reporting templates
- Learn about our training workshops and on-demand videos
- Discover which governments serve you — enter an address on our map
- Explore public financial data with the Financial Intelligence Tool

Other ways to stay in touch

- Main telephone: (564) 999-0950
- Toll-free Citizen Hotline: (866) 902-3900
- Email: webmaster@sao.wa.gov

Office of the Washington State Auditor
Pat McCarthy

Financial Statements and Federal Single Audit Report

City of Sedro-Woolley

For the period January 1, 2023 through December 31, 2023

Published (Inserted by OS)

Report No. 1035325

Scan to see another great way we're helping advance #GoodGovernment

Office of the Washington State Auditor
Pat McCarthy

Issue Date – (Inserted by OS)

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

Report on Financial Statements and Federal Single Audit

Please find attached our report on the City of Sedro-Woolley's financial statements and compliance with federal laws and regulations.

We are issuing this report in order to provide information on the City's financial activities and condition.

Sincerely,

Pat McCarthy, State Auditor

Olympia, WA

Americans with Disabilities

In accordance with the Americans with Disabilities Act, we will make this document available in alternative formats. For more information, please contact our Office at (564) 999-0950, TDD Relay at (800) 833-6388, or email our webmaster at webmaster@sao.wa.gov.

TABLE OF CONTENTS

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

SECTION I – SUMMARY OF AUDITOR'S RESULTS

The results of our audit of the City of Sedro-Woolley are summarized below in accordance with Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Financial Statements

We issued an unmodified opinion on the fair presentation of the City's financial statements in accordance with its regulatory basis of accounting. Separately, we issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared using a basis of accounting other than GAAP.

Internal Control over Financial Reporting:

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over financial reporting that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified no deficiencies that we consider to be material weaknesses.

We noted no instances of noncompliance that were material to the financial statements of the City.

Federal Awards

Internal Control over Major Programs:

- *Significant Deficiencies:* We reported no deficiencies in the design or operation of internal control over major federal programs that we consider to be significant deficiencies.
- *Material Weaknesses:* We identified no deficiencies that we consider to be material weaknesses.

We issued an unmodified opinion on the City's compliance with requirements applicable to its major federal program.

We reported no findings that are required to be disclosed in accordance with 2 CFR 200.516(a).

Identification of Major Federal Programs

The following program was selected as a major program in our audit of compliance in accordance with the Uniform Guidance.

ALN	Program or Cluster Title
21.027	COVID-19 - CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

The dollar threshold used to distinguish between Type A and Type B programs, as prescribed by the Uniform Guidance, was $750,000.

The City did not qualify as a low-risk auditee under the Uniform Guidance.

SECTION II – FINANCIAL STATEMENT FINDINGS

None reported.

SECTION III – FEDERAL AWARD FINDINGS AND QUESTIONED COSTS

None reported.

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

Kelly Kohnken
Finance Director / City Clerk

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

This schedule presents the status of findings reported in prior audit periods.

Audit Period: January 1, 2022 – December 31, 2022	Report Ref. No.: 1033668	Finding Ref. No.: 2022-001

Finding Caption:
The City did not have adequate internal controls to ensure accurate reporting of the Schedule of Expenditures of Federal Awards.

Background:
The City prepared a Schedule of Expenditures of Federal Awards (SEFA) to document the federal grant funding it spent during the year. The federal government requires award recipients to complete a SEFA, and the State Auditor's Office uses it to determine which federal programs require additional audit procedures. Our audit found the city did not have an adequate process in place to ensure a federal program with an outstanding loan balance that required reporting was included on its SEFA.

Status of Corrective Action: (check one)

☒ Fully Corrected	☐ Partially Corrected	☐ Not Corrected	☐ Finding is considered no longer valid

Corrective Action Taken:
The city has a USDA loan for the building of City Hall / Courtroom. When the building was initially constructed the city reported the expenditures and the loan on the SEFA. The program was then audited by the State Auditor's Office. Between 2011–2021, the language in the federal compliance requirement stated this loan did not have continuing compliance requirements and therefore did not need to be reported on the SEFA. The USDA changed this position and determined these loans do have continuing compliance requirements and therefore should be reported on the SEFA. The city corrected this error on the fiscal year 2022 SEFA and reported the federal loan on the 2023 SEFA.

INDEPENDENT AUDITOR'S REPORT

Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States, the financial statements of the City of Sedro-Woolley, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the City's financial statements, and have issued our report thereon dated August 14, 2024.

We issued an unmodified opinion on the fair presentation of the City's financial statements in accordance with its regulatory basis of accounting. We issued an adverse opinion on the fair presentation with regard to accounting principles generally accepted in the United States of America (GAAP) because the financial statements are prepared by the City using accounting practices prescribed by state law and the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) Manual described in Note 1, which is a basis of accounting other than GAAP. The effects on the financial statements of the variances between the basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the City's financial statements will not be prevented or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described above and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses.

REPORT ON COMPLIANCE AND OTHER MATTERS

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

PURPOSE OF THIS REPORT

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

Pat McCarthy

Pat McCarthy, State Auditor

Olympia, WA

August 14, 2024

INDEPENDENT AUDITOR'S REPORT

Report on Compliance for Each Major Federal Program and Report on Internal Control over Compliance in Accordance with the Uniform Guidance

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM

Opinion on Each Major Federal Program

We have audited the compliance of the City of Sedro-Woolley, with the types of compliance requirements identified as subject to audit in the U.S. *Office of Management and Budget (OMB) Compliance Supplement* that could have a direct and material effect on each of the City's major federal programs for the year ended December 31, 2023. The City's major federal programs are identified in the auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

In our opinion, the City complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended December 31, 2023.

Basis for Opinion on Each Major Federal Program

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America (GAAS); the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)* are further described in the Auditor's Responsibilities for the Audit of Compliance section of our report.

We are required to be independent of the City and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion on compliance for each major federal program. Our audit does not provide a legal determination on the City's compliance with the compliance requirements referred to above.

Responsibilities of Management for Compliance

Management is responsible for compliance with the requirements referred to above and for the design, implementation, and maintenance of effective internal control over compliance with the requirements of laws, statutes, regulations, rules and provisions of contracts or grant agreements applicable to the City's federal programs.

Auditor's Responsibilities for the Audit of Compliance

Our objectives are to obtain reasonable assurance about whether material noncompliance with the compliance requirements referred to above occurred, whether due to fraud or error, and express an opinion on the City's compliance based on our audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance will always detect a material noncompliance when it exists. The risk of not detecting a material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements referred to above is considered material, if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgement made by a reasonable user of the report on compliance about the City's compliance with the requirements of each major federal program as a whole.

Performing an audit in accordance with GAAS, *Government Auditing Standards* and the Uniform Guidance includes the following responsibilities:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the City's compliance with the compliance requirements referred to above and performing such other procedures as we considered necessary in the circumstances;
- Obtain an understanding of the City's internal control over compliance relevant to the audit in order to design audit procedures that are appropriate in the circumstances and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control over compliance. Accordingly, no such opinion is expressed; and

- We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we identified during the audit.

REPORT ON INTERNAL CONTROL OVER COMPLIANCE

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our audit was not designed for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, no such opinion is expressed. Our consideration of internal control over compliance was for the limited purpose described in the Auditor's Responsibilities for the Audit of Compliance section above and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies in internal control over compliance and therefore, material weaknesses or significant deficiencies may exist that were not identified.

Given these limitations, during our audit we did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

Purpose of this Report

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose. However, this report is a matter of public record and its distribution is not limited. It also serves to disseminate information to the public as a reporting tool to help citizens assess government operations.

Pat McCarthy

Pat McCarthy, State Auditor

Olympia, WA

August 14, 2024

INDEPENDENT AUDITOR'S REPORT

Report on the Audit of the Financial Statements

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

Mayor and City Council
City of Sedro-Woolley
Sedro Woolley, Washington

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

Unmodified and Adverse Opinions

We have audited the financial statements of the City of Sedro-Woolley, as of and for the year ended December 31, 2023, and the related notes to the financial statements, as listed in the financial section of our report.

Unmodified Opinion on the Regulatory Basis of Accounting (BARS Manual)

As described in Note 1, the City has prepared these financial statements to meet the financial reporting requirements of state law and accounting practices prescribed by the State Auditor's *Budgeting, Accounting and Reporting System* (BARS) Manual. Those accounting practices differ from accounting principles generally accepted in the United States of America (GAAP). The differences in these accounting practices are also described in Note 1.

In our opinion, the accompanying financial statements referred to above present fairly, in all material respects, the cash and investments of the City of Sedro-Woolley, and its changes in cash and investments, for the year ended December 31, 2023, on the basis of accounting described in Note 1.

Adverse Opinion on U.S. GAAP

The financial statements referred to above were not intended to, and in our opinion, they do not, present fairly, in accordance with accounting principles generally accepted in the United States of America, the financial position of the City of Sedro-Woolley, as of December 31, 2023, or the changes in financial position or cash flows thereof for the year then ended, because of the significance of the matter discussed below.

Basis for Unmodified and Adverse Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit unmodified and adverse opinions.

Matter Giving Rise to Adverse Opinion on U.S. GAAP

Auditing standards issued by the American Institute of Certified Public Accountants (AICPA) require auditors to formally acknowledge when governments do not prepare their financial statements, intended for general use, in accordance with GAAP. As described in Note 1 of the financial statements, the financial statements are prepared by the City in accordance with state law using accounting practices prescribed by the BARS Manual, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statements of the variances between the regulatory basis of accounting and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material and pervasive.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the financial reporting provisions of state law and the BARS Manual described in Note 1. This includes determining that the basis of accounting is acceptable for the presentation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and

Government Auditing Standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

Performing an audit in accordance with GAAS and *Government Auditing Standards* includes the following responsibilities:

- Exercise professional judgment and maintain professional skepticism throughout the audit;
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements;
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed;
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements;
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time; and
- We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the City's financial statements. The accompanying Schedule of Expenditures of Federal Awards is presented for purposes of additional analysis as required by Title 2 *U.S. Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). The Schedule of Liabilities is also presented for purposes of additional analysis, as required by the prescribed BARS Manual. These schedules are not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

OTHER REPORTING REQUIRED BY GOVERNMENT AUDITING STANDARDS

In accordance with *Government Auditing Standards*, we have also issued our report dated August 14, 2024 on our consideration of the City's internal control over financial reporting and on the tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City's internal control over financial reporting and compliance.

Pat McCarthy, State Auditor

Olympia, WA

August 14, 2024

FINANCIAL SECTION

City of Sedro-Woolley
January 1, 2023 through December 31, 2023

FINANCIAL STATEMENTS

SUPPLEMENTARY AND OTHER INFORMATION

ABOUT THE STATE AUDITOR'S OFFICE

The State Auditor's Office is established in the Washington State Constitution and is part of the executive branch of state government. The State Auditor is elected by the people of Washington and serves four-year terms.

We work with state agencies, local governments and the public to achieve our vision of increasing trust in government by helping governments work better and deliver higher value.

In fulfilling our mission to provide citizens with independent and transparent examinations of how state and local governments use public funds, we hold ourselves to those same standards by continually improving our audit quality and operational efficiency, and by developing highly engaged and committed employees.

As an agency, the State Auditor's Office has the independence necessary to objectively perform audits, attestation engagements and investigations. Our work is designed to comply with professional standards as well as to satisfy the requirements of federal, state and local laws. The Office also has an extensive quality control program and undergoes regular external peer review to ensure our work meets the highest possible standards of accuracy, objectivity and clarity.

Our audits look at financial information and compliance with federal, state and local laws for all local governments, including schools, and all state agencies, including institutions of higher education. In addition, we conduct performance audits and cybersecurity audits of state agencies and local governments, as well as state whistleblower, fraud and citizen hotline investigations.

The results of our work are available to everyone through the more than 2,000 reports we publish each year on our website, www.sao.wa.gov. Additionally, we share regular news and other information via an email subscription service and social media channels.

We take our role as partners in accountability seriously. The Office provides training and technical assistance to governments both directly and through partnerships with other governmental support organizations.

Stay connected at sao.wa.gov

- Find your audit team
- Request public records
- Search BARS Manuals (GAAP and cash), and find reporting templates
- Learn about our training workshops and on-demand videos
- Discover which governments serve you — enter an address on our map
- Explore public financial data with the Financial Intelligence Tool

Other ways to stay in touch

- Main telephone: (564) 999-0950
- Toll-free Citizen Hotline: (866) 902-3900
- Email: webmaster@sao.wa.gov

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

August 14, 2024

Office of the Washington State Auditor
3200 Capitol Blvd
P.O. Box 40031
Olympia, WA 98504-0031

To the Office of the Washington State Auditor:

We are providing this letter in connection with your audit of City of Sedro-Woolley for the period from January 1, 2023 through December 31, 2023. Representations are in relation to matters existing during or subsequent to the audit period up to the date of this letter.

Certain representations in this letter are described as being limited to matters that are significant or material. Information is considered significant or material if it is probable that it would change or influence the judgment of a reasonable person.

We confirm, to the best of our knowledge and belief, having made appropriate inquires to be able to provide our representations, the following representations made to you during your audit. If we subsequently discover information that would change our representations related to this period, we will notify you in a timely manner.

General Representations:

1. We have provided you with unrestricted access to people you wished to speak with and made available all relevant and requested information of which we are aware, including:
   a. Financial records and related data.
   b. Minutes of the meetings of the governing body or summaries of actions of recent meetings for which minutes have not yet been prepared.
   c. Other internal or external audits, examinations, investigations or studies that might concern the objectives of the audit and the corrective action taken to address significant findings and recommendations.
   d. Communications from regulatory agencies, government representatives or others concerning possible noncompliance, deficiencies in internal control or other matters that might concern the objectives of the audit.
   e. Related party relationships and transactions.

f. Results of our internal assessment of business risks and risks related to financial reporting, compliance and fraud.

2. We acknowledge our responsibility for compliance with requirements related to confidentiality of certain information, and have notified you whenever records or data containing information subject to any confidentiality requirements were made available.

3. We acknowledge our responsibility for compliance with applicable laws, regulations, contracts and grant agreements.

4. We have identified and disclosed all laws, regulations, contracts and grant agreements that could have a direct and material effect on the determination of financial statement amounts, including legal and contractual provisions for reporting specific activities in separate funds.

5. We have complied with all material aspects of laws, regulations, contracts and grant agreements.

6. We acknowledge our responsibility for establishing and maintaining effective internal controls over compliance with applicable laws and regulations and safeguarding of public resources, including controls to prevent and detect fraud.

7. We have established adequate procedures and controls to provide reasonable assurance of safeguarding public resources and compliance with applicable laws and regulations.

8. We have no knowledge of any loss of public funds or assets or other illegal activity, or any allegations of fraud or suspected fraud involving management or employees.

9. In accordance with RCW 43.09.200, all transactions have been properly recorded in the financial records.

10. We are responsible for, and have accurately prepared, the summary schedule of prior audit findings to include all findings, and we have provided you with all the information on the status of the follow-up on prior audit findings.

Additional representations related to the financial statements:

11. We acknowledge our responsibility for fair presentation of the financial statements and believe financial statements are fairly presented in accordance with the *Budgeting, Accounting and Reporting Standards Manual* (BARS Manual), which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

12. We acknowledge our responsibility for establishing and maintaining effective internal control over financial reporting.

13. The financial statements properly classify all funds and activities.

14. Revenues are appropriately classified by fund and account in accordance with the BARS Manual.

15. Expenses are appropriately classified by fund and account, and allocations have been made on a reasonable basis.

16. Ending cash and investments are properly classified as nonspendable, restricted, committed, assigned, and unassigned.

17. The methods, data and significant assumptions we used in making accounting estimates and related disclosures are appropriate and free from intentional bias.

18. The following have been properly classified, reported and disclosed in the financial statements. as applicable:
    a. Interfund, internal, and intra-entity activity and balances.
    b. Related-party transactions, including sales, purchases, loans, transfers, leasing arrangements, and guarantees, and amounts receivable from or payable to related parties.
    c. Joint ventures and other related organizations.
    d. Guarantees under which the government is contingently liable.
    e. All events occurring subsequent to the fiscal year end through the date of this letter that would require adjustment to, or disclosure in, the financial statements.
    f. Effects of all known actual or possible litigation, claims, assessments, violations of laws, regulations, contracts or grant agreements and other loss contingencies.

19. We have accurately disclosed to you all known actual or possible pending or threatened litigation, claims or assessments whose effects should be considered when preparing the financial statements. We have also accurately disclosed to you the nature and extent of our consultation with outside attorneys concerning litigation, claims and assessments.

20. We acknowledge our responsibility to include all necessary and applicable disclosures required by the BARS Manual, including:
    a. Description of the basis of accounting, summary of significant accounting policies and how this differs from Generally Accepted Accounting Principles (GAAP).
    b. Disclosures similar to those required by GAAP to the extent they are applicable to items reported in the financial statements.
    c. Any additional disclosures beyond those specifically required by the BARS Manual that may be necessary for the statements to be fairly presented.

21. We acknowledge our responsibility for reporting supplementary information the Schedule of Liabilities and the Schedule of Expenditures of Federal Awards in accordance with applicable requirements and believe supplementary information is fairly presented, in both form and content in accordance with those requirements.

22. We have disclosed to you all significant changes to the methods of measurement and presentation of supplementary information, reasons for any changes and all significant assumptions or interpretations underlying the measurement or presentation.

23. We believe there are no uncorrected misstatements that would be material individually and in the aggregate to the financial statements taken as a whole.

24. We acknowledge our responsibility not to publish any document containing the audit report with any change in the financial statements, supplementary and other information referenced in the auditor's report. We will contact the auditor if we have any needs for publishing the audit report with different content included.

