

Next Ord:2101-25
Next Res:1163-25

CITY COUNCIL AGENDA

May 28, 2025

6:00 PM

**Sedro-Woolley Municipal Building
Council Chambers
325 Metcalf Street**

- a. Call to Order**
- b. Pledge of Allegiance**
- c. Roll Call**
- d. Approval of Agenda**
- e. Consent Agenda**

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

- 1. Minutes - City Council Study Session Meeting - May 7, 2025
- 2. Minutes - Regular City Council Meeting - May 14, 2025
- 3. Check Register - Regular
- 4. Police Department Surplus Vehicles - Resolution 1162-25
- 5. Legal Action - Unlawful Detainer
- 6. Interlocal Agreement Amendment - Cities of Burlington, Mount Vernon, Anacortes, and Sedro-Woolley - Shared Indigent Defense Services

- f. Introduction of Special Guests and Presentation**

- 1. Swearing In New Police Officer Zihumara Baxin-Segura
- 2. Swearing In New Police Officer Hilton Hostler
- 3. Executive Director of Family Promise of Skagit Valley Audrea Woll

- g. City Administrator Report**

- h. Councilmember and Mayor's Report**

- i. Proclamation(s)**

- j. Public Hearing(s)**

- 1. 2026-2031 Six-Year Transportation Improvement Program

- 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. 2025 Budget Amendment No. 1 - Ordinance 2098-25 - 2nd Read
2. Amendments to Title 17 SWMC Off-Street Parking and Loading - Ordinance 2096-25 - 2nd Read
3. Professional Services Agreement - North County Public Defense - For Indigent Defense Services

m. New Business

1. Amendments to Chapter 2.90 and Title 17 SWMC to Add Regulations for Cottage Clusters - Ordinance 2099-25 - 1st Read
2. Comprehensive Plan DRAFT - Chapter 4 - Transportation Element
3. Amended Scope and Budget for Comprehensive Plan
4. Award Authorization - 2025 Pavement and Pedestrian Improvements Project
5. Award Authorization - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements

n. Information Only Items

1. Summary of Planning Commission Feedback on the Draft Introduction and Housing Element for the 2025 Comprehensive Plan

o. Executive Session

p. Adjournment

Next Meeting(s) City Council - June 11, 2025

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

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

Join Zoom Meeting:

<https://zoom.us/j/91786850179?pwd=Vys0Y29XalZmQTRmemJBM2txVDIUQT09>

or dial by location at:

- +1 253 215 8782 US (Tacoma)
- +1 669 900 6833 US (San Jose)
- +1 346 248 7799 US (Houston)
- +1 929 205 6099 US (New York)
- +1 301 715 8592 US (Washington DC)
- +1 312 626 6799 US (Chicago)

Meeting ID: 917 8685 0179

Passcode: 091845

City of Sedro-Woolley

City Council - May 28, 2025



City Council Agenda Item

Agenda Item No.: e.1.

Date: May 28, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - City Council Study Session Meeting - May 7, 2025

RECOMMENDED ACTION:

Motion to approve the City Council meeting minutes for the Study Session held on May 7, 2025.

BACKGROUND/SUMMARY INFORMATION:

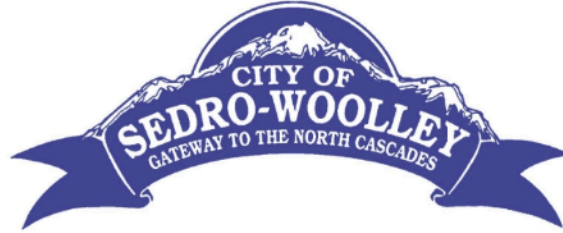
Minutes recorded from the City Council Study Session held on May 7, 2025.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. May 7, 2025 City Council Study Session minutes



Study Session of the City Council
May 7, 2025 - 6:00 PM Hybrid Meeting

a. Call to Order

Mayor Pro Tem Henderson, called the meeting to order at 6:00 P.M.

b. Pledge of Allegiance

c. Roll Call

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

d. Introduction of Special Guests and Presentation

e. Unfinished Business

f. New Business

1. Exploration of Developing a Regional Fire Authority

City Administrator Charlie Bush and Fire Chief Frank Wagner spoke with the Council regarding interest in learning more about how a regional fire authority could work between the City and District 8. Forming a Regional Fire Authority can often result in cost savings and more seamless service for the public. The staff recommend proceeding with drafting an Interlocal Agreement to explore this topic if there is sufficient interest from the Council to review the proposed contract.

Motion made by Councilmember Diamond and seconded by Councilmember Burns to move forward with an Interlocal Agreement Developing a Regional Fire Authority. Motion carried (6-0).

g. Public Comments

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

Written comments will be accepted by letter or via email at finance@sedro-woolley.gov Attn: 'Public Comment' until 4:30pm the day before the meeting.

A public comment period was held.

h. Executive Session

1. Discussion with Legal Counsel the Legal Risks of Current or Proposed Action (RCW 42.30.110(1)(i))

At 6:36pm Mayor Pro Tem Henderson announced that the City Council, along with City Attorney Nikki Thompson, would be in executive session to discuss with legal counsel current or potential litigation (RCW 42.30.110(1)(i)) for forty-five minutes, to return at 7:19pm.

At 7:21pm City Administrator Charlie Bush announced that the executive session would be extended to 7:30pm

At 7:30pm City Administrator Charlie Bush announced the executive session would be extended to 7:40pm.

At 8:10 Mayor Pro Tem Henderson returned and announced no action had been taken.

i. Adjournment

The meeting adjourned at 8:13 P.M.

ATTEST:

APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.2.

Date: May 28, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - May 14, 2025

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting, held on May 14, 2025.

BACKGROUND/SUMMARY INFORMATION:

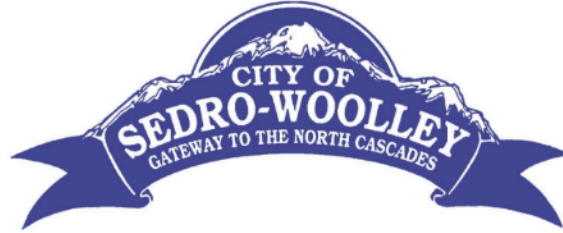
Minutes recorded for Regular City Council meeting held on May 14, 2025.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. May 14, 2025 Regular City Council Minutes



Regular Meeting of the City Council
May 14, 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 Burns to approve the consent agenda. Motion carried (7-0).

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

Sedro-Woolley Building Inspector Lowell Ausmus shared a presentation regarding building safety.

g. Proclamation(s)

1. 2025 Building Safety Month Proclamation

Mayor Julia Johnson shared a Proclamation recognizing the month of May as Building Safety Month.

h. City Administrator Report

1. Downtown Painting Follow-Up

City Administrator Charlie Bush shared updates on the downtown painting of buildings as a result of the awarded Community Development Grant.

2. Update on Indigent Defense

City Administrator Charlie Bush gave updates on the Indigent Defense Agreement.

i. Councilmember and Mayor's Report

Councilmember Kesti spoke about concerns on social media regarding the Special Events Ordinance and how it was presented.

Councilmember Diamond announced she had attended the Business and Development Committee Meeting, and shared complaints of Christmas decor still up in or around the windows of businesses in town.

Councilmember Diamond spoke about concerns from constituents regarding Trail and Cook Rd traffic, and also shared complaints regarding the Special Events Ordinance and how it was presented to the public.

Councilmember Loy had nothing to report.

Councilmember Henderson spoke about a roadway concern on 4th St and Warner St.

Councilmember Cocke attended the Planning and Business Committee Meeting and shared information regarding murals.

Councilmember Burns spoke about 7th and Talcott St being closed for Central Elementary and asked why it stays closed year round, and then mentioned it being Police Officer Memorial Day and thanked the police for their service.

Councilmember Lavacca spoke about the Special Events Ordinance and comments received from constituents.

Mayor Julia Johnson commented on the 1590 House Bill available on our website and received news from a company called Safewise that completes safety surveys, and Mayor Julia Johnson was pleased to announce that Sedro-Woolley was rated #2 in the safest city report.

j. Public Hearing(s)

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

Finance Director Kelly Kohnken presented the 2025 Budget Amendment No. 1, Ordinance 2098-25.

No action was taken.

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.

Brenda Suryan Sem, Dottie Chandler, Bonnie Irish, and Germaine Kornegay made a public comment.

l. Unfinished Business

1. Special Events Code Discussion

City Administrator Charlie Bush, City Attorney Nikki Thompson and City Council had a discussion regarding the Special Events Code, including provision for the city to recover its costs. There was further discussion regarding Lodging Tax award data and options for potential revisions to the SWMC.

m. New Business

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

Public Works Director Bill Bullock presented the Contract Supplement No. 4, Reichhardt & Ebe Engineering, Township Street (SR9) and John Liner, McGargile Rd Intersection improvements.

Motion made by Councilmember Cocke and seconded by Councilmember Burns to amend the professional services agreement with Reichhardt & Ebe (R&E) to cover construction management services required for the Township Street (SR9) and John Liner Rd, McGargile Rd Intersection. Motion carried (7-0).

2. Comp. Plan Update - DRAFT Chapter 1 - Introduction

Community Development Director Tom Glover and Donna Keeler from Facet introduced Draft Chapter 1 of the Comp Plan Update and shared a PowerPoint.

3. Comp. Plan Update - DRAFT Chapter 2 - Land Use Element

Community Development Director Tom Glover, Donna Keeler and Matt Covert from Facet introduced Draft Chapter 2 of the Comp Plan Update and shared a PowerPoint about the Land Use Element.

4. Comp. Plan Update - DRAFT Chapter 3 - Housing Element

Community Development Director Tom Glover and Donna Keeler from Facet introduced Draft Chapter 3, Comp Plan Update and shared a Powerpoint about the 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))

At 9:50pm, Mayor Julia Johnson announced the City Council along with City Attorney Nikki Thompson would be in executive session for ten minutes to return at 10:00pm.

At 10:00pm Mayor Julia Johnson announced the Executive Session would be extended for five minutes, to return at 10:05pm.

At 10:05pm Mayor Julia Johnson announced the Executive Session would be extended for five minutes, to return at 10:10pm.

At 10:10pm Mayor Julia Johnson along with the City Council members returned.

No action was taken.

p. Adjournment

The meeting adjourned at 10:10 P.M.

ATTEST:

APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.3.

Date: May 28, 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 #204464 through #204541, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61390 through #61396.

FISCAL IMPACT, IF APPROPRIATE:

Claims checks, plus EFTs, totaling \$365,252.34

Payroll totaling \$433,551.35

ATTACHMENTS:

1. 2025-05-28 Check Register

CHECK REGISTER

City Of Sedro-Woolley

Time: 13:57:17 Date: 05/21/2025

05/28/2025 To: 05/28/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5084	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	87.40	
					101 - 576 80 47 052 - Bingham Caretaker	87.40	
5085	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	298.97	
					001 - 522 50 47 000 - Public Utilities	298.97	
5086	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	5.85	
					104 - 559 30 01 105 - Utility Payments on Redevelop	5.85	
5087	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	136.99	
					412 - 537 80 47 000 - Public Utilities	136.99	
5088	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	26.23	
					401 - 535 80 47 000 - Public Utilities	26.23	
5089	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	135.30	
					103 - 542 63 47 000 - Public Utilities	135.30	
5090	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	36.15	
					101 - 576 80 47 050 - Hammer Square	36.15	
5091	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	285.77	
					101 - 576 80 47 020 - Senior Center	285.77	
5092	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	413.03	
					101 - 576 80 47 070 - City Hall	413.03	
5093	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	49.38	
					001 - 521 20 47 000 - Public Utilities	49.38	
5094	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	24.57	
					401 - 535 80 47 000 - Public Utilities	24.57	
5095	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	116.32	
					101 - 576 80 47 053 - Other Utilities	116.32	
5096	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	103.94	
					101 - 576 80 47 010 - Community Center	103.94	
5097	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	661.63	
					101 - 576 80 47 070 - City Hall	661.63	
5098	05/28/2025	Claims	2	EFT	Cascade Natural Gas Corp	34.50	
					401 - 535 80 47 000 - Public Utilities	34.50	
5099	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					101 - 576 80 47 053 - Other Utilities	14.91	
5100	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	151.66	
					104 - 559 30 01 104 - Utility Payments on Redevelop	151.66	
5101	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					104 - 595 20 63 082 - RW Trail Road Extension	14.91	
5102	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	14.91	
					104 - 595 20 63 082 - RW Trail Road Extension	14.91	
5103	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	165.90	
					104 - 559 30 01 105 - Utility Payments on Redevelop	165.90	
5104	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	98.82	
					101 - 576 80 47 025 - Olmsted Park	98.82	
5105	05/28/2025	Claims	2	EFT	City of Sedro-Woolley	41.27	
					001 - 558 60 49 041 - Miscellaneous - Planning And	41.27	
5106	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	50.39	

CHECK REGISTER

City Of Sedro-Woolley

Time: 13:57:17 Date: 05/21/2025

05/28/2025 To: 05/28/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			101 - 576 80 47 000 - Riverfront			50.39	
5107	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	64.59	
			102 - 536 20 47 000 - Public Utilities			64.59	
5108	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			101 - 576 80 47 000 - Riverfront			43.29	
5109	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	392.90	
			101 - 576 80 47 000 - Riverfront			392.90	
5110	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	79.19	
			412 - 537 80 47 000 - Public Utilities			79.19	
5111	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	265.07	
			401 - 535 80 47 000 - Public Utilities			265.07	
5112	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	414.21	
			101 - 576 80 47 070 - City Hall			414.21	
5113	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	242.51	
			101 - 576 80 47 053 - Other Utilities			242.51	
5114	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	178.60	
			101 - 576 80 47 051 - Bingham / Memorial			178.60	
5115	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			101 - 576 80 47 040 - Train			43.29	
5116	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	39.33	
			101 - 576 80 47 070 - City Hall			39.33	
5117	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	207.01	
			101 - 576 80 47 050 - Hammer Square			207.01	
5118	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			401 - 535 80 47 000 - Public Utilities			43.29	
5119	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			001 - 521 20 47 000 - Public Utilities			43.29	
5120	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	72.08	
			401 - 535 80 47 000 - Public Utilities			72.08	
5121	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	43.29	
			401 - 535 80 47 000 - Public Utilities			43.29	
5122	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	200.20	
			101 - 576 80 47 010 - Community Center			200.20	
5123	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	408.21	
			101 - 576 80 47 020 - Senior Center			408.21	
5124	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	392.90	
			101 - 576 80 47 000 - Riverfront			392.90	
5125	05/28/2025	Claims	2	EFT	Cnty of Skagit Public Utility	522.70	
			401 - 535 80 47 000 - Public Utilities			522.70	
5126	05/28/2025	Claims	2	EFT	US Bank -- Purchase Cards	17,503.29	
			401 - 343 50 00 000 - Sewer Service Charges			-55.35	
			412 - 343 70 00 000 - Garbage/Solid Waste Fees			-55.34	
			001 - 514 23 31 000 - Supplies			54.28	
			001 - 514 23 49 030 - Misc-Tuition/Registration			28.52	
			001 - 514 23 49 030 - Misc-Tuition/Registration			-1,365.00	
			001 - 518 80 43 000 - Travel/Meals			53.95	
			001 - 518 80 49 010 - Tuition/Registration			564.79	
			001 - 518 80 49 010 - Tuition/Registration			3,750.00	

CHECK REGISTER

City Of Sedro-Woolley

Time: 13:57:17 Date: 05/21/2025

05/28/2025 To: 05/28/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		001 - 518 80 49 010 - Tuition/Registration				225.00	
		001 - 521 20 26 000 - Uniforms/Accessories				184.50	
		001 - 521 20 26 000 - Uniforms/Accessories				350.00	
		001 - 521 20 26 000 - Uniforms/Accessories				402.27	
		001 - 521 20 31 002 - Office/Operating Supplies				238.91	
		001 - 521 20 31 002 - Office/Operating Supplies				53.40	
		001 - 521 20 31 002 - Office/Operating Supplies				138.99	
		001 - 521 20 41 001 - Professional Services				35.95	
		001 - 521 30 31 010 - Public Education Supplies				352.95	
		001 - 521 40 43 000 - Travel				462.47	
		001 - 521 40 43 000 - Travel				361.60	
		001 - 521 40 43 000 - Travel				144.78	
		001 - 521 40 49 000 - Tuition/Registration				400.00	
		001 - 521 40 49 000 - Tuition/Registration				400.00	
		001 - 521 40 49 000 - Tuition/Registration				399.00	
		001 - 522 20 31 010 - Office Supplies				101.94	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				2,294.94	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				842.36	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				1,498.63	
		401 - 535 80 31 000 - Office Supplies				108.55	
		401 - 535 80 41 000 - Professional Services				50.00	
		401 - 535 80 41 000 - Professional Services				50.00	
		401 - 535 80 49 010 - Misc-Dues/Subscriptions				19.00	
		401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp				19.00	
		103 - 542 30 48 010 - Repair/Maintenance-Equip				23.96	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				3,244.98	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				970.17	
		001 - 591 80 70 517 - Leases + Subscription IT (SBITA				255.30	
		501 - 594 22 64 501 - Vehicles - Fire				347.46	
		501 - 594 42 64 000 - Equip & Vehicles - Streets				329.95	Unit 346 upfitting
5127	05/28/2025	Claims	2	EFT	WA St Dept of Revenue	23,521.77	
		425 - 531 50 44 000 - Taxes & Assessments				1,517.99	
		401 - 535 80 44 010 - Taxes & Assessments				8,643.54	
		102 - 536 20 44 010 - Taxes And Assessments				188.77	
		106 - 536 30 44 010 - Taxes and Assessments				5.25	
		412 - 537 80 44 001 - Taxes & Assessments				12,819.80	
		101 - 576 80 44 010 - Taxes And Assessments				127.12	
		102 - 589 30 11 102 - DO NOT USE - Sales Tax Remitt				219.30	
5128	05/28/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	287.12	
		101 - 576 80 47 070 - City Hall				287.12	
5129	05/28/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	236.60	
		001 - 518 80 42 021 - Internet Services				236.60	
5130	05/28/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	460.05	
		401 - 535 80 42 020 - Telephone				460.05	
5131	05/28/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	868.80	
		001 - 512 50 42 020 - Telephone				52.13	
		001 - 513 10 42 020 - Telephone				78.19	
		001 - 514 23 42 020 - Telephone				78.19	
		001 - 515 31 42 001 - Telephone				34.75	
		001 - 518 80 42 020 - Telephone				26.06	
		001 - 521 20 42 020 - Telephone				260.64	
		001 - 522 20 42 020 - Telephone				95.57	
		001 - 524 20 42 020 - Telephone				26.06	
		401 - 535 80 42 020 - Telephone				69.50	
		412 - 537 80 42 020 - Telephone				34.75	
		103 - 542 30 42 020 - Telephone				8.69	
		001 - 558 60 42 020 - Telephone				26.06	
		101 - 576 80 42 020 - Telephone				17.38	
		001 - 595 10 42 020 - Telephone				60.83	

CHECK REGISTER

City Of Sedro-Woolley

Time: 13:57:17 Date: 05/21/2025

05/28/2025 To: 05/28/2025

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
5132	05/28/2025	Claims	2	204464	A-1 Mobile Lock & Key	108.60	
		101 - 576 80 48 005 - Senior Center				108.60	
5133	05/28/2025	Claims	2	204465	A-1 Safety Tree Service	6,841.80	
		102 - 536 20 48 030 - Repair/Maintenance-Land				6,841.80	
5134	05/28/2025	Claims	2	204466	A-1 Shredding	219.00	
		001 - 514 23 31 000 - Supplies				60.00	
		001 - 521 20 41 001 - Professional Services				114.00	
		001 - 524 20 31 000 - Off/Oper Supps & Books				15.00	
		001 - 558 60 31 000 - Supplies/Books				15.00	
		001 - 595 10 31 000 - Supplies				15.00	
5135	05/28/2025	Claims	2	204467	AV Capture All Inc.	1,629.00	
		001 - 512 50 41 000 - Professional Services				1,629.00	
5136	05/28/2025	Claims	2	204468	Amazon Capital Svcs, Inc	1,699.09	
		001 - 512 50 31 000 - Supplies				119.44	
		001 - 514 23 31 000 - Supplies				5.42	
		001 - 514 23 31 000 - Supplies				412.67	
		001 - 514 23 31 000 - Supplies				23.76	
		001 - 514 23 31 000 - Supplies				49.40	
		001 - 518 80 31 001 - Repair & Maintenance Sup				13.02	
		001 - 521 20 26 000 - Uniforms/Accessories				217.20	
		001 - 521 20 26 000 - Uniforms/Accessories				65.06	
		001 - 521 20 26 000 - Uniforms/Accessories				36.47	
		001 - 521 20 26 000 - Uniforms/Accessories				217.20	
		001 - 521 20 31 002 - Office/Operating Supplies				28.21	
		001 - 521 20 31 002 - Office/Operating Supplies				27.03	
		001 - 521 20 41 023 - Canine				57.87	
		001 - 522 20 31 000 - Operating Supplies				25.40	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				54.59	
		103 - 542 30 35 000 - Small Tools/Minor Equip				33.00	
		101 - 576 80 48 016 - City Hall				72.84	
		101 - 576 80 48 021 - Equipment				179.18	
		101 - 576 80 48 021 - Equipment				61.33	
5137	05/28/2025	Claims	2	204469	Seth Bass	375.25	
		001 - 521 40 43 000 - Travel				375.25	
5138	05/28/2025	Claims	2	204470	Blythe Mechanical Inc	4,292.48	
		001 - 522 50 48 030 - Repair/Maint-Station				129.78	
		401 - 535 50 48 000 - Maintenance Contracts				1,436.97	
		412 - 537 80 48 000 - Repair/Maintenance				86.88	
		101 - 576 80 48 000 - Repairs/Maintenance				150.47	
		101 - 576 80 48 001 - Riverfront				86.88	
		101 - 576 80 48 005 - Senior Center				86.88	
		101 - 576 80 48 006 - Memorial Park				128.67	
		101 - 576 80 48 006 - Memorial Park				1,028.60	
		101 - 576 80 48 009 - Hammer Square				86.88	
		101 - 576 80 48 014 - Winnie Houser Park				86.88	
		101 - 576 80 48 016 - City Hall				428.14	
		101 - 576 80 48 026 - CS Library				171.67	
		101 - 576 80 48 026 - CS Library				383.78	
5139	05/28/2025	Claims	2	204471	Richard Bylin	18.00	
		001 - 342 60 00 000 - Fire Transport Fees				-18.00	
5140	05/28/2025	Claims	2	204472	Carl's Towing & Muffler	322.54	
		001 - 521 20 41 001 - Professional Services				322.54	
5141	05/28/2025	Claims	2	204473	Carletti Architects Ps	2,171.00	
		505 - 594 48 60 021 - Const - PW Veh Storage Bldg				2,171.00	
5142	05/28/2025	Claims	2	204474	CivicPlus, LLC	7,982.12	

