

Next Ord:2098-25
Next Res:1151-25

CITY COUNCIL AGENDA

April 23, 2025

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 - City Council Study Session - April 2, 2025
- 2. Check Register - Regular
- 3. Out of State Travel - I.T. Director Eulises "Woody" Tovar Cano
- 4. Community Development Grant Amendment - El Patron
- 5. Dismissal of Defendant Dakota Drug from the Opioid MDL Litigation

- f. Introduction of Special Guests and Presentation**

- 1. North Star Director of Initiatives Monica Negrila
- 2. First Steps and Friendship House - Jonathan Klein
- 3. Community Court - Judge Stiles

- g. City Administrator Report**

- 1. Human Services Funding Update and Check-In

- h. Councilmember and Mayor's Report**

- i. Proclamation(s)**

- j. Public Hearing(s)**

- k. 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' until 4:30pm the day before the meeting.

- l. Unfinished Business**

- m. New Business**

1. Proposed Amendments to Chapter 2 of the Comprehensive Plan - Land Use Element
2. Development Agreement - Batey Square - 1st Read

n. Information Only Items

1. Stormwater Management Plan

o. Executive Session

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

p. Adjournment

Next Meeting City Council Study Session - May 7, 2025

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

Agenda Item No.: e.1.

Date: April 23, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - City Council Study Session - April 2, 2025

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the Study Session held on April 2, 2025.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

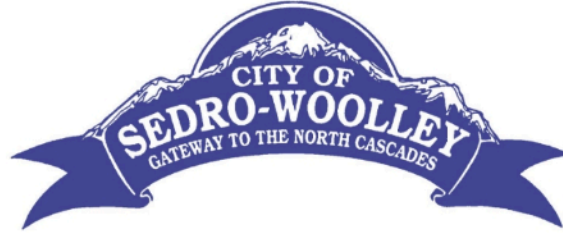
Minutes recorded for the City Council Study Session, held on April 2, 2025

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. April 2, 2025 City Council Study Session minutes



City Council Study Session of the City Council
April 2, 2025 - 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, and Allan Henderson. Councilmembers Lavacca and Diamond joined online.

d. Approval of Agenda

Motion made by Councilmember Henderson and seconded by Councilmember Burns to approve the agenda as written with moving the Executive Session to the top of the agenda. Motion carried (7-0).

e. Introduction of Special Guests and Presentation

1. Skagit Tourism Bureau CEO Kristen Keltz

Skagit Tourism Bureau CEO Kristen Keltz, Vice President of Marketing and Operations Elizabeth Tyler and Sports Development Manager Cody Hurd presented a PowerPoint about Skagit Tourism.

2. Local Government Affairs of Puget Sound Energy for Skagit and Snohomish County
Robert Knoll

Local Government Affairs for Puget Sound Energy for Skagit and Snohomish County, Robert Knoll shared a PowerPoint about PSE's transformation to cleaner energy.

f. Unfinished Business

g. New Business

1. Skagit Council Regional Call for Projects - John Liner Arterial Improvement Project & F&S Grade Road Improvements Phase 1 Project

Assistant Engineer Kyle Anderson spoke about the John Liner Arterial Improvement Project and F & S Grade Improvements Phase 1 Project.

1. Motion to approve an additional commitment of \$321,215 in local funding to match the

STPUS federal funds grant for the John Liner Arterial Improvements Project.

2. Motion to authorize Mayor Julia Johnson to sign the attached Project Endorsement Form for the Surface Transportation Block Grant Program through Skagit Council of Governments for the John Liner Arterial Improvements Project with an estimated project cost of \$2,980,091.

3. Motion to approve commitment of \$52,110 in local funding match for STPUS federal funds grant for the F & S Grade Rd Improvements Phase 1 Project

4. Motion to authorize Mayor Julia Johnson to sign the attached Project Endorsement Form for the Surface Transportation Block Grant Program through Skagit Council of Governments for the F & S Grade Rd Improvements Phase 1 Project with an estimated project cost of \$2,740,500.

Motion made by Councilmember Cocke and seconded by Councilmember Henderson to approve motions #1 through #4 with local funding matching totaling \$373,425.00. Motions carried (7-0).

h. 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' until 4:30pm the day before the meeting.

A public comment period was held.

Karl DeJong made a public comment.

Sally Carlson made a public comment.

Connie Krier made a public comment online.

i. Executive Session

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

At 6:02pm, Mayor Julia Johnson announced the City Council, along with City Attorney Nikki Thompson, would be in executive session for ten minutes to return at 6:12pm.

Mayor Julia Johnson and the City Council returned at 6:14pm.

Motion was made by Councilmember Cocke and seconded by Councilmember Henderson to withdraw from the amended Opium RX opioid litigation. Motion carried (7-0).

j. Adjournment

The meeting adjourned at 8:05 P.M.

ATTEST:

Kelly Kohnken, City Clerk

APPROVED:

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.2.

Date: April 23, 2025

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 #204233 through #204328, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61374 through #61379.

FISCAL IMPACT, IF APPROPRIATE:

Claims checks, plus EFTs, totaling \$550,475.77

Payroll totaling \$344,028.50

ATTACHMENTS:

1. 2025-04-23 Check Register

CHECK REGISTER

City Of Sedro-Woolley

Time: 18:43:02 Date: 04/16/2025

04/23/2025 To: 04/23/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3695	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	118.70	
					101 - 576 80 47 052 - Bingham Caretaker	118.70	
3696	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	460.44	
					001 - 522 50 47 000 - Public Utilities	460.44	
3697	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	9.45	
					104 - 559 30 01 105 - Utility Payments on Redevelop	9.45	
3698	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	397.71	
					412 - 537 80 47 000 - Public Utilities	397.71	
3699	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	31.19	
					401 - 535 80 47 000 - Public Utilities	31.19	
3700	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	342.19	
					103 - 542 63 47 000 - Public Utilities	342.19	
3701	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	85.69	
					101 - 576 80 47 050 - Hammer Square	85.69	
3702	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	911.55	
					101 - 576 80 47 070 - City Hall	911.55	
3703	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	93.94	
					001 - 521 20 47 000 - Public Utilities	93.94	
3704	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	27.88	
					401 - 535 80 47 000 - Public Utilities	27.88	
3705	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	249.14	
					101 - 576 80 47 053 - Other Utilities	249.14	
3706	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	277.21	
					101 - 576 80 47 010 - Community Center	277.21	
3707	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	1,156.45	
					101 - 576 80 47 070 - City Hall	1,156.45	
3708	04/23/2025	Claims	2	EFT	Cascade Natural Gas Corp	429.10	
					401 - 535 80 47 000 - Public Utilities	429.10	
3709	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					101 - 576 80 47 053 - Other Utilities	14.91	
3710	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	4.00	
					104 - 559 30 01 104 - Utility Payments on Redevelop	4.00	
3711	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					104 - 595 20 63 082 - RW Trail Road Extension	14.91	
3712	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					104 - 595 20 63 082 - RW Trail Road Extension	14.91	
3713	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	165.90	
					104 - 559 30 01 105 - Utility Payments on Redevelop	165.90	
3714	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	98.82	
					101 - 576 80 47 025 - Olmsted Park	98.82	
3715	04/23/2025	Claims	2	EFT	City of Sedro-Woolley	41.27	
					001 - 558 60 49 041 - Miscellaneous - Planning And	41.27	
3716	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
					101 - 576 80 47 000 - Riverfront	43.29	
3717	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	87.26	

CHECK REGISTER

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Time: 18:43:02 Date: 04/16/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			401 - 535 80 47 000 - Public Utilities			87.26	
3718	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	87.26	
			401 - 535 80 47 000 - Public Utilities			87.26	
3719	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	57.49	
			102 - 536 20 47 000 - Public Utilities			57.49	
3720	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			101 - 576 80 47 000 - Riverfront			43.29	
3721	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	286.38	
			101 - 576 80 47 000 - Riverfront			286.38	
3722	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	72.08	
			412 - 537 80 47 000 - Public Utilities			72.08	
3723	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	250.87	
			401 - 535 80 47 000 - Public Utilities			250.87	
3724	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	371.60	
			101 - 576 80 47 070 - City Hall			371.60	
3725	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	214.11	
			101 - 576 80 47 053 - Other Utilities			214.11	
3726	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	164.40	
			101 - 576 80 47 051 - Bingham / Memorial			164.40	
3727	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			101 - 576 80 47 040 - Train			43.29	
3728	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	39.33	
			101 - 576 80 47 070 - City Hall			39.33	
3729	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	199.91	
			101 - 576 80 47 050 - Hammer Square			199.91	
3730	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			401 - 535 80 47 000 - Public Utilities			43.29	
3731	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			001 - 521 20 47 000 - Public Utilities			43.29	
3732	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	72.08	
			401 - 535 80 47 000 - Public Utilities			72.08	
3733	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			401 - 535 80 47 000 - Public Utilities			43.29	
3734	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	307.69	
			101 - 576 80 47 000 - Riverfront			307.69	
3735	04/23/2025	Claims	2	EFT	Cnty of Skagit Public Utility	487.20	
			401 - 535 80 47 000 - Public Utilities			487.20	
3736	04/23/2025	Claims	2	EFT	Comcast Holdings Corp	71.95	
			101 - 576 80 47 020 - Senior Center			71.95	
3737	04/23/2025	Claims	2	EFT	Ricoh USA, Inc	231.08	
			001 - 514 23 45 000 - Operating Rentals/Leases			231.08	
3738	04/23/2025	Claims	2	EFT	Ricoh USA, Inc	231.08	
			001 - 591 10 70 520 - Leases + Subscription IT (SBITA			77.03	
			001 - 591 20 70 524 - Leases + Subscription IT (SBITA			77.02	
			001 - 591 60 70 519 - Leases + Subscription IT (SBITA			77.03	
3739	04/23/2025	Claims	2	EFT	WA St Dept of Prof Licen	225.00	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 521 20 41 040 - Intergov Svc-Gun Permits			225.00	
3740	04/23/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	236.30	
			001 - 518 80 42 021 - Internet Services			236.30	
3741	04/23/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	459.38	
			401 - 535 80 42 020 - Telephone			459.38	
3742	04/23/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	734.65	
			001 - 512 50 42 020 - Telephone			44.08	
			001 - 513 10 42 020 - Telephone			66.12	
			001 - 514 23 42 020 - Telephone			66.12	
			001 - 515 31 42 001 - Telephone			29.39	
			001 - 518 80 42 020 - Telephone			22.04	
			001 - 521 20 42 020 - Telephone			220.40	
			001 - 522 20 42 020 - Telephone			80.81	
			001 - 524 20 42 020 - Telephone			22.04	
			401 - 535 80 42 020 - Telephone			58.75	
			412 - 537 80 42 020 - Telephone			29.39	
			103 - 542 30 42 020 - Telephone			7.35	
			001 - 558 60 42 020 - Telephone			22.04	
			101 - 576 80 42 020 - Telephone			14.69	
			001 - 595 10 42 020 - Telephone			51.43	
3743	04/23/2025	Claims	2	204233	A-1 Mobile Lock & Key	304.08	
			101 - 576 80 48 001 - Riverfront			184.62	
			101 - 576 80 48 016 - City Hall			119.46	
3744	04/23/2025	Claims	2	204234	A-1 Shredding	279.00	
			001 - 512 50 31 000 - Supplies			60.00	
			001 - 514 23 31 000 - Supplies			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	
3745	04/23/2025	Claims	2	204235	Amazon Capital Svcs, Inc	787.54	
			001 - 512 50 31 000 - Supplies			11.01	
			001 - 521 20 26 000 - Uniforms/Accessories			217.20	
			001 - 521 20 31 002 - Office/Operating Supplies			106.97	
			001 - 522 20 48 000 - Repairs/Maint-Equip			173.26	
			001 - 522 21 31 010 - Office Supplies			70.25	
			001 - 524 20 31 000 - Off/Oper Supps & Books			40.48	
			401 - 535 80 31 000 - Office Supplies			32.03	
			401 - 535 80 31 000 - Office Supplies			13.03	
			001 - 558 60 31 000 - Supplies/Books			40.48	
			101 - 576 80 31 006 - Operating Sup - City Hall			42.34	
			001 - 595 10 31 000 - Supplies			40.49	
3746	04/23/2025	Claims	2	204236	Axon Enterprise, Inc.	930.48	
			001 - 591 28 70 001 - Lease + Subscription IT (SBITA)			930.48	
3747	04/23/2025	Claims	2	204237	Beaver Lake Quarry	3,996.33	
			103 - 542 30 48 002 - Crushed Aggregate			3,996.33	
3748	04/23/2025	Claims	2	204238	Bio Bug Northwest, Inc	109.69	
			101 - 576 80 48 005 - Senior Center			109.69	
3749	04/23/2025	Claims	2	204239	Board For Volunteer Firefighters	520.00	
			001 - 522 23 23 002 - Pension-Volunteer Firefighter			520.00	
3750	04/23/2025	Claims	2	204240	Bound Tree Medical LLC	140.06	
			001 - 522 21 31 000 - Operating Supplies - Medical			140.06	
3751	04/23/2025	Claims	2	204241	Jana R. Bouzek	750.00	
			001 - 521 20 41 001 - Professional Services			750.00	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3752	04/23/2025	Claims	2	204242	C.Hlth130, dba Cardinal Health 112 LLC	218.08	
					001 - 522 21 31 000 - Operating Supplies - Medical	218.08	
3753	04/23/2025	Claims	2	204243	Robert Castilleja	225.00	
					001 - 522 24 28 000 - Employee Wellness	225.00	
3754	04/23/2025	Claims	2	204244	Philip Chong	194.85	
					001 - 522 21 28 000 - Employee Wellness	194.85	
3755	04/23/2025	Claims	2	204245	Commercial Fire Protection Inc	1,237.82	
					101 - 576 80 48 016 - City Hall	1,237.82	
3756	04/23/2025	Claims	2	204246	DMCMA	200.00	
					001 - 512 50 49 000 - Tuition/Registration	200.00	
3757	04/23/2025	Claims	2	204247	DS Services of America, Inc.	11.92	
					103 - 542 30 31 000 - Operating Supplies	11.92	
3758	04/23/2025	Claims	2	204248	Databar, Inc	2,932.36	
					001 - 514 23 42 010 - Postage	2,932.36	
3759	04/23/2025	Claims	2	204249	Dell Marketing LP	2,150.57	
					501 - 548 30 31 000 - Operating Supplies	2,150.57	
3760	04/23/2025	Claims	2	204250	Gregory Dixon	467.50	
					001 - 515 93 41 001 - Indigent Defense Conflict Cour	467.50	
3761	04/23/2025	Claims	2	204251	Duramax Holdings LLC	3,583.80	
					412 - 537 80 34 000 - Containers - Garbage	3,583.80	
3762	04/23/2025	Claims	2	204252	A. Dykstra, dba Dykstra Farms LLC	140.00	
					412 - 537 60 47 020 - Site Yard Waste Disposal	140.00	
3763	04/23/2025	Claims	2	204253	E & E Lumber, Inc.	322.85	
					001 - 522 20 31 000 - Operating Supplies	2.70	
					001 - 522 20 48 000 - Repairs/Maint-Equip	28.65	
					102 - 536 20 31 000 - Office Supplies	6.91	
					102 - 536 20 31 010 - Operating Supplies	8.21	
					412 - 537 80 31 000 - Operating Supplies	15.19	
					103 - 542 30 31 000 - Operating Supplies	42.20	
					103 - 542 30 31 000 - Operating Supplies	12.99	
					103 - 542 30 31 000 - Operating Supplies	11.46	
					501 - 548 30 31 000 - Operating Supplies	48.07	
					501 - 548 30 31 000 - Operating Supplies	15.63	
					501 - 548 30 31 000 - Operating Supplies	10.73	
					501 - 548 30 31 000 - Operating Supplies	51.32	
					501 - 548 30 31 000 - Operating Supplies	12.08	
					101 - 576 80 35 010 - Safety Equipment	36.91	
					401 - 594 35 64 001 - Portable Equipment	19.80	
3764	04/23/2025	Claims	2	204254	Family Promise of Skagit Valley	4,639.43	
					117 - 551 00 00 117 - Affordable Housing - Operatio	4,639.43	
3765	04/23/2025	Claims	2	204255	Fastenal Company	1,784.37	
					412 - 537 80 31 000 - Operating Supplies	313.85	
					103 - 542 30 31 000 - Operating Supplies	1,470.52	
3766	04/23/2025	Claims	2	204256	Citizenprime, LLC dba Firepenny	1,688.66	
					501 - 594 22 64 501 - Vehicles - Fire	1,688.66	
3767	04/23/2025	Claims	2	204257	FirstNET/AT&T Mobility	668.84	
					001 - 522 20 42 020 - Telephone	668.84	
3768	04/23/2025	Claims	2	204258	Flock Group dba Flock Safety	25,573.13	

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 591 28 70 001 - Lease + Subscription IT (SBITA)			25,573.13	
3769	04/23/2025	Claims	2	204259	Galls Parent Holdings, LLC	228.06	
			001 - 522 20 26 000 - Uniforms			228.06	
3770	04/23/2025	Claims	2	204260	Jerry Gardner	225.00	
			001 - 522 21 28 000 - Employee Wellness			225.00	
3771	04/23/2025	Claims	2	204261	Gateway Controls	384.44	
			401 - 535 50 48 050 - Maint Of General Equip			384.44	
3772	04/23/2025	Claims	2	204262	Generator Services NW, LLC	4,180.49	
			001 - 522 50 48 030 - Repair/Maint-Station			411.60	
			425 - 531 50 48 000 - Repairs/Maintenance			1,398.48	
			401 - 535 50 48 000 - Maintenance Contracts			518.18	
			101 - 576 80 48 016 - City Hall			883.39	
			101 - 576 80 48 026 - CS Library			968.84	
3773	04/23/2025	Claims	2	204263	Genuine Parts Co. Inc	408.19	
			001 - 522 20 48 000 - Repairs/Maint-Equip			213.63	
			001 - 522 20 48 000 - Repairs/Maint-Equip			75.91	
			425 - 531 50 48 000 - Repairs/Maintenance			21.05	
			401 - 535 50 48 040 - Maintenance Of Vehicles			-292.95	
			412 - 537 50 48 000 - Repairs/maint-equip			12.61	
			412 - 537 80 31 000 - Operating Supplies			30.56	
			412 - 537 80 31 000 - Operating Supplies			29.90	
			412 - 537 80 35 000 - Small Tools & Minor Equip			87.16	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			-9.92	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			133.58	Unit 325
			101 - 576 80 48 008 - North Township			-4.92	
			101 - 576 80 48 021 - Equipment			-31.39	Unit 102
			101 - 576 80 48 021 - Equipment			123.43	Unit 102
			401 - 594 35 64 401 - Machinery & Equip			19.54	
3774	04/23/2025	Claims	2	204264	Gray & Osborne Inc	5,535.05	
			425 - 531 50 41 000 - Professional Services			5,535.05	
3775	04/23/2025	Claims	2	204265	Megan Guard-Lilley	141.44	
			001 - 522 21 28 000 - Employee Wellness			141.44	
3776	04/23/2025	Claims	2	204266	Guardian Security Systems, Inc.	472.42	
			101 - 576 80 48 016 - City Hall			472.42	
3777	04/23/2025	Claims	2	204267	HSI Workpl Compliance Solns, Inc.	3,719.56	
			425 - 531 50 41 002 - Contracted Services			600.00	
			401 - 535 50 48 000 - Maintenance Contracts			550.45	
			102 - 536 20 49 010 - Misc-Tuition/Registration			200.00	
			412 - 537 80 31 000 - Operating Supplies			550.45	
			101 - 576 80 49 030 - Misc-Permits & Licenses			600.00	
			103 - 591 30 70 103 - Subscription IT (SBITA) - Street:			1,218.66	
3778	04/23/2025	Claims	2	204268	Helping Hands Food Bank	10,377.68	
			117 - 551 00 00 117 - Affordable Housing - Operatio			10,377.68	
3779	04/23/2025	Claims	2	204269	Home Depot Credit Services	866.63	
			001 - 522 50 48 030 - Repair/Maint-Station			46.68	
			101 - 576 80 48 004 - Community Center			277.12	
			101 - 576 80 48 016 - City Hall			542.83	
3780	04/23/2025	Claims	2	204270	Justice Fam Ent. Inc, dba IMS Alliance	206.73	
			001 - 522 20 31 000 - Operating Supplies			206.73	
3781	04/23/2025	Claims	2	204271	Insight Direct USA, Inc.	8,448.86	
			001 - 591 80 70 517 - Leases + Subscription IT (SBITA)			8,448.86	

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City Of Sedro-Woolley

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
3782	04/23/2025	Claims	2	204272	Alan F Jongsma	2,066.95	
					001 - 524 20 41 000 - Professional Services	1,449.95	
					001 - 524 20 41 000 - Professional Services	617.00	
3783	04/23/2025	Claims	2	204273	KCDA Purchasing Cooperative	2,778.75	
					101 - 576 80 48 500 - Contracted Heavy Duty Cleanin	2,778.75	
3784	04/23/2025	Claims	2	204274	L N Curtis & Sons	968.54	
					001 - 521 20 26 000 - Uniforms/Accessories	291.74	
					001 - 521 20 26 000 - Uniforms/Accessories	362.02	
					001 - 521 20 26 000 - Uniforms/Accessories	314.78	
3785	04/23/2025	Claims	2	204275	The Language Exchange, Inc	3,665.94	
					001 - 512 50 41 040 - Language Interpreter	1,115.94	
					001 - 521 20 41 001 - Professional Services	2,550.00	
3786	04/23/2025	Claims	2	204276	Lauts Inc dba Lautenbach Industries	376.65	
					412 - 537 60 47 015 - Construction Demolition Land I	376.65	BYK Bucko
3787	04/23/2025	Claims	2	204277	Les Schwab Tire Center	3,057.36	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	51.03	
					412 - 537 50 48 000 - Repairs/maint-equip	1,645.19	Tires
					412 - 537 50 48 000 - Repairs/maint-equip	916.73	Tires
					412 - 537 60 47 011 - Site Recycling Disposal	196.89	Site recycle tires
					412 - 537 60 47 011 - Site Recycling Disposal	247.52	Site recycle tires
3788	04/23/2025	Claims	2	204278	Life Assist Inc.	907.40	
					001 - 522 21 31 000 - Operating Supplies - Medical	112.10	
					001 - 522 21 31 000 - Operating Supplies - Medical	795.30	
3789	04/23/2025	Claims	2	204279	Loggers & Contractors	460.72	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	88.55	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	168.68	
					501 - 548 30 31 000 - Operating Supplies	203.49	Fleet
3790	04/23/2025	Claims	2	204280	Walter E Nelson Co. of N. WA	83.92	
					401 - 535 80 31 000 - Office Supplies	83.92	
3791	04/23/2025	Claims	2	204281	Nelson Dist, Inc. dba Nelson-Reisner	592.60	
					001 - 522 20 32 000 - Auto Fuel/Diesel	15.70	
					425 - 531 50 32 000 - Vehicle Fuel	31.74	
					412 - 537 80 32 000 - Auto Fuel/Diesel	360.54	
					501 - 548 30 31 000 - Operating Supplies	184.62	
3792	04/23/2025	Claims	2	204282	Nordic Temperature Control	926.45	
					101 - 576 80 48 004 - Community Center	926.45	
3793	04/23/2025	Claims	2	204283	Noregon Systems LLC	4,813.91	
					501 - 548 30 31 000 - Operating Supplies	4,813.91	
3794	04/23/2025	Claims	2	204284	North Hill Resources Inc	2,764.13	
					412 - 537 60 47 000 - Solid Waste Disposal	149.88	Concrete School Dist
					412 - 537 60 47 000 - Solid Waste Disposal	164.25	Concrete Sch Dist/Janicki Fields
					412 - 537 60 47 011 - Site Recycling Disposal	2,450.00	Site Recycle Brush
3795	04/23/2025	Claims	2	204285	Oliver-Hammer, Inc	108.56	
					103 - 542 30 35 010 - Safety Equipment	108.56	
3796	04/23/2025	Claims	2	204286	PB Parent Holdco, LP dba	2,797.55	
					001 - 521 20 41 001 - Professional Services	348.07	
					001 - 522 20 48 000 - Repairs/Maint-Equip	264.98	
					401 - 535 50 48 000 - Maintenance Contracts	426.47	

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			401 - 535 80 31 010 - Operating Supplies			219.70	
			102 - 536 20 48 040 - Repair/Maint-Equip & Bldg			125.98	
			412 - 537 80 31 000 - Operating Supplies			325.26	
			103 - 542 30 35 010 - Safety Equipment			726.54	
			101 - 576 80 48 004 - Community Center			99.91	
			101 - 576 80 48 005 - Senior Center			99.91	
			101 - 576 80 48 016 - City Hall			160.73	
3797	04/23/2025	Claims	2	204287	PROCOM LLC	468.00	
			001 - 522 20 41 030 - Investigation			312.00	
			102 - 536 20 49 020 - Miscellaneous			78.00	
			412 - 537 80 31 000 - Operating Supplies			78.00	
3798	04/23/2025	Claims	2	204288	Pacific Style Lawn Maint. Inc.	1,352.62	
			101 - 576 80 31 100 - Fertilizer/Herbicide			1,107.72	
			101 - 576 80 31 100 - Fertilizer/Herbicide			111.32	
			101 - 576 80 31 100 - Fertilizer/Herbicide			133.58	
3799	04/23/2025	Claims	2	204289	Parker Corporate Svcs, Inc.	125.00	
			103 - 542 30 41 000 - Professional Services			125.00	
3800	04/23/2025	Claims	2	204290	Public Safety Testing, Inc	365.00	
			001 - 521 20 41 001 - Professional Services			226.00	
			001 - 522 20 41 000 - Professional Services			139.00	
3801	04/23/2025	Claims	2	204291	QCC Quality Controls Corp.	1,115.09	
			401 - 535 80 41 000 - Professional Services			544.09	
			401 - 535 80 41 000 - Professional Services			571.00	
3802	04/23/2025	Claims	2	204292	Quiring Monuments Inc	300.00	
			102 - 536 20 34 000 - Liners			300.00	
3803	04/23/2025	Claims	2	204293	Reichhardt & Ebe	2,565.89	
			104 - 595 10 63 081 - Eng - John Line Rd. Bike/Ped			2,565.89	
3804	04/23/2025	Claims	2	204294	Rick's Refrigeration Inc	198.00	
			412 - 537 60 47 011 - Site Recycling Disposal			198.00	Site recycle fridges
3805	04/23/2025	Claims	2	204295	Ricoh USA, Inc	195.71	
			001 - 514 23 45 000 - Operating Rentals/Leases			70.57	
			001 - 524 20 31 000 - Off/Oper Supps & Books			35.28	
			001 - 558 60 31 000 - Supplies/Books			35.29	
			101 - 591 80 70 101 - Subscription It (SBITA) - Parks &			19.28	
			001 - 595 10 31 000 - Supplies			35.29	
3806	04/23/2025	Claims	2	204296	Heather Romano	834.75	
			001 - 521 20 41 001 - Professional Services			834.75	
3807	04/23/2025	Claims	2	204297	Brandon & Natalie Sakuma	1,900.00	
			104 - 595 20 63 083 - RW-SR 9-John Liner-McGarigle			1,900.00	
3808	04/23/2025	Claims	2	204298	Sedro-Woolley Auto Parts Inc	1,329.03	
			102 - 536 20 35 000 - Small Tools/Minor Equip			412.68	
			412 - 537 50 48 000 - Repairs/maint-equip			18.98	Unit 527
			412 - 537 80 31 000 - Operating Supplies			64.06	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			80.70	Unit 341
			103 - 542 30 48 010 - Repair/Maintenance-Equip			5.99	Unit 341
			103 - 542 30 48 010 - Repair/Maintenance-Equip			12.51	Unit 341
			501 - 548 30 31 000 - Operating Supplies			77.73	Fleet
			101 - 576 80 48 021 - Equipment			39.85	Unit 102
			101 - 576 80 48 021 - Equipment			51.22	Unit 102
			101 - 576 80 48 021 - Equipment			82.51	
			101 - 576 80 48 021 - Equipment			217.63	Unit 102
			101 - 576 80 48 021 - Equipment			181.17	Unit 152

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			101 - 576 80 48 021 - Equipment			31.65	Unit 102
			101 - 576 80 48 021 - Equipment			52.35	Unit 153
3809	04/23/2025	Claims	2	204299	Skagit 911	69,947.22	
			001 - 521 20 41 055 - 911 Contracted Services			65,038.13	
			001 - 522 20 41 020 - Central Dispatch			4,909.09	
3810	04/23/2025	Claims	2	204300	Skagit Cnty Public Works	89,774.08	
			425 - 531 50 41 002 - Contracted Services			6,118.70	
			412 - 537 60 47 000 - Solid Waste Disposal			83,167.93	SW Disposal
			001 - 595 10 31 001 - Address & Street Signs-Reimb			487.45	
3811	04/23/2025	Claims	2	204301	Skagit Cnty Sheriff Office	93,063.64	
			001 - 523 60 41 002 - Jail Revenue Stabilization Paym			93,063.64	
3812	04/23/2025	Claims	2	204302	Skagit Conservation District	1,517.19	
			425 - 531 50 41 000 - Professional Services			1,517.19	
3813	04/23/2025	Claims	2	204303	Skagit Farmers Supply	780.97	
			412 - 537 80 31 000 - Operating Supplies			31.48	
			412 - 537 80 31 000 - Operating Supplies			47.88	Forklift propane
			103 - 542 30 31 000 - Operating Supplies			47.76	
			103 - 542 30 31 000 - Operating Supplies			36.91	
			101 - 576 80 31 001 - Operating Sup - Riverfront			61.27	
			101 - 576 80 31 001 - Operating Sup - Riverfront			28.21	
			101 - 576 80 31 100 - Fertilizer/Herbicide			84.68	
			101 - 576 80 35 000 - Small Tools & Minor Equip			114.02	
			101 - 576 80 35 000 - Small Tools & Minor Equip			52.12	
			101 - 576 80 48 000 - Repairs/Maintenance			111.59	
			101 - 576 80 48 000 - Repairs/Maintenance			-111.59	
			101 - 576 80 48 000 - Repairs/Maintenance			111.59	
			101 - 576 80 48 008 - North Township			165.05	
3814	04/23/2025	Claims	2	204304	PNG Media LLC, dba Skagit Publishing	670.90	
			001 - 511 60 31 001 - Legal Publications			64.56	
			401 - 535 80 41 030 - Legal Publications			375.00	
			001 - 558 60 41 010 - Advertising			96.84	
			001 - 558 60 41 011 - Advertising Reimbuseable			134.50	
3815	04/23/2025	Claims	2	204305	Smarsh Inc.	30,322.40	
			001 - 591 80 70 517 - Leases + Subscription IT (SBITA			30,132.28	
			001 - 591 80 70 517 - Leases + Subscription IT (SBITA			190.12	
3816	04/23/2025	Claims	2	204306	Sterling Vet Clinic	415.78	
			001 - 521 20 41 023 - Canine			415.78	
3817	04/23/2025	Claims	2	204307	Suburban Propane, LP	564.02	
			102 - 536 20 32 001 - Propane			564.02	
3818	04/23/2025	Claims	2	204308	Systems Design West, LLC	3,793.74	
			001 - 522 21 41 000 - EMS Professional Services-Sys I			3,793.74	
3819	04/23/2025	Claims	2	204309	TK Elevator Corporation	1,248.35	
			101 - 576 80 48 016 - City Hall			1,248.35	
3820	04/23/2025	Claims	2	204310	Thompson, Guildner & Assoc, Inc P.S.	19,872.45	
			001 - 515 41 41 000 - Ext Legal-City Attorney			19,209.65	
			001 - 515 45 41 000 - Legal - Litigation			662.80	
3821	04/23/2025	Claims	2	204311	Town of La Conner	2,441.67	
			412 - 537 60 47 021 - Curbside Yard Waste Disposal			2,441.67	
3822	04/23/2025	Claims	2	204312	Univar Solutions USA LLC	1,684.39	
			401 - 535 80 31 020 - Op Supplies-Chemicals			1,684.39	

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3823	04/23/2025	Claims	2	204313	Util Underground Loc Ctr	86.40	
					401 - 535 80 31 010 - Operating Supplies	86.40	
3824	04/23/2025	Claims	2	204314	Vestis Group, Inc	43.16	
					401 - 535 80 49 000 - Laundry	8.20	
					401 - 535 80 49 000 - Laundry	21.58	
					412 - 537 80 49 000 - Misc-Laundry	8.53	
					103 - 542 30 49 000 - Misc-Laundry	4.85	
3825	04/23/2025	Claims	2	204315	WA Cities Insurance Auth	340.00	
					001 - 521 40 49 000 - Tuition/Registration	340.00	
3826	04/23/2025	Claims	2	204316	WA St Criminal Justice	95.00	
					001 - 521 40 49 000 - Tuition/Registration	95.00	
3827	04/23/2025	Claims	2	204317	WA St Dept of Retirement	30.69	
					001 - 514 23 49 000 - Miscellaneous	30.69	
3828	04/23/2025	Claims	2	204318	WA St Patrol	96.00	
					001 - 521 20 41 040 - Intergov Svc-Gun Permits	96.00	
3829	04/23/2025	Claims	2	204319	WEX Bank	11,408.42	
					001 - 518 20 32 000 - Auto Fuel	157.21	
					001 - 521 20 32 000 - Auto Fuel	6,087.21	
					001 - 522 20 32 000 - Auto Fuel/Diesel	2,851.56	
					425 - 531 50 32 000 - Vehicle Fuel	153.47	
					401 - 535 80 32 000 - Auto Fuel/Diesel	215.82	
					102 - 536 20 32 000 - Auto Fuel/Diesel	259.43	
					412 - 537 80 32 000 - Auto Fuel/Diesel	259.39	Unit 514
					103 - 542 30 32 000 - Auto Fuel/Diesel	494.10	
					501 - 548 30 31 001 - Auto Fuel	119.08	
					101 - 576 80 32 000 - Auto Fuel/Diesel	811.15	
3830	04/23/2025	Claims	2	204320	WW Grainger Inc	889.17	
					101 - 576 80 48 005 - Senior Center	889.17	
3831	04/23/2025	Claims	2	204321	Walker, Bonnie	75,800.00	
					104 - 595 20 63 083 - RW-SR 9-John Liner-McGariqle	75,800.00	
3832	04/23/2025	Claims	2	204322	Ariel Wesson	300.00	
					001 - 521 20 28 000 - Employee Wellness	300.00	
3833	04/23/2025	Claims	2	204323	Katie Wilson	97.92	
					001 - 521 20 28 000 - Employee Wellness	97.92	
3834	04/23/2025	Claims	2	204324	Witmer Public Safety Group Inc.	2,578.95	
					501 - 594 22 64 501 - Vehicles - Fire	1,270.42	
					501 - 594 22 64 501 - Vehicles - Fire	673.29	
					501 - 594 22 64 501 - Vehicles - Fire	325.77	
					501 - 594 22 64 501 - Vehicles - Fire	309.47	
3835	04/23/2025	Claims	2	204325	Woods Acquisition Corp	750.36	
					401 - 535 80 35 000 - Small Tools & Minor Equip	603.80	
					103 - 542 30 31 000 - Operating Supplies	69.22	
					101 - 576 80 32 000 - Auto Fuel/Diesel	36.02	
					101 - 576 80 48 021 - Equipment	11.71	
					001 - 595 10 31 000 - Supplies	29.61	
3836	04/23/2025	Claims	2	204326	World Kinect Energy Services, dba	4,988.56	
					425 - 531 50 32 000 - Vehicle Fuel	118.87	
					425 - 531 50 32 000 - Vehicle Fuel	308.43	
					401 - 535 80 32 000 - Auto Fuel/Diesel	167.67	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,613.39	
					412 - 537 80 32 000 - Auto Fuel/Diesel	2,305.31	

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			103 - 542 30 32 000 - Auto Fuel/Diesel			230.37	
			103 - 542 30 32 000 - Auto Fuel/Diesel			74.52	
			103 - 542 30 32 000 - Auto Fuel/Diesel			81.69	
			101 - 576 80 32 000 - Auto Fuel/Diesel			88.31	
3837	04/23/2025	Claims	2	204327	NW Fiber LLC, dba Ziply Fiber	143.56	
			101 - 576 80 47 070 - City Hall			143.56	
3838	04/23/2025	Claims	2	204328	Zoll Medical Corporation	469.15	
			001 - 522 21 35 000 - Small Tools & Minor Equipmen			469.15	
			001 Current Expense Fund			284,694.26	
			101 Parks & Facilities Fund			20,214.20	
			102 Cemetery Fund			2,063.75	
			103 Street Fund			9,593.23	
			104 Arterial Street Fund			80,475.06	
			117 Housing and Related Services			15,017.11	
			401 Sewer Operations Fund			8,330.11	
			412 Solid Waste Operations Fund			102,330.23	
			425 Stormwater Operations			15,802.98	
			501 Equipment Replacement Fund			11,954.84	
						<u>550,475.77</u>	Claims:
						550,475.77	550,475.77

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 _____



City Council Agenda Item

Agenda Item No.: e.3.

Date: April 23, 2025

From: Woody Tovar Cano, IT Director

Subject: Out of State Travel - I.T. Director Eulises "Woody" Tovar Cano

RECOMMENDED ACTION:

A Motion to authorize Information Technology Director Eulises "Woody" Tovar Cano to travel out of state for the University of Kansas - Public Management Center curriculum.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Sedro-Woolley has provided new director-level leadership an opportunity to attend an advanced leadership training focused on building high-performing local governments as part of their on-boarding process. This is an eight day course; July 18 - July 25, 2025.

This coursework focuses on the leadership principles of high-performance organizations (HPO) are a core element of the program, enabling individuals to learn strategies that enhance leadership, innovation, and desired change initiatives. The Key Learning Elements for local governments to achieve higher performance include:

- Leadership and Governance
- Strategic Value Analysis and Future Planning
- Performance Measurement and Management
- Organizational Culture and Employee Engagement
- Public Service Delivery and Public Purpose Focus
- Smart and Healthy Financial Management and Sustainability

Other Topics

FISCAL IMPACT, IF APPROPRIATE:

Found 518.80.49.010: Cost of course \$3,750 (majority of meals included) plus lodging \$1,340 and travel \$565.

ATTACHMENTS:

1. KU-LeadingEdgeTuition
2. LeadingEDGE_CourseDetails

3. LeadingEDGECurriculum_PMC

Eulises Tovar Cano

From: kupmc@ku.edu
Sent: Thursday, April 10, 2025 10:32 AM
To: Eulises Tovar Cano
Subject: Notification of Payment

CAUTION: This email originated from outside of the City of Sedro-Woolley mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

You have received this email from kupmc@ku.edu in response to payment processing.

Notification of Payment

This message is an automated notification to inform you that your payment has been completed successfully. Please note that all payments are subject to approval and final verification.

Payment Information:

Payment Type:Credit Card
Card Number:xxxxxxxxxxx2360
Card Type:Visa
*** CARD_NOT_PRESENT ***

System Tracking ID:383905
Date/Time:April 10, 2025 at 12:31:32 PM CDT
Payment Gateway Reference Number:20250410000087

Payment Amount:
Total Paid:\$3,750.00

Processed through KU PUBLIC MGMT CTR

Thank You
KU PMC - Enrole

Course Detail: LEADINGEDGE - Leading EDGE

Discover the essential keys to building high-performing local governments that thrive in today's dynamic landscape. From visionary leadership and strategic planning to innovative service delivery and collaboration, this invaluable program unveils the roadmap to success. Dive into the core principles of performance measurement, employee engagement, and ethical governance that drive organizational health. Elevate your local government to new heights, exceed expectations, and become a shining example of effective governance. Explore the power of these transformative concepts and unleash the full potential of your local government.

Session Information: 26494

Schedule: Every day, starting on 07/18/25 and ending on 07/25/25

Times: 08:00am-05:00pm CDT

 [Hide Full Schedule](#) |  [Add to my Calendar](#)

Meeting Date	Start Time	End Time
Friday, July 18, 2025	07:30pm	09:00pm
Saturday, July 19, 2025	08:00am	05:00pm
Sunday, July 20, 2025	08:00am	08:00pm
Monday, July 21, 2025	08:00am	05:00pm
Tuesday, July 22, 2025	08:00am	08:00pm
Wednesday, July 23, 2025	08:00am	08:00pm
Thursday, July 24, 2025	08:00am	08:00pm
Friday, July 25, 2025	08:00am	01:00pm

Price:

Regular Registration : \$3750.00

Instructors

Name**Additional Resources**

Alex Terwilliger

Facility Detail

Kansas Memorial Union**Kansas Memorial Union 5th Floor**

1301 Jayhawk Blvd

Lawrence, KS 66045

[Add to Cart](#)

Leading EDGE Curriculum

Leading EDGE Program: Curriculum

Leadership: Cultivating a Culture of Distributed Leadership

High-performing organizations distribute leadership across all levels, moving beyond traditional hierarchy to a networked talent model. Participants will:

- Explore leadership philosophies that shape decision-making and organizational culture.
- Examine consultative and participative leadership models, emphasizing empowerment and stewardship.
- Learn the Leadership Functions Framework, which includes Strategic Stakeholder Value Analysis (SSVA), Vision/Values Implementation, Suprasystem Integration, and Leadership Enablement.
- Develop skills in facilitation, engagement, and energizing teams, fostering an adaptive leadership approach.

Vision: Creating a Clear and Compelling Direction

A strong vision aligns employees, stakeholders, and resources toward common goals. Participants will:

- Define and articulate a shared organizational vision that cascades across departments.
- Utilize future-planning and scenario analysis techniques to anticipate and respond to change.
- Integrate personal and organizational leadership aspirations to drive collective impact.
- Apply insights from Marquet's "Turn the Ship Around" framework to transition from leader-follower to leader-leader paradigms.

Values: Defining the Core Principles that Guide Decision-Making

Values drive ethical governance and organizational integrity. Participants will:

- Define and operationalize organizational values, embedding them into policies and decision-making.
- Explore how values influence trust, transparency, and public accountability.
- Understand the Values to Work Culture Spiral, ensuring alignment between individual actions and institutional goals.
- Engage in exercises that assess cultural alignment and build a values-driven workplace.

Strategy: Aligning Resources and Actions for High-Performance Outcomes

Strategic planning is essential for resource allocation, personnel management, and goal-setting. Participants will:

- Conduct Strategic Value Analysis (SVA) to define what high performance means for their organization.
- Use the HPO Seven Diagnostic Questions to critically evaluate organizational effectiveness.
- Learn to balance financial stewardship with community impact, ensuring sustainability and efficiency.

Structure: Building an Adaptive and Collaborative Organization

Rigid hierarchical structures often hinder performance, necessitating adaptable models. Participants will:

- Explore strategies for breaking down silos and fostering interdepartmental collaboration.
- Implement Parallel Organization Structures, providing spaces for strategic thinking separate from daily operations.

- Study the Networked Talent Model, integrating functional alignment, cross-sector partnerships, and team-based leadership.
- Understand the role of suprasystem integration, aligning various government functions into a cohesive unit.

Systems: Creating Mechanisms for Continuous Improvement and Sustainability

Sustainable systems ensure that government operations remain **responsive and effective**. Participants will:

- Implement performance measurement tools for real-time assessment of operational success.
- Explore financial stewardship models, ensuring budgets align with strategic goals.
- Utilize data-driven decision-making approaches, enhancing service delivery and community engagement.
- Engage in the vision to performance spiral, a structured process for embedding high-performance principles into daily work.



City Council Agenda Item

Agenda Item No.: e.4.

Date: April 23, 2025

From: Charlie Bush, City Administrator

Subject: Community Development Grant Amendment - El Patron

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute a grant contract amendment with El Patron not to exceed \$10,000.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

The City Council previously awarded El Patron \$10,000 in grant funding to add outdoor seating. El Patron later realized that the project was not going to be feasible. El Patron is requesting a contract amendment to allow up to \$10,000 to be allocated towards window replacement. Staff have requested a budget from El Patron that will hopefully be available by meeting time. A narrative description of the project is attached.

FISCAL IMPACT, IF APPROPRIATE:

None. This is a reallocation of previously allocated grant funds. If no project moves forward, there would be \$10,000 in reduced expenditures.

ATTACHMENTS:

1. El Patron Request March 28 2025
2. Signed_ElPatron_CDGP_GrantFundingAgreement
3. First Amendment to El Patron CDG 2024_Signed

28 March 28, 2025

From: Jose Parra owner of 'El Patron Mexican Restaurant'.

My business graciously received a grant from our great city of Sedro-Woolley to improve the appearance of my business and to proudly display our town's heritage. My idea was to set up tables outside the restaurant on the sidewalk.

This would require installing a fence strong enough to prevent cars from accidentally crashing or hitting customers while seating outside. After careful consideration with my family and my insurance provider, we concluded that this endeavor could be much more than I was prepared to take on. The thought of someone getting hurt while eating at my restaurant is just too much to handle.

After several months of discussion with my family, we thought of another way to use the grant and improve the appearance of the business and keep with the legacy of the town.

The windows in the restaurant are original single pane glass, and our thought is to replace them with much better-looking windows to enhance the look of the restaurant. Make it more appealing to our guests and visitors. I would like to request the city to please approve this request since it would greatly improve the appearance of the restaurant.

With much respect.

Jose Parra



El Patron Mexican Restaurant.

(360) 224 2482

Josce Patronn

Joscepatronn@gmail.com

CITY OF SEDRO-WOOLLEY COMMUNITY DEVELOPMENT GRANT AGREEMENT

This agreement is made effective as of February 14, 2024 by and between the City of Sedro-Woolley, 325 Metcalf Street, Sedro-Woolley, WA, a municipal corporation of the State of Washington and El Patron LLC, a corporation of the State of Washington.

In this Agreement, the party who is contracting to receive services shall be referred to as "The City", and the party who will be providing the services shall be referred to as "The Organization."

The City desires to have beautification services provided by The Organization through the completion of a community development grant project by The Organization. The City Council established the Community Development Grant Program through Resolution 1117-23 (Attachment D).

Community development grant funding (Grant Program Scope of Work, Attachment A) provided by The City, through the American Rescue Plan Act (ARPA), will assist in helping to beautify Sedro-Woolley through the visible improvement activities of business and nonprofit recipients, stimulating additional investment that improves the economy of Sedro-Woolley.

The Organization must have a visible physical presence in the community where improvements will be made, have applied through the City's Community Development Grant Program (The Organization's Grant Application, Attachment B) to complete a project that will help beautify The City, and met all the standards for funding (The Organization's Review Sheet, Attachment C).

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.** In consideration of the payment of the funds identified in Paragraph Four of this agreement, The Organization will provide the following services (collectively the "Services") beginning on January 18, 2024:

The scope of services to be provided is included in Attachment B, the Organization's grant application.

When the funds have been expended, The Organization will submit to The City a written report and invoice within 30 days detailing the expenditures. In the case of a total project exceeding \$20,000 in grant funds and matching funds combined, The Organization may furnish The City a report at 50% completion and receive reimbursement for the eligible portion of the project.

2. **PERFORMANCE OF SERVICES.** The manner in which the services are to be performed shall be determined by The Organization, consistent with The Organization's grant application (Attachment B).
3. **EQUAL OPPORTUNITY.** In selecting vendors, The Organization shall not discriminate against any low-income family on the basis of sex, race, religion or national origin.
4. **PAYMENT.** The City will pay The Organization \$10,000 for the year 2024 for services provided by Organization. This fee shall be payable in a lump sum after completion of services performed in accordance with this agreement, with the exception of projects over a total of \$20,000 listed in section 1. Total funds paid by The City will not exceed \$10,000 for a business or \$5,000 for a nonprofit.
5. **TERMINATION.** This Agreement shall terminate automatically on December 31, 2024.
6. **SUSPENSION AND DEBARMENT.** By signing this agreement, The Organization certifies that it is not federally suspended or debarred, recognizing that federal suspension or debarment will make The Organization ineligible to receive funding from The City.
7. **RELATIONSHIP OF PARTIES.** The parties understand that The Organization is an independent contractor with respect to The City.
8. **INDEMNIFICATION.** The Organization agrees to indemnify and hold The City harmless from all claims, losses, expenses, fees including attorney fees, costs, and judgments that may be asserted against The City that result from the acts or omissions of The Organization, The Organization's employees, if any, and The Organization's agents.
9. **ASSIGNMENT.** The Organization's obligations under this Agreement may not be assigned or transferred to any other person, firm, or corporation.
10. **NOTICES.** All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

City:

Kelly Kohnken
City Clerk/Finance Director
CITY OF SEDRO-WOOLLEY
325 Metcalf Street

Sedro-Woolley, 98284
360-855-1661

Organization:

El Patron LLC
700 N. Reed Street, Unit 73
Sedro-Woolley, WA 98284
360-224-2482

Such address may be changed from time to time by either party by providing written notice to the other in the manner set forth above.

11. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.
12. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.
13. COMPLIANCE WITH PUBLIC RECORDS LAW. The Organization understands that, except for disclosures prohibited in this contract, The City must disclose to the public upon request any records it receives from The Organization. The Organization further understands that any records obtained or generated by Organization under this contract, except for records that are confidential under this contract, may, under certain circumstances, be open to the public upon request under the Washington Public Records Act, RCW 42.56. The Organization agrees to contact The City immediately upon receiving a request for documents under the Public Records Act and to comply with The City's instructions on how to respond to the request.
14. CITY AUDIT. All records, regardless of physical form, and the accounting practices and procedures of The Organization relevant to this contract are subject to examination by the City or the City's designee. The Organization must maintain all such records for at least three years following completion of this contract.
15. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

CITY Of SEDRO-WOOLLEY

EL PATRON LLC

DocuSigned by:

Julia Johnson

3C84008CC8484BD...
Julia Johnson, Mayor

Rose Porra

, Registered Agent

Federal Tax Status: _____

Secretary of State Registration # 603
154 242

Federal Tax ID 80-0776076

BUILDING OWNER (if rented space will
be improved)

DocuSigned by:

[Signature]

E369AAAAC0704C1...

ATTEST:

DocuSigned by:

Kelly Kohnen

2C53B290694B4A9...
_____, City Clerk

APPROVED AS TO FORM:

DocuSigned by:

Nikki Thompson

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Nikki Thompson, City Attorney

SCOPE OF WORK FOR SEDRO-WOOLLEY COMMUNITY DEVELOPMENT GRANT PROGRAM

General Intent

The purpose of this grant program is to beautify the city and to get more people involved in taking care of our community, through the activities of the businesses and nonprofit sectors. When people work together to help beautify Sedro-Woolley, they will develop a stronger sense of community, bond with neighbors and local businesses, become more likely to help with future projects, make additional community investments, and invite friends and family to participate.

Program Description

The Sedro-Woolley City Council has made \$140,000 in funding available for reimbursement grants of up to \$5,000 for nonprofits and \$10,000 for businesses. Grant funds must be expended within the corporate City limits of Sedro-Woolley, Washington.

Grant funds are provided for project materials, except in circumstances where specialty labor not locally available is needed to complete the project. Projects must be completed in publicly facing areas. If the total cost of a project exceeds \$20,000, then the City will reimburse its eligible portion of the project after the project reaches 50% completion.

Grant Eligibility Requirements

Eligible applicants:

- Non-National Franchise Businesses
- Non-profit organizations

Example projects include:

- Clean-up costs (ex. stains on sidewalks)
- Landscaping
- Exterior paint
- Awning replacement/maintenance
- Upgrades to signs
- Lighting
- Business cleanup of publicly visible areas
- Historical markers signifying events and people that are more than 50 years old

- Advertising for city tourism (No more than twice per year)
- More bike and pedestrian friendly elements (ex. bike racks, benches) – project may receive Arts Commission review, if items have unique design features
- New Murals and Mural Refurbishment (see Sedro-Woolley Municipal Code section 17.51) – project will receive Arts Commission review
- New statues and statue refurbishment – project will receive Arts Commission review
- Loggerrodeo and other art installations – project will receive Arts Commission review

Grant Evaluation and Selection Considerations

The City Council will serve as the grant evaluation and selection committee, after an advisory public yes or no vote on the projects, and a recommendation from the Arts Commission for certain types of projects. City staff from the Executive Department, Finance Department, and other departments, as needed, will provide staff support. Staff will review applications for completeness and submit materials to the Council, for further evaluation. The City will advertise the program and place any applications received beyond 50 on a waiting list. Up to the first 50, pending the availability of funds, will be vetted, and voted upon by the public, prior to City Council consideration.

To be funded, the project must have the potential to increase City tax revenues, either directly or indirectly.

Grant Process

The application period will open on August 21st, 2023 and remain open until funding is exhausted. Once a grant is awarded by the City Council, the City's Finance Department staff will work with the recipient(s) to execute a contract. Requested for grant reimbursement will also be processed through the Finance Department. Funds must be expended within one year of grant award or by October 31, 2026, whichever comes first.

Sedro-Woolley Community Development Grant Program Application

Date of Application: 11/26/2023
Full Legal Name (Organization): El Patron LLC
Applicant Mailing Address: 700 N Reed St Unit 73 Sedro-Woolley WA 98281
Project Physical Address: 903 3rd St Sedro-Woolley WA 98284
Phone Number: (360)224-2482
Primary Contact: 266 224-2482
Website (if applicable): _____
Email Address: josepatron@gmail.com

Grant Amount Requested (maximum \$5,000 per nonprofit and \$10,000 per business): 10,000

Optional Matching Funds: _____

Grant Eligibility Requirements:

- Businesses and non-profit organizations are eligible to apply for funds
- Businesses must possess and active City of Sedro-Woolley business license, if required by law
- Applications must be approved prior to the project start date
- Maximum funding limit is \$5,000 per nonprofit, or \$10,000 per business
- National franchises are not eligible
- Improvements must be made to a public-facing area.
- Projects will be vetted for completeness by City staff, may go to the Arts Commission for recommendation to the City Council, and will be subject to a public advisory vote. The City Council will make the final decision on whether to fund a project.
- Once funded, grants will be reimbursement grants. One exception is for projects greater than \$20,000 in total. Those projects can have their city-eligible funds reimbursed when they are more than 50% complete.

CITY OF SEDRO-WOOLLEY
RECEIVED ON

NOV 29 2023

TIME: 2:08
INITIALS: ED

Proposal - provide an explanation of the project including who/what/where/when/why, attach at least three photos of the area/areas needing improvement (500 words or less):

We would like to put tables and chairs outside to call the attention of the public. We get many questions of why we have no outdoor seating, by doing this project outside the restaurant we would be able to bring more people in. We would also like to secure the guests with an outdoor 4ft fence to separate the parking lot and the sidewalk from the guests seated outside. The purpose of this fence would ensure the safety of our guests from the cars that are parked on our front parking lot.

Budget – provide a line-item budget, including information and amounts of any outside funding sources:

Fence = 4K-5K

Tables + chairs = 4K-5K

Impact – discuss how your project will directly or indirectly increase tax revenues in Sedro-Woolley (250 words or less):

Would increase number of incoming clients who enjoy outdoor seating would help increase the number of income to the restaurant which would increase the total of tax revenue to the city.

Romero Construction LLC

PO BOX 2986
Arlington, WA 98223 US
(360) 770-8239
romero.construction22@gmail.com



Estimate

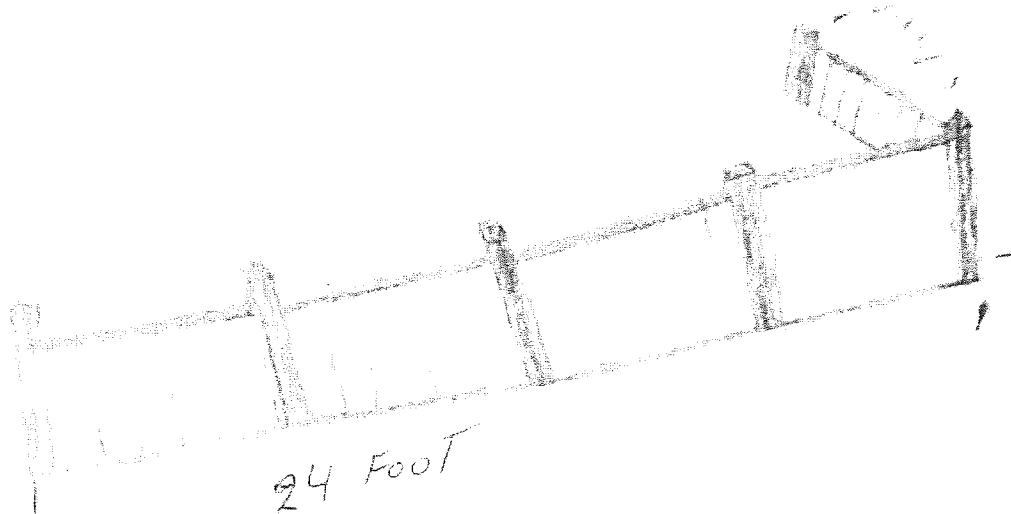
ADDRESS	SHIP TO	ESTIMATE	1035
Jose Parra	Jose Parra	DATE	11/28/2023
903 3rd St	903 3rd St		
Sedro Woolley, Wasington	Sedro Woolley, Wasington		
98284	98284		

DATE	ACTIVITY	DESCRIPTION	RATE	AMOUNT
	labor and materials	Build and install handrails on front walkway.	4,000.00	4,000.00T
SUBTOTAL				4,000.00
TAX				352.00
TOTAL				\$4,352.00

Accepted By

Accepted Date

Background provide any additional background information you feel is relevant, including an artist rendering of your project (250 words or less, an art attachment is strongly encouraged).



Authorization

I, (print name) Jose Parra the (print title, if applicable) Owner
of (print organization name, if applicable) El Patron

have approved the submission of this proposal.

If I/we receive a grant, I/we agree to enter into a contract with the City of Sedro-Woolley promising to:

- 1) Execute the project, as planned;
- 2) If a religious organization, not proselytize as any part of the project to be completed;
- 3) Provide all documentation necessary (included in the contract) to verify and receive reimbursement for the project.

Name and Title of Authorizing Member: Jose Parra, owner
Signature: Jose Parra Date: 11-26-2023

Proposals can be mailed to: Charlie Bush, City Administrator
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

OR submitted via email to: cbush@sedro-woolley.gov

Please include a completed and signed application and proposal with "Sedro-Woolley Community Development Grant Program" on the subject line.







Sedro-Woolley Community Development Grant Program

Review Sheet

Basic Information

Application Number: ___10_____

Applicant: ___El Patron LLC_____

Application Complete (yes/no): _____yes_____

Check One

Local Business (non-franchise, yes-no): _____yes_____

City Woolley Business License (yes/no): _____yes_____

Address verification (yes/no): _____yes_____

Nonprofit Organization (yes/no): _____no_____

Project Information

Is the Project Public Facing (yes/no): ___yes_____

Grant Request Amount at \$10,000 maximum for a business or \$5,000 maximum for a nonprofit, or under that amount (yes/no): _____yes, \$10,000_____

Other Review

Arts Commission (yes/no): ___no_____

CITY OF SEDRO-WOOLLEY
Sedro-Woolley, Washington

**RESOLUTION 1117-23 - ESTABLISHING THE SEDRO-WOOLLEY COMMUNITY
DEVELOPMENT GRANT PROGRAM**

**A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON
CREATING THE SEDRO-WOOLLEY COMMUNITY DEVELOPMENT
GRANT PROGRAM (SW-CDGP).**

WHEREAS, the City of Sedro-Woolley seeks to get more people involved in taking care of and enhancing the community; and

WHEREAS, when people work together to help beautify Sedro-Woolley they will develop a stronger sense of community, bond with neighbors and local businesses, become more likely to help with future projects, and invite friends and family to participate.; and

WHEREAS, the City considers community beautification and caretaking a part of economic development; and

WHEREAS, the City Council has allocated \$300,000 in federal American Rescue Plan Act (ARPA) for economic development purposes; and

WHEREAS, the Council desires to allocate \$140,000 of this \$300,000 for economic development towards the Sedro-Woolley Community Development Grant Program (SW-CDGP), which will serve these purposes; and

WHEREAS, the grant program will launch in August 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, AS FOLLOWS:

Section 1: Establishes the Sedro-Woolley Community Development Grant Program (SW-CDGP)

The program will operate according to the contract and guidance established in Exhibit A and the application included in Exhibit B.

