

Next Ord:2094-24  
Next Res:1153-24

**CITY COUNCIL STUDY SESSION AGENDA**  
**December 4, 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. Introduction of Special Guests and Presentation**
  - 1. NW Innovation Resource Center, Executive Director Diane Kamionka
- e. Unfinished Business**
- f. New Business**
  - 1. Community Development Grant Program Extensions
  - 2. State Legislative Agenda

**g. 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](mailto:finance@sedro-woolley.gov) Attn: 'Public Comment.' until 4:30pm the day before the meeting.

**h. Adjournment**

Next Meeting(s) City Council and Public Safety Committee Meeting - December 11, 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=Vys0Y29XalZmQTRmemJBM2txVDIUQT09>

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**

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**Agenda Item No.:** d.1.

**Date:** December 4, 2024

**From:** julia

**Subject:** NW Innovation Resource Center, Executive Director Diane Kamionka

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**RECOMMENDED ACTION:**

Presentation

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Sedro Woolley Dec 4, 2024

# NWIRC Innovation Resource Center for Sedro Woolley Council

Diane Kamionka

[DianeK@nwirc.com](mailto:DianeK@nwirc.com)

360-739-2968

# Agenda

- NW Innovation Resource Center
- Update regarding IRC Lab-SWIFT
  - Center strategy
  - Status of Renovation
- Repurposing
  - with Helping Hands
  - With Habitat



# NWIRC – Brief Background

- Independent 501c3 with partnership relationships with government, industry, post secondary education
- Objective to support innovative entrepreneurs in northwest Washington and establish ecosystem of resources
- Industry agnostic and local opportunities
- Integrating technologies in regional industries



Expanding the ecosystem for Innovation in Washington. Providing opportunity to participate in the digital economy of the future.



# Resources at IRC Lab-SWIFT

- Support Resources for Entrepreneurs and Startups
  - NWIRC Advisory Services and Programs
  - Just In Time Mentoring
  - Investment Partners
  - Incubator Space
  - Multipurpose Rooms (training, etc.)
- Prototyping Workshop
  - Robotics
  - Electronics and Circuitry
  - AR / VR (Augmented Reality & Virtual Reality)
  - Layout/Assembly Rooms



# SWIFT Center Prototyping

## Computer Equipment

PC Work Stations

Software

AR/VR Equip

## Circuit board prototyping equipment:

PCB mill

Screen-printing

Pick and place robotics

Reflow oven

SMT rework station

Soldering Stations

## Electronic testing equipment:

Multi-meters

Oscilloscopes

Power supplies

Signal generator

Pulse generator

Data acquisition

Small thermal chamber

Variable loads

Static control equipment

## General equipment:

3D printer(s)