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			101 - 576 80 41 000		Professional Services	7,982.12	
5143	05/28/2025	Claims	2	204475	Coach Corral Inc	1.40	
			312 - 345 85 00 312		GMA Impact Fees (Fire)	-1.40	
5144	05/28/2025	Claims	2	204476	Cory Starkovich, dba	140.00	
			501 - 594 21 64 501		Equip & Vehicles - Police	140.00	
5145	05/28/2025	Claims	2	204477	Databar, Inc	2,948.94	
			425 - 531 50 42 010		Postage	117.94	
			401 - 535 80 42 015		Postage	1,916.82	
			412 - 537 80 42 010		Postage	914.18	
5146	05/28/2025	Claims	2	204478	Gregory Dixon	1,160.00	
			001 - 515 93 41 001		Indigent Defense Conflict Cour	1,160.00	
5147	05/28/2025	Claims	2	204479	Doorman Commercial LLC	5,724.64	
			101 - 594 76 31 000		Buildings & Structures	5,724.64	
5148	05/28/2025	Claims	2	204480	E & E Lumber, Inc.	659.81	
			001 - 518 80 31 000		Office/Operating Supplies	145.90	
			001 - 522 50 48 030		Repair/Maint-Station	133.11	
			412 - 537 80 31 000		Operating Supplies	11.46	
			103 - 542 30 31 000		Operating Supplies	45.86	
			103 - 542 30 31 000		Operating Supplies	19.33	
			103 - 542 30 31 000		Operating Supplies	3.91	
			101 - 576 80 31 003		Operating Sup - Parks Shop	-13.03	
			101 - 576 80 31 004		Operating Sup - Comm Center	163.38	
			101 - 576 80 31 006		Operating Sup - City Hall	25.40	
			101 - 576 80 31 100		Fertilizer/Herbicide	58.62	
			101 - 576 80 48 006		Memorial Park	11.48	
			101 - 576 80 48 021		Equipment	54.39	Unit 138
5149	05/28/2025	Claims	2	204481	Facet NW, Inc	34,032.82	
			001 - 558 60 41 000		Professional Services	34,032.82	
5150	05/28/2025	Claims	2	204482	Fastenal Company	613.72	
			412 - 537 80 31 000		Operating Supplies	177.01	
			412 - 537 80 31 000		Operating Supplies	25.73	
			412 - 537 80 31 000		Operating Supplies	186.36	
			103 - 542 30 35 010		Safety Equipment	224.62	
5151	05/28/2025	Claims	2	204483	Galls Parent Holdings, LLC	105.39	
			001 - 522 20 26 000		Uniforms	105.39	
5152	05/28/2025	Claims	2	204484	Genuine Parts Co. Inc	8.46	
			103 - 542 30 48 010		Repair/Maintenance-Equip	8.46	
5153	05/28/2025	Claims	2	204485	Helping Hands Food Bank	11,033.76	
			117 - 551 00 00 117		Affordable Housing - Operatio	11,033.76	
5154	05/28/2025	Claims	2	204486	Paul Howatson	125.00	
			001 - 342 60 00 000		Fire Transport Fees	-125.00	
5155	05/28/2025	Claims	2	204487	Humane Society Of Skagit	517.00	
			001 - 521 20 41 021		Humane Society	517.00	
5156	05/28/2025	Claims	2	204488	K Engineers, Inc	117.00	
			101 - 594 76 63 025		Olmsted Park	117.00	
5157	05/28/2025	Claims	2	204489	Donna Kester	50.00	
			001 - 342 60 00 000		Fire Transport Fees	-50.00	
5158	05/28/2025	Claims	2	204490	L N Curtis & Sons	438.26	
			001 - 521 20 26 000		Uniforms/Accessories	269.10	
			001 - 521 20 26 000		Uniforms/Accessories	169.16	

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5159	05/28/2025	Claims	2	204491	Lakeside Industries, Inc.	828.75	
					103 - 542 30 48 003 - Asphalt Materials	828.75	
5160	05/28/2025	Claims	2	204492	The Language Exchange, Inc	1,155.00	
					001 - 512 50 41 040 - Language Interpreter	1,155.00	
5161	05/28/2025	Claims	2	204493	Lauts Inc dba Lautenbach Industries	920.70	
					412 - 537 60 47 015 - Construction Demolition Land I	920.70	BYK Bucko
5162	05/28/2025	Claims	2	204494	Loggers & Contractors	264.75	
					103 - 542 30 31 000 - Operating Supplies	264.75	
5163	05/28/2025	Claims	2	204495	Harrison McGaughey	521.31	
					001 - 521 40 43 000 - Travel	521.31	
5164	05/28/2025	Claims	2	204496	Motorola Solutions	614.40	
					001 - 522 20 35 000 - Small Tools & Minor Equip	614.40	
5165	05/28/2025	Claims	2	204497	Nelson Dist, Inc. dba Nelson-Reisner	349.69	
					401 - 535 50 48 040 - Maintenance Of Vehicles	349.69	
5166	05/28/2025	Claims	2	204498	Northwest Cascade, Inc	1,015.00	
					101 - 576 80 47 090 - Portable Toilets	1,015.00	
5167	05/28/2025	Claims	2	204499	Northwest Propane LLC	142.63	
					412 - 537 60 47 011 - Site Recycling Disposal	91.80	Site recycle propane tanks
					412 - 537 80 31 000 - Operating Supplies	50.83	
5168	05/28/2025	Claims	2	204500	Pape' Group, dba Pape' Machinery Inc.	22.44	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	22.44	
5169	05/28/2025	Claims	2	204501	Pape' Group, dba Pape' Machinery Inc.	325.78	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	325.78	
5170	05/28/2025	Claims	2	204502	Parker Corporate Svcs, Inc.	125.00	
					103 - 542 30 41 000 - Professional Services	125.00	
5171	05/28/2025	Claims	2	204503	Pitney Bowes Global Fin Svcs	942.27	
					001 - 514 23 45 000 - Operating Rentals/Leases	235.56	
					001 - 521 20 42 010 - Postage	235.56	
					001 - 522 20 42 010 - Postage	235.56	
					001 - 524 20 42 000 - Postage	78.53	
					001 - 558 60 42 010 - Postage	78.53	
					001 - 595 10 42 000 - Postage	78.53	
5172	05/28/2025	Claims	2	204504	Pitney Bowes	1,200.00	
					001 - 512 50 42 010 - Postage	251.84	
					001 - 514 23 42 010 - Postage	312.35	
					001 - 521 20 42 010 - Postage	279.19	
					001 - 522 20 42 010 - Postage	0.75	
					001 - 522 20 42 010 - Postage	0.75	
					425 - 531 50 42 010 - Postage	18.05	
					401 - 535 80 42 015 - Postage	108.18	
					102 - 536 20 42 010 - Postage	9.92	
					412 - 537 80 42 010 - Postage	54.09	
					001 - 558 60 42 010 - Postage	77.19	
					001 - 595 10 42 000 - Postage	87.69	
5173	05/28/2025	Claims	2	204505	Proforce Marketing, Inc	14,446.07	
					001 - 594 21 64 000 - Machinery & Equipment	14,446.07	

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5174	05/28/2025	Claims	2	204506	LEPS-PSS PLLC dba Public Safety Psych	770.00	
					001 - 521 20 41 001 - Professional Services	450.00	
					001 - 521 20 41 001 - Professional Services	320.00	
5175	05/28/2025	Claims	2	204507	RH2 Engineering Inc	10,525.98	
					401 - 594 35 63 000 - Engineering Services	10,525.98	
5176	05/28/2025	Claims	2	204508	Regence Blue Shield	1,019.67	
					001 - 342 60 00 000 - Fire Transport Fees	-1,019.67	
5177	05/28/2025	Claims	2	204509	Reichhardt & Ebe	34,372.08	
					104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle	13,755.76	
					104 - 595 10 63 089 - Eng - John Liner Rd Arterial	5,513.07	
					104 - 595 10 63 089 - Eng - John Liner Rd Arterial	15,103.25	
5178	05/28/2025	Claims	2	204510	Ricoh USA, Inc	296.11	
					001 - 514 23 45 000 - Operating Rentals/Leases	92.43	
					001 - 524 20 31 000 - Off/Oper Supps & Books	63.52	
					001 - 558 60 31 000 - Supplies/Books	63.52	
					101 - 591 80 70 101 - Subscription It (SBITA) - Parks &	13.13	
					001 - 595 10 31 000 - Supplies	63.51	
5179	05/28/2025	Claims	2	204511	Ricoh USA, Inc	462.16	
					001 - 514 23 45 000 - Operating Rentals/Leases	231.08	
					001 - 591 10 70 520 - Leases + Subscription IT (SBITA	77.03	
					001 - 591 20 70 524 - Leases + Subscription IT (SBITA	77.02	
					001 - 591 60 70 519 - Leases + Subscription IT (SBITA	77.03	
5180	05/28/2025	Claims	2	204512	Rodda Paint Co	83.41	
					101 - 576 80 48 012 - Harry Osborne	83.41	
5181	05/28/2025	Claims	2	204513	Kevin Rogerson	100.00	
					001 - 512 50 41 010 - Municipal Court Judge	100.00	
5182	05/28/2025	Claims	2	204514	Heather Romano	236.25	
					001 - 521 20 41 001 - Professional Services	236.25	
5183	05/28/2025	Claims	2	204515	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	
5184	05/28/2025	Claims	2	204516	Jan Saran	100.00	
					101 - 382 10 02 101 - Senior Center Deposits	-100.00	
5185	05/28/2025	Claims	2	204517	Sedro-Woolley Auto Parts Inc	630.04	
					103 - 542 30 31 000 - Operating Supplies	27.10	
					103 - 542 30 31 000 - Operating Supplies	30.94	
					103 - 542 30 31 000 - Operating Supplies	53.59	
					103 - 542 30 35 000 - Small Tools/Minor Equip	105.90	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	306.78	Unit 346
					103 - 542 30 48 010 - Repair/Maintenance-Equip	46.99	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	16.62	
					101 - 576 80 48 021 - Equipment	84.25	Unit 138
					101 - 576 80 48 021 - Equipment	-42.13	
5186	05/28/2025	Claims	2	204518	M.T. Gehring dba Sedro-Woolley Auto	188.15	
					001 - 521 20 48 010 - Repair & Maint - Auto	188.15	Veh282 Humberg
5187	05/28/2025	Claims	2	204519	Sign Pro Of Sk Valley	467.84	
					401 - 594 35 64 001 - Portable Equipment	467.84	
5188	05/28/2025	Claims	2	204520	Skagit Cnty Public Works	87,382.24	
					412 - 537 60 47 000 - Solid Waste Disposal	87,382.24	SW Disposal April

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5189	05/28/2025	Claims	2	204521	Skagit Cnty Treasurer	32.12	
					635 - 589 30 05 635 - County Crime Victim Witness P	32.12	
5190	05/28/2025	Claims	2	204522	Skagit Conservation District	1,663.17	
					425 - 531 50 41 000 - Professional Services	1,663.17	
5191	05/28/2025	Claims	2	204523	Skagit Farmers Supply	317.01	
					103 - 542 30 31 000 - Operating Supplies	14.10	
					103 - 542 30 31 010 - Operating Supplies-Propane	29.30	
					103 - 542 63 48 000 - Repairs/Maintenance	99.87	
					101 - 576 80 31 100 - Fertilizer/Herbicide	173.74	
5192	05/28/2025	Claims	2	204524	PNG Media LLC, dba Skagit Publishing	1,427.88	
					001 - 511 60 31 001 - Legal Publications	172.16	
					001 - 521 20 41 001 - Professional Services	375.00	
					401 - 535 80 41 030 - Legal Publications	375.00	
					104 - 595 10 63 083 - Eng-SR 9-John Liner-McGarigle	505.72	
5193	05/28/2025	Claims	2	204525	Skagit Valley Family YMCA	7,700.00	
					117 - 551 00 00 117 - Affordable Housing - Operation	7,700.00	
5194	05/28/2025	Claims	2	204526	Smarsh Inc.	190.12	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	190.12	
5195	05/28/2025	Claims	2	204527	Keith Sorestad	100.00	
					101 - 382 10 02 101 - Senior Center Deposits	-100.00	
5196	05/28/2025	Claims	2	204528	State Auditor's Office	1,995.70	
					001 - 514 23 41 000 - State Auditing	1,995.70	
5197	05/28/2025	Claims	2	204529	Sterling Vet Clinic	30.47	
					001 - 521 20 41 023 - Canine	30.47	
5198	05/28/2025	Claims	2	204530	Stiles & Lehr Law Inc., PS	4,530.50	
					001 - 512 50 41 010 - Municipal Court Judge	4,530.50	
5199	05/28/2025	Claims	2	204531	Systems Design West, LLC	3,587.74	
					001 - 522 21 41 000 - EMS Professional Services-Sys I	3,587.74	
5200	05/28/2025	Claims	2	204532	Paul Taylor	51.63	
					001 - 521 20 27 000 - Retired Medical	51.63	
5201	05/28/2025	Claims	2	204533	Town of La Conner	2,441.67	
					412 - 537 60 47 021 - Curbside Yard Waste Disposal	2,441.67	
5202	05/28/2025	Claims	2	204534	Util Underground Loc Ctr	132.80	
					401 - 535 80 31 010 - Operating Supplies	132.80	
5203	05/28/2025	Claims	2	204535	WA St Dept of Ecology	7,806.00	
					425 - 531 50 41 020 - DOE NPDES Monitoring	7,806.00	
5204	05/28/2025	Claims	2	204536	WA St Off of Treasurer	2,172.83	
					635 - 586 30 00 635 - State Court Fees Remittance	2,172.83	
5205	05/28/2025	Claims	2	204537	West Coast Fire & Rescue	32,417.10	
					501 - 594 22 64 501 - Vehicles - Fire	32,417.10	
5206	05/28/2025	Claims	2	204538	Rebecca Winship	300.00	
					001 - 521 20 28 000 - Employee Wellness	300.00	
5207	05/28/2025	Claims	2	204539	Witmer Public Safety Group Inc.	1,774.24	
					501 - 594 22 64 501 - Vehicles - Fire	781.88	
					501 - 594 22 64 501 - Vehicles - Fire	992.36	
5208	05/28/2025	Claims	2	204540	Woods Acquisition Corp	84.44	
					401 - 535 50 48 060 - Maintenance Of Buildings	84.44	

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5209	05/28/2025	Claims	2	204541	World Kinect Energy Services, dba	3,471.99	
		425 - 531 50 32 000 - Vehicle Fuel				272.32	
		425 - 531 50 32 000 - Vehicle Fuel				373.17	
		102 - 536 20 32 000 - Auto Fuel/Diesel				121.44	
		412 - 537 80 32 000 - Auto Fuel/Diesel				1,948.64	
		412 - 537 80 32 000 - Auto Fuel/Diesel				72.56	
		103 - 542 30 32 000 - Auto Fuel/Diesel				71.98	
		103 - 542 30 32 000 - Auto Fuel/Diesel				257.96	
		101 - 576 80 32 000 - Auto Fuel/Diesel				353.92	
		001 Current Expense Fund				91,907.68	
		101 Parks & Facilities Fund				23,928.55	
		102 Cemetery Fund				7,445.82	
		103 Street Fund				3,130.98	
		104 Arterial Street Fund				35,231.03	
		106 Cemetery Endowment Fund				5.25	
		117 Housing and Related Services				18,733.76	
		312 Fire Impact Fee Reserve Fund				1.40	
		401 Sewer Operations Fund				26,224.31	
		412 Solid Waste Operations Fund				107,490.22	
		425 Stormwater Operations				11,768.64	
		501 Equipment Replacement Fund				35,008.75	
		505 Public Works Facility Fund				2,171.00	
		635 Custodial Fund				2,204.95	
							Claims: 365,252.34
		* Transaction Has Mixed Revenue And Expense Accounts				365,252.34	

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

Finance Director

Date

Finance Committee Member

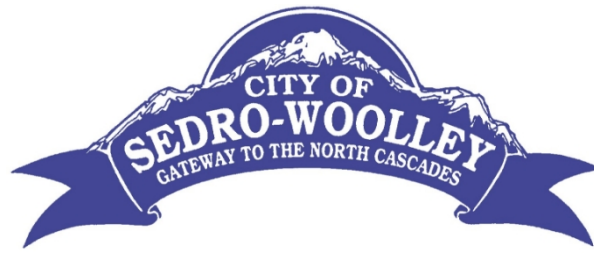
Date

Finance Committee Member

Date

Finance Committee Member

Date



City Council Agenda Item

Agenda Item No.: e.4.

Date: May 28, 2025

From: Dan McIlraith, Police Chief, Heather Sorsdal, Lieutenant

Subject: Police Department Surplus Vehicles - Resolution 1162-25

RECOMMENDED ACTION:

Motion to approve Resolution 1162-25 to declare certain Police Department property as surplus and for destruction to be used for Sedro-Woolley Fire Department Training.

BACKGROUND/SUMMARY INFORMATION:

In maintaining a fleet of vehicles for department use, we determine the end of a vehicle's useful life by its expected cost to repair and/or maintain, for the benefit of the city. Though we have 3 vehicles that have reached the end of their useful life with the police department, they can continue to benefit the city by becoming training vehicles for Sedro-Woolley Firefighters. SWFD needs vehicles for hands-on training on extrication techniques, vehicle stabilization, and rescue operations. These vehicles would enable multiple evolutions and practice utilizing the "Jaws of Life" tools in a safe environment for instruction. The process of obtaining viable vehicles, transporting them, and transferring the titles has made it more difficult for SWFD to procure vehicles. SWPD would incur tow transportation fees to the auction house in Snohomish County, fees to compensate the seller and to remove SWPD markings from the patrol vehicle. This solution will be advantageous for both our police department and our fire training program.

VEH #260, 1FM5K8AR2GGB65802, 2016 Ford Explorer – This car has approximately 80,000 miles on it. Due to the strenuous nature of patrol driving, we typically begin to incur increasingly complex and costly maintenance at about this level of use. This vehicle has a critical drive train failure. Reverse does not work on this vehicle. Upon inspection by a mechanic, it was discovered that the PTU unit had severely metal-contaminated fluid, indicating failed bearings and internal failure. This vehicle is not safe to drive as other gears may also cease to work without warning. The cost to repair this vehicle was estimated at \$3,500 or more, and it would need to be towed back for repairs. Electronics and other parts and equipment from this vehicle that could be reused or repurposed have been salvaged. This car also accumulated moisture in the passenger compartment and developed extensive mold growth. This mold growth creates a hazardous work environment for officers and would be expensive/impossible to properly remediate.

1HGCM66594A036603, 2004 Honda Accord -This vehicle was seized following a criminal investigation and has been used by officers for special investigations. The battery of this vehicle was recently stolen, and the vehicle was vandalized, leaving the ignition punched and the dashboard

destroyed. This vehicle requires extensive repairs and does not have appreciable resale value in its current condition.

WBAEW53453PG23674, 2003 BMW 330 - This vehicle was seized following a criminal investigation and has been used by officers for special investigations. This vehicle is part of an airbag recall, and a Do Not Drive advisory has been issued, requiring it to be towed to a BMW dealer for repairs. Without the required recall repairs, the airbag may deploy in minor collisions and send sharp metal fragments towards the driver and/or passengers, possibly resulting in serious injury or death.

Based on the condition of these vehicles, the City will only incur costs if they are sent for auction. Alternatively, destruction for SWFD training will be a benefit.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. Resolution 1162-25 Surplus Vehicles Police

RESOLUTION NO. 1162-25

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

WHEREAS, the vehicles 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 vehicles, 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	VIN Number
2016 Ford Explorer	1FM5K8AR2GGB65802
2004 Honda Accord	1HGCM66594A036603
2003 BMW 330	WBAEW53453PG23674

PASSED by majority vote of the members of the Sedro-Woolley City Council this 28th 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.5.

Date: May 28, 2025

From: Nikki Thompson, City Attorney

Subject: Legal Action - Unlawful Detainer

RECOMMENDED ACTION:

Motion to authorize City Attorney to file unlawful detainer action against known and unknown inhabitants of 900 McGarigle Road.

BACKGROUND/SUMMARY INFORMATION:

The City acquired 900 McGarigle Road for purposes of right of way construction. In February of 2024, a relocation specialist began working with the current tenants to find a suitable property to relocate to. Many properties have been provided to the tenants for review and application. No significant progress has been made towards relocation and rent has not been paid to the City by tenants. Tenants owe in excess of \$5500 to the City at this juncture. Tenants are eligible for \$95,138.40 in relocation assistance.

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: e.6.

Date: May 28, 2025

From: Charlie Bush, City Administrator

Subject: Interlocal Agreement Amendment - Cities of Burlington, Mount Vernon, Anacortes, and Sedro-Woolley - Shared Indigent Defense Services

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute an amendment to the interlocal agreement for shared indigent defense services with the cities of Burlington, Mount Vernon, and Anacortes.

BACKGROUND/SUMMARY INFORMATION:

The four cities recently issued a joint Request For Qualifications (RFQ) and received four responses. One of the responses was specific to Anacortes only and Anacortes decided to negotiate directly with that firm and intends to proceed with a contract. As a result, Anacortes will not be a party to this partnership moving forward and must be removed from the interlocal agreement for proper cost-sharing and governance to occur. The attached amendment, which has already been approved by the City of Anacortes, removes Anacortes from the agreement.

Both the original approved interlocal agreement and the proposed amendment are attached.

FISCAL IMPACT, IF APPROPRIATE:

Sedro-Woolley's cost share will increase from 13.87% of the total cost to 14.41% of the total cost. However, the total cost is also decreasing as Anacortes represented over 400 cases (cases drop from 2,156 originally to 1,717 for the remaining cities).

ATTACHMENTS:

1. Public Defense Interlocal Amendment One May 2025
2. 2025-188-IA-City_of_Anacortes_Contract_25-085-DEF-001_for

**AMENDMENT 1 TO THE INTERLOCAL AGREEMENT BETWEEN THE CITIES OF
BURLINGTON, MOUNT VERNON, ANACORTES, AND SEDRO-WOOLLEY FOR
SHARED INDIGENT DEFENSE SERVICES**

WHEREAS, the City of Anacortes recently notified the parties to this agreement of its intent to contract with another firm and withdraw from this interlocal agreement; and

WHEREAS, the remaining cities have a need to quickly secure a new public defense firm; and

WHEREAS, the existing interlocal agreement includes a provision for how the monthly allocation of costs would occur based upon 2024 caseload; and

WHEREAS, that apportionment will change with the withdrawal of Anacortes;

NOW THEREFORE, the opening paragraph of this interlocal agreement is amended as follows:

This Interlocal Agreement (“Agreement”) is entered between the City of Burlington, the City of Mount Vernon, ~~the City of Anacortes~~, and the City of Sedro-Woolley, all of which are Washington municipal corporations, hereinafter referred to by their City name, generically as “City” or “Party” and collectively as “The Parties”, pursuant to the authority granted by Chapter 39.34 RCW.

The Administration section is revised as follows:

Administration.

The following individuals are designated as representatives of the Parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other Parties.

The City of Burlington representative shall be the City Administrator.

The City of Mount Vernon representative shall be the Special Projects Manager.

~~The City of Anacortes representative shall be the Administrative Services Director.~~

The City of Sedro Woolley representative shall be the City Administrator.

And finally, “Scope, section 1” of the interlocal agreement is amended as follows:

Scope and Payment of Indigent Defense System Costs.

The Parties do hereby agree to allocate the cost of the combined Public Defense System as follows:

1. *Indigent Cases Before the Municipal Courts* – *The Parties agree that they shall each pay a portion of the monthly compensation to the contracted Indigent Defense firm (“Total Compensation”) based on a prorated share of annual municipal court cases (“caseloads”) for each City. The 2025 prorated monthly apportionment is as follows, based upon 2024 case totals:*

	<u>2024 Cases</u>	<u>2025 Payment Share</u>
a. City of Burlington	484	28.19%
b. City of Mount Vernon	934	54.40%
c. City of Sedro Woolley	<u>299</u>	<u>17.41%</u>
Total	1,717	100%

In the first week of October of each year, the Parties shall meet to review each City’s previous 12-month caseloads which shall form the basis for any modification to a City’s monthly prorated share of the Total Compensation. Any adjustment to these percentages shall take effect as of January 1st of the subsequent year.

The contracted Indigent Defense law firm shall bill each City monthly based on the current year’s percentage allocation.

The parties have agreed to this amendment on this _____ day of May 2025.

DATED this ____ day of _____, 2025.

