

Next Ord: 2099-25
Next Res: 1163-25

CITY COUNCIL AGENDA

May 14, 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 - Regular City Council Meeting - April 23, 2025
- 2. Check Register - Regular
- 3. Surplus of Tasers for Destruction
- 4. Police Duty Firearms Purchase
- 5. Ratification of Contract Awards as Sole Source Consultants - John Liner Arterial Improvements & SR20/Cascade Trail West Extension Phase 2A
- 6. Professional Services Agreement - Family Promise - House Bill 1406 Funding
- 7. Professional Services Agreement Amendment - Family Promise - House Bill 1590 Operating Funds

- f. Introduction of Special Guests and Presentation**

- 1. Sedro-Woolley Building Inspector Lowell Ausmus Presentation

- g. Proclamation(s)**

- 1. 2025 Building Safety Month Proclamation

- h. City Administrator Report**

- 1. Downtown Painting Follow-Up
- 2. Update on Indigent Defense

- i. Councilmember and Mayor's Report**

- j. Public Hearing(s)**

- 1. 2025 Budget Amendment No. 1 - Ordinance 2098-25 - 1st Read

- 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

1. Special Events Code Discussion

m. New Business

1. Contract Supplement No. 4: Reichhardt & Ebe Engineering - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements
2. Comp. Plan Update - DRAFT Chapter 1 - Introduction
3. Comp. Plan Update - DRAFT Chapter 2 - Land Use Element
4. Comp. Plan Update - DRAFT Chapter 3 - Housing Element

n. Information Only Items

o. Executive Session

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

p. Adjournment

Next Meetings - May 28, 2025, Finance and IT Committee and City Council

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: May 14, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - April 23, 2025

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting, held on April 23, 2025.

BACKGROUND/SUMMARY INFORMATION:

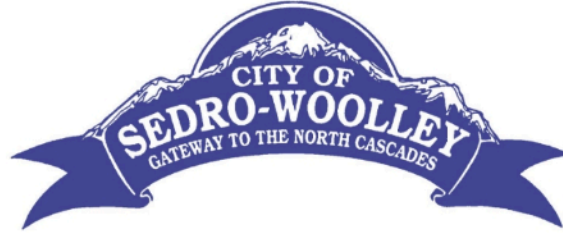
Minutes recorded for the regular City Council meeting, held on April 23, 2025.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. April 23, 2025 Regular City Council Meeting minutes



Regular Meeting of the City Council
April 23, 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, Sarah Diamond, Allan Henderson, and Nick Lavacca.

d. Approval of Agenda

Motion made by Councilmember Henderson and seconded by Councilmember Cocke to approve the agenda. Motion carried (7-0).

e. Consent Agenda

Note: Items on the Consent Agenda are considered routine in nature and may be adopted by the Council by a single motion, unless any Councilmember wishes an item to be removed. The Council on the Regular Agenda will consider any item so removed after the Consent Agenda.

Motion made by Councilmember Lavacca and seconded by Councilmember Diamond to approve the consent agenda. Motion carried (7-0).

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

North Star Director of Initiatives Monica Negrila shared a presentation and a slide show with the City Council followed by a North Star overview of accomplishments and opportunities for collaboration.

2. First Steps and Friendship House - Jonathan Kline

Executive Director of the Friendship House, Johnathan Kline, shared a presentation with the City Council about the First Step Center.

3. Community Court - Judge Stiles

Sedro-Woolley Community Court Judge Stiles shared a presentation with the City Council.

g. City Administrator Report

1. Human Services Funding Update and Check-In

City Administrator Charlie Bush shared the Human Services Funding update including funding for House Bill 1406 affordable housing, House Bill 1590 housing and related services and an update on the opioid settlement.

Sedro-Woolley City Engineer Peter Lane discussed with the Council submitting grant applications from the Skagit County Economic Development Alliance. The funds would be used as a 20% local match for federal grant reimbursement of 80%, State Route 9 Township McGargile Right of Way requesting \$500,000 from an existing grant of \$250,000. We use these funds to provide a match for a \$3.4 million transportation improvement board project grant we have currently, and for the Jones / John Liner Railroad undercrossing project, we are requesting \$750,000, which we can use as a match for an existing \$2.1 million transportation improvement board grant.

Motion to authorize Mayor Julia Johnson to submit a grant application to Skagit County to support the Economic Development Alliance made by Councilmember Cocke and seconded by Councilmember Lavacca. Motion carried (7-0).

City Administrator Charlie Bush shared public infrastructure to support a Work Force Housing Grant opportunity through Skagit County that is due on Friday, April 25, 2025. Request from RJ Group for the Batey Square project not to exceed \$750,000.00.

Motion to authorize Mayor Julia Johnson to submit a grant application to Skagit County to support public infrastructure related to the Batey Square project not to exceed \$750,000.00 made by Councilmember Lavacca and seconded by Councilmember Cocke. Motion carried (5-2). Councilmember Henderson and Councilmember Diamond opposed.

h. Councilmember and Mayor's Report

Councilmember Loy had nothing to report.

Councilmember Kesti spoke about the Skagit Transit bus stops schedule and timing issue.

Councilmember Diamond shared continued complaints of traffic congestion on Cook Rd and Hwy 20, and also concerns about reducing miles traveled, which is part of the comp plan process.

Councilmember Diamond has had continued complaints about Township St and Ferry St regarding people walking their dogs and not picking up after their animals.

Councilmember Diamond spoke about Sunday, May 25, 2025, being the 2nd Annual Bob Hickman Softball Memorial Jamboree at Janicki fields. It will start at 8:45am in the morning. There will be 32 local teams coming in from Skagit and Island Counties, and then on Tuesday, May 27, 2025, the Sedro-Woolley High school baseball team will be hosting a youth night, and she also mentioned that youth soccer registration has started.

Councilmember Henderson attended the April 22nd meeting regarding the comp plan and shared with the council there will be a few more meetings to come, if they want to attend.

Councilmember Burns spoke about bikes being used at the skate park and causing damage to concrete. He suggested that we consider putting a BMX track somewhere on a piece of the city's property to avoid further damage being done by bikes.

Councilmember Cocke shared that Skagit County is accepting recycled glass.

Councilmember Lavacca spoke about some potholes on the streets and getting them repaired and mentioned the new state regulations from the government regarding the climate act.

Councilmember Lavacca mentioned the fruit and orange stand on Township St and State St, wanting to make sure they have a business license and make sure the fruit is safe.

Mayor Julia Johnson spoke about the Tulip Art Exhibition and mentioned May 22nd, 2025. She went to CTS class at high school, and mentioned the governor refusing to sign the 1,2,3% property tax.

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.

A public comment period was held.

Karl DeJong made a public comment.

Joe Kunzler made a public comment online.

Celeste Frisbee made a public comment.

l. Unfinished Business

m. New Business

1. Proposed Amendments to Chapter 2 of the Comprehensive Plan - Land Use Element

Community Development Director Tom Glover and Senior Planner Donna Keeler from FACET gave a presentation regarding the Land Use Element and to obtain feedback from Council on content.

No action was taken.

2. Development Agreement - Batey Square - 1st Read

Planner Nicole McGowan shared information with City Council to review and discuss supporting the proposed Development Agreement for the Batey Square mixed -use development.

Motion to approve the Development Agreement for Batey Square was made by Councilmember Lavacca and seconded by Councilmember Henderson. Motion carried (7-0).

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))

At 9:38pm Mayor Jullia Johnson announced that the City Council, along with City Attorney Nikki Thompson and City Administrator Charlie Bush, would be in executive session to discuss with legal counsel current or potential litigation (RCW 42.30.110(1)(i)) for ten minutes, to return at 9:48pm.

At 9:50 the Mayor Julia Johnson and the City Council returned.

No action was taken.

p. Adjournment

The meeting adjourned at 9:51 P.M.

ATTEST:

APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.2.

Date: May 14, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Regular

RECOMMENDED ACTION:

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

BACKGROUND/SUMMARY INFORMATION:

Claims checks #204339 through #204463, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61383 through #61389.

FISCAL IMPACT, IF APPROPRIATE:

Fiscal Impact:

Claims checks, plus EFTs, totaling \$1,099,398.87

Surcharges totaling \$8,739.36

Payroll totaling \$684,612.16

ATTACHMENTS:

1. 2025-05-14 Check Register
2. 2025_04_April_SerCharge

CHECK REGISTER

City Of Sedro-Woolley

Time: 16:45:43 Date: 05/06/2025

05/14/2025 To: 05/14/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4509	05/14/2025	Claims	2	EFT	Comcast Holdings Corp	674.38	
					001 - 518 80 42 021 - Internet Services	674.38	
4510	05/14/2025	Claims	2	EFT	Comcast Holdings Corp	71.95	
					101 - 576 80 47 020 - Senior Center	71.95	
4511	05/14/2025	Claims	2	EFT	United Parcel Service, Inc.	20.02	
					001 - 521 20 42 010 - Postage	20.02	
4512	05/14/2025	Claims	2	EFT	Cellco Partnership dba Verizon Wireless	868.91	
					001 - 521 20 42 020 - Telephone	668.86	
					001 - 522 20 42 020 - Telephone	120.03	
					101 - 576 80 42 020 - Telephone	40.01	
					001 - 595 10 42 025 - Cell Phones	40.01	
4513	05/14/2025	Claims	2	204339	A-1 Mobile Lock & Key	32.61	
					001 - 521 20 41 001 - Professional Services	32.61	
4514	05/14/2025	Claims	2	204340	A-1 Safety Tree Service	510.42	
					103 - 542 30 48 005 - Street Tree Maintenance	255.21	
					101 - 576 80 48 007 - Bingham Park	255.21	
4515	05/14/2025	Claims	2	204341	AWC - Employee Benefit Trust	3,424.40	
					001 - 521 20 27 000 - Retired Medical	3,424.40	
4516	05/14/2025	Claims	2	204342	Ackermann Electric Co.	1,256.52	
					401 - 594 35 64 401 - Machinery & Equip	1,256.52	
4517	05/14/2025	Claims	2	204343	Dena Adkins	1,500.00	
					001 - 522 45 49 010 - Tuition/Registration	1,000.00	
					001 - 522 45 49 010 - Tuition/Registration	500.00	
4518	05/14/2025	Claims	2	204344	Amazon Capital Svcs, Inc	7,506.20	
					001 - 514 23 31 000 - Supplies	5.20	
					001 - 514 23 31 000 - Supplies	61.37	
					001 - 514 23 31 000 - Supplies	486.53	
					001 - 514 23 31 000 - Supplies	56.91	
					001 - 514 23 31 000 - Supplies	14.92	
					001 - 514 23 31 000 - Supplies	23.88	
					001 - 514 23 31 000 - Supplies	240.55	
					001 - 518 80 31 001 - Repair & Maintenance Sup	586.34	
					001 - 518 80 35 000 - Small Tools/Minor Equip	91.86	
					001 - 518 80 35 000 - Small Tools/Minor Equip	730.86	
					001 - 521 20 26 000 - Uniforms/Accessories	24.85	
					001 - 521 20 31 002 - Office/Operating Supplies	21.67	
					001 - 521 20 31 002 - Office/Operating Supplies	57.71	
					001 - 521 20 31 002 - Office/Operating Supplies	7.18	
					001 - 521 20 31 002 - Office/Operating Supplies	104.02	
					001 - 521 20 41 023 - Canine	50.80	
					001 - 522 20 48 000 - Repairs/Maint-Equip	34.75	
					001 - 522 21 31 010 - Office Supplies	39.86	
					001 - 522 21 31 010 - Office Supplies	100.34	
					001 - 522 21 35 000 - Small Tools & Minor Equipmen	377.37	
					001 - 524 20 31 000 - Off/Oper Supps & Books	4.90	
					401 - 535 80 31 010 - Operating Supplies	61.89	
					401 - 535 80 49 010 - Misc-Dues/Subscriptions	540.87	
					102 - 536 20 31 000 - Office Supplies	11.94	
					103 - 542 30 31 020 - Operating Supplies - Herbicide	15.19	
					103 - 542 30 31 020 - Operating Supplies - Herbicide	832.40	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	60.80	
					001 - 558 60 31 000 - Supplies/Books	4.91	
					001 - 558 60 31 000 - Supplies/Books	18.23	
					101 - 576 80 31 001 - Operating Sup - Riverfront	401.81	
					101 - 576 80 48 014 - Winnie Houser Park	135.70	

CHECK REGISTER

City Of Sedro-Woolley

Time: 16:45:43 Date: 05/06/2025

05/14/2025 To: 05/14/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 - 576 80 48 016 - City Hall			31.89	
			101 - 576 80 48 016 - City Hall			154.74	
			101 - 576 80 48 016 - City Hall			21.68	
			501 - 594 22 64 501 - Vehicles - Fire			996.06	
			501 - 594 22 64 501 - Vehicles - Fire			1,091.31	
			001 - 595 10 31 000 - Supplies			4.91	
4519	05/14/2025	Claims	2	204345	Beaver Lake Quarry	3,004.77	
			103 - 542 30 48 002 - Crushed Aggregate			3,004.77	
4520	05/14/2025	Claims	2	204346	Berg Vault Company	3,192.84	
			102 - 536 20 34 000 - Liners			3,192.84	
4521	05/14/2025	Claims	2	204347	Boulder Park Inc	20,361.24	
			401 - 535 80 35 020 - Solids Handling			20,361.24	
4522	05/14/2025	Claims	2	204348	Domie Bourgeois	100.00	
			101 - 382 10 02 101 - Senior Center Deposits			-100.00	
4523	05/14/2025	Claims	2	204349	Jana R. Bouzek	500.00	
			001 - 521 20 41 001 - Professional Services			500.00	
4524	05/14/2025	Claims	2	204350	C.Hlth130, dba Cardinal Health 112 LLC	469.61	
			001 - 522 21 31 000 - Operating Supplies - Medical			151.52	
			001 - 522 21 31 000 - Operating Supplies - Medical			311.46	
			001 - 522 21 31 000 - Operating Supplies - Medical			6.63	
4525	05/14/2025	Claims	2	204351	Carl's Towing & Muffler	322.54	
			001 - 521 20 41 001 - Professional Services			322.54	
4526	05/14/2025	Claims	2	204352	Carletti Architects Ps	1,657.38	
			505 - 594 48 60 021 - Const - PW Veh Storage Bldg			1,657.38	
4527	05/14/2025	Claims	2	204353	Cascade Chrysler, Inc.	846.91	
			001 - 522 20 48 000 - Repairs/Maint-Equip			846.91	
4528	05/14/2025	Claims	2	204354	Central Welding Supply	242.68	
			001 - 522 20 48 000 - Repairs/Maint-Equip			38.52	
			001 - 522 21 31 000 - Operating Supplies - Medical			204.16	
4529	05/14/2025	Claims	2	204355	Sandra Johnson dba Channel View Farms	6,269.06	
			101 - 576 80 31 013 - Operating Sup - Flowers-Holid			6,269.06	
4530	05/14/2025	Claims	2	204356	City of Burlington	3,098.98	
			001 - 342 60 00 001 - Transport Billing Fees - City Of			-3,098.98	
4531	05/14/2025	Claims	2	204357	Connectwise LLC	16.62	
			001 - 518 80 41 000 - Professional Services			-2,390.72	
			001 - 591 80 70 517 - Leases + Subscription IT (SBITA			2,407.34	
4532	05/14/2025	Claims	2	204358	Crawford Garage Doors Inc	892.76	
			001 - 522 50 48 020 - Repair/Maint-Garage			593.02	
			001 - 522 50 48 020 - Repair/Maint-Garage			299.74	
4533	05/14/2025	Claims	2	204359	DS Services of America, Inc.	859.13	
			103 - 542 30 31 000 - Operating Supplies			859.13	
4534	05/14/2025	Claims	2	204360	Daily Journal Of Commerce	243.80	
			104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle			243.80	
4535	05/14/2025	Claims	2	204361	Day Mgmt Corp, dba	926.74	
			001 - 522 50 48 030 - Repair/Maint-Station			926.74	
4536	05/14/2025	Claims	2	204362	E & E Lumber, Inc.	2,537.23	
			001 - 518 80 31 000 - Office/Operating Supplies			293.06	

CHECK REGISTER

City Of Sedro-Woolley

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			001 - 522 20 48 000 - Repairs/Maint-Equip			36.74	
			001 - 522 50 48 010 - Repairs/Maint-Dorm			72.12	
			401 - 535 80 31 010 - Operating Supplies			14.58	
			401 - 535 80 35 000 - Small Tools & Minor Equip			7.81	
			102 - 536 20 31 000 - Office Supplies			14.05	
			412 - 537 80 31 000 - Operating Supplies			20.62	
			103 - 542 30 31 000 - Operating Supplies			28.53	
			103 - 542 30 31 000 - Operating Supplies			17.70	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			91.79	
			501 - 548 30 31 000 - Operating Supplies			35.83	Fleet
			501 - 548 30 31 000 - Operating Supplies			95.46	Fleet
			501 - 548 30 31 000 - Operating Supplies			28.63	
			101 - 576 80 31 000 - Operating Sup - Tesarik Park			79.13	
			101 - 576 80 31 001 - Operating Sup - Riverfront			41.17	
			101 - 576 80 31 005 - Operating Sup - Senior Ctr			39.38	
			101 - 576 80 31 009 - Operating Sup - Bingham Park			48.56	
			101 - 576 80 48 001 - Riverfront			681.35	
			101 - 576 80 48 001 - Riverfront			443.12	
			101 - 576 80 48 004 - Community Center			76.60	
			101 - 576 80 48 005 - Senior Center			354.34	
			101 - 576 80 48 006 - Memorial Park			16.66	
4537	05/14/2025	Claims	2	204363	Eurofins Enviro Testing	270.00	
			401 - 535 80 41 000 - Professional Services			69.00	
			401 - 535 80 41 000 - Professional Services			201.00	
4538	05/14/2025	Claims	2	204364	Ewing Irrigation Prod Inc.	169.30	
			101 - 576 80 31 001 - Operating Sup - Riverfront			169.30	
4539	05/14/2025	Claims	2	204365	Facet NW, Inc	2,607.75	
			001 - 558 60 41 000 - Professional Services			2,607.75	
4540	05/14/2025	Claims	2	204366	Fastenal Company	1,711.20	
			401 - 535 80 31 010 - Operating Supplies			742.00	
			412 - 537 80 31 000 - Operating Supplies			158.36	
			412 - 537 80 31 000 - Operating Supplies			641.95	
			412 - 537 80 31 000 - Operating Supplies			56.58	
			103 - 542 30 35 010 - Safety Equipment			112.31	
4541	05/14/2025	Claims	2	204367	Citizenprime, LLC dba Firepenny	269.85	
			001 - 522 20 35 000 - Small Tools & Minor Equip			269.85	
4542	05/14/2025	Claims	2	204368	FirstNET/AT&T Mobility	668.84	
			001 - 522 20 42 020 - Telephone			668.84	
4543	05/14/2025	Claims	2	204369	Galls Parent Holdings, LLC	3,594.39	
			001 - 522 20 26 000 - Uniforms			1,466.76	
			001 - 522 20 26 000 - Uniforms			228.06	
			001 - 522 20 26 000 - Uniforms			128.39	
			001 - 522 20 26 000 - Uniforms			105.39	
			001 - 522 20 26 000 - Uniforms			552.16	
			001 - 522 20 26 000 - Uniforms			320.59	
			001 - 522 20 26 000 - Uniforms			544.30	
			001 - 522 20 26 000 - Uniforms			143.35	
			001 - 522 20 26 000 - Uniforms			105.39	
4544	05/14/2025	Claims	2	204370	General Code	1,030.00	
			001 - 511 60 31 001 - Legal Publications			1,030.00	
4545	05/14/2025	Claims	2	204371	Genuine Parts Co. Inc	13.48	
			101 - 576 80 48 021 - Equipment			13.48	Unit 150
4546	05/14/2025	Claims	2	204372	Gordon Truck Centers, Inc	511.48	
			412 - 537 50 48 000 - Repairs/maint-equip			112.48	Unit 511
			412 - 537 50 48 000 - Repairs/maint-equip			399.00	Unit 511

CHECK REGISTER

City Of Sedro-Woolley

Time: 16:45:43 Date: 05/06/2025

05/14/2025 To: 05/14/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
4547	05/14/2025	Claims	2	204373	Gray & Osborne Inc	5,617.71	
					425 - 531 50 41 000 - Professional Services	5,617.71	
4548	05/14/2025	Claims	2	204374	Home Depot Credit Services	183.70	
					101 - 576 80 35 000 - Small Tools & Minor Equip	183.70	
4549	05/14/2025	Claims	2	204375	Hose Shop Inc (the)	63.52	
					401 - 594 35 64 401 - Machinery & Equip	63.52	
4550	05/14/2025	Claims	2	204376	Humane Society Of Skagit	1,666.00	
					001 - 521 20 41 021 - Humane Society	1,666.00	
4551	05/14/2025	Claims	2	204377	Insight Direct USA, Inc.	56,506.98	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	56,506.98	
4552	05/14/2025	Claims	2	204378	Int'l Inst Of Municipal Clerks	195.00	
					001 - 514 23 49 010 - Misc-Dues/Subscriptions	195.00	
4553	05/14/2025	Claims	2	204379	Kelley Create	1,745.34	
					001 - 595 10 48 000 - Repair & Maintenance	1,745.34	
4554	05/14/2025	Claims	2	204380	Johnathan Kohlman	660.00	
					001 - 512 50 41 050 - Security Services	660.00	
4555	05/14/2025	Claims	2	204381	L N Curtis & Sons	1,203.15	
					001 - 521 20 26 000 - Uniforms/Accessories	277.61	
					001 - 521 20 26 000 - Uniforms/Accessories	517.45	
					001 - 521 20 26 000 - Uniforms/Accessories	408.09	
4556	05/14/2025	Claims	2	204382	Lakeside Industries, Inc.	2,040.95	
					425 - 531 50 48 000 - Repairs/Maintenance	2,040.95	
4557	05/14/2025	Claims	2	204383	Lauts Inc dba Lautenbach Industries	1,105.65	
					412 - 537 60 47 015 - Construction Demolition Land I	244.35	Valdez
					412 - 537 60 47 015 - Construction Demolition Land I	607.50	Byk brickyard
					412 - 537 60 47 015 - Construction Demolition Land I	253.80	Valdez
4558	05/14/2025	Claims	2	204384	Deisi Leon	1,000.00	
					101 - 382 10 01 101 - Community Center Deposits	-1,000.00	
4559	05/14/2025	Claims	2	204385	Les Schwab Tire Center	6,950.06	
					001 - 521 20 48 010 - Repair & Maint - Auto	1,089.83	
					001 - 521 20 48 010 - Repair & Maint - Auto	1,707.56	Veh 269 Wilson
					412 - 537 50 48 000 - Repairs/maint-equip	1,095.44	Unit 519 tires
					412 - 537 50 48 000 - Repairs/maint-equip	2,596.50	Unit 511 tires
					412 - 537 60 47 011 - Site Recycling Disposal	196.89	Site recycle tires
					412 - 537 60 47 011 - Site Recycling Disposal	157.51	Site recycle tires
					103 - 542 30 48 010 - Repair/Maintenance-Equip	106.33	
4560	05/14/2025	Claims	2	204386	Life Assist Inc.	2,744.36	
					001 - 522 21 31 000 - Operating Supplies - Medical	174.85	
					001 - 522 21 31 000 - Operating Supplies - Medical	174.85	
					001 - 522 21 31 000 - Operating Supplies - Medical	446.96	
					001 - 522 21 31 000 - Operating Supplies - Medical	174.85	
					001 - 522 21 31 000 - Operating Supplies - Medical	856.85	
					001 - 522 21 31 000 - Operating Supplies - Medical	509.18	
					001 - 522 21 31 000 - Operating Supplies - Medical	406.82	
4561	05/14/2025	Claims	2	204387	NW Center Svcs, Inc dba Lithtex NW	224.12	
					412 - 537 80 31 000 - Operating Supplies	224.12	
4562	05/14/2025	Claims	2	204388	Mountain Law, PLLC	4,486.00	
					001 - 515 93 41 000 - Indigent Defender	4,486.00	

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4563	05/14/2025	Claims	2	204389	Walter E Nelson Co. of N. WA	1,656.51	
					401 - 535 80 31 010 - Operating Supplies	145.62	
					101 - 576 80 31 012 - Operating Sup - Hammer	1,510.89	
4564	05/14/2025	Claims	2	204390	North Hill Resources Inc	5,098.26	
					103 - 542 30 31 000 - Operating Supplies	198.92	
					101 - 576 80 31 001 - Operating Sup - Riverfront	81.53	
					101 - 576 80 31 004 - Operating Sup - Comm Center	163.05	
					101 - 576 80 31 004 - Operating Sup - Comm Center	81.53	
					101 - 576 80 48 001 - Riverfront	1,573.23	
					101 - 576 80 48 008 - North Township	1,500.00	
					101 - 576 80 48 009 - Hammer Square	1,500.00	
4565	05/14/2025	Claims	2	204391	PROCOM LLC	156.00	
					001 - 522 20 41 030 - Investigation	156.00	
4566	05/14/2025	Claims	2	204392	Pacific Landscape Architecture LLC	3,193.75	
					101 - 594 76 63 025 - Olmsted Park	3,193.75	
4567	05/14/2025	Claims	2	204393	Pape' Group, dba Pape' Machinery Inc.	21.11	
					101 - 576 80 48 021 - Equipment	21.11	Unit 135
4568	05/14/2025	Claims	2	204394	Pet Emergency Center	2,750.88	
					001 - 521 20 41 020 - Veterinary Services	2,750.88	
4569	05/14/2025	Claims	2	204395	Proforce Marketing, Inc	512.43	
					001 - 594 21 64 000 - Machinery & Equipment	512.43	
4570	05/14/2025	Claims	2	204396	ThompsonGas, LLC dba Propane Northwest	346.44	
					001 - 522 45 49 000 - Training Facilities	346.44	
4571	05/14/2025	Claims	2	204397	Protek, Inc. dba	257.23	
					401 - 535 50 48 040 - Maintenance Of Vehicles	257.23	
4572	05/14/2025	Claims	2	204398	LEPS-PSS PLLC dba Public Safety Psych	1,600.00	
					001 - 521 20 41 001 - Professional Services	1,600.00	
4573	05/14/2025	Claims	2	204399	Puget Sound Energy, Inc.	37,984.15	
					001 - 521 20 47 000 - Public Utilities	197.00	
					001 - 521 20 47 000 - Public Utilities	33.14	
					001 - 522 50 47 000 - Public Utilities	841.38	
					425 - 531 50 47 000 - Public Utilities	36.10	
					425 - 531 50 47 000 - Public Utilities	179.48	
					401 - 535 80 47 000 - Public Utilities	134.78	
					401 - 535 80 47 000 - Public Utilities	170.19	
					401 - 535 80 47 000 - Public Utilities	15,509.39	
					401 - 535 80 47 000 - Public Utilities	156.08	
					401 - 535 80 47 000 - Public Utilities	460.28	
					401 - 535 80 47 000 - Public Utilities	143.03	
					401 - 535 80 47 000 - Public Utilities	83.53	
					401 - 535 80 47 000 - Public Utilities	333.88	
					401 - 535 80 47 000 - Public Utilities	294.71	
					401 - 535 80 47 000 - Public Utilities	1,341.38	
					102 - 536 20 47 000 - Public Utilities	68.37	
					412 - 537 80 47 000 - Public Utilities	140.22	
					103 - 542 63 47 000 - Public Utilities	11,197.22	
					103 - 542 63 47 000 - Public Utilities	83.42	
					103 - 542 63 47 000 - Public Utilities	24.13	
					103 - 542 63 47 000 - Public Utilities	92.39	
					103 - 542 63 47 000 - Public Utilities	117.07	
					104 - 559 30 01 105 - Utility Payments on Redevelop	96.33	

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			101 - 576 80 47 000 - Riverfront			747.19	
			101 - 576 80 47 000 - Riverfront			271.12	
			101 - 576 80 47 000 - Riverfront			10.87	
			101 - 576 80 47 000 - Riverfront			13.10	
			101 - 576 80 47 010 - Community Center			459.39	
			101 - 576 80 47 020 - Senior Center			476.14	
			101 - 576 80 47 030 - Museum Apartments			40.33	
			101 - 576 80 47 030 - Museum Apartments			9.80	
			101 - 576 80 47 030 - Museum Apartments			26.83	
			101 - 576 80 47 040 - Train			15.99	
			101 - 576 80 47 050 - Hammer Square			161.61	
			101 - 576 80 47 051 - Bingham / Memorial			113.87	
			101 - 576 80 47 051 - Bingham / Memorial			241.86	
			101 - 576 80 47 052 - Bingham Caretaker			275.50	
			101 - 576 80 47 053 - Other Utilities			20.95	
			101 - 576 80 47 053 - Other Utilities			10.87	
			101 - 576 80 47 070 - City Hall			3,355.23	
4574	05/14/2025	Claims	2	204400	Pumptech Inc	7,027.33	
			401 - 594 35 64 401 - Machinery & Equip			7,027.33	
4575	05/14/2025	Claims	2	204401	QCC Quality Controls Corp.	437.00	
			401 - 535 80 41 000 - Professional Services			437.00	
4576	05/14/2025	Claims	2	204402	Quiring Monuments Inc	600.00	
			102 - 536 20 34 000 - Liners			300.00	
			102 - 536 20 34 000 - Liners			300.00	
4577	05/14/2025	Claims	2	204403	RH2 Engineering Inc	2,636.56	
			401 - 594 35 63 000 - Engineering Services			2,636.56	
4578	05/14/2025	Claims	2	204404	Ramaker & Associates, Inc	1,000.00	
			001 - 591 80 70 517 - Leases + Subscription IT (SBITA)			1,000.00	
4579	05/14/2025	Claims	2	204405	Reichhardt & Ebe	1,747.12	
			104 - 595 10 63 081 - Eng - John Line Rd. Bike/Ped			1,747.12	
4580	05/14/2025	Claims	2	204406	Rick's Refrigeration Inc	558.00	
			412 - 537 60 47 011 - Site Recycling Disposal			558.00	Site recycle fridges
4581	05/14/2025	Claims	2	204407	Kevin Rogerson	100.00	
			001 - 512 50 41 010 - Municipal Court Judge			100.00	
4582	05/14/2025	Claims	2	204408	Heather Romano	945.00	
			001 - 521 20 41 001 - Professional Services			456.75	
			001 - 521 20 41 001 - Professional Services			488.25	
4583	05/14/2025	Claims	2	204409	SBA Structures, LLC	639.75	
			001 - 591 28 70 001 - Lease + Subscription IT (SBITA)			319.88	
			401 - 591 28 70 401 - Leases + Subscription IT (SBITA)			319.87	
4584	05/14/2025	Claims	2	204410	Solid Waste Syst Inc dba SWS Equipment	5,151.71	
			412 - 537 50 48 000 - Repairs/maint-equip			301.50	Unit 522
			412 - 537 50 48 000 - Repairs/maint-equip			4,850.21	
4585	05/14/2025	Claims	2	204411	Scholten's Equipment Inc.	1,337.75	
			101 - 576 80 48 021 - Equipment			388.00	Unit 120
			101 - 576 80 48 021 - Equipment			949.75	
4586	05/14/2025	Claims	2	204412	Sedgwick Claims	3,754.68	
			001 - 511 60 21 001 - Industrial Insurance			2.72	
			001 - 512 50 21 001 - Industrial Insurance			3.36	
			001 - 513 10 21 001 - Industrial Insurance			6.40	
			001 - 514 23 21 001 - Industrial Insurance			27.22	
			001 - 518 80 21 001 - Industrial Insurance			9.13	

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		001 - 521 10 21 001 - Industrial Insurance				69.17	
		001 - 521 20 21 001 - Industrial Insurance				923.85	
		001 - 522 20 21 001 - Industrial Insurance				651.66	
		001 - 522 21 21 001 - Industrial Insurance				619.63	
		001 - 522 22 21 001 - Industrial Insurance				96.07	
		001 - 522 23 21 001 - Industrial Insurance				496.68	
		001 - 524 20 21 001 - Industrial Insurance				32.02	
		425 - 531 50 21 001 - Industrial Insurance				81.66	
		401 - 535 80 21 001 - Industrial Insurance				190.53	
		102 - 536 20 21 001 - Industrial Insurance				30.42	
		412 - 537 80 21 001 - Industrial Insurance				188.93	
		103 - 542 30 21 001 - Industrial Insurance				86.46	
		501 - 548 30 21 001 - Industrial Insurance				39.90	
		001 - 558 60 21 001 - Industrial Insurance				8.01	
		101 - 576 80 21 001 - Industrial Insurance				121.69	
		001 - 595 10 21 001 - Industrial Insurance				69.17	
4587	05/14/2025	Claims	2	204413	Sedro-Woolley Auto Parts Inc	1,292.02	
		001 - 521 20 31 002 - Office/Operating Supplies				13.68	
		401 - 535 50 48 060 - Maintenance Of Buildings				3.25	
		401 - 535 80 31 010 - Operating Supplies				14.70	
		412 - 537 50 48 000 - Repairs/maint-equip				54.37	Unit 518 screener
		412 - 537 80 31 000 - Operating Supplies				26.79	
		103 - 542 30 31 000 - Operating Supplies				22.02	
		103 - 542 30 31 000 - Operating Supplies				37.05	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				178.32	Patch truck
		103 - 542 30 48 010 - Repair/Maintenance-Equip				390.94	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				85.75	
		501 - 548 30 31 000 - Operating Supplies				59.17	Fleet
		101 - 576 80 35 000 - Small Tools & Minor Equip				26.93	
		101 - 576 80 48 021 - Equipment				13.35	
		101 - 576 80 48 021 - Equipment				138.30	
		101 - 576 80 48 021 - Equipment				12.59	
		101 - 576 80 48 021 - Equipment				44.86	Unit 120
		101 - 576 80 48 021 - Equipment				26.82	Unit 146
		101 - 576 80 48 021 - Equipment				22.56	Unit 139
		101 - 576 80 48 021 - Equipment				13.61	
		101 - 576 80 48 021 - Equipment				106.96	Unit 141
4588	05/14/2025	Claims	2	204414	M.T. Gehring dba Sedro-Woolley Auto	97.89	
		001 - 521 20 48 010 - Repair & Maint - Auto				97.89	
4589	05/14/2025	Claims	2	204415	Sedro-Woolley School Dist	15,613.50	
		635 - 589 30 06 635 - GMA School Impact Fees Remi				15,613.50	
4590	05/14/2025	Claims	2	204416	Skagit 911	3,015.27	
		001 - 591 20 70 522 - Leases + Subscription IT (SBITA				3,015.27	
4591	05/14/2025	Claims	2	204417	Skagit Aggregates LLC	450.54	
		103 - 542 30 31 000 - Operating Supplies				363.50	
		103 - 542 61 48 001 - Sidewalk Replacement Partners				87.04	
4592	05/14/2025	Claims	2	204418	Skagit Cnty Dept of Emerg Mgmt	10,147.19	
		001 - 525 10 41 000 - Dept Of Emerg Management				10,147.19	
4593	05/14/2025	Claims	2	204419	Skagit Cnty District Court	3,300.25	
		001 - 512 50 41 001 - District Court Surcharge				3,300.25	
4594	05/14/2025	Claims	2	204420	Skagit Cnty Information Svcs	7,351.92	
		001 - 521 20 41 050 - Spillman System				7,351.92	
4595	05/14/2025	Claims	2	204421	Skagit Cnty Public Health	5,697.75	

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			001 - 569 00 41 000		- Skagit Senior Services	5,697.75	
4596	05/14/2025	Claims	2	204422	Skagit Cnty Public Works	114.84	
			103 - 542 64 31 004		- Street Sign Materials	114.84	
4597	05/14/2025	Claims	2	204423	Skagit Cnty Sheriff Office	30,810.04	
			001 - 523 60 41 001		- Prisoner Medical	26,766.54	
			001 - 523 60 41 010		- Prisoner Transport	4,043.50	
4598	05/14/2025	Claims	2	204424	Skagit Cnty Treasurer	55,051.22	
			114 - 523 60 41 022		- Jail Sales Tax Pass Through 2/10	55,051.22	
4599	05/14/2025	Claims	2	204425	Skagit Conservation District	488.83	
			425 - 531 50 41 002		- Contracted Services	488.83	
4600	05/14/2025	Claims	2	204426	Skagit Council Of Governments	735.48	
			001 - 558 60 41 050		- SCOG	735.48	
4601	05/14/2025	Claims	2	204427	Skagit DV & SA Services	1,860.83	
			001 - 565 50 41 000		- Sk Domestic Violence	1,860.83	
4602	05/14/2025	Claims	2	204428	Skagit Farmers Supply	593.82	
			001 - 521 20 41 023		- Canine	32.24	
			401 - 535 50 48 020		- Maint Of Pumping Equip	209.54	
			401 - 535 50 48 020		- Maint Of Pumping Equip	59.45	
			103 - 542 30 31 000		- Operating Supplies	108.59	
			103 - 542 30 31 010		- Operating Supplies-Propane	42.88	
			101 - 576 80 31 001		- Operating Sup - Riverfront	17.37	
			101 - 576 80 31 100		- Fertilizer/Herbicide	26.05	
			101 - 576 80 31 100		- Fertilizer/Herbicide	26.05	
			101 - 576 80 31 100		- Fertilizer/Herbicide	71.65	
4603	05/14/2025	Claims	2	204429	PNG Media LLC, dba Skagit Publishing	780.10	
			001 - 511 60 31 001		- Legal Publications	64.56	
			001 - 558 60 41 011		- Advertising Reimbuseable	118.36	
			001 - 558 60 41 011		- Advertising Reimbuseable	279.76	
			001 - 558 60 41 011		- Advertising Reimbuseable	112.98	
			104 - 595 10 63 083		- Eng-SR 9-John Liner-McGarigle	204.44	
4604	05/14/2025	Claims	2	204430	Skagit Regional Health	720.00	
			001 - 522 20 41 010		- Prof Service-Medical Exams	180.00	
			001 - 522 20 41 010		- Prof Service-Medical Exams	540.00	
4605	05/14/2025	Claims	2	204431	Skagit Valley Family YMCA	7,700.00	
			117 - 551 00 00 117		- Affordable Housing - Operation	7,700.00	
4606	05/14/2025	Claims	2	204432	Smarsh Inc.	30,132.28	
			001 - 591 80 70 517		- Leases + Subscription IT (SBITA)	30,132.28	
4607	05/14/2025	Claims	2	204433	Smiley's Inc	900.12	
			101 - 576 80 48 021		- Equipment	900.12	
4608	05/14/2025	Claims	2	204434	Staples, Inc.	44.00	
			401 - 535 80 31 000		- Office Supplies	44.00	
4609	05/14/2025	Claims	2	204435	Stericycle	10.36	
			001 - 521 20 41 001		- Professional Services	10.36	
4610	05/14/2025	Claims	2	204436	Tacoma Screw Products Inc.	19.93	
			101 - 576 80 48 021		- Equipment	19.93 Unit 120	
4611	05/14/2025	Claims	2	204437	Teleflex LLC	665.00	
			001 - 522 21 31 000		- Operating Supplies - Medical	665.00	
4612	05/14/2025	Claims	2	204438	Jacquelynn Russell dba The Local Shop	3,389.97	

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			001 - 513 10 41 000 - Professional Services-Other			3,389.97	
4613	05/14/2025	Claims	2	204439	Thermo Fluids Inc.	137.58	
			412 - 537 60 47 011 - Site Recycling Disposal			137.58	SITE RECYCLE USED OIL
4614	05/14/2025	Claims	2	204440	WAFD Ins Grp Inc dba Thomas & Assoc	1,189.00	
			001 - 514 23 46 000 - Insurance & Bonds			1,189.00	
4615	05/14/2025	Claims	2	204441	Thompson, Guildner & Assoc, Inc P.S.	15,957.28	
			001 - 515 41 41 000 - Ext Legal-City Attorney			10,572.43	
			001 - 515 45 41 000 - Legal - Litigation			5,384.85	
4616	05/14/2025	Claims	2	204442	Transportation Solutions, Inc.	2,966.50	
			104 - 544 40 41 000 - Transportation Plan Update			2,966.50	
4617	05/14/2025	Claims	2	204443	Truck Toys Inc	237.58	
			101 - 576 80 48 021 - Equipment			237.58	
4618	05/14/2025	Claims	2	204444	HD Supply Inc, dba USA BlueBook	406.66	
			401 - 535 80 31 010 - Operating Supplies			406.66	
4619	05/14/2025	Claims	2	204445	Valvoline Instnt Oil Chg	216.93	
			001 - 521 20 48 010 - Repair & Maint - Auto			49.84	
			001 - 521 20 48 010 - Repair & Maint - Auto			56.67	
			001 - 521 20 48 010 - Repair & Maint - Auto			110.42	
4620	05/14/2025	Claims	2	204446	Caracal Enterp. LLC dba VenTek Intl	2,063.40	
			101 - 591 80 70 101 - Subscription It (SBITA) - Parks &			2,063.40	
4621	05/14/2025	Claims	2	204447	Vestis Group, Inc	64.74	
			401 - 535 80 49 000 - Laundry			8.20	
			401 - 535 80 49 000 - Laundry			8.20	
			401 - 535 80 49 000 - Laundry			8.20	
			412 - 537 80 49 000 - Misc-Laundry			8.53	
			412 - 537 80 49 000 - Misc-Laundry			8.53	
			412 - 537 80 49 000 - Misc-Laundry			8.53	
			103 - 542 30 49 000 - Misc-Laundry			4.85	
			103 - 542 30 49 000 - Misc-Laundry			4.85	
			103 - 542 30 49 000 - Misc-Laundry			4.85	
4622	05/14/2025	Claims	2	204448	WA Cities Insurance Auth	500.00	
			401 - 535 80 49 030 - Misc-Tuition/Registration			100.00	
			401 - 535 80 49 030 - Misc-Tuition/Registration			100.00	
			412 - 537 80 49 015 - Training			100.00	
			412 - 537 80 49 015 - Training			100.00	
			101 - 576 80 49 000 - Misc-Tuition/Registration			100.00	
4623	05/14/2025	Claims	2	204449	WA St Dept of Commerce	598,092.79	
			410 - 591 35 72 000 - Principal Payment - PWTF			202,081.90	
			410 - 591 35 72 000 - Principal Payment - PWTF			349,999.99	
			410 - 591 35 72 000 - Principal Payment - PWTF			38,277.87	
			410 - 592 35 83 410 - Interest Payment - PWTF			4,041.64	
			410 - 592 35 83 410 - Interest Payment - PWTF			3,500.00	
			410 - 592 35 83 410 - Interest Payment - PWTF			191.39	
4624	05/14/2025	Claims	2	204450	WA St Dept of Ecology	3,265.05	
			401 - 535 80 41 060 - DOE Discharge Permit			3,265.05	
4625	05/14/2025	Claims	2	204451	WA St Dept of Transport	2,221.40	
			104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle			789.81	
			104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle			1,431.59	

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4626	05/14/2025	Claims	2	204452	WA St Patrol	72.00	
					001 - 521 20 41 040 - Intergov Svc-Gun Permits	72.00	
4627	05/14/2025	Claims	2	204453	WEX Bank	12,048.12	
					001 - 514 23 43 000 - Meals/Travel	186.91	
					001 - 521 20 32 000 - Auto Fuel	6,384.51	
					001 - 522 20 32 000 - Auto Fuel/Diesel	3,438.72	
					425 - 531 50 32 000 - Vehicle Fuel	111.54	
					401 - 535 80 32 000 - Auto Fuel/Diesel	217.67	
					412 - 537 80 32 000 - Auto Fuel/Diesel	287.17	Fuel 525, 514
					103 - 542 30 32 000 - Auto Fuel/Diesel	514.40	
					501 - 548 30 31 001 - Auto Fuel	127.55	Fleet fuel
					101 - 576 80 32 000 - Auto Fuel/Diesel	779.65	
4628	05/14/2025	Claims	2	204454	Walters, Michael A.	954.82	
					412 - 537 80 48 000 - Repair/Maintenance	954.82	
4629	05/14/2025	Claims	2	204455	Waste Management of WA Inc.	13,878.59	
					412 - 537 60 47 010 - Curbside Recycling Disposal	13,878.59	
4630	05/14/2025	Claims	2	204456	Wesmar Company, Inc	3,870.50	
					401 - 535 80 35 020 - Solids Handling	3,870.50	
4631	05/14/2025	Claims	2	204457	West Coast Code Consultants	300.00	
					001 - 558 60 41 001 - Professional Svcs-Reimb	300.00	
4632	05/14/2025	Claims	2	204458	Whidbey Island Sign Solns, LLC	318.49	
					101 - 576 80 31 025 - Operating Sup - Olmsted Park	318.49	
4633	05/14/2025	Claims	2	204459	Witmer Public Safety Group Inc.	1,007.74	
					501 - 594 22 64 501 - Vehicles - Fire	562.51	
					501 - 594 22 64 501 - Vehicles - Fire	445.23	
4634	05/14/2025	Claims	2	204460	Woods Acquisition Corp	1,202.97	
					001 - 522 20 48 000 - Repairs/Maint-Equip	126.24	
					001 - 522 20 48 000 - Repairs/Maint-Equip	181.32	
					425 - 531 50 31 000 - Operating Supplies	527.80	
					401 - 535 50 48 040 - Maintenance Of Vehicles	56.47	
					103 - 542 30 35 000 - Small Tools/Minor Equip	175.91	
					501 - 548 30 31 000 - Operating Supplies	37.38	Fleet
					101 - 576 80 32 000 - Auto Fuel/Diesel	28.24	
					101 - 576 80 35 000 - Small Tools & Minor Equip	31.47	
					101 - 576 80 48 005 - Senior Center	27.13	
					401 - 594 35 64 001 - Portable Equipment	11.01	
4635	05/14/2025	Claims	2	204461	World Kinect Energy Services, dba	5,812.71	
					425 - 531 50 32 000 - Vehicle Fuel	75.84	
					425 - 531 50 32 000 - Vehicle Fuel	126.27	
					425 - 531 50 32 000 - Vehicle Fuel	121.07	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,811.45	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,696.69	
					412 - 537 80 32 000 - Auto Fuel/Diesel	1,860.47	
					103 - 542 30 32 000 - Auto Fuel/Diesel	120.92	
4636	05/14/2025	Claims	2	204462	Zachor, Stock & Krepps, Inc PS	9,575.00	
					001 - 515 41 41 001 - Ext Legal-Prosecutor	9,575.00	
4643	05/14/2025	Claims	2	204463	Cellco Partnership dba Verizon Wireless	3,897.68	
					001 - 513 10 42 020 - Telephone	214.65	
					001 - 514 23 42 020 - Telephone	91.67	
					001 - 518 80 42 020 - Telephone	91.67	
					001 - 521 20 42 020 - Telephone	1,406.35	
					001 - 524 20 42 020 - Telephone	135.26	

CHECK REGISTER

City Of Sedro-Woolley

Time: 16:45:43 Date: 05/06/2025

05/14/2025 To: 05/14/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		401 - 535 80 42 030 - Cell Phones				508.30	
		102 - 536 20 42 020 - Telephone				89.43	
		412 - 537 80 42 025 - Cell Phones				452.81	
		103 - 542 30 42 020 - Telephone				255.49	
		001 - 558 60 42 020 - Telephone				45.83	
		101 - 576 80 42 020 - Telephone				375.71	
		001 - 595 10 42 025 - Cell Phones				230.51	
		001 Current Expense Fund				247,740.94	
		101 Parks & Facilities Fund				33,392.84	
		102 Cemetery Fund				4,007.05	
		103 Street Fund				19,695.97	
		104 Arterial Street Fund				7,479.59	
		114 Law Enforcement Sales Tax				55,051.22	
		117 Housing and Related Services				7,700.00	
		401 Sewer Operations Fund				61,851.02	
		410 Sewer Capital Projects Reserve				598,092.79	
		412 Solid Waste Operations Fund				34,190.29	
		425 Stormwater Operations				9,407.25	
		501 Equipment Replacement Fund				3,519.03	
		505 Public Works Facility Fund				1,657.38	
		635 Custodial Fund				15,613.50	
							Claims: 1,099,398.87
		* Transaction Has Mixed Revenue And Expense Accounts				1,099,398.87	

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

APPROVED

By Kelly Kohnken at 2:02 pm, May 07, 2025

Finance Committee Member

Date

Finance Committee Member

Date

Finance Committee Member

Date

TRANSACTION JOURNAL

City Of Sedro-Woolley

Time: 15:48:16 Date: 05/08/2025

04/01/2025 To: 04/30/2025

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
3377	04/01/2025	04/30/2025	1		Ser Chge		US Bank -- Merchant Fees	537.92	APRIL 2025 US BANK MERCHANT FEES
		535 80 41 020 Collection Services				401 Sewer Operations Fund		268.96	
		514 23 41 010 Bank Fees				001 Current Expense Fund		134.48	
		537 80 41 020 Collection Services				412 Solid Waste Operations Fund		134.48	
3378	04/01/2025	04/30/2025	1		Ser Chge		US Bank -- Merchant Fees	293.30	APRIL 2025 US BANK MERCHANT FEES
		535 80 41 020 Collection Services				401 Sewer Operations Fund		146.64	
		514 23 41 010 Bank Fees				001 Current Expense Fund		72.83	
		537 80 41 020 Collection Services				412 Solid Waste Operations Fund		73.83	
3392	04/01/2025	04/30/2025	1		Ser Chge		Banner Bank	1.94	BANNER EXCESS CURR/COIN FEE
		514 23 41 010 Bank Fees				001 Current Expense Fund		1.94	
3405	04/02/2025		3		Ser Chge		City of Sedro-Woolley		Should be 12/31/2024 transactions.
3418	04/02/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	6.60	CivicRec reservation \$120 4/1, \$100 4/1
		514 23 41 008 Bank Fees - Park and F				001 Current Expense Fund		6.60	
3420	04/03/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	52.70	CivicRec reservation \$125 4/2, \$125 4/2, \$175 4/2, additional \$39.95 fee
		514 23 41 008 Bank Fees - Park and F				001 Current Expense Fund		52.70	
3428	04/02/2025	04/30/2025	1		Ser Chge		Authorize.Net	8.94	APRIL 2025 BANK FEE FOR AUTHORIZE.NET PROCESSORY FOR GOVQA PAYMENTS
		514 23 41 010 Bank Fees				001 Current Expense Fund		8.94	
3448	04/03/2025	04/30/2025	1	EFT	Ser Chge		Medical Insurance	10.00	EMS - ISTREAM NSF CHECK CHARGE
		342 60 00 000 Fire Transport Fees				001 Current Expense Fund		-10.00	
3449	04/03/2025	04/30/2025	1		Ser Chge		Payment Tech -- Service Charge	30.23	APRIL 2025 PAYMENTECH SERVICE CHARGE - BINGHAM
		576 80 41 000 Professional Services				101 Parks & Facilities Fund		30.23	
3450	04/03/2025	04/30/2025	1		Ser Chge		Payment Tech -- Service Charge	30.01	APRIL 2025 PAYMENTECH SERVICE CHARGE - RIVERFRONT
		576 80 41 000 Professional Services				101 Parks & Facilities Fund		30.01	
3451	04/03/2025	04/30/2025	1		Ser Chge		Payment Tech -- Service Charge	133.88	APRIL 2025 PAYMENTECH SERVICE CHARGE - GENERAL NON-UTILITY
		514 23 41 010 Bank Fees				001 Current Expense Fund		133.88	
3452	04/03/2025	04/30/2025	1		Ser Chge		Payment Tech -- Service Charge	3,713.12	APRIL 2025 PAYMENTECH SERVICE CHARGE - GENERAL ACCOUNT
		535 80 41 020 Collection Services				401 Sewer Operations Fund		1,856.56	
		514 23 41 010 Bank Fees				001 Current Expense Fund		928.28	

TRANSACTION JOURNAL

City Of Sedro-Woolley

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund # Vendor	Amount	Memo
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund		928.28	
3480	04/04/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	4.50	CIVICREC RESERVATION \$150.00 08.10.25 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		4.50	
3503	04/07/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	38.25	CIVICREC RESERVATION \$1275.00 04.04.25 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		38.25	
3504	04/07/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	4.50	CIVICREC RESERVATION \$150.00 04.03.25 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		4.50	
3507	04/07/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	3.75	CIVICREC RESERVATION \$125.00 04.05.25 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		3.75	
3521	04/08/2025	04/30/2025	1	EFT	Ser Chge	Fiserv., dba Cardpointe	37.20	CIVICREC FEE FOR TXN \$1140.00 04/08/25
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		37.20	
3532	04/08/2025	04/30/2025	1		Ser Chge	Xpress Bill Pay - Service Fees	2,535.91	APRIL 2025 XPRESS BILL PAY SERVICE CHARGE
		535 80 41 020 Collection Services		401	Sewer Operations Fund		1,267.95	
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund		633.98	
		514 23 41 010 Bank Fees		001	Current Expense Fund		633.98	
3614	04/11/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	18.00	CIVICREC RESERVATION FEE - RESERVATION TOTAL \$600.00
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		18.00	
3635	04/14/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	13.95	CIVICREC PAYMENT \$465.00 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		13.95	
3636	04/14/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	2.40	CIVICREC PAYMENT \$80.00 FEE
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		2.40	
3637	04/14/2025	04/30/2025	1		Ser Chge	US Bank -- Analysis Fees	1,172.70	APRIL 2025 US BANK ANALYSIS FEES
		537 80 41 020 Collection Services		412	Solid Waste Operations Fund		293.18	
		535 80 41 020 Collection Services		401	Sewer Operations Fund		586.34	
		514 23 41 010 Bank Fees		001	Current Expense Fund		293.18	
3847	04/16/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	51.75	CIVICREC RESERVATION FEE FOR PAYMENT \$1725.00 - TRANS REF#-496092287887
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund		51.75	

TRANSACTION JOURNAL

City Of Sedro-Woolley

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund #	Vendor	Amount	Memo
4019	04/18/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	32.50	CIVICREC RESERVATION SERVICE FEE FOR PAYMENT \$250.00 - TRANS REF#-496092287887
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			32.50	
4045	04/21/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	39.00	CIVICREC RESERVATION FEE FOR PAYMENT \$1300.00 - ITEM TRACE#-091000011173714
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			39.00	
4046	04/21/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	11.25	CIVICREC SERVICE FEE FOR PAYMENT \$375.00 - ITEM TRACE#-091000018423692
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			11.25	
4105	04/22/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	46.80	CIVICREC RESERVATION PAYMENT \$1460.00 FEE - ITEM TRACE#-091000013606368
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			46.80	
4123	04/23/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	15.75	CIVICREC RESERVATION FEE FOR PAYMENT \$525.00 - ITEM TRACE#-091000010044054
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			15.75	
4145	04/24/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	6.75	CIVICREC FEE FOR RESERVATION \$225.00 - ITEM TRACE#-091000011265817
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			6.75	
4178	04/25/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	38.19	CIVICREC SERVICE CHARGE FOR RESERVATION \$1272.95
		514 23 41 008 Bank Fees - Park and F		001	Current Expense Fund			38.19	
4182	04/25/2025	04/30/2025	1		Ser Chge		Laumb, Dawn & Martin		Error incorrect transaction for returned check
4194	04/25/2025	04/30/2025	1		Ser Chge		Laumb, Dawn & Martin	154.33	RETURNED CHECK/STOP PAYMENT - CHECK#- 3502
		343 50 00 000 Sewer Service Charges		401	Sewer Operations Fund			-101.55	
		343 70 00 000 Garbage/Solid Waste F		412	Solid Waste Operations Fund			-34.74	
		343 10 00 000 Stormwater Fees		425	Stormwater Operations			-18.04	
4210	04/28/2025	04/30/2025	1		Ser Chge		Fiserv., dba Cardpointe	11.25	CIVICREC RESERVATION SERVICE FEE FOR PAYMENT \$375.00 - ITEM TRACE-091000010425501

TRANSACTION JOURNAL

City Of Sedro-Woolley

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Trans	Date	Redeemed	Acct #	Chk #	Type	Receipt # InterFund # Vendor	Amount	Memo
			514 23 41 008 Bank Fees - Park and F			001 Current Expense Fund	11.25	
4211	04/28/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	4.50	CIVICREC RESERVATION SERVICE FEE FOR PAYMENT \$150.00 - ITEM TRACE#- 091000015908052
			514 23 41 008 Bank Fees - Park and F			001 Current Expense Fund	4.50	
4249	04/29/2025	04/30/2025	1		Ser Chge	Fiserv., dba Cardpointe	6.15	CIVICREC RESERVATION SERVICE FEE FOR \$105.00 - ITEM TRACE#- 091000014680313
			514 23 41 008 Bank Fees - Park and F			001 Current Expense Fund	6.15	
Records Printed: 35								
Adjustments:							0.00	
Beginning Balance:							0.00	
Revenues:							0.00	
Warrant Expenditures:							0.00	
Non Warrant Expenditures:							9,068.02	
Interfund Transfers:							0.00	
Redemptions:							0.00	
Deposits:							0.00	
Withdrawals:							0.00	
Stop Payments:							0.00	

Fund	Adjustments	Beg Bal	Revenues	War Exp	N War Exp	IT In	IT Out	Stop Pmts
001 Current Expense Fund	0.00	0.00	0.00	0.00	2,643.25	0.00	0.00	0.00
101 Parks & Facilities Fund	0.00	0.00	0.00	0.00	60.24	0.00	0.00	0.00
401 Sewer Operations Fund	0.00	0.00	0.00	0.00	4,024.90	0.00	0.00	0.00
412 Solid Waste Operations Fund	0.00	0.00	0.00	0.00	2,029.01	0.00	0.00	0.00
425 Stormwater Operations	0.00	0.00	0.00	0.00	-18.04	0.00	0.00	0.00
	0.00	0.00	0.00	0.00	8,739.36	0.00	0.00	0.00



City Council Agenda Item

Agenda Item No.: e.3.

Date: May 14, 2025

From: Dan McIlraith, Police Chief

Subject: Surplus of Tasers for Destruction

RECOMMENDED ACTION:

Motion to approve Resolution 1161-25 for the surplus of tasers for destruction.

BACKGROUND/SUMMARY INFORMATION:

In late 2023, new tasers were purchased to replace certain taser devices (X2, X26) as they were no longer supported by their manufacturer, Axon Enterprise, Inc. After thorough evaluation, these units have been deemed of no practical or financial value to the department. The specific devices in question have reached the end of their operational lifecycle, and Axon has officially discontinued support, including critical software updates, maintenance, and replacement parts. As a result, these tasers are now obsolete and cannot be safely or effectively utilized by the department.

Maintaining unsupported equipment poses a potential risk to personnel and public safety, which we aim to mitigate by ensuring that all department-issued equipment meets the highest standards of reliability and functionality. Additionally, these obsolete devices have no resale value due to their lack of manufacturer support and compliance with current operational requirements.

The destruction process will be conducted by departmental policies to ensure proper disposal and documentation. See attached Resolution 1161-25.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. Taser Destruction Letter
2. Resolution 1161-25 Surplus Taser Police



SEDRO-WOOLLEY POLICE DEPARTMENT

325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0111
Fax (360) 855-0196

To: Chief Dan McIlraith
Subject: Notification of Taser Destruction
Date: 01/01/2025

I am writing to inform you of certain taser devices (X2, X26) that are no longer supported by their manufacturer, Axon Enterprise, Inc. After thorough evaluation, these units have been deemed to hold no practical or financial value to the department.

The specific devices in question have reached the end of their operational lifecycle, and Axon has officially discontinued support, including critical software updates, maintenance, and replacement parts. As a result, these tasers are now obsolete and cannot be safely or effectively utilized by the department.

Maintaining unsupported equipment poses a potential risk to personnel and public safety, which we aim to mitigate by ensuring that all department-issued equipment meets the highest standards of reliability and functionality. Additionally, these obsolete devices have no resale or repurposing value due to their lack of manufacturer support and compliance with current operational requirements.

The destruction process will be conducted in accordance with departmental policies to ensure proper disposal and documentation. Attached to this letter is a detailed inventory of the devices slated for destruction.

Please let me know if you require any further information or if there are additional steps we need to take before proceeding with the destruction.

Sgt Derick Lowe #142

Derick Lowe
Patrol Sergeant
Sedro-Woolley Police Department

The list below are items to be destroyed.