ADOPTED by the City Council and **APPROVED** by the Mayor this 26th Day of July 2023.

CITY OF SEDRO-WOOLLEY

DocuSigned by:
By Julia Johnson
3C840D8CC8484BD...
Julia Johnson, Mayor

ATTEST:

DocuSigned by:
By Kelly Kohnken
2C53B290094B4A9...
Kelly Kohnken, City Clerk

**AMENDMENT 1 TO THE FEBRUARY 14, 2024 COMMUNITY DEVELOPMENT
GRANT AGREEMENT BETWEEN THE CITY OF SEDRO-WOOLLEY AND EL
PATRON LLC**

WHEREAS, the City of Sedro-Woolley and El Patron LLC entered into a grant contract on February 14, 2024 to help fund exterior improvements at the business; and

WHEREAS, all of the City's Community Development Grant Program grant contracts expire on December 31, 2024; and

WHEREAS, some projects are completed but are still collecting documentation that needs to be submitted to the City for reimbursement, some projects need more time due to poor weather preventing work, and some projects are still working to get started;

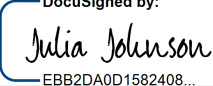
NOW THEREFORE, the grant contract is amended as follows:

5. **TERMINATION.** This agreement shall terminate automatically on ~~December 31, 2024~~ June 30, 2025. This shall be the only grant extension provided.

The parties have agreed to this amendment this 4th day of December, 2024.

CITY OF SEDRO-WOOLLEY

EL PATRON LLC

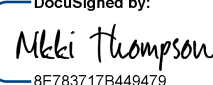
By  EBB2DA0D1582408...

Julia Johnson, Mayor

By 

Jose Parra, Registered Agent

Approved as to form:

 8E783717B449479...

Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: e.5.

Date: April 23, 2025

From:

Subject: Dismissal of Defendant Dakota Drug from the Opioid MDL Litigation

RECOMMENDED ACTION:

Motion to dismiss defendant Dakota Drug from the Opioid MDL Litigation.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Dakota Drug has been a defendant in the Opioid MDL Litigation since 2021. Extensive investigatory work has been done, which has resulted in a determination by the City's outside legal counsel (Keller Rhorback) that Dakota Drug is unlikely to be able to pay any settlement of claims. Keller Rhorback is seeking authority to dismiss this defendant from the MDL.

FISCAL IMPACT, IF APPROPRIATE:

NA

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: f.1.

Date: April 23, 2025

From: Julia Johnson, Mayor

Subject: North Star Director of Initiatives Monica Negrila

RECOMMENDED ACTION:

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. 2025 04 23 Sedro-Woolley City Council Presentation

North Star

City of Sedro-Woolley Council Meeting| April 23, 2025



Agenda

- North Star overview
- North Star accomplishments
- Opportunities for collaboration



North Star Overview



What is North Star?

A public-private partnership uniting governments, first responders, housing and health organizations, and many other community leaders.



Why North Star?

North Star's collaborative approach is more effective, costs less, and gets people the support and services they need, when they need them.

3 Year Vision

No one in our communities has to live in their car or on the street.

Everyone can get the services they need when they need them.

Our key partners know what North Star is and want to be a part of it.

Durable Governance,
Staffing and Funding

Effective Community-
Based System of Care

Stable, Safe Housing
for Everyone

These strategic pillars anchor our Strategic Plan – keeping us accountable to deliver on our vision.

North Star Accomplishments

Some of the successes...

Type of Funding	Funds
New funding (grants, legislative dollars, etc.)	\$40,426,000
Co-Funding aligned to North Star priorities (local sales tax dollars, etc.)	\$10,950,000
Collaborative funding prior to North Star	\$4,876,744

Funding Highlights



Martha's Place

Startup: \$22.5M (State, County, Mount Vernon)

Annual Operations: \$1.5M (County, City of Burlington and Mount Vernon)



First Step Center

Startup: \$440,000 (County, Burlington, Mount Vernon)

Annual Operations: \$1M (State, County, Burlington)



Skagit STAR Center

Startup: \$26M (State, County)

Operations: State Medicaid reimbursement

2025 – Operations Startup: State Legislative Agenda

Skagit STAR Center



Julota



Coordinated Entry



2025 successes in the making...



Annual NOFA for Homeless Housing and Services



Co-Response Task Force

Collaborative Approach and Plan



Housing Task Force

Housing Pipeline Regulations & Data



Recovery Task Force

Peer Coaches

Joint Funding Application



Inaugural Symposium



Joint City Council Meeting



Enhancing the North Star Structure



Widening the North Star Eco-system

Opportunities for Collaboration



- Attend the North Star Connect symposium – June 6, 2025.
- Engage in a Joint Council Meeting – June 6 or June 10, 2025.
- Explore options for collaborative use of Opioid Settlement Funds.
- Consider formalizing the partnership.

North Star Connect

symposium

June 6, 2025 | 9:00 am - 4:00 pm
Swinomish Casino & Lodge

To register or learn more about this event,
visit **northstarskagit.org/connect**



Many thanks to North
Sound BH-ASO for being
our lead sponsor!



City Council Agenda Item

Agenda Item No.: f.2.

Date: April 23, 2025

From: Julia Johnson, Mayor

Subject: First Steps and Friendship House - Jonathan Klein

RECOMMENDED ACTION:

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: f.3.

Date: April 23, 2025

From: Julia Johnson, Mayor

Subject: Community Court - Judge Stiles

RECOMMENDED ACTION:

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. SEDRO-WOOLLEY COMMUNITY COURT



SEDRO-WOOLLEY COMMUNITY COURT

Presentation to the
Sedro-Woolley City Council
April 23, 2025

FIVE FACTORS IMPACTING CRIMINAL HISTORY

Substance Use

Mental Illness

Lack of Driver's License

Homelessness

Unemployment

CHARGES ELIGIBLE FOR COMMUNITY COURT

Possession of Controlled Substance

Driving While License Suspended 3rd
Degree

Theft 3rd Degree

Criminal Trespass

Disorderly Conduct

Assault 4th Degree (Non-DV)

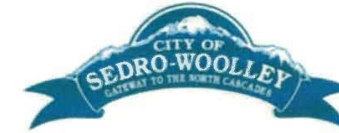
69.50.4013. Possession, use of controlled substance--Penalty--Referral to assessment and services--Possession of useable cannabis, cannabis concentrates, or cannabis-infused products--Delivery

- (c) In lieu of jail booking and referral to the prosecutor, law enforcement is encouraged to offer a referral to assessment and services available under RCW 10.31.110 or other program or entity responsible for receiving referrals in lieu of legal system involvement, which may include, but are not limited to, arrest and jail alternative programs established under RCW 36.28A.450, law enforcement assisted diversion programs established under RCW 71.24.589, and the recovery navigator program established under RCW 71.24.115.

COMPLIANCE RATES

ALL CASES
92%

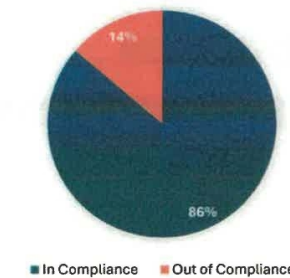
ACTIVE CASES
86%



Sedro Woolley Community Court

Historical Data	
Total Cases Since Program Inception	101
Total Revocations Since Program Inception	8
Current Active Data	
Total Active Cases	51
Total Active Warrants	7
Currently On Track to Graduate	44
Currently Out of Compliance	7

City of Sedro Woolley Current Participant Compliance Rate



PARTICIPANT NEEDS

Substance Use Treatment 41%

Mental Health Treatment 23%

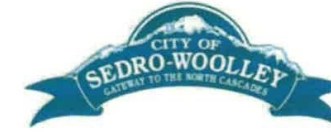
Driver's Licensing 14%

Moral Reconciliation Therapy 9%

Housing 4.5%

Employment 4.5%

Other 4.5%

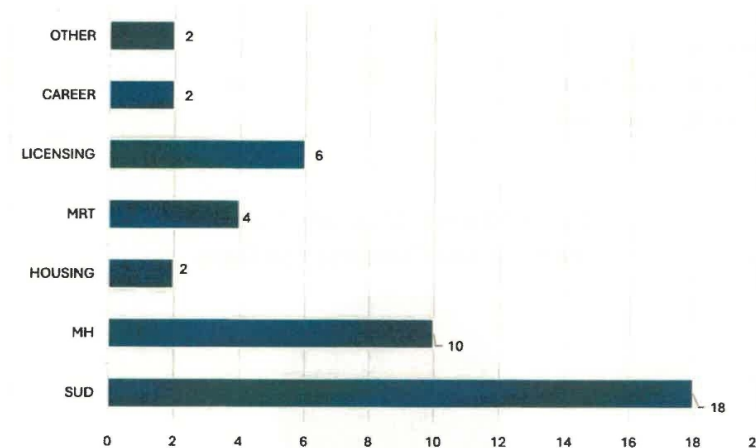


Sedro Woolley Municipal Court

Current Active Court Ordered Community Court Client

Sentencing Requirement Terms

SENTENCING CATEGORIZED BY PARTICIPANT NEED



Community Court Active Cases (as of 4/1/2025)

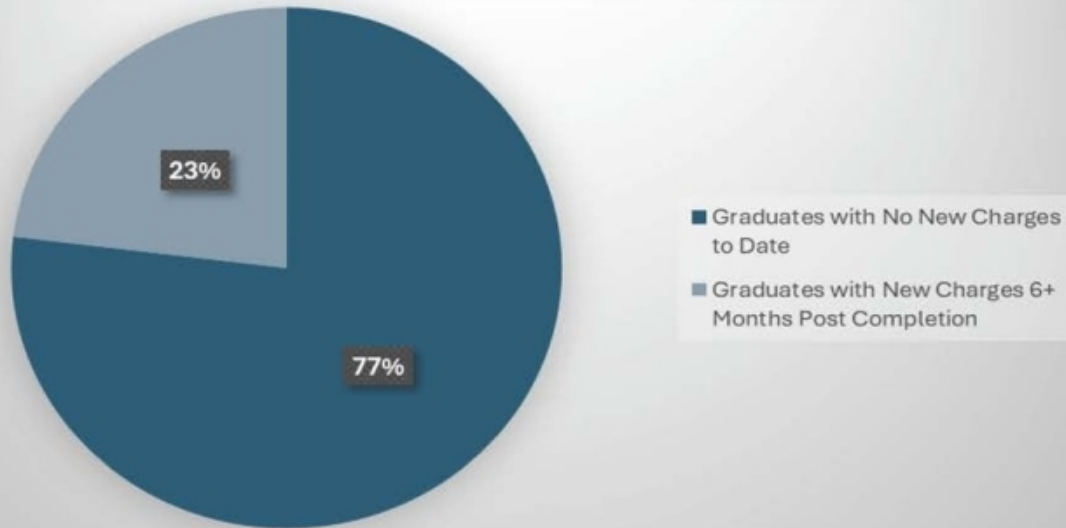
Primary Court	Compliant	Graduation Date	Not Compliant	Active Warrant	Warrant Age In Months	FTA PO Meeting	SUD Txmt	MH Txmt	Housing	MRT	DVSAS	Theft Awareness	School	Licensing	Career	ID Assistance	Health Care	Gambling Txmt
SWM	X	25-Oct										X						
SWM	X	25-Sep					X											
SWM	X	26-Dec					X											
SWM	X	25-Sep						X										
SWM	X	25-Mar								X								
SWM	X	25-Sep												X				
SWM	X	25-Oct								X								
SWM	X	25-Oct					X		X									
SWM	X	26-Dec					X	X										
SWM	X	25-Nov								X								
SWM	X	25-Feb					X											
SWM	X	26-Nov						X										
SWM	X	25-Sep					X								X			
SWM	X	26-Sep					X											
SWM	X	26-Mar					X	X										
SWM	X	25-Mar								X	X							
SWM	X	26-Jan						X										
SWM	X	25-Sep					X											
SWM	X	26-Dec												X				
SWM	X	26-Dec					X											
SWM	X	25-Jul						X										
SWM	X	25-Mar						X										
SWM	X	25-Mar							X					X				
SWM	X	25-Apr												X				
SWM	X	25-Sep					X											
SWM	X	26-Oct					X	X										
SWM	X	25-Aug					X											
SWM	X	25-Dec					X											
SWM	X	26-Dec					X											
SWM	X	25-Apr					X											

Community Court Active Cases (as of 4/1/2025)

Primary Court	Compliant	Graduation Date	Not Compliant	Active Warrant	Warrant Age in Months	FTA PO Meeting	SUD Txmt	MH Txmt	Housing	MRT	DVSAS	Theft Awareness	School	Licensing	Career	ID Assistance	Health Care	Gambling Txmt
SWM	X	27-Mar						X						X				
SWM	X	27-Jan					X											
SWM	X	27-Feb					X											
SWM			X			X	X											
SWM			X			X	X											
SWM			X			X								X				
SWM			X			X	X											
SWM			X			X	X											
SWM			X			X	X											
SWM			X			X	X											
SWM			X	X	24		X											
SWM			X	X	28		X											
SWM			X	X	2			X										
SWM			X	X	23										X			
SWM			X	X	9													
SWM			X	X	27		X											
SWM			X	X	20		X											
SWM			X	X	7		X											

ID Number	Date Completed	Completion Type	Recidivism Information
20310229	12/20/2024	SUCCESSFUL	No New Charges Since Dismissal
20310128	10/3/2024	SUCCESSFUL	No New Charges Since Dismissal
20309873	12/2/2024	SUCCESSFUL	No New Charges Since Dismissal
20309642	11/21/2024	SUCCESSFUL	No New Charges Since Dismissal
20309821	12/5/2024	SUCCESSFUL	No New Charges Since Dismissal
20310174	7/18/2024	SUCCESSFUL	No New Charges Since Dismissal
20310165	7/18/2024	SUCCESSFUL	New Charge 7 Months after Dismissal
20310078	6/6/2024	SUCCESSFUL	No New Charges Since Dismissal
20310081	6/20/2024	SUCCESSFUL	No New Charges Since Dismissal
20309834	6/6/2024	SUCCESSFUL	No New Charges Since Dismissal
20309800	5/16/2024	SUCCESSFUL	New Charge 8 Months after Dismissal
20308360	1/18/2024	SUCCESSFUL	New Charge 6 Months after Dismissal
20309531	2/1/2024	SUCCESSFUL	No New Charges Since Dismissal

Sedro-Woolley 2024 Recidivism



NEW CHARGES RATE OF 2024 GRADUATES

23%

Come visit Community Court in Action!

First and Third Thursdays beginning at 9:30 AM.
Sedro-Woolley Municipal Court



City Council Agenda Item

Agenda Item No.: g.1.

Date: April 23, 2025

From: Charlie Bush, City Administrator

Subject: Human Services Funding Update and Check-In

RECOMMENDED ACTION:

Varies, depending upon the funding source

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Staff will provide an update regarding House Bill 1406 Funds, House Bill 1590 Service Funds, House Bill 1590 Construction Funds, and Opioid Funds, requesting direction and/or clarifying Council direction at several points in the presentation.

The City's House Bill 1590 Construction Funding RFP is set to go out on May 5th to providers. The current timeline calls for contracts to be finalized in October. House Bill 1590 Service Funding contracts are underway in the community but most will gradually expire as the year progresses.

The City does not have a current House Bill 1406 contract but received the attached request from Family Promise on April 17th. Given the prior contracts with Family Promise, which not only spent down the annual revenue but also the previously accumulated fund balance, the current fund balance is down to \$27,000. Annual cash flow is about \$15,000.

The City spent approximately \$15,000 on a K9 purchase with Opioid funds to date but continues to accumulate funds and is under an obligation to meet an extensive set of MOU requirements as it begins the process of expending those funds.

FISCAL IMPACT, IF APPROPRIATE:

Varies, depending upon the policy choice(s).

ATTACHMENTS:

1. Family Promise 2025 HB 1406 Funding Request

Charlie Bush

From: Audrea Woll <audrea@familypromiseskagit.org>
Sent: Thursday, April 17, 2025 10:15 AM
To: Charlie Bush
Subject: 1406 funding Request
Attachments: Sedro Woolley 1406 Funding Request 2025.pdf

CAUTION: This email originated from outside of the City of Sedro-Woolley mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Charlie,

Thank you for taking the time to meet with me today—I really appreciate your support and guidance.

As discussed, I'm submitting our formal request to reinstate the \$20,000 in HB 1406 funds originally approved by the Sedro-Woolley City Council in 2023 and 2024 to support the purchase of Promise House. Although the project was delayed due to appraisal and subdivision challenges, we're now in a strong position to move forward. We've secured an additional \$30,000 in matching funds from the Harnish Foundation and anticipate entering escrow within the next two months.

I've attached a revised Letter of Intent that outlines the request, project background, and the impact Promise House will have for local families.

Please let me know if there's anything else you need or if I should revise anything before it's shared with Council.

Warmly,

Audrea Woll

Executive Director

Family Promise of Skagit Valley

 360-854-0743

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Audrea Woll

Executive Director

Family Promise of Skagit Valley

Office 360-854-0743 Ext: 201

<http://familypromiseskagit.org>

4/15/2025

Dear Members of the Sedro-Woolley City Council,

I hope this message finds you well. I am writing on behalf of Family Promise of Skagit Valley to respectfully request the reinstatement of a previously approved \$20,000 funding contract through HB 1406 funds to support the purchase of Promise House, our transitional housing site in Sedro-Woolley.

This funding was originally approved by the Council for use in 2023–2024; however, the purchase process was delayed due to appraisal complexities, funding alignment issues, and a lengthy subdivision process. We are now pleased to share that we have secured an additional \$30,000 from the Harnish Foundation to match the City’s investment, and we anticipate entering escrow within the next two months.

Background and Urgent Need

Family Promise of Skagit Valley has served families experiencing homelessness since 2015, using a trauma-informed model to stabilize families and transition them to permanent housing. In the 2022–2023 school year, 968 Skagit County students were identified as homeless—284 of them from Sedro-Woolley alone. By applying a nationally accepted method that accounts for an additional 40% of non-school-age children, we estimate there are approximately 398 homeless children in Sedro-Woolley today.

Promise House is a critical part of our solution. It provides second-stage transitional housing in a family-focused setting that allows children to remain in their schools and parents to build stability without the trauma of uprooting.

Community Impact and Long-Term Benefits

Your renewed support will help close the gap in affordable housing for Sedro-Woolley’s most vulnerable families. In 2023, 95% of the families we served were below 30% of the Area Median Income (AMI), many having faced job loss, medical emergencies, or domestic violence. With stable housing and wraparound services—including case management, mental health support, and employment readiness—we help families heal and rebuild.

The Promise House project is designed with long-term sustainability in mind. Program fees will help cover operational costs, ensuring these units remain affordable and impactful for years to come.

Request and Closing

We respectfully request the renewal of the \$20,000 contract to support this critical housing project. This investment, alongside new matching funds from the Harnish Foundation, will allow us to move into escrow and complete the purchase of Promise House, fulfilling the original intent of the Council's 2023 approval.

Please don't hesitate to reach out with any questions or to schedule a time to meet. I can be reached at (360) 854-0743 or via email at audrea@familypromiseskagit.org.

Thank you for your continued commitment to addressing homelessness in Sedro-Woolley.

Warm regards,

Audrea Woll

Executive Director

Family Promise of Skagit Valley



City Council Agenda Item

Agenda Item No.: m.1.

Date: April 23, 2025

From: Thomas Glover, Community Development Director

Subject: Proposed Amendments to Chapter 2 of the Comprehensive Plan - Land Use Element

RECOMMENDED ACTION:

No action required/requested, other than to obtain feedback from Council on content.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Included herein as **Attachment 1** is a memo prepared by FACET, our professional land use consultant team helping the City with the completion of the Comprehensive Plan Periodic Update. It summarizes proposed changes to the Land Use Element of the Comprehensive Plan (**Attachment 2**). The proposed changes include new and amended goals and policies, as well as changes to the background information based on the recently completed land capacity analysis and housing allocations by income level.

The purpose of this presentation is to review with you the proposed revisions and obtain constructive feedback. Staff are particularly interested in your observations regarding the clarity, completeness, and alignment of the proposed changes with the community's long-term vision and the State's requirements.

FISCAL IMPACT, IF APPROPRIATE:

Not applicable.

ATTACHMENTS:

1. Comp Plan Land Use Element Draft Edits_City Memo
2. Land Use Element Markup_CC Review

MEMORANDUM

Date:	April 10, 2025
To:	Tom Glover, Director, Community Development Department
Cc:	Nicole McGowan and Ashton Sandoval Oaks
From:	Matt Covert, Donna Keeler
Project Name:	Sedro-Woolley Comprehensive Plan Update
Facet Number:	2401.0458.00

RE: Draft Land Use Element Revisions

This memorandum is part of Sedro-Woolley's Comprehensive Plan Periodic Update project to provide recommendations for updates to the existing Land Use Element chapter. Per RCW 36.70a.070, comprehensive plans must include a land use element designating the proposed general distribution and general location and extent of the uses of land, where appropriate, for housing, commerce, industry, recreation, open spaces and green spaces, urban community forests, and other uses as appropriate. This element must also include a land use map and give special consideration to achieving environmental justice in its goals and policies. Additionally, wherever possible, the land use element should consider utilizing urban approaches that promote physical activity and reduce per capita vehicle miles traveled within the City and take other factors into consideration such as stormwater runoff and mitigating the risk of lives and property posed by wildfires and other hazards.

Attached for your review and discussion on April 15th, 2025, please find initial draft revisions to the Land Use Element. The proposed edits are designed to address state requirements while reflecting input received to date from members of the public, City Staff, Planning Commission and City Council. **Additions are shown as underlined, and deletions are noted in ~~striketrough~~ format.**

Key changes / recommendations to note include the following:

- The introduction has been shortened and background information is proposed to be moved to the Appendix / Volume 2.
- The section describing existing land uses and land capacity has been updated to reflect current data.
- A description of new requirements for housing allocations (based on income levels) has been incorporated.
- There are new policies to address VMT reduction and environmental justice.
- New policies on the TMCO District, including a recommendation to create a new zone.
- A new policy addressing battery storage sites and other hazardous uses.
- A new policy allowing for small-scale manufacturing in designated commercial zones or corridors.

- Removed SMP policies as they are duplicative.

Please note that Facet is developing a new format or “look” that will be provided at a future meeting, along with an updated land use map and additional clean-up. The attachment here is for review of goals and policy changes only. Revisions to the remaining chapters will be made available over the next few weeks.

Please feel free to contact us if you have any questions or concerns. We look forward to discussing the proposed revisions with the Planning Commission next week.

DRAFT

2.122.0 Land Use Element

Introduction

The land use element is central to all other elements. It addresses the general pattern of land use within Sedro-Woolley and provides a framework to guide the City's growth and development over the next twenty years. This element also ensures the mix of land uses in the city supports the vision for the future.

The Washington State Growth Management Act requires cities and towns to show how they will be able to accommodate growth over a twenty-year period through zoning, sufficient buildable land capacity, development regulations, capital facilities, services, and programs. Appendix A in Volume 2 contains the Land Use Element background information with data and analysis that provides the foundation for the Land Use Element goals and policies.

Commented [DK1]: Links to referenced documents will be provided in final draft.

EXISTING LAND USES AND LAND ~~AVAILABILITY~~CAPACITY

Commented [AP2]: Replaced with updated LCA information.

The City of Sedro-Woolley (and Skagit County within the unincorporated Sedro-Woolley Urban Growth Area) must include areas and densities sufficient to permit the urban growth that is projected to occur in the city for the 20-year planning period. This includes areas sufficient to accommodate the "broad range of needs and uses that will accompany the projected urban growth including, as appropriate, medical, governmental, institutional, commercial, service, retail, and other nonresidential uses" (RCW 36.70A.110).

Central to this planning is the completion of a land capacity analysis (LCA) that identifies land within the city with capacity for new housing and employment uses. For the 2025 Comprehensive Plan, Sedro-Woolley completed an LCA based on the methodology of the "buildable land and land capacity analysis report" that was included in the previous comprehensive plan. Some important changes were made to this methodology and are described in Appendix A of this 2025 Plan.

The population and employment growth targets and allocations, along with housing allocations by income bracket, were developed through the Skagit Council of Governments (SCOG) and its Growth Management Steering Committee in early 2024. The final countywide population and employment projections and targets anticipate that Skagit County will grow by 29,580 people to a total population of 160,830 by 2045. This is based on the Washington State Office of Financial Management's medium population projection for the county.

For the City of Sedro-Woolley, the population target in 2045 is 16,596 - an increase of 4,000 people over the 2022 baseline. The unincorporated UGA is expected to grow by another 486 people to 1,986, for a total Sedro-Woolley UGA population of 18,582 in 2045.

<u>UGA</u>	<u>2022</u>	<u>2025</u>	<u>2045</u>	<u>2022-2045 Population Growth</u>	
	<u>Population</u>	<u>Population</u>	<u>Population Targets</u>	<u>Amount</u>	<u>Pct Total Growth</u>
<u>Sedro-Woolley City</u>	<u>12,596</u>	<u>13,236</u>	<u>16,596</u>	<u>4,000</u>	<u>14%</u>
<u>Unincorporated</u>	<u>1,500</u>	<u>1,578</u>	<u>1,986</u>	<u>486</u>	<u>2%</u>
<u>Sedro-Woolley UGA Total</u>	<u>14,096</u>	<u>14,813</u>	<u>18,582</u>	<u>4,486</u>	<u>15%</u>

Source: SCOG, 2024

The employment growth allocation for the entire UGA is an increase of 2,399 jobs over the 2022 baseline of 4,640 jobs for a total 2045 employment target of 7,040 jobs - a compound annual growth rate of 1.8 percent per year over the planning period.

<u>UGA</u>	<u>2022 Employment</u>	<u>2045 Employment Target</u>	<u>2022-2045 Emp Growth</u>	<u>Pct Total Growth</u>	<u>CAGR</u>
Sedro-Woolley UGA	4,640	7,040	2,399	12%	1.8%

Source: SCOG, 2024

The LCA has produced an overall capacity within the city of 2,588 housing units (5,914 new residents) and 3,933 jobs. The latter includes the capacity of the SWIFT Center on the campus of the former Northern State Hospital.

<u>Zone</u>	<u>Vacant</u>	<u>Partially Vacant</u>	<u>Total</u>	<u>Market Factor</u>	<u>Final Housing Units, Inc. Infrastructure</u>	<u>Population</u>
Residential 5 (R5) (large lot)	563	769	1,332	1,094	820	2,297
Residential 5 (R5) (small lot)	87	760	847	378	283	794
Residential 7 (R7) (large lot)	89	166	255	208	156	438
Residential 7 (R7) (small lot)	144	529	673	334	251	701
Residential 15 (R15)	99	38	137	115	86	134
Residential 1 Environmentally Constrained (R1)	0	0	0	0	0	0
Mixed Commercial (MC)	410	331	741	613	460	719
Transitional Mixed Commercial Overlay (TMC0)	40	34	74	61	46	72
Central Business District (CBD)	54	80	134	110	82	129
Urban Village Mixed Use (UVMU)	354	296	650	538	403	630
Total	1,840	3,003	4,843	3,451	2,588	5,914

Source: Facet, 2024

Note: Residential capacity in the commercial zones is calculated using units per building, not dwelling units per acre.

Zone	Vacant Acres	Partially Vacant Acres	Vacant Jobs	Partially Vacant Jobs	Total	Market Factor	Public Land Deduction	Total Jobs
Central Business District (CBD)	3.65	5.42	68	91	159	119	89	89
Industrial (I)	46.77	11.31	287	58	345	259	194	194
Transitional Mixed Commercial Overlay (TMCO)	2.61	2.17	50	42	92	69	52	52
Mixed Commercial (MC)	26.46	21.20	516	400	916	687	515	515
Urban Village Mixed Use Overlay (UVMU)	12.13	8.50	240	165	405	304	228	228
Public (P), SWIFT Center	10.46	81.00	657	2,198	2,855	n/a	n/a	2,855
Total	102.06	129.60	1,818	2,954	4,772	1,438	1,078	3,933

Source: Facet, 2024

Note: Jobs capacity is calculated using assumptions of 6.5 jobs per acre for industrial zones and 20 jobs per acre for commercial zones.

The LCA shows that the City's current land has capacity to accommodate the population and employment targets.

The zoned acreage in city and UGA parcels in 2024 is as follows:

Zone	Acres - City	Acres - UGA
R5	789.4	409.0
R7	567.4	39.5
R15	71.1	0
R1	0	33.2
CBD	78.6	0
I	163.3	10.1
I - TMCO	40.4	0
MC	193.1	5.8
MC - UVMU	34.0	0
OS	25.5	15.0
P	414.4	266.0

Zone	Acres – City	Acres – UGA
<u>Total</u>	<u>2,329.1</u>	<u>778.6</u>

Allocations of housing units that Sedro-Woolley must plan for in its housing element are distinct from the overall population and employment targets described in the land use element. Analysis of housing needs, gaps, and adequate provisions made to address gaps between capacity and allocations by income bracket are discussed in detail in the housing element.

~~—The following data is provided as a statement of the current status of land availability. The jurisdictions in Skagit County have reviewed the State Office of Financial Management’s (OFM) high, medium and low growth projections for Skagit County. Through a cooperative planning process, which included review by the Skagit Council of Government (SCOG) Growth Management Steering Committee, the jurisdictions determined that a medium-low population growth projection for the next 20 years is the best estimate. The expected population projection through 2036 in Skagit County is 155,452 residents. This is an increase of 35,751 from the estimated 2105 population. Complete data regarding the County’s projected population growth can be found in the Countywide Planning Policies.~~

~~—The 2036 population forecast for Sedro Woolley and its unincorporated UGA is 17,069. (The 2025 population forecast for Sedro Woolley, including the unincorporated urban growth area, was 15,000.) The 2015 estimated population of Sedro Woolley is 10,700 residents in the city, and 12,514 in the city and UGA combined. Therefore an increase of 4,555 residents is expected—and must be planned for—in the city and UGA between 2015 and 2036.~~

2015 OFM Estimated Population

~~City Limits: 10,700~~

~~Unincorporated UGA: 1,814~~

~~—The current city limits encompasses 4.1 square miles.~~

~~—On behalf of the City of Sedro Woolley, the economic and development consulting firm E. D. Hovee & Company, LLC (EDH) has prepared a buildable land and land capacity analysis report (Report) as part of the City’s Comprehensive Plan update which also involves review of urban growth area boundaries. The analysis is intended to meet requirements of the Skagit County Code (Chapter 14.08 SCC) together with Skagit County Planning Policies and City of Sedro Woolley planning policies.~~

~~—The Report is focused on evaluating the relationship of the buildable capacity to projected need for commercial/industrial (employment) and residential uses over the 20 year planning horizon from 2016 to 2036. Based on the allotment of the Skagit County Council of Governments (SCOG), Growth Management Steering Committee, Sedro Woolley’s population is projected to increase to 17,069 by 2036, an increase of 4,555 residents. Employment is forecast to increase by 4,427 for a total of 9,179 jobs. The Report addresses whether, and under what circumstances, land capacity will be adequate to accommodate these projections. The Report and August 25, 2015 addendum are included as Attachment A to the Land Use Element.~~

~~—The Report included projected employment growth at the Center of Innovation and Technology (formerly Northern State Hospital Campus) that was annexed into city limits in 2015. A Planned Action Environmental Impact Statement was performed for the 225 acre property in 2015. The Preferred Alternative action of the Final EIS identified a capacity for—and identified mitigation measures for—2,855 jobs at the facility. Those jobs are tied to the campus and not allocated towards the commercial/industrial land inventory outside the campus.~~

~~—The Report showed that the UGA did not have adequate land supply to accommodate the projected~~

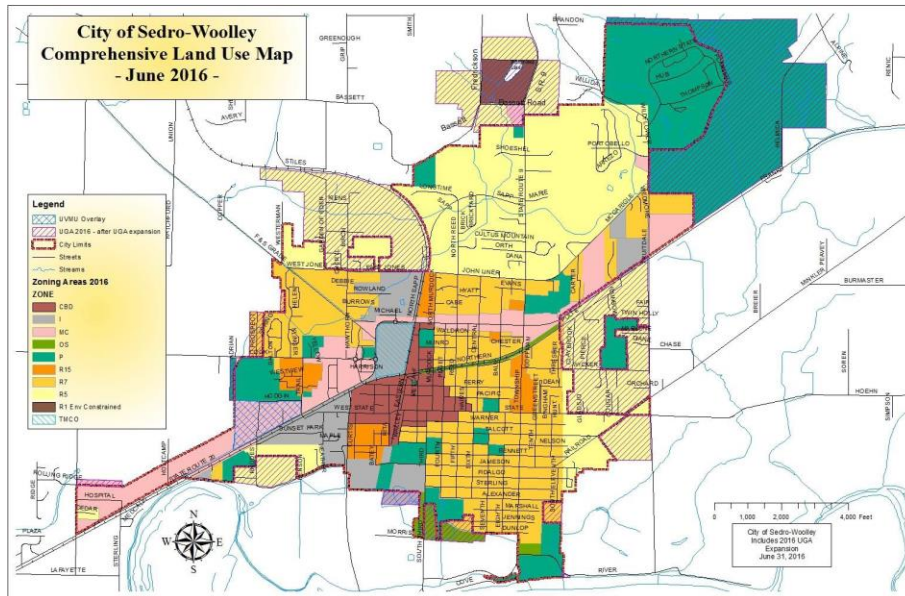
Commented [MC3]: There will likely be additional designation/policy changes needed as a result of housing element work, so this comment is a reminder to revisit the land use element accordingly.

population and employment growth through 2036. To accommodate the projected growth, the UGA boundaries were expanded in 2016 by the Skagit County Board of County Commissioners. As part of the UGA expansion that the Board of County Commissioners approved, two city-owned parcels were also added to the UGA; one zoned Open Space, the other zoned Public. The two city-owned parcels do not affect population and employment land inventory, but add to the amount of recreational and open space land in the city's inventory. The land area within the parcels added to the UGA in 2016 totaled approximately 172 acres. The data in the Report reflect the UGA size and land uses prior to the 2016 UGA expansion. The updated area for each zone is as follows:

Zone	Acres
Residential 1 (R-1)	43
Environmentally Constrained	
Residential 5 (R-5)	1,201

Zone	Acres
Residential 15 (R-15)	82
Central business district (CBD)	76
Mixed commercial (MC)	267
Industrial (I)	199
Public use (P)	836
Open space (OS)	37
Total	3,306

Figure LU-3 Proposed Land Use Plan



Commented [DK4]: To be replaced with an updated map once housing strategies are determined.

LAND USE GOALS AND POLICIES

NEW Goal LU X.XX: Develop and maintain a land use pattern that strengthens the vitality of Sedro-Woolley's neighborhoods and focuses on development activity in the historic downtown district and other mixed-use and neighborhood centers.

NEW Policy LU XX: Direct growth to downtown and other areas designated for compact, mixed-use, and small-scale manufacturing development served by a range of transportation options.

NEW Policy LU XX: Promote a land use pattern integrated with multimodal transportation options.

NEW Policy LU XX: Provide equitable access to parks, safe pedestrian and bicycle routes and other public amenities for all neighborhoods, prioritizing improvements for those areas with fewer public amenities.

NEW Policy LU XX: Prioritize the transition of the TMCO District near the intersection of Cook Road and Highway 9 into an inviting gateway and connection into the central business district. Actively pursue redevelopment opportunities that support a mix of residential, commercial, and small-scale manufacturing uses to jumpstart revitalization of the area.

NEW Goal LU X.XX: Develop and maintain a land use pattern that protects natural systems and retains trees and open space areas.

NEW Policy LU XX: Build upon the city's parks and open space system through acquisition, preservation, and enhancement of parks, open space, and tree canopy throughout the city.

NEW Policy LU XX: Develop a Riverfront Park Master Plan to emphasize the proximity and importance of the Skagit River to the community, including rivershed views, and opportunities for recreation, jobs, tourism, community health, and living compatibly with wildlife and natural systems.

NEW Policy LU XX Prioritize the redevelopment of under-developed land over vacant land, open space, and environmentally sensitive areas.

Commented [AP5]: New policy to address VMT reduction

Commented [DK6]: New policy for TMCO Zone - Gateway site

Goal LU1: To safely accommodate population growth without causing urban sprawl.

Policy LU1.1: Coordinate with the County to establish and maintain an urban growth area (UGA) of sufficient size to accommodate 20-year population and employment projections and to include existing and future urban land uses.

NEW Policy LU-1.X: Periodically review and identify patterns of development and likely future development pressure that needs to be addressed according to RCW 36.70A.130.

Policy LU1.2: Prevent or limit urban development outside the urban growth area (UGA) by working with the County to establish joint planning areas and overlays outside of the UGA.

Policy LU1.3: Allow expansion of Sedro-Woolley through annexations primarily for single-family residential development.

Policy LU1.4: Pursue industrial park development within all industrial designated areas. Prioritize industrial development that utilizes electrification or other methods of decarbonization.

Policy LU1.5: Buffer commercial and industrial land uses when they abut residential development.

Commented [MC7]: Propose removing single-family from this policy to open up flexibility for accommodating housing targets in different income brackets where appropriate.

Commented [AP8]: Addition to address GHG emissions reduction

Policy LU1.6: Provide for limited commercial development catering to auto-oriented customers and tourists along State Route 20, outside the central business district.

NEW Policy LU 1.7. Protect neighborhoods from industrial contamination, fire hazards, and other harmful impacts by restricting hazardous industrial uses – such as electrical generation, battery storage, and similar high-risk facilities – within or near residential areas. ~~for electrical generation and facilities~~

Goal LU2: To coordinate land use decisions within and surrounding the urban growth area with other jurisdictions.

Policy LU2.1: Support inter-jurisdictional efforts to address problems which may arise having regional impacts.

Policy LU2.2: Coordinate with Skagit County and the ~~C~~city of Burlington to limit development and preserve a green belt/open space in the area between the Sedro-Woolley and Burlington UGAs.

Policy LU2.3: The urban growth area is subject to joint planning by the ~~C~~city of Sedro-Woolley and Skagit County. Coordinate review with Skagit County of development proposals within the UGA to ensure consistency with the goals of the Comprehensive Plans. The city shall enter into any necessary Memorandum of Agreements with the county regarding codes and standards to be applied in the UGA.

Policy LU2.4: Encourage UGA growth to the north of city limits.

Goal LU3: To provide concurrent urban services.

Policy LU3.1: Coordinate land use decisions with the transportation, ~~and~~ capital facilities, utilities, housing, parks and recreation, and climate elements of the comprehensive plan.

Policy LU3.2: Establish and maintain transportation and sanitary sewer services as “urban” services requiring concurrency under the Growth Management Act (GMA).

Policy LU3.3: Do not approve developments that cannot be serviced by ~~city transportation and sewer services~~ urban services, such as sewer, transportation, power, and water.

Policy LU3.4: ~~Deny approval to~~ Do not approve developments that would lower streets or sewer lines below established levels of service standards, unless:

1. The city accounts for such deficiency in its capital facilities plan, or
2. The developer provides services which maintain the level of service standard.

Policy LU3.5: Ensure that new development bears its fair share of the cost of associated increases in required capital facilities and services.

Policy LU3.6: Prohibit extension of city sewer services outside of the city limits without annexation, ~~and transformation of governance.~~

Policy LU3.7: Form and maintain partnerships with providers of other urban services (including but not limited to electric power and potable water) to ensure such services are available to meet the needs of new urban development.

Goal LU4: To reduce damages from natural disasters, extreme weather, and other hazards and preserve the characteristics of the natural environment.

Policy LU4.1: Promote open space, recreation, and agriculture as the highest and best uses of land in flood-prone areas.

Policy LU4.2: Implement a community flood-preparedness program to enhance emergency preparedness, response, and recovery efforts.

Policy LU4.3: Require new residential development ~~near designated natural resources lands to include in~~

Commented [AP9]: Addition per the direction of the City

Commented [AP10]: Revised to reflect additional essential utilities

Commented [AP11]: Reworded for clarity

Commented [DK12]: New policy per direction of City staff

Commented [AP13]: Addition to align with Climate Element goals and policies

Commented [AP14]: Addition to align with Climate Element goals and policies

Commented [DK15]: Policy changes per direction of City staff.

~~outlying areas to provide adequate buffers areas to relieve that minimize conflicts with resource-based operations that may be incompatible with residential uses, adjacent operations on natural resource lands that may be incompatible with residential living.~~

Policy LU4.4: Provide effective and timely application of sensitive and critical area land use policies, including SEPA review for all developments involving potentially significant environmental issues.

Policy LU4.5: Coordinate with Skagit County and the other jurisdictions in the county to update and maintain the Skagit County ~~Multi-Jurisdictional Natural Hazards~~ Mitigation Plan.

NEW Policy LU-4.6: Mitigate the risk to lives and property posed by wildfires by using land use planning tools, which may include, but are not limited to, adoption of portions or all of the wildland urban interface code developed by the International Code Council (ICC) or developing building and maintenance standards consistent with the Firewise USA program or other similar programs.

Goal LU5: To preserve community character.

Policy LU5.1: Focus commercial development in the central business district and discourage strip commercial development.

Policy ~~LU5.2: Resist growth pressures which could have a negative impact on community values. Accommodate anticipated growth in a way that prevents adverse impacts to the community's vision.~~

Policy LU5.3: Seek and support developments that further the community character of Sedro-Woolley.

Policy LU5.4: Preserve and enhance Sedro-Woolley's rural and agricultural ~~character heritage~~ by allowing necessary agricultural support services and facilities.

Policy LU5.5: ~~Prevent incompatible uses within residential areas~~ Encourage compatible uses within residential areas.

Policy LU5.6: Ensure that the community's planning programs reflect basic community values.

Policy LU5.7: Recognize the rights of property owners to freely use and develop private property consistent with city regulations.

Policy LU5.8: Encourage high standards of appearance in all residential areas and in other high visibility areas.

Goal LU6: To provide clear review and approval processes for land use actions.

Policy LU6.1: Adopt a future land-use map as a part of this comprehensive plan as a guide for development of zoning regulations.

Policy LU6.2: The following categories shall be used on the future land use map. Permitted uses will be refined in the development regulations which shall accompany the comprehensive plan.

<u>Land Use Designations</u>	<u>Description</u>
<u>Central Business District (CBD)</u>	<u>Allows all forms of commerce which are geared to the centralized provision of goods and services within easy walking distance. Commercial retail and office uses are allowed on the first floor, and retail compatible uses on the second floor. In addition, multifamily housing located above the first floor or at the rear of a commercial and/or retail occupancy is allowed.</u>
<u>Mixed Commercial (MC)</u>	<u>Allows a compatible mix of commercial and residential development with standards intended to present an attractive and welcoming appearance to visitors at the entrances to the city and at selected nodes along major roads.</u>
<u>Industrial (I)</u>	<u>Allows office parks, wholesaling, manufacturing, live/work units, and limited retail and services.</u>

Commented [AP16]: Update to correct document title

Commented [DK17]: Climate Element symbols will be added to relevant policies in final draft.

Commented [DK18]: Re-written to reference vision.

Commented [ET19]: Update zoning classifications as needed to accommodate middle housing during this periodic update. Can we remove the density numbering for residential zones (R-15 = high density; R-7 = middle density; R-5 = low density, etc.) Zones should be regulated on form, rather than density. Additional discussion to come...

Commented [MC20R19]: City has discussed getting rid of maximum densities in light of cottage housing and ADU code changes.

Commented [AP21]: Relocated into a table for clarity

<u>Residential 15 (R-15)</u>	<u>Allows multi-plex developments of up to eight units per building, to a maximum density of fifteen (15) dwelling units per acre.</u>
<u>Residential 7 (R-7)</u>	<u>Allows single-lot developments to a maximum density of seven units per acre, with a minimum lot size of six thousand (6,000) square feet. Allows duplexes on appropriately sized lots (minimum duplex lot size of nine thousand (9,000) square feet). Allows planned residential developments (PRDs) with varying residential densities as a conditional use.</u>
<u>Residential 5 (R-5)</u>	<u>Allows single lot developments to a maximum density of five units per acre, with a minimum lot size of eight thousand four hundred (8,400) square feet. Allows planned residential developments (PRDs) with varying residential densities as conditional uses.</u>
<u>Residential 1 (R-1)</u>	<u>Environmentally Constrained. Allows single lot developments to a maximum density of one unit per acre, to protect unique and environmentally sensitive lands. Allows planned residential developments (PRDs) with varying residential densities as conditional uses.</u>
<u>Public (P)</u>	<u>Allows parks, schools, public infrastructure and other developments intended primarily for public use.</u>
<u>Open Space (OS)</u>	<u>Land which may not be residentially developed. Includes identified sensitive and critical areas. Agriculture and recreational uses shall remain a permitted use in open space areas under the provisions established for sensitive or critical areas.</u>
<u>Special Districts (S)</u>	<u>Special Districts provide an opportunity for land use designations to accomplish specific public policy goals that include overlay zones and other zoning approaches, including:</u> <u>Urban Village Mixed-Use (UVMU) Overlay Zone.</u> <u>An overlay zone, in a specific geographic area, that allows for and encourages higher density residential and commercial development in a mixed-use development. This overlay zone will encourage higher concentration of development, allowing for open space, efficient use of land and a more urbanized environment.</u> <u>Transitional Mixed Commercial Overlay (TMCO).</u> <u>The intent of this overlay is to encourage the conversion of the underlying zone from Industrial to Mixed Commercial Zone. Ultimately, the area in the overlay is intended to become a compatible mix of commercial and residential development. Standards are intended to present an attractive and welcoming appearance to visitors. This area is situated in the center of town and is highly visible from State Route 20 and State Route 9. The area is intended to develop commercially so as to attract more visitors to the core of the city, which includes the adjacent Central Business District. The Transitional Mixed Commercial overlay is intended to allow the continuing use of the property for its historical industrial uses as the commercial transition process proceeds.</u> <u>NEW: Transitional Mixed Commercial Zone.</u> <u>This area is intended to become a compatible mix of residential, commercial, and small-scale manufacturing development. It is also intended to become an inviting and welcoming gateway into the central business district. Standards are intended to avoid displacement and to allow mixed commercial uses along public street frontages to buffer internal uses. Certain small-scale, low impact uses such as art production facilities and high-density residential should be allowed as outright permitted uses.</u>

Commented [DK22]: PC: Is eight units per building still the limit the city would like to draw in R15? A lot of low-rise multifamily would exceed this, and some sites may struggle to reach 15 du/ac with an additional requirement to have separate buildings once you get above 8 units.

Commented [DK23]: For PRDs, there is a clubhouse density bonus. Consider adding a density bonus to code for housing units that are marked for 80% or below AMI recorded in a covenant. Additional policy support may be necessary.

Commented [DK24]: Proposed new Zone to replace overlay. Currently overlay is optional for developers.

~~CBD: Central Business District. Allows all forms of commerce which are geared to the centralized provision of goods and services within easy walking distance. Commercial retail and office uses are allowed on the first floor, and retail compatible uses on the second floor. In addition, multifamily housing located above the first floor or at the rear of a commercial and/or retail occupancy is allowed.~~

~~MC: Mixed Commercial. Allows a compatible mix of commercial and residential development with standards intended to present an attractive and welcoming appearance to visitors at the entrances to the city and at selected nodes along major roads.~~

~~I: Industrial. Allows office parks, wholesaling, manufacturing, live/work units, and limited retail and services.~~

~~R 15: Residential (15). Allows multi-plex developments of up to eight units per building, to a maximum density of fifteen (15) dwelling units per acre.~~

~~R 7: Residential (7). Allows single lot developments to a maximum density of seven units per acre, with a minimum lot size of six thousand (6,000) square feet. Allows duplexes on appropriately sized lots (minimum duplex lot size of nine thousand (9,000) square feet). Allows planned residential developments (PRDs) with varying residential densities as a conditional use.~~

~~R 5: Residential (5). Allows single lot developments to a maximum density of five units per acre, with a minimum lot size of eight thousand four hundred (8,400) square feet. Allows planned residential developments (PRDs) with varying residential densities as conditional uses.~~

~~R 1: Residential Environmentally Constrained. Allows single lot developments to a maximum density of one unit per acre, to protect unique and environmentally sensitive lands. Allows planned residential developments (PRDs) with varying residential densities as conditional uses.~~

~~P: Public. Allows parks, schools, public infrastructure and other developments intended primarily for public use.~~

~~OS: Open Space. Land which may not be residentially developed. Includes identified sensitive and critical areas. Agriculture and recreational uses shall remain a permitted use in open space areas under the provisions established for sensitive or critical areas.~~

~~S: Special Districts provide opportunity for land use designations to accomplish specific public policy goals that include overlay zones and other zoning approaches, including:~~

~~Urban Village Mixed Use (UVMU) overlay zone. An overlay zone, in a specific geographic area, that allows for and encourages higher density residential and commercial development in a mixed-use development. This overlay zone will encourage higher concentration of development allowing for open space, efficient use of land and a more urbanized environment.~~

~~Transitional Mixed Commercial Overlay (TMCO). The intent of this overlay is to encourage the conversion of the underlying zone from Industrial to Mixed Commercial Zone. Ultimately, the area in the overlay is intended to become a compatible mix of commercial and residential development. Standards are intended to present an attractive and welcoming appearance to visitors. This area is situated at the center of town and is highly visible from State Route 20 and State Route 9. The area is intended to develop commercially so as to attract more visitors to the core of the city, which includes the adjacent Central Business District. The Transitional Mixed Commercial overlay is intended to allow the continuing use of the property for its historical industrial uses as the commercial transition process proceeds.~~

~~Policy LU6.3: Establish a concurrency review procedure. The developer shall be responsible for providing information on impacts the proposed development will have on public services. The city shall be responsible for determining if adequate public facilities can be provided to the development within the confines of the current Capital Facilities Plan.~~

Policy LU6.4: ~~Develop and implement~~ Review design review standards ~~procedures~~ for all land use zones ~~to remove unnecessary barriers to residential development.~~ ~~Residents and property owners in the affected designation areas shall be involved in this process, to the extent possible.~~

Policy LU6.5: Develop and implement a local historic and cultural preservation procedure.

Policy LU6.6: Encourage community involvement and participation in the land use decision making process, and provide understandable information and notices to affected residents and the press, to enable meaningful involvement and participation.

Goal LU7: To preserve Sedro-Woolley's unique history and small-town character.

Policy LU7.1: Preserve historically significant buildings, trees, and sites within the Sedro-Woolley UGA through the development of historic preservation and urban forestry programs.

Policy LU7.2: Preserve cultural resources ~~culturally significant sites~~ identified within the Sedro-Woolley urban growth area. Do not allow development or encroachment upon sites identified as significant by the Upper Skagit Tribe.

Policy LU7.3: Recognize and support regional ~~retain~~ logging and other timber ~~industry~~ practices as a heritage of this community. Strive to preserve this heritage by providing appropriately designated land for businesses and sectors that participate in sustainable resource production and conservation. ~~while supporting and encouraging the development of modern forest practices industries.~~

Policy LU 7.4: Build on the City's existing strengths and heritage by allowing small-scale / artisan / based manufacturing in designated commercial zones or corridors where they can produce and sell their products in storefronts.

Policy LU7.5: Establish a renewable forest ~~industry~~ and river wildlife theme for public spaces within the UGA.

Policy LU7.6: Create and adopt a neighborhood plan for the central business district (CBD). ~~Adopt design standards to preserve the "small town" character of the retail area.~~ Ensure that design standards support preservation of the "small town" character of the retail area.

Policy LU7.7: Engage with local artists to create public art pieces that reflect Sedro-Woolley's history.

Goal LU8: To maintain a hospitable, welcome environment for new Sedro-Woolley residents.

~~Policy LU8.1: At the neighborhood level, establish citizen resident welcoming committees, responsible for welcoming new Sedro-Woolley residents to the community.~~

Policy LU8.2: ~~Conduct community receptions concurrent with~~ When feasible, City staff should participate in the opening of major apartment developments, mobile home parks or residential subdivisions. These receptions should be sponsored by the city in conjunction with local community organizations and community projects.

Policy LU8.3: In conjunction with the Sedro-Woolley ~~C~~hamber of ~~C~~ommerce, prepare a brochure entitled "Welcome to Sedro-Woolley." This brochure should provide emergency information, local history, information on annual community activities, and a community resource list. It should be distributed to all new Sedro-Woolley residents, and be available in both English and Spanish.

Policy LU8.4: Consider increasing the number of City annual community events, particularly along Riverfront Park.

Goal LU9: To welcome and encourage multi-culturalism.

Policy LU9.1: To not tolerate discrimination based upon sex, race, ethnicity, income, lifestyle, religion, language, or place of origin in any activity occurring within the UGA.

Commented [DK25]: New policy per direction of City staff.

Commented [DK26R25]:

Commented [DK27]: Policy is difficult at a Planning Staff level. May be more appropriate for the Chamber or other organization with support from the City.

Commented [AP28]: Per City's direction, new policy to consider expanding annual number of community events.

Policy LU9.2: Upon request, provide public documents and election materials in languages other than English.

Policy LU9.3: Encourage and promote the development of minority businesses within the UGA.

Policy LU9.4: Recognize and retain Native American culture present within and near the UGA. Improve and enhance relations with the Upper Skagit Tribe. Encourage development of Tribal businesses within the CBD and other locations in the City.

Goal LU10: To create a safe, active environment for youth.

Policy LU10.1: ~~FeDo~~ not tolerate the formation, activity or existence of gangs within the UGA.

Policy LU10.2: Seek to reduce youth violence through intervention and education.

Policy LU10.3: In conjunction with community organizations and the Sedro-Woolley ~~S~~school ~~D~~istrict, provide comprehensive youth activity programming during after-school hours and evenings. Coordinate this programming with recreation activities proposed in the parks and recreation element of the comprehensive plan.

Policy LU10.4: Maintain well-supported and equipped police and fire protection services.

Policy LU 10.5: Support provision of childcare equitably throughout the city by implementing the following strategies:

1. Allow family ~~child care~~ childcare homes in residences in all single-family land use districts through a discretionary review process, unless otherwise required by state law or regulation.

2. Permit childcare centers in all non-single family land use districts and allow childcare centers as part of a community facility as long as the center has been identified as part of any discretionary review permit.

3. Consider measures to protect childcare centers from air pollution exposure and encourage increased mitigation in such situations.

4. Encourage major employers and the developers of major employment facilities to provide childcare opportunities on site or nearby.

Goal -LU11: To further community values through education.

Policy LU11.1: In conjunction with the Sedro-Woolley ~~S~~school ~~D~~istrict, ~~support ensure that~~ the curriculum within Sedro-Woolley schools ~~that~~ emphasizes community history and reflects community values.

Policy LU11.2: In conjunction with the Sedro-Woolley ~~S~~school ~~D~~istrict, ~~support ensure that~~ the curriculum within Sedro-Woolley schools ~~that~~ emphasizes social, ~~and~~ environmental ~~and civic~~ responsibility.

Policy LU11.3: Establish a joint agreement between the ~~C~~city of Sedro-Woolley and the Sedro-Woolley ~~s~~School ~~d~~District for joint use of city and school facilities as necessary to accomplish the goals of the parks and recreation elements of the comprehensive plan.

~~Policy LU11.4: Coordinate and administer a series of community forums to educate community residents about changes occurring within Sedro-Woolley related to growth. Where possible, these forums should be led by citizens/residents.~~

Goal LU12: To provide local representation and community empowerment.

~~Policy LU12.1: Ensure constitutional representation on the city council.~~

Commented [AP29]: Revised for broader encouragement

Commented [DK30]: Proposed new policy to help address childcare needs.

Commented [MC31]: Changed to reflect internal consistency within the policy and also to reflect that non-citizens can certainly lead a community forum.

~~Policy LU12.2: File application with the state of Washington to be recognized as a code city.~~

Commented [DK32]: Already occurred.

Policy LU12.13: ~~Reactivate the city's ward system.~~ Redelineate wards and/or add new wards to reflect the distribution of population. ~~Extend wards to the limits of the UGA.~~

Policy LU12.24: Within neighborhood wards, encourage residents to organize local improvement districts (LID's) to repair residential streets. Also encourage residents to participate in community awareness programs, such as blockwatch and National Night Out.

Policy LU12.35: Encourage neighborhood residents to resolve local disputes through neighborhood wards.

Policy LU12.46: Commit to honest, equal citizen-public participation in city processes. ~~Encourage, respect and reward citizen activism.~~

Goal LU13: To provide open space buffers within and adjacent to Sedro-Woolley's Urban Growth Area.

Policy LU13.1: Designate floodplain areas for open space, recreational, and agricultural purposes.

Policy LU13.2: The city shall provide input and coordinate the review of development proposals with Skagit County to ensure the integrity of unincorporated open space within Sedro-Woolley's urban growth area.

Goal LU14: To preserve Sedro-Woolley's existing agricultural lands and heritage.

~~Policy LU14.1: Work to adopt an agricultural preservation overlay zone which reduces development pressure and enhances the long term viability of existing agricultural uses within the urban growth area. This zone would be enacted upon petition by the property owner and not imposed by the city.~~

Commented [AP33]: Per City direction, this policy has been deleted because the County already has very strict agricultural preservation which is immediately to the east and west of S-W UGA.

Policy LU14.12: Recognize and promote the benefits of agricultural land which include maintaining open spaces, establishing rural character, preserving view corridors, enhancing wildlife habitat, and providing employment for the residents of Skagit County.

~~**Goal LU15: To resolve conflict between existing agricultural uses and quickly growing residential areas.**~~

~~Policy LU15.1: Work to develop "Right to Practice Agriculture/Forestry" ordinances which require notification of home buyers adjacent to resource lands or related operations.~~

~~Policy LU15.2: Establish a building setback of fifty (50) feet and a tree planting setback of thirty (30) feet for residential areas along the perimeter of the urban growth area which are adjacent to agricultural areas. Explore the allowance of a density credit for the setback area.~~

Commented [AP34]: Duplicative per the City's direction. Recommend removing.

Goal LU16: To protect, sustain and maintain Sedro-Woolley's critical areas, sensitive areas, and natural resource lands for present and future generations.

Policy LU16.1: Provide necessary funds to identify, inventory, and classify sensitive and critical areas and natural resource lands within the UGA.

Policy LU16.2: Provide the public, staff, and decision-making bodies with information pertaining to the identification, classification, and designation of critical areas.

Policy LU16.3: Require, as appropriate, site-specific delineation of sensitive and critical areas by owners/developers of property as part of the development review process.

Policy LU16.4: Provide incentives to encourage the use of environmentally sensitive designs including the use of LID principles, LID best management practices (BMPs), and other means such as cluster housing, which would provide for adequate open space and protection of critical areas.

Policy LU16.5: Promote land use patterns and methods of development that will protect the value of sensitive

and critical areas, and prevent hazardous conditions.