APPROVED:

**CITY OF BURLINGTON,
WASHINGTON**

Mayor

Attest:

City Clerk/Finance Director

DATED this _____ day of _____, 2025.

APPROVED:

**CITY OF MOUNT VERNON,
WASHINGTON**

Mayor

Attest:

City Clerk/Finance Director

DATED this _____ day of _____, 2025.

APPROVED:

**CITY OF SEDRO-WOOLLEY,
WASHINGTON**

Mayor

Attest:

City Clerk/Finance Director

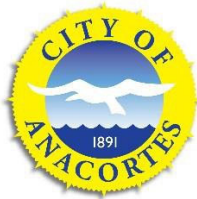
DATED this _____ day of _____, 2025.

CITY OF ANACORTES, WASHINGTON

Mayor

Attest:

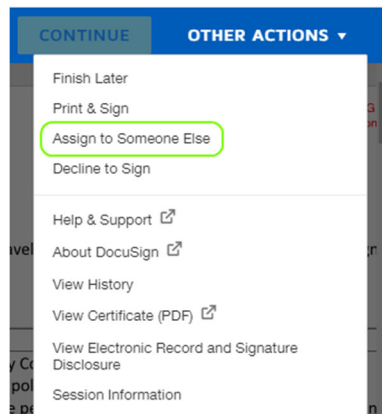
City Clerk/Finance Director



Thank you for viewing the following contract documents from the City of Anacortes! We have now transitioned from paper contract documents to electronic, and through DocuSign we can accept digital signatures.

Please edit the signature text and printed name to show the name of the authorized person signing the documents, if needed.

To assign to another person click on the "Other Actions" dropdown menu and select "Assign to Someone Else":



Documents Enclosed:

- ☒ Contract/Contract Modification
- Declaration of Option
- Certification of Compliance with Wage Payment Statutes
- W9
- EFT
- Bond Forms*

**Please print out one copy of each of the Bond Forms to be completed by your surety company and mailed to: City of Anacortes, Tiffany Matson, PO Box 547, Anacortes, WA 98221.*

Insurance Documents Needed? ☐ Yes ☒ No

If Yes: A current Certificate of Insurance is required, and, if applicable, **any required endorsements** that add the City as an additional insured party. Send documents by email to contracts@anacorteswa.gov and coordinate with your insurer to verify that coverages and limits are in accordance with the contract requirements.

City Business License Needed? ☐ Yes ☒ No

If Yes: Visit dor.wa.gov/open-business/apply-business-license and fill out the City of Anacortes business license addendum.

If there are any questions, contact Tiffany Matson, Contracts and Grants Manager, at contracts@anacorteswa.gov or 360-299-1971.

**INTERLOCAL AGREEMENT BETWEEN THE CITIES OF
BURLINGTON, MOUNT VERNON, ANACORTES, AND SEDRO-WOOLLEY FOR
SHARED INDIGENT DEFENSE SERVICES**

This Interlocal Agreement (“Agreement”) is entered between the City of Burlington, the City of Mount Vernon, the City of Anacortes, and the City of Sedro-Woolley, all of which are Washington municipal corporations, hereinafter referred to by their City name, generically as “City” or “Party” and collectively as “The Parties”, pursuant to the authority granted by Chapter 39.34 RCW.

WHEREAS, each City operates a municipal court and provides public defense services as required by law; and

WHEREAS, these services have historically been delivered following the adoption of Indigent Defense Standards (“Standards”) and through either contracting with an outside law firm or internally through an Office of Public Defense or equivalent; and

WHEREAS, the Parties desire to now provide these services in a coordinated fashion by collectively contracting for outside indigent defense services.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the Parties agree as follows:

Purpose.

The purpose of this Interlocal is for the Parties to collectively, under one Indigent Defense Contract with a qualified law firm, provide for the provision of certain public defense services for indigent defense representation in each of the City’s municipal courts, to detail the methodology for the payment of services between the Parties, establish Indigent Defense Screening protocols, provide for the assignment of Conflict Counsel, the processing of Appeals, provisions for Outside Legal Counsel, and Public Defense Auditor services. Collectively, these elements are referred to as the Public Defense System.

Duration.

This Agreement shall become effective on the date it is signed by the Parties and shall expire on April 30, 2028, unless extended through mutual agreement.

Scope and Payment of Indigent Defense System Costs.

The Parties do hereby agree to allocate the cost of the combined Public Defense System as follows:

1. Indigent Cases Before the Municipal Courts – The Parties agree that they shall each pay a portion of the monthly compensation to the contracted Indigent Defense firm (“Total

Compensation”) based on a prorated share of annual municipal court cases (“caseloads”) for each City. The 2025 prorated monthly apportionment is as follows, based upon 2024 case totals:

	<u>2024 Cases</u>	<u>2025 Payment Share</u>
a. City of Burlington	484	22%
b. City of Mount Vernon	934	44%
c. City of Anacortes	439	20%
d. City of Sedro Woolley	<u>299</u>	<u>14%</u>
Total	2,156	100%

In the first week of October of each year, the Parties shall meet to review each City’s previous 12-month caseloads which shall form the basis for any modification to a City’s monthly prorated share of the Total Compensation. Any adjustment to these percentages shall take effect as of January 1st of the subsequent year.

The contracted Indigent Defense law firm shall bill each City monthly based on the current year’s percentage allocation.

2. Indigent Defense Screening and Assignment of Conflict Counsel – Each City shall be responsible for Indigent Defense Screening and assignment of Conflict Counsel. Any Party to this Agreement can work with any other Party to arrange for the sharing of these costs.
3. Appeals – Each City shall be responsible for assignment of Counsel in the case of Appeals. Any Appeal-based legal counsel representation costs shall be the responsibility of the City who had jurisdiction over the underlying charge(s).
4. Outside Legal Representation – Due to the periodic need to engage outside legal representation to assist and advise the Parties regarding the Indigent Defense provider, the Parties agree to secure the services of an Outside Counsel. The Parties agree to work together to enter into an Engagement Letter with a qualified law firm and each City shall be billed a one fourth (1/4) share of any billings.
5. Public Defense Auditor – To assist the Parties with indigent defense quality assurance, on-going assessment of the Public Defense System, monitoring of case load limitations, compliance with Public Defense Standards, review and approval of Conflict referrals, recommendation of any necessary remedial actions, training, and other actions appropriate to maintenance of the shared Public Defense System, the Parties do hereby agree to engage the services of a Public Defense Auditor whose cost shall be shared equally amongst the Cities.

Termination.

Any Party may terminate this Agreement by giving ninety (90) day’s advance notice to the other Parties. Notice shall be given by certified mail, return receipt requested, and shall be deemed to be effective on the date deposited into the U.S. mail and addressed to the representative of the City.

Administration.

The following individuals are designated as representatives of the Parties. The representatives shall be responsible for administration of this Agreement and for coordinating and monitoring performance under this Agreement. In the event such representatives are changed, the party making the change shall notify the other Parties.

The City of Burlington representative shall be the City Administrator.

The City of Mount Vernon representative shall be the Special Projects Manager.

The City of Anacortes representative shall be the Administrative Services Director.

The City of Sedro Woolley representative shall be the City Administrator.

Applicable Law and Venue.

This Agreement is made pursuant to and shall be construed in accordance with the laws of the State of Washington and the Parties hereby agree that venue of any action relating to this Agreement shall be in Skagit County, Washington.

Indemnification.

Each City, to the extent of its comparative liability, agrees to indemnify, defend, and hold harmless the other Cities and their elected and appointed officials, employees, contractors, agents, and volunteers, from and against any and all claims, damages, losses, and expenses (including, but not limited to court costs but not attorney's fees) which are alleged or proven to be caused by the City or its elected and appointed officials, employees, contractors, agents, or volunteers' acts or omissions. If such claims, damages, losses, and expenses are caused by two or more City's concurrent acts or omission, each such City shall pay its proportionate share.

Dispute Resolution.

If the Parties have any dispute or disagreement or any other claim arising from this Agreement, they shall first attempt to settle the dispute or disagreement between themselves. If they cannot do so, the complaining City shall put its complaint in writing, supported by exhibits as needed, and forward it to the other Parties to the dispute. The respondent Parties may submit written responses supported by exhibits as needed within 30 calendar days of receiving the written complaint to the Outside Legal Counsel for review. The Parties to the dispute shall be allowed to explain their position to the Outside Legal Counsel who will issue a ruling after receiving and considering all complaints, responses, explanations, and statements within 30 calendar days of receipt of the materials. If a Party is not satisfied with the decision of the Outside Legal Counsel, they may bring their dispute to Superior Court.

Neutral Authorship.

This Agreement shall be construed as if all Cities jointly prepared it, and any uncertainty or ambiguity in the Agreement shall not be interpreted against any Party.

Agreement Modification.

The Agreement may be changed, modified, amended, or waived only by written agreement executed by the Parties. Refraining from enforcing a breach of any term or condition of this Agreement does not waive any prior or subsequent breach.

Severability.

The Parties agree that this Agreement's provisions are severable. If any portion of this Agreement is adjudicated to be invalid, unenforceable, or void for any reason whatsoever, each such portion shall be deemed modified or limited to the extent necessary to render it valid and enforceable, without further action by the Parties. If it cannot be made valid and enforceable, it shall be severed from the remaining portions of this Agreement and shall not affect the validity or enforceability of any remaining portions.

Waiver.

A City waiving any breach or condition of this Agreement shall not be deemed a waiver of any prior or subsequent breach. This Agreement's terms or conditions shall not be held to be waived, modified, or deleted except by an instrument that the Parties execute.

Integration.

This Agreement contains all the terms and conditions agreed upon by the Parties and is a single, integrated, written Agreement expressing the Parties entire agreement. Subject to this Agreement's other provisions, this Agreement supersedes all other agreements between the Parties. Any modification made before or after the Effective Date shall be invalid unless it is made in writing and signed by the Parties.

Headings.

The section headings in this Agreement are solely for the Parties convenience and are not an aid in this Agreement's interpretation.

Counterparts.

This Agreement may be executed in any number of counterparts and with facsimile or electronic signatures and all such counterparts shall be construed together and constitute a single form of this Agreement.

DATED this 20th day of March, 2025.

APPROVED:

**CITY OF BURLINGTON,
WASHINGTON**

Bill Aslett
Mayor Bill Aslett

Attest:

Joe Stewart
City Clerk/Finance Director Joe Stewart

DATED this 12 th day of March, 2025.

APPROVED:

**CITY OF MOUNT VERNON,
WASHINGTON**

Peter Donovan
Mayor Peter Donovan

Attest:

Doug Volesky
City Clerk/Finance Director Doug Volesky

DATED this 3/12/2025_____.

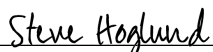
APPROVED:

CITY OF ANACORTES, WASHINGTON



Mayor

Attest:



City Clerk/Finance Director

DATED this 12th day of March, 2025.

APPROVED:

**CITY OF SEDRO-WOOLLEY,
WASHINGTON**

Julia Johnson
Mayor Julia Johnson

Attest:

Kelly Kohnken
City Clerk/Finance Director Kelly Kohnken

Certificate Of Completion

Envelope Id: A56C387B-990A-406C-823A-0176255A3299

Status: Completed

Subject: City of Anacortes Contract 25-085-DEF-001 for Signature

Source Envelope: 46D9433D-4FB7-4E7D-808C-3D15BDBDC7BC

Document Pages: 9

Signatures: 6

Envelope Originator:

Certificate Pages: 5

Initials: 0

City of Anacortes

AutoNav: Enabled

PO Box 547

Envelopeld Stamping: Enabled

904 6th St

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Anacortes, WA 98221

contracts@anacorteswa.gov

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Status: Original

Holder: City of Anacortes

Location: DocuSign

3/12/2025 12:25:58 PM

contracts@anacorteswa.gov

Signer Events

Signature

Timestamp

Bill Aslett

billa@burlingtonwa.gov

Mayor, City of Burlington

Security Level: Email, Account Authentication
(None)

Bill Aslett

Signature Adoption: Pre-selected Style
Using IP Address: 69.7.38.98

Sent: 3/12/2025 12:41:01 PM

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Viewed: 3/20/2025 2:37:27 PM

Signed: 3/20/2025 2:38:06 PM

Electronic Record and Signature Disclosure:

Accepted: 3/20/2025 2:37:27 PM

ID: 7e17b65c-d5bf-40b2-932a-bcb0d41a0457

Doug Volesky

DougV@mountvernonwa.gov

Finance Director

Security Level: Email, Account Authentication
(None)

Doug Volesky

Signature Adoption: Pre-selected Style
Using IP Address: 66.35.1.98

Sent: 3/12/2025 12:41:03 PM

Resent: 3/20/2025 2:01:27 PM

Viewed: 3/20/2025 3:05:15 PM

Signed: 3/20/2025 4:19:57 PM

Electronic Record and Signature Disclosure:

Accepted: 3/13/2025 3:02:59 PM

ID: 44d048f6-1d79-4402-a497-9df90d8b983f

Joe Stewart

joes@burlingtonwa.gov

Security Level: Email, Account Authentication
(None)

Joe Stewart

Signature Adoption: Pre-selected Style
Using IP Address: 69.7.38.98

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Viewed: 3/21/2025 9:17:01 AM

Signed: 3/21/2025 9:17:33 AM

Electronic Record and Signature Disclosure:

Accepted: 3/12/2025 12:41:47 PM

ID: 9398f38d-ac35-4e19-9b35-ce36c5db1022

Kelly Kohnken

kkohnken@sedro-woolley.gov

Security Level: Email, Account Authentication
(None)

Kelly Kohnken

Signature Adoption: Pre-selected Style
Using IP Address: 50.125.1.74

Sent: 3/12/2025 12:41:02 PM

Viewed: 3/12/2025 12:42:57 PM

Signed: 3/12/2025 7:08:20 PM

Electronic Record and Signature Disclosure:

Accepted: 3/12/2025 12:42:57 PM

ID: 3afe51aa-1b9f-4ba9-8926-89f9986b2de3

Signer Events	Signature	Timestamp
Peter Donovan peterd@mountvernonwa.gov Mayor Security Level: Email, Account Authentication (None)	<i>Peter Donovan</i> Signature Adoption: Pre-selected Style Using IP Address: 74.220.248.226	Sent: 3/12/2025 12:41:02 PM Viewed: 3/12/2025 2:03:02 PM Signed: 3/12/2025 2:04:01 PM

Electronic Record and Signature Disclosure:
Accepted: 3/12/2025 2:03:02 PM
ID: e48edb6d-fd19-472c-9365-3ae9e6ed4083

Julia Johnson jjohnson@Sedro-Woolley.gov Mayor Security Level: Email, Account Authentication (None)	<i>Julia Johnson</i> Signature Adoption: Pre-selected Style Using IP Address: 50.125.1.74	Sent: 3/12/2025 12:41:00 PM Viewed: 3/12/2025 2:47:31 PM Signed: 3/12/2025 3:05:44 PM
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Electronic Record and Signature Disclosure:
Accepted: 3/12/2025 2:47:31 PM
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/12/2025 12:41:03 PM
Certified Delivered	Security Checked	3/12/2025 2:47:31 PM
Signing Complete	Security Checked	3/12/2025 3:05:44 PM
Completed	Security Checked	3/21/2025 9:17:33 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of a DocuSign envelope instead of signing it. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

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Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Ingram Micro OBO Cities Digital Inc OBO City of Anacortes:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

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To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to orders@citiesdigital.com and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

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- i. decline to sign a document from within your DocuSign session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to orders@citiesdigital.com and in the body of such request you must state your e-mail, full name, US Postal Address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)

PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the ‘I agree’ button below.

By checking the ‘I agree’ box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Ingram Micro OBO Cities Digital Inc OBO City of Anacortes as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Ingram Micro OBO Cities Digital Inc OBO City of Anacortes during the course of my relationship with you.



City Council Agenda Item

Agenda Item No.: f.1.

Date: May 28, 2025

From: Dan McIlraith, Police Chief

Subject: Swearing In New Police Officer Zihumara Baxin-Segura

RECOMMENDED ACTION:

Presentation only

BACKGROUND/SUMMARY INFORMATION:

Officer Baxin has just graduated from the Basic Law Enforcement Academy and will now be starting the field training program.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: f.2.

Date: May 28, 2025

From: Dan McIlraith, Police Chief

Subject: Swearing In New Police Officer Hilton Hostler

RECOMMENDED ACTION:

Presentation only

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: f.3.

Date: May 28, 2025

From: Julia Johnson, Mayor

Subject: Executive Director of Family Promise of Skagit Valley Audrea Woll

RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: j.1.

Date: May 28, 2025

From: Bill Bullock, Public Works Director

Subject: 2026-2031 Six-Year Transportation Improvement Program

RECOMMENDED ACTION:

Motion to set a public hearing for June 11, 2025 to present the 2026-2031 Six-Year transportation Improvement Program (TIP) and solicit public comment relevant to the adoption of the TIP by City Council scheduled on June 25, 2025.

BACKGROUND/SUMMARY INFORMATION:

The City of Sedro-Woolley is required by RCW 35.77.010 to develop and adopt a Transportation Improvement Program (TIP) that identifies necessary transportation improvements on or before July 1, 2025.

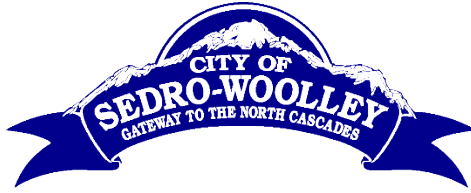
- The 6-Year TIP is updated and adopted every year as required by statute.
- Outline current and potential transportation needs.
- TIP amendments may occur as necessary to meet newly evolved priorities, needs and opportunities.
- Required to receive State and Federal Funding.
- Projects identified on federal routes are forwarded and included into the Regional and State 6-Year TIP.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. 6_Year _TIP_PublicHearing



NOTICE OF PUBLIC HEARING

CITY OF SEDRO-WOOLLEY

2026-2031 Six-Year Transportation Improvement Program

Hybrid Meeting

City of Sedro-Woolley Council Chamber and Virtual via Zoom Webinar

The City of Sedro-Woolley will hold a public hearing on **June 11, 2025 at 6PM** in the Sedro-Woolley Council Chambers and virtually via Zoom Webinar, to hear testimony regarding:

- Adoption of the 2026-2031 Six-Year Transportation Improvement Program

Interested parties can comment on the proposed items in writing or at the hearing. Written comments must be received by 4:00PM on Monday June 9, 2025 to be considered at the public hearing. Send written comments by email to cityclerk@sedro-woolley.gov or mailed to the address below.

City of Sedro-Woolley Finance Department
ATTN: City Clerk
325 Metcalf Street
Sedro-Woolley, WA 98284

Please go to the City of Sedro-Woolley website <https://www.sedro-woolley.gov/> to find the meeting materials and a link to join the webinar.

Published in the Skagit Valley Herald: 5/28,2025 & 6/4/2025.



City Council Agenda Item

Agenda Item No.: 1.1.

Date: May 28, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: 2025 Budget Amendment No. 1 - Ordinance 2098-25 - 2nd Read

RECOMMENDED ACTION:

Motion to approve Ordinance 2098-25 amending the fiscal year 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. The first read and public comment was held on May 14, 2025.

No changes have been made since the first reading of this ordinance.

Below is a summary of budget changes noted at the last meeting:

- 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
- Olmsted Park: Alternative Bids 1 and 2 \$352,946 (Motion to use General Fund Reserve approved at February 26, 2025, and March 12, 2025, City Council meetings)

Below is a summary of the one-time expenditures, also noted at the last meeting.

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

Below outlines the General Fund 2024 financial reserve and projected 2025 reserve based on the proposed budget amendment.

Financial Reserve		
Description	2024 - Actuals	2025 - Proposed Budget Amendment No. 1
General Fund Expenditures	14,065,319	14,730,720
Ending Cashing and Investments	4,731,292	5,012,416
Ending Cash as Percent of Expenditures	34%	34%
Policy	12%	12%

FISCAL IMPACT, IF APPROPRIATE:

See attached.

ATTACHMENTS:

1. 2025 Budget Amendment No. 1_Ordinance 2098-25
2. 2025_Budget Adjustments Summary_2025.05.08
3. 2025_Cash, Revenues, and Expenditures_2025.05.08
4. 2025_FTE Count_2025.05.08
5. 2025_Proposed Budget_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 28th 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	

2025 Budget Amendment No. 1

Below is an alternative presentation of the budget including beginning and ending cash and investments.

Fund	Description	2025			
		Estimated Beginning Cash and Investments	Budgeted Revenues	Budgeted Expenditures	Projected Ending Cash and Investments
001	Current Expense Fund	4,731,292	15,011,844	14,730,720	5,012,416
002	Fire Reserve Fund	595,252	272,776	-	
003	Special Projects Fund	1,094,573	-	801,913	
101	Parks & Facilities Fund	100,260	4,632,550	4,592,301	140,509
102	Cemetery Fund	88,170	244,500	243,208	89,462
103	Street Fund	428,469	1,195,483	1,171,667	452,285
104	Arterial Street Fund	102,298	4,464,624	4,682,588	(115,666)
105	Library Fund	371,251	440,131	440,131	371,251
106	Cemetery Endowment Fund	54,506	1,500	52,000	4,006
108	Lodging Tax Fund	79,038	35,000	55,500	58,538
109	Special Investigation Fund	23,050	1,000	1,000	23,050
112	Code Enforcement Fund	128,987	-	-	128,987
114	Law Enforcement Sales Tax	-	746,461	746,461	-
115	City Council Strategic Reserve	201,651	-	-	201,651
116	Affordable Housing	31,028	14,000	-	45,028
117	Housing and Related Services	678,435	275,000	-	953,435
118	National Opioid Settlement	98,678	5,000	22,000	81,678
189	American Rescue Plan Act	-	-	-	-
205	2008 G/O Bond Fund	130,241	148,000	147,321	130,920
206	G/O Bond 2008 Reserve Fund	150,000	-	-	150,000
301	1st 1/4% Real Estate Excise Tax Fund	993,625	305,000	638,235	660,390
302	2nd 1/4% Real Estate Excise Tax Fund	1,019,956	305,000	638,235	686,721
303	Building Maintenance Reserve	73,651	2,200	-	75,851
304	Transportation Benefit District	358,295	225,000	122,824	460,471
310	Police Mitigation Reserve Fund	248,257	12,000	-	260,257
311	Parks Impact Fee Reserve Fund	638,320	215,000	501,000	352,320
312	Fire Impact Fee Reserve Fund	371,221	45,000	-	416,221
314	Transportation Impact Fee Reserve Fund	697,086	145,000	127,187	714,899
401	Sewer Operations Fund	6,036,723	5,823,400	5,721,758	6,138,365
410	Sewer Capital Projects Fund	4,408,954	813,900	748,093	4,474,761
412	Solid Waste Operations Fund	1,003,343	4,222,000	3,920,290	1,305,053
413	Solid Waste Reserve Fund	889,876	126,000	-	1,015,876
425	Stormwater Operations Fund	1,212,966	1,116,160	1,047,990	1,281,136
426	Stormwater Reserve Fund	70,733	-	-	70,733
501	Equipment Replacement Fund	2,209,415	1,875,372	1,364,505	2,720,282
505	Public Works Facility Fund	59,526	255,030	253,250	61,306
635	Municipal Court Trust	14,601	203,500	203,500	14,601
	Total	29,393,725.68	43,177,431	42,973,677	28,436,792



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

DETAIL				DETAIL			
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

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

Time: 13:57:58 Date: 05/08/2025

Page: 1

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%

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

Time: 13:57:58 Date: 05/08/2025

Page: 2

001 Current Expense Fund

Revenues	Original	Proposed	Difference	Remarks
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320 Licenses & Permits

320 Licenses & Permits	534,385.00	534,385.00	0.00	100.0%
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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%

2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

Time: 13:57:58 Date: 05/08/2025

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001 Current Expense Fund

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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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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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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001 Current Expense Fund

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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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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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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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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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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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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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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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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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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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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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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001 Current Expense Fund

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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001 Current Expense Fund

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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001 Current Expense Fund

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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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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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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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%

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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%

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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		

2025 PROPOSED BUDGET CHANGES

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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%

2025 PROPOSED BUDGET CHANGES

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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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580 Non Expeditures

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)		

2025 PROPOSED BUDGET CHANGES

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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%

2025 PROPOSED BUDGET CHANGES

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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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2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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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%

2025 PROPOSED BUDGET CHANGES

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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)		

2025 PROPOSED BUDGET CHANGES

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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%

2025 PROPOSED BUDGET CHANGES

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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

City Of Sedro-Woolley

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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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2025 PROPOSED BUDGET CHANGES

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115 Strategic Reserve

Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
594 Capital Expenditures	0.00	0.00	0.00	0.0%
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%
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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2025 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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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
310 Taxes				
311 10 00 230 Property Tax	0.00	0.00	0.00	0.0%
310 Taxes	0.00	0.00	0.00	0.0%
Fund Revenues:	0.00	0.00	0.00	0.0%
Expenditures	Original	Proposed	Difference	Remarks
591 Debt Service - Principal Repayment				
592 21 83 230 Bond Interest-GO Bonds	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 00 230 Transfer To General Fund #001	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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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)		

2025 PROPOSED BUDGET CHANGES

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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%
Fund Revenues:	0.00	0.00	0.00	0.0%

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%
511 Legislative	0.00	0.00	0.00	0.0%

572 Libraries

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

580 Non Expenditures

581 20 00 305 Interfund Loan Disbursements - Debt Service: Principal	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 72 82 000 Interest And Other Debt Service Costs	0.00	0.00	0.00	0.0%
591 Debt Service - Principal Repayment	0.00	0.00	0.00	0.0%

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%
501				
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
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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
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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
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%

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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		

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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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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		

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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		

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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%

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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

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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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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

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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%

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425 Stormwater Operations

Expenditures	Original	Proposed	Difference	Remarks
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%
591 Debt Service - Principal Repayment	1,000.00	1,000.00	0.00	100.0%
597 Interfund Transfers				
597 00 02 505 Transfers-Out - PW Facility Fund 505	19,300.00	19,300.00	0.00	100.0%
597 Interfund Transfers	19,300.00	19,300.00	0.00	100.0%
Fund Expenditures:	1,066,990.00	1,047,990.00	(19,000.00)	98.2%
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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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

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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%

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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		

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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				

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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		

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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		

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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 Expenditures				
580 Non Expenditures	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%

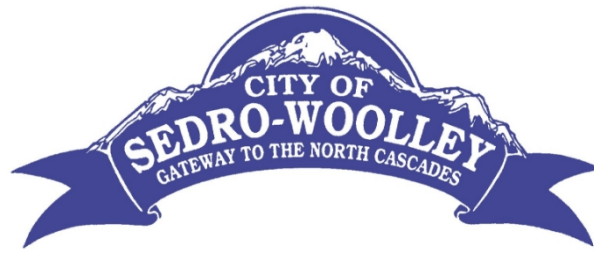
2025 PROPOSED BUDGET CHANGES

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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%



City Council Agenda Item

Agenda Item No.: 1.2.