1. X2 **S.N.:** X29004HW9
2. X2 **S.N.:** X2900CY0X
3. X2 **S.N.:** X2900CY3R
4. X2 **SERIAL NUMBER ILLEGIBLE**
5. X2 **S.N.:** X29004HRN
6. X2 **S.N.:** X2900CY0M
7. X2 **S.N.:** X2900CY10
8. X26 **S.N.:** X00-359746
9. X26 **S.N.:** X00-359086
10. X26 **S.N.:** X00-586143
11. X26 **S.N.:** X00-580865
12. X26 **S.N.:** X00-359098
13. X26 **S.N.:** X00-359047
14. X26 **S.N.:** X00-306753
15. X26 **S.N.:** X00-359085
16. X26 **S.N.:** X00-359048
17. X26 **S.N.:** X00-358943
18. X26 **S.N.:** X00-359976

RESOLUTION NO. 1161-25

A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY DECLARING CERTAIN PROPERTY AS SURPLUS AND AUTHORIZING ITS DISPOSITION

WHEREAS, the equipment identified and listed below has been determined by the Police Chief to no longer be critical to the City of Sedro-Woolley's needs or operational use, and

WHEREAS, the City Council of the City of Sedro-Woolley has determined that it is in the best interest of City to declare as surplus the equipment, and

WHEREAS, The City Council is authorized to declare as surplus those items no longer deemed to be necessary to the City's service requirements under RCW 35A.11.020 and

WHEREAS, the City Council delegates to the Police Chief the authority to dispose of the property by destruction.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY AS FOLLOWS:

Section 1. The City Council does hereby declare the following to be surplus:

Model	Serial Number
Taser X2	X29004HW9
Taser X2	X2900CY0X
Taser X2	X2900CY3R
Taser X2	SERIAL NUMBER ILLEGIBLE
Taser X2	X29004HRN
Taser X2	X2900CY0M
Taser X2	X2900CY10
X26	X00-359746
X26	X00-359086
X26	X00-586143
X26	X00-580865
X26	X00-359098
X26	X00-359047
X26	X00-306753
X26	X00-359085
X26	X00-359048
X26	X00-358943
X26	X00-359976

PASSED by majority vote of the members of the Sedro-Woolley City Council this 14th day of May 2025

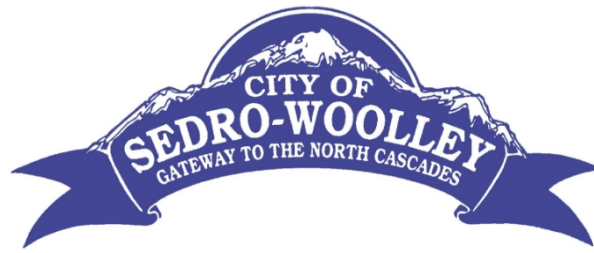
Julia Johnson, Mayor

Attest:

Kelly Kohnken, Finance Director

Approved as to form:

Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: e.4.

Date: May 14, 2025

From: Dan McIlraith, Police Chief

Subject: Police Duty Firearms Purchase

RECOMMENDED ACTION:

Motion to approve the purchase of new department firearms, Springfield Echelon, to replace the Sig Sauer P320 for the amount of \$22,530.45.

BACKGROUND/SUMMARY INFORMATION:

In October 2024, the Washington State Criminal Justice Training Commission (WCJTC) sent a notice referencing a safety concern with the Sig Sauer P320. That notice instituted an immediate temporary prohibition on this firearm being allowed at WCJTC training facilities. In February 2025, the decision was made final that this firearm would continue to be prohibited. This has forced the Sedro-Woolley Police Department to find a new department-issued firearm. The Springfield Echelon will fulfill the department's needs.

To help save on the financial impact of the change, we will be trading our Sig Sauer P320 to a licensed firearm dealer, Pro Force Law Enforcement, and receive credit on our invoice. Also, additional firearms no longer being used by the police department are being traded in to help with the financial impact of this decision made by WCJTC. It is estimated that Proforce Law Enforcement will provide a credit of \$14,070. That credit could end up being more or less. In addition, we have a new officer starting May 26. We are not issuing the Sig Sauer P320 to new officers for training, and the firearm's instructor needs to be trained and qualified with the firearm before training the remainder of the police department. Those two firearms are being rush-ordered for an additional cost of \$2670.83. The transition should be relatively seamless, as we will still have red dot technology for sights, and our current gun-mounted flashlights will fit this firearm.

FISCAL IMPACT, IF APPROPRIATE:

It is estimated that Proforce Law Enforcement will provide a credit of \$14,070. With that credit, it will still have a financial impact of \$19,859.62 plus \$2670.83. Total impact \$22,530.45.

ATTACHMENTS:

1. Stakeholder Sig Sauer P320 Handgun Notice
2. Sig Sauer Stakeholder Notice
3. Sig Sauer P320 Report February 2025
4. Springfield Echelon Firearm Purchase

5. SWPD Firearm Trade In



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica Alexander, Executive Director

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • www.cjtc.wa.gov

October 17, 2024

ELECTRONICALLY DELIVERED

Dear Esteemed Stakeholders:

The purpose of this letter is to share an immediate action item that may affect your agency.

The Washington State Criminal Justice Training Commission (WSCJTC) has become aware of a serious safety concern with the Sig Sauer P320. Recently during a Basic Law Enforcement Academy (BLEA) firearms training, a student experienced a premature discharge with their agency issued firearm. This incident led our staff to discover a similar premature discharge occurring in Washington this year, therefore, out of an abundance of caution, the WSCJTC will not authorize the use of the Sig Sauer P320 in our agency-owned or contracted training facilities until further notice. Please know this decision was made with the health and safety of our staff and students in mind.

The WSCJTC would like to share a couple of articles ([The Trace](#), [NPR](#)) referencing the actions filed against the manufacturer since 2017 and those with judgments against them. As a result, the WSCJTC will be filing a report with the Department of Labor and Industries to assist in investigating our concerns. Additionally, the WSCJTC will assemble a workgroup consisting of firearms staff and impacted stakeholder personnel to research this issue in greater detail.

I understand that this decision comes with little notice and may have a financial impact on your agency. I appreciate your understanding and support.

If you should have any questions, please do not hesitate to contact me at Jerrell.Wills@cjtc.wa.gov or (206) 835-7365, or Applied Skills Training Division Manager Chris Travis, at Chris.Travis@cjtc.wa.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jerrell C. Wills", is written over a light blue horizontal line.

Jerrell C. Wills
Deputy Director

cc: Monica A. Alexander, Executive Director
Henry F. Gill, Firearms Program Manager
Christopher P. Travis, Applied Skills Training Division Manager



WASHINGTON STATE CRIMINAL JUSTICE TRAINING COMMISSION

Monica Alexander, Executive Director

19010 1st Avenue South • Burien, WA 98148 • Phone: 206-835-7300 • www.cjtc.wa.gov

February 24, 2025

ELECTRONICALLY DELIVERED

Dear Esteemed Stakeholders:

Since the October 2024 temporary prohibition of Sig Sauer's P320, M17, and M18 firearms, the Washington State Criminal Justice Training Commission (WSCJTC) established a workgroup, who reviewed numerous reports of un-commanded discharge incidents and civil proceedings involving Sig Sauer's P320, M17, and M18 firearms. The WSCJTC workgroup, consisting of criminal justice agency stakeholders, firearms industry representatives, Sig Sauer representatives, and WSCJTC staff, met to discuss the array of publicly sourced information and court filings, resulting in the production of a report (attached), which guided me in making my final determination.

After reviewing the report and associated records, and carefully considering the safety of our staff, students, and guests, I found sufficient information to prohibit the current Sig Sauer P320, M17, and M18 firearms from all properties owned or leased by the WSCJTC, indefinitely.

- ***This prohibition includes all WSCJTC sponsored training and special event facilities (owned or leased).***

As the Executive Director of the WSCJTC, I empathize with the budgetary impacts of this decision, but must prioritize the safety of every person working, training, or visiting WSCJTC by continuing this prohibition. In accordance with WSCJTC's commitment to transparency, I have attached the report, with imbedded links, to the content I reviewed, and upon which relied, in reaching this decision.

To request additional records, visit [WSCJTC Public Records Request](#). Please contact Assistant Director Dave Miller at dave.miller@cjtc.wa.gov or (206) 945-5872, or Deputy Director Jerrell Wills at jerrell.wills@cjtc.wa.gov or (206) 835-7365, should you have any questions.

I would like to thank each participating stakeholder agency for supporting this process, and for providing their subject matter experts who contributed their time, knowledge, experience and dedication to each discussion.

Sincerely,

A handwritten signature in black ink, appearing to read "Monica Alexander", is positioned above the printed name.

Monica A. Alexander
Executive Director

Enclosure

cc: Henry Gill, Firearms Program Manager
Dave Miller, Assistant Director, Training Bureau
Marisa Peer, Human Resources & Risk Manager
Christopher Travis, Division Manager, Applied Skills Training Division
Jerrell C. Wills, Deputy Director

SIG SAUER P320 PISTOL REPORT

February 2025

Washington State
Criminal Justice Training Commission



Workgroup Chair: Asst. Director of Training Bureau, Dave Miller

Workgroup Co-Chair: Confidential Asst. to Training Bureau, Sacheie Coaxum

Report: Deputy Director Jerrell Wills

Reviewed: Confidential Asst. to Deputy Director, Crystal Hice

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Washington State Criminal Justice Training Commission

Established in 1974, the Washington State Criminal Justice Training Commission (WSCJTC) trains law enforcement, corrections officers, and many other public safety professionals. WSCJTC's mission is to establish certification and training standards which are legally defensible and scientifically valid to ensure criminal justice professionals in Washington State have the knowledge and skills to safely protect the communities they serve.

The WSCJTC facilitates firearms training for the Basic Law Enforcement Academy (BLEA), advanced firearms certification, Law Enforcement Officers Safety Act (LEOSA) certification, Special Weapons and Tactics (SWAT) training, Patrol Tactics training as well as Armed Private Security.

Problem Statement

The WSCJTC experienced a critical safety issue with a Sig Sauer P320 during Fall 2024 BLEA training. There is an abundance of information, not all credible, circulating through the public sphere, regarding safety issues with the Sig Sauer P320. It is imperative that this report reflect the best intentions and objective efforts to discern between fact and fiction. Providing a comprehensive overview of the event, in contrast to some of the publicly available information, will be the basis for the Workgroup discussions and essential insights to assist Executive Director Alexander reach the most logical resolution.

Terminology & Definitions

For the purposes of this report, the terms **unintentional discharge** and **un-commanded discharge** are as follows:

- An **unintentional discharge/negligent discharge/accidental discharge** occurs when a firearm is discharged accidentally, typically due to unsafe handling or failure to follow proper safety measures and protocols. It involves the firing of a gun without the shooter intending for it to happen, often resulting from a failure to maintain control, poor judgment, or unsafe handling practices. While the terms are sometimes used interchangeably, each implies a failure to follow fundamental firearms safety rules, resulting in the actuation of the trigger.
- An **un-commanded discharge** refers to the unintended firing of a firearm **without** the explicit actuation of the trigger.

Workgroup Members & Dates of Participation

- Bellevue Police Dept., Officer Anthony Felder; Oct. 28, 2024 and Nov. 13, 2024
- Kirkland Police Dept., Lt. Troy Knafla; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Kitsap County Sheriff's Office, Sgt. Stan Langlow; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Lacey Police Dept., Sgt. Jeremy Knight; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Marysville Police Dept., Off. Derek Oates; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Marysville Police Dept., Chief of Police and WSCJTC Commissioner Eric Scairpon; Nov. 13, 2024
- Pierce County Sheriff's Dept., Deputy Lincoln Hales; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Proforce Rep. – Company that supplies equipment to law enforcement, military, and other first responders, Mike Russell; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Renton Police Dept., Sergeant Quinton Tibeau; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Setracon Inc. - Enterprise Security Risk Mgmt. Svcs., Jeff Slotnick; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Sig Sauer Representative, Eric Finkelman; November 13, 2024
- Sig Sauer Representative, Jason Bledsoe; November 13, 2024
- Sig Sauer Representative, Keith Gibson; November 13, 2024
- Sig Sauer Representative, Louis Graziano; November 13, 2024
- Sig Sauer Representative, Thomas Mechling; November 13, 2024
- Spokane Police Dept./WSCJTC NE Corp. Cory Lyons; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Spokane Police Dept./WSCJTC NE Lt. Jake Jensen; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WA State Parks & Rec., Asst. Chief Ryan Green; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Applied Skills Training Div. Mgr., Chris Travis; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Conf. Secretary Sacheie Coaxum (Recorder); Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Firearms Program Manager, Henry Gill; October 21, 2024 and October 28, 2024
- WSCJTC Firearms Instructor HQ's, Jarad Howard; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Firearms Instructor Jason Brunner; Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Firearms Instructor, Kyle Cline; November 25, 2024
- WSCJTC Firearms Instructor, Steve Mathisen; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Regional Staff, Michael Russey; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Regional Commander, Paul Bakala; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Regional Staff, Lt. Tim Morgan; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Risk Manager, Marisa Peer; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- WSCJTC Train. Bureau Asst. Cmndr., Dave Miller, Oct. 21, 2024, Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024
- Yakima Police Dept., Rangemaster Ed Levesque; Oct. 28, 2024, Nov. 13, 2024, and Nov. 25, 2024

Event Summary

*On October 9, 2024, BLEA class #901 was participating in a firearms shooting drill at the Northeast Regional Academy located at the Spokane Police Department's shooting range. As the Recruit drew their firearm (Sig Sauer P320) to engage the course of fire, their gun immediately self-discharged, more commonly or accurately referred to as an **un-commanded discharge**. The bullet from the Recruit's Sig Sauer P320 struck behind the firearms shooting drill group in the concrete ground. Bullet fragments struck an instructor and another recruit in their lower extremities as they were standing behind the Recruit. All firing was ceased to check for injuries and determine the cause of the discharge. The Recruit reported that as they drew their gun, "I was indexed and the back plate of the slide on my Sig P320 bumped into my vest, self-discharging" which was supported by the firearms instructor who was standing behind the Recruit. The firearms instructor's summary states, that they observed the Recruit during the course of fire, and upon the command to fire, the Recruit's "weapon immediately fired while he was drawing the weapon." The firearms instructor also stated they, "immediately looked at the Recruit's trigger finger and it was not on the trigger or in the trigger guard." The firearms range staff inspected both the Recruit's gun and holster, and then directed the Recruit to conduct several additional draws of their gun to include firing. Although no additional issues were detected, the Recruit was prohibited from using their Sig Sauer P320 in firearms training.*

Process Summary

On October 17, 2024, the WSCJTC distributed a statewide notice to stakeholders. The notice summarized the shooting incident which occurred at the WSCJTC's Northeast Regional Academy and declared the use and carrying of the Sig Sauer P320 would be temporarily prohibited on all owned and leased properties to the WSCJTC. This action was taken out of an abundance of caution for staff, instructors, and recruits. Immediately following the stakeholder notification, the WSCJTC assembled a Workgroup to research the numerous online safety accounts (locally and nationally), as well as litigation and civil judgments associated with the Sig Sauer P320s alleged **unintentional discharge** and **un-commanded discharge** events.

- *Confirmed similarities to the Sig Sauer P320, resulted in the Sig Sauer M17 and M18 to also be prohibited*

Workgroup Content Summary and Considerations

On October 21, 2024, the WSCJTC hosted the first of four virtual Workgroup discussions. The Workgroup members consisted of interested stakeholders, representatives from the firearms sales and distribution industry, and WSCJTC staff. In addition to discussions involving Workgroup members, representatives from Sig Sauer requested and were granted an opportunity to present to the Workgroup during the November 13, 2024, virtual meeting. During the meeting, Sig Sauer representatives presented the Workgroup with their power point presentation [SIG SAUER P320 Workgroup Presentation Recording](#) (see **Appendix A**), responded to questions, confirmed similarities of their M17 & M18 ([P320-M17](#) and [P320-M18](#)) (see **Appendix A**) platforms, and agreed to provide all content and documents shared during the presentation. The following topics were addressed or explained by the Sig Sauer representatives:

- Sig Sauer \$2.3 million lawsuit/judgment
 - **Link:** [SIG SAUER \\$2.3 million Lawsuit](#) (see **Appendix B**)
- Montville Police Department
 - **Link:** [Montville PD Incident Firing in Holster 24 July 2023](#) (see **Appendix C**)
- Milwaukee Police Department
 - **Link:** [Video shows unintended shooting injuring Milwaukee officer](#) (see **Appendix D**)
- Connersville Indiana Police Chief involuntary/accidental discharge due to foreign object
- Deployment history of Sig Sauer P320
- Drop Safe upgrade 2017
 - Chart depicting parts upgrade comparison chart
- 5-Step process to fire P320
- Factors involved in involuntary discharge claims
 - Foreign object contact trigger, where the foreign object is no longer present following discharge
 - Jarring/bumping firearm
 - Holster with wide apertures that don't fully protect the trigger area
 - Wrong/modified/damaged holster
 - Unnecessarily handling equipment
 - Lack of familiarity with the fire mechanism or safety components in a particular firearm
 - Transporting firearm in an unconventional manner
- 17-legal cases spanning 2022-2024
 - 1-judgment for the plaintiff (Sig Sauer to appeal)
- The Sig Sauer P320 (and variants, the Sig Sauer M17 and M18)
 - The Sig Sauer P320 is a modular, striker-fired, semi-automatic pistol developed by Sig Sauer, which has been adopted within the law enforcement sector since its introduction in 2014.
 - **Note:** The Sig Sauer M17 and M18 are variants of the P320. The P320 platform is a Modular Handgun System (MHS) that provides for component interchangeability.
- Sig Sauer. (n.d.). *P320 M17* [Webpage]. Sig Sauer. [P320-M17](#) (see **Appendix A**)
- Sig Sauer. (n.d.). *P320 M18* [Webpage]. Sig Sauer. [P320-M18](#) (see **Appendix A**)

The Sig Sauer representatives provided the following summary conclusion:

- The Sig Sauer P320 can ONLY fire if the trigger has been depressed (5 independent actions).
- No Sig Sauer P320 pistol ever discharged during the Sig Sauer drop testing.
- No Sig Sauer P320 pistol revealed any evidence of the Fire Control Unit (FCU) parts slippage, primer deformation, or discharge during independent laboratory testing.
- For an “involuntary discharge” to occur, three separate safety components must all fail simultaneously.
 - Primary Striker/Sear Connection
 - Secondary Sear Notch
 - Safety lock

Workgroup Summary

As introduced at the onset, the Workgroup comprised of firearms industry suppliers, WSCJTC staff and law enforcement personnel from around Washington State. There is no indication that the members from stakeholder agencies were authorized to speak on behalf of their respective agency beyond an offering of their professional opinion. The opinions opposing the prohibition to the Sig Sauer P320, M17 and M18 will be delineated as CON (against) and those in support of the prohibition will be listed as PRO (for).

CON

There was a clear theme offered by the Workgroup members against the temporary prohibition. The presentation by Sig Sauer’s representative was clear and convincing that the P320, M17, and M18 cannot fire without the trigger being pulled and the WSCJTC can provide no evidence to the contrary. Others supporting this argument suggested that using the lower legal standard of preponderance of evidence is not sufficient to prohibit the P320, M17, and M18. These members passionately argued this is not a legal argument even for a lower standard like preponderance of evidence.

Other Workgroup members concluded the WSCJTC un-commanded discharge as a mistake of the BLEA Recruit; equipment management, safety protocols, human body mechanics or other obstructions affecting the draw. In addition, they suggested that perhaps the firearms instructor needed additional training. Although not widely supported, a Workgroup member opined that the online videos are propaganda created by George Soros. Even though the members against the prohibition offered no evidence or contrary information, they passionately argued against any video depictions, news articles, civil judgments and personal testimonials from military or law enforcement personnel.

PRO

The Workgroup members in support of the temporary prohibition offered several local examples of stakeholder agencies who have discontinued authorization to carry the Sig Sauer P320, due to concerns for the un-commanded discharge. Agencies listed were: Vancouver Police Department, Clark County Sheriff's Office, and Pierce County Sheriff. A training incident which occurred during a February 2024 Park Ranger Law Enforcement Academy (PRLEA) was discussed. A Recruit was re-holstering their Sig Sauer P320, and reportedly "properly indexed" when the pistol discharged into the concrete floor of their indoor firing range.

Additionally, six military installation un-commanded discharges involving Sig Sauer P320, M17, and M18 platforms have occurred since 2021. The most significant event was documented at an Okinawa military base because of their impeccable maintenance and training records. In addition, the clear and convincing video capturing the event (only mentioned in final report) which absolved the security guard of negligence.

Included in support of the temporary prohibition is the Department of Defense (DoD) Fiscal Year 17 annual report, which outlines the results of their drop testing of the M17 and M18 variant pistols, for the Army Modular Handgun System (MHS) production award to Sig Sauer. In summary, their testing revealed "the striker struck the primer causing a discharge." Sig Sauer implemented an engineering change proposal to correct this deficiency by implementing lightweight components in the trigger group mechanism. According to the report, this fix "may have contributed to the splintering of two triggers." This report goes on to identify other solutions to the problem believed to be caused by the remedy for the drop testing discharges. This re-engineering of the trigger and lighter sear and striker is the last known public acknowledgment by Sig Sauer to customers (2017) of this program which was prompted by the DoD report.

Critical Findings

The amount of information available on the Sig Sauer P320 is abundant, which creates challenges to reach consensus *for* or *against* a prohibition. In the final analysis, the report eliminated videos and articles from private content creators since the Workgroup could not establish the veracity of the content. The report and its appendices include content and footage members could reasonably validate (police body worn cameras video, surveillance video, police and military investigative reports, traditional news publications and television outlets, civil court filings and judgments, and content from firearm manufacturer, Sig Sauer).

The decision of the WSCJTC to temporarily prohibit the use of the Sig Sauer P320, M17, or M18 was done out of an abundance of caution for the safety of our recruits and staff. We empathize with our stakeholders over the financial impacts to their agencies, and impact to BLEA recruits. For these reasons and more, the Workgroup was created to include a diverse group of individuals to share their experience and to foster dialogue and solicit information from opposing viewpoints for the Executive Director to take into consideration. Despite the argument that an un-commanded discharge is impossible, there remains an abundance of allegations of un-commanded discharges occurring around the country and world attributed nearly exclusively to the Sig Sauer P320, M17, and M18 platforms. The WSCJTC's only concern in this process is preserving the safe learning and working environment for its recruits and instructors. It is not the obligation or objective of the WSCJTC Executive Director to dispel or prove any causation, but rather to review the information collected and make the best decision for the safety and welfare of each individual passing through the owned or leased properties of the Washington State Criminal Justice Training Commission.

Appendix A

- [SIG SAUER P320 Workgroup Presentation Recording](#)
- [P320-M17](#)
- [P320-M18](#)

Appendix B

- [SIG SAUER \\$2.3 million Lawsuit](#)

Appendix C

- [Montville PD Incident Firing in Holster 24 July 2023](#)

Appendix D

- [Video shows unintended shooting injuring Milwaukee officer](#)

Additional Links for Reference

- [Memorandums, Statements regarding Northeast Regional Academy Alleged Un-Commanded Discharge](#)
- [Sig Sauer guns used by military may be firing without trigger pull: NPR](#)
- [Communication from Asst Chief Ryan Green WA State Parks to Henry Gill](#)
- [Washington State Parks Injury Report October 9 2024](#)
- [Stakeholder Notice Sig Sauer P320 Handgun](#)
- [DoD FY 17 Annual Report \(XM17/XM18 Modular Handgun System \(MHS\)\)](#)
- [Breaking: P320 Recall issued Dallas police prohibited duty till repaired](#)
- [SIG SAUER Voluntary Upgrade Notice](#)
- [SIG Voluntary Upgrade Program Media Release](#)
- [Pierce County Sheriff's Department Training Unit Research Notes](#)
- [Memo sent to Pierce County Sheriff's Department Deputies carrying P320 April 27 2023](#)
- [Sig P320 PCSD Training Unit Recommendation](#)
- [Okinawa Incident 14 FEB 2023](#)
- [Ft. Eustis Incident 08 Feb 2023](#)
- [California Incident 30 April 2023](#)
- [Leesville Louisiana Incident 15 Sep 2020](#)
- [Ft. Belvoir Virginia Incident 04 Feb 2022](#)
- [Ft. Leonard Wood Incident 02 Aug 2021](#)
- [SIG SAUER \\$2.3 Million Lawsuit](#)
- [Jarad Howard P320 Workgroup Report](#)
- [VPD P320 Trigger Issues History](#)
- [SIG P320 Handgun Transition Update](#)
- [Officer Warner Memo](#)
- [Officer Hill Memo](#)
- [SIG SAUER Response October 18 2024](#)

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JOB #	ORD. DATE	CUST.#	LOC.	SALESMAN	SHIP VIA	FRT.
NA	04/29/25	009359	A	MIKE RUSSELL	FX G-FOB ORIGIN	
QTY. ORDER	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE
14	NON-STOCK SPG LE ECHELON 4.5F 9MM PST W/ COMP 20RD MAG *SPECIAL BUILD* BASE GUN: EC9459B-U-COMP-20LE -INSTALL DPP HEIGHT SIGHTS (EC5028-3D-RET) PRIOR TO SHIPPING			578.51	EA .00	8,099.14
11	NON-STOCK SPG LE ECHELON 4.0C 9MM PST 4" DDP SGT (EC9409BDPP-3D-18LE)			567.67	EA .00	6,244.37
3	NON-STOCK SPG LE HCAT PRO OSP 9MM PST NS 1-15/2-17 RFX11(HCP9379BOSPRFX			533.06	EA .00	1,599.18
25	200691 AIM ACRO P-2 RED DOT 3.5MOA POLY BATT CAP			492.67	EA .00	12,316.75
25	EC5077-ACRO-SET SPG ECHELON ACRO VIS PLATE			17.65	EA .00	441.25
14	6360RDS-572-131 SFL 6360RDS HLST SPG ECHELON RH STX TAC W/LGT BLK			146.25	EA .00	2,047.50
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11	NON-STOCK SFL 6360RDS HLST STX TAC BLK R ECHELON 4.0" (6360RDS-1572-131)				146.25	EA .00	1,608.75
1	TRADES-WA CREDIT FOR TRADES-IF NOT SENT AS SPECIFIED, MAY BE REDUCED REFERENCE TRADES FROM QT#718589 IMPORTANT NOTICES: This quotation is based on the issuance of a department purchase order and F.E.T. form. ATF or the manufacturer may require additional forms. Sample forms may be found at: http://www.ProForceonline.com/forms.html Standard Terms are Net 30 days. If department policy does not allow for partial shipments and payments, separate purchase orders for each item will be necessary. Standard manufacturer's warranty applies to all department This quote is valid for 15 days from the date issued, pending credit approval. The shortened validity period is due to recent economic shifts and the potential for new tariffs, which may impact pricing and availability. All				14,070.00-	EA .00	14,070.00CR
COMMENT							
TERMS							

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NA	04/29/25	009359	A	MIKE RUSSELL	FX G-FOB ORIGIN	
QTY. ORDER	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE
	items are subject to manufacturer availability and potential price changes. For updated pricing after the expiration date, please contact our sales representative or our support center at (800) 367-5855.					
	ProForce Law Enforcement agrees to defend, indemnify and hold harmless its customers from claims for personal injury or property damages, to the extent arising from the negligent acts or omissions of ProForce Law Enforcement or its employees, agents or independent contractors. ORDERING INSTRUCTIONS: Please reply to your sales representative in writing to process this order or send an email to sales@proforceonline.com. For orders over \$5,000, a PO or signed quote is required to process the order.					
	Returned items are subject to 20% restocking fee. All sales are final on non-stocked/special order items IMPORTANT: To order from this quotation, please sign below.					
	Printed Name: <u>Sergeant Derick Lowe</u>					
	Date: <u>04/30/2025</u>			P.O.: <u>04-142-2025</u>		
	Signature: <u>Sgt Derick Lowe #142</u>					
	COMMENT					
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NA	04/29/25	009359	A	MIKE RUSSELL	FX G-FOB ORIGIN	
QTY. ORDER	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE
	PLEASE NOTE: WHEN SHIPPING TRADE GUNS, PLEASE SUPPLY A LETTER STATING THAT THE GUNS HAVE BEEN INSPECTED BY AN ARMORER AND THAT THEY ARE SAFE AND FUNCTIONAL. ALL CONFISCATED WEAPONS MUST BE CLEARED BY AN NCIC CHECK AND STATED ON YOUR PAPERWORK PRIOR TO SHIPPING TO PROFORCE. NO SATURDAY DELIVERIES. AN ADULT SIGNATURE IS REQUIRED. **PLEASE EMAIL THE COMPLETED TRADE WEAPONS FORM IN EXCEL FORMAT PRIOR TO SHIPPING THE TRADES TO PROFORCE LAW ENFORCEMENT.** **NOTE: PROFORCE LAW ENFORCEMENT DOES NOT ACCEPT CLASS III WEAPONS TRADES. PLEASE DO NOT SHIP ANY CLASS III WEAPONS TO PROFORCE REGARDLESS OF THE CIRCUMSTANCES.** IMPORTANT: TRADE GUNS ARE TO BE DELIVERED AT THE DEPARTMENT'S EXPENSE WITHIN 45 DAYS OF ACCEPTANCE OF NEW PRODUCT. DELIVERY ADDRESS TO BE PROVIDED BY PROFORCE INSIDE SALES REPRESENTATIVE. PLEASE CONFIRM ADDRESS BEFORE SHIPPING TRADES.					
	COMMENT FOR: DEREK LOWE			SALES AMOUNT		18,286.94
	BY: DANNY GONZALES			8.600% SALES TAX		1,572.68
	TERMS DUE NET 30 DAYS			SUB TOTAL		19,859.62



SEDRO-WOOLLEY POLICE DEPARTMENT

325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0111
Fax (360) 855-0196
Chief Daniel McIlraith

SUBJECT: Purchase Request

Date: 04/30/2025

PROFORCE LAW ENFORCEMENT
2625 Stearman Rd Ste A
Prescott, AZ 86301

TO WHOM IT MAY CONCERN:

Our department / agency is purchasing the following firearm(s) for official department use only. I certify that the firearm(s) purchased are not for transfer or resale.

The firearm(s) to be purchased is/are listed below:

Agency ORI# WA0290300

Quantity	Manufacturer	Specific Model and Description
14	Springfield	NON-STOCK 578.51 EA 8,099.14 SPG LE ECHELON 4.5F 9MM PST W/ .00 COMP 20RD MAG *SPECIAL BUILD* BASE GUN: EC9459B-U-COMP-20LE
11	Springfield	SPG LE ECHELON 4.0C 9MM PST 4" .00 DDP SGT (EC9409BDPP-3D-18LE)
3	Springfield	SPG LE HCAT PRO OSP 9MM PST NS .00 1-15/2-17 RFX11(HCP9379BOSPRFX)

Chief Dan McIlraith

Chief Sedro-Woolley Police Department

Date: 4/30/2025

Chief Sedro-Woolley Police Department

Please Bill To:

Sedro-Woolley Police Department
325 Metcalf St
Sedro-Woolley WA 98284

Please Ship To:

Sedro-Woolley Police Department
Attn: Sergeant Derick Lowe
325 Metcalf St
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SEDRO WOOLLEY WA 98284

SHIP
TOSEDRO WOOLLEY POLICE DEPT
ATTN: DERICK LOWE
325 METCALF STREET
SEDRO WOOLLEY WA 98284

360-855-0196

JOB #	ORD. DATE	CUST.#	LOC.	SALESMAN	SHIP VIA		FRT.
NA	04/29/25	009359	A	MIKE RUSSELL	FX G-FOB ORIGIN		
QTY. ORDER	ITEM NO./DESC.				UNIT PRICE	UOM DISC.	NET PRICE
1	NON-STOCK SPG LE ECHELON 4.5F 9MM PST W/ COMP 20RD MAG *SPECIAL BUILD* BASE GUN: EC9459B-U-COMP-20LE -INSTALL DPP HEIGHT SIGHTS (EC5028-3D-RET) PRIOR TO SHIPPING				578.51	EA .00	578.51
1	NON-STOCK SPG LE ECHELON 4.0C 9MM PST 4" DDP SGT (EC9409BDPP-3D-18LE)				567.67	EA .00	567.67
2	200691 AIM ACRO P-2 RED DOT 3.5MOA POLY BATT CAP				492.67	EA .00	985.34
2	EC5077-ACRO-SET SPG ECHELON ACRO VIS PLATE				17.65	EA .00	35.30
1	6360RDS-572-131 SFL 6360RDS HLST SPG ECHELON RH STX TAC W/LGT BLK				146.25	EA .00	146.25
1	NON-STOCK SFL 6360RDS HLST STX TAC BLK R ECHELON 4.0" (6360RDS-1572-131)				146.25	EA .00	146.25
COMMENT							
TERMS							

PROFORCE
LAW ENFORCEMENT

2625 Stearman Drive, Ste A, Prescott, AZ 86301
Tel: 928-776-7192 Fax: 928-445-3468
email: sales@proforceonline.com www.proforceonline.com

O R D E R

Q U O T E

QUOTE#	PAGE
719611	2
SHIP DATE	
A.S.A.P.	

SOLD
TOSEDRO WOOLLEY POLICE DEPT
325 METCALF STREET

SEDRO WOOLLEY WA 98284

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QTY. ORDER	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE
	IMPORTANT NOTICES: This quotation is based on the issuance of a department purchase order and F.E.T. form. ATF or the manufacturer may require additional forms. Sample forms may be found at: http://www.ProForceonline.com/forms.html Standard Terms are Net 30 days. If department policy does not allow for partial shipments and payments, separate purchase orders for each item will be necessary. Standard manufacturer's warranty applies to all department This quote is valid for 15 days from the date issued, pending credit approval. The shortened validity period is due to recent economic shifts and the potential for new tariffs, which may impact pricing and availability. All items are subject to manufacturer availability and potential price changes. For updated pricing after the expiration date, please contact or sales representative or our support center at (800) 367-5855. ProForce Law Enforcement agrees to defend, indemnify and hold harmless its customers from claims for personal injury or property damages, to the extent arising from the					
	COMMENT					
	TERMS					

PROFORCE
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O R D E R

Q U O T E

QUOTE#	PAGE
719611	3
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SOLD
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NA	04/29/25	009359	A	MIKE RUSSELL	FX G-FOB ORIGIN	
QTY. ORDER	ITEM NO./DESC.			UNIT PRICE	UOM DISC.	NET PRICE
	negligent acts or omissions of ProForce Law Enforcement or its employees, agents or independent contractors. ORDERING INSTRUCTIONS: Please reply to your sales representative in writing to process this order or send an email to sales@proforceonline.com. For orders over \$5,000, a PO or signed quote is required to process the order. Returned items are subject to 20% restocking fee. All sales are final on non-stocked/special order items IMPORTANT: To order from this quotation, please sign below. Printed Name: <u>Sergeant Derick Lowe</u> Date: <u>04/30/2025</u> P.O.: <u>04-142-2025</u> Signature: <u>Sgt Derick Lowe #142</u>					
	COMMENT FOR: DEREK LOWE BY: DANNY GONZALES TERMS DUE NET 30 DAYS			SALES AMOUNT 8.600% SALES TAX SUB TOTAL		2,459.32 211.51 2,670.83



SEDRO-WOOLLEY POLICE DEPARTMENT

325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-0111
Fax (360) 855-0196
Chief Daniel McIlraith

SUBJECT: Purchase Request

Date: 04/30/2025

PROFORCE LAW ENFORCEMENT
2625 Stearman Rd Ste A
Prescott, AZ 86301

TO WHOM IT MAY CONCERN:

Our department / agency is purchasing the following firearm(s) for official department.
use only. I certify that the firearm(s) purchased are not for transfer or resale.

The firearm(s) to be purchased is/are listed below:

Agency ORI# WA0290300

Quantity	Manufacturer	Specific Model and Description
1	Springfield	NON-STOCK 578.51 EA 8,099.14 SPG LE ECHELON 4.5F 9MM PST W/ .00 COMP 20RD MAG *SPECIAL BUILD* BASE GUN: EC9459B-U-COMP-20LE
1	Springfield	SPG LE ECHELON 4.0C 9MM PST 4" .00 DDP SGT (EC9409BDPP-3D-18LE)

Chief Dan McIlraith

Chief Sedro-Woolley Police Department

Date:

4/30/25

Chief Sedro-Woolley Police Department

Please Bill To:

Sedro-Woolley Police Department
325 Metcalf St
Sedro-Woolley WA 98284

Please Ship To:

Sedro-Woolley Police Department
Attn: Sergeant Derick Lowe
325 Metcalf St
Sedro-Woolley WA 98284



SPRINGFIELD PURCHASE BREAKDOWN

Item Description	Quantity	Amount
Springfield Echelon Full Size	14	\$8,099.14
Springfield Echelon Compact	11	\$6,244.37
Springfield Hellcat Pro	3	\$1,599.18
Aimpoint ACRO Red Dot	25	\$12,316.75
ACRO Plates	25	\$441.25
Safariland Holsters – Full Size	14	\$2,047.50
Safariland Holsters – Compact	11	\$1,608.75
Subtotal		\$32,356.94
Credit		– \$14,070.00
Tax		\$1,572.68
Total Payout		\$19,859.62

2025 Sedro-Woolley Police Department Trade In

#	MANUFACTURER	TYPE	CALIBER	MODEL	SERIAL NUMBER
0	PISTOLS				
1	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087894
2	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087903
3	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087889
4	SIG SAUER	PISTOL	9MM	P320 CARRY	58J0887896
5	SIG SAUER	PISTOL	9MM	P320 FULL	58K040239
6	SIG SAUER	PISTOL	9MM	P320 FULL	58H236097
7	SIG SAUER	PISTOL	9MM	P320 FULL	58H236105
8	SIG SAUER	PISTOL	9MM	P320 FULL	58K040250
9	SIG SAUER	PISTOL	9MM	P320 FULL	58K040288
10	SIG SAUER	PISTOL	9MM	P320 FULL	58H236096
11	SIG SAUER	PISTOL	9MM	P320 FULL	58H236099
12	SIG SAUER	PISTOL	9MM	P320 FULL	58H236100
13	SIG SAUER	PISTOL	9MM	P320 FULL	58H236107
14	SIG SAUER	PISTOL	9MM	P320 FULL	58H236112
15	SIG SAUER	PISTOL	9MM	P320 FULL	58H236821
16	SIG SAUER	PISTOL	9MM	P320 FULL	58H236926
17	SIG SAUER	PISTOL	9MM	P320 FULL	58K040243
18	SIG SAUER	PISTOL	9MM	P320 FULL	58K040287
19	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087885
20	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087888
21	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087896
22	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087891
23	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087892
24	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087896
25	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087898
26	SIG SAUER	PISTOL	9MM	P320 CARRY	58J087905
27	S&W	PISTOL	9MM	SHIELD	HPP2098
28	S&W	PISTOL	9MM	SHIELD	HPT0910
29	S&W	PISTOL	9MM	SHIELD	HPT0906
30	S&W	PISTOL	9MM	SHIELD	HPT1513
31	S&W	PISTOL	9MM	SHIELD	HLL4069
32	S&W	PISTOL	9MM	SHIELD	HPT0907
33	S&W	PISTOL	9MM	SHIELD	LEA2101
34	S&W	PISTOL	9MM	SHIELD	HVM5826
35	S&W	PISTOL	9MM	SHIELD	HKP4995
36	GLOCK	PISTOL	9MM	26	ADGK684
37	SIG SAUER	PISTOL	9MM	P365 MACRO	66F785795
38	SIG SAUER	PISTOL	9MM	P365 MACRO	66F785807

39	RIFLES				
40	S&W	RIFLE	5.56	M&P 25	SM23974
41	S&W	RIFLE	5.56	M&P 15	SW05280
42	S&W	RIFLE	5.56	M&P 15	SP81348
43	S&W	RIFLE	5.56	M&P 15	SP79870
44	S&W	RIFLE	5.56	M&P 15	ST30659
45	S&W	RIFLE	5.56	M&P 15	ST30818
46	S&W	RIFLE	5.56	M&P 15	ST25357
47	S&W	RIFLE	5.56	M&P 15	SP81292
48	S&W	RIFLE	5.56	M&P 15	ST57401
49	S&W	RIFLE	5.56	M&P 15	SP81346
50	S&W	RIFLE	5.56	M&P 15	SP81479
51	S&W	RIFLE	5.56	M&P 15	ST30815
52	S&W	RIFLE	5.56	M&P 15	ST30669
53	S&W	RIFLE	5.56	M&P 15	SP81494
54	SHOTGUNS				
55	REMINGTON	SHOTGUN	12 GA	870 MAG	C541684M
56	REMINGTON	SHOTGUN	12 GA	870 WING	T258229V
57	REMINGTON	SHOTGUN	12 GA	870 MAG	D277405M
58	REMINGTON	SHOTGUN	12 GA	870 MAG	D541666M
59	REMINGTON	SHOTGUN	12 GA	870 MAG	C541656M
60	REMINGTON	SHOTGUN	12 GA	870 WING	T343100V
61	REMINGTON	SHOTGUN	12 GA	870 XPRESS	X139905M
62	REMINGTON	SHOTGUN	12 GA	870 MAG	C541692M
63	REMINGTON	SHOTGUN	12 GA	870 WING	T453533V
64	MAGAZINES				
65	SIG SAUER	MAGAZINE	9MM	17 RD	Quantity #42



City Council Agenda Item

Agenda Item No.: e.5.

Date: May 14, 2025

From:

Subject: Ratification of Contract Awards as Sole Source Consultants - John Liner Arterial Improvements & SR20/Cascade Trail West Extension Phase 2A

RECOMMENDED ACTION:

A motion to approve/ratify the previously awarded Professional Service Contracts (PSA) to Reichhardt & Ebe Engineering (John Liner Arterial Improvements) and Fawcett NW (SR20/Cascade Trail West Extension Phase 2A) as sole source consultants; required when less than three submittals are received.

BACKGROUND/SUMMARY INFORMATION:

On federal projects, when less than three consultants respond to a request for qualifications, there is an additional administrative step to receive a “sole source” approval from WSDOT for the successful consultant. WSDOT has granted the sole source approvals for these two projects. The scope and fee for these PSA contracts remain unchanged from the original 2024 council actions. On the advice from the City Attorney, staff is asking Council to ratify these PSA contracts as sole source consultants.

FISCAL IMPACT, IF APPROPRIATE:

No change in fiscal impact.

ATTACHMENTS:

1. 7390(003), Sedro-Woolley, John Liner Arterial Improvements, PIF-Sole Source
2. 7390(003), Sedro-Woolley, John Liner Arterial Improvements, PIF-Sole Source

Request for Sole Source Consultant Services

Checklist for Submitting a Request for Sole Source Consulting Services (Adapted in part from a WSDOT Memorandum: Request for Consultant Services, A&E Services Project Specific Sole Source)

The following checklist must be provided with requests to use sole source consultant services, rather than competitive bid procedures, on a project:

Agency: Sedro-Woolley

Date: 04/07/2025

Project Title: John Liner Road Arterial Improvements Federal-Aid Number: STBGUM-7390(003)

1. Checklist for a Supplement to an Existing Agreement

Description of the Existing Project:

Initials	Date or N/A	Checklist Items for a Supplement to an Existing Agreement
PGL	N/A	Date the project was originally advertised.
PGL	N/A	Date the original Agreement was executed.
PGL	N/A	Completion date of the original Agreement.
PGL	N/A	Total dollar amount of the original Agreement Click here to enter text..
PGL	N/A	Date Supplemental Agreement Number 1 was executed.
PGL	N/A	Completion date of Supplemental Agreement Number 1.
PGL	N/A	Total dollar amount of Supplemental Agreement Number 1.
PGL	N/A	Describe the reason(s) for Supplemental Agreement Number 1.

(**Note:** Using an electronic form of this checklist, provide the above information for each existing Supplemental Agreement, numbering the Supplements sequentially.)

2. Checklist for Both a New Agreement and Supplement to an Existing Agreement

Initials	Date or N/A	Checklist Items – New and Supplements to Agreements
PGL	03/26/2025	Describe the proposed project for the Sole Source Agreement: John Liner Road Arterial Improvements, N Reed to Township Street/SR 9. Reconstruct John Liner Road including drainage, curbs, sidewalk, HMA, pavement markings and illumination.
PGL	03/26/2025	State the specific intended purpose of the Agreement and describe the services and/or deliverables that are needed: (Note: If two or more phases of work are anticipated, describe each phase separately.)

Initials	Date or N/A	Checklist Items – New and Supplements to Agreements
		The purpose of the agreement is to utilize Reichhardt & Ebe Engineering, Inc. (R & E) for design phase services including design engineering, plans preparation, preparation of project specifications and engineer's estimate.
PGL	03/26/2025	Date that the sole source consulting services are desired. 04/16/2025
PGL	03/26/2025	Duration of work/phase 1 of work 12 months <i>(Repeat this line for each phase of work, numbering them sequentially.)</i> Describe the funding sources of the project (including participation percentages): Federal STBGUM-7390(003) (86.5%) and Local funds (13.5%)
PGL	03/26/2025	Provide the estimated cost of the services that will be performed by the sole source consultant": \$357,204
PGL	03/26/2025	Provide the estimated cost of services to be provided by a subconsultant: \$200,534
PGL	03/26/2025	Describe the work to be performed by a subconsultant: Subconsultant work would consist of Surveying, Geotechnical services and Environmental and ROW services
PGL	03/26/2025	Provide justification for the use of sole source consultant services (i.e., how it was determined that competitive procurement is not appropriate for this project) by giving an explanation to the items listed below: RFQ was published in Skagit Valley Herald and Daily Journal of Commerce with a response due date of 03/18/2025. Only one Statement of Qualifications (SOQ) by Reichhardt & Ebe (R&E) Engineering, Inc. of Lynden, WA was received. Per WSDOT M 36-63.43 Chapter 31, with less than three firms responding to the RFQ, competition is determined to be inadequate.
PGL	03/26/2025	Describe the unique nature of the services and/or the unique qualifications, abilities or expertise of the consultant to meet the agency's needs (e.g., describe how they are highly specialized or one-of-a-kind, include other factors which may be considered, such as what is their past performance, cost effectiveness [learning curve], and /or the follow-up nature of the required services): After review of the R&E's SOQ, they are determined to be to be fully qualified to meet Sedro-Woolley's needs. The City has previous experience with R&E under projects of similar nature and complexity that R&E has been able to successfully accomplish with good past performance and cost effectiveness.
PGL	N/A	Describe other special circumstances which may be relevant, such as confidential investigations, copyright restrictions or time constraints. If time constraints are applicable, identify when the agency was on notice of the need for the services and the entity that imposed the constraints, explain the

Initials	Date or N/A	Checklist Items – New and Supplements to Agreements
		authority (if not obvious) of the entity to impose them, and provide the timelines within which the work must be accomplished. N/A
PGL	03/26/2025	Describe the availability of consultants in the location required (e.g., if the proposed consultant is the only source available in the geographical area, state the basis for this conclusion and the rationale for limiting the size of the geographical area selected): NOTE: This project was fully advertised in the Sagit Valley Herald (Paper of record) and the DJC for the required three weeks. R&E provided the only response to the advertisement for Professional Services.
PGL	03/26/2025	Disadvantaged Business Enterprise (DBE) goals may apply on a federally funded project. Explain reason(s) for waiving DBE participation goals: There is a 0% DBE goal assigned to this project for design with a 10% SBE voluntary goal. Survey, Environmental and ROW subconsultant are a DBE.

Agency

Peter Lane

Digitally signed by Peter Lane
DN: C=US, E=peter.lane@sedro-woolley.gov, O=City of Sedro-Woolley, CN=Peter Lane
Date: 2025.04.07 12:28:07-07'00'

Signature of Agency Official

4/7/2025

Date

Recommended Approval

Mehrdad Moini, PE

Region Local Programs Engineer

Digitally signed by Mehrdad Moini, PE
Date: 2025.04.07 13:46:32 -07'00'

Date

Approval

Local Programs

Date

Request for Sole Source Consultant Services

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PGL	03/26/2025	State the specific intended purpose of the Agreement and describe the services and/or deliverables that are needed: (Note: If two or more phases of work are anticipated, describe each phase separately.)

Initials	Date or N/A	Checklist Items – New and Supplements to Agreements
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PGL	N/A	Describe other special circumstances which may be relevant, such as confidential investigations, copyright restrictions or time constraints. If time constraints are applicable, identify when the agency was on notice of the need for the services and the entity that imposed the constraints, explain the

Initials	Date or N/A	Checklist Items – New and Supplements to Agreements
		authority (if not obvious) of the entity to impose them, and provide the timelines within which the work must be accomplished. N/A
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Agency

Peter Lane

Digitally signed by Peter Lane
DN: C=US, E=peter.lane@sedro-woolley.gov, O=City of Sedro-Woolley, CN=Peter Lane
Date: 2025.04.07 12:28:07-07'00'

Signature of Agency Official

4/7/2025

Date

Recommended Approval

Mehrdad Moini, PE

Region Local Programs Engineer

Digitally signed by Mehrdad Moini, PE
Date: 2025.04.07 13:46:32 -07'00'

Date

Approval

Local Programs

Date



City Council Agenda Item

Agenda Item No.: e.6.

Date: May 14, 2025

From: Charlie Bush, City Administrator

Subject: Professional Services Agreement - Family Promise - House Bill 1406 Funding

RECOMMENDED ACTION:

Authorize Mayor Johnson to enter into a professional services agreement with Family Promise for House Bill 1406 funding.

BACKGROUND/SUMMARY INFORMATION:

Staff recommends approval as these expenditures were previously approved by Council but the contracts expired before the timing of the expenditures was set to occur. Family Promise previously completed two House Bill 1406 funding contracts approved by the City Council, one in 2023 and one in 2024. Currently, the City does not have any agencies contracted to provide services under House Bill 1406.

The request from Family Promise is attached.

FISCAL IMPACT, IF APPROPRIATE:

\$20,000 of House Bill 1406 funding. This will bring the fund balance below \$10,000. Staff do not recommend additional expenditures from this fund until the fund balance recovers.

ATTACHMENTS:

1. 2025 Family Promise 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

--

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.: e.7.

Date: May 14, 2025

From: Charlie Bush, City Administrator

Subject: Professional Services Agreement Amendment - Family Promise - House Bill 1590
Operating Funds

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute a professional services agreement amendment altering the scope of the City's House Bill 1590 Operating Funds Contract with Family Promise.

BACKGROUND/SUMMARY INFORMATION:

Family Promise recently requested some additional flexibility regarding their current House Bill 1590 Operating Funds Contract. Family Promise's request is attached. Staff have no concerns with this request and recommend approval of it. Due to issues with making track changes visible, a revised Scope of Work is attached. Changed items from the original, which is also included with the email from Family Promise, are highlighted.

Family Promise Executive Director Audrea Woll will be available should there be questions about the agency's request.

FISCAL IMPACT, IF APPROPRIATE:

No additional fiscal impact.

ATTACHMENTS:

1. FP 1590 Operating Scope Change Request
2. Revised Scope of Work with Family Promise 1590 Operating 2025

Charlie Bush

From: Audrea Woll <audrea@familypromiseskagit.org>
Sent: Monday, May 5, 2025 7:01 PM
To: Charlie Bush; Tami Rowe; Erica Hanshaw
Subject: Subject: Follow-Up on 1406 and 1590 Service Funding Requests
Attachments: 2024 sedro woolley 1590 scope of work.docx

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.

Dear Charlie,

I hope this message finds you well. Following up on our conversations from a couple of weeks ago, I wanted to check in on two points:

1. Has the City Council had a chance to discuss our **1406 request for reopening down payment support**?
2. Regarding the **1590 service funding**, I've reviewed our current contract and noted the rate at which we are spending down the funding. With this in mind, I'd like to explore a couple of options with you to ensure we continue to meet our goals and better serve our community. (I attached contract)

While we are seeing positive momentum in utilizing the funds, a couple of minor language changes could help us streamline the process and make our work more flexible:

1. **Changing "shelter" to "housing"**: This adjustment would provide us with more flexibility to allocate the funds across all housing programs, which would allow us to respond more efficiently to the growing needs of the families we serve.
2. **Using Direct Client Funding for Rent**: We would like to request permission to use **direct client funding** to cover the rent at the **Grace House and Promise House** properties we operate in Sedro-Woolley. Previously, we were using **1406 funding** to cover Grace House rent, which serves up to four families at a time for up to 18 months. We also hope to add **Promise House**, which serves another three families at a time, to this funding request. As we transition to mortgage payments for Promise House in the coming months, the cost may reduce slightly.

In recent months, we've seen an increase in families requiring more intensive, daily support to become housing-ready. To address this, we've begun partnering with **PeaceHealth** and **Volunteers of America** to build stronger, more comprehensive partnerships. This collaboration will help us provide more preventative care and train new staff and volunteers to support our housing efforts.

Additionally, I wanted to check in on whether the city would be interested in receiving a report on how the **Seasonal Shelter** program went, especially since **SW 1590 funding** was used for that program as well. We've spent all but \$400 of the allocated funds. We can either move that remaining amount into another line item or save it for the start of the next season, depending on what works best for the city and the council.

My hope is to create an aggressive **spend-down plan** to ensure the remaining funds are spent by **October**. With that in mind, we would like to begin the process of submitting another **1590 Service Funding request** in **July or August**, before the current funding runs out.

Once I receive the **County awards**, I'll be able to predict the **funding gaps** we expect to face in the coming months. We anticipate seeing a **20% decrease** in funding, though we'll have a clearer picture soon.

Thank you for your time and consideration. Please let me know if this approach works for the city and the council, and if there are any other steps we need to take.

Warm regards,
Audrea Woll

--

Audrea Woll
Executive Director
Family Promise of Skagit Valley
Office 360-854-0743 Ext: 201
<http://familypromiseskagit.org>

Attachment A

Family Promise

Sedro-Woolley 2024 Scope of Work with HB 1590 Funds

Scope of Work for 1590 Funding

Family Promise of Skagit Valley is committed to addressing the critical needs of homeless families in our community, with a particular focus on residents of Sedro Woolley. Our comprehensive approach spans Homeless Prevention, Shelter Services, and Seasonal Shelter support, aiming to stabilize families and reduce homelessness in alignment with local government priorities and community needs. Family Promise both locally and nationally holds a very strong success rate

Current Challenges that have left gaps in Service Funding

- **Rising Homelessness & Lack of Housing:** Escalating trends requiring immediate and sustained intervention. With an increased cost to serve
- **Need for Stability and Sustainability:** It is critical that we maintain and expand our impact without reducing service quality.

Funding Overview: Family Promise of Skagit Valley has been awarded a total of \$104,800 under the 1590 funding stream to enhance housing stability and prevent homelessness among families in Sedro-Woolley. The funding is detailed as follows:

Seasonal Shelter Funding	Total 12,000	Expected Spend down
Transportation Expenses to include gas and staff pay	2,000	3/31/25
Direct client service	10,000	3/31/25
Shelter Funding	Total 45,000	Expected Spend down
Housing Assistant 30 hrs a week	20,000	5/31/25
Direct Client Services	25,000	10/31/25
Homeless Prevention	Total 47,800	Expected Spend down
Bi-lingual case management	12,800	10/31/25
Direct Client Services	35,000	10/31/25

Exhibit A
Scope of Services

Family Promise

Sedro-Woolley 2024 Scope of Work with HB 1590 Funds

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Seasonal Housing Funding	Total 12,000	Expected Spend down
Transportation Expenses to include gas and staff pay	2,000	3/31/25
Direct client services, including rent payments	10,000	3/31/25
Housing Funding	Total 45,000	Expected Spend down
Housing Assistant 30 hours a week	20,00	5/31/25
Direct Client Services,	25,000	10/31/25

including rent payments		
Homeless Prevention	Total 47,800	Expected Spend down
Bi-lingual case management	12,800	10/31/25
Direct Client Services, including rent payments	35,000	10/31/25



City Council Agenda Item

Agenda Item No.: f.1.

Date: May 14, 2025

From: Julia Johnson, Mayor

Subject: Sedro-Woolley Building Inspector Lowell Ausmus Presentation

RECOMMENDED ACTION:

Presentation, no action recommended

BACKGROUND/SUMMARY INFORMATION:

The month of May is Building Safety Month. Cities and Counties across the U.S. are asked to recognize the importance of building safety in our communities, and the value of construction inspection that protects our residents.

FISCAL IMPACT, IF APPROPRIATE:

None applicable.

ATTACHMENTS:

1. Building Safety Presentation

Presentation to City Council: Building Safety Month 2025

Presented by R. Lowell Ausmus

☒

Introduction

Good evening, members of City Council, community leaders, and residents. Thank you for the opportunity to speak today about a critical issue that affects us all—**building safety**. Ensuring our buildings are safe is not just about compliance with codes; it's about protecting lives, preserving investments, and fostering a strong, resilient, and sustainable community.

☒

Why Building Safety Matters

1. **Protecting Lives** – Well-constructed and properly maintained buildings reduce the risk of injuries and fatalities from structural failures, fires, and natural disasters.
2. **Economic Impact** – Safe buildings attract businesses, sustain property values, and reduce financial burdens caused by damage or legal liabilities.
3. **Disaster Preparedness** – Strong building safety standards help communities withstand earthquakes, hurricanes, fires, and other emergencies.
4. **Legal & Liability Concerns** – Neglecting building safety can lead to lawsuits, increased insurance costs, and non-compliance penalties.

☒

Key Aspects of Building Safety

1. Building Codes & Compliance

- Enforcing **up-to-date building codes** ensures structures are built to withstand various hazards.
- Regular **inspections and permitting** processes prevent unsafe construction and renovations.
- **Training for contractors and inspectors** ensures consistent code enforcement.

2. Fire Safety Measures

- Installing **smoke detectors, sprinklers, and fire-resistant materials** saves lives.
- Proper **emergency exits and evacuation plans** must be in place for all buildings.
- Regular **fire safety inspections** help identify risks before they become disasters.

3. Structural Integrity & Maintenance

- **Routine inspections** of buildings ensure aging structures remain safe.
- **Addressing foundation issues, electrical hazards, and plumbing concerns** can prevent costly future repairs.

- **Building retrofits and reinforcements** improve safety in older structures.

4. Emergency Preparedness & Response

- Developing **disaster response plans** ensures residents and first responders know what to do in a crisis.
- Establishing **community-wide safety drills** improves readiness.
- Investing in **modern emergency alert systems** keeps the public informed.

☒

Local Action: What can we do locally?

1. **Strengthen Building Code Enforcement** – Ensure all structures meet or exceed safety standards.
2. **Promote Public Awareness** – Educate property owners and renters about safety requirements.
3. **Support Infrastructure Investments** – Allocate funding for inspections, retrofits, and emergency response systems.
4. **Encourage Smart Growth & Sustainable Building** – Support policies that promote durable, eco-friendly, and disaster-resilient structures.
5. **Collaboration with Experts** – Work with engineers, architects, and emergency management professionals to assess risks and improve policies.

☒

Conclusion

Building safety is not just a regulatory issue, it's a **priority for public safety**. By investing in stronger building codes, regular inspections, fire safety measures, and emergency preparedness, we can protect lives, sustain our economy, and create a more resilient community. I urge the City Council to proclaim May, 2025, as Building Safety Month in the City of Sedro-Woolley.

Thank you for your time, and I welcome any questions for discussion...



City Council Agenda Item

Agenda Item No.: g.1.

Date: May 14, 2025

From: Julia Johnson, Mayor

Subject: 2025 Building Safety Month Proclamation

RECOMMENDED ACTION:

Proclamation for Building Safety

BACKGROUND/SUMMARY INFORMATION:

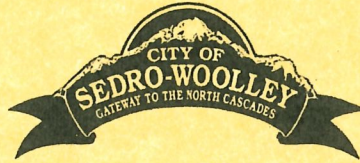
Proclamation for Building Safety

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. Formal Proclamation from Mayor Johnson



Proclamation Recognizing May as Building Safety Month

Whereas, our city is committed to recognizing that our growth and strength depends on the safety and essential role our homes, buildings and infrastructure play, both in everyday life and when disaster strikes, and;

Whereas, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, plumbers and others in the construction industry—who work year-round to ensure the safe construction of buildings, and;

Whereas, these guardians are dedicated members of the Washington Association of Building Officials and International Code Council, nonprofit organizations that bring together local, state, territorial, tribal and federal officials who are experts in the building environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

Whereas, we join in support of this effort in association with the Washington Association of Building Officials and local chapters throughout the state; representing the State of Washington in national and local matters of public safety; and

Whereas, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;

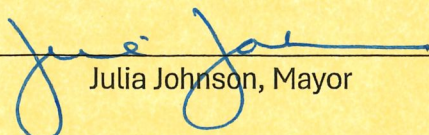
Whereas, Building Safety Month is sponsored by the Washington Association of Building Officials and International Code Council to remind the public about the critical role of our communities' largely unknown protectors of public safety—our code officials—who assure us of safe, sustainable and affordable buildings that are essential to our prosperity, and;

Whereas, "Game On!," the theme for Building Safety Month 2025, encourages us all to get involved and raise awareness about building safety on a personal, local and global scale, and;

Whereas, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local, state, tribal, territorial and federal building safety and fire prevention departments, in protecting lives and property.

NOW, THEREFORE, I, Julia Johnson, Mayor of the City of Sedro-Woolley, do hereby proclaim the month of May 2025 as Building Safety Month. Accordingly, I encourage our citizens to join with their communities in participation in Building Safety Month activities.




Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: h.1.

Date: May 14, 2025

From: Charlie Bush, City Administrator

Subject: Downtown Painting Follow-Up

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

This is follow-up from a request at the last City Council meeting about the City funding the painting of a downtown building.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: h.2.

Date: May 14, 2025

From: Charlie Bush, City Administrator

Subject: Update on Indigent Defense

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

The City recently entered into an interlocal agreement with the cities of Anacortes, Burlington, and Mount Vernon to partner on contracting for indigent defense services. The cities issued a joint Request for Qualifications (RFQ). This item will be a brief update on the process and next steps.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: j.1.

Date: May 14, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: 2025 Budget Amendment No. 1 - Ordinance 2098-25 - 1st Read

RECOMMENDED ACTION:

1st read, no action required.

Motion to approve Ordinance 2098-25, the first amendment to the 2025 budget.

BACKGROUND/SUMMARY INFORMATION:

The City passed the 2025-2026 biennial budget in November 2024. This ordinance is a routine amendment for fiscal year 2025.