Policy LU156.6: Develop funding mechanisms to permit the city's acquisition of sensitive/open space areas for the public benefit. Integrate public park and/or trail systems with natural areas where appropriate, but ensure that such uses do not degrade the natural function of these areas.

Policy LU156.7: Coordinate efforts with appropriate Skagit County and ~~State of~~ Washington State agencies to provide maximum protection for critical and natural resource areas.

Policy LU156.8: Encourage ~~de~~Development of a Brickyard Creek restoration and management plan that addresses the creek's habitat functions, passive recreation uses, and stormwater conveyance functions. The plan should address off-site mitigation opportunities in the creek's riparian area in accordance with the regulations for critical areas – Chapter 17.65 SWMC.

Policy LU156.9: Work closely with Skagit County to bring agricultural land in the floodplain adjacent to Riverfront Park into the Urban Growth Area for future annexation for stormwater management and parks and recreation purposes.

Commented [AP35]: Broader to align with Sedro-Woolley's Stormwater Action Plan, which requires water quality improvements within Brickyard Creek Watershed.

Commented [MC36]: Added per discussion at 11/12 meeting - "Top Farm". Ongoing topic.

Goal LU167: To control the impacts of development activities on the quality of surface and ground water.

Policy LU167.1: Establish clearing, grading, and filling restrictions in areas where such activities will impact water resources and associated habitat areas.

Policy LU167.2: Establish storm-water runoff controls including use of the appropriate LID BMPs which prevent erosion, sedimentation, minimize stormwater runoff, and discharge of pollutants into natural drainage systems.

Policy LU167.3: Preserve and enhance vegetation including use of appropriate LID Principals-principles to minimize impervious surfaces, minimize vegetation loss, and treat stormwater runoff as a means of protecting both water quality and wildlife habitat.

Commented [MC37]: Consistent with definitions change.

Policy LU167.4: Develop construction management practices which reduce the potential for erosion and protect -water quality both during and after land development and construction.

Policy LU167.5: Require future developments to use city sewer facilities whenever feasible rather than septic systems.

Policy LU167.6: Allow wetland or stream alteration when such alterations results in restoration or enhancement of functions and values of degraded wetlands and streams.

Policy LU167.7: Maintain or enhance water quality within the Skagit River and its tributaries.

Policy LU167.8: Under no circumstances should hazardous wastes be allowed to contaminate the groundwater, surface water, or sewer systems of the ~~city~~-City of Sedro-Woolley. Dispose of ~~-~~hazardous wastes only in landfills designated for that purpose in accordance with the Department of Ecology's disposal regulations.

Policy LU167.9: Coordinate basin-wide, surface-wide surface water planning with the Skagit County surface water management department.

Policy LU167.10: Water-courses, wetlands, bodies of water, and their shores should be kept in a natural condition where possible, and protected from development impacts through the use of vegetated buffers and green spaces.

Policy LU167.11: Conduct an inventory of all significant drainage patterns and make this information available to planners and the public.

Policy LU167.12: Preserve natural stream environments along the Skagit River and Hansen Creek. Restrict development within two hundred (200) feet of both streams, in compliance with the Shoreline Management Act (SMA).

Goal LU178: To protect steep slopes and unstable soil areas from the impacts of development, and likewise protect development from hazards posed by the steep slopes and unstable soils.

Policy LU178.1: Prohibit or strictly limit development in steep slope and unstable soil areas which pose seismic and/or erosion hazards.

Policy LU178.2: Require geotechnical analysis for developments with steep slopes and/or unstable soil areas to understand the extent of potential hazards.

Policy LU178.3: Adopt construction standards, zoning requirements, and enforcement procedures to protect life, property, and the environment in geologically hazardous areas.

Policy LU178.4: Prohibit or restrict clearing of vegetation in areas which are susceptible to landslides and erosion.

Policy LU178.5: Encourage hillside stabilization and replanting of disturbed slopes in order to prevent erosion and further degradation of steep slopes and unstable soil areas.

Policy LU178.6: Require the use of vegetative buffers to separate areas of development from critical and steep slope areas.

Goal LU189: To preserve, enhance, and promote a high degree of healthy air quality in Sedro-Woolley.

Policy LU189.1: Encourage the use of alternative ~~fuel vehicles or other~~ modes of transportation, such as, carpooling, public transit, walking, ~~and biking, and rolling, in order~~ to reduce ~~the amount of~~ automobile emissions ~~and increase physical activity~~.

Policy LU189.2: Discourage the use of wood burning as a primary source of household heat and promote alternative heating sources.

Policy LU189.3: ~~E~~nsure that local industries, commercial businesses, and residents comply with state, federal, and local environmental regulations concerning air quality.

Policy LU189.4: Enhance and retain the existing urban tree canopy to provide air quality benefits across the community.

NEW Goal LU 19: Strive towards environmental justice.

Policy LU 19.1: Avoid creating or worsening environmental health disparities.

Policy LU 19.2: Wherever possible, consider utilizing urban planning approaches that promote physical activity and reduce per capita vehicle miles traveled (VMT) within the jurisdiction.

NEW Goal LU 20: Maintain and enhance the high quality of life in Sedro-Woolley's neighborhoods.

NEW Policy LU 20.1: Maintain all neighborhoods as safe, welcoming, and accessible environments for all to enjoy.

NEW Policy LU 20.2: Support the creation of a variety of land uses to fulfill each neighborhood's basic needs, including:

1. A range of housing types at various affordability levels;
2. Access to basic needs such as groceries, pharmacies, child-care, and other essential services;
3. Natural areas and open spaces; and
4. Public places to gather like community centers and parks and private places to gather like churches.

Commented [AP38]: Revised for clarity

Commented [AP39]: Additions to address GHG emission reduction targets

Commented [AP40]: Included to align with Climate Element goals and policies

Commented [AP41]: Should include these as climate related with symbology

NEW Policy LU 20.3: Plan and prepare for the response, recovery, and mitigation of potential disasters and hazards. Factor climate impacts into neighborhood emergency preparedness and enhance local capacity to respond to climate-related hazards.

NEW Policy LU 20.4: Incorporate equitable access to healthy food in all neighborhood areas by encouraging the location of healthy food purveyors, such as grocery stores, farmers markets, and community food gardens in proximity to residential uses and transit facilities.

NEW Goal LU 21: Provide management of the Skagit River and its adjacent shorelands consistent with the Washington State Growth Management Act (GMA).

New Policy 21.1: Use the City's Shoreline Master Program (SMP) to provide management of the Skagit River and adjacent shorelands, including all areas within shoreline jurisdiction, within city limits.

Shoreline Management Goals:

~~The Shoreline Management Act recognizes that the shorelines and the waters they encompass are valuable for economically productive industrial and commercial uses, recreation, navigation, residential amenity, scientific research and education. The SMA also recognizes that they are fragile in that they depend upon balanced physical, biological, and chemical systems that may be adversely altered by natural forces (earthquakes, volcanic eruptions, landslides, storms, droughts, floods) and human conduct. Sedro Woolley's Shoreline Goals are intended to acknowledge and balance the conflicting nature of the shoreline uses.~~

~~The SMA identifies eight program elements that must be addressed (if applicable) to effectuate the policies of the Act: Economic Development, Public Access, Recreational, Shoreline Land Use, Conservation, Circulation, Historic / Cultural / Scientific / Educational and Flood Hazard Management (RCW90.58.100(2)). For each of those program elements, the City of Sedro Woolley has identified shoreline goals. These goals establish the basis from which the environmental designations, policies, regulations, and administrative procedures of the Shoreline Master Program are developed. The goal statements are listed below under their corresponding shoreline elements and have been reviewed for consistency with the Goals of the Comprehensive Plan.~~

Specific Shoreline Goals:

~~Shoreline Economic Development Element — Per RCW 90.58.100(2)(a), shoreline master programs shall include “an economic development element for the location and design of industries, projects of statewide significance, transportation facilities, port facilities, tourist facilities, commerce and other developments that are particularly dependent on their location on or use of the shorelines of the state.” The city owns the majority of the land within the SMZ. The Sedro Woolley SMZ does not contain any commercial or industrial development. However, there are a few residential parcels at the edge of the SMZ and a couple industrially zoned parcels that are adjacent to wetlands in the flood plain that may be jurisdictional.~~

Shoreline Economic Development Goals:

~~SED1: Promote tourism through park-oriented recreational opportunities in those shoreline areas that can reasonably tolerate such uses during peak use periods without destroying the integrity and character of the shoreline.~~

~~SED2: Increase economic opportunities in Sedro Woolley by encouraging compatible recreational opportunities within the SMZ as a means to support local businesses.~~

~~SED3: Support the continued use of industrial properties for such purposes.~~

~~Shoreline Public Access Element — Per RCW 90.58.100(2)(b) master programs shall include “a public access element making provision for public access to publicly owned areas.” The majority of the Sedro Woolley SMZ is publicly owned. Public access is a major part of the shoreline plan.~~

Commented [DK42]: Propose removing. Duplicative of SMP.

Shoreline Public Access Goals:

~~SPA1: Increase and enhance public access to publicly owned shoreline areas so the public may enjoy the amenities of the shoreline, consistent with the natural shoreline character, private rights, and public safety.~~

~~SPA2: Integrate public access to shorelines as a part of a public recreational system throughout Sedro-Woolley and Skagit County.~~

~~SPA3: Maintain the existing water access such as the boat launch and develop additional pedestrian only river access.~~

~~Shoreline Recreation Element—Per RCW 90.58.100(2)(c) master programs shall include “a recreational element for the preservation and enlargement of recreational opportunities, including but not limited to parks, tidelands, beaches, and recreational areas.”~~

Shoreline Recreation Goals:

~~SR1: Encourage diverse, water oriented recreational opportunities in those shoreline areas that can reasonably tolerate such uses during peak use periods without destroying the integrity and character of the shoreline.~~

~~SR2: Maintain and improve Riverfront Park and adjacent recreational lands as a regional recreational destination.~~

~~SR3: Create public access to the Skagit River through the park and trail system that will not endanger life or property, nor impair the rights of owners of private property in the SMZ.~~

~~Shoreline Circulation Element—Per RCW 90.58.100(2)(d) master programs shall include “a circulation element consisting of the general location and extent of existing and proposed major thorough fares, transportation routes, terminals, and other public utilities and facilities, all correlated with the shoreline use element.”~~

Shoreline Circulation Goals:

~~SC1: Encourage routes for non motorized transportation to and throughout the city owned shoreline resources.~~

~~SC2: Maintain safe, reasonable, and adequate vehicular, bicycle, and pedestrian circulation systems to shoreline.~~

~~SC3: Maintain the existing circulation system through the SMZ while ensuring that routes accessing the SMZ will have the least possible adverse effect on unique or fragile shoreline features and existing ecological systems, and, when possible, contribute to the functional and visual enhancement of the shoreline.~~

~~Shoreline Land Use Element—Per RCW 90.58.100(2)(e) master programs shall include “a use element which considers the proposed general distribution and general location and extent of the use on shorelines and adjacent land areas for housing, business, industry, transportation, agriculture, natural resources, recreation, education, public buildings and grounds, and other categories of public and private uses of the land.”~~

Shoreline Land Use Goals:

~~SLU1: Promote land and water uses that will honor the existing and ongoing human uses and protect the natural environment as intended by the Shoreline Management Act.~~

~~SLU2: Promote land and water uses consistent with the SMA, the Sedro Woolley Comprehensive Plan, and Sedro Woolley Zoning Code.~~

~~Shoreline Conservation Element—Per RCW 90.58.100(2)(f) master programs shall include “a conservation element for the preservation of natural resources, including but not limited to scenic vistas, aesthetics, and vital estuarine areas for fisheries and wildlife protection.”~~

Shoreline Conservation Goals:

~~SCO1: Comply with SMA rules regarding restoration of areas which are biologically and aesthetically degraded to the greatest extent feasible while maintaining appropriate use of the shoreline.~~

~~SCO2: Protect and preserve the unique and nonrenewable resources and amenities of the shoreline for the use and enjoyment of present and future generations.~~

~~Historic/Cultural/Scientific/Educational Element — Per RCW 90.58.100(2)(g) master programs shall include “an historic, cultural, scientific, and educational element for the protection and restoration of buildings, sites, and areas having historic, cultural, scientific, or educational values.”~~

Shoreline Historical/Cultural/Scientific/Educational Goals:

~~SH1: Identify, protect, preserve, and restore important archaeological, historical, and cultural sites located in the city’s SMZ for their educational and scientific value, as well as for the recreational enjoyment of the general public.~~

~~SH2: Encourage organized educational projects and programs that use the city-owned shoreline resources.~~

~~Flood Hazard Management Element — Per RCW 90.58.100(2)(h) master programs shall include “an element that gives consideration to the statewide interest in the prevention and minimization of flood damages.”~~

Flood Hazard Management Goals:

~~FHM1: Comply with and complement the city’s Flood Damage Prevention regulations found in Chapter 17.66 SWMG.~~

~~FHM2: To safely accommodate compatible uses in the flood plain and flood way while protecting integrity and character of the shoreline.~~



City Council Agenda Item

Agenda Item No.: m.2.

Date: April 23, 2025

From: Nicole McGowan, Planner

Subject: Development Agreement - Batey Square - 1st Read

RECOMMENDED ACTION:

Staff recommend that the City Council review and discuss support of the proposed Development Agreement for the Batey Square mixed-use development. If Council is supportive, it may take action to approve the agreement at this meeting or provide direction to staff for any revisions or further consideration at a future meeting.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

The developers of the proposed "Batey Square" mixed-use project, located at 1010 Hodgin Street (Assessor's Parcel #P37331), are requesting approval to install an underground stormwater quality vault within the public right-of-way along Stendal Street, directly adjacent to the northeast corner of the project site. Pursuant to RCW 36.70B.170(4), such off-site improvements within public right-of-way require approval through a Development Agreement by City Council.

The proposed vault would replace an existing open bioretention ditch currently maintained by the City. This facility treats and detains stormwater originating from both the adjacent right-of-way and a portion of the existing development known as "The Depot" (953 Hodgin Street, Assessor's Parcel #P135489). The current open-ditch system lacks positive drainage and is prone to litter accumulation. Replacing it with a closed vault system would improve water quality treatment for roadway runoff and reduce maintenance concerns associated with open conveyance.

In recognition of the public benefit, staff support the developer's proposal to install the underground vault. To further enhance this improvement, the City has requested that the developer construct hardscaping and landscaping over the vault to create a public plaza that connects to the Janicki Playfields directly north of the project site. This pedestrian-oriented design supports the City's Comprehensive Plan goals of improving walkability and access to parks and open spaces.

Additionally, the developer will be responsible for installing approximately 300 linear feet of standard sidewalk, curb, and stormwater infrastructure along the north side of the Stendal Street right-of-way, extending from the plaza to the southeast corner of Assessor's Parcel #P37341, owned by the Sedro-

Woolley School District.

Once these improvements are completed, the operation and maintenance responsibilities for the stormwater quality vault, the plaza area, and the sidewalk, curb, and stormwater infrastructure will be transferred to the City. This ensures long-term stewardship of public infrastructure and integration into the City's existing maintenance programs.

Approval of this Development Agreement (included as **Attachment 1**) will enable the City to enhance public infrastructure at minimal public expense, while allowing the developer to maximize the buildable area of the project site to deliver a high-quality mixed-use development that aligns with community goals.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. Development Agreement_Batey ROW_Final Draft

AFTER RECORDING, RETURN TO:
CITY OF SEDRO-WOOLLEY
PLANNING DEPARTMENT
325 METCALF STREET
SEDRO-WOOLLEY, WA 98284

DOCUMENT TITLE: Development Agreement Between the City of Sedro-Woolley and
Gateway Village, LLC
GRANTOR: City of Sedro-Woolley, a Washington municipal corporation
GRANTEE: Gateway Village, LLC, a Washington limited liability company; and
Sedro Woolley, LLC, a Washington limited liability company
ABBREV. LEGAL:
TAX PARCEL NOS: P37331; P37206; P120424

**DEVELOPMENT AGREEMENT BETWEEN THE CITY OF SEDRO-WOOLLEY
AND GATEWAY VILLAGE, LLC**

Pursuant to the authority granted by RCW 36.70B.170 through .210, the City of Sedro-Woolley, a Washington municipal corporation (the “**City**”), Gateway Village, LLC, a Washington limited liability company, and Sedro Woolley, LLC, a Washington limited liability company (Gateway Village, LLC and Sedro Woolley, LLC are collectively referred to herein as “**Gateway**”), enter into this Development Agreement in order to facilitate and promote the development of certain real property (the “**Project**”) located within the City, the legal description of which is set forth in **Exhibit A** hereto (the “**Property**”), consistent with the terms, conditions and provisions of this Development Agreement. The Effective Date of this Development Agreement shall be the date all Parties have affixed their signature hereto. The City and Gateway each shall hereinafter from time to time be referred to as a “**Party**” or collectively as the “**Parties**” to this Development Agreement.

RECITALS

A. The State legislature, through the enactment of RCW 36.70B.170 through .210, has granted the City the authority to enter into a development agreement with a person or entities having ownership or control of real property within its jurisdiction.

B. Pursuant to RCW 36.70B.170(1) & (3), the City and Gateway recognize that the effect of this Development Agreement shall be to fix the development standards and other

provisions that shall apply to and govern and vest the development, use, and mitigation of the Project (hereinafter, “**Development Standards**”) and the Property for the duration specified herein.

C. Pursuant to RCW 36.70B.170 (4), the City and Gateway recognize and agree that the execution of a development agreement is a proper exercise of the City’s police power and contract authority, that a development agreement may obligate a party to fund or provide services, infrastructure, or other facilities, and that a development agreement shall reserve to the City the authority to impose new or different regulations to the extent required by a serious threat to public health and safety.

D. Gateway intends to develop the Property into one Mixed-Use building (“**Project**”).

E. Gateway has submitted, and the City has approved, civil construction drawings dated April 5, 2024 and as subsequently amended, from Freeland and Associates (“**Civils**”).

F. The Project is required to meet the requirements of SWMC 17.21.050 for open space and useable open space.

G. The Project will require stormwater management conforming to the requirements of SWMC Title 13. As outlined in the “Stormwater Site Plan Batey Square” August 2023 by Freeland Associates and the “Stormwater Site Plan Gateway Village – Phase 1’ May 2020 by Davido Consulting group, the Project discharges to an exempt water body through manmade conveyances and is therefore exempt from flow control requirements.

H. The City has a preexisting bioretention facility (“**Bioretention Facility**”) located entirely within City right-of-way and directly adjacent to the Property that is used to treat and detain stormwater that comes partially from the City right-of way and partially from the existing Development, known as the Depot (aka Gateway Village Phase 1), located on Skagit County Assessors Tax Parcel Number P135489; 8103-000-003-0000, owned by Hodgin Corner, LLC, a Washington limited liability company. The location of the Bioretention Facility relative to the Project is shown on the engineering drawings dated April 2024.

I. The City has stormwater conveyance and detention infrastructure in the public right-of-way and on easements located on properties to the north of the Project site.

J. The City has an existing storm drainage, open ditch conveyance on the north side of Stendal Street that does not have positive drainage and needs to be replaced with an enclosed system.

K. Sidewalk, curb, and stormwater infrastructure currently exists only along the south side of the Stendal Street right-of-way and the east side of the Hodgin Street right-of-way. The engineering drawings dated April 2024 show Gateway will be installing frontage improvements, to include sidewalk, curb, and stormwater improvements along the west side of Hodgin Street where adjacent to the Property.

L. The Project is located adjacent to the property owned by the Sedro-Woolley School District used by the community and known as “Janicki Fields.”

M. The City desires to enclose the drainage ditches on Hodgin Street and Stendal Street and to provide additional stormwater quality treatment for runoff from the public roadway to provide positive flow and reduce litter entering the system.

N. The City desires to have standard sidewalk, curb, and stormwater infrastructure installed along the north side of Stendal Street to enhance walkability and pedestrian safety in the area.

O. Gateway has completed a stormwater site plan that meets the requirements of the municipal code and in addition provides for treatment of runoff generated on Hodgin Street, Stendal Street, and the Gateway Village Phase 1 (aka The Depot) using a water quality vault located in the public right-of-way as shown in Fig 6 of the Stormwater Site Plan Batey Square” August 2023 by Freeland Associates included as “Exhibit C.”

P. Gateway desires to replace the existing Bioretention Facility with a stormwater water quality vault, install hardscaping and landscaping over the vault, and extend an enclosed drainage east along the Stendal Street right-of-way to the point of discharge from the Gateway Phase 1 project site at no cost to the City.

Q. Replacement and enclosure of the storm drainage conveyance and treatment systems by Gateway in the public right-of-way are a benefit to the City in meeting its obligations as an NPDES phase II MS4 permittee by minimizing maintenance and ensuring safe and reliable drainage conveyance.

R. The City has identified housing as a high priority for the community and that the Project can provide a high level of new housing coupled with retail and services in the urban village overlays.

S. The City benefits from the enhancement of public rights-of-way through the creation of pedestrian amenities, including landscaping, benches, bicycle racks, pedestrian scale lighting and similar amenities and that said improvements, when located in public rights-of-way, can be located above underground stormwater facilities maintained by the City.

T. The enhanced public right-of-way provides a public amenity for pedestrian access to the publicly accessible area known as “Janicki Fields” and provides an enhanced connection to the urban village area.

U. Pursuant to RCW 36.70B.200, on _____, 20____, the City held a public hearing regarding the form and substance of this Development Agreement before the City Council, and the City Council has enacted a resolution authorizing the Mayor to enter into this Development Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

TERMS OF AGREEMENT

The Parties hereby incorporate the Recitals as material terms to this Development Agreement as if fully set forth in this paragraph.

1. Use of Bioretention Facility. Gateway shall remove the existing Bioretention Facility and install a stormwater water quality vault as generally shown on the engineering drawings (dated April 5, 2024 and as subsequently amended) and as shown in Exhibit B of this agreement. The Parties agree that the stormwater vault shall be designed to receive, treat and detain, (as needed to comply with relevant regulations) all existing stormwater runoff and drainage from City improvements and right-of-way, the project known as Gateway Village Phase 1 (aka The Depot) and from new stormwater runoff from the Property resulting from the development of the Project. Gateway shall also install hardscape and landscaping over the top of the vault as generally shown on the engineering and landscape drawings dated April 5, 2024, and as subsequently amended, which will effectively function as usable public open space. Gateway shall provide a suitable surface in the plaza to provide for access to the underground water quality vault from the public road capable of supporting an HS-20 loading, or equivalent. Gateway shall also design and construct an enclosed storm drainage conveyance (e.g., a 12-inch diameter pipe, catch basins and appurtenant structures) from the discharge from Gateway Village Phase 1 on Stendal Street west to the water quality vault. Gateway shall also install standard sidewalk, curb, and stormwater infrastructure along the north side of the Stendal Street right-of-way from the plaza to the southeast corner of Skagit County Assessors Tax Parcel Number P37341; 350423-4-005-0203, owned by the Sedro-Woolley School District.

2. Dedication of Improvements. Upon completion and acceptance of the improvements, Gateway shall submit a bill of transfer for all improvements associated with the stormwater, the public plaza area, and the sidewalk, curb and stormwater infrastructure located within the public right-of-way after which the City shall be responsible for all maintenance and operation of all stormwater facilities, the plaza area, and the sidewalk, curb, and stormwater infrastructure located in public right-of-way.

3. Timing for Improvements. Gateway shall have twenty-four (24) months from the date of recording of this agreement to complete the improvements and provide a bill of transfer to the City. The City may at its sole discretion authorize a single six-month extension.

4. Recording. Per RCW 36.70B.190, following execution by all Parties, this Development Agreement shall be recorded with the Skagit County Auditor by Gateway and a recorded copy provided to the City within 15 days.

4.1 Covenant Running with the Land. It is the Parties' intent that this Development Agreement, so long as it is in force, be considered, interpreted and regarded as a covenant running with the Property.

4.2 Relationship of Parties. It is understood and agreed by the Parties hereto that the contractual relationship created between the Parties hereunder is that Gateway is an independent party and not an agent of the City. Nothing contained herein or in any document executed in connection herewith shall be construed as making City and Gateway joint-venturers or partners.

4.3 Amendment or Termination. Per RCW 36.70B.180, unless amended or terminated, this Development Agreement shall be enforceable by any Party hereto or by any person or entity that succeeds to a Party's interest in this Development Agreement. This Development Agreement and the Development Standards herein shall allow for the build-out period specified herein. A permit or approval issued by the City after the date all Parties have affixed their signature hereto shall be consistent with this Development Agreement.

4.4 Recordation of Agreement. This Agreement and any amendment or termination to it shall be recorded with the Skagit County Auditor.

4.5 Reservation of Authority. The City shall reserve authority to impose new or different regulations on the Property to the extent required by a serious threat to public health and safety per RCW 36.70B.170(4). In such event, the remaining provisions of this Development Agreement shall remain in full force and effect to the extent it is not inconsistent with such regulations and to the extent such regulations do not render such remaining provisions impractical to enforce.

4.6 No Impairment or Commitment of City's Regulatory Discretion. Nothing in this Development Agreement shall be interpreted to limit the exercise by the City of its regulatory powers with respect to approval of pending or new applications in accordance with applicable law. Nor shall this Development Agreement be interpreted as a determination as to the consistency of this Development Agreement with applicable plans, codes and ordinances, or any commitment whatsoever by the City with respect to any future City discretionary decisions that may be required for this Development Agreement.

4.7 Applicable Law. This Development Agreement shall be governed by and interpreted in accordance with the laws of the State of Washington, and any action to enforce its terms shall be brought to the Skagit County Superior Court. In the event a dispute arises from this Development Agreement, the Parties shall participate in at least one (1) day of mediation with a trained mediator prior to commencing any action in the Skagit County Superior Court; PROVIDED, however, that no such mediation shall be required prior to commencing an action under the Land Use Petition Act, RCW Chapter 36.70C, an action for injunctive relief, or when a party reasonably believes that emergency or expedited relief is necessary.

4.8 Transfer of Ownership. A conveyance of all or any portion of the Property through any means shall not impair, extinguish or otherwise affect any right, obligation, duty, term or provision of this Development Agreement. Any purchaser and/or assignee of all or any portion of the Property shall have the same rights, obligations and/or duties under this Development Agreement as the Party, person or entity from which it purchased or otherwise obtained an interest in all or a

portion of the Property and shall have the right to enforce this Development Agreement against the City.

4.9 Severability. If any provision of this Development Agreement is determined to be unenforceable or invalid by a court of law, then this Development Agreement shall thereafter be modified to implement the purpose and intent of the Parties to the maximum extent allowable under the law.

4.10 Review and Consultation. The Parties acknowledge that they have been afforded an opportunity to consider this Agreement and the terms and conditions set forth herein, and that they have read and understood the terms of the Agreement and have been given an opportunity to consult with their respective legal counsel prior to executing this Agreement.

4.11 Voluntary Agreement. The Parties hereby represent and acknowledge that this Agreement is given and executed voluntarily and is not based upon any representation by any of the Parties to another Party as to the merits, legal liability, or value of any claims of the Parties or any matters related thereto.

4.12 Non-Enforcement not Waiver. Failure by any one of the Parties to enforce this entire agreement or any provision of it with regard to any provision contained herein shall not be construed as a waiver by that Party of any right to do so.

4.13 Entire Agreement; Modification. This Development Agreement consists of nine (9) pages exclusive of exhibits and represents the entire agreement of the Parties with respect to the subject matter thereof. There are no other agreements, oral or written, except as expressly set forth herein. This Development Agreement may not be altered, changed, modified, or amended except by an instrument in writing signed by all Parties hereto.

4.14 Construction. The normal rule of construction to the effect that any ambiguities are to be resolved against the drafting Party shall not apply in the interpretation of this Development Agreement or any amendments thereto, and the same shall be given a reasonable interpretation in accordance with the plain meaning of its terms and the intent of the Parties.

4.15 Further Actions and Instruments. Each of the Parties shall cooperate with and provide reasonable assistance to the other to the extent contemplated hereunder in the performance of all obligations under this Agreement and the satisfaction of the conditions of this Agreement. Upon the request of either party at any time, the other party shall promptly execute, with acknowledgement or affidavit if reasonably required, and file or record such required instruments and writings and take any actions as may be reasonably necessary under the terms of evidence or consummate the transactions contemplated by this Agreement.

4.16 Notices. All notices provided for herein may be delivered by overnight delivery service, mailed registered or certified mail, return receipt requested, or transmitted via facsimile. If a notice is sent via overnight courier, it shall be deemed delivered upon the next business day. If a notice is mailed, it shall be considered delivered three (3) days after deposit in such mail. If a notice is

sent via facsimile, it shall be deemed delivered upon receipt of verification of transmission. The addresses to be used in connection with such correspondence and notices are the following, or such other address as a party shall from time to time direct:

Notices to the City shall be sent to:

City of Sedro-Woolley
Attn: Planning Department
325 Metcalf Street
Sedro-Woolley, WA 98284

Notices to Gateway shall be sent to:

Gateway Village, LLC
Sedro Woolley, LLC
103 N. Township Street
Sedro-Woolley, WA 98284

4.17 Authority. The individuals executing this Development Agreement represent and warrant that they have the authority to execute this Agreement and bind their respective principal.

4.18 Section Headings. All section headings and subheadings are inserted for convenience only and shall not affect any construction or interpretation of this Agreement.

4.19 Singular and Plural. As used herein, the singular of any word includes the plural.

4.20 Time. Time is of the essence in each and every covenant and condition of this Development Agreement.

4.21 Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and shall constitute one and the same instrument. All Exhibits hereto are hereby incorporated by specific reference into this Agreement, and their terms are made a part of this Agreement as though fully recited herein.

////

Gateway Village, LLC,
a Washington limited liability company

City of Sedro-Woolley, a Washington
municipal corporation

By: _____

Robert W. Janicki

Its: Managing Member

Date: _____, 20____

By: _____

Its:

Date: _____, 20____

Sedro Woolley, LLC,
a Washington limited liability company

ATTEST:

By: _____

Robert W. Janicki

Its: Managing Member

Date: _____, 20____

By: _____

Finance Director

APPROVED AS TO FORM:

By: _____

Office of the City Attorney

I certify that I know or have satisfactory evidence that Robert W. Janicki is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Member of Gateway Village, LLC, and Sedro Woolley, LLC , both Washington limited liability companies, to be the free and voluntary act of such parties for the uses and purposes mentioned in the instrument.

Printed Name _____
Notary Public in and for the State of Washington
residing at _____
My appointment expires: _____

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that she was authorized to execute the instrument and acknowledged it as the _____ of the City of Sedro-Woolley, a Washington municipal corporation, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Printed Name _____
 Notary Public in and for the State of Washington
 residing at _____
 My appointment expires: _____

EXHIBIT "A"
Legal Description of Property

P37331

PARCEL A (P37331) of that certain Record of Survey for Boundary Line Adjustment, dated 11/21/2024 and recorded on December 20, 2024, under Skagit County Auditor's File No. 202412200052.

THAT PORTION OF THE EAST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 35 NORTH, RANGE 4 EAST, WILLAMETTE MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTH QUARTER CORNER OF SAID SECTION 23, THENCE NORTH 0° 59' 30" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION A DISTANCE OF 860.63 FEET TO THE TRUE POINT OF BEGINNING;

THENCE CONTINUING NORTH 0° 59' 30" EAST ALONG SAID EAST LINE A DISTANCE OF 455.14 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER;

THENCE NORTH 89° 26' 04" WEST ALONG SAID NORTH LINE A DISTANCE OF 420.71 FEET;
THENCE SOUTH 0° 59' 30" WEST, PARALLEL WITH SAID EAST LINE, A DISTANCE OF 452.02 FEET;

THENCE SOUTH 89° 00' 30" EAST A DISTANCE OF 420.70 FEET TO THE TRUE POINT OF BEGINNING.

SITUATE WITHIN THE CITY LIMITS OF SEDRO-WOOLLEY, SKAGIT COUNTY, WASHINGTON.

CONTAINS 190,821 SQUARE FEET ±

P37206

PARCEL B (P37206) of that certain Record of Survey for Boundary Line Adjustment, dated 11/21/2024 and recorded on December 20, 2024, under Skagit County Auditor's File No. 202412200052.

THAT PORTION OF THE EAST HALF OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 23, TOWNSHIP 35 NORTH, RANGE 4 EAST, WILLAMETTE MERIDIAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTH QUARTER CORNER OF SAID SECTION 23, THENCE NORTH 0° 59' 30" EAST ALONG THE EAST LINE OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION A DISTANCE OF 501.13 FEET TO THE TRUE POINT OF BEGINNING;

THENCE SOUTH 89° 56' 10" WEST A DISTANCE OF 636.17 FEET;

THENCE NORTH 0° 59' 12" EAST, PARALLEL WITH THE WEST LINE OF THE EAST HALF OF SAID SOUTHEAST QUARTER, A DISTANCE OF 821.63 FEET TO THE NORTH LINE OF SAID SOUTHEAST QUARTER;

THENCE SOUTH 89° 26' 04" EAST ALONG SAID NORTH LINE A DISTANCE OF 215.44 FEET;

THENCE SOUTH 0° 59' 30" WEST, PARALLEL WITH THE EAST LINE OF SAID SOUTHEAST QUARTER, A DISTANCE OF 452.02 FEET;

THENCE SOUTH 89° 00' 30" EAST A DISTANCE OF 420.70 FEET TO A POINT ON SAID EAST LINE;

THENCE SOUTH 0° 59' 30" WEST ALONG SAID EAST LINE A DISTANCE OF 359.50 FEET TO THE TRUE POINT OF BEGINNING.

SITUATE WITHIN THE CITY LIMITS OF SEDRO-WOOLLEY,
SKAGIT COUNTY, WASHINGTON.

CONTAINS 329,592 SQUARE FEET ±

P120424

TRACT R, GATEWAY BINDING SITE PLAN, AS APPROVED APRIL 7, 2003, AND RECORDED MAY 19, 2003, UNDER AUDITOR'S FILE NO. 200305190183, RECORDS OF SKAGIT COUNTY, WASHINGTON; BEING A PORTION OF SECTION 23, TOWNSHIP 35 NORTH, RANGE 4 EAST OF THE WILLAMETTE MERIDIAN.

SITUATE IN SKAGIT COUNTY, WASHINGTON.

Excerpt from Engineering drawings dated April 2024

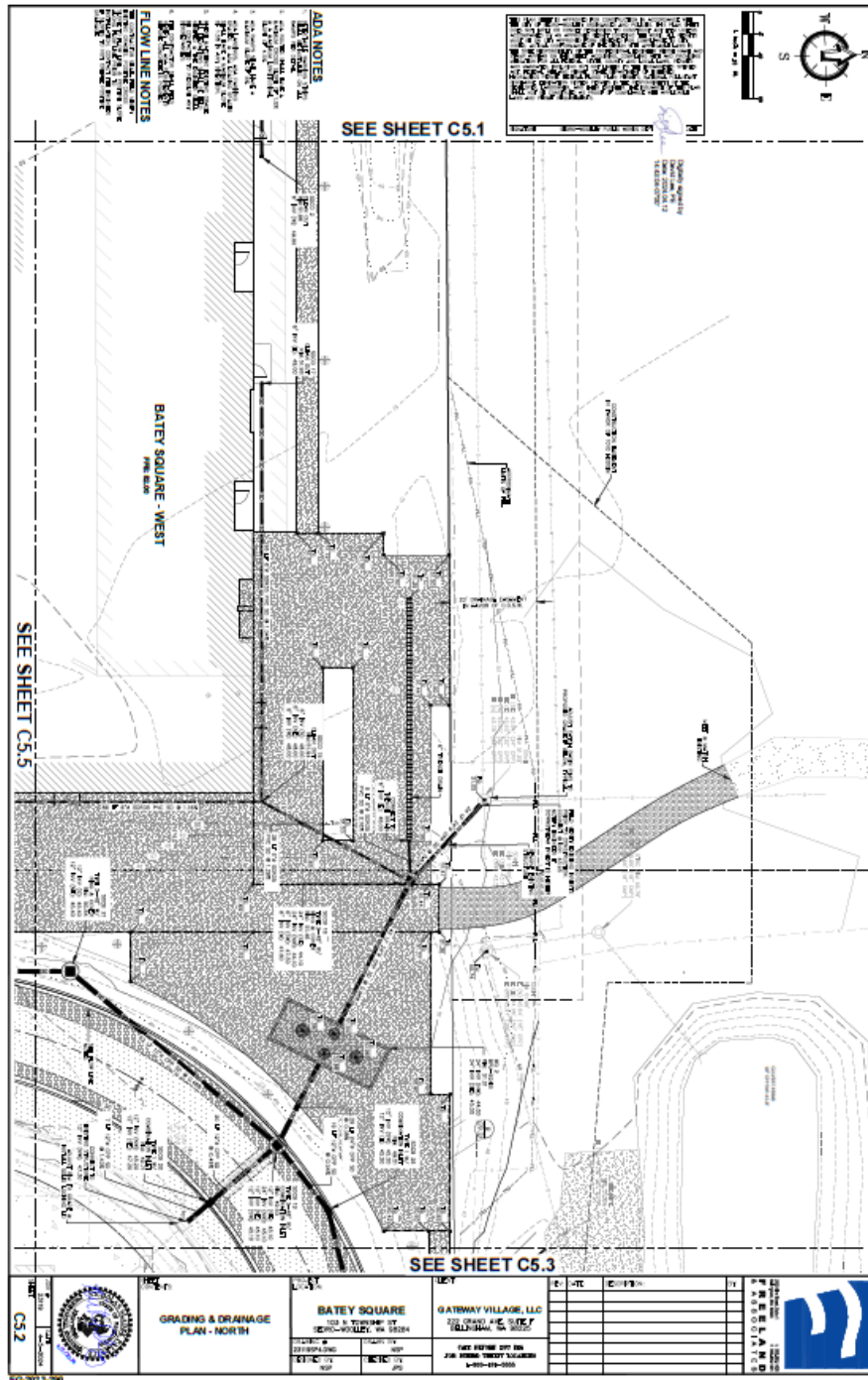
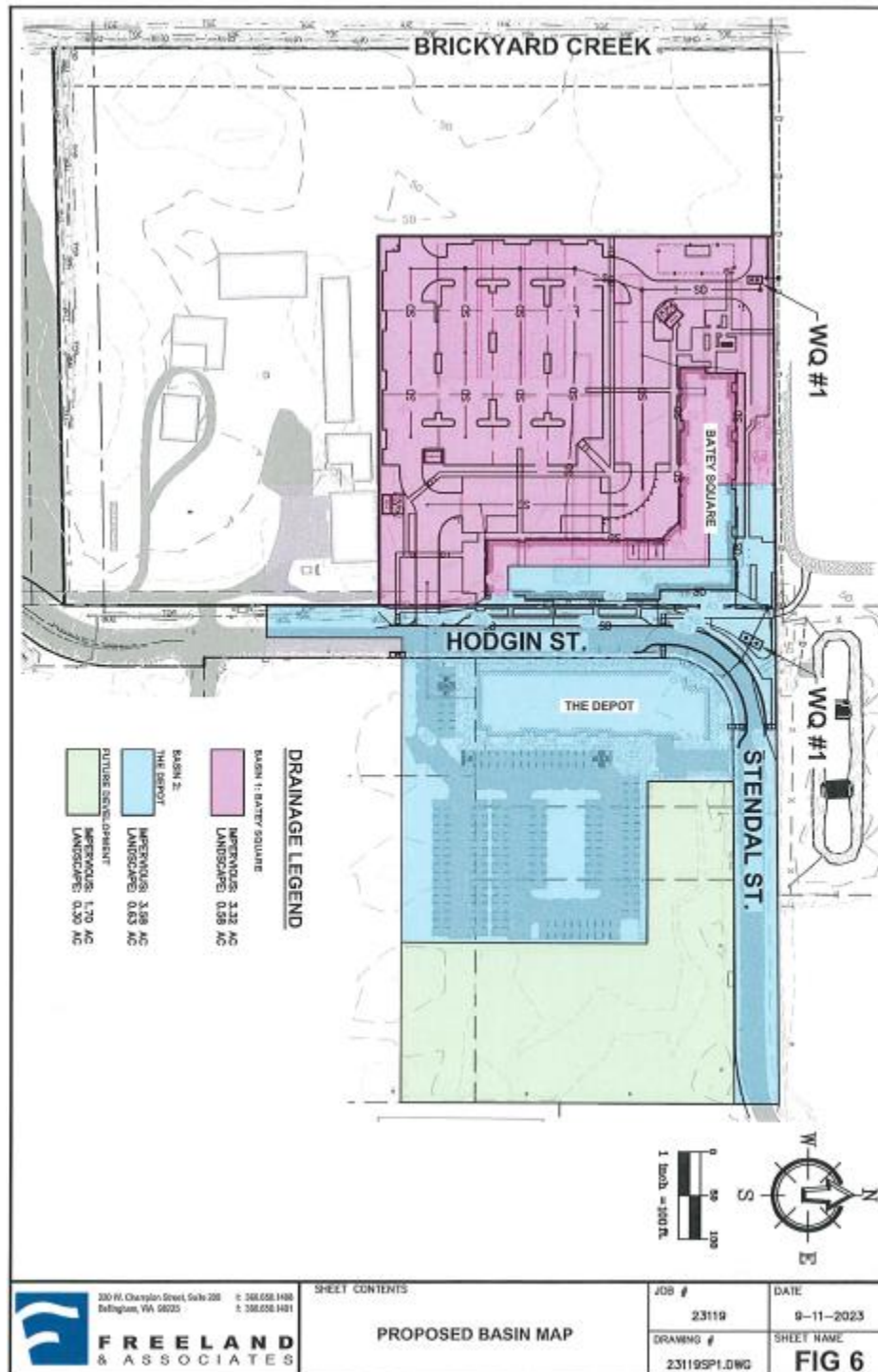


EXHIBIT "C"

Figure 6 "Stormwater Site Plan Batey Square" August 2023 by Freeland Associates





City Council Agenda Item

Agenda Item No.: n.1.

Date: April 23, 2025

From: Kyle Anderson, Assistant Engineer

Subject: Stormwater Management Plan

RECOMMENDED ACTION:

Public hearing and first read – no action required at this meeting.

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

The City issued a Request for Qualifications from qualified professionals or firms for updates to the City of Sedro-Woolley's 1997 Stormwater Management Plan and updates to the Comprehensive Plan Chapter 7.24 Stormwater Management in March of 2024. Grey & Osborne, Inc. was selected as the most qualified consultant and has been providing these updates. Currently, seven of the eight chapters of the new Stormwater Management Plan have been updated and are included with this agenda item.

The purpose of the Stormwater Management Plan is to provide a guide for the City of Sedro-Woolley to control flooding, enhance water quality, protect sensitive habitat areas, and optimize maintenance and upgrades to the existing systems. This is to be accomplished by evaluating the present operation and staffing of the current Program, suggest improvements to enhance the performance of the Program, meet regulatory requirements, and present an approach to fund and implement needed program improvements. The purpose for the Comprehensive Plan Chapter 7.24, Stormwater Management updates, is to bring its elements up to date and to align them with the Stormwater Management Plan updates. These actions have been taken as part of the Western Washington Phase II Municipal Stormwater Permit requirements, as well as the required Comprehensive Plan update.

FISCAL IMPACT, IF APPROPRIATE:

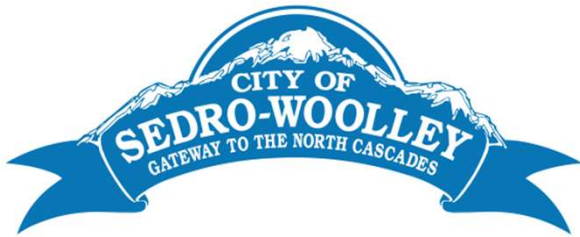
None at this time.

ATTACHMENTS:

1. Stormwater Management Plan Update Council Presentation
2. Stormwater Management Plan_Chapters 1-7

Stormwater Management Plan Update

April 23, 2025



Introduction (Chapter 1)

Purpose

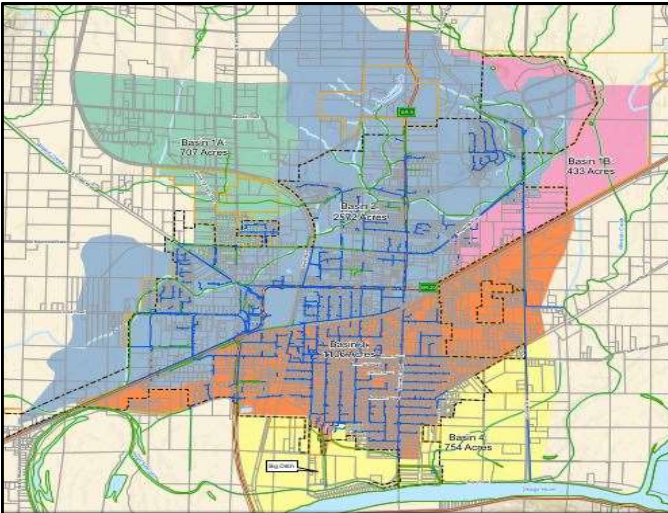
- Protect environment / Water quality
- Reduce flooding
- Maintain Infrastructure / Cost of Utility

Overview of Storm System

- Four major drainage basins
- 44 miles of pipe, 7 miles of ditch, 2,200 catch basins

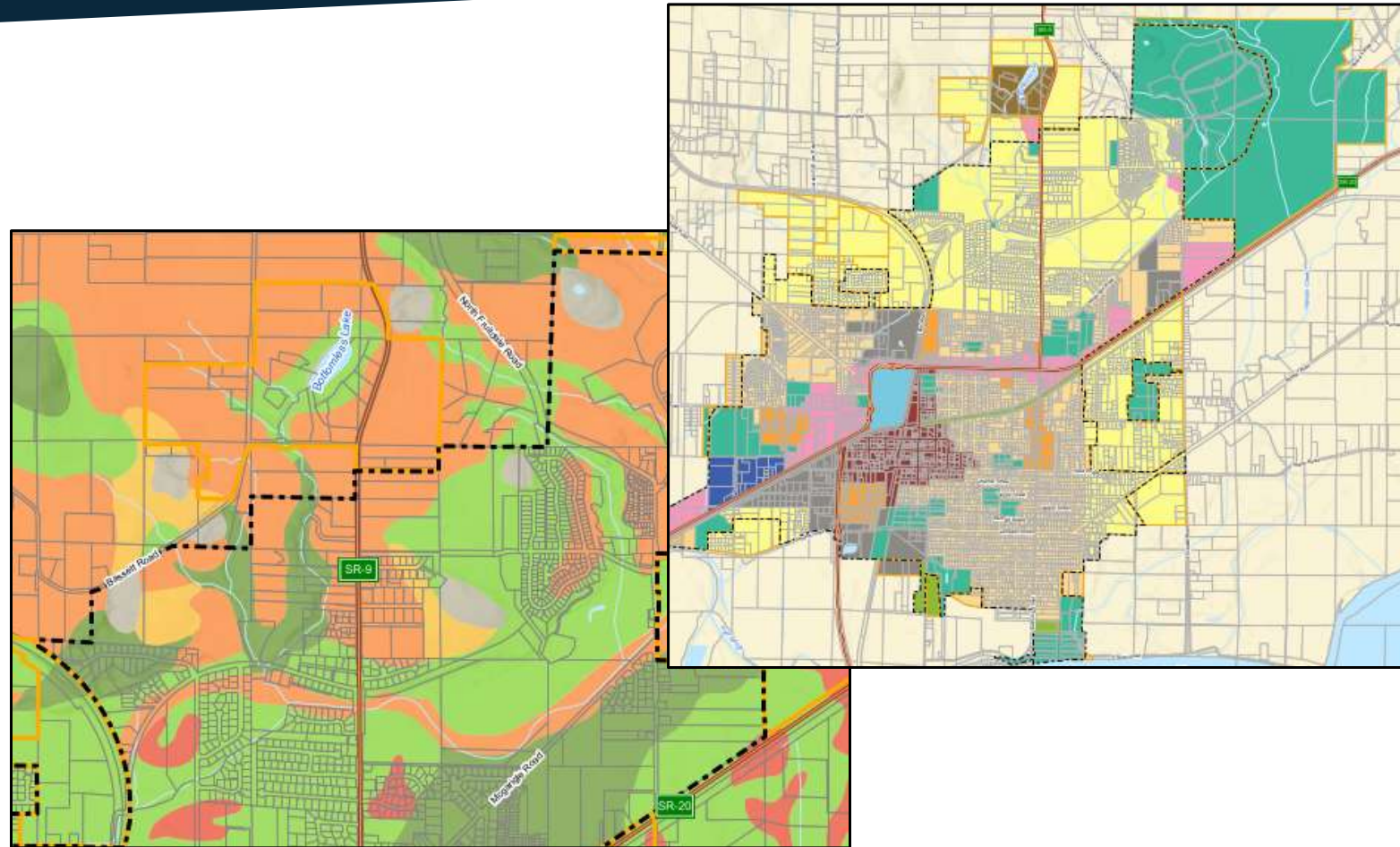
Issues for Stormwater Utility

- Aged infrastructure
- Culverts should be fish passable
- Opportunities exist to retrofit for water quality treatment



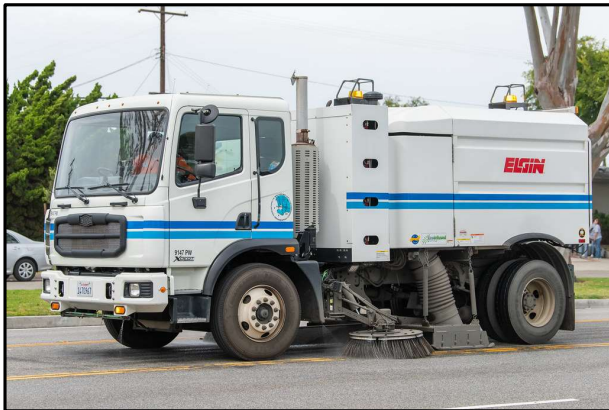
Drainage Area Characteristics *(Chapter 2)*

- Background
 - Climate
 - Geology
 - Topography
 - Soils
 - Land Use
 - Wetlands
 - Hydrology

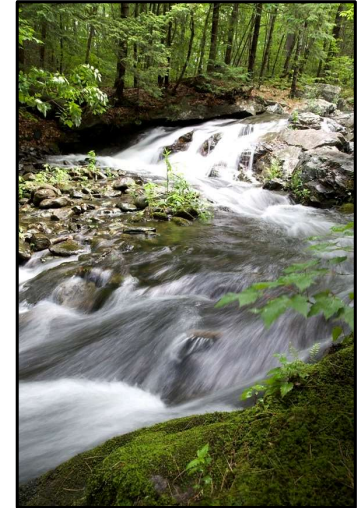


Water Quality (Chapter 4)

- Lists Impaired Waterbodies
 - Skagit River (*PCBs, Temperature, pH*)
 - Hart Slough (*pH, DO*)
 - Brickyard, Hansen, Thomas Creeks (*Fecal coliform, temperature, pH, DO*)



- Lists Potential Pollutants
- Water Quality Criteria
- Lists Potential Solutions
 - Riparian Restoration
 - Structural (*Water quality filters, biofiltration swales, infiltration, detention ponds*)
 - Education
 - Maintenance / Street sweeping



Regulatory Requirements / Operation and Maintenance *(Chapters 5 and 6)*

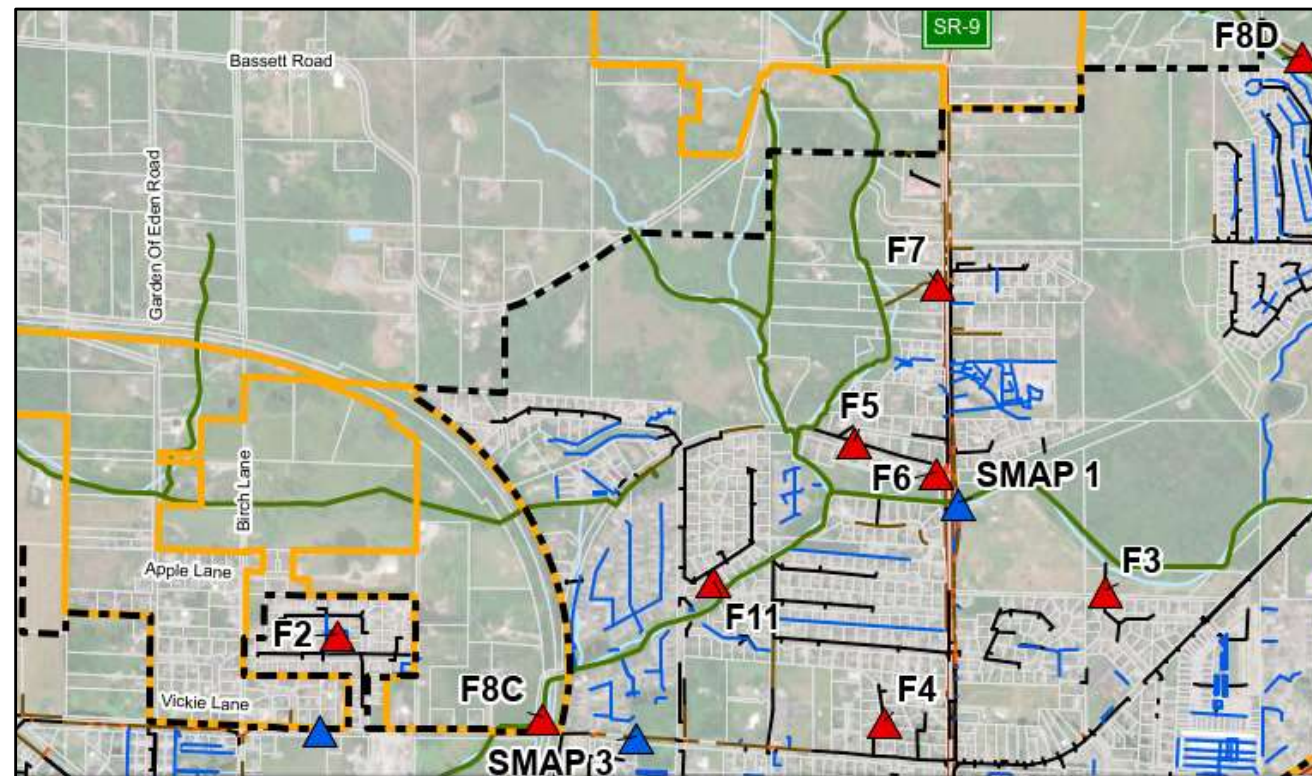
- Describes Ecology NPDES Phase II Permit
 - Stormwater Planning
 - Public Education
 - Mapping
 - Illicit Discharges
 - Controlling Runoff from Development
 - Retrofits
 - Operation & Maintenance
- Action plan provided for permit/O&M
- Personnel hours needed for permit compliance
 - 1.5 FTE for non-maintenance items
 - 5-6 FTEs needed for all permit items



Identified Issues / Capital Improvement Projects (*Chapters 3 and 7*)

North CIPs

- 10 Pipe/Ditch improvements
- 1 Water quality facility

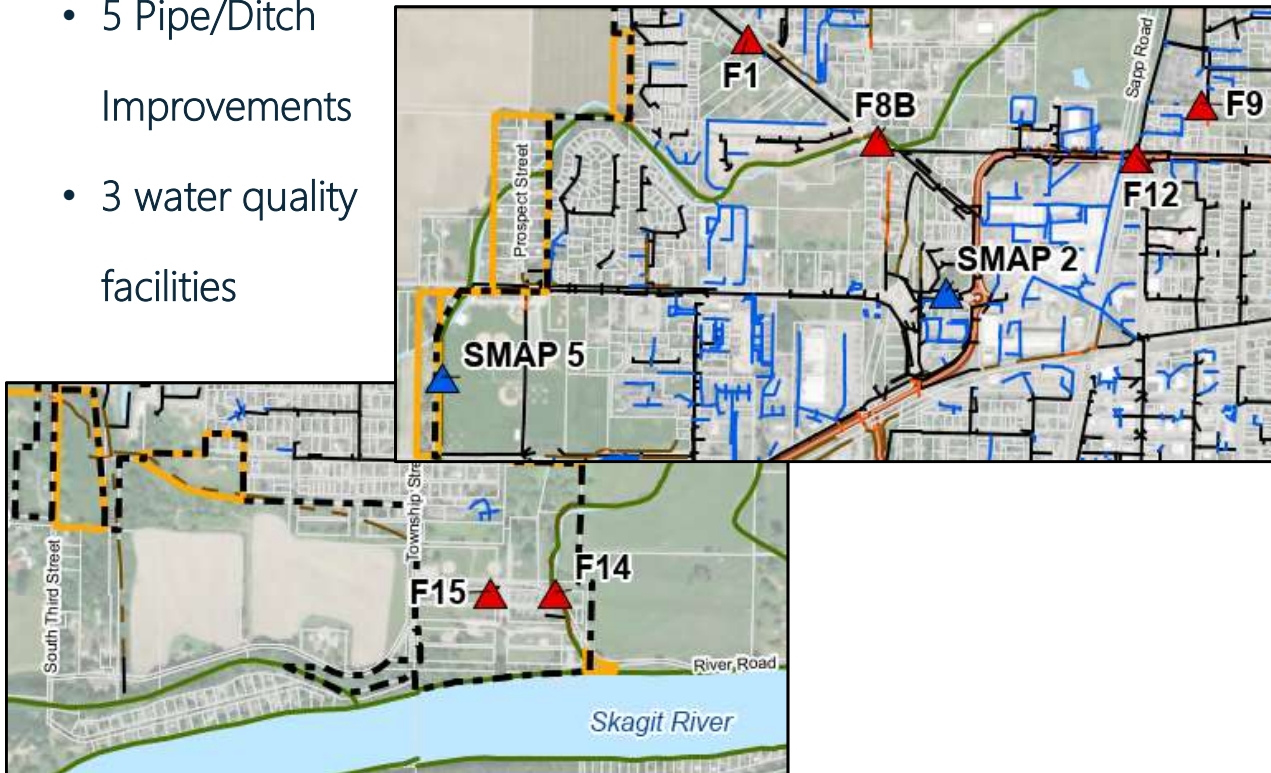


Project No.	Year	Project Name	Cost
F11	2025	Reed Street Private to MS4	\$122,000
F9	2026	Murdock Street Private to MS4	\$82,000
SMAP 6	2028	Jones/John Liner Corridor Project	\$113,000
F8	2029	Brickyard Fish Passage Culverts	\$2,008,000
F2	2030	Cambridge Commons Infiltration Facility	\$1,322,000
F14	2031	Riverfront Park Culverts	\$506,000
F1	2033	F&S Grade Road Clay Pipe	\$1,102,000
F15	2034	Water Quality Pond	\$1,256,000
F12	2035	SR 20 Flooding	\$247,000
F4	2036	Dana Drive Pipe	\$322,000
F3	2037	Independence Boulevard Pipe	\$334,000
F5	2038	McClellan Road Pipe	\$373,000
SMAP 1	2039	SR 9/North Township Catch Basin Filters	\$284,000
SMAP 5	2040	Brickyard Creek Riparian Improvements	\$301,000
F8	2041	Sapp Road Culverts	\$150,000
SMAP 3	2042	John Liner Road/SR 9	\$136,000
F7	2043	Alderwood Road Pipe	\$393,000
SMAP 2	2044	Bingham Park WQ Retrofit	\$170,000
SMAP 4	As Needed	Catch Basin Retrofits	\$174,000

Identified Issues / Capital Improvement Projects (*Chapters 3 and 7*)

South CIPs

- 5 Pipe/Ditch Improvements
- 3 water quality facilities



Project No.	Year	Project Name	Cost
F11	2025	Reed Street Private to MS4	\$122,000
F9	2026	Murdock Street Private to MS4	\$82,000
SMAP 8	2028	Jones/John Liner Corridor Project	\$113,000
F8	2029	Brickyard Fish Passage Culverts	\$2,008,000
F2	2030	Cambridge Commons Infiltration Facility	\$1,322,000
F14	2031	Riverfront Park Culverts	\$506,000
F1	2033	F&S Grade Road Clay Pipe	\$1,102,000
F15	2034	Water Quality Pond	\$1,256,000
F12	2035	SR 20 Flooding	\$247,000
F4	2036	Dana Drive Pipe	\$322,000
F3	2037	Independence Boulevard Pipe	\$334,000
F5	2038	McClellan Road Pipe	\$373,000
SMAP 1	2039	SR 9/North Township Catch Basin Filters	\$284,000
SMAP 5	2040	Brickyard Creek Riparian Improvements	\$301,000
F8	2041	Sapp Road Culverts	\$150,000
SMAP 3	2042	John Liner Road/SR 9	\$136,000
F7	2043	Alderwood Road Pipe	\$393,000
SMAP 2	2044	Bingham Park WQ Retrofit	\$170,000
SMAP 4	As Needed	Catch Basin Retrofits	\$174,000



Next Steps



- Final chapter (funding) to be drafted by early May
 - \$9.4 million in CIPs over 20 years
 - 5-6 FTEs for maintenance/permit compliance
 - Review rates / connection charges
- Draft of full plan by early June
- Plan adoption by mid-July

CHAPTER 1

INTRODUCTION

The City of Sedro-Woolley, located in Skagit County on the Skagit River and on State Highway 20 (see Figure 1-1) is a community of residential and commercial properties. Sedro-Woolley was incorporated on December 19, 1898 with a merger of two towns, Sedro and Woolley. As the city grew, it gained the responsibility of managing stormwater runoff within city limits. In 1997, the City prepared a Comprehensive Stormwater Management Plan to guide efforts related to flooding, water quality and overall maintenance of a stormwater system. As part of the City's current overall planning efforts, the City intends for this current Comprehensive Stormwater Management Plan (Plan) to update the previous Plan prepared in 1997. Updates included the review of planning and development of capital projects, operations and maintenance practices, water quality measures, flooding, and a review of the stormwater utility's financial status.