Date: May 28, 2025

From: Ashton Sandoval Oaks, Assistant Planner

Subject: Amendments to Title 17 SWMC Off-Street Parking and Loading - Ordinance 2096-25 - 2nd Read

RECOMMENDED ACTION:

Review the proposed amendments and provide staff with feedback. A Public Hearing is scheduled for these amendments at the June 11, 2025, City Council meeting, where staff anticipate requesting action from the City Council.

BACKGROUND/SUMMARY INFORMATION:

Proposed Ordinance 2096-25 (**Attachment 1**) is intended to balance the off-street parking concerns expressed by the community with parking regulations recently approved by the state legislature (SB 6015; included herein as **Attachment 2**). These amendments affect off-street residential parking, visitor parking, off-street loading, and the location of parking regulations within the municipal code. A public hearing for this item was held on February 18, 2025, during the regularly scheduled Planning Commission meeting. Environmental review of this proposed ordinance was completed and a SEPA Determination of Non-Significance was issued on March 7, 2025 (included herein as **Attachment 3**)

At the June 26, 2024, City Council meeting, staff presented amendments to Title 17 SWMC to address Work/Live units for adoption by City Council. At this meeting, Councilmembers expressed concerns regarding an insufficient amount of off-street parking for residential uses, including Work/Live and multifamily dwelling units. Currently, Title 17 SWMC regulates the minimum required off-street parking for residential uses.

As the cost of housing continues to rise, some families may choose to relocate themselves into smaller, more affordable dwelling units that may possess an insufficient amount of off-street parking for the size of the household residing in the dwelling. To combat excessive parking in the public right-of-way, the proposed amendments (included herein as **Attachment 4**) are intended to create a scaled approach to the required amount of residential off-street parking, determined according to dwelling unit type and bedroom count. City Councilmembers and concerned citizens alike have also noted a lack of visitor parking for multifamily structures. A minimum visitor parking requirement has been incorporated into the draft amendment for these structures.

Despite the lack of parking that is perceived in Sedro-Woolley, parking minimums are continually being reduced or outright eliminated across the country for the purpose of allowing more buildable land

capacity for affordable housing, among other reasons. To ensure parking does not reduce buildable land capacity nor dominate those areas of Sedro-Woolley that are designed for their small-town character and walkable nature, parking maximums are proposed only for residential uses in the Central Business District (CBD) and Urban Village Mixed-Use (UVMU) Overlay Zone. These proposed amendments to Title 17 will ensure that sufficient parking is provided for all residential uses without detriment to the historic character of the city, adjacent properties, and surrounding uses.

The *Planning Commission Findings of Fact, Conclusions and Recommendation (Attachment 5)* includes the procedural history of the review process, analysis of the proposal and Planning Commission findings, conclusions, and recommendations.

A first read of the proposed amendments was introduced at the April 9, 2025, City Council meeting.

The proposed amendments are also supported by and implement the following purpose, goals, and policies from the Sedro-Woolley Comprehensive Plan and City of Sedro-Woolley Complete Streets Policy (City Council Resolution 952-17):

Urban Village Mixed-Use Overlay Subarea Plan (appendix C of Land Use Element, 2016 Comprehensive Plan)

Purpose: The UVMU will provide for more efficient use of resources providing for a mixed-use site plan to include [...] walkability, convenience, [...] and reduced dependence on motorized vehicles.

Goal UVMU2: Encourage commerce by creating a pedestrian-friendly environment that accommodates shoppers, employees and residents.

Transportation Element (2016 Comprehensive Plan)

Goal T3: To benefit social wellbeing and economic development through street design.

Policy T3.7: Provide accessible on-street parking for residential development. Provide off-street parking for multi-family residential development consistent with proposed density.

Goal T4: To encourage alternate modes of transportation in accordance with the principals outlined in the City's adopted Complete Streets Resolution 952-17 and SWMC Chapter 15.040.030.

City of Sedro-Woolley Complete Streets Policy (City Council Resolution 952-17)

Policy: The City will plan for, design, construct, operate, and maintain an appropriate and integrated transportation system that will meet the needs of motorist[s], pedestrian[s], bicyclists, wheelchair users, transit vehicles and riders, freight haulers, emergency responders, and residents of all ages and abilities.

FISCAL IMPACT, IF APPROPRIATE:

None anticipated.

ATTACHMENTS:

1. Draft 3 - Ordinance 2096-25 - Parking Standards Update (4-2-25)
2. SB 6015
3. SEPA DNS - Parking Standards Update (issued 3-7-25)
4. Draft Amendments 7 (4-2-25)
5. Planning Commission Findings and Recommendation - Parking Standards - Signed 5-22-25

ORDINANCE NO. 2096-25

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, ADOPTING AMENDMENTS TO TITLE 17 SWMC TO UPDATE OFF- STREET PARKING AND LOADING REGULATIONS

WHEREAS, currently, Title 17 SWMC establishes off-street parking and loading requirements for development within the city, organized by use and zoning classification across several chapters; and

WHEREAS, the City Council and the general public have similarly reported insufficient parking for several multifamily developments; and

WHEREAS, the cost of housing is continually rising in our region, and consequently, larger households may opt for smaller dwelling units that possess inadequate parking for the amount of vehicles owned by the household; and

WHEREAS, in an effort to reduce the cost of housing in the region, several cities in Washington State have elected to eliminate parking regulations outright. The intent of removing these restrictions is to increase buildable land capacity, thus increasing the supply of housing and reducing demand and cost. It is assumed that private developers will still provide parking to ensure their units are marketable; and

WHEREAS, to ensure parking does not degrade the buildable land capacity in Sedro-Woolley, the following municipal code amendments include parking stall maximums for residential uses within the Urban Village Mixed-Use (UVMU) overlay zone and the Central Business District (CBD) zone; and

WHEREAS, to strike a palatable balance between the efforts of the Washington State legislature and cities in our region with the values of the City Council and community at-large, the Planning Commission and Community Development Department staff recommend a scaled approach to minimum residential parking to ensure adequate parking is provided for every dwelling unit without excessively limiting buildable land for housing; and

WHEREAS, the Planning Commission and Community Development Department staff have also proposed amended provisions for visitor parking, off-street loading, and shared parking agreements (cooperative provisions), as well as consolidated all parking regulations into Chapter 17.36 SWMC; and

WHEREAS, in accordance with the Sedro-Woolley Consolidated Planning Procedures, the Planning Commission held public meetings and reviewed the draft amendments at the September 17, 2024; October 15, 2024; November 19, 2024; January 21, 2025; and February 18, 2025, Planning Commission meetings; and

WHEREAS, the Planning Commission held a public hearing on this matter during the February 18, 2025, meeting. At the meeting, the Commission reviewed the draft amendments, and, following a public hearing, passed a motion to recommend approval of the draft amendments presented at the February 18, 2025, Planning Commission meeting to City Council, with the following conditions: (1) Correct the definition for “Central Business District Core” in Section 17.04.030 SWMC to read as follows: “ ‘Central Business District Core’ means that area bounded to the north by the Cascade Trail, to the east by Puget Avenue / Fourth Avenue, to the south by the alley between State and Warner Streets, and to the west by the railroad right-of-way [...]”; (2) Define “loading facility” in Section 17.04.030 SWMC; (3) Revise proposed Subsection 17.36.030(C)(4)(b) SWMC to read as follows: “Eleven or more new residential units

are constructed, in which case the parking requirements in the table above shall apply”; and (4) Strike proposed Subsection 17.36.050 (E). The motion to recommend approval with the aforementioned conditions carried 7 – 0; and

WHEREAS, pursuant to RCW 36.70A.106, a notice of intent to adopt amendments to the city development regulations was sent to the Washington State Department of Commerce on March 3, 2025. A 15-day expedited review was requested and granted by Commerce. The comment period ended March 17, 2025; and

WHEREAS, Community Development Department Staff received one comment letter on March 17, 2025, from the Washington Department of Commerce regarding the recommended amendments. Community Development Department Staff reviewed the concerns raised in the letters and responded to the agency feedback, proposing changes under the scope of this Ordinance that would address said concerns. The proposed changes were implemented to ensure alignment with the recommendations of the Washington Department of Commerce while maintaining the City’s objectives; and

WHEREAS, the proposed changes are supported by and implement the Comprehensive Plan; and

WHEREAS, environmental review of the amendments has been completed and a Determination of Non-Significance was issued March 7, 2025; and

WHEREAS, the proposed ordinance is in the best interest of City of Sedro-Woolley citizens and promotes the health, safety, and welfare of the citizens of the City of Sedro-Woolley; and

WHEREAS, the City Council adopts the foregoing as its findings of fact justifying its adoption of this Ordinance; now, therefore,

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

Section 1. Title 17 SWMC are hereby amended as follows:

Title 17
ZONING

Chapters:

17.04 Administrative Provisions

17.06 Residential 1 Environmentally Constrained (R-1) Zone

17.08 Residential 5 (R-5) Zone

17.12 Residential 7 (R-7) Zone

17.16 Residential 15 (R-15) Zone

17.20 Mixed Commercial (MC) Zone

17.21 Urban Village Mixed-Use (UVMU) Overlay

17.22 Transitional Mixed Commercial Overlay

17.24 Central Business District (CBD) Zone

17.28 Industrial (I) Zone

17.32 Public (P) Zone

17.34 Open Space (OS) Zone

17.36 Off-street Parking and Loading

17.38 Residential Recreation Areas

17.40 Signs
17.43 Planned Residential Development (PRD)
17.44 General Regulations for All Zones
17.48 Mobile Home Parks
17.50 Landscaping
17.51 Murals
17.52 Repealed
17.56 Conditional Use Permits
17.60 Variances and Zoning Waivers
17.64 Temporary Permits
17.65 Regulations for Critical Areas
17.66 Flood Damage Prevention
17.68 Home Occupation Permits
17.72 Repealed
17.76 Repealed
17.80 Enforcement
17.84 Adult Entertainment Establishments
17.88 Essential Public Facilities
17.90 Collective Gardens
17.92 Recreational Marijuana Producers, Processors and Retailers
17.96 City of Sedro-Woolley Shoreline Master Program
17.98 Model Homes
17.100 Accessory Dwelling Units (ADUs)
17.110 Homeless Encampments at Religious Organizations

Chapter 17.04

ADMINISTRATIVE PROVISIONS

Sections:

17.04.010 Purpose.
17.04.020 Jurisdiction.
17.04.030 Definitions.
17.04.040 Administration and interpretation.
17.04.050 Nonconforming uses, structures, and lots.
17.04.060 Fees.

[...]

17.04.030 Definitions

[...]

“Building” means an enclosed structure capable of being heated. This word shall always be considered as being followed by the phrase “or portion thereof.”

“Central Business District Core” means that area bounded to the north by the Cascade Trail, to the east by Puget Avenue/Fourth Avenue, to the south by the alley between State and Warner Streets, and to the west by the railroad right-of-way. Also included in the Central Business District Core are properties zoned Central Business District that front Metcalf, Ferry, West Ferry, State, and West State Streets.

“Child day care centers” provide temporary care of children as defined by the State Department of Social and Health Services, preschool or nursery school.

[...]

“Light manufacturing” means any manufacturing activity that does not create noise, smoke, odors or any other nuisance that can be detected from outside the building.

“Loading dock” means a portion of a structure where vehicles carrying goods may load and/or unload shipments directly into the structure. A loading dock may be flush with the building envelope or completely enclosed. In residential and mixed-use developments, loading docks shall be designed to be accessible by mail carriers and couriers.

“Loading facility” means an on-site designated location designed for the loading and unloading of passengers and/or goods. This may include, but is not limited to, loading docks for shipments via truck or parking stalls designated as loading zones within a parking lot.

“Loading zone” means an off-street parking stall designated for the use of loading or unloading passengers and/or goods. Loading zones appear as a traditional parking stall but are regulated by signage that establishes a time limit and indicates the use of the parking stall for loading or unloading passengers and/or goods.

“Lot” means a contiguous quantity of land under one ownership, with fixed boundaries, which can legally be bought and sold separately from other lands.

[...]

“Ownership” means a lot or group of contiguous lots under the ownership.

“Permanent affordable housing” means housing, regardless of ownership, for which there is a legally binding, recorded document in effect that limits the price at which the owner may sell or restricts the occupancy of the unit to a qualified, low-income household, for a period of at least 40 years for a property used for shelter or rental housing, or for a period of at least 25 years for a property to be owned by a low-income household. These documents include, but are not limited to, affordability covenants, deed restrictions, and community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

“Permitted use” means a use permitted within a zone, including uses accessory to the permitted use.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Townhouse” means a dwelling in a row of units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

Chapter 17.16 Residential-15 (R-15)

Sections:

17.16.005 Intent.

17.16.010 Use restrictions.

17.16.020 Bulk restrictions.

17.16.030 Minimum lot size requirements.

17.16.035 Zero side setbacks permitted.

17.16.040 Maximum density requirements.

17.16.050 ~~Parking for residential uses in R-15 zone.~~Repealed

17.16.060 Design review.

[...]

17.16.050 Parking for residential uses in R-15 zone.

The parking requirements for residential uses in the R-15 zone shall be as follows:

Studio	1 space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

In all cases, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street either to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet. Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter 17.36 for other uses in this zone. (Ord. 1906-18 § 1, 2018; Ord. 1484-04 § 6 (part), 2004)

[...]

Chapter 17.20 Mixed Commercial (MC) Zone

Sections:

17.20.005 Intent.

17.20.010 Use restrictions.

17.20.020 Bulk restrictions.

17.20.030 Minimum lot size requirements.

17.20.040 Hazardous waste.

17.20.050 Design review.

17.20.060 ~~Parking for residential uses in the MC zone.~~Repealed

[...]

17.20.060 ~~Parking for residential uses in the MC zone.~~

The parking requirements for residential uses in the MC zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	1 space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

~~Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements of SWMC Ch. 17.36 for this zone. (Ord. 1484-04 § 7 (part), 2004)~~

Chapter 17.21 Urban Village Mixed-Use (UVMU) Overlay

Sections:

17.21.005 Intent.

17.21.010 Applicability.

17.21.015 Definitions.

17.21.020 Use restrictions.

17.21.025 Bulk restrictions.

17.21.030 Minimum lot size requirements.

17.21.040 Maximum density requirements and mixed uses.

17.21.050 Open space.

17.21.060 Building height.

17.21.065 Design standards.

17.21.070 Hazardous waste.

17.21.080 ~~Parking—General.~~Repealed

17.21.085 ~~Parking for commercial uses in the urban village mixed-use zone.~~Repealed

17.21.090 ~~Parking for residential uses in the urban village mixed-use zone.~~Repealed

17.21.100 Integrated site plan.

17.21.110 Integration with Brickyard Creek.

[...]

17.21.080 Parking—General.

A.—Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.

The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the planning director.

Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.

Private driveways, garages and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by civil engineer or planning director.

The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.

B.—Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)

17.21.085 ~~Parking for commercial uses in the urban village mixed-use zone.~~

Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows: A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space. Parking for commercial uses shall be provided in addition to residential parking requirements. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)

~~17.21.090 Parking for residential uses in the urban village mixed use zone.~~

~~Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows:~~

Table 17.21.090(1)	
Townhouse:	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms
Apartment or condominium:	
Studio	1.2 per dwelling unit
One bedroom	1.5 per dwelling unit
Two bedroom	1.7 per dwelling unit
Three bedroom or larger	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

~~(Ord. 1931-19 § 2 (Exh. A) (part), 2019)~~

[...]

Chapter 17.22 Transitional Mixed Commercial Overlay

Sections:

17.22.005 Intent.

17.22.010 Use restrictions.

17.22.020 Bulk restrictions.

17.22.030 Minimum lot size requirements.

17.22.040 Hazardous waste.

17.22.050 Design review.

17.22.060 ~~Parking for residential uses in the MC zone.~~Repealed

[...]

17.22.060 Parking for residential uses in the MC zone.

The parking requirements for residential uses in the MC zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	1 space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces

Visitor/overflow spaces	1 additional space per 8 units
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Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter ~~17.36~~ for this overlay. (Ord. ~~1664-10~~ § 2 (Exh. F))

Chapter 17.24 Central Business District (CBD) Zone

Sections:

17.24.010 Use restrictions.

17.24.020 Bulk restrictions.

17.24.030 Minimum lot size requirements.

17.24.040 Hazardous waste.

17.24.050 ~~Parking.~~Repealed

[...]

17.24.050 ~~Parking.~~

~~A.—Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.~~

~~B.—The goal of the central business district is to create a pedestrian friendly environment and to encourage commerce. Parking requirements in the downtown shall be as follows:~~

~~1.—Except for new construction as described in subsection (B)(2) of this section, parking for new buildings in the central business district shall be provided as follows:~~

Tier 1	New buildings with: • 10 or fewer residential units • 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.
Tier 2	New buildings with: • 11 or more residential units • More than 4,000 square feet of commercial space	Residential units associated with commercial/retail use: reduced off-street parking. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.

~~2.—Parking for new buildings located within the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue shall be provided as follows:~~

Tier 1	New buildings with: • 10 or fewer residential units • 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Retail and restaurant uses: no off-street parking required. Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter 17.36
Tier 2	New buildings with: • 11 or more residential units	Residential units associated with commercial/retail use: reduced off-street parking. Retail and restaurant uses: no off-street parking required.

• More than 4,000 square feet of commercial space	Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter <u>17.36</u>
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3.— Reduced residential parking standards referenced in subsections (B)(1) through (2) of this section are as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	1 space
1 bedroom	1 spaces
2 bedrooms	1.5 spaces
3 or more bedrooms	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director.

4.— New commercial or retail development may propose a shared parking arrangement to the planning director for review and approval.

5.— Parking for residential buildings that do not include commercial uses, as allowed per Section 17.24.010(A)(3), shall be accessed from the alley when an alley exists. The number of spaces required for residential buildings that do not include commercial uses shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	<u>1</u> space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director. 6.— There shall be a minimum off-street parking apron of twenty-five feet in length directly in front of all garage doors for residential buildings that do not include commercial uses per Section 17.24.010(A)(3). (Ord. 1979-21 § 1 (Exh. A), 2021; Ord. 1664-10 § 2 (Exh. B) (part), 2010; Ord. 1451-03 § 6)

Chapter 17.28 Industrial (I) Zone

Sections:

17.28.005 Intent.

17.28.010 Use restrictions.

17.28.020 Bulk restrictions.

- 17.28.030 Minimum lot size requirements.**
- 17.28.040 Screening requirements.**
- 17.28.050 General regulations on uses and property.**
- 17.28.060 Design review.**
- 17.28.070 ~~Parking for work/live units in the industrial zone.~~Repealed**

[...]

17.28.070 ~~Parking for work/live units in the industrial zone.~~

The parking requirements for work/live units in the industrial zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls</u>
Studio	2 spaces
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 6 units

Work/live units shall provide parking per the table above for the residential use based on the number of bedrooms in the unit. Work/live units shall also provide parking spaces for the business use per the development standards in Section 17.36.030.

Parking spaces counted for the residential portion of the work/live unit shall not be counted towards the parking requirements of Chapter 17.36 for the business portion. (Ord. 2046-23 § 4, 2024)

Chapter 17.36 Off-street Parking and Loading

Sections:

- 17.36.010 When required—Maintenance.**
- 17.36.020 Location—Restrictions.**
- 17.36.030 Number of spaces required.**
- 17.36.035 ~~Reductions to required parking minimums.~~**
- 17.36.040 Development standards.**
- 17.36.050 Loading facilities requirement.**
- 17.36.060 Cooperative provisions.**
- 17.36.070 Third party consents.**
- 17.36.080 ~~Repealed.~~**
- 17.36.090 ~~Handicapped parking~~Repealed.**
- 17.36.092 Parking – urban village mixed-use (UVMU) overlay zone.**
- 17.36.094 Parking – central business district (CBD) zone.**

[...]

17.36.020 Location—Restrictions.

A. Off-street parking spaces required shall be located off the public right-of-way in an area with appropriate zoning, and within five hundred feet walking distance of a public entrance to the building served. Parking spaces may be located within the required setback areas except that they shall not be located within any required vision clearance triangle.