Workbenches

Hand tools

## Facility/Support

Air compressor

Air lines

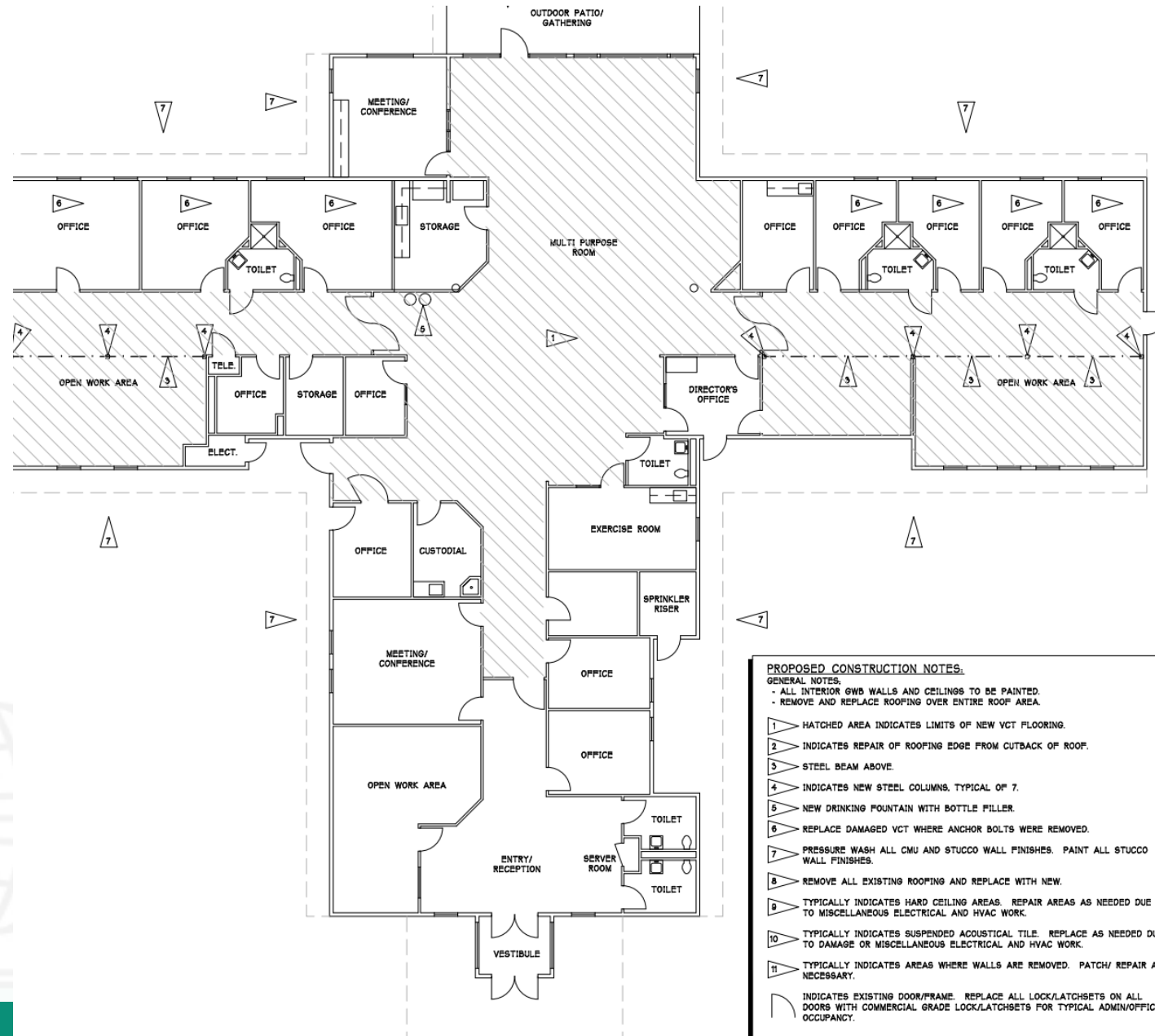
Exhaust system

Shelving/Storage

Office Furniture



**Concept Sketch Front Entry**



**PROPOSED CONSTRUCTION NOTES.**

- GENERAL NOTES.**
- ALL INTERIOR GWB WALLS AND CEILINGS TO BE PAINTED.
  - REMOVE AND REPLACE ROOFING OVER ENTIRE ROOF AREA.
- 1 HATCHED AREA INDICATES LIMITS OF NEW VCT FLOORING.
  - 2 INDICATES REPAIR OF ROOFING EDGE FROM CUTBACK OF ROOF.
  - 3 STEEL BEAM ABOVE.
  - 4 INDICATES NEW STEEL COLUMNS, TYPICAL OF 7.
  - 5 NEW DRINKING FOUNTAIN WITH BOTTLE FILLER.
  - 6 REPLACE DAMAGED VCT WHERE ANCHOR BOLTS WERE REMOVED.
  - 7 PRESSURE WASH ALL CMU AND STUCCO WALL FINISHES. PAINT ALL STUCCO WALL FINISHES.
  - 8 REMOVE ALL EXISTING ROOFING AND REPLACE WITH NEW.
  - 9 TYPICALLY INDICATES HARD CEILING AREAS. REPAIR AREAS AS NEEDED DUE TO MISCELLANEOUS ELECTRICAL AND HVAC WORK.
  - 10 TYPICALLY INDICATES SUSPENDED ACOUSTICAL TILE. REPLACE AS NEEDED DUE TO DAMAGE OR MISCELLANEOUS ELECTRICAL AND HVAC WORK.
  - 11 TYPICALLY INDICATES AREAS WHERE WALLS ARE REMOVED. PATCH/ REPAIR AS NECESSARY.
- INDICATES EXISTING DOOR/FRAME. REPLACE ALL LOCK/LATCHSETS ON ALL DOORS WITH COMMERCIAL GRADE LOCK/LATCHSETS FOR TYPICAL ADMIN/OFFICE OCCUPANCY.