BACKGROUND

The Stormwater Management Plan provides guidance for the design and construction of the City's storm system to meet current and future needs. The Plan provides information about the City's existing stormwater infrastructure and related funding while identifying deficiencies and a recommended course of action to resolve them.

This Plan is intended to provide a fresh look into the condition of existing infrastructure and a current evaluation of stormwater areas of concern. The goal is to help the City be prepared for the future by ensuring that resources are allocated efficiently and that current stormwater issues are resolved.

Per the Washington State Office of Financial Management (OFM), the 2024 population is estimated at 13,080 and is expected to grow to a total population of 17,069 residents in 2036. This plan is intended to help implement the City's overall vision related to stormwater management as it grows and changes through time.

Stormwater impacts and management can be influenced by the climate, natural environment, developed environment, and regulatory requirements. Natural and built environments that affect how the stormwater system is managed in Sedro-Woolley includes:

- 47 inches of rain annually;
- Four major drainage basins;
- Stormwater culverts, ditches, catch basins, infiltration facilities and dry wells;

- Skagit River;
- NPDES Phase II permit since 2007.

Elements related to the natural environment listed above are described further in Chapter 2.

GOALS OF THE STORMWATER PROGRAM

The City has the following goals for the Stormwater Management Program:

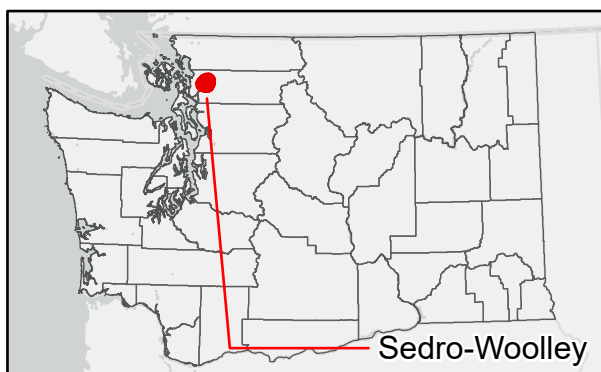
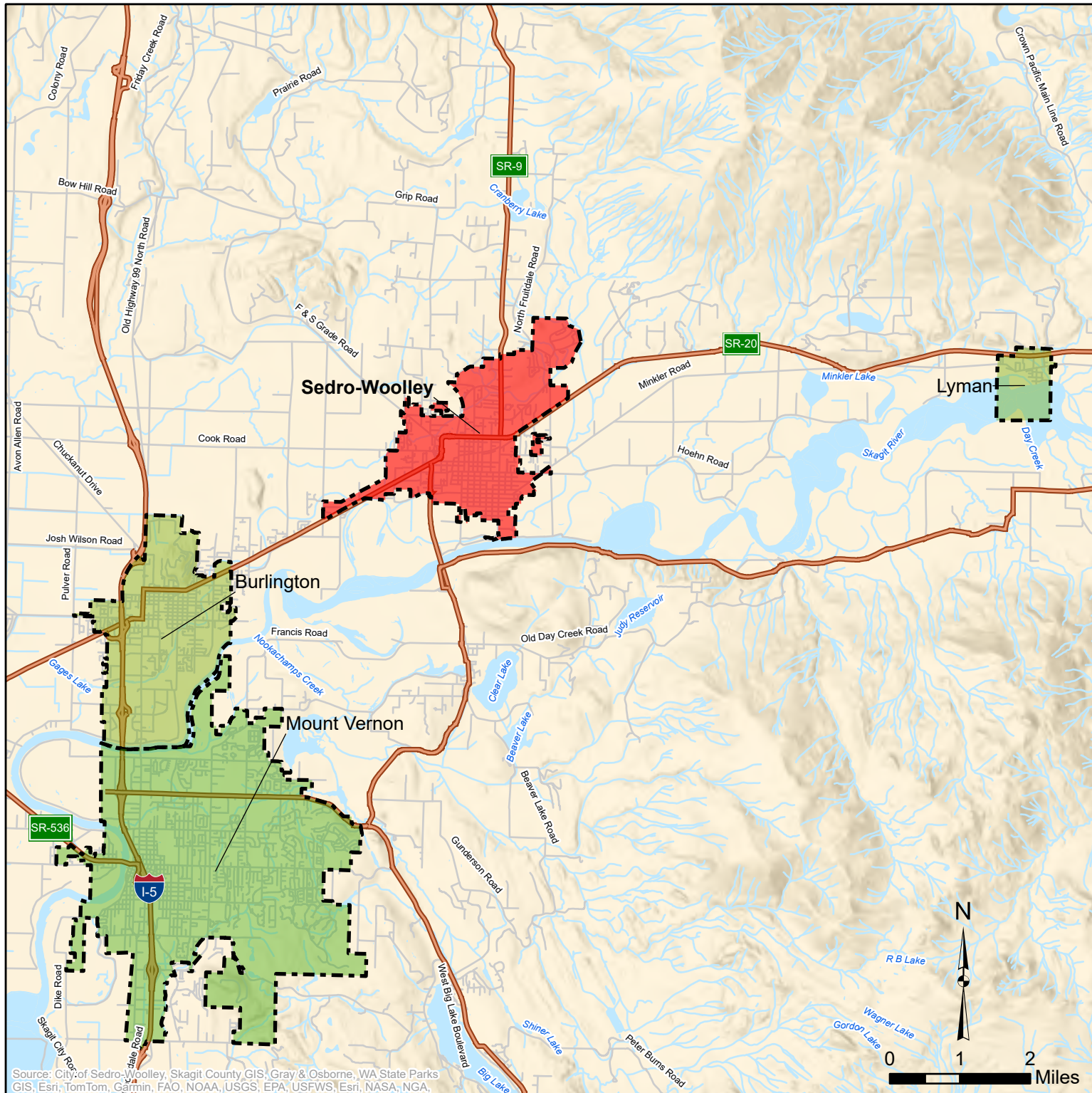
- Protect and enhance the City's financial health and stability while maintaining appropriate and essential public services in a cost-effective manner;
- Protect the environment and enhance the city's high quality of life, including air and water quality, and the availability of water;
- Review, prioritize, and implement capital infrastructure projects to include retrofitting areas of concern;
- Reduce pollutants entering nearby waterbodies;
- Encourage local involvement in protecting stormwater quality;
- Increase public awareness of pollutant spill prevention/proper cleanup.

Implementation of this Plan will help the City meet its goals related to protecting the financial health of the stormwater system, addressing known flooding areas, developing effective public communication, and preserving and protecting surface water resources.

CURRENT STORMWATER RELATED ISSUES

Known stormwater related issues in Sedro-Woolley include:

- Older metal stormwater pipes in the City have become corroded and are in need of replacement.
- A new culvert under the railroad tracks is required to provide more efficient drainage to John Liner Road.
- City owned stormwater pipes go through private property and require easements.



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 1-1

VICINITY MAP



- Culverts in Brickyard Creek require upgrades to be fish passable.
- 12-inch clay pipe in F&S Grade Road is degraded and requires replacement.
- Runoff flowing from City property onto private property requires diversion to simplify maintenance or increased awareness of private maintenance is necessary.
- An updated Washington State Department of Fish and Wildlife hydraulic project approval (HPA) permit will be required for ongoing maintenance of City ditches.
- City relies on neighboring Skagit County to maintain the Big Ditch downstream culvert where county staff is not always available to maintain it in a timely manner.

RECOMMENDED ACTIONS

To meet these challenges, a stormwater program has been developed to mitigate the impacts of existing runoff by addressing aging infrastructure and improving water quality. Actions in the plan include retrofitting areas within the City that have degraded over time and implementing water quality related actions to protect downstream waterbodies.

CURRENT FUNDING

The City currently utilizes their stormwater utility fund for any stormwater related capital or operational expenditures. Additional funding may also come in the form of loans or grants from state or federal programs. Certain expenses are paid from other sources as well, such as joint capital projects that include upgrades to other utility or transportation elements.

CHAPTER 2

DRAINAGE AREA CHARACTERISTICS

LOCATION

The City of Sedro-Woolley was officially incorporated in 1898. The City's current Urban Growth Area (UGA) encompasses approximately 4.31 square miles of land as shown in Figure 2-1. The City is located in Skagit County on the Skagit River, approximately 25 miles upriver from the Puget Sound. State Route 20 (SR 20) passes through the City. Figure 1-1 provides a vicinity map of the area.

The City of Sedro-Woolley has a combination of residential and commercial properties. Per the latest State OFM estimates, the population in Sedro-Woolley in 2024 is approximately 13,080. The commercial land use is predominantly located in the downtown area and along State Route 20. The remaining areas are designated as residential with some recreational areas.

TOPOGRAPHY AND WATER BODIES

The City's topography is relatively flat, sloping slightly to the south towards the Skagit River (see Figure 2-1). The streams within the city limits are shown in Figure 2-1. As shown later in Figure 2-8, a small part of the city including River Front Park is within the Skagit River's 100-year floodway.

Per the City's *Stormwater Management Plan* (1997):

The City and its surrounding area can be characterized as lying on an elevated bench of land situated along the north shore of the Skagit River, within the Skagit River floodplain. The City itself is relatively flat with few topographic features. Elevations within the City range from 36 feet at the west end of the City to 56 feet above sea level at the eastern boundary of the City. The outfall of Brickyard Creek located near the most western boundary of the City is at elevation 35 feet and is about 5-10 feet above the normal elevation of water in Hart's Slough, which is contiguous with the main channel of the Skagit River.

DRAINAGE BASINS

The city limits for Sedro-Woolley contains five main tributary basins (Basin 1A, Basin 1B, Basin 2, Basin 3 and Basin 4), each eventually flows to the Skagit River except for Basin 1A which flows to a tributary of the Samish River. These basins along with their areas, including upstream portions outside of the city limits are shown in Figure 2-2. These basins are divided further into 35 smaller drainage subbasins lying within the City's tributary area which are shown in Figure 2-3 (see stormwater base map in Appendix A).

Basin 1A: This basin covers approximately 700 acres with approximately 50 acres in the city limits and 650 acres outside the city limits that is tributary to it. The area outside the city limits is mostly forest and agricultural land with some residences. The area inside the city limits is small and contains a few residential areas. Runoff from this drainage basin is tributary to Willard Creek which is part of the greater Samish River Basin.

Basin 1B: This basin covers approximately 440 acres with approximately 220 acres in the city limits and 220 acres outside the city limits that is tributary to it. The area outside the city limits is mostly forest and agricultural land. It also includes the Northern State Recreation Area. The area inside the city limits is small and contains a few residential areas as well as the Janicki Industries SR 20 buildings. Runoff from this drainage basin is tributary to Hansen Creek which flows into the Skagit River.

Basin 2: This basin is the largest of the basins and covers approximately 2,550 acres with approximately 1,560 acres in the city limits and 990 acres outside the city limits. The area outside the city limits is mostly forest and agricultural land with a few residences. The area inside the city limits contains much of the City's residential and commercial areas. Runoff from this drainage basin is tributary to Brickyard Creek which runs in the northeast to southwest direction.

Basin 3: This basin covers approximately 1,130 acres with approximately 790 acres in the city limits and 340 acres outside the city limits. The area outside the city limits is mostly forest and agricultural land with a few residences. The area within city limits contains residential and commercial buildings including the City's downtown core. Runoff from this drainage basin is tributary to Hart Slough via the Big Ditch.

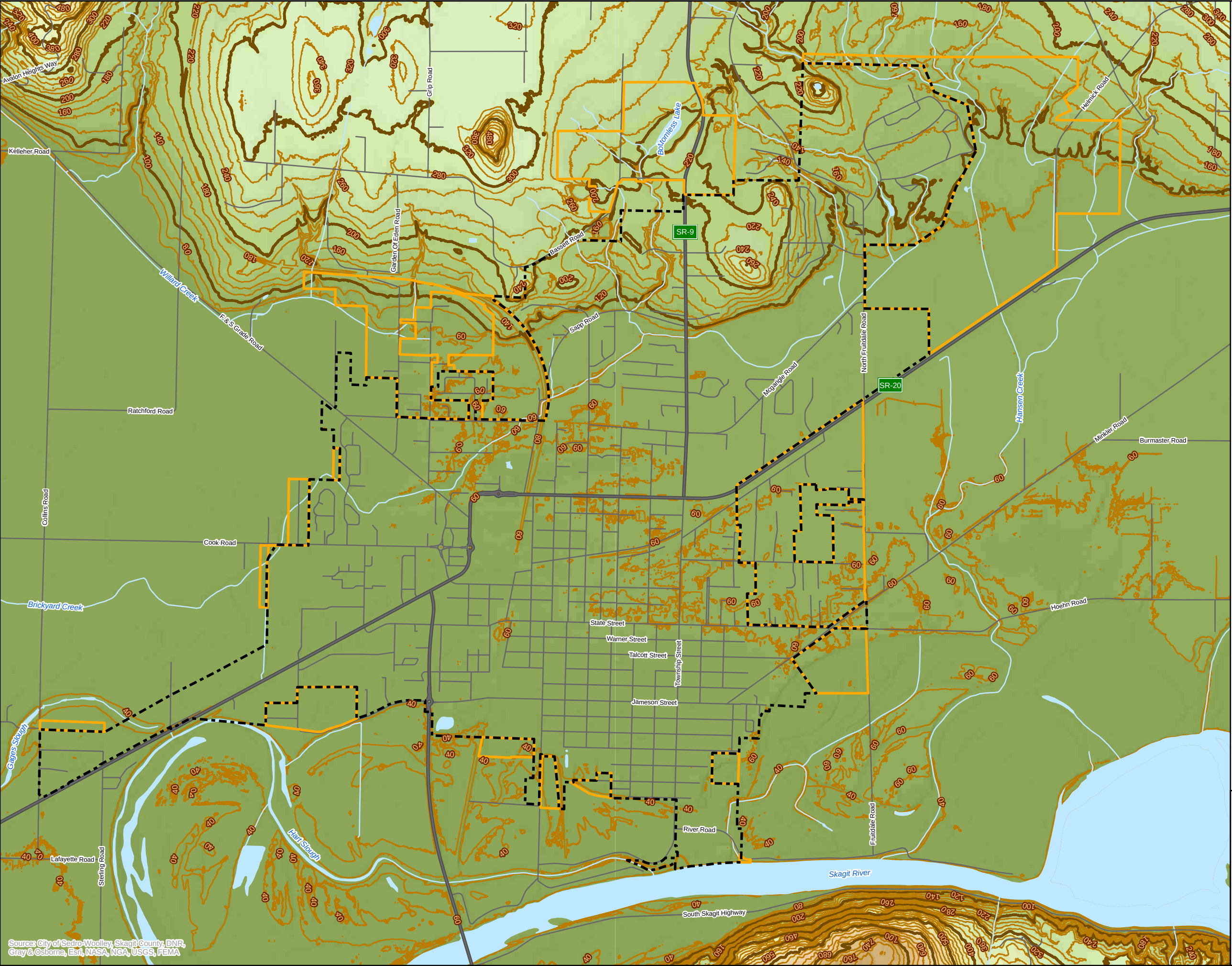
Basin 4: This basin covers approximately 750 acres with approximately 120 acres in the UGA and 630 acres outside the city limits. The area outside the city limits is mostly forest and agricultural land adjacent to the Skagit River. The area within the UGA contains some residential buildings and Riverfront Park. Runoff from this drainage basin is tributary to the Skagit River.

SOILS

Soils within the city limits are shown in Figure 2-4. Soils are shown in their hydrologic grouping ranging from a well drained soil type to a very poorly drained soil type.

Per the City's *Stormwater Management Plan* (1997):

The 1993 Surface Water Management Plan for the Sedro-Woolley Sub-Flood Control Zone identified two major soil types within the area Field Silt Loam in the lower areas of the Brick Yard Creek drainage basin which, includes the western portion of the City. The rest of the City is underlain by a mixture of Urban-Mount Vernon-Field Soils. Field Silt Loam is a very deep, moderately well drained soil



Elevation (Ft.)

1120'

22'

Contours (Ft.)

20'

100'

Reference

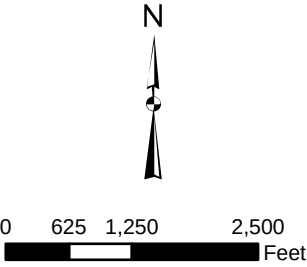
Major Road

Road

City Limits

Urban Growth Area

Surface Water



CITY OF SEDRO-WOOLLEY

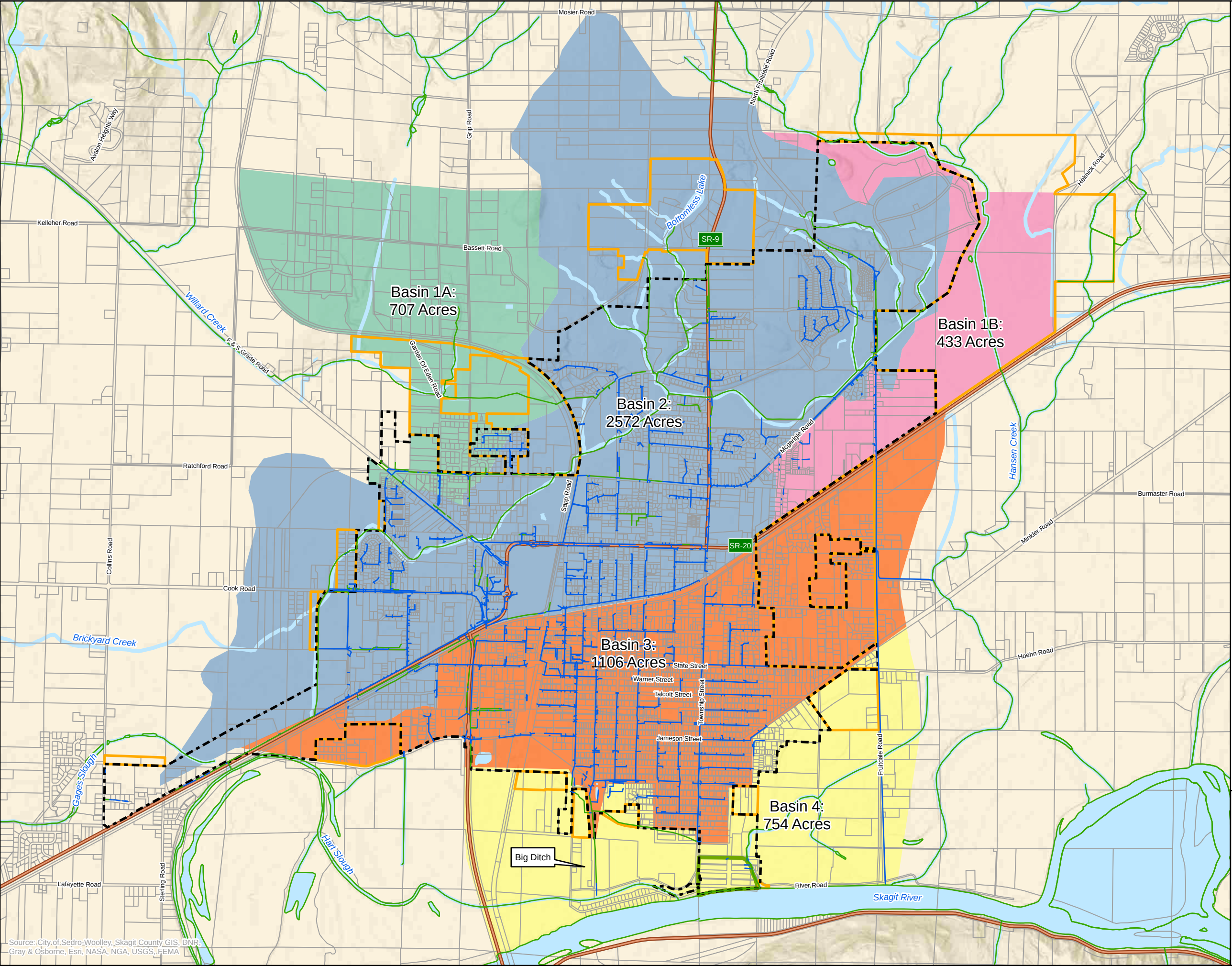
STORM MANAGEMENT PLAN

FIGURE 2-1

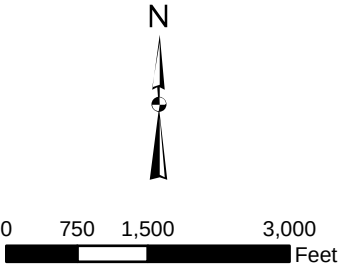
TOPOGRAPHY



Source: City of Sedro-Woolley, Skagit County, DNR, Gray & Osborne, Esri, NASA, NGA, USGS, FEMA

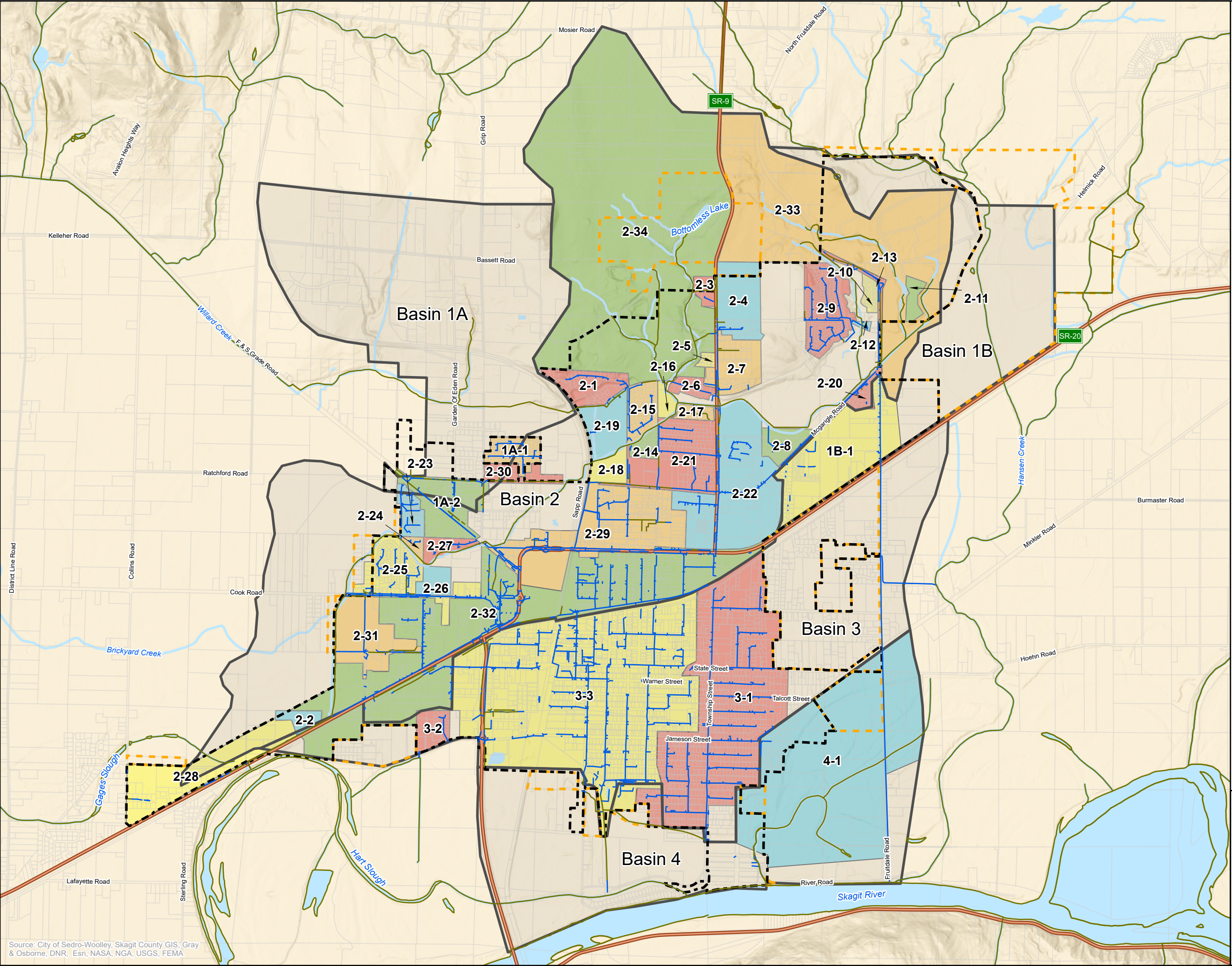


- Stormwater Pipe
- Ditch, Swale
- Drainage Basin
 - Basin 1A
 - Basin 1B
 - Basin 2
 - Basin 3
 - Basin 4
- Reference
 - City Limits
 - Urban Growth Area
 - Riverfront Park
 - Parcel
 - Surface Water

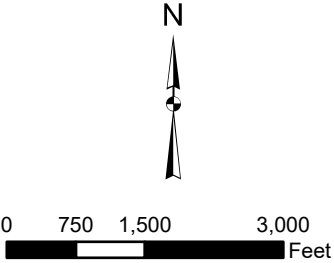


CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 2-2
DRAINAGE BASINS



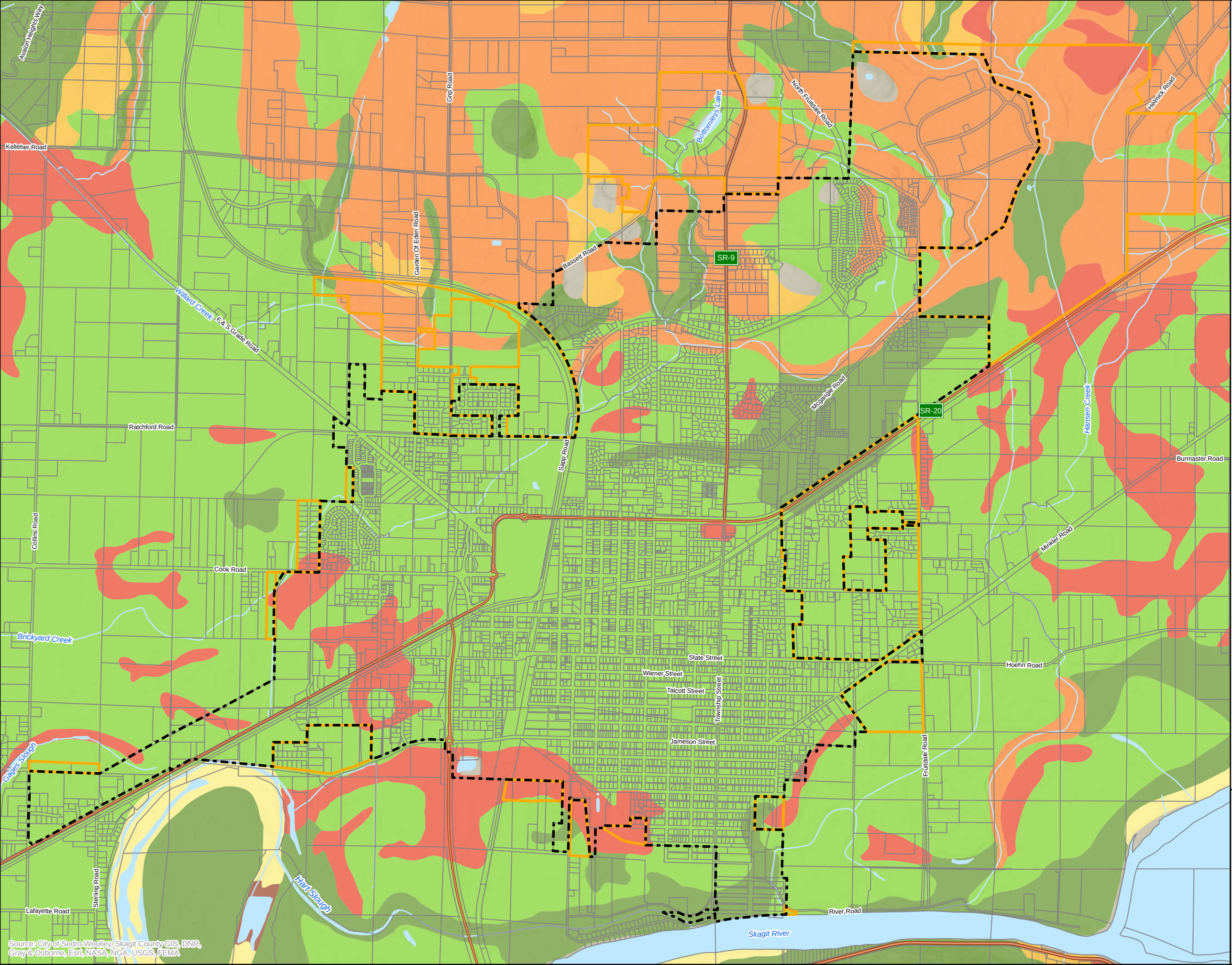


- Ditch, Swale
- Stormwater Pipe
- Drainage Basin
- Reference
 - City Limits
 - Urban Growth Area
 - Parcel
 - Surface Water
 - Drainage Subbasin



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 2-3
DRAINAGE SUBBASINS



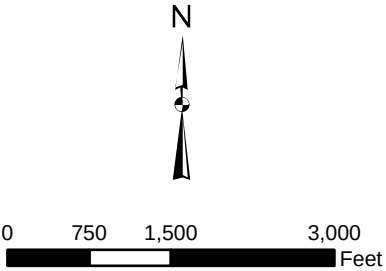


Soils - Drainage Class

- No data
- Very poorly drained
- Poorly drained
- Somewhat poorly drained
- Somewhat excessively drained
- Excessively drained
- Moderately well drained
- Well drained

Reference

- City Limits
- Urban Growth Area
- Parcel
- Surface Water



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 2-4

SOILS

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CONSULTING ENGINEERS

on floodplains. The soil formed in recent alluvium with a mixture of volcanic ash. Permeability is moderate and available water capacity is high. During November to May, there is usually a high seasonal water table at 36-48 inches below the surface. Runoff is slow and the chance of erosion is slight.

Urban-Mount Vernon-Field Soils are mixes of soils found on floodplains and on natural levees. These soils are so intricately interwoven that it is impractical to map them separately. Sandy and silty loams are the predominant characteristics of the Urban-Mount Vernon-Field soils. Both are deep and moderately well drained. Permeability is moderate and available water capacity is high on all but the impermeable and compacted urbanized surfaces. There is a hazard of flooding and of a high water table during wetter periods of the year, November to May.

ZONING

Zoning is shown in Figure 2-5. The City has a combination of residential, commercial and industrial land uses. The multi-family and commercially zoned areas are primarily located in the downtown core and along SR 20 whereas the low density residential areas are mainly located toward the southern and northern portion of the City.

CLIMATE

Table 2-1 summarizes the historical average climate and precipitation data for the Sedro-Woolley area according to Western Regional Climate Center records. For the stormwater model, rain amounts were taken from isopluvial maps. A precipitation amount of 4.5 inches was utilized for the 100-year storm. To account for future climate change, rainfall was increased by a standard 10 percent becoming 4.95 inches.

TABLE 2-1

Average Monthly Climate Data

Month	High Temp. (°F)	Low Temp. (°F)	Precipitation (in.)	Snowfall (in.)
Jan	44	32	5.75	3.3
Feb	49	34	4.21	1.3
Mar	53	36	4.32	1.4
Apr	60	40	3.56	0
May	66	44	2.86	0
Jun	70	49	2.56	0
Jul	75	50	1.45	0
Aug	75	51	1.71	0
Sep	69	47	3.05	0
Oct	61	42	4.61	0

TABLE 2-1 – (continued)**Average Monthly Climate Data**

Month	High Temp. (°F)	Low Temp. (°F)	Precipitation (in.)	Snowfall (in.)
Nov	51	37	6.48	0.7
Dec	46	34	6.05	2.2
Annual	60	42	46.6	8.9

(1) Records reflect the timeframe of 8/1/1896 through 5/31/2016 as obtained from the Western Regional Climate Center.

CRITICAL AREAS

Discussed below are types of critical areas found within the City as identified by the Growth Management Act. This act requires cities to adopt development regulations to protect critical aquifer recharge areas, wetlands, fish and wildlife habitat areas, and geologically hazardous areas. The Sedro-Woolley Municipal Code (SWMC 17.65) designates and regulates the following critical areas:

- Flood Hazard areas
- Wetland areas
- Critical Aquifer Recharge areas
- Fish and Wildlife Habitat Conservation areas
- Geologically Hazardous areas

FLOOD HAZARD AREAS

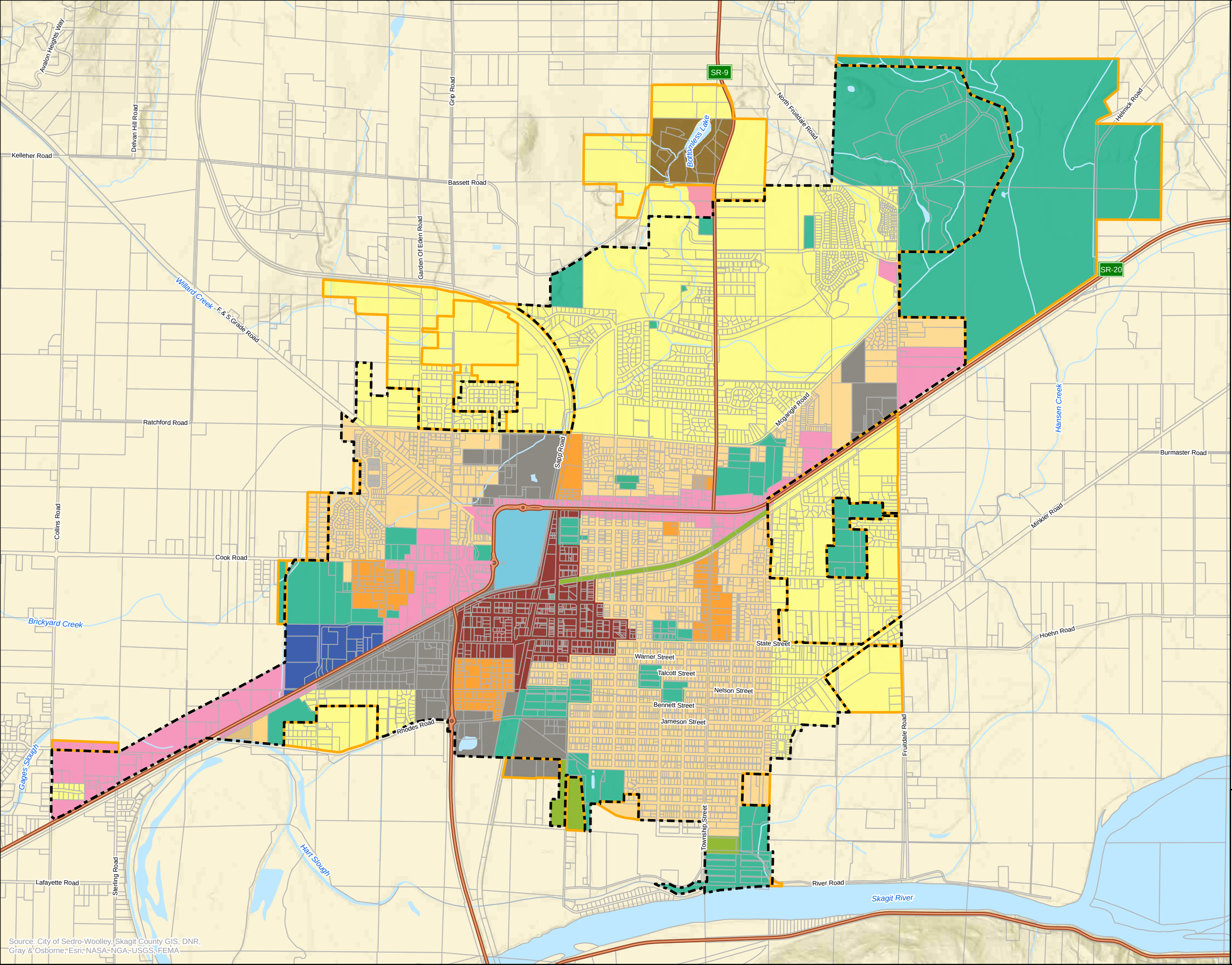
Most of the City lies outside of the 100-year floodplain. Areas such as Riverfront Park adjacent to the Skagit River are within the 100-year floodplain.

The 100-year flood hazard areas for the city are shown in Figure 2-6.

WETLANDS

Per the City's *Stormwater Management Plan* (1997):

The Sedro-Woolley project area originally contained a variety of wetland environments ranging from small isolated freshwater communities through large freshwater forested/scrub-shrub plant communities. Development within the project area has had a significant adverse effect on the City's wetlands; however, small localized wetlands still exist within a number of the City's urban drainage basins. These areas are usually identified and protected during the permitting and development review processes according to the guidelines established in the City's Sensitive Areas Ordinance and Development Standards.

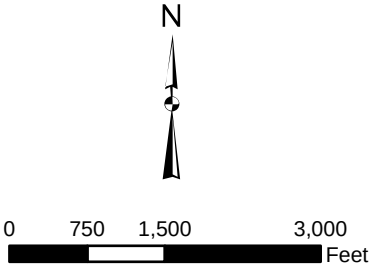


Zoning

- Central Business District
- Industrial
- Mixed Commercial
- Open Space
- Public
- Residential 15
- Residential 7
- Residential 5
- Residential 1 Environmentally Sensitive
- Transitional Mixed Commercial
- Urban Village Mixed Use

Reference

- City Limits
- Urban Growth Area
- Parcel
- Surface Water



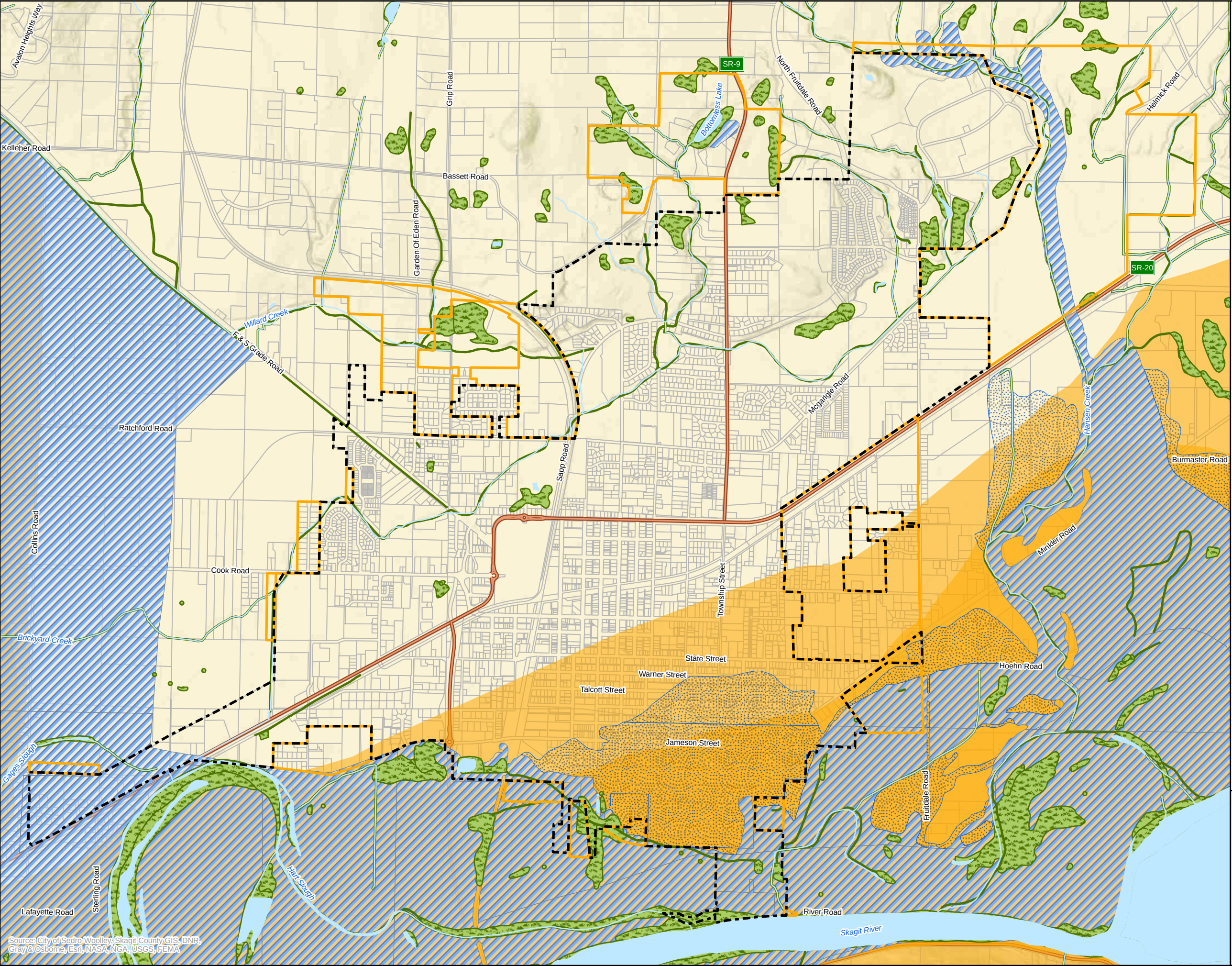
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

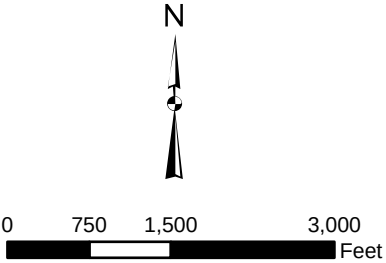
FIGURE 2-5

ZONING

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CONSULTING ENGINEERS



- Sensitive Areas**
- 100 Year Floodplain
 - 500 Year Floodplain
 - Wetland
 - Lahar Zone
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel
 - Surface Water



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 2-6
SENSITIVE AREAS



Modifications of wetland areas through urbanization and plant community manipulation (i.e., forest harvest, land clearing) have resulted in increased soil erosion and consequent sedimentation of streams, increased stream bank erosion, degraded water quality, elimination and degradation of wildlife and fisheries habitats, reduced groundwater recharge, changes in the streamflow regiment within the watershed, and increased flooding.

Figure 2-6 displays the known wetland locations in the vicinity of Sedro-Woolley according to the National Wetlands Inventory.

AQUIFER RECHARGE AREAS

The State requires that potable water sources such as wells be mapped and assessed for vulnerability to ground or surface water contamination. Depending on the depth of the well, soil porosity, and other parameters, certain land uses may have a negative effect on water quality or replenishment for a specific well. SWMC Chapter 17.65.300 includes minimum standards for development within and adjacent to aquifer recharge areas.

FISH AND WILDLIFE HABITAT AREAS

Per the City's *Stormwater Management Plan* (1997):

Streams within the City and their associated riparian corridors are important components of the natural environment and to wildlife habitats. Such areas provide a greater diversity in both the composition and structure of the plant communities than are typically identified within adjacent upland areas. This greater plant community diversity leads to an increase in the number and types of habitats available to wildlife. Such habitats are created, in part, by the presence of surface water, varying soil moisture conditions and variations in the plant community structure.

According to the rating system of the Department of Natural Resources (DNR), Type 5 streams are in the best condition and Type 1 streams are in a significantly degraded state. Hansen Creek, for example, is a Type 2 stream due primarily to logging impacts. (Note: Data for the streams within the City were not present within the County's database.)

The linear character typical of riparian corridors also provides a linkage to other habitat areas within the City and provides a travel corridor for a number of wildlife species. Riparian corridors, river banks, and wetland areas also provide vital breeding, nesting, brood rearing, and escape cover for amphibians, reptiles, birds and mammals.

Stream corridors within the project area provide a variety of habitats used by both resident and migratory wildlife species. Many of these species may utilize the stream corridor for all or only a single part of these life history requirements. Functions provided by these habitats include nesting, brood rearing, cover, feeding, and movements (migratory and between habitats). The predominant salmonid species identified within these stream systems are coho salmon, steelhead trout and resident cutthroat trout. Chum salmon have also been documented, primarily within Wollard Creek System.

Figure 2-7 shows fish and wildlife habitat areas in the vicinity. SWMC Chapter 17.65.500, includes minimum standards for development within and adjacent to fish and wildlife areas. This figure shows culverts that are not blockages, blockages with an unknown percent passable, total blockages (100 percent not fish passable), partial blockage, and unknown passages. Table 2-2 shows how many of each type are listed in each basin.

TABLE 2-2**Fish Passage Blockages**

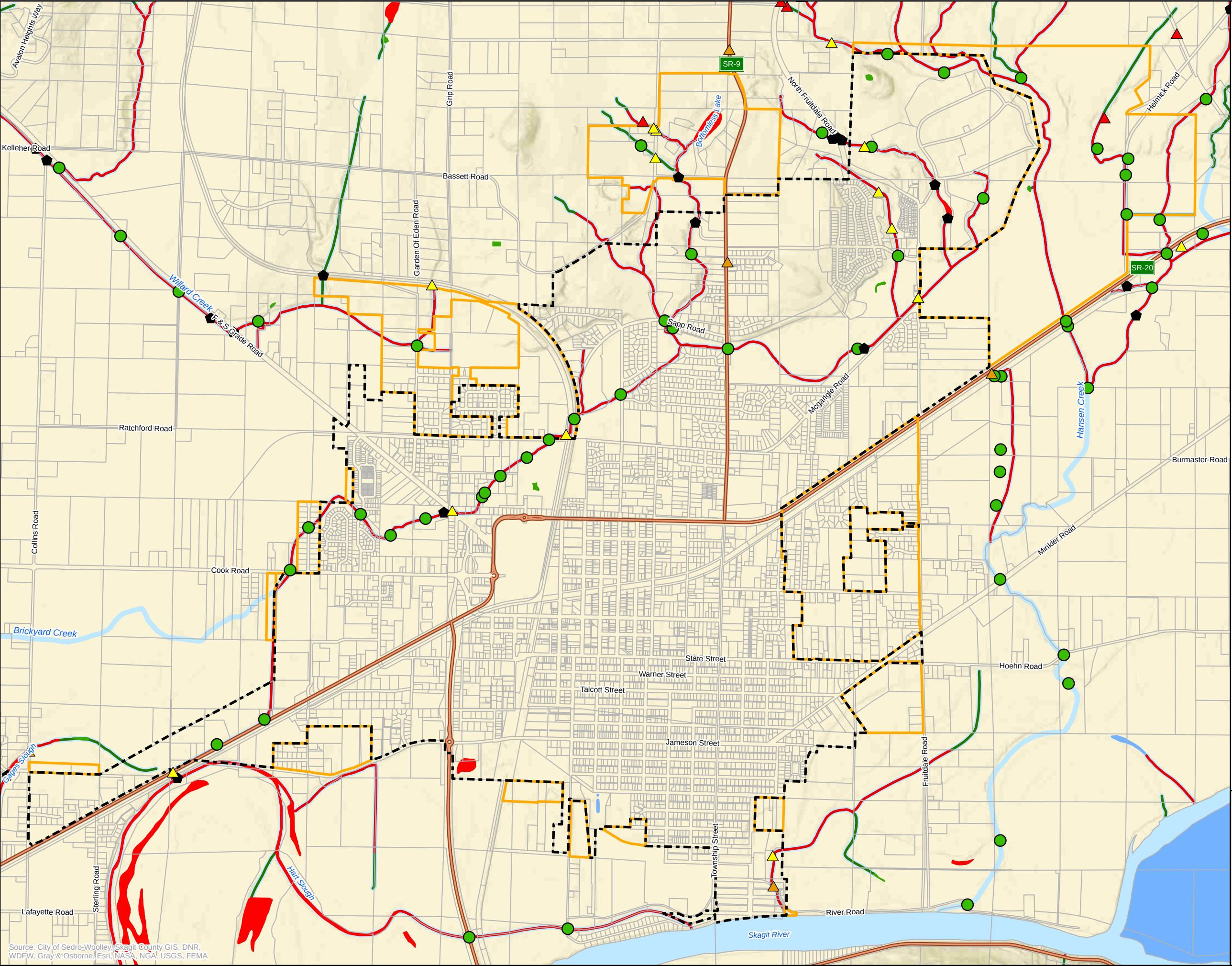
Basin	Not a Barrier	Barrier Unknown Percent Passable	Total Fish Passage Blockage	Partial Fish Passage Blockage	Unknown
Basin 1A	5	0	0	1	1
Basin 1B	24	1	4	2	3
Basin 2	24	2	1	10	10
Basin3	0	0	0	0	0
Basin 4	2	1	0	1	0

Figure 2-8 shows the DNR rating for each stream in the vicinity.

GEOLOGICALLY HAZARDOUS AREAS

Geologically hazardous areas are defined in the City's Comprehensive Plan as lands susceptible to hazards associated with the underlying soils and geology. These include areas characterized as being subject to erosion, landslides, mine hazards, and seismic movement. Generally, these areas warrant additional engineering investigation to assess the level of hazard and would typically require setbacks from these areas, special construction techniques, or outright prohibition with respect to land disturbance and development.

SWMC Chapter 17.65.400 includes the standards that must be met for development within a geologically hazardous area. In addition to following applicable federal, state and local building codes appropriate drainage, grading, excavation and erosion control



WDFW Fish Passage Site

- Not a Barrier
- ▲ Barrier, Unknown Percent Passable
- ▲ Total Fish Passage Blockage
- ▲ Partial Fish Passage Blockage
- ◆ Unknown

Fish Habitat Classification Type (Streams)

- Fish
- Non-fish
- Unknown
- Shorelines of the State

Fish Habitat Classification Type (Large Bodies of Water)

- Fish
- Non-Fish
- Non-Typed Designation
- Unknown

Reference

- City Limits
- Urban Growth Area
- Parcel
- Surface Water



0 750 1,500 3,000 Feet

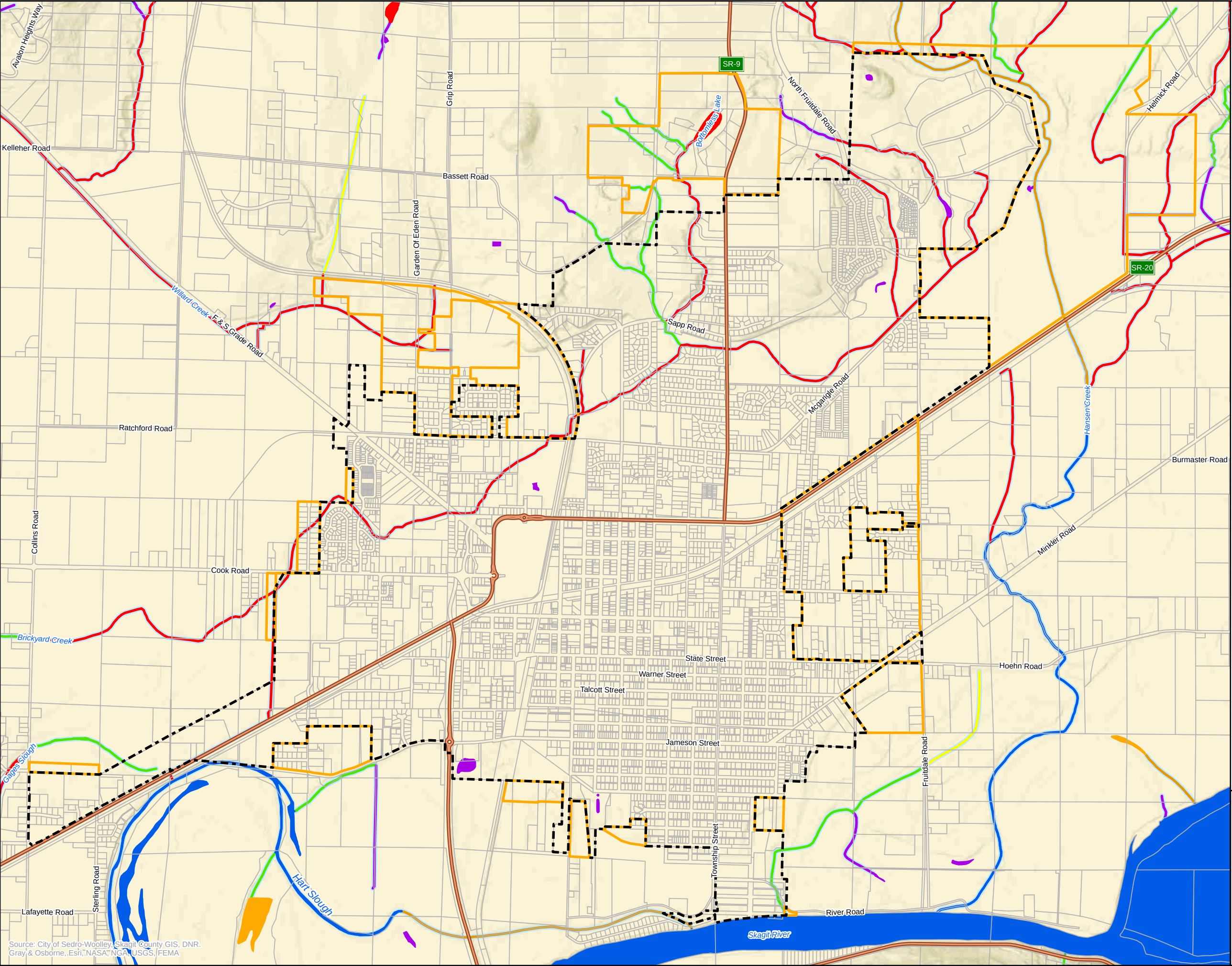
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 2-7

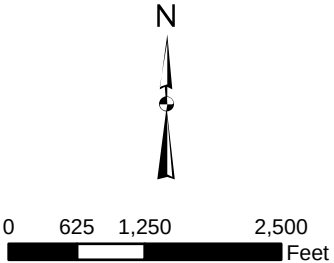
FISH HABITAT CLASSIFICATION





Stream Type

- Type 1
- Type 2
- Type 3
- Type 4
- Type 5
- Type 9
- City Limits
- Urban Growth Area
- Parcel
- Surface Water



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 2-8

STREAM TYPING

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CONSULTING ENGINEERS

measures that have been determined by a site-specific study must be implemented. See Figure 2-9 for specific locations of known geologically hazardous areas.

POPULATION TRENDS

Per the City's 2016 *Comprehensive Plan*, the population is expected to grow to a total population of 17,069 residents in 2036, which equates to an additional 4,555 people beyond the 12,514 people that lived in the City as of 2015. According to the 2020 Census the population was 12,421 people. As of 2024 the City's population is 13,080 people.

EXISTING STORMWATER SYSTEM

The existing stormwater conveyance system in the city consists of a combination of open ditches, pipes, culverts, detention ponds, infiltration systems and overland sheet flow. An inventory of the storm drainage conveyance system has been developed based on the City's previous GIS mapping efforts (see Figure 2-10 and a larger, more detailed base map in Appendix A). The following section provides greater detail about storm systems within each basin. Table 2-3 below summarizes the number of catch basins, ditches and stormwater pipe currently in each basin according to the best available knowledge. Both public and private structures are included in this inventory.

TABLE 2-3

Stormwater Conveyance Structures

Basin	Area (ac)	No. of CBs	Ditch Length (LF)	Pipe Length (LF)
Basin 1A	707	40	500	3,000
Basin 1B	433	50	1,700	10,500
Basin 2	2,572	1,290	20,800	133,300
Basin 3	1,106	840	13,400	86,200
Basin 4	754	20	400	500

Per the City's existing GIS mapping, the storm system has approximately 37 known outfalls citywide including public and private outfalls.

Basin 1A

Within the city limits, this area is mostly residential. Runoff from this basin is collected in ditches and catch basins in residential areas and conveyed to a ditch in F & S Grade Road. This ditch flows to the northwest where it leaves the city limits and eventually discharges into Willard Creek. Stormwater pipes in this basin range from 6 inches to 18 inches in diameter. A new annexation in this basin is currently undeveloped but will likely consist of more residential units in the future.

According to best available knowledge, this basin has approximately two developments treated by treatment facilities. The total area treated is approximately 29 acres. The types of stormwater treatment facilities are listed in Table 2-4.