B. New retail businesses, restaurants and the first four thousand square feet of all other commercial uses located in an existing building within ~~the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue~~ the Central Business District Core as defined in 17.04.030 SWMC may use the city-owned parking lots to accommodate the parking requirements in this ~~chapter~~ Chapter. ~~and in Chapter 17.24.~~ This area is substantially developed on zero setbacks from the right-of-way, making it impractical to provide on-site parking to satisfy the purpose and intent of this chapter. ~~New buildings that contain commercial space or residential space associated with commercial space shall provide parking in accordance with the tiered parking requirements described in Section 17.24.050 and this chapter.~~ (Ord. [1979-21](#) § 1 (Exh. B), 2021; Ord. [1785-13](#) § 1, 2013; Ord. [1013](#), § 3.01.02, 1985)

17.36.030 Number of spaces required.

The number of required off-street parking spaces shall be as follows, ~~computed to the nearest whole number rounded up to the next integer:~~

- A. Housing reserved for persons ~~sixty-fifty-five~~ years of age and older: one per dwelling unit;
- B. Group homes: one per resident between the ages of sixteen and fifty-nine, inclusive, excluding persons unable to drive due to disability, plus .5 per such younger, older or disabled person; except that bed and breakfasts and similar transient guest facilities shall provide one space per transient unit plus two for the residing family;
- C. All housing other than the above, subject to any cooperative parking agreements as approved by the Community Development Director or their designee: ~~two per dwelling unit;~~

			Dwelling Unit Type															
			Studio single-family home	1-bedroom single-family home	2-bedroom single-family home	3-bedroom single-family home	4-bedroom single-family home	Studio apartment	1-bedroom apartment	2-bedroom apartment	3-bedroom apartment	4-bedroom apartment	Accessory dwelling unit	Studio or 1-bedroom duplex or triplex unit	2-bedroom (or more) duplex or triplex unit	Studio or 1-bedroom townhouse unit	2-bedroom (or more) townhouse unit	Work/live unit (Residential Parking Only)
Zone Designation	R-1	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-1 Zone										Not Required in R-1 Zone					
	R-5	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-5 Zone										Not Required in R-5 Zone					
	R-7	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	2	3	Not Permitted		
		Required Visitor Parking	Not Required in R-7 Zone										Not Required in R-7 Zone					
	R-15	Minimum Residential Parking	1.5	1.75	2	2.5	3	1.5	1.75	2	2.5	3	Not Permitted	2	3	1.75	2.5	Not Permitted
		Required Visitor Parking	Not Required in R-15 Zone					1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		Not Required in R-15 Zone		1 stall for every 6 units	1 stall for every 3 units	
	MC	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						
	UVMU	Minimum Residential Parking	Not Permitted					1.2	1.5	1.7	2.5	3	Not Permitted			1	2 (plus 0.5 for each add'l bedroom)	Not Permitted
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units				1 stall for every 6 units	1 stall for every 3 units	

		Maximum Residential Parking		2	2.5	3	3.5	4					3	4	
	TMCO	Minimum Residential Parking	Not Permitted	1.5	2	2.5	3	4	Not Permitted						2
		Required Visitor Parking		1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units							Not Required in TMCO Zone
	CBD Reduced Parking for Mixed-Use	Minimum Residential Parking	Not Permitted	1	1	1.5	2.5	3	Not Permitted						
		Required Visitor Parking		Not Required in CBD-core Zone											
		Maximum Residential Parking		1.5	2	2.5	3	3.5							
	CBD Parking for Standalone Residential	Minimum Residential Parking	Not Permitted	1	2	2	3	4	Not Permitted	2	3	2	3	Not Permitted	
		Required Visitor Parking		1 stall per 10 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units		Not Required in CBD-fringe Zone					
		Maximum Residential Parking		2	2.5	3	3.5	4.5		3	3.5	2.5	3.5		
	I	Minimum Residential Parking	Not Permitted												2
		Required Visitor Parking													Not Required in I Zone

			Dwelling Unit Type															
			Studio single-family home	1-bedroom single-family home	2-bedroom single-family home	3-bedroom single-family home	4-bedroom single-family home	Studio apartment	1-bedroom apartment	2-bedroom apartment	3-bedroom apartment	4-bedroom apartment	Accessory dwelling unit	Studio or 1-bedroom duplex or triplex unit	2-bedroom (or more) duplex or triplex unit	Studio or 1-bedroom townhouse unit	2-bedroom (or more) townhouse unit	Work/live unit (Residential Parking Only)
Zone Designation	R-1	Minimum Residential Parking	1.5	1.75	2	2.5	3						1					
		Required Visitor Parking	Not Required in R-1 Zone					Not Permitted					Not Required in R-1 Zone	Not Permitted				
	R-5	Minimum Residential Parking	1.5	1.75	2	2.5	3						1					
		Required Visitor Parking	Not Required in R-5 Zone					Not Permitted					Not Required in R-5 Zone	Not Permitted				
	R-7	Minimum Residential Parking	1.5	1.75	2	2.5	3						1	2	3			
		Required Visitor Parking	Not Required in R-7 Zone					Not Permitted					Not Required in R-7 Zone			Not Permitted		
	R-15	Minimum Residential Parking	1.5	1.75	2	2.5	3	1.5	1.75	2	2.5	3	Not Permitted	2	3	1.75	2.5	Not Permitted
		Required Visitor Parking	Not Required in R-15 Zone					1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		Not Required in R-15 Zone		1 stall for every 6 units	1 stall for every 3 units	
	MC	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						
	UVMU	Minimum Residential Parking	Not Permitted					1.2	1.5	1.7	2.5	3	Not Permitted			1	2 (plus 0.5 for each add'l bedroom)	Not Permitted

		Required Visitor Parking		1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		1 stall for every 6 units	1 stall for every 3 units			
		Maximum Residential Parking		2	2.5	3	3.5	4		3	4			
	TMCO	Minimum Residential Parking	Not Permitted	1.5	2	2.5	3	4	Not Permitted			2		
		Required Visitor Parking		1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units				Not Required in TMCO Zone		
	CBD Reduced Parking for Mixed-Use	Minimum Residential Parking	Not Permitted	1	1	1.5	2.5	3	Not Permitted					
		Required Visitor Parking		Not Required in CBD-core Zone										
		Maximum Residential Parking		1.5	2	2.5	3	3.5						
	CBD Parking for Standalone Residential	Minimum Residential Parking	Not Permitted	1	2	2	3	4	Not Permitted	2	3	2	3	Not Permitted
		Required Visitor Parking		1 stall per 10 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units		Not Required in CBD-fringe Zone				
		Maximum Residential Parking		2	2.5	3	3.5	4.5		3	3.5	2.5	3.5	
	I	Minimum Residential Parking	Not Permitted										2	
		Required Visitor Parking											Not Required in I Zone	

1. When residential developments contain multiple dwelling unit types listed above, the required amount of parking shall be individually determined for each residential unit and summed in total. When the required amount of parking stalls for residential units or residential visitors is a fraction of a whole number, the required amount shall be rounded up to the next integer in all cases.
2. Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements for other uses, unless approved by the Community Development Director or their designee through a shared parking agreement or similar binding mechanism. Parking spaces counted for use of a particular dwelling unit shall not also be counted towards parking requirements for other dwelling units.
3. Work/live units shall provide parking per the table above for the residential use in the unit. Work/live units shall also provide parking spaces for the business use per the standards of this Chapter. Parking spaces counted for the residential portion of the work/live unit shall not also be counted towards the parking requirements of the business portion.
4. In the Central Business District Core, as defined in 17.04.030 SWMC, off-street parking is not required for new residential developments, with the following exceptions:
 - a. New construction is accompanied with more than four thousand square feet of commercial space as a mixed-use development, in which case the reduced parking requirements outlined in the table above shall be required; or
 - b. Eleven or more new residential units are constructed, in which case the parking requirements in the table above shall apply.
5. For the purpose of this chapter, bedroom shall be defined by the most recent edition of the International Building Code.
6. Parking for Accessory Dwelling Units (ADUs). Unless the ADU is located within one-half mile walking distance to a major transit stop, as defined in RCW 36.70A.030(25), one off-street parking stall per unit is required in addition to the off-street parking stalls required for the principal residence, regardless of lot size. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking stall for the ADU shall gain access from the alley. Parking shall be developed in accordance with the standards of this Chapter.

D. Offices (excluding health care offices) and banks: One per three hundred square feet gross floor area plus five vehicle storage spaces per drive-through window;

E. Eating and drinking establishments: one per seventy-five square feet of area open to the public, including outdoor service areas, plus additional as specified by the ~~zoning administrator~~Community Development Director or their designee for drive-through capability;

F. Low-intensity sales and service (lumber, building supplies, feed and grain, large appliances, furniture, motor vehicles, boats, machinery, dry-cleaning, sign making, shoe and clothing repair, locksmiths, photography, saw-sharpening, etc.): one per four hundred square feet of gross floor area plus additional as specified by the ~~Zoning Administrator~~Community Development Director or their designee for outdoor sales and activity areas;

G. High intensity sales and service (food, clothing, hardware, household goods, drugs, arts and crafts, auto parts, sporting goods, office equipment, books, plants, jewelry, liquor, musical instruments, barber and beauty shops, laundromats, etc.): one per two hundred fifty square feet of gross floor area open to the public;

H. Churches and funeral homes: one per four occupants at maximum design capacity;

- I. Places of public assembly other than the above (auditoriums, stadiums, halls, clubs, theaters, indoor recreation, bus stations, etc.): one per three occupants at maximum design capacity;
 - J. Hospitals and residential health care facilities: one per three beds;
 - K. Health care offices and clinics including veterinarians: six per doctor, dentist or other principal personnel;
 - L. Day care and preschool facilities: one per worker at maximum shift plus adequate loading space.
 - M. Industry, wholesaling, warehousing, nonpassenger transportation facilities except ministorage: one per 1.5 workers on maximum shift;
 - N. Open air activities, schools, plant nurseries, public utilities, outdoor recreation, ministorage, drive-through facilities (food, carwash, service stations, etc.) and all other uses not otherwise specified: to be determined by the ~~zoning administrator~~ Community Development Director or their designee.
 - O. Non-residential uses in the Urban Village Mixed-Use Overlay Zone: refer to 17.36.092 SWMC.
 - P. Non-residential uses in the Central Business District Zone: refer to 17.36.094 SWMC.
- (Ord. [1013](#) § 3.01.03, 1985)

17.36.035 Reductions to required parking minimums.

Reductions to the required minimum parking standards outlined in 17.36.030 (C) of this Chapter may be permitted by the Community Development Director or their designee if the following provisions are applicable. Reductions are only permitted for multifamily residential use. Applicants shall be limited to no more than two of the following reduction options:

- A. Public Transit Reduction. The required parking minimum may be reduced by up to 20% if the proposed development is within one-quarter mile of a public transit service that provides transportation at a frequency rate of twice per hour for twelve or more consecutive hours on a standard weekday.
- B. Reduction for Underground or Structured Parking within Multifamily Residential Development. The required parking minimum may be reduced by up to 20% if the proposed development incorporates underground or structured parking, in accordance with the following provisions:
 - 1. A parking requirement reduction for underground or structured parking shall not be granted for single-family residences, ADUs, duplex units, or triplex units;
 - 2. Underground or structured parking satisfies at least 40% of the multifamily residential development's required minimum parking after reduction; and
 - 3. A minimum of ten parking stalls shall be underground or structured.

C. Permanent Affordable Housing Reduction. The required parking minimum may be reduced by up to 20% if a proposed residential development designates at least 50% of all residential units as permanent affordable housing as defined in 17.04.030 SWMC. If sale price limitation is selected, residential developments which limit the sale of at least 50% of the units to no more than 40% fair market value are eligible for this reduction. If occupancy restriction is selected, residential developments which reserve a minimum of 50% of the units for households with incomes at 80% Area Median Income or below, according to most recent U.S. Census data, are eligible for this reduction. At the time of residential building permit application, the applicant shall submit documentation of a legally binding document indicating the selected method to be recorded with the Skagit County Auditor upon city approval.

17.36.040 Development standards.

Parking facilities provided in accordance herewith shall:

- A. Have access to a public thoroughfare, with ingress and egress designed with respect to intersections, crosswalks and traffic in general so as not to create safety hazards or impedances. Driveways connecting parking spaces to the public thoroughfare shall be at least twelve feet in width if one-way or serving less than ten parking spaces. Otherwise driveway width shall be at least twenty feet;
- B. Incorporate maneuvering room so as not to require backing out onto a public street, except that parking spaces serving single-family residences, accessory dwelling units, ~~and~~ duplexes, and triplexes may utilize a street for backing out, provided the street is not an arterial and location is at least fifty feet from all street intersections;

C. ~~Be designed so that all vehicles are independently mobile and do not block each other; Be permitted to use a tandem parking configuration, compliant with 36.70A.622(C) RCW;~~

D. Be surfaced with a dust-free, durable material, provided that the portion of the driveway lying within the public right-of-way shall be paved with a material matching or superior to that of the public thoroughfare. ~~Existing legal non-conforming gravel parking stalls may be permitted, up to a maximum of six parking stalls, compliant with 36.70A.622(D) RCW;~~

E. Incorporate provision for drainage so as not to create on-site or off-site drainage problems;

F. Incorporate adequate traffic control devices to inform users of the designed use of spaces, ingress, egress and maneuvering space. Parking spaces, if more than four, shall be separately identified by striping, wheel-stops or other such means. General use of wheel stops to prevent damage to structures and landscaping is recommended, as is lighting of larger parking lots;

G. Provide for convenient pedestrian movement from parking spaces to building entrance, sufficiently separated from or compatible with vehicular traffic to ensure safety;

H. Incorporate effective and attractive sight-obscuring screening if serving a nonresidential use and located in or abutting a residential zone;

I. ~~Provide a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street whether to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet in length for all dwelling unit types.~~

J. ~~Be in accordance with the following dimensional requirements, provided the parking stall area excludes striping, wheel stops, curbs, and other similar devices from the required minimum dimensions; provided that a maximum of thirty percent of the total required spaces may be designated for compact cars with a width of seven and one-half feet, length of fifteen feet, and correspondingly reduced maneuvering room as set out in Figures one through three of the ordinance codified in this title, on file in the office of the city clerk. (Ord. 1013 § 3.01.04, 1985)~~

~~1. Standard parking stalls accessed at a 90-degree angle shall be no less than eight feet in width and nineteen feet in length.~~

~~2. The dimensions of standard parking stalls accessed at an angle not explicitly referenced in this Chapter shall be determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.~~

~~4. A maximum of thirty percent of the total required spaces may be designated for compact cars, provided they are accessed at a 90-degree angle and are no less than seven and one-half feet in width and fifteen feet in length;~~

~~a. Parking stalls for compact cars accessed at an angle not explicitly referenced in the Chapter are permitted, provided their dimensions are determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.~~

K. ~~Provide adequate accessible parking in conformance with both the most recent edition of the Americans with Disabilities Act (ADA) Standards for Accessible Design released by the U.S. Department of Justice as well as the most recent edition of the Washington State International Building Code, whichever is stricter;~~

L. ~~Parking stalls for residential use may utilize grass block pavers, as permitted in 36.70A.622(G) RCW; and~~

M. ~~Preserve significant trees as defined in 17.50.110 SWMC in accordance with 36.70A.622(F) RCW. For residential and mixed-use developments only, significant trees shall not be removed to accommodate minimum parking requirements. If a proposed development cannot provide adequate parking solely due to significant tree retention, the minimum parking requirement shall be reduced to preserve all significant trees.~~

17.36.050 Loading facilities requirement.

A. ~~Whenever a building is erected, enlarged, or its use changed, and the new use requires that deliveries be made to the building which, unless special provisions are made (such as proximity within one half mile~~

of a mail carrier or courier), will result in significant traffic hazard or impedance, then adequate off-street loading facilities and maneuvering space for delivery vehicles shall be provided to prevent such hazard or impedance. Special provisions are subject to approval by the Community Development Director or their designee. (Ord. 1013 § 3.01.05, 1985)

1. Loading facilities are not required for single-family residences, ADUs, duplex units, and triplex units.

B. Loading facilities shall be provided for multifamily residential uses in accordance with the following table:

<u>Number of Units Within a Multifamily Residential Development</u>	<u>Minimum Required Loading Facilities</u>
<u>24 or fewer units</u>	<u>No loading facility required.</u>
<u>25 – 49 units</u>	<u>1 loading facility required.</u>
<u>50 – 125 units</u>	<u>2 loading facilities required.</u>
<u>126 or more units</u>	<u>3 loading facilities required, plus 1 for every additional 100 units.</u>

C. Loading zones shall be designated parking stalls that are clearly marked as such and must display signage indicating stopping for the purpose of loading or unloading people and/or goods shall not exceed thirty minutes. Loading zone dimensions shall comply with the following:

1. Loading zones shall comply with the development standards outlined in this Chapter;
2. Loading zones may be used for residential parking during peak residential use hours, beginning at 8:00 P.M. and ending at 8:00 A.M., provided they do not exceed eight feet in width and twenty feet in length. Loading zones larger than the before-described dimensions are permitted but may not be counted towards the minimum residential parking requirements; and
3. Adequate turning clearance for loading facilities shall be provided with consideration for large vehicles and trucks. The requirements for turning clearance shall be determined according to the City Engineer or their designee.

D. Loading facilities shall be located near primary entrances as reasonably practicable. Loading facilities shall not interfere with the requirements of ADA-accessible parking as required per 17.36.040 (K) SWMC.

17.36.060 Cooperative provisions.

Parking and loading facilities may be provided cooperatively, either through private arrangements or by means of a fee-in-lieu public parking program administered by the city. ~~If the uses party to such a cooperative provision generate their peak parking demand at different times, the zoning administrator may reduce the total parking requirement from that which would be required separately to a number representative of the greatest demand likely to occur at any one time.~~

A. If the uses party to such a cooperative parking arrangement generate their peak parking demand at different times, the Community Development Director or their designee may permit parking stalls to be counted towards the minimum requirement for more than one use.

B. The amount of required parking stalls within a cooperative provision shall not be less than the minimum required amount for the use with the largest parking requirement.

(Ord. 1013 § 3.01.06, 1985)

[...]

17.36.090 Handicapped parking.

~~Parking spaces shall be provided for the handicapped and shall be clearly signed or marked with stenciled notation on the pavement designating such use and shall be posted with an approved handicapped parking sign directly in front of the stall. Each space shall be at least eight feet wide and shall have an adjacent~~

access aisle five feet wide minimum. Two accessible parking spaces may share a common access aisle. Van spaces shall be sixteen feet in width to include the access aisle. Parking spaces and access aisles shall be level with surface slopes not exceeding 1:50 in all directions. Parking spaces shall be located closest to the handicapped accessible entrance with an accessible route provided to that entrance. Parking spaces for the handicapped shall be provided as follows:

Total Parking Provided	Minimum Number Required for the Handicapped
6—25 spaces	1 space
26—50 spaces	2 spaces
51—75 spaces	3 spaces
76—100 spaces	4 spaces
101—150 spaces	5 spaces
151—200 spaces	6 spaces
201—300 spaces	7 spaces
301—400 spaces	8 spaces
401 and over	To be arranged with the zoning administrator

(Ord. 1312-98 § 1 (part), 1998)

17.36.092 Parking – urban village mixed-use (UVMU) overlay zone.

A. Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.

The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the Community Development Director.

Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.

Private driveways, garages, and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by the City Engineer, Community Development Director, or their designees.

The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.

B. Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. Off-street parking for residential use shall be limited with parking stall maximums to reduce automobile dependency and overexpansion of asphalt. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)

C. Subject to any shared parking agreement as approved by the Community Development Director or their designee, non-residential parking in the Urban Village Mixed-Use (UVMU) Overlay Zone shall be provided as follows:

1. A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space.
2. Parking for commercial uses shall be provided in addition to residential parking requirements outlined in 17.36.030(C) SWMC.

D. Parking requirements for residential use in the UVMU shall be in accordance with the requirements in 17.36.030(C) SWMC.

17.36.094 Parking – central business district (CBD) zone.

A. Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.

B. The goal of the central business district is to create a pedestrian-friendly environment and to encourage commerce. Parking requirements for non-residential uses in the Central Business District shall be as follows:

<u>Location</u>	<u>Required Minimum Parking for Non-Residential Uses</u>
<u>Within the Central Business District Core</u>	<u>Retail and restaurants: No off-street parking required.</u> <u>Public Use: No off-street parking required.</u> <u>Non-residential uses not described: Refer to 17.36.030 SWMC.</u>
<u>Outside of the Central Business District Core</u>	<u>Commercial use: Refer to 17.36.030 SWMC.</u> <u>Public use: No off-street parking required.</u>

C. New commercial or retail development may propose a shared parking arrangement to the Community Development Director or their designee for review and approval, subject to the requirements in 17.36.060 SWMC.

D. Parking requirements for residential use in the CBD shall be in accordance with the requirements in 17.36.030(C) SWMC.

Chapter 17.100 Accessory Dwelling Units (ADUs)

Sections:

17.100.010 Purpose and intent.

17.100.020 Permit required.

17.100.030 Standards and criteria.

[...]

17.100.030 Standards and criteria.

[...]

J. One off-street parking space is required in addition to the off-street parking spaces required for the principal residence. Parking must be provided on the subject property, either off of an alley or on a

Ordinance No. 2096-25 Amending Title 17 “Zoning” SWMC

Page 21 of 22

~~driveway. When the property abuts an alley, the off-street parking space for the accessory dwelling unit shall gain access from the alley. Parking shall be developed in accordance with the standards in Chapter 17.36.~~

[...]

Section 2. This ordinance shall be in force and take effect five (5) days after its publication according to law.

Section 3. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause, or phrase of this ordinance.

PASSED by majority vote of the members of the Sedro-Woolley City Council this _____ day of _____, 20____, and signed in authentication of its passage this _____ day of _____, 20____.

By: _____
JULIA JOHNSON, Mayor

Attest: _____
KELLY KOHNKEN, Finance Director

Approved as to form:

NIKKI THOMPSON, City Attorney

Published:

CERTIFICATION OF ENROLLMENT
SUBSTITUTE SENATE BILL 6015

68th Legislature
2024 Regular Session

Passed by the Senate March 4, 2024
Yeas 28 Nays 21

President of the Senate

Passed by the House February 29, 2024
Yeas 95 Nays 1

Speaker of the House of
Representatives

Approved

Governor of the State of Washington

CERTIFICATE

I, Sarah Bannister, Secretary of
the Senate of the State of
Washington, do hereby certify that
the attached is **SUBSTITUTE SENATE
BILL 6015** as passed by the Senate
and the House of Representatives on
the dates hereon set forth.

Secretary

FILED

Secretary of State
State of Washington

SUBSTITUTE SENATE BILL 6015

AS AMENDED BY THE HOUSE

Passed Legislature - 2024 Regular Session

State of Washington 68th Legislature 2024 Regular Session

By Senate Local Government, Land Use & Tribal Affairs (originally sponsored by Senators Shewmake, Kuderer, and Lillas)

READ FIRST TIME 01/31/24.

1 AN ACT Relating to parking configurations for residential uses;
2 and adding a new section to chapter 36.70A RCW.

3 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

4 NEW SECTION. **Sec. 1.** A new section is added to chapter 36.70A
5 RCW to read as follows:

6 (1) Cities and counties planning under this chapter shall enforce
7 land use regulations for residential development as provided in this
8 section:

9 (a) Garages and carports may not be required as a way to meet
10 minimum parking requirements for residential development;

11 (b) Parking spaces that count towards minimum parking
12 requirements may be enclosed or unenclosed;

13 (c) Parking spaces in tandem must count towards meeting minimum
14 parking requirements at a rate of one space for every 20 linear feet
15 with any necessary provisions for turning radius. For purposes of
16 this subsection, "tandem" is defined as having two or more vehicles,
17 one in front of or behind the others with a single means of ingress
18 and egress;

19 (d) Existence of legally nonconforming gravel surfacing in
20 existing designated parking areas may not be a reason for prohibiting

1 utilization of existing space in the parking area to meet local
2 parking standards, up to a maximum of six parking spaces;

3 (e) Parking spaces may not be required to exceed eight feet by 20
4 feet, except for required parking for people with disabilities;

5 (f) Any county planning under this chapter, and any cities within
6 those counties with a population greater than 6,000, may not require
7 off-street parking as a condition of permitting a residential project
8 if compliance with tree retention would otherwise make a proposed
9 residential development or redevelopment infeasible; and

10 (g) Parking spaces that consist of grass block pavers may count
11 toward minimum parking requirements.