# Building Pipeline of Users

- First Entrepreneur using Incubator
- Discussions
  - SVC
  - WWU & WSU Everett
  - Skagit Businesses
  - Swinomish Workforce Manager
- Projects/Activities
  - Cross Border Projects
  - Regional Projects/ State Dept of Commerce



# Re Purposing vs Landfill



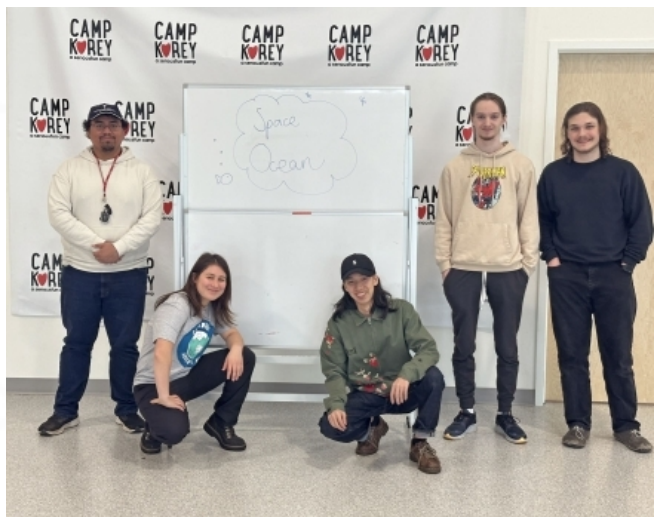
# More

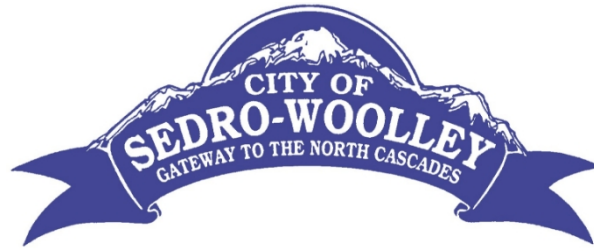
# RePurposing



# Data Hackathon at Camp Korey

## Skagit Valley College





## City Council Agenda Item

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**Agenda Item No.:** f.1.

**Date:** December 4, 2024

**From:** Charlie Bush, City Administrator

**Subject:** Community Development Grant Program Extensions

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**RECOMMENDED ACTION:**

This item is for discussion. Staff is seeking direction from the Council.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

Some of the City's community development grants are not completed, and their contracts will end at the end of 2024, meaning recipients will not be able to get reimbursed even for work they have already completed and for which they expect reimbursement. The grants require most projects to be fully completed before reimbursement can be requested.

Staff reached out to the grant recipients and have a list of them that need extension. One may need an extension beyond 90 days, as their project involves paving. The question is, should grant contract extensions be for 90 days, 180 days (mid-year 2025), or something in between? Once staff have that direction, staff will get contract amendments onto the 12/11/24 agenda for Council action.

The latest Community Development Grant tracking sheet is attached for your reference.