General Fund

The proposed amended budget for the General Fund includes revenues exceeding expenditures by \$281,124. However, the \$541,320 in increased revenue is due to an interfund loan repayment from Fund 104 Arterial Streets. Without the loan repayment, GF expenditures exceed revenues by \$260,196. Of this amount, \$491,830 are one-time costs due to transfer to the Park and Facilities Fund (\$467,946) and a payment to the county for the jail stabilization fund (\$23,884). Excluding the interfund loan repayment revenue and the one-time expenditures, the revised surplus is \$231,634.

Description	Amendment No. 1
Revenues	15,011,844
Expenditures	14,730,720
Surplus (Deficit)	281,124
Exclude Loan Repayment	
Revenue	541,320
Revised Surplus (Deficit)	(260,196)

One-Time Costs - Pre-Authorized by Council	
Olmsted Park	352,946
Additional One-Time Costs	
Jail Stabilization	23,884
Window Privacy Film	15,000
Sally Gate	85,000
Office in Finance	15,000
Total	491,830

Revised Surplus (Deficit)	
Excluding One-Time	231,634

Summary of Budget Changes:

- Revenue: Repayment of 2024 loan \$541,320
- HR: Original budget includes part-time HR Analyst; revised budget includes full-time HR Manager beginning the second half of the year
- IT: Additional 1.0 FTE IT Workstation Support Specialist beginning the second half of the year (discussed with Finance and IT Committee on February 26, 2025)
- Police: Additional 1.0 FTE Police Officer (portion of salary paid with COPS grant for 3 years, likely hired in 2026)
- Police: Estimated impact of police labor negotiations
- Other: See full summary on attached document

Expenditure increases to the General Fund in this budget amendment, with the exclusion of one-time projects, are offset by a reduction in expenditures in other areas.

Description	Amount
Increase in GF Expenditures	487,467
One-Time Costs - Pre-Authorized -	
Olmsted Park	352,946
Additional One-Time Costs	138,884
Revised Increase (Decrease) in GF Expenditures	(4,363)

Olmsted Park General Fund Reserve Council Motions:

From the minutes from February 26, 2025 "Motion made by Councilmember Burns and seconded by

Councilmember Henderson to award the 2025 Olmsted Park site improvements and structures base bid, contract 2024-PW-04, to Excavation West Inc. of Sedro-Woolley, WA in the amount of \$2,437,616.79 (including sales tax). Plus, Alternative Bid - 1 in the amount of \$336,308.45 and Alternative Bid 2 in the amount of \$237,974.62 with funding from the Special Projects Fund of \$338,000.00 and General Fund Reserve in the amount of \$236,283.00. Motion carried (5-0)." Councilmembers Kesti and Loy were absent.

The amount was corrected on March 12, 2025 "Motion to rescind approvals for Alternative Bid 1 and Alternative Bid 2, contract 2024-PW-04, to Excavation West, Inc. made by council on February 26, 2025. Motion to award the 2025 Olmsted Park Site Improvements and Structures, Alternative Bid 1 and Alternative Bid 2, contract 2024-PW-04, to Excavation West, Inc. of Sedro-Woolley, WA, in the amount of \$331,230.00 for Alternative 1 and \$359,715.78 for Alternative 2 (including sales tax). Motion to fund Bid 1 and Bid 2 totaling \$690,945.78 with funding from the Special Project Fund in the amount of \$338,000 and General Fund reserves in the amount of \$352,945.78." Motion to approve the consent agenda was made by Councilmember Burns and seconded by Councilmember Cocke, motion carried (7-0).

Other Funds

- Fire update to ER&R
- Fuel expenses in ER&R
- Update Lodging Tax Grants
- Urinal upgrade at Skateboard Park

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

1. 2025 Budget Amendment No. 1 _Ordinance 2098-25
2. 2025_Budget Adjustments Summary_2025.05.08
3. 2025_General Fund Adjustment Summary_2025.05.08
4. 2025_Proposed Budget_2025.05.08
5. 2025_FTE Count_2025.05.08

ORDINANCE NO. 2098-25

AN ORDINANCE AMENDING ORDINANCE 2028-24 AMENDING THE BUDGET FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, FOR FISCAL YEAR 2025.

WHEREAS, the Sedro-Woolley City Council has determined that it is in the best interest of the City to amend the 2025 budget.

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

Section 1. Year 2025 of the 2025-2026 Biennial Budget, adopted by Ordinance 2028-24, and passed by the City Council on November 26, 2024, is hereby amended as set forth in this Ordinance.

Section 2. Estimated revenues and expenditures, including fund balance for each separate fund of the City of Sedro-Woolley, and aggregated totals for all such funds combined, for the 2025 are set forth in summary form below, and are hereby appropriated at the fund level as set forth in Appendix A.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 14th DAY OF MAY 2025.

ATTEST:

Julia Johnson, Mayor

Kelly Kohnken, Finance Director

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

APPENDIX A

		2025		
Fund	Description	Budgeted Revenues	Budgeted Expenditures	Excess (Deficit)
001	Current Expense Fund	15,011,844	14,730,720	281,124
002	Fire Reserve Fund	272,776	-	272,776
003	Special Projects Fund	-	801,913	(801,913)
101	Parks & Facilities Fund	4,632,550	4,592,301	40,249
102	Cemetery Fund	244,500	243,208	1,292
103	Street Fund	1,195,483	1,171,667	23,816
104	Arterial Street Fund	4,464,624	4,682,588	(217,964)
105	Library Fund	440,131	440,131	0
106	Cemetery Endowment	1,500	52,000	(50,500)
108	Lodging Tax Fund	35,000	55,500	(20,500)
109	Special Investigation Fund	1,000	1,000	-
112	Code Enforcement Fund	-	-	-
114	Law Enforcement Sales	746,461	746,461	-
115	City Council Strategic Reserve	-	-	-
116	Affordable Housing	14,000	-	14,000
117	Housing and Related Services	275,000	-	275,000
118	National Opioid	5,000	22,000	(17,000)
189	American Rescue Plan	-	-	-
205	2008 G/O Bond Fund	148,000	147,321	679
206	G/O Bond 2008 Reserve	-	-	-
301	1st 1/4% Real Estate Excise Tax Fund	305,000	638,235	(333,235)
302	2nd 1/4% Real Estate Excise Tax Fund	305,000	638,235	(333,235)
303	Building Maintenance Reserve	2,200	-	2,200
304	Transportation Benefit District	225,000	122,824	102,176
310	Police Mitigation Reserve Fund	12,000	-	12,000
311	Parks Impact Fee Reserve Fund	215,000	501,000	(286,000)
312	Fire Impact Fee Reserve Fund	45,000	-	45,000
314	Transportation Impact Fee Reserve Fund	145,000	127,187	17,813
401	Sewer Operations Fund	5,823,400	5,721,758	101,642
410	Sewer Capital Projects	813,900	748,093	65,807
412	Solid Waste Operations	4,222,000	3,920,290	301,710
413	Solid Waste Reserve Fund	126,000	-	126,000
425	Stormwater Operations	1,116,160	1,047,990	68,170
426	Stormwater Reserve Fund	-	-	-
501	Equipment Replacement Fund	1,875,372	1,364,505	510,867
505	Public Works Facility Fund	255,030	253,250	1,780
635	Municipal Court Trust	203,500.00	203,500	-
	Total	43,177,431.17	42,973,677.00	203,754.17

2025 Budget Amendment No. 1 Changes

Summarize changes from the 2025 Original Budget to the 2025 Budget Amendment No. 1

Fund	Description	Revenues			Expenditures			Notes
		Original Budget	Budget Amendment No. 1	Difference	Original Budget	Budget Amendment No. 1	Difference	
001	Current Expense Fund	14,470,524	15,011,844	541,320	14,243,253	14,730,720	487,467	Revenues: End of 2024 GF made a loan to Fund 104 Arterial Streets to cover grant reimbursement that had not been received yet. Repayment of loan in 2025. Expenditures: See additional information
002	Fire Reserve Fund	272,776	272,776	-	-	-	-	
003	Special Projects Fund	-	-	-	463,913	801,913	338,000	Projects not completed in 2024.
101	Parks & Facilities Fund	3,806,680	4,632,550	825,870	3,794,996	4,592,301	797,305	One-time projects including for Olmsted Park, window privacy, sally gate, and office in Finance. Additional minor adjustments to payroll calculations.
102	Cemetery Fund	244,500	244,500	-	244,208	243,208	(1,000)	Minor adjustments to payroll calculations.
103	Street Fund	1,195,483	1,195,483	-	1,188,667	1,171,667	(17,000)	Minor adjustments to payroll calculations.
104	Arterial Street Fund	4,464,624	4,464,624	-	4,141,268	4,682,588	541,320	Repayment of loan from General Fund.
105	Library Fund	440,131	440,131	-	440,131	440,131	-	
106	Cemetery Endowment Fund	1,500	1,500	-	52,000	52,000	-	
108	Lodging Tax Fund	35,000	35,000	-	35,000	55,500	20,500	Actual expenditures based on Lodging Tax Advisory Committee recommendation and council approval.
109	Special Investigation Fund	1,000	1,000	-	1,000	1,000	-	
112	Code Enforcement Fund	-	-	-	-	-	-	
114	Law Enforcement Sales Tax	746,461	746,461	-	746,461	746,461	-	
115	City Council Strategic Reserve	-	-	-	-	-	-	
116	Affordable Housing	14,000	14,000	-	-	-	-	
117	Housing and Related Services	275,000	275,000	-	-	-	-	
118	National Opioid Settlement	5,000	5,000	-	22,000	22,000	-	
189	American Rescue Plan Act	-	-	-	-	-	-	
205	2008 G/O Bond Fund	148,000	148,000	-	147,321	147,321	-	
206	G/O Bond 2008 Reserve Fund	-	-	-	-	-	-	
301	1st 1/4% Real Estate Excise Tax Fund	305,000	305,000	-	631,773	638,235	6,462	Skateboard Park urinal replacement
302	2nd 1/4% Real Estate Excise Tax Fund	305,000	305,000	-	631,773	638,235	6,462	Skateboard Park urinal replacement
303	Building Maintenance Reserve	2,200	2,200	-	-	-	-	
304	Transportation Benefit District	225,000	225,000	-	122,824	122,824	-	
310	Police Mitigation Reserve Fund	12,000	12,000	-	-	-	-	
311	Parks Impact Fee Reserve Fund	215,000	215,000	-	501,000	501,000	-	
312	Fire Impact Fee Reserve Fund	45,000	45,000	-	-	-	-	
314	Transportation Impact Fee Reserve Fund	145,000	145,000	-	127,187	127,187	-	
401	Sewer Operations Fund	5,823,400	5,823,400	-	5,817,758	5,721,758	(96,000)	Adjustments to payroll calculations.
410	Sewer Capital Projects Fund	813,900	813,900	-	748,093	748,093	-	

412	Solid Waste Operations Fund	4,222,000	4,222,000	-	3,946,290	3,920,290	(26,000)	Adjustments to payroll calculations.
413	Solid Waste Reserve Fund	126,000	126,000	-	-	-	-	
425	Stormwater Operations Fund	1,116,160	1,116,160	-	1,066,990	1,047,990	(19,000)	Adjustments to payroll calculations.
426	Stormwater Reserve Fund	-	-	-	-	-	-	
501	Equipment Replacement Fund	1,875,372	1,875,372	-	562,020	1,364,505	802,485	New engine and equipment for Fire originally in 2023/2024 budget but did not show up on time.
505	Public Works Facility Fund	255,030	255,030	-	253,250	253,250	-	
635	Municipal Court Trust	203,500	203,500	-	203,500	203,500	-	
	Total	41,810,241	43,177,431	1,367,190	40,132,676	42,973,677	2,841,001	

Summary of General Fund Adjustments

Revenue	
Description	Amount Increase (Decrease)
Loan Repayment	541,320

Expenditures	
Salary / Benefits Calculation Adjustment	(193,500)
Bank Fees	4,000
Professional Services: Ambulance Billing GEMT Training	(6,000)
Full Year Part-Time HR Analyst to Half Year Full-Time HR Manager, adds 0.5 FTE and benefits	29,900
HR Reductions	(13,500)
Half Year Additional 1.0 FTE for IT	49,900
Engineering Travel	(1,500)
Labor Negotiation Projections	121,000
Canine	(7,000)
Police Tuition/Registration	(5,000)
Jail Stabilization	23,884
Paramedic Overtime	(15,000)
EMT Overtime	(15,000)
Department of Emergency Management	40,500
NW Air Pollution	6,837
Transfer to Parks - One-Time Costs	467,946
Total	487,467

Increase in Expenditures Excluding Additional One-Time Costs (Jail Stabilization and Transfer to Parks)	(4,363)
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2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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001 Current Expense Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 001 General Property Taxes	1,684,373.00	1,684,373.00	0.00	100.0%
311 10 00 005 General Property Taxes - Proposition 1	1,172,224.00	1,172,224.00	0.00	100.0%
313 11 00 000 Retail Sales & Use Tax	2,128,370.00	2,128,370.00	0.00	100.0%
313 15 00 006 Sales Tax - Public Safety - City's Portion	250,770.00	250,770.00	0.00	100.0%
313 27 00 000 Affordable Housing Sales And Use Tax	0.00	0.00	0.00	0.0%
313 71 00 000 Criminal Justice Funding	387,690.00	387,690.00	0.00	100.0%
316 40 00 001 Utility Tax on Potable Water	227,910.00	227,910.00	0.00	100.0%
316 41 00 000 Utility Tax On Electricity	791,377.00	791,377.00	0.00	100.0%
316 43 00 000 Utility Tax On Natural Gas	386,604.00	386,604.00	0.00	100.0%
316 46 00 000 Utility Tax On Cable	156,132.00	156,132.00	0.00	100.0%
316 47 00 000 Utility Tax On Telephone	40,659.00	40,659.00	0.00	100.0%
316 49 31 000 Utility Tax On Stormwater	103,000.00	103,000.00	0.00	100.0%
316 49 35 000 Utility Tax On Sewer	503,070.00	503,070.00	0.00	100.0%
316 49 37 000 Utility Tax On Solid Waste	400,000.00	400,000.00	0.00	100.0%
316 81 00 000 Gambling Tax	60,460.00	60,460.00	0.00	100.0%
317 20 00 000 Leasehold Excise Tax	95,394.00	95,394.00	0.00	100.0%
318 11 00 000 Admissions Tax	10,379.00	10,379.00	0.00	100.0%
310 Taxes	8,398,412.00	8,398,412.00	0.00	100.0%
320 Licenses & Permits				
321 10 00 000 Speciality Business Licenses	2,183.00	2,183.00	0.00	100.0%
321 91 00 000 Franchise Fees	123,726.00	123,726.00	0.00	100.0%
321 99 00 000 General Business Licenses	59,827.00	59,827.00	0.00	100.0%
322 10 01 000 Planning Permits	7,416.00	7,416.00	0.00	100.0%
322 10 02 000 Engineering Permits	11,517.00	11,517.00	0.00	100.0%
322 10 03 000 Building Permits	311,622.00	311,622.00	0.00	100.0%
322 10 04 000 Fire Permits	8,874.00	8,874.00	0.00	100.0%
322 90 00 000 Gun Permits	9,220.00	9,220.00	0.00	100.0%
322 90 10 000 Garage Sale Permits	0.00	0.00	0.00	0.0%

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Revenues	Original	Proposed	Difference	Remarks
320 Licenses & Permits				
320 Licenses & Permits	534,385.00	534,385.00	0.00	100.0%
330 Intergovernmental Revenues				
331 16 60 000 DOJ Grant - Bulletproof Vest Program	0.00	0.00	0.00	0.0%
331 97 00 000 DHS - FEMA Assistance To Firefighters Grant	0.00	0.00	0.00	0.0%
332 90 00 000 Medicaid - GEMT Program	0.00	0.00	0.00	0.0%
332 92 10 000 COVID-19 Non-Grant Assistance	0.00	0.00	0.00	0.0%
332 93 40 000 GEMT Payment Program - Medicare	425,000.00	425,000.00	0.00	100.0%
333 11 00 001 Federal Indirect Grant From Department Of Commerce	0.00	0.00	0.00	0.0%
333 16 58 800 STOP Grant	0.00	0.00	0.00	0.0%
333 20 60 000 Traffic Safety Grant - WASPC	0.00	0.00	0.00	0.0%
333 20 61 600 Traffic Safety - Misc	0.00	0.00	0.00	0.0%
333 66 00 000 Ecology Grant - Planning	0.00	0.00	0.00	0.0%
333 97 00 522 Federal Indirect Grant From Department Of Homeland Security	0.00	0.00	0.00	0.0%
334 00 10 000 Legislature & Its Committees	0.00	0.00	0.00	0.0%
334 00 30 000 Secretary Of State - Technology Grant	0.00	0.00	0.00	0.0%
334 00 80 001 State Direct/Indirect Grant From Department Of Licensing - WA Fed of Animal	0.00	0.00	0.00	0.0%
334 01 10 001 State Direct/Indirect Grant From Criminal Justice Training Commission	5,000.00	5,000.00	0.00	100.0%
334 01 20 000 State Grant From Other Judicial Agencies	0.00	0.00	0.00	0.0%
334 01 80 517 State Grants - State Direct/Indirect Grant From Military Department - Cybersecurity	0.00	0.00	0.00	0.0%
334 03 10 001 Grant From Department Of Ecology	0.00	0.00	0.00	0.0%

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Revenues	Original	Proposed	Difference	Remarks
330 Intergovernmental Revenues				
334 04 20 001 State Direct/Indirect Grant From Department Of Commerce	250,000.00	250,000.00	0.00	100.0%
334 04 60 000 DSHS CSEC Grant	0.00	0.00	0.00	0.0%
334 04 90 000 Health Dept - Trauma Grant	0.00	0.00	0.00	0.0%
334 05 10 001 State Direct/Indirect Grant From Office Of Superintendent Of Public Instruction (OSPI)	0.00	0.00	0.00	0.0%
334 06 90 000 L&I Stay At Work Grant	0.00	0.00	0.00	0.0%
336 00 98 001 City Assistance	74,012.00	74,012.00	0.00	100.0%
336 00 99 000 Streamlined Mitigation Pmts	0.00	0.00	0.00	0.0%
336 06 20 000 MVET Criminal Justice-Hi Crime	0.00	0.00	0.00	0.0%
336 06 21 000 MVET Criminal Justice-Pop	5,232.00	5,232.00	0.00	100.0%
336 06 26 000 Criminal Justice Special Pro	18,312.00	18,312.00	0.00	100.0%
336 06 26 001 LE & CJ Legislative One Time Cost	0.00	0.00	0.00	0.0%
336 06 41 001 Marijuana Enforcement	0.00	0.00	0.00	0.0%
336 06 42 001 Marijuana Excise Tax	37,124.00	37,124.00	0.00	100.0%
336 06 51 000 MVET Criminal - DUI	1,000.00	1,000.00	0.00	100.0%
336 06 94 000 Liquor Excise Tax	85,805.00	85,805.00	0.00	100.0%
336 06 95 000 Liquor Board Profits	96,400.00	96,400.00	0.00	100.0%
337 20 00 000 Skagit Co Economic Development	0.00	0.00	0.00	0.0%
337 26 00 000 EMS Levy Fees - Skagit County	1,625,794.00	1,625,794.00	0.00	100.0%
337 26 00 522 Local Grant - EMS Discretionay	0.00	0.00	0.00	0.0%
337 30 00 000 Administrative Office Of The Court	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	2,623,679.00	2,623,679.00	0.00	100.0%
340 Charges For Goods & Services				
341 22 00 000 District/Municipal Court Civil Filings	0.00	0.00	0.00	0.0%
341 32 02 000 District/Municipal Court Records Services	0.00	0.00	0.00	0.0%

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001 Current Expense Fund

Revenues	Original	Proposed	Difference	Remarks
340 Charges For Goods & Services				
341 33 02 000 Reimbursement Of Warrant Costs	1,577.00	1,577.00	0.00	100.0%
341 33 03 000 Administration Fee Collected	4,709.00	4,709.00	0.00	100.0%
341 43 01 000 NSF/Garnishment Fees	0.00	0.00	0.00	0.0%
341 70 00 000 Address Signs	2,111.00	2,111.00	0.00	100.0%
341 70 00 001 Land Use Signs	338.00	338.00	0.00	100.0%
341 81 00 000 Copying, Postage, Envelopes	4,996.00	4,996.00	0.00	100.0%
341 91 00 000 Election Candidate Filing	0.00	0.00	0.00	0.0%
341 94 00 000 Purchasing Services	3,191.00	3,191.00	0.00	100.0%
342 10 00 000 Law Enforcement Services	43,816.00	43,816.00	0.00	100.0%
342 10 00 001 Dog Fees	2,663.00	2,663.00	0.00	100.0%
342 10 00 002 Breathalyzer Fees	0.00	0.00	0.00	0.0%
342 21 00 000 Fire Control Services	1,147.00	1,147.00	0.00	100.0%
342 21 00 001 Fire Training Center Fees	4,443.00	4,443.00	0.00	100.0%
342 21 00 002 Fire Protection FD#8	567,000.00	567,000.00	0.00	100.0%
342 21 00 003 Fire Protection Payment	0.00	0.00	0.00	0.0%
342 21 00 004 Fire Protection EMS	0.00	0.00	0.00	0.0%
342 21 00 005 Fire Training Hub Reimb-Skagit County	21,512.00	21,512.00	0.00	100.0%
342 21 00 006 EMS Ambulance Equalization	0.00	0.00	0.00	0.0%
342 30 00 000 Criminal Conviction Fees	1,846.00	1,846.00	0.00	100.0%
342 33 00 000 Adult Probation Charges	4,953.00	4,953.00	0.00	100.0%
342 40 02 000 Engineering Inspections	24,240.00	24,240.00	0.00	100.0%
342 40 03 000 Building Inspections	21,543.00	21,543.00	0.00	100.0%
342 40 04 000 Fire Inspections	4,048.00	4,048.00	0.00	100.0%
342 50 00 000 Disaster Preparation Services	0.00	0.00	0.00	0.0%
342 60 00 000 Fire Transport Fees	926,114.00	926,114.00	0.00	100.0%
342 60 00 001 Transport Billing Fees - City Of Burlington	43,000.00	43,000.00	0.00	100.0%
345 83 00 001 Planning Review Fees	11,591.00	11,591.00	0.00	100.0%
345 83 00 002 Engineering Review Fees	11,354.00	11,354.00	0.00	100.0%
345 83 00 003 Building Review Fees	322,207.00	322,207.00	0.00	100.0%
345 83 00 004 Fire Review Fees	2,819.00	2,819.00	0.00	100.0%
345 83 00 005 Hearing Examiner Fees	492.00	492.00	0.00	100.0%

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Revenues	Original	Proposed	Difference	Remarks
340 Charges For Goods & Services				
345 85 00 001 GMA Impact Fees (School) DO NOT USE!	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	2,031,710.00	2,031,710.00	0.00	100.0%
350 Fines & Penalties				
352 30 00 000 Proof Of Motor Veh Insurance	0.00	0.00	0.00	0.0%
353 10 00 000 Traffic Infraction Penalties	18,379.00	18,379.00	0.00	100.0%
353 70 00 000 Non-traf Infr Penalties	1,372.00	1,372.00	0.00	100.0%
353 70 00 003 Code Enforcement - Bldg	13,251.00	13,251.00	0.00	100.0%
354 00 00 000 Civil Parking Infr Penalties	0.00	0.00	0.00	0.0%
354 00 01 000 Parking In Handicapped Space	0.00	0.00	0.00	0.0%
355 20 00 000 Driving Under Infl Fines	2,903.00	2,903.00	0.00	100.0%
355 80 00 000 Other Criminal Traffic Fines	4,372.00	4,372.00	0.00	100.0%
356 90 00 000 Other Crim Non-traffic Fines	1,958.00	1,958.00	0.00	100.0%
357 33 00 000 Public Defense Cost	737.00	737.00	0.00	100.0%
357 37 00 000 Sheriffs Services	0.00	0.00	0.00	0.0%
350 Fines & Penalties	42,972.00	42,972.00	0.00	100.0%
360 Interest & Other Earnings				
361 11 00 001 Investment Interest	700,000.00	700,000.00	0.00	100.0%
361 30 00 001 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 001 Sales Interest	13,164.00	13,164.00	0.00	100.0%
361 40 01 001 Court/Collections Interest	0.00	0.00	0.00	0.0%
362 00 00 000 Short Term Rental-Other	4,383.00	4,383.00	0.00	100.0%
362 50 00 000 Food Bank Lease	1,500.00	1,500.00	0.00	100.0%
367 00 00 000 Contrib/Donation-Private	0.00	0.00	0.00	0.0%
367 00 00 001 Wellness	0.00	0.00	0.00	0.0%
367 15 00 000 AWC Wellness Grant	0.00	0.00	0.00	0.0%
367 20 00 000 Contribution-Board Of Volunteers FF	0.00	0.00	0.00	0.0%
369 10 00 001 Sale Of Surplus	3,819.00	3,819.00	0.00	100.0%

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001 Current Expense Fund

Revenues	Original	Proposed	Difference	Remarks
360 Interest & Other Earnings				
369 30 00 001 Confiscated And Forfeited Property	0.00	0.00	0.00	0.0%
369 40 00 000 Other Judgments & Settlement	0.00	0.00	0.00	0.0%
369 81 00 000 Cash Adjustment-Cashier	0.00	0.00	0.00	0.0%
369 82 00 000 Court Overpayments	0.00	0.00	0.00	0.0%
369 91 00 000 Miscellaneous Income	8,000.00	8,000.00	0.00	100.0%
369 91 00 001 Public Records Request Income	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	730,866.00	730,866.00	0.00	100.0%
380 Non Revenues				
381 10 00 104 Loan Repayment from Arterial Street	0.00	541,320.00	541,320.00	0.0% December 2024 interfund loan from General Fund to Arterial Streets to cover expenditures as \$717,370.50 grant reimbursement had not been received. Repayment of loan in 2025.
381 10 41 000 Loan From Sewer Reserve	0.00	0.00	0.00	0.0%
388 10 00 001 Prior Period Adjustment	0.00	0.00	0.00	0.0%
388 80 00 000 Prior Year Correction	0.00	0.00	0.00	0.0%
389 30 00 001 DO NOT USE - Sign Deposit	0.00	0.00	0.00	0.0%
389 30 12 001 DO NOT USE - State Court	0.00	0.00	0.00	0.0%
Receipts				
389 30 15 001 DO NOT USE - County Crime Vic Witness Pro	0.00	0.00	0.00	0.0%
389 30 24 001 DO NOT USE - State Surcharge/Building Code Fees Collected	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	541,320.00	541,320.00	0.0%
390 Other Financing Sources				
395 10 00 000 Sale Of Fixed Assets	0.00	0.00	0.00	0.0%
395 20 00 000 Insurance Recoveries	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

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Revenues	Original	Proposed	Difference	Remarks
397 Interfund Transfers				
397 00 00 104 Arterial Streets Transfer	0.00	0.00	0.00	0.0%
397 00 00 230 1996 Go Bond Redempt	0.00	0.00	0.00	0.0%
Fund-closeout				
397 00 00 310 Police SEPA Transfer	0.00	0.00	0.00	0.0%
397 00 00 312 Fire Impact Fee Transfer	0.00	0.00	0.00	0.0%
397 00 00 401 Sewer Transfer - IDCA	0.00	0.00	0.00	0.0%
397 00 00 412 Solid Waste Transfer - IDCA	0.00	0.00	0.00	0.0%
397 00 00 425 Stormwater Transfer - IDCA	0.00	0.00	0.00	0.0%
397 00 01 108 Hotel Motel - Wayfinder Signs	0.00	0.00	0.00	0.0%
397 00 01 115 Transfer-in City Council Strategic	0.00	0.00	0.00	0.0%
Reserve Fund 115				
397 00 01 118 Transfer In - Opioid Settlement	7,000.00	7,000.00	0.00	100.0%
397 00 01 303 Building Maintenance Transfer	0.00	0.00	0.00	0.0%
397 00 01 305 Transfer In from Library	0.00	0.00	0.00	0.0%
Construction 305				
397 00 01 313 Public Safety Sales Tax Transfer -	0.00	0.00	0.00	0.0%
ERR Reimb				
397 00 02 189 Transfer In from ARPA	0.00	0.00	0.00	0.0%
397 00 02 302 2nd 1/4% REET Transfer	0.00	0.00	0.00	0.0%
397 00 03 000 Transfers-In - Special Projects	101,500.00	101,500.00	0.00	100.0%
397 00 03 301 1st 1/4% REET Transfer	0.00	0.00	0.00	0.0%
397 00 06 103 Transfers In from 103	0.00	0.00	0.00	0.0%
397 Interfund Transfers	108,500.00	108,500.00	0.00	100.0%
398 Insurance Recoveries				
398 10 00 001 Insurance Recoveries	0.00	0.00	0.00	0.0%
398 Insurance Recoveries	0.00	0.00	0.00	0.0%
Fund Revenues:	14,470,524.00	15,011,844.00	541,320.00	103.7%
Expenditures	Original	Proposed	Difference	Remarks

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
511 Legislative					
511 60 49 090 ICA-Support Allocation	(20,044.00)	(20,044.00)	0.00	100.0%	
001 Indirect Cost Allocation	(20,044.00)	(20,044.00)	0.00	100.0%	
511 60 11 000 Salaries-City Council	42,000.00	42,000.00	0.00	100.0%	
511 60 21 001 Industrial Insurance	100.00	100.00	0.00	100.0%	
511 60 22 001 Social Security	4,000.00	4,000.00	0.00	100.0%	
511 60 24 001 Unemployment	100.00	100.00	0.00	100.0%	
511 60 26 050 Washington Sick Leave	100.00	100.00	0.00	100.0%	
060 Legislative Services	46,300.00	46,300.00	0.00	100.0%	
511 30 34 000 Code Book	0.00	0.00	0.00	0.0%	
511 60 31 000 Supplies	500.00	500.00	0.00	100.0%	
511 60 31 001 Legal Publications	8,000.00	8,000.00	0.00	100.0%	
511 60 42 000 Communications	100.00	100.00	0.00	100.0%	
511 60 43 000 Travel	500.00	500.00	0.00	100.0%	
511 60 43 010 Annual Retreat	500.00	500.00	0.00	100.0%	
511 60 49 000 Training	1,000.00	1,000.00	0.00	100.0%	
070 Services & Charges	10,600.00	10,600.00	0.00	100.0%	
514 40 41 000 Election Costs	8,000.00	8,000.00	0.00	100.0%	
514 90 41 000 Voter Registration Costs	21,500.00	21,500.00	0.00	100.0%	
080 Election Services	29,500.00	29,500.00	0.00	100.0%	
594 11 64 000 Equipment (AV Upgrade)	0.00	0.00	0.00	0.0%	
090 Capital Expenditures	0.00	0.00	0.00	0.0%	
511 Legislative	66,356.00	66,356.00	0.00	100.0%	
512 Judicial					
512 50 11 000 Salaries	119,000.00	118,000.00	(1,000.00)	99.2%	Included approved 1.0 FT full-time court clerk and proposed 0.5 FT part-time court clerk.
512 50 13 000 Overtime	0.00	0.00	0.00	0.0%	
512 50 21 001 Industrial Insurance	700.00	700.00	0.00	100.0%	

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
512 Judicial				
512 50 22 001 Social Security	10,000.00	9,000.00	(1,000.00)	90.0%
512 50 23 001 Pers Retirement	11,000.00	11,000.00	0.00	100.0%
512 50 24 001 Unemployment	300.00	300.00	0.00	100.0%
512 50 25 001 Medical/Dental/Vision	12,000.00	11,000.00	(1,000.00)	91.7%
512 50 26 050 Washington Sick Leave	200.00	200.00	0.00	100.0%
512 50 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
050 Court Services	153,200.00	150,200.00	(3,000.00)	98.0%
512 50 31 000 Supplies	3,000.00	3,000.00	0.00	100.0%
512 50 31 001 Publications	0.00	0.00	0.00	0.0%
512 50 41 000 Professional Services	15,000.00	3,000.00	(12,000.00)	20.0%
512 50 41 001 District Court Surcharge	13,201.00	13,201.00	0.00	100.0%
512 50 41 010 Municipal Court Judge	55,000.00	55,000.00	0.00	100.0%
512 50 41 020 Municipal Court Prob.	18,000.00	18,000.00	0.00	100.0%
512 50 41 030 Community Court Agreement	7,800.00	7,800.00	0.00	100.0%
512 50 41 031 Blake Decision Expenditures	0.00	0.00	0.00	0.0%
512 50 41 040 Language Interpreter	12,000.00	12,000.00	0.00	100.0%
512 50 41 050 Security Services	0.00	12,000.00	12,000.00	0.0% Security Officer 5 hours per week, approximately \$1,000 per month = \$12,000.
512 50 42 010 Postage	1,300.00	1,300.00	0.00	100.0%
512 50 42 020 Telephone	700.00	700.00	0.00	100.0%
512 50 43 000 Meals/Travel	100.00	100.00	0.00	100.0%
512 50 46 000 Insurance & Bonds	1,604.00	1,604.00	0.00	100.0%
512 50 48 000 Repair/Maintenance	500.00	500.00	0.00	100.0%
512 50 49 000 Tuition/Registration	300.00	300.00	0.00	100.0%
512 50 49 010 Dues/Subscriptions	250.00	250.00	0.00	100.0%
512 50 49 020 Jury/Witness Fees	500.00	500.00	0.00	100.0%
080 Services & Charges	129,255.00	129,255.00	0.00	100.0%
594 12 64 000 Office Equipment	500.00	500.00	0.00	100.0%
912 Capital Expenditures	500.00	500.00	0.00	100.0%
512 Judicial	282,955.00	279,955.00	(3,000.00)	98.9%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
513 Executive				
513 10 49 090 ICA-Support Allocation	(98,077.00)	(98,077.00)	0.00	100.0%
001 Indirect Cost Allocation	(98,077.00)	(98,077.00)	0.00	100.0%
513 10 11 000 Salaries	215,000.00	213,000.00	(2,000.00)	99.1%
513 10 13 000 Overtime	0.00	0.00	0.00	0.0%
513 10 21 001 Industrial Insurance	600.00	600.00	0.00	100.0%
513 10 22 001 Social Security	17,000.00	17,000.00	0.00	100.0%
513 10 23 001 Pers Retirement	17,000.00	17,000.00	0.00	100.0%
513 10 24 001 Unemployment	500.00	500.00	0.00	100.0%
513 10 25 001 Medical/Dental/Vision	21,000.00	20,000.00	(1,000.00)	95.2%
513 10 26 050 Washington Sick Leave	400.00	400.00	0.00	100.0%
513 10 28 000 Employee Wellness	500.00	500.00	0.00	100.0%
010 Executive Office	272,000.00	269,000.00	(3,000.00)	98.9%
513 10 30 006 Arts Commission	0.00	0.00	0.00	0.0%
513 10 31 000 Supplies	500.00	500.00	0.00	100.0%
513 10 41 000 Professional Services-Other	3,000.00	3,000.00	0.00	100.0%
513 10 41 001 Professional Services-HR	0.00	0.00	0.00	0.0%
513 10 41 005 Professional Services-Lobbyist	0.00	0.00	0.00	0.0%
513 10 42 000 Communication	0.00	0.00	0.00	0.0%
513 10 42 020 Telephone	3,000.00	3,000.00	0.00	100.0%
513 10 43 000 Meals/Travel	2,500.00	2,500.00	0.00	100.0%
513 10 44 009 Senior Crime Watch	0.00	0.00	0.00	0.0%
513 10 49 000 Tuition/Registration	2,500.00	2,500.00	0.00	100.0%
513 10 49 010 Dues & Subscriptions	3,000.00	3,000.00	0.00	100.0%
558 70 00 513 Economic Development	75,000.00	75,000.00	0.00	100.0%
558 70 41 001 EDASC - Economic Development	0.00	0.00	0.00	0.0%
Alliance of Skagit County				
591 90 70 513 Leases + Subscription IT (SBITA) - Executive Dept.	17,000.00	17,000.00	0.00	100.0%
030 Services & Charges	106,500.00	106,500.00	0.00	100.0%
513 Executive	280,423.00	277,423.00	(3,000.00)	98.9%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
514 Financial, Recording & Elections				
514 23 49 041 SEEK Subawards	0.00	0.00	0.00	0.0%
518 63 40 000 Coronavirus Relief Funds Grants	0.00	0.00	0.00	0.0%
514 14 64 000 ICA-Support Allocation	0.00	0.00	0.00	0.0%
514 23 49 090 ICA-Support Allocation	(351,024.00)	(351,024.00)	0.00	100.0%
001 Indirect Cost Allocation	(351,024.00)	(351,024.00)	0.00	100.0%
514 23 11 000 Salaries	568,000.00	561,000.00	(7,000.00)	98.8%
514 23 12 000 Extra Help	0.00	0.00	0.00	0.0%
514 23 13 000 Overtime	4,000.00	4,000.00	0.00	100.0%
514 23 20 001 HRA - VEBA for HDHP	0.00	0.00	0.00	0.0%
514 23 21 001 Industrial Insurance	3,000.00	2,000.00	(1,000.00)	66.7%
514 23 22 001 Social Security	44,000.00	44,000.00	0.00	100.0%
514 23 23 001 PERS Retirement	53,000.00	52,000.00	(1,000.00)	98.1%
514 23 24 001 Unemployment	2,000.00	2,000.00	0.00	100.0%
514 23 25 001 Medical//Dental/Vision	79,000.00	107,000.00	28,000.00	135.4%
514 23 26 050 Washington Sick Leave	1,000.00	1,000.00	0.00	100.0%
514 23 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
020 Financial Services	754,000.00	773,000.00	19,000.00	102.5%
514 23 31 000 Supplies	12,000.00	12,000.00	0.00	100.0%
514 23 32 000 Auto Fuel	0.00	0.00	0.00	0.0%
514 23 41 000 State Auditing	46,500.00	46,500.00	0.00	100.0%
514 23 41 008 Bank Fees - Park and Facility	0.00	0.00	0.00	0.0%
Reservations				
514 23 41 009 Bank Fees - Public Records	0.00	0.00	0.00	0.0%
Requests				
514 23 41 010 Bank Fees	19,000.00	23,000.00	4,000.00	121.1%
514 23 41 011 Professional Services	6,720.00	720.00	(6,000.00)	10.7%
				A-1 Shedding: \$60/month = \$720/year Removed: Carole Knipper GEMT training and review \$6,000
514 23 41 013 Licensing Fees	500.00	500.00	0.00	100.0%
514 23 42 010 Postage	2,000.00	2,000.00	0.00	100.0%
514 23 42 020 Telephone	2,100.00	2,100.00	0.00	100.0%
514 23 43 000 Meals/Travel	5,000.00	5,000.00	0.00	100.0%
514 23 45 000 Operating Rentals/Leases	4,500.00	4,500.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
514 Financial, Recording & Elections				
514 23 46 000 Insurance & Bonds	20,000.00	20,000.00	0.00	100.0%
514 23 49 000 Miscellaneous	1,000.00	1,000.00	0.00	100.0%
514 23 49 010 Misc-Dues/Subscriptions	500.00	500.00	0.00	100.0%
514 23 49 030 Misc-Tuition/Registration	5,000.00	5,000.00	0.00	100.0%
514 23 49 040 AWC Dues	13,000.00	13,000.00	0.00	100.0%
514 23 49 080 Leasehold Excise Tax	0.00	0.00	0.00	0.0%
591 23 70 001 Lease + Subscription IT (SBITA) - Finance Dept.	26,430.00	26,430.00	0.00	100.0%
030 Records Services	164,250.00	162,250.00	(2,000.00)	98.8%
514 23 31 001 Supplies - EMS Billing	300.00	300.00	0.00	100.0%
514 23 41 014 Licensing - EMS Billing	500.00	500.00	0.00	100.0%
514 23 43 001 Meals/Travel - EMS Billing	1,100.00	1,100.00	0.00	100.0%
514 23 49 001 Miscellaneous - EMS Billing	500.00	500.00	0.00	100.0%
514 23 49 031 Misc-Tuition/Registration EMS Billing	1,400.00	1,400.00	0.00	100.0%
031 Services & Charges - EMS Billing	3,800.00	3,800.00	0.00	100.0%
594 14 64 000 Machinery & Equipment	0.00	0.00	0.00	0.0%
914 Capital Expenditure	0.00	0.00	0.00	0.0%
514 Financial, Recording & Elections	571,026.00	588,026.00	17,000.00	103.0%
515 Legal Services				
515 31 49 090 ICA-Support Allocation	(60,574.00)	(60,574.00)	0.00	100.0%
001 Indirect Cost Allocation	(60,574.00)	(60,574.00)	0.00	100.0%
515 30 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%
515 31 11 000 Salaries	0.00	0.00	0.00	0.0%
515 31 21 001 Industrial Insurance	0.00	0.00	0.00	0.0%
515 31 22 001 Social Security	0.00	0.00	0.00	0.0%
515 31 23 001 Pers Retirement	0.00	0.00	0.00	0.0%
515 31 24 001 Unemployment	0.00	0.00	0.00	0.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
515 Legal Services				
515 31 25 001 Medical/Dental/Vision	0.00	0.00	0.00	0.0%
515 31 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%
030 Legal Services-Internal	0.00	0.00	0.00	0.0%
515 31 31 000 Office Supplies	0.00	0.00	0.00	0.0%
515 31 41 000 Legal - Professional Services	0.00	0.00	0.00	0.0%
515 31 41 001 Prosecuting Attorney	0.00	0.00	0.00	0.0%
515 31 41 002 Westlaw Services	0.00	0.00	0.00	0.0%
515 31 41 003 Prof Services-Internal/Advisory	0.00	0.00	0.00	0.0%
515 31 41 004 Legal - City Attorney	0.00	0.00	0.00	0.0%
515 31 42 000 Postage	0.00	0.00	0.00	0.0%
515 31 42 001 Telephone	0.00	0.00	0.00	0.0%
515 31 43 000 Travel/Meals	0.00	0.00	0.00	0.0%
515 31 46 000 Insurance	2,929.00	2,929.00	0.00	100.0%
515 31 49 000 Dues & Subscriptions	0.00	0.00	0.00	0.0%
515 31 49 001 Tuition/Registration	0.00	0.00	0.00	0.0%
040 Services & Charges-Internal	2,929.00	2,929.00	0.00	100.0%
515 41 41 000 Ext Legal-City Attorney	140,000.00	140,000.00	0.00	100.0%
515 41 41 001 Ext Legal-Prosecutor	115,200.00	115,200.00	0.00	100.0%
515 45 41 000 Legal - Litigation	23,000.00	23,000.00	0.00	100.0%
041 Legal Services-External	278,200.00	278,200.00	0.00	100.0%
515 93 41 000 Indigent Defender	220,000.00	220,000.00	0.00	100.0%
515 93 41 001 Indigent Defense Conflict Council	5,000.00	5,000.00	0.00	100.0%
515 93 41 002 Indigent Defense Investigator	250.00	250.00	0.00	100.0%
515 93 41 003 Indigent Defense Translator	500.00	500.00	0.00	100.0%
515 93 41 004 Indigent Defense Expenses	0.00	0.00	0.00	0.0%
045 Indigent Defense Program	225,750.00	225,750.00	0.00	100.0%
523 20 11 000 Salaries & Wages	0.00	0.00	0.00	0.0%
523 20 21 001 Industrial Insurance	0.00	0.00	0.00	0.0%
523 20 22 001 Social Security	0.00	0.00	0.00	0.0%
523 20 23 001 PERS Retirement	0.00	0.00	0.00	0.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
515 Legal Services					
523 20 24 001 Unemployment	0.00	0.00	0.00	0.0%	
523 20 25 001 Medical/Dental/Vision	0.00	0.00	0.00	0.0%	
523 20 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%	
050 City Work Program	0.00	0.00	0.00	0.0%	
523 20 31 000 Office/Operating Supplies	0.00	0.00	0.00	0.0%	
523 20 32 000 Auto Fuel	0.00	0.00	0.00	0.0%	
055 Work Program Supplies	0.00	0.00	0.00	0.0%	
589 30 00 001 DO NOT USE - Crime Victim & Witness	0.00	0.00	0.00	0.0%	
070 Crime Victim And Witness Program (	0.00	0.00	0.00	0.0%	
515 Legal Services	446,305.00	446,305.00	0.00	100.0%	
516 Human Resources and Civil Service					
521 10 31 000 Supplies - Civil Service	0.00	0.00	0.00	0.0%	
521 10 41 000 Professional Services - Civil Service	0.00	0.00	0.00	0.0%	
521 10 41 010 Advertising - Civil Services	0.00	0.00	0.00	0.0%	
010 Civil Service	0.00	0.00	0.00	0.0%	
518 10 11 000 Salaries	48,000.00	58,000.00	10,000.00	120.8%	0.5 FTE Part-Time HR Analysis for full year to 1.0 FTE Full-Time HR Manager for half year.
518 10 13 000 Overtime	0.00	0.00	0.00	0.0%	
518 10 21 000 Industrial Insurance	200.00	2,000.00	1,800.00	*****%	
518 10 22 001 Social Security + Medicare	4,000.00	5,000.00	1,000.00	125.0%	
518 10 23 001 PERS Retirement	5,000.00	6,000.00	1,000.00	120.0%	
518 10 24 001 Unemployment	100.00	200.00	100.00	200.0%	
518 10 25 001 Medical/Dental/Vision	0.00	16,000.00	16,000.00	0.0%	0.5 FTE Part-Time HR Analysis for full year to 1.0 FTE Full-Time HR Manager for half year.
518 10 26 050 Washington Sick Leave	100.00	100.00	0.00	100.0%	
518 10 27 000 Publication	0.00	0.00	0.00	0.0%	

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Expenditures	Original	Proposed	Difference	Remarks
516 Human Resources and Civil Service				
518 10 31 010 Supplies	800.00	800.00	0.00	100.0%
518 10 41 000 Professional Services	5,000.00	0.00	(5,000.00)	0.0% \$0
518 10 41 002 Pre-Employment Screenings	0.00	0.00	0.00	0.0%
518 10 42 001 Telephone	1,500.00	1,500.00	0.00	100.0%
518 10 42 010 Communication	2,500.00	2,500.00	0.00	100.0%
518 10 43 000 Meals/Travel	3,000.00	0.00	(3,000.00)	0.0% \$0
518 10 49 000 Tuition/Registration	3,000.00	0.00	(3,000.00)	0.0% \$0
518 10 49 010 Dues/Subscriptions	2,500.00	0.00	(2,500.00)	0.0% \$0
020 Human Resources	75,700.00	92,100.00	16,400.00	121.7%
517 10 11 002 Wellness Coordinator Stipend	2,400.00	2,400.00	0.00	100.0%
517 90 43 001 Employee Recognition	4,000.00	4,000.00	0.00	100.0%
517 90 43 002 Employee Wellness (lunch & Learn)	2,000.00	2,000.00	0.00	100.0%
517 90 49 001 Employee Wellness (educ)	1,000.00	1,000.00	0.00	100.0%
517 90 49 003 Employee Wellness (supplies)	1,000.00	1,000.00	0.00	100.0%
517 95 41 001 Employee Training Programs	0.00	0.00	0.00	0.0%
090 Employee Programs	10,400.00	10,400.00	0.00	100.0%
516 Human Resources and Civil Service	86,100.00	102,500.00	16,400.00	119.0%
517 Information Technology Services				
517 10 22 001 Employee Benefit Programs - -	0.00	0.00	0.00	0.0%
517 10 23 001 Employee Benefit Programs - -	0.00	0.00	0.00	0.0%
517 10 26 050 Employee Benefit Programs - -	0.00	0.00	0.00	0.0%
518 80 49 090 ICA-Support Allocation	(105,796.00)	(105,796.00)	0.00	100.0%
001 Indirect Cost Allocation	(105,796.00)	(105,796.00)	0.00	100.0%
518 80 11 000 Salaries	218,000.00	249,000.00	31,000.00	114.2% Add full-time IT Workstation Support Specialist for half the year.
518 80 20 001 HRA - VEBA for HDHP	4,000.00	4,000.00	0.00	100.0%
518 80 21 001 Industrial Insurance	700.00	600.00	(100.00)	85.7%
518 80 22 001 Social Security	17,000.00	20,000.00	3,000.00	117.6%
518 80 23 001 Pers Retirement	20,000.00	23,000.00	3,000.00	115.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
517 Information Technology Services				
518 80 24 001 Unemployment	500.00	500.00	0.00	100.0%
518 80 25 001 Medical/Dental/Vision	20,000.00	33,000.00	13,000.00	165.0% Add full-time IT Workstation Support Specialist for half the year.
518 80 26 050 Washington Sick Leave	400.00	400.00	0.00	100.0%
518 80 28 001 Employee Wellness	0.00	0.00	0.00	0.0%
010 IT Services	280,600.00	330,500.00	49,900.00	117.8%
518 80 31 000 Office/Operating Supplies	1,000.00	1,000.00	0.00	100.0%
518 80 31 001 Repair & Maintenance Sup	1,500.00	1,500.00	0.00	100.0%
518 80 35 000 Small Tools/Minor Equip	6,000.00	6,000.00	0.00	100.0%
518 80 41 000 Professional Services	28,000.00	28,000.00	0.00	100.0%
518 80 42 010 Postage	100.00	100.00	0.00	100.0%
518 80 42 020 Telephone	3,000.00	3,000.00	0.00	100.0%
518 80 42 021 Internet Services	9,000.00	9,000.00	0.00	100.0%
518 80 43 000 Travel/Meals	1,200.00	1,200.00	0.00	100.0%
518 80 49 000 Software Maint & Support	0.00	0.00	0.00	0.0%
518 80 49 010 Tuition/Registration	9,500.00	9,500.00	0.00	100.0%
591 80 70 517 Leases + Subscription IT (SBITA) - IT Dept.	87,000.00	87,000.00	0.00	100.0%
020 Services & Charges	146,300.00	146,300.00	0.00	100.0%
594 18 64 001 Network Hardware	51,000.00	51,000.00	0.00	100.0%
900 Capital Expenditures	51,000.00	51,000.00	0.00	100.0%
517 Information Technology Services	372,104.00	422,004.00	49,900.00	113.4%
518 Centralized Services				
518 10 21 001 Central Services - Personnel	0.00	0.00	0.00	0.0%
Services -				
518 20 49 090 ICA-Support Services	(7,125.00)	(7,125.00)	0.00	100.0%
001 Indirect Cost Allocation	(7,125.00)	(7,125.00)	0.00	100.0%
518 80 13 000 Overtime	0.00	0.00	0.00	0.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
518 Centralized Services				
010 Personnel Services	0.00	0.00	0.00	0.0%
518 80 46 000 Insurance	4,113.00	4,113.00	0.00	100.0%
020 Property Management Services	4,113.00	4,113.00	0.00	100.0%
518 20 31 000 Operating Supplies	0.00	0.00	0.00	0.0%
518 20 32 000 Auto Fuel	2,500.00	2,500.00	0.00	100.0%
518 20 48 000 Repair & Maintenance	3,000.00	3,000.00	0.00	100.0%
518 20 49 010 Misc - Judgement & Damages	0.00	0.00	0.00	0.0%
518 30 48 001 M&O Fund 501	4,515.00	4,515.00	0.00	100.0%
090 Centralized Services	10,015.00	10,015.00	0.00	100.0%
597 00 11 001 Equipment Replacement Fund 501	32,512.00	32,512.00	0.00	100.0%
950 Transfers	32,512.00	32,512.00	0.00	100.0%
518 Centralized Services	39,515.00	39,515.00	0.00	100.0%
519 Planning & Community Development Servi				
591 60 70 519 Leases + Subscription IT (SBITA) - Plan + Dev. Dept.	3,500.00	3,500.00	0.00	100.0%
558 60 11 000 Salaries	275,000.00	272,000.00	(3,000.00)	98.9%
558 60 13 000 Overtime	1,000.00	1,000.00	0.00	100.0%
558 60 20 001 HRA - VEBA for HDHP	3,000.00	3,000.00	0.00	100.0%
558 60 21 001 Industrial Insurance	1,000.00	500.00	(500.00)	50.0%
558 60 22 001 Social Security	22,000.00	21,000.00	(1,000.00)	95.5%
558 60 23 001 PERS Retirement	26,000.00	25,000.00	(1,000.00)	96.2%
558 60 24 001 Unemployment	600.00	600.00	0.00	100.0%
558 60 25 001 Medical/Dental/Vision	44,000.00	37,000.00	(7,000.00)	84.1%
558 60 26 050 Washington Sick Leave	500.00	500.00	0.00	100.0%
558 60 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
010 Planning Services	373,100.00	360,600.00	(12,500.00)	96.6%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
519 Planning & Community Development Servi				
518 65 40 001 Impact Fee Distribution (schools)	0.00	0.00	0.00	0.0%
558 60 31 000 Supplies/Books	4,000.00	4,000.00	0.00	100.0%
558 60 41 000 Professional Services	250,000.00	250,000.00	0.00	100.0%
558 60 41 001 Professional Svcs-Reimb	10,000.00	10,000.00	0.00	100.0%
558 60 41 010 Advertising	4,000.00	4,000.00	0.00	100.0%
558 60 41 011 Advertising Reimbuseable	8,500.00	8,500.00	0.00	100.0%
558 60 41 050 SCOG	11,775.00	11,775.00	0.00	100.0%
558 60 42 010 Postage	1,000.00	1,000.00	0.00	100.0%
558 60 42 020 Telephone	1,200.00	1,200.00	0.00	100.0%
558 60 43 000 Travel	3,000.00	3,000.00	0.00	100.0%
558 60 46 000 Insurance	3,463.00	3,463.00	0.00	100.0%
558 60 48 000 Repairs & Maintenance	500.00	500.00	0.00	100.0%
558 60 49 000 Printing	500.00	500.00	0.00	100.0%
558 60 49 001 Miscellaneous - Skagit Motel	0.00	0.00	0.00	0.0%
Abatement				
558 60 49 010 Dues/Subscript/Membership	1,400.00	1,400.00	0.00	100.0%
558 60 49 020 Filing/Recording Fees	300.00	300.00	0.00	100.0%
558 60 49 030 Tuition/Registration	3,750.00	3,750.00	0.00	100.0%
558 60 49 040 Misc - Dept. Split	0.00	0.00	0.00	0.0%
558 60 49 041 Miscellaneous - Planning And	0.00	0.00	0.00	0.0%
Economic Development				
030 Services & Charges	303,388.00	303,388.00	0.00	100.0%
558 70 30 001 ARPA - Supplies	0.00	0.00	0.00	0.0%
558 70 35 000 ARPA - Small Tools And Minor	0.00	0.00	0.00	0.0%
Equipment				
558 70 41 000 EDASC	0.00	0.00	0.00	0.0%
558 70 41 010 Professional Services	500.00	500.00	0.00	100.0%
070 Economic Development	500.00	500.00	0.00	100.0%
594 58 64 000 Office Equipment	600.00	600.00	0.00	100.0%
900 Capital Expenditures	600.00	600.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
519 Planning & Community Development Servi				
519 Planning & Community Development Se	681,088.00	668,588.00	(12,500.00)	98.2%
520 Engineering				
595 10 49 090 ICA-Support Allocation	(57,475.00)	(57,475.00)	0.00	100.0%
001 Indirect Cost Allocation	(57,475.00)	(57,475.00)	0.00	100.0%
595 10 11 000 Salaries	293,000.00	300,000.00	7,000.00	102.4%
595 10 13 000 Overtime	0.00	0.00	0.00	0.0%
595 10 21 001 Industrial Insurance	6,000.00	4,000.00	(2,000.00)	66.7%
595 10 22 001 Social Security	23,000.00	23,000.00	0.00	100.0%
595 10 23 001 PERS Retirement	27,000.00	28,000.00	1,000.00	103.7%
595 10 24 001 Unemployment	600.00	600.00	0.00	100.0%
595 10 25 001 Medical/Dental/Vision	67,000.00	64,000.00	(3,000.00)	95.5%
595 10 26 000 Employee Wellness	500.00	500.00	0.00	100.0%
595 10 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%
020 Engineering Services	417,100.00	420,100.00	3,000.00	100.7%
591 10 70 520 Leases + Subscription IT (SBITA) - Eng Dept.	8,000.00	8,000.00	0.00	100.0%
595 10 31 000 Supplies	2,000.00	2,000.00	0.00	100.0%
595 10 31 001 Address & Street Signs-Reimb	1,000.00	1,000.00	0.00	100.0%
595 10 41 000 Professional Services	25,000.00	25,000.00	0.00	100.0%
595 10 41 010 Advertising	500.00	500.00	0.00	100.0%
595 10 42 000 Postage	1,000.00	1,000.00	0.00	100.0%
595 10 42 020 Telephone	700.00	700.00	0.00	100.0%
595 10 42 025 Cell Phones	2,000.00	2,000.00	0.00	100.0%
595 10 43 000 Travel	8,500.00	7,000.00	(1,500.00)	82.4%
595 10 46 000 Insurance	6,191.00	6,191.00	0.00	100.0%
595 10 48 000 Repair & Maintenance	2,000.00	2,000.00	0.00	100.0%
595 10 48 520 M&O Fund 501	1,200.00	1,200.00	0.00	100.0%
595 10 49 000 Dues/Memberships	2,000.00	2,000.00	0.00	100.0%
595 10 49 010 Tuition/Registration	1,000.00	1,000.00	0.00	100.0%
595 10 49 011 Safety Meetings	250.00	250.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
520 Engineering				
595 10 49 020 Software Licenses/Support	2,000.00	2,000.00	0.00	100.0%
040 Services & Charges	63,341.00	61,841.00	(1,500.00)	97.6%
594 32 64 000 Office Equipment	10,500.00	10,500.00	0.00	100.0%
900 Capital Expenditures	10,500.00	10,500.00	0.00	100.0%
520 Engineering	433,466.00	434,966.00	1,500.00	100.3%
521 Law Enforcement				
521 00 00 000 Law Enforcement - Other Costs	0.00	0.00	0.00	0.0%
Allocations				
521 20 20 001 HRA - VEBA for HDHP	0.00	0.00	0.00	0.0%
521 10 11 000 Salaries	400,000.00	400,000.00	0.00	100.0%
521 10 13 000 Overtime	4,000.00	4,000.00	0.00	100.0%
521 10 21 001 Industrial Insurance	7,000.00	5,000.00	(2,000.00)	71.4%
521 10 22 001 Social Security	31,000.00	31,000.00	0.00	100.0%
521 10 23 001 Pers Retirement	37,000.00	37,000.00	0.00	100.0%
521 10 24 001 Unemployment	900.00	900.00	0.00	100.0%
521 10 25 001 Medical/Dental/Vision	90,000.00	94,000.00	4,000.00	104.4%
521 10 26 050 Washington Sick Leave	700.00	700.00	0.00	100.0%
010 Administration	570,600.00	572,600.00	2,000.00	100.4%
521 10 41 040 Access Fees	0.00	0.00	0.00	0.0%
521 10 48 000 Repair/Maintenance-Equip	3,000.00	3,000.00	0.00	100.0%
521 10 48 001 Code Enforcement Misc	4,500.00	4,500.00	0.00	100.0%
521 10 49 000 Tuition/Registration	0.00	0.00	0.00	0.0%
015 Admin Services & Charges	7,500.00	7,500.00	0.00	100.0%
521 20 11 000 Salaries	2,514,000.00	2,652,000.00	138,000.00	105.5% Includes estimated impact of police 2025-2027 contract negotiations.
521 20 12 000 Reserves/Extra Help	5,000.00	5,000.00	0.00	100.0%
521 20 13 000 Overtime	100,000.00	100,000.00	0.00	100.0%
521 20 21 001 Industrial Insurance	67,000.00	67,000.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
521 Law Enforcement				
521 20 22 001 Social Security	199,000.00	209,000.00	10,000.00	105.0%
521 20 23 001 PERS Retirement	0.00	0.00	0.00	0.0%
521 20 23 005 LEOFF Retirement	138,000.00	145,000.00	7,000.00	105.1%
521 20 24 001 Unemployment	5,000.00	5,000.00	0.00	100.0%
521 20 25 001 Medical/Dental/Vision	427,000.00	393,000.00	(34,000.00)	92.0%
521 20 26 000 Uniforms/Accessories	22,000.00	22,000.00	0.00	100.0%
521 20 26 010 Uniform Cleaning	1,000.00	1,000.00	0.00	100.0%
521 20 26 020 Balistic Vests	15,000.00	15,000.00	0.00	100.0%
521 20 26 050 Washington Sick Leave	5,000.00	5,000.00	0.00	100.0%
521 20 27 000 Retired Medical	45,000.00	45,000.00	0.00	100.0%
521 20 27 010 Long Term Disability Ins	1,000.00	1,000.00	0.00	100.0%
521 20 28 000 Employee Wellness	14,000.00	14,000.00	0.00	100.0%
020 Police Operations	3,558,000.00	3,679,000.00	121,000.00	103.4%
521 20 31 002 Office/Operating Supplies	25,000.00	25,000.00	0.00	100.0%
521 20 31 010 Printing/Publications	1,500.00	1,500.00	0.00	100.0%
521 20 31 015 Ammunition	13,000.00	13,000.00	0.00	100.0%
521 20 32 000 Auto Fuel	75,000.00	75,000.00	0.00	100.0%
521 20 41 001 Professional Services	30,000.00	30,000.00	0.00	100.0%
521 20 41 020 Veterinary Services	3,500.00	3,500.00	0.00	100.0%
521 20 41 021 Humane Society	5,500.00	5,500.00	0.00	100.0%
521 20 41 022 WA Federation Animal Care	0.00	0.00	0.00	0.0%
521 20 41 023 Canine	37,000.00	30,000.00	(7,000.00)	81.1%
521 20 41 040 Intergov Svc-Gun Permits	7,000.00	7,000.00	0.00	100.0%
521 20 41 045 Skagit Cty Drug Task Force	7,000.00	7,000.00	0.00	100.0%
521 20 41 050 Spillman System	56,000.00	56,000.00	0.00	100.0%
521 20 41 055 911 Contracted Services	260,000.00	260,000.00	0.00	100.0%
521 20 42 010 Postage	2,000.00	2,000.00	0.00	100.0%
521 20 42 020 Telephone	26,000.00	26,000.00	0.00	100.0%
521 20 43 000 Meals/Travel-non Training	0.00	0.00	0.00	0.0%
521 20 43 010 Meals/Travel-Extradition	0.00	0.00	0.00	0.0%
521 20 46 000 Insurance	71,528.00	71,528.00	0.00	100.0%
521 20 47 000 Public Utilities	3,500.00	3,500.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
521 Law Enforcement					
521 20 48 000 Repairs & Maintenance	3,500.00	3,500.00	0.00	100.0%	
521 20 48 010 Repair & Maint - Auto	35,000.00	35,000.00	0.00	100.0%	
521 20 48 521 M&O Fund 501	0.00	0.00	0.00	0.0%	
521 20 49 000 Professional Development	3,000.00	3,000.00	0.00	100.0%	
521 20 49 010 Dues/Subscriptions	1,500.00	1,500.00	0.00	100.0%	
521 20 49 020 Special Investigations	500.00	500.00	0.00	100.0%	
521 20 49 030 Judgments & Damages	0.00	0.00	0.00	0.0%	
025 Operations Services & Charges	667,028.00	660,028.00	(7,000.00)	99.0%	
521 30 31 010 Public Education Supplies	3,000.00	3,000.00	0.00	100.0%	
030 Crime Prevention (3X)	3,000.00	3,000.00	0.00	100.0%	
521 40 43 000 Travel	17,000.00	17,000.00	0.00	100.0%	
521 40 49 000 Tuition/Registration	33,000.00	28,000.00	(5,000.00)	84.8%	Officers are attending plenty of training. 2024 new sergeants, new detectives. Anticipate new hires will require additional training. Some relief is the academy for 2025 is at no cost to the agency, so somewhat good timing.
					Add Canine academy training. 400 hours for tracking and 200 hours for narcotics. \$8000
521 40 49 020 Range Fees	10,000.00	10,000.00	0.00	100.0%	
040 Training (4X)	60,000.00	55,000.00	(5,000.00)	91.7%	
523 60 41 000 Prisoners	0.00	0.00	0.00	0.0%	
523 60 41 001 Prisoner Medical	47,000.00	47,000.00	0.00	100.0%	
523 60 41 002 Jail Revenue Stabilization Payment	0.00	23,884.00	23,884.00	0.0%	Jail revenue stabilization, actual invoice \$23,883.59.
523 60 41 010 Prisoner Transport	12,000.00	12,000.00	0.00	100.0%	
523 60 41 021 Jail Annual Payment In Lieu Of 1/10	94,805.00	94,805.00	0.00	100.0%	
060 Prisoners & Jail Costs	153,805.00	177,689.00	23,884.00	115.5%	
591 28 70 001 Lease + Subscription IT (SBITA) - Police Dept.	56,500.00	56,500.00	0.00	100.0%	