12 (2) Existing parking spaces that do not conform to the
13 requirements of this section by the effective date of this act are
14 not required to be modified or resized, except for compliance with
15 the Americans with disabilities act. Existing paved parking lots are
16 not required to change the size of existing parking spaces during
17 resurfacing if doing so will be more costly or require significant
18 reconfiguration of the parking space locations.

19 (3) The provisions in subsection (1) of this section do not apply
20 to portions of cities within a one-mile radius of a commercial
21 airport in Washington with at least 9,000,000 annual enplanements.

--- END ---

CITY OF SEDRO-WOOLLEY
SEPA Notice of Threshold Determination
Determination of Non-significance (DNS)

Project Description: Non-project action to amend Title 17 of the Sedro-Woolley Municipal Code to update residential off-street parking and loading regulations to apply a scaled approach to minimum parking requirements and adopt new provisions for visitor parking, loading facilities, and maximum parking requirements.

Proponent: City of Sedro-Woolley Planning Department

Location of Project, Including Street Address: No specific address, non-project action.

Lead Agency, City of Sedro-Woolley: The lead agency for this proposal has determined that this non-project action does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required for this non-project action under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issue. Per SWMC 2.88.170, you may appeal this threshold determination in writing to the City of Sedro-Woolley Planning Department no later than **4:30 PM on March 21, 2025**. Written appeals must be submitted to the Sedro-Woolley Planning Department, 325 Metcalf Street, Sedro-Woolley, Washington, 98284. Contact the Planning Department at (360) 855-0771 or electronically at asandovaloaks@sedro-woolley.gov to read or ask about the procedures for SEPA appeals.

Responsible SEPA Official: Tom Glover, Community Development Director – City of Sedro-Woolley

Contact Person: Ashton Sandoval Oaks, Assistant Planner

Address: NA, non-project action

Date of Issue: March 7, 2025

Signature:



Tom Glover, Community Development Director

Chapter 17.04

ADMINISTRATIVE PROVISIONS

Sections:

[17.04.010 Purpose.](#)

[17.04.020 Jurisdiction.](#)

[17.04.030 Definitions.](#)

[17.04.040 Administration and interpretation.](#)

[17.04.050 Nonconforming uses, structures, and lots.](#)

[17.04.060 Fees.](#)

[...]

17.04.030 Definitions.

[...]

“Building” means an enclosed structure capable of being heated. This word shall always be considered as being followed by the phrase “or portion thereof.”

“Central Business District Core” means that area bounded to the north by the Cascade Trail, to the east by Puget Avenue/Fourth Avenue, to the south by the alley between State and Warner Streets, and to the west by the railroad right-of-way. Also included in the Central Business District Core are properties zoned Central Business District that front Metcalf, Ferry, West Ferry, State, and West State Streets.

“Child day care centers” provide temporary care of children as defined by the State Department of Social and Health Services, preschool or nursery school.

[...]

“Light manufacturing” means any manufacturing activity that does not create noise, smoke, odors or any other nuisance that can be detected from outside the building.

“Loading dock” means a portion of a structure where vehicles carrying goods may load and/or unload shipments directly into the structure. A loading dock may be flush with the building envelope or completely enclosed. In residential and mixed-use developments, loading docks shall be designed to be accessible by mail carriers and couriers.

“Loading facility” means an on-site designated location designed for the loading and unloading of passengers and/or goods. This may include, but is not limited to, loading docks for shipments via truck or parking stalls designated as loading zones within a parking lot.

“Loading zone” means an off-street parking stall designated for the use of loading or unloading passengers and/or goods. Loading zones appear as a traditional parking stall but are regulated by signage that establishes a time limit and indicates the use of the parking stall for loading or unloading passengers and/or goods.

“Lot” means a contiguous quantity of land under one ownership, with fixed boundaries, which can legally be bought and sold separately from other lands.

[...]

“Ownership” means a lot or group of contiguous lots under the ownership.

“Permanent affordable housing” means housing, regardless of ownership, for which there is a legally binding, recorded document in effect that limits the price at which the owner may sell or restricts the occupancy of the unit to a qualified, low-income household, for a period of at least 40 years for a property used for shelter or rental housing, or for a period of at least 25 years for a property to be owned by a low-income household. These documents include, but are not limited to, affordability covenants, deed restrictions, and community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

“Permitted use” means a use permitted within a zone, including uses accessory to the permitted use.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Townhouse” means a dwelling in a row of units in which each unit has its own front and rear access to the outside, no unit is located over another unit, and each unit is separated from any other unit by one or more vertical common walls.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

Chapter 17.16

RESIDENTIAL 15 (R-15) ZONE

[...]

~~17.16.050 Parking for residential uses in R-15 zone.~~

~~The parking requirements for residential uses in the R-15 zone shall be as follows:~~

Studio	1 space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

~~In all cases, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street either to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet.~~

~~Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter 17.36 for other uses in this zone. (Ord. 1906-18 § 1, 2018; Ord. 1484-04 § 6 (part), 2004)~~

[...]

Chapter 17.20

MIXED COMMERCIAL (MC) ZONE

[...]

~~17.20.060 Parking for residential uses in the MC zone.~~

~~The parking requirements for residential uses in the MC zone shall be as follows:~~

Dwelling Unit Type	Required resident parking stalls per dwelling unit
Studio	11.5 spaces
1-bedroom	2 spaces
2-bedrooms	2.2 spaces
3-bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units, 1 additional parking stall per 6 resident parking stalls or fraction thereof.

~~Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements of SWMC Ch. 17.36 for this zone. (Ord. 1484-04 § 7 (part), 2004)~~

Chapter 17.21

URBAN VILLAGE MIXED-USE (UVMU) OVERLAY

[...]

17.21.080 Parking—General.

~~A. Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.~~

~~The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the planning director.~~

~~Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.~~

~~Private driveways, garages and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by civil engineer or planning director.~~

~~The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.~~

~~B. Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)~~

17.21.085 Parking for commercial uses in the urban village mixed-use zone.

~~Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows: A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space. Parking for commercial uses shall be provided in addition to residential parking requirements. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)~~

17.21.090 Parking for residential uses in the urban village mixed-use zone.

Subject to any shared parking as approved under Section 17.21.080, parking shall be provided as follows:

Table 17.21.090(1)

Townhouse:	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms
Apartment or condominium:	
Studio	1.2 per dwelling unit
One bedroom	1.5 per dwelling unit
Two bedroom	1.7 per dwelling unit
Three bedroom or larger	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

(Ord. 1931-19 § 2 (Exh. A) (part), 2019)

[...]

Chapter 17.22

TRANSITIONAL MIXED COMMERCIAL OVERLAY

[...]

~~17.22.060 Parking for residential uses in the MC zone.~~

~~The parking requirements for residential uses in the MC zone shall be as follows:~~

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	11.5 spaces
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 8 units

~~Parking spaces counted for residential use shall not also be counted towards nonresidential parking requirements of Chapter 17.36 for this overlay. (Ord. 1664-10 § 2 (Exh. F))~~

Chapter 17.24

CENTRAL BUSINESS DISTRICT (CBD) ZONE

[...]

17.24.050 Parking.

A. ~~Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.~~

B. ~~The goal of the central business district is to create a pedestrian-friendly environment and to encourage commerce. Parking requirements in the downtown shall be as follows:~~

1. ~~Except for new construction as described in subsection (B)(2) of this section, parking for new buildings in the central business district shall be provided as follows:~~

Tier 1	New buildings with: 10 or fewer residential units 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.
Tier 2	New buildings with: 11 or more residential units More than 4,000 square feet of commercial space	Residential units associated with commercial/retail use: reduced off-street parking. Commercial uses: standard off-street parking per Chapter 17.36. Public uses: no off-street parking required.

2. ~~Parking for new buildings located within the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue shall be provided as follows:~~

Tier 1	New buildings with: 10 or fewer residential units 4,000 square feet or fewer of commercial space	Residential units associated with commercial/retail use: no off-street parking required. Retail and restaurant uses: no off-street parking required. Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter 17.36
Tier 2	New buildings with: 11 or more residential units	Residential units associated with commercial/retail use: reduced off-street parking. Retail and restaurant uses: no off-street parking required.

	• More than 4,000 square feet of commercial space	Public uses: no off-street parking required. All uses not described: standard off-street parking per Chapter <u>17.36</u>
--	---	--

3.—Reduced residential parking standards referenced in subsections (B)(1) through (2) of this section are as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	1 space
1 bedroom	1 spaces
2 bedrooms	1.5 spaces
3 or more bedrooms	1 space per bedroom up to 2 bedrooms, 0.5 space per additional bedroom over 2 bedrooms

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director.

4.—New commercial or retail development may propose a shared parking arrangement to the planning director for review and approval.

5.—Parking for residential buildings that do not include commercial uses, as allowed per Section 17.24.010(A)(3), shall be accessed from the alley when an alley exists. The number of spaces required for residential buildings that do not include commercial uses shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls per dwelling unit</u>
Studio	<u>1</u> space
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces

Rooms indicated on building plans as “office,” “extra room,” “play room” or other rooms that may reasonably be considered for use as a bedroom may be counted as bedrooms for parking purposes by the planning director.6.—There shall be a minimum off-street

parking apron of twenty-five feet in length directly in front of all garage doors for residential buildings that do not include commercial uses per Section 17.24.010(A)(3). (Ord. 1979-21 § 1 (Exh. A), 2021; Ord. 1664-10 § 2 (Exh. B) (part), 2010; Ord. 1451-03 § 6)

DRAFT

Chapter 17.28 INDUSTRIAL (I) ZONE

[...]

17.28.070 Parking for work/live units in the industrial zone.

The parking requirements for work/live units in the industrial zone shall be as follows:

<u>Dwelling Unit Type</u>	<u>Required resident parking stalls</u>
Studio	2 spaces
1 bedroom	2 spaces
2 bedrooms	2 spaces
3 bedrooms	3 spaces
4 or more bedrooms	4 spaces
Visitor/overflow spaces	1 additional space per 6 units

Work/live units shall provide parking per the table above for the residential use based on the number of bedrooms in the unit. Work/live units shall also provide parking spaces for the business use per the development standards in Section 17.36.030.

Parking spaces counted for the residential portion of the work/live unit shall not be counted towards the parking requirements of Chapter 17.36 for the business portion. (Ord. 2046-23 § 4, 2024)

Chapter 17.36

OFF-STREET PARKING AND LOADING

Sections:

- [17.36.010 When required—Maintenance.](#)
- [17.36.020 Location—Restrictions.](#)
- [17.36.030 Number of spaces required.](#)
- [17.36.035 Reductions to required parking minimums.](#)
- [17.36.040 Development standards.](#)
- [17.36.050 Loading facilities requirement.](#)
- [17.36.060 Cooperative provisions.](#)
- [17.36.070 Third party consents.](#)
- [17.36.080 Repealed.](#)
- [17.36.090 Handicapped parkingRepealed.](#)
- [17.36.092 Parking - urban village mixed-use \(UVMU\) overlay zone.](#)
- [17.36.094 Parking - central business district \(CBD\) zone.](#)

17.36.010 When required—Maintenance.

Whenever a building is built or moved onto a lot, and whenever and to the extent that a building is enlarged and whenever and to the extent that the use of a building changes and the new use is required to provide more off-street parking or loading than the most recent use, then off-street parking or loading shall be provided in accordance with the following requirements. Furthermore, parking and loading so required shall be maintained in a usable, safe condition so long as the land use they serve continues. (Ord. [1013](#) § 3.01.01, 1985)

17.36.020 Location—Restrictions.

A. Off-street parking spaces required shall be located off the public right-of-way in an area with appropriate zoning, and within five hundred feet walking distance of a public entrance to the building served. Parking spaces may be located within the required setback areas except that they shall not be located within any required vision clearance triangle.

B. New retail businesses, restaurants and the first four thousand square feet of all other commercial uses located in an existing building within ~~the area bounded on the north and west by the railroad rights-of-way, on the south by the alley in between State and Warner Streets, and on the east by Puget Avenue/4th Avenue~~ the Central Business District Core as defined in [17.04.030 SWMC](#) may use the city-owned parking lots to accommodate the parking requirements in this ~~chapter~~Chapter. ~~and in Chapter 17.24.~~ This area is substantially developed on zero setbacks from the right-of-way, making it impractical to provide on-site parking to satisfy the purpose and intent of this chapter. ~~New buildings that contain commercial space or residential space associated with commercial space shall provide parking in accordance with~~

~~the tiered parking requirements described in Section 17.24.050 and this chapter.~~ (Ord. [1979-21](#) § 1 (Exh. B), 2021; Ord. [1785-13](#) § 1, 2013; Ord. [1013](#), § 3.01.02, 1985)

17.36.030 Number of spaces required.

The number of required off-street parking spaces shall be as follows, ~~computed to the nearest whole number rounded up to the next integer:~~

- A. Housing reserved for persons ~~sixty-five~~ years of age and older: one per dwelling unit;
- B. Group homes: one per resident between the ages of sixteen and fifty-nine, inclusive, excluding persons unable to drive due to disability, plus .5 per such younger, older or disabled person; except that bed and breakfasts and similar transient guest facilities shall provide one space per transient unit plus two for the residing family;
- C. All housing other than the above, ~~subject to any cooperative parking agreements as approved by the Community Development Director or their designee: two per dwelling unit;~~

			Dwelling Unit Type															
			Studio single-family home	1-bedroom single-family home	2-bedroom single-family home	3-bedroom single-family home	4-bedroom single-family home	Studio apartment	1-bedroom apartment	2-bedroom apartment	3-bedroom apartment	4-bedroom apartment	Accessory dwelling unit	Studio or 1-bedroom duplex or triplex unit	2-bedroom (or more) duplex or triplex unit	Studio or 1-bedroom townhouse unit	2-bedroom (or more) townhouse unit	Work/live unit (Residential Parking Only)
Zone Designation	R-1	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-1 Zone										Not Required in R-1 Zone					
	R-5	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-5 Zone										Not Required in R-5 Zone					
	R-7	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	2	3	Not Permitted		
		Required Visitor Parking	Not Required in R-7 Zone										Not Required in R-7 Zone					
	R-15	Minimum Residential Parking	1.5	1.75	2	2.5	3	1.5	1.75	2	2.5	3	Not Permitted	2	3	1.75	2.5	Not Permitted
		Required Visitor Parking	Not Required in R-15 Zone					1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		Not Required in R-15 Zone		1 stall for every 6 units	1 stall for every 3 units	
	MC	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						
	UVMU	Minimum Residential Parking	Not Permitted					1.2	1.5	1.7	2.5	3	Not Permitted			1	2 (plus 0.5 for each add'l bedroom)	Not Permitted
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units				1 stall for every 6 units	1 stall for every 3 units	
		Maximum Residential Parking						2	2.5	3	3.5	4				3	4	
	TMCO	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					2
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						Not Required in TMCO Zone
	CBD Reduced Parking for Mixed-Use	Minimum Residential Parking	Not Permitted					1	1	1.5	2.5	3	Not Permitted					
		Required Visitor Parking						Not Required in CBD-core Zone										
		Maximum Residential Parking						1.5	2	2.5	3	3.5						

	CBD Parking for Standalone Residential	Minimum Residential Parking	Not Permitted	1	2	2	3	4	Not Permitted	2	3	2	3	Not Permitted
		Required Visitor Parking		1 stall per 10 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units	Not Required in CBD-fringe Zone						
		Maximum Residential Parking		2	2.5	3	3.5	4.5		3	3.5	2.5	3.5	
	-	Minimum Residential Parking	Not Permitted											2
		Required Visitor Parking												Not Required in I Zone

			Dwelling Unit Type															
			Studio single-family home	1-bedroom single-family home	2-bedroom single-family home	3-bedroom single-family home	4-bedroom single-family home	Studio apartment	1-bedroom apartment	2-bedroom apartment	3-bedroom apartment	4-bedroom apartment	Accessory dwelling unit	Studio or 1-bedroom duplex or triplex unit	2-bedroom (or more) duplex or triplex unit	Studio or 1-bedroom townhouse unit	2-bedroom (or more) townhouse unit	Work/live unit (Residential Parking Only)
Zone Designation	R-1	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-1 Zone										Not Required in R-1 Zone					
	R-5	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	Not Permitted				
		Required Visitor Parking	Not Required in R-5 Zone										Not Required in R-5 Zone					
	R-7	Minimum Residential Parking	1.5	1.75	2	2.5	3	Not Permitted					1	2	3	Not Permitted		
		Required Visitor Parking	Not Required in R-7 Zone										Not Required in R-7 Zone					
	R-15	Minimum Residential Parking	1.5	1.75	2	2.5	3	1.5	1.75	2	2.5	3	Not Permitted	2	3	1.75	2.5	Not Permitted
		Required Visitor Parking	Not Required in R-15 Zone					1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units		Not Required in R-15 Zone		1 stall for every 6 units	1 stall for every 3 units	
	MC	Minimum Residential Parking	Not Permitted					1.5	2	2.5	3	4	Not Permitted					
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						
	UVMU	Minimum Residential Parking	Not Permitted					1.2	1.5	1.7	2.5	3	Not Permitted			1	2 (plus 0.5 for each add'l bedroom)	Not Permitted
		Required Visitor Parking						1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units				1 stall for every 6 units	1 stall for every 3 units	
		Maximum Residential Parking						2	2.5	3	3.5	4				3	4	

	TMCO	Minimum Residential Parking	Not Permitted	1.5	2	2.5	3	4	Not Permitted					2
		Required Visitor Parking		1 stall for every 6 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units	1 stall for every 3 units						Not Required in TMCO Zone
	CBD Reduced Parking for Mixed-Use	Minimum Residential Parking	Not Permitted	1	1	1.5	2.5	3	Not Permitted					
		Required Visitor Parking		Not Required in CBD-core Zone										
		Maximum Residential Parking		1.5	2	2.5	3	3.5						
	CBD Parking for Standalone Residential	Minimum Residential Parking	Not Permitted	1	2	2	3	4	Not Permitted	2	3	2	3	Not Permitted
		Required Visitor Parking		1 stall per 10 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units	1 stall for every 6 units		Not Required in CBD-fringe Zone				
		Maximum Residential Parking		2	2.5	3	3.5	4.5		3	3.5	2.5	3.5	
	I	Minimum Residential Parking	Not Permitted											2
		Required Visitor Parking												Not Required in I Zone

1. When residential developments contain multiple dwelling unit types listed above, the required amount of parking shall be individually determined for each residential unit and summed in total. When the required amount of parking stalls for residential units or residential visitors is a fraction of a whole number, the required amount shall be rounded up to the next integer in all cases.
2. Parking spaces counted for residential use shall not also be counted towards non-residential parking requirements for other uses, unless approved by the Community Development Director or their designee through a shared parking agreement or similar binding mechanism. Parking spaces counted for use of a particular dwelling unit shall not also be counted towards parking requirements for other dwelling units.
3. Work/live units shall provide parking per the table above for the residential use in the unit. Work/live units shall also provide parking spaces for the business use per the standards of this Chapter. Parking spaces counted for the residential portion of the work/live unit shall not also be counted towards the parking requirements of the business portion.
4. In the Central Business District Core, as defined in 17.04.030 SWMC, off-street parking is not required for new residential developments, with the following exceptions:
 - a. New construction is accompanied with more than four thousand square feet of commercial space as a mixed-use development, in which case the reduced parking requirements outlined in the table above shall be required; or
 - b. Eleven or more new residential units are constructed, in which case the parking requirements in the table above shall apply.
5. For the purpose of this chapter, bedroom shall be defined by the most recent edition of the International Building Code.
6. Parking for Accessory Dwelling Units (ADUs). Unless the ADU is located within one-half mile walking distance to a major transit stop, as defined in RCW 36.70A.030(25), one off-street parking stall per unit is required in addition to the off-street parking stalls required for the principal residence, regardless of lot size. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking stall for the ADU shall gain access from the alley. Parking shall be developed in accordance with the standards of this Chapter.

D. Offices (excluding health care offices) and banks: One per three hundred square feet gross floor area plus five vehicle storage spaces per drive-through window;

E. Eating and drinking establishments: one per seventy-five square feet of area open to the public, including outdoor service areas, plus additional as specified by the ~~zoning administrator~~Community Development Director or their designee for drive-through capability;

F. Low-intensity sales and service (lumber, building supplies, feed and grain, large appliances, furniture, motor vehicles, boats, machinery, dry-cleaning, sign making, shoe and clothing repair, locksmiths, photography, saw-sharpening, etc.): one per four hundred square feet of gross floor area plus additional as specified by the ~~Zoning Administrator~~Community Development Director or their designee for outdoor sales and activity areas;

G. High intensity sales and service (food, clothing, hardware, household goods, drugs, arts and crafts, auto parts, sporting goods, office equipment, books, plants, jewelry, liquor, musical instruments, barber and beauty shops, laundromats, etc.): one per two hundred fifty square feet of gross floor area open to the public;

H. Churches and funeral homes: one per four occupants at maximum design capacity;

I. Places of public assembly other than the above (auditoriums, stadiums, halls, clubs, theaters, indoor recreation, bus stations, etc.): one per three occupants at maximum design capacity;

J. Hospitals and residential health care facilities: one per three beds;

K. Health care offices and clinics including veterinarians: six per doctor, dentist or other principal personnel;

L. Day care and preschool facilities: one per worker at maximum shift plus adequate loading space.

M. Industry, wholesaling, warehousing, nonpassenger transportation facilities except ministorage: one per 1.5 workers on maximum shift;

N. Open air activities, schools, plant nurseries, public utilities, outdoor recreation, ministorage, drive-through facilities (food, carwash, service stations, etc.) and all other uses not otherwise specified: to be determined by the ~~zoning administrator~~Community Development Director or their designee.

O. Non-residential uses in the Urban Village Mixed-Use Overlay Zone: refer to 17.36.092 SWMC.

P. Non-residential uses in the Central Business District Zone: refer to 17.36.094 SWMC.
(Ord. [1013](#) § 3.01.03, 1985)

17.36.035 Reductions to required parking minimums.

Reductions to the required minimum parking standards outlined in 17.36.030 (C) of this Chapter may be permitted by the Community Development Director or their designee if the following provisions are applicable. Reductions are only permitted for multifamily residential use. Applicants shall be limited to no more than two of the following reduction options:

A. Public Transit Reduction. The required parking minimum may be reduced by up to 20% if the proposed development is within one-quarter mile of a public transit service that provides transportation at a frequency rate of twice per hour for twelve or more consecutive hours on a standard weekday.

B. Reduction for Underground or Structured Parking within Multifamily Residential Development. The required parking minimum may be reduced by up to 20% if the proposed development incorporates underground or structured parking, in accordance with the following provisions:

1. A parking requirement reduction for underground or structured parking shall not be granted for single-family residences, ADUs, duplex units, or triplex units;
2. Underground or structured parking satisfies at least 40% of the multifamily residential development's required minimum parking after reduction; and
3. A minimum of ten parking stalls shall be underground or structured.

C. Permanent Affordable Housing Reduction. The required parking minimum may be reduced by up to 20% if a proposed residential development designates at least 50% of all residential units as permanent affordable housing as defined in 17.04.030 SWMC. If sale price limitation is selected, residential developments which limit the sale of at least 50% of the units to no more than 40% fair market value are eligible for this reduction. If occupancy restriction is selected, residential developments which reserve a minimum of 50% of the units for households with incomes at 80% Area Median Income or below, according to most recent U.S. Census data, are eligible for this reduction. At the time of residential building permit application, the applicant shall submit documentation of a legally binding document indicating the selected method to be recorded with the Skagit County Auditor upon city approval.