<u>Additional representations related to expenditures under federal grant programs:</u>

25. We acknowledge our responsibility for complying, and have complied, with the requirements of 2 CFR § 200 *Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards*.

26. With regards to your audit of federal grant programs, we have made available all relevant and requested information of which we are aware, including:
    a. All federal awards and related grant agreements (including amendments, if any), contracts with pass-through entities, service organizations and contractors, and correspondence.
    b. All communications from federal awarding agencies, contractors, service organizations or pass-through entities concerning possible noncompliance.
    c. All information regarding corrective actions taken and management decisions or follow-up work performed by federal or pass-through agencies on any findings reported in the past.
    d. All documentation related to the compliance requirements, including information related to federal program financial reports and claims for advances and reimbursements.
    e. Interpretations or other support for any situations where compliance with requirements might be questionable or unclear.

27. We have identified and complied with all direct and material compliance requirements of federal awards.

28. Management is responsible for establishing effective internal control and has maintained sufficient control over federal programs to provide reasonable assurance that awards are managed in compliance with laws, regulations, contracts or grant agreements that could have a material effect on each of our federal awards.

29. Federal program financial reports and claims for advances and reimbursements are supported by the accounting records from which the basic financial statements have been

prepared, and are prepared on a basis consistent with the Schedule of Expenditures of Federal Awards.

30. Copies of federal program reports provided to you are true copies of the reports submitted, or electronically transmitted, to federal agencies or pass-through agencies, as applicable.

31. We are responsible for, and will accurately prepare, the auditee section of the Data Collection Form as required by the Uniform Guidance.

DocuSigned by:
Julia Johnson
EBB2DA0D1582408...

Julia Johnson
Mayor

DocuSigned by:
Kelly Kohnken
2C53B290694B4A9...

Kelly Kohnken
Finance Director

City Council Agenda Item

Agenda Item No.: k.1.

Date: August 14, 2024

From: Thomas Glover, Community Development Director

Subject: Hanson Annexation - Ordinance 2077-24 - Action Requested

---

RECOMMENDED ACTION:

Motion to approve Ordinance 2077-24 annexing the Hanson property into the city limits.

ISSUE:

Should the City Council approve Ordinance 2077-24 to annex 48.66 acres of real property contiguous to the northern portion of the City?

BACKGROUND/SUMMARY INFORMATION:

At a regular meeting held on April 24, 2024, Sedro-Woolley City Council voted to approve Resolution No. 1132-24 stating its intent to annex 48.66 acres of real property contiguous to the northern portion of the City (Exhibit B). As required by State law, the Skagit County Office of the Assessor has reviewed the proposed annexation petition and found it to be sufficient (Exhibit C). Also, as required by State law, the annexation request was also sent to the Skagit County Boundary Review Board for the 45-day review period which expired June 20, 2024. The Boundary Review Board approved the annexation, BRB file No. 2024-003 (Exhibit D).

FISCAL IMPACT, IF APPROPRIATE:

The proposed 48.66-acre annexation area will be eligible for City services and will be subject to and assume a pro-rata share of City indebtedness.

ATTACHMENTS:

1. Hanson Annex Ordinance 2077-24 (8-14-24) with exhibits
2. Resolution 1132-24 Hanson Annexation SIGNED WITH EXHIBITS
3. Skagit County Assessor Letter - May 19, 2023
4. BRB 2024-003 Approval Letter (7-3-24)

CITY OF SEDRO-WOOLLEY
WASHINGTON

ORDINANCE No. 2077-24

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON APPROVING ANNEXATION OF CERTAIN UNINCORPORATED AREA, KNOWN AS THE HANSON ANNEXATION, INTO THE CITY, AND INCORPORATING THE SAME WITHIN THE CORPORATE LIMITS THEREOF, PROVIDING FOR THE ASSUMPTION OF EXISTING INDEBTEDNESS, REQUIRING SAID PROPERTY TO BE ASSESSED AND TAXED AT THE SAME RATE AND BASIS AS OTHER PROPERTY WITHIN SAID CITY, IMPOSING THE CITY'S COMPREHENSIVE LAND USE DESIGNATION, AND THE ZONING DESIGNATION UNDER THE OFFICIAL ZONING MAP ESTABLISHED BY SAID CITY.

WHEREAS, the City of Sedro-Woolley received a petition for annexation pursuant to RCW 35A.14.120 of certain property generally located northwest of city limits, southwest of the Burlington Northern Railroad grade, east of Garden of Eden Rd., adjacent to city limits, being located in portions of Sections 13 and 14, Township 35 North, Range 4 East, W.M. said properties being contiguous to the city limits and legally described in Exhibit A to include County Parcel Numbers P36481, P36653, P36652, P36639, P127101, P127102, P127103, P36482, P120257, P120260, P120258, P120259, P103825, P103826, and P120256; and

WHEREAS, the City received a 10% Petition Notice of Intent to Annex pursuant to the so-called Direct Petition Method of RCW 35A.14.120 on January 17, 2023, and the City Council accepted the proposal without modification at its February 8, 2023 Council meeting; and

WHEREAS, the City received a Petition for Annexation which included signatures of owners of record of more than 60% of the assessed value of the Annexation Territory on May 5, 2023; and

WHEREAS, Skagit County Assessor certified on May 19, 2023 that the petition signatures provided in compliance with RCW 35A.14.120 through 35A.14.150 and RCW 35A.01.040 have an assessed value for general taxation of not less than 60% of the total assessed value for general taxation of all property in the proposed annexation area; and

WHEREAS, on April 24, 2024, the City Council unanimously approved the motion to "authorize the Mayor to sign Resolution No. 1132-24, and to allow staff to submit to the Skagit County Boundary Review Board for review and consideration the 60% annexation petition for the Hanson Annexation; and

WHEREAS, the City Council also again declared in Resolution 1132-24 “the property proposed for annexation shall be subject to the Residential R-5 land use classification and zoning designation as set forth on the current Sedro-Woolley Comprehensive Plan and Zoning maps.” Further, the City Council declared “the property proposed for annexation shall be subject to and assume a pro-rata share of indebtedness of the City which has been approved by the voters, contracted, or incurred prior to, or existing at the date of annexation;" and

WHEREAS, on May 16, 2024, City staff submitted the proposed annexation to the Boundary Review Board which was deemed complete by the Boundary Review Board beginning the 45-day review period; and

WHEREAS, the 45-day review period ended on June 30, 2024, and with no request for review being filed as outlined in RCW 36.93.100 and RCW 36.93.120 the action is deemed approved by the Boundary Review Board; and

WHEREAS, pursuant to RCW 35A.14.130, a public hearing was held on August 14, 2024; and

WHEREAS, the proposed annexation area is comprised of 15 parcels (48.66 acres) with proposed Comprehensive land use designations Residential, and proposed zoning designation of Single-Family Residential (SR-5) upon annexation; and

WHEREAS, upon annexation, the annexation area should be subject to the assumption of existing indebtedness and be assessed and taxed at the same rate and basis as other property within the City; and

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

Section 1. Annexation. The property legally described in **Exhibit A**, and the boundaries depicted on the map attached as **Exhibit B** is hereby approved for annexation into the City of Sedro-Woolley.

Section 2. Assessment and Taxation. The property described in **Exhibit A** shall be assessed and taxed at the same rate and on the same basis as other property within the City of Sedro-Woolley, including assessments or taxes for the payment of its pro rata share and all outstanding indebtedness of the City contracted or incurred prior to or existing on the effective date of the annexation is hereby imposed on said property in common with all properties within the City of Sedro-Woolley.

Section 3. Land Use Designation. The property described in **Exhibit A** is hereby subject to the City of Sedro-Woolley Comprehensive Plan and zoning regulations as adopted. The property described in **Exhibit A** is hereby designated Single Family Residential 5 (SR 5) under the City's zoning designations, as depicted in **Exhibit C**.

Section 4. Severability. The various parts, sections, and clauses of this ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

Section 5. Transmittal. The City Clerk shall:

1. File two certified copies of this Ordinance with the Skagit County Boundary Review Board.
2. Record a certified and true copy of this Ordinance with the Skagit County Auditor's Office.
3. Provide notice of this annexation to the Office of Financial Management pursuant to RCW 35A.14.700.
4. Provide other notices as deemed necessary.

Section 6. **Effective Date.** This Ordinance shall take effect from and after five (5) days after its passage and publication as required by law.

PASSED AND APPROVED by the Sedro-Woolley City Council this _____ day of ___________ 2024.

CITY OF SEDRO-WOOLLEY

____

Julia Johnson, Mayor

ATTEST:

By: ______________________

Kelly Kohnken, City Clerk

APPROVED AS TO FORM:

By: ______________________

Nikki Thompson, City Attorney

Date of Publication: ______________________

Effective Date: __________________

Exhibit A

(Annexation Area Legal Description)

THAT PORTION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 35, RANGE 04 EAST W.M., BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 13, ALSO BEING THE NORTHWEST CORNER OF LOT 1 OF GARDEN OF EDEN SHORT PLAT, APPROVED JANUARY 31, 2008 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 200802040080;
THENCE EAST ALONG THE NORTH LINE OF LOTS 1 AND 2 OF SAID GARDEN OF EDEN SHORT PLAT TO THE SOUTHWESTERLY MARGIN OF THE BURLINGTON NORTHERN RAILROAD RIGHT-OF-WAY;
THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY MARGIN, ALSO BEING THE NORTHEASTERLY LINES OF LOTS 2 AND 3 OF SAID GARDEN OF EDEN SHORT PLAT, TO THE NORTHEAST CORNER OF SAID LOT 3, BEING A POINT ON THE EAST LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 13;
THENCE SOUTH ALONG SAID EAST LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 13, ALSO BEING THE EAST LINE OF SAID GARDEN OF EDEN SHORT PLAT, TO THE SOUTHEAST CORNER OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 OF SHORT PLAT 93-006, APPROVED MAY 13, 1993 AND RECORDED UNDER AUDITOR'S FILE NO. 9305190015;
THENCE WEST ALONG THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTH LINE OF LOT 4 OF SAID SHORT PLAT 93-006, TO THE NORTHWEST CORNER OF LOT 4 OF SAID SHORT PLAT 93-006, ALSO BEING THE NORTHEAST CORNER OF LOT 7 OF SHORT PLAT PL00-0167, APPROVED APRIL 24, 2003 AND RECORDED UNDER AUDITOR'S FILE NO. 200304240149;
THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 7 AND THE EAST LINE OF TRACT A OF SAID SHORT PLAT PL00-0167 TO THE NORTH LINE OF LOT 6 OF SAID SHORT PLAT PL00-0167;
THENCE EAST ALONG THE NORTH LINE OF SAID LOT 6 TO THE NORTHEAST CORNER THEREOF;
THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 6 TO THE SOUTHEAST CORNER THEREOF BEING A POINT ON THE NORTH LINE OF THE PLAT OF JONES ESTATES, APPROVED JULY 3, 2019 AND RECORDED UNDER AUDITOR'S FILE NO. 201907160029;
THENCE WEST ALONG THE NORTH LINE OF SAID PLAT OF JONES ESTATES, ALSO BEING THE SOUTH LINE OF SAID SHORT PLAT PL00-0167, TO THE NORTHWEST CORNER OF LOT 20 OF SAID PLAT OF JONES ESTATES, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SHORT PLAT 80-78, APPROVED NOVEMBER 1, 1978 AND RECORDED UNDER AUDITOR'S FILE NO. 890505;
THENCE SOUTH ALONG THE EAST LINE OF LOT 1 OF SAID SHORT PLAT 80-78, ALSO BEING THE WEST LINE OF LOTS 18, 19, AND 20 OF SAID PLAT OF JONES ESTATES, TO THE SOUTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 80-78;
THENCE WEST ALONG THE SOUTH LINE OF LOT 1 OF SAID SHORT PLAT 80-78, ALSO BEING THE NORTH LINE OF LOTS 15 AND 16 OF SAID PLAT OF JONES ESTATES, TO THE EAST RIGHT-OF-WAY MARGIN OF BIRCH LANE, ALSO BEING THE NORTHWEST CORNER OF LOT 15 OF SAID PLAT OF JONES ESTATES;
THENCE NORTH ALONG THE EAST MARGIN OF SAID BIRCH LANE TO THE NORTHWEST CORNER OF TRACT A OF SAID SHORT PLAT PL00-0167;
THENCE EASTERLY ALONG THE NORTH LINE OF SAID TRACT A TO THE SOUTHWEST CORNER OF LOT 8 OF SAID SHORT PLAT PL00-0167;
THENCE NORTH ALONG THE WEST LINE OF LOT 8 OF SAID SHORT PLAT PL00-0167, ALSO BEING THE EAST LINE OF LOT 1 OF SHORT PLAT 93-006, TO THE NORTHWEST CORNER OF LOT 8 OF SAID SHORT PLAT PL00-0167, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 93-006, BEING A POINT ON THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE WEST ALONG THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTH LINE OF LOT 1 OF SAID SHORT PLAT 93-006, TO THE SOUTHWESTERLY CORNER OF

LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTHWEST CORNER OF LOT 1 OF SAID SHORT PLAT 93-006, BEING A POINT ON THE EAST RIGHT-OF-WAY MARGIN OF BIRCH LANE;
THENCE NORTH ALONG SAID EAST MARGIN OF BIRCH LANE, A DISTANCE OF 640.78 FEET, MORE OR LESS, TO AN ANGLE POINT ON THE WESTERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE WEST ALONG THE SOUTHERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT TO THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 13;
THENCE NORTH ALONG SAID WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 13 TO THE POINT OF BEGINNING.

EXCEPT ANY PORTION OF BIRCH LANE RIGHT-OF-WAY CONVEYED TO SKAGIT COUNTY.

ALSO TOGETHER WITH THAT PORTION OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 35, RANGE 04 EAST W.M., BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 35, RANGE 04 EAST W.M.;
THENCE NORTH ALONG THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14 TO THE NORTHWEST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE SOUTH LINE OF LOT 1 OF SHORT PLAT 46-85, APPROVED DECEMBER 12, 1985 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 8512130023, TO THE SOUTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 46-85, ALSO BEING THE SOUTHWEST CORNER OF LOT 2 OF SAID SHORT PLAT 46-85;
THENCE NORTH ALONG THE WEST LINE OF LOT 2 OF SAID SHORT PLAT 46-85, ALSO BEING THE EAST LINE OF LOT 1 OF SAID SHORT PLAT 46-85, TO THE SOUTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF GARDEN OF EDEN SHORT PLAT, APPROVED JANUARY 31, 2008 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 200802040080, ALSO BEING THE NORTHWEST CORNER OF LOT 2 OF SAID SHORT PLAT 46-85, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 46-85;
THENCE WEST ALONG THE PROLONGATED SOUTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT TO THE WEST LINE OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE NORTH ALONG THE WEST LINE OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER A DISTANCE OF 63.86 FEET, MORE OR LESS, TO A POINT ALONG SAID WEST LINE BEING THE INTERSECTION OF SAID WEST LINE AND THE PROLONGATION OF THE NORTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE SOUTH LINE OF SHORT PLAT 85-77, APPROVED NOVEMBER 8TH, 1977 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 868364;
THENCE EAST ALONG THE PROLONGATED NORTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE SOUTH LINE OF SAID SHORT PLAT 85-77, TO THE SOUTHEAST CORNER OF SAID SHORT PLAT 85-77, ALSO BEING THE ANGLE POINT OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE NORTH ALONG THE EAST LINE OF SAID SHORT PLAT 85-77, ALSO BEING THE WESTERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, TO THE NORTHEAST CORNER OF SAID SHORT PLAT 85-77, ALSO BEING THE NORTHWESTERLY CORNER OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE EAST ALONG THE NORTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE SOUTH ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 14 TO THE SOUTHEAST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE NORTHEASTERLY

CORNER OF APPLE LANE OF REPLAT OF FREDLUND ADDITION DIV. NO. 1, APPROVED FEBRUARY 22, 1973 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 781161;
THENCE WEST ALONG THE SOUTH LINE OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE NORTH LINE OF SAID REPLAT OF FREDLUND ADDITION DIV. NO. 1, TO THE POINT OF BEGINNING.

EXCEPT ANY PORTION OF GARDEN OF EDEN ROAD RIGHT-OF-WAY CONVEYED TO SKAGIT COUNTY.

SUBJECT TO AND TOGETHER WITH EASEMENTS, RESERVATIONS, RESTRICTIONS, LIENS, LEASES, COVENANTS AND OTHER INSTRUMENTS OF RECORD.

SITUATE IN THE COUNTY OF SKAGIT, STATE OF WASHINGTON.

INCLUDED TAX PARCEL NUMBERS: P127101, P127102, P127103, P36482, P120257, P120256, P103826, P36481, P103825, P120259, P120258, P120260, P36653, P36652 and P36639.