**FISCAL IMPACT, IF APPROPRIATE:**

N/A

**ATTACHMENTS:**

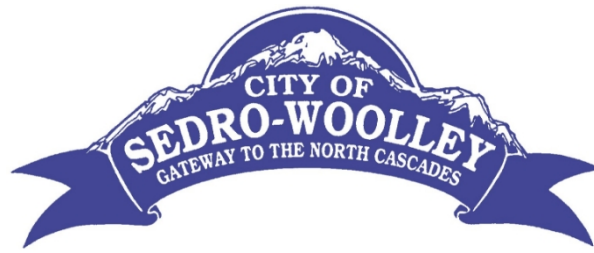
1. CDGP Tracking

City of Sedro-Woolley Community Development Grant Program Tracking

Organization	Amount	Date Approved by Council	Federal S&D Check	Contract through DocuSign	Contract Signed	Amendment	Reimbursement Amount	Reimbursement Requests	Extension Request	Extension Date	Notes
Double Barrel BBQ	10,000	10/25/2023	10/26/2023	12/6/2023	12/6/2023	N/A	10,000.00	10/8/2024			F&G Hospitality Group
Schnaffer Pharmacy	10,000	10/25/2023	10/26/2023	11/6/2023	12/12/2023	N/A			Email from Chris Schaffner 11.18.2024		
Happiest Tees on Earth	8,500	11/8/2023	11/17/2023	2/13/2024	2/28/2024	N/A					Email on 11.19.2024, awning is finished will submit for reimbursement soon.
Sedro-Woolley Museum	5,000	11/21/2023	11/22/2023	12/19/2023	1/4/2024	3/27/2024	4,519.50	4/12/2024			First amendment was approved by council on 3/27/2024. Sent through DocuSign on 3/28/2024. As of 3/28/2024 awaiting signature.
Tight Lies	9,231	11/21/2023	11/22/2023	1/8/2024	1/9/2024	N/A	9,231.00	7/26/2024			Provided invoice and receipt, email back on 7.08.2024, waiting on grant reimbursement form and pictures of completed project. Provided 7.26.2024
Trinky Busiu Gallery	10,000	12/13/2023	1/8/2024	1/11/2024	1/16/2024	N/A	10,000.00	9/25/2024			
Sedro-Woolley Loggerodeo	5,000	12/13/2023	1/8/2024	1/4/2024	1/5/2024	N/A	5,000.00	4/9/2024			
Howmac Dimensional Graphics	10,000	12/13/2023	1/8/2024	1/4/2024	1/4/2024	N/A					
El Patron	10,000	1/10/2024	1/8/2024	2/14/2024	2/16/2024	N/A					
Old Mill	10,000	1/24/2024	1/26/2024	2/20/2024	2/21/2024	N/A					
Low Auto Sales	10,000	2/14/2024	2/23/2024	3/6/2024	3/6/2024	N/A	10,000.00	4/22/2024			
Chamber of Commerce of Sedro-Woolley	5,000	3/27/2024	3/28/2024	5/3/2024	5/3/2024	N/A			Just in case from Monique through email on 11.19.2024		
Bonnie Jo's Café	10,000	4/24/2024	4/25/2024	6/24/2024	11/21/2024	N/A					In email communication with Kent Morrow, no need to extension
Boys & Girls Club of Skagit County	5,000	4/24/2024	4/25/2024	5/6/2024	5/29/2024	N/A			Email from Christina Trader 11.18.2024		Obtained final agreement with school district signature on 5.29.2024
Cascade Learning	1,750	4/24/2024	4/25/2024	5/6/2024	5/7/2024	N/A	1,749.75	6/12/2024			Email with reimbursement and support provided 5.28.2024, will be on check register for 6.12 council meeting.
Sedro-Woolley Flowers	10,000	4/24/2024	4/25/2024	5/6/2024	5/7/2024	N/A		11/8/2024			Requested photos
Sedro-Woolley Youth Football & Cheer	675	4/24/2024	4/25/2024	6/13/2024		N/A			Requested by Raven Bryan through email on 11.19.2024		11.19.2024 emailed Raven Bryan for who should be the revised signer. Agreement not signed as of 11.18.2024. Staff recommended not approving the lawn mower. Approved without mower.
Cascade Fabrics	10,000	6/12/2024	11/22/2023	6/28/2024	6/28/2024	N/A					As of 1.08.2024 does not have cashflow necessary for initial payment of expenditures. Agreement not processed. Revised agreement in partnership with Ultimate Physiques Inc was reviewed on 4.24.2024, we not passed. Will potential bring back with a revised proposal. Revised proposal approved by council on 6.12.2024.
<b>Total</b>	<b>140,156</b>						<b>50,500</b>				

129,481

Ultimate Physiques Inc	10,000	Denied 4/24/2024									Staff recommend denial due to no business license.
Livewire MMA & Fitness	7,000	Denied 4/24/2024									Staff recommend denial due to no business license.
Integrity Stonework	10,000	Denied 4/24/2024									Staff recommend denial due to no business license.



## City Council Agenda Item

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**Agenda Item No.:** f.2.

**Date:** December 4, 2024

**From:** Charlie Bush, City Administrator

**Subject:** State Legislative Agenda

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**RECOMMENDED ACTION:**

Staff recommends approval of the agenda once the City Council is comfortable with the content.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

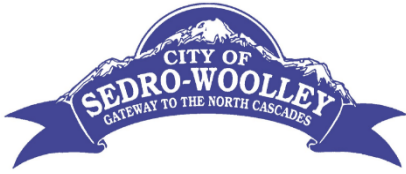
Cities commonly adopt state legislative agendas prior to a state legislative session. The last agenda adopted by Sedro-Woolley was in 2021 for the 2022 legislative session. A legislative agenda provides support for the Mayor, City Council, and staff to speak with a united voice to state legislative issues. A draft agenda is attached for the Council's review and consideration.