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Expenditures	Original	Proposed	Difference	Remarks
521 Law Enforcement				
591 28 70 002 Lease - Police Tasers	16,200.00	16,200.00	0.00	100.0%
594 21 64 000 Machinery & Equipment	30,000.00	30,000.00	0.00	100.0% Lowered to \$30,000. Use for essential equipment as needed. Includes \$22,000 for firearm purchases.
595 21 62 000 Building	0.00	0.00	0.00	0.0%
921 Capital Expenditures	102,700.00	102,700.00	0.00	100.0%
597 00 13 001 Equipment Replacement Fund	285,000.00	285,000.00	0.00	100.0%
501 - Police				
950 Transfers	285,000.00	285,000.00	0.00	100.0%
521 Law Enforcement	5,407,633.00	5,542,517.00	134,884.00	102.5%
522 Fire Control				
522 31 00 522 EMS Discretionary - Local Grant	0.00	0.00	0.00	0.0%
Expenditures				
522 20 11 000 Salaries - Part-Time Firefighters	249,600.00	249,600.00	0.00	100.0%
522 20 11 010 No Longer Used - Volunteer	0.00	0.00	0.00	0.0%
Salaries				
522 20 11 015 Salaries - Training Hub	15,000.00	15,000.00	0.00	100.0%
522 20 21 001 Industrial Insurance	28,000.00	15,000.00	(13,000.00)	53.6%
522 20 22 001 SS + Medicare	20,000.00	20,000.00	0.00	100.0%
522 20 23 001 PERS Retirement	14,000.00	14,000.00	0.00	100.0%
522 20 23 002 Pension-Volunteer Firefighter	0.00	0.00	0.00	0.0%
522 20 23 005 LEOFF Retirement	0.00	0.00	0.00	0.0%
522 20 24 001 Unemployment	500.00	500.00	0.00	100.0%
522 20 25 001 Medical/Dental/Vision	0.00	0.00	0.00	0.0%
522 20 26 000 Uniforms	41,000.00	41,000.00	0.00	100.0%
522 20 26 050 Washington Sick Leave	400.00	400.00	0.00	100.0%
522 20 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
020 Part-Time Fire Fighters	368,500.00	355,500.00	(13,000.00)	96.5%
522 21 11 000 Salaries	892,000.00	885,000.00	(7,000.00)	99.2%
522 21 13 000 Overtime	95,000.00	80,000.00	(15,000.00)	84.2%

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Expenditures	Original	Proposed	Difference	Remarks
522 Fire Control				
522 21 13 001 Other	0.00	0.00	0.00	0.0%
522 21 20 001 HRA - VEBA for HDHP	13,000.00	13,000.00	0.00	100.0%
522 21 21 001 Industrial Insurance	28,000.00	35,000.00	7,000.00	125.0%
522 21 22 001 Medicare (+ formerly SS)	17,000.00	17,000.00	0.00	100.0%
522 21 23 001 Deferred Comp (in lieu of SS)	59,000.00	59,000.00	0.00	100.0%
522 21 23 005 LEOFF Retirement	54,000.00	54,000.00	0.00	100.0%
522 21 23 007 MRP Retirement	5,000.00	5,000.00	0.00	100.0%
522 21 24 001 Unemployment	2,000.00	2,000.00	0.00	100.0%
522 21 25 001 Medical/Dental/Vision	158,000.00	113,000.00	(45,000.00)	71.5%
522 21 26 000 Uniforms	0.00	0.00	0.00	0.0%
522 21 26 050 Washington Sick Leave	2,000.00	2,000.00	0.00	100.0%
522 21 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
021 FF / Paramedics	1,325,000.00	1,265,000.00	(60,000.00)	95.5%
522 22 11 001 Salaries	412,000.00	408,000.00	(4,000.00)	99.0%
522 22 13 000 Overtime	0.00	0.00	0.00	0.0%
522 22 21 001 Industrical Insurance	10,000.00	12,000.00	2,000.00	120.0%
522 22 22 001 Medicare (+ formerly SS)	6,000.00	6,000.00	0.00	100.0%
522 22 23 001 Deferred Comp (in lieu of SS)	26,000.00	26,000.00	0.00	100.0%
522 22 23 005 LEOFF	22,000.00	22,000.00	0.00	100.0%
522 22 24 001 Unemployment	900.00	900.00	0.00	100.0%
522 22 25 001 Medical/Dental/Vision	42,000.00	39,000.00	(3,000.00)	92.9%
522 22 26 001 Uniforms	0.00	0.00	0.00	0.0%
522 22 26 050 Washington Sick Leave	700.00	700.00	0.00	100.0%
022 Chief + Assistant Chiefs	519,600.00	514,600.00	(5,000.00)	99.0%
522 23 11 010 Salaries-Volunteers	350,000.00	350,000.00	0.00	100.0%
522 23 21 001 Industrial Insurance	0.00	0.00	0.00	0.0%
522 23 22 001 SS + Medicare	27,000.00	27,000.00	0.00	100.0%
522 23 23 001 PERS Retirement	0.00	0.00	0.00	0.0%
522 23 23 002 Pension-Volunteer Firefighter	4,900.00	4,900.00	0.00	100.0%
522 23 24 001 Unemployment	700.00	700.00	0.00	100.0%
522 23 26 000 Uniforms	0.00	0.00	0.00	0.0%

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Expenditures	Original	Proposed	Difference	Remarks
522 Fire Control				
522 23 26 050 Washington Sick Leave	600.00	600.00	0.00	100.0%
023 Volunteers	383,200.00	383,200.00	0.00	100.0%
522 24 11 000 Salaries - EMTs	694,000.00	687,000.00	(7,000.00)	99.0%
522 24 13 000 Overtime - EMTs	65,000.00	50,000.00	(15,000.00)	76.9%
522 24 13 001 Other - EMTs	0.00	0.00	0.00	0.0%
522 24 21 001 Industrial Insurance	27,000.00	24,000.00	(3,000.00)	88.9%
522 24 22 001 Medicare	11,000.00	11,000.00	0.00	100.0%
522 24 23 001 Deferred Comp (in lieu of SS)	48,000.00	47,000.00	(1,000.00)	97.9%
522 24 23 005 LEOFF	41,000.00	40,000.00	(1,000.00)	97.6%
522 24 23 007 MRP Retirement	0.00	0.00	0.00	0.0%
522 24 24 001 Unemployment	2,000.00	2,000.00	0.00	100.0%
522 24 25 001 Medical/Dental/Vision	259,000.00	149,000.00	(110,000.00)	57.5%
522 24 26 000 Uniforms	0.00	0.00	0.00	0.0%
522 24 26 050 Wa Sick Leave	2,000.00	2,000.00	0.00	100.0%
522 24 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
024 EMTs	1,149,000.00	1,012,000.00	(137,000.00)	88.1%
522 20 31 000 Operating Supplies	41,000.00	41,000.00	0.00	100.0%
522 20 31 001 Flags	750.00	750.00	0.00	100.0%
522 20 31 010 Office Supplies	3,100.00	3,100.00	0.00	100.0%
522 20 31 011 EMS Supplies	0.00	0.00	0.00	0.0%
522 20 32 000 Auto Fuel/Diesel	49,000.00	49,000.00	0.00	100.0%
522 20 35 000 Small Tools & Minor Equip	15,000.00	15,000.00	0.00	100.0%
522 20 35 011 EMS Minor Equipment	7,500.00	7,500.00	0.00	100.0%
522 20 41 000 Professional Services	2,500.00	2,500.00	0.00	100.0%
522 20 41 010 Prof Service-Medical Exams	13,000.00	13,000.00	0.00	100.0%
522 20 41 020 Central Dispatch	13,200.00	13,200.00	0.00	100.0%
522 20 41 030 Investigation	6,000.00	6,000.00	0.00	100.0%
522 20 41 040 Advertising	600.00	600.00	0.00	100.0%
522 20 42 010 Postage	1,400.00	1,400.00	0.00	100.0%
522 20 42 020 Telephone	12,000.00	12,000.00	0.00	100.0%
522 20 45 000 Equipment Lease	500.00	500.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
522 Fire Control				
522 20 48 000 Repairs/Maint-Equip	60,000.00	60,000.00	0.00	100.0%
522 20 48 001 Repairs/Maint-Hydrants	0.00	0.00	0.00	0.0%
522 20 48 522 M&O Fund 501	0.00	0.00	0.00	0.0%
522 20 49 010 Misc-Dues	2,650.00	2,650.00	0.00	100.0%
522 20 49 030 Misc-Laundry	750.00	750.00	0.00	100.0%
522 20 49 050 Misc-Transport Refunds	0.00	0.00	0.00	0.0%
522 20 49 090 ICA-Support Allocation	0.00	0.00	0.00	0.0%
591 20 70 522 Leases + Subscription IT (SBITA) - Fire Dept.	60,700.00	60,700.00	0.00	100.0%
030 Services & Charges	289,650.00	289,650.00	0.00	100.0%
522 21 31 000 Operating Supplies - Medical	68,500.00	68,500.00	0.00	100.0%
522 21 31 010 Office Supplies	10,200.00	10,200.00	0.00	100.0%
522 21 31 011 EMS Supplies	0.00	0.00	0.00	0.0%
522 21 32 000 Auto Fuel/Diesel	0.00	0.00	0.00	0.0%
522 21 35 000 Small Tools & Minor Equipment	8,500.00	8,500.00	0.00	100.0%
522 21 35 011 EMS Minor Equipment	8,000.00	8,000.00	0.00	100.0%
522 21 41 000 EMS Professional Services-Sys Design	44,000.00	44,000.00	0.00	100.0%
522 21 42 020 Telephone	0.00	0.00	0.00	0.0%
522 21 45 000 Equipment Lease	0.00	0.00	0.00	0.0%
522 21 48 000 Repairs/Maint-Equip	0.00	0.00	0.00	0.0%
522 21 49 000 Miscellaneous	8,000.00	8,000.00	0.00	100.0%
522 21 49 005 Fire Levy Communication	0.00	0.00	0.00	0.0%
522 21 49 010 Misc - GEMT IGT	0.00	0.00	0.00	0.0%
031 Services & Charges - EMS	147,200.00	147,200.00	0.00	100.0%
522 45 31 000 Supplies & Books	3,650.00	3,650.00	0.00	100.0%
522 45 41 000 Advertising-Fire Prevent	1,200.00	1,200.00	0.00	100.0%
522 45 43 000 Travel & Meals	6,500.00	6,500.00	0.00	100.0%
522 45 49 000 Training Facilities	10,000.00	10,000.00	0.00	100.0%
522 45 49 010 Tuition/Registration	80,000.00	80,000.00	0.00	100.0%
040 Training	101,350.00	101,350.00	0.00	100.0%

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Expenditures	Original	Proposed	Difference	Remarks
522 Fire Control				
522 21 49 020 Tuition & Registration	6,000.00	6,000.00	0.00	100.0%
522 46 31 000 Supplies & Books	0.00	0.00	0.00	0.0%
522 46 43 000 Travel & Meals	0.00	0.00	0.00	0.0%
041 Training - EMS	6,000.00	6,000.00	0.00	100.0%
522 50 46 000 Insurance	161,528.00	161,528.00	0.00	100.0%
522 50 47 000 Public Utilities	0.00	0.00	0.00	0.0%
522 50 48 010 Repairs/Maint-Dorm	18,000.00	18,000.00	0.00	100.0%
522 50 48 020 Repair/Maint-Garage	11,000.00	11,000.00	0.00	100.0%
522 50 48 030 Repair/Maint-Station	4,200.00	4,200.00	0.00	100.0%
522 50 49 050 Fire/Theft Protection	3,000.00	3,000.00	0.00	100.0%
522 70 31 001 Land Use Signs	0.00	0.00	0.00	0.0%
522 95 41 000 Legal Services	0.00	0.00	0.00	0.0%
524 20 48 020 Repair/Maint-Garage	0.00	0.00	0.00	0.0%
524 50 47 000 Public Utilities	0.00	0.00	0.00	0.0%
050 Facilities	197,728.00	197,728.00	0.00	100.0%
522 22 62 000 Buildings	0.00	0.00	0.00	0.0%
594 22 61 000 Fire Station 2.75	0.00	0.00	0.00	0.0%
594 22 61 002 Fire Station 1 EMS Addition	0.00	0.00	0.00	0.0%
594 22 64 000 Machinery & Equipment	0.00	0.00	0.00	0.0%
594 32 64 001 Fire Truck Exhaust - FEMA Grant	0.00	0.00	0.00	0.0%
922 Capital Expenditures	0.00	0.00	0.00	0.0%
597 00 12 001 Equipment Replacement Fund	463,100.00	463,100.00	0.00	100.0%
501 - Fire				
597 00 12 002 Equipment Replacement Fund	198,000.00	198,000.00	0.00	100.0%
501 - EMS				
950 Transfers	661,100.00	661,100.00	0.00	100.0%
522 Fire Control	5,148,328.00	4,933,328.00	(215,000.00)	95.8%

524 Protective Inspections

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City Of Sedro-Woolley

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
524 Protective Inspections				
524 20 20 001 HRA - VEBA for HDHP	800.00	800.00	0.00	100.0%
524 20 11 000 Salaries	194,000.00	189,000.00	(5,000.00)	97.4%
524 20 12 000 Extra Help	0.00	0.00	0.00	0.0%
524 20 13 000 Overtime	1,000.00	1,000.00	0.00	100.0%
524 20 21 001 Industrial Insurance	3,000.00	2,000.00	(1,000.00)	66.7%
524 20 22 001 Social Security	15,000.00	15,000.00	0.00	100.0%
524 20 23 001 PERS Retirement	18,000.00	18,000.00	0.00	100.0%
524 20 24 001 Unemployment	400.00	400.00	0.00	100.0%
524 20 25 001 Medical/Dent/Vision	54,000.00	46,000.00	(8,000.00)	85.2%
524 20 26 050 Washington Sick Leave	400.00	400.00	0.00	100.0%
524 20 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
020 Building Services	285,800.00	271,800.00	(14,000.00)	95.1%
524 20 31 000 Off/Oper Supps & Books	2,500.00	2,500.00	0.00	100.0%
524 20 41 000 Professional Services	2,500.00	2,500.00	0.00	100.0%
524 20 42 000 Postage	400.00	400.00	0.00	100.0%
524 20 42 020 Telephone	1,500.00	1,500.00	0.00	100.0%
524 20 43 000 Travel/Meals	1,200.00	1,200.00	0.00	100.0%
524 20 46 000 Insurance	4,654.00	4,654.00	0.00	100.0%
524 20 49 010 Misc-Dues	1,500.00	1,500.00	0.00	100.0%
524 20 49 030 Misc-Tuition/Registration	1,200.00	1,200.00	0.00	100.0%
591 20 70 524 Leases + Subscription IT (SBITA) - Protect. Insp. Dept.	2,000.00	2,000.00	0.00	100.0%
030 Services & Charges	17,454.00	17,454.00	0.00	100.0%
594 24 64 000 Office Equipment	1,400.00	1,400.00	0.00	100.0%
924 Capital Expenditures	1,400.00	1,400.00	0.00	100.0%
524 Protective Inspections	305,454.00	291,454.00	(14,000.00)	95.4%
582 Other				
518 61 00 000 Judgments and Settlements	0.00	0.00	0.00	0.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
582 Other				
518 Judgments and Settlements	0.00	0.00	0.00	0.0%
525 10 41 000 Dept Of Emerg Management	0.00	40,500.00	40,500.00	0.0%
525 10 41 001 Professional Services	0.00	0.00	0.00	0.0%
525 30 13 000 Disaster Recovery - Wages and Overtime	0.00	0.00	0.00	0.0%
525 30 41 000 Disaster Recovery - Other Expenses	0.00	0.00	0.00	0.0%
553 70 41 000 NW Air Pollution	0.00	6,837.00	6,837.00	0.0%
525 Disaster Services	0.00	47,337.00	47,337.00	0.0%
557 30 41 020 Skagit PUD Customer Assistance	0.00	0.00	0.00	0.0%
557 65 00 000 Skagit PUD Customer Assistance	0.00	0.00	0.00	0.0%
557 Community Services	0.00	0.00	0.00	0.0%
562 00 41 000 Helping Hands Food Bank	0.00	0.00	0.00	0.0%
562 00 41 001 Insurance - Wicker & Fruitdale	0.00	0.00	0.00	0.0%
562 00 41 030 Community Action Of Skagit County	0.00	0.00	0.00	0.0%
562 00 41 050 Volunteers Of America	0.00	0.00	0.00	0.0%
592 11 82 410 Interfund Loan Interest	0.00	0.00	0.00	0.0%
562 Public Health	0.00	0.00	0.00	0.0%
565 50 41 000 Sk Domestic Violence	5,000.00	5,000.00	0.00	100.0%
565 50 41 010 City of Burlington-Public Housing	0.00	0.00	0.00	0.0%
565 Welfare	5,000.00	5,000.00	0.00	100.0%
566 00 41 000 Skagit Co Public Health-2% Liquor Tax	3,500.00	3,500.00	0.00	100.0%
566 Substance Abuse	3,500.00	3,500.00	0.00	100.0%
569 00 41 000 Skagit Senior Services	26,000.00	26,000.00	0.00	100.0%
569 Aging & Adult Services	26,000.00	26,000.00	0.00	100.0%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
582 Other				
581 10 41 001 Interfund Loan Disbursement	0.00	0.00	0.00	0.0%
581 20 00 001 Loan Repayment-Sewer Cap Proj Res 410	0.00	0.00	0.00	0.0%
581 22 70 410 Interfund Loan Principal	0.00	0.00	0.00	0.0%
586 00 00 000 DO NOT USE - State Court Fees Remittance	0.00	0.00	0.00	0.0%
589 99 09 999 Payroll Clearing	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%
594 13 64 000 Office Equipment	0.00	0.00	0.00	0.0%
594 22 61 003 Fire Training Facility Improvements	0.00	0.00	0.00	0.0%
595 10 20 001 HRA - VEBA for HDHP	0.00	0.00	0.00	0.0%
595 10 63 013 Eng - TIB Compl Streets 2023-25	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
595 20 63 001 DO NOT USE - RW Trail Road Extension	0.00	0.00	0.00	0.0%
597 00 00 002 Transfers-Out - Fire Reserve	0.00	0.00	0.00	0.0%
597 00 00 116 Transfer Out to 116 Affordable Housing	0.00	0.00	0.00	0.0%
597 00 00 118 Transfers-Out - National Opioid Settlement	0.00	0.00	0.00	0.0%
597 00 00 119 Transfers-Out - to Arts Commission	0.00	0.00	0.00	0.0%
597 00 00 189 Transfer Out to ARPA	0.00	0.00	0.00	0.0%
597 00 00 305 Transfer To Library Construction Fund	0.00	0.00	0.00	0.0%
597 00 00 505 Transfers-Out - PW Facility Fund 505	0.00	0.00	0.00	0.0%
597 00 03 003 Transfers-Out - Special Projects	0.00	0.00	0.00	0.0%
597 00 10 205 Transfers-Out To 2008 GO Bond Fund	88,000.00	88,000.00	0.00	100.0%

2025 PROPOSED BUDGET CHANGES

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001 Current Expense Fund					
Expenditures		Original	Proposed	Difference	Remarks
582 Other					
597 00 11 101 Transfer To Parks Operations		0.00	467,946.00	467,946.00	0.0% Fund Olmsted Park (594.76.63.025) \$352,946
					City Hall (576.80.48.016)
					Window privacy film \$15,000
					Sally gate \$85,000
					Office to Finance \$15,000
597 Interfund Transfers		88,000.00	555,946.00	467,946.00	631.8%
582 Other		122,500.00	637,783.00	515,283.00	520.6%
Fund Expenditures:		14,243,253.00	14,730,720.00	487,467.00	103.4%
Fund Excess/(Deficit):		227,271.00	281,124.00		

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002 Fire Proposition 1 Reserve

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 002 General Property Tax - Fire Prop 1 Reserve	272,776.00	272,776.00	0.00	100.0%
310 Taxes	272,776.00	272,776.00	0.00	100.0%
397 Interfund Transfers				
397 00 00 002 Transfer-In - General Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	272,776.00	272,776.00	0.00	100.0%
Fund Excess/(Deficit):	272,776.00	272,776.00		

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003 Special Projects Fund

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 00 03 003 Transfers In - General Fund	0.00	0.00	0.00	0.0%
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397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 03 000 Transfers-Out - General Fund	101,500.00	101,500.00	0.00	100.0%
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597 00 03 101 Transfers-Out - Parks	286,000.00	624,000.00	338,000.00	218.2%	Fund Olmsted Park 594.76.63.025 \$624,000.
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597 00 03 103 Transfers-Out - Streets	76,413.00	76,413.00	0.00	100.0%
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597 Interfund Transfers	463,913.00	801,913.00	338,000.00	172.9%
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Fund Expenditures:	463,913.00	801,913.00	338,000.00	172.9%
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Fund Excess/(Deficit):	(463,913.00)	(801,913.00)
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101 Parks & Facilities Fund

Revenues	Original	Proposed	Difference		Remarks
310 Taxes					
311 10 00 101 Real & Psnl Property Taxes	959,000.00	959,000.00	0.00	100.0%	
313 11 00 101 Sales & Use Tax	174,360.00	174,360.00	0.00	100.0%	
310 Taxes	1,133,360.00	1,133,360.00	0.00	100.0%	
330 Intergovernmental Revenues					
331 14 00 101 USHUD Grant Olmsted P2000	500,000.00	500,000.00	0.00	100.0%	
332 92 10 101 COVID-19 Non-grant Assistance	0.00	0.00	0.00	0.0%	
333 97 00 101 Federal Indirect Grant From Department Of Homeland Security	0.00	0.00	0.00	0.0%	
334 01 80 101 State Direct/Indirect Grant From Military Department	0.00	0.00	0.00	0.0%	
334 02 70 000 Grant From Recreation And Conservation Funding Board	624,720.00	624,720.00	0.00	100.0%	
334 02 70 101 RCO LCF Grant Olmed Phase 1	0.00	0.00	0.00	0.0%	
337 00 00 101 Port of Skagit Grant Olmstead Phase 1	400,000.00	400,000.00	0.00	100.0%	
337 31 00 101 Port Of Skagit County Contribution	0.00	0.00	0.00	0.0%	
337 31 01 101 Sedro-Woolley School Dist Contribution	0.00	0.00	0.00	0.0%	
337 31 02 101 Local Grants, Entitlements, & Other Payments	0.00	7,000.00	7,000.00	0.0%	Lodging Tax Grant
330 Intergovernmental Revenues	1,524,720.00	1,531,720.00	7,000.00	100.5%	
340 Charges For Goods & Services					
344 10 00 101 Road/Street Maintenance & Repair Charges	0.00	0.00	0.00	0.0%	
345 16 00 101 Weed Control Services	0.00	0.00	0.00	0.0%	
347 20 00 002 Library Pass Through Revenue	6,000.00	6,000.00	0.00	100.0%	
347 30 01 101 Athletic Field User Fees	11,000.00	11,000.00	0.00	100.0%	
340 Charges For Goods & Services	17,000.00	17,000.00	0.00	100.0%	

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101 Parks & Facilities Fund

Revenues	Original	Proposed	Difference	Remarks
360 Interest & Other Earnings				
321 80 00 000 Concessions	0.00	0.00	0.00	0.0%
361 11 00 101 Investment Interest	500.00	500.00	0.00	100.0%
361 30 00 101 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 91 00 000 Misc.	0.00	0.00	0.00	0.0%
361 91 00 101 Misc.	0.00	0.00	0.00	0.0%
362 40 00 000 Community Center Rental	25,000.00	25,000.00	0.00	100.0%
362 40 02 000 Community Center Cleaning	0.00	0.00	0.00	0.0%
362 40 05 000 Facility Monitor Revenue	2,500.00	2,500.00	0.00	100.0%
362 40 10 000 Space Rent-RV Park - Riverfront	30,000.00	30,000.00	0.00	100.0%
362 40 10 001 Space Rent-RV Park - Bingham	10,000.00	10,000.00	0.00	100.0%
362 40 20 000 Space/Facility Rent-Riverfront	16,000.00	16,000.00	0.00	100.0%
362 40 30 000 Space/Facility Rent-Bingham	4,000.00	4,000.00	0.00	100.0%
362 40 31 000 Space And Facilities	2,000.00	2,000.00	0.00	100.0%
Rent-Memorial Park				
362 40 40 000 Facility Rent - HHS	100.00	100.00	0.00	100.0%
367 00 00 101 Private Donation	0.00	0.00	0.00	0.0%
367 10 00 101 Private Donation-Flower Baskets	1,000.00	1,000.00	0.00	100.0%
367 20 00 101 Private Donation - Bsktball	0.00	0.00	0.00	0.0%
369 10 00 101 Sale Of Surplus	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	91,100.00	91,100.00	0.00	100.0%
380 Non Revenues				
381 10 30 020 Loan Received-Fund 302 CE Reserve	0.00	0.00	0.00	0.0%
382 10 01 101 Community Center Deposits	25,000.00	25,000.00	0.00	100.0%
382 10 02 101 Senior Center Deposits	500.00	500.00	0.00	100.0%
382 10 03 101 Other Deposits	0.00	0.00	0.00	0.0%
388 10 00 101 Prior Period Adjustment	0.00	0.00	0.00	0.0%
380 Non Revenues	25,500.00	25,500.00	0.00	100.0%
390 Other Financing Sources				
395 10 00 101 Sale Of Fixed Assets	0.00	0.00	0.00	0.0%

2025 PROPOSED BUDGET CHANGES

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101 Parks & Facilities Fund

Revenues	Original	Proposed	Difference	Remarks
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390 Other Financing Sources

395 20 00 101 Insurance Recoveries	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 107 Parks Reserve Transfer	0.00	0.00	0.00	0.0%
397 00 00 108 Hotel Motel Transfer	0.00	0.00	0.00	0.0%
397 00 00 301 1st 1/4% REET Transfer	42,500.00	48,962.00	6,462.00	115.2%
				Original \$42,500 Skateboard Park urinal replacement \$6,462 (half \$3,321) 594.76.31.000
397 00 00 302 2nd 1/4% REET Transfer	42,500.00	48,962.00	6,462.00	115.2%
				Original \$42,500 Skateboard Park urinal replacement \$6,462 (half \$3,321) 594.76.31.000
397 00 00 303 Building Maintenance Transfer	0.00	0.00	0.00	0.0%
397 00 00 311 Parks Impact Fee Transfer	501,000.00	501,000.00	0.00	100.0%
397 00 01 001 General Fund Transfer	0.00	467,946.00	467,946.00	0.0%
				Fund Olmsted Park (594.76.63.025) \$352,946 City Hall (576.80.48.016) Window privacy film \$15,000 Sally gate \$85,000 Office to Finance \$15,000
397 00 01 104 Arterial Streets Transfer	0.00	0.00	0.00	0.0%
397 00 01 189 Transfer from ARPA	0.00	0.00	0.00	0.0%
397 00 03 101 Transfers-In - Special Projects	286,000.00	624,000.00	338,000.00	218.2%
397 00 10 115 Council Strategic Reserve	0.00	0.00	0.00	0.0%
Transfer				
397 00 10 401 Transfer From Sewer (Olmsted Restrooms)	143,000.00	143,000.00	0.00	100.0%
397 Interfund Transfers	1,015,000.00	1,833,870.00	818,870.00	180.7%

Fund Revenues:	3,806,680.00	4,632,550.00	825,870.00	121.7%
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Expenditures	Original	Proposed	Difference	Remarks
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101 Parks & Facilities Fund

Expenditures	Original	Proposed	Difference	Remarks
576 Park Facilities				
576 80 41 002 Public Auction Charges	0.00	0.00	0.00	0.0%
576 80 47 025 Olmsted Park	4,000.00	4,000.00	0.00	100.0%
576 80 11 000 Salaries	385,000.00	382,000.00	(3,000.00)	99.2%
576 80 11 001 Caretaker - Riverfront	1,200.00	1,200.00	0.00	100.0%
576 80 11 002 Caretaker - Bingham	1,200.00	1,200.00	0.00	100.0%
576 80 11 003 Caretaker - Memorial	1,200.00	1,200.00	0.00	100.0%
576 80 11 004 Caretaker - Olmsted	400.00	400.00	0.00	100.0%
576 80 12 001 Extra Help-Parks	0.00	0.00	0.00	0.0%
576 80 12 002 Extra Help-Facilities	9,408.00	9,408.00	0.00	100.0%
576 80 12 003 Extra Help - Flowers	13,200.00	13,200.00	0.00	100.0%
576 80 13 000 Overtime	21,000.00	21,000.00	0.00	100.0%
576 80 13 010 Overtime-cleaning Com Ctr	0.00	0.00	0.00	0.0%
576 80 21 001 Industrial Insurance	11,000.00	11,000.00	0.00	100.0%
576 80 22 001 Social Security	34,000.00	33,000.00	(1,000.00)	97.1%
576 80 23 001 Pers Retirement	37,000.00	37,000.00	0.00	100.0%
576 80 24 001 Unemployment	900.00	900.00	0.00	100.0%
576 80 25 001 Medical/dental/vision	145,000.00	136,000.00	(9,000.00)	93.8%
576 80 26 050 Washington Sick Leave	700.00	700.00	0.00	100.0%
576 80 28 000 Employee Wellness	1,200.00	1,200.00	0.00	100.0%
010 Park Services	662,408.00	649,408.00	(13,000.00)	98.0%
576 80 31 000 Operating Sup - Tesarik Park	1,565.00	1,565.00	0.00	100.0%
576 80 31 001 Operating Sup - Riverfront	5,090.00	5,090.00	0.00	100.0%
576 80 31 002 Operating Sup - RV Park	752.00	752.00	0.00	100.0%
576 80 31 003 Operating Sup - Parks Shop	3,121.00	3,121.00	0.00	100.0%
576 80 31 004 Operating Sup - Comm Center	3,209.00	3,209.00	0.00	100.0%
576 80 31 005 Operating Sup - Senior Ctr	3,209.00	3,209.00	0.00	100.0%
576 80 31 006 Operating Sup - City Hall	12,319.00	12,319.00	0.00	100.0%
576 80 31 007 Operating Sup - Library	0.00	0.00	0.00	0.0%
576 80 31 008 Operating Sup - Memorial	1,569.00	1,569.00	0.00	100.0%
576 80 31 009 Operating Sup - Bingham Park	1,909.00	1,909.00	0.00	100.0%
576 80 31 012 Operating Sup - Hammer	2,764.00	2,764.00	0.00	100.0%

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101 Parks & Facilities Fund

Expenditures	Original	Proposed	Difference	Remarks
576 Park Facilities				
576 80 31 013 Operating Sup - Flowers-Holiday Displays	12,200.00	12,200.00	0.00	100.0%
576 80 31 025 Operating Sup - Olmsted Park	500.00	500.00	0.00	100.0%
576 80 31 030 Supplies Reimbursement - Fund 401	0.00	0.00	0.00	0.0%
576 80 31 100 Fertilizer/Herbicide	7,610.00	7,610.00	0.00	100.0%
576 80 32 000 Auto Fuel/Diesel	12,704.00	12,704.00	0.00	100.0%
576 80 35 000 Small Tools & Minor Equip	5,740.00	5,740.00	0.00	100.0%
576 80 35 010 Safety Equipment	3,278.00	3,278.00	0.00	100.0%
030 Supplies	77,539.00	77,539.00	0.00	100.0%
576 80 41 000 Professional Services	2,000.00	2,000.00	0.00	100.0%
576 80 41 001 Advertising	2,000.00	2,000.00	0.00	100.0%
576 80 41 010 Alarm Monitoring	5,500.00	5,500.00	0.00	100.0%
576 80 42 010 Postage	100.00	100.00	0.00	100.0%
576 80 42 020 Telephone	5,000.00	5,000.00	0.00	100.0%
576 80 44 010 Taxes And Assessments	1,500.00	1,500.00	0.00	100.0%
576 80 45 001 Equipment Rental	3,500.00	3,500.00	0.00	100.0%
576 80 46 000 Insurance	65,066.00	65,066.00	0.00	100.0%
576 80 49 000 Misc-Tuition/Registration	1,560.00	1,560.00	0.00	100.0%
576 80 49 020 Misc-Dues/CDL/Background	1,400.00	1,400.00	0.00	100.0%
576 80 49 030 Misc-Permits & Licenses	1,000.00	1,000.00	0.00	100.0%
576 80 49 090 Special Events Support	1,000.00	1,000.00	0.00	100.0%
591 80 70 101 Subscription It (SBITA) - Parks and Facilities	10,689.00	10,689.00	0.00	100.0%
040 Services & Charges	100,315.00	100,315.00	0.00	100.0%
576 80 47 000 Riverfront	18,333.00	18,333.00	0.00	100.0%
576 80 47 010 Community Center	7,947.00	7,947.00	0.00	100.0%
576 80 47 020 Senior Center	20,900.00	20,900.00	0.00	100.0%
576 80 47 030 Museum Apartments	1,600.00	1,600.00	0.00	100.0%
576 80 47 040 Train	1,350.00	1,350.00	0.00	100.0%
576 80 47 050 Hammer Square	7,977.00	7,977.00	0.00	100.0%

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101 Parks & Facilities Fund

Expenditures	Original	Proposed	Difference		Remarks
576 Park Facilities					
576 80 47 051 Bingham / Memorial	7,000.00	7,000.00	0.00	100.0%	
576 80 47 052 Bingham Caretaker	5,576.00	5,576.00	0.00	100.0%	
576 80 47 053 Other Utilities	15,500.00	15,500.00	0.00	100.0%	
576 80 47 070 City Hall	68,480.00	68,480.00	0.00	100.0%	
576 80 47 090 Portable Toilets	2,000.00	2,000.00	0.00	100.0%	
050 Utilities	156,663.00	156,663.00	0.00	100.0%	
576 00 80 101 M&O Fund 501	0.00	0.00	0.00	0.0%	
576 80 48 000 Repairs/Maintenance	7,803.00	7,803.00	0.00	100.0%	
576 80 48 001 Riverfront	13,770.00	13,770.00	0.00	100.0%	
576 80 48 002 RV Park	2,024.00	2,024.00	0.00	100.0%	
576 80 48 003 Bingham Caretaker	1,308.00	1,308.00	0.00	100.0%	
576 80 48 004 Community Center	6,073.00	6,073.00	0.00	100.0%	
576 80 48 005 Senior Center	6,431.00	6,431.00	0.00	100.0%	
576 80 48 006 Memorial Park	6,549.00	6,549.00	0.00	100.0%	
576 80 48 007 Bingham Park	6,073.00	6,073.00	0.00	100.0%	
576 80 48 008 North Township	0.00	0.00	0.00	0.0%	
576 80 48 009 Hammer Square	7,145.00	7,145.00	0.00	100.0%	
576 80 48 010 Office Equip	1,000.00	1,000.00	0.00	100.0%	
576 80 48 011 Lions Roadside	484.00	484.00	0.00	100.0%	
576 80 48 012 Harry Osborne	3,572.00	3,572.00	0.00	100.0%	
576 80 48 013 Tesarik Park	5,254.00	5,254.00	0.00	100.0%	
576 80 48 014 Winnie Houser Park	4,669.00	4,669.00	0.00	100.0%	
576 80 48 015 Library	3,000.00	3,000.00	0.00	100.0%	
576 80 48 016 City Hall	45,000.00	160,000.00	115,000.00	355.6%	Routine work \$45,000
					Transfer from GF (397.00.01.001):
					Window privacy film \$15,000
					Sally gate \$85,000
					Office to Finance \$15,000
					Total \$160,000
576 80 48 017 Museum	500.00	500.00	0.00	100.0%	
576 80 48 018 Off Leash Dog	572.00	572.00	0.00	100.0%	

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101 Parks & Facilities Fund

Expenditures	Original	Proposed	Difference		Remarks
576 Park Facilities					
576 80 48 019 Skatepark	1,144.00	1,144.00	0.00	100.0%	
576 80 48 020 Resource Conservation	1,000.00	1,000.00	0.00	100.0%	
576 80 48 021 Equipment	11,445.00	11,445.00	0.00	100.0%	
576 80 48 022 Evidence Garage	3,500.00	3,500.00	0.00	100.0%	
576 80 48 023 205 North Reed	50.00	50.00	0.00	100.0%	
576 80 48 025 Olmsted Park	1,000.00	1,000.00	0.00	100.0%	
576 80 48 026 CS Library	6,000.00	6,000.00	0.00	100.0%	
576 80 48 101 M&O Fund 501	5,775.00	5,775.00	0.00	100.0%	
576 80 48 500 Contracted Heavy Duty Cleaning	5,000.00	5,000.00	0.00	100.0%	
060 Repairs & Maintenance	156,141.00	271,141.00	115,000.00	173.7%	
581 20 00 101 Loan Repayment-Capital Res	0.00	0.00	0.00	0.0%	
591 76 75 000 Note Payable - Houser	0.00	0.00	0.00	0.0%	
592 76 80 000 Loan Interest	0.00	0.00	0.00	0.0%	
800 Debt Service	0.00	0.00	0.00	0.0%	
594 76 31 000 Buildings & Structures	85,000.00	91,462.00	6,462.00	107.6%	Original \$85,000 Skateboard Park urinal replacement \$6,462.
594 76 31 100 Museum Apartment	0.00	0.00	0.00	0.0%	
594 76 61 000 Riverfront Park	10,000.00	10,000.00	0.00	100.0%	
594 76 61 001 Bingham Park	0.00	0.00	0.00	0.0%	
594 76 61 002 Houser Park	0.00	0.00	0.00	0.0%	
594 76 61 003 Miscellaneous Park Upgrades	5,000.00	5,000.00	0.00	100.0%	
594 76 61 004 Metcalf Park	0.00	0.00	0.00	0.0%	
594 76 61 005 Northern State Pond Park	0.00	0.00	0.00	0.0%	
594 76 63 014 Memorial Park	0.00	0.00	0.00	0.0%	
594 76 63 015 Janicki Field Construction	0.00	0.00	0.00	0.0%	

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101 Parks & Facilities Fund

Expenditures	Original	Proposed	Difference		Remarks
576 Park Facilities					
594 76 63 025 Olmsted Park	2,439,720.00	3,128,563.00	688,843.00	128.2%	Base bid \$2,437,617 + Alternate 1 \$331,230 + Alternate 2 \$359,716 = \$3,128,563 Funding Sources: USHUD (331.14.00.101) -\$500,000 RCO (334.02.70.000) -\$624,720 Port (337.00.00.101) - \$400,000 PK Impact Fee (397.00.00.311) -\$486,000 Special Projects (397.00.03.101) - \$624,000 Sewer transfer (397.00.10.401) - \$143,000 GF Reserve (397.00.01.001) - \$352,946
594 76 63 030 Reed Street Park	0.00	0.00	0.00	0.0%	
594 76 64 001 Holiday Display	0.00	0.00	0.00	0.0%	
900 Capital Expenditures	2,539,720.00	3,235,025.00	695,305.00	127.4%	
597 00 00 101 Equipment Replacement Fund	20,240.00	20,240.00	0.00	100.0%	
501					
597 00 03 505 Transfers-Out - PW Facility Fund	52,470.00	52,470.00	0.00	100.0%	
505					
950 Transfers	72,710.00	72,710.00	0.00	100.0%	
576 Park Facilities	3,769,496.00	4,566,801.00	797,305.00	121.2%	
580 Non Expenditures					
582 10 01 101 Community Center Deposit Refund	25,000.00	25,000.00	0.00	100.0%	
582 10 02 101 Senior Center Deposit Refund	500.00	500.00	0.00	100.0%	
582 10 03 101 Other Deposit Refund	0.00	0.00	0.00	0.0%	
580 Non Expenditures	25,500.00	25,500.00	0.00	100.0%	
Fund Expenditures:	3,794,996.00	4,592,301.00	797,305.00	121.0%	
Fund Excess/(Deficit):	11,684.00	40,249.00			

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102 Cemetery Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 102 Real & Psnl Property Taxes	114,500.00	114,500.00	0.00	100.0%
310 Taxes	114,500.00	114,500.00	0.00	100.0%
330 Intergovernmental Revenues				
334 06 90 102 State Grant From Other State Agencies	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services				
343 60 00 000 DO NOT USE - Cemetery Fees	0.00	0.00	0.00	0.0%
343 60 01 102 Cemetery Fees Non-Taxable	62,000.00	62,000.00	0.00	100.0%
343 60 02 102 Cemetery Fees Taxable	16,000.00	16,000.00	0.00	100.0%
340 Charges For Goods & Services	78,000.00	78,000.00	0.00	100.0%
360 Interest & Other Earnings				
361 11 00 102 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 102 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
369 10 00 102 Sale Of Surplus	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
380 Non Revenues				
381 10 02 410 Sewer Reserve Loan	0.00	0.00	0.00	0.0%
388 10 00 102 Prior Period Adjustment	0.00	0.00	0.00	0.0%
389 30 11 102 DO NOT USE - Sales Tax Collected	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 00 106 Endowment Transfer	52,000.00	52,000.00	0.00	100.0%

2025 PROPOSED BUDGET CHANGES

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102 Cemetery Fund

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 Interfund Transfers	52,000.00	52,000.00	0.00	100.0%
Fund Revenues:	244,500.00	244,500.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
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536 Cemetery

536 20 11 000 Salaries	68,000.00	68,000.00	0.00	100.0%
536 20 12 000 Extra Help	15,500.00	15,500.00	0.00	100.0%
536 20 13 000 Overtime	2,750.00	2,750.00	0.00	100.0%
536 20 21 001 Industrial Insurance	900.00	900.00	0.00	100.0%
536 20 22 001 Social Security	7,000.00	7,000.00	0.00	100.0%
536 20 23 001 PERS Retirement	7,000.00	7,000.00	0.00	100.0%
536 20 24 001 Unemployment	200.00	200.00	0.00	100.0%
536 20 25 001 Medical/Dental/Vision	16,000.00	15,000.00	(1,000.00)	93.8%
536 20 26 050 Washington Sick Leave	200.00	200.00	0.00	100.0%
010 Cemetery Services	117,550.00	116,550.00	(1,000.00)	99.1%
536 20 31 000 Office Supplies	572.00	572.00	0.00	100.0%
536 20 31 010 Operating Supplies	2,208.00	2,208.00	0.00	100.0%
536 20 32 000 Auto Fuel/Diesel	3,714.00	3,714.00	0.00	100.0%
536 20 32 001 Propane	1,200.00	1,200.00	0.00	100.0%
536 20 34 000 Liners	8,405.00	8,405.00	0.00	100.0%
536 20 35 000 Small Tools/Minor Equip	1,000.00	1,000.00	0.00	100.0%
536 20 35 010 Safety Equipment	972.00	972.00	0.00	100.0%
020 Supplies	18,071.00	18,071.00	0.00	100.0%
536 20 41 000 Professional Services	0.00	0.00	0.00	0.0%
536 20 42 010 Postage	30.00	30.00	0.00	100.0%
536 20 42 020 Telephone	2,000.00	2,000.00	0.00	100.0%
536 20 43 000 Meals/Travel	170.00	170.00	0.00	100.0%
536 20 44 010 Taxes And Assessments	2,800.00	2,800.00	0.00	100.0%
536 20 46 000 Insurance	16,426.00	16,426.00	0.00	100.0%

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102 Cemetery Fund

Expenditures	Original	Proposed	Difference	Remarks
536 Cemetery				
536 20 47 000 Public Utilities	3,411.00	3,411.00	0.00	100.0%
536 20 48 010 Repair/maint-Office Equip	85.00	85.00	0.00	100.0%
536 20 48 020 Repair/Maint-Headstones	572.00	572.00	0.00	100.0%
536 20 48 030 Repair/Maintenance-Land	1,560.00	1,560.00	0.00	100.0%
536 20 48 040 Repair/Maint-Equip & Bldg	6,500.00	6,500.00	0.00	100.0%
536 20 48 050 Repair/Maint-Northern State Cemetery	510.00	510.00	0.00	100.0%
536 20 48 102 M&O Fund 501	3,885.00	3,885.00	0.00	100.0%
536 20 49 000 Misc-Dues/Subscriptions	250.00	250.00	0.00	100.0%
536 20 49 010 Misc-Tuition/Registration	285.00	285.00	0.00	100.0%
536 20 49 020 Miscellaneous	673.00	673.00	0.00	100.0%
536 20 49 030 Misc-laundry	560.00	560.00	0.00	100.0%
591 20 70 102 Subscription IT (SBITA) - Cemetery	3,450.00	3,450.00	0.00	100.0%
030 Services & Charges	43,167.00	43,167.00	0.00	100.0%
594 36 61 000 Land Acquisition	0.00	0.00	0.00	0.0%
595 30 63 000 Roadway Repairs	0.00	0.00	0.00	0.0%
900 Capital Expenditures	0.00	0.00	0.00	0.0%
597 00 00 102 Equipment Replacement Fund 501	13,420.00	13,420.00	0.00	100.0%
950 Transfers	13,420.00	13,420.00	0.00	100.0%
536 Cemetery	192,208.00	191,208.00	(1,000.00)	99.5%
580 Non Expenditures				
589 30 11 102 DO NOT USE - Sales Tax Remittance	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%

594 Capital Expenditures

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102 Cemetery Fund

Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
594 36 61 050 Northern State Cemetery Capital Projects	0.00	0.00	0.00	0.0%
594 36 61 010 Capital Outlay - Cemetery Software	0.00	0.00	0.00	0.0%
594 36 63 000 Cemetery	52,000.00	52,000.00	0.00	100.0%
900 Capital Expenditures	52,000.00	52,000.00	0.00	100.0%
594 Capital Expenditures	52,000.00	52,000.00	0.00	100.0%
Fund Expenditures:	244,208.00	243,208.00	(1,000.00)	99.6%
Fund Excess/(Deficit):	292.00	1,292.00		

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103 Street Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 103 Real & Psnl Property Taxes	403,000.00	403,000.00	0.00	100.0%
313 11 00 103 Sales & Use Tax	257,570.00	257,570.00	0.00	100.0%
310 Taxes	660,570.00	660,570.00	0.00	100.0%
330 Intergovernmental Revenues				
334 06 90 103 L&I Stay At Work Grant	0.00	0.00	0.00	0.0%
336 00 71 000 Multimodal Tax	17,000.00	17,000.00	0.00	100.0%
336 00 87 000 Motor Vehicle Fuel Tax-City	240,000.00	240,000.00	0.00	100.0%
337 00 00 103 Interlocal Grants, Entitlements	0.00	0.00	0.00	0.0%
And Other Payments				
330 Intergovernmental Revenues	257,000.00	257,000.00	0.00	100.0%
340 Charges For Goods & Services				
344 10 00 103 Fees & Charges	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings				
361 11 00 103 Investment Interest	1,500.00	1,500.00	0.00	100.0%
361 30 00 103 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
369 10 00 103 Sale Of Surplus	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	1,500.00	1,500.00	0.00	100.0%
380 Non Revenues				
381 10 00 410 Loan From Sewer Reserve	0.00	0.00	0.00	0.0%
381 10 30 103 Loan From CE Reserve	0.00	0.00	0.00	0.0%
388 10 00 103 Prior Period Adjustment	0.00	0.00	0.00	0.0%
389 30 00 103 DO NOT USE - Collection of Sales	0.00	0.00	0.00	0.0%
Tax				
380 Non Revenues	0.00	0.00	0.00	0.0%

2025 PROPOSED BUDGET CHANGES

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103 Street Fund

Revenues	Original	Proposed	Difference	Remarks
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390 Other Financing Sources

395 10 00 103 Sale Of Fixed Assets	0.00	0.00	0.00	0.0%
395 20 00 103 Insurance Recoveries	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 103 Operating Transfer In - REET II	100,000.00	100,000.00	0.00	100.0%
397 00 03 103 Transfers-In - Special Projects	76,413.00	76,413.00	0.00	100.0%
397 00 03 189 Transfer-In from ARPA	0.00	0.00	0.00	0.0%
397 00 03 302 Transfer-in 1st 1/4% REET Fund	0.00	0.00	0.00	0.0%
301				
397 00 05 103 Operating Transfer In-REET I	100,000.00	100,000.00	0.00	100.0%
397 00 05 115 Transfer-In From Council Reserve	0.00	0.00	0.00	0.0%
115				
397 Interfund Transfers	276,413.00	276,413.00	0.00	100.0%

Fund Revenues:	1,195,483.00	1,195,483.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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542 Streets - Maintenance

542 30 11 000 Salaries	257,000.00	255,000.00	(2,000.00)	99.2%
542 30 12 000 Extra Help	0.00	0.00	0.00	0.0%
542 30 13 000 Overtime	5,500.00	5,500.00	0.00	100.0%
542 30 21 001 Industrial Insurance	7,000.00	4,000.00	(3,000.00)	57.1%
542 30 22 001 Social Security	21,000.00	20,000.00	(1,000.00)	95.2%
542 30 23 001 PERS Retirement	24,000.00	24,000.00	0.00	100.0%
542 30 24 001 Unemployment	600.00	600.00	0.00	100.0%
542 30 25 001 Medical/Dental/Vision	70,000.00	59,000.00	(11,000.00)	84.3%
542 30 26 050 Washington Sick Leave	500.00	500.00	0.00	100.0%
542 30 28 000 Employee Wellness	1,145.00	1,145.00	0.00	100.0%

010 Street Services	386,745.00	369,745.00	(17,000.00)	95.6%
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542 30 31 000 Operating Supplies	13,108.00	13,108.00	0.00	100.0%
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103 Street Fund

Expenditures	Original	Proposed	Difference	Remarks
542 Streets - Maintenance				
542 30 31 010 Operating Supplies-Propane	1,122.00	1,122.00	0.00	100.0%
542 30 31 020 Operating Supplies - Herbicide	6,120.00	6,120.00	0.00	100.0%
542 30 32 000 Auto Fuel/Diesel	19,380.00	19,380.00	0.00	100.0%
542 30 35 000 Small Tools/Minor Equip	7,005.00	7,005.00	0.00	100.0%
542 30 35 010 Safety Equipment	2,705.00	2,705.00	0.00	100.0%
030 Supplies	49,440.00	49,440.00	0.00	100.0%
542 30 41 000 Professional Services	3,000.00	3,000.00	0.00	100.0%
542 30 42 020 Telephone	3,200.00	3,200.00	0.00	100.0%
542 30 43 000 Travel	560.00	560.00	0.00	100.0%
542 30 45 000 Rental-Equipment	3,500.00	3,500.00	0.00	100.0%
542 30 47 000 Public Utilities	0.00	0.00	0.00	0.0%
542 30 48 000 Repair/Maint-Streets	0.00	0.00	0.00	0.0%
542 30 48 001 Crack/Slurry Seals	5,600.00	5,600.00	0.00	100.0%
542 30 48 002 Crushed Aggregate	23,970.00	23,970.00	0.00	100.0%
542 30 48 003 Asphalt Materials	7,610.00	7,610.00	0.00	100.0%
542 30 48 005 Street Tree Maintenance	5,050.00	5,050.00	0.00	100.0%
542 30 48 010 Repair/Maintenance-Equip	31,423.00	31,423.00	0.00	100.0%
542 30 49 000 Misc-Laundry	1,020.00	1,020.00	0.00	100.0%
542 30 49 010 Misc-Dues/Subscriptions	500.00	500.00	0.00	100.0%
542 30 49 020 Misc-Judgment & Damages	1,325.00	1,325.00	0.00	100.0%
542 30 49 030 Misc-Tuition/Registration	1,550.00	1,550.00	0.00	100.0%
542 30 49 040 CDL Endorcement Fees	1,325.00	1,325.00	0.00	100.0%
591 30 70 103 Subscription IT (SBITA) - Streets	2,306.00	2,306.00	0.00	100.0%
040 Services & Charges	91,939.00	91,939.00	0.00	100.0%
542 61 31 000 Operating Supplies	0.00	0.00	0.00	0.0%
542 61 48 000 Repair/Maint Sidewalk (REET)	50,000.00	50,000.00	0.00	100.0%
542 61 48 001 Sidewalk Replacement	3,150.00	3,150.00	0.00	100.0%
Partnership				
050 Sidewalks	53,150.00	53,150.00	0.00	100.0%
542 63 47 000 Public Utilities	150,000.00	150,000.00	0.00	100.0%
542 63 48 000 Repairs/Maintenance	21,983.00	21,983.00	0.00	100.0%

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103 Street Fund

Expenditures	Original	Proposed	Difference	Remarks
542 Streets - Maintenance				
060 Street Lighting	171,983.00	171,983.00	0.00	100.0%
542 64 31 000 Operating Supplies	0.00	0.00	0.00	0.0%
542 64 31 001 Painting & Striping Supplies	20,000.00	20,000.00	0.00	100.0%
542 64 31 002 Traffic Control Devices	5,000.00	5,000.00	0.00	100.0%
542 64 31 003 Temporary Devises TCCD	3,400.00	3,400.00	0.00	100.0%
542 64 31 004 Street Sign Materials	14,000.00	14,000.00	0.00	100.0%
070 Traffic Control	42,400.00	42,400.00	0.00	100.0%
542 65 44 000 Taxes & Assessments	65.00	65.00	0.00	100.0%
542 65 48 000 Repair Parking	3,100.00	3,100.00	0.00	100.0%
080 Parking Facilities	3,165.00	3,165.00	0.00	100.0%
542 66 31 000 Operating Supplies	8,500.00	8,500.00	0.00	100.0%
090 Snow & Ice Control	8,500.00	8,500.00	0.00	100.0%
542 67 31 000 Operating Supplies	0.00	0.00	0.00	0.0%
542 67 48 000 Repairs/Maint-Equip	0.00	0.00	0.00	0.0%
100 Street Cleaning	0.00	0.00	0.00	0.0%
543 30 11 000 Salaries	0.00	0.00	0.00	0.0%
543 30 12 000 Overtime	0.00	0.00	0.00	0.0%
543 30 21 001 Industrial Insurance	0.00	0.00	0.00	0.0%
543 30 22 001 Social Security	0.00	0.00	0.00	0.0%
543 30 23 001 PERS Retirement	0.00	0.00	0.00	0.0%
543 30 24 001 Unemployment	0.00	0.00	0.00	0.0%
543 30 25 001 Medical/Dental/Vision	0.00	0.00	0.00	0.0%
543 30 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%
110 General Services	0.00	0.00	0.00	0.0%
542 30 48 103 M&O Fund 501	27,930.00	27,930.00	0.00	100.0%
543 30 41 000 Advertising	1,122.00	1,122.00	0.00	100.0%
543 30 46 000 Insurance	82,763.00	82,763.00	0.00	100.0%

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103 Street Fund

Expenditures	Original	Proposed	Difference	Remarks
542 Streets - Maintenance				
120 General Services & Charges	111,815.00	111,815.00	0.00	100.0%
594 42 62 000 Buildings & Structures	0.00	0.00	0.00	0.0%
594 42 64 103 Equipment	0.00	0.00	0.00	0.0%
595 30 63 020 Resurfacing Projects	150,000.00	150,000.00	0.00	100.0%
900 Capital Expenditures	150,000.00	150,000.00	0.00	100.0%
597 00 00 103 Equipment Replacement Fund	98,780.00	98,780.00	0.00	100.0%
501				
597 00 04 104 Transfers-Out -Fund 104	0.00	0.00	0.00	0.0%
597 00 05 505 Transfers-Out - PW Facility Fund	20,750.00	20,750.00	0.00	100.0%
505				
950 Transfers	119,530.00	119,530.00	0.00	100.0%
542 Streets - Maintenance	1,188,667.00	1,171,667.00	(17,000.00)	98.6%
580 Non Expenditures				
581 20 00 410 Loan Repayment Sewer Reserve	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment				
592 95 80 000 Loan Interest	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%
597 Interfund Transfers				
597 00 06 103 Transfers Out to General Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	1,188,667.00	1,171,667.00	(17,000.00)	98.6%
Fund Excess/(Deficit):	6,816.00	23,816.00		

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
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308 Beginning Balances

306 30 85 000 Cont - Sch A Cook Rd Overlay	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%

330 Intergovernmental Revenues

333 20 20 060 STPUS - Jameson/SR9	0.00	0.00	0.00	0.0%
333 20 20 070 STPUS - SR20 Cascade Trail Phase 1A	0.00	0.00	0.00	0.0%
333 20 20 072 STPUS-Jones/John Liner Trail LA-9412	0.00	0.00	0.00	0.0%
333 20 20 075 TAP - SR20 Cascade Trail Phase 1B	0.00	0.00	0.00	0.0%
333 20 20 076 STPUS - SR20/SR9-Township Int Impr - LA9392	0.00	0.00	0.00	0.0%
333 20 20 077 STPUS - SR20 Cascade Trail Phase 2A LA-9393	838,763.00	838,763.00	0.00	100.0%
333 20 20 078 STPUS - John Liner Rd, Reed To Township Bicycle/Ped Improvements	0.00	0.00	0.00	0.0%
333 20 20 079 STBGUM - John Liner Rd Bike-Ped - LA 10455	43,250.00	43,250.00	0.00	100.0%
333 20 20 080 STBGUM - John Line Rd Arterial - LA 10752	102,994.00	102,994.00	0.00	100.0%
334 03 60 001 TIB - Jones/JLR BNSF	370,560.00	370,560.00	0.00	100.0%
334 03 60 081 WSDOT - Jones/JLR BNSF	0.00	0.00	0.00	0.0%
334 03 61 000 WA DOT Grant	0.00	0.00	0.00	0.0%
334 03 80 010 TIB UAP Fruitdale	0.00	0.00	0.00	0.0%
334 03 80 025 TIB APP State Street	0.00	0.00	0.00	0.0%
334 03 80 030 TIB Sidewalk & Ramp Projects	0.00	0.00	0.00	0.0%
334 03 80 040 TIB APP - SR20 Lane Widening	0.00	0.00	0.00	0.0%
334 03 80 042 TIB Jameson Art Overlay	0.00	0.00	0.00	0.0%
334 03 80 044 TIB Wicker Rd Overlay	0.00	0.00	0.00	0.0%
334 03 80 045 TIB - Trail Rd Overlay	0.00	0.00	0.00	0.0%
334 03 80 050 TIB USP SR20 Sidewalks Township-Fruitdale	0.00	0.00	0.00	0.0%