TABLE 2-4**Stormwater Treatment Facilities in Basin 1A**

Facility Type	Number of Treatment Areas	Total Area (ac)
Infiltration Trench	1	25.2
Combination	1	11.5
Total	2	28.9

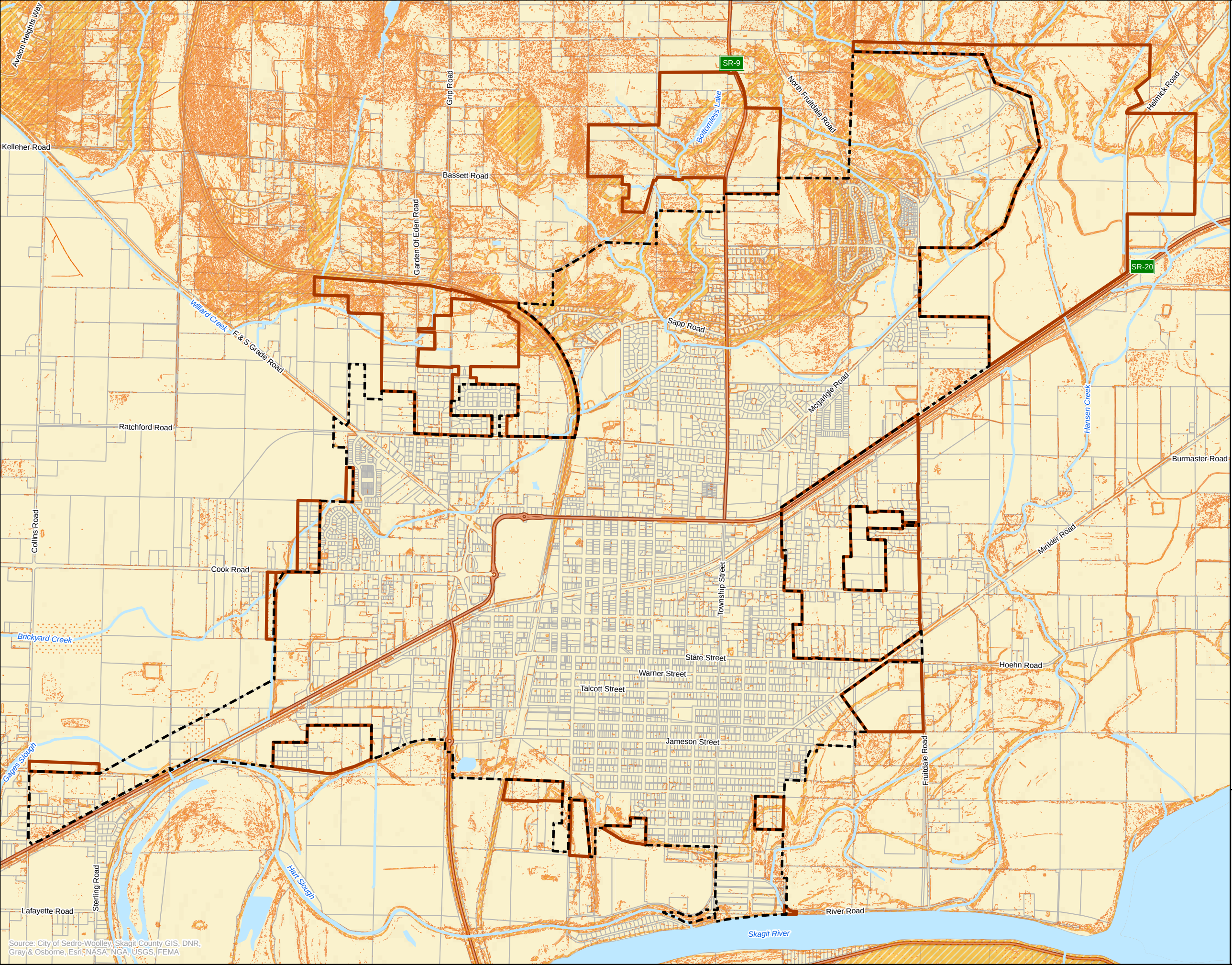
Basin 1B

Runoff from this basin appears to mostly sheetflow overland to the east toward Hansen Creek for the areas outside of the city limits. For the small area that is inside the city limits, including the Janicki Industries SR 20 buildings, stormwater is collected in a 24-inch pipe in Fruitdale Road and conveyed south and east to Hansen Creek. Stormwater pipes in this basin range from 6 inches to 27 inches in diameter. Hansen Creek has approximately 10 culverts along its main reach, none are within Sedro-Woolley city limits.

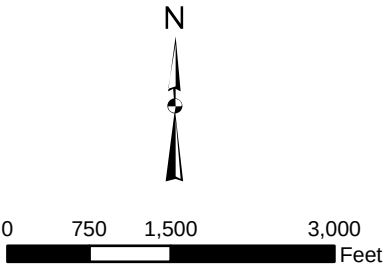
According to best available knowledge, this basin has approximately four regions treated by treatment facilities including the Janicki complex and other developments. The total area treated is approximately 54 acres. The types of stormwater treatment facilities are listed in Table 2-5.

TABLE 2-5**Stormwater Treatment Facilities in Basin 1B**

Facility Type	Number of Treatment Areas	Total Area (ac)
Detention Pond	2	33.8
Infiltration Gallery	1	12.6
Infiltration Trench	1	7.8
Total	4	54.1

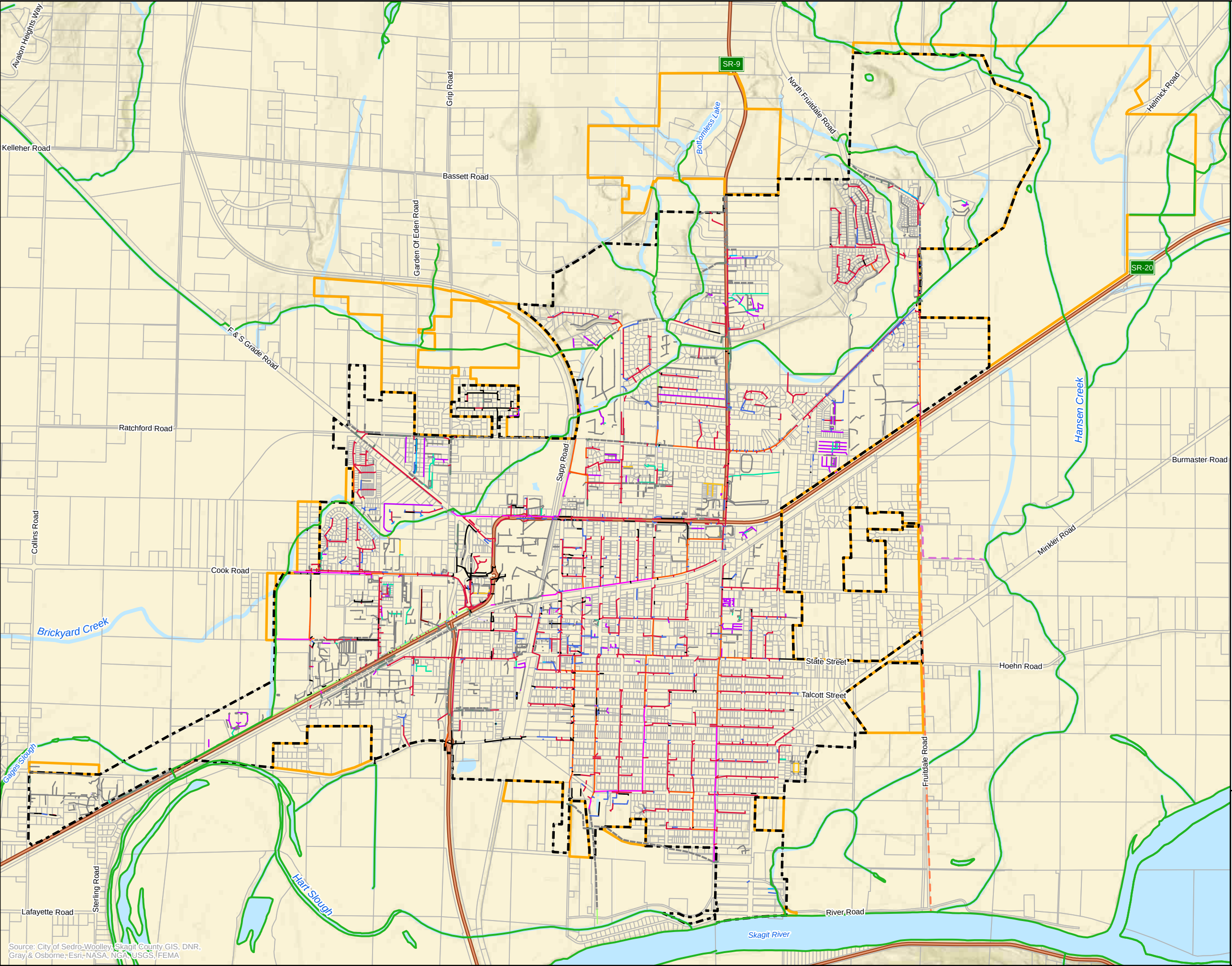


- Steep Slope (≥ 15% Grade)
- City Limits
- Urban Growth Area
- Parcel
- Surface Water

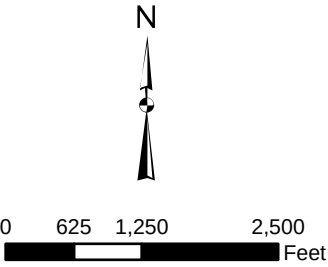


CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 2-9
GEOLOGICALLY HAZARDOUS AREAS





- Swale
- Culvert Ditch
- Culvert Pipe
- Stormwater Pipe (Diameter)
 - 3"-4"
 - 6"-10"
 - 12"-18"
 - 20"-27"
 - 30"-36"
 - 42"-48"
 - Other
 - Unknown
- Private Stormwater Pipe (Diameter)
 - 4" and under
 - 6"-10"
 - 12"-18"
 - 24"-36"
 - 48"
 - Unknown
- Skagit Co Fruitdale Pipe (Diameter)
 - 15"
 - 24"
- Reference
 - City Limits
 - Urban Growth Area
 - Parcel
 - Surface Water



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 2-10

EXISTING STORMWATER

INFRASTRUCTURE



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CONSULTING ENGINEERS

Basin 2

This basin includes the areas that are tributary to Brickyard Creek. This is the largest basin in Sedro-Woolley with many large residential developments and commercial areas most of which have stormwater treated by wetpond facilities or infiltration before discharging into the creek. Stormwater pipes in this basin range from 3 inches to 48 inches in diameter. There are approximately 30 outfalls with private or public stormwater systems draining into Brickyard creek along its reach through the city limits. Brickyard Creek flows to the south and west on its path to Hart Slough. Brickyard Creek has approximately 20 culverts between 30 inches and 48 inches in diameter along its main reach.

According to best available knowledge, this basin has approximately 78 areas treated by treatment facilities. The total area treated is approximately 409 acres. The types of stormwater treatment facilities are listed in Table 2-6.

TABLE 2-6

Stormwater Treatment Facilities in Basin 2

Facility Type⁽¹⁾	Number of Treatment Areas	Total Area (ac)
Detention Pipe	5	18.1
Detention Pond	32	296.5
Infiltration Gallery	5	12.4
Infiltration Trench	21	67.0
Pervious Pavement	6	3.2
Other	9	11.5
Total	78	408.8

(1) Other treatment facilities include raingardens, bio-swales and combinations of two or more systems.

Basin 3

Runoff from this basin is collected into the City stormwater system and conveyed to the south to Hart Slough and the Skagit River. This basin is primarily residential with a few commercial spaces however there are fewer stormwater treatment facilities than in Basin 2. Stormwater runoff from this basin concentrates near the City wastewater treatment plant is conveyed to Hart Slough via the Big Ditch. Stormwater pipes in this basin range from 6 inches to 36 inches in diameter.

According to best available knowledge this basin has approximately 18 areas treated by treatment facilities. The total area treated is approximately 19 acres. The types of stormwater treatment facilities are listed in Table 2-7.

TABLE 2-7**Stormwater Treatment Facilities Basin 3**

Facility Type	Number of Basins	Total Area (ac)
Detention Pipe	1	0.3
Detention Pond	1	0
Infiltration Basin	1	2.0
Infiltration Gallery	3	5
Infiltration Trench	8	8
Combination	4	3
Total	18	19

Basin 4

Runoff from this basin appears to flow overland directly into the Skagit River. There is little City-owned stormwater infrastructure in this basin except for drainage in Riverfront Park flowing south to the Skagit River. Stormwater pipes in this basin range from 6 inches to 18 inches in diameter.

There is one private development with stormwater treatment in this basin at Fidalgo Place. This area is approximately 4.6 acres treated by a combination infiltration and detention system.

CHAPTER 3

STORMWATER SYSTEM ANALYSIS

INTRODUCTION

The location of known stormwater infrastructure is shown in Figure 2-2 and inventoried in Appendix A. Existing stormwater systems were documented in either record drawings or by approximate field measurement.

In this chapter, current problems associated with the City of Sedro-Woolley storm system are described, along with an introduction to potential solutions. Problems are either citywide in nature or are geographically specific.

STORMWATER CONCERNS

Numerous areas within the City of Sedro-Woolley have been found having stormwater issues or potential stormwater issues. Failing infrastructure is a concern, as pipes and other structures approach the end of their lifespan.

Another concern is climate change, which is expected to bring more frequent and intense storms. These larger storm events may result in increased flooding, stormwater runoff and soil erosion. To account for this, recommendations for pipe sizing are provided.

City-Wide Potential Solutions

The following lists potential action items to address the City-wide concerns related to stormwater issues:

- Strong Maintenance Program. A rigorous maintenance program to prolong the life of stormwater facilities throughout the city.
- Implementing Low Impact Development (LID) to address pooled runoff areas and enhance water quality.
- Retrofit Areas: As older areas of the city undergo road improvements, stormwater conveyance, flow control and water quality treatment projects can be implemented if necessary.
- Proactive Stormwater Facility Inspections. Regular inspections of stormwater facilities to identify needed maintenance or repair.

- Access easements: Some stormwater facilities are missing easements so providing said easements would allow for better access and therefore, enhanced maintenance.

HYDROLOGIC AND HYDRAULIC MODELING

Among the identified areas of concern, some were selected to be modeled to ensure appropriate sizing of future recommended facilities. The areas selected for modeling include the areas with a significant conveyance element. Hydrologic modeling accounts for future increased flows due to climate change and/or future development. XPStorm by Innovyze was the modeling software chosen to model the Type 1A storm event with a 100-year frequency. Table 3-1 shows the percentage of impervious surfaces for each tributary basin as determined by using aerial imagery to approximate the number of dwelling units per acre and then using the Ecology Manual Table III-2.5 to calculate the average percent impervious.

The hydraulic model was used to determine if upsizing is necessary for pipes recommended to be replaced due to their condition. Future flows were calculated assuming that undeveloped areas will be developed out to their full potential. The rainfall amounts for the model were increased 10-percent over the amount listed on the Department of Ecology's isopluvial map for the region, as recommended by the EPA to account for climate change. Table 3-1 shows the resulting flows for each subbasin modeled.

TABLE 3-1
Modeling Input Parameters

Area ID	Basin	Area (AC)	Existing Percent	% Impervious Source	Existing		100-Year (cfs)	Future		100-Year (cfs)	Future Development
			Impervious		Impervious (ac)	Pervious (ac)		Impervious (ac)	Pervious (ac)		% Impervious
F1	F&S	44.00	25%	Based on Aerial Images	11.00	33.00	17	11.00	28.60	26	35%
F3	Ind.	4.10	34%	Based on Aerial Images	1.39	2.71	2.0	1.39	2.71	2.4	34%
F4	Dana	3.97	34%	Based on Aerial Images	1.35	2.62	2	1.35	2.62	2	34%
F5	McClean	8.36	30%	Based on Aerial Images	2.51	5.85	3.62	2.51	5.85	4	30%
F6	Sapp	31.00	20%	Based on Aerial Images	6.20	24.80	10.31	6.20	23.25	15	25%
F7	Alderwood	40.00	10%	Based on Aerial Images	4.00	36.00	9.51	4.00	28.00	22	30%

FIELD IDENTIFIED PROBLEMS

Specific problems in the City of Sedro-Woolley's storm system were identified from staff interviews and site visits. The projects were then prioritized by City staff based upon the severity of the problem. Figure 3-1 shows an overview of the location of the identified issues and their tributary areas. Each issue is labeled with "FX" where "F" represents a field identified issue, and "X" represents a numerical identifier. A description of each issue and potential solutions is provided below.

Depending on the issue type and the amount of detail known, potential solutions to items identified in Figure 3-2 range from installing stormwater piping, implementing flow control facilities, and improving coordination with private property owners. It should be noted that infiltration tests were not performed as part of this planning process. The potential solutions listed herein will require engineering design, including hydraulic modeling, infiltration testing (if necessary), and analysis of site suitability criteria (such as ensuring proper setbacks are feasible). In addition, the potential solutions may require adding additional tasks into the City's maintenance schedule to ensure proper operation.

Where possible, water quality treatment alternatives such as biofiltration swales and sediment ponds have been considered. Emerging technologies may be installed in most of the field identified areas. The City's operations department prefers Aquaswirl, Downstream Defender or another similar vortex based system. Media based systems are not preferred but can be implemented when other options are infeasible. During review of actual site conditions, these facilities should not be ruled out during the design phase.

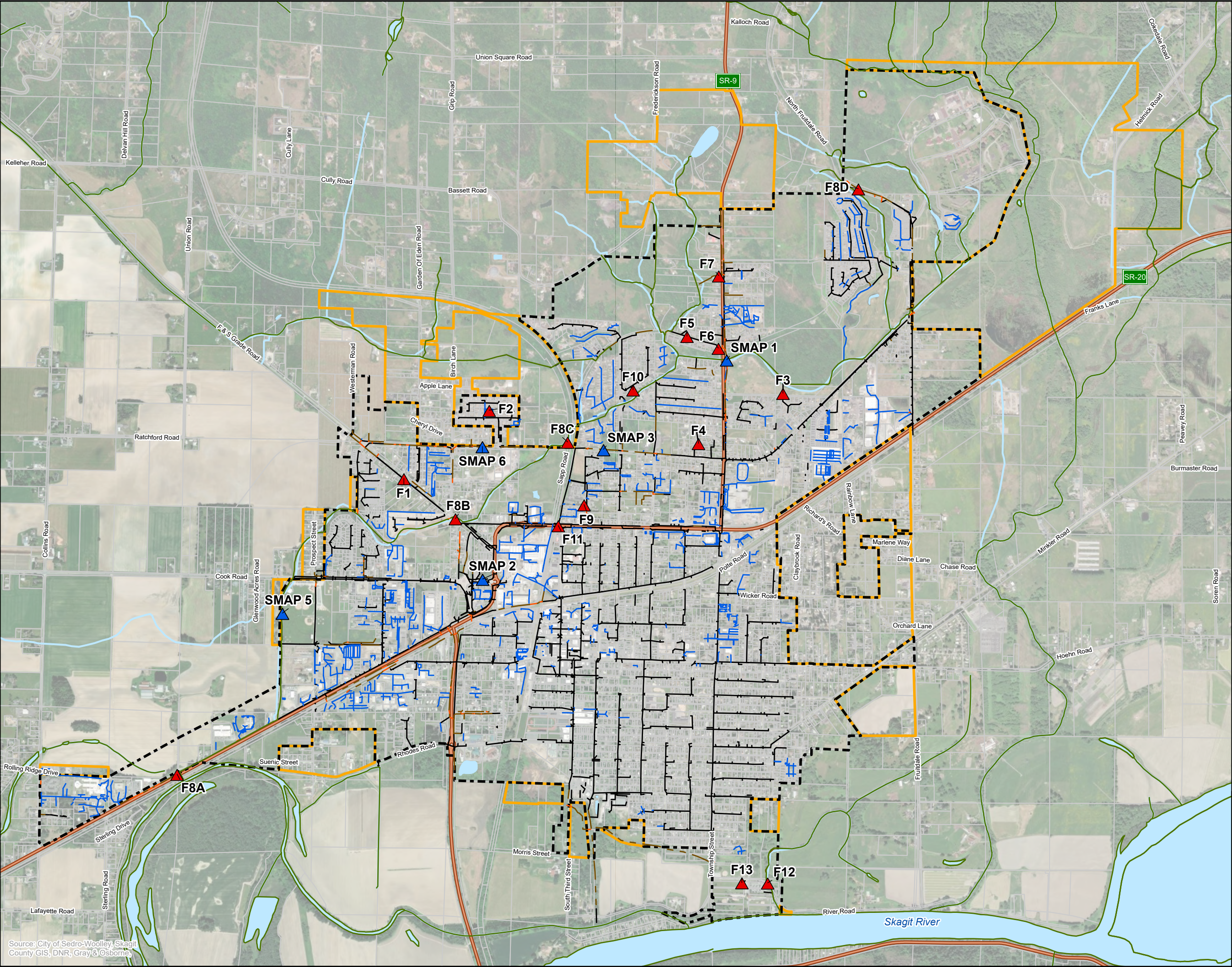
A prioritized capital improvement program will help plan for the most critical projects first and the less critical projects as funding allows. Chapter 7 discusses capital improvement projects in greater detail.

F1: F&S Grade Road Clay Pipe

The city has observed that the two parallel 12-inch clay pipes in F&S grade road are in a state of disrepair and in need of replacement. There is approximately 1,700 linear feet of parallel pipe (see Figure 3-2).

Potential Solutions

One potential solution is to remove the damaged pipes and install a single pipe for its replacement. It is recommended that the parallel pipes be replaced with new pipes. If site conditions allow the new pipes can be upsized to one 30-inch pipe with a minimum slope of 0.5 percent to convey future 100-year flows.



Area of Concern

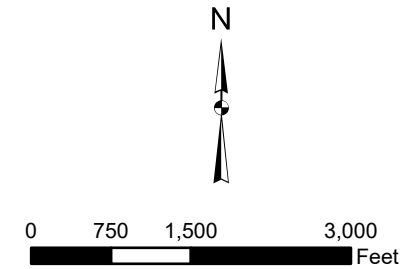
- ▲ Field Issue Location
- ▲ SMAP Location

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- - Culvert Ditch
- Culvert Pipe

Reference

- - - City Limits
- Urban Growth Area
- Parcel
- Surface Water

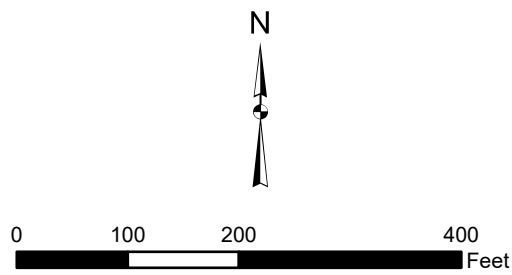


CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 3-1
FIELD ISSUE AND SMAP
LOCATIONS





- Area of Concern**
- Impaired Pipe
 - Proposed Replacement Pipe
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-2

FIELD ISSUE F1

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F2: Cambridge Commons Infiltration Facility

The infiltration facility that mitigates stormwater runoff for the Cambridge Commons development also receives runoff from part of the City's right-of-way. This facility has a history of backing up into Cambridge Loop during peak storm events when water table rises (see Figure 3-3).

Potential Solutions

It is recommended that a maintenance agreement be formed between the City and the homeowner's association (HOA) which owns the infiltration facility pond and that a study on the infiltration facility be prepared to determine the condition and the capacity of the existing infiltration facility. A review of the original drainage report would help ensure that the constructed version of the facility meets the intended design. In addition, reviewing water levels in the observation wells would assist in letting staff know whether the infiltration trench itself is clogged and/or whether groundwater is too high to allow for infiltration. If the trench is found to be clogged, the material can be replaced to enhance its function. A review of the previous geotechnical information would be helpful to observe what the groundwater level was when the facility was constructed. If necessary, a groundwater monitoring well can be installed to observe groundwater levels today which will help determine if this is an impeding factor for the infiltration facility to function properly. As another more costly option, any excess runoff can be collected and directed into a pump station that would discharge to the ditch in East Jones Road.

F3: Independence Boulevard Pipe

The drainage from Independence Boulevard consists of approximately 525 linear feet of 18-inch corrugated metal pipe (CMP). This system also has a flood gate at its discharge to Brickyard Creek. The pipes are in need of replacement and the flood gate has been observed to not function properly. Approximately 360 feet of this system runs through private property and requires an easement (see Figure 3-4).

Potential Solutions

It is recommended that the 525 linear feet of pipe and the flood gate be removed and replace 18-inch pipe with a 0.5 percent minimum slope is sufficient to convey the 100-year storm accounting for future climate change. It is also recommended that the City purchase an easement though the private property for drainage maintenance. Since this system discharges directly into Brickyard Creek, the City may also consider adding a water quality facility if feasible. The easement when acquired, may be a good location for a bio-filtration swale. This bioswale should be at least 100 feet long and three feet wide. Shallow slopes may require an underdrain.

F4: Dana Drive Pipe

Approximately 570 linear feet of 12-inch CMP stormwater pipe in Dana Drive is in poor condition and needs replacement. Approximately 250 feet of this system runs through private property and requires an easement (see Figure 3-5).

Potential Solutions

It is recommended that the 570 linear feet of pipe be removed and upsized to 18 inch at a minimum slope of 0.5 percent to handle the future 100-year flow. It is also recommended that the City purchase an easement through the private property for drainage maintenance. Shallow catch basins should be replaced with a larger sediment collection system to allow for better capture of sediment. The City may consider a vortex unit, stormwater quality vault or other proprietary water quality system for improving sediment capture. An Aqua-Swirl AS-4 unit or equivalent can be used to treat runoff from this area. The City may also consider a bioswale for water quality treatment.

F5: McClean Road Pipe

Approximately 770 linear feet of 12-inch stormwater pipe and 130 linear feet of 8-inch stormwater pipe in McClean Road needs replacement due to pipe corrosion (see Figure 3-6).

Potential Solutions

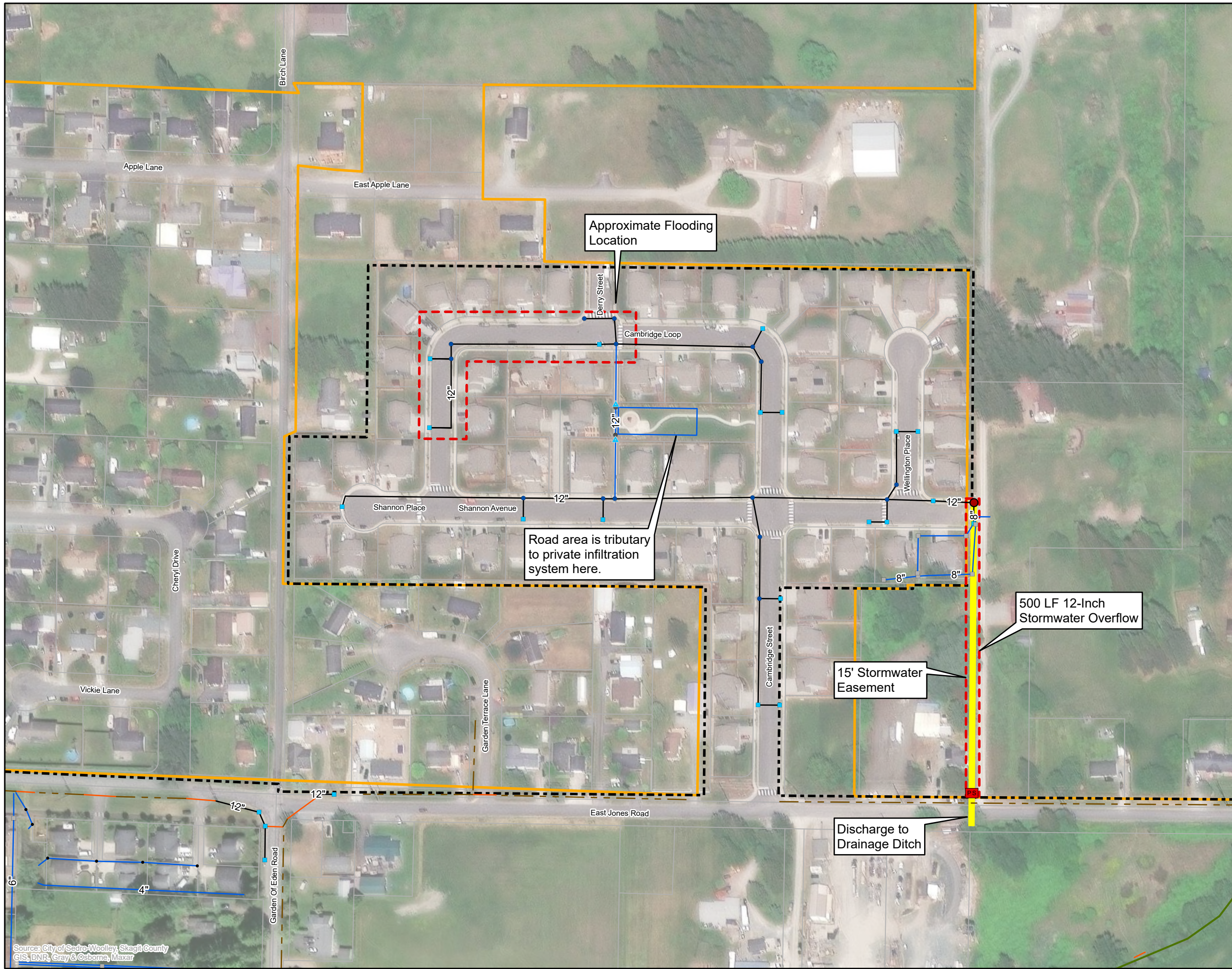
It is recommended that the 770 linear feet of 12-inch pipe be removed and replaced. It is also recommended that this pipe be upsized to 18-inch at a minimum slope of 1 percent to handle the 100-year future flow accounting for climate change. The 130 linear feet of 8-inch pipe does not need to be upsized but should be replaced in-kind due to its poor condition.

F6: Sapp Road Culvert Crossings

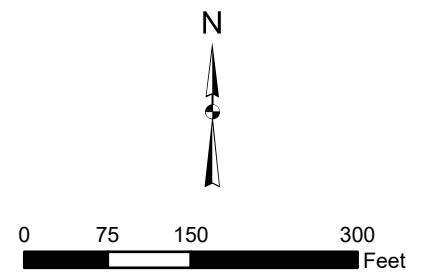
Two 18-inch CMP culvert pipes measuring 110 linear feet and 70 linear feet; respectively, need to be removed and replaced (see Figure 3-7).

Potential Solutions

It is recommended that each culvert be replaced and upsized from 18 inch to 24 inch to convey the 100-year flow with a minimum slope of 2 percent. Water quality options for this area are also discussed in SMAP 1 later in this chapter.



- Area of Concern**
- Type 2 Overflow Catch Basin
 - Pump Station
 - Proposed Pipe
 - Problem Area
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
 - Unknown Type
- Private Water Quality**
- Aqua Swirl
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-3

FIELD ISSUE F-2

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- Area of Concern**
- Impaired Pipe
 - Proposed Replacement Pipe
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Overflow
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Pump Station
- Reference**
- Parcel

Source: City of Sedro-Woolley, Skagit County
GIS, DNR, Gray & Osborne, Maxar

CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 3-4
FIELD ISSUE F3


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- Area of Concern**
- Impaired Pipe
 - Proposed Solution
 - Problem Area
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
 - Yard Drain
 - Sump Pump
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- Parcel



0 75 150 300 Feet

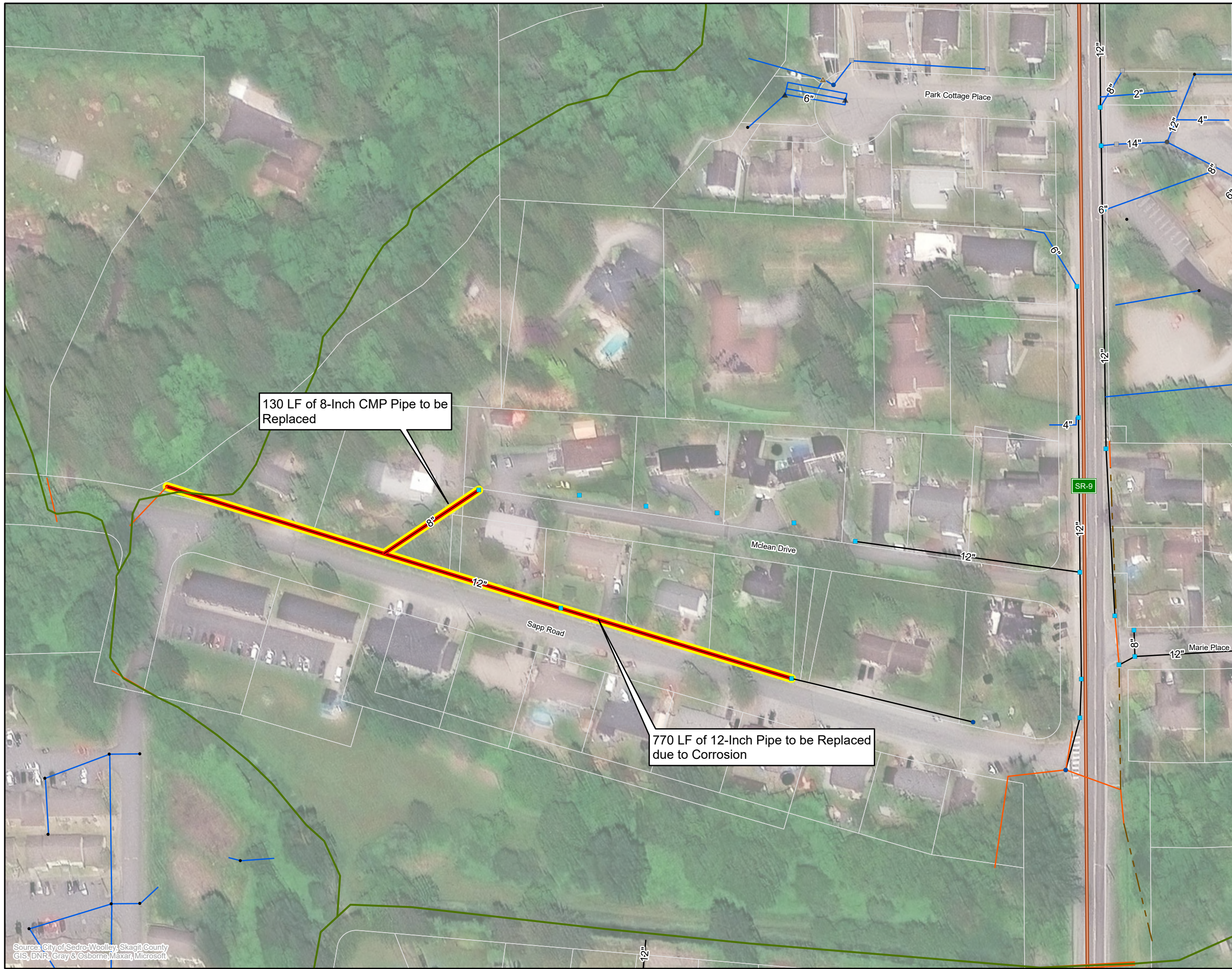
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

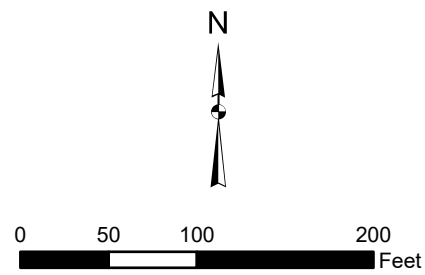
FIGURE 3-5

FIELD ISSUE F4





- Area of Concern**
- Impaired Pipe
 - Replacement Pipe
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
 - Access
 - Unknown Type
- Private Water Quality**
- Oil Water Separator
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- Parcel

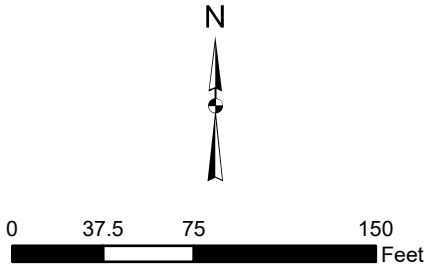


CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 3-6
FIELD ISSUE F5





- Area of Concern**
- Impaired Pipe
 - Replacement Pipe
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- Parcel



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 3-7
FIELD ISSUE F6



F7: Alderwood Road Pipe

Approximately 120 linear feet of 12-inch stormwater pipe draining Alderwood Road is rusted and needs to be replaced (see Figure 3-8).

Potential Solutions

It is recommended that the 120 linear feet of pipe be removed and replaced. This pipe should be upsized to 24-inch at a minimum slope of 1 percent to handle the 100-year future flow. This area treats a large basin including State Route 9 so the City may consider installing a water quality treatment facility or vortex unit if feasible. An Aqua-Swirl AS-6 unit or equivalent would be needed to treat runoff for this area.

F8: Brickyard Fish Passage Culverts

The Washington State Department of Fish and Wildlife (WDFW) lists the following culverts in Brickyard Creek as possible barriers to fish passage; the culvert under SR 20 near the intersection with Holtcamp Road, the culvert under F&S Grade Road, the Culvert under Sapp Road, and the culvert under Fruitdale Road (see Figure 3-9).

Potential Solutions

Each of these culverts is listed as a possible barrier for fish passage. It is recommended that a study on fish passage be performed on each culvert to determine if the culvert is actually a fish passage barrier. The City may find these replacements to come during opportunistic projects such as road repairs that are located in the same vicinity.

F8A: SR 20 Near the Intersection with Holtcamp Road

This culvert is ID SF71 in WDFW's database. It is an elliptical steel pipe culvert approximately 7.6 feet wide and 8.4 feet in height. This culvert is listed as a fish barrier with 33 percent passability. A reevaluation of the culvert was conducted for current fish passage standards. The stream bankfull width is 5.41 feet for which this culvert has an adequate size. It is recommended that further study be completed to determine how this culvert is a passage barrier.

F8B: F&S Grade Road

This culvert is ID SF71 in WDFW's database. It is a steel pipe culvert approximately 8 feet in diameter. This culvert is listed as a fish barrier with 67 percent passability. A reevaluation of the culvert was conducted for current fish passage standards. The stream bank full width is 16 feet. For streams with a channel width of 15 feet or greater it is recommended that that culvert be replaced with a bridge approximately 50 foot long and 25 feet wide.

F8C: Sapp Road

This culvert is ID SF83 in WDFW's database. It is an elliptical steel pipe culvert approximately 8.7 feet wide and 6.2 feet in height. This culvert is listed as a fish barrier with 33 percent passability. A reevaluation of the culvert was conducted for current fish passage standards. The stream bank full width is 9.74 feet. For streams with this channel width it is recommended that it be replaced with a culvert of equivalent width. The replacement culvert can be an arch culvert 10 feet wide countersunk 20 percent or the rise at the outlet and 40 percent of the rise at the inlet.

F8D: Fruitdale Road

This culvert is ID SF93 in WDFW's database. It is an arch steel pipe culvert approximately 5.4 feet wide and 3.7 feet in height. This culvert is listed as a fish barrier with 67 percent passability. A reevaluation of the culvert was conducted for current fish passage standards. The stream bank full width is 10.83 feet. For streams with this channel width, it is recommended that it be replaced with a box culvert 15 feet wide sloped to match the slope of the surrounding channel.

F9: North Murdock Street Private to MS4 Connection

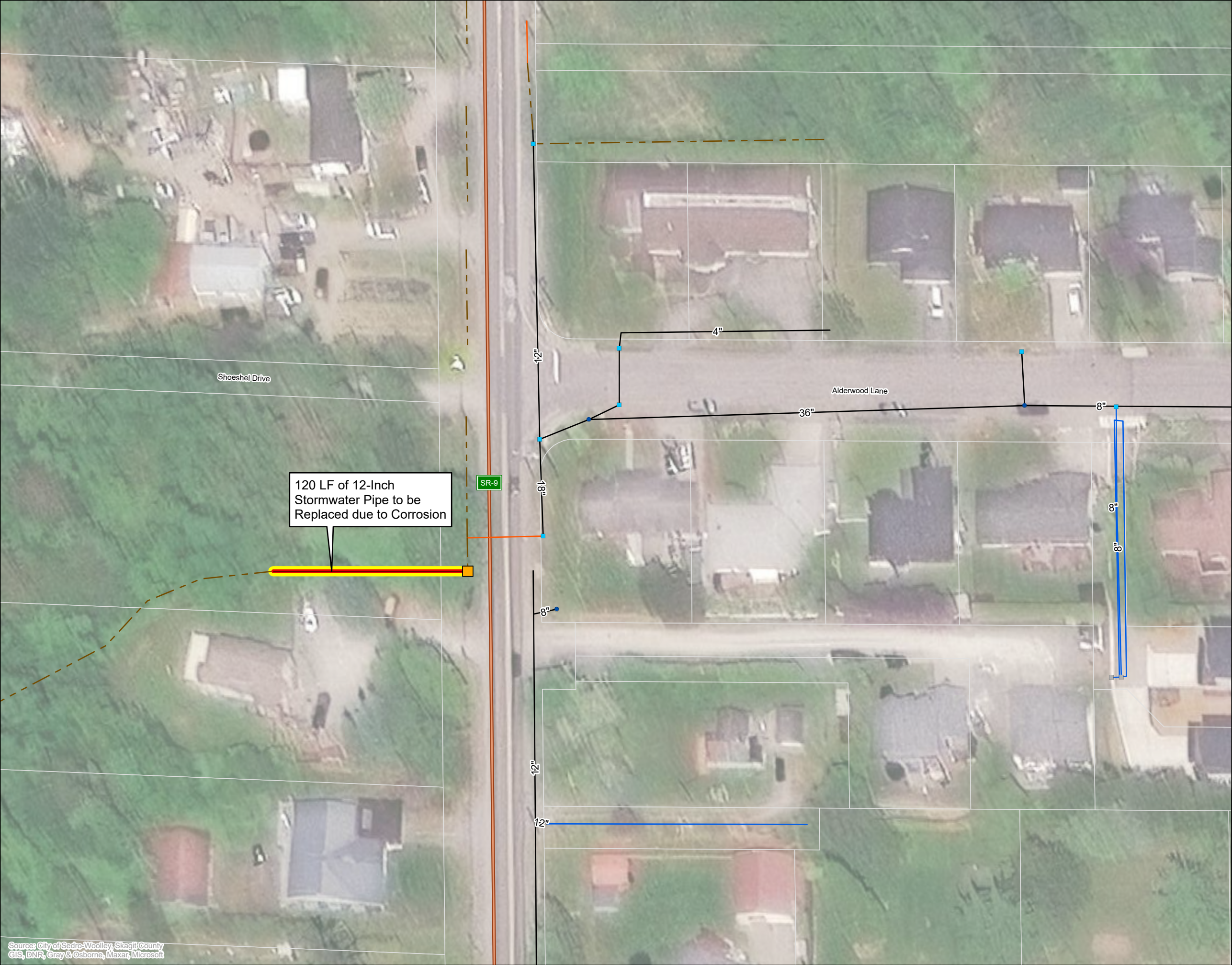
A portion of runoff that is generated from City owned areas flows into the City's stormwater system which is then directed to a private detention system. From here, it discharges back into the city's stormwater system. Specifically, two catch basins in North Murdock Street collect stormwater from approximately 7,500 square feet of area and convey this runoff into the private detention pond located behind the Woodland Apartments at 190 North Murdock Street (see Figure 3-10). The City is concerned that runoff originating from city owned areas is flowing to an area that is out of their control for maintenance purposes.

Potential Solutions

It is recommended that runoff from North Murdock Street be disconnected from the Pond and directed to the public storm system on the east side of North Murdock Street.

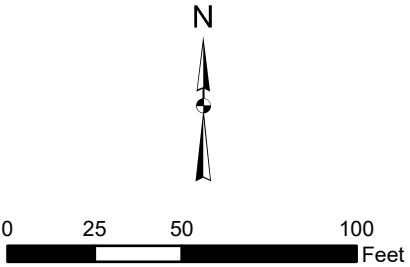
F10: Reed Street Private to MS4 Connection

A portion of the City stormwater system connects into a private detention system which discharges back into the City's drainage system. The private system has a pump system that is often unable to handle peak flows (see Figure 3-11). The 100 gpm (based on 10 feet of total dynamic head (TDH)) pump system was installed in 1992 and has a single pump without redundancy. This pump tends to fail causing the stormwater pond to back up into the streets and nearby private structures. The City has observed that the constructed overflow is too high to prevent flooding.



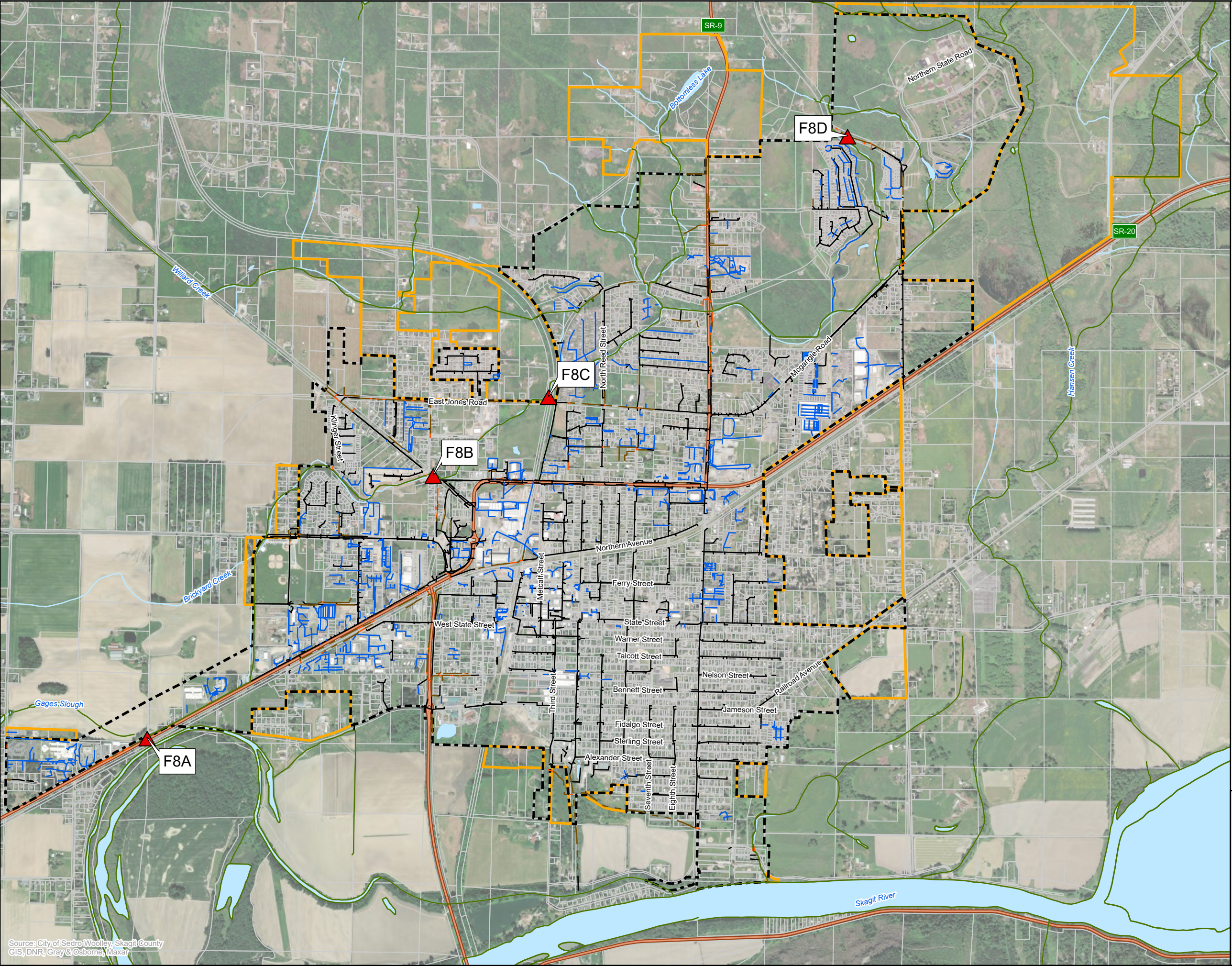
120 LF of 12-Inch
Stormwater Pipe to be
Replaced due to Corrosion

- Area of Concern
- WQ Facility Option
 - Impaired Pipe
 - Replacement Pipe
- Catch Basins
- Type 1
 - Type 2
- Private Catch Basins
- Type 1
- Drainage Network
- Stormwater Pipe
 - Private Stormwater Pipe
 - Culvert Ditch
 - Culvert Pipe
- Reference
- Parcel



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 3-8
FIELD ISSUE F7





Field Issue

▲

 Culvert with Possible Fish Passage Blockage

Drainage Network

PS

 Pump Station

—

 Stormwater Pipe

—

 Private Stormwater Pipe

—

 Swale

 Culvert Ditch

—

 Culvert Pipe

Reference

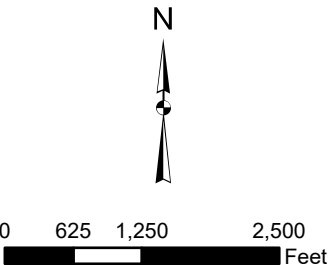
- - -

 City Limits

Urban Growth Area

Parcel

Surface Water



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-9

FIELD ISSUE F8


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Area of Concern

- Proposed Catch Basin
- Proposed Pipe
- Impaired Pipe

Catch Basins

- Cleanout
- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Pipe
- Private Detention Pond

Reference

- Parcel

N

0 50 100 200 Feet

CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

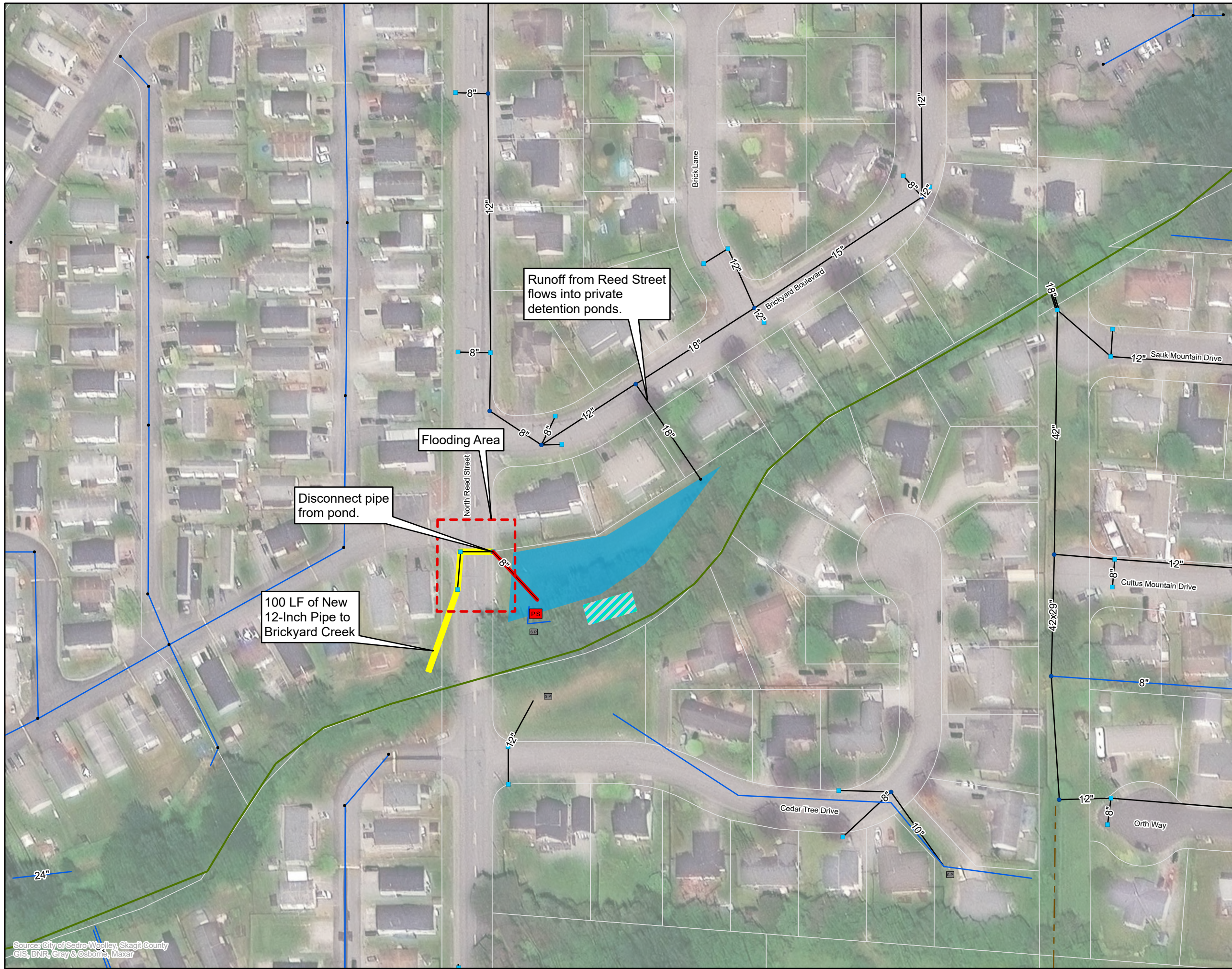
FIGURE 3-10

FIELD ISSUE F9

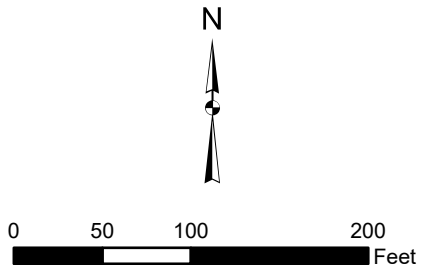


Gray & Osborne, Inc.

CONSULTING ENGINEERS



- Area of Concern**
- Replacement Pump Station
 - Proposed Pipe
 - Problem Pipe
 - Problem Area
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Sump Pump
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Private Detention Pond
 - Existing Emergency Overflow Spillway
- Reference**
- Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-11

FIELD ISSUE F10

Gray & Osborne, Inc.
CONSULTING ENGINEERS

Potential Solutions

It is recommended that a maintenance agreement be formed between the City and the HOA which owns the detention pond requiring them to replace their pump with an equivalent pump. It is recommended that runoff from Reed Street be disconnected from the pond and directed directly to Brickyard Creek.

F11: SR 20 Flooding

The City has observed frequent flooding where the railroad crosses over SR 20 (see Figure 3-12).

Potential Solutions

Runoff from this area is currently being mitigated by an underground Rainstore3 detention/infiltration basin. It is recommended that an additional 150 linear feet detention/infiltration basin be installed to provide additional infiltration for the stormwater runoff from the pavement in this intersection that is not already mitigated by infiltration of approximately 7,200 SF of pavement. It is also possible that the flooding is due to the existing infiltration facilities being clogged so it is recommended that these be replaced as well. It should be noted that the City plans to construct a new culvert discharging stormwater from John Liner road under the train tracks directly into Brickyard Creek. This diversion of flow is also likely to reduce flooding in this area.

F12: Replace Culverts in Riverfront Park

Two CMP culverts in Riverfront Park are in need of replacement due to corrosion. The first consists of 70 linear feet of a 24-inch inch diameter pipe whereas the second culvert consists of 100 linear feet of 48-inch inch diameter pipe (see Figure 3-13).

Potential Solutions

It is recommended that the failing culverts be replaced. The bankfull width of the channel is approximately 6.3 feet. A reevaluation of the culvert was conducted for current fish passage standards. The stream bank full width is 9.74 feet. For streams with this channel width, it is recommended that it be replaced with a culvert of equivalent width. The replacement culvert can be an arch culvert 6 feet wide countersunk 20 percent of the rise at the outlet and 40 percent of the rise at the inlet

F13: Water Quality Pond

Much of the residential areas in Basin 3 are older lots with no water quality treatment (see Figure 3-13).

Potential Solutions

It is recommended that the city construct a large water quality pond to treat runoff from Basin 3 in a city owned parcel adjacent to Riverfront Park. The tributary area to this pond is approximately 250 acres which is mostly single-family residential units. A water quality pond sized to treat runoff from this entire basin would be approximately 9.28 acre-feet in volume. This equates to an area that is approximately 180 linear feet wide x 450 feet long and 5 feet deep. Should the City not want to designate this amount of land to treating the entire basin, a proportional equivalent would still provide a benefit.

STORMWATER MANAGEMENT ACTION PLAN PROJECTS

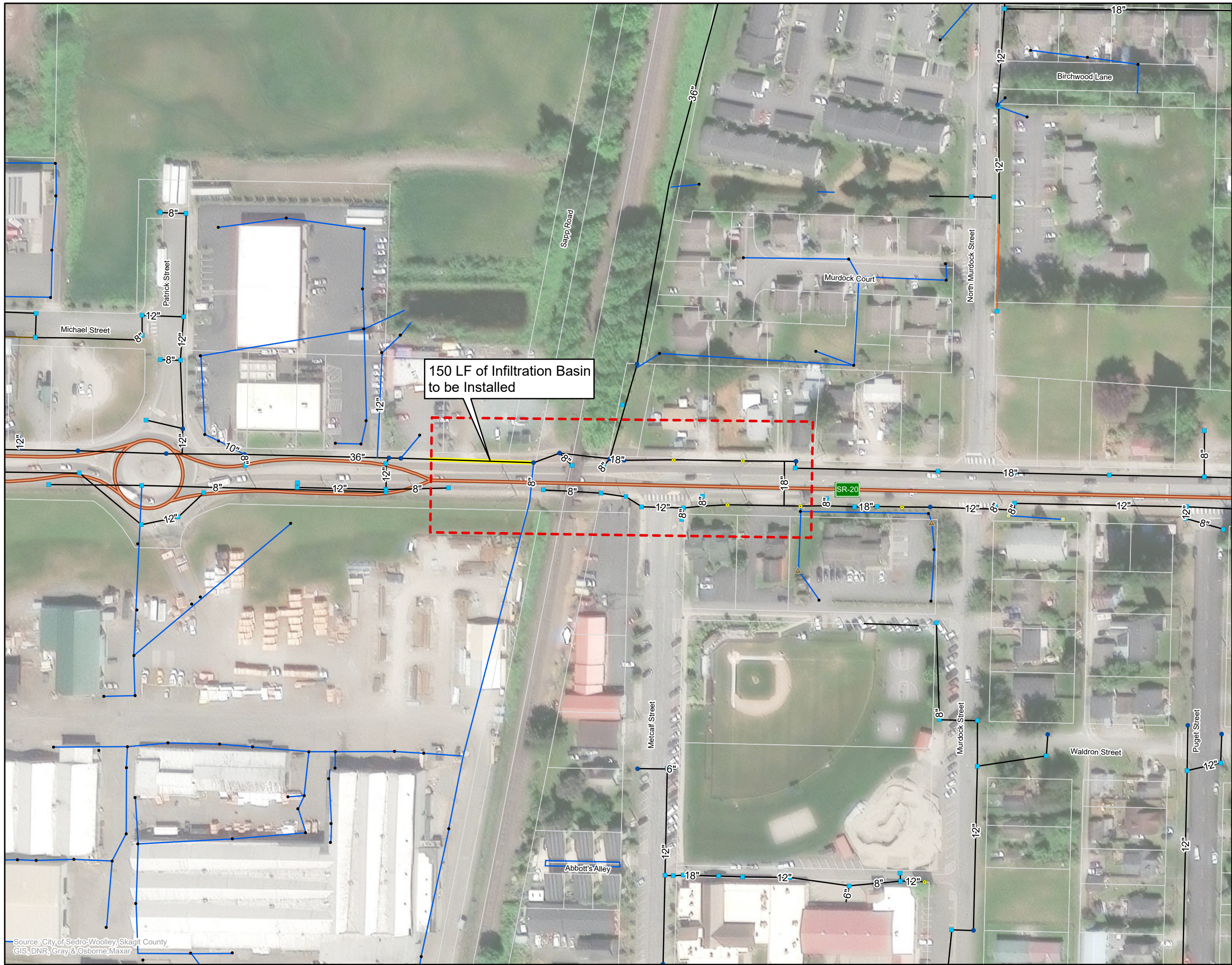
The following projects have been duplicated from the City's 2024 *Stormwater Management Action Plan* (SMAP). The projects cover only Basin 2 which was designated as the targeted basin.