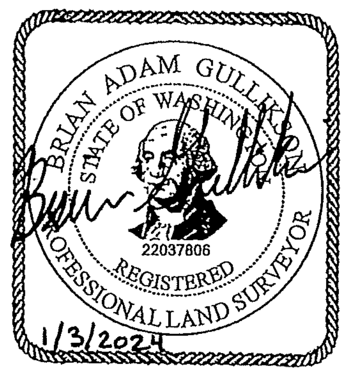
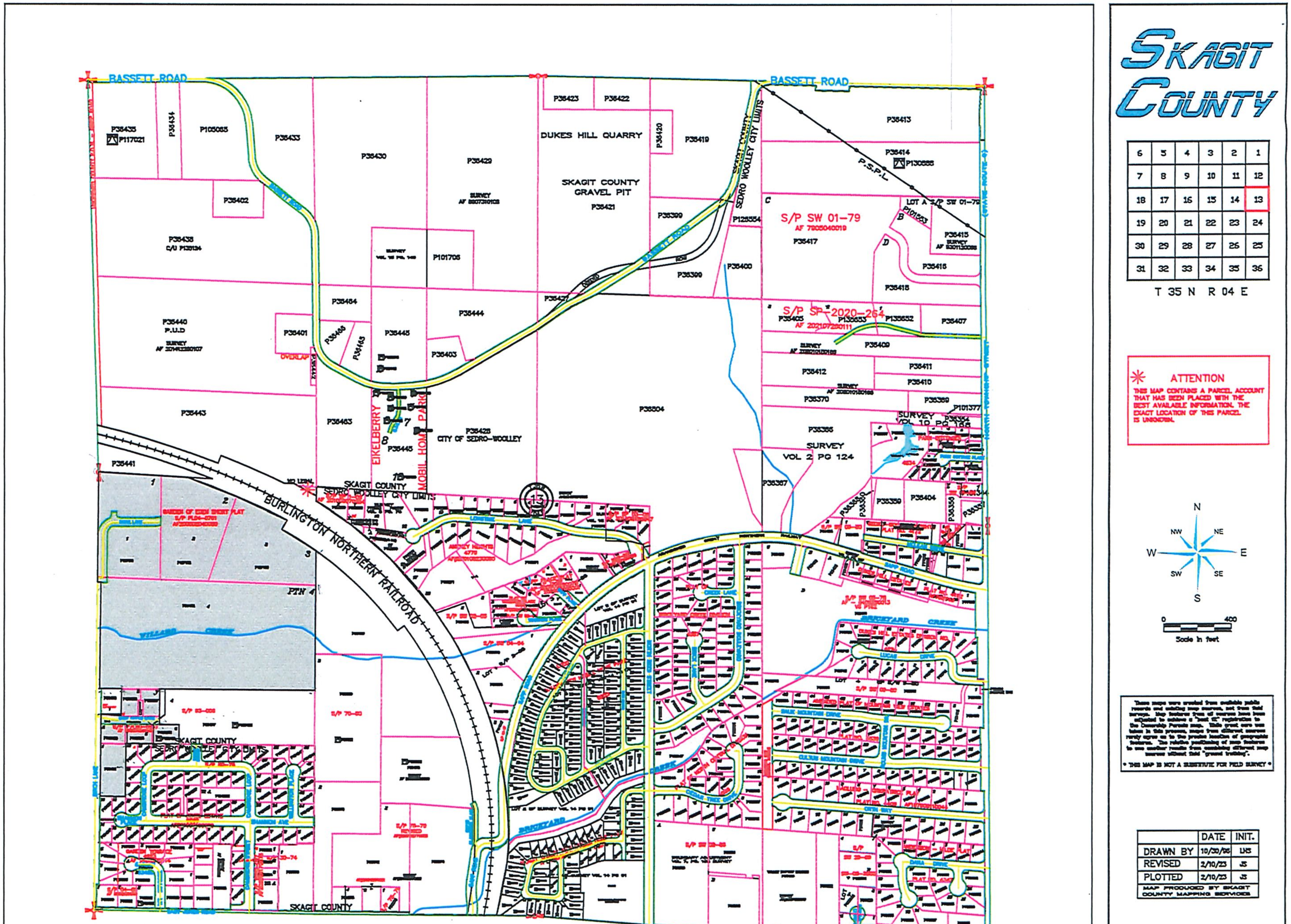
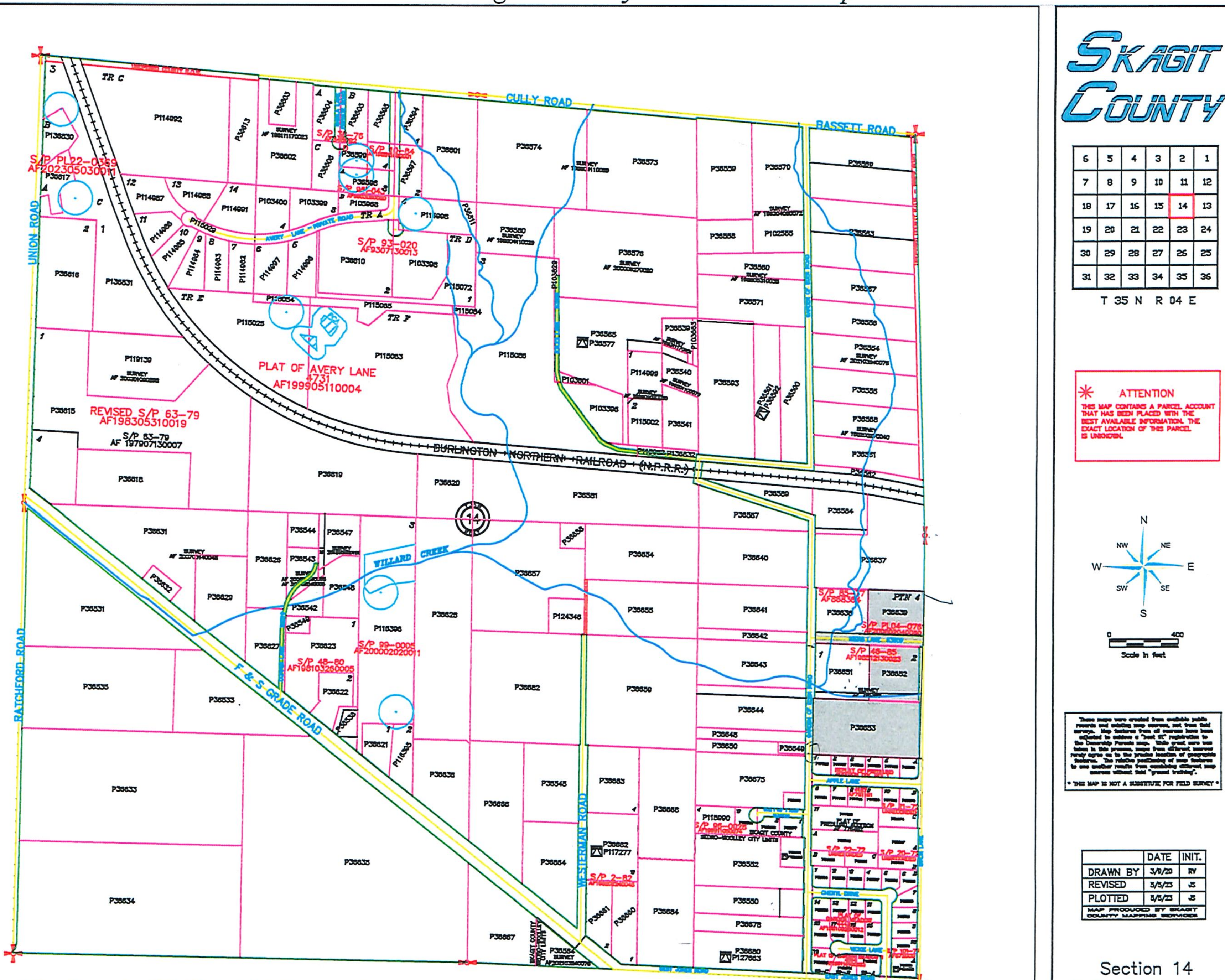


EXHIBIT B - Skagit County Assessor's Map



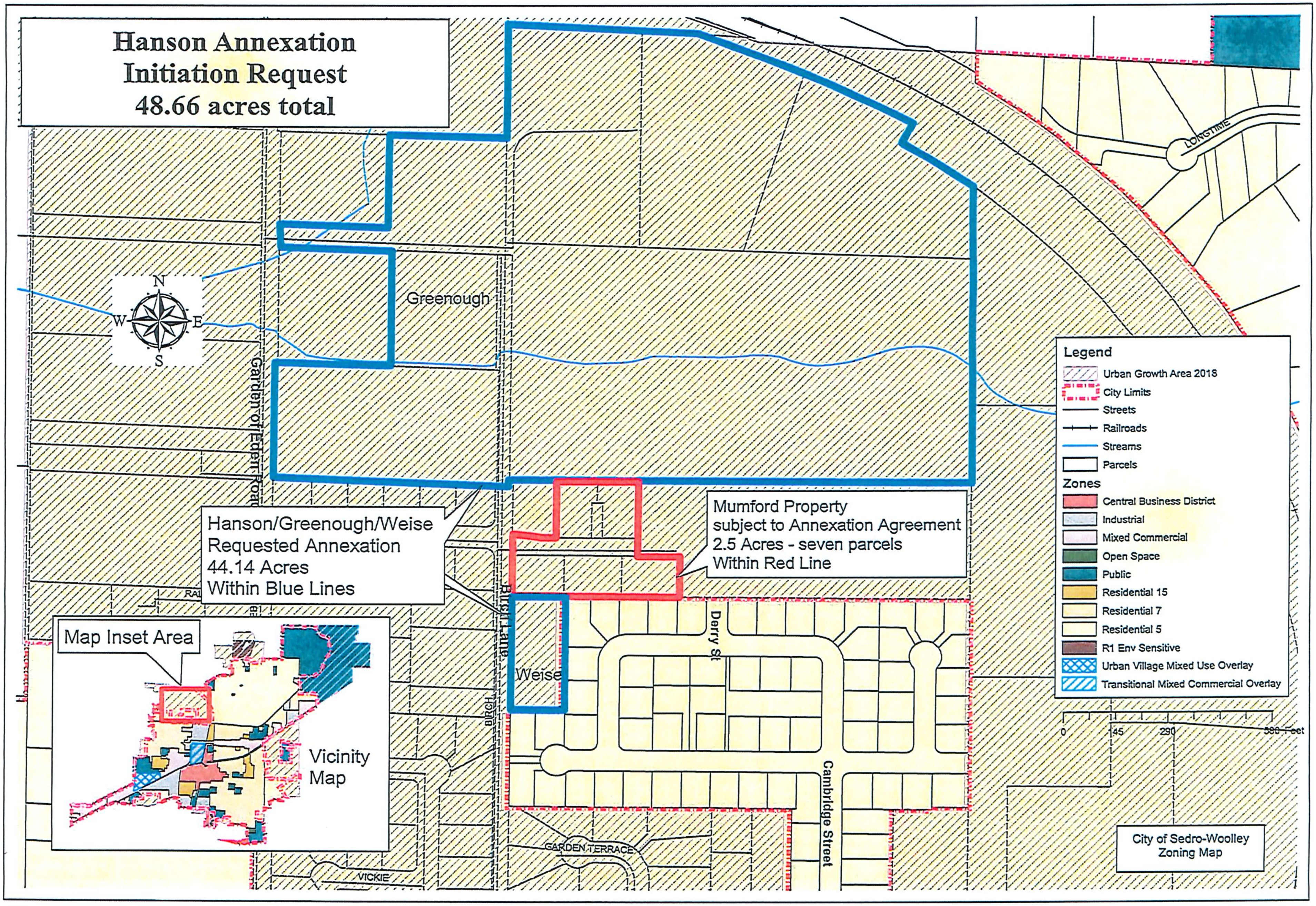
Included Tax Parcels: P127101, P127102, P127103, P36482, P120257, P120260, P120258, P120259, P103825, P36481, P103826, P120256

EXHIBIT B - Skagit County Assessor's Map



Included Tax Parcels: P36639, P36652, P36653

EXHIBIT C - Map of Annexation Area



RESOLUTION NO. 1132-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, STATING INTENT TO ANNEX APPROXIMATELY 59.988 ACRES OF REAL PROPERTY CONTIGUOUS TO THE NORTHERN PORTION OF THE CITY

WHEREAS, Laura Hanson owns real property within the Sedro-Woolley urban growth area; and

WHEREAS, Laura Hanson initiated proceedings to annex the real property to the City by filing a notice of intent to commence annexation proceedings on January 17, 2023; and

WHEREAS, the City Council held a meeting on February 8, 2023 with the initiating parties as required by RCW 35A.14.120; and

WHEREAS, the City Council agreed to accept a Petition for Annexation between the initiating parties and the City; and

WHEREAS, the initiating parties filed a Petition for Annexation with the City on May 5, 2023; and

WHEREAS, the Skagit County Assessor issued a Determination of Sufficiency on May 19, 2023 certifying that the Petition for Annexation meets the 60% ownership criteria of RCW 35A.14.120 and the City received said Determination on May 19, 2023; and

WHEREAS, the City Council determined that the Petition for Annexation meets the requirements of RCW 35A.14.120-150 and is sufficient according to the requirements of RCW 35A.14.120; and

WHEREAS, the City Council determined that the best interests and general welfare of the City and the real property will be served by the annexation; now therefore,

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

Section 1. The City hereby declares its intention to annex and make part of the City of Sedro-Woolley, Washington, that portion of Skagit County, Washington not heretofore incorporated as any part of a city or town, lying north of the City limits, being the following described real property, situated in Skagit County, Washington, to wit:

Legally described on the attached Exhibit A, and illustrated in the attached map in Exhibit B.

Section 2. The City Planning Director is authorized and directed to prepare and file a notice of intention to annex with the Skagit County Boundary Review Board, and to carry out all the requirements of state law with regard to the proposed annexation.

Section 3. When annexed property is accepted by future ordinance, said annexation shall be subject to the following conditions:

A. The property proposed for annexation shall be subject to the laws and regulations of the City of Sedro-Woolley, as now and hereafter adopted.

B. The property proposed for annexation shall be subject to and assume a pro-rata share of indebtedness of the City which has been approved by the voters, contracted, or incurred prior to, or existing at the date of annexation.

C. The property proposed for annexation shall be subject to the Residential-5 land use classification and zoning designation as set forth on the current Sedro-Woolley Comprehensive Plan and Zoning maps.

PASSED by majority vote of the members of the Sedro-Woolley City Council this 24th day of April, 2024, and signed in authentication of its passage this 6th day of May, 2024.

DocuSigned by:
Julia Johnson
3C84008CC8484BD...
MAYOR JULIA JOHNSON

ATTEST:

DocuSigned by:
Kelly Kohnken
2C53B290694B4A9...
CLERK KELLY KOHNKEN

APPROVED AS TO FORM:

DocuSigned by:
Nikki Thompson
8E783717B449479...
CITY ATTORNEY NIKKI THOMPSON

Exhibit A

(Annexation Area Legal Description)

THAT PORTION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 13, TOWNSHIP 35, RANGE 04 EAST W.M., BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS.

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF SAID SECTION 13, ALSO BEING THE NORTHWEST CORNER OF LOT 1 OF GARDEN OF EDEN SHORT PLAT, APPROVED JANUARY 31, 2008 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 200802040080;
THENCE EAST ALONG THE NORTH LINE OF LOTS 1 AND 2 OF SAID GARDEN OF EDEN SHORT PLAT TO THE SOUTHWESTERLY MARGIN OF THE BURLINGTON NORTHERN RAILROAD RIGHT-OF-WAY;
THENCE SOUTHEASTERLY ALONG SAID SOUTHWESTERLY MARGIN, ALSO BEING THE NORTHEASTERLY LINES OF LOTS 2 AND 3 OF SAID GARDEN OF EDEN SHORT PLAT, TO THE NORTHEAST CORNER OF SAID LOT 3, BEING A POINT ON THE EAST LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 13;
THENCE SOUTH ALONG SAID EAST LINE OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 13, ALSO BEING THE EAST LINE OF SAID GARDEN OF EDEN SHORT PLAT, TO THE SOUTHEAST CORNER OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, SAID POINT BEING THE NORTHEAST CORNER OF LOT 4 OF SHORT PLAT 93-006, APPROVED MAY 13, 1993 AND RECORDED UNDER AUDITOR'S FILE NO. 9305190015;
THENCE WEST ALONG THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTH LINE OF LOT 4 OF SAID SHORT PLAT 93-006, TO THE NORTHWEST CORNER OF LOT 4 OF SAID SHORT PLAT 93-006, ALSO BEING THE NORTHEAST CORNER OF LOT 7 OF SHORT PLAT PL00-0167, APPROVED APRIL 24, 2003 AND RECORDED UNDER AUDITOR'S FILE NO. 200304240149;
THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 7 AND THE EAST LINE OF TRACT A OF SAID SHORT PLAT PL00-0167 TO THE NORTH LINE OF LOT 6 OF SAID SHORT PLAT PL00-0167;
THENCE EAST ALONG THE NORTH LINE OF SAID LOT 6 TO THE NORTHEAST CORNER THEREOF;
THENCE SOUTH ALONG THE EAST LINE OF SAID LOT 6 TO THE SOUTHEAST CORNER THEREOF BEING A POINT ON THE NORTH LINE OF THE PLAT OF JONES ESTATES, APPROVED JULY 3, 2019 AND RECORDED UNDER AUDITOR'S FILE NO. 201907160029;
THENCE WEST ALONG THE NORTH LINE OF SAID PLAT OF JONES ESTATES, ALSO BEING THE SOUTH LINE OF SAID SHORT PLAT PL00-0167, TO THE NORTHWEST CORNER OF LOT 20 OF SAID PLAT OF JONES ESTATES, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SHORT PLAT 80-78, APPROVED NOVEMBER 1, 1978 AND RECORDED UNDER AUDITOR'S FILE NO. 890505;
THENCE SOUTH ALONG THE EAST LINE OF LOT 1 OF SAID SHORT PLAT 80-78, ALSO BEING THE WEST LINE OF LOTS 18, 19, AND 20 OF SAID PLAT OF JONES ESTATES, TO THE SOUTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 80-78;
THENCE WEST ALONG THE SOUTH LINE OF LOT 1 OF SAID SHORT PLAT 80-78, ALSO BEING THE NORTH LINE OF LOTS 15 AND 16 OF SAID PLAT OF JONES ESTATES, TO THE EAST RIGHT-OF-WAY MARGIN OF BIRCH LANE, ALSO BEING THE NORTHWEST CORNER OF LOT 15 OF SAID PLAT OF JONES ESTATES;
THENCE NORTH ALONG THE EAST MARGIN OF SAID BIRCH LANE TO THE NORTHWEST CORNER OF TRACT A OF SAID SHORT PLAT PL00-0167;
THENCE EASTERLY ALONG THE NORTH LINE OF SAID TRACT A TO THE SOUTHWEST CORNER OF LOT 8 OF SAID SHORT PLAT PL00-0167;
THENCE NORTH ALONG THE WEST LINE OF LOT 8 OF SAID SHORT PLAT PL00-0167, ALSO BEING THE EAST LINE OF LOT 1 OF SHORT PLAT 93-006, TO THE NORTHWEST CORNER OF LOT 8 OF SAID SHORT PLAT PL00-0167, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 93-006, BEING A POINT ON THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE WEST ALONG THE SOUTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTH LINE OF LOT 1 OF SAID SHORT PLAT 93-006, TO THE SOUTHWESTERLY CORNER OF

LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE NORTHWEST CORNER OF LOT 1 OF SAID SHORT PLAT 93-006, BEING A POINT ON THE EAST RIGHT-OF-WAY MARGIN OF BIRCH LANE;
THENCE NORTH ALONG SAID EAST MARGIN OF BIRCH LANE, A DISTANCE OF 640.78 FEET, MORE OR LESS, TO AN ANGLE POINT ON THE WESTERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE WEST ALONG THE SOUTHERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT TO THE WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 13;
THENCE NORTH ALONG SAID WEST LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 13 TO THE POINT OF BEGINNING.