17.36.040 Development standards.

Parking facilities provided in accordance herewith shall:

- A. Have access to a public thoroughfare, with ingress and egress designed with respect to intersections, crosswalks and traffic in general so as not to create safety hazards or impedances. Driveways connecting parking spaces to the public thoroughfare shall be at least twelve feet in width if one-way or serving less than ten parking spaces. Otherwise driveway width shall be at least twenty feet;
- B. Incorporate maneuvering room so as not to require backing out onto a public street, except that parking spaces serving single-family residences, accessory dwelling units, and

duplexes, and triplexes may utilize a street for backing out, provided the street is not an arterial and location is at least fifty feet from all street intersections;

C. ~~Be designed so that all vehicles are independently mobile and do not block each other; Be permitted to use a tandem parking configuration, compliant with 36.70A.622(C) RCW;~~

D. Be surfaced with a dust-free, durable material, provided that the portion of the driveway lying within the public right-of-way shall be paved with a material matching or superior to that of the public thoroughfare. ~~Existing legal non-conforming gravel parking stalls may be permitted, up to a maximum of six parking stalls, compliant with 36.70A.622(D) RCW;~~

E. Incorporate provision for drainage so as not to create on-site or off-site drainage problems;

F. Incorporate adequate traffic control devices to inform users of the designed use of spaces, ingress, egress and maneuvering space. Parking spaces, if more than four, shall be separately identified by striping, wheel-stops or other such means. General use of wheel stops to prevent damage to structures and landscaping is recommended, as is lighting of larger parking lots;

G. Provide for convenient pedestrian movement from parking spaces to building entrance, sufficiently separated from or compatible with vehicular traffic to ensure safety;

H. Incorporate effective and attractive sight-obscuring screening if serving a nonresidential use and located in or abutting a residential zone;

I. Provide a minimum off-street parking apron of twenty-five feet in length directly in front of all garage door entrances when accessing a street whether to the front or side of a residence. Where garage doors access an alley, the off-street parking apron shall be at least ten feet in length for all dwelling unit types.

J. ~~Be in accordance with the following dimensional requirements, provided the parking stall area excludes striping, wheel stops, curbs, and other similar devices from the required minimum dimensions; provided that a maximum of thirty percent of the total required spaces may be designated for compact cars with a width of seven and one-half feet, length of fifteen feet, and correspondingly reduced maneuvering room as set out in Figures one through three of the ordinance codified in this title, on file in the office of the city clerk. (Ord. 1013 § 3.01.04, 1985)~~

1. Standard parking stalls accessed at a 90-degree angle shall be no less than eight feet in width and nineteen feet in length.

2. The dimensions of standard parking stalls accessed at an angle not explicitly referenced in this Chapter shall be determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.

4. A maximum of thirty percent of the total required spaces may be designated for compact cars, provided they are accessed at a 90-degree angle and are no less than seven and one-half feet in width and fifteen feet in length;

a. Parking stalls for compact cars accessed at an angle not explicitly referenced in the Chapter are permitted, provided their dimensions are determined according to the City Engineer using the most recent edition of the Washington State Department of Transportation Standard Plan Manual.

K. Provide adequate accessible parking in conformance with both the most recent edition of the Americans with Disabilities Act (ADA) Standards for Accessible Design released by the U.S. Department of Justice as well as the most recent edition of the Washington State International Building Code, whichever is stricter;

L. Parking stalls for residential use may utilize grass block pavers, as permitted in 36.70A.622(G) RCW; and

M. Preserve significant trees as defined in 17.50.110 SWMC in accordance with 36.70A.622(F) RCW. For residential and mixed-use developments only, significant trees shall not be removed to accommodate minimum parking requirements. If a proposed development cannot provide adequate parking solely due to significant tree retention, the minimum parking requirement shall be reduced to preserve all significant trees.

17.36.050 Loading facilities requirement.

A. Whenever a building is erected, enlarged, or its use changed, and the new use requires that deliveries be made to the building which, unless special provisions are made (such as proximity within one half mile of a mail carrier or courier), will result in significant traffic hazard or impedance, then adequate off-street loading facilities and maneuvering space for delivery vehicles shall be provided to prevent such hazard or impedance. Special provisions are subject to approval by the Community Development Director or their designee. (Ord. 1013 § 3.01.05, 1985)

1. Loading facilities are not required for single-family residences, ADUs, duplex units, and triplex units.

B. Loading facilities shall be provided for multifamily residential uses in accordance with the following table:

<u>Number of Units Within a Multifamily Residential Development</u>	<u>Minimum Required Loading Facilities</u>
<u>24 or fewer units</u>	<u>No loading facility required.</u>

<u>25 – 49 units</u>	<u>1 loading facility required.</u>
<u>50 – 125 units</u>	<u>2 loading facilities required.</u>
<u>126 or more units</u>	<u>3 loading facilities required, plus 1 for every additional 100 units.</u>

C. Loading zones shall be designated parking stalls that are clearly marked as such and must display signage indicating stopping for the purpose of loading or unloading people and/or goods shall not exceed thirty minutes. Loading zone dimensions shall comply with the following:

1. Loading zones shall comply with the development standards outlined in this Chapter;
2. Loading zones may be used for residential parking during peak residential use hours, beginning at 8:00 P.M. and ending at 8:00 A.M., provided they do not exceed eight feet in width and twenty feet in length. Loading zones larger than the before-described dimensions are permitted but may not be counted towards the minimum residential parking requirements; and
3. Adequate turning clearance for loading facilities shall be provided with consideration for large vehicles and trucks. The requirements for turning clearance shall be determined according to the City Engineer or their designee.

D. Loading facilities shall be located near primary entrances as reasonably practicable. Loading facilities shall not interfere with the requirements of ADA-accessible parking as required per 17.36.040 (K) SWMC.

17.36.060 Cooperative provisions.

Parking and loading facilities may be provided cooperatively, either through private arrangements or by means of a fee-in-lieu public parking program administered by the city. ~~If the uses party to such a cooperative provision generate their peak parking demand at different times, the zoning administrator may reduce the total parking requirement from that which would be required separately to a number representative of the greatest demand likely to occur at any one time.~~

A. If the uses party to such a cooperative parking arrangement generate their peak parking demand at different times, the Community Development Director or their designee may permit parking stalls to be counted towards the minimum requirement for more than one use.

B. The amount of required parking stalls within a cooperative provision shall not be less than the minimum required amount for the use with the largest parking requirement.

(Ord. [1013](#) § 3.01.06, 1985)

17.36.070 Third party consents.

If the required parking or loading is to be provided on land not owned or leased by the applicant, proof shall be supplied of the owner's consent provided that such consent shall not be construed to constitute an obligation of any greater permanence than is explicit therein. At such time as such consent is withdrawn, the use by virtue of which such parking or loading has been required shall cease unless alternative arrangements have been made for compliance with these requirements. (Ord. [1013](#) § 3.01.07, 1985)

17.36.080 Verification.

Repealed by Ord. [2042-23](#). (Ord. [1013](#) § 3.01.08, 1985)

~~17.36.090 Handicapped parking.~~

~~Parking spaces shall be provided for the handicapped and shall be clearly signed or marked with stenciled notation on the pavement designating such use and shall be posted with an approved handicapped parking sign directly in front of the stall. Each space shall be at least eight feet wide and shall have an adjacent access aisle five feet wide minimum. Two accessible parking spaces may share a common access aisle. Van spaces shall be sixteen feet in width to include the access aisle. Parking spaces and access aisles shall be level with surface slopes not exceeding 1:50 in all directions. Parking spaces shall be located closest to the handicapped accessible entrance with an accessible route provided to that entrance. Parking spaces for the handicapped shall be provided as follows:~~

Total Parking Provided	Minimum Number Required for the Handicapped
6—25 spaces	1 space
26—50 spaces	2 spaces
51—75 spaces	3 spaces
76—100 spaces	4 spaces
101—150 spaces	5 spaces
151—200 spaces	6 spaces

Total Parking Provided	Minimum Number Required for the Handicapped
201—300 spaces	7 spaces
301—400 spaces	8 spaces
401 and over	To be arranged with the zoning administrator

(Ord. 1312-98 § 1 (part), 1998)

17.36.092 Parking – urban village mixed-use (UVMU) overlay zone.

A. Intent. The intent of the UVMU overlay is to encourage commerce by creating a pedestrian-friendly environment that accommodates both shoppers and its residents. Providing adequate parking without creating large expanses of parking lots in front of commercial businesses is key to the success of the UVMU overlay.

The creation of a mixed-use parking district shall be encouraged. Parking may be constructed and maintained for motor vehicles, bicycles or other non-motorized transportation, lease parking and/or other parking that promotes alternatives to driving single-occupant motor vehicles. New development may utilize a shared parking arrangement subject to review and approval by the Community Development Director.

Partially underground parking structures are encouraged with either landscape or constructed buffers to minimize visual impacts of parking. The Sedro-Woolley design standards and guidelines apply to location and design of parking lots.

Private driveways, garages and garage entrances shall be at rear and side of buildings; unless deemed unfeasible by the City Engineer, Community Development Director, or their designees.

The city may enter into a developer agreement (or similar binding agreement) and collect in-lieu fees to develop and manage a mixed-use parking district.

B. Off-street parking shall be provided for residential dwellings, commercial and retail uses in the UVMU overlay. Off-street parking for residential use shall be limited with parking stall maximums to reduce automobile dependency and overexpansion of asphalt. (Ord. 1931-19 § 2 (Exh. A) (part), 2019)

C. Subject to any shared parking agreement as approved by the Community Development Director or their designee, non-residential parking in the Urban Village Mixed-Use (UVMU) Overlay Zone shall be provided as follows:

1. A minimum of one parking space per three hundred square feet of gross commercial floor area shall be provided. If more than fifty percent of the gross floor area of the first floor is used as commercial area, then only one parking space per six hundred square feet shall be required for the commercial space in excess of fifty percent of the gross first floor commercial space.
2. Parking for commercial uses shall be provided in addition to residential parking requirements outlined in 17.36.030(C) SWMC.

D. Parking requirements for residential use in the UVMU shall be in accordance with the requirements in 17.36.030(C) SWMC.

17.36.094 Parking – central business district (CBD) zone.

A. Intent. To encourage the creation of a downtown parking district administered by the city. It would be authorized to collect in-lieu parking fees from new residential uses downtown and use that revenue, with any other revenue it generates, to manage a downtown parking district. The district may construct and maintain downtown parking for motor vehicles and bikes, lease parking, or otherwise monitor the provision of adequate parking and/or promotion of alternatives to driving.

B. The goal of the central business district is to create a pedestrian-friendly environment and to encourage commerce. Parking requirements for non-residential uses in the Central Business District shall be as follows:

<u>Location</u>	<u>Required Minimum Parking for Non-Residential Uses</u>
<u>Within the Central Business District Core</u>	<u>Retail and restaurants: No off-street parking required.</u> <u>Public Use: No off-street parking required.</u> <u>Non-residential uses not described: Refer to 17.36.030 SWMC.</u>
<u>Outside of the Central Business District Core</u>	<u>Commercial use: Refer to 17.36.030 SWMC.</u> <u>Public use: No off-street parking required.</u>

C. New commercial or retail development may propose a shared parking arrangement to the Community Development Director or their designee for review and approval, subject to the requirements in 17.36.060 SWMC.

D. Parking requirements for residential use in the CBD shall be in accordance with the requirements in 17.36.030(C) SWMC.

DRAFT

Chapter 17.100

ACCESSORY DWELLING UNITS (ADUS)

[...]

17.100.030 Standards and criteria.

[...]

J. ~~One off-street parking space is required in addition to the off-street parking spaces required for the principal residence. Parking must be provided on the subject property, either off of an alley or on a driveway. When the property abuts an alley, the off-street parking space for the accessory dwelling unit shall gain access from the alley.~~ Parking shall be developed in accordance with the standards in Chapter [17.36](#).

[...]

**CITY OF SEDRO-WOOLLEY PLANNING COMMISSION
STATE OF WASHINGTON**

In the Matter of:

**PROPOSED AMENDMENTS TO
TITLE 17 SWMC TO UPDATE OFF-
STREET PARKING & LOADING
REGULATIONS**

**PLANNING COMMISSION
FINDINGS OF FACT,
CONCLUSIONS AND
RECOMMENDATION**

This matter having come regularly before the City of Sedro-Woolley Planning Commission for a public hearing on **Tuesday, February 18, 2025**, under a request by the Community Development Director for a public hearing and recommendation from the Planning Commission pursuant to Chapter 2.90 Sedro-Woolley Municipal Code (SWMC).

Recommendation:	The Planning Commission recommends APPROVAL of the proposed amendments to Title 17 SWMC as shown in Exhibit A of these Findings of Fact, Conclusions and Recommendation.
Hearing Date:	Tuesday, February 18, 2025
Proponent:	City of Sedro-Woolley

Description of proposal

Proposed are amendments to Title 17 SWMC intended to consolidate all parking standards under one chapter, create a scaled approach to parking requirements for residential uses, and strengthen provisions for visitor parking, shared parking agreements, and off-street loading.

FINDINGS OF FACT

1. Per SWMC 2.90.070(G), this action, which requires changes to the City development regulations and underwent Planning Commission review, is processed as a Type VI action.
2. The Community Development Department has received several reports from City Councilmembers and the general public that off-street parking for some multifamily residential developments is insufficient.

3. As the cost of housing continues to rise in our region, larger households may opt for smaller dwelling units that possess insufficient parking for the amount of household members residing in the unit. As a result of this, use of on-street parking may increase as the cost of housing increases. To combat excessive parking in the public right-of-way, these proposed amendments work to create a balanced and scaled approach to residential parking, depending on the zone and dwelling unit type.
4. Conversely, several cities in Washington State have elected to eliminate parking regulations outright, with the intention of increasing buildable land for housing developers. It is assumed that more buildable land will increase the supply of housing, thus reducing its demand and cost. To ensure that parking does not degrade from the buildable capacity of land in Sedro-Woolley, these proposed amendments include parking maximums for the Urban Village Mixed-Use (UVMU) overlay zone and Central Business District (CBD) zone.
5. To strike a balance between these contradicting forces, staff have proposed a scaled approach that ensures sufficient parking is present for every dwelling unit without overly restricting developers with excessive parking regulations. Staff have also amended provisions for visitor parking, off-street loading, and shared parking agreements, to provide clarity in the requirements for each of these.
6. The Planning Commission reviewed the draft amendments at the September 17, 2024; October 15, 2024; November 19, 2024; January 21, 2025; and February 18, 2025, Planning Commission meetings.
7. A first read of the proposed amendments was presented to the Planning Commission at the September 17 meeting. Due to the late hour, the Planning Commission unanimously moved to table the discussion until the October 15 meeting.
8. At the October 15 meeting, the Planning Commission requested clarification of the point-system and parking requirement matrix proposed in SWMC 17.36.030(C). Staff clarified that the point-system creates a scaled approach to parking requirements, and that all decimal points shall be rounded up to the next integer (whole number). The Planning Commission requested the matrix be updated to improve readability. Also requested was the inclusion of required parking stall dimensions. Furthermore, the Planning Commission requested staff to review and revise the loading facility requirements. These requested changes were incorporated into the draft amendments and presented to the Planning Commission at the November 19 meeting.
9. At the November 19 meeting, the Planning Commission requested that staff revise the matrix to ensure clarity between required parking, visitor parking, and non-permitted uses. Additional discussion at this meeting included possibly reclassifying the Industrial zone into Light and Heavy Industrial zones in the future and concerns regarding Washington State House Bill 6015. The requested changes to the matrix were incorporated into the draft amendments and presented to the Planning Commission at the January 21, 2025 meeting.

10. At the January 21 meeting, the Planning Commission discussed lowering the required age for parking for senior housing to 55, decreasing the percent of structured parking necessary to achieve a parking reduction to make this option more feasible for developers, as well as allowing loading zones to be used as guest or residential parking at night. A public comment from a representative of BYK Construction, Inc. was made before discussion of the parking amendments at that meeting. After hearing the concerns the developer had in regard to increased parking requirements in the UVMU and CBD, the Planning Commission recommended reverting the minimum parking requirements for these two zones back to their present requirements. This compromise ensures that excessive regulations are not created that significantly reduce a parcel's development potential. The Planning Commission tasked staff with preparing for a public hearing at the next meeting. Staff incorporated the requested changes for presentation at the February 18 public hearing.
11. At the February 18 meeting, the Planning Commission held a public hearing. The Notice of Public Hearing was published in the legal notices section of the February 7, 2025, Skagit Valley Herald as shown in **Exhibit B**. In said notice, a deadline for written comments was set for February 18, 2025, at 4:30 PM. A representative of BYK Construction, Inc. provided comments indicating their concerns with the proposed off-street parking regulations (**Exhibit C**).
12. After the February 18, 2025 public hearing and further discussion, the Planning Commission made a motion to recommend that the City Council approve the proposed amendments to Title 17 SWMC with the following conditions:
 1. Correct the definition for "Central Business District Core" in Section 17.04.030 to read as follows: "'Central Business District Core' means that area bounded to the north by the Cascade Trail, to the east by Puget Avenue/Fourth Avenue, to the south by the alley between State and Warner Streets, and to the *west* by the railroad right-of-way[...];"
 2. Define "loading facility" in Section 17.04.030;
 3. Revise proposed Subsection 17.36.030(C)(4)(b) SWMC to read as follows: "Eleven or more new residential units are constructed, in which case the parking requirements in the table above shall apply;" and
 4. Strike proposed Subsection 17.36.050(E).

The motion to recommend approval carried 7 – 0.

13. The Planning Commission's recommended amendments are found in **Exhibit A**.

CONCLUSIONS

The Planning Commission, having reviewed the Planning Department Transmittal and Report Memorandum and hearing public testimony, makes the following conclusions:

1. Adoption of the proposed amendments to Title 17 SWMC complies with the State GMA. The draft amendments were sent to the State Department of Commerce on March 3, 2025. A 15-day expedited review was requested, pending decision. A SEPA DNS (**Exhibit D**) is scheduled for issuance on March 7, 2025; and
2. Adoption of the proposed amendments to Title 17 SWMC is in conformance with the goals and policies of the Sedro-Woolley Comprehensive Plan.

RECOMMENDATION

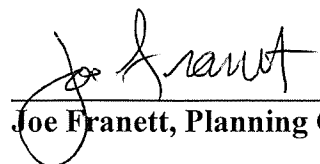
Based upon the foregoing, the Planning Commission recommends approval of amendments to Title 17 SWMC, found herein as **Exhibit A**.

EXHIBITS

Exhibit A: Recommended Amendments to Title 17 SWMC
Exhibit B: BYK Construction, Inc. Comment
Exhibit C: Notice of February 18, 2025 Public Hearing
Exhibit D: SEPA DNS Scheduled for Issuance March 7, 2025

CERTIFICATION

The City of Sedro-Woolley Planning Commission hereby recommends to the City Council **APPROVAL** of amendments to Title 17 SWMC to update off-street parking and loading regulations at a **REGULAR** meeting of the City of Sedro-Woolley Planning Commission held on **Tuesday, February 18, 2025**, at which time a quorum was present and the decision was for approval by a vote of 7 **FOR**, 0 **AGAINST** and 0 **ABSTENTIONS**.



Joe Franett, Planning Commission Chair

5/22/25

Date



City Council Agenda Item

Agenda Item No.: 1.3.

Date: May 28, 2025

From: Charlie Bush, City Administrator

Subject: Professional Services Agreement - North County Public Defense - For Indigent Defense Services

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute a Professional Services Agreement contract with North County Public Defense.

BACKGROUND/SUMMARY INFORMATION:

The Cities of Mount Vernon, Burlington, Anacortes, and Sedro-Woolley recently entered into an interlocal agreement for shared indigent defense services. Anacortes is in the process of withdrawing from the agreement. North County Public Defense was one of two firms fully responsive to the joint Request for Qualifications (RFQ) issued in April. What set North County Public Defense apart was that it was an established firm with operations already serving cities in Whatcom County, including Bellingham, and that it would have a greater probability of success expanding its existing operations into Skagit County rather than starting up a new business, as was proposed by the other bidder. Having additional attorneys also allows North County to have more redundancy in its system, providing more certainty that it will effectively be able to maintain the caseload standards required of indigent defenders in our State and adopted by our City. Further, North County Public Defense is also able to provide significantly more cost-effective services than the other responder.

The City's current provider of Indigent Defense Services, Mountain Law, is ceasing operations at the end of May, a month earlier than contracted. Mountain Law has gradually shortened its timeline for providing services since the RFQ was issued. As a result, contracting with a new indigent defense firm is an urgent matter as we are required to provide this service. This item is presented without a contract, as final details are being worked out among the four parties (3 cities and the provider). If a contract is agreed upon by the parties prior to this meeting date, it will be uploaded as late material. Staff is requesting Council action on this item tonight as the next time there will be an opportunity for a meeting to discuss this item is June 11th, and time is of the essence given that the City will have been without a primary indigent defense firm for 11 days at that point.

FISCAL IMPACT, IF APPROPRIATE:

This will be a contract that covers the rest of 2025 and all of 2026 and 2027, with an option for a two-year extension. Staff estimate that the City will be close to budget for 2025, at \$225,750 with this contract and other anticipated expenses. Projected expenses under this contract for 2026 are \$313,200.

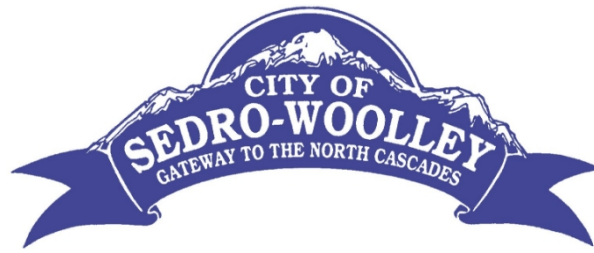
The 2026 City budget includes \$335,750 for indigent defense. With additional anticipated expenses, staff anticipate that a small budget amendment will be needed in 2026 for this service area. This contract's projected expenses for 2027 are \$382,800 and will need to be included in that year's budget when it is developed. Both the 2026 and 2027 numbers are based upon a high expense scenario and the contract will be structured to be flexible financially within a cost range. Staff always anticipated higher costs than the current contract with Mountain Law. Mountain Law was locked in at an annual cost of \$95,000 that had no escalation, plus some additional expenses. Mountain Law was not able to sustain itself at the rate of its contracts with Sedro-Woolley, Mount Vernon, and Burlington. Indigent defense is heavily regulated and carries additional legal risks for cities. Our new interlocal agreement provides additional oversight, including an auditor, and the opportunity to provide office space to further lower costs, as would be done by Burlington initially in a city building. The cities would share in the cost of the utilities. We are able to share these overhead costs, which would be more difficult to afford on our own, among the three cities.

The Washington State Supreme Court is reviewing new standards that could result in significantly higher costs for cities than what is presented. The proposed standards, if fully implemented, could see our expenses for indigent defense gradually rise to over \$800,000 per year by 2028. The contract would have an opener where we review the new standards, should they be put in place, and negotiate an amendment to the contract to make sure we are in compliance. This would result in an amendment to the contract that will require approval from the City Councils of all three cities.

The Legislature also passed a bill last session, House Bill 2015, that could assist with additional revenue through a local option sales tax to help offset higher costs.

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: m.1.

Date: May 28, 2025

From: Nicole McGowan, Planner

Subject: Amendments to Chapter 2.90 and Title 17 SWMC to Add Regulations for Cottage Clusters - Ordinance 2099-25 - 1st Read

RECOMMENDED ACTION:

First read, no action requested.