SMAP 1: SR 9/North Township Catch Basin Filters

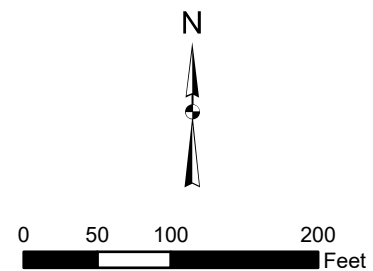
Where SR 9 crosses over Brickyard Creek, there are two catch basins that receive runoff from the route before discharging into the creek. It is recommended that these catch basins be replaced with filtration BMPs to provide water quality. The water quality flow rate through each catch basin is approximately 0.65 cfs. The City preferred water quality treatment method is an Aqua-Swirl unit. An AS-4 unit or equivalent is needed to treat this water quality flow rate. For water quality the City may also consider a bioswale or a Contech Stormfitler Manhole or equivalent. This project can be combined with Project F6 (Sapp Road Culvert Replacement) where damaged pipes connect to one of these catch basins that would require replacement (see Figure 3-14).

SMAP 2: Bingham Park WQ Retrofit

It is recommended that water quality BMPs be added to the park to treat runoff from paved areas. The existing pavement in Bingham Park is approximately 32,000 square feet. It is recommended that the 190 linear feet interceptor swale at the south end of the park be retrofitted into a 3-foot wide biofiltration swale with a slope of 1 percent (see Figure 3-15).



- Area of Concern**
- SR-20 Flooding Area
 - Proposed Infiltration Basin
- Private Water Quality**
- Oil Water Separator
- Catch Basins**
- Cleanout
 - Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Yard Drain
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

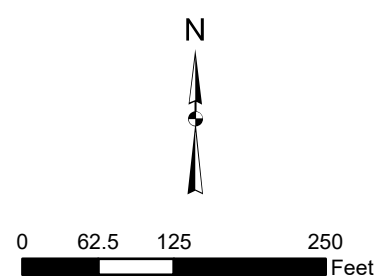
FIGURE 3-12

FIELD ISSUE F11





- Area of Concern**
- Problem Pipe
 - Proposed Replacement Culvert
 - Proposed Pipe
 - Proposed WQ Pond
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-13

FIELD ISSUES F12 AND F13

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Area of Concern

- Proposed Manhole
- Proposed Bioswale
- Proposed Easement

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel

N

0 25 50 100 Feet

CITY OF SEDRO-WOOLLEY

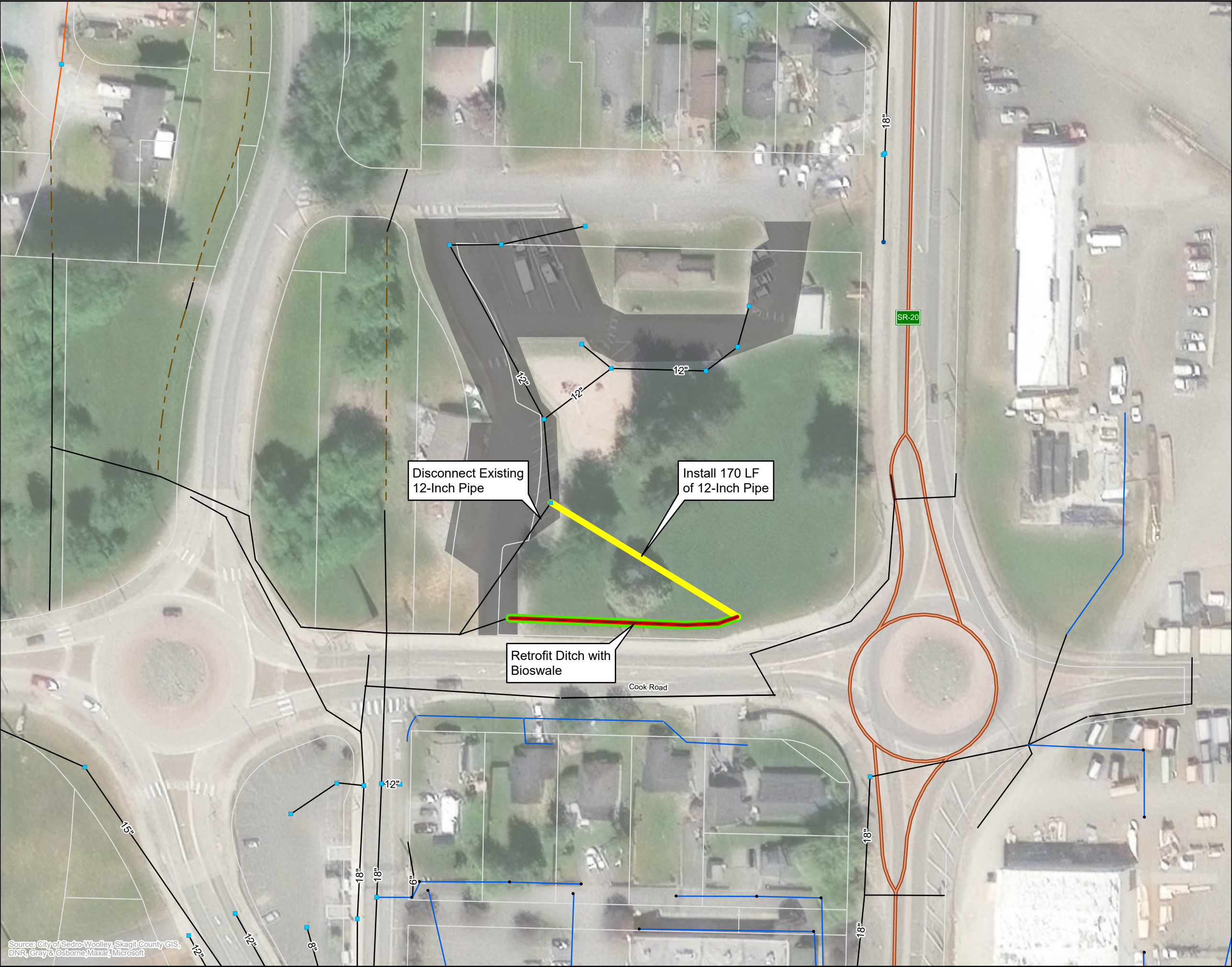
STORMWATER MANAGEMENT PLAN

FIGURE 3-14

SMAP 1

Gray & Osborne, Inc.

CONSULTING ENGINEERS



Area of Concern

- Impaired Ditch
- Proposed Bioswale
- Proposed Pipe

Catch Basins

- Type 1
- Type 2

Private Catch Basins

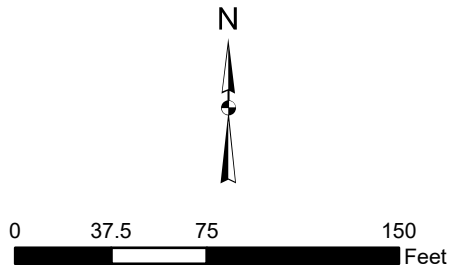
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Ditch
- Culvert Pipe

Reference

- Bingham Park Pavement Area
- Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-15

SMAP 2

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CONSULTING ENGINEERS

SMAP 3: John Liner Road/SR 9

It is recommended that a stormwater treatment BMP be installed to collect runoff from this corridor. This project can be combined with Project F4 (Dana Drive) where damaged pipes would be replaced within this area. John Liner Road Currently drains to the west through a 580 linear foot ditch. This ditch can be retrofitted into a 3-foot wide biofiltration swale with a slope of 1 percent (see Figure 3-16).

SMAP 4: Catch Basin Retrofits

At various locations in the City, existing catch basins may be replaced with stormwater treatment facilities. This can be combined with any of the pipe replacement projects listed above. The City preferred water quality treatment method is an Aqua-Swirl unit or an equivalent vortex unit.

SMAP 5: Brickyard Creek Riparian Improvements

It is recommended that the City make riparian improvements to Brickyard Creek in the reach adjacent to Janicki Fields. Approximately 1,200 linear feet along the edge of Brickyard Creek is available for improvements (see Figure 3-17).

SMAP 6: Jones/John Liner Corridor Project

It is recommended that a stormwater treatment BMP be installed to collect runoff from this corridor. Jones Road drains into Brick Yard Creek through an approximately 400 linear foot drainage ditch on the north side of the road. This ditch can be retrofitted into a biofiltration swale that is 2 feet wide with a 1 percent slope (see Figure 3-18).

ISSUE CLASSIFICATION

The problems identified above were compiled and ranked as low, medium, or high priority as shown in Table 3-2. Most of these projects address aging pipe issues. Rankings were decided based on discussions amongst the City staff and consulting engineer.

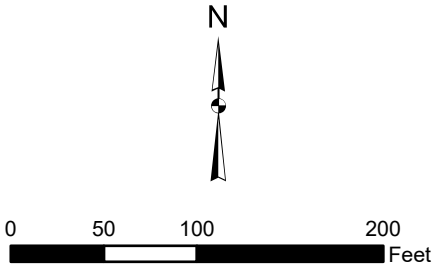
A decision matrix was prepared to rank the projects on categories including Maintenance, Life Cycle, Reducing Flooding, Environmental Impact, Cost and Water Quality. Projects are ranked between 1 and 3 for each category with a highest score of 1. Projects with higher scores are ranked with a higher priority.

TABLE 3-2**Identified Problems**

Issue Number	Location	Description	Priority
F1	F&S Grade Road Clay Pipe	Approximately, 1,700 LF of parallel 12-inch pipe needs to be replaced.	Med
F2	Cambridge Commons Infiltration Facility	The infiltration facility in Cambridge commons receives runoff from City ROW. This facility if frequently overtopping due to ground water.	Low
F3	Independence Boulevard Pipe	Approximately 900 LF of 12-inch CMP needs to be replaced.	High
F4	Dana Drive Pipe	Approximately 570 LF of 12-inch CMP need to be replaced.	Med
F5	McClellan Road Pipe	Approximately 770 LF of 12-inch stormwater pipe and 130 LF of 8-inch needs to be replaced.	High
F6	Sapp Road Culverts	The two 18-inch diameter culvert crossings under Sapp Road are in need of replacement.	High
F7	Alderwood Road Pipe	Approximately 120 LF of 12-inch stormwater pipe needs to be replaced.	High
F8	Brickyard Fish Passage Culverts	Per WDFW some culverts in Brickyard Creek are potential barriers for fish passage.	Low
F9	Murdock Street Private to MS4	A portion of the City Stormwater System connects to private detention system.	Low
F10	Reed Street Private to MS4	A portion of the City Stormwater System connects to private detention system.	Low
F11	SR 20 Flooding	Flooding frequently occurs in a section of SR 20	Med
F12	Riverfront Park Culverts	A 48-inch culvert and a 24-inch culvert are in need of replacement.	Med
F13	Water Quality Pond	Residential basin water quality retrofit.	Med
SMAP 1	SR 9/North Township Catch Basin Filters	Runoff from SR 9 is in need of water quality treatment	High
SMAP 2	Bingham Park WQ Retrofit	Runoff from pavement in Bingham Park is in need of water quality treatment.	High
SMAP 3	John Liner Road/SR 9	Runoff from John Liner Road is in need of water quality treatment.	High
SMAP 4	Catch Basin Retrofits	Various catch basins in the city are in need of replacement.	High
SMAP 5	Brickyard Creek Riparian Improvements	Brickyard Creek along ball fields can be restored.	Med
SMAP 6	Jones/John Liner Corridor Project	Runoff from Jones Road and from John Liner road is in need of water quality treatment.	Med



- Area of Concern**
- Impaired Ditch
 - Proposed Bioswale
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Yard Drain
 - Unknown Type
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

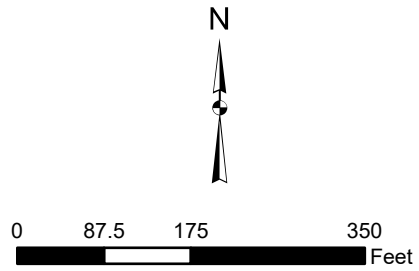
FIGURE 3-16

SMAP 3

Gray & Osborne, Inc.
CONSULTING ENGINEERS



- Area of Concern**
- Proposed Water Quality Improvement
- Catch Basins**
- Type 1
 - Type 2
- Private Catch Basins**
- Type 1
 - Type 2
 - Unknown Type
- Private Water Quality**
- Oil Water Separator
- Drainage Network**
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference**
- City Limits
 - Urban Growth Area
 - Parcel



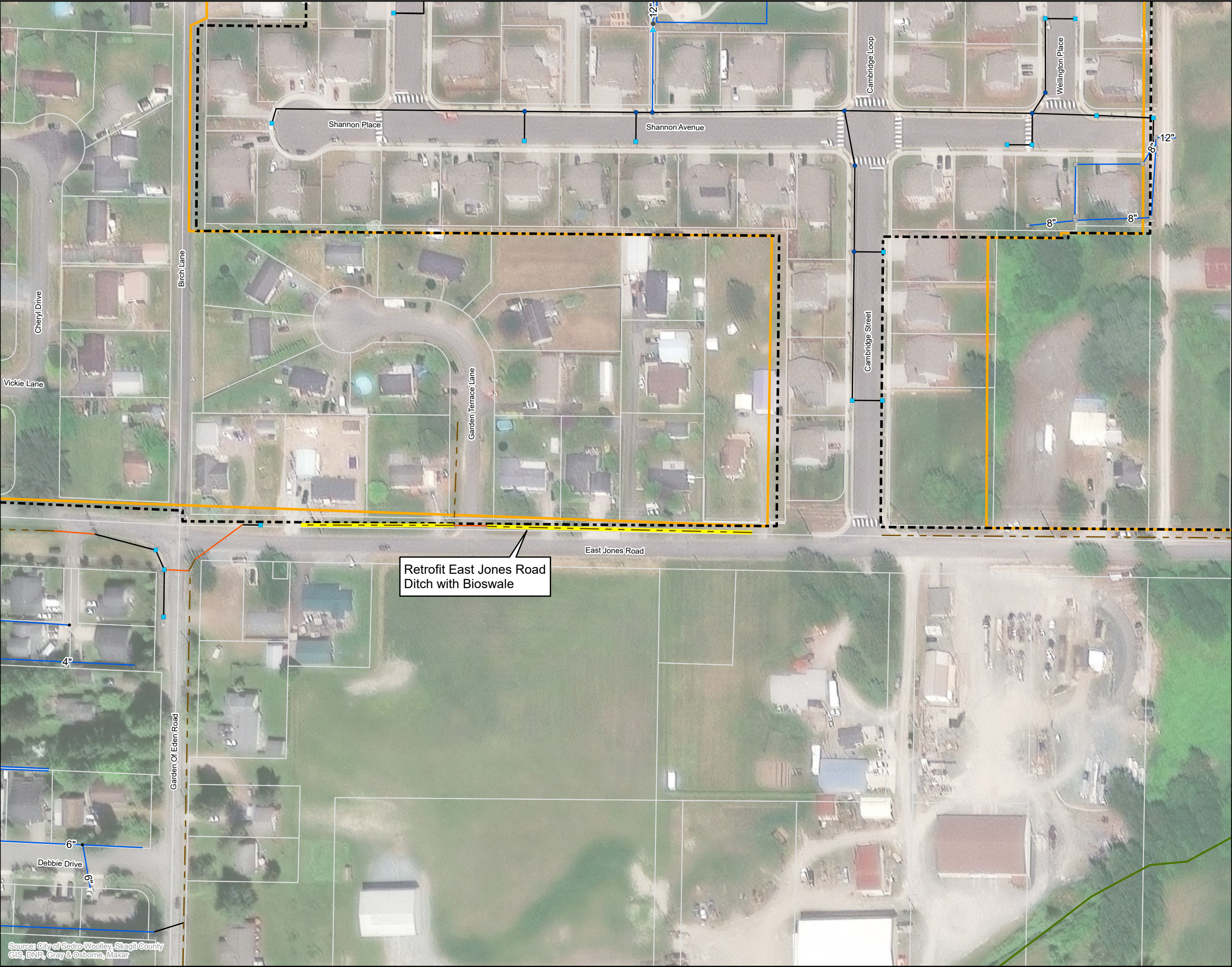
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-17

SMAP 5

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Field Issue

Proposed Bioswale

Catch Basins

Type 1

Type 2

Private Catch Basins

Type 1

Type 2

Unknown Type

Private Water Quality

Aqua Swirl

Drainage Network

Stormwater Pipe

Private Stormwater Pipe

Swale

Culvert Ditch

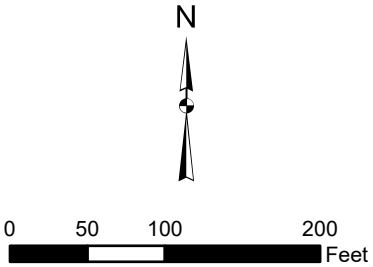
Culvert Pipe

Reference

City Limits

Urban Growth Area

Parcel



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 3-18

SMAP 6


Gray & Osborne, Inc.
CONSULTING ENGINEERS

CHAPTER 4

WATER QUALITY

Sedro-Wooley is situated on the Skagit River so protecting the river from harmful pollutants is a goal of the City Council and the citizens that live in the region. Table 4-1 below shows the 303(d)/303(b) listings for the waters in the City of Sedro-Wooley and waters downstream of the City. These listings are derived from the Department of Ecology and represent waterbodies that are impaired due to a variety of parameters including low temperature, low pH, low dissolved oxygen levels or parameters such as high bacteria counts or high counts of polychlorinated biphenyls (PCBs).

TABLE 4-1

303(d)/303(b) Listings

Water Body	Category and Listing
Skagit River	• Category 5 – Polychlorinated Biphenyls (PCBs) • Category 5 – pH • Category 5 – Temperature • Category 1 – Ammonia N
Hart Slough	• Category 5 – pH • Category 5 – Dissolved Oxygen • Category 4A – Fecal Coliform Bacteria • Category 2 – Temperature
Brickyard Creek	• Category 5 – Fecal Coliform Bacteria
Hansen Creek	• Category 5 – Temperature • Category 5 – Dissolved Oxygen • Category 4A – Fecal Coliform Bacteria • Category 2 – pH
Thomas Creek	• Category 5 – Temperature • Category 5 – pH • Category 5 – Dissolved Oxygen • Category 4A – Fecal Coliform Bacteria

In Washington State, protection is provided by water quality standards which are established by WAC 173-201A and are enforced by the Department of Ecology. The standards are based on two objectives: protection of public health and enjoyment, and protection of fish, shellfish, and wildlife. For each surface water body in the State, the standards assign specific beneficial uses such as aquatic life, recreation, or water supply. Water quality standards have been developed for each use for parameters such as fecal coliform, dissolved oxygen, temperature, pH, turbidity, and toxic, radioactive, and other

harmful substances. The surface water criteria include 29 toxic substances, including ammonia, residual chlorine, several heavy metals, polychlorinated biphenyls (PCBs), and pesticides. A list of typical pollution parameters and their potential impacts on water quality is provided in Table 4-2.

TABLE 4-2**Pollutant Sources and Impacts**

Pollutant (example)	Sources/Causes	Impacts
Low Dissolved Oxygen	Increased temperatures, organic wastes.	Low oxygen levels put stress on aquatic organisms and can lead to fish kills and reduction in aesthetic values.
High pH	Pouring, finishing, and washing cement concrete.	Changes in pH affect the toxicity, reactivity, and solubility of many compounds.
Increased Temperature	Removal of riparian vegetation that provide shade. Erosion of banks widening and making water body shallower.	Reduced solubility of oxygen.
Turbidity	Exposed erodible soils.	Reduced availability of light to plants for photosynthesis.
Nutrients (nitrogen, phosphorous)	Organic decomposition of soil erosion, detergents, fertilizers, septic system effluent, livestock manure.	Algae blooms causing dissolved oxygen levels to drop.
Pathogens/Bacteria	Leaking septic systems or sanitary sewer, pet and livestock waste.	Waterborne illness.
Oil and Grease	Runoff from roadways, parking lots, and industrial property.	Hydrocarbon compounds can be toxic to aquatic life at low concentrations.
Total Suspended Solids (TSS)	Soil erosion, runoff from paved areas, and scour within a stream.	Inhibit oxygen exchange in gills of aquatic organisms, and may settle out and smother bottom-dwelling organisms.
Heavy Metals	Runoff from roadways, parking areas, and industrial property.	Changes in pH can increase solubility of accumulated metals making them available for ingestion by fish and insects.

TABLE 4-2 – (continued)**Pollutant Sources and Impacts**

Pollutant (example)	Sources/Causes	Impacts
Toxic Organic Compounds (6PPD , 6PPD-quinone, dioxin, dieldrin, polychlorinated biphenyls)	Urban and agricultural runoff, hazardous substance spills, improper disposal of waste products, and industrial discharges.	Availability of toxic organic compounds to aquatic life is difficult to determine because of their adsorption to particulate matter.
Organic Material	Yard waste and soil erosion.	Decreased dissolved oxygen concentrations.

LOWER SKAGIT RIVER TMDL

The Department of Ecology is required to perform a total maximum daily load (TMDL) evaluation, and complete either, or in some cases both, a waste load allocation (WLA) for point sources and a load allocation (LA) for nonpoint sources in water quality problem areas. The basic goal of the TMDL/WLA procedure is to bring water bodies back into standards compliance by limiting pollutant loading based on the characteristics of the water bodies, rather than by arbitrary pollutant limits resulting from the usual source treatment processes. The City of Sedro-Woolley is included in the Water Resource Inventory Area (WRIA) No. 3, the Lower Skagit-Samish watershed. In general, water quality problems in this WRIA include high fecal coliform counts, causing impairments to contact recreation in the Lower Skagit River Basin and shellfish harvesting in Skagit Bay. The TMDL does not apply to anywhere in the City of Sedro-Woolley but it is noted because it is in the downstream flowpath. In June 2000, Ecology published a Water Cleanup Plan for the Lower Skagit River TMDL (available at <https://fortress.wa.gov/ecy/publications/documents/0010010.pdf>), related to fecal coliform which applies to all tributaries in the lower basin.

CRITERIA

Water quality standards for surface water in Washington State are established in Chapter 173-201A, Washington Administrative Code (WAC). Standard criteria allow for comparison of the water quality data to a safe or desired level. Management practices that violate or exceed established standards are subject to further investigation and ultimately appropriate corrective measures.

The State adopted the latest water quality standards for surface waters in 2022. The EPA has approved these revised standards. The standards assign specific designated uses to surface waters of the State, such as aquatic life, recreational, water supply, and miscellaneous. Each use then has categories that are ranked, generally speaking, from a higher quality to lower quality. Water quality standards have been assigned to each

specific designated use category, for parameters such as fecal coliform, dissolved oxygen, temperature, pH, turbidity, and toxic, radioactive, and deleterious substances.

The Lower Skagit-Samish Water Resource Inventory Area (WRIA #3) includes the lower river and its tributaries, including Hart Slough and is identified under WAC 173-201A-602, with the following designated uses:

- Aquatic Life Uses – Core summer habitat (mainstem of Skagit River) This is the highest quality category for Aquatic Life Uses.
- Recreation Uses – Primary Contact Recreation. This is the highest quality category for Recreation Uses.
- Water Supply Uses – Domestic, Industrial, Agricultural and Stock Watering.
- Miscellaneous Uses – Wildlife Habitat, Harvesting, Commerce and Navigation, Boating, and Aesthetics.

In addition to the water quality parameters listed in Table 4-3, concentrations of toxic substances, such as organic compounds and metals, must not exceed standards specified in WAC 173-201A-240. These standards are based on the EPA Quality Criteria for Water (1986), which are derived from federal water quality criteria based on aquatic toxicology. The WAC defines both acute and chronic criteria for toxic substances. Acute toxicity criteria are based on death percentages of test organisms within 24 hours.

Chronic toxicity criteria are defined as the concentration that causes long-term adverse effects on an organism's functions. Standards also exist for radioactive and deleterious materials and aesthetics, as described in Table 4-3.

The criteria shown in Table 4-3 is only a brief summary of the full water quality criteria. Since there is wide variability in natural systems, and the level of tolerance is different for each species of interest, there are exceptions and/or ranges of the criteria pertaining to specific species' acclimations, background conditions, or during specific time periods. A full reading of WAC 173-201A is encouraged to achieve a complete understanding of the criteria.

TABLE 4-3**Water Quality Criteria for Fresh Surface Water (WAC 173-201A-200)**

Parameter	Criteria
Temperature ⁽¹⁾	The 7-day average of daily maximum temperatures (7-DADMax) shall not exceed 12 degrees C. When natural conditions exceed 12 degrees C, no temperature increases are allowed that raise the receiving water's 7-DADMax more than 0.3 degrees C.
Dissolved Oxygen ⁽¹⁾	Dissolved oxygen equal or exceed 9.5 mg/L (lowest 1-day min.). When natural conditions are lower than 9.5 mg/L, no decreases are allowed that lower the receiving water more than 0.2 mg/L.
Turbidity ⁽¹⁾	Turbidity shall not exceed 5 NTU over background when the background is 50 NTU or less, or have more than a 10 percent increase in turbidity when the background is more than 50 NTU.
Total Dissolved Gas ⁽¹⁾	Total dissolved gas shall not exceed 110 percent of saturation at any point of sample collection.
pH ⁽¹⁾	pH shall be within the range of 6.5 to 8.5 with a human-caused variation within a range of less than 0.2 units.
Enterococci ⁽²⁾	Enterococci organism levels within an averaging period must not exceed a geometric mean value of 30 CFU or MPN per 100 mL, with not more than 10 percent of all samples (or any single sample when less than ten sample values exist) obtained within the averaging period exceeding 110 CFU or MPN per 100 mL.
Toxic, Radioactive, or Deleterious Materials ⁽³⁾	Toxic, radioactive, or deleterious material concentrations must be below those which have the potential, either singularly or cumulatively, to adversely affect characteristic water uses, cause acute or chronic conditions to the most sensitive biota dependent upon those waters, or adversely affect public health (see WAC 173-201A-260(2)).
Aesthetic Values ⁽³⁾	Aesthetic values shall not be impaired by the presence of materials or their effects, excluding those of natural origin, which offend the senses of sight, smell, touch, or taste (see WAC 173-201A-260(2)).

(1) Aquatic Life Use Criteria for Char Spawning and Rearing.

(2) Recreation Use Criteria for Extraordinary Primary Contact.

(3) Criteria applies to Aquatic, Recreation, Water Supply and Miscellaneous Uses.

POTENTIAL SOLUTIONS

Continued education efforts on ways the community can help reduce pollutants, as well as inspections of public and private facilities, will aid in protecting the quality of surface waters in the City of Sedro-Woolley. Source control inspections at local businesses would be a helpful way to address water quality related issues at the origin of the problem. Additionally, installing water quality treatment facilities, where feasible, will further improve the effectiveness of the City's storm system to improve water quality. Potential solutions to water quality related issues are listed in Table 4-4, and specific

structural water quality measures that may be constructed alone or as part of transportation related projects are described in Table 4-5. Water quality improvement efforts should be planned and implemented as the opportunity allows. Chapter 7 discusses specific water quality measures the City can plan for in the next 20 years.

TABLE 4-4
Potential Solutions for Pollutant Sources

Pollutant	Potential Solution
Low Dissolved Oxygen	• Increased stream buffers. • Riparian restoration.
High pH	• Business source control inspections. • Implementation of pH control measures on construction sites
Increased Temperature	• Increased stream buffers. • Riparian restoration. • Education of property owners about restoring vegetation along streams.
Turbidity	• Installation of structural control measures such as detention ponds and emerging technologies such as filters to help settle out sediment that carries pollutants). • City inspections and enforcement during construction projects.
Nutrients (nitrogen, phosphorous)	• Education of property owners to reduce use of fertilizers.
6PPD-Q	• City street sweeping program. • Stormwater treatment facilities designed for 6PPD-Q removal.
Pathogens/Bacteria	• Conduct DNA testing to determine the source of bacteria in receiving waters, then customize remedial action. • Provide pet waste stations at City parks. • Provide education to citizens on the importance of disposing of pet waste properly.
Oil and Grease	• Conduct business source control inspections and provide education/enforcement on appropriate controls to aid in preventing spills. • City-wide program such as a “Don’t Drip and Drive” campaign to educate citizens on repairing leaking cars. • Install structural controls such as oil/water separators (see Table 4-4).

TABLE 4-4 – (continued)**Potential Solutions for Pollutant Sources**

Pollutant	Potential Solution
Total Suspended Solids (TSS)	• Install structural controls such as detention ponds and emerging technologies including water quality filters to help settle out pollutant-laden sediment.
Heavy Metals	• Conduct business source control inspections and provide education/enforcement on appropriate BMPs to aid in preventing metals mixing with runoff. • Provide general education on preventing metals through such items as general car maintenance (i.e., brake pads). • City street sweeping program. • Structural controls.
Toxic Organic Compounds (dioxin, dieldrin, polychlorinated biphenyls)	• Conduct business source control inspections, provide education or enforcement on appropriate measures to prevent metals from mixing with runoff. • Provide general education to residential and agricultural property owners about the use of pesticides. • Provide general education on preventing spills and not dumping waste into catch basins. • Label stormwater catch basins (“No dumping”) • Structural controls.
Organic Material	• Education of private property owners on proper disposal locations for yard waste.

TABLE 4-5**Potential Structural Related Water Quality Tools**

Facility	Description	Benefits
Biofiltration Swale	A shallow ditch, mild side slopes, and thick vegetation	Thick vegetation provides soil stabilization, stormwater treatment, and nutrient uptake.
Filter Strip	A strip of vegetated land for sheet flow	Easy maintenance, provides basic level of treatment.
Bioretention Facility	A shallow depression with deep rooted vegetation	Vegetation provides soil stabilization, nutrient uptake, and aesthetics. Engineered soil mix increases treatment and filtration.
Wetpools	A wetpond, wet tank/vault, or wetland that maintains a permanent pool of water	Stormwater treatment through gravity settling and biological uptake of algae and microorganisms.
Media Filtration	Pond or vault with engineered sand/soil mix or Ecology approved media filtration devices.	High level of treatment. High level of maintenance is typically needed.
Oil/Water Separators	Can be a hooded catch basin insert or coalescing plate separator	Retain oil to prevent migration downstream. Require regular maintenance for proper operation.
Regional Treatment Facilities	Large containment area for high volumes of runoff, typically incorporating detention and biofiltration or media filtration	Provide high levels of treatment to large basins. Regular maintenance is required.

CHAPTER 5

REGULATORY REQUIREMENTS

The National Pollutant Discharge Elimination System (NPDES) is a federal program that regulates stormwater and wastewater discharges to waters of the state. For certain activities, including discharge of municipal separate stormwater systems (MS4), a permit is required. While it is a federal permit, the regulatory authority is delegated to the Washington State Department of Ecology (Ecology). In response, Ecology developed and issued the Western Washington Phase II Municipal Stormwater Permit. The 5-year permit has been issued by Ecology in 2007, 2012, 2019, and 2024. The prior permit was put into effect in August 1, 2019 and expired July 31, 2024. The 2019 permit focused on source control inspections of businesses and comprehensive watershed planning. In August of 2024, the Department of Ecology reissued the NPDES Phase II Municipal Stormwater Permit (Phase II Permit). The new 2024-2029 permit, issued on August 1, 2024, focuses on stormwater planning, 6PPD-quinone (toxic compound from tire wear), tree canopy cover, and enhanced source control requirements.

To ensure compliance with the most recent permit, the City of Sedro-Woolley's stormwater maintenance actions were reviewed along with the City's municipal code and public works' development standards. This chapter provides recommendations on how to comply with the newest requirements of the latest Phase II Permit as well as an estimated effort needed to accomplish each facet of the permit over its 5-year cycle.

SEDRO-WOOLLEY DOCUMENTS REVIEWED

The documents reviewed for compliance with the new Phase II permit include;

1. *2024 Stormwater Management Program Plan*
2. *Sedro-Woolley Municipal Code*
3. *2017 Sedro-Woolley Public Works Department Standards*

PERMIT REQUIREMENTS

The current NPDES Phase II Permit includes the following components:

- Stormwater Planning;
- Public Education and Outreach;
- Public Involvement and Participation;
- MS4 Mapping and Documentation;
- Illicit Discharge Detection and Elimination (IDDE);
- Tree Canopy Goals;
- Street Sweeping Goals;

- Controlling Runoff from New Development, Redevelopment, and Construction Sites;
- Stormwater Management for Existing Development;
- Source Control Program for Existing Development;
- Operations and Maintenance;
- Compliance with Total Maximum Daily Load (TMDL);
- Monitoring and Assessment;
- Reporting and Recordkeeping.

Each of these components are presented in greater detail below. The following paragraphs discuss each of these items and any information in the current permit.

STORMWATER PLANNING

A Stormwater Management Program (SWMP) Plan is a document created by the City as overall guidance on how the City will address required elements of the NPDES Phase II Permit in the year ahead. The SWMP must be updated annually for submittal to Ecology no later than March 31st of each year. The City's current SWMP Plan was prepared in March 2024 and is available on the City's website.

A Stormwater Management Action Plan (SMAP) is a review on the watersheds that exist within the city and how water quality is impacted within these watersheds. In the last Phase II Permit cycle, the City compiled a SMAP that selected Basin 2 as its area of concern and recommended 6 retrofit projects in that basin. No later than March 31, 2027, the City will need to do either of the following:

- Submit one new SMAP for a high priority catchment area
- Indicate additional actions for an existing SMAP

The new or revised SMAP may address Basin 3, this is the next largest basin and has little water quality treatment. The new SMAP should include addressing runoff from high traffic areas and also include actions to benefit vulnerable populations and highly impacted communities. In particular, by December 31, 2026, the City must document methods used to identify these overburdened communities and submit this with the annual report due to Ecology in March 2027.

PUBLIC EDUCATION AND OUTREACH/PUBLIC INVOLVEMENT AND PARTICIPATION

An important element of stormwater management planning is public education and outreach. The involvement of the public is necessary to ensure the overall success of the stormwater management plan. For the public to be motivated to participate in stormwater management, it must first be aware of existing stormwater and surface water problems, the public's role in creating these problems, and actions to avoid and correct them.

The public must also be aware of how their normal activities affect stormwater quality and quantity. Most citizens believe that stormwater management is someone else's problem. In order to educate the public, issues with local relevance must be identified and programs must be designed to address them. Issues of local relevance need to be identified and programs designed to address them specifically. Resources for education materials about these topics include:

- The Washington Stormwater Center:
<https://www.wastormwatercenter.org>
- EPA's NPS Outreach Toolbox:
<https://cfpub.epa.gov/npstbx/index.html>
- Puget Sound Starts Here Library:
<https://pugetsoundstartshere.org/Default.aspx>

The current NPDES Phase II permit requires that one priority audience and subject area are chosen for education. A campaign for implementing behavioral changes and educating the prioritized audience and subject area is required. This effort also includes an evaluation plan to develop an effective campaign. General stormwater stewardship opportunities and education are required to be provided on the City's website.

MS4 MAPPING AND DOCUMENTATION

The new permit requires continuing mapping of the City's stormwater system. A few new items for mapping are listed below:

1. By March 31, 2026, all known municipal separate storm sewer system (MS4) outfalls should be submitted to Ecology.
2. By December 31, 2026, the tree canopy should be mapped to support stormwater management on permittee-owned or operated properties.
3. By March 31, 2028, map and assess acreage of MS4 tributary basins to outfalls with 24-inch nominal diameters or larger that have stormwater treatment or flow control BMPs/facilities; this data should be submitted to Ecology with the annual report due in March the following year. Figure 5-1 shows the areas of the City of Sedro-Woolley that are treated by either public or private flow control structures.

4. By December 31, 2028, overburdened communities in relation to stormwater treatment and flow control facilities, outfalls, discharge points, and tree canopy should be mapped and submitted to Ecology.

ILLICIT DISCHARGE DETECTION AND ELIMINATION (IDDE)

The new permit requires by July 1, 2027, ordinances that prohibit non-stormwater and illicit discharges into the MS4 should be reviewed. The Sedro-Woolley Municipal Code already has Section 13.42 which regulates the contribution on pollution into the MS4, prohibits illicit connections and discharges to the MS4, and establishes the legal authority to carry out inspection, surveillance and monitoring. It is recommended that this section of code be revised to match the current NPDES permit. Revisions can be seen in Appendix B.

Furthermore, as the current SWMP states, it is recommended that all Police, Fire and Building & Planning Department staff continue to receive training on IDDE identification and reporting.

TREE CANOPY GOALS

The Western Washington Phase II Municipal Stormwater Permit, Aug 1, 2024 states;

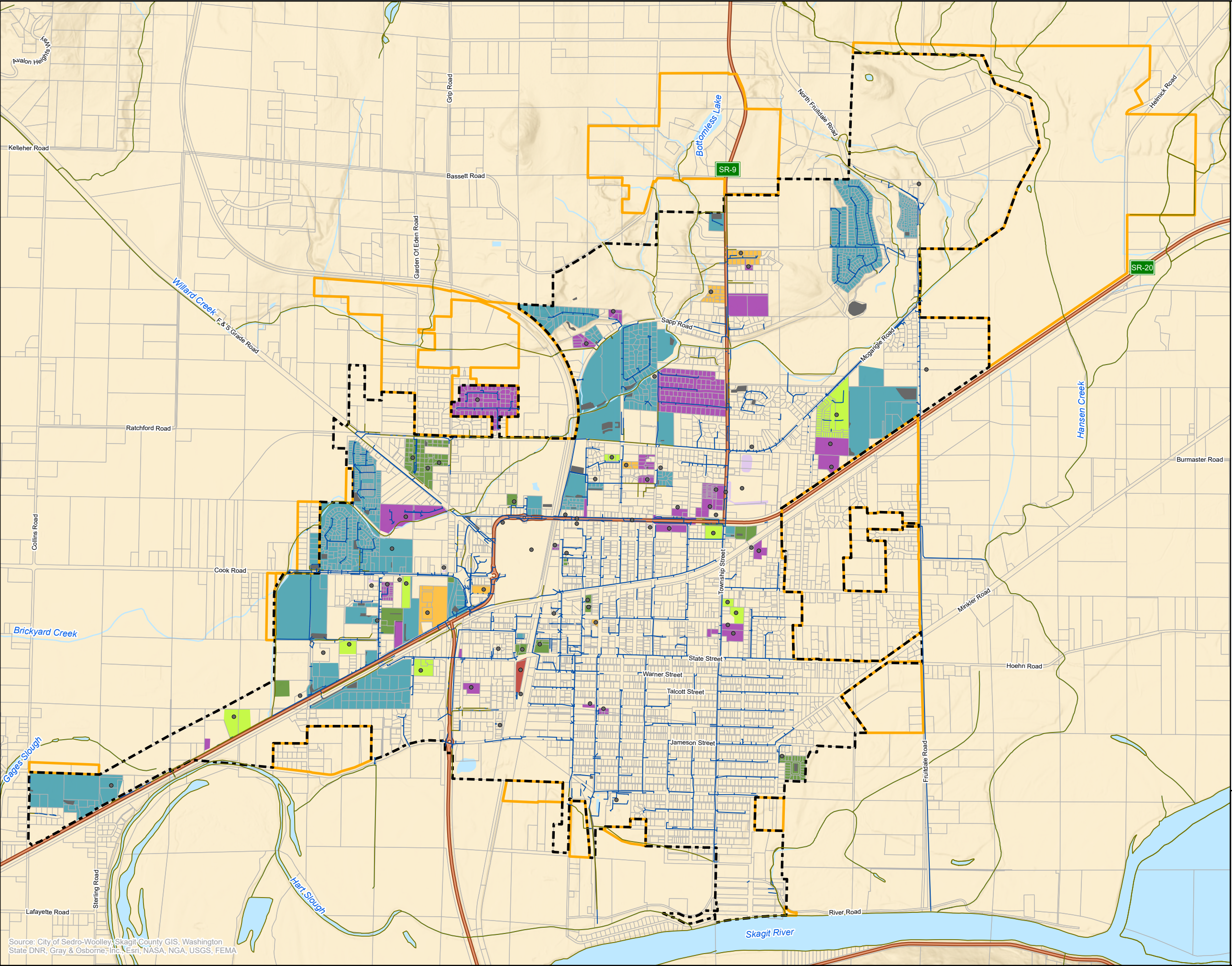
Permittees shall consider how existing or future tree canopy can support stormwater management and water quality improvements in receiving waters. Establish a long-term (e.g. 5, 10 year or longer) goal of canopy, existing or future projection, to be used for stormwater management that is appropriate to the jurisdiction.

The Phase II permit requires;

- *No later than December 31, 2028, adopt and implement tree canopy goals and policies to support stormwater management.*
- *No later than December 31, 2026, using available, existing data, map tree canopy to support stormwater management on Permittee-owned or operated properties. Permittees shall develop and follow a methodology to intentionally identify canopy for stormwater management purposes, which may be updated annually or as needed.*

The City is currently obtaining data regarding tree canopy cover specific to Sedro-Woolley. This will be utilized to help map where current tree canopy exists and will meet the requirement for mapping which is due December 31, 2026.

In establishing tree canopy goals, the City may want to aim for a certain percent tree canopy cover throughout the city by a particular year. Other considerations include



Tributary Basins (Based on Facility Type)

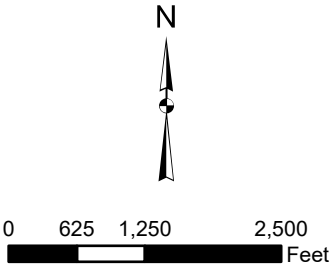
- Pervious Pavement
- Detention Pond
- Detention Pipe
- Infiltration Basin
- Infiltration Gallery
- Infiltration Trench
- Other (Raingardens, Bio-Swales and Combinations of Two or More Methods)

Stormwater Infrastructure

- Stormwater Facility
- Stormwater Pipe
- Ditch, Swale

Reference

- City Limits
- Urban Growth Area
- Parcel
- Surface Water



CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN
UPDATE

FIGURE 5-1

TRIBUTARY BASINS



designating certain types of trees (evergreen versus deciduous), mapping certain areas that are lacking in tree cover, and considering environmental justice by mapping overburdened communities that are lacking in tree cover. The City municipal code Section 17.50 specifies the landscaping standards and Section 12.40 specifies the tree standards. Examples of tree canopy policies include:

1. City of Seattle: <https://www.seattle.gov/trees/management/canopy-cover>
2. City of Redmond: <https://www.redmond.gov/1256/Tree-Canopy>

STREET SWEEPING GOALS

The Phase II permit requires:

No later than July, 1, 2027, develop and implement a municipal street sweeping program to focus on priority areas and times during the year that would reasonably be expected to result in the maximum water quality benefits to receiving waters.

The new permit requires sweeping:

...at least once between July and September each year and at least two additional times a year as determined by the Permittee to provide additional water quality benefits.

Since the City already has a street sweeping plan that exceeds this standard, it is recommended that the City's existing plan be continued into the revised Stormwater Management Plan. The current street sweeping map is available in Appendix C.

LOW IMPACT DEVELOPMENT (LID) CODE REVIEW

It is recommended that the City perform a review of the City's municipal code for LID principles similar to what was done in 2015 for the previous Phase II Permit cycle. This includes reviewing such topics as allowable impervious surface coverage, encouraging minimizing impervious surface by locating buildings toward the front of the lot, allowing low impact development facilities in landscape buffers and reviewing code items such as encouraging shared driveways and tree preservation.

CONTROLLING RUNOFF FROM NEW DEVELOPMENT, REDEVELOPMENT AND CONSTRUCTION SITES

By June 30, 2027, the City should adopt and make effective a local program that addresses runoff from new development, redevelopment, and construction site projects.

This section has already been addressed by the Sedro-Woolley Municipal Code Sections 3.36 and 13.40 along with the current Public Works Department Standards. This code section requires the adoption of the most recent Ecology Stormwater Management Manual which at this time is the 2024 edition. The Manual guides the design of stormwater systems for new development for residential, commercial and public facilities.

STORMWATER MANAGEMENT FOR EXISTING DEVELOPMENT

The City is required to implement stormwater facility retrofits that meet the criteria of Appendix 12 of the Phase II Permit. These must be reported to Ecology by March 31, 2028. Permittees are required to fully fund, start construction, or completely implement projects that meet the assigned equivalent acres The City is required to treat or provide flow control for 2 acres as assigned by Ecology. Field Identified Issues F3, F4, F6, F7, F13 and SMAP Identified Issue SMAP 1 provide water quality treatment for the required area, at a minimum.

SOURCE CONTROL PROGRAM FOR EXISTING DEVELOPMENT

By August 1, 2027, the City should update and make effective the city ordinance to meet requirements for source control. This standard is required to follow the most recent Department of Ecology *Stormwater Management Manual for Western Washington*. Every five years, the City is required to update the inventory list of public and private intuitional, commercial, and industrial sites which have the potential to generate pollutants to the MS4. Based on this list, the City is required to inspect 20 percent of this list on an annual basis. Inspections involve providing a letter to the property owner noting when and why the inspection is occurring and then city staff hold the actual inspection itself where staff helps educate property owners and workers on how to effectively prevent spills entering into the public or private stormwater system.

OPERATIONS AND MAINTENANCE

The permit requires the City to have an O&M program including maintenance standards, staff training, annual inspections of flow control and water quality facilities, street sweeping of the entire City three times in a year, 2-year inspections of all catch basins and business source control inspections. Table 5-1 lists the City's planned O&M efforts necessary to meet the Phase II Permit.

COMPLIANCE WITH TOTAL MAXIMUM DAILY LOAD (TMDL)

The permit requires the City be in compliance with the TMDL. As discussed in Chapter 4, the TMDL does not currently apply to anywhere in the City of Sedro-Woolley.

MONITORING AND ASSESSMENT

Each year the City provides funds to a regional program overseen by Ecology. This program is intended to monitor the status and trends of water quality related to Puget Sound, to determine the effectiveness of various BMPs practiced throughout the Puget Sound Basin, and to implement the Source Identification Information Repository (SIDIR) for the region. The permit lists the exact amount the City owes, based upon the population of the City.

REPORTING AND RECORDKEEPING

Each year by March 31st, the City shall submit an annual report to Ecology that summarizes the City's efforts in meeting permit requirements during the previous year. Once completed, this report is posted on the City's website located here:
<https://www.sedro-woolley.gov/departments/stormwater/documents.php>

NPDES ACTION PLAN

With the release of the current NPDES Phase II Permit, an estimate was made regarding the hours City staff would dedicate toward each of the non-maintenance related items to meet the requirements of the upcoming NPDES Phase II Permit (See Table 5-1). A detailed breakdown of the estimated hour is provided in the appendices. It should be noted that the hours required vary for each year of the permit, depending upon the required activities. Table 5-2 provide an estimated average number of hours per year.

TABLE 5-1

Recommended NPDES Permit Program Hours (Non-Maintenance)

Permit Task	Hours/ Year ⁽¹⁾	Notes
Stormwater Program Coordination/Stormwater Planning	224	Includes SWMP general requirements
Public Education and Outreach	321	
Public Involvement and Participation	9	
MS4 Mapping and Documentation	128	
Illicit Discharge Detection and Elimination (IDDE)	368	Includes training and response by maintenance staff

TABLE 5-1 – (continued)**Recommended NPDES Permit Program Hours (Non-Maintenance)**

Permit Task	Hours/ Year⁽¹⁾	Notes
Controlling Runoff from New Development, Redevelopment, and Construction Sites	529	
Stormwater Management for Existing Development	203	
Source Control Program for Existing Development	515	
Operations and Maintenance	768	Does not include tasks completed by maintenance field staff
Compliance with Total Maximum Daily Load (TMDL)	0	Not applicable in Sedro-Woolley
Monitoring and Assessment	1	
Reporting and Record Keeping	5	
Total Hours	3,071	Annual Average Total =1.5 FTEs⁽²⁾

(1) Average per year for remaining years on NPDES Phase II permit. 2024-2029.

(2) Assumes 2,080 hours of work per year per person.

TABLE 5-2

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
Stormwater Program Coordination							249.5		230.5		221.5		193.5		
SPC-1	Hold monthly internal status meetings on NPDES Permit compliance with Public Works Staff. Public works staff include the Public Works Director, Supervisor and maintenance personnel. On a semi-annual basis, meet with the inter-disciplinary team to discuss NPDES status/goals. The meetings will consist of assigning roles to staff/consultant for tasks to be completed over the next 3 months. These meetings will also be a check in for listing the monthly construction related inspections, plan reviews, O&M inspections, and spills. This meeting will also include discussing code barriers (i.e., LID policies, O&M related) and/or improvements that need to be made on an occasional basis. These meetings will be documented and will serve as a tracking method to ensure permit compliance. Costs associated with each component of the program will be tracked in the City’s accounting software.	Ongoing, Monthly Cost tracking due March 31, 2027	1	12	3	1	36	1	36	1	36	1	36	Admin/ Consultant	
SPC-2	Prepare SWMP Plan to discuss planned activities necessary to provide permit compliance for the upcoming year(s)	January, Annually	1	1	1.5	80	120	80	120	80	120	80	120	Admin/ Consultant	
SPC-3	Prepare/Review list of internal coordination mechanisms describing how departments are inter-related in terms of meeting permit conditions (i.e., planning department reviews development plans, police departments help observe for IDDE, etc.)	March 31, 2026	1	1	1		0	1	1		0		0	Admin/ Consultant	
SPC-4	Staff or consultant to attend NPDES Permit Coordinators Forum Meetings and document attendance	Ongoing, Every other month	1	6	1	3	18	3	18	3	18	3	18	Admin	
SPC-5	Staff or consultant to attend STORM Meetings and document attendance	Ongoing, Quarterly	1	4	1	3	12	3	12	3	12	3	12	Admin	
Stormwater Planning															
Coordination with long-range plan updates															
SP-C-1	Provide Inter-disciplinary team for Stormwater Planning component (See SPC-1)	Ongoing	1	1	1	1	1	1	1	1	1	1	1	Admin	
SP-C-2	Describe how stormwater management needs and protection/improvement of receiving water health are (or are not) informing the long-range or comprehensive planning update processes and influencing policies and implementation strategies. Report shall describe the water quality/watershed protection policies/strategies/codes/other measures intended to protect and improve local receiving water health through planning, considering stormwater management needs or limitations	March 31, 2027	1	1	3		0		0	8	24		0	Admin/ Consultant	
LID Code-Related Requirements															
SP-LID-1	Continue to require LID Principles and LID BMPs when updating, revising, and developing new local development related codes, rules, standards, or other enforceable documents.	Ongoing	1	1	1	2	2	2	2	2	2	2	2	Admin	
SP-LID-2	In a report, assess/document newly identified administrative or regulatory barriers to implementing LID (since 2013); List measures developed to address the barriers; Describe mechanisms adopted to encourage LID (if applicable)	Annually - By March 31 st	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	Admin	

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
SP-LID-3	Adopt and implement tree canopy goals and policies to support stormwater management and water quality improvement in receiving waters.	By Dec. 31, 2028	1	1	1		0		0	8	8	4	4	Admin/ Consultant	
SMAP Requirements															
SMAP-1	Complete a SMAP for at least one new high priority catchment area or additional actions for an existing SMAP. Provide 1) description of stormwater facility retrofits needed, 2) land management strategies, 3) targeted stormwater management actions including IDDE field screening, prioritization of source control inspections, O&M inspections, education/outreach behavior change programs 4) If needed ID changes to long-range plans to address SMAP priorities 5) Implementation schedule (6 years, 20 years), 6) schedule to provide future assessment	By December 31, 2026	1	1	1	60	60	40	40		0		0	Admin/ Consultant	
Public Education and Outreach							334		314		314		322		
EDUC-1	Select one priority audience and one subject area for education: For the general public, provide education on general impacts of stormwater on City’s website (document)	Annually	1	1	1	12	12	12	12	12	12	12	12	Admin	
EDUC-2	Promote proper pet waste management behavior with pet waste stations at parks (document)	Ongoing	1	12	1	12	144	12	144	12	144	12	144	Admin	
EDUC-3	Stormwater education at Farmer’s Market (document)	Annually (Summer to Fall)	1	16	1	8	128	8	128	8	128	8	128	Admin	City staff man a booth at the Farmer's Market for 4 hours for 4 months
EDUC-4	Report on effectiveness of current targeted behavior change campaign including lessons learned and recommended changes	By July 1, 2025	1	1	1	4	4		0		0		0	Admin	
EDUC-5	Based on recommendations in EDUC-5, develop social marketing practices and methods and develop a campaign tailored to the community. This will include a program evaluation plan that either 1) develops a more effective implementation of the existing campaign 2) expands existing campaign or 3) develop strategy/schedule for new audience/BMP.	By July 1, 2026	1	1	1	40	40		0		0		0	Admin/ Consultant	
EDUC-6	Implement behavior change campaign	By Sept. 1, 2026	1	12	1			2	24	2	24	2	24	Admin	
EDUC-7	Submit a report on 1) changes in understanding an adoption of targeted behaviors resulting from the implementation of the strategy. 2) Any planned or recommended changes to the campaign to be more effective; describe the strategies and process to achieve the results.	By March 31, 2029	1	1	1		0		0		0	8	8	Admin/ Consultant	
EDUC-8	Promote stewardship opportunities on City’s website (Conservation District Events, other storm related community events); Document opportunities advertised.	Ongoing	1	3	1	2	6	2	6	2	6	2	6	Admin	
Public Involvement and Participation							4		18		4		10		
PI-1	Document methods used to identify overburdened communities	Dec. 31, 2026	1	1	1		0	2	2		0	2	2	Admin	
PI-2	Hold public meeting on the Annual SWMP; Document public involvement opportunities for overburdened communities to participate in the decision-making processes of the SWMP.	Annually in Feb.	1	1	1	3	3	3	3	3	3	3	3	Admin	
PI-3	Hold public meeting on the Update of the SMAP; Document public involvement opportunities for overburdened communities to participate in the decision-making processes of the SWMP.	Spring 2026 (SMAP due Dec. 31, 2026)	1	1	2		0	6	12		0	2	4	Admin/ Consultant	

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
PI-4	Have final SWMP available at City Hall.	Annually (By March 31st)	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	Admin	
PI-5	Post final SWMP and Annual Report to City Website	Annually (By May 31st)	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	Admin	
MS4 Mapping and Documentation							120		121		136		132		
MAP-1	Maintain existing map of: MS4 outfalls, known MS4 discharge points, receiving waters, SW treatment and flow control BMPs/facilities owned by the City, areas that do not discharge SW to surface waters, tributary conveyance to all known outfalls/discharge points with a 24" nominal diameter or larger (incl. type, material, size, drainage area, and land use), Connections to MS4 after Feb 16, 2007, all connections authorized to the MS4, known connections from MS4 to privately owned SW system.	Ongoing	1	12	1	10	120	10	120	10	120	10	120	Admin/ Consultant	
MAP-2	Submit locations of all known MS4 outfalls according to the standard templates and format provided in the annual report. This will include the size and material of the outfall.	By March 31, 2026	1	1	1		0	1	1		0		0	Admin/ Consultant	
MAP-3	Develop methodology to map and assess acreage of MS4 tributary basins to outfalls or discharge points that have stormwater treatment and flow control BMPs/facilities owned by the City. Submit map and breakdown of acres managed or unmanaged by treatment and flow control facilities.	By December 31, 2027	1	1	1		0		0	16	16		0	Admin/ Consultant	
MAP-4	Begin mapping jurisdiction-owned or operated properties with tree canopy based on available data.	By December 31, 2028	1	1	1		0		0		0	12	12	Admin/ Consultant	
Illicit Discharge Detection and Elimination							349.5		387.5		353.5		381.5		
IDDE-1	Maintain IDDE program for reporting, correcting and/or removing illicit connections or spills. Document issues identified through field screening, inspections, complaints/reports, construction inspections, maintenance inspections, source control inspections and/or monitoring. Maintain documented procedures for addressing illicit discharges/connections.	Ongoing	1	1	1	12	12	12	12	12	12	12	12	Admin	12 hours each year to maintain the program.
IDDE-2	For IDDE investigation:	As needed													
	Immediately respond to all illicit discharges which are determined to constitute a threat to human health, welfare or the environment (see General Condition G3).		1	24	2	2	96	2	96	2	96	2	96	Maintenance	
	Investigate (or refer to appropriate agency) within 7 days, on avg., any complaints/reports/monitoring that indicate a potential illicit discharge.		1	24	2	2	96	2	96	2	96	2	96	Maintenance	
	Investigate within 21 days of any report/discovery of a suspected illicit connection to determine the source, nature and volume of discharge through the connection and party responsible.		1	1	2	1	2	1	2	1	2	1	2	Maintenance	
	Upon confirmation of an illicit connection, use compliance strategy in a documented effort to eliminate illicit connection within 6 months. All known illicit connections to the MS4 shall be eliminated.		1	1	2	8	16	8	16	8	16	8	16	Maintenance	
	Per Section G3, provide notice to Ecology and other spill response authorities within 24 hours of knowledge of a discharge/spill that is a threat to human health, welfare or the environment.		1	24	1	2	48	2	48	2	48	2	48	Maintenance	
	Per Section S4.F.1., within 30 days, write a letter to Ecology of the incident, identifying the water quality violation.		1	24	1	1	24	1	24	1	24	1	24	Maintenance	Assume 1 hour to create letter

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
	Document <u>any</u> spill/discharge or illicit connection to Ecology’s online WQWebIDDE.		1	24	1	2	48	2	48	2	48	2	48	Maintenance	Assume 1 hour to enter into WQWebIDDE form
IDDE-3	Provide general public with information related to IDDE including hotline on City website. List actions in Annual Report.	Ongoing	1	2	1	2	4	2	4	2	4	2	4	Admin	
IDDE-4	Implement/Review ordinance to prohibit illicit discharges including escalating enforcement actions.	By July 1, 2027	1	1	1		0	6	6	4	4		0	Admin/ Consultant	
IDDE-5	Provide procedures for IDDE (<i>Illicit Connection and Illicit Discharge Field Screening and Source Tracing Guidance Manual</i> for field screening). Cite this source in Annual Report. Provide procedures on training and hotline.	Ongoing	1	1	1	1	1	1	1	1	1	1	1	Maintenance	
IDDE-6	Field Screen average of 12 percnet of system for IDDE each year (Maintain records of which areas have been field screened and date inspected). This is typically done through cb inspections.	Annually													This is included under catch basin inspections assuming IDDE inspection is going on concurrently with cb inspections.
IDDE-7	Maintain hotline for reporting spills/illicit discharges; Document all calls and within the Annual Report, note how the hotline was advertised.	Ongoing	1	4	1	0.5	2	0.5	2	0.5	2	0.5	2	Maintenance	
IDDE-8	IDDE training for field staff and public employees (Track each training session with names of employees, their positions and date)	Ongoing	1	1	8		0	4	32		0	4	32	Maintenance	Assume IDDE training every other year for 8 employees
IDDE-9	Include WQWebIDDE report with Annual Report	By March 31 st , annually	1	1	1	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	Maintenance	Time is for uploading to Ecology website
Controlling Runoff from New Development, Redevelopment and Construction Sites							527		532		525		532		
CTRL-1	Implement an ordinance that addresses runoff from new development, redevelopment and construction site projects including the adoption of Appendix 1 of the Permit (which includes adoption of the Stormwater Management Manual for Western Washington) and allows to inspect/enforce maintenance standards for private stormwater facilities; Cite code reference in Annual Report	By June 30, 2027	1	1	1	2	2		0		0		0	Admin/ Consultant	Assumes adoption of the new Ecology Manual in 2025
CTRL-2	Review site plans for compliance with City Code (Keep track of number of site plans reviewed)	Ongoing	1	27	1	12	324	12	324	12	324	12	324	Admin/ Consultant	Assume 12 hrs/review for 1 staff members and ~27 new devl per year
CTRL-3	Inspect constructions sites prior to and during construction for erosion control (Maintain inspection records; see CTRL-6).	Ongoing	1	15	1	12	180	12	180	12	180	12	180	Admin	Assume 12 hours for review (0.5 hr/day for 20 days + 2 hours pre/post inspection) and documentation for 15 sites per year
CTRL-4	Inspect all stormwater treatment and flow control BMPs/facilities, and catch basins, in new residential developments every six months, until 90 percent of the lots are constructed	Every 6 months/ongoing	1	6	1	1	6	1	6	1	6	1	6	Admin	Assumes half of new sites have flow control/wq facility that need to be inspected one time in a 6 months period until 90% lots full.
CTRL-5	Provide post construction inspections prior to approval for compliance with City Code or occupancy and to verify a maintenance plan is in place. (Maintain inspection records; see CTRL-6).	Ongoing	1	15	1	1	15	1	15	1	15	1	15	Admin	