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
330 Intergovernmental Revenues				
334 03 80 060 TIB Jameson/SR9	0.00	0.00	0.00	0.0%
334 03 80 083 TIB UAP - SR9-John Liner-McGarigle	1,880,000.00	1,880,000.00	0.00	100.0%
334 03 80 084 TIB Complete Streets 2023-2025	0.00	0.00	0.00	0.0%
334 03 80 085 TIB APP Sch A Cook Rd	0.00	0.00	0.00	0.0%
334 03 80 104 TIB APP Sch A Cook Rd	0.00	0.00	0.00	0.0%
334 03 80 105 TIB APP Sch A PVT & Ped	0.00	0.00	0.00	0.0%
334 03 80 106 TIB EOCS Sch F Pvt & Ped	0.00	0.00	0.00	0.0%
337 00 00 010 Skagit Co Fruitdale Econ Dev Grant	0.00	0.00	0.00	0.0%
337 00 00 011 Port Of Skagit-Fruitdale Road Project	0.00	0.00	0.00	0.0%
337 00 00 020 SWSD-ADA Curb Contribution	0.00	0.00	0.00	0.0%
337 00 00 051 ILA Funding - SR20 Lane Widening	0.00	0.00	0.00	0.0%
337 00 00 052 Skagit Co-Econ Dev-SR20/W Lane Widening	0.00	0.00	0.00	0.0%
337 00 00 083 Skagit Co-Econ Dev-SR9-John Liner-McGarigle	0.00	0.00	0.00	0.0%
337 00 00 084 Port of Skagit- Patrick St Extn	0.00	0.00	0.00	0.0%
337 00 00 085 Skagit Co ILA - Cook Rd Overlay	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	3,235,567.00	3,235,567.00	0.00	100.0%
340 Charges For Goods & Services				
341 81 00 104 Plan Sets, Copies	0.00	0.00	0.00	0.0%
341 82 00 000 Engineering Services	0.00	0.00	0.00	0.0%
344 10 00 000 Construction/Maint Charges	0.00	0.00	0.00	0.0%
345 84 00 000 Local Transportaion Act (LTA)	0.00	0.00	0.00	0.0%
Impact Fees				
345 85 00 000 GMA Impact Fees DO NOT USE!	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
360 Interest & Other Earnings				
361 11 00 104 Investment Interest	500.00	500.00	0.00	100.0%
361 30 00 104 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
362 00 00 001 SWSD Lease - 632 Cook Road	0.00	0.00	0.00	0.0%
362 00 00 104 Tuttle Lease - 603 F&S Grade Road	0.00	0.00	0.00	0.0%
367 00 00 104 PSE Lighting Grants	0.00	0.00	0.00	0.0%
369 91 00 104 Miscellaneous Income	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	500.00	500.00	0.00	100.0%
380 Non Revenues				
381 10 00 001 Interfund Loan Receipts - from General Fund	0.00	0.00	0.00	0.0%
381 10 02 000 Loan Received From Sewer Res	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
390 Other Financing Sources				
395 10 00 104 Sale Of Assets	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 13 104 Transfer From Streets 103	0.00	0.00	0.00	0.0%
397 00 14 113 Transfer From 113	0.00	0.00	0.00	0.0%
397 00 14 301 Capital Projects Transfer-REET I	489,273.00	489,273.00	0.00	100.0%
397 00 14 302 Capital Projects Transfer-REET II	489,273.00	489,273.00	0.00	100.0%
397 00 14 304 Transfer From 304 TBD	122,824.00	122,824.00	0.00	100.0%
397 00 14 314 Transfer From 314 Transportation Impact Fees	127,187.00	127,187.00	0.00	100.0%
397 00 14 426 Transfer From 426 Stormwater Reserve	0.00	0.00	0.00	0.0%
397 Interfund Transfers	1,228,557.00	1,228,557.00	0.00	100.0%

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
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Fund Revenues:	4,464,624.00	4,464,624.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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308 Beginning Balances

595 30 63 085 Cont - Sch A Cook Rd Overlay	0.00	0.00	0.00	0.0%
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308 Beginning Balances	0.00	0.00	0.00	0.0%
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544 Road & Street Operations

544 40 41 000 Transportation Plan Update	60,000.00	60,000.00	0.00	100.0%
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544 40 41 010 MPO RTPO Match	0.00	0.00	0.00	0.0%
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544 Road & Street Operations	60,000.00	60,000.00	0.00	100.0%
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559 Housing & Community Develop

559 30 00 104 Redevelopment of Property for Resale - 900 McGarigle	0.00	0.00	0.00	0.0%
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559 30 00 105 Redevelopment of Property for Resale - 827 John Liner	0.00	0.00	0.00	0.0%
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559 30 01 104 Utility Payments on Redevelopment of Property for Resale - 900 McGarigle	0.00	0.00	0.00	0.0%
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559 30 01 105 Utility Payments on Redevelopment of Property for Resale - 827 John Liner	0.00	0.00	0.00	0.0%
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559 Housing & Community Develop	0.00	0.00	0.00	0.0%
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559 Housing & Community Develop	0.00	0.00	0.00	0.0%
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580 Non Expenditures

581 20 00 000 Loan Repayment Sewer Res	0.00	0.00	0.00	0.0%
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581 20 01 001 Loan Repayment Issued - to General Fund	0.00	541,320.00	541,320.00	0.0%	December 2024 interfund loan from General Fund to Arterial Streets to cover expenditures as \$717,370.50 grant reimbursement had not been received. Repayment of loan in 2025.
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104 Arterial Street Fund

Expenditures	Original	Proposed	Difference	Remarks
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580 Non Expenditures

580 Non Expenditures	0.00	541,320.00	541,320.00	0.0%
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591 Debt Service - Principal Repayment

592 95 82 000 Interest Paid On Interfund Loan	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%

594 Capital Expenditures

595 10 63 045 Eng - Trail Rd Overlay	0.00	0.00	0.00	0.0%
595 10 63 084 Eng-Patrick St Extn	0.00	0.00	0.00	0.0%
595 10 63 085 Eng - Sch A Cook Rd Overlay	0.00	0.00	0.00	0.0%
595 10 63 086 Eng - Sch B Jameson Rd Overlay	0.00	0.00	0.00	0.0%
595 10 63 087 Eng - Sch A Pvt & Ped	0.00	0.00	0.00	0.0%
595 10 63 088 Eng - Sch B Pvt & Ped	0.00	0.00	0.00	0.0%
595 10 63 089 Eng - John Liner Rd Arterial	119,068.00	119,068.00	0.00	100.0%
595 20 63 080 Const - John Liner Rd. Arterial	0.00	0.00	0.00	0.0%
595 20 63 087 RW - John Liner Rd Arterial	0.00	0.00	0.00	0.0%
595 30 63 012 Const - Cook Rd Pedestian Crossing	0.00	0.00	0.00	0.0%
595 30 63 013 Const - TIB Compl Streets 2023-25	0.00	0.00	0.00	0.0%
595 30 63 042 Const - Jameson Art Overlay	0.00	0.00	0.00	0.0%
595 30 63 045 Const - Trail Rd Overlay	0.00	0.00	0.00	0.0%
595 30 63 076 Const-SR20/SR9-Township Int Impr	0.00	0.00	0.00	0.0%
595 30 63 083 Const-SR 9-John Liner-McGarigle Intersection	2,350,000.00	2,350,000.00	0.00	100.0%
595 30 63 086 Const - Sch B Jameson Overlay	0.00	0.00	0.00	0.0%
595 30 63 087 Const - Sch C Cook Overlay	0.00	0.00	0.00	0.0%
595 62 63 077 Const - Sch A 2024 Pvt & Ped	0.00	0.00	0.00	0.0%
595 62 63 078 Const - Sch B 2024 Pvt & Ped	0.00	0.00	0.00	0.0%
595 62 63 079 Const - Sch F 2024 Pvt & Ped	0.00	0.00	0.00	0.0%

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104 Arterial Street Fund

Expenditures	Original	Proposed	Difference	Remarks
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594 Capital Expenditures

594 Capital Expenditures	2,469,068.00	2,469,068.00	0.00	100.0%
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595 Capital Expenditures- Streets

595 10 11 104 Salaries	0.00	0.00	0.00	0.0%
595 10 11 904 Car Allowance	0.00	0.00	0.00	0.0%
595 10 21 104 Industrial Insurance	0.00	0.00	0.00	0.0%
595 10 22 104 Social Security	0.00	0.00	0.00	0.0%
595 10 23 104 PERS Retirement	0.00	0.00	0.00	0.0%
595 10 24 104 Unemployment	0.00	0.00	0.00	0.0%
595 10 25 104 Medical/Dental/ Vision	0.00	0.00	0.00	0.0%
595 10 63 104 Industrial Insurance	0.00	0.00	0.00	0.0%
595 62 63 080 Const - Sch G 2024 Pvt & Ped	0.00	0.00	0.00	0.0%
595 10 63 010 Eng Fruitdale	0.00	0.00	0.00	0.0%
595 10 63 025 Eng-State Overlay	0.00	0.00	0.00	0.0%
595 10 63 033 Eng-Ferry/Township Overlay	0.00	0.00	0.00	0.0%
595 10 63 034 Eng - N Trail Rd - Bucko	0.00	0.00	0.00	0.0%
595 10 63 040 Eng-SR9 Jameson	0.00	0.00	0.00	0.0%
595 10 63 041 Eng - John Line Rd Bike-Ped	0.00	0.00	0.00	0.0%
595 10 63 042 Eng - Jameson Art Overlay	0.00	0.00	0.00	0.0%
595 10 63 044 Eng-Wicker Rd Overlay	0.00	0.00	0.00	0.0%
595 10 63 050 Eng-SR20 Side/E Lane	0.00	0.00	0.00	0.0%
Township/Fruitdale				
595 10 63 052 Eng-SR20 W Lane Widening	0.00	0.00	0.00	0.0%
595 10 63 070 Eng SR20 Cascade Trail Phase 1A	0.00	0.00	0.00	0.0%
595 10 63 075 Eng SR20 Cascade Trail Phase 1B	0.00	0.00	0.00	0.0%
595 10 63 076 Eng-SR20/SR9-Township Int Impr	0.00	0.00	0.00	0.0%
595 10 63 077 Eng-SR20 Cascade Trail Phase 2A	160,000.00	160,000.00	0.00	100.0%
595 10 63 078 Eng - Jones/John Liner BNSF	393,200.00	393,200.00	0.00	100.0%
Undercrossing Phase 2				
595 10 63 080 Eng-Jones/John Liner/Trail	0.00	0.00	0.00	0.0%
595 10 63 081 Eng - John Line Rd. Bike/Ped	50,000.00	50,000.00	0.00	100.0%
595 10 63 083 Eng-SR 9-John Liner-McGarigle Intersection	0.00	0.00	0.00	0.0%

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104 Arterial Street Fund

Expenditures	Original	Proposed	Difference	Remarks
595 Capital Expenditures- Streets				
595 10 63 090 Eng - Sch G Pvt & Ped	0.00	0.00	0.00	0.0%
595 30 63 044 Const-Wicker Rd Overlay	0.00	0.00	0.00	0.0%
010 Engineering	603,200.00	603,200.00	0.00	100.0%
595 20 63 082 RW Trail Road Extension	0.00	0.00	0.00	0.0%
595 20 63 083 RW-SR 9-John Liner-McGarigle Intersection	0.00	0.00	0.00	0.0%
595 20 63 084 RW - SR20 Cascade Trail - Phase 2A	44,000.00	44,000.00	0.00	100.0%
595 20 63 085 RW Jones/John Liner/Trail Rd Acq	0.00	0.00	0.00	0.0%
595 20 63 086 RW - Jones/John Liner BNSF Undercrossing - Phase 2	70,000.00	70,000.00	0.00	100.0%
020 Construction - Right of Way	114,000.00	114,000.00	0.00	100.0%
595 30 48 001 Arterial Maintenance	100,000.00	100,000.00	0.00	100.0%
595 30 48 010 Emergency Pavement Repair	0.00	0.00	0.00	0.0%
595 30 63 010 Const-Fruitdale	0.00	0.00	0.00	0.0%
595 30 63 011 Const-Fruitdale-Port Of Skagit	0.00	0.00	0.00	0.0%
595 30 63 025 Const-State St Overlay	0.00	0.00	0.00	0.0%
595 30 63 033 Const-Ferry/Township Overlay	0.00	0.00	0.00	0.0%
595 30 63 040 Const-Jameson/SR9	0.00	0.00	0.00	0.0%
595 30 63 046 Const - N Trail Rd - Bucko	0.00	0.00	0.00	0.0%
595 30 63 052 Const-SR20 W Lane Widening	0.00	0.00	0.00	0.0%
595 30 63 081 Const-Jones/John Liner BNSF Undercrossing	0.00	0.00	0.00	0.0%
595 30 63 084 Const - John Liner Rd Bike/Ped	0.00	0.00	0.00	0.0%
595 30 63 090 Const Fruit/McGar Mitigate	0.00	0.00	0.00	0.0%
595 30 63 900 Const-Roundabout Enhancement	0.00	0.00	0.00	0.0%
595 62 63 076 Const - SR 20 Cascade Trail - Phase 2A	795,000.00	795,000.00	0.00	100.0%
030 Construction - Roadways	895,000.00	895,000.00	0.00	100.0%
595 61 63 030 Const-Sidewalk & Ramp Projects	0.00	0.00	0.00	0.0%

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104 Arterial Street Fund

Expenditures	Original	Proposed	Difference	Remarks
595 Capital Expenditures- Streets				
595 61 63 050 Const-SR20 Sidewalks/E Lane Widening	0.00	0.00	0.00	0.0%
061 Construction - Sidewalks	0.00	0.00	0.00	0.0%
595 62 63 070 Const SR20 Cascade Trail Phase 1A	0.00	0.00	0.00	0.0%
595 62 63 075 Const SR20 Cascade Trail Phase 1B	0.00	0.00	0.00	0.0%
062 Construction - Pathways	0.00	0.00	0.00	0.0%
595 64 63 050 SR20 Ferry Street Signalization	0.00	0.00	0.00	0.0%
064 Construction - Traffic Control Device:	0.00	0.00	0.00	0.0%
597 00 00 104 Transfer To General Fund	0.00	0.00	0.00	0.0%
597 00 11 104 Transfer To Parks	0.00	0.00	0.00	0.0%
597 00 28 104 Transfer To Stormwater	0.00	0.00	0.00	0.0%
950 Transfer	0.00	0.00	0.00	0.0%
595 Capital Expenditures- Streets	1,612,200.00	1,612,200.00	0.00	100.0%
597 Interfund Transfers				
597 00 10 104 Transfer-out Traffic Impact Fee Fund 314	0.00	0.00	0.00	0.0%
597 00 15 104 Operating Transfer Out - Traffic Impact Fees	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	4,141,268.00	4,682,588.00	541,320.00	113.1%
Fund Excess/(Deficit):	323,356.00	(217,964.00)		

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105 Library Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 105 Real & Psnl Property Taxes	440,131.17	440,131.17	0.00	100.0%
310 Taxes	440,131.17	440,131.17	0.00	100.0%
330 Intergovernmental Revenues				
333 84 00 000 LSTA Grant	0.00	0.00	0.00	0.0%
334 05 70 000 State Direct/Indirect Grant From State Library	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services				
341 81 00 105 Photocopying	0.00	0.00	0.00	0.0%
347 20 00 000 Library Use Fees	0.00	0.00	0.00	0.0%
347 20 10 000 Local Government Use Fees	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%
350 Fines & Penalties				
359 70 00 000 Library Fines	0.00	0.00	0.00	0.0%
350 Fines & Penalties	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings				
361 11 00 105 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 105 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
367 00 00 105 Contribution/Donation-Private	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
380 Non Revenues				
381 10 30 105 Loan Received-Fund 302 CWE Reserve	0.00	0.00	0.00	0.0%
388 10 00 105 Prior Period Adjustment	0.00	0.00	0.00	0.0%

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105 Library Fund

Revenues	Original	Proposed	Difference	Remarks
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380 Non Revenues

380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	440,131.17	440,131.17	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
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572 Libraries

572 20 11 000 Salaries	0.00	0.00	0.00	0.0%
572 20 21 001 Industrial Insurance	0.00	0.00	0.00	0.0%
572 20 22 001 Social Security	0.00	0.00	0.00	0.0%
572 20 23 001 PERS Retirement	0.00	0.00	0.00	0.0%
572 20 24 001 Unemployment	0.00	0.00	0.00	0.0%
572 20 25 001 Medical/Dental/Vision	0.00	0.00	0.00	0.0%
572 20 26 050 Washington Sick Leave	0.00	0.00	0.00	0.0%
010 Library Services	0.00	0.00	0.00	0.0%
572 20 31 000 Operating Supplies	0.00	0.00	0.00	0.0%
572 20 31 010 Supplies	0.00	0.00	0.00	0.0%
572 20 34 000 Summer Reading Program	0.00	0.00	0.00	0.0%
572 20 34 001 Early Literacy Program	0.00	0.00	0.00	0.0%
030 Supplies	0.00	0.00	0.00	0.0%
572 20 41 000 Professional Services	0.00	0.00	0.00	0.0%
572 20 41 001 Computerized Circulation System	0.00	0.00	0.00	0.0%
572 20 41 002 E-book & Audio Book Access	0.00	0.00	0.00	0.0%
572 20 41 003 Programming Grants	0.00	0.00	0.00	0.0%
572 20 41 004 Secretary Of State Advertising Grant	0.00	0.00	0.00	0.0%
572 20 41 010 WA Library System	0.00	0.00	0.00	0.0%
572 20 41 015 Library Info Databases	0.00	0.00	0.00	0.0%
572 20 41 105 Library Joint Operation Services	87,214.00	87,214.00	0.00	100.0%
572 20 42 010 Postage	0.00	0.00	0.00	0.0%
572 20 42 020 Telephone	0.00	0.00	0.00	0.0%

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105 Library Fund

Expenditures	Original	Proposed	Difference	Remarks
572 Libraries				
572 20 42 025 Internet	0.00	0.00	0.00	0.0%
572 20 43 000 Travel	0.00	0.00	0.00	0.0%
572 20 44 010 Taxes & Assessments	0.00	0.00	0.00	0.0%
572 20 46 000 Insurance	0.00	0.00	0.00	0.0%
572 20 47 000 Public Utilities	0.00	0.00	0.00	0.0%
572 20 48 010 Repair/Maint-Computer	0.00	0.00	0.00	0.0%
572 20 48 020 Repair/Maintenance-Equip	0.00	0.00	0.00	0.0%
572 20 49 000 Subscriptions	0.00	0.00	0.00	0.0%
572 20 49 010 Tuition/registration	0.00	0.00	0.00	0.0%
040 Services & Charges	87,214.00	87,214.00	0.00	100.0%
581 20 00 105 Loan Repayment Fund 302	0.00	0.00	0.00	0.0%
592 72 80 105 Interest On Interfund Loan	0.00	0.00	0.00	0.0%
800 Debt Service	0.00	0.00	0.00	0.0%
594 72 64 000 Books & Materials	0.00	0.00	0.00	0.0%
594 72 64 001 Books - Skagit County	0.00	0.00	0.00	0.0%
594 72 64 010 Land Improvements - Fencing	0.00	0.00	0.00	0.0%
900 Capital Expenditures	0.00	0.00	0.00	0.0%
572 Libraries	87,214.00	87,214.00	0.00	100.0%
591 Debt Service - Principal Repayment				
591 72 71 105 Principal On 2019 LTGO Bond	219,708.00	219,708.00	0.00	100.0%
591 Debt Service - Principal Repayment	219,708.00	219,708.00	0.00	100.0%
592 Debt Service - Interest Costs				
592 72 81 105 Interest On 2019 LTGO Bond	133,209.00	133,209.00	0.00	100.0%
592 Debt Service - Interest Costs	133,209.00	133,209.00	0.00	100.0%
597 Interfund Transfers				

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105 Library Fund				
Expenditures	Original	Proposed	Difference	Remarks
597 Interfund Transfers				
597 00 05 305 Trans To Library Construction Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	440,131.00	440,131.00	0.00	100.0%
Fund Excess/(Deficit):	0.17	0.17		

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106 Cemetery Endowment Fund					
Revenues	Original	Proposed	Difference	Remarks	
340 Charges For Goods & Services					
343 60 00 106 Cemetery Fees for Reserve	1,500.00	1,500.00	0.00	100.0%	
340 Charges For Goods & Services	1,500.00	1,500.00	0.00	100.0%	
Fund Revenues:	1,500.00	1,500.00	0.00	100.0%	
Expenditures	Original	Proposed	Difference	Remarks	
536 Cemetery					
536 30 44 010 Taxes and Assessments	0.00	0.00	0.00	0.0%	
030 Services & Charges	0.00	0.00	0.00	0.0%	
536 Cemetery	0.00	0.00	0.00	0.0%	
597 Interfund Transfers					
597 00 00 106 Transfers-Out - Cemetery Op	52,000.00	52,000.00	0.00	100.0%	
597 Interfund Transfers	52,000.00	52,000.00	0.00	100.0%	
Fund Expenditures:	52,000.00	52,000.00	0.00	100.0%	
Fund Excess/(Deficit):	(50,500.00)	(50,500.00)			

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107 Parks Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 107 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 107 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
367 00 00 107 Private Donation	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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576 Park Facilities

576 80 48 107 Repairs & Maintenance	0.00	0.00	0.00	0.0%
576 Park Facilities	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 00 10 101 Parks Operations Transfer	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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108 Lodging Tax Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
313 31 00 000 Hotel Motel Lodging	35,000.00	35,000.00	0.00	100.0%
310 Taxes	35,000.00	35,000.00	0.00	100.0%
360 Interest & Other Earnings				
361 11 00 108 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 108 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
380 Non Revenues				
381 10 30 302 Loan From Fund 302	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	35,000.00	35,000.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
557 Community Services				
557 30 41 000 Advertising	35,000.00	0.00	(35,000.00)	0.0% \$0, allocated to organizations.
557 30 41 010 Loggerodeo	0.00	11,000.00	11,000.00	0.0%
557 30 41 011 Chamber Of Commerce	0.00	20,000.00	20,000.00	0.0%
557 30 41 012 Tulip Festival	0.00	5,000.00	5,000.00	0.0%
557 30 41 013 S-W Riding Club	0.00	0.00	0.00	0.0%
557 30 41 014 S-W Farmers Market	0.00	3,000.00	3,000.00	0.0%
557 30 41 015 S-W Museum	0.00	3,500.00	3,500.00	0.0%
557 30 41 016 S-W Rotary Summer Concert	0.00	0.00	0.00	0.0%
557 30 41 017 S-W Skateboard Challenge	0.00	0.00	0.00	0.0%
557 30 41 018 Arts Council Of Sedro-Woolley	0.00	0.00	0.00	0.0%
557 30 41 019 Skagit Racing Association	0.00	0.00	0.00	0.0%
557 30 41 021 Public Works Department	0.00	7,000.00	7,000.00	0.0%
557 30 41 022 Lincoln Theatre	0.00	2,000.00	2,000.00	0.0%
557 30 41 023 Northwest Crusher Fastpitch	0.00	4,000.00	4,000.00	0.0%

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108 Lodging Tax Fund

Expenditures	Original	Proposed	Difference	Remarks
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557 Community Services

050 Services & Charges	35,000.00	55,500.00	20,500.00	158.6%
597 00 00 001 General Fund - Wayfinder Signs	0.00	0.00	0.00	0.0%
597 00 00 108 Restrooms Fund 101	0.00	0.00	0.00	0.0%
950 Transfers	0.00	0.00	0.00	0.0%
557 Community Services	35,000.00	55,500.00	20,500.00	158.6%
Fund Expenditures:	35,000.00	55,500.00	20,500.00	158.6%
Fund Excess/(Deficit):	0.00	(20,500.00)		

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109 Special Investigation Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 109 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 109 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
369 30 00 000 Evidence Confiscations	1,000.00	1,000.00	0.00	100.0%
369 40 00 109 Judgments & Settlements	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	1,000.00	1,000.00	0.00	100.0%

390 Other Financing Sources

395 10 00 109 Sale Of Assets	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

Fund Revenues:	1,000.00	1,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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521 Law Enforcement

521 20 31 109 Supplies	0.00	0.00	0.00	0.0%
521 21 41 000 State Fees	1,000.00	1,000.00	0.00	100.0%
521 21 49 010 Informant Information	0.00	0.00	0.00	0.0%
594 21 62 000 Seizure - Real Property	0.00	0.00	0.00	0.0%
594 21 64 100 Seizure - Personal Property	0.00	0.00	0.00	0.0%
025 Operations Services & Charges	1,000.00	1,000.00	0.00	100.0%
594 21 64 109 Equipment	0.00	0.00	0.00	0.0%
921 Capital Expenditures	0.00	0.00	0.00	0.0%
521 Law Enforcement	1,000.00	1,000.00	0.00	100.0%

Fund Expenditures:	1,000.00	1,000.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	0.00
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112 Code Enforcement Fund

Revenues	Original	Proposed	Difference	Remarks
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340 Charges For Goods & Services

342 10 00 112 Law Enforcement Services	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%

350 Fines & Penalties

352 20 00 112 Cruelty To Animals Penalties	0.00	0.00	0.00	0.0%
353 70 00 112 Code Enforcement Fines & Penalties	0.00	0.00	0.00	0.0%
359 00 00 112 Appeal Fees	0.00	0.00	0.00	0.0%
350 Fines & Penalties	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 11 00 112 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 112 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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515 Legal Services

515 31 42 112 Public Education	0.00	0.00	0.00	0.0%
515 31 47 000 Disposal Costs	0.00	0.00	0.00	0.0%
515 41 41 112 Legal Services	0.00	0.00	0.00	0.0%
524 60 30 112 Code Enforcement Supplies	0.00	0.00	0.00	0.0%
594 15 00 000 Equipment	0.00	0.00	0.00	0.0%
515 Legal Services	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 01 12 501 Transfer To ERR	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

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112 Code Enforcement Fund				
Expenditures	Original	Proposed	Difference	Remarks
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2025 PROPOSED BUDGET CHANGES

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113 Paths And Trails Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

336 00 87 113 Motor Vehicle Fuel Tax-City	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 11 00 113 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 113 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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594 Capital Expenditures

595 62 63 000 Trail Construction	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 95 00 104 Transfer To Arterial Streets	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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114 Law Enforcement Sales Tax

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

313 15 00 001 Sales Tax - Jail (2/10)	746,461.00	746,461.00	0.00	100.0%
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310 Taxes	746,461.00	746,461.00	0.00	100.0%
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Fund Revenues:	746,461.00	746,461.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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523 Detension/Correction

523 60 41 022 Jail Sales Tax Pass Through 2/10	746,461.00	746,461.00	0.00	100.0%
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523 Detension/Correction	746,461.00	746,461.00	0.00	100.0%
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Fund Expenditures:	746,461.00	746,461.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	0.00		
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115 Strategic Reserve

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

316 40 00 000 Utility Tax On Potable Water	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 11 00 115 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 115 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 30 11 115 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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558 Planning & Community Devel

558 70 41 020 Downtown Association Support (Mainstreet)	0.00	0.00	0.00	0.0%
558 Planning & Community Devel	0.00	0.00	0.00	0.0%

562 Public Health

562 00 41 115 Skagit Community Action Agency	0.00	0.00	0.00	0.0%
562 Public Health	0.00	0.00	0.00	0.0%

575 Cultural & Recreational Facilities

575 50 41 000 Skagit Valley YMCA	0.00	0.00	0.00	0.0%
575 50 42 000 SW Rotary Support	0.00	0.00	0.00	0.0%
575 Cultural & Recreational Facilities	0.00	0.00	0.00	0.0%

594 Capital Expenditures

594 76 61 115 Capital Expenditures/Expenses - Land And Land Improvements	0.00	0.00	0.00	0.0%
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115 Strategic Reserve

Expenditures	Original	Proposed	Difference	Remarks
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594 Capital Expenditures

594 Capital Expenditures	0.00	0.00	0.00	0.0%
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597 Interfund Transfers

597 00 01 205 Transfer To 2008 G.O. Bond Fund 205	0.00	0.00	0.00	0.0%
597 00 04 001 Transfers-Out To General Fund 001	0.00	0.00	0.00	0.0%
597 00 05 101 Transfers-Out -To Parks Facility #101	0.00	0.00	0.00	0.0%
597 00 05 103 Transfers-Out To Streets Fund 103	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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116 Affordable Housing - HB 1406

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

313 27 00 116 Affordable Housing Sales and Use Tax	14,000.00	14,000.00	0.00	100.0%
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310 Taxes	14,000.00	14,000.00	0.00	100.0%
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397 Interfund Transfers

397 00 00 116 Transfer-In from General Fund	0.00	0.00	0.00	0.0%
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397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	14,000.00	14,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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000

551 00 00 116 Public Housing Services	0.00	0.00	0.00	0.0%
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000	0.00	0.00	0.00	0.0%
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597 Interfund Transfers

597 00 00 117 Transfers-Out to Fund 117	0.00	0.00	0.00	0.0%
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597 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	14,000.00	14,000.00		
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117 Housing and Related Services

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

313 25 00 000 Housing And Related Services Sale And Use Tax	275,000.00	275,000.00	0.00	100.0%
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310 Taxes	275,000.00	275,000.00	0.00	100.0%
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397 Interfund Transfers

397 00 01 116 Transfer-In from Fund 116	0.00	0.00	0.00	0.0%
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397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	275,000.00	275,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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000

551 00 00 117 Affordable Housing - Operational	0.00	0.00	0.00	0.0%
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551 00 01 117 Affordable Housing - NOFA	0.00	0.00	0.00	0.0%
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551 00 99 117 Affordable Housing - Bricks and Mortar	0.00	0.00	0.00	0.0%
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000	0.00	0.00	0.00	0.0%
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Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	275,000.00	275,000.00		
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118 National Opioid Settlement Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

369 40 00 118 Opioid Settlement	5,000.00	5,000.00	0.00	100.0%
369 91 00 118 Misc Rev - Opioid Settlement	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	5,000.00	5,000.00	0.00	100.0%

397 Interfund Transfers

397 00 00 118 Transfer In from General Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	5,000.00	5,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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518 Centralized Services

518 61 00 118 Opioid Expenditures	15,000.00	15,000.00	0.00	100.0%
518 Centralized Services	15,000.00	15,000.00	0.00	100.0%

597 Interfund Transfers

597 00 01 118 Transfers Out - General Fund	7,000.00	7,000.00	0.00	100.0%
597 Interfund Transfers	7,000.00	7,000.00	0.00	100.0%

Fund Expenditures:	22,000.00	22,000.00	0.00	100.0%
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Fund Excess/(Deficit):	(17,000.00)	(17,000.00)		
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119 Municipal Arts Fund

Revenues	Original	Proposed	Difference	Remarks
340 Charges For Goods & Services				
347 90 00 119 Art Commission Revenue	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings				
367 00 00 119 Donations to Arts Commission	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 00 119 Transfers-In - from General Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
594 75 00 119 Capital - Arts Commisison	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

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189 American Rescue Plan Act Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

332 92 10 189 Federal - ARPA grant	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 189 Transfer in from the General Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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558 Planning & Community Devel

579 03 00 189 Miscellaneous	0.00	0.00	0.00	0.0%
558 Planning & Community Devel	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 00 02 002 Transfers-Out to General Fund	0.00	0.00	0.00	0.0%
597 00 02 103 Transfers-Out to Street Fund	0.00	0.00	0.00	0.0%
597 00 89 101 Transfer out to 101 Parks & Facilities	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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205 2008 G/O Bond Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
316 47 00 205 Utility Tax On Cell Phone	60,000.00	60,000.00	0.00	100.0%
310 Taxes	60,000.00	60,000.00	0.00	100.0%
360 Interest & Other Earnings				
361 11 00 205 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 205 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 00 00 115 Transfer Council Strategic Fund	0.00	0.00	0.00	0.0%
397 00 10 001 Transfer General Fund Subsidy	88,000.00	88,000.00	0.00	100.0%
397 Interfund Transfers	88,000.00	88,000.00	0.00	100.0%
Fund Revenues:	148,000.00	148,000.00	0.00	100.0%
Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
591 18 71 000 Bond Principal USDA	72,172.00	72,172.00	0.00	100.0%
592 18 83 000 Bond Interest USDA	75,149.00	75,149.00	0.00	100.0%
590 Debt Service	147,321.00	147,321.00	0.00	100.0%
597 00 00 205 Building Maintenance Reserve	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
594 Capital Expenditures	147,321.00	147,321.00	0.00	100.0%
Fund Expenditures:	147,321.00	147,321.00	0.00	100.0%
Fund Excess/(Deficit):	679.00	679.00		

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230 1996 G/O Bond Redemption Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

311 10 00 230 Property Tax	0.00	0.00	0.00	0.0%
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310 Taxes	0.00	0.00	0.00	0.0%
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Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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591 Debt Service - Principal Repayment

592 21 83 230 Bond Interest-GO Bonds	0.00	0.00	0.00	0.0%
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591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%
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597 Interfund Transfers

597 00 00 230 Transfer To General Fund #001	0.00	0.00	0.00	0.0%
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597 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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301 1st 1/4% Real Estate Excise Tax Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

318 34 00 301 REET 1 - First Quarter Percent	305,000.00	305,000.00	0.00	100.0%
310 Taxes	305,000.00	305,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 301 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 301 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 10 000 Operating Transfer In-REET II Fund #302	0.00	0.00	0.00	0.0%
397 00 15 301 Transfer-in REET II Fund 302	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	305,000.00	305,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 03 104 Operating Transfer Out - Arterials #104	489,273.00	489,273.00	0.00	100.0%
597 00 03 301 Transfer-out Street 103	0.00	0.00	0.00	0.0%
597 00 04 103 Operating Transfer Out-Streets #103	100,000.00	100,000.00	0.00	100.0%
597 00 05 001 Operating Transfer Out - General Fund #001	0.00	0.00	0.00	0.0%
597 00 06 101 Operating Transfer Out - Parks #101	42,500.00	48,962.00	6,462.00	115.2% Original \$42,500 Skateboard Park urinal replacement \$6,462 (half \$3,321) 594.76.31.000
597 Interfund Transfers	631,773.00	638,235.00	6,462.00	101.0%

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301 1st 1/4% Real Estate Excise Tax Fund				
Expenditures	Original	Proposed	Difference	Remarks
Fund Expenditures:	631,773.00	638,235.00	6,462.00	101.0%
Fund Excess/(Deficit):	(326,773.00)	(333,235.00)		

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302 2nd 1/4% Real Estate Excise Tax Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

318 35 00 000 REET 2 - 2nd 1/4 Percent	305,000.00	305,000.00	0.00	100.0%
310 Taxes	305,000.00	305,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 302 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 302 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 302 Interfund Loan Interest Received	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

380 Non Revenues

381 20 10 010 Loan Repayment-Park Fund 101	0.00	0.00	0.00	0.0%
381 20 10 050 Loan Repayment-Library 305	0.00	0.00	0.00	0.0%
388 10 00 302 Prior Period Adjustment	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

390 Other Financing Sources

395 10 00 302 Sale Of Property	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

Fund Revenues:	305,000.00	305,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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580 Non Expenditures

581 10 00 108 Loan To Lodging Tax Fund	0.00	0.00	0.00	0.0%
581 10 00 305 Loan To Library Construction	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%

594 Capital Expenditures

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302 2nd 1/4% Real Estate Excise Tax Fund

Expenditures	Original	Proposed	Difference		Remarks
594 Capital Expenditures					
581 10 00 001 Loan Issued - Parks	0.00	0.00	0.00	0.0%	
581 10 00 005 Loan Issued - Library	0.00	0.00	0.00	0.0%	
580 Non Expenditures	0.00	0.00	0.00	0.0%	
594 Capital Expenditures	0.00	0.00	0.00	0.0%	
597 Interfund Transfers					
597 00 00 302 Transfer Parks 101	42,500.00	48,962.00	6,462.00	115.2%	Original \$42,500 Skateboard Park urinal replacement \$6,462 (half \$3,321) 594.76.31.000
597 00 00 401 Sewer Fund 401	0.00	0.00	0.00	0.0%	
597 00 02 001 Transfer To General Fund 001	0.00	0.00	0.00	0.0%	
597 00 03 302 Streets Fund 103	100,000.00	100,000.00	0.00	100.0%	
597 00 04 301 Transfer-out To REET 1 Fund 301	0.00	0.00	0.00	0.0%	
597 00 14 104 Arterial Streets Fund 104	489,273.00	489,273.00	0.00	100.0%	
597 00 15 302 Operating Transfer Out - REET I Fund #301	0.00	0.00	0.00	0.0%	
597 Interfund Transfers	631,773.00	638,235.00	6,462.00	101.0%	
Fund Expenditures:	631,773.00	638,235.00	6,462.00	101.0%	
Fund Excess/(Deficit):	(326,773.00)	(333,235.00)			

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303 Building Maintenance Reserve

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 303 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 303 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
362 40 10 303 Senior Center Rental	1,000.00	1,000.00	0.00	100.0%
362 40 15 303 Apartment Rental	1,200.00	1,200.00	0.00	100.0%
362 40 20 303 Amphitheatre Rental (50%)	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	2,200.00	2,200.00	0.00	100.0%

397 Interfund Transfers

397 00 00 205 Capital Projects Transfer	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	2,200.00	2,200.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 00 303 Transfer Parks/Building Maintenance Fund 101	0.00	0.00	0.00	0.0%
597 00 03 001 General Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	2,200.00	2,200.00		
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304 Transportation Benefit District

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

317 60 00 000 Vehicle Fees	225,000.00	225,000.00	0.00	100.0%
310 Taxes	225,000.00	225,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 000 Investment Interest	0.00	0.00	0.00	0.0%
361 11 00 304 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 304 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	225,000.00	225,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 34 104 Transfer To Arterial Streets	122,824.00	122,824.00	0.00	100.0%
597 Interfund Transfers	122,824.00	122,824.00	0.00	100.0%

Fund Expenditures:	122,824.00	122,824.00	0.00	100.0%
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Fund Excess/(Deficit):	102,176.00	102,176.00		
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305 Library Construction Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

334 04 20 305 State Direct/Indirect Grant From Department Of Commerce	0.00	0.00	0.00	0.0%
337 00 00 305 CSRPLD Pre-Design	0.00	0.00	0.00	0.0%
337 00 01 305 CSRPLD Joint Development	0.00	0.00	0.00	0.0%
337 00 02 305 CSRPLD Prop Reimburse	0.00	0.00	0.00	0.0%
337 00 03 305 CSRPLD IT/FFE Reimburse	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

341 82 00 305 Project Management Fees-City Contribution	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

362 00 00 305 Rents And Leases	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

380 Non Revenues

381 10 30 002 Loan From Capital Projects Reserve	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

390 Other Financing Sources

391 10 00 305 Proceeds From Sale Of G.O. Bonds	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 100 Transfer From General Fund	0.00	0.00	0.00	0.0%
397 00 00 105 Transfer From Library Operations	0.00	0.00	0.00	0.0%

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305 Library Construction Fund

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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511 Legislative

511 70 40 000 Lobbying Services	0.00	0.00	0.00	0.0%
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511 Legislative	0.00	0.00	0.00	0.0%
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572 Libraries

572 10 00 305 Repayment of District Contribution	0.00	0.00	0.00	0.0%
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572 20 46 001 Insurance	0.00	0.00	0.00	0.0%
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572 20 47 305 Libraries - Utility Services	0.00	0.00	0.00	0.0%
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572 Libraries	0.00	0.00	0.00	0.0%
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580 Non Expenditures

581 20 00 305 Interfund Loan Disbursements - Debt Service: Principal	0.00	0.00	0.00	0.0%
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580 Non Expenditures	0.00	0.00	0.00	0.0%
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591 Debt Service - Principal Repayment

592 72 82 000 Interest And Other Debt Service Costs	0.00	0.00	0.00	0.0%
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591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%
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594 Capital Expenditures

594 72 61 000 Capital Expenditures/Expenses - Library Land Acquisition	0.00	0.00	0.00	0.0%
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305 Library Construction Fund

Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
594 72 62 001 Capital Expenditures/Expenses - Library Design & Engineering	0.00	0.00	0.00	0.0%
594 72 63 001 Capital Expenditures/Expenses - Construction	0.00	0.00	0.00	0.0%
594 72 63 002 Capital Expenditures/Expenses - Construction Management	0.00	0.00	0.00	0.0%
594 72 63 003 Capital Expenditures/Expenses - Other Improvements	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers				
597 00 00 035 Transfers-Out to General Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

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310 Police Mitigation Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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340 Charges For Goods & Services

345 86 00 000 SEPA Mitigation Fees	12,000.00	12,000.00	0.00	100.0%
340 Charges For Goods & Services	12,000.00	12,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 310 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 310 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
367 00 00 310 Contrib/Donations-Private	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	12,000.00	12,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 03 310 General Fund 001 - Police	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	12,000.00	12,000.00		
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311 Parks Impact Fee Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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340 Charges For Goods & Services

345 85 00 311 GMA Impact Fees (Parks)	215,000.00	215,000.00	0.00	100.0%
340 Charges For Goods & Services	215,000.00	215,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 311 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 311 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	215,000.00	215,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 00 311 Parks Fund 101	501,000.00	501,000.00	0.00	100.0%
597 Interfund Transfers	501,000.00	501,000.00	0.00	100.0%

Fund Expenditures:	501,000.00	501,000.00	0.00	100.0%
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Fund Excess/(Deficit):	(286,000.00)	(286,000.00)		
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312 Fire Impact Fee Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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340 Charges For Goods & Services

345 85 00 312 GMA Impact Fees (Fire)	45,000.00	45,000.00	0.00	100.0%
340 Charges For Goods & Services	45,000.00	45,000.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 312 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 312 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	45,000.00	45,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 00 312 General Fund 001 - Fire	0.00	0.00	0.00	0.0%
597 00 01 501 Equipment Replacement Fund 501	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	45,000.00	45,000.00		
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313 Public Safety Sales Tax Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

313 15 00 002 Sales Tax - Public Safety	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 11 00 313 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 313 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 00 501 Equipment Replacement Fund	0.00	0.00	0.00	0.0%
597 00 09 001 Transfer To GF - Public Safety Tax	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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314 Transportation Impact Fee Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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340 Charges For Goods & Services

345 85 00 314 GMA Impact Fees (Transportation)	145,000.00	145,000.00	0.00	100.0%
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340 Charges For Goods & Services	145,000.00	145,000.00	0.00	100.0%
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360 Interest & Other Earnings

361 11 00 314 Investment Interest	0.00	0.00	0.00	0.0%
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360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
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397 Interfund Transfers

397 00 00 314 Transfer-in Arterial Fund 104	0.00	0.00	0.00	0.0%
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397 00 02 104 Operating Transfer In - Arterials	0.00	0.00	0.00	0.0%
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397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	145,000.00	145,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 02 104 Operating Transfer Out - Arterials	127,187.00	127,187.00	0.00	100.0%
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597 Interfund Transfers	127,187.00	127,187.00	0.00	100.0%
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Fund Expenditures:	127,187.00	127,187.00	0.00	100.0%
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Fund Excess/(Deficit):	17,813.00	17,813.00		
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401 Sewer Operations Fund

Revenues	Original	Proposed	Difference	Remarks
330 Intergovernmental Revenues				
332 92 10 401 COVID-19 Non-grant Assistance	0.00	0.00	0.00	0.0%
333 97 00 401 Federal Indirect Grant From Department Of Homeland Security	350,000.00	350,000.00	0.00	100.0%
334 01 80 401 State Direct/Indirect Grant From Military Department	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	350,000.00	350,000.00	0.00	100.0%
340 Charges For Goods & Services				
343 50 00 000 Sewer Service Charges	4,791,130.00	4,791,130.00	0.00	100.0%
343 50 00 010 Utility Tax Collected	503,070.00	503,070.00	0.00	100.0%
343 55 00 000 Fertilizer Sales	1,300.00	1,300.00	0.00	100.0%
343 58 00 000 Collection Recoveries	10,000.00	10,000.00	0.00	100.0%
340 Charges For Goods & Services	5,305,500.00	5,305,500.00	0.00	100.0%
360 Interest & Other Earnings				
361 11 00 401 Investment Interest	7,900.00	7,900.00	0.00	100.0%
361 30 00 401 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 401 Interest On Personal Account	10,000.00	10,000.00	0.00	100.0%
367 00 00 401 Contribution - Comp Plan	0.00	0.00	0.00	0.0%
369 91 00 401 Miscellaneous Income	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	17,900.00	17,900.00	0.00	100.0%
370 Capital Contributions				
398 10 00 000 Insurance Recoveries	0.00	0.00	0.00	0.0%
370 Capital Contributions	0.00	0.00	0.00	0.0%
380 Non Revenues				
381 10 40 001 Interfund Loans Received	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

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401 Sewer Operations Fund

Revenues	Original	Proposed	Difference	Remarks
397 Interfund Transfers				
397 00 01 302 REET Transfer	0.00	0.00	0.00	0.0%
397 00 01 402 Sewer Operations Transfer	0.00	0.00	0.00	0.0%
397 00 01 410 Sewer Capital Projects Transfer	150,000.00	150,000.00	0.00	100.0%
397 00 02 407 Operating Transfer In - Fund 407	0.00	0.00	0.00	0.0%
397 Interfund Transfers	150,000.00	150,000.00	0.00	100.0%
Fund Revenues:	5,823,400.00	5,823,400.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
535 Sewer				
535 80 35 030 Portable Equipment < \$5,000	0.00	0.00	0.00	0.0%
535 50 48 000 Maintenance Contracts	50,000.00	50,000.00	0.00	100.0%
535 50 48 010 Maintenance Of Lines	100,000.00	100,000.00	0.00	100.0%
535 50 48 020 Maint Of Pumping Equip	15,000.00	15,000.00	0.00	100.0%
535 50 48 040 Maintenance Of Vehicles	5,100.00	5,100.00	0.00	100.0%
535 50 48 050 Maint Of General Equip	98,000.00	98,000.00	0.00	100.0%
535 50 48 060 Maintenance Of Buildings	4,600.00	4,600.00	0.00	100.0%
005 Maintenance	272,700.00	272,700.00	0.00	100.0%
535 80 11 000 Salaries	1,029,000.00	985,000.00	(44,000.00)	95.7%
535 80 12 000 Extra Help	8,000.00	8,000.00	0.00	100.0%
535 80 13 000 Overtime	8,000.00	8,000.00	0.00	100.0%
535 80 21 001 Industrial Insurance	27,000.00	15,000.00	(12,000.00)	55.6%
535 80 22 001 Social Security	80,000.00	77,000.00	(3,000.00)	96.3%
535 80 23 001 Pers Retirement	95,000.00	91,000.00	(4,000.00)	95.8%
535 80 24 001 Unemployment	3,000.00	2,000.00	(1,000.00)	66.7%
535 80 25 001 Medical/Dental/Vision	312,000.00	280,000.00	(32,000.00)	89.7%
535 80 26 050 Washington Sick Leave	2,000.00	2,000.00	0.00	100.0%
535 80 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
010 Sewer Services	1,564,000.00	1,468,000.00	(96,000.00)	93.9%
535 80 31 000 Office Supplies	15,000.00	15,000.00	0.00	100.0%

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401 Sewer Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
535 Sewer				
535 80 31 010 Operating Supplies	25,500.00	25,500.00	0.00	100.0%
535 80 31 020 Op Supplies-Chemicals	15,000.00	15,000.00	0.00	100.0%
535 80 31 030 Op Supplies Reimbursement - Fund 101	0.00	0.00	0.00	0.0%
535 80 32 000 Auto Fuel/Diesel	7,000.00	7,000.00	0.00	100.0%
535 80 35 000 Small Tools & Minor Equip	4,000.00	4,000.00	0.00	100.0%
535 80 35 010 Safety Equipment	4,000.00	4,000.00	0.00	100.0%
535 80 35 020 Solids Handling	228,000.00	228,000.00	0.00	100.0%
030 Supplies	298,500.00	298,500.00	0.00	100.0%
535 80 41 000 Professional Services	76,000.00	76,000.00	0.00	100.0%
535 80 41 020 Collection Services	35,000.00	35,000.00	0.00	100.0%
535 80 41 030 Legal Publications	1,500.00	1,500.00	0.00	100.0%
535 80 41 040 Skagit Co Health Dept	0.00	0.00	0.00	0.0%
535 80 41 050 Skagit Co Solid Waste	0.00	0.00	0.00	0.0%
535 80 41 060 DOE Discharge Permit	19,500.00	19,500.00	0.00	100.0%
535 80 42 015 Postage	25,000.00	25,000.00	0.00	100.0%
535 80 42 020 Telephone	6,000.00	6,000.00	0.00	100.0%
535 80 42 030 Cell Phones	6,200.00	6,200.00	0.00	100.0%
535 80 43 000 Meals/Travel	1,500.00	1,500.00	0.00	100.0%
535 80 44 010 Taxes & Assessments	84,000.00	84,000.00	0.00	100.0%
535 80 44 020 Utility Tax - Municipal	503,070.00	503,070.00	0.00	100.0%
535 80 45 000 Equipment Rental	0.00	0.00	0.00	0.0%
535 80 46 000 Insurance	189,227.00	189,227.00	0.00	100.0%
535 80 47 000 Public Utilities	190,000.00	190,000.00	0.00	100.0%
535 80 48 000 Repair/Maintenance-Equip	1,060.00	1,060.00	0.00	100.0%
535 80 48 401 M&O Fund 501	34,965.00	34,965.00	0.00	100.0%
535 80 49 000 Laundry	1,000.00	1,000.00	0.00	100.0%
535 80 49 005 Judgements & Settlements	0.00	0.00	0.00	0.0%
535 80 49 010 Misc-Dues/Subscriptions	3,200.00	3,200.00	0.00	100.0%
535 80 49 030 Misc-Tuition/Registration	8,000.00	8,000.00	0.00	100.0%
535 80 49 040 Misc-Filing Fees/Lien Exp	5,000.00	5,000.00	0.00	100.0%
535 80 49 090 ICA-Support Allocation	339,446.00	339,446.00	0.00	100.0%

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401 Sewer Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
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535 Sewer

040 Services & Charges	1,529,668.00	1,529,668.00	0.00	100.0%
591 28 70 401 Leases + Subscription IT (SBITA) - Sewer Dept.	25,000.00	25,000.00	0.00	100.0%
594 35 62 000 Buildings & Structures	500,000.00	500,000.00	0.00	100.0%
594 35 63 000 Engineering Services	200,000.00	200,000.00	0.00	100.0%
594 35 63 010 Other Improvements	600,000.00	600,000.00	0.00	100.0%
594 35 64 001 Portable Equipment	20,000.00	20,000.00	0.00	100.0%
594 35 64 401 Machinery & Equip	150,000.00	150,000.00	0.00	100.0%
900 Capital Expenditures	1,495,000.00	1,495,000.00	0.00	100.0%
597 00 01 101 Parks Fund 101	143,000.00	143,000.00	0.00	100.0%
597 00 02 401 Equipment Replacement Fund 501	123,420.00	123,420.00	0.00	100.0%
597 00 03 401 Capital Projects Fund 410	299,900.00	299,900.00	0.00	100.0%
597 00 04 401 General Fund Trf-IDCA	0.00	0.00	0.00	0.0%
597 00 05 401 Operations Reserve Fd 402	0.00	0.00	0.00	0.0%
597 00 06 401 Revenue Bond Fund 407	0.00	0.00	0.00	0.0%
950 Transfers	566,320.00	566,320.00	0.00	100.0%
535 Sewer	5,726,188.00	5,630,188.00	(96,000.00)	98.3%

580 Non Expenditures

588 10 00 000 Prior Period Adjustment	0.00	0.00	0.00	0.0%
588 10 00 401 Prior Period Adjustment	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 97 00 505 Transfers-Out - PW Facility Fund 505	91,570.00	91,570.00	0.00	100.0%
597 Interfund Transfers	91,570.00	91,570.00	0.00	100.0%

2025 PROPOSED BUDGET CHANGES

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401 Sewer Operations Fund				
Expenditures	Original	Proposed	Difference	Remarks
Fund Expenditures:	5,817,758.00	5,721,758.00	(96,000.00)	98.3%
Fund Excess/(Deficit):	5,642.00	101,642.00		

2025 PROPOSED BUDGET CHANGES

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402 Sewer Facilities Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 402 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 402 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 402 Sewer Operations Transfer	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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594 Capital Expenditures

594 35 64 402 Plant Upgrades	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 00 08 401 Sewer Projects Transfer	0.00	0.00	0.00	0.0%
597 00 09 410 Operating Transfer Out - To Fund #410	0.00	0.00	0.00	0.0%

597 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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407 1998 Sewer Revenue Bond Fund

Revenues	Original	Proposed	Difference	Remarks
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350 Fines & Penalties

359 00 00 000 Penalties	0.00	0.00	0.00	0.0%
350 Fines & Penalties	0.00	0.00	0.00	0.0%

360 Interest & Other Earnings

361 11 00 407 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 407 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 30 70 407 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 407 Interest	0.00	0.00	0.00	0.0%
368 10 00 000 Principal Payment	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 407 Sewer Operations Transfer	0.00	0.00	0.00	0.0%
397 00 00 411 Transfer From Bond Reserve	0.00	0.00	0.00	0.0%
Fund				
397 00 01 407 Sewer Facilities Transfer	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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591 Debt Service - Principal Repayment

591 35 72 001 Bond Principal	0.00	0.00	0.00	0.0%
592 35 83 407 Bond Interest	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%

597 Interfund Transfers

597 00 10 401 Operating Transfer Out - Fund 401	0.00	0.00	0.00	0.0%
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2025 PROPOSED BUDGET CHANGES

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407 1998 Sewer Revenue Bond Fund				
Expenditures	Original	Proposed	Difference	Remarks
597 Interfund Transfers				
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2025 PROPOSED BUDGET CHANGES

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410 Sewer Capital Projects Reserve

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 410 Investment Interest	9,000.00	9,000.00	0.00	100.0%
361 30 00 410 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 410 Interfund Loan Interest Received	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	9,000.00	9,000.00	0.00	100.0%

370 Capital Contributions

367 41 00 000 Sewer Connection Fees	500,000.00	500,000.00	0.00	100.0%
367 41 01 000 Special Sewer Connection Fee	5,000.00	5,000.00	0.00	100.0%
370 Capital Contributions	505,000.00	505,000.00	0.00	100.0%

380 Non Revenues

381 20 10 001 Interfund Loan Repayment-General Fund	0.00	0.00	0.00	0.0%
381 20 10 040 Interfund Loan Repayment-Arterials	0.00	0.00	0.00	0.0%
381 20 10 103 Interfund Loan Repayment-Streets	0.00	0.00	0.00	0.0%
381 20 50 425 Interfund Loan Repayment-Stormwater	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 410 Sewer Operations Transfer	299,900.00	299,900.00	0.00	100.0%
397 00 09 402 Operating Transfer In - From Fund 402	0.00	0.00	0.00	0.0%
397 Interfund Transfers	299,900.00	299,900.00	0.00	100.0%

Fund Revenues:	813,900.00	813,900.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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410 Sewer Capital Projects Reserve

Expenditures	Original	Proposed	Difference	Remarks
535 Sewer				
581 10 00 000 Loan To Arterial St 104	0.00	0.00	0.00	0.0%
581 10 00 103 Loan To Streets 103	0.00	0.00	0.00	0.0%
920 Interfund Loans	0.00	0.00	0.00	0.0%
591 35 72 000 Principal Payment - PWTF	590,360.00	590,360.00	0.00	100.0%
592 35 83 410 Interest Payment - PWTF	7,733.00	7,733.00	0.00	100.0%
930 Debt Service	598,093.00	598,093.00	0.00	100.0%
597 00 00 410 Sewer Operations Fund 401	150,000.00	150,000.00	0.00	100.0%
597 00 04 410 Revenue Bond Fund 407	0.00	0.00	0.00	0.0%
950 Transfers	150,000.00	150,000.00	0.00	100.0%
535 Sewer	748,093.00	748,093.00	0.00	100.0%
580 Non Expenditures				
581 10 00 102 Loan To Cemetery Operations	0.00	0.00	0.00	0.0%
581 10 22 001 Loan To General Fund	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%
597 Interfund Transfers				
597 00 04 505 Transfers-Out - Public Works Facility 505	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	748,093.00	748,093.00	0.00	100.0%
Fund Excess/(Deficit):	65,807.00	65,807.00		

2025 PROPOSED BUDGET CHANGES

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411 1998 Sewer Rev Bond Res Fund				
Expenditures	Original	Proposed	Difference	Remarks
597 Interfund Transfers				
597 00 00 407 Transfer To Bond Payment Fund	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2025 PROPOSED BUDGET CHANGES

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412 Solid Waste Operations Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

332 92 10 412 COVID-19 Non-grant Assistance	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

343 70 00 000 Garbage/Solid Waste Fees	2,618,000.00	2,618,000.00	0.00	100.0%
343 70 00 010 Utility Tax Collected	400,000.00	400,000.00	0.00	100.0%
343 71 00 000 Garbage/Extra Tags	200.00	200.00	0.00	100.0%
343 72 00 000 Yard Waste Punch Cards	1,000.00	1,000.00	0.00	100.0%
343 72 00 001 Curbside Yard Waste Fees	0.00	0.00	0.00	0.0%
343 73 00 000 Curbside Recycling Fee	520,000.00	520,000.00	0.00	100.0%
343 73 00 001 Site Recycling Fees	20,000.00	20,000.00	0.00	100.0%
343 73 00 005 Commercial Recycling Fees	140,000.00	140,000.00	0.00	100.0%
343 73 01 001 Rolloff Haul Fees	130,000.00	130,000.00	0.00	100.0%
343 73 01 002 Rolloff Dump Fees	215,000.00	215,000.00	0.00	100.0%
343 74 00 000 Equipment Rental	35,000.00	35,000.00	0.00	100.0%
343 75 00 000 Fuel Surcharge	85,000.00	85,000.00	0.00	100.0%
343 77 00 000 Advertising Signs	300.00	300.00	0.00	100.0%
343 78 00 000 Collection Recoveries	15,000.00	15,000.00	0.00	100.0%
343 79 00 000 Penalties On Accounts	28,000.00	28,000.00	0.00	100.0%
340 Charges For Goods & Services	4,207,500.00	4,207,500.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 412 Investment Interest	2,500.00	2,500.00	0.00	100.0%
361 30 00 412 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 412 Interest On Accts	9,000.00	9,000.00	0.00	100.0%
369 91 00 412 Miscellaneous Income	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	11,500.00	11,500.00	0.00	100.0%

380 Non Revenues

382 10 00 412 Dumpster Deposit	3,000.00	3,000.00	0.00	100.0%
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412 Solid Waste Operations Fund

Revenues	Original	Proposed	Difference	Remarks
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380 Non Revenues

380 Non Revenues	3,000.00	3,000.00	0.00	100.0%
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390 Other Financing Sources

395 10 00 412 Sale Of Fixed Assets	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 413 S-W Reserve Fund	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

398 Insurance Recoveries

398 10 00 412 Insurance Recoveries	0.00	0.00	0.00	0.0%
398 Insurance Recoveries	0.00	0.00	0.00	0.0%

Fund Revenues:	4,222,000.00	4,222,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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537 Garbage & Solid Waste

537 80 20 001 HRA - VEBA for HDHP	0.00	0.00	0.00	0.0%
597 37 62 000 Solid Waste\PWOPS Admin Bldg	0.00	0.00	0.00	0.0%
537 50 48 000 Repairs/maint-equip	100,000.00	100,000.00	0.00	100.0%
537 50 48 010 Repairs/Maint-Building	15,000.00	15,000.00	0.00	100.0%
537 50 48 412 M&O Fund 501	92,400.00	92,400.00	0.00	100.0%
003 Maintenance	207,400.00	207,400.00	0.00	100.0%
537 60 47 000 Solid Waste Disposal	895,000.00	895,000.00	0.00	100.0%
537 60 47 010 Curbside Recycling Disposal	180,000.00	180,000.00	0.00	100.0%
537 60 47 011 Site Recycling Disposal	9,000.00	9,000.00	0.00	100.0%
537 60 47 015 Construction Demolition Land Disposal - CDL	10,000.00	10,000.00	0.00	100.0%