BACKGROUND/SUMMARY INFORMATION:

Discussions on expanding housing options through cottage clusters began in response to an observed imbalance in the city's housing supply based on the land capacity analysis results obtained for the 2025 Comprehensive Plan Update process. There is a significant undersupply of low and middle housing types, while there is an oversupply of traditional single-family homes. "Middle housing" generally serves households earning between 80 and 120% of the Area Median Income (AMI) and low-income housing serves households below 80% AMI. Below are examples of Skagit County wages that represent the full range of income brackets (note, the below image references "MFI" which stands for Median Family Income and is interchangeable with AMI).

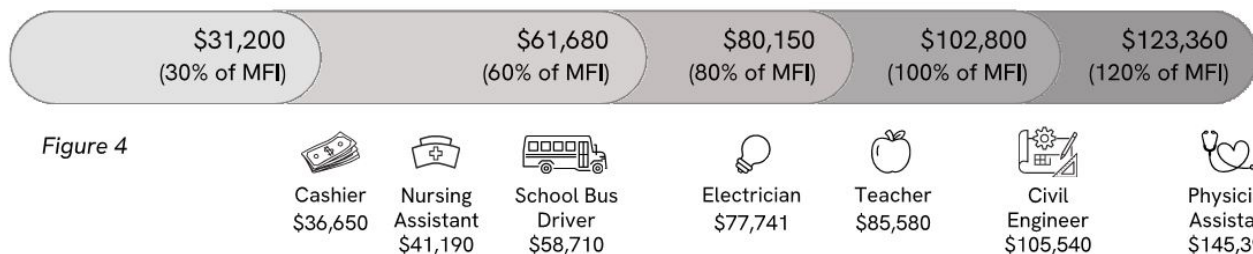


Figure 4

The land capacity analysis accounts for the diversity of unit types allowed in each of our residential zones (R-5, R-7, and R-15) as well as the additional flexibility allowed for parcels larger than 3 acres that are eligible for Planned Residential Developments (PRDs). The housing capacity within each of our commercial zones (Central Business District, Mixed Commercial, and Urban Village Mixed Use Overlay) was also incorporated. The current data indicating current housing capacity in the City of Sedro-Woolley within each income bracket is as follows:

Income in \$	AMI	Housing Need	Current Capacity	Surplus/(Deficit)
\$0 - \$81,600	0 - 80%	1,360	606	(754)
\$81,600 - \$122,400	>80 – 120%	280	1,320	1,040
\$122,400 +	>120%	269	606	337
	Totals	1,909	2,532	623

Cottage housing is best positioned to serve households earning between 50 - 120% AMI, depending on the design, ownership structure (rental vs. for sale), and local development costs and are well-suited to meet the housing needs of those who earn too much to qualify for traditional affordable housing subsidies but are priced out of the current market.

The City Council has voiced concern over how Sedro-Woolley can maintain its small-town charm while meeting state requirements to plan to accommodate housing for all income levels. There is significant worry that apartment structures will begin to dominate the landscape, altering the traditional character of the city. Cottage clusters serve as a middle-ground solution, allowing for increased housing availability within the low- to middle-income range while preserving the traditional single-family neighborhood atmosphere that residents value. These community-oriented housing types are an effective strategy for filling our housing gap, since they will utilize existing infrastructure, will prioritize open space, and will be required to meet the same design criteria as a standard single-family home, integrating efficiently and aesthetically within existing neighborhoods.

Two notable provisions have been included within the cottage cluster regulations - one being the unit lot subdivision option; the other being incentives for the construction of affordable cottage housing. Enabling unit lot subdivision increases homeownership opportunities by allowing individual cottages to be sold separately while still maintaining shared open spaces as well as adequate spacing between structures and other site improvements. This promotes long-term affordability and ownership equity. The provisions for affordability that are included aim to support the development of cottage housing that is obtainable for households making under 80% AMI. The initial cost for development of cottage clusters is lowered, and even more so when the project is designated for permanent affordable housing. More information on the affordability incentives is provided in the fiscal impact analysis portion of this memo.

The Planning Commission held a public hearing on this matter at the April 15, 2025 meeting where the recommendation was made that the City Council approve the amendments to Chapter 2.90 and Title 17 SWMC to add regulations for cottage clusters. The amendments as recommended by the Planning Commission are included in draft Ordinance 2099-25 (**Attachment 1**).

The *Planning Commission Findings of Fact, Conclusions, and Recommendation* (**Attachment 2**) includes the procedural history of the review process, analysis of the proposal, and Planning Commission findings, conclusions, and recommendations.

FISCAL IMPACT, IF APPROPRIATE:

The provisions for affordability included in the cottage cluster regulations will allow dwelling units within cottage clusters to be assessed at a fraction of the rate of a standard single-family residential unit. The rate scale for cottage clusters is modeled off the rates for Accessory Dwelling Units (ADUs), which allow for ADUs smaller than 450 square feet to be assessed at 30% of a standard single-family residential unit, and ADUs larger than 450 square feet to be assessed at 50% of a standard single-family residential unit for the purposes of calculating impact fees and sewer connection fees. Similarly, for the purposes of calculating impact fees and sewer connection fees, dwelling units within a cottage cluster

will be assessed as follows:

1. Dwelling units **less than 400 square feet** in size will be assessed at **30%** of the standard single-family residential rate;
2. Dwelling units **between 400 and 799 square feet** in size (inclusive of 400 square feet) will be assessed at **50%** of the standard single-family residential unit rate; and
3. Dwelling units **800 square feet or larger** will be assessed at **70%** of the standard single-family residential unit rate.
4. Special sewer connection fees based on geographic area do not apply to dwelling units in cottage clusters.

Standard single-family residential unit rates for impact fees and sewer connection fees per the January 2025 Master Fee Schedule are as follows:

School impact fee: \$4,461

Park impact fee: \$2,391

Traffic impact fee: \$4,636

Fire impact fee: \$0.28/ sq. ft.

Sewer connection fee: \$9,924.41

If a cottage cluster project designates all units within the development for permanent affordable housing (under 80% AMI), the project is exempt from payment of traffic impact fees and plan review fees. The purpose of exempting traffic impact fees is to encourage the development of much-needed affordable housing while leveraging existing infrastructure. Unlike conventional residential subdivisions, cottage clusters are designed to be compact, walkable, and located in areas already served by roads, sidewalk, and transit. Cottage clusters typically generate fewer vehicle trips per household compared to traditional single-family homes because they often attract smaller households, retirees, or those with lower car ownership rates. Additionally, these developments are not likely to create new public street-to-street intersections, meaning they do not significantly increase the demand for new road infrastructure. Most cottage cluster developments will rely on private drives for access rather than new public streets. These private roads are maintained by an HOA or property owners, reducing the long-term maintenance costs typically borne by the City. Since the primary purpose of traffic impact fees is to fund public roadway expansions and improvements due to new development, the limited public burden from cottage clusters makes the exemption reasonable.

If a cottage cluster project designates at least 50% of the units within the development for permanent affordable housing, the project is exempt from payment of plan review fees only.

The Planning Department plan review fee is \$70 for single-family residential building permits. The Building Department plan review fee is calculated at 65% of the building permit fee. The building permit fee is calculated based on current ICC building valuation data outlined in the table below.

TABLE 1—BUILDING PERMIT FEES

TOTAL VALUATION	FEE
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$1.00 to \$500.00	\$23.50
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

A fee study (**Attachment 3**) was prepared and shared with the Planning Commission showing how comparable the applicable permitting fees would be between maximum density cottage cluster development and maximum density multifamily development of a 1/2-acre, R-15 zoned parcel. The cottage cluster development types were broken out into the different levels of affordability a developer could choose from - baseline, 50% affordable units, and 100% affordable units. These fees were also calculated based on the following assumptions:

1. All units (multifamily apartments and cottage units) are 750 sq. ft. in size. The cottages, therefore, are assessed at 50% of the standard single-family residential unit rate for impact fees and sewer connection charges and count as 1/2 a dwelling unit for the purposes of calculating density.
2. The density maximum in the R-15 zone is 15 units per acre. For a 1/2-acre parcel, a maximum of 7 multifamily apartment units are permitted and a maximum of 12 cottages are permitted.

ATTACHMENTS:

1. Draft Ordinance 2099-25 - Cottage Clusters (5-28-25)
2. PC Findings and Recmdn - Cottage Clusters with exhibits signed
3. Multifam_Cottage Fee Comparison

ORDINANCE NO. 2099-25

AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, AMENDING
CHAPTER 2.90 AND TITLE 17 OF THE SEDRO-WOOLLEY MUNICIPAL CODE (SWMC)
TO ADD REGULATIONS FOR COTTAGE CLUSTERS

WHEREAS, HB 1220, codified in Chapter 36.70A RCW, stipulates that cities fully planning under the Growth Management Act (GMA) must plan to accommodate housing for all income levels; and

WHEREAS, data from the housing needs assessment and land capacity analysis completed for the 2025 Comprehensive Plan periodic update indicate the City of Sedro-Woolley has a need for 1,360 units within the 0 – 80% Area Median Income (AMI) range over the next 20-year growth period. Current capacity supports the construction of only 606 of those units, indicating there is a deficit of 754 units of low- to middle-income housing; and

WHEREAS, Cottage Cluster housing helps balance the city’s housing supply without detracting from single-family neighborhood atmosphere. Generally serving households earning between 50 – 120% AMI, cottage housing is well-suited to meet the housing needs of those who earn too much to qualify for traditional affordable housing subsidies but are priced out of the current market; and

WHEREAS, it is estimated that adding Cottage Clusters as a permitted use in all residential zones (Residential 5, Residential 7, and Residential 15) will add [REDACTED] units to the City’s capacity for housing for those within the 0 – 80% AMI range and [REDACTED] units in the 80 – 120% AMI range; and,

WHEREAS, the Planning Department recommends that the City Council allow cottage clusters as a permitted housing type to implement a strategic approach to increasing residential capacity while avoiding city-wide upzoning of existing single-family neighborhoods, thereby preserving neighborhood character while addressing housing needs; and

WHEREAS, Cottage Clusters provide a new and appealing housing option that supports a more balanced and diverse housing supply, and is consistent with housing goals and policies in the City of Sedro-Woolley Comprehensive Plan; and

WHEREAS, the Planning Department has received strong and consistent community feedback expressing support for this form of development;

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

Section One. Chapter 2.90 “Consolidated Planning Procedures” of the Sedro-Woolley Municipal Code, last modified by Ord. 2036-23 in 2023, is hereby amended to read as follows:

Sections:

2.90.060 Authorities and responsibilities.

2.90.070 Permit classification.

2.90.100 Submittal requirements – Specific to application type.

Section 2.90.060 Authorities and responsibilities.

[...]

C. Planning Director or Designee.

1. Authority. The planning director or designee shall review and act on the following:
 - a. Building and grading permits;
 - b. Binding site plan approval for commercial or industrial developments;
 - c. Environmental review.
 - i. Make threshold determinations for environmental checklists;
 - ii. Authorize circulation of draft environmental impact statements;
 - iii. Approve and issue final environmental impact statements;
 - iv. Approve mitigation conditions for mitigated determinations of nonsignificance and final environmental impact statements;
 - d. Interpretation of flood insurance rate map boundaries;
 - e. Boundary line adjustments (B.L.A.);
 - f. Modifications.
 - i. Minor modifications to previously approved site plan;
 - ii. Modifications of street standards;
 - iii. Minor modifications of landscaping requirements;
 - iv. Minor amendment to PUD;.
 - g. Planned action determinations;
 - h. Review of business licenses for home occupations;
 - i. Shoreline exemptions;
 - j. Shoreline permits;
 - k. Short plats – nine or less;
 - l. Temporary use permits;
 - m. Variances – administrative;
 - n. Modifications of the number of required parking stalls and the requirements of the parking, loading and driveway regulations;
 - o. Temporary homeless encampment permits;
 - p. Design review.;
 - q. Accessory Dwelling Unit (ADU) applications;
 - r. Cottage cluster applications.

[...]

Section 2.90.070 Permit classification.

[...]

G. Land Use Permit Procedures.

1. Permit Classification Table.

Table 2.90.070(G)(1)—Permit Classification Table

Land Use Permit/Action	Permit Type					
	I	II	III	IV	V	VI
Accessory Dwelling Unit	X					
Administrative Determination	X					
Binding Site Plan		X				
Boundary Line Adjustment	X					
Building Permit SEPA Exempt	X					
Code Interpretation	X					
Comprehensive Plan Map (and Rezone) or Text Amendments						X
Conditional Use Permit			X			
Cottage Cluster		X				
Design Review with Building Permit	X					

[...]

2. Summary of Permit Processes.

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Pre-Application Meeting	No	Required for short plats, building permits with street improvements, cottage clusters, and all other non-single-family residential actions	Required, unless waived by director	Required, unless waived by director	No	Required, unless waived by director	Required, unless waived by director
Letter of Completeness	No	Required	Required	Required	No	No	No

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Notice of Application	No	Required	Required	Required	Required	Required for site-specific projects	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Hearing	Not applicable	Not applicable	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program
Open Record Public Hearing	No	No	Yes, before hearing examiner to render final decision	Yes, before hearing examiner to make recommendation to city council	No	Yes, before planning commission to make recommendation to city council	See Chapter 35A.14 RCW or the shoreline management master program
Recommendation Made By	Not applicable	Not applicable	Not applicable	Hearing examiner	Staff	Planning commission	See Chapter 35A.14 RCW or the shoreline management master program
Final Decision Made By	Planning director	Planning director	Hearing examiner	City council	City council	City council	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Decision	Required unless	Required	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
	exempt per Section 2.90.040						14 RCW or the shoreline management master program
Judicial Appeal	See Section 2.90.090	See Section 2.90.090	See Section 2.90.090	See Section 2.90.090	See Section 2.90.090	See Section 2.90.090	See Chapter 35A.14 RCW or the shoreline management master program

[...]

Section 2.90.100 Submittal requirements – Specific to application type.

[...]

Table 2.90.100(B)—Land Use Application Submittal Requirements (*Note: this table is shortened to show proposed submittal requirements for Cottage Cluster Development Authorization only*)

SUBMITTAL REQUIREMENTS	TYPE OF APPLICATION	Cottage Cluster
Application fee	X	
Cottage cluster plan, conceptual	1	
Draft homeowners' association documents if applicable	1	
Draft restrictive covenants, if any	1	
Environmental checklist	1	
Existing covenants (recorded copy)	1	
Existing easements (recorded copy)	1	
Map of existing conditions of the site	1	
Neighborhood detail map	1	
Parking, lot coverage and landscaping analysis	1	
Preapplication meeting summary, if any	1	
Project summary	1	
PUD water availability letter	1	
Site plan, land use review	1	
Title report	1	

Section Two. Title 17 “Zoning” of the Sedro-Woolley Municipal Code is hereby amended to include Chapter 17.120 as follows:

Chapters:

[17.04 Administrative Provisions](#)

[17.06 Residential 1 Environmentally Constrained \(R-1\) Zone](#)

[17.08 Residential 5 \(R-5\) Zone](#)

[17.12 Residential 7 \(R-7\) Zone](#)

[17.16 Residential 15 \(R-15\) Zone](#)

Ordinance No. 2099-25 Amending Chapter 2.90 and Title 17 of the Sedro-Woolley Municipal Code to Add Regulations for Cottage Clusters

[17.20 Mixed Commercial \(MC\) Zone](#)
[17.21 Urban Village Mixed-Use \(UVMU\) Overlay](#)
[17.22 Transitional Mixed Commercial Overlay](#)
[17.24 Central Business District \(CBD\) Zone](#)
[17.28 Industrial \(I\) Zone](#)
[17.32 Public \(P\) Zone](#)
[17.34 Open Space \(OS\) Zone](#)
[17.36 Off-street Parking and Loading](#)
[17.38 Residential Recreation Areas](#)
[17.40 Signs](#)
[17.43 Planned Residential Development \(PRD\)](#)
[17.44 General Regulations for All Zones](#)
[17.48 Mobile Home Parks](#)
[17.50 Landscaping](#)
[17.51 Murals](#)
[17.52 Repealed](#)
[17.56 Conditional Use Permits](#)
[17.60 Variances and Zoning Waivers](#)
[17.64 Temporary Permits](#)
[17.65 Regulations for Critical Areas](#)
[17.66 Flood Damage Prevention](#)
[17.68 Home Occupation Permits](#)
[17.72 Repealed](#)
[17.76 Repealed](#)
[17.80 Enforcement](#)
[17.84 Adult Entertainment Establishments](#)
[17.88 Essential Public Facilities](#)
[17.90 Collective Gardens](#)
[17.92 Recreational Marijuana Producers, Processors and Retailers](#)
[17.96 City of Sedro-Woolley Shoreline Master Program](#)
[17.98 Model Homes](#)
[17.100 Accessory Dwelling Units \(ADUs\)](#)
[17.110 Homeless Encampments at Religious Organizations](#)
[17.120 Cottage Clusters](#)

[...]

Chapter 17.120 Cottage Clusters

Sections:

[17.120.010 Purpose.](#)
[17.120.020 Zoning districts where permitted.](#)
[17.120.030 Permitted uses.](#)
[17.120.040 Permits and approval.](#)
[17.120.050 Development standards.](#)
[17.120.060 Unit lot subdivision.](#)
[17.120.070 Provisions for affordability.](#)

17.120.010 Purpose.

It is the purpose of this chapter to create an affordable option for long term/permanent housing for sale or for lease, efficiently integrated with Sedro-Woolley's existing residential building types and configurations. Furthermore, it is the purpose of this section to:

- A. Provide a framework for the development of cottage clusters;
- B. Promote housing affordability and greater choice by encouraging smaller and more diverse home sizes;
- C. Promote shared communities that are healthy and sustainable;
- D. Provide opportunities for creative, diverse and high-quality infill development that is compatible with existing neighborhoods;
- E. Encourage maximum efficiency in the layout of streets and internal access drives, stormwater facilities, utility networks and other public improvements through innovative site layout and the use of clustering;
- F. Create and/or preserve usable open space for the enjoyment of the occupants; and
- G. Encourage infill within areas of the city which are characterized by existing development.

17.120.020 Zoning districts where permitted.

Cottage clusters may be permitted in the following zoning districts:

- A. R-5, residential 5;
- B. R-7, residential 7;
- C. R-15, residential 15;

17.120.030 Permitted uses.

The following uses are allowed in cottage clusters:

- A. Cottage homes as defined in SWMC 17.04.030
- B. Tiny homes as defined in SWMC 17.04.030
- C. Park models as defined in SWMC 17.04.030

17.120.040 Permits and approval.

A development authorization application is required for all cottage clusters. Application for approval of the cottage cluster shall be made on forms prescribed by the planning department and which shall be accompanied by a filing fee as required.

Administrative Decision. Following review, the director shall make a report of findings and decision with respect to the proposed cottage cluster, and shall give approval, approval with conditions, or disapproval to the proposed cottage cluster. The decision may be appealed as allowed in Chapter 2.90 SWMC. The director's report of findings and decision shall include, but need not be limited to, the following items:

- A. Suitability of the site area for the proposed development;
- B. Compliance with the development standards herein;
- C. Development in accordance with the Sedro-Woolley comprehensive plan.

17.120.050 Development standards.

- A. For the purposes of this chapter, "dwelling unit" means a residential unit that is part of a cottage cluster development, including cottage homes, tiny homes, and park models, as defined in SWMC 17.04.030.

- B. Lot size. Cottage clusters are exempt from typical minimum lot area requirements of the R-5, R-7 and R-15 zones, provided they comply with the development standards herein.
- C. Density. Due to their smaller relative sizes, dwelling units between 205 and 799 square feet may be counted as one-half of a dwelling unit for the purpose of calculating density. Dwelling units at 800 square feet or larger count as one dwelling unit.
- D. Minimum and maximum number of dwelling units.
1. Cottage cluster developments must contain a minimum of three dwelling units.
 2. Three to 12 dwelling units constitute a cluster.
 3. In the R-7 and R-15 zones, attached duplex units are allowed.
- E. Minimum setbacks and separation. Setbacks and separation for all cottage cluster structures within the R-5, R-7 and R-15 zones shall be as listed below:
1. Front setback to any public street: twenty feet
 2. Side setback to property line: ten feet
 3. Rear setback to property line: ten feet for residences, five for accessory structures
 4. Garage setbacks. Private garages (attached or detached) shall adhere to the setback requirements above. In addition, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of garage door entrances when accessing a public street either to the front or side of a residence. Where garage doors access an internal access drive or alley, the off-street parking apron shall be at least ten feet in length.
 5. Dwelling units must be set back at least five feet from any internal pedestrian path.
 6. Dwelling units must be set back at least ten feet from any internal access drives that provide access to four or more dwelling units. For access drives serving less than four dwelling units, at least five feet of separation is required.
 7. Minimum separation between structures (including accessory structures): ten feet
 8. The following protrusions shall be considered exempt from setback and spacing requirements, provided a minimum of five feet of separation is provided from another structure, vehicular drive, parking area, pedestrian pathway, or property line:
 - a. Eaves;
 - b. Bay windows;
 - c. Chimneys and fireplaces;
 - d. Unenclosed, uncovered porches, terraces, landings or steps;
 - e. Other incidental components in conformance with the intent of this provision.
- F. Maximum building height. Twenty-five feet except twenty feet for accessory buildings.
- G. Landscaping. The total amount of landscaping for a cottage cluster development shall be a minimum of twenty (20) percent of the total site area. Cottage cluster developments may include any critical area and/or shoreline buffer areas when calculating landscape area if native vegetation is enhanced.
- H. Design.
1. All dwelling units shall resemble typical single-family residence construction and respect the architectural design of existing adjacent land uses.
 2. Standard siding material must be used over all structural sheathing. Structural sheathing may not also be the exterior siding.
 3. Clear and obvious pedestrian access between the sidewalk (or street if there is no sidewalk) and the building entry is required.

4. All dwelling units must provide a covered pedestrian entry with minimum weather protection of three feet by three feet (a covered porch or recessed entry).
5. Windows shall be provided in facades featuring the primary entrance, facing streets and/or common open spaces, comprising at least 8% of the façade area. Windows provided in an attached garage door may be counted in the calculation.
6. Roof forms shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if they are contextually appropriate and enhance the character of the development.

I. Access and parking.

1. For dwelling units between 205 and up to 800 square feet, a minimum of one parking stall shall be provided. For dwelling units over 800 and up to 1,200 square feet, a minimum of two parking stalls shall be provided.
2. The number of visitor/overflow parking stalls required shall be determined at the discretion of the Community Development Director based on factors such as the size of the development, anticipated parking demand, availability of on-street parking, and proximity to alternative transportation options.
3. Parking must not be located between the dwelling units and the public right-of-way nor between the dwelling units and common open space. Community parking areas must be located to the side or rear of the cottage cluster, within the development boundaries. Screening in accordance with the requirements of SWMC 17.50.120 shall be provided between community parking areas and adjacent residential uses.
4. Parking is encouraged to be consolidated under cover. Garage and carport parking may count toward the minimum parking requirement. Garages or carports with footprints of up to 300 square feet may be attached to individual dwelling units, provided all other standards herein are met. Such garages and carports do not count toward the size limit of dwelling units. Garages and carports located adjacent to common open space(s) shall be screened or incorporate architectural treatment consistent with the design and character of the adjacent dwelling unit(s).
5. Vehicle access shall be from an internal drive where feasible. Internal drives shall be narrowed to the width of two lanes.
6. Closely spaced adjacent driveways within the development shall be combined for joint access where feasible.
7. Driveways which access onto public streets shall be shared with at least one adjacent property to minimize access points and increase the amount of on-street parking available.