EXCEPT ANY PORTION OF BIRCH LANE RIGHT-OF-WAY CONVEYED TO SKAGIT COUNTY.

ALSO TOGETHER WITH THAT PORTION OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 35, RANGE 04 EAST W.M., BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 14, TOWNSHIP 35, RANGE 04 EAST W.M.;
THENCE NORTH ALONG THE WEST LINE OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14 TO THE NORTHWEST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE EAST ALONG THE NORTH LINE OF SAID SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE SOUTH LINE OF LOT 1 OF SHORT PLAT 46-85, APPROVED DECEMBER 12, 1985 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 8512130023, TO THE SOUTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 46-85, ALSO BEING THE SOUTHWEST CORNER OF LOT 2 OF SAID SHORT PLAT 46-85;
THENCE NORTH ALONG THE WEST LINE OF LOT 2 OF SAID SHORT PLAT 46-85, ALSO BEING THE EAST LINE OF LOT 1 OF SAID SHORT PLAT 46-85, TO THE SOUTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF GARDEN OF EDEN SHORT PLAT, APPROVED JANUARY 31, 2008 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 200802040080, ALSO BEING THE NORTHWEST CORNER OF LOT 2 OF SAID SHORT PLAT 46-85, ALSO BEING THE NORTHEAST CORNER OF LOT 1 OF SAID SHORT PLAT 46-85;
THENCE WEST ALONG THE PROLONGATED SOUTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT TO THE WEST LINE OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE NORTH ALONG THE WEST LINE OF THE EAST HALF OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER A DISTANCE OF 63.86 FEET, MORE OR LESS, TO A POINT ALONG SAID WEST LINE BEING THE INTERSECTION OF SAID WEST LINE AND THE PROLONGATION OF THE NORTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE SOUTH LINE OF SHORT PLAT 85-77, APPROVED NOVEMBER 8TH, 1977 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 868364;
THENCE EAST ALONG THE PROLONGATED NORTH RIGHT-OF-WAY MARGIN OF KIENS LANE OF SAID GARDEN OF EDEN SHORT PLAT, ALSO BEING THE SOUTH LINE OF SAID SHORT PLAT 85-77, TO THE SOUTHEAST CORNER OF SAID SHORT PLAT 85-77, ALSO BEING THE ANGLE POINT OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE NORTH ALONG THE EAST LINE OF SAID SHORT PLAT 85-77, ALSO BEING THE WESTERLY LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT, TO THE NORTHEAST CORNER OF SAID SHORT PLAT 85-77, ALSO BEING THE NORTHWESTERLY CORNER OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT;
THENCE EAST ALONG THE NORTH LINE OF LOT 4 OF SAID GARDEN OF EDEN SHORT PLAT TO THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 14;
THENCE SOUTH ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF SAID SECTION 14 TO THE SOUTHEAST CORNER OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE NORTHEASTERLY

CORNER OF APPLE LANE OF REPLAT OF FREDLUND ADDITION DIV. NO. 1, APPROVED FEBRUARY 22, 1973 AND RECORDED UNDER SKAGIT COUNTY AUDITOR'S FILE NO. 781161;
THENCE WEST ALONG THE SOUTH LINE OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF THE NORTHEAST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 14, ALSO BEING THE NORTH LINE OF SAID REPLAT OF FREDLUND ADDITION DIV. NO. 1, TO THE POINT OF BEGINNING.

EXCEPT ANY PORTION OF GARDEN OF EDEN ROAD RIGHT-OF-WAY CONVEYED TO SKAGIT COUNTY.

SUBJECT TO AND TOGETHER WITH EASEMENTS, RESERVATIONS, RESTRICTIONS, LIENS, LEASES, COVENANTS AND OTHER INSTRUMENTS OF RECORD.

SITUATE IN THE COUNTY OF SKAGIT, STATE OF WASHINGTON.

INCLUDED TAX PARCEL NUMBERS: P127101, P127102, P127103, P36482, P120257, P120256, P103826, P36481, P103825, P120259, P120258, P120260, P36653, P36652 and P36639.

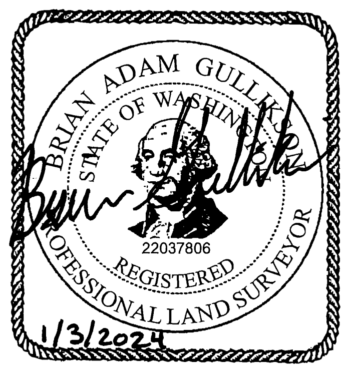
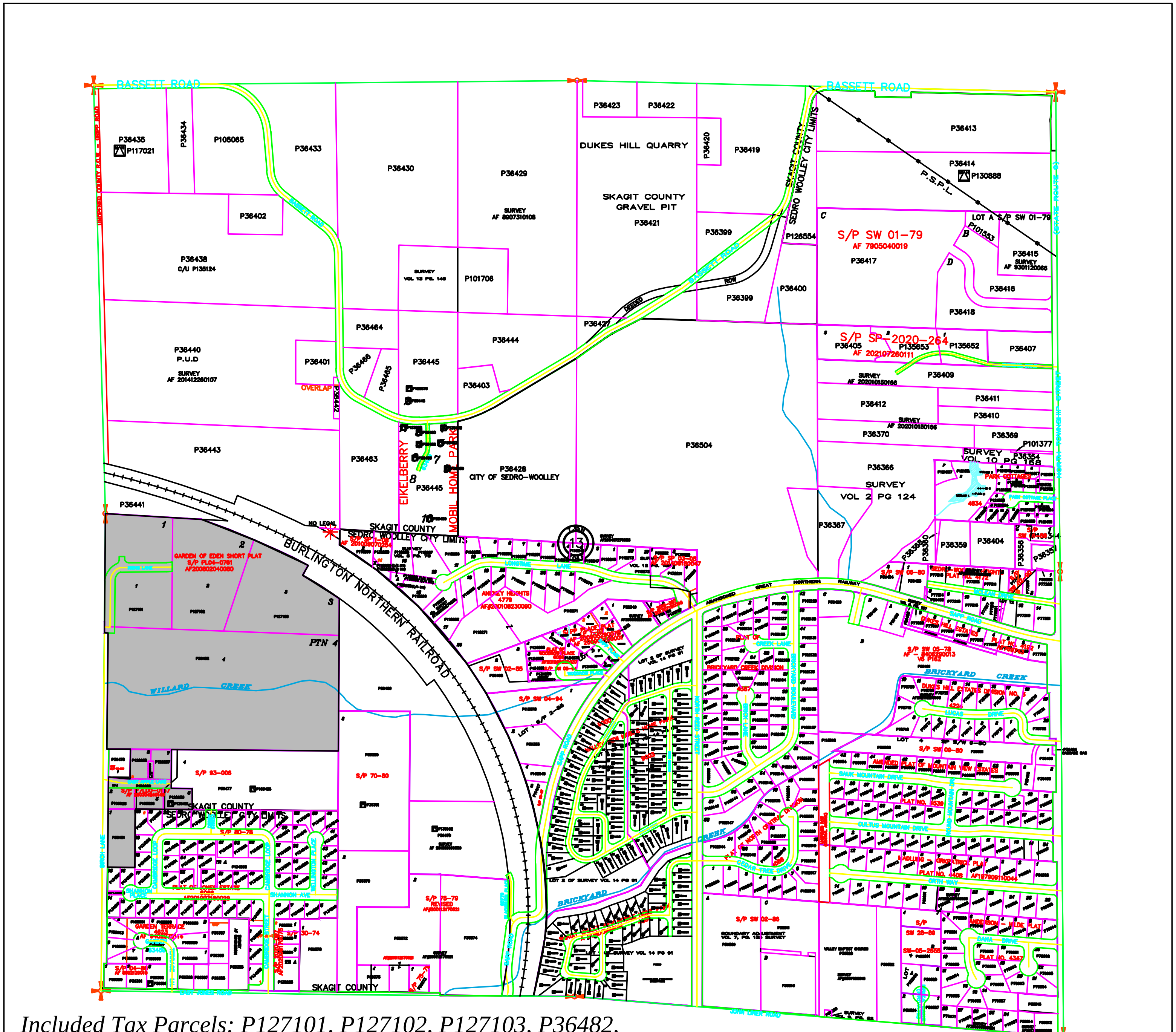
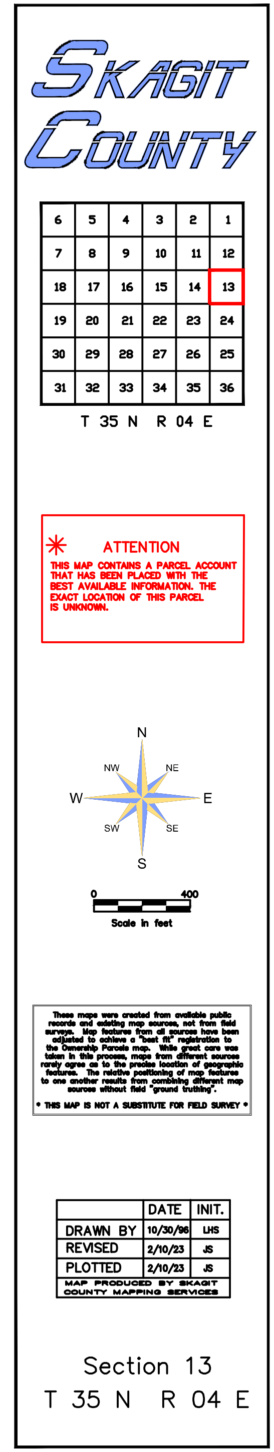


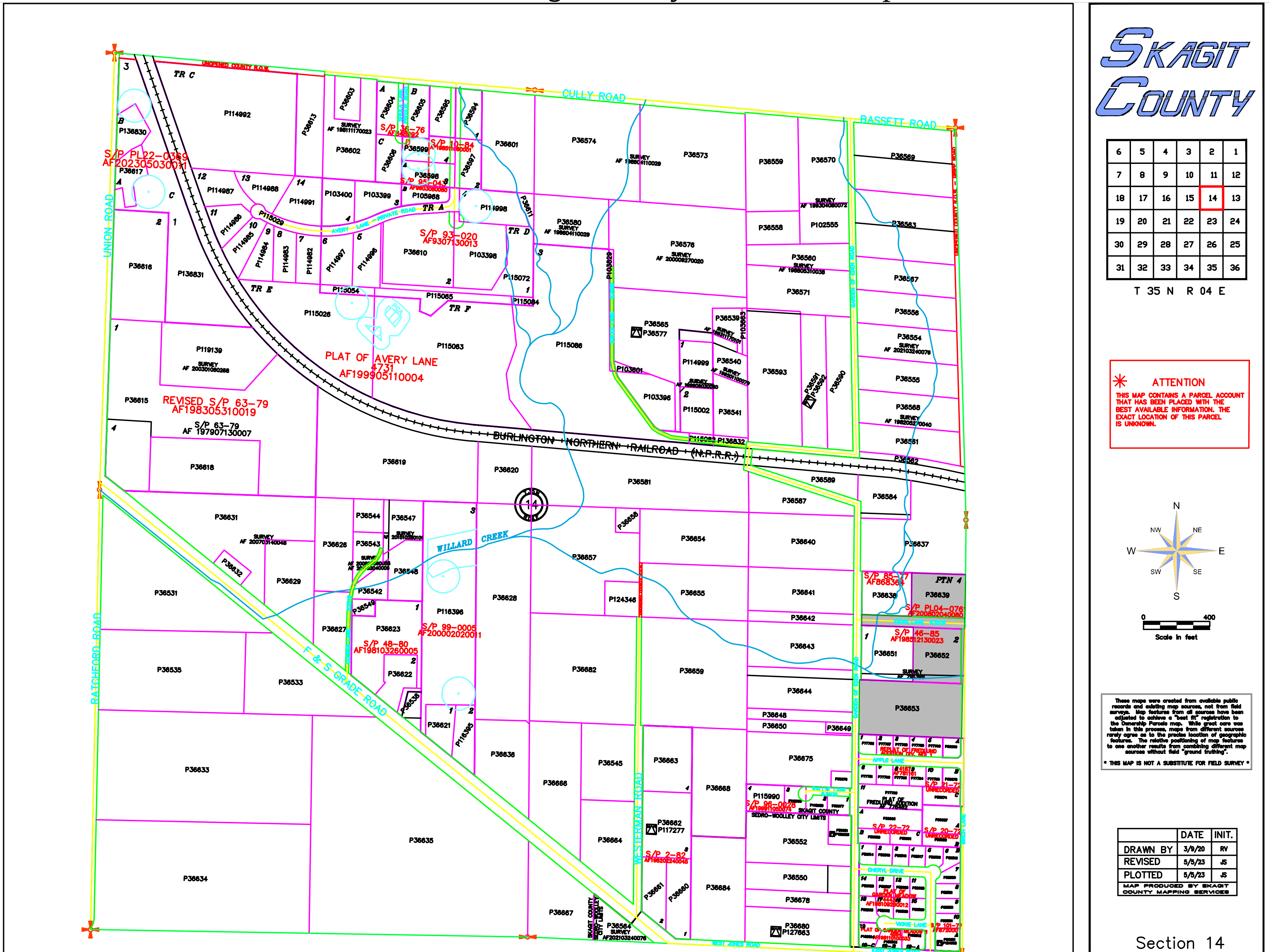
EXHIBIT B - Skagit County Assessor's Map





Included Tax Parcels: P127101, P127102, P127103, P36482, P120257, P120260, P120258, P120259, P103825, P36481, P103826, P120256

EXHIBIT B - Skagit County Assessor's Map



Included Tax Parcels: P36639, P36652, P36653

Danny Hagen
Assessor

Annette M. DeVoe
Chief Deputy Assessor

SKAGIT COUNTY
Office of the Assessor

Administration Building, Room 204
700 South 2nd Street
Mount Vernon, WA 98273
Phone: 360.416.1780 Fax: 360.416.1790
E-Mail assessor@co.skagit.wa.us

May 19, 2023

Jana Hanson, Interim Director
City of Sedro Woolley
325 Metcalf Street
Sedro Woolley, WA 98284

RE: Assessor Determination of Sufficiency

Dear Ms. Hanson,

This letter serves notice that the petitions for Hanson Annexation Request of 59.988 acres into the Sedro Woolley city limits recently submitted meet the sufficiency requirements of sixty percent (60%) of property value in the proposed area of annexation. Per RCW.35A.01.040, I do hereby certify the sufficiency of petitions.

Sincerely,

Danny Hagen
Skagit County Assessor

WASHINGTON STATE BOUNDARY REVIEW BOARD FOR SKAGIT COUNTY

1800 Continental Place, Mount Vernon, WA 98273 (360) 416-1156

July 3, 2024

Nicole McGowan
Planning Department
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

Re: File No 2024-003 Hanson Annexation – Approximately 48.66 acres

Dear Ms. McGowan,

The 45-day period for taking jurisdiction of Boundary Review Board (BRB) File No. 2024-003 expired Tuesday, June 30th, 2024, at 5:00 p.m. Therefore, the Notice of Intention to annex approximately 48.66 acres as described in file BRB #2024-003 is deemed approved pursuant to RCW 36.93.100.

The City of Sedro-Woolley must give final approval to the annexation and if approved shall submit an original of the Final Ordinance, including the BRB file number to:

Boundary Review Board for Skagit County
Attn: BRB Clerk
700 S 2nd St. #100
Mount Vernon, WA 98277

This will ensure that all appropriate Skagit County Departments are notified, and adjustments are made to maps. This requirement is in addition to any state requirements. Please contact the Clerk at kristens@co.skagit.wa.us or 360-416-1103 if you have any questions.

Sincerely,

Kristen Stubben
Records & Administrative Manager / Interim Clerk
Boundary Review Board for Skagit County

CC:
Skagit County Commissioners
Skagit County Assessor
Skagit County Administrator
Skagit County Sheriff
Boundary Review Board Members
Skagit County Auditor
Skagit County Fire District
Central Skagit Co. Rural Library District

Skagit County Planning
Skagit County Public Works
City of Sedro-Woolley Police Department
Sedro-Woolley School District
Skagit County GIS
City of Sedro-Woolley Fire Department
Skagit County PUD
Skagit County Prosecutor’s Office

City Council Agenda Item

Agenda Item No.: k.2.

Date: August 14, 2024

From: Thomas Glover, Community Development Director

Subject: 2024 Countywide Planning Policies Update

RECOMMENDED ACTION:

Public hearing, no recommended action.