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412 Solid Waste Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
537 Garbage & Solid Waste				
537 60 47 020 Site Yard Waste Disposal	20,000.00	20,000.00	0.00	100.0%
537 60 47 021 Curbside Yard Waste Disposal	51,000.00	51,000.00	0.00	100.0%
006 Contracted Processing	1,165,000.00	1,165,000.00	0.00	100.0%
537 80 11 000 Salaries	629,000.00	613,000.00	(16,000.00)	97.5%
537 80 12 000 Extra Help	15,000.00	15,000.00	0.00	100.0%
537 80 13 000 Overtime	40,000.00	40,000.00	0.00	100.0%
537 80 21 001 Industrial Insurance	19,000.00	13,000.00	(6,000.00)	68.4%
537 80 22 001 Social Security	53,000.00	52,000.00	(1,000.00)	98.1%
537 80 23 001 PERS Retirement	62,000.00	60,000.00	(2,000.00)	96.8%
537 80 24 001 Unemployment	2,000.00	2,000.00	0.00	100.0%
537 80 25 001 Medical/Dental/Vision	147,000.00	146,000.00	(1,000.00)	99.3%
537 80 26 050 Washington Sick Leave	2,000.00	2,000.00	0.00	100.0%
537 80 28 000 Employee Wellness	0.00	0.00	0.00	0.0%
010 Solid Waste Services	969,000.00	943,000.00	(26,000.00)	97.3%
537 80 31 000 Operating Supplies	68,000.00	68,000.00	0.00	100.0%
537 80 31 010 Office Supplies	3,000.00	3,000.00	0.00	100.0%
537 80 32 000 Auto Fuel/Diesel	145,000.00	145,000.00	0.00	100.0%
537 80 32 010 Fuel Additive - DEF	3,000.00	3,000.00	0.00	100.0%
537 80 34 000 Containers - Garbage	60,000.00	60,000.00	0.00	100.0%
537 80 34 001 Containers - Recycling	15,000.00	15,000.00	0.00	100.0%
537 80 34 002 Containers -Yard Waste	10,000.00	10,000.00	0.00	100.0%
537 80 35 000 Small Tools & Minor Equip	10,000.00	10,000.00	0.00	100.0%
030 Supplies	314,000.00	314,000.00	0.00	100.0%
537 80 41 000 Professional Services	5,000.00	5,000.00	0.00	100.0%
537 80 41 020 Collection Services	0.00	0.00	0.00	0.0%
537 80 41 030 Legal Publications	0.00	0.00	0.00	0.0%
537 80 41 031 Advertising	0.00	0.00	0.00	0.0%
537 80 42 010 Postage	0.00	0.00	0.00	0.0%
537 80 42 020 Telephone	0.00	0.00	0.00	0.0%
537 80 42 025 Cell Phones	0.00	0.00	0.00	0.0%
537 80 43 000 Meals/Travel	1,500.00	1,500.00	0.00	100.0%

2025 PROPOSED BUDGET CHANGES

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412 Solid Waste Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
537 Garbage & Solid Waste				
537 80 44 001 Taxes & Assessments	0.00	0.00	0.00	0.0%
537 80 44 020 Utility Tax - Municipal	400,000.00	400,000.00	0.00	100.0%
537 80 45 000 Equipment Rental	7,000.00	7,000.00	0.00	100.0%
537 80 46 000 Insurance	67,589.00	67,589.00	0.00	100.0%
537 80 47 000 Public Utilities	0.00	0.00	0.00	0.0%
537 80 48 000 Repair/Maintenance	2,000.00	2,000.00	0.00	100.0%
537 80 49 000 Misc-Laundry	500.00	500.00	0.00	100.0%
537 80 49 010 Misc-Dues/Subs & Tuitn/Reg	500.00	500.00	0.00	100.0%
537 80 49 015 Training	3,000.00	3,000.00	0.00	100.0%
537 80 49 020 Misc-Filing Fees/Lien Exp	1,000.00	1,000.00	0.00	100.0%
537 80 49 030 CDL/Drug & Alcohol Testing	1,000.00	1,000.00	0.00	100.0%
537 80 49 090 ICA-Support Allocation	242,171.00	242,171.00	0.00	100.0%
040 Services & Charges	731,260.00	731,260.00	0.00	100.0%
594 37 61 000 Other Improvements	0.00	0.00	0.00	0.0%
594 37 64 000 Machinery & Equipment	40,000.00	40,000.00	0.00	100.0%
900 Capital Expenditures	40,000.00	40,000.00	0.00	100.0%
597 00 00 412 General Fund Trf-IDCA	0.00	0.00	0.00	0.0%
597 00 02 412 Reserve Fund	126,000.00	126,000.00	0.00	100.0%
597 90 00 412 Equipment Replacement Fund	343,200.00	343,200.00	0.00	100.0%
501				
950 Transfers	469,200.00	469,200.00	0.00	100.0%
537 Garbage & Solid Waste	3,895,860.00	3,869,860.00	(26,000.00)	99.3%

580 Non Expenditures

582 10 00 412 Dumpster Deposit Refund	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%

591 Debt Service - Principal Repayment

2025 PROPOSED BUDGET CHANGES

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412 Solid Waste Operations Fund

Expenditures	Original	Proposed	Difference	Remarks
591 Debt Service - Principal Repayment				
591 80 70 412 Leases + Subscription IT (SBITA) - Solid Waste Dept.	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%
597 Interfund Transfers				
597 00 01 505 Transfers-Out - PW Facility Fund 505	50,430.00	50,430.00	0.00	100.0%
597 Interfund Transfers	50,430.00	50,430.00	0.00	100.0%
Fund Expenditures:	3,946,290.00	3,920,290.00	(26,000.00)	99.3%
Fund Excess/(Deficit):	275,710.00	301,710.00		

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413 Solid Waste Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 413 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 413 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 012 Operations Transfer	126,000.00	126,000.00	0.00	100.0%
397 Interfund Transfers	126,000.00	126,000.00	0.00	100.0%

Fund Revenues:	126,000.00	126,000.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 01 412 S-W Operations Transfer	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	126,000.00	126,000.00		
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2025 PROPOSED BUDGET CHANGES

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425 Stormwater Operations

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

311 10 00 000 Real & Personal Property Taxes	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%

330 Intergovernmental Revenues

334 03 10 000 Ecology Capacity Grant	0.00	0.00	0.00	0.0%
334 06 90 425 L&I Stay At Work Grant	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

343 10 00 000 Stormwater Fees	1,011,460.00	1,011,460.00	0.00	100.0%
343 10 00 001 BY Creek Subflood Zone	0.00	0.00	0.00	0.0%
343 10 00 002 Penalties On Accounts	500.00	500.00	0.00	100.0%
343 10 00 010 Utility Tax Collected	103,000.00	103,000.00	0.00	100.0%
343 18 00 000 Collection Recoveries	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	1,114,960.00	1,114,960.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 425 Investment Interest	1,200.00	1,200.00	0.00	100.0%
361 30 00 425 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
361 40 00 425 Interest On Accounts	0.00	0.00	0.00	0.0%
362 50 00 425 Land Rents, Leases	0.00	0.00	0.00	0.0%
369 10 00 425 Sale Of Surplus	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	1,200.00	1,200.00	0.00	100.0%

390 Other Financing Sources

395 10 01 000 Sales Of Trees	0.00	0.00	0.00	0.0%
395 20 00 425 Insurance Recoveries	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%

397 Interfund Transfers

2025 PROPOSED BUDGET CHANGES

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425 Stormwater Operations

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 00 01 426 Transfer From Reserve	0.00	0.00	0.00	0.0%
397 00 10 425 Transfer From Art Streets	0.00	0.00	0.00	0.0%

397 Interfund Transfers	0.00	0.00	0.00	0.0%
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Fund Revenues:	1,116,160.00	1,116,160.00	0.00	100.0%
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Expenditures	Original	Proposed	Difference	Remarks
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531 Storm Water Services

531 80 28 000 Employee Wellness	500.00	500.00	0.00	100.0%
531 50 11 000 Salaries	268,000.00	265,000.00	(3,000.00)	98.9%
531 50 12 000 Extra Help	14,000.00	14,000.00	0.00	100.0%
531 50 13 000 Overtime	3,000.00	3,000.00	0.00	100.0%
531 50 21 001 Industrial Insurance	8,000.00	6,000.00	(2,000.00)	75.0%
531 50 22 001 Social Security	22,000.00	22,000.00	0.00	100.0%
531 50 23 001 PERS Retirement	25,000.00	25,000.00	0.00	100.0%
531 50 24 001 Unemployment	600.00	600.00	0.00	100.0%
531 50 25 001 Medical/Dental/Vision	83,000.00	69,000.00	(14,000.00)	83.1%
531 50 26 050 Washington Sick Leave	500.00	500.00	0.00	100.0%

010 Stormwater Services	424,100.00	405,100.00	(19,000.00)	95.5%
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531 50 31 000 Operating Supplies	17,686.00	17,686.00	0.00	100.0%
531 50 32 000 Vehicle Fuel	16,000.00	16,000.00	0.00	100.0%

030 Supplies	33,686.00	33,686.00	0.00	100.0%
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531 50 41 000 Professional Services	7,500.00	7,500.00	0.00	100.0%
531 50 41 002 Contracted Services	51,000.00	51,000.00	0.00	100.0%
531 50 41 003 Collection Services	4,900.00	4,900.00	0.00	100.0%
531 50 41 005 Vactor Waste Disposal	10,000.00	10,000.00	0.00	100.0%
531 50 41 010 DOE NPDES Permit	5,251.00	5,251.00	0.00	100.0%
531 50 41 020 DOE NPDES Monitoring	7,850.00	7,850.00	0.00	100.0%
531 50 42 010 Postage	1,280.00	1,280.00	0.00	100.0%
531 50 44 000 Taxes & Assessments	16,386.00	16,386.00	0.00	100.0%

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425 Stormwater Operations

Expenditures	Original	Proposed	Difference	Remarks
531 Storm Water Services				
531 50 44 020 Storm Drainage Utility Tax-Municipal	103,000.00	103,000.00	0.00	100.0%
531 50 45 000 Rental Equipment	2,288.00	2,288.00	0.00	100.0%
531 50 46 000 Insurance	50,352.00	50,352.00	0.00	100.0%
531 50 47 000 Public Utilities	3,221.00	3,221.00	0.00	100.0%
531 50 48 000 Repairs/Maintenance	25,500.00	25,500.00	0.00	100.0%
531 50 48 425 M&O Fund 501	28,350.00	28,350.00	0.00	100.0%
531 50 49 000 Tuition/Training	2,400.00	2,400.00	0.00	100.0%
531 50 49 001 Filing & Lien Fees	600.00	600.00	0.00	100.0%
531 50 49 010 CDL/Drug & Alcohol Testing	150.00	150.00	0.00	100.0%
531 50 49 090 ICA-Support Allocation	118,496.00	118,496.00	0.00	100.0%
040 Goods & Services	438,524.00	438,524.00	0.00	100.0%
581 20 00 425 Interfund Loan - Sewer Fund	0.00	0.00	0.00	0.0%
592 39 82 000 Interfund Loan Interest	0.00	0.00	0.00	0.0%
800 Debt Service	0.00	0.00	0.00	0.0%
594 31 63 000 Collection System	50,000.00	50,000.00	0.00	100.0%
900 Capital Expenditures	50,000.00	50,000.00	0.00	100.0%
597 00 00 425 General Fund Trf-IDCA	0.00	0.00	0.00	0.0%
597 00 25 426 Stormwater Reserve	0.00	0.00	0.00	0.0%
597 00 26 425 Equipment Replacement Fund 501	99,880.00	99,880.00	0.00	100.0%
950 Transfers	99,880.00	99,880.00	0.00	100.0%
531 Storm Water Services	1,046,690.00	1,027,690.00	(19,000.00)	98.2%
580 Non Expenditures				
588 10 00 425 Prior Period Adjustment	0.00	0.00	0.00	0.0%
580 Non Expenditures	0.00	0.00	0.00	0.0%

2025 PROPOSED BUDGET CHANGES

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425 Stormwater Operations

Expenditures	Original	Proposed	Difference	Remarks
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591 Debt Service - Principal Repayment

591 50 70 425 Leases + Subscription IT (SBITA) - Stormwater Dept.	1,000.00	1,000.00	0.00	100.0%
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591 Debt Service - Principal Repayment	1,000.00	1,000.00	0.00	100.0%
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597 Interfund Transfers

597 00 02 505 Transfers-Out - PW Facility Fund 505	19,300.00	19,300.00	0.00	100.0%
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597 Interfund Transfers	19,300.00	19,300.00	0.00	100.0%
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Fund Expenditures:	1,066,990.00	1,047,990.00	(19,000.00)	98.2%
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Fund Excess/(Deficit):	49,170.00	68,170.00		
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426 Stormwater Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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360 Interest & Other Earnings

361 11 00 426 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 426 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

397 Interfund Transfers

397 00 00 426 Stormwater Operations Transf	0.00	0.00	0.00	0.0%
397 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Revenues:	0.00	0.00	0.00	0.0%
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Expenditures	Original	Proposed	Difference	Remarks
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597 Interfund Transfers

597 00 00 000 Transfer To Stormwater Operations	0.00	0.00	0.00	0.0%
597 00 01 104 Transfer To Arterial Streets	0.00	0.00	0.00	0.0%
597 Interfund Transfers	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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2025 PROPOSED BUDGET CHANGES

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501 Equipment Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

332 92 10 501 COVID-19 Non-grant Assistance	0.00	0.00	0.00	0.0%
337 20 00 501 Skagit County EMS	0.00	0.00	0.00	0.0%
337 31 00 501 Skagit County Equipment Contribution	0.00	0.00	0.00	0.0%
330 Intergovernmental Revenues	0.00	0.00	0.00	0.0%

340 Charges For Goods & Services

348 00 00 001 M&O General Fund 001	4,515.00	4,515.00	0.00	100.0%
348 00 00 101 M&O Parks Fund 101	5,775.00	5,775.00	0.00	100.0%
348 00 00 102 M&O Cemetery Fund 102	3,885.00	3,885.00	0.00	100.0%
348 00 00 103 M&O Street Fund 103	27,930.00	27,930.00	0.00	100.0%
348 00 00 401 M&O Sewer Fund 401	34,965.00	34,965.00	0.00	100.0%
348 00 00 412 M&O Solid Waste Fund 412	92,400.00	92,400.00	0.00	100.0%
348 00 00 425 M&O Storm Water Fund	28,350.00	28,350.00	0.00	100.0%
348 00 00 520 M&O Engineering	0.00	0.00	0.00	0.0%
348 00 00 521 M&O Law Enforcement	0.00	0.00	0.00	0.0%
348 00 00 522 M&O Fire	0.00	0.00	0.00	0.0%
340 Charges For Goods & Services	197,820.00	197,820.00	0.00	100.0%

360 Interest & Other Earnings

361 11 00 501 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 501 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
369 10 00 501 Sale Of Surplus	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%

370 Capital Contributions

395 10 00 501 Sale Of Assets	0.00	0.00	0.00	0.0%
370 Capital Contributions	0.00	0.00	0.00	0.0%

397 Interfund Transfers

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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501 Equipment Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
397 Interfund Transfers				
397 00 01 312 Equipment Transfer - Fire Impact Fee	0.00	0.00	0.00	0.0%
397 00 00 021 Equipment Transfer - Police (Public Safety)	285,000.00	285,000.00	0.00	100.0%
397 00 00 022 Equipment Transfer - Fire (Public Safety 522)	463,100.00	463,100.00	0.00	100.0%
397 00 00 023 Equipment Transfer - GF 001 EMS (522)	198,000.00	198,000.00	0.00	100.0%
397 00 00 112 Equipment Transfer - Police (Public Safety)	0.00	0.00	0.00	0.0%
397 00 00 313 Equipment Transfer - Public Safety Sales Tax Fund 313	0.00	0.00	0.00	0.0%
397 00 00 501 Equipment Transfer - GF 001 (Admin)	32,512.00	32,512.00	0.00	100.0%
397 00 01 501 Equipment Transfer - Parks Fund 101	20,240.00	20,240.00	0.00	100.0%
397 00 02 501 Equipment Transfer - Cemetery Fund 102	13,420.00	13,420.00	0.00	100.0%
397 00 03 501 Equipment Transfer - Streets Fund 103	98,780.00	98,780.00	0.00	100.0%
397 00 41 501 Equipment Transfer - Sewer Fund 401	123,420.00	123,420.00	0.00	100.0%
397 00 42 501 Equipment Transfer - Solid Waste Fund 412	343,200.00	343,200.00	0.00	100.0%
397 00 45 501 Equipment Transfer - Stormwater Fund 425	99,880.00	99,880.00	0.00	100.0%
300 Transfer - Equipment Replacement	1,677,552.00	1,677,552.00	0.00	100.0%
397 Interfund Transfers	1,677,552.00	1,677,552.00	0.00	100.0%
Fund Revenues:	1,875,372.00	1,875,372.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
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501 Equipment Replacement Fund

Expenditures	Original	Proposed	Difference	Remarks
548 Public Works - Centralized Services				
548 30 41 000 Public Auction Charges	0.00	0.00	0.00	0.0%
548 30 11 000 Salaries	106,000.00	82,000.00	(24,000.00)	77.4%
548 30 13 000 Overtime	5,000.00	5,000.00	0.00	100.0%
548 30 21 001 Industrial Insurance	3,000.00	600.00	(2,400.00)	20.0%
548 30 22 001 Social Security	9,000.00	7,000.00	(2,000.00)	77.8%
548 30 23 001 PERS Retirement	10,000.00	8,000.00	(2,000.00)	80.0%
548 30 24 001 Unemployment	300.00	200.00	(100.00)	66.7%
548 30 25 001 Medical/Dental/Vision	38,000.00	33,000.00	(5,000.00)	86.8%
548 30 26 050 Washington Sick Leave	200.00	200.00	0.00	100.0%
010 Centralized Services	171,500.00	136,000.00	(35,500.00)	79.3%
548 30 31 000 Operating Supplies	10,000.00	10,000.00	0.00	100.0%
548 30 31 001 Auto Fuel	0.00	2,000.00	2,000.00	0.0%
030 Supplies	10,000.00	12,000.00	2,000.00	120.0%
548 Public Works - Centralized Services	181,500.00	148,000.00	(33,500.00)	81.5%
594 Capital Expenditures				
594 21 65 501 Equipment	0.00	0.00	0.00	0.0%
594 18 64 501 Vehicles - Admin	0.00	0.00	0.00	0.0%
594 21 64 501 Equip & Vehicles - Police	0.00	0.00	0.00	0.0%
594 22 64 501 Vehicles - Fire	0.00	835,985.00	835,985.00	0.0% New engine and equipment originally budgeted in 2023/2024 but did not show up on time \$835,985.
594 31 64 501 Equip & Vehicles - Storm	0.00	0.00	0.00	0.0%
594 35 64 501 Equip & Vehicles - Sewer	40,000.00	40,000.00	0.00	100.0%
594 36 64 000 Equip & Vehicles - Cem	0.00	0.00	0.00	0.0%
594 37 64 501 Equip & Vehicles - Solid Waste	0.00	0.00	0.00	0.0%
594 42 64 000 Equip & Vehicles - Streets	320,000.00	320,000.00	0.00	100.0%
594 76 64 000 Equip & Vehicles - Park	0.00	0.00	0.00	0.0%
900 Capital Expenditures	360,000.00	1,195,985.00	835,985.00	332.2%
594 Capital Expenditures	360,000.00	1,195,985.00	835,985.00	332.2%

2025 PROPOSED BUDGET CHANGES

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501 Equipment Replacement Fund				
Expenditures	Original	Proposed	Difference	Remarks
597 Interfund Transfers				
597 00 06 505 Transfers-Out - PW Facility Fund	20,520.00	20,520.00	0.00	100.0%
505				
597 Interfund Transfers	20,520.00	20,520.00	0.00	100.0%
Fund Expenditures:	562,020.00	1,364,505.00	802,485.00	242.8%
Fund Excess/(Deficit):	1,313,352.00	510,867.00		

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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505 Public Works Facility Fund

Revenues	Original	Proposed	Difference	Remarks
360 Interest & Other Earnings				
361 11 00 505 Investment Interest	0.00	0.00	0.00	0.0%
361 30 00 505 Gains (Losses) On Investments	0.00	0.00	0.00	0.0%
360 Interest & Other Earnings	0.00	0.00	0.00	0.0%
390 Other Financing Sources				
391 90 00 505 LOCAL Program - PW Building	0.00	0.00	0.00	0.0%
392 00 00 505 LOCAL Program -Premium	0.00	0.00	0.00	0.0%
390 Other Financing Sources	0.00	0.00	0.00	0.0%
397 Interfund Transfers				
397 97 00 001 Operating Transfer In - General Fund 001	0.00	0.00	0.00	0.0%
397 97 00 101 Operating Transfer In - Parks 101	52,470.00	52,470.00	0.00	100.0%
397 97 00 103 Operating Transfer In - Streets 103	20,750.00	20,750.00	0.00	100.0%
397 97 00 401 Operating Transfer In - Sewer Fund 401	91,570.00	91,570.00	0.00	100.0%
397 97 00 412 Operating Transfer In - Solid Waste Fund 412	50,420.00	50,420.00	0.00	100.0%
397 97 00 425 Operating Transfer In - Stormwater Fund 425	19,300.00	19,300.00	0.00	100.0%
397 97 00 501 Operating Transfer In - ER&R 501	20,520.00	20,520.00	0.00	100.0%
397 97 00 505 Transfer In - Sewer Capital Projects	0.00	0.00	0.00	0.0%
397 Interfund Transfers	255,030.00	255,030.00	0.00	100.0%
Fund Revenues:	255,030.00	255,030.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
591 Debt Service - Principal Repayment				

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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505 Public Works Facility Fund

Expenditures	Original	Proposed	Difference	Remarks
591 Debt Service - Principal Repayment				
591 00 00 505 LOCAL Redemption of Debt Principal	110,000.00	110,000.00	0.00	100.0%
591 Debt Service - Principal Repayment	110,000.00	110,000.00	0.00	100.0%
592 Debt Service - Interest Costs				
592 48 00 505 Bond Issuance Costs	143,250.00	143,250.00	0.00	100.0%
592 Debt Service - Interest Costs	143,250.00	143,250.00	0.00	100.0%
594 Capital Expenditures				
594 00 00 000 Capital Expenditures/Expenses - Other Costs Allocations	0.00	0.00	0.00	0.0%
594 35 60 010 Const - WWTP Lab/Ops Bldg	0.00	0.00	0.00	0.0%
594 48 60 000 Eng - PW Building	0.00	0.00	0.00	0.0%
594 48 60 010 Const - PW Building	0.00	0.00	0.00	0.0%
594 48 60 020 Eng - PW Veh Storage Bldg	0.00	0.00	0.00	0.0%
594 48 60 021 Const - PW Veh Storage Bldg	0.00	0.00	0.00	0.0%
594 Capital Expenditures	0.00	0.00	0.00	0.0%
Fund Expenditures:	253,250.00	253,250.00	0.00	100.0%
Fund Excess/(Deficit):	1,780.00	1,780.00		

2025 PROPOSED BUDGET CHANGES

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631 Suspense Fund				
Revenues	Original	Proposed	Difference	Remarks
380 Non Revenues				
389 90 01 631 Unapplied Cash - Suspense	0.00	0.00	0.00	0.0%
389 90 02 631 Unapplied Cash - Court	0.00	0.00	0.00	0.0%
389 90 03 631 Unapplied Park and Facility Reservations, and PRR Payments	0.00	0.00	0.00	0.0%
380 Non Revenues	0.00	0.00	0.00	0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2025 PROPOSED BUDGET CHANGES

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635 Custodial Fund

Revenues	Original	Proposed	Difference	Remarks
380 Non Revenues				
386 00 00 635 State Court Receipts	50,000.00	50,000.00	0.00	100.0%
386 00 01 635 Court Deposits	8,000.00	8,000.00	0.00	100.0%
386 60 00 635 State Court Receipts	0.00	0.00	0.00	0.0%
389 30 01 635 Sales Tax Collected	10,000.00	10,000.00	0.00	100.0%
389 30 02 635 Leasehold Excise Tax Collected	3,000.00	3,000.00	0.00	100.0%
389 30 03 635 10% Net Proceeds Forfeited	0.00	0.00	0.00	0.0%
Property				
389 30 04 635 State Surcharge/Building Code Fees Collected	1,500.00	1,500.00	0.00	100.0%
389 30 05 635 County Crime Victim Witness Program	1,000.00	1,000.00	0.00	100.0%
389 30 06 635 GMA School Impact Fees Collected	130,000.00	130,000.00	0.00	100.0%
380 Non Revenues	203,500.00	203,500.00	0.00	100.0%
Fund Revenues:	203,500.00	203,500.00	0.00	100.0%

Expenditures	Original	Proposed	Difference	Remarks
580 Non Expeditures				
586 00 01 635 Court Disbursements	8,000.00	8,000.00	0.00	100.0%
586 30 00 635 State Court Fees Remittance	50,000.00	50,000.00	0.00	100.0%
589 30 01 635 Sales Tax Remittance	10,000.00	10,000.00	0.00	100.0%
589 30 02 635 Leasehold Excise Tax Remittance	3,000.00	3,000.00	0.00	100.0%
589 30 03 635 10% Net Proceeds Forfeited	0.00	0.00	0.00	0.0%
Property Remittance				
589 30 04 635 State Surcharge/Building Code Fees Collected	1,500.00	1,500.00	0.00	100.0%
589 30 05 635 County Crime Victim Witness Program Remittance	1,000.00	1,000.00	0.00	100.0%
589 30 06 635 GMA School Impact Fees Remittance	130,000.00	130,000.00	0.00	100.0%

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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635 Custodial Fund					
Expenditures	Original	Proposed	Difference	Remarks	
580 Non Expeditures					
580 Non Expeditures	203,500.00	203,500.00	0.00	100.0%	
Fund Expenditures:	203,500.00	203,500.00	0.00	100.0%	
Fund Excess/(Deficit):	0.00	0.00			

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
001 Current Expense Fund	14,470,524.00	15,011,844.00	541,320.00	103.7%	14,243,253.00	14,730,720.00	487,467.00	103.4%
002 Fire Proposition 1 Reserve	272,776.00	272,776.00	0.00	100.0%	0.00	0.00	0.00	0.0%
003 Special Projects Fund	0.00	0.00	0.00	0.0%	463,913.00	801,913.00	338,000.00	172.9%
101 Parks & Facilities Fund	3,806,680.00	4,632,550.00	825,870.00	121.7%	3,794,996.00	4,592,301.00	797,305.00	121.0%
102 Cemetery Fund	244,500.00	244,500.00	0.00	100.0%	244,208.00	243,208.00	(1,000.00)	99.6%
103 Street Fund	1,195,483.00	1,195,483.00	0.00	100.0%	1,188,667.00	1,171,667.00	(17,000.00)	98.6%
104 Arterial Street Fund	4,464,624.00	4,464,624.00	0.00	100.0%	4,141,268.00	4,682,588.00	541,320.00	113.1%
105 Library Fund	440,131.17	440,131.17	0.00	100.0%	440,131.00	440,131.00	0.00	100.0%
106 Cemetery Endowment Fund	1,500.00	1,500.00	0.00	100.0%	52,000.00	52,000.00	0.00	100.0%
107 Parks Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
108 Lodging Tax Fund	35,000.00	35,000.00	0.00	100.0%	35,000.00	55,500.00	20,500.00	158.6%
109 Special Investigation Fund	1,000.00	1,000.00	0.00	100.0%	1,000.00	1,000.00	0.00	100.0%
112 Code Enforcement Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
113 Paths And Trails Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
114 Law Enforcement Sales Tax	746,461.00	746,461.00	0.00	100.0%	746,461.00	746,461.00	0.00	100.0%
115 Strategic Reserve	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
116 Affordable Housing - HB 1406	14,000.00	14,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%
117 Housing and Related Services	275,000.00	275,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%
118 National Opioid Settlement Fund	5,000.00	5,000.00	0.00	100.0%	22,000.00	22,000.00	0.00	100.0%
119 Municipal Arts Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
189 American Rescue Plan Act Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
205 2008 G/O Bond Fund	148,000.00	148,000.00	0.00	100.0%	147,321.00	147,321.00	0.00	100.0%
230 1996 G/O Bond Redemption Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
301 1st 1/4% Real Estate Excise Tax Fund	305,000.00	305,000.00	0.00	100.0%	631,773.00	638,235.00	6,462.00	101.0%
302 2nd 1/4% Real Estate Excise Tax Fund	305,000.00	305,000.00	0.00	100.0%	631,773.00	638,235.00	6,462.00	101.0%
303 Building Maintenance Reserve	2,200.00	2,200.00	0.00	100.0%	0.00	0.00	0.00	0.0%
304 Transportation Benefit District	225,000.00	225,000.00	0.00	100.0%	122,824.00	122,824.00	0.00	100.0%
305 Library Construction Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
310 Police Mitigation Reserve Fund	12,000.00	12,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%
311 Parks Impact Fee Reserve Fund	215,000.00	215,000.00	0.00	100.0%	501,000.00	501,000.00	0.00	100.0%
312 Fire Impact Fee Reserve Fund	45,000.00	45,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%
313 Public Safety Sales Tax Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
314 Transportation Impact Fee Reserve Fund	145,000.00	145,000.00	0.00	100.0%	127,187.00	127,187.00	0.00	100.0%
401 Sewer Operations Fund	5,823,400.00	5,823,400.00	0.00	100.0%	5,817,758.00	5,721,758.00	(96,000.00)	98.3%
402 Sewer Facilities Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
407 1998 Sewer Revenue Bond Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
410 Sewer Capital Projects Reserve	813,900.00	813,900.00	0.00	100.0%	748,093.00	748,093.00	0.00	100.0%
411 1998 Sewer Rev Bond Res Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
412 Solid Waste Operations Fund	4,222,000.00	4,222,000.00	0.00	100.0%	3,946,290.00	3,920,290.00	(26,000.00)	99.3%
413 Solid Waste Reserve Fund	126,000.00	126,000.00	0.00	100.0%	0.00	0.00	0.00	0.0%
425 Stormwater Operations	1,116,160.00	1,116,160.00	0.00	100.0%	1,066,990.00	1,047,990.00	(19,000.00)	98.2%
426 Stormwater Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%

2025 PROPOSED BUDGET CHANGES

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Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
501 Equipment Replacement Fund	1,875,372.00	1,875,372.00	0.00	100.0%	562,020.00	1,364,505.00	802,485.00	242.8%
505 Public Works Facility Fund	255,030.00	255,030.00	0.00	100.0%	253,250.00	253,250.00	0.00	100.0%
631 Suspense Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
635 Custodial Fund	203,500.00	203,500.00	0.00	100.0%	203,500.00	203,500.00	0.00	100.0%
Excess/(Deficit):	41,810,241.17	43,177,431.17	1,367,190.00	103.3%	40,132,676.00	42,973,677.00	2,841,001.00	107.1%



FTE Count for the 2026 Budget

When fully staffed the City has an employee head count of 138 employees, including volunteer firefighter and excluding elected officials, and 109.5 FTE. Full-time equivalent, or FTE, measures the total amount of full-time employees working at the City. It is a way of adding up the hours of full-time, part-time and various other types of employees into measurable 'full-time' units.

Updated 5.08.2025

Summary	
ALL DEPARTMENTS	
Department	FTE
Judicial	1.50
Executive	1.00
Human Resources	1.00
Finance	6.34
Info Tech	3.00
Planning and Comm Dev	2.64
Engineering	2.71
Law Enforcement	27.50
Fire / EMS	27.16
Protective Inspections	2.17
Parks	4.98
Cemetery	0.72
Street	3.07
Sewer	11.94
Solid Waste	8.36
Storm	3.31
ERR	1.10
Park Caretakers	1.00
Total FTE	109.50

Checkfigure

109.50

New Position(s)

1.0 FTE IT Workstation Support Specialist

1.0 FTE Police Officer (portion of salary full with COPS grant for 3 years, likely hired in 2026)

Adjustment(s)

0.5 FTE Part-Time HR Analyst to 1.0 FTE Full-Time HR Manager

Full-Time
Part-Time
New Position
Adjustment
Vacant

ALL CITY DEPARTMENTS - EXCLUDING PUBLIC SAFETY				PUBLIC SAFETY			
Department	Current Title	Name	Total FTE	Department	Current Title	Name	Total FTE
Non-Reps	Court Clerk	Struthers, Linda	1.00	Police	Police Chief	McIlraith, Daniel	1.00
Non-Reps	PT: Court Clerk	Felix, Cleotilde	0.50	Police	Police Lieutenant	Sorsdal, Heather	1.00
Non-Reps	City Administrator	Bush, Charles	1.00	Police	Police Sergeant	Carroll, Zachary	1.00
Finance	Accounting Technician (Payroll)	Goss, Jeanine K	1.00	Police	Police Sergeant	Eaton, Paul	1.00
Finance	Accounting Technician (Utility Billing)	Roth, Ami	1.00	Police	Police Sergeant	Lowe, Derick	1.00
Finance	Deputy City Clerk	Mynatt, Serena R	1.00	Police	Police Sergeant	McCombs, Austin	1.00
Finance	Accounting Technician	Wolf, Trina L	1.00	Police	Police Officer	Bass, Seth	1.00
Finance	EMS Billing Clerk	Messer, Rachel A	1.00	Police	Police Officer	Cook, Noah	1.00
Finance	PT: Public Records Officer	Capanna, Sarah	0.50	Police	Police Officer	Fortuna, Ruben	1.00
Finance	PT: Accounting Technician	Capanna, Sarah	0.50	Police	Police Officer - Detective	Foster-Lambright, Keira	1.00
Non-Reps	Finance Director	Kohnken, Kelly	1.00	Police	Police Officer	Baxin, Zihumara	1.00
Non-Reps	IT Director	Tovar Cano, Woody	1.00	Police	Police Officer	Humbert, Rachael	1.00
Non-Reps	IT System Integration Analyst	Saint, Thomas	1.00	Police	Police Officer	McGaughey, Harrison	1.00
Non-Reps	IT Workstation Support Specialist	PROPOSED	1.00	Police	Police Officer	Hilton, Hoster	1.00
Non-Reps	Community Development Director	Glover, Thomas	1.00	Police	Police Officer	VACANT	1.00
Non-Reps	Planner	McGowan, Nicole	1.00	Police	Police Officer	VanDam, Isaiah	1.00
Non-Reps	Assistant Planner	Sandoval Oaks, Ashton	1.00	Police	Police Officer	Velthuisen, Cody	1.00
Non-Reps	Human Resource Manager	VACANT	1.00	Police	Police Officer	Whitt, Deion	1.00
Non-Reps	City Engineer	Lane, Peter	1.00	Police	Police Officer - Detective	Wilson, Katherine	1.00
B+P	Permitting Technician	Pfluger, Nicole	1.00	Police	Police Officer	Eggert, Joseph	1.00



City Council Agenda Item

Agenda Item No.: 1.1.

Date: May 14, 2025

From: Charlie Bush, City Administrator

Subject: Special Events Code Discussion

RECOMMENDED ACTION:

Discussion

BACKGROUND/SUMMARY INFORMATION:

Sedro-Woolley Municipal Code Chapter 12.44 Special Events, Parades and Festivals

- Prior to Ordinance 2097-25 updating this section of the code, the code stated "If the city special events committee requires the event to include additional police or fire protection or work from the street department or solid waste department, or other city department... The actual costs shall be paid by the sponsoring organization within seven days of the billing from the city."
- This provision of the code had not been previously implemented.
- The revised code, passed by Ordinance 2097-25 on March 12, 2025 includes "The city must estimate the cost of city services (e.g., police, public works employees, etc.) for a special event prior to the event. As a condition of permit approval, the Administrator may require a cash deposit for such costs prior to issuance of a special event permit. Additional costs incurred by the city will be evaluated following the completion of the event."
- In an effort to ensure city staff adhere to all elements of the special events, parades and festival municipal code, the city has implemented a process to recover the cost of city services for these events.
- A letter was posted on the city website and social media outlining a change in the process, including cost recovery for overtime costs, effective for events on or after October 1, 2025.
- The city's largest special event is the Loggerodeo. The estimated cost of city services (overtime for police, fire, and public works employees) is approximately \$21,000. Roughly half, \$10,500, is for additional police officers.

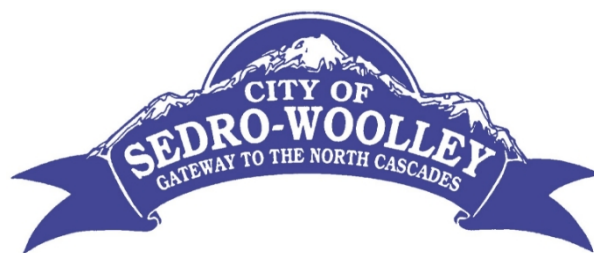
City staff and elected officials have received feedback from the community regarding this policy change. The purpose of this item is to discuss, what, if anything, should be reconsidered or done differently. Given the delayed implementation of this provision, there is some time to develop solutions before any cost changes occur for applicants. Current and prior versions of this section of the municipal code are attached for reference.

FISCAL IMPACT, IF APPROPRIATE:

N/A

ATTACHMENTS:

1. Staff Report March 12, 2025
2. SWMC Prior to March 12, 2025
3. Ord2097-25 Updated SWMC
4. Special Events Letter_Signed_2025.04.30



City Council Agenda Item

Agenda Item No.: e.9.

Date: March 12, 2025

From: Charlie Bush, City Administrator, Nikki Thompson, City Attorney

Subject: Repealing and Replacing Chapter 12.44 "Special Events, Parades and Festivals" - Ordinance 2097-25 - 2nd Read

RECOMMENDED ACTION:

Motion to approve Ordinance 2097-25 - Repealing and Replacing Chapter 12.44 "Special Events, Parades and Festivals"

ISSUE:

BACKGROUND/SUMMARY INFORMATION:

Large sections of this area of the current code needed an update. Staff engaged in this process during 2024 and are bringing forward the attached new code section. Staff are seeking feedback from Council during the work session. A copy of the full current code section is also included for the Council's reference.

Council provided direction on this item at the March 5, 2025 work session, specifically directing staff to adopt a threshold of 250 participants for an event on private property.

FISCAL IMPACT, IF APPROPRIATE:

N/A

ATTACHMENTS:

1. Current Code Chapter 12.44 SPECIAL EVENTS, PARADES AND FESTIVALS
2. Ordinance No. 2097-25 Repealing and Replacing SWMC Ch 12.44 Special Events

Chapter 12.44

SPECIAL EVENTS, PARADES AND FESTIVALS

Sections:

12.44.010 Purpose and intent.

12.44.020 Definitions.

12.44.030 Permit.

12.44.040 Deposit required.

12.44.050 Insurance.

12.44.060 Permit issuance standards—Issuance or denial.

12.44.070 Traffic control.

12.44.080 Appeal procedure.

12.44.090 Permit revocation.

12.44.100 Interference with events.

12.44.110 Community events.

12.44.120 Violation—Crime.

12.44.010 Purpose and intent.

A. The purpose of this chapter is to provide reasonable supervision of any movement of persons or vehicles within the limits of the city by way of runs, parades, street dances, special events, or other demonstrations or exhibitions, for the protection of persons and property.

B. The intent of this chapter is to allow community-based organizations to sponsor special events on public thoroughfares and public lands, and to provide guidelines that protect the public's health, safety and welfare.

C. It is the express intent of the city council to support and encourage community-sponsored special events. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.020 Definitions.

A. "Committee" means the city special events committee, which shall consist of the mayor, city administrator, police chief, fire chief and public works department designee.

- B. "License" and "permit," unless the context in which it is used clearly indicates otherwise, as used in this chapter, both mean the official approval or authorization of the city to carry on or conduct the special event or activity for which such license or permit is required pursuant to the provisions of this chapter.
- C. "Motorcade" means any organized procession containing ten or more vehicles, except wedding and funeral processions, upon a public street, sidewalk, alley or public right-of-way.
- D. "Parade" means any march or procession consisting of people, animals, bicycles, vehicles, or combination thereof, except wedding processions and funeral processions, upon any public street or sidewalk which does not comply with normal and usual traffic regulations or controls.
- E. "Run" means an organized procession to contend in a race consisting of people, bicycles, or other vehicular devices or combination thereof containing ten or more persons upon a public street or sidewalk.
- F. "Street" or "streets" means any public roadway, sidewalk or portions thereof in the city of Sedro-Woolley dedicated to the public use.
- G. "Street dance" means any organized dance of three or more couples on any public street, public sidewalk, or publicly owned parking lot.
- H. "Temporary special event" means any fair, show, festival, or other attended entertainment or celebration, conducted by a nonprofit public service organization, which entertainment is not of a political, religious or commercial nature; and which event is to be held in whole or in part upon publicly owned property and/or public rights-of-way, or if held wholly upon private property, will nevertheless affect or impact the ordinary and normal use by the general public of public property or public rights-of-way within the vicinity of such event. (Ord. [1990-21](#) § 1, 2021; Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.030 Permit.

- A. Permit Required. It is unlawful to conduct any parade, temporary special event, run, street dance or motorcade in, on, or along any public street, alley, sidewalk, or other public way or place in the city, unless a permit therefor is first obtained from the city's finance department, upon which license the route to be followed, the purpose of the parade, demonstration or exhibition shall be specified and approved.
- B. Application Requirements. Any nonprofit public service organization which wants to conduct a temporary special event shall apply to the city's finance department for a permit, at least forty-five days, but not more than three hundred sixty-five days, in advance of the date of the proposed temporary special event. Additional information may be required as deemed necessary by the mayor, city administrator, police chief, fire chief, or public works department, for the protection of the public safety. The finance department is directed to prepare and maintain an application form for this purpose. (Ord. [1990-21](#) § 1, 2021; Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.040 Deposit required.

If the city special events committee requires the event to include additional police or fire protection or work from the street department or solid waste department, or other city department, the committee shall meet with a

representative of the sponsoring organization and set a deposit in the amount that will cover those expenses. The amount of the deposit shall not exceed the amount listed in the master fee schedule adopted by resolution of the city council without the approval of the city council. The actual costs shall be paid by the sponsoring organization within seven days of the billing from the city. (Ord. [2013-22](#) § 37, 2022; Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.050 Insurance.

A. Required. If required, the applicant shall show proof of liability insurance. A specimen copy shall be filed with the application.

B. Save Harmless Agreement. At the time that a permit is issued, the permittee shall file with the city a save harmless agreement in which the permittee agrees to defend, pay, and save harmless the city, its officers and employees from any and all claims, real or imaginary, which may be filed against the city, its officers or employees, where such claim arises in whole or in part out of the activities for which such permit is issued; excepting therefrom, any claims arising solely out of the negligent acts or omissions of the city, its officers and employees. The city attorney is directed to prepare and maintain a form agreement for this purpose. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.060 Permit issuance standards—Issuance or denial.

The city special events committee shall be responsible for issuing the permit. In reviewing the application for the purpose of determining whether the permit should be issued or denied, the committee may seek consultation with other city officials and shall make such review in conformance with the following standards:

A. The time, hours, location, and size of the temporary special event will unnecessarily disrupt the movement of other traffic within the city;

B. The location of the temporary special event would cause undue hardship for adjacent businesses or residents;

C. The temporary special event is of a size or nature that requires the diversion of so great a number of police officers of the city to properly police the event, site, and areas contiguous thereto, that allowing the special event would unreasonably deny police protection to the remainder of the city and its residents;

D. Failure to arrange for or to remit by the applicant or person conducting or sponsoring the same all fees, charges, deposits, taxes, insurance or bonds, if any, required by the city, including any department thereof for the use of the public place where it is proposed to conduct or to hold such special event;

E. The city resources required to support the special event are out of proportion to the reimbursed expenses to be received by the city from the holding of the special event;

F. The information contained in the application is found to be false or nonexistent to a material degree;

G. The applicant refuses to agree, to abide or comply with all of the conditions and terms of the permit;

H. It is found that the purpose of the temporary special event is principally devoted to the advertising of a commercial product or for a private commercial process. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.070 Traffic control.

A. Traffic Control. The chief of police may require any reasonable and necessary traffic control. If such traffic control cannot be handled by the sponsor and shall require the deployment of additional police personnel, the permittee shall be responsible for the expense. The city clerk shall notify the applicant(s) of the actual projected expense and collect this amount before a permit is issued.

B. Police Escort Required. All parades, runs and motorcades shall have a police escort which shall be either appointed or approved by the chief of police. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.080 Appeal procedure.

Upon denial of a permit by the committee, an applicant may appeal to the city council by filing a written notice of appeal for hearing by the city council at its next meeting. Upon such appeal, the city council may reverse, affirm, or modify the committee's determination. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.090 Permit revocation.

A. Revocation of Permit. Any permit for a temporary special event issued pursuant to this chapter may be summarily revoked by the mayor at any time when, by reason of disaster, public calamity, riot, or other emergency, the committee determines that the safety of the public or property requires such revocation. Notice of such action revoking a permit shall be delivered in writing to the permittee by personal service or certified mail at the address specified by the permittee in his application. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.100 Interference with events.

Interfering with or obstructing a parade or run is prohibited. All persons, except those participating in parades or runs, shall keep off streets, alleys, or other public rights-of-way temporarily closed for parades or runs and it is unlawful for any person to leave any vehicle upon any street, knowing that the same has been cleared for parade or run purposes. It shall be unlawful for any pedestrian, equestrian, or the operator of any vehicle to pass through or drive between the vehicles, units or floats comprising a parade or motorcade where such parade or motorcade has been granted a permit pursuant to this chapter; provided, that this shall not prohibit the operation of emergency vehicles, nor prevent the passage of such vehicles or persons at intersections where traffic is controlled by police officers of the city. Any person violating this section shall be guilty of a misdemeanor punishable in accordance with Section 9.86.010. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.110 Community events.

Those events included in Section [12.36.025](#) as community events shall comply with the provisions of this chapter, but shall not be required to make a deposit or pay for the costs associated with traffic control, cleanup or other city expenses. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

12.44.120 Violation—Crime.

A. Violation. Violations of the specifics and requirements of this chapter shall be grounds for refusal of the issuance of future permits.

B. Violation—Crime. Any person, firm or corporation violating any of the provisions of this chapter shall be guilty of a misdemeanor punishable in accordance with Section 9.86.010. (Ord. [1639-09](#) § 1 (App. A)(part), 2009)

The Sedro-Woolley Municipal Code is current through Ordinance 2094-24, and legislation passed through January 22, 2025.

Disclaimer: The city clerk's office has the official version of the Sedro-Woolley Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.sedro-woolley.gov/>

City Telephone: (360) 855-1661

Codification services provided by [General Code](#)

ORDINANCE NO. 2097-25

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, REPEALING
AND REPLACING CHAPTER 12.44 “SPECIAL EVENTS, PARADES AND FESTIVALS”
OF THE SEDRO-WOOLLEY MUNICIPAL CODE (SWMC)

WHEREAS, Sedro-Woolley Municipal Code Chapter 12.44 “Special Events, Parades and Festivals” was last updated in 2022, but the majority of the code language was last updated in 2009; and,

WHEREAS, many cities throughout the region are bolstering their special event codes in order to provide increased clarity to event holders and safety personnel reviewing permit applications; and,

WHEREAS, special events are important to the economic development of the City, and we encourage event holders to hold community events for the residents of Sedro-Woolley.

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

Section One. Chapter 12.44 “Special Events, Parades and Festivals” of the Sedro-Woolley Municipal Code, last modified by Ord. 2013-22 § 37 in 2022, is hereby repealed in its entirety.

Section Two. A new Chapter 12.44 entitled “Special Events” is hereby added to Title 12 “Streets, Sidewalks, and Public Places”, to read as follows:

Sections:

12.44.010	Purpose.
12.44.020	Applicability.
12.44.030	Definitions.
12.44.040	Permit Required.
12.44.050	Amusement rides.
12.44.060	Permit Application.
12.44.070	Departmental Analysis.
12.44.080	Approval/Denial by the City.
12.44.090	Denial – Criteria.
12.44.100	Site restoration.
12.44.110	Indemnification agreement.
12.44.120	Insurance Required.
12.44.130	Revocation of Special Event Permit.
12.44.140	Violation – Penalty.

Section 12.44.010 Purpose.

Purpose. The purpose of this chapter is to accommodate and allow for individual, occasional, or seasonal activities and events desired by members of the community and to:

- A. Ensure special events and activities do not unduly impact or threaten the public's health, safety, and welfare;
- B. Protect and preserve public infrastructure and city resources;
- C. Prevent unplanned disruption of public services;
- D. Mitigate impacts to the extent feasible;
- E. Allow for the exercise of protected free speech; and
- F. Facilitate business events of a singular or infrequent nature.

Section 12.44.020 Applicability.

- A. This chapter applies only to “special events” as defined in SWMC Section 12.44.030.
- B. This chapter specifically exempts the following:
 - 1. Funeral procession by a licensed mortuary;
 - 2. Temporary sales conducted by businesses on site, such as holiday sales, grand opening sales, sidewalk sales, or anniversary sales;
 - 3. Garage sales, rummage sales, lemonade stands, and car washes outside of the right-of-way;
 - 4. Lawful picketing/demonstrating in public places protected by the First and Fourteenth Amendments to the United States Constitution.

Section 12.44.030 Definitions.

The following definitions apply to the terms used in this chapter:

“Administrator” means the city administrator or his/her designee.

“Amusement rides” means any vehicle, boat, bungee jumping device, or other mechanical device moving upon or within a structure, along cables or rails, through the air by centrifugal force or otherwise, or across water, that is used to convey one or more individuals for amusement, entertainment, diversion, or recreation. “Amusement ride” includes, but is not limited to, devices commonly known as skyrides, ferris wheels, carousels, parachute towers, tunnels of love, bungee jumping devices, and roller coasters. “Amusement ride” does not include: (a) conveyances for persons in recreational winter sports activities such as ski lifts, ski tows, j-bars, t-bars, and similar devices subject to regulation under Chapter [70.88](#) RCW; (b) any single-passenger coin-operated ride that is manually, mechanically, or electrically operated and customarily placed in a public

location and that does not normally require the supervision or services of an operator; (c) nonmechanized playground equipment, including but not limited to, swings, seesaws, stationary spring-mounted animal features, rider-propelled merry-go-rounds, climbers, slides, trampolines, and physical fitness devices; (d) water slides, water walking balls or water balls.

“Event organizer” means the person or entity that is sponsoring or organizing a special event.

“Inflatable amusements” means air-filled structures for recreational use, made of flexible fabric, kept inflated by continuous air flow by one or more blowers, and rely upon air pressure to maintain their shape.

“L&I” means Washington State Department of Labor and Industries.

“Liquor” shall have the same meaning as in RCW [66.04.010](#).

“Special event” means any temporary or ongoing activity (including, but not limited to, fun runs, roadway foot races, fundraising walks, auctions, bike-a-thons, parades, carnivals, shows, or exhibitions, filming/movie events, circuses, concerts, festivals, block parties, and fairs) conducted on:

- A. Public property or in a public right-of-way that causes the closure or limited use of streets, sidewalks, public parking, parks or other public venues normally accessible by the general public; or gatherings of 50 or more people on public property; or
- B. Private Property: it is presumed that any event on private property which involves an open invitation to the public to attend or events where the attendance is by private invitation of 250 or more people are each presumed to be an event that will have a direct significant impact on the public streets, rights-of-way or emergency services.

“Water walking ball” or “water ball” is a large inflatable sphere that allows a person inside it to walk across the surface of a body of water. The water walking ball is usually two meters in diameter and has a zippered entrance to allow for easy entry and exit.

Section 12.44.040 Permit Required.

It is unlawful for any person to hold or conduct any special event as defined in SWMC Section 12.44.030 in the city without a permit issued per this chapter.

Section 12.44.050 Amusement rides.

A special event offering amusement rides must adhere to amusement ride regulations for safety and welfare of the special event attendees.

- A. Licensing and Operation. All special event permittees must ensure amusement rides are operated by an L&I certified vendor at all times, including assembly and disassembly.

B. Insurance. All amusement rides operating on city property requires the ride vendor to provide evidence of general liability insurance in amounts acceptable to the city attorney's office and name the city as additional insured. (This insurance coverage is additional to the special event permittee's overall general liability requirement in SWMC Section 12.44.120.)

C. Prohibition. Water walking balls and inflatable amusements are specifically prohibited from use at any special event taking place on public property approved under this chapter.

Section 12.44.060 Permit Application.

A. An application for a special event permit must:

1. Be made on forms available from the city;
2. Be completed and submitted to the city no later than 30 days prior to the proposed event;
3. Include the application fee as described in the fee schedule

B. A waiver of the deadline in subsection A. 2. of this section may be granted by the city upon a showing of good cause. The city must consider an application that is filed after the filing deadline if there is sufficient time to process and investigate the application and obtain police and other city services for the event. Good cause can be demonstrated by the applicant showing that the circumstances that gave rise to the permit application did not reasonably allow the participants to file within the time prescribed, or that the event is related to the exercise of rights under the First and Fourteenth Amendments of the United States Constitution.

C. The application must include the following:

1. Purpose of the special event; name, address and telephone number of the sponsoring organization or individual(s);
2. Proposed date of event, location and hours of operation, schedule of events, and estimated attendance;
3. Special facility and city assistance requests; and
4. Sanitation Requirements.
 - a. Adequate waste disposal facilities must be identified and information demonstrating how facilities will be obtained must be provided.

- b. Adequate restroom and washroom facilities must be identified and information demonstrating how facilities will be arranged for or obtained by the applicant, subject to the Skagit County health department's review and certification process, must be provided.
- D. Permits, approvals, or coordination from other public agencies when required must be submitted prior to the issuance of the permit.
- E. Five days prior to the event, a complete list of concessionaires operating any booths must be submitted.
- F. The city may require other information deemed reasonably necessary to determine that the permit meets the requirements of this chapter.
- G. When an event will be an exercise of rights protected by the First and Fourteenth Amendments to the United States Constitution, the application must be processed promptly, without charging a fee or imposing terms or conditions that infringe upon constitutional freedoms, and in a manner that respects the liberty of applicants and the public.

Section 12.44.070 Departmental Analysis.

- A. The city must send copies of special event permit applications to the various impacted City departments for review and determination of services required.
- B. The applicant is required to coordinate with the police department employ police officers for security and traffic control as determined by the departmental analysis.
- C. The city must estimate the cost of city services (e.g., police, public works employees, etc.) for a special event prior to the event. As a condition of permit approval, the Administrator may require a cash deposit for such costs prior to issuance of a special event permit. Additional costs incurred by the city will be evaluated following the completion of the event.

Section 12.44.080 Approval/Denial by the City.

A permit may be issued by the city only if all of the following criteria and conditions for issuance are met:

- A. Adequate plans for parking exist to meet the need generated by the proposed event;
- B. The proposed event or proposed use of the street will not intrude onto or over any portion of a public right-of-way open to vehicle or pedestrian travel in such a manner as to create a likelihood of endangering property or public safety;

C. The proposed event will not impact, or will reasonably mitigate its impact, on nearby private property, including those impacts related to noise, light, and parking;

D. The proposed event will not cause unreasonable impacts to other activities such as events or construction on the date(s) requested;

E. The proposed event location has not been unreasonably impacted by the number of other events in a one-year period;

F. Such other and further conditions as the city deems necessary to reasonably ensure that the proposed special event does not in any way create a likelihood of endangering public safety, including, but not limited to, those who may participate or be spectators.

Section 12.44.090 Denial – Criteria.

A. An application for a special event permit may be denied for any of the following reasons:

1. The event will disrupt traffic within the city beyond practical solution;
2. The event will protrude into the public space open to vehicle or pedestrian travel in such a manner as to create a likelihood of endangering the public;
3. The event will interfere with access to emergency services;
4. The location or time of the special event will cause undue hardship or excessive noise levels to adjacent businesses or residents;
5. The event will require the diversion of so many city employees that it would unreasonably affect other city services;
6. The application contains incomplete or false information;
7. The applicant fails to provide proof of insurance;
8. The applicant fails to obtain local, county, state, or federal permits as required;
9. The applicant fails to complete the application or to supply other required information or documents, or the applicant declares or shows an unwillingness or inability to comply with the reasonable terms or conditions contained in the proposed permit;
10. The proposed event would conflict with another proximate event, interfere with construction or maintenance work in the immediate vicinity, or unreasonably infringe upon the rights of abutting property;

11. The proposed event would unreasonably disrupt the orderly or safe circulation of traffic and would present an unreasonable risk of injury or damage to the public;

12. There are not sufficient safety personnel or other necessary city staff to accommodate the event.

B. In the event subsection A. 10, 11, or 12 of this section applies, the city must offer the applicant the opportunity to submit an alternative date or place for the proposed event before denying the application.

Section 12.44.100 Site restoration.

A. Cleanup. The permittee is required to clean all permitted public properties and the right-of-way of rubbish and debris, returning it to its pre-event condition. If the permittee fails to clean up such refuse, the cleanup will be arranged by the city and the costs charged to the permittee. The city may in its discretion require a cash cleanup deposit.

B. Damage to City Property. The city reserves the right to charge the event permittee the replacement cost for any documented damage to city property occurring during a special event. The city may in its discretion require a cash damage deposit.

Section 12.44.110 Indemnification agreement.

Prior to the issuance of a permit for a special event not protected under the First and Fourteenth Amendments of the U.S. Constitution, the permit applicant and authorized officer of the sponsoring organization must agree to reimburse the city for any costs incurred by it in repairing damage to city property and indemnify and defend the city, its officers, employees, and agents from all causes of action, claims or liabilities occurring in connection with the permitted event, except those which occur due to the city's sole negligence.

Section 12.44.120 Insurance Required.

A. The applicant for a special event that does not involve the exercise of rights protected by the First and Fourteenth Amendments to the United States Constitution is required to obtain and present evidence of insurance prior to permit issuance.

B. The city will determine the types and amounts of insurance required based on the risk exposure of the event.

C. A general liability insurance policy must be consistent with all of the following:

1. Be written on an occurrence form;

2. Name the city as an additional insured using an endorsement at least as broad as ISO additional endorsement form CG 20 26;

3. Be written for a period not less than 24 hours prior to the event and extending for a period not less than 24 hours following the completion of the event, or for the entire period of set up and tear down, whichever is longer.

D. The applicant must provide the city and all additional insureds for this event with written notice of any policy cancellation within two business days of their receipt of such notice.

E. In circumstances posing a significantly high risk of liability, the city may, in its discretion, increase the minimum insurance requirements, and in circumstances posing a significantly low risk of liability, the city may in its discretion reduce the minimum insurance requirements.

Section 12.44.130 Revocation of Special Event Permit.

A. Any special event permit issued pursuant to this chapter may be revoked by the Administrator if the Administrator in consultation with the mayor determines that any of the following apply:

1. That the special event cannot be conducted without violating the provisions of this chapter or the conditions of the special event permit;

2. The special event is being conducted in violation of the provisions of this chapter or any condition of the special event permit;

3. The special event poses a threat to the public health or safety;

4. Conditions such as severe weather or other circumstances beyond the control of the city or the permittee have created or are likely to create conditions detrimental to the health and safety of the public or the event participants;

5. The permittee has failed to obtain any other permit required by the city or pursuant to other local, state or federal law;

6. The special event permit was issued in error or contrary to applicable law;

7. The permittee has not paid all applicable city fees when due;

8. The participants in the special event are engaged in illegal activities.

B. Except as otherwise provided in this section, revocation of a special event permit must be in writing, must describe the reasons for the revocation and must be mailed, electronically transmitted, or hand-delivered to the permittee.

C. If there is an emergency requiring immediate revocation of a special event permit, the Administrator may verbally notify the permittee of the revocation and the reasons for the revocation, followed by written notice within seven days.

Section 12.44.140 Violation – Penalty.

A. It is unlawful to sponsor, conduct, or operate a special event contrary to this chapter or contrary to the conditions of a special event permit, or for any participant in a special event to violate a condition of the special event permit willfully and knowingly.

B. Violation of this chapter is a class 1 civil infraction.

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

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

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

PASSED AND ADOPTED by the City Council of the City of Sedro-Woolley, Washington, on this 12 day of March, 2025.

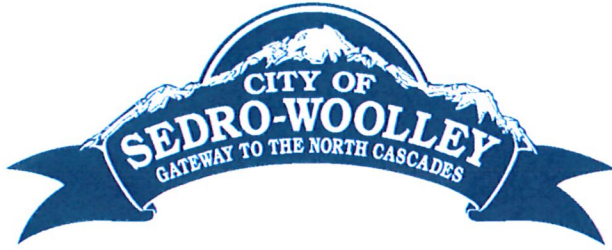
DocuSigned by:
Julia Johnson
EBB2DA0D1582408...
Julia Johnson, Mayor

ATTEST:

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

APPROVED AS TO FORM:

DocuSigned by:
Nikki Thompson
8E783717B449479...
Nikki Thompson, City Attorney



CITY OF SEDRO-WOOLLEY

Sedro-Woolley Municipal Building
325 Metcalf Street
Sedro-Woolley, WA 98284
Phone (360) 855-1661

Kelly Kohnken
Finance Director / City Clerk

April 30, 2025

To Whom It May Concern,

On March 12, 2025, the Sedro-Woolley City Council passed Ordinance 2097-25, repealing and replacing Sedro-Woolley Municipal Code 12.44 "Special Events, Parades and Festivals". The new code ensures the city has adequate staffing for special events, parades, and festivals and recovers costs associated with additional staffing.

The ordinance and full municipal code can be found on the city's website. Below are highlights the city would like to bring to your attention.

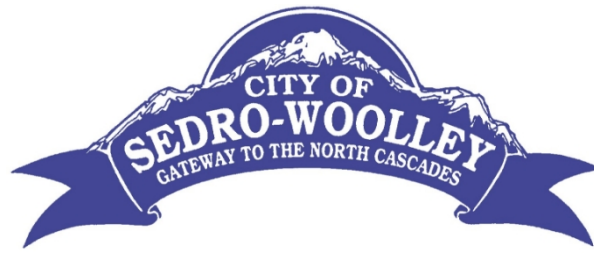
- 12.44.060(A)(1). All special event applications must be completed and submitted to the city no later than 30 days prior to the proposed event.
- 12.44.070(C). The city must estimate the cost of city services (e.g., police, public works employees, etc.) for a special event prior to the event. As a condition of permit approval, the Administrator may require a cash deposit for such costs prior to issuance of a special event permit. Additional costs incurred by the city will be evaluated following the completion of the event.

What does this mean for future events? If your event requires the city to schedule additional staff (police, fire, streets, solid waste or other) or incur additional expenditures, the city will recover overtime costs and any additional costs from the event sponsor.

The City will begin implementing these changes for events taking place on or after October 1, 2025.