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
CTRL-6	Maintain records of inspections (Include name of inspector, date, findings, warning letters, notices of violations, enforcement actions).	Ongoing (Need to complete 80% of scheduled inspections)													Time for reports included in inspections noted above.
CTRL-7	Maintain enforcement strategy to respond to issues of non-compliance.	Ongoing	1	1	1		0	1	1		0	1	1	Admin/ Consultant	Review strategy every other year
CTRL-8	Make available (via website and developer checklist) the electronic links to Ecology’s Construction Stormwater General Permit Notice of Intent, the Industrial Stormwater General Permit Notice of Intent, and a link to the online registration requirements for UIC wells to developers.	Ongoing	1	1	1		0		0		0		0	Admin	
CTRL-9	Train staff in the site plan review process, inspections, and enforcement. Maintain records of this training and names of staff trained.	Ongoing/New Hires	1	1	2		0	3	6		0	3	6	Admin	Training every other year
Stormwater Management for Existing Development							0		800		0		12		
SWM-1	Implement stormwater facility retrofits or tailored SWMP actions (meeting criteria in Appx 12), using 1) stormwater investments ID'd in SMAP or similar stormwater planning process and/or 2) opportunistic stormwater investments outside of SMAP to improve stormwater management and infrastructure.	July 31, 2028	1	1	1	0	0	800	800		0		0	Admin/ Consultant	Assumes 725 hours for engineering consultant to do plans/CM for retrofit project and 75 hours for City admin staff to oversee
SWM-2	Fund, start construction or completely implement project meeting assigned equivalent acreage; document in Annual Report.	March 31, 2028													Included in row above
SWM-3	Develop a method and report amount of estimated or projected equivalent acres managed by stormwater facility retrofits and SMAP project costs for the 2029 permit term	March 31, 2028	1	1	1		0		0		0	12	12	Admin/ Consultant	
Source Control Program for Existing Development							508		518		508		524		
BUS-1	Enforce ordinance requiring source control BMPs (i.e. from the Ecology Stormwater Manual) for pollutant generating sources for existing land uses. Cite ordinance in Annual Report.	Ongoing	1	1	1		0	1	1		0	1	1	Admin/ Consultant	Review every other year
BUS-2	Create inventory of public/private institutional, commercial and industrial sites that have the potential to generate pollutants and any complaint-based sources (home-based businesses, multi-family sites). Update inventory every five years.	July 31, 2028	1	1	1		0		0		0	6	6	Admin	
BUS-3	Implement business source control inspection program including education (via mail/phone/in-person) about source control BMPs. Document all inspections (including follow-ups) with business category, number of times inspected and if enforcement actions were taken in a single list. Include this list with the Annual Report organized by business type or by activities w/ potential to generate pollutants to MS4. Also, document records of sites where the owner denies entry.	Annually inspect 20% of inventory (<i>follow-up inspections or complaint based inspections can count toward the 20%</i>)	500	0.2	1	5	500	5	500	5	500	5	500	Admin	Assume 500 total businesses. Inspect 20% per year, 5 hours per inspection. This accounts for any enforcement actions that may be needed (includes correspondence before site visit)
BUS-4	Inspect all complaint-based businesses for pollution generating sources and installed BMPs	Ongoing	1	4	1	2	8	2	8	2	8	2	8	Admin	Assume 4 complaint driven inspections/yr
BUS-5	Implement progressive enforcement policy requiring business sites to comply with stormwater requirements within a reasonable time period	Ongoing	1	1	1		0	1	1		0	1	1	Admin	Review every other year
BUS-6	Train staff on conducting business source control inspections including inspection protocols, lessons learned, typical cases and enforcement procedures. Document records of training provided and which staff attended.	Ongoing /New Hires	1	1	4		0	2	8		0	2	8	Maintenance	Assumes 4 employees at a 2 hour training, every other year

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
Operations and Maintenance							728		765		751		808		
O&M-1	Review/Update Maintenance standards (specified in Ecology’s <i>Stormwater Management Manual for Western Washington</i>)	By June 30, 2027	1	1	1	1	1	1	1		0		0	Admin/ Consultant	Assumes adoption of the new Ecology Manual in 2025
O&M-2 / CTRL-1	Maintain ordinance identifying responsible party for maintaining private flow control and water quality facilities and that requires annual inspections by qualified personnel and enforcement of maintenance standards of these facilities	By June. 30, 2027	1	1	1		0	1	1		0	1	1	Admin	Review every other year
O&M-3	Provide annual inspections of all public stormwater treatment and flow control BMPs/facilities.	Annually	36	1	1.5	1.5	81	1.5	81	1.5	81	1.5	81	Maintenance	~36 Flow control/WQ facilities at 1.5 hours inspection per each x 1.5 staff
	§ Maintain inspection records.		36	1	1	0.5	18	0.5	18	0.5	18	0.5	18	Maintenance	Dedicate 0.5 hr to document inspection
	§ Document if a reduced inspection frequency is used.														
	§ If inspection reveals that a maintenance standard is not being maintained, need to perform maintenance:		27	1	2	4	216	4	216	4	216	4	216	Maintenance	Assumes 75% of facilities need maintenance annually
	o within 1 year (all facilities except public catch basins)														
	o within 6 months (public catch basins) or		740	1	1	0.5	370	0.5	370	0.5	370	0.5	370	Maintenance	Assume 1/3 of what is inspected per year needs cleaning
	o within 2 years (maintenance that requires capital construction of less than \$25,000).														
	§ Document when/if maintenance standard could not be met on time and attach to Annual Report.		1	1	1	1	1	1	1	1	1	1	1	Maintenance	
O&M-4	Provide annual inspections of all private stormwater treatment and flow control BMPs/facilities. Document results/enforcements and provide follow-up inspections as needed. Any maintenance activity shall be recorded. (<i>Jurisdiction can require annual certification of inspection through qualified 3rd party instead</i>).	Annually (<i>Need to complete min. 80%</i>)	66	1	2	2	264	2	264	2	264	2	264	Maintenance	
O&M-5	Maintain records of inspections and maintenance activities. List number of stormwater treatment and flow control facilities that were 1) located in the Jurisdiction, 2) were inspected and 3) were maintained in Annual Report.	By Dec. 31st, Annually	1	12	1	1	12	1	12	1	12	1	12	Maintenance	Assume 1 hr/month overseeing inspection procedures/documentation and count of facilities
O&M-6	Spot check treatment and flow control facilities/BMPs after 10-year storm events, or worse, and repair if necessary.	After 24-hour/10-year storms (Ongoing)	36	12	2	0.5	432	0.5	432	0.5	432	0.5	432	Maintenance	
O&M-7	Inspect catch basins and inlets every two years; Document total number of cbs, how many inspected and how many cleaned with the Annual Report.	By Dec. 31 (<i>every 2 years with 1st cycle ending in 2025; achieve min. 95% inspections</i>)	2220	0.25	1	0.5	278	0.5	278	0.5	278	0.5	278	Maintenance	
O&M-8	Implement/document procedures to reduce stormwater impacts from all lands owned/maintained by the City and road maintenance activities including adding provisions for cleaning/maintaining building exteriors and preparing buildings for renovation/demolition. Cite documentation in Annual Report.	By Dec. 31, 2027	1	1	1		0	4	4	24	24	4	4	Admin/ Consultant	

TABLE 5-2 – (continued)

Recommended NPDES Permit Program Hours

Task ID	Task Description	Schedule	Total Units	Frequency (per year)	No. of Staff	2025 Time/ Unit (hrs)	2025 Total Time (hrs)	2026 Time/ Unit (hrs)	2026 Total Time (hrs)	2027 Time/ Unit (hrs)	2027 Total Time (hrs)	2028 Time/ Unit (hrs)	2028 Total Time (hrs)	Type of Staff	Comments
O&M-9	Implement a municipal street sweeping program to target high priority areas that discharge to outfalls (high traffic roads, accessible curbed streets, areas w/significant tire wear (roundabouts/intersections/parking lots), heavy tree canopy, commercial/industrial areas, areas that discharge to salmonids).	Four week rotation for curb and gutter streets, some are weekly, request only for non-curb and gutter streets	1	12	1	100	1200	100	1200	100	1200	100	1200	Maintenance	The current Street Sweeping Schedule is available in Appendix C
O&M-10	Document road type and level of traffic served (AADT or estimated # of vehicles) of roads swept, frequency, type of sweeper, lane miles, a map of the areas and land uses swept and approximation of street waste removed.	Begin March 31, 2029	1	1	1							40	40	Admin/ Consultant	
O&M-11	SWPPP for Public Works’ Yard and any heavy equipment maintenance/storage yards, if needed. SWPPP to include annual inspections of facility to evaluate effectiveness of BMPs, ID maintenance needs which shall be documented in an inspection report or checklist.	End of permit (2028)	1	1	1		0		0		0	4	4	Admin/ Consultant	
O&M-12	Train staff in O&M operations, inspection procedures, reporting water quality concerns, SWPPPs, street sweeper operation, and on efforts to minimize impacts to water quality and report concerns. Maintain records of this training, names/positions of staff trained, dates training was held, and activities or course descriptions.	Ongoing	1	2	8		0	2	32		0	2	32	Maintenance	Train every other year
Monitoring and Assessment							1		1		1		1		
MON-1	Opt into Regional Stormwater Management Program by paying the following fee categories:	Annually, due Aug. 15	1	1	1	1	1	1	1	1	1	1	1	Admin	
	Regional Status and Trends Monitoring														
	Effectiveness and Source Identification Studies														
MON-2	Notify Ecology which of the two options for regional status and trends monitoring were opt’d for.	By Dec. 1, 2024													
Reporting Requirements							5		5		5		5		
REP-1	Submit Annual Report (w/ attachments required)	March 31 st , each year	1	1	1	4	4	4	4	4	4	4	4	Admin/ Consultant	
REP-2	Attach letters notifying Ecology of relying on another entity to satisfy one or more permit obligations.	March 31 st , each year	1	1	1	1	1	1	1	1	1	1	1	Admin	
						Total 2025 FTE:	Total Time (hrs)	Total 2026 FTE:	Total Time (hrs)	Total 2027 FTE:	Total Time (hrs)	Total 2028 FTE:	Total Time (hrs)		
Total staffing (FTE based upon 1,428 hrs/yr):						5.3	7547.5	6.5	9298.5	5.3	7561.5	5.5	7793.5		
Total Admin only:						0.7	1059	0.8	1089	0.8	1079	0.8	1095		
Total Maintenance Only:						2.2	3206	2.3	3278	2.2	3206	2.3	3278		
Total Potential Consultant Hours:						0.5	707	1.0	1471	0.5	680	0.5	694		

(1) Assumes City would own a street sweeping vehicle.

CHAPTER 6

OPERATION AND MAINTENANCE

The following sections summarize considerations for the maintenance of facilities described in Chapter 2 as well as the control of stormwater pollution from the sources identified in Chapters 4. The City's detailed O&M document titled "Operation and Maintenance Program for Maintenance Activities and Permanent Stormwater Facilities" can be found in Appendix B.

FACILITY OPERATION AND MAINTENANCE PROGRAM

The objective of a stormwater maintenance program is to assure the continued functioning of stormwater management facilities. A complete maintenance program includes more than the physical tasks of cleaning catch basins, pipes, and open ditches; maintenance of vegetation in biological treatment structures; and proper disposal of debris from the maintenance activities. Maintenance programs also involve management items such as completing and maintaining a facilities inventory, updating a base map, scheduling inspections and maintenance activities, assessing costs for contract maintenance versus staff maintenance, and record keeping.

In order to perform inspections and maintenance at the appropriate times, a budget, staff, and priority schedule needs to be established. Certain types of maintenance are more important than others. It is important that catch basins and conveyance facilities be inspected before the wet season to assure that debris has not blocked a channel or taken up capacity in a manhole. Street sweeping in the fall is important because leaves block catch basin grates, which could result in overland flow across private property or flooding of roadways.

Reports and record keeping are important feedback mechanisms that enable management to compare actual versus planned costs, production, and efficiency. Reports provide a database for improved budgeting and resource allocation. Records and reports should include personnel hours, equipment hours, materials used, and the unit of work completed.

Maintenance control establishes accountability for specific results within a specific timeframe and budget. The maintenance program needs a control hierarchy to establish a chain of command to complete the work.

The proper operation and maintenance of stormwater facilities benefits the public as a whole; therefore, the City should utilize innovative solutions to accomplish the goals of stormwater management in those cases where a private entity will not maintain its facility. The City should obtain easements for all portions of the stormwater system that lie outside of the right-of-way for which it will provide maintenance.

MAINTENANCE STANDARDS

Appendix V-A of the 2024 Washington State Department of Ecology *Stormwater Management Manual for Western Washington* identifies maintenance standards for flow control, conveyance, and water quality facilities that should be established by the City.

The City of Sedro-Woolley Maintains their own maintenance standards found in the 2022 *Operations and Maintenance Program for City Maintenance Activities and Permanent Stormwater Facilities*. The following is a brief description of the recommended maintenance procedures and the impact on stormwater pollution that could result from not maintaining the facility. Appendix D contains complete descriptions of maintenance activities the City may need to complete.

STREET SWEEPING OR WASHING

Streets with concrete curb and gutter or thickened edges are part of the stormwater conveyance system. All streets accumulate vehicular emission particles, silt, and leaves and other debris and pollutants that could enter the stormwater conveyance system. Street sweeping or washing is an important maintenance item to reduce pollution in the receiving waters and to reduce the potential for blocking of the conveyance system. If street washing is used, filter fabric should be placed temporarily over downstream catch basins or ditch inlets to prevent introduction of debris or pollutants into the drainage system. Streets are swept weekly according to the street sweeping program. See the City's Street Sweeping Schedule in Appendix C.

CATCH BASIN CLEANING

The City has approximately 2,220 identified storm drainage catch basin structures, including types with and without sumps. Sumps are important features that allow deposition of particulate matter carried in the stormwater. When sumps become filled to 60 percent of their volume, the efficiency of silt removal diminishes significantly. Maintenance is recommended when the sediment exceeds this 60 percent threshold. Catch basins are typically cleaned with a vacuum truck that removes the sediment from the basin. This sediment must be disposed of properly at an appropriate disposal site. Catch basins are inspected on a 2-year cycle. If a catch basin is required to be cleaned it is cleaned within 6 months of inspection, as required by the Phase II Permit.

PIPE CLEANING

The City has approximately 2,343 identified stormwater pipes plus approximately 125 culverts. Pipes in the city vary in size from 6 to 36 inches in diameter. Pipe types include clay, concrete, corrugated metal, PVC, CPEP, DI and HDPE. It is recommended that storm drain pipes be cleaned on a 3- to 5-year rotating basis. The primary maintenance activity for stormwater pipes is removal of accumulated sediment once the

sediment or debris exceeds 20 percent of the diameter of the pipe. Sediment can decrease conveyance capacity or can be washed out of the pipes during storm events causing downstream sediment and pollution problems. The City of Sedro-Woolley currently owns a vacuum truck capable of removing sediment from the Stormwater system. If pipe flushing is used, adequate downstream siltation control must be in place prior to flushing.

PIPE INSPECTION

In order to assess the condition of the City's pipe network, a television inspection program is recommended. The City currently owns the television equipment necessary to perform these inspections. It is recommended that television inspections be completed following pipe cleaning to ensure that pipes are clean enough to inspect and that any defects within the pipe will be visible. Each pipe should be inspected once every 10 years to identify structural deficiencies as they arise. Television inspection can also be conducted if the City notices any particular areas that suddenly fail to drain, which could indicate a collapsed or blocked pipe.

OPEN DITCH MOWING AND CLEANING

Ditches and swales can provide biofiltration, if vegetation is allowed to remain within the channel and on the sides. The primary pollutant removal mechanism of a bioswale (or ditch) involves filtration by grass blades, which enhance sedimentation, as well as trapping and adhesion of pollutants to the grass and thatch. To be most effective, the vegetation within the ditch should be cut down to a height of between 2 and 6 inches. Mowing is the first method that should be used to reduce capacity loss. If the ditch must be reshaped to promote drainage or remove excess materials, the work should be performed during dry weather.

Swales can be cleaned with a backhoe, taking care not to remove more material than is necessary. Only areas where there is a flow restriction should be cleaned. Small amounts of sediment should be removed by hand.

Ditches and swales are inspected annually and cleaned when conveyance function is reduced by more than 20 percent.

LOW IMPACT DEVELOPMENT METHODS

Many low impact development methods require maintenance similar to traditional stormwater management facilities. Bioretention ponds generally require vegetation management such as weeding, mulching, trimming and removal of dead vegetation, similar to ditches and swales. Depending on the types of vegetation installed in the bioretention ponds, the level of required maintenance may be slightly higher. The City may desire to choose plants with lower maintenance requirements, in consultation with a landscaping expert.

Permeable pavement generally requires increased maintenance as compared with traditional pavement. Because the surface of the pavement is constructed to allow stormwater to filter through to the subgrade, the pavement must be washed regularly in order to prevent clogging due to sediment or moss growth. The level of maintenance required is site specific, but pressure washing may be required once or several times per year in order to maintain the efficacy of the pavement.

RECOMMENDED MAINTENANCE PROGRAM

The types and quantities of stormwater facilities the City must maintain are shown in the table below. The stormwater maintenance activities anticipated by City staff and the corresponding production units, estimated personnel hours, and estimated labor costs are shown in Table 6-1. This information is used to estimate the cost of the stormwater maintenance program and estimate the staff required to implement the program. It has been assumed that all maintenance activities will be completed by City staff and that the cost to the City per manhour is an average of \$50 which includes a fully burdened rate that is inclusive of benefits, etc.

TABLE 6-1

Annual Operation and Maintenance Expense

Activity Description	Total Units in System	Unit	Activity Period	Frequency (Times/Yr)	Time/Unit (Hours)	No. of Personnel	Time/Year for Staff (Hours)	Annual Staff Cost	Daily Equipment Production Rate (/day)	Equipment	Equipment (hours/year)	Annual Equipment Cost	Combined Total Cost	Comments
Structures														
Inspect Catch Basin/Manhole	2,220	EA	50% Every year	0.50	0.08	2	178	\$8,880	NA	NA	NA	\$0	\$8,880	Inspects about 50% of the entire system every year to mark for maintenance. The entire system will be inspected at least every two years
Clean Catch Basin/Manhole	2,220	EA	50% Every year	0.50	0.37	3	1,232	\$61,605	30	Vactor Truck	296	\$7,992	\$69,597	About 50% of the system is cleaned every year via vactor/washing/clearing. The NPDES permit requires the system to be cleaned every two years. At a minimum, the entire system will be cleaned at least every two years
Minor Repairs to Catch Basin/Manhole	1	City-wide	As needed	1	30	2	60	\$3,000	NA	NA	NA	\$0	\$3,000	Adjust frame/grates, repair broken structures, incl. traffic control
Pipes														
Pipe Jetting	235,418	LF	Once every 5 years	0.2	0.02	3	2,825	\$141,251	6400	Pipe Jetting Equipment, Vactor truck	59	\$3,178	\$144,429	Jetting in advance of CCTV. Jet 1/5 annually at 800 LF per hour
CCTV Pipe Condition Assessment	235,418	LF	Once every 10 years	0.1	0.03	3	2,119	\$105,938	6400	Camera Truck	29	\$294	\$106,232	Detailed CCTV evaluation. TV 1/10 annually at 800 LF per hour
CCTV Pipe Review and Prioritization	1	Monthly Review	Monthly	12	8	1	96	\$4,800	NA	NA	NA	\$0	\$4,800	View and interpret CCTV footage, document, issue work orders and follow-up (1 day/month)
Outfall Inspection	34	EA	Annually	1	0.5	2	34	\$1,700	NA	NA	NA	\$0	\$1,700	Includes all major outfalls, 12" in diameter and over, which discharge into surface water
Repair Pipe Blockage	1	City-wide	As needed	1	40	2.5	100	\$5,000	40	Backhoe	40	\$160	\$5,160	Clear pipes of roots, sediment, debris and replace damaged sections, incl. traffic control
Swales														
Ditch Maintenance	36,573	LF	Biannually	0.5	0.01	2	366	\$18,287	800	Mower	183	\$1,097	\$19,384	Mow twice a year at 100 LF per hour. Mowing would include the top, side slopes, and bottom of the swale during the growing season.
Ditch Cleaning and Repair	36,573	LF	Once every 5 years	0.2	0.02	2	293	\$14,629	400	Backhoe	146	\$585	\$15,214	Excavator to remove sediment/reshape swales at 50 LF per hour once every five years
Flow Control/Water Quality Facilities														
Stormwater Facility Inspection	36	EA	Annually	1	1.5	1.5	81	\$4,050	NA	NA	NA	\$0	\$4,050	Public systems only. Includes vaults and ponds.
Stormwater Facility Mowing	21	EA	Biannually	2	2	4	336	\$16,800	3	Mower	112	\$672	\$17,472	Mow each facility 2 times per year. Only includes ponds

TABLE 6-1 – (continued)

Annual Operation and Maintenance Expense

Activity Description	Total Units in System	Unit	Activity Period	Frequency (Times/Yr)	Time/Unit (Hours)	No. of Personnel	Time/Year for Staff (Hours)	Annual Staff Cost	Daily Equipment Production Rate (/day)	Equipment	Equipment (hours/year)	Annual Equipment Cost	Combined Total Cost	Comments
Stormwater Facility Noxious Weed Removal	21	City-wide	Biannually	1	30	1	630	\$31,500	60	Backhoe	60	\$240	\$31,740	Remove any noxious weeds within the proximity of any stormwater facility
Stormwater Facility Repair	36	EA	Once every 5 years	0.2	4	4	115	\$5,760	NA	NA	NA	\$0	\$5,760	Repair 1/5 each year – 4 hours per each facility. Includes Vaults and Ponds
Stormwater Facility Vegetation Removal	21	EA	Annually	1	1	4	84	\$4,200	NA	NA	NA	\$0	\$4,200	Removal of vegetation at all public stormwater ponds
Stormwater Facility Cleaning (sedimentation/debris removal)	36	EA	Once every 5 years	0.2	8	3	173	\$8,640	4	Backhoe	4	\$16	\$8,656	Removal of sediment/debris at all public stormwater ponds
Vault/Tank Inspection	15	EA	Once every 2 years	0.5	0.5	2	8	\$375	NA	NA	NA	\$0	\$375	Inspection of vaults/tanks every 2 years
Vault/Tank Cleaning	15	EA	Once every 5 years	0.2	14	3	126	\$6,300	NA	NA	NA	\$0	\$6,300	Cleaning of vaults/tanks every 5 years
Miscellaneous														
Street Sweeping	1	City-wide	Triannually (3-times a year)	12	60	1	720	\$36,000	180	Sweeper	180	\$4,320	\$40,320	Streets Swept according to Schedule in Appendix C
Sweeper Maintenance	1	EA	Monthly	12	6	1.5	108	\$5,400	NA	NA	NA	\$0	\$5,400	One city owned sweeper requires monthly maintenance
Vactor Maintenance	1	EA	Monthly	12	2	1	24	\$1,200	NA	NA	NA	\$0	\$1,200	One city owned vactor requires monthly maintenance
Total Maintenance Hours Required							9,706	\$485,320				\$18,555	\$503,869	
Total Full-Time Operations and Maintenance Staff Required (based on 2,080 hours of work per year per person)							5.0							\$504,000
Current Full-Time Storm Operations and Maintenance Staff (Includes staff who also work on street maintenance)							5.0							
Current Full-Time Storm Operations and Maintenance Staff Deficit							-				Pipe Jetting Equipment	\$27	per hour	
											Vactor Truck	\$27	per hour	

One FTE year based on 2,080 hours minus [160 (vacation), 88 (holidays), 96 (sick leave), 40 (training), 40 (Comp time for on-call /emergencies), 176 (miscellaneous daily tasks, meetings, etc.)] = 1,480 hours of work per year

2,080 One FTE
\$50.00 Hourly Rate for 2,080 hrs

Pipe Jetting Equipment \$27 per hour
Vactor Truck \$27 per hour
Mower \$6 per hour
Sweeper \$24 per hour
Pickup \$3 per hour
Backhoe \$4 per hour
Dump Truck \$5 per hour
Camera Truck \$10 per hour
Staff \$50 per hour

STAFF REQUIREMENTS

The total City staff hours required annually for the maintenance activities identified in Table 6-1 is estimated at 9,706 hours, or approximately 5 FTE. The City currently employs 5 people who perform maintenance on both the streets and the stormwater system.

INSPECTIONS

The City should inspect all municipally owned catch basins every 2 years and non-catch basin stormwater facilities once every year, unless there are maintenance records to support a different frequency. Reducing the inspection frequency should be based on records of double the length of time proposed for inspection frequency. Repair or maintenance actions should be performed in accordance with established maintenance standards.

All catch basins and inlets should be cleaned as needed based upon the inspection, assuming that most catch basins will be cleaned within a 2-year period. They should be cleaned to comply with established maintenance standards if inspections indicate a need. The decant water generated from catch basin cleaning must be disposed of properly.

STAFF TRAINING

As discussed previously in this chapter, the City should develop and implement an ongoing training program for City employees with responsibility for monitoring construction and whose operation and maintenance (O&M) job functions may impact stormwater quality. This program should address the importance of protecting water quality, stormwater regulatory standards for surface water and foundation drains, O&M standards, inspection procedures, BMP and LID technique selection, ways to perform job activities to prevent impacts to water quality, and procedures for reporting water quality concerns.

Administrative staff should receive training on plan review requirements and ensuring adequate erosion and sediment control and stormwater control elements are included in development plans.

The City should also ensure that staff is well trained on how to inspect and maintain best management stormwater practices. At a minimum, staff should be educated on how to maintain catch basins and drywells, bioswales and ditches, and any other best management practices implemented within the City. Staff shall also be knowledgeable in identifying pollutant sources and in understanding pollutant control measures, spill response procedures, and environmentally acceptable material handling practices. The most current *Illicit Connection and Illicit Discharge (IC-ID) Field Screening and Source Tracing Guidance Manual* shall be used as guidance for how to find and address pollutants in the field. In addition, the following training on the Washington Stormwater

Center's website may be used as a training reference:

https://www.youtube.com/playlist?list=PLXny_Je3KsDwN5iiiLJI9265_piHccImV.

Renewal training for all employees on a biannual basis is recommended.

Personnel should also be well trained on sediment and erosion control issues so they can properly investigate and advise contractors regarding problem areas during construction. A staff member should be certified through the "CESCL: Stormwater BMPs for Construction" class offered by the Associated General Contractors of Washington Education Foundation or an approved equivalent. Equivalent certificates can be found on the following Ecology website: <https://ecology.wa.gov/regulations-permits/permits-certifications/certified-erosion-sediment-control>.

Erosion and sediment control certification for staff members should be renewed every 3 years.

ENFORCEMENT

Staffing levels should be sufficient to monitor construction activity, respond to stormwater complaints, and provide periodic inspection of stormwater facilities. City staff should document the hours spent performing site inspections, together with the frequency of inspection of construction sites and stormwater facilities. From these records and the records of time spent responding to complaints, an understanding of the adequacy of the current staffing level can be gained.

BEST MANAGEMENT PRACTICES

In most communities, a major source of stormwater contamination comes from sources that are lumped together and called non-point pollution. Non-point pollution sources can generally be defined as "pollution that does not have a single point of discharge." Non-point pollution discharges can be divided into commercial and residential categories.

The treatment of stormwater runoff prior to discharge to surface water or prevention of non-point pollution in stormwater should be accomplished by using best management practices (BMPs). BMPs are defined as physical, structural, and/or managerial practices, which when used singly or in combination, prevent or reduce pollution of water.

The Ecology Manual contains BMPs for urban land uses. BMPs can be placed into two general groups: source control BMPs and runoff treatment BMPs. The former group includes those BMPs that keep pollutants from coming in contact with stormwater; the latter group consists of methods for treating stormwater. Source control BMPs are preferred as they are generally less expensive and frequently are more effective.

BMPs and general strategies for their use in commercial and industrial applications are listed below in order of preference:

1. **Alter the Activity:** The preferred option is to alter any practice that may contaminate surface water or groundwater by either not producing the pollutant to begin with or by controlling it in such a way as to keep it out of the environment. An example would be recycling used oil rather than dumping it down a storm drain.
2. **Enclose the Activity:** If the practice cannot be altered, it should be enclosed in a building. Enclosure accomplishes two things. It keeps rain from coming into contact with the activity and since drains inside a building must discharge to sanitary or process wastewater sewers or a dead-end sump, any contamination of runoff is avoided.
3. **Cover the Activity:** Placing the activity inside a building may be infeasible or prohibitively expensive. A less expensive structure with only a roof may be effective, although it may not keep out all precipitation. Internal drains must be connected to the sanitary sewer to collect water used to wash down the area as well as any rain that may enter along the perimeter.
4. **Segregate the Activity:** Segregating an activity that generates more pollutants than other activities may lower the cost of enclosure or covering to a reasonable level.
5. **Discharge Stormwater to the Process Wastewater Treatment System:** Many industries have their own process wastewater treatment system with final disposal directly to the receiving water.
6. **Discharge Small, High-Frequency Storms to Public Sanitary Sewer:** This BMP would be limited to those few outside activities that contribute unusually high concentrations of pollutants and/or pollutants of unusual concern. Limited entry of these few special cases may not overtax the public sanitary sewer.

The entry of stormwater to the sanitary or combined sewer can be limited to the small high-frequency storms that carry off the majority of pollutants over time. Storm flows in excess of the hydraulic capacity of the sanitary or combined sewer would be discharged to the storm drain.

7. **Discharge Small, High-Frequency Storms to a Dead-End Sump:** This BMP would be limited to those few activities that contribute unusually high concentrations of pollutants and/or pollutants of unusual concern. This option would be used when discharge into a sanitary sewer or process

wastewater treatment is not available or feasible. This option requires the capacity to pump out the sump regularly and to dispose of the pumpage in an appropriate manner.

8. **Treat the Stormwater with a Stormwater Treatment BMP:** The treatment of stormwater is the least-preferred option for several reasons. Source control BMPs keep the pollutants completely away from stormwater. In contrast, stormwater treatment devices are not 100 percent effective. In fact, a highly effective BMP is considered successful if 80 percent of the pollutants are removed. Even after treatment, freshwater criteria may not be met for commercial areas.

Given the above strategies for use of BMPs, Ecology has developed mandatory BMPs for many types of pollutant sources. Appendix 8-A of the 2024 Ecology Manual lists each group of business in the following way:

- Title of business group;
- Standard Industrial Code (SIC);
- Description of business activities; and
- Potential pollution-generating sources.

Chapter 8 of the 2024 Ecology Manual lists applicable operational and structural source control and treatment BMPs for each type of pollutant source. Any stormwater treatment BMPs required can be found in Chapter 5 of the 2024 Ecology Manual. Ecology recommends implementing oil control measures for “high use areas.” These areas include:

- An area of a commercial or industrial site subject to an expected average daily traffic count equal to or greater than 100 vehicles per 1,000 square feet of gross building area.
- An area of a commercial or industrial site subject to parking, storage, or maintenance of 25 or more diesel vehicles that are over 10 tons gross weight.

Providing treatment under the oil control menu is provided in Chapter 5 of the 2024 Ecology Manual. It is not anticipated that the commercial or industrial areas within the City exceed these thresholds at this time. Regardless, the City should keep these guidelines in mind when future development occurs.

CHAPTER 7

CAPITAL IMPROVEMENT PLAN

INTRODUCTION

The recommended capital improvement projects include structural elements to address flooding and water quality related issues previously discussed.

The CIP list was developed primarily based upon current storm drainage problems identified by City staff.

Whenever an inadequately sized culvert, pipe, or channel is replaced or repaired, the improvement may transfer the problem downstream by allowing more flow through a previously restricted point. Flooding risk can be decreased by greater understanding of where flows will be directed during major storms if upstream improvements are made. Building a sufficiently detailed hydrologic and hydraulic model is recommended prior to designing each CIP.

Large stormwater capital improvement projects not now identified as part of this Plan may be needed in the future. Smaller unforeseen CIP projects can be addressed by a “spot drainage” program, but larger projects will quickly exceed the program’s limited budget. Unanticipated projects may be necessary for emergencies, to address growth, to meet other city goals or to address water quality problems. Due to budgetary constraints, the construction of these unanticipated projects may drive changes in the proposed completion date for current CIP projects. As new information becomes available, the plan can be adapted to reschedule, add, or delete proposed projects, and to expand or reduce the scope of the projects. As the proposed project date approaches, each capital improvement project will be re-evaluated by staff and approved by the City Council. In this way, the plan remains responsive to both long-term and short-term needs.

CAPITAL IMPROVEMENT PLAN

The following recommended Capital Improvement Plan includes 13 capital improvement projects as prioritized by City staff along with 6 additional projects identified in the latest SMAP. The recommended CIP projects scheduled for completion within the next 2 to 20 years are described below. These projects are shown in Figures 7-1 through 7-18 and are summarized in Table 7-1. Specific detailed project related cost estimates are found in Appendix D. Each project cost estimate includes an additional 30 percent construction contingency and 30 percent for engineering design services/ administration/permitting, and an 8.6 percent sales tax. All project costs are based on 2025 dollars with a 3.0 percent annual adjustment made for inflation in future years. The naming convention for the projects described below uses the initials of the type of project, “F” for Field

identified projects and SMAP for projects identified in the most recent Stormwater Management Action Plan, along with an identification number.

Some of the projects listed may require easement coordination with property owners. Easement acquisition will be incorporated as part of the project's overall schedule. Other projects not currently in the Plan may be identified and take precedence as the need arises.

F1: F & S GRADE ROAD CLAY PIPE

It is recommended that the City remove and replace 1,700 linear feet of damaged parallel 12-inch diameter clay pipe. If site conditions allow, the City may consider a single 30-inch diameter pipe alternative.

Estimated Project Cost 2025 Dollars: \$1,102,000

Estimated Cost 2033: \$1,396,000

F2: CAMBRIDGE COMMONS INFILTRATION FACILITY

The City has observed that this development has a shallow water table and the infiltration facility has no overflow. The east end of Shannon Street is the low point of the system and stormwater has collected here during heavy rainfall events. The City has not observed this system overflow in the last 2 years. However, if flooding does persist, it is recommended that the City purchase an easement in the adjacent property to install 500 linear feet of 12-inch diameter overflow pipe from the corner of Shannon Street to the conveyance ditch in Jones Road. A pump station will be required because there is not enough elevation for this system to overflow by gravity.

Estimated Project Cost 2025 Dollars: \$1,322,000

Estimated Cost 2030: \$1,533,000

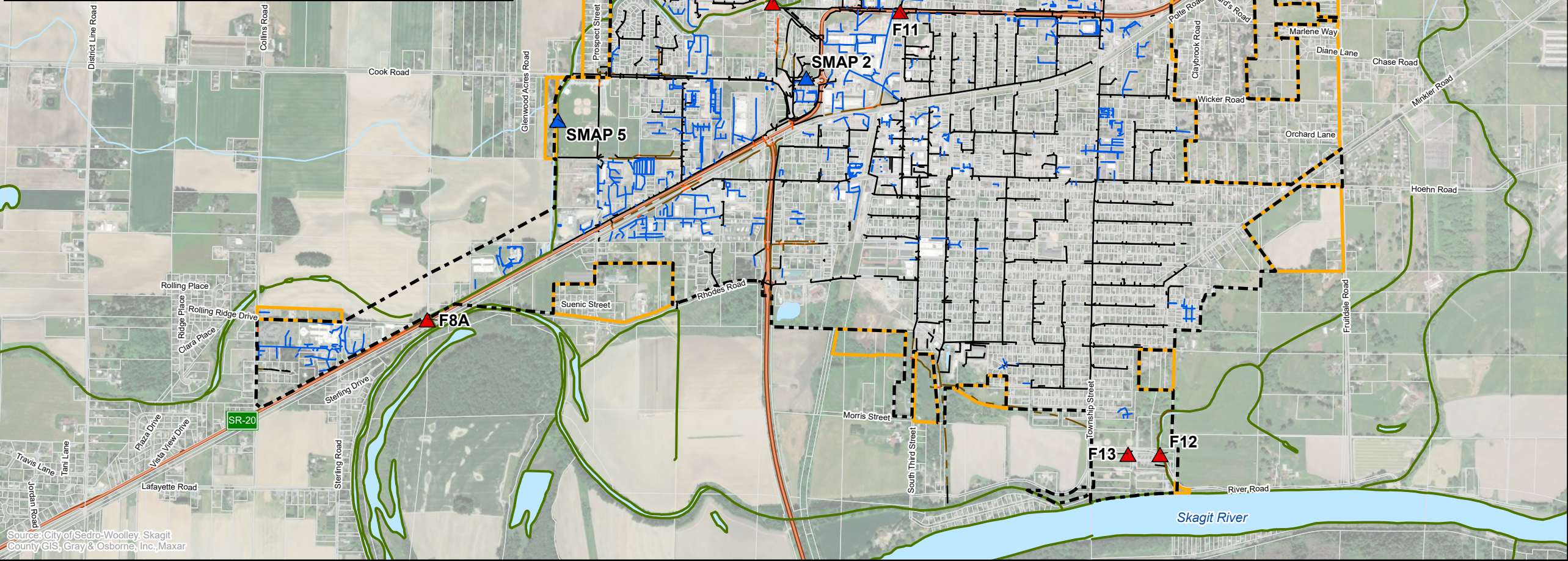
F3: INDEPENDENCE BOULEVARD PIPE

It is recommended that the City remove and replace approximately 525 linear feet of 18-inch diameter CMP pipe with 18-inch diameter CPEP pipe having a slope of at least 0.5 percent. Replace the flap gate at the outlet to Brickyard Creek. For this improvement the City will need to acquire a 15-foot wide easement approximately 358 feet long through private property.

Estimated Project Cost 2025 Dollars: \$334,000

Estimated Cost 2037: \$393,000

Project No.	Year	Project Name	Cost
F10	2025	Reed Street Private to MS4	\$136,000
F9	2026	Murdock Street Private to MS4	\$82,000
SMAP 6	2028	Jones/John Liner Corridor Project	\$113,000
F8	2029	Brickyard Fish Passage Culverts	\$2,008,000
F2	2030	Cambridge Commons Infiltration Facility	\$1,322,000
F12	2031	Riverfront Park Culverts	\$506,000
F1	2033	F&S Grade Road Clay Pipe	\$1,102,000
F13	2034	Water Quality Pond	\$1,256,000
F11	2035	SR-20 Flooding	\$247,000
F4	2036	Dana Drive Pipe	\$322,000
F3	2037	Independence Boulevard Pipe	\$334,000
F5	2038	McClellan Road Pipe	\$373,000
SMAP 1	2039	SR 9/North Township Catch Basin Filters	\$284,000
SMAP 5	2040	Brickyard Creek Riparian Improvements	\$301,000
F6	2041	Sapp Road Culverts	\$150,000
SMAP 3	2042	John Liner Road/SR-9	\$136,000
F7	2043	Alderwood Road Pipe	\$393,000
SMAP 2	2044	Bingham Park WQ Retrofit	\$170,000
SMAP 4	As Needed	Catch Basin Retrofits	\$174,000



Capital Improvement Project

- ▲ Field Issue
- ▲ SMAP Issue

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Urban Growth Area
- Parcel
- Surface Water

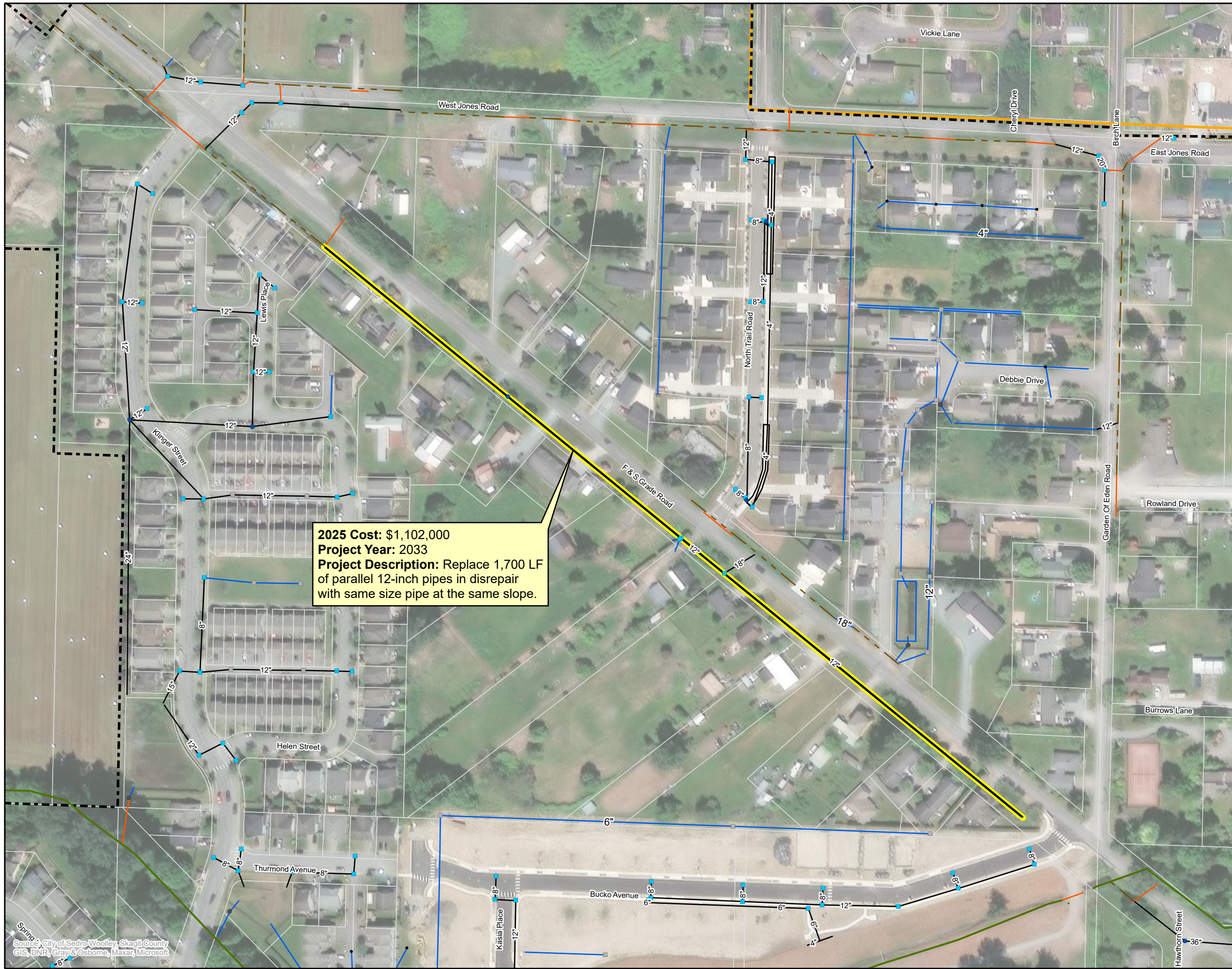
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-1

CAPITAL IMPROVEMENT PROJECTS





2025 Cost: \$1,102,000
Project Year: 2033
Project Description: Replace 1,700 LF of parallel 12-inch pipes in disrepair with same size pipe at the same slope.

Capital Improvement Project

Proposed Replacement Pipe

Catch Basins

Type 1

Type 2

Private Catch Basins

Type 1

Type 2

Unknown Type

Drainage Network

Stormwater Pipe

Private Stormwater Pipe

Swale

Culvert Ditch

Culvert Pipe

Reference

City Limits

Urban Growth Area

Parcel



0 100 200 400 Feet

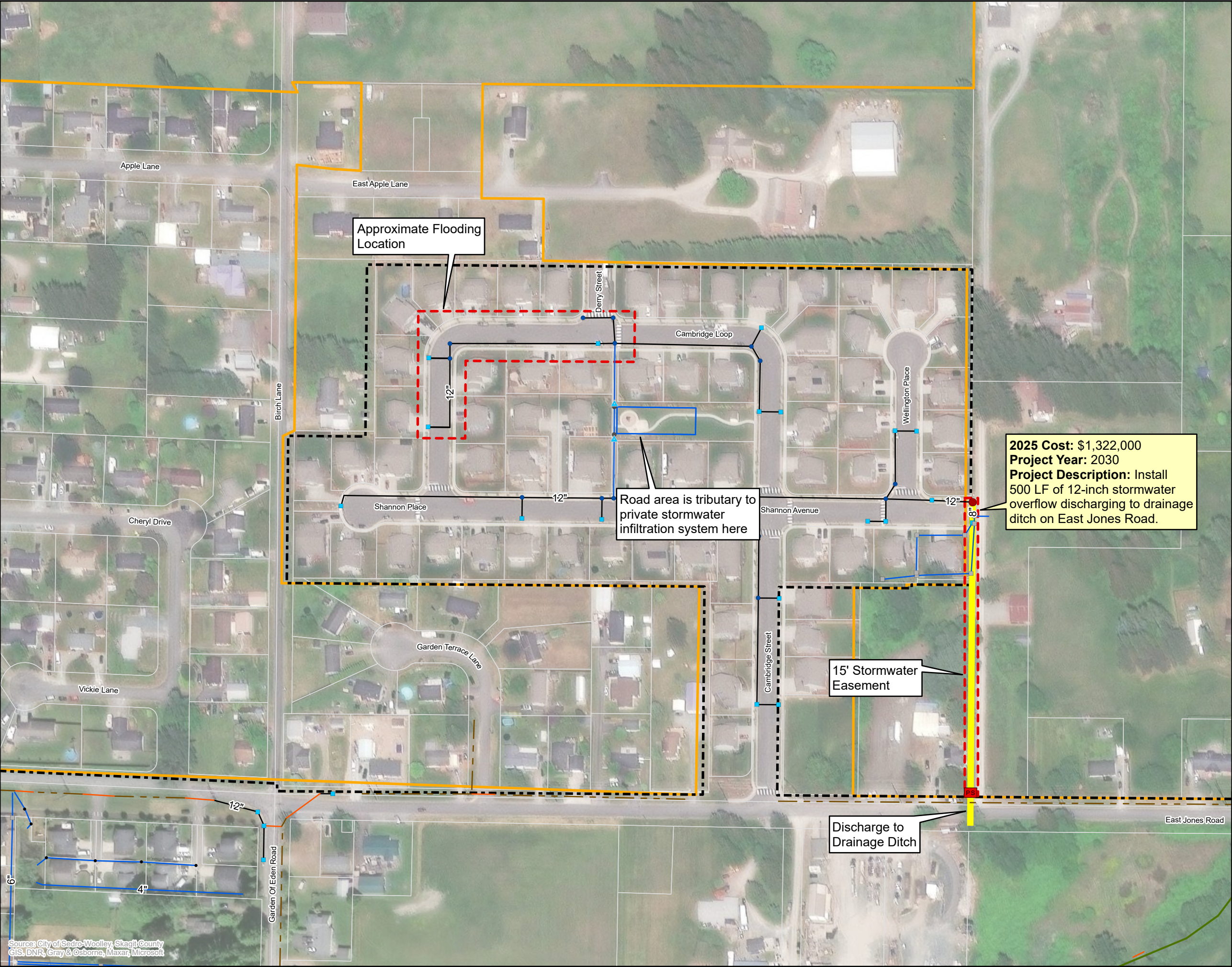
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-2

CAPITAL IMPROVEMENT PROJECT F1





Capital Improvement Project

- Type 2 Overflow Catch Basin
- Pump Station
- Proposed Pipe
- Problem Area

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2
- Unknown Type

Private Water Quality

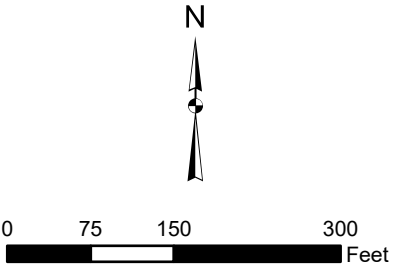
- Aqua Swirl

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Urban Growth Area
- Parcel



2025 Cost: \$1,322,000
Project Year: 2030
Project Description: Install 500 LF of 12-inch stormwater overflow discharging to drainage ditch on East Jones Road.

15' Stormwater Easement

Discharge to Drainage Ditch

CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-3

CAPITAL IMPROVEMENT PROJECT F2


Gray & Osborne, Inc.
CONSULTING ENGINEERS



Capital Improvement Project

- Proposed Easement
- Replacement Pipe

Catch Basins

- Type 1
- Type 2

Private Catch Basins

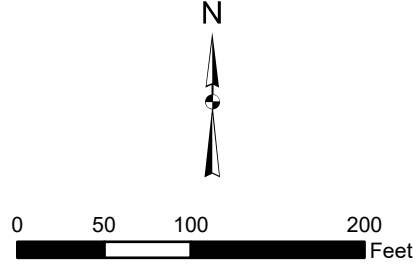
- Type 1
- Unknown Type
- Overflow

Drainage Network

- Pump Station
- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 7-4
CAPITAL IMPROVEMENT PROJECT F3

Gray & Osborne, Inc.
CONSULTING ENGINEERS



2025 Cost: \$322,000
Project Year: 2036
Project Description: Replace 570 LF of 12-inch diameter CMP pipe with 18-inch pipe at 0.5 percent slope.

250 LF, 15-Foot Wide Easement Through Private Property

Sediment Control Option: Replace shallow catch basin with Aqua Swirl AS-4 unit or equivalent.

Water Quality Option: 200 LF Bioswale Option with 2-Foot Wide Bottom

Capital Improvement Project

- Pipe
- Bioswale
- Easement

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2
- Unknown Type
- Yard Drain
- Sump Pump

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel



0 75 150 300 Feet

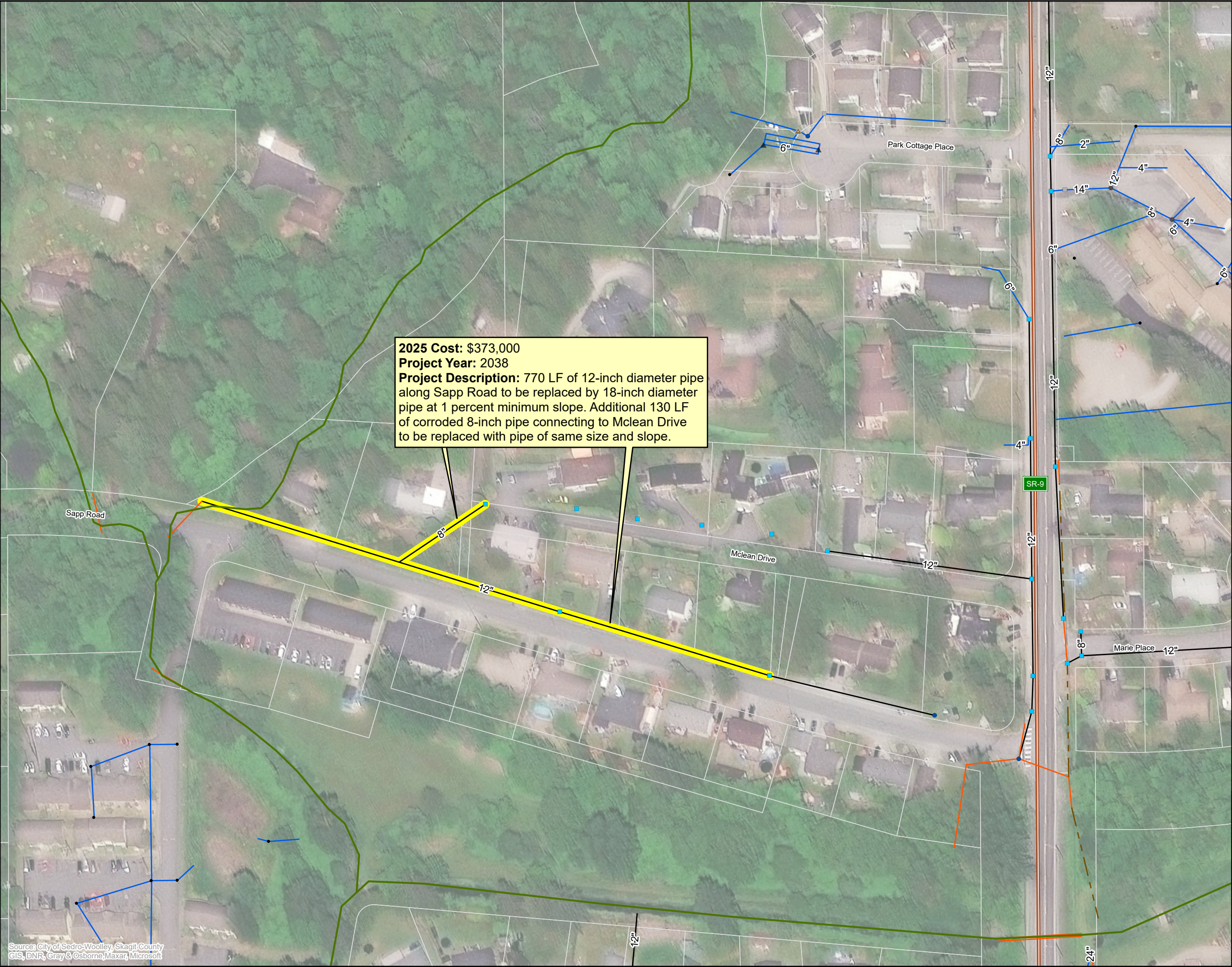
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-5

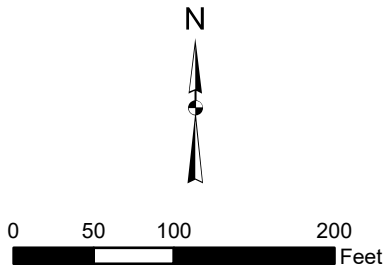
CAPITAL IMPROVEMENT PROJECT F4





2025 Cost: \$373,000
Project Year: 2038
Project Description: 770 LF of 12-inch diameter pipe along Sapp Road to be replaced by 18-inch diameter pipe at 1 percent minimum slope. Additional 130 LF of corroded 8-inch pipe connecting to Mclean Drive to be replaced with pipe of same size and slope.