ISSUE:

Hold a public hearing to give the public an opportunity to provide comments and/or recommendations for the proposed revisions to the Countywide Planning Policies (CPPs). Provide comments and/or recommendations to staff to present to the Growth Management Steering Committee (GMASC).

BACKGROUND/SUMMARY INFORMATION:

On June 20, 2024, the GMASC recommended the release of the proposed revisions recommended by the Growth Management Act Technical Advisory Committee (GMATAC) for review by their jurisdictions. These recommendations were made by the GMATAC to bring the CPPs into compliance with State law, including new legislation on housing (HB 1220) and climate (HB 1181). The GMATAC reviewed the requested amendment language during their May and June meetings and recommended adopting the amendments as presented in **Attachment 1**.

It is required that each jurisdiction provide meaningful opportunity at the earliest possible time for input from the public and respective legislative bodies prior to any GMASC recommendation for approval of a CPP amendment.

The amendments were presented to the Planning Commission at its July meeting with a request for Planning Commissioners to provide any comments and/or recommendations in writing to staff by August 14, 2024 for presentation to SCOG. At this time, staff requests that the City Council provide final comment at this meeting. All feedback received from the public, Planning Commission, and City Council will be provided in writing to SCOG staff by the August 16, 2024 deadline so that comments may be compiled and presented to GMASC prior to the September meeting.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. Countywide Planning Policies - 2024 Proposed Revisions to Include Housing (HB 1220) and Climate (HB 1181)

Skagit County

Countywide Planning Policies

~~January~~ 2024 Proposed Revisions to include Housing (HB1220) and Climate (HB 1181) ~~2021~~

Table of Contents

GMA Goal 14 added (2023) Section 14: Climate Change and resiliency. Ensure that comprehensive plans, development regulations, and regional policies, plans and strategies under RCW 36.70A.201 and Chapter RCW 47.80 adapt to and mitigate the effects of a changing climate, support reductions in greenhouse gas emissions and per capita vehicle miles traveled; prepare for climate impact scenarios; foster resiliency to climate impacts and natural hazards; protect and enhance environmental, economic, and human health and safety; and advance environmental justice.

The greenhouse gas emissions reduction sub- element and resiliency element is mandatory for the jurisdictions specified in **RCW 36.70A.95**

Skagit County
Countywide Planning Policies

The Role of the Skagit County Countywide Planning Policies and the Comprehensive Plans

i Pursuant to RCW 36.70A.210, these Skagit County Countywide Planning Policies ("Countywide Planning Policies" or "CPPs") establish a countywide framework for developing county, city and town comprehensive plans (collectively "Comprehensive Plans").

ii Except as otherwise provided for by law, Skagit County, municipalities, and state agencies are subject to the Countywide Planning Policies. The Skagit County Comprehensive Plan, and the comprehensive plans of the cities and towns within Skagit County shall be consistent with these policies.

iii The 2002 Framework Agreement – executed by Skagit County and every city and town within the county – guides the process for adoption and amendment of Countywide Planning Policies.

iv The Board of County Commissioners adopt and amend Countywide Planning Policies in cooperation with the cities and towns, consistent with RCW 36.70A.210 and the 2002 Framework Agreement.

v All Elements of Comprehensive Plans, including maps and procedures, shall comply with these policies. Amendments to the other components of Comprehensive Plans shall conform to these policies.

vi As required by RCW 36.70A.120, activities and capital budgeting decisions made by Skagit County, and all cities and towns located within the county, shall be made in conformity with the locally adopted comprehensive plan.

vii The Skagit County Comprehensive Plan adopts by reference the following functional plans: Shoreline, Drainage, Floodplain, Schools, Special Districts, Parks and Recreation, Transportation, Watershed, the Coordinated Water System Plan and any other functional plans adopted by Skagit County. Each referenced plan shall be coordinated with, and consistent with, the Skagit County Comprehensive Plan.

viii All disputes over the proper interpretation of other functional plans and all implementing regulations, including zoning maps and zoning regulations, shall be resolved in favor of the interpretation which most clearly achieves Countywide Planning Policies.

ix Local governments shall pursue methods of collecting and displaying statistics, maps and other information necessary for government.

- Upon adoption of Comprehensive Plans, sub-area plans will be considered to address homogeneous natural features and communities.

1. Urban Growth

Encourage urban development in urban areas where adequate public facilities and services exist or can be provided in an efficient manner.

1.1 Urban growth shall be allowed only within cities and towns, their designated Urban Growth Areas ("UGAs") and within any non-municipal urban growth areas already characterized by urban growth, identified in the Skagit County Comprehensive Plan with a Capital Facilities Plan meeting urban standards. Population and employment land allocations for each UGA shall be consistent with the allocations shown in Appendix A.

1.2 Cities and towns and their urban growth areas, and non-municipal urban growth areas designated pursuant to CPP 1.1, shall include areas and densities sufficient to accommodate as a target 80% of the county's 20-year population projection.

1.3 Urban growth areas shall provide for urban densities of mixed uses and shall direct development of neighborhoods which provide adequate and accessible urban governmental services concurrent with development. The Growth Management Act ("GMA") defines urban governmental services as those governmental services historically and typically delivered by cities, including storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, public transit services, and other public utilities associated with urban areas and normally not associated with nonurban areas.

1.4 Urban growth areas shall include greenbelts, greenspace ~~and~~ open space, and encourage the preservation of wildlife habitat areas and healthy urban community forests.

1.5 Cities and towns shall encourage development, including greenbelt and open space areas, on existing vacant land and in-fill properties before expanding beyond their present corporate city limits towards urban growth boundaries.

1.6 Annexations beyond urban growth areas are prohibited.

1.7 The baseline for 20-year countywide population forecasts shall be the official Growth Management Act Population Projections from the State of Washington's Office of Financial Management. The Growth Management Act Technical Advisory Committee ("Planners Committee") shall recommend the process for allocating forecasted population and employment, which shall be cooperatively reviewed by the Growth Management Act Steering Committee ("GMASC"), consistent with the 2002 Framework Agreement. Final growth allocations will be ratified by each government's legislative body. The growth allocation process shall use the procedures in Appendix B, which calls for the following steps:

a. Initial Growth Allocations;
b. Reconciliation;
c. Long Term Monitoring; and

HB 1220 added new housing allocations, now included in **RCW 36.70A.070** Comprehensive Plans-Mandatory Element

d. Allocation Adjustment.

1.8 Skagit County, the cities and towns shall use consistent development and housing ~~land~~ capacity ~~analysis~~ methods ~~as approved by the GMASC~~ to determine the capacity of Urban Growth Areas to accommodate population and employment growth and housing produced in the different AMI categories provided by the Department of Commerce. Jurisdictions will supply a capacity ~~amount of undeveloped buildable urban land needed.~~ inventory done as part of their periodic updates, to the Skagit Council of Governments. ~~The inventory of the undeveloped buildable urban land supply is to be maintained by Skagit County in a Regional Geographic Information Systems database.~~

1.9 Skagit County, the cities and towns will establish a common method to monitor urban development and housing development to evaluate the rate of growth and maintain an inventory of the amount of buildable land remaining and the amount of housing produced in the different AMI categories provided by the Department of Commerce. The Planners Committee shall develop a monitoring process, prepare annual monitoring reports and present the reports to the Growth Management Act Steering Committee annually.

1.10 All growth outside the urban growth boundary shall be rural in nature as defined in the Rural Element, not requiring urban governmental services, except in those limited circumstances shown to be necessary to the satisfaction of both Skagit County and the affected city/town to protect basic public health, safety and the environment, and when such services are financially supportable at rural densities and do not permit urban development

1.11 Prior to altering urban growth areas, or as part of a periodic update, a climate impact analysis shall be completed. The climate impact analysis shall evaluate the greenhouse gas (GHG) and vehicle miles traveled (VMT) impacts associated with the proposed change and consider climate vulnerability and resilience scenarios created by the change. The analysis shall also consider the GHG and VMT impacts associated with other feasible alternatives for accommodating projected growth. Preference shall be given to alternatives that reduce per capita VMT and GHG emissions and changes that increase climate resilience and protect vulnerable populations and overburdened communities.

~~1.10~~ .

1.8 Added housing capacity analysis to the existing land capacity analysis. Removed GMASC requirements for methodology approval. Removed Skagit County GIS requirement to store data. SCOG will collect land and housing capacity reports.

1.9 Department of Commerce AMI categories for different types of housing will be used for reconciliation and monitoring reports

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", Right: 0", No bullets or numbering, Tab stops: Not at 1.2"

Formatted: Normal, No bullets or numbering

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", Right: 0", No bullets or numbering, Tab stops: Not at 1.2"

Formatted: Normal, No bullets or numbering

2. Reduce Sprawl

Reduce the inappropriate conversion of undeveloped land into sprawling, low-density development.

2.1 Contiguous and orderly development and provision of urban services to such development within urban growth boundaries shall be required.

2.2 Development within the urban growth area shall be coordinated and phased through inter-agency agreements.

2.3 Rural development shall be allowed in areas outside of the urban growth boundaries having limited resource production values (e.g. agriculture, timber, mineral) and having access to public services. Rural development shall have access through suitable county roads, have limited impact on agricultural, timber, mineral lands, critical areas, shorelands, historic landscapes or cultural resources and must address their drainage and ground water impacts.

2.4 Rural commercial and industrial development shall be consistent with that permitted by the Growth Management Act, specifically including RCW 36.70A.070(5)(d) and related provisions and the 1997 ESB 6094 amendments thereto. This development shall not be urban in scale or character or require the extension of urban services outside of urban growth areas, except where necessary to address an existing public health, safety or environmental problem.

2.5 Rural commercial and industrial development shall be of a scale and nature consistent and compatible with rural character and rural services, or as otherwise allowed under RCW 36.70A.070(5)(d), and may include commercial services to serve the rural population, natural resource-related industries, small scale businesses and cottage industries that provide job opportunities for rural residents, and recreation, tourism and resort development that relies on the natural environment unique to the rural area.

2.6 Priority consideration will be given to siting of new rural commercial and industrial uses in areas of existing development, including existing Rural Villages and existing Rural Centers, followed by already developed sites in the rural area, and only lastly to wholly undeveloped sites in the rural area.

2.7 Master planned sites designated for industrial and large-scale commercial uses shall be clustered, landscaped, and buffered to alleviate adverse impacts to surrounding areas.

2.8 Commercial areas should be aggregated in cluster form, be pedestrian oriented, provide adequate parking and be designed to accommodate public transit.

2.9 Urban commercial and urban industrial development, except development directly dependent on local agriculture, forestry, mining, aquatic and resource operations, and major industrial development which meets the criteria contained in RCW 36.70A.365, should be restricted to urban or urban growth areas where adequate transportation networks and appropriate utility services are available.

The process to consider siting of specific major industrial developments outside of urban growth areas shall follow the process included in the 2002 Framework Agreement for adoption of Countywide Planning Policies. Major industrial developments shall mean a master planned location for specific manufacturing, industrial, or commercial business that:

1. Requires a parcel of land so large that no suitable parcels are available within an urban growth area; or

2. Is a natural resource-based industry requiring a location near agricultural land, forest land, or mineral resource land upon which it is dependent. The major industrial development shall not be for the purpose of retail commercial development or multi-tenant office park.

A major industrial development may be approved outside an urban growth area if the following criteria are met:

1. New infrastructure is provided for and/or applicable impact fees are paid;

2. Transit-oriented site planning and traffic demand management programs are implemented;

3. Buffers are provided between the major industrial development and adjacent non-urban areas;

4. Environmental protection including air and water quality has been addressed and provided for;

5. Development regulations are established to ensure that urban growth will not occur in adjacent non-urban areas;

6. Provision is made to mitigate adverse impacts on designated agricultural lands, forest lands, and mineral resource lands;

8. The plan for the major industrial development is consistent with Skagit County's development regulations established for the protection of critical areas; and

9. An inventory of developable land has been conducted and Skagit County has determined and entered findings that land suitable to site the major industrial development is unavailable within the urban growth area. Priority shall be given to applications for sites that are adjacent to or in close proximity to the urban growth areas.

Final approval of an application for a major industrial development shall be considered an adopted amendment to the Skagit County Comprehensive Plan adopted pursuant to RCW 36.70A.070 designating the major industrial development site on the land use map as an urban growth area. Final approval of the application shall not be considered an amendment to the Skagit County Comprehensive Plan for the purposes of RCW 36.70A.130(2) and may be considered at any time.

2.10 Establishment or expansion of local improvement districts and special purpose taxing districts, except flood control, diking districts and other districts formed for the purpose of protecting water quality, in designated commercial forest resource lands shall be discouraged.

3. Transportation

Encourage efficient multimodal transportation systems that will reduce greenhouse gas emissions and per capita vehicle miles traveled and are based on regional priorities and coordinated with county and city comprehensive plans.

3.1 ~~Multi-purpose~~ Multimodal transportation routes and facilities shall be designed to accommodate present and future traffic volumes.

3.2 Primary arterial access points shall be designed to ensure maximum safety while minimizing traffic flow disruptions.

3.3 The development of new transportation routes and improvements to existing routes shall be consistent with VMT and GHG reduction targets and shall minimize adverse social, economic and environmental impacts and costs, especially those impacts to vulnerable populations and overburdened communities.

3.4 Transportation elements of Comprehensive Plans shall be designed to; facilitate the flow of people, goods and services so as to strengthen the local and regional economy; conform with the Land Use Element; be based upon an inventory of the existing Skagit County transportation network and needs; and encourage the conservation of energy and reduction of VMT and GHG with the goal of meeting or exceeding Washington State targets.

3.5 Provisions in Comprehensive Plans for the location and improvement of existing and future transportation networks and public transportation shall be made in a manner consistent with the goals, policies and land use map of the locally adopted comprehensive plan.

3.6 The development of a recreational transportation network shall be encouraged and coordinated between state and local governments and private enterprises.

3.7 Transportation services for seniors and individuals with disabilities shall be provided by public transportation operators to provide for those who, through age and/or disability, are unable to transport themselves.

3.8 Multi-modal l~~L~~evel of service (LOS) standards and safety standards shall be established that coordinate and link with the urban growth and urban areas to coordinate ~~optimize~~ land use and transportation ~~traffic compatibility~~ over the long term. New development shall mitigate multimodal LOS deficiencies ~~transportation impacts~~ concurrently with the development and occupancy of the project. Acceptable mitigation may include active transportation facility improvements, increased or enhanced public transportation service, ride-sharing programs, demand management, or transportation systems management strategies funded by the development.

3.9 An all-weather arterial road system shall be coordinated with industrial and commercial areas.

The greenhouse gas emissions reduction sub-element and resiliency sub- element is mandatory for the jurisdictions specified in **RCW 36.70A.95** The greenhouse has emissions sub-element of the Comprehensive plan must identify actions consistent with guidelines published pursuant to **RCW 70A.45.120** that will:

(a) Result in reductions in overall GHG emissions generated by transportation and land use within the jurisdiction but without increasing GHG elsewhere in the state;

(b) Result in reductions in per capita VMT within the jurisdiction but without increasing VMT in the state

(c) Prioritize reductions that benefit overburdened communities in order to maximize the co-benefits of reduced air pollution and environmental justice.

WAC 365-196-840 Concurrency - In urban areas, the department recommends counties and cities adopt methodologies that analyze the transportation system from a comprehensive multi-modal perspective authorized by **RCW 36.70A.108**

3.10 Cost effectiveness shall be a consideration in transportation expenditure decisions and balanced for both safety and service improvements.

3.11 An integrated regional transportation system shall be designed to minimize air pollution, including a reduction of vehicle related greenhouse gas emissions and reduction of vehicle miles travelled by promoting the use of alternative transportation modes, reducing vehicular traffic, maintaining acceptable multimodal levels of service, ~~traffic flow~~, and siting of facilities.

3.12 All new and expanded transportation facilities and transportation system improvements shall be sited, constructed and maintained to minimize noise levels and shall not have the effect of increasing per capita VMT or greenhouse gas emissions.

3.13 Increase the percentage of trips made using transit by prioritizing transit service hours and capital investments for routes serving urban corridors with high levels of ridership potential where dense concentrations of housing, employment, or services exist or are planned.

3.14 Develop a regional network of active transportation facilities and connect major regional cities with a multi-use path system.

~~3.12~~

Formatted: Font: 12 pt

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 0.64"

Formatted: Font: 12 pt

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 0.64"

Formatted: Font: 12 pt

Formatted: Normal

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Line spacing: single, No bullets or numbering, Tab stops: Not at 0.64"

Formatted: Left, Indent: Left: 0.64", No bullets or numbering

4. Housing

Plan for and accommodate ~~Encourage the availability~~ of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types, and encourage preservation of existing housing stock.

4.1 ~~Allow for an adequate supply of land use options to provide housing for a wide range of incomes, housing types and densities.~~Comprehensive Plans must include a housing element that plans for and accommodates housing affordable to all economic segments of the population. The housing element must include an inventory and analysis of existing and projected housing needs that identifies the number of housing units necessary to manage projected growth, including units for low, very low and extremely low-income households, and emergency housing, emergency shelters and permanent supportive housing (PSH).

4.2 At a minimum, each jurisdiction shall provide sufficient capacity to accommodate the number and type of units allocated to the jurisdiction through regional allocation process described in Appendix B. Comprehensive plans, development regulations, and funding mechanisms shall also be consistent with the following housing allocation policies:

a. Housing allocations including PSH, low, very low and extremely low-income households shall be prioritized in, and shall be primarily allocated to, urban areas with good access to transit and services.

b. Rural areas typically lack access to transit and services, but may have localized or unique housing needs, such as housing for rural resource employees or housing for extended family members. In such areas, accessory dwelling units may be considered.

c. Consistent with the process described in Appendix B, locations without access to transit or services, including rural areas and towns, may have some of their allocation of low, very low and extremely low-income households, emergency shelters and PSH given by the Department of Commerce methodology or an approved equivalent quantitative method, reallocated to urban areas in cities with more access to services and transit.

d. The reconciliation process described in Appendix B may be used to reallocate housing numbers if needed, in coordination with land capacity analysis and population and employment allocation reconciliation processes.

e. Avoid further concentrations of low-income, PSH and emergency shelter housing.

f. Increase opportunities and capacity for housing that is affordable and close to employment, education, shopping, public services and public transit.