Thank you,

Kelly Kohnken
Finance Director / City Clerk



City Council Agenda Item

Agenda Item No.: m.1.

Date: May 14, 2025

From: Bill Bullock, Public Works Director

Subject: Contract Supplement No. 4: Reichhardt & Ebe Engineering - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements

RECOMMENDED ACTION:

Motion to amend the professional services agreement with Reichhardt & Ebe Engineering (R&E) to cover construction management services required for the Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection.

BACKGROUND/SUMMARY INFORMATION:

Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection has completed design and is out for bid with openings on May 15, 2025. The current contract with R&E provides services up to the end of design. We will need additional services during construction, both to support any changes to the design and also to provide construction management. R&E's construction management will include full time on-site presence for quality control and coordination.

The fee increase of \$321,641.84 is less than the TIB funded budget estimate of \$339,000 and at 12.7%, is within the typical 10-15% range of construction contract value for construction management services.

R&E contract currently includes both design engineering and Right of Way administration (\$89,000). The ROW administration is included in the Right of Way total below.

Total project cost

Design Engineering: \$361,030

Right of Way: \$1,381,101

Construction Management: \$321,642

Estimated Construction Contract: \$2,532,513

Total: \$4,613,733

Existing project funding

Existing Transportation Improvement Board (TIB) funds: \$3,404,134

Local match required: \$851,033

Sedro-Woolley: \$601,033

2021 Economic Development Grant: \$250,000

Total: \$4,255,167

TIB has approved the project cost and bid authorization at \$4,613,733 and we are anticipating additional funding from TIB at an 80/20 match; depending on final bid results.

We have also submitted for an additional \$500,000 Economic Development Grant in April 2025 that can be used as local matching funds for the construction contract.

FISCAL IMPACT, IF APPROPRIATE:

This supplement of \$321,641.84 will be funded by TIB at an 80/20 match:

TIB: \$257,313.47

Local match: \$64,328.37 (this phase)

TIB allows for construction cost escalation up to 15% if the low bid is higher than the budgeted TIB funding. (Current engineers estimate is predicting a 8.4% escalation).

ATTACHMENTS:

1. 2022-PS-09 RE Supplement_4



Transportation Improvement Board
Consultant Supplemental Agreement

Agency City of Sedro-Woolley

Project Number 8-2-126(013)-1

Project Name Township Street (SR9) – John Liner Rd/McGarigle Rd Intersection

Consulting Firm Reichhardt & Ebe Engineering, Inc.

Supplement Phase Supplement 004

The Local Agency of City of Sedro-Woolley desires to supplement the agreement entered into with and executed on 04/15/2022.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

Section II, **SCOPE OF WORK**, is hereby amended to include additional services as outlined in Exhibit A.

Section IV, **TIME FOR BEGINNING AND COMPLETION**, is amended to change the Completion Date

SUPPLEMENTAL COMPLETION DATE Completion Date shall remain 12/31/2025

Section V, **PAYMENT**, shall be amended as follows as set forth in Exhibit A

MAXIMUM AMOUNT PAYABLE \$771,648.46

EXHIBIT A			
	Original Agreement/ Supplements 1-3	Supplement #4	Total
Direct Salary Cost			
Overhead (including Payroll Additives)			
Direct Non-salary Costs			
Fixed Fee			
Total	\$450,006.62	\$321,641.84	\$771,648.46

If you concur with this supplement and agree to the changes as stated above, please sign and date in the appropriate spaces below.

Agency Signature	Date
Consultant Signature 	Date 4/30/25

EXHIBIT A-4

DESIGN SERVICES FOR: SR9, JOHN LINER / MCGARIGLE INTERSECTION IMPROVEMENTS

SCOPE OF WORK

Herman Traffic Engineering and R&E have provided additional design services for the following which were not included in the original scope of work.

Illumination System

R&E and Herman Traffic Engineering have coordinated with the City and Puget Sound Energy to revise illumination calculations and plans to accommodate PSE's design. The City requested that as much illumination be provided by PSE as possible rather than the previously design stand alone illumination system.

Funding Agency Coordination

At the request of the City, R&E is coordinating with TIB to prepare and provide documentation and funding authorization required by TIB prior to advertising for bids.

CONSTRUCTION MANAGEMENT SERVICES FOR: SR9, JOHN LINER / MCGARIGLE INTERSECTION IMPROVEMENTS

SCOPE OF WORK

During the term of this Agreement, Reichhardt & Ebe Engineering Inc., (R&E) shall perform professional services for the City of Sedro-Woolley (City), including construction management in connection with the above project.

This document shall be used to plan, conduct, and complete the work on the PROJECT.

PROJECT UNDERSTANDING

Background

The construction contract provides for improvements to the intersection of SR9 , John Liner Rd. and McGarigle Rd. Work includes the construction of a roundabout, storm drainage, curb and gutter, sidewalk, paving, and other improvements. All work shall be in accordance with the Contract Plans, Special Provisions, the Standard Specifications, including the amendments thereto, and Standard Plans.

The project is funded by TIB and local funds. R&E's work is expected to last approximately 10 months in total. The on-site construction is expected to last approximately 75 working days. The anticipated construction sequence directly affects the inspection time and effort necessary for the project. The sequence consists of three stages and is outlined in Section 1-08.4 of the Special Provisions. The three stages and anticipated work hours are estimated as follows:

- Stage 1 – 30 working days, up to 5, 10-hour work days, 50 hrs. / week.
- Stage 2 – 20 working days (28 calendar days), up to 7, 10-hour work days, 70 hrs. / week.
- Stage 3 – 25 working days, up to 5, 10-hour work days, 50 hrs. / week.

The project schedule includes extended work hours and days as noted above. Overtime hours will be charged in accordance with the fee schedule for hours worked in excess of 40 hours in a given week.

Description of Work

The work to be performed by R&E consists of providing construction management and construction inspection for the project. This work consists of conducting project meetings, corresponding with all parties involved, schedule tracking, submittal tracking, on-site inspection, materials testing, quantities tracking, pay estimate preparation, aiding in change order preparation, and the representation necessary to ensure that the work is constructed in accordance with the contract plans and specifications. Construction documentation will be prepared in accordance with the Washington Department of Transportation Local Agency Guidelines (LAG) Manual.

Construction Management Team

The Construction Management Team is made up of the following firms/organizations:

Owner:	City of Sedro-Woolley
Prime Consultant.....	Reichhardt & Ebe Engineering, Inc.
Roundabout / Electrical Design	Herman Traffic Engineering
Testing Services.....	GeoTest Services, Inc.
Surveying	Larry Steele and Associates

WORK ITEMS

1.0 PROJECT MANAGEMENT AND ADMINISTRATION

R&E shall submit monthly invoices and status reports to the City and track the Project budget.

R&E shall conduct and administer various project meetings as listed below:

- Onsite Franchise Utility meetings. These meetings will be to address the concerns of the Franchise Utilities with the City and Contractor. A total of 2 meetings have been assumed.
- Pre-Construction meeting with the City, WSDOT Mount Baker Office, Contractor, Subcontractors and Franchise Utilities. The meeting is assumed to be in-person in Sedro-Woolley.

- Construction Progress meetings with the City, Contractor, Subcontractors and Franchise Utilities. These meetings will be scheduled in advance and shall occur on a weekly basis or as needed. A total of 17 meetings have been assumed. The meetings are assumed to be in-person in Sedro-Woolley.
- Property Owner meetings with the City, Contractor and private property owners. These meetings will be to address the concerns and issues of various property owners surrounding the Project. A total of 4 meetings have been assumed.
- Project Management meetings with R&E staff and the City as necessary. The purpose of these meetings will be to discuss project management issues, including satisfaction of the City, budget, schedule, project direction, coordination, and changes. A total 4 meetings are assumed.

R&E shall implement a Project documentation and tracking system for submittals, request for information (RFI's), change orders, revisions, force account work, correspondence and Project contacts. This work will include maintenance of the Project files.

R&E shall track Bid Item quantities incorporated into the Project for the purpose of preparing monthly pay requests and verification that the project is constructed in accordance with the Contract Documents. Tracking Bid Item quantities includes preparing and maintaining supporting documentation. This work will include reviewing the Bid Item quantities with the Contractor and preparation of the monthly pay requests. Monthly pay requests will be submitted to the City and the Contractor for review and approval.

R&E shall collect, review and document Certified Payrolls, and Monthly Employment Utilization Reports (MEUR's), DBE reports as required by the Contract Documents.

R&E shall coordinate Project staff and subconsultant efforts in accordance with the scope of work which will include preparation of subconsultant contracts and amendments.

Deliverables / Products:

- Project documentation system and database
- Database reports of outstanding submittals, RFI's and change orders
- Meeting agenda and minutes
- Project bid item quantity documentation
- Monthly pay requests
- Monthly Invoices
- Monthly Status Reports

2.0 ASSISTANCE DURING BIDDING

Once the 100% PS&E submittal to the City has been completed for the design contract, R&E shall remain 'on-call' until the contract has been awarded to the successful bidder. The types of assistance that shall be provided to the City during the pre-bid and bid periods of the project may include:

- Responding to Engineering Questions from Contractors
- Interpretation and Clarification of the Bid Documents
- Prepare Documents for and Conduct Pre-Bid Meeting
- Preparing Contract Addendums

- Evaluating the Bids
- Providing a Recommendation of Award of the Contract
- Review of Low Bidder and Subcontractors for Suspension and Debarment

Deliverables / Products:

- Addendums
- Documentation of Bidder Questions
- Bid Tabulation
- Recommendation to Award

3.0 QUALITY CONTROL

This work item includes the effort related to providing quality control on an as needed basis for the work activities in this Scope of Work. Specific activities of this work item include the following:

- Peer Reviews – This work will include detailed review of work products by staff with technical expertise in the specific work area.
- Senior Reviews – This work will include review by senior staff to ensure that the Project is technically correct, constructed in accordance with the contract plans and specifications, and meets the requirements of the Scope of Work.

Deliverables / Products:

- If needed, complete QC check list for Project file

4.0 CONSTRUCTION MANAGEMENT

This work item includes the effort related to managing the construction of the Project consisting of the day-to-day activities and contacts with the various parties involved.

R&E shall perform the following activities as they relate to the Project:

- Act as daily point of contact with the Contractor and City and monitor progress and quality of work on a daily basis.
- Act as a daily point of contact with property owners adjacent to the project. R&E and/or the City will be responsible for satisfying the concerns of the property owner and for making any changes to the project to accommodate those concerns.
- Advise the City as to the need or justification for change orders. R&E shall be responsible for preparing cost estimates, negotiations with the Contractor, preparation of, and obtaining the appropriate approval for change orders from the City.
- Review and approve force account work as allowable by the Contract Documents.
- Resolve day-to-day Project issues, as well as design and contract issues with the engineer, Contractor and City. R&E shall be responsible for making and implementing any and all revisions to the Project documents.
- Prepare and respond to all Project correspondence with the Contractor, R&E, Subconsultants, and City.

- Review RAMs and Submittals. Note that for materials on SR9, it is expected that the WSDOT Mount Baker Office will also review the RAM as well.
- Review and respond to RFI's.
- Monitor Project costs (actual vs. budget) and report monthly with pay estimate.
- Review Contractor's baseline schedules. Maintain schedule updates and record calendar or working days during contract work in accordance with the Contract Documents.
- Maintain updated field record drawings.
- Coordination and communication with the Contractor and the City.
- Preparation of field record drawings to be used in preparation of the As-Built Drawings.
- Assist in Claim Evaluation.
- Prepare the Record of Materials (ROM).

Deliverables / Products:

- Written documentation pertaining to Project issues
- Written correspondence
- Weekly working days statements
- Preparation of As-Built Drawings
- Record of Materials

5.0 ROUNDABOUT / ELECTRICAL CONSTRUCTION SUPPORT SERVICES

Herman Traffic Engineering shall provide professional traffic engineering consulting services to provide construction engineering support during construction of the project. The focus of this work will be the electrical portion of the work including rectangular rapid flashing beacons, and illumination system as well as the roundabout portion of the work including pavement markings and traffic signing. Work will be performed as follows:

Construction Engineering Support

- Coordinate with the project design team, City, WSDOT, Contractor, utility companies, throughout the project.
- Attend the pre-construction conference in person
- Attend up to two virtual weekly meetings.
- Review Contractor electrical material submittals.
- Conduct up to two site visits to review completed construction electrical work, and respond to Contractor inquiries.
- Prepare electrical record drawings.

6.0 MATERIAL TESTING SERVICES

R&E will manage the performance of quality control testing performed by GeoTest Services. Testing will be performed on an as-needed basis in accordance with the ROM and LAG Manual by an accredited testing laboratory. Quality control testing services provided as part of the construction management contract shall include:

- Soil materials acceptance testing.
- Proctor analysis and in-place density testing for backfill operations.
- Hot mix asphalt testing.
- Concrete testing and concrete cylinders.

Deliverables / Products:

- Written test results and/or reports for all tests conducted distributed to the City and Contractor

7.0 INSPECTION SERVICES

R&E shall provide full-time onsite construction inspection for 75 working days. The level of effort for on-site inspection is based on the assumptions stated in the background segment of this document. The onsite inspector will perform the following duties at a minimum:

- Document pre-construction conditions by taking photos as well as develop field notes prior to construction start.
- Inspect work methods and products; verify compliance with Project contract plans and specifications.
- Monitor illumination system construction activities including excavation, foundation construction, and electrical system installation.
- Inspect materials; verify compliance with Project contract plans and specifications.
- Inspect equipment; verify compliance with approved submittals and Project contract plans and specifications.
- Coordination of work with adjacent property owners.
- Coordination with subconsultants.
- Coordination with utility companies.
- Point of contact for quality control testing services.
- Review required wage rates and conduct employee wage interviews.
- Monitor DBE's as required by the contract.
- Verify environmental compliance.
- Prepare inspection correspondence, records and reports.
- Verify permit compliance.
- Develop punch lists.

Deliverables / Products:

- Pre-Construction Photos
- Daily inspection report on quality compliance
- Material acceptance documentation
- Quality Control test reports
- Wage Interview Report
- Punch lists

8.0 SURVEYING

Construction survey will largely be performed by the Contractor, including all field staking. This scope of work provides for construction survey control and monitoring as may be require during the construction phase. This work may consist of the following work if and when deemed necessary:

- Provide the contractor with and coordinate on-site survey control to the Contractor's Surveyor.
- Verification checks of the contractor's survey for quality control purposes.
- Provide the contractor with and coordinate the project design CAD file for the Contractor's use.

Record drawings and the survey necessary to produce the record drawings shall be provided by the Contractor in accordance with the contract documents.

9.0 PROJECT CLOSEOUT

R&E shall close out the Project which will include the following activities:

- Conduct final inspection with the City, to establish final punch list.
- Monitor and verify completion of punch list items and issue Notice of Substantial Completion and/or Notice of Physical Completion to Contractor.
- Review Record Drawings prepared by the Contractor and provide comments for correction.
- Project Closeout per LAG Manual.

Deliverables / Products:

- Issuance of Notice of Substantial Completion if necessary
- Itemized punch list
- Issuance of Notice of Physical Completion
- Delivery of complete contract administration documentation and files

10.0 SUBCONSULTANTS

R&E shall contract with the following subconsultants for work on this contract.

- Roundabout / Electrical – Herman Traffic Engineering
- Materials Testing – GeoTest Services, Inc.
- Survey – Larry Steele & Associates

11.0 REIMBURSABLE EXPENSES

Exhibit B provides budget amounts for reimbursable expenses such as shipping reproductions, office supplies, printing fees and mitigation services directly related to the completion of the work. Budgeted amounts shown are estimates for reimbursable expenses.

SUPPLEMENT FOR ADDITIONAL SERVICES

If mutually agreed upon by the City and R&E, this contract may be supplemented to include work not specifically addressed in this scope of work. This work may include additional design services and/or construction management services, both of which may include the use of existing or additional subconsultants.

EXHIBIT B-4
MANHOURLY AND COST ESTIMATE

SR9, JOHN LINER / MCGARIGLE INTERSECTION IMPROVEMENTS

Man-Hour and Cost Estimate

April 30, 2025

DESIGN SERVICES

TASK NO.	TASK DESCRIPTION	CLASSIFICATION AND LEVEL				
		E-7	E-4	E-2	T-7	T-5
		Nathan	Olivia	Grace	Inspector	Barb
1.0	ILLUMINATION SYSTEM					
1.01	Coordination with Bob Herman and PSE for Illumination Changes			8		
	Sub-Total	0	0	8	0	0
2.0	FUNDING AGENCY COORDINATION					
2.01	Coordinate with TIB	3				
	Sub-Total	3	0	0	0	0
	TOTAL HOURS (REGULAR TIME)	3	0	8	0	0
	HOURLY RATE (REGULAR TIME)	\$ 175.00		\$ 114.62		
	SUB-TOTAL	\$ 525.00	\$ -	\$ 916.96	\$ -	\$ -
	TOTAL					\$ 1,441.96
3.0	SUBCONSULTANTS					
3.01	Herman Traffic Engineering					\$ 2,000.00
	TOTAL					\$ 2,000.00
	DESIGN SERVICES TOTAL					\$3,441.96

CONSTRUCTION MANAGEMENT SERVICES

TASK NO.	TASK DESCRIPTION	CLASSIFICATION AND LEVEL				
		E-7	E-4	E-2	T-7	T-5
		Nathan	Olivia	Grace	Inspector	Barb
1.0	PROJECT MANAGEMENT AND ADMINISTRATION					
1.01	Franchise Utility Meeting (2)	2		4	4	
1.02	Pre-Construction Meeting	5		4	4	
1.03	Weekly Construction Meetings (17)	25		50	17	
1.04	Property Owner Meetings (4)	4		8	4	
1.05	Project Management Meetings (4)	4	4	4	4	4
1.06	Coordinate and Track Submittals and Correspondence			10		20
1.07	Review Monthly Progress Payments and Submit to City	2		6	8	8
1.08	Review Certified Payroll / MEUR's / UDBE Reports	1		2	2	20
1.09	Prepare Monthly Status Reports and Invoices	4				
1.10	Coordinate with Project Staff and Subconsultants Efforts	4				
1.11	Prepare Subconsultant Contracts and Amendments	1				2
	Sub-Total	52	4	88	43	54
2.0	ASSISTANCE DURING BIDDING					
2.01	Respond to Questions from Contractors	2		4		
2.02	Conduct the Pre-Bid Meeting	5		3		
2.03	Prepare Addendums	2		8		
2.04	Review Bids and Provide Recommendation to Award	2		4		
	Sub-Total	11	0	19	0	0
3.0	QUALITY CONTROL					
3.01	Peer Reviews	6				
3.02	Senior Reviews	6				
	Sub-Total	12	0	0	0	0

TASK NO.	TASK DESCRIPTION	CLASSIFICATION AND LEVEL				
		E-7	E-4	E-2	T-7	T-5
		Nathan	Olivia	Grace	Inspector	Barb
4.0	CONSTRUCTION MANAGEMENT					
4.01	Act as Point of Contact for the City and Contractor	3		7	10	
4.02	Act as Point of Contact for Property Owners			6	4	
4.03	Prepare and Document Change Orders	5		5	5	5
4.04	Review and Approve Force Account Work	3		7	5	10
4.05	Resolve Day-to-Day Project Issues and Prepare Revisions	3	7	10	5	10
4.06	Prepare and Respond to Project Correspondence	3		7	5	15
4.07	Review RAMs and Submittals	3	5	12	5	20
4.08	Review and Respond to RFI's	5		10	5	10
4.09	Monitor Project Costs and Report Monthly	2		5		5
4.10	Review and Monitor Contractor's Schedule	2		5	5	
4.11	Maintain Updated Field Record Drawings			5	5	
4.12	Coordinate and Communicate with the City	5		15	10	10
4.13	Assist in Claim Evaluation	2		2	2	2
4.14	Prepare the Record of Materials	1		5		10
	Sub-Total	37	12	101	66	97
5.0	ROUNABOUT / ELECTRICAL CONSTRUCTION SUPPORT SERVICES					
5.01	Roundabout / Electrical Coordination	3		7	10	
	Sub-Total	3	0	7	10	0
6.0	MATERIAL TESTING SERVICES					
6.01	Coordinate Testing Schedule	1		3	3	
6.02	Distribute Testing Results as Required			6		12
6.03	Document and Maintain Testing Results Documents	2		4	4	12
	Sub-Total	3	0	13	7	24
7.0	INSPECTION SERVICES					
7.01	Pre-Construction Photos and Documentation			6	4	2
7.02	Pre-Construction Project Review				8	
7.03	Inspect Work Methods and Products	5	5	15	450	
7.04	Inspect Materials and Verify Compliance	5	5	10	85	
7.05	Inspect Equipment and Verify Compliance			5	10	
7.06	Coordinate with Adjacent Property Owners	2		5	5	
7.07	Coordinate with Utility Companies	2		15	10	
7.08	Review Required Wage Rates			5	20	20
7.09	Prepare Inspection Correspondence, Records, and Reports	5	5	5	75	
7.10	Verify Permit Compliance	2		2	2	
7.11	Develop Punch List	4		8	10	
	Sub-Total	25	15	76	679	22
8.0	SURVEYING					
8.01	Coordinate Construction Survey Requirements	1		5	5	
	Sub-Total	1	0	5	5	0
9.0	PROJECT CLOSEOUT					
9.01	Conduct Final Inspection	4		8	10	
9.02	Verify Completion of Punch list Items	2		5	5	
9.03	Review Contractor Provided Record Drawings	3		7	5	
9.04	Issue Closeout Forms and Documentation	2	2	4		15
	Sub-Total	11	2	24	20	15
	TOTAL HOURS (REGULAR TIME)	155	33	333	600	212
	HOURLY RATE (REGULAR TIME)	\$ 230.10	\$ 163.73	\$ 128.33	\$ 163.73	\$ 117.26
	TOTAL HOURS (OVERTIME)	0	0	0	230	0
	HOURLY RATE (OVERTIME)	\$ 287.63	\$ 204.66	\$ 160.41	\$ 204.66	\$ 146.58
	SUB-TOTAL	\$ 35,665.50	\$ 5,403.09	\$ 42,733.89	\$ 145,310.38	\$ 24,859.12
	TOTAL					\$ 253,971.98

10.0	SUBCONSULTANTS				
10.01	Herman Traffic Engineering			\$	14,151.90
10.02	GeoTest Services, Inc.			\$	44,276.00
10.03	Larry Steele & Associates			\$	4,500.00
	TOTAL			\$	62,927.90

11.0	REIMBURSABLES				
11.01	Plan Reproduction	6	Sets	\$	125.00 \$ 750.00
11.02	Specs Reproduction	6	Sets	\$	50.00 \$ 300.00
11.03	Misc. Reproduction Estimated Shipping, Delivery, and Office Supplies			\$	250.00
	Sub-Total			\$	1,300.00

CONSTRUCTION MANAGEMENT SERVICES TOTAL	\$318,199.88
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SUMMARY	
DESIGN SERVICES TOTAL	\$3,441.96
CONSTRUCTION MANAGEMENT SERVICES TOTAL	\$318,199.88
SUPPLEMENT 4 TOTAL	\$321,641.84



City Council Agenda Item

Agenda Item No.: m.2.

Date: May 14, 2025

From: Thomas Glover, Community Development Director

Subject: Comp. Plan Update - DRAFT Chapter 1 - Introduction

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

None applicable.

ATTACHMENTS:

1. Comp. Plan Memo to Council
2. Comp. Plan Chapter One - DRAFT

MEMORANDUM

Date:	May 8, 2025
To:	Tom Glover, Director, Community Development Department
Cc:	Nicole McGowan and Ashton Sandoval
From:	Matt Covert, Donna Keeler
Project Name:	Sedro-Woolley Comprehensive Plan Update
Facet Number:	2401.0458.00

RE: Draft Comprehensive Plan Elements: Introduction/Vision, Land Use and Housing

On May 6, 2025, the Planning Commission reviewed and discussed the following draft elements of the Comprehensive Plan:

- Draft Vision Statement and Introduction Element (First reading by the PC)
- Draft Land Use Element (Second reading by the PC, following input from Council)
- Draft Housing Element (First reading by the PC)

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. As a diverse and welcoming community, a high priority for Sedro-Woolley is maintaining its unique small-town identity and high quality of life. This includes maintaining the integrity of its existing neighborhoods while implementing creative strategies to accommodate the City's share of growth over the next 20 years.

Attached please find proposed revisions to the referenced elements. Additions are shown as underlined, and deletions are noted in ~~striketrough~~ format.

Draft Vision Statement and Introduction

Draft revisions to note include the following:

- New document format (see example in the attached power point)
- Incorporated the City's new vision statement on page 1.
- Added a "Plan at a Glance" Page with a brief description of each element.
- Added a page for a new acknowledgement section (coming soon)
- Updated population data
- Removed/replaced outdated information
- Added the GMA Climate Change and Resiliency goals to list of GMA goals

- Element specific vision statements will be kept but moved to different (applicable) elements.

Planning Commission Input: The Planning Commission's response to the new format was positive and recommended the document comply with ADA requirements. Outside of requesting a review of the data to ensure population and household income information is up to date, they did not have any further comments on the draft edits for Chapter 1.

Draft Land Use Element:

Revisions to note from the first draft include:

New Policy LU XX: *Building on previous actions, work with the community to develop a downtown activation plan to detail legislative, programmatic and place-making efforts to foster economic development, increase living wage job opportunities, and provide a more vibrant downtown hub for residents, workers and visitors.*

Planning Commission Input: No objections to the above.

LU1.3: Per request of the City Council, "single-family" has been re-inserted. Therefore, there is no proposed change to this policy: *"Allow expansion of Sedro-Woolley through annexations primarily for single-family residential development."* Although this may limit flexibility for accommodating housing targets in the UGA, there remains flexibility within the higher density residential and commercial zones of the City.

Planning Commission input: No objections to the latest change.

LU 6.2: Land Use Designations (Table): Facet will coordinate with City staff to revise naming nomenclature in residential zones to high, medium and low density (vs. R1, R5, R6, etc.)

Planning Commission input: Since the first meeting with the Planning Commission, concerns have been raised in regard to potentially changing the naming nomenclature for a variety of reasons. In response, Facet will coordinate with City staff and return with a new recommendation on the matter.

LU6.2: (Proposed New) Transitional Mixed Commercial Zone. Per the recommendation from the Planning Commission, Facet will coordinate with staff to incorporate minimum and maximum density limits.

Planning Commission Input: No objections to the above.

New Policy LU 10.5: *Identify city owned properties and funding sources to build new playfields for youth in the City.*

Planning Commission Input: New policy per the suggestion of the Planning Commission. A similar policy will be added to the Parks, Recreation and Open Space Element.

Draft Housing Element

Draft proposed revisions include:

- Rewrite of data sections with data from housing needs assessment as well as reorganizing sections around housing element guidance provided by the Department of Commerce
- Adoption of a new cottage ordinance (will help meet middle housing needs)
- Adding new policies and actions related to displacement risk and protecting existing naturally occurring affordable housing
- Revision of policies and actions to make them more specific, actionable, and easy to understand

Reasons for changes are noted in markup comments on the draft housing element.

Planning Commission Input: Expressed interest in additional policy language supporting the following:

- *Provision to allow cottages in PRD's*
- *Standard plan sets for cottages, ADU's, park models and other middle housing types to reduce costs and permit review times*
- *Study the possibility of allowing higher densities in PRD's, up to 2 more units, if certain design criteria can be met.*

Chapter 1

INTRODUCTION AND VISION STATEMENT AND INTRODUCTION

1.04	Introduction
1.08	Vision Statement

Vision Statement

"Sedro-Woolley is a city built on hard work, dreams, and the ingenuity of those who have turned vision into reality. A heritage steeped in rich history has laid a strong foundation for succeeding generations to prosper. This city thrives on resilience and innovation. As the Gateway to the North Cascades, Sedro-Woolley welcomes visitors to experience its thriving downtown, year-round events, and cultural charms. Having gracefully grown, the city offers a high quality of life and sense of community for its residents. Pleasant neighborhoods, accessible parks and trails, competitive schools, and flourishing businesses draw entrepreneurs who bring fresh energy and new opportunities. Home to small-town hospitality, Sedro-Woolley remains a place where history, progress, and community come together."

Insert photo/s here

NEW

Plan at a Glance

Vision and Plan Introduction

This chapter introduces Sedro-Woolley's community vision and provides a brief overview of the planning framework under which this plan was created, and how the plan will be implemented.

Land Use Element

This chapter serves as an "umbrella" to all other elements and describes development patterns that support Sedro-Woolley's vision for the future into 2045. It includes a Future Land Use Map (FLUM). Goals and policies address community priorities, residential and commercial uses, recreation and open space, and others.

Housing Element

This addresses the preservation, improvement and development of housing and identifies land to accommodate different housing types. It also makes provisions for the existing and projected housing needs of all economic segments of the community.

Transportation Element

This element guides the development of the transportation system, including multi-modal transportation, to accommodate existing and future growth described in the Land Use Element.

Parks, Recreation and Open Space Element

This element provides for the maintenance, preservation and expansion of Sedro-Woolley's park system and helps to ensure a healthy recreational and open space environment.

Capital Facilities Element and Public Safety Sub-Element

These elements guide the maintenance, preservation, and expansion of City-owned or operated facilities and services in Sedro-Woolley including public buildings, streets, parks, water, stormwater and sewer. This includes public safety facilities such as fire and police.

Public Utilities Element

This element establishes an overall strategy for providing adequate water, sewer and other utilities to serve the growth projected in the Land Use Element.

Economic Development Element

This element provides guidance on the types of businesses that are compatible with Sedro-Woolley. It addresses industry, tourism and commercial uses and promotes employment opportunities.

Climate Element and Resilience Sub-Element

This is a new element that goals for reducing greenhouse gas emissions, strategies for adapting to climate change impacts and mechanisms for implementation, monitoring and evaluation. It also includes goals and policies to help reduce the risks of extreme weather events and shifting climate patterns with the aim of protecting people, infrastructure, economic assets and the natural environment.

[Acknowledgement Page](#)
(coming soon)

[Table of Contents \(Coming soon\)](#)

INTRODUCTION

This comprehensive plan was prepared by the city of Sedro-Woolley in accordance with Section 36.70A070 of the Growth Management Act (ActGMA) to address growth issues in Sedro-Woolley and its adjacent urban growth area. ~~It represents the community's policy plan for growth over the next twenty (20) years. Sedro-Woolley's Comprehensive Plan is the city's foundational policy document that guides growth and development over the next twenty (20) years after adoption, through 2045.~~

Why the City of Sedro-Woolley is Planning

To Implement the Growth Management Act from the "Bottom Up"

The ~~Growth Management ActGMA~~ was intentionally drafted to give significant decision-making power to local jurisdictions. Although the Act tells jurisdictions that they must identify concerns and goals of the community, prioritize these goals, and plan how these goals will be achieved, it does not dictate the solutions. ~~[This "bottom up" approach is unique to Washington State's growth management legislation, and is the main characteristic which distinguishes it from similar acts in Florida and Oregon.]~~

To Maintain Local Decision-Making Control Power

For several years, the population in Sedro-Woolley remained stable after experiencing a slight loss in the mid-1980's after the closure of Skagit Manufacturing. ~~However, Sedro-Woolley's population growth started to accelerate in the 1990's growing from approximately 6,031 people in 1990 to 8,658 in 2000. During this time period, and up to 2005, the City's annual population growth was close to 3%. Between 1990 and 2005, Sedro-Woolley has shown an annual population growth of close to three~~

~~percent. After~~ Since 2005 the growth rate ~~has~~ slowed, likely a result of the housing crisis and economic recession. ~~The City experienced another spike in the early 2020's during the Covid 19 Pandemic increasing to a population of 12,596 in 2022. In 2024, from which the region is still recovering, Sedro-Woolley has a 2024 had an estimated population of 13,098 and is growing at a rate of 1.22% annually. Its population has increased by 5.08% since the most recent census, which recorded a population of 12,465 in 2020.~~ This growth is largely the result of migration northward from the more densely populated areas of the central Puget Sound region. With this growth comes increased demand for public facilities such as streets, sanitary sewer, solid waste collection, and fire and police protection. Provision of these services and the general operation of the city is increasingly influenced by policy decisions made at the federal, state and regional level.

The ~~citizens~~ residents involved in the preparation of Sedro-Woolley's comprehensive plan believe that the most effective way to maintain local control is to become more actively involved in planning. By clearly stating a vision for the future of the community, the city can readily evaluate the implications of its policy decisions, and express community concerns to regional, state, and federal entities. In addition, the Growth Management ActGMA requires that state agencies comply with local comprehensive plans and development regulations. Therefore, the comprehensive plan and the implementing regulations allow the city to assert local control over certain issues with the assurance that state and county agencies will respect their decisions in a manner consistent with the community's desired vision of itself.

To Promote Desired Changes

~~Sedro-Woolley has attempted to diversify its economy, especially after the loss of its major employer (Skagit Manufacturing). However, the loss of this employer had a significant negative impact of the community's value which made it difficult to promote the city to potential new industries. As a result, most new development has occurred in the form of~~

Commented [TG3]: State the 2020 pop first, then 2024.

Commented [DK4R3]: See revisions.

Commented [TG1]: Maybe re-word this or remove it. This could be a triggering point with some of our folks. Also, not sure that Florida is still doing this.

Commented [DK2R1]: Removed.

single-family subdivisions. While this new housing was needed, concerns were raised that Sedro-Woolley would become primarily a “bedroom” community for the employment centers located along Interstate 5.

The comprehensive plan sets forth goals and policies that promote the concept of a balanced community where job retention and attraction is given equal consideration to the provision of new housing projects, developments. Included in the plan is an evaluation of the existing infrastructure capacity with current demand and a projection of capacity supply in order to direct future growth. This information is crucial in order for the city to take a proactive role in attracting the type of development required to meet the needs of its citizens/people, and make the wisest use of land and public resources. The ability to make decisions in response to the growth and changes that are occurring in Sedro-Woolley will allow the city to take advantages of positive opportunities and better assess potential impact on the quality of life.

To Address Changes in Community Needs

The city of Sedro-Woolley is also updating its comprehensive plan to address dramatic changes since the previous plan was adopted in 2016. There has been a steady decline in the size of households, and an increase in the number of elderly individuals living on fixed incomes. The balance between the number of jobs and the number of housing units has shifted as major employers have left the community, and the viability of timber and agriculture industries has waned. Concerns about environmental quality and the impact on personal finances have also created a change in traditional land use patterns as well as a preference for alternatives to the automobile. Finally, the economy has shifted away from land-intensive traditional industries industrial economy such as steel and lumber milling to light manufacturing, technology and service industries that are more compatible with other land uses.

Purpose of the Comprehensive Plan

This comprehensive plan is the city’s foundational policy document. It plays a vital role in preparing for future growth and emerging challenges such as housing availability, traffic congestion, and economic stability. It was developed in accordance with Section 36.70A.070 of the Growth Management Act to address growth issues in the city of Sedro-Woolley and its surrounding urban growth area. It represents the community’s policy plan for growth over the next twenty (20) years. The city of Sedro-Woolley is not self-sufficient, and relies on many other communities. In such situations many unexpected changes could occur over which Sedro-Woolley has no control. Therefore, the long-term planning for the city needs to be adaptable and responsive to these kinds of circumstances. Rather than being a simple priority list of actions which assume a static environment, it must provide policies to guide decision making in response to the unforeseen. Through the Comprehensive Plan, the city sets goals and policies to guide future decision making on the following topics: The plan includes the following elements:

- * Land Use Designation and use of land to accommodate twenty years of growth and change;
- * Transportation, including improving connectivity and managing congestion on city streets and state highways;
- * Parks and recreation;
- * Capital Facilities and how the City will invest in facilities needed to serve growth;
- * Utilities Ensuring that Sedro-Woolley’s homes and businesses will be adequately served with utilities;
- * Housing Planning for and accommodating housing that is affordable and available to all economic segments of the community;
- * Economic Development;
- * Climate Change, including greenhouse gas emissions reduction and resiliency to climate change impacts

County-Wide Planning Policies

The county-wide planning policies provide the framework for Sedro-Woolley’s planning process,

Commented [DK5]: Suggest deleting. Information is a bit outdated and focuses on past vs. desired changes for the future.

Commented [DK8]: Repeat of first paragraph of this section.

Commented [TG6]: Housing projects can have a negative connotation.

Commented [DK7R6]: Agreed

Commented [MC9]: Prior versions of this, by and large, were not capitalized. Should decide on this stylistically.

Commented [DK10]: We may want to consider revising this list to more relatable issues. For example, instead of saying “land use” revise to state “where future growth and housing will go”. Instead of transportation, say “goals and policies to improve connectivity and manage congestion on city streets and state highways...”

Commented [MC11R10]: Donna, see my suggested edits here!

and a measure for ensuring coordination and consistency between the city and Skagit County. These policies address urban growth areas, [housing allocations](#), and the twenty (20) year population forecast accommodation, means to promote contiguous and orderly development and provision of urban services, siting of county-wide and state-wide public capital facilities, county-wide transportation facilities and strategies, the need for and distribution of affordable housing for all economic segments, joint planning between the cities and county within the urban growth areas, economic development and employment, analysis of fiscal impact, and environmental quality. All of the individual elements in the plan have been integrated along with the county-wide planning policies to ensure consistency.

Goal of 2025 Update

The goal of this update is to achieve greater consistency between the plan and the development regulations [and to comply with new requirements under](#)

[The transportation plan is being updated further in order to develop a zone-based traffic model to assess impact fees.](#)

[A community action planning process in 2000 and 2001 established several priorities for the city:](#)

- Economic Development
- Downtown Revitalization
- Parks and Open Space

[Further directions from the mayor were to:](#)

- Improve the attractiveness of commercial development along Highway 20; and
- Require urban infrastructure in all new development.

[—These priorities continue to influence the 2016 Comprehensive Plan updates. Improving consistency and predictability of the development approval process was an additional goal.](#)

Urban Growth Area

[Under the GMA, counties must designate Urban Growth Areas \(UGAs\) where urban development is](#)

[the GMA. The Plan must be updated every 10 years but no more frequently than once a year. The current update is required to be completed by December of 2025.](#)

[The city has been updating portions of the plan since 2009 in order to meet the required deadline to update by June 30, 2016 \(RCW 36.70A.130\).](#)

[The plan must be updated at least every eight years but no more frequently than once a year.](#)

[Capital facilities plans are adopted as part of the comprehensive plan. Capital facilities include transportation, sewer, police, fire, schools, and may include library and municipal facilities. The city reviewed and updated the capital facilities element in 2014-2016 and incorporated the 20-year population and employment data adopted by Skagit County for the 2016 countywide planning policies.](#)

[encouraged, while areas outside of UGAs are reserved for non-urban uses, protecting rural and resource lands. This ensures that urban services and infrastructure are provided where they are needed.](#)

[During the comprehensive plan periodic update, counties must review its UGAs to determine whether adjustments to UGA boundaries are needed to accommodate twenty years of growth.](#)

[A UGA may include territory that is located outside of a city only if such territory is already characterized by urban growth or is adjacent to a UGA or is designated as a new fully contained community.](#)

[Sedro-Woolley's UGA includes an unincorporated UGA that is regulated through a collaborative planning process between Skagit County and the City and mutually agreed upon set of development regulations that apply to all UGA's in the County. After the Skagit County government declined to adopt city ordinances requiring urban infrastructure for development in the unincorporated urban growth area \(UGA\), the city filed an appeal before the Western Washington Growth Management Hearings Board.](#)

The Board ultimately ruled that adequate provisions for urban services must be provided concurrently with development. Following this ruling, the county and the cities began a collaborative planning process to adopt development regulations that apply to all of the UGAs in the county. The subsequent ordinance adopted by Skagit County and supported by the cities, requires a minimum lot size of five acres for residential development when no urban infrastructure is required, but allows for cities to develop an Urban Reserve Development Permit in portions of the UGA where they expect urban infrastructure to become available relatively soon. A limited amount of commercial and industrial development can also occur in the UGAs without requiring the installation of urban services. The city of Sedro-Woolley may consider developing a program to allow development at higher densities with a mechanism to pay for required infrastructure that does not shift the costs of infrastructure to the taxpayers.

Deficiencies in urban services are a significant problem in much of the Sedro-Woolley UGA. Skagit County Planning and Development Services permitted residential subdivisions and mobile home parks to be developed in the UGA without requiring urban services. Most of the UGA east of city limits stretching eastward to Fruitdale Road are on septic systems. There is no economic or practical incentive for sewer to be extended to this area. In addition, the streets in the developed UGA are not to city standards; the right-of-ways lack curb, gutter, sidewalks and street lighting. A comprehensive stormwater conveyance system is also absent in these areas. In order for further development to occur in the portions of the UGA that already have significant urban densities but no urban services, the city will depend on Skagit County government to provide financial and technical assistance for the provision of urban services to the area.

UGA Size and Expansion

—The jurisdictions in Skagit County worked together to adopt growth projections over the next 20 years. Those population and employment growth projects were reviewed and adopted by the Skagit Council of

Governments (SCOG). The city then analyzed the available land inventory to determine if the SCOG projections can be accommodated in the current UGA boundaries.

—The city performed a buildable lands inventory and compared the available land to the projected population and employment growth through 2036. The analysis indicated that additional land within the UGA is necessary to accommodate the projected 29 years of growth. As part of the 2016 Comprehensive Plan updates, the city held numerous public meetings, open houses and public hearings in support of necessary modifications to the UGA boundaries.

—After the city's extensive public review program was complete, the Planning Commission and City Council recommended a modest UGA boundary expansion to accommodate the County's projected 29 year growth in the Sedro-Woolley UGA. The city forwarded the UGA expansion request to Skagit County; the county's Planning Commission held additional meetings and hearings in accordance with SCC and the Growth Management Act. Ultimately the Skagit County Board of County Commissioners found that the amount of land requested to be added to the UGA was consistent with the need showed by the city's buildable lands inventory and approved a modest UGA boundary expansion.

Design Guidelines

—The city's adopted comprehensive plan calls for design guidelines to help maintain the city's small-town atmosphere as it grows. Design guidelines are in place downtown and need to be fully implemented to achieve the desired early 19th-century look. This update proposes permanent design standards and guidelines that provide guidance for the development of new commercial, industrial, residential, multifamily, and planned residential developments. The standards are located in a manual which addresses building and site design and includes illustrations of the requirements.

Impact Fees

Commented [TG12]: Allows for ...but we don't have this in our code, correct?

Commented [DK13R12]: Yes, Nicole verified its not in the code.

~~—SEPA requires that cumulative impacts be mitigated when identified. New private development must address its impacts upon the public health, safety and general welfare, for open spaces, drainage ways, streets, alleys, other public ways, water supplies, sanitary wastes, parks, playgrounds and sites for schools and school grounds. State legislature has enabled, and the city has elected to implement, the use of impact fees to mitigate the direct impacts that have been specifically identified by the city as a consequence of proposed development, and to make provisions for impacts. The city will continue to seek the cooperation of Skagit County in joint road, sewer and other infrastructure improvement projects in the unincorporated UGA.~~

Plan Implementation and Monitoring

This section outlines the plan implementation and monitoring procedures developed to measure progress in implementing the goals, objectives, and policies in the city of Sedro-Woolley's comprehensive plan. This process also prepares the City for updates in the future. Annual continuous evaluation should ensure that the following items are addressed:

- * ~~Citizen~~ **Public** participation in the process;
- * Updating appropriate base-line data and measurable objectives to be accomplished in the first six-year period of the plan, and for the long-term period;
- * Accomplishments in the first five-year period, describing the degree to which the goals, objectives, and policies have been successfully reached;
- * Obstacles or problems which resulted in the under-achievement of goals, objectives, and policies; and
- * A means of ensuring a continuous monitoring and evaluation of the plan during the five-year period.

Although adopted by ordinance, a comprehensive plan has traditionally been a policy document with implementation through land development regulations and other ordinances. However, the **Growth**

~~Management Act~~ **GMA** encourages a variety of innovative implementation methods, regulatory and non-regulatory, which should be considered. The ~~City~~ will continue its public participation program following plan adoption in order to inform the entire community about the rationale and goals of the plan, as well as the changes that will take place in the city because of the plan's implementation. Sedro-Woolley believes that broad support for the plan is crucial for effective implementation.

Existing development regulations must be updated to be consistent with the plan. In reviewing regulations for consistency, the city should ensure that the development patterns suggested in the plan are encouraged. In addition to the new development regulations identified in the land use plan, other regulations (i.e. design review guidelines, drainage regulations) will be enacted as necessary to implement the land use plan during the annual review periods.

Planning is an ongoing process, and improved data or changing circumstances will require amendment to the comprehensive plan. In particular, the plan will be reviewed periodically as required by the **Growth Management Act-GMA** (roughly every ~~ten~~ **eight** years) to ensure that the city's comprehensive plan, capital facilities planning, transportation planning and land available in the UGA are adequate to accommodate the projected 20 year employment and population growth. The 20-year update process requires that the cities and Skagit County cooperate to ensure that the Countywide Planning Policies and city comprehensive plans are consistent. The 20-year growth projections shall be based on the Office of Financial Management's population estimates. The update will also address any specific concerns, clarify inconsistencies that were identified during the year, and review the adequacy of the adopted level of service standards. If necessary, adjustments will be made to revenues, land use classifications or LOS standards to ensure that probable funding meets the projected needs of the city.

Commented [DK14]: Keep this section?

Commented [TG15R14]: Yes.

The community's vision statement and comprehensive plan goals provide long-range guidance for the city. To maintain consistency and allow sufficient time for decisions to take effect, these general guidelines should not be changed more than every five years. However, as specific objectives or policies are achieved, revision of the plan in each element may be required to continue progress toward the overall goals.

Amendments to the comprehensive plan can be requested by the Ceity Ceouncil, Pplanning Ceommission, or by any affected citizen-member of the public or property owner. However, the plan may not be amended more than once a year.

Consistency with State Growth Management Goals

The data used to develop this comprehensive plan is to the greatest extent possible the best available data. The Ceity has coordinated its plan with that of adjacent jurisdictions and the Ceounty in order to achieve compatibility and external consistency. In addition, the Growth Management Act requires consistency and/or compatibility with the planning goals set forth in the Act. The following are the goals from the Act (shown in italics), below which are listed the policies from the Sedro-Woolley Comprehensive Plan that support and/or are consistent with these goals.

Goals and Policies

The goals and policies set forth throughout the comprehensive plan are the result of the "visioning" process held-facilitated by the Ceity of Sedro-Woolley in the early stages of the development of the comprehensive plan. Some modifications have been made as a result of new developments in the planning process of the Ceity and Ceounty and as a result of the special study recommendations.

It is envisioned that the adoption of some of these goals and policies will require several years to enact.

The Ceity will actively work to implement these goals and policies within the next eight-ten years until the next required major update review of the comprehensive plan. These goals and policies will be incorporated into the Ceity's codes as necessary and annually as amendments to the comprehensive plan.

Commented [TG16]: "Five? Or, ten?"

Commented [DK17R16]: 5 years for minor review, 10 years for major review. The 5 years is to ensure major updates don't occur before then..

Growth Management Act Goals

Urban Growth

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

Commented [DK18]: Policies below will be reviewed / edited once all the Elements are in final draft form.

Goal GMA1: Encourage development in areas where adequate public facilities exist.

Policy A1.1: An annexation area must be provided city services within six years, consistent with the provisions of the current Capital Facilities Plan.

Policy LU3.2: Establish transportation as an "urban" service requiring concurrency under the Growth Management Act.

Policy LU3.6: Periodically review the comprehensive plan and adjust revenues, land use classifications, or level-of-service (LOS) standards to ensure that probable funding meets the projected needs of the city.

Policy CF2.2: "Concurrent Development" shall be defined as development which can be provided transportation services by the city of Sedro-Woolley within six years of the date of the development approval. If capital facilities necessary to meet the concurrency requirement are not provided in the six-year Capital Facilities Plan, the developer shall provide the facilities at his/her own expense to meet the concurrency requirement.

Policy CF2.1: The city of Sedro-Woolley shall allow only "concurrent development" to occur within the

urban growth area. Proposed developments shall complete a concurrency review provided by the city planning department.

Reduce Sprawl

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

Goal GMA2: Reduce Urban Sprawl

Policy A1.2: Reject annexation requests which are not contiguous to existing city areas, except as permitted under RCW 35.13.180.

Policy A1.3: An annexation area must be provided city services within six years, consistent with the provisions of the current Capital Facilities Plan.

Transportation

Encourage efficient multi-modal transportation systems that are based on regional priorities and are coordinated with county and city comprehensive plans.

Goal GMA3: Provide safe, efficient transportation services to community residents.

Policy T1.1: Identify and improve substandard roads based upon a priority system which accounts for both traffic demand and surrounding land uses.

Policy T1.4: Improve arterial and collector streets identified as deficient in condition level of service to the adopted design standard, consistent with the capital facilities element of the comprehensive plan.

Policy T2.3: Improve arterial and collector streets identified as deficient in capacity level of service to the design standard, consistent with the capital facilities element of the comprehensive plan.

Policy T3.8: Consider the needs of future transit service when improving principal, secondary and collector arterials.

Policy T4.1: Establish a committee to review alternate transportation options and propose alternatives appropriate to Sedro-Woolley's anticipated population growth and density. Options to evaluate include trails, rail, transit, walking, etc.

Housing

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

Goal GMA4: Provide adequate, diverse and affordable housing to all community residents.

Policy A4.1: Encourage a variety of housing in Sedro-Woolley and its UGA.

Policy H1.1: Install supporting infrastructure in areas of higher density housing, as a public, private, or private/public effort.

Policy H2.1: Encourage affordable housing for the elderly. As an alternative, the elderly should be accommodated in safe, well-maintained multiple-unit structures.

Policy H2.2: Encourage affordable housing for those with special needs. (Including, but not limited to disabled, low-income, homeless).

Policy H2.3: Encourage affordable housing for non-traditional households. (Including, but not limited to seasonal workers, single parents, extended families, and group homes.)

Economic Development

Encourage economic development throughout the state that is consistent with adopted comprehensive plans, promote economic opportunity for all citizens of this state, especially for unemployed and for disadvantaged persons, and encourage growth, all with-

in the capacities of the state's natural resources, public services, and public facilities.

Goal GMA5: Encourage community economic development.

Policy E1.1: Create employment opportunities within the Sedro-Woolley economy, particularly for residents who now commute to other distant employment areas.

Policy E2.1: Encourage local business development opportunities and utilization by the private and public sector, particularly for small start-up businesses owned by or employing Sedro-Woolley residents. Promote local use of special business financing and management assistance programs.

Policy E3.1: Promote tourism as a means of diversifying the economy and preserving the history of the community.

Property Rights

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

Goal GMA6: Preserve property rights

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

Policy H4.3: Encourage the development of residential structures that respect existing views of natural features, and the right of everyone to enjoy them.

Permits

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

Goal GMA7: Ensure fair, predictable and timely permit processes.

Policy H2.6: Maintain easy access to the permitting process.

Policy T5.3: Aggressively enforce RCW 36.70A.106, requiring the Department of Transportation, or any other state agency, to comply with this comprehensive plan.

Policy UL2: Provide utility permits in a fair, timely and predictable manner.

Natural Resource Industries

Maintain and enhance natural and resource-based industries, including productive timber, agricultural, and fisheries industries.

Goal GMA8: Encourage productive forest, agriculture and natural resource industries.

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

Policy CC1.3: Recognize and retain logging and other timber industry practices as a heritage of this community. Strive to preserve this heritage while supporting and encouraging the development of modern forest-practices industries.

Policy OS2.2: Recognize and promote the benefits of agricultural land which include maintaining open space, establishing rural character, preserving view corridors, enhancing wildlife habitat, and providing employment for the residents of Skagit County.

Policy E3.7: Sedro-Woolley's tourism strategy should also capitalize upon the city's unique location and timber industry heritage. Strive to maintain a balance between logging history and environmental education and preservation.

Open Space and Recreation

Encourage the retention of open space and development of recreational opportunities, conserve fish and wildlife habitat, increase access to natural resource lands and water, and develop parks.

Goal GMA9: Provide open space and recreation opportunities to community residents.

Policy P1.5: Identify zones which generally indicate where it is appropriate for future parks to be located as new development occurs.

Policy P2.3: Develop a mixture of active and passive recreation areas in order to accommodate the desires and lifestyles of Sedro-Woolley's residents.

Policy P3.1: Pursue joint ventures with Skagit County, other jurisdictions and public/private opportunities, in order to obtain access to a greater variety of recreational programs than the city could provide on its own.

Policy OS 1.2: The city shall provide input and coordinate review of development proposals with Skagit County to ensure the integrity of unincorporated open space within Sedro-Woolley's urban growth area.

Environment

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

Goal GMA10: Protect the environment while enhancing community quality of life.

Policy LU16.8: Encourage Development of a Brickyard Creek 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 CSA1.2: Provide the public, staff and decision-making bodies with information pertaining to

the identification, classification, and designation of critical areas.

Policy CSA1.5: Promote land use patterns and methods of development that will protect the value of sensitive and critical areas, and prevent hazardous conditions.

Policy CC5.2: In conjunction with the Sedro-Woolley school district, ensure that curriculum within Sedro-Woolley schools emphasizes social and environmental responsibility.

Policy CSA4.1: Encourage the use of alternative modes of transportation, such as, carpooling, public transit, walking, and biking, in order to reduce the amount of automobile emissions.

Policy U3.2: Promote conservation of water and electricity within the urban growth area. Work with utilities, service agencies and other jurisdictions to promote conservation products and programs.

Citizen Participation and Coordination

Encourage the involvement of citizens in the planning process and ensure coordination between communities and jurisdictions to reconcile conflicts.

Goal GMA11: Encourage early and continuous citizen participation in the comprehensive planning process.

Policy A11.1: Encourage, respect and reward citizen activism.

Policy A11.2: Hold neighborhood meetings within proposed annexation areas in order to answer questions about the implications of annexation.

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

Policy H3.8: Work to develop multi-family design recommendations based upon a participatory design process with community residents.

Policy CC6.6: Commit to honest, equal citizen participation in city processes.

Public Facilities and Services

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

Goal GMA12: Assure capacity for new developments through a capital facilities plan.

Policy CF1.1: Provide capital improvements to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth, according to the six-year capital facilities plan.

Policy CF2.3: Ensure that future development bears a fair share of capital improvement costs necessitated by the development. The city shall reserve the right to collect mitigation impact fees from new development in order to achieve and maintain adopted level of service standards. The city shall be responsible for its fair share of capital improvement costs for existing deficiencies.

Policy CF2.4: Ensure that city plans and development regulations identify and allow for the siting of "essential public facilities," as described in the Growth Management Act. Work cooperatively with Skagit County and neighboring jurisdictions in the siting of public facilities of regional importance.

Policy CF3.1: Update the six-year Capital Facilities Plan (CFP) annually prior to the city budget process. All city departments shall review changes to the CFP and participate in the annual review.

Historic Preservation

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

Goal GMA13: Preserve historically and culturally significant sites and structures.

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

Policy H1.3: Protect historically significant housing sites and structures.

Policy CC1.1: Preserve historically-significant buildings, trees and site within the Sedro-Woolley urban growth area through the development of historic preservation and urban forestry programs.

Policy CC1.2: Preserve culturally-significant sites identified within the Sedro-Woolley urban growth area. Do not allow development or encroachment upon sites identified as significant by tribal nations.

Climate Change and Resiliency

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

Goal GMA14: Promote climate change and resiliency by ensuring that comprehensive plans adapt to and mitigate the effects of climate change.

[add existing relevant policies]

Commented [DT19]: Pending from the climate element

Goal GMA15. Shorelines of the State

For shorelines of the state, the goals and policies of the shoreline management act shall be considered an element of the city's comprehensive plan.

VISION STATEMENT

The year is 2036. Sedro-Woolley has a small-town environment and a strong sense of identity. Many people know each other here. Residents greet each other by name. Business owners know both other owners and their regular patrons. People feel comfortable and safe walking through town.

The “centralized” nature of town, revolving around the central business district, helps keep the tight-knit structure of the community. The town’s scale promotes a “homey” feeling. Residents feel important as a part of their community rather than alienated as they might in a big city. Residents are involved in the community and strive to maintain a safe, healthy, enjoyable, and economically viable community. Visitors are encouraged to come to Sedro-Woolley. Signs on the main highways (Interstate 5 and State Routes 9 and 20) are inviting. Walking and shopping on and around Metcalf Street promotes a warm but bustling atmosphere.

Remaining paragraphs below to be edited/moved to applicable chapters.

Growth and Land Use

Citizens/Members of the Sedro-Woolley community recognize the need for the city to grow. The city expands slowly through annexations primarily for residential development. This is done in an environmentally and aesthetically rational way, under compliance with the State’s Growth Management Act/GMA. Even though the city’s residential sector is growing, planning efforts strive to maintain an intentional balance of residential, commercial, and light industrial uses.

Economic Development

Sedro-Woolley’s job base is strong and vital. The city is economically self-sustaining and is not considered a “bedroom community” for larger cities in the region. Residents who live here can also work

here. Sedro-Woolley is home to a diverse collection of larger employers. An occasional slump in one area will not depress the entire economy. The retail and tourism focus of the city is in the central business district and is complemented by larger businesses at commercial nodes in various parts of the city. Professional offices, light industry, and support services are sited at these nodes. Industrial parks in Sedro-Woolley are complete and fully utilized.

Other Commercial Development

Both commercial and light industrial businesses are encouraged in Sedro-Woolley. Zoning keeps commercial strip development along the highways from sprawling. Rather, nodes of service-type enterprises along the main roads thrive. Development in these areas caters to the highway traveler and does not compete with downtown retail and tourism. Open space and green areas are maintained in the city’s zoning ordinance, and further promoted in the growing areas of the city. The downtown retail core is primarily retail businesses with some service businesses.

Housing

Most residential areas are zoned ~~for to protect the dominance of the~~ single-family ~~and middles housing units.~~ ~~home.~~ However, smaller lots are encouraged to protect Sedro-Woolley’s hinterlands from sprawl. Infill development in the older neighborhoods consists primarily of duplexes, ~~cottage housing,~~ ~~townhomes,~~ and accessory dwelling units that are designed to compliment existing neighborhoods.

Within the central business district, apartments on the upper stories of shops are encouraged. Sedro-Woolley offers a variety of housing types to meet the needs of its diverse ~~citizens~~ residents.

Transportation

The city’s transportation system expands to meet demands due to growth. Through-traffic circumvents the downtown area, which ~~reduces discourages~~ congestion ~~but discourages people from viewing and visiting Sedro-Woolley’s historic central business~~

Commented [DK20]: New vision inserted at the beginning of this chapter. statement here.

Commented [DK23]: Move to Land Use element under zoning discussion

Commented [DK24]: Move to Housing and update.

Commented [DK21]: Move to LU Element

Commented [DK25]: Move to Transportation Element

Commented [DK22]: Move to Economic Development Element

~~district. Skagit Transit is accessible from all most areas of the City, and overall connectivity has-improved is improving.~~ Safe bicycle and pedestrian transportation is encouraged by the maintenance and addition of bike shoulders on the roads as well as off-road bike paths and trails. Local youth are educated in safe bicycling and traffic laws for bicyclists on the road. Bike racks are placed at key places in town to encourage people to ride their bikes rather than drive.

Central Business District

The city endorses the preservation of a functional yet aesthetically pleasing downtown area. Downtown is the city's core—it is a place where residents can come to purchase basic goods, ~~dine and gather~~ without driving to other communities. It is also the center of the city's social life. The central business district is vibrant during the day with a healthy and safe nightlife. Residential space above first-floor shops helps see to that ~~while providing more housing options for residents.~~ No buildings stand vacant. Metcalf Street, with its "Main Street" feel, is perfect for strolling. Its shops are small and unique to maintain the city's personal scale and character. Businesses that attract people to the downtown from the outside, such as retail, are promoted. ~~This environment encourages.~~ Tourists en route to the Cascades or the I-5 corridor ~~are encouraged~~ to pull off the highway and visit for a short while. ~~Signs from the highways indicate the route to downtown. Once again, Sedro-Woolley is a place where people go out of their way to visit.~~ Downtown is also the city's link to its past. Its built form speaks of the old Sedro-Woolley and its rich tradition of providing services to people from near and far in the Skagit Valley. Historic buildings are preserved and renovated and new buildings visually blend with the older structures. Convenient and available parking for patrons is provided. Through design, ~~and~~ atmosphere, ~~gathering spaces and a mix of commercial, retail and residential uses, however,~~ patrons are encouraged to ~~park their cars and walk and roll from shop to shop~~ on and around Metcalf Street ~~and other downtown areas.~~

Parks and Open Space

~~Citizens~~ Members of the Sedro-Woolley community support the development of small, new, neighborhood parks, as well as open green space. New residential developments are encouraged to preserve open green areas for the public. The old Burlington Northern Railroad line connecting Sedro-Woolley with Burlington provides a recreation path for bicyclists and pedestrians to use instead of the highway. ~~Known as the Cascade Trail, this~~ This trail connects Burlington and Sedro-Woolley with the upriver communities of Lyman, Hamilton, and Concrete.

Trails are also available

Commented [DK26]: Move to Land Use Element. This is a bit lengthy. See suggestions to suggestions to condense further.

Commented [DK27R26]:

Commented [DK28]: Consider putting this section into a sidebar box

Commented [DK29]: Move to Parks Element

around Riverfront Park. Bicycle and pedestrian paths connect parks to recreation facilities.