- Capital Improvement Project
- Replacement Pipe
- Catch Basins
- Type 1
 - Type 2
- Private Catch Basins
- Type 1
 - Type 2
 - Access
 - Unknown Type
- Private Water Quality
- Oil Water Separator
- Drainage Network
- Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - Culvert Ditch
 - Culvert Pipe
- Reference
- Parcel



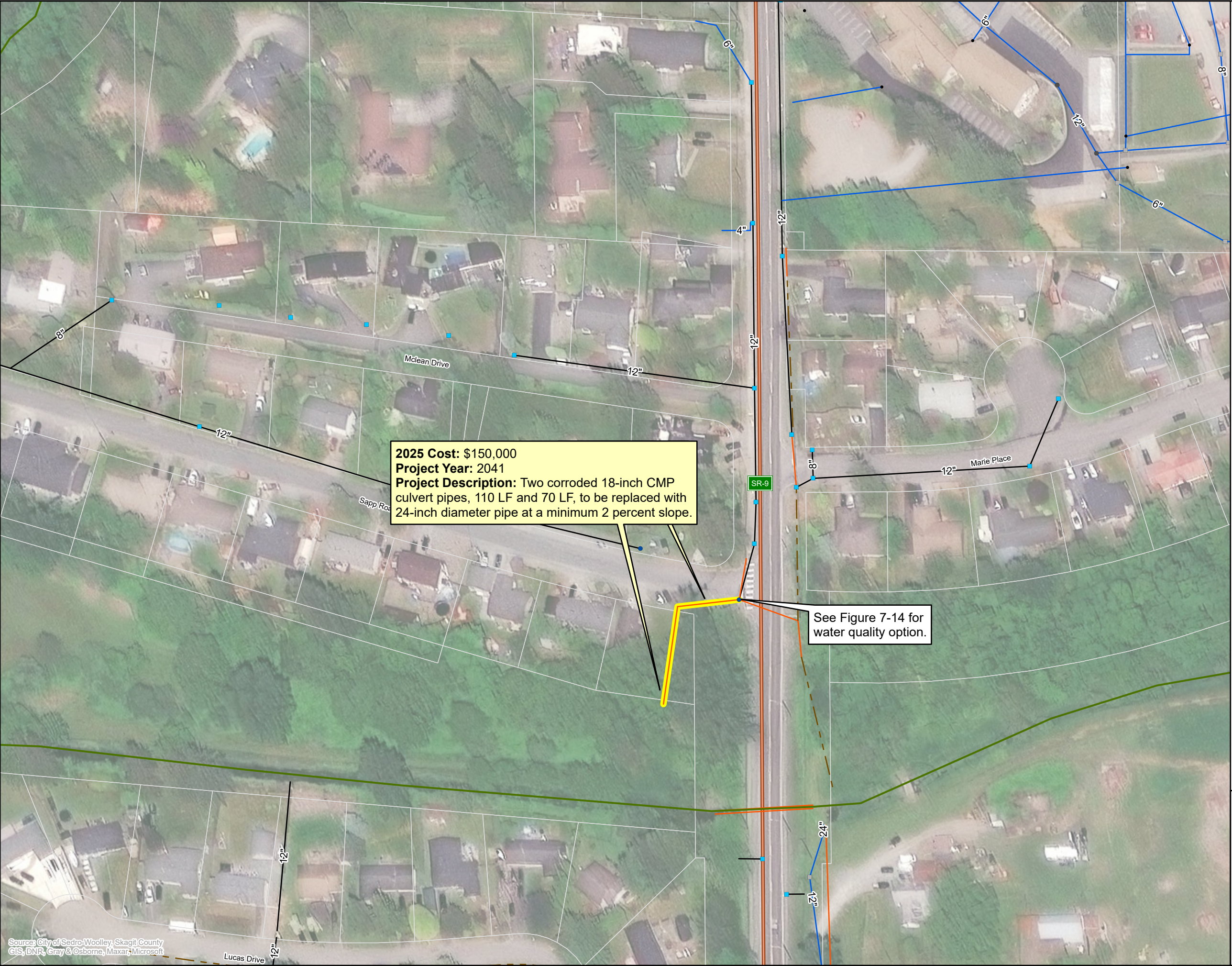
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-6

CAPITAL IMPROVEMENT PROJECT F5


Gray & Osborne, Inc.
CONSULTING ENGINEERS



Capital Improvement Project

Replacement Pipe

Catch Basins

- Type 1
- Type 2

Private Catch Basins

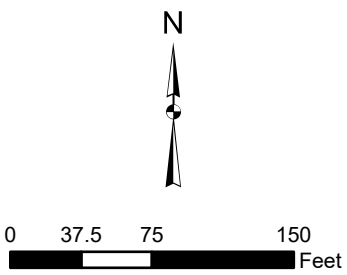
- Type 1
- Type 2
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel



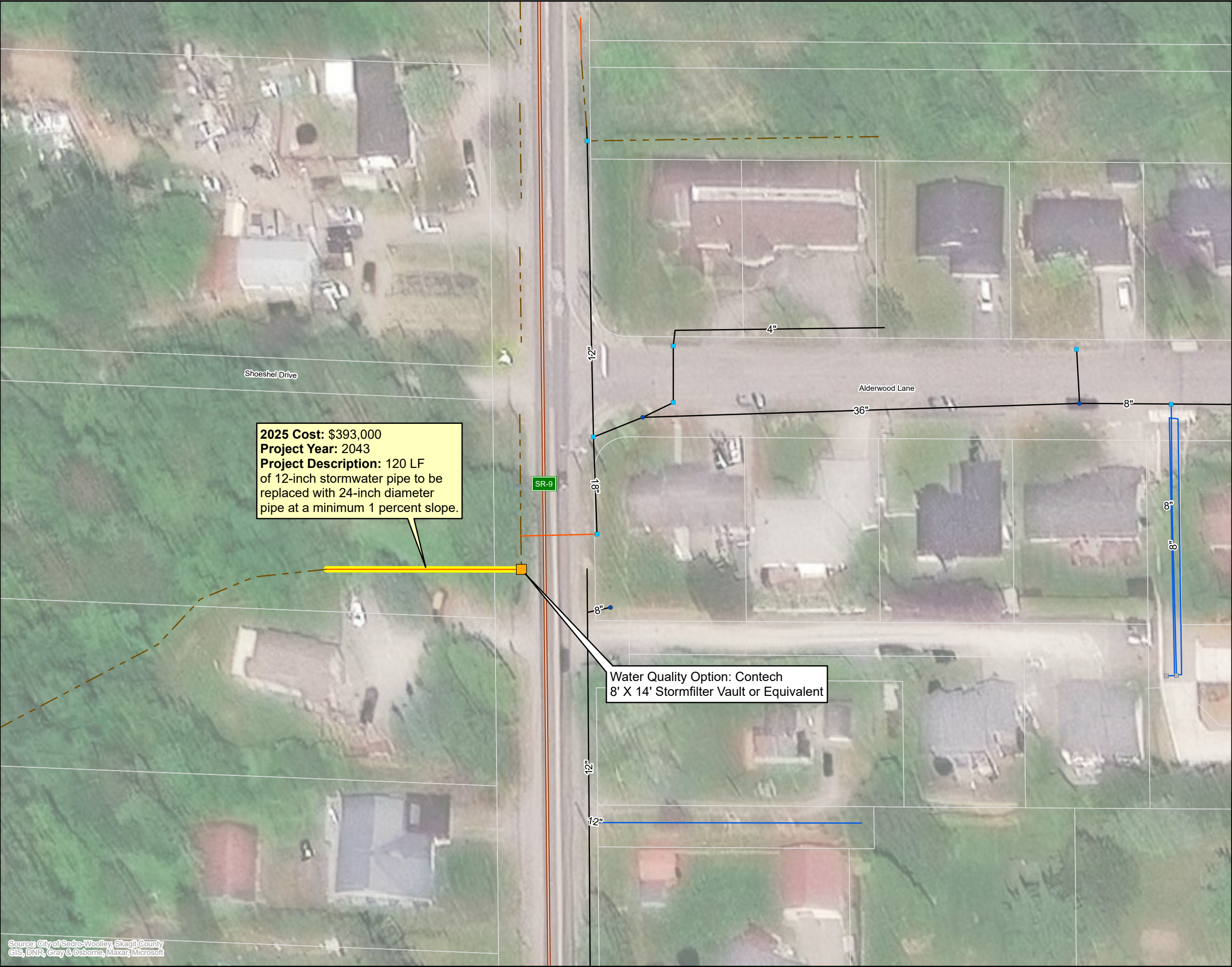
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-7

FIELD ISSUE F6





Capital Improvement Project

- Water Quality Facility Option
- Replacement Pipe

Catch Basins

- Type 1
- Type 2

Private Catch Basins

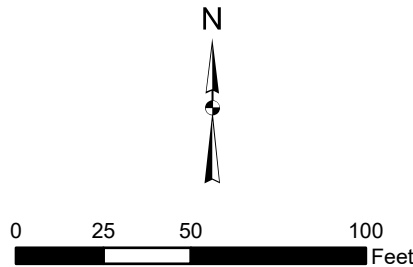
- Type 1

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel



CITY OF SEDRO-WOOLLEY

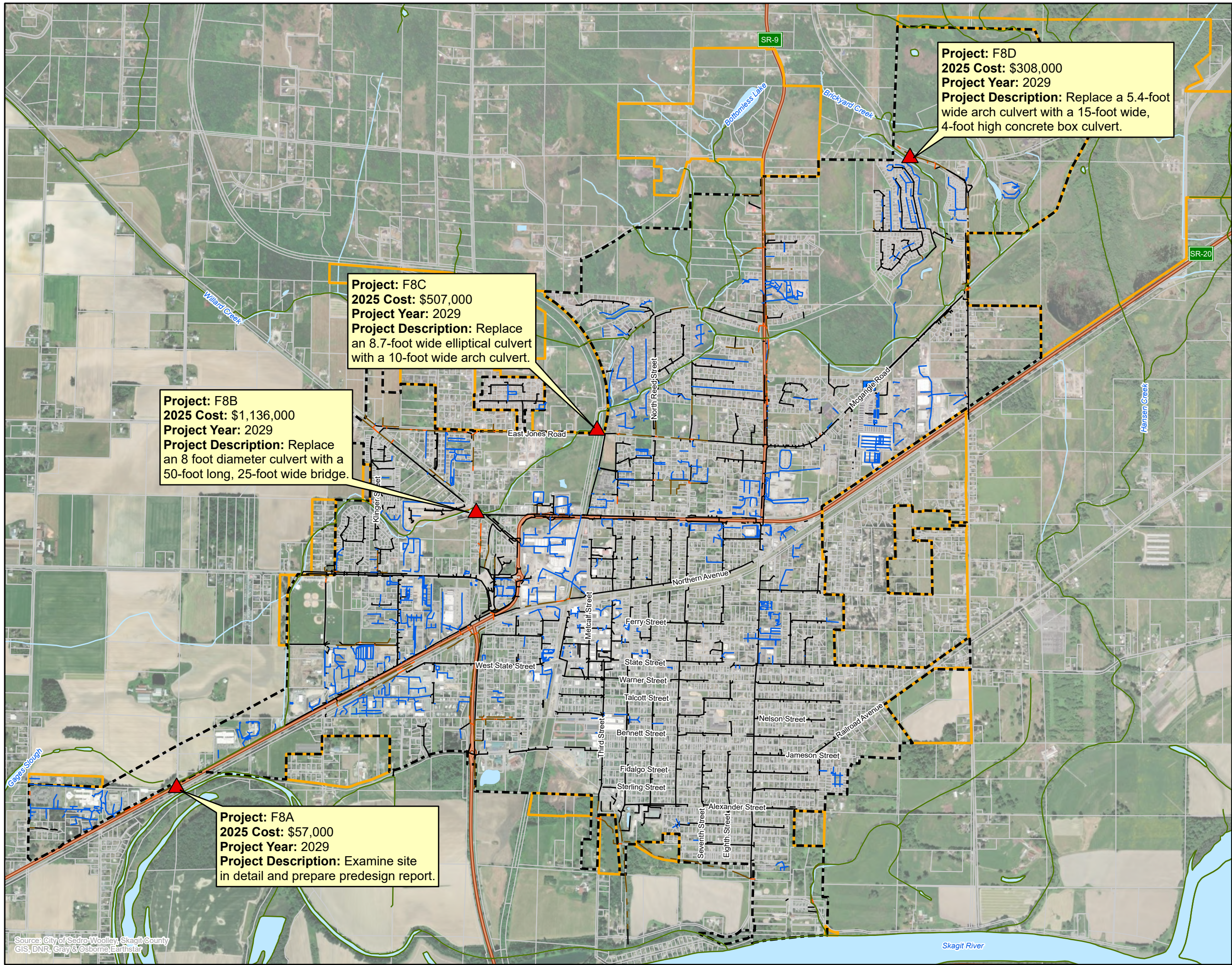
STORMWATER MANAGEMENT PLAN

FIGURE 7-8

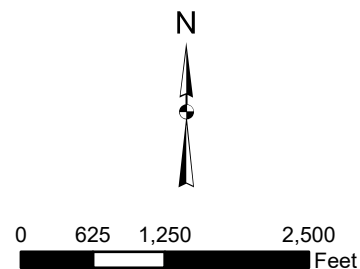
CAPITAL IMPROVEMENT PROJECT F7

Gray & Osborne, Inc.

CONSULTING ENGINEERS

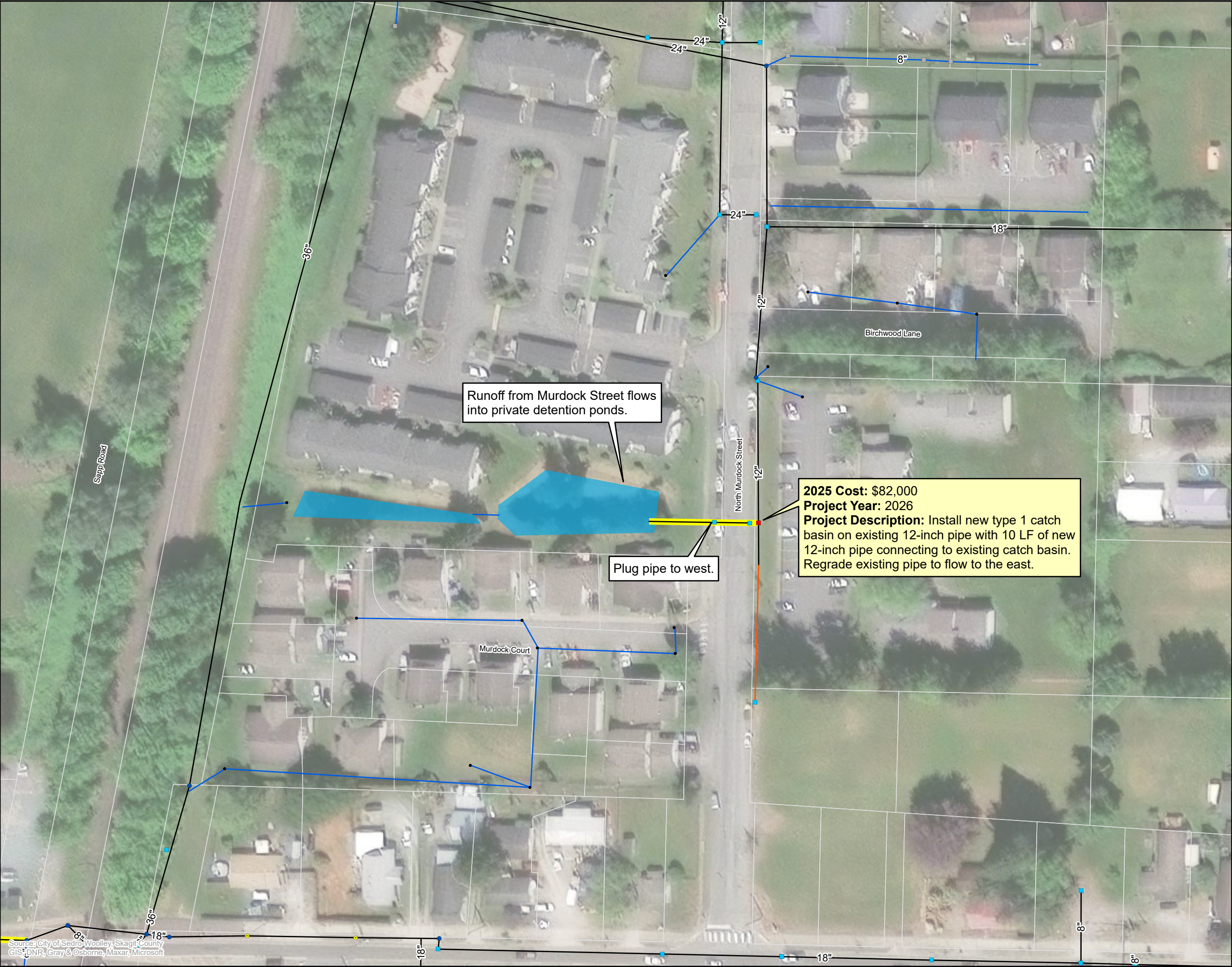


- Capital Improvement Project
- ▲ Culvert with Possible Fish Passage Blockage
- Drainage Network
- PS Pump Station
 - Stormwater Pipe
 - Private Stormwater Pipe
 - Swale
 - - Culvert Ditch
 - Culvert Pipe
- Reference
- - - City Limits
 - Urban Growth Area
 - Surface Water
 - Parcel



CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 7-9
CAPITAL IMPROVEMENT PROJECT F8





Capital Improvement Project

- Proposed Catch Basin
- Proposed Pipe

Catch Basins

- Cleanout
- Type 1
- Type 2
- Yard Drain

Private Catch Basins

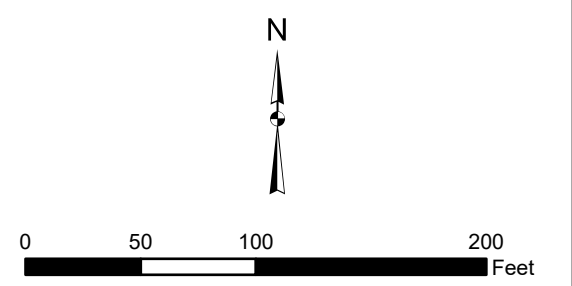
- Type 1
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Pipe
- Private Detention Pond

Reference

- Parcel



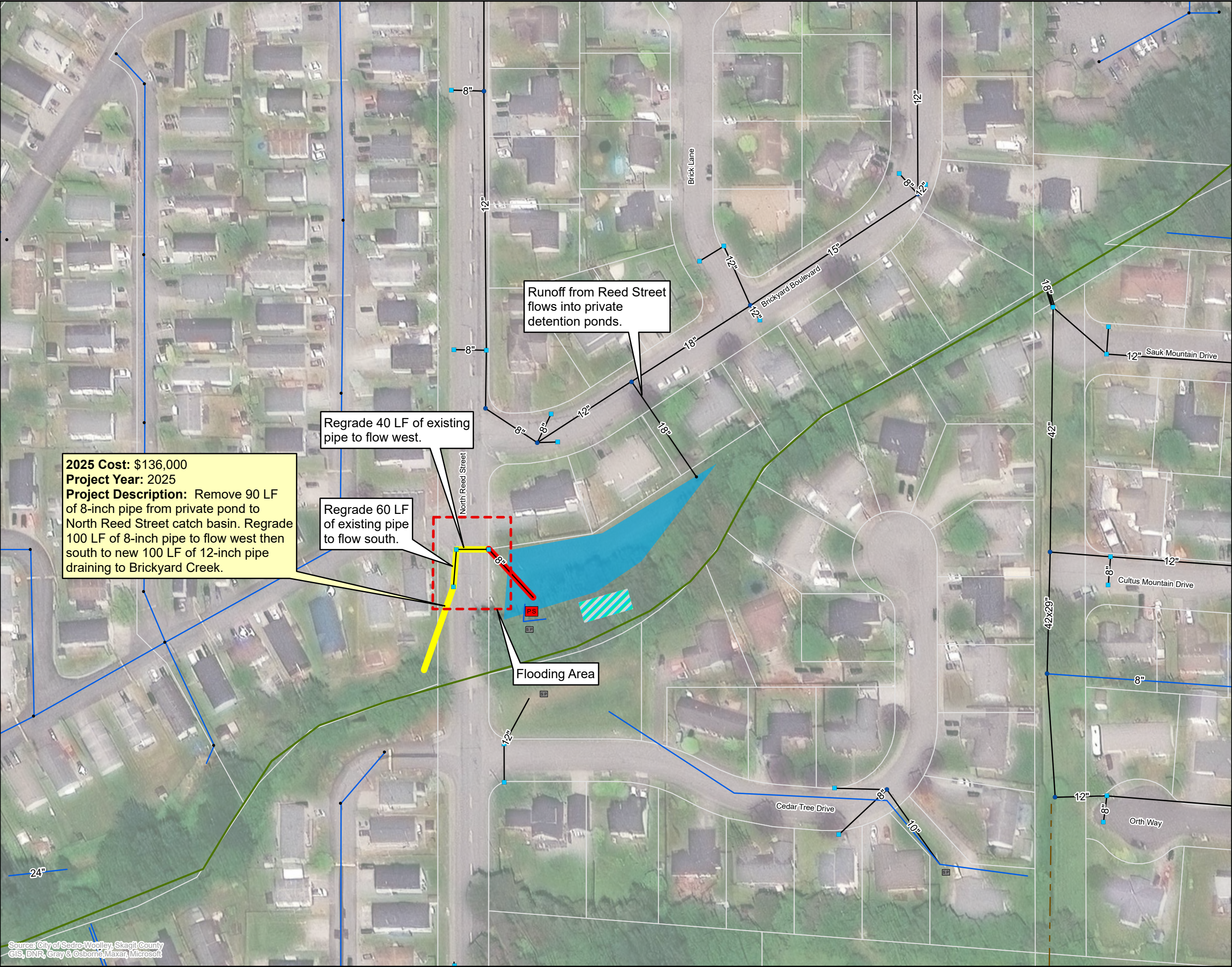
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-10

CAPITAL IMPROVEMENT PROJECT F9

Gray & Osborne, Inc.
CONSULTING ENGINEERS



Capital Improvement Project

- Replacement Pump Station
- Proposed Pipe
- Proposed Pipe Removal
- - - Problem Area

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Sump Pump
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Private Detention Pond
- ▨ Existing Emergency Overflow Spillway

Reference

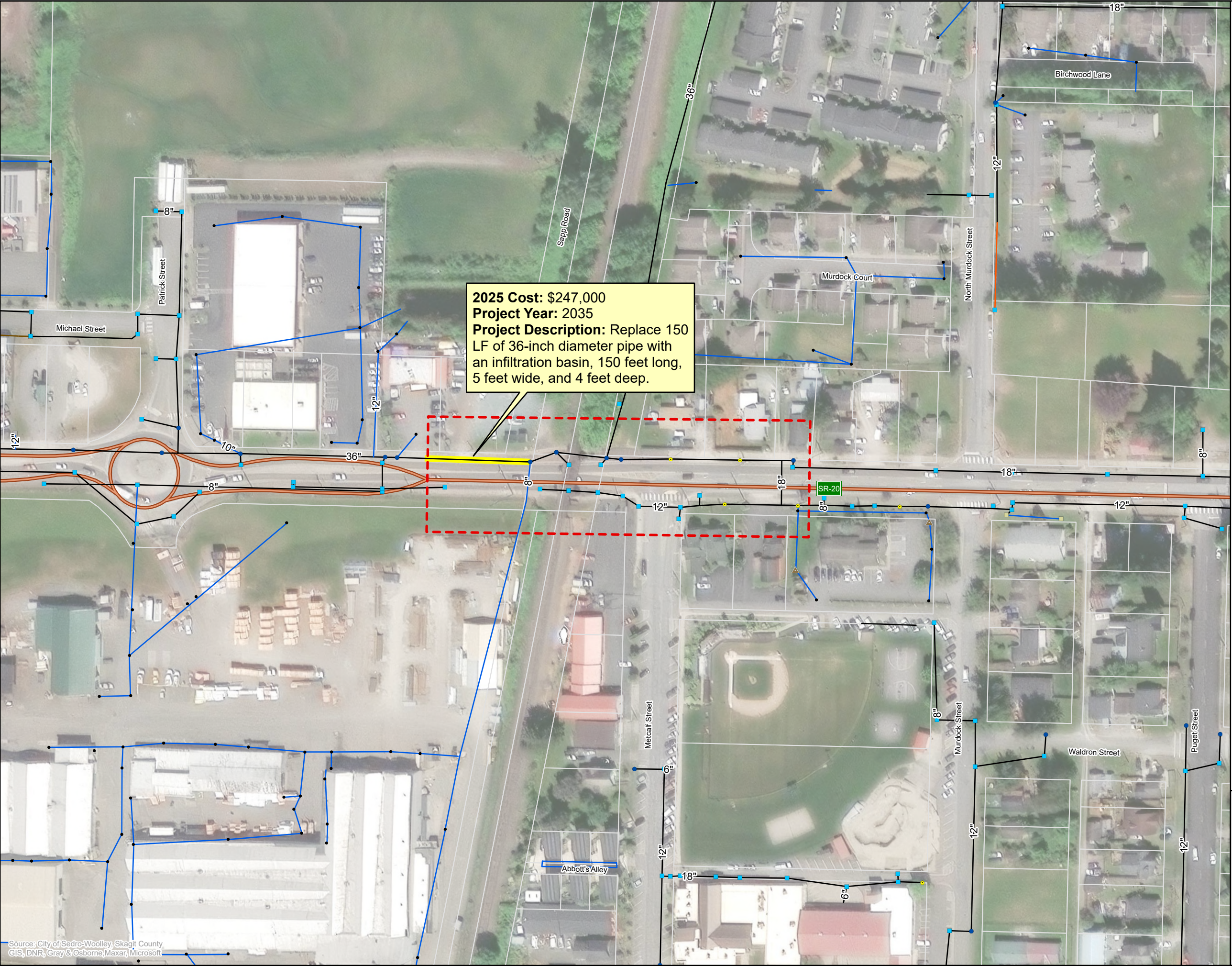
- Parcel

N

0 62.5 125 250
Feet

CITY OF SEDRO-WOOLLEY
STORMWATER MANAGEMENT PLAN
FIGURE 7-11
CAPITAL IMPROVEMENT PROJECT F10

Gray & Osborne, Inc.
CONSULTING ENGINEERS



Capital Improvement Project

Proposed Infiltration Basin

SR-20 Flooding Area

Catch Basins

Cleanout

Type 1

Type 2

Private Catch Basins

Type 1

Yard Drain

Unknown Type

Private Water Quality

Oil Water Separator

Drainage Network

Stormwater Pipe

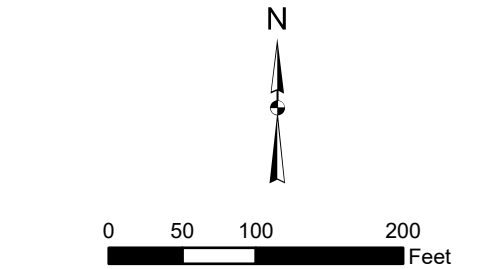
Private Stormwater Pipe

Culvert Ditch

Culvert Pipe

Reference

Parcel



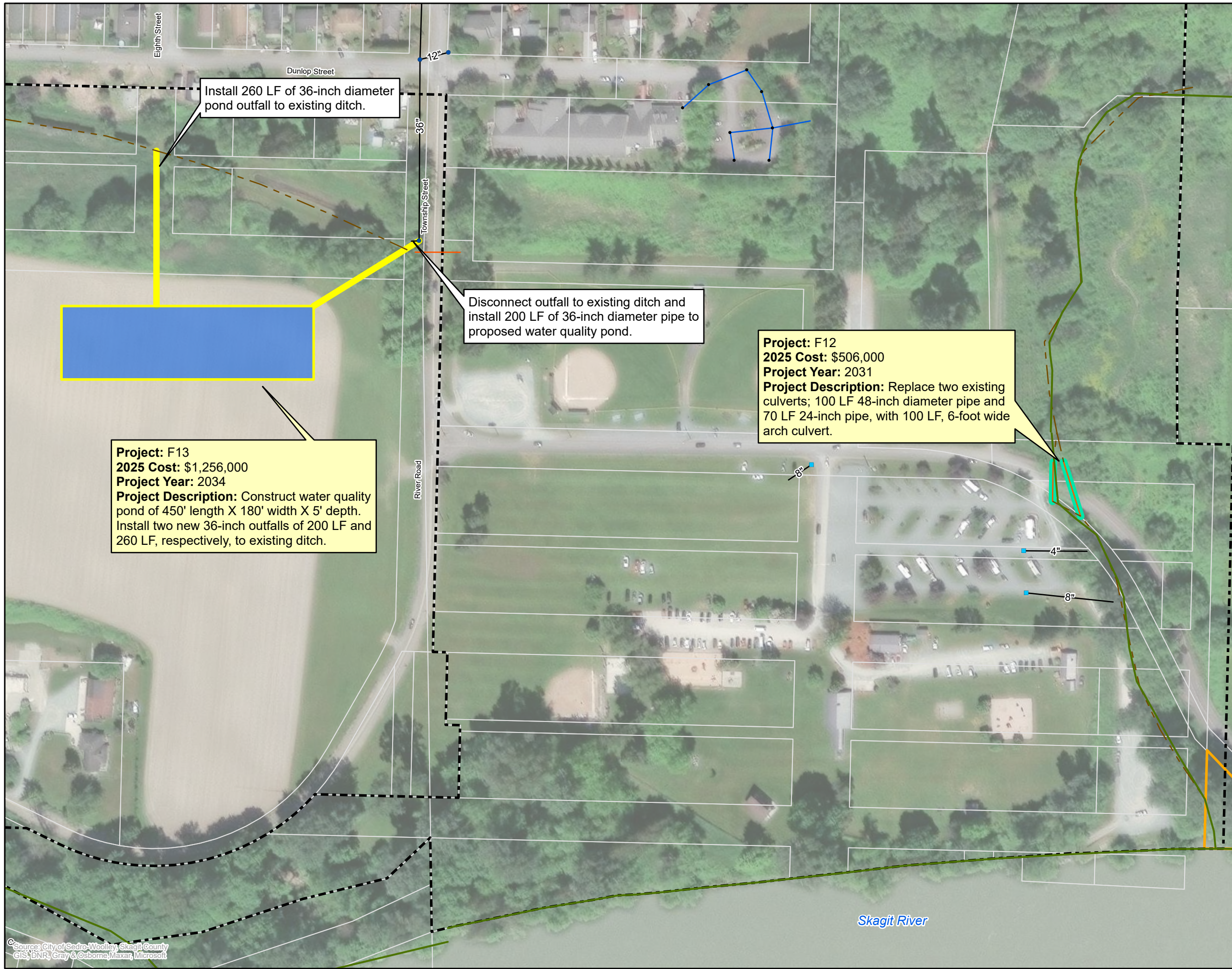
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-12

CAPITAL IPROVEMENT PROJECT F11





Capital Improvement Project

- Proposed Replacement Culvert
- Proposed Pipe
- Proposed WQ Pond

Catch Basins

- Type 1
- Type 2

Private Catch Basins

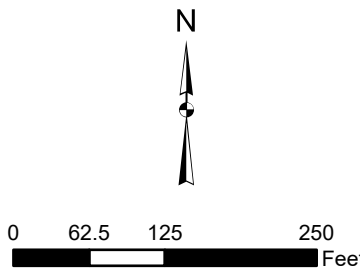
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Parcel



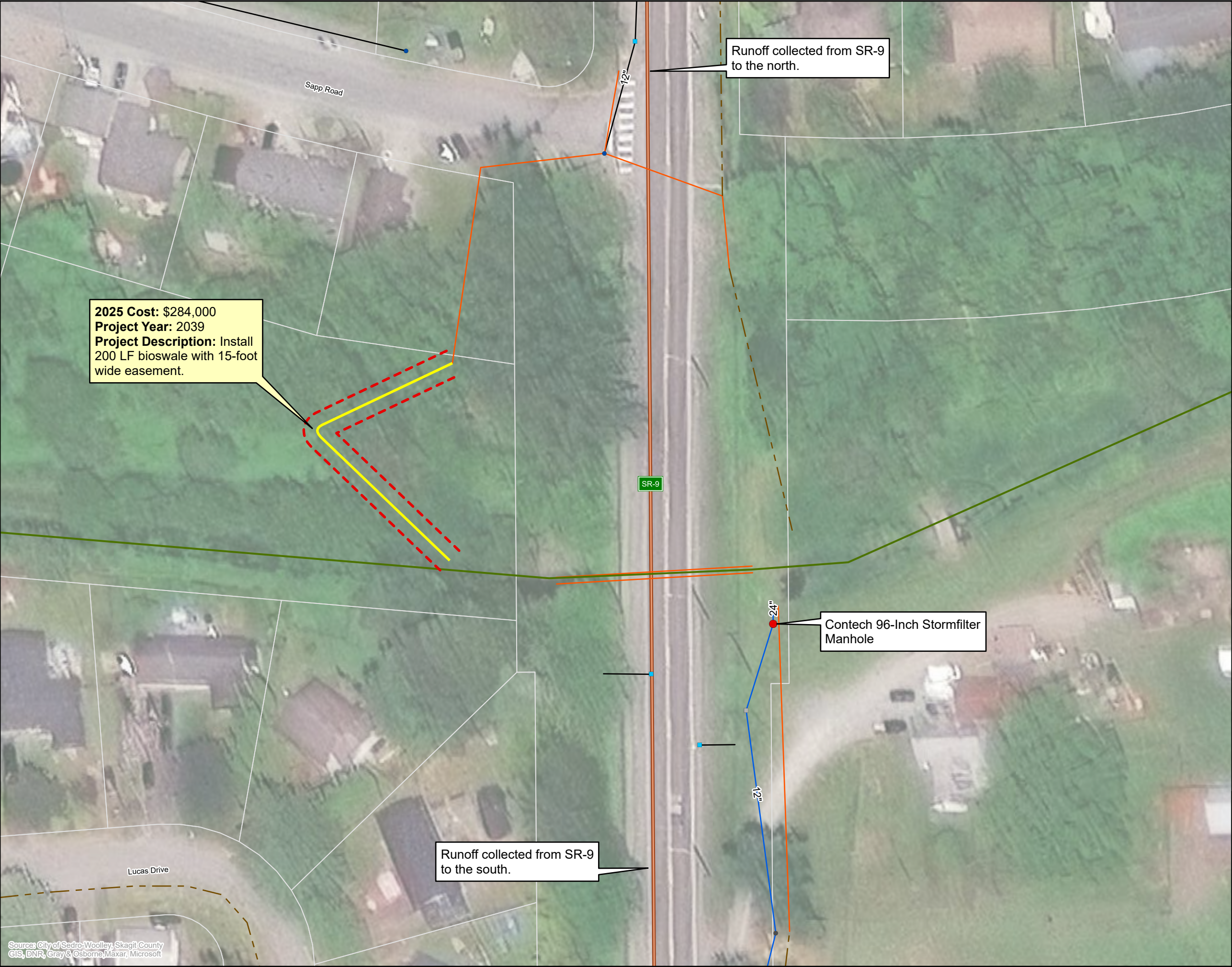
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-13

CAPITAL IMPROVEMENT PROJECTS
F12 AND F13





2025 Cost: \$284,000
Project Year: 2039
Project Description: Install 200 LF bioswale with 15-foot wide easement.

Runoff collected from SR-9 to the north.

Contech 96-Inch Stormfilter Manhole

Runoff collected from SR-9 to the south.

Capital Improvement Project

- Proposed Manhole
- Proposed Bioswale
- Proposed Easement

Catch Basins

- Type 1
- Type 2

Private Catch Basins

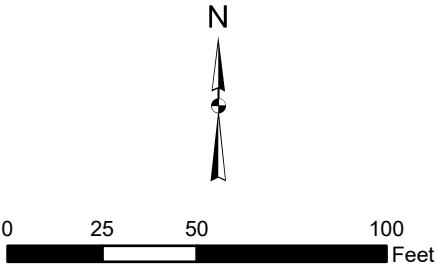
- Type 1
- Type 2

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- Parcel



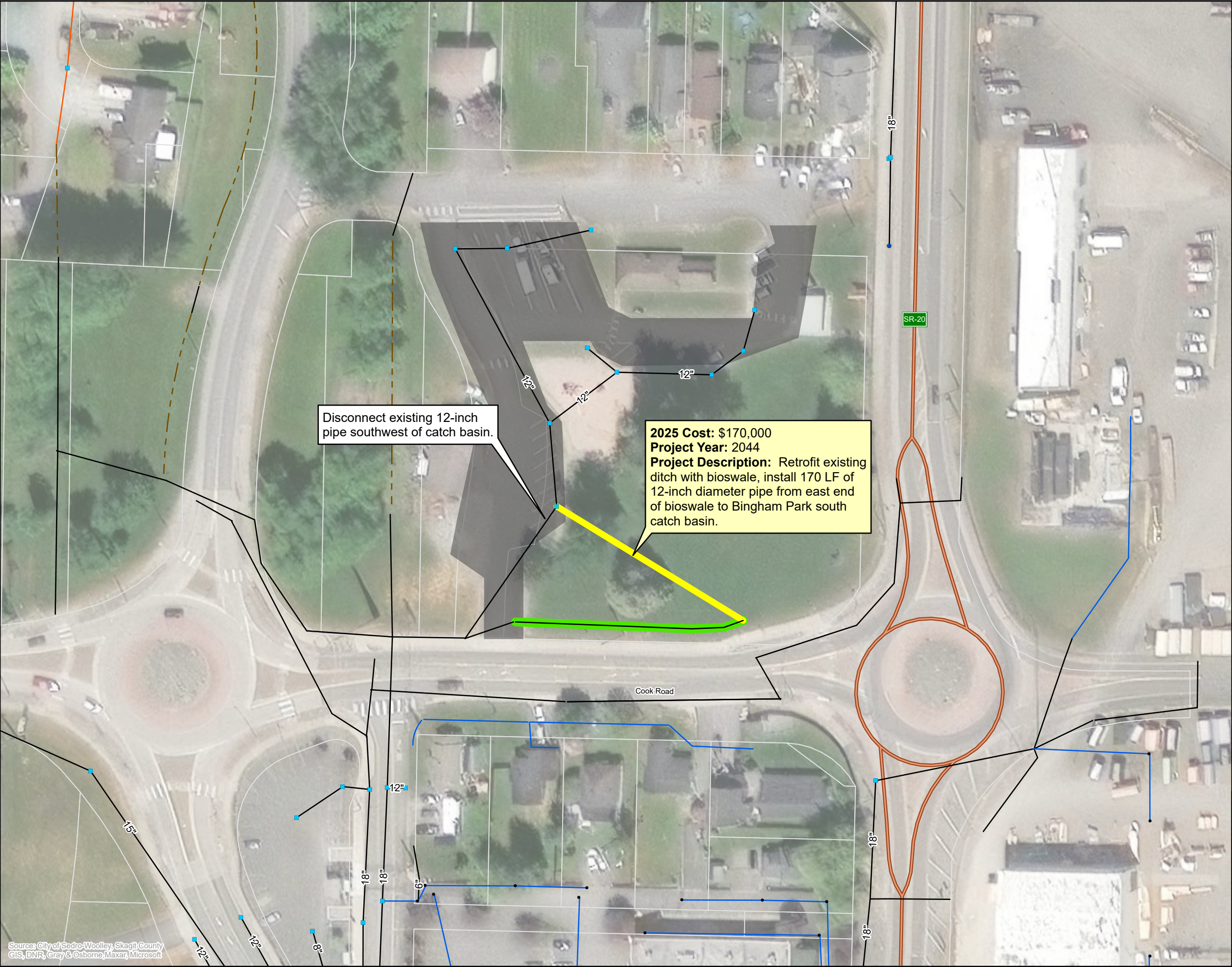
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-14

CAPITAL IMPROVEMENT PROJECT
SMAP 1





Capital Improvement Project

- Proposed Bioswale
- Proposed Pipe

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Culvert Ditch
- Culvert Pipe

Reference

- Bingham Park Pavement Area
- Parcel



Capital Improvement Project

Proposed Bioswale

Catch Basins

- Type 1
- Type 2

Private Catch Basins

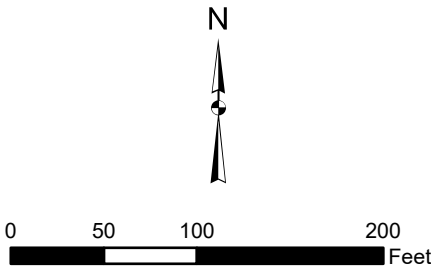
- Type 1
- Yard Drain
- Unknown Type

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Urban Growth Area
- Parcel



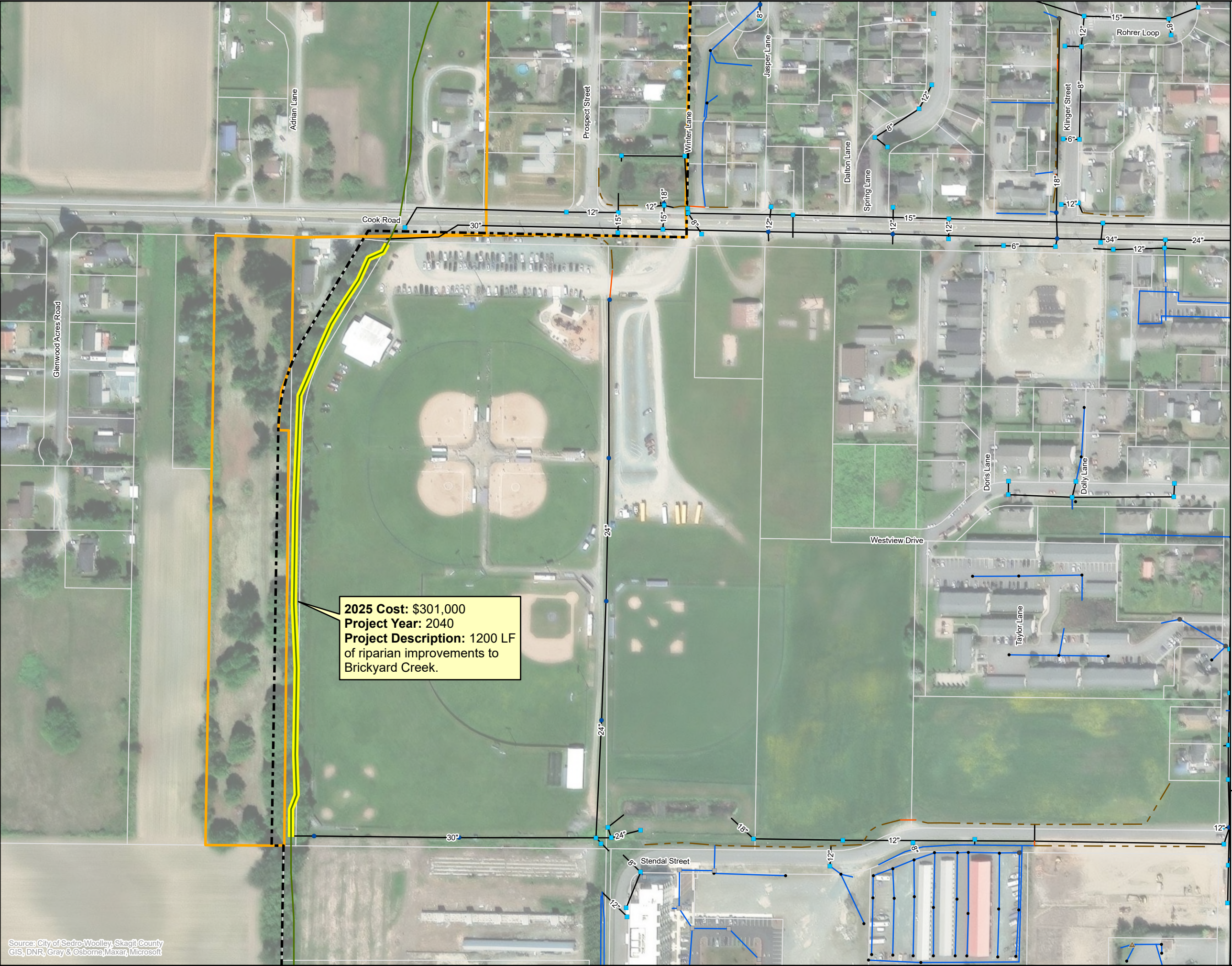
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-16

CAPITAL IMPROVEMENT PROJECT
SMAP 3





Capital Improvement Project

Proposed Water Quality Improvement

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2
- Unknown Type

Private Water Quality

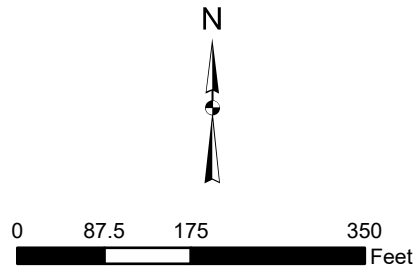
Oil Water Separator

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Urban Growth Area
- Parcel



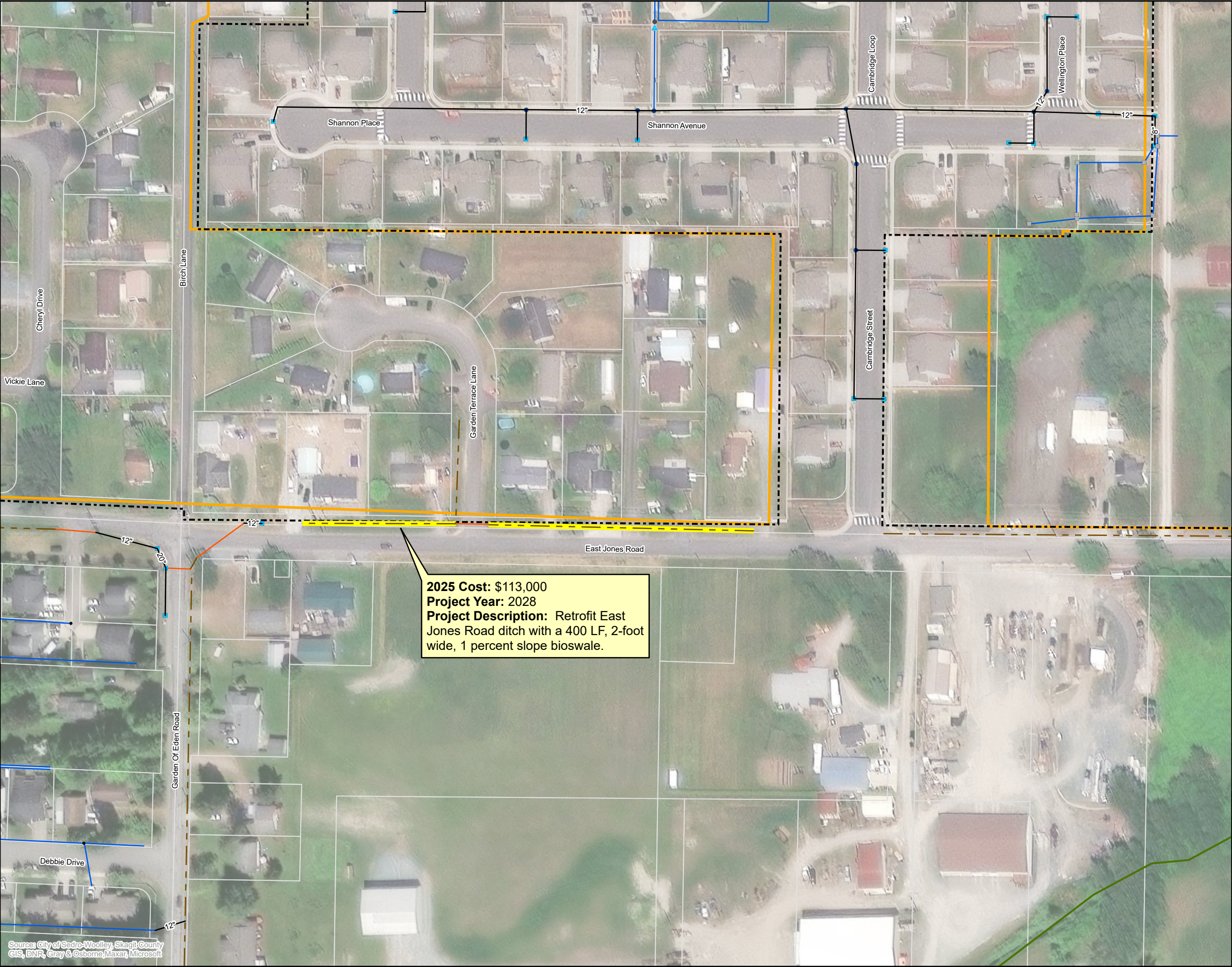
CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-17

SMAP 5





Capital Improvement Project

Proposed Bioswale

Catch Basins

- Type 1
- Type 2

Private Catch Basins

- Type 1
- Type 2
- Unknown Type

Private Water Quality

Aqua Swirl

Drainage Network

- Stormwater Pipe
- Private Stormwater Pipe
- Swale
- Culvert Ditch
- Culvert Pipe

Reference

- City Limits
- Urban Growth Area
- Parcel

N

0 50 100 200 Feet

CITY OF SEDRO-WOOLLEY

STORMWATER MANAGEMENT PLAN

FIGURE 7-18

CAPITAL IMPROVEMENT PROJECT
SMAP 6


Gray & Osborne, Inc.
CONSULTING ENGINEERS

Source: City of Sedro-Woolley, Skagit County
GIS, DNR, Gray & Osborne, Maxar, Microsoft

Export Date: 4/2/2025

F4: DANA DRIVE PIPE

It is recommended that the existing 570 linear feet of 12-inch diameter CMP pipe be removed and upsized to 18-inch at a minimum slope of 0.5 percent to handle the future 100-year flow. It is also recommended that the City establish an easement through the private property for drainage maintenance. Shallow catch basins found in Dana Drive should be replaced with new catch basins or optional vortex units for sediment capture such as an Aqua-Swirl AS-4 unit or equivalent. For water quality it is recommended that a 200 linear foot bioswale with a 2 foot bottom width can be installed downstream in the right of way of John Liner Road.

Estimated Project Cost 2025 Dollars: \$322,000

Estimated Cost 2036: \$446,000

F5: MCCLEAN ROAD PIPE

It is recommended that the existing 770 linear feet of 12-inch diameter pipe be removed and upsized to 18-inch diameter pipe at a minimum slope of 1 percent to handle the 100-year future flow, accounting for climate change. The 130 linear feet of 8-inch diameter pipe does not need to be upsized but should be replaced in-kind due to its corroded condition.

Estimated Project Cost 2025 Dollars: \$373,000

Estimated Cost 2038: \$548,000

F6: SAPP ROAD CULVERTS

It is recommended that two 110 linear feet and 70 linear feet of corroded CMP culverts be replaced and upsized from 18-inch diameter to 24-inch diameter to convey the 100-year flow with a minimum slope of 2 percent. This area treats a large basin including SR 9 so the City may consider installing a water quality treatment facility for basic treatment if feasible. The water quality aspect of this culvert is covered in SMAP Project 1.

Estimated Project Cost 2025 Dollars: \$150,000

Estimated Cost 2041: \$241,000

F7: ALDERWOOD ROAD PIPE

It is recommended that 120 linear feet of corroded CMP pipe be removed and upsized to 24-inch diameter at a minimum slope of 1 percent to handle the 100-year future flow. This area also treats a large basin including State Route 9 so the City may consider installing a water quality treatment facility if feasible. A Contech 8' x 14' stormfilter vault or equivalent would be needed to treat the water quality flow rate of 1.25 cfs for this area.

Estimated Project Cost 2025 Dollars: \$393,000

Estimated Cost 2043: \$670,000

F8: BRICKYARD FISH PASSAGE CULVERTS

The Washington State Department of Fish and Wildlife (WDFW) lists four culverts in Brickyard Creek as possible barriers to fish passage; the culvert under SR 20 near the intersection with Holtcamp Road, the culvert under F & S Grade Road, the culvert under Sapp Road, and the culvert under Fruitdale Road. Preliminary recommendations regarding replacements for each of the four culverts are listed below and are based on measurements provided in WDFW's database however, a detailed predesign report is recommended for each to verify a proper sizing based on survey and field collected data.

F8A: SR 20 NEAR THE INTERSECTION WITH HOLT CAMP ROAD

Conducting preliminary sizing, the existing culvert appears to meet the current fish passage standards concerning its size. However, it is recommended that a predesign report be performed to examine the site in detail.

Estimated Project Cost 2025 Dollars: \$57,000

Estimated Cost 2029: \$65,000

F8B: F & S GRADE ROAD

This culvert is a steel pipe culvert approximately 8 feet in diameter. It is listed as a fish barrier with 67 percent passability. The stream bankfull width is 16 feet. For streams with a channel width of 15 feet or greater, it is recommended that that culvert be replaced with a bridge approximately 50 foot long and 25 feet wide.

Estimated Project Cost 2025 Dollars: \$1,136,000

Estimated Cost 2029: \$1,279,000

F8C: SAPP ROAD

This culvert is an elliptical steel pipe culvert approximately 8.7 feet wide and 6.2 feet in height. This culvert is listed as a fish barrier with 33 percent passability. The stream bankfull width is 9.74 feet. For streams with this channel width, it is recommended that it be replaced with a culvert of equivalent width. The replacement culvert would be an arch culvert 10 feet wide, countersunk 20 percent of the rise at the outlet and 40 percent of the rise at the inlet.

Estimated Project Cost 2025 Dollars: \$507,000

Estimated Cost 2029: \$571,000

F8D: FRUITDALE ROAD

This culvert is an arch steel pipe culvert approximately 5.4 feet wide and 3.7 feet in height. This culvert is listed as a fish barrier with 67 percent passability. According to WDFW, the stream bankfull width is 10.83 feet. For streams with this channel width, it is recommended that it be replaced with a concrete box culvert 15 feet wide sloped to match the slope of the surrounding channel.

Estimated Project Cost 2025 Dollars: \$308,000

Estimated Cost 2029: \$347,000

For all F8 Culverts – Total Estimated Project Cost 2025 Dollars: \$2,008,000

Estimated Cost 2029: \$2,262,000

F9: MURDOCK STREET PRIVATE TO MS4

Two catch basins in North Murdock Street collect stormwater from the road and convey it into a private detention pond which discharges back into the City's stormwater system. It is recommended that the City enter into written agreement with the homeowners association responsible for this detention pond to ensure its ongoing maintenance. A declaration of covenant would need to be prepared and recorded with the title of the property to ensure continued awareness of the maintenance needs for owners in the future. As an alternative the City may consider rerouting stormwater away from the detention pond. The two existing catch basins in North Murdock Street can be disconnected from the outlet to the detention pond and be connected to the existing 12-inch diameter stormwater pipe on the east side of North Murdock Street. The pipe between the two existing catch basins in North Murdock Street should be regraded to slope east instead of west and connected to the 12-inch diameter pipe on the east side with 10 linear feet of 12-inch pipe at a new type 1 catch basin.

Estimated Project Cost 2025 Dollars: \$82,000

Estimated Cost 2026: \$85,000

F10: REED STREET PUMP STATION AND OVERFLOW REHABILITATION

The stormwater collection system in North Reed Street and Brickyard Boulevard collects stormwater from the road and conveys it into a private detention pond which discharges back into the City's stormwater system. It is recommended that the City enter into an agreement with the homeowners association responsible for this detention pond to ensure their ongoing maintenance of detention pond and to ensure that the pump station is replaced and pump redundancy is provided. The homeowners association is responsible for the costs related to the pond and the pump station. It is also recommended that the 8-inch diameter pipe that conveys runoff from North Reed Street to the pond be disconnected from the pond to ensure that the pond does not backup into the street when the pump fails. The approximately 90 LF 8-inch diameter pipe connecting the catch basins in North Reed Street to the pond will be removed. The 8-inch pipes between the North Reed Street catch basins will be regraded to flow towards a new 100 linear foot 12-inch diameter stormwater conveyance pipe connecting a catch basin in North Reed Street directly with Brickyard Creek. This new connection will be maintained by the City.

Estimated Project Cost 2025 Dollars: \$136,000

Estimated Cost 2025: \$136,000

F11: SR 20 FLOODING

The City has observed frequent flooding where the railroad crosses over SR 20. The City is already in the process of designing a new culvert under the railroad tracks that will allow runoff from John Liner Road to discharge directly into Brickyard Creek. When this new culvert is constructed, the flows from John Liner Road will no longer flow towards SR 20 which may already help the flooding problem here.

It is recommended that an additional 150 linear feet, 5 feet wide and 4 feet deep detention/infiltration basin be installed to provide additional infiltration for the stormwater runoff from 7,200 square feet of pavement in this intersection that is not already mitigated by an existing infiltration facility.

Estimated Project Cost 2025 Dollars: \$247,000

Estimated Cost 2035: \$332,000

F12: RIVERFRONT PARK CULVERTS

Two CMP culverts in Riverfront Park are in need of replacement due to corrosion. The first consists of 70 linear feet of a 24-inch diameter pipe whereas the second culvert consists of 100 linear feet of 48-inch diameter pipe. It is recommended that the two corroded culverts be removed and replaced by a single 6-foot arch culvert.

Estimated Project Cost 2025 Dollars: \$506,000

Estimated Cost 2031: \$605,000

F15: WATER QUALITY POND

It is recommended that the city construct a large water quality pond to treat runoff from Basin 3, which includes the residential neighborhood south of SR 20, in a City-owned parcel adjacent to Riverfront Park. The tributary area to this pond is approximately 250 acres which is mostly single-family residential units. A water quality pond sized to treat runoff from this entire basin would be approximately 9.28 acre-feet in volume. This equates to an area that is approximately 180 feet wide x 450 feet long x 5 feet deep. The existing 36-inch diameter outlet to the existing ditch will be disconnected with a new 200 linear feet 36-diameter installed to convey water to the new pond. The pond will outfall back to the main ditch through a new 260 linear foot 36-diameter pipe. Should the City not want to designate this amount of land to treating the entire basin, a proportional equivalent would still provide a benefit.

Estimated Project Cost 2025 Dollars: \$1,256,000

Estimated Cost 2034: \$1,639,000

SMAP 1: SR 9/NORTH TOWNSHIP WATER QUALITY

Where SR 9 crosses over Brickyard Creek, there are two catch basins that receive runoff from the route before discharging into the creek. It is recommended that basic water quality treatment be provided for runoff through these catch basins before the stormwater enters Brickyard Creek. The water quality flow rate through each catch basin is approximately 0.65 cfs. For the north catch basin which discharges to the pipe called for replacement in F6. It is recommended that a bio-swale approximately 200 feet long and 3 feet wide at the bottom be installed at the pipe outlet. An easement may need to be acquired to maintain and install this bioswale. For the south catch basin, space for a bio-swale is not available so it is recommended that a Contech 96-inch diameter Stormfilter Manhole or equivalent be installed at this location.

Estimated Project Cost 2025 Dollars: \$284,000

Estimated Cost 2039: \$430,000

SMAP 2: BINGHAM PARK WQ RETROFIT

It is recommended that water quality BMPs be added to the park to treat runoff from paved areas. The existing pavement in Bingham Park is approximately 32,000 square feet. It is recommended that the 190 linear foot interceptor swale at the south end of the park be retrofitted into a biofiltration swale with a 3-foot wide bottom and a slope of 1 percent.

Estimated Project Cost 2025 Dollars: \$170,000

Estimated Cost 2044: \$299,000

SMAP 3: JOHN LINER ROAD/SR 9

It is recommended that a stormwater treatment BMP be installed to collect runoff from this corridor. John Liner Road currently drains to the west through a 580 linear foot ditch. This ditch can be retrofitted into a biofiltration swale with a 3-foot wide bottom and a slope of 1 percent.

Estimated Project Cost 2025 Dollars: \$136,000

Estimated Cost 2042: \$255,000

SMAP 4: CATCH BASIN RETROFITS

Existing catch basins may be replaced with stormwater treatment facilities where water quality treatment is lacking. This can be combined with any of the pipe replacement projects listed above. The cost estimate is the cost to replace a single catch basin with the City preferred water quality treatment method is an Aqua-Swirl unit or an equivalent vortex unit. However, the vortex unit provides only sediment capture and not basic treatment. Where basic treatment is required a Contech concrete catch basin stormfilter may be used.

Estimated Project Cost 2025 Dollars: \$174,000

Estimated Cost 2025: \$174,000

SMAP 5: BRICKYARD CREEK RIPARIAN IMPROVEMENTS

It is recommended that the City make riparian improvements to Brickyard Creek in the reach adjacent to Janicki Fields. Approximately 1,200 linear feet along the edge of Brickyard Creek is available for riparian improvements such as planting native vegetation which will help shade the creek and provide dissolved oxygen and temperature benefits.

Estimated Project Cost 2025 Dollars: \$301,000

Estimated Cost 2040: \$469,000

SMAP 6: JONES/JOHN LINER CORRIDOR PROJECT

It is recommended that a stormwater treatment BMP be installed to collect runoff from this corridor. Jones Road drains into Brick Yard Creek through an approximately 400 linear foot drainage ditch on the north side of the road. This ditch can be retrofitted into a biofiltration swale that is 2 feet wide at the bottom with a 1 percent slope to provide water quality treatment.

Estimated Project Cost 2025 Dollars: \$113,000

Estimated Cost 2028: \$124,000

CIP SUMMARY

Table 7-1 below provides a summary of the recommended capital improvement projects. Collectively, the projects sum to approximately \$9 million dollars.

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TABLE 7-1

Capital Improvement Plan Projects

Project No.	Year	Project Name	Project Description	Cost ⁽¹⁾
6-Year CIP (2025-2030)				
F10	2025	Reed Street Private to MS4	Install new outfall for runoff from Reed Street.	\$136,000
F9	2026	Murdock Street Private to MS4	Reroute road runoff away from private detention pond.	\$82,000
SMAP6	2028	Jones/John Liner Corridor Project	Retrofit 400 linear feet of roadside ditch into water quality bioswale.	\$113,000
F8	2029	Brickyard Fish Passage Culverts	Study and replace culverts known as fish barriers	\$2,008,000
F2	2030	Cambridge Commons Infiltration Facility	Install 500 linear foot 12-inch pipe for stormwater overflow	\$1,322,000
7 to 20-Year CIP (2031-2044)				
F12	2031	Riverfront Park Culverts	Replace existing culverts with 6 foot arch culvert.	\$506,000
F1	2033	F&S Grade Road Clay Pipe	Replace 1,700 linear feet of parallel 12-inch pipe	\$1,102,000
F13	2034	Water Quality Pond	Install water quality pond to treat residential neighborhood.	\$1,256,000
F11	2035	SR 20 Flooding	Install infiltration/detention facility in SR 20 to mitigate runoff from pavement.	\$247,000
F4	2036	Dana Drive Pipe	Replace 570 linear feet of corroded 12-inch stormwater pipe.	\$322,000
F3	2037	Independence Boulevard Pipe	Replace 900 linear feet of corroded 12-inch stormwater pipe.	\$334,000
F5	2038	McClellan Road Pipe	Replace 770 linear feet of corroded 12-inch stormwater pipe and 130 linear feet of corroded 8-inch stormwater pipe	\$373,000
SMAP1	2039	SR 9/North Township Catch Basin Filters	Install water quality systems for two catch basins.	\$284,000
SMAP5	2040	Brickyard Creek Riparian Improvements	Restore 1,200 linear feet of Brickyard Creek’s riparian zone.	\$301,000
F6	2041	Sapp Road Culverts	Replace 178 linear feet of corroded 18-inch stormwater pipe.	\$150,000
SMAP3	2042	John Liner Road/SR 9	Retrofit 580 linear feet of ditch into water quality bioswale.	\$136,000
F7	2043	Alderwood Road Pipe	Replace 116 linear feet of 12-inch stormwater pipe.	\$393,000
SMAP2	2044	Bingham Park WQ Retrofit	Retrofit 187 linear feet of ditch into water quality bioswale.	\$170,000
SMAP4	As Needed	Catch Basin Retrofits	Replace catch basin with water quality facility as need.	\$174,000
Total Project Costs				\$9,409,000

(1) Costs shown represent 2025 dollars.

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