HB 1220 resulted in new required housing allocations as part of **RCW 36.70A.070** Comprehensive Plans-Mandatory elements in order to plan for and accommodate housing for different area median incomes (AMI)

Formatted: Not Expanded by / Condensed by

RCW 36.70A.070 Comprehensive Plans Mandatory Elements includes consideration of the role of accessory dwelling units.

~~4.1~~g. To provide equal access and to equitably meet the needs of Skagit County's vulnerable populations, PSH and emergency shelter capacity will be allocated to urban areas in a geographically balanced fashion and proportionate to each UGA's population.

~~4.2~~4.3 Public/private partnerships shall be encouraged to build affordable housing and devise incentives for innovative and environmentally sensitive design to meet the housing needs of people with low and moderate incomes and special needs populations.

~~4.3~~4.4 Comprehensive Plans should support innovative land use management techniques, including, but not limited to, density bonuses, cluster housing, planned unit developments and the transfer of development rights.

~~4.4~~4.5 The existing affordable housing stock should be maintained and efforts to rehabilitate older and substandard housing, which are otherwise consistent with comprehensive plan policies, should be encouraged.

~~4.5~~4.6 The construction of housing that promotes innovative, energy efficient and less expensive building technologies shall be encouraged.

~~4.6~~4.7 Provisions in Comprehensive Plans for the location of residential development shall be made in a manner consistent with protecting natural resource lands, aquatic resources, and critical areas.

4.8 The County and Cities, and public housing authorities, should participate in multi-jurisdictional affordable housing programs with the goal to increase housing for low-income, PSH and emergency shelters. These programs will be cooperative efforts that include public agencies, non-profits, and other providers of housing.~~Manufactured home parks shall be allowed only within urban or urban growth areas.~~

4.9 The County and Cities, in cooperation with housing and human services providers should create an actionable countywide strategy to coordinate the development of public supported housing projects which includes a funding strategy addressing capital and operating.

~~4.7~~4.10 Regional funding mechanisms and the capital plans of public housing providers should be consistent with the housing allocations established through each jurisdiction's Comprehensive Plan.

Formatted

4.7 Removal of requirements for mobile home parks only within urban or urban growth areas. Allows for more flexibility in LAMIRDS if services are available.

4.8, 4.9 and **4.10** - ensure that housing elements of jurisdictions are consistent with North Star initiative.

Formatted: Not Expanded by / Condensed by

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", No bullets or numbering, Tab stops: Not at 1.24"

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", No bullets or numbering, Tab stops: Not at 1.24"

5. Economic Development

Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, promote the retention and expansion of existing businesses and recruitment of new businesses, recognize regional differences impacting economic development opportunities, and encourage growth in areas experiencing insufficient economic growth, all within the capacities of the state's natural resources, public services, and public facilities.

5.1 The development of environmentally sensitive industries shall be encouraged.

5.2 Home occupations that do not significantly change or impact neighborhood character shall be permitted.

5.3 Economic diversity should be encouraged in rural communities where special incentives and services can be provided.

5.4 Commercial and industrial activities directly related to local natural resource production may be allowed in designated natural resource areas provided they can demonstrate their location and existence as natural resource area dependent businesses.

5.5 A diversified economic base shall be encouraged to minimize the vulnerability of the local economy to economic fluctuations.

5.6 Commercial, industrial and residential acreage shall be designated to meet future needs without adversely affecting natural resource lands, critical areas, and rural character and life styles.

5.7 Tourism, recreation and land preservation shall be promoted provided they do not conflict with the long-term commercial significance of natural resources and critical areas or rural life styles.

5.8 Agriculture, forestry, aquatic resources and mineral extraction shall be encouraged both within and outside of designated resource lands.

5.9 The primary land use within designated forest resource lands shall be commercial forestry. Residential development shall be strongly discouraged within designated forest resource lands.

5.10 Lands within designated agricultural resource areas should remain in large parcels and ownership patterns conducive to commercial agricultural operations and production.

5.11 Skagit County shall conserve agriculture, aquaculture, forest and mineral resources for productive use by designating natural resource lands and aquatic resource areas, where the principal and preferred land uses will be long term commercial resource management.

5.12 Value added natural resource industries shall be encouraged.

5.13 Skagit County shall increase the availability of renewable resources and encourage the maximum attainable recycling of non-renewable resources.

5.14 Commercial and industrial activities directly related to or dependent on local aquatic resource areas should be encouraged in shoreline areas provided they are shoreline dependent and/or related.

5.15 Comprehensive Plans shall support and encourage economic development and employment to provide opportunities for prosperity.

6. Property Rights

Private property shall not be taken for public use without just compensation having been made. The property rights of landowners shall be protected from arbitrary and discriminatory actions.

6.1 Proposed regulatory or administrative actions shall not result in an unconstitutional taking of private property.

6.2 The rights of property owners operating under current land use regulations shall be preserved unless a clear public health, safety or welfare purpose is served by more restrictive regulation.

6.3 Surface water runoff and drainage facilities shall be designed and utilized in a manner which protects against the destruction of private property and the degradation of water quality.

7. Permits

Applications for both state and local government permits should be processed in a timely and fair manner to ensure predictability.

7.1 Inter-agency agreements with other agencies to facilitate multi-agency permits shall be pursued to better serve the public.

7.2 Upon receipt of a complete application, land use proposals and permits shall be expeditiously reviewed and decisions made in a timely manner.

7.3 Variances that would create a policy violation of a jurisdiction's comprehensive plan shall not be permitted.

7.4 New implementing codes and amendments shall provide clear regulations to reduce the possibility of multiple interpretations by staff and applicants.

7.5 Impact fees shall be imposed through established ordinances, procedures and criteria so that specific developments do not pay arbitrary fees or duplicative fees for the same impact.

7.6 Special purpose districts permitted by statute to request impact fees shall to the extent possible utilize similar formulas to calculate costs of new development.

8. Natural Resource Industries

Maintain and enhance natural resource-based industries, including productive timber, agricultural, and fisheries industries. Encourage the conservation of productive forest lands and productive agricultural lands, and discourage incompatible uses.

8.1 Identified critical areas, shorelands, aquatic resource areas and natural resource lands shall be protected by restricting conversion. Encroachment by incompatible uses shall be prevented by maintenance of adequate buffering between conflicting activities.

8.2 Land uses adjacent to agricultural, forest, or mineral resource lands and designated aquatic resource areas shall not interfere with the continued use of these designated lands for the production of food, agricultural and aquatic based products, or timber, or for the extraction of minerals.

8.3 Forest and agricultural lands located within urban growth areas shall not be designated as forest or agricultural land of long-term commercial significance unless a program authorizing transfer or purchase of development rights is established.

8.4 Mining sites or portions of mining sites shall be reclaimed when they are abandoned, depleted, or when operations are discontinued for long periods.

8.5 Long-term commercially significant natural resource lands and designated aquatic resource areas shall be protected and conserved. Skagit County shall adopt policies and regulations that encourage and facilitate the retention and enhancement of natural resource areas in perpetuity.

8.6 When plats, short plats, building permits and development permits are issued for development activities on or adjacent to natural resource lands and aquatic resource areas, notice shall be provided to those seeking permit approvals that certain activities may occur that are not compatible with residences.

8.7 Fishery resources, including the county's river systems inclusive of their tributaries, as well as the area's lakes, associated wetlands, and marine waters, shall be protected and enhanced for continued productivity.

8.8 Skagit County shall encourage sustainable use of the natural resources of the County, including but not limited to agriculture, forestry, and aquatic resources.

8.9 Skagit County shall conserve agricultural, aquatic based, forest and mineral resources for productive use by designating natural resource lands and aquatic resource areas where the principal and preferred land uses will be long-term commercial resource management.

9. Open Space and Recreation

Retain open space and green space, enhance recreational opportunities, ~~conserve~~ enhance fish and wildlife habitat, increase access to natural resource lands and water, and develop parks and recreation facilities.

Revised to be consistent with **RCW 36.70A.070** Planning Goals

9.1 Open space corridors within and between urban growth areas shall be identified. These areas shall include lands useful for recreation, fish and wildlife habitat, trails, and connection of critical areas.

9.2 To preserve open space and create recreational opportunities, innovative regulatory techniques and incentives such as but not limited to, purchase of development rights, transfer of development rights, conservation easements, land trusts and community acquisition of lands for public ownership shall be encouraged.

9.3 The use of Open Space Taxation Laws shall be encouraged as a useful method of land use control and resource preservation.

9.4 Expansion and enhancement of parks, recreation and scenic areas and viewing points shall be identified, planned for and improved in shorelands, and urban and rural designated areas.

9.5 Property owners shall be encouraged to site and design new construction to minimize disruption of visual amenities and solar resources of adjacent property owners, public road ways, parks, lakes, waterways and beaches.

9.6 Development of new park and recreational facilities shall adhere to the policies set out in Comprehensive Plans.

9.7 The Skagit Wild and Scenic River System (which includes portions of the Sauk, Suiattle, Cascade and Skagit Rivers) is a resource that should be protected, enhanced and utilized for recreation purposes when there are not potential conflicts with the values (fisheries, wildlife, and scenic quality) of the river system.

9.8 Incompatible adjacent uses including industrial and commercial areas shall be adequately buffered by means of landscaping, or by maintaining recreation and open space corridors.

9.9 A park and recreation system shall be promoted which is integrated with existing and planned land use patterns.

9.10 Indoor and outdoor recreation facilities shall be designed to provide a wide range of opportunities allowing for individual needs of those using these facilities.

9.11 School districts, public agencies and private entities should work together to develop joint inter-agency agreements to provide facilities that not only meet the demands of the education for our youth, but also provide for public recreation opportunities that reduce the unnecessary duplication of facilities within Skagit County.

9.12 In planning new park and recreation facilities, consideration shall be given to natural features, topography, floodplains, relationship to population characteristics, types of facilities, various user group needs and standards of access, including travel time.

10. Environment

Protect and enhance the environment and enhance the state's high quality of life, including air and water quality, and the availability of water.

Revised to be consistent with **RCW 36.70A.070** Planning Goals

10.1 Natural resource lands, including aquatic resource areas and critical areas shall be classified and designated, and regulations adopted to assure their long-term conservation. Land uses and developments which are incompatible with critical areas shall be prohibited except when impacts from such uses and developments can be mitigated.

10.2 Land use decisions shall take into account the immediate and long-range cumulative effects of proposed uses on the environment, both on- and off-site.

10.3 Reduce the loss of critical aquatic and terrestrial habitat by minimizing habitat fragmentation.

10.4 Wetlands, woodlands, watersheds and aquifers are essential components of the hydrologic system and shall be managed to protect surface and groundwater quality.

10.5 Recognize the river systems within Skagit County as pivotal freshwater resources and manage development within the greater watershed in a manner consistent with planning practices that enhance the integrity of the aquatic resource, fish and wildlife habitat, and recreational and aesthetic qualities.

10.6 Rural character shall be preserved by regulatory mechanisms through which development can occur with minimal environmental impact.

10.7 Development shall be directed away from designated natural resource lands, aquatic resource areas and critical areas.

10.8 The conversion of tidelands to uplands by means of diking, drainage and filling shall be prohibited, except when carried out by a public body to implement Comprehensive Plans for flood plain management or to respond to a natural disaster threatening life and property.

10.9 Septic systems, disposal of dredge spoils and land excavation, filling and clearing activities shall not have an adverse significant effect on Skagit County waters with respect to public health, fisheries, aquifers, water quality, wetlands, wildlife habitat, natural marine ecology and aquatic based resources.

10.10 Usual and accustomed activities on natural resource lands and aquatic resource areas shall be protected from interference when they are conducted in accordance with best management practices and environmental laws.

10.11 When evaluating and conditioning commercial, industrial or residential development, local governments shall consider threatened or endangered wildlife.

10.12 Enter into inter-agency agreements with appropriate state and local agencies and Native American Tribes for compliance with watershed protection, including but not limited to, the cumulative effects of construction, logging and non-point pollution in watersheds.

10.13 Cooperate with appropriate local, state and Federal agencies, to develop and implement flood hazard reduction programs, consistent with and supportive of the Corps Feasibility Study and consistent with the Climate Chapters of Comprehensive Plans and Hazard Mitigation Plans.

10.14 The Skagit River Floodway and the Skagit River Floodplain shall be regulated to protect human life, property and the public health and safety of the citizens of Skagit County; minimize the expenditure of public money; and maintain flood insurance eligibility while avoiding regulations which are unnecessary restrictive or difficult to administer.

10.15 Work together to provide ongoing public education about flooding in a coordinated and consistent program, and adopt a flood hazard reduction plan, that works together with the natural and beneficial functions of floodplains.

RCW 36.70A.070- internal consistency required among components within comprehensive plan

RCW 36.70A.100 -consistency required between neighboring jurisdictions

RCW 36.70A.070(6) -consistency between State and local

11. Citizen Participation and Coordination

Encourage the involvement of citizens in the planning process, including the participation of vulnerable populations and overburdened communities. and ensure coordination between communities and jurisdictions to reconcile conflicts.

11.1 Maintain procedures to provide for the broad dissemination of proposals and alternatives for public inspection; opportunities for written comments; public hearings after effective notice; open discussions; communication programs and information services; consideration of and response to public comments; and the notification of the public for the adoption, implementation and evaluation of locally adopted comprehensive plans.

11.2 Continue to encourage public awareness of Comprehensive Plans by providing for public participation opportunities and public education programs that include ways to solicit participation from vulnerable populations and overburdened communities designed to promote a widespread understanding of the Plans' purpose and intent.

11.3 For land use proposals, including those within the marine environment, all applicants shall bear the costs for public notification, by mail, and by posting of signs. Affected neighbors and surrounding shoreline owners shall be notified as prescribed by ordinance.

11.4 Provide regular and ongoing opportunities for public review and comment throughout the development process of Comprehensive Plans.

11.5 Encourage citizen participation throughout the planning process as mandated by Washington state statute and codes for environmental, land use, and development permits.

11.6 Utilize broad based Citizen Advisory Committees to participate and assist in the Element development of the Comprehensive Plans, sub-area plans and functional plans.

HB 1181 Requires a climate chapter for jurisdictions specified in **RCW 36.70A.095** and is encouraged for all other jurisdictions. A climate change and resiliency sub-element is required for jurisdictions in Skagit County with populations greater than 6,000. This includes new public outreach requirements to include participation from vulnerable populations and overburdened communities.

12. Public Facilities and Services

Ensure that those public facilities and services necessary to support development shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

12.1 Public facilities and services shall be integrated and consistent with locally adopted comprehensive plans and implementing regulations.

12.2 All communities within a region shall fairly share the burden of regional public facilities. (The GMA defines regional public facilities as streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, parks, recreational facilities and schools.)

12.3 A process shall be developed for identifying and siting essential public facilities. Comprehensive Plans may not preclude the siting of essential public facilities. (The GMA defines essential public facilities as those facilities that are typically difficult to site, such as airports, state education facilities and state or regional transportation facilities, state and local corrections facilities, solid waste handling facilities, and in-patient facilities including substance abuse facilities, mental health facilities, group homes, and secure community transition facilities.)

12.4 Lands shall be identified for public purposes, such as: utility corridors, transportation corridors, landfill, sewage treatment facilities, recreation, schools, and other public uses. Skagit County shall work with the state, cities, towns, communities and utility providers to identify areas of shared need for public facilities.

12.5 Lands designated for urban growth by Comprehensive Plans shall have an urban level of regional public facilities prior to or concurrent with development.

12.6 Development shall be allowed only when and where all public facilities are adequate, and only when and where such development can be adequately served by regional public services without reducing levels of service elsewhere.

12.7 Public facilities and services needed to support development shall be available concurrent with the impacts of development.

12.8 The financing for system improvements to public facilities to serve new development must provide for a balance between impact fees and other sources of public funds and cannot rely solely on impact fees.

12.9 New development shall pay for or provide for its share of new infrastructure through impact fees or as conditions of development through the environmental review process.

12.10 Public water supply for new development shall conform to or exceed the Coordinated Water System Plan for public water systems.

12.11 Future development of land adjacent to existing and proposed schools and other public facilities shall be compatible with such uses.

12.12 Library services within Skagit County should be developed and coordinated to assure the delivery of comprehensive services throughout the county, with Skagit County, cities and towns fairly sharing the burden.

12.13 A county-wide recycling program shall be maintained.

12.14 Public drainage facilities shall be designed to control both stormwater quantity and quality impacts.

12.15 Provide results of the required six-year capital facilities plan, including a financing plan, and ensure consistency with land use designations.

12.16 Citizens shall have the opportunity to participate in and comment on proposed capital facilities financing.

12.17 The Washington State Boundary Review Board for Skagit County should be disbanded pursuant to RCW 36.93.230 provided that the following tasks are accomplished: (a) that ALL cities and the County have adopted comprehensive plans and development regulations consistent with the requirements of these Countywide Planning Policies and RCW 36.70A, including appropriate urban levels of service for all public facilities and services; (b) that ALL cities and the County have adopted a concurrency ordinance that requires the adopted urban levels of service addressed in (a) above be accomplished in time frames that are consistent with RCW 36.70A.; (c) that special purpose districts that serve UGAs have adopted urban levels of service standards appropriate for their service areas; (d) that ALL cities and the County have an adopted capital facility plan for urban levels of service that indicates sources of revenue and a timeline for meeting such service; and (e) that ALL cities and special purpose districts have in place adopted "interlocal agreements" that discuss arrangements for transfer of assets and obligations that may be affected by transformance of governance or annexation of the service area consistent with the requirements of applicable RCWs.