Library

The Sedro-Woolley library system is enjoyed by a wide variety of residents and non-residents who benefit from the facility's modern technological resources, wide range of research materials, and updated periodicals. ~~The City Library services is managed by a special district, though the City owns the building. This City~~ is committed to high quality library services in the city of Sedro-Woolley, and as an essential element of urban life. The city will support expanded regional library services to serve the residents and non-residents, as opportunities develop.

Recreational Facilities

The public promotes maintenance and expansion of the city's existing recreation facilities. They also encourage the development of other facilities, particularly for the benefit of local youth. When not in school, teenagers have activities that keep them from loitering on street corners. These older students, as well as grade-school children, have places to go for entertainment and recreation that are close to home and school. A community center that houses an indoor recreation area, swimming pool, and organized programs benefits both the town's youth and its adults. A movie theater and game center allowing people under twenty-one (21) to visit are located downtown.

Infrastructure

The city promotes the improvement of infrastructure elements. Deteriorating roads in town are repaired and repaved as needed. Other pre-existing infrastructure needs such as sidewalks and sewers are inspected and repaired. All new infrastructure or improvements are supported by the city's capital facilities plan and are consistent with other plan elements. Every residential neighborhood in Sedro-Woolley enjoys paths, sidewalks, and street trees on every street.

Community Vision

~~As a whole, its citizens envision the Sedro-Woolley of the future as a warm and economically viable small town community. Present and future residents will be honored to call it "home."~~

Commented [DK33]: Updated vision inserted at top of this chapter.

Commented [DK30]: Move to Capital Facilities? Sidebar?

Commented [DK31]: Move to Parks and recreation element

Commented [DK32]: Move to Capital Facilities Element



City Council Agenda Item

Agenda Item No.: m.3.

Date: May 14, 2025

From: Thomas Glover, Community Development Director

Subject: Comp. Plan Update - DRAFT Chapter 2 - Land Use Element

RECOMMENDED ACTION:

No action required/requested. Offering second opportunity for feedback on the draft document.

BACKGROUND/SUMMARY INFORMATION:

DRAFT document - Comprehensive Plan Update - Chapter 2: Land Use Element. This is the second review with Council, following the second review with the Planning Commission at their meeting held on Tue., May 6th.

FISCAL IMPACT, IF APPROPRIATE:

Not applicable.

ATTACHMENTS:

1. Comp. Plan Chap. 2 Land Use Element - DRAFT

2.122.0 Land Use Element

Introduction

The land use element is central to all other elements. It addresses the general patten 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 AVAILABILITYCAPACITY

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 population and employment projections and targets countywide anticipate that Skagit County will grow by 29,580 people to a total population of 160,830 by 2045. This is based on the 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.

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

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.

UGA	2022 Employment	2045 Employment Target	2022-2045 Emp Growth	Pct Total Growth	CAGR
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.

Zone	Vacant	Partially Vacant	Total	Market Factor	Final Housing Units, Inc, Infrastructure	Population
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 (TMCO)	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.

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

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:

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

Zone	Acres – City	Acres – UGA
Total	2,329.1	778.6

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

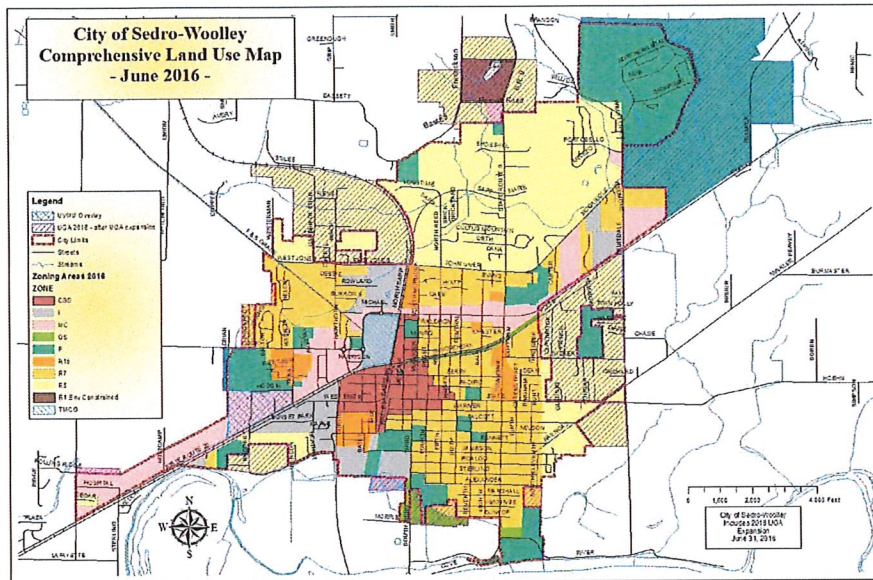
Commented [MC3]: There will likely be additional designation/policy changes needed as a result of housing element work, so this comment is a reminder to revisit the land use element accordingly.

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

Zone	Aeres
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.

Commented [AP5]: New policy to address VMT reduction

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 TMC0 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.

Commented [DK6]: New policy for TMC0 Zone - Gateway site

New Policy LU XX: Building on previous actions, work with the community to develop a downtown activation plan to detail legislative, programmatic and place-making efforts to foster economic development, increase living wage job opportunities and provide a more vibrant downtown hub for residents, workers and visitors.

Commented [DK7]: New policy for a downtown activation plan

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.

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.

Commented [MC8]: Propose removing single-family from this policy to open up flexibility for accommodating housing targets in different income brackets where appropriate.

Commented [DK9R8]: City Council requested to keep this as is.

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

Commented [AP10]: Addition to address GHG emissions reduction

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

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

Commented [AP11]: Addition per the direction of the City

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 Ceity 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 Ceity 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.

Commented [AP12]: Revised to reflect additional essential utilities

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

Commented [AP13]: Reworded for clarity

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 transformance 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.

Commented [DK14]: New policy per direction of City staff

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

Commented [AP15]: Addition to align with Climate Element goals and policies

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.

Commented [AP16]: Addition to align with Climate Element goals and policies

~~Policy LU4.3: Require new residential development near designated natural resources lands to include in outlying areas to provide adequate buffers areas to relieve the 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.~~

Commented [DK17]: Policy changes per direction of City staff.

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.

Commented [AP18]: Update to correct document title

~~NEW Policy LU4.6: 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.~~

Commented [DK19]: Climate Element symbols will be added to relevant policies in final draft.

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.~~

Commented [DK20]: Re-written to reference 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.

Land Use Designations	Description
<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</u>

Commented [ET21]: 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 [MC22R21]: City has discussed getting rid of maximum densities in light of cottage housing and ADU code changes.

Commented [AP23]: Relocated into a table for clarity

	appearance to visitors at the entrances to the city and at selected nodes along major roads.
Industrial (I)	Allows office parks, wholesaling, manufacturing, live/work units, and limited retail and services.
Residential 15 (R-15)	Allows multi-plex developments of up to eight units per building, to a maximum density of fifteen (15) dwelling units per acre.
Residential 7 (R-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.
Residential 5 (R-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.
Residential 1 (R-1)	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.
Public (P)	Allows parks, schools, public infrastructure and other developments intended primarily for public use.
Open Space (OS)	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.
Special Districts (S)	Special Districts provide an 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 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. [NEW: Transitional Mixed Commercial Zone. 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

Commented [DK24]: Facet will coordinate with staff on new naming, nomenclature for residential zones to low, medium and high density.

Commented [DK25]: 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 [DK26]: 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.

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.

Commented [DK27]: 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 regionalretain 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 LU7.54: Establish a renewable forest -industry and river wildlife theme for public spaces within the UGA.

Policy LU7.65: 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 LU7.76: 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 p~~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 Chamber of Commerce, 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,

Commented [DK28]: New policy per direction of City staff.

Commented [DK29R28]:

Commented [DK30]: Policy is difficult at a Planning Staff level. May be more appropriate for the Chamber or other organization with support from the City.

Commented [AP31]: Per City's direction, new policy to consider expanding annual number of community events.

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.

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.

Commented [AP32]: Revised for broader encouragement

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 school district, 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 LU10.5: Identify city owned properties and funding sources to build new playfield facilities for youth in the City.

Policy LU 10.6: Support provision of childcare equitably throughout the city by implementing the following strategies:

Commented [DK33]: Proposed new policy to help address childcare needs.

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 school district, ~~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 school district, ~~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 ~~Ceity~~ City of Sedro-Woolley and the Sedro-Woolley school 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.~~

Commented [MC34]: Changed to reflect internal consistency within the policy and also to reflect that non-citizens can certainly lead a community forum.

Goal LU12: To provide local representation and community empowerment.

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

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

Commented [DK35]: 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 [AP36]: 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 [AP37]: 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 LU156.4: 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 LU156.5: 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 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.

Commented [AP38]: Broader to align with Sedro-Woolley's Stormwater Action Plan, which requires water quality improvements within Brickyard Creek Watershed.

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 [MC39]: 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 [MC40]: 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 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: Ensure 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:

Commented [AP41]: Revised for clarity

Commented [AP42]: Additions to address GHG emission reduction targets

Commented [AP43]: Included to align with Climate Element goals and policies

Commented [AP44]: Should include these as climate related with symbology

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.

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. Shorelines: 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.

Commented [DK45]: Propose removing. Duplicative of SMP.

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.

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 thoroughfares, 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 SWMC.

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.4.

Date: May 14, 2025

From: Thomas Glover, Community Development Director

Subject: Comp. Plan Update - DRAFT Chapter 3 - Housing Element

RECOMMENDED ACTION:

No action required/requested. This is a presentation and review of the Housing Element, following Planning Commission's review on May 6th.

BACKGROUND/SUMMARY INFORMATION:

First review with Council, looking for feedback.

FISCAL IMPACT, IF APPROPRIATE:

Not applicable

ATTACHMENTS:

1. Chapter Three - Housing Element

Chapter 35

Commented [MC1]: Likely to be renumbered from 5 to 3 in order to directly follow land use element

HOUSING ELEMENT

- 35.104 **Housing Element Requirements**~~Under the Growth Management Act~~
- 35.208 ~~Inventory and Analysis of Housing in Sedro-Woolley and the Urban Growth Area~~**Housing Needs Assessment Summary**
- 35.12 ~~Inventory of Lands~~**Land Capacity Gap Analysis for Housing Unit Allocations**
- 35.16 ~~Optional and Affordable Housing~~**Adequate Provisions Made to Plan for Housing for All**
- 3.18 **Racially Disparate Impacts and Displacement Risk Analysis**
- 35.20 **Goals, Policies and Actions**

Commented [MC2]: Current plan calls for city to do an assessment of housing need, so proposing to retitle this section accordingly

Commented [MC3]: Retitling this section to be consistent with housing element requirements

Commented [MC4]: New section addressing racially disparate impacts analysis required by revised housing element requirements in GMA.

HOUSING UNDER THE GROWTH MANAGEMENT ACT ELEMENT REQUIREMENTS

For all cities ~~which that fall fully plan~~ under the requirements of the Growth Management Act (GMA), ~~including Sedro-Woolley~~, the provision of adequate and safe housing is one of ~~the thirteen-fifteen major~~ ~~planning~~ goals ~~established in statute~~. The housing goal of the GMA is stated as follows:

Housing: Encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities, and housing types, and encourage preservation of existing housing stock. (RCW 36.70A.020(4))

The housing element must ~~address the~~ ensure that Sedro-Woolley has capacity and policies in place to accommodate the current and projected housing needs of ~~resident~~ households with ~~aacross the~~ full range of economic and demographic groups through the year 2045 ~~incomes~~. Specifically, the requirements of the housing element are as follows:

~~The A~~ housing element ~~recognizes ensuring~~ the vitality and character of established residential neighborhoods that:

- ~~(a) (a)~~ includes an inventory and analysis of existing and projected housing needs ~~that identifies the number of housing units necessary to manage projected growth, as provided by the department of commerce, including:~~
 - ~~i. Units for moderate, low, very low, and extremely low-income households; and~~
 - ~~ii. Emergency housing, emergency shelters, and permanent supportive housing;~~
- ~~(b) (b)~~ includes a statement of goals, policies and objectives for the preservation, improvement, and development of housing, ~~including single-family residences, and within an urban growth area boundary, moderate density housing options including, but not limited to, duplexes, triplexes, and townhomes;~~
- ~~(c) (c)~~ identifies sufficient ~~capacity of~~ land for housing, including, but not limited to, government-assisted housing, housing for ~~moderate, low, very low, and extremely low-income families~~ households, manufactured housing, multifamily housing, ~~and group homes and foster care facilities, foster care facilities, emergency housing, emergency shelters, permanent supportive housing, and within an urban growth area, consideration of duplexes, triplexes, and townhomes; and (d)~~
- ~~(d)~~ makes adequate provisions for existing and projected needs of all economic segments of the community, ~~including:~~
 - ~~i. Incorporating consideration for low, very low, extremely low, and moderate-income households;~~
 - ~~ii. Documenting programs and actions needed to achieve housing availability including gaps in local funding, barriers such as development regulations, and other limitations;~~
 - ~~iii. Consideration of housing locations in relation to employment~~

Commented [MC5]: There are 15 goals now.

Commented [MC6]: Revised this paragraph to be more consistent with statutory requirements for housing element (see below)

Commented [MC7]: Updated this whole section to include new language in RCW 36.70A.070(2)

- location; and
- iv. Consideration of the role of accessory dwelling units in meeting housing needs;
- (e) Identifies local policies and regulations that result in racially disparate impacts, displacement, and exclusion in housing, including:
- i. Zoning that may have a discriminatory effect;
- ii. Disinvestment; and
- iii. Infrastructure availability;
- (f) Identifies and implements policies and regulations to address and begin to undo racially disparate impacts, displacement, and exclusion in housing caused by local policies, plans, and actions;
- (g) Identifies areas that may be at a higher risk of displacement from market forces that occur with changes to zoning development regulations and capital investments; and
- (h) Establishes antidisplacement policies, with consideration given to the preservation of historical and cultural communities as well as investments in low, very low, extremely low, and moderate-income housing; equitable development initiatives; inclusionary zoning; community planning requirements; tenant protections; land disposition policies; and consideration of land that may be used for affordable housing. [...] (RCW 36.70A.070(2))

In addition, the GMA requires the cities within a county to jointly develop county-wide housing policies which ~~that~~ consider the county-wide need for housing affordable to all economic segments of the population and how the housing will be distributed. ~~The Skagit Countywide Planning Policies were last amended in January 2021. The housing allocations on which this element is based were adopted through a collaborative process with Skagit County and the other cities through the Skagit Council of Governments~~

This housing element for the city of Sedro-Woolley will present ~~a discussion of the GMA requirements and the innovative ways in which Sedro-Woolley will accomplish its housing tasks plan for housing in a manner complimentary to the overall community's vision for 2045 and consistent with the remainder of the comprehensive plan. As set forth, this element will demonstrate Sedro-Woolley's commitment to all types of housing over a broad economic strata~~ the full range of economic segments, but most especially to affordable housing.

The housing element is outlined as follows:

- Housing Needs Assessment summary
- Summary of adequate provisions (including outline of policy changes)
- Racially Disparate Impacts and Displacement Risk Analysis
- Goals and policies to accomplish the aims of the community's vision and the GMA

~~First, an inventory and analysis of existing and projected housing will be presented. Second, a summary of an inventory of sufficient land for housing, including but not limited to government-assisted housing, multi-family housing, group homes and foster care facilities will be presented, which includes adequate provision for existing and projected needs of all economic segments of the community. Third, a~~

Commented [MC8]: Added to reflect how housing and population allocations/targets were arrived at through a countywide process.

Commented [MC9]: Delete - duplicative of this section

Commented [MC10]: More consistent with GMA language

Commented [MC11]: Rewrote to emphasize community visioning process as well as requirements for consistency with other elements required under GMA

Commented [MC12]: More consistent with GMA requirements

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~~discussion will be presented as to how Sedro-Woolley's land use classifications and zoning will create the opportunity for the development of a variety of housing types for residents of various economic strata. Finally, a statement of the city's goals, policies and objectives for the preservation, improvement, and development of housing will be documented.~~

Commented [MC14]: This is probably not needed given that the element has the outline on the chapter title page.

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INVENTORY AND ANALYSIS OF HOUSING IN SEDRO-WOOLLEY AND THE URBAN GROWTH AREA HOUSING NEEDS ASSESSMENT SUMMARY

In 1999, the city of Sedro-Woolley Housing Needs Assessment Report was conducted. That assessment has been summarized in this subsection and the data has been updated for the 2016 Comprehensive Plan update. The following is a summary of the results of a comprehensive review of demographic, housing, economic, and land use data for the city of Sedro-Woolley. As part of the 2025 comprehensive plan periodic update, Sedro-Woolley has prepared an updated housing needs assessment, gap analysis, adequate provisions documentation, and racially disparate impacts analysis. The assessment was intended to be a tool to These analyses serve as a guide for help local officials, planners, and citizens members of the public to formulate policies and appropriate local approaches to address the housing goals of the GMA, including “making adequate provisions for the existing and projected needs of all economic segments of the community.”

The full Housing Inventory and Analysis is available in Appendix B. A high-level summary of the information in the analysis is presented here.

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POPULATION AND HOUSING CHARACTERISTICS

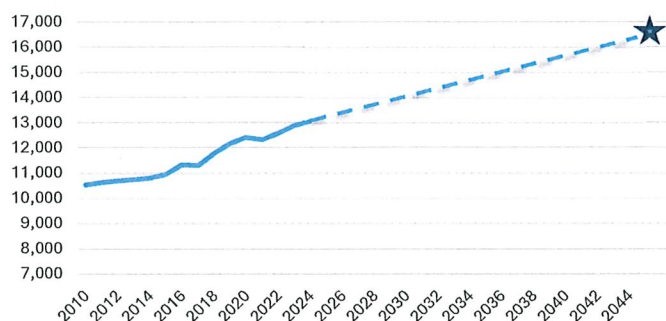
Population Demographics

The size and composition of the population is an important factor in the determinant of housing demand. The size of the housing units needed, location design desired and required by residents, and population rate of increase all influence what the housing market should supply.

According to the 2010 Census data, the population of Skagit County increased from 102,979 persons in 1990 to 111,901 persons in 2010, an increase of 13.52 percent. The April 1, 2013 Washington State Office of Financial Management (OFM) figures show the county population at 118,600, representing an increase of 15.17 percent since 2000. The 2010 Census showed that the population of Sedro-Woolley increased from 8,658 persons to 10,540 persons, an increase of 21.74 percent from 2000 to 2010. The April 1, 2013 OFM update shows this figure as 10,610. This represents an increase in population of 22.55 percent from 2000 to 2013. The Washington State Office of Financial Management (OFM) estimates that Sedro-Woolley's population was 13,080 as of April 1, 2024. Sedro-Woolley grew an average of 1.9 percent per year between 2014 and 2024. With a 2045 population target of 16,596, the City would grow an average of 1.3 percent per year over the next 21 years.

Commented [MC17]: Updated and consolidated info to current data.

Sedro-Woolley Population Estimates and Target, 2010-2045



The 2010 Census figures indicate Sedro-Woolley has nine percent of the population distribution of Skagit County by jurisdiction (both cities and unincorporated area). This is up from 8 percent in 2000. In 2005, based on OFM projections, Skagit County adopted a projected population growth figure of 149,080 by the year 2025. Of this figure, Skagit County has designated an additional population of 5,260 to the Sedro-Woolley UGA over a period of twenty (20) years for a total population of approximately fifteen thousand (15,000) residents (in the existing city limits and presently unincorporated Urban Growth Area).

Roughly 93 percent of Sedro-Woolley's population identifies as being one race (any race). Of those, 95 percent identify as white alone. The share of the population that is Hispanic or Latino has grown significantly from 8 percent in 2010 to 26 percent in 2022. Roughly 19 percent of the City's population speaks a language other than English, a proportion that has grown significantly since 2016.

According to the 2010 census, the average household size in Sedro-Woolley is 2.589 persons per household; slightly more than the Skagit County rate of 2.53 persons per household. The largest age group in Skagit County is between 50 to 54 years of age. Two-person households account for 30 percent of the total households in the City, with 4-or-more person households accounting for an additional 29.3 percent.

Roughly 59 percent of households in the city own their housing unit, while 41 percent rent. Approximately 72 percent of households are family households, and 28 percent are nonfamily households, which includes 1-person households.

Commented [MC18]: Updated and streamlined with current info.

The 2010 census ranks Skagit County as eleventh out of 39 Washington counties in total population. With a total population of 10,610 in 2010, Sedro-Woolley is ranked 77th out of 281 Washington cities.

Commented [MC19]: Out of date, and also these data aren't really necessary and don't tell us anything interesting.

Housing Stock

In 2000, 42,681 housing units in Skagit County, comprised of 30,731 single-family units, 5,655 multifamily units and 5,022 mobile home units. In 2010 there were 51,473 total housing units in Skagit County; 37,115 single-family units, 7,913 multi-family units and 6,445 mobile homes. Between 1990 and 2000, 11,004 new housing units were constructed in Skagit County. Another 8,792 units were constructed in Skagit County between 2000 and 2010. Sedro-Woolley is home to an estimated 5,125 housing units as of 2024. Roughly 63 percent of these are one-unit housing units (single-family detached homes), 27 percent are multi-family units (2 or more units in a structure), and roughly 10 percent are mobile homes or other dwelling types.

1,033 new units were constructed in Sedro-Woolley between 2000 and 2010. As of 2000, there were 3,270 residential units in Sedro-Woolley, of which 2,257 units were single-family, 660 were multi-family and 353 were mobile home units. In 2010 there were 4,303 total housing units; 2,874 single family units, 1,025 multi-family units and 404 mobile homes. Since 2020, Sedro-Woolley has permitted the construction or placement of 177 new single-family homes and 174 multifamily units, as well as 15 manufactured homes.

	2020	2021	2022	2023	2024
Estimate of Total Housing Units	4,759	4,814	4,897	5,052	5,125
One Unit Housing Units	3,074	3,116	3,186	3,220	3,251
Two or More Unit Housing Units	1,212	1,222	1,230	1,345	1,386
Mobile Homes and Specials	473	476	481	487	488

Source: OFM - Postcensal Estimates of Housing Units, April 1, 2020 to April 1, 2024

Commented [MC20]: Updated with new data on housing stock from HNA

Per the 2010 Census, Sedro-Woolley has 8.35 percent of the total housing stock in Skagit County. As a percentage of the various types of housing units in the county, Sedro-Woolley has 7.74 percent of the single-family units, 12.95 percent of the multi-family units and 6.23 percent of the mobile home units.

Commented [MC21]: Deleting old data.

Housing Quality

The 1999 Housing Needs Assessment Report found that in six of the eight Skagit County cities, ten (10) percent or more of the single-family housing stock were ranked as low-quality construction or below, with 286 (or 13 percent) of Sedro-Woolley's housing ranked in this category. Of the remainder of the single-family residential units, under the category of construction quality, 965 (46 percent) of the units were ranked fair, 814 (38 percent) of the units were ranked average, and 54 (three percent) of the units were ranked good, very good, special or excellent. Within Sedro-Woolley, 68 percent of the housing units were built prior to 1980.

The adequacy of housing can also be gauged by types of facilities in residential units and the extent of overcrowding. Between 1980 and 1990, Skagit County experienced a decline in the number of units which lacked complete plumbing facilities, from six hundred fifty-seven (657) units to six hundred ten (610) units. Overcrowded units, defined as more than one person per room, has increased, however, by thirty-nine (39) percent from seven hundred twenty-three (723) units to one thousand four (1,004) units. Current data is not available for this metric. Overcrowding increases when households are having difficulty affording or finding housing.

Types of Housing Units in Sedro-Woolley

	Total	1 Unit	2+ Units	Mh/Tr
1990	2,530	2,019	384	104
2000	3,270	2,257	660	353
2010	4,303	2,874	1,025	404

OCCUPANT CHARACTERISTICS HOUSING UNIT VALUES AND RENTS

Ownership Characteristics

According to the US Census's 2007-2011 American Community Survey 5-Year Estimates, there were 2,566 owner-occupied units in Sedro-Woolley. The median value of those units was \$219,800. For the 59

percent of households who own their housing unit (2.685 households as of 2022), the median home value in that year in Sedro-Woolley was \$460,219. This represents a 26 percent increase since 2020.

Information from the Economic Development Association of Skagit County shows the number of homes sold in 2004, the average price, and the number of days the homes were listed for sale. Homes in Sedro-Woolley were the fastest-selling homes and sold for, on average, 79 percent of the overall Skagit County average home price. 2013 housing sales data and rental data were not accessible. House value estimates from the research arm of the real estate listing company Zillow indicate that the mid-range detached single-family home in Sedro-Woolley is worth \$480,839 as of July 1, 2024.

Home sales data from the Washington Center for Real Estate Research (WCRER) show that from early 2021 through mid-2024, the median home price in Sedro-Woolley rose from \$410,000 to \$523,750, a growth of 27.7 percent over that span. The median price for 2-bedroom homes in mid-2024 was listed at \$418,000. Three-bedroom homes had a median price of \$530,000, and 4-plus-bedroom homes had a median price of \$650,000.

Commented [MC22]: Updated with current info.

Quarter	Total sales	Median price	Sales by number of bedrooms				Median price by number of bedrooms			
			0 or 1	2	3	4 plus	0 or 1	2	3	4 plus
2021Q1	95	\$410,000	7	20	53	15	\$337,000	\$330,650	\$410,000	\$528,000
2021Q2	128	\$453,500	6	24	72	26	\$345,500	\$364,268	\$450,250	\$563,866
2021Q3	139	\$440,000	6	27	83	23	\$380,000	\$360,000	\$440,000	\$585,000
2021Q4	139	\$435,000	8	29	79	23	\$427,524	\$360,000	\$425,000	\$565,000
2022Q1	118	\$512,500	10	20	60	28	\$360,250	\$435,625	\$522,475	\$561,989
2022Q2	127	\$505,000	11	23	80	13	\$425,000	\$410,000	\$525,000	\$600,000
2022Q3	122	\$499,950	6	18	76	22	\$310,000	\$382,250	\$500,000	\$542,500
2022Q4	87	\$450,000	4	18	52	13	\$374,500	\$385,000	\$449,100	\$525,000
2023Q1	66	\$469,500	3	15	39	9	\$300,000	\$355,000	\$484,900	\$462,400
2023Q2	85	\$478,000		21	54	10		\$450,000	\$484,500	\$494,397
2023Q3	87	\$495,375	3	18	52	14	\$340,000	\$406,475	\$508,500	\$613,750
2023Q4	59	\$520,000	1	12	35	11	\$536,979	\$365,000	\$520,000	\$690,000
2024Q1	65	\$483,000	4	15	39	7	\$533,750	\$410,000	\$485,000	\$565,000
2024Q2	88	\$523,750	4	20	52	12	\$547,809	\$418,000	\$530,000	\$650,000

2004 Housing Sales Data—Skagit County (data from EDASC)

Area	Houses & Condos Sold	Average Price	Days on Market
Anacortes	535	\$320,806	88
Burlington	284	\$218,558	74
Concrete & East	78	\$140,482	112
La Conner	105	\$304,811	91
Lyman/Hamilton	14	\$171,596	112
Mount Vernon	718	\$215,272	86
Sedro-Woolley	410	\$174,085	69

Total Sales	2,144	\$220,080	90	
-------------	-------	-----------	----	--

A median home sale price of \$523,750 corresponds to a monthly house payment of around \$2,979 assuming an interest rate of 6.5 percent and a 10 percent down payment. A Sedro-Woolley household would need to make more than \$119,000 per year for this median home to be considered affordable.

When comparing the cost burden facing Sedro-Woolley households to housing costs for owner-occupied housing units (i.e., households that own their housing units), 390 households that own their homes making above 80 percent of the area median are cost burdened, meaning they pay more than 30 percent of their income toward their housing. An additional 160 households who own their units and make between 50 and 80 percent of the area median income are cost burdened. Overall, roughly 26 percent of households who own their units are cost burdened.

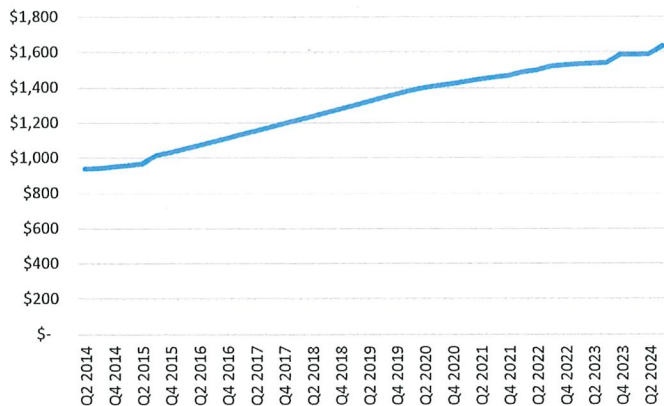
COST BURDEN	Renter Households		Owner Households		Total Households	
	>30%	>50%	>30%	>50%	>30%	>50%
Household Income <= 30% HAMFI	150	80	40	40	190	120
Household Income >30% to <=50% HAMFI	175	75	70	30	245	105
Household Income >50% to <=80% HAMFI	175	85	160	0	335	85
Household Income >80% to <= 100% HAMFI	40	0	275	0	315	0
Household Income >100% HAMFI	4	0	115	0	119	0
Total	544	240	660	70	1,204	310

Source: HUD-CHAS Tabulations of 2016-2020 ACS 5-Year Estimates

Rental Unit Characteristics

As previously described, 41 percent of households in the City rent their housing units.

The WCRER reports that from mid-2014 through mid-2024, a span of 10 years, average rents for market rate or affordable apartments in developments with at least five units rose from \$941 per month to 1,639 per month, an increase of 74 percent over that time.



Source: WCRER City and County Rental Data, Q3 2024.

When differentiating units by size (one-bedroom versus two-bedroom), the WCRER reports (at the county level) that the average rent for a one-bedroom unit in Skagit County as of mid-2024 is \$1,381 per month, versus \$1,468 per month for a two-bedroom unit.

Commented [MC23]: Added updated rent data from HNA

	Number of Units	Average SF	Average Rent	Rent per SF	Rent Growth/Year	Vacancy Units	Vacancy Percent	Vacancy Growth/Year
All types	2,567	850	\$1,482	\$1.75	5.8%	78	3.0%	-0.3%
One- BR Units	766	628	\$1,381	\$2.25	8.0%	23	3.0%	-0.7%
Two- BR Units	1,128	891	\$1,468	\$1.65	6.3%	39	3.5%	0.0%

A Sedro-Woolley household renting the average apartment at \$1,639 per month would need an annual income of \$65,560 per year. This exceeds the median household income for renter-occupied housing units reported in the most recent (2023) ACS data of \$52,823.

According to information available from the Economic Development Association of Skagit County, the typical price range for rental property in Skagit County is as follows:

2004 Average Housing Rentals

0-1 Bedroom	\$400.00-600.00
2-Bedroom	\$600.00-850.00

3-Bedroom	\$850.00-1100.00
4+ Bedroom	\$900.00-1200.00

2004 Average Apartment Rental

0 Studio	\$350.00-500.00
1-Bedroom	\$450.00-600.00
2-Bedroom	\$600.00-800.00
3-Bedroom	\$750.00-1200.00

Sedro-Woolley rents are usually lower than Mount Vernon and Burlington, but are catching up because of increased consumer desire to live in the Sedro-Woolley area. Some single family rentals are changing to owner-occupied units.

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Characteristics of Housing Subsidies

Subsidized rental housing is provided through permanent housing complexes which are either privately or publicly-owned and through the Section 8 Certificate/Voucher Program. Future funding for such housing appears limited with funding for new projects favoring other counties. Under the classification of publicly-owned housing, Sedro-Woolley has one of three public housing authorities in Skagit County. The Sedro-Woolley Housing Authority provides 80 apartments for some of the community's most vulnerable residents.

Commented [MC25]: Added from HNA.

Households with incomes below fifty (50) percent of the county median income are eligible for certificates and/or vouchers to subsidize the cost of renting privately-owned units. The majority of households on the list are families, followed by disabled households and elderly households. Statistically, elderly households are better served by subsidized housing than families, which are the least well served.

Special Needs Populations

~~The special housing needs of the homeless, persons with disabilities, victims of domestic violence, youth, the aged and farmworkers has increased within Skagit County. In early 1997, a forty-two (42) room special needs facility opened within the city. It is anticipated that Sedro-Woolley will absorb a percentage of these special needs populations, including farmworkers, seniors, people with disabilities, people experiencing homelessness, and victims of domestic violence.~~ However, more likely, these populations will tend to locate in higher population areas with better transportation capabilities or closer to the larger farms (in the case of farmworkers). Sedro-Woolley can, however, make itself more amenable to the special needs populations through the development of regulations which encourage the use-development of special-needs projects housing targeted at these groups, including group homes, accessory housing, permanent supportive housing, and emergency housing and emergency shelters and in the encouragement of developer participation in the construction of units which meet the requirements of the Americans with Disabilities Act.

Commented [MC26]: Rewrote for clarity.

Commented [MC27]: Added references to PSH and emergency housing per changes to GMA.

HOUSEHOLD INCOME

Household Income

According to the US Census's ~~2007-2014~~ 2019-2023 American Community Survey 5-Year Estimates, the median household income ~~in Sedro-Woolley is was~~ \$52,228 ~~72,140~~ in Sedro-Woolley and ~~\$85,474~~ \$55,555 in

Skagit County. For owner-occupied housing units, the median household income in Sedro-Woolley is \$86,565 (versus \$101,258 in the county as a whole). For renter-occupied housing units, the median household income in Sedro-Woolley is \$52,823 (indistinguishable from the County figure of \$52,613). Within Skagit County, 12.0 percent of families are classified as below the poverty level. The same figure for Sedro-Woolley is 10.1 percent.

Relationship of Types of Employment to Housing Costs

As the data will indicate, The Housing Needs Assessment shows that a large number of Skagit County and Sedro-Woolley residents already experience difficulty finding an affordable home. A question related to projections of future housing affordability is whether the type of job growth is going to contribute to higher incomes and improved housing affordability or lower incomes and lower affordability. If employment trends hold steady, much of the job growth will occur in service sector and in food service occupations which generally have lower paying jobs. Many of these households will not be able to afford home ownership or market rate rental housing. Much of how employment will relate to housing cost depends on the strength of major local employers as well as broader economic development efforts citywide and in Skagit County more broadly.

HOUSING AFFORDABILITY

Housing Cost as a Percentage of Income Cost Burden

According to the US Census's 2007-2011 American Community Survey 5-Year Estimate the 2023 ACS estimates, 39.4 percent of property owners with a mortgage (estimated 2,232 households) in Sedro-Woolley paid more than 30 percent of their income on housing. In Skagit County 46.8 percent of property owners with a mortgage (estimated 9,800 households) paid more than 30 percent of their income on housing.

Within Sedro-Woolley, 39.1 percent of all renters paid more than 30 percent of their incomes for gross rent (estimated 571 households). Within Skagit County, 51.0 percent of renters paid more than 30 percent of their incomes for gross rent (estimated 6,812 households). Data identifying the number of households earning less than eighty (80) percent of the median income and paying more than thirty (30) percent of income for household costs has not yet been identified; however, it can be presumed that many household paying more than thirty (30) percent of their income for housing are likely to be identified as households in need of housing assistance.

In Skagit County, resources are available to assist first-time homebuyers with home purchase and to assist existing homeowners with the cost of weatherization and home repair. Funding for all three types of assistance is severely limited and demand is high. The US Department of Agriculture Rural Development provides loan and grant assistance to income eligible households.

Commented [MC28]: Believe this section is still accurate.

Single-Family Market

Regarding new construction of single family housing, developers are currently building for two housing markets—the “starter”/“step-up” buyers and the “custom” buyer. Sedro-Woolley is one of the most affordable markets for “starter” homes. These homes are marketed to families already owning a home and looking to transfer their equity to a new home and to step up in the market place. The home is also marketed to “commuter” households.

Multi-family Market

There are no significant multi-family development opportunities in East Skagit County due to the lack of infrastructure, especially sewer. Historically, the strongest markets for such housing are in Mount Vernon and Burlington. Land costs for multi-family development vary throughout the county, with the price of the land dependent on the availability of services, zoning, existing permits and the cost of the impact fees. If sufficient land is available and developable, and if financing is available at acceptable terms, existing private developers have the capacity to provide market rate rental and ownership.

development in amounts sufficient to meet expected demand.

Commented [MC29]: Propose to delete, out of date.

SUMMARY OF THE ANALYSIS AND INVENTORY

The analysis and inventory performed in the Skagit County Housing Needs Assessment illustrates that while the housing needs and availability, especially those of affordable housing, may not be as critical as other areas of the county, housing concerns still exist within the Sedro-Woolley urban growth area. Housing Needs Assessment for Sedro-Woolley shows an acute need for diverse housing options in the city area.

Commented [MC30]: Now that there is a Housing Needs Assessment done as part of this plan update, we don't need to reference a Skagit County analysis. I think the rest of the summary is still valid.

The ability to address these needs is vital to the social and economic vitality of the community. Shortages in the amount of housing may cause a potential employer not to locate to the community. Shortages of quality, affordable housing affordable across the whole range of households in the community causes distress to the individual and ultimately to the community.

35.12

INVENTORY OF LANDS

The projected population of Sedro-Woolley inside the city limits and within the UGA by the year 2025 is fifteen thousand (15,000).

There are roughly 1,909~~95~~ acres of residentially zoned land (not excluding rights-of-ways) in the city and its urban growth area. The approximate acreage in each of the ~~three-four~~ residential zones – Residential 15 (R15), Residential 7 (R7), ~~and~~ Residential 5 (R5), ~~and Residential 1 (R1, Environmentally Constrained)~~ – is as follows:

R15	R7	R5	R1
7190	607745	1,19860	33

(Sedro-Woolley also has an Residential 1 (R-1) zone, which is applied to areas with existing development in close proximity to unique environmentally sensitive areas. By definition, the R-1 zone does not have capacity for additional development, although it does have acreage as noted above.)

Commented [MC31]: Rewrote this section to focus on just zones that allow residential development and the capacity within those zones.

Additionally, the City's commercial zones allow residential units at varying degrees of intensity.

The land use and zoning designations are described in more detail in the Land Use Element.

The following densities are allowed in these zones:

- R5: minimum lot size of 8,400 square feet —roughly 5 dwelling units per acre
- R7: minimum lot size of 6,000 square feet for single family residences, 9,000 square feet for duplexes —roughly 7 dwelling units per acre
- R15: maximum 15 dwelling units per acre

Sufficient acreage has been set aside for residential development even with the discounting of developed property and minus infrastructure and critical area allowances. The city should continue to update the land use data in order to more accurately track and record land availability data for housing development. This data should be incorporated into the comprehensive plan during annual amendments. The following represents housing unit capacity within the city's zones under current development regulations:

<u>Zone</u>	<u>R1</u>	<u>R5</u>	<u>R7</u>	<u>R15</u>	<u>MC</u>	<u>TMCO</u>	<u>CBD</u>	<u>UVMU</u>	<u>Total</u>
<u>Housing Unit Capacity</u>	<u>0</u>	<u>1,103</u>	<u>407</u>	<u>86</u>	<u>460</u>	<u>46</u>	<u>82</u>	<u>403</u>	<u>2,587</u>

The Adequate Provisions Analysis portion of the Housing Element details where the city's housing capacity varies from its housing allocations by income bracket.

OPTIONAL AND AFFORDABLE HOUSING ADEQUATE PROVISIONS MADE TO ACCOMMODATE HOUSING FOR ALL

Through its housing element goals, ~~and policies, and actions,~~ the city of Sedro-Woolley ~~hopes to address both the provision of optional housing and affordable housing must demonstrate that it has made adequate provisions to remove barriers to housing capacity sufficient to accommodate the projected housing need by income bracket.~~ This section of the Housing Element summarizes the adequate provisions analysis presented in Appendix XX. Optional housing allows for a wide variety of housing types which are affordable to individuals in the community. Affordable housing is housing that is affordable to individuals in all economic sectors of the community.

Optional Housing Barriers to Housing Production by Unit Type and Affordability Level

The housing element recognizes that different households prefer various types of housing. ~~While the majority of property owners prefer direct ownership of a single-family dwelling on a parcel of property, some households prefer housing which requires little upkeep or maintenance. In addition, some households prefer, or due to economic necessity, must rent a dwelling unit as opposed to outright ownership. Appendix XX demonstrates that while production of low- and moderate-density housing has occurred at a rate sufficient to account for the housing need over the planning period, construction of low- and mid-rise multifamily units (the housing type most likely to be affordable to low-income households) has not been sufficient to account for the large need over the planning period, even with the land use changes and realized projects that occurred since the last periodic update.~~ Therefore, the Sedro-Woolley housing element encourages development regulations that support the following ~~housing policies:~~ housing types:

1. ~~Parcels of property~~ Zoning which that supports single-family homes (permitted uses in the R5, R7 and R15 zones, conditional uses in other zones).
2. Zoning which that supports development for townhouses and condominiums, ~~include cottage housing and unit lot subdivisions.~~
- 2-3. Zoning that allows Accessory Dwelling Units where single-family homes are allowed in accordance with GMA requirements.
- 3-4. Zoning which that allows for the conversion of second floors in the CBD zone into residential dwellings ~~or allows new mixed-use buildings with commercial on the first floor.~~
- 4-5. Zoning which that allows for a variety of multi-family housing which can be blended into the community (duplex units as a permitted use in the R7 zone on lots over nine thousand (9,000) square feet, planned residential developments, mixed commercial zoning which allows limited residential development, and live/work units in the industrial zone).

Affordable Housing

As indicated earlier in the housing element, the provision of affordable housing across all of the economic sectors may be difficult especially for the lower income economic sectors of the population. Therefore, the Sedro-Woolley housing element ~~encourages the following housing practices~~ has the following high-level objectives:

1. Lot sizes ~~which that~~ support various types of single-family housing (minimum six thousand (6,000) square foot lots in the R7 zone, minimum eight thousand four hundred (8,400) square foot lots in the R5 zone, plus allowance for Accessory Dwelling Units as required under the GMA.)
2. Zoning which that allows for a variety of multi-family housing, including middle housing

Commented [MC32]: Rewrote intro to this section to reflect changes in guidance from Commerce.

Commented [MC33]: Titles changed to sections throughout to match up with housing element guidance from Department of Commerce

Commented [MC34]: Rewrote to summarize what is in the revised Housing Element as described throughout.

Commented [MC35]: Added this to reflect successful adoption of cottage housing code - city to confirm.

Commented [MC36]: Added to account for requirements of HB 1337.

Commented [MC37]: These seem more like "objectives" than "practices".

Commented [MC38]: Added to account for RCW changes in HB 1337 re: ADUs

types in residential zones through use of Planned Residential Developments (PRDs), ~~(duplex units as a permitted use in the R7 zone on lots over nine thousand (9,000) square feet.~~

3. Work to achieve the city's ~~allocation of the countywide need for fair share of affordable low-income housing affordable to households making under 80 percent of the area median income within Skagit County.~~

4. ~~Support of programs that~~which provide low-income and special needs housing.

5. Support of programs ~~that~~which encourage rental and owner rehabilitation and weatherization of existing dwelling units.

6. ~~On-going reevaluation of development regulations and impact fee alternatives which support and encourage the construction of affordable housing where appropriate.~~

~~6.7. Protect existing, naturally occurring affordable housing to protect against potential displacement that would result in racially disparate impacts.~~

Commented [MC39]: This is already the case under existing PRD regulations, so this change is simply to acknowledge the role of the PRD in providing moderate/middle housing options.

Commented [MC40]: Rewritten to align with updated RCW on housing element requirements.

Commented [MC41]: This overall objective already supports the proposed density bonus for affordability and other measures the City may consider.

Commented [MC42]: More flexibility plus the word "encourage" to align with potential density incentive.

Commented [MC43]: Adding this as a high-level objective based on the racially disparate impacts and displacement risks analysis.

Adequate Provisions Made to Address Housing Gaps

PLACEHOLDER

Commented [MC44]: Will summarize results of this section of the housing analysis here.

3.18

RACIALLY DISPARATE IMPACTS, DISPLACEMENT, AND DISPLACEMENT RISK

New GMA provisions require that the City's housing element analyze racially disparate impacts, document historical displacement in housing, and assess displacement risk for Sedro-Woolley's residents. The Housing Needs Assessment located in Appendix XX contains analyses of data for racially disparate impacts, displacement, and displacement risk that are summarized here.

Racially Disparate Impacts

PLACEHOLDER

Commented [MC45]: Will summarize results of this portion of the housing analysis.

GOALS, POLICIES AND ACTIONS

The goals, policies, and strategies of this housing element describe how Sedro-Woolley proposes to address the identified needs for future housing development. These goals, policies, and ~~strategies-actions~~ articulate the city's priorities for allocation of resources, production of specific housing types, housing affordability, and the preservation of existing housing stock.

Goal H1: To provide sound, adequate housing for all current and future Sedro-Woolley residents.

Policy H1.1: Install supporting infrastructure in areas of higher density housing as a public, private, or public/private driven effort.

Policy H1.2: ~~Pursue~~~~Secure~~ federal and/or state funds to provide housing to ~~low-income households, people experiencing or at risk of homelessness, and~~ special needs populations. ~~(Including, but not limited to: disabled, low-income, homeless.)~~

Policy H1.3: ~~Establish/maintain a program to p~~Protect historically significant housing sites and structures.

Policy H1.4: Establish joint home conservation programs and campaigns with ~~Puget Power~~~~Sound Energy~~. Provide support for weatherization and home repair programs.

Policy H1.5: Work to develop an incentive-based city-wide home improvement program.

Policy H1.6: Encourage sustainable housing practices to provide energy efficiency and environmentally responsive design.

Goal H2: To provide ~~affordable housing~~housing that is affordable to ~~for~~ all current and future Sedro-Woolley residents.

Policy H2.1: Encourage affordable housing for ~~older adult~~~~the elderly~~. As an alternative, ~~the elderly~~~~older adults~~ should be accommodated in safe, well-maintained multiple-unit structures ~~accessory dwelling units, or other suitable units~~.

Policy H2.2: Encourage affordable housing for those with special needs. (Including, but not limited to: disabled, low-income, homeless).

Policy H2.3: Encourage affordable housing for all household types, including seasonal workers, single parents, extended families, and group homes.

Policy H2.4: Encourage affordable housing ~~types~~units and revitalization of unused residential spaces above the retail buildings in the ~~historic downtown area~~~~central business district~~.

Policy H2.5: Together with appropriate agencies, encourage the development of housing for low-income ~~households~~ and first-time homebuyers. Encourage public, private and non-profit associations efforts (i.e. Habitat for Humanity, Self-Help Housing) within the low- and moderate-income housing market.

Policy H2.6: Evaluate local development regulations for effects on housing costs. Change development regulations that unnecessarily add to housing costs.

Policy H2.7: Maintain easy access to the permitting process.

~~Policy H2.8: Strive to have constructed the city's fair share of affordable housing.~~

~~Policy H2.9: Establish and maintain density incentives for housing affordable to households making under 80 percent of the area median income where appropriate.~~

Commented [MC46]: Updated.

Commented [MC47]: Propose to change the wording to emphasize that affordability can be a challenge for any household regardless of income if units that meet their needs, whatever they are, are scarce. "Affordable housing" has connotations that for many mean "only low-income households." The proposed change would be more inclusive.

Commented [MC48]: Since allowing people to age in place is a primary purpose of ADUs I suggest adding this to existing policy.

Commented [MC49]: CBD is the more accurate term from a planning/zoning point of view.

Commented [MC50]: This one may be duplicative of other policies and requirements of the housing element, consider deleting.

~~Policy H2.10: Explore a targeted inclusionary zoning program and associated development regulations for the mixed-use and multifamily zones aimed at very low-income households.~~

~~Policy H2.11: Collect data on achieved density and observed rents and home prices in developments as feasible to determine whether density incentives and other housing tools are achieving the unit types and affordability levels needed to meet housing element requirements leading up to the comprehensive plan 5-year check-in in 2030.~~

~~Policy H2.12: Manufactured housing which meets the State Labor and Industries Code shall be permitted in any zoning districts in the city where single-family dwellings are allowed.~~

Commented [MC51]: Added 2 policies to support density incentive and exploring the idea of an inclusionary zoning program.

Commented [MC52]: Moved from actions, this is more a policy-level statement. Already done in code but important to maintain policy language on this subject.

Goal H3: To benefit social well-being and health through housing design.

Policy H3.1: Require usable outdoor recreation space as part of all residential developments ~~where feasible.~~

~~Policy H3.2: Require semi-public indoor space accessible to community groups as part of multi-family residential developments.~~

Policy H3.3: Coordinate common recreation space consistent with surrounding residential density. ~~Over-allocate common recreation space in densely populated areas.~~

Policy H3.4: Coordinate common areas of linked open space between multi-family developments. Maintain these spaces through a public-private partnership.

Policy H3.5: Require clearly marked access for fire protection, parking, and solid waste collection. Use a universal design for these markings.

Policy H3.6: Encourage “cluster” single-family residential development within the R7 and R5 land use designations. Cluster developments are characterized by areas of common open space shared and maintained by residents of the development.

Policy H3.7: Allow planned residential developments (PRD’s) within the ~~R15, R7, and R5 zones land use designation as a conditional use. PRD developments are characterized by a variety of housing products, including cottages, and provide indoor and outdoor common space for residents.~~

~~Policy H3.8: Work to develop multi-family and single-family residential design recommendations based on a participatory design process with community residents.~~

Policy H3.9: Encourage the development of housing which meets certification standards such as Leadership in Energy and Environmental Design (LEED) or Green Builders Association.

Policy H3.10: Encourage the use of sustainable, alternative housing designs within the city.

Policy H3.11: Promote and encourage community gardens in residential developments.

Policy H3.12: Prioritize the development of new community garden sites in low-income and under-served neighborhoods.

Commented [MC53]: Requiring outdoor recreation space in small infill projects can reduce the actual capacity of a site without meaningfully adding real outdoor recreation space. In rare cases, it can make a project nonviable. My added language gives you flexibility, but there should be some thinking given to not requiring under a certain unit count, or not in short plats, or waived if within safe walking distance of a public park.

Commented [MC54]: Propose deleting this policy. This works at cross-purposes with the goals of providing enough multifamily and middle housing to meet the community’s needs within the planning period.

Commented [MC55]: Propose to delete this sentence. Not clear what “over-allocate” means from a development regulations point of view. Doesn’t seem very enforceable.

Commented [MC56]: Added per Planning Commission recommendation from May 6 meeting.

Commented [MC57]: Overlap with H5.1. Adding participatory design process language to that policy.

Commented [MC58]: It seems this covers the city’s new cottage housing regulations and that no new policies are needed as a result.

Commented [MC59]: Is there a definition for under-served? If not, consider adding a definition or removing.

Goal H4: To conserve the social characteristics of existing residential development and maintain a natural balance with the environment.

Policy H4.1: Develop a mix of multi-family residential units and single-family units throughout the community.

Policy H4.2: Encourage retail-compatible mixed uses (including residences) on the ~~upper second floors~~ in the central business district.

Policy H4.3: Encourage the development of residential structures that respect existing view of the natural features, and the right of everyone to enjoy them.

Policy H4.4: Explore the adoption of a city-wide incentive program for residential maintenance.

Commented [MC60]: Modified this to reflect that while adding additional floors to existing buildings is unlikely, there is a bit of vacant or underutilized land in the CBD zone where floors higher than 2 would be possible under code.

~~Policy H4.5: Establish zoning and other development regulations that protect naturally occurring affordable housing to mitigate displacement risk.~~

~~Policy H4.5: Require that developed and designed residential structures comply with the critical areas ordinances such as wetlands, frequently flooded areas, drainage, steep slopes, aquifer recharge areas, migratory routes and natural wildlife habitat.~~

Goal H5: To create and approve processes that allow for bold innovation and diversity.

Policy H5.1: Explore an administrative design review process in the residential land use designations through a participatory design process with community residents.

Policy H5.2: Allow permits for home businesses that have little impact on surrounding developments.

Policy H5.3: Create non-discriminatory zoning regulations for group homes, consistent with the Federal Fair Housing Act.

Policy H5.4: Establish standards for factory-built homes within single-family land use areas, consistent with WAC 296-150B. (Design standards and inspection procedures for mobile homes.)

Policy H5.5: Encourage the development of diverse housing for a variety of families throughout the community.

~~Policy H5.6: Develop and provide to applicants standard plan sets for certain development types to reduce costs and permit review times.~~

Objectives/Actions

~~As part of the ongoing process to update the comprehensive plan, during periodic updates and the five-year check-in for the comprehensive plan, the city will conduct an Affordable Housing Assessment should update the data and analysis in the Housing Needs Assessment to thoroughly evaluate the affordability of housing in the city.~~

~~To promote a wide variety of residential densities and housing types to create an adequate choice of attractive living accommodations for persons desiring to reside in Sedro-Woolley.~~

~~To promote fair and equal access to housing for all persons regardless of race, color, religion, gender, sexual orientation, age, national origin, family status, source of income, or disability.~~

~~To promote strong residential neighborhoods through public investments in physical improvements intended to enhance neighborhood identity and through public policy decisions intended to protect and preserve existing neighborhoods.~~

~~To encourage the availability of affordable housing to all economic segments of the population of the city.~~

~~To encourage the maintenance and creation of healthy residential neighborhoods as well as the revitalization of those that are declining.~~

Encourage small-scale multifamily (four units or less) within existing single-family neighborhoods. Such structures should be designed to complement existing neighborhoods.

Encourage a high level of design and architectural amenities in all housing designs by developing and administering a clear and easy to understand administrative design review process. The objective of design review should be to result in subdivision, site, and building design that fits into the context and is compatible in form, scale, and general architectural style with surrounding development to the greatest degree feasible.

~~Provide for a range of densities to ensure maximum choice in housing options for persons desiring to live in Sedro-Woolley.~~

~~Promote single-family and multiple-family housing design, including subdivision, site and building design, which enhances the community image and ensures compatibility with surrounding development.~~

Promote residential development in commercial areas where combining such uses would promote the vitality and

Commented [MC61]: Added (new) policy H4.5 to address displacement risk coming out of the HNA analysis.

Commented [MC62]: Requiring that residential structures comply with the CAO is not necessary. This is the case for all development, and this policy doesn't really tell the city to do anything it isn't already required to do, baked into the GMA and the requirements of the CAO.

Commented [MC63]: Once the city is large enough to have to comply with HB 1110 (middle housing), design review for those units must be administrative. This policy direction encourages the city to explore that route rather than establishing a design review board to pre-position for when this section of the GMA kicks in. This will not be within this planning period, but it is still recommended so you don't have to walk back a design review board program later.

Commented [MC64]: Added policy per Planning Commission feedback from May 6 meeting to promote development of standard pre-approved plans for cottages, ADUs, park models and other middle housing types.

Commented [MC65]: One broad suggestion I have for this section would be that each action show which policy or policies it helps implement. That should wait until the Council has provided direction on which changes it would like to see to policies. Nevertheless, I've made edits below to existing actions and proposed some new actions as well.

Commented [MC66]: Tried to make this more specific and actionable and links to the housing needs assessment as a basis for ongoing analysis.

Commented [MC67]: These seem like re-statement of goals and are not specific enough to be considered actions. Consider removing as these topics are already covered elsewhere.

Commented [MC68]: Word choice

Commented [MC69]: Made more specific by encouraging the City to develop an admin design review process.

Commented [MC70]: Moved an existing action in here from below.

Commented [MC71]: Too vague to be considered an action, and there is already policy language that covers this.

Commented [MC72]: Incorporated this language into another action above since it seems duplicative.

economic viability of the area.

~~Reduce setbacks in commercial zones where proposed residential uses in those zones would abut existing residential areas consistent with setbacks for comparable residential zones.~~

Promote the development of live/work units in industrial areas where such uses would act as a transition with single-family uses and where the degree of industrial activity will not significantly impact the residents, ~~including in the area currently in the Transitional Mixed Commercial Overlay as the City revisits that designation.~~

Schedule regular infrastructure maintenance in residential areas to preserve the ~~character, infrastructure and built form~~ and ensure the continued vitality of existing neighborhoods.

Through the subarea planning process, consult with neighborhoods regarding desired improvements to enhance the identity of their area. Such improvements may include, but are not limited to: park facilities, transportation system improvements, special neighborhood signage, special lighting, and street furniture such as benches and information kiosks.

Assist non-profit agencies and groups to plan and develop low- and moderate-income housing and support services ~~by assisting with grant applications, offering low-cost leases on city-owned land where feasible, and developing process improvements like permit fast-tracking or reduced system development charges for such projects.~~

Explore the amendment of the zoning ordinance to provide density bonuses to those who will agree to build affordable housing ~~and ensure through covenants that those units will be affordable for a minimum length of time as the Planning Commission and Council deem appropriate. [This includes in the Planned Residential Development code, which could include a true density bonus above the maximum in code but limited to a small number of units per acre and contingent upon design criteria being met]~~

~~Identify future areas for high density housing in developed zones of the city consistent with the general neighborhood's land use characteristics.~~

Explore the amendment of the zoning ordinance to prohibit construction of housing units that would prohibit children unless the project is for defined target populations (e.g. the elderly).

Coordinate with the Sedro-Woolley Housing Authority, Skagit County planning department, human services agencies, and other appropriate agencies to determine an equitable distribution of affordable housing and housing for special populations.

Explore ~~other~~ strategies to promote the development of non-assisted affordable housing in the private sector. Such strategies may include, but are not limited to the following:

- Requiring a certain percentage of dwelling units in a development to meet affordability ~~criteria (i.e., inclusionary zoning).~~
- ~~Providing density incentives within a development if a certain percentage of affordable units are constructed.~~
- Rezoning land to allow higher densities;
- ~~Eliminating any current occupancy restrictions on accessory dwelling units. Enacting and maintaining regulations on accessory dwelling units that comply with GMA requirements.~~
- ~~Allowing residential uses in commercial and industrial zones.~~
- Providing for more flexible dimensional standards (such as street widths, setbacks, and lot coverage).

Support development of government-assisted housing providing that it is dispersed throughout the community rather than concentrated, and ~~that~~ adheres to high design standards within funding constraints.

~~Develop, advertise, and periodically review pre-approved plans for accessory dwelling units, park model homes, cottages, and other middle housing types as appropriate in order to reduce costs and development timelines.~~

Commented [MC73]: Added based on staff feedback and discussion with the Planning Commission on ways to encourage residential uses where allowed in commercial zones.

Commented [MC74]: Added to more tightly link housing element to land use element.

Commented [MC75]: Replaced "character" with something more specific and useful from a capital facilities and development regulations point of view.

Commented [MC76]: Added some specific suggestions that will give the city guidance on implementing related policies.

Commented [MC77]: Described a specific mechanism by which this could occur to make this action more easily implemented and understood by decision makers.

Commented [MC78]: Added this sentence consistent with Planning Commission feedback from May 6 meeting where interest was expressed in exploring a true density bonus for PRDs when affordability is designed into the project.

Commented [MC79]: This is basically what the comprehensive plan entails from a land use perspective; including this as an action isn't all that helpful.

Commented [MC80]: Added this term to make it more clear what is being discussed

Commented [MC81]: This one's already covered above.

Commented [MC82]: Rewrote this one to broaden the ADU regulation changes needed beyond just occupancy.

Commented [MC83]: This one's already covered above as well.

Commented [MC84]: Added because of Planning Commission feedback that was highly supportive of this idea.

Commented [MC85R84]: Added language on cottages, park models, and others per Planning Commission feedback from May 6 meeting to promote development of standard pre-approved plans for cottages, ADUs, park models and other middle housing types.

Undertake efforts to support maintenance and revitalization of older housing in the city in an effort to reduce long-term decline in Sedro-Woolley's older neighborhoods.

~~Manufactured housing which meets the State Labor and Industries Code shall be permitted in any zoning districts in the city where single-family dwellings are allowed.~~

In compliance with state regulations, group homes and foster care facilities should be permitted in any zoning districts in the city which allows residential development, subject to conditions to ensure compatibility with surrounding development in terms of bulk and scale of buildings and operational aspects such as parking, noise, and light and glare generation.

~~The city will explore~~Explore development of site selection criteria for the location of housing for ~~the elderly~~older adults. In so doing, the city will encourage the provision of smaller units (with one or two bedrooms) and more compact housing types (cluster, town house, apartment, or condominiums). In siting development for ~~older adults~~the elderly, the city will also review the proximity to shopping, hospitals, public transportation routes, retail and service centers, and parks.

~~Continue to conserve existing~~ ~~The city will continue its primary role in the conservation of~~ housing through public investment in the infrastructure servicing the area (storm drainage, sewer, street paving, recreation) and zoning to prevent incompatible land uses and depreciation of property value.

~~The city will continue to implement its~~Continue to implement and periodically evaluate the code enforcement program and ~~will attempt to motivate property~~ owners to repair and improve maintenance of their structures.

~~Explore the development of a zone or zoning overlay for the city's existing manufactured home parks and any that may become a part of the city in the future as a result of annexation.~~

~~Consider a program that would partner with providers of affordable housing to offer residents of affordable units displaced by new development right of first refusal for nearby existing units.~~A

Commented [MC86]: Replaced with "older adults" as "the elderly" has fallen out of fashion in planning terminology; just a suggestion

Commented [MC87]: Minor text suggestions to improve implementation

Commented [MC88]: Syntax suggestions to improve implementability of this action.

Commented [MC89]: Added two actions related to preventing displacement (new policy H4.5).