**FISCAL IMPACT, IF APPROPRIATE:**

None

**ATTACHMENTS:**

1. 2025 Sedro-Woolley State Legislative Agenda
2. LegPrioritiesFullDetails



## City of Sedro-Woolley

### 2025 State Legislative Priorities

#### Capital Budget Items

- New Police Station Land Acquisition – The City of Sedro-Woolley’s police station is crowded and lacks common features like secured parking, a sally port, enough holding cells, and adequate evidence storage. The City is requesting \$1.1 million from the State’s Capital Budget to assist with land acquisition upon which to construct a future police station that would bring the City’s police department facilities into the 21<sup>st</sup> Century and meet the City’s growing needs.
- Northern State Hospital Cemetery Memorial – The City of Sedro-Woolley owns the cemetery, which was a part of Northern State Hospital, a State facility, for over 60 years. Several potential improvements to the site include relocated fencing, adding historically accurate stone walls, and installing a large granite obelisk to honor the hospital patients that are interred at the cemetery. The City is requesting \$175,000 to help make these improvements.

## 2025 AWC legislative agenda

The following items are the official 2025 City Legislative Priorities as adopted by the AWC Board.

### 2025 City Legislative Priorities

#### Fiscal sustainability

- Revise the property tax cap to tie it to inflation, up to 3%, so that local elected officials can adjust the local property tax rate to better serve their communities.

#### Public safety

- Support efforts to prevent and address juvenile crime, including expansion of juvenile behavioral health treatment capacity and state correctional capacity.
- Enhance officer training through continued state funding of 100% of Basic Law Enforcement Academy (BLEA) costs; and expansion of existing regional academies and establishing new regional academies; and replacement the outdated Criminal Justice Training Center (CJTC) main facility.
- Increase funding to meet local public safety needs including additional direct state funding opportunities and enhancing the existing local public safety sales tax and allowing for councilmanic implementation.
- Support creation of programs designed to improve law enforcement retention, such as state supported law enforcement officer wellness and injury prevention programs.
- Support efforts to reduce gun violence including additional local options for regulation of firearms in certain public spaces. Support strengthening prosecutors' ability to enforce unlawful possession of firearms.

#### Infrastructure investment

- Advocate for direct and meaningful investments in traditional local infrastructure (such as drinking water, wastewater, and stormwater systems) for operations and maintenance of aging systems, including expanded and reliable funding for the Public Works Assistance Account.
- Support sustainable state transportation revenue that provides funding for local preservation, maintenance, and operations including direct

distributions to cities and town in addition to grant opportunities.

- Develop new fiscal tools to build infrastructure to support housing development and growth including increased funding for the Connecting Housing and Infrastructure Program (CHIP).
- Expand cities' ability and flexibility to use REET for additional capital needs including maintenance as well as to support affordable housing. Pursue other flexibility options including additional REET authority, harmonizing REET 1 & 2, and the ability to set a progressive rate model similar to the one the state has adopted.

#### Increasing housing supply

- Support Real Estate Transfer Tax dedicated to funding affordable housing.
- Explore new funding options for needs along the housing continuum, including home ownership and senior housing
- Explore dedication of existing revenues to housing purposes including insuring that funding is available for small and medium-sized cities and towns in both eastern and western Washington.

#### Increase behavioral health treatment capacity statewide

- Expand funding for grants to establish and support ongoing funding for local behavioral health crisis co-responder programs. Support additional training and certification and workforce development for co-responders.
- Seek increased investments in community behavioral health treatment funding – both capital start-up and operational expenses; support expansion of continuum of treatment capacity, from crisis stabilization to inpatient to outpatient; support continued expansion of forensic behavioral health treatment capacity; support additional mental health support for students
- Support efforts to increase behavioral health workforce, including additional training opportunities for co-responders.

## Issues that are significant to cities

### Indigent defense

- The State Supreme Court is considering new reduced case load standards for indigent defense. Cities support a separate and more detailed analysis of the current state of indigent defense for misdemeanor cases to determine what changes in the standard are warranted. Cities also seek enhanced state funding for indigent defense, and workforce development for prosecutors and public defenders.

### Organized retail theft

- Support additional prosecutorial and law enforcement resources to address retail theft.