13. Historic Preservation

Identify and encourage the preservation of lands, sites, and structures, that have historical or archaeological significance.

13.1 Cooperate with local historic preservation groups to ensure coordination of plans and policies by the Washington state Department of Archeology and Historic Preservation.

HB 1181 requires a climate chapter for jurisdictions specified in RCW 36.70A.095 and is encouraged for all other jurisdictions. The climate change chapter requires a greenhouse gas reduction sub-element and resiliency sub-element. This is required for jurisdictions in Skagit County with populations greater than 6,000

14. Climate Change and Resiliency

Ensure that Comprehensive Plans, development regulations, and regional policies, plans, and strategies under RCW 36.70A.210 and 47.80 RCW adapt to and mitigate the effects of a changing climate; support reductions in greenhouse gas emissions and per capita vehicle miles travelled; prepare for climate impacts and natural hazards; protect and enhance environmental, economic, human health and safety; and advance environmental justice.

14.1 VMT reduction targets will meet or exceed Washington State VMT reduction targets and be consistent with Washington State law.

a. Direct the majority of urban population growth to mixed use transit accessible corridors.

b. Prioritize transit service in urban corridors with high ridership potential or where dense concentrations of housing, employment, and services exist or are planned, and as a means of providing frequent, reliable, and direct connections between regional centers.

c. Local and regional plans shall include multimodal level of service standards and measures to ensure growth related transportation system impacts are mitigated through active transportation improvements, increased or enhanced public transportation service, ride sharing programs, demand management, or other appropriate measures that can be shown to reduce VMT.

14.2 GHG reduction targets will be consistent with Washington State reduction targets as part of the State adopted Transportation Carbon Reduction Strategy per RCW 70A2.45.020.

14.3 Comprehensive Plans, capital plans, and the regional transportation plan, will consider the effects of climate change. Effects could include riverine flooding, coastal flooding due to sea level rise, wildfire risk, extreme heat, and impacts to water resources such as reduced instream flows, seawater intrusion, and decreased groundwater availability. Preference will be given to policies, actions and strategies that avoid, minimize or mitigate the impacts of climate change on human health or the natural environment, and that reduce VMT and GHG.

14.4 Comprehensive Plans, capital plans and the regional transportation plan shall include measures that address the impacts of climate change on vulnerable populations and overburdened communities.

Formatted: Indent: Left: 0.99", No bullets or numbering

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", Line spacing: single, No bullets or numbering

Formatted: Font: 12 pt

Formatted: Indent: Left: 0.74", Hanging: 0.5", Line spacing: single, No bullets or numbering

Formatted: Font: 12 pt

GHG and VMT reduction targets align with State carbon reduction strategy per **RCW 70A2.45.020**

Appendix A. Growth Allocations

~~Table 1: 2036 Initial Growth Allocations~~				
~~Urban Growth Areas~~	~~2015 – 2036 Forecast Population Growth~~	~~Total 2036 Population~~	~~2015 – 2036 Forecast Employment Growth~~	~~Total 2036 Employment~~
~~Anacortes~~	~~5,895~~	~~22,293~~	~~2,076~~	~~10,480~~
~~Burlington~~	~~3,808~~	~~14,272~~	~~3,516~~	~~13,412~~
~~Mount Vernon~~	~~12,434~~	~~47,403~~	~~4,785~~	~~21,288~~
~~Sedro-Woolley~~	~~4,555~~	~~17,069~~	~~4,427~~	~~9,179~~
~~Concrete~~	~~320~~	~~1,193~~	~~109~~	~~467~~
~~Hamilton~~	~~114~~	~~427~~	~~66~~	~~288~~
~~La Conner~~	~~329~~	~~1,226~~	~~329~~	~~1,420~~
~~Lyman~~	~~162~~	~~605~~	~~9~~	~~38~~
~~Bayview Ridge~~	~~72~~	~~1,883~~	~~1,799~~	~~3,455~~
~~Swinomish~~	~~912~~	~~3,416~~	~~290~~	~~1,247~~
~~UGAs Subtotal~~	~~28,601~~	~~109,787~~	~~17,406~~	~~61,274~~
~~Rural (outside UGAs)~~	~~7,150~~	~~45,665~~	~~1,447~~	~~9,343~~
~~County Total~~	~~35,751~~	~~155,452~~	~~18,853~~	~~70,617~~

Table 1 Approved (December 2023) Projected Population Growth						
Urban Growth Areas		2022 Population Estimates	2045 Initial Population Allocations	2022-2045 Projected Population Growth		
				Amount	Percent of Total Growth	Percent Growth by Area
Anacortes		17,983	22,971	4,988	16.9%	27.7%
Burlington		12,111	16,930	4,819	16.3%	39.8%
Mount Vernon		37,679	46,460	8,781	29.7%	23.3%
Sedro-Woolley		14,096	18,582	4,486	15.2%	31.8%
Concrete		949	1,130	181	0.6%	19.1%
Hamilton		302	302	0	0.0%	0.0%
La Conner		980	1,191	211	0.7%	21.5%
Lyman		425	425	0	0.0%	0.0%
Bayview Ridge		1,694	1,694	0	0.0%	0.0%
Swinomish		2,565	2,764	199	0.7%	7.8%
UGA Subtotal		**88,784**	**112,449**	**23,665**	**80.0%**	**N/A**

Formatted: Indent: Left: 0"

Formatted: Indent: First line: 0"

Formatted: Left, Indent: First line: 0"

Formatted: Indent: Left: 0"

Formatted Table

Formatted: Font: 11 pt

Formatted: Font: Bold

Rural (outside UGAs)	42,465	48,381	5,916	20.0%	13.9%
Grand Total	131,249	160,830	29,581	100.0%	N/A

Table 2. Approved (December 2023) Allocations of Net New Housing

		Initial Allocations of Net New Housing Needed (2020-2045)						
Urban Growth Areas		0-30% AMI*	31-50% AMI	51-80% AMI	81-100% AMI	101-120% AMI	Above 120% AMI	Total
Anacortes		924	592	422	226	201	577	2,942
Burlington		893	572	408	218	194	558	2,843
Mount Vernon		1,627	1,043	743	398	353	1,016	5,180
Sedro-Woolley		831	533	380	203	180	519	2,646
Concrete		34	22	15	8	7	21	107
Hamilton		0	0	0	0	0	0	0
La Conner		39	25	18	10	8	24	124
Lyman		0	0	0	0	0	0	0
Bayview Ridge		0	0	0	0	0	0	0
Swinomish		37	24	17	9	8	23	118
	UGA Subtotal	**4,385**	**2,811**	**2,003**	**1,072**	**951**	**2,738**	**13,960**
Rural (outside of UGA's)		89	57	501	268	238	2,337	3,490
	Grand Total	4,474	2,868	2,504	1,340	1,189	5,075	17,450

Formatted Table

Formatted Table

Formatted: Font: Bold

Notes:

1.) Figures may vary from Skagit County Population, Housing and Employment Growth Allocations Methodology findings due to rounding.
2.) UGA is "Urban Growth Area"
3.) AMI is "Area Median Income"
4.) Emergency housing needs are documented in the Skagit County Population, Housing and Employment Growth Allocations Methodology.

*0-30% AMI includes permanent supportive housing and non-permanent supportive housing.

Table 3: Approved (December 2023) 2022-2023 Projected Employment Growth						
Urban Growth Areas		2022 Employment Estimates	2045 Initial Employment Allocations	2022-2045 Projected Employment Growth		
				Amount	Percent of Total Growth	Percent Growth by Area
Anacortes		9,503	12,648	3,145	15.3%	33.1%
Burlington		11,640	17,410	5,770	28.1%	49.6%
Mount Vernon		18,781	23,559	4,778	23.3%	25.4%
Sedro-Woolley		4,640	7,040	2,400	11.7%	51.7%
Concrete		391	506	115	0.6%	29.4%
Hamilton		466	489	23	0.1%	4.9%
La Conner		1,020	1,905	885	4.3%	86.8%
Lyman		56	76	20	0.1%	35.7%
Bayview Ridge		2,962	4,901	1,939	9.4%	65.5%
Swinomish		1,140	1,579	439	2.1%	38.5%
	UGA Subtotal	**50,599**	**70,113**	**19,514**	**95.1%**	**N/A**
Rural (outside of UGA's)		8,972	9,987	1,015	4.9%	11.3%
	Grand Total	**59,571**	**80,100**	**20,529**	**100.0%**	**N/A**

Notes:

1.) Percentages may not sum due to rounding.

2.) Figures may vary from Skagit County Population, Housing and Employment Growth Allocations Methodology findings due to rounding.

3.) UGA is "Urban Growth Area"

4.) The 2015 Planned Action Environmental Impact Statement for the SWIFT Center (formerly known as the "North Cascades Gateway Center") in Sedro-Woolley anticipates 2,855 additional jobs from 2016-2036. These additional jobs are not exlplicitly included with the 2045 initial employment allocation, though the land capacity conducts, and regional reconciliation process expected to begin late 2024 can account for additional planned employment.

Formatted: Font: Bold

Formatted: Font: Bold

Formatted: List Paragraph, Numbered + Level: 1 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Indent at: 1"

Formatted: Font: 12 pt

Appendix B. Growth Allocations Procedures

The process of setting and reviewing growth allocations shall be consistent with the 2002 Framework Agreement among Skagit County, the cities and towns as currently adopted or amended.

1. **Initial Growth Allocations:** The Planners Committee will develop initial population and employment, and housing allocations for review and adoption by the GMASC.
   a. The initial population allocations will be based on the most recently published official 20-year population projections for Skagit County from the Office of Financial Management.
   ~~a.~~b. The initial housing allocations for review and adoption by the GMASC will be based on the Department of Commerce methodology or an approved equivalent quantitative methodology and be consistent with Countywide Planning Policy 4.

   Jurisdictions shall use these initial allocations for at least one of the plan alternatives they evaluate for their GMA plan updates and housing plan updates.

2. **Reconciliation for Population and Employment Allocations:** Once the GMA comprehensive plan updates of jurisdictions have identified a preferred growth plan with sufficient detail to determine if the population and employment allocation can be accommodated, the GMASC will review and, if necessary, recommend adjusting the population and employment growth allocations to be included in the CPPs.
   a. Skagit County, ~~the~~ and cities and towns shall jointly review the preferred growth alternatives proposed in local comprehensive plans for discrepancies with the allocation associated with Skagit County's preferred plan alternative.
   b. Based on the land supply, permitted densities, capital facilities, urban service capacities and other information associated with the preferred growth alternatives of proposed local comprehensive plans, the Planners Committee shall recommend to the GMASC a reconciled 20-year population and employment allocation.
   c. The GMASC shall review and recommend to the Board of County Commissioners a reconciled 20-year population and employment allocation. Substantial consideration shall be given to the plan of each jurisdiction, and the recommendation shall be consistent with the GMA and the CPPs.
   d. The Board of County Commissioners shall consider the recommendation of the GMASC and shall replace the allocations in the CPPs with a reconciled 20-year population and employment allocation.

3. Reconciliation for Housing Allocations: Once the GMA comprehensive plan updates of jurisdictions have identified a preferred growth plan including housing allocations based on Department of Commerce guidelines and methodology, or a Commerce approved alternative quantitative method: the GMASC will review and, if necessary, recommend adjusting the housing allocations to be included in the CCP's.

   a. Skagit County and the cities and towns shall jointly review the preferred housing

HB 1220 housing allocations added to growth allocation procedures. Includes using Department of Commerce methodology for housing AMI categories and housing types for the reconciliation process.

Formatted: Indent: Left: 1.07", No bullets or numbering

Formatted: Indent: Left: 0.57", No bullets or numbering allocations proposed in local comprehensive plans for discrepancies with the allocations associated with Skagit County's preferred plan alternative and Department of Commerce requirements.

b. This will be based on land capacity, permitted densities, transit availability, urban services provided, locations with good proximity to employment centers, alignment with the countywide strategy for development of public supported housing projects and assurance that low income and emergency shelter housing options are dispersed countywide. And any other information provided with the preferred housing alternatives of local comprehensive plans. The Planners Committee shall recommend to the GMASC a reconciled 20-year housing allocation.

c. The GMASC shall review and recommend to the Board of County Commissioners a reconciled 20-year housing allocation. Substantial consideration shall be given to the plan of each jurisdiction, and the recommendation shall be consistent with the adopted population and employment allocations, the GMA, Department of Commerce requirements and the CCP's.

d. The Board of County Commissioners shall consider the recommendation of the GMASC and shall replace the allocations in the CCP with a reconciled 20-year housing allocation parallel to the reconciliation process done for population and employment allocations.

~~d.~~e. The reconciliation process for population, employment and housing are all done together as part of the overall reconciliation and will follow the process and procedures in the 2002 framework agreement.

~~3.~~4. **Long Term Monitoring:** Subsequent to reconciliation, the GMASC shall maintain a long-term monitoring process to review annually ~~the~~ population, and employment and housing growth allocations contained in the CPPs.

a. Skagit County, the cities and towns shall jointly monitor the following:
   i. Estimated population and employment growth;
   ii. Annexations and incorporations; and
   iii. Residential and non-residential development trends.
   ~~iii.~~iv. Estimated housing constructed per area median income (AMI) categories determined by the Department of Commerce requirements for housing allocations.

b. Results of the monitoring program shall be published in a growth monitoring report developed by the Planners Committee and recommended to the GMASC.

c. The GMASC shall review and approve the annual report by resolution.

Formatted: Indent: Left: 1.07", No bullets or numbering

Formatted: Font: 12 pt

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Space Before: 0 pt, Line spacing: single, No bullets or numbering, Tab stops: Not at 1.07"

Formatted: Font: 12 pt

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Space Before: 0 pt, Line spacing: single, No bullets or numbering, Tab stops: Not at 1.07"

Formatted: Font: 12 pt

Formatted: Left, Indent: Left: 0.74", Hanging: 0.5", Right: 0", Space Before: 0 pt, Line spacing: single, No bullets or numbering, Tab stops: Not at 1.07"

Formatted: Not Expanded by / Condensed by

~~4.~~5. **Allocation Adjustment:** The GMASC may consider adjustments to the population and employment growth allocations contained in Appendix A of CPPs in the years between Washington state-required updates. The following steps shall be used:

a. Based on the results of the long-term monitoring process, the Planners Committee may review and recommend to the GMASC an adjustment to the population and employment allocations.
b. The GMASC shall review the Planners Committee recommendation to adjust growth allocations and may recommend to the Board of County Commissioners an adjustment to the population and employment allocations. Adjustments to the growth allocations shall be based on the results of the monitoring program and shall be consistent with the GMA and the CPPs.
c. The Board of County Commissioners shall consider the recommendation of the GMASC and may amend the CPPs with adjusted population and employment allocations for cities and towns, UGAs, and rural areas.

Any disputes regarding the roles and responsibilities of the Board of County Commissioners, the GMASC, and individual jurisdictions in reviewing and approving amendments to the Countywide Planning Policies shall be resolved in accordance with the procedures established by the 2002 Framework Agreement.

City Council Agenda Item

Agenda Item No.: m.1.

Date: August 14, 2024

From: Bill Bullock, Public Works Director

Subject: Land Use Agreement - WDFW - Riverfront Boat Launch Maintenance

---

RECOMMENDED ACTION:

A motion to authorize the Mayor to enter into a land use agreement with the Washington Department of Fish and Wildlife (WDFW) for the joint maintenance and operation of the Sedro-Woolley Access area in the vicinity of Riverfront Park.

ISSUE:

This agreement designates the roles and responsibilities of each party. In general, the City is responsible for mowing grass, maintaining garbage receptacles, and road/parking area grading. WDFW is responsible for capital improvements and toilet pumping/maintenance. Use of the property is granted by WDFW because that agency is the owner of the property.

BACKGROUND/SUMMARY INFORMATION:

WDFW and the City have jointly maintained the boat launch, officially known as the Sedro-Woolley Access Area, adjacent to Riverfront Park for several years. This agreement continues the historical, ongoing, effort to keep the boat launch open to the public for the next five years.

FISCAL IMPACT, IF APPROPRIATE:

No direct financial impact beyond the commitment of city maintenance resources.

ATTACHMENTS:

1. Revised Sedro Woolley Access Area - City of Sedro Woolley Agreement

After Signature, Return Original To:
Washington Department of Fish & Wildlife
Real Estate Services
600 Capitol Way North
Olympia, Washington 98501-1091
Attn: Jerrod Ploof
Jerrod.Ploof@dfw.wa.gov

Related Agency Control No.: 230658
Property Name: Sedro Woolley Access Area – Skagit River
County: Skagit
Landowner: Washington Dept. of Fish & Wildlife
Operator: City of Sedro Woolley

LAND USE AGREEMENT

THIS LAND USE AGREEMENT IS entered into this ________ day of ______________, 2024, by and between **THE STATE OF WASHINGTON, THE DEPARTMENT OF FISH AND WILDLIFE** (hereinafter "WDFW") and the **CITY OF SEDRO WOOLLEY**, a governmental agency, whose address is Sedro Woolley Municipal Building, 325 Metcalf Street, Sedro Woolley, WA 98284, (hereinafter "City"). WDFW hereby authorizes City to operate and maintain the Sedro Woolley Access Area, adjacent to Riverfront Park, for public fishing, boat launching, and associated parking subject to the terms and conditions of this Agreement. Said property is situated in the County of Skagit, State of Washington (hereinafter "the premises"), as more particularly described as follows and as depicted on Exhibit A:

A portion of Section 30, Township 35 North, Range 5 East W.M. described as follows:

Lots 1,2,3,4,5,6,41,43,44,45,46 in Block 136; and the portions of Lots 1 to 11, inclusive, in Block 143 lying Northerly of the Skagit River; all in plat of the Town of Sedro Woolley according to the plat recorded in Volume 1 of Plats, Page 18, recording of Skagit County Washington.