### Incentivize condominium construction

- Work with coalition to support further progress in the development of condominiums. Seek a study of liability issues to develop recommendations to address barriers to construction of new condominiums.

### Public records

- Continue to pursue updates to the Public Records Act (PRA) to reduce the impacts of vexation litigation and vexatious requestors.

### Preserve manufactured home parks

- Advocate for more funding to support tenant acquisition of manufacture home parks including extending the existing 70-day purchase window.
- Expand CHIP program to cover septic conversions in parks.

### Fish passage

- Support inclusion of local fish barrier correction investments in any state transportation investments.
- Support full funding of Brian Abbott Fish Barrier Board list.

### Homelessness response

- Support encampment resolution work in cities and private lands. Advocate for increased state funding for encampment removal on local right of ways.
- Support increased state investment in emergency and transitional housing.

### Product stewardship for packaging (WRAP Act)

- Support proposals to establish a product stewardship framework for packaging to reduce the impact on local solid waste programs.

### Reduce city liability exposure

- Protect against liability expansion and new policies that would drive additional claims and litigation increasing costs especially in the area of law enforcement and public safety, and human resources.
- Explore tort reforms that would reduce liability and related costs for cities particularly in the area of traffic related claims.

### Nutrient General Permit

- Continue effort to gain state support for investments to update Marine Dissolved Oxygen Criteria last set in 1967.

### Increase availability of affordable and accessible childcare

- Support efforts to increase affordable childcare access statewide, including reducing barriers for providers; construction of new facilities, increasing workforce development, increasing access for state subsidized childcare slots, and efforts to increase childcare availability in rural areas.

## Issues that cities support

### Tax code structural changes

- Support efforts to review and revise both state and local tax structures such that they rely less on regressive revenue options. Changes to the state tax structure should not negatively impact cities' revenue authority and should allow cities revenue flexibility to address their community's needs.

### Therapeutic courts, community courts, diversion programs

- Support continued and expanded operational grant funding, as well as dedicated ongoing operational funding for municipal therapeutic courts, community courts, and diversion programs.

### B&O tax on royalties

- Support clarification of how to apply B&O taxes to business revenue related to royalties.

### Asylum seeker and migrant assistance

- Advocate for support for additional assistance for arriving migrants and asylum seekers including centralize state efforts to provide case management resources. Support efforts to reduce impacts on cities that are experiencing high-numbers of unsupported asylee and migrant arrivals.

### Balancing employee leave and benefits requirements

- Seek opportunities to balance costs and reduce unintended impacts on employers from expansion of leave laws and other proposed employee benefit enhancements.

### Public meetings

- Explore Open Public Meeting Act (OPMA) updates to help address the trend of increasing disruptive activities and hate speech during public meetings.

### Emergency management and response

- Expand support to cities for prevention, planning, response, and recovery for wildfire and other natural disasters.
- Provide 100% reimbursement to cities that provide firefighting support for state wildland fire deployments. Currently, the state only provides 70-75% reimbursement which disincentivizes city fire service participation.

### First responder mental wellness

- Support efforts to increase programs to improve first responder mental well-being and evaluate current approach to workers compensation claims to focus on prevention and return to work options and reduction of PTSD claims. Evaluate the process for responding to PTSD claims to improve outcomes.

### Elections

- Support policies that preserve community decision-making and input regarding how local elections are administered.

### Increase digital equity and accessibility statewide

- Advocate for statewide funding that supports affordable connectivity.
- Support policies that increase digital literacy and adoption.

### Electrical grid stability

- Support policies that enhance stability and productivity of the electrical grid as electrification of transportation and other arenas increases demand.

### Increase tools for annexation

- Create new financial incentives to encourage municipal annexations

### Ensure better coordination of development standards in unincorporated UGAs and cities to facilitate future annexations

- Require county to apply city development standards in unincorporated UGA to facilitate future annexations.

### Amend the Involuntary Treatment Act (ITA)

- Explore efforts to reform the Involuntary Treatment Act to allow for expanded use of ITA holds for individuals who consistently refuse necessary treatment.

### Firefighter safety and electrification response

- The increase in electrification including electric vehicles (EV) and electric storage systems (ESS) as created new challenges for the fire service. Support efforts to provided new and increased training on best practices for responding to EV and ESS fires.

### State Crime Lab

- Increase resources for the state crime lab to ensure timely processing of evidence.