FOR AND IN CONSIDERATION of the mutual benefits to be derived, WDFW and City mutually covenant and agree as follows:

1. **Term:** This Agreement is not valid until signed by the authorized representative of WDFW below. The term of this Agreement is five (5) years beginning on the date of the final signature below and terminating on ___July 31___, 2029.
2. **Operation and Maintenance:** City at its sole expense, shall operate and maintain the premises and facilities in compliance with all applicable federal, state and local laws and regulations and in a condition reasonably satisfactory to WDFW. This responsibility includes but is not limited to:

   Mowing the grass on a regular basis, maintaining litter receptacles, if any, grading the road and parking area, etc.

   WDFW shall be responsible for toilet pumping and maintenance, and any capital improvements.

   At all times, City's use of the site shall comply with the provisions of the state cultural and archaeological resource laws (RCW 27.44 and 27.53). Before commencing any work at the premises that involves disturbance of the ground, City shall provide to WDFW the clearance letter received from the Washington Department of Archaeology and Historic Preservation.

3. **Compliance with Funding Source Contracts:** City shall operate and maintain the premises for the purposes of public recreation in compliance with the provisions of the original funding agreement for the premises: Sedro Woolley Access Area, which documents are maintained in the official files of WDFW in Olympia, Washington.

4. **Limited Rights:** No provision of this Agreement transfers any real property rights from WDFW to City. WDFW permits only those rights and privileges set forth in this Agreement during the term hereof. WDFW retains jurisdiction over its property in all other respects, including, but not limited to, the right to enforce the Fish and Wildlife Enforcement Code and other laws of the State of Washington, as authorized. This Agreement does not prevent public or WDFW use of the Property. This Agreement does not convey the right to build roads, cut vegetation, or store any materials, vehicles, or equipment on the premises, except as follows: NONE.

   Major alterations and improvements to the land and facilities shall be done only with the prior, written approval of WDFW, which approval shall not be unreasonably withheld. City is authorized to take immediate action to correct hazards to the public (such as downed or danger trees or damage caused by flood hazards). Neither this Agreement, nor the rights and obligations set forth herein, may be assigned or sublet by City in whole or in part.

5. **Use Restrictions:**

   a. Management of the premises will comply with WAC 220-500, Department Lands - General

   b. City shall operate and maintain the premises for public use including, but not limited to, litter control, sanitation, fire control and general law enforcement. WDFW retains concurrent law enforcement jurisdiction as necessary.

   c. City shall allow unrestricted access for public fishing, boat launching and parking. Discover Pass rules shall apply.

   d. City shall consult with WDFW prior to initiating any habitat changes.

   e. City shall not allow alcohol, fireworks, or fires on the premises.

   f. Commercial use shall not be allowed on the premises, unless by special permit issued by WDFW.

   g. City shall not allow overnight public parking or camping on the premises.

   h. City shall close the premises during the hours of darkness.

   i. City shall not charge a fee to users of the premises.

   j. All new improvements require review and approval by WDFW’s Chief Engineer prior to commencement of construction. Such approval shall not unreasonably be withheld.

6. **No Warranty:** WDFW grants this Agreement without warranty, either express or implied, regarding the suitability or condition of the premises. City shall not hold WDFW liable for any shortage or defect in any part of the premises or on account of theft of, or damage to, the vehicles, equipment, or other property of City, its agents, contractors, or employees.

7. **Insurance:** Each party agrees to be responsible for being appropriately self-insured or to obtain adequate liability insurance for its activities, and those of its contractors and employees, at the premises.

8. **Liability:** To the extent allowed by law, each party to this Agreement agrees to be responsible for any personal injury and property damage arising from the acts or omissions of itself and those of its employees and contractors at the premises, provided that said obligations shall be reduced by the

proportion of the other party's concurrent negligence, if any. Neither party shall be liable to the other for the acts and omissions of members of the public.

9. **Recreational Use Liability Protection:** State law encourages landowners to allow their land and water areas to be used for free public outdoor recreation by limiting the liability of the landowner and manager for the injuries that the public users may incur, according to the provisions of RCW 4.24.210. The parties agree to preserve the protections of this law by allowing the public to use the premises for outdoor recreation without fee and by posting warning signs for human-made conditions that are hidden and dangerous.

10. **Property Damage/Fines and Penalties:** City, and its agents, contractors, and employees, shall not use hazardous or toxic substances at the premises, unless said use is in strict compliance with all applicable laws. City shall reimburse WDFW, immediately upon demand, for any and all cleanup costs, fees, fines, and penalties (civil and criminal) imposed on WDFW by any governmental authority, which are related to City 's use or misuse of the premises resulting in the release of a hazardous or toxic substance.

11. **Cancellation:** This Agreement may be canceled by WDFW at any time upon thirty (30) days' written notice to City in the event City fails or refuses to perform any maintenance or repair required by WDFW or other applicable governmental authority, or in the event City violates any of the provisions of this Agreement. This Agreement may be temporarily suspended in case of emergency in the sole discretion of WDFW.

12. **Surrender of the premises:** Upon cancellation or termination of this Agreement, City shall immediately vacate and deliver up the premises to WDFW in a condition as good as, or better than, that which presently exists, reasonable wear and tear by use and the elements excepted. Upon the failure or refusal of City to restore the premises to said condition, WDFW may undertake the restoration, and City hereby agrees to reimburse WDFW, immediately upon demand, for the cost of said restoration. Any property of City that remains upon the premises thirty (30) days after termination or cancellation of this Agreement shall become the property of WDFW without further process, or, at WDFW's option, may be removed by WDFW at City 's cost.

13. **Venue:** In the event of a lawsuit involving this Agreement, jurisdiction and venue are proper only in the State of Washington, Thurston County Superior Court.

14. **Severability:** If any covenant or provision of this Agreement is adjudged void, such adjudication will not affect the validity, obligation, or performance of any other covenant or provision, or part thereof.

15. **Entire agreement:** This document contains the entire agreement between the parties and no statement, promise, representation, inducement, or agreement made by either party, or its respective employees or agents, that is not contained in this document is valid, binding, or enforceable.

IN WITNESS WHEREOF, the parties hereto have mutually agreed upon the terms and conditions of this instrument and have caused it to be executed as below subscribed:

Accepted:

CITY OF SEDRO WOOLLEY

______________________________ ______________________________
Date Julia Johnson, Mayor

WASHINGTON DEPARTMENT OF FISH AND WILDLIFE

______________________________ ______________________________
Date Cynthia Wilkerson, Lands Division Manager

Approved: ______________________________ Date:__________________
Brendan Brokes, Region 4 Director

Exhibit A:
Sedro Woolley Access Area and surrounding Riverfront Park property.

City Council Agenda Item

Agenda Item No.: m.2.

Date: August 14, 2024

From: Bill Bullock, Public Works Director

Subject: Donation Acceptance of Loggerodeo Wood Carving - Ordinance 2078-24 - Action Requested

---

RECOMMENDED ACTION:
Motion to approve Ordinance 2078-24 accepting the chainsaw carving donation from the 2024 Sedro-Woolley Loggerodeo, valued at approximately $3,000.

ISSUE:
RCW 35.21.100 requires donations of property be accepted by the City Council through the adoption of an appropriate ordinance.

BACKGROUND/SUMMARY INFORMATION:
The Sedro-Woolley Loggerodeo has graciously donated a chainsaw carving depicting Uncle Sam and an eagle (picture attached). The City would like to place the carving inside the City Hall foyer to protect it from the weather and potential damage as it has a number of features which could be broken off. It would make a great addition to the entry way to City Hall.

FISCAL IMPACT, IF APPROPRIATE:
No financial impact.

ATTACHMENTS:
1. 04899Sedro - Ordinance No.2078-24 Accepting Wood Carving Donation
2. Carving

ORDINANCE NO. 2078-24

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, ACCEPTING A DONATION OF A WOOD CARVING VALUED AT 3,000 FOR PLACEMENT WITHIN THE SEDRO-WOOLLEY PARKS OR PUBLIC FACILITIES.

WHEREAS, RCW 35.21.100 provides that "every city and town by ordinance may accept any money or property donated, derived, or bequeathed to it and carry out the terms of the donation, devise or bequest, if within powers granted by law. If no terms or conditions are attached to the donation, devise, or bequest, the city of town may expend or use it for any municipal purpose."; and,

WHEREAS, the City has received a wood chainsaw carving from Sedro-Woolley Loggerodeo Inc, to be placed within the City parks or facilities;

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

Section One. Acceptance of Donation. The City Council hereby accepts the chainsaw carving donation from Sedro-Woolley Loggerodeo Inc, valued at $3,000.00 (three thousand dollars) to be placed within the City parks system.

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

Section Three. Authority to Make Necessary Corrections. The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbers, section/subsection numbers, and any references thereto.

Section Four. Effective Date. This Ordinance shall be in full force and effect five days after publication.

PASSED AND ADOPTED by the City Council of the City of Sedro-Woolley, Washington, on this 14th day of August 2024.

ATTEST:

____
Julia Johnson, Mayor

____
Kelly Kohnken, City Clerk

APPROVED AS TO FORM:

____
Nikki Thompson, City Attorney

Permit Report

07/01/2024 - 07/31/2024

Permit Date	Issued Date	Site Address	Parcel #	Permit #	Permit Type	Type of Application	Status	Description of work to be done
Group: Excavating & Grading-SEPA								
12/5/2023	7/16/2024	109 Jameson St	P75932	2023370	Excavating & Grading-SEPA	Excavating & Grading-SEPA	Issued	Clear & Grade 4.42 Acres- Reclamation (crushing) of concrete on-site. Grading of a portion of P37648 for placement of crushed material and imported material (recycled gravel from closed mill site.)
								Group Total: 1
Group: Facade Sign								
4/23/2024	7/16/2024	108 Woodworth Street	P77488	2024197	Sign	Facade Sign	Issued	One Sign, located on front of building
								Group Total: 1
Group: Fire-Alarm,Sprinklers, Door Locks								
4/10/2024	7/22/2024	1805 Thompson Drive	P39356	2024175	Fire Permit	Fire-Alarm,Sprinklers, Door Locks	Issued	New Sprinkler system
6/5/2024	7/24/2024	820 Trail Road Suite C	P37194	2024232	Fire Permit	Fire-Alarm,Sprinklers, Door Locks	Issued	Modify existing sprinkler system
								Group Total: 2
Group: Fire-LPG Tank/Fuel Tank								
4/19/2024	7/11/2024	755 Cook Road	P76918	2024190	Fire Permit	Fire-LPG Tank/Fuel Tank	Issued	Install new propane tank
								Group Total: 1

Group: Manufactured Home

6/14/2024	7/11/2024	906 Carriage Court	P108453	2024238	Manufactured Home/Modular Home	Manufactured Home	Issued	Install new mobile home

Group Total: 1

Group: Mechanical

7/17/2024	7/23/2024	715 N Reed Street	102050	2024269	Mechanical & Plumbing	Mechanical	Issued	Like and kind furnace swap with AC

Group Total: 1

Group: Oversize/Overweight Vehicle

7/9/2024	7/10/2024	518 F & S Grade Road	136838	2024257	Oversize/ Overweight Vehicle	Oversize/Overweight Vehicle	Issued	Bringing a new MFH on 2 trucks to a residence at 518 F & S Grade Road
7/9/2024	7/10/2024	522 F & S Grade Road	136837	2024258	Oversize/ Overweight Vehicle	Oversize/Overweight Vehicle	Issued	Hauling a MFH on 2 trucks to a residence

Group Total: 2

Group: Plumbing

7/15/2024	7/15/2024	705 Warner Street	75829	2024268	Mechanical & Plumbing	Plumbing	Issued	New plumbing & gas lines
7/23/2024	7/23/2024	1407 Heather Ln	P81489	2024273	Mechanical & Plumbing	Plumbing	Issued	Add shower, toilet, and sink to existing laundry room space
7/23/2024	7/25/2024	802 Cultus Mtn Dr	P960636	2024277	Mechanical & Plumbing	Plumbing	Issued	Remove and replace gas water heater

Group Total: 3

Group: Public Facility-New

3/1/2024	7/22/2024	1430 SR 20	P104178	2024123	Building-Public	Public Facility-New	Issued	48-bed treatment Facility

Group Total: 1

Group: Right of Way- Public

6/28/2024	7/24/2024	700 Borseth Street	P77427	2024249	Right-of-Way	Right of Way-Public	Issued	One soil boring will be advanced in the alleyway between 700 Borseth St and the residential properties west adjacent

Group Total: 1

Group: Right of Way-Utility

7/1/2024	7/30/2024	732 Bingham Place	77963	2024252	Right-of-Way	Right of Way-Utility	Issued	45' DoR and place new FP, HD 85' to feed resident home
5/30/2024	7/30/2024	616 Sunset Park Drive	P76957	2024223	Right-of-Way	Right of Way-Utility	Issued	Maintenance splice at existing vaults. At vault 2 bore into private property. JB000018198 58
3/21/2024	7/10/2024	820 Trail Road	P37194	2024157	Right-of-Way	Right of Way-Utility	Issued	Lashing 1049' from pole 12 to pole 19 and lashing 1308' from pole 22 to pole 27S1
4/8/2024	7/19/2024	559 Township	P39480	2024169	Right-of-Way	Right of Way-Utility	Issued	Tie in at case near P1 and splice and add new and upgrade
6/12/2024	7/30/2024	720 Murdock Street	P77473	2024237	Right-of-Way	Right of Way-Utility	Issued	Partial alley closure: Place conduit and pull wire through customer trench
6/17/2024	7/31/2024	215 Reed Street-9 pole replacement project-Multiple addresses	P76777	2024241	Right-of-Way	Right of Way-Utility	Approved	Replace 9 poles on Reed, Haines, Ball & Pacific Street

6/20/2024	7/30/2024	John Liner & McGargile Road Intersection		2024244	Right-of-Way	Right of Way-Utility	Issued	Replace existing 6" pvc waterpipe with 174LF of 8" ductile iron waterpipe ahead of roundabout work
7/19/2024	7/31/2024	238 W Moore St	P37451	2024272	Right-of-Way	Right of Way-Utility	Issued	Installing 110' +/- of UG primary cable in conduit. Installing 25kva Padmount Transformer

Group Total: 8

Group: Single Family-Remodel

6/4/2024	7/9/2024	720 John Liner Road	36522	2024229	Building-Residential	Single Family-Remodel	Issued	Remodel home and add 974 sf addition.

Group Total: 1

Group: Solar System

7/10/2024	7/17/2024	919 Nelson Street	P76057	2024261	Building-Residential	Solar System	Issued	Roof mounted solar install on existing home

Group Total: 1

Group: Zoning Variance

3/14/2024	7/23/2024	510 F and S Grade Road	P37226	2024147	Zoning Variance	Zoning Variance	Denied	Variance to allow for smaller lot sizes

Group Total: 1

Total Records: 25 **8/5/2024**

City Council Agenda Item

Agenda Item No.: n.2.

Date: August 14, 2024

From: Bill Bullock, Public Works Director

Subject: Public Works Director Signing Authority

RECOMMENDED ACTION:

No Action Required

ISSUE:

For Information Only

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. 20240814 Director Signing Authority Record

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 Julia Johnson
FROM: William Bullock, PE
RE: **Public Works Director Signing Authority Record**
DATE: August 8, 2024, 2024 (for Council review August 14, 2024)

Here's an informal report on documents signed under my Public Works Director Authority as authorized under Ordinance No. 1947-19.

The following signed by Mark A Freiberger, Director of Public Works:

- April 17, 2024, **Trico Companies LLC**
    - Agreement No. 2024-PW-02, Change Order No. 2
    - 2024 Wastewater Treatment Plant Water Building HVAC Upgrade Project
    - Net Change $3,208.04; Updated NTE $96,510.64

- April 17, 2024, **P & P Excavating LLC**
    - Agreement No. 2024-PW-10, Change Order No. 1
    - 2024 Unit Priced Construction Services for Miscellaneous Construction Services of an Emergent Nature
    - Net Change $65,000.00; Updated NTE $100,000.00

- April 22, 2024, **Precision Concrete Cutting**
    - Agreement No. 2024-PW-07, Change Order No. 1
    - 2024 Sidewalk Trip hazard Removal Project
    - Net Change $576.75; Updated NTE $35,611.12

- May 7, 2024, **Todhunter Brothers Glass Inc.**
    - Agreement No. 2024-PW-25
    - 2024 Senior Center Window Replacement
    - NTE $636.54

- June 13, 2024, **Cowling & Co. LLC, dba Widener & Associates**
    - Agreement No. 2021-PS-02, Amendment No. 5
    - Wetland Services - Olmsted Park Wetland Bank Credits
    - Net Change $70,000.00; Updated NTE $120,000.00

The following signed by William Bullock, Public Works Director:

- June 20, 2024, **Park N Play Northwest LLC**
    - Purchase Order No. 2024-PO-10
    - Dragon Head Challenge – Riverfront Park Little Tikes Product
    - NTE $2,449.14

- July 3, 2024, **Washington State Department of Transportation**
    - Charge Account JZ 2352
    - Cook Rd / W Ferry Street Roundabout Road Marking Thermoplastic Installation
    - NTE $3,550.00

- July 29, 2024, **Epic Land Solutions Inc.**
    - Agreement No. 2023-PS-01, Supplement Agreement No. 2
    - SR20/Cascade Trail W Extension Ph 2A Holtcamp Rd to Hodgin St.
    - Updating Hourly Rates to 2024 Rates

<u>Submitted the above as information only August 14, 2024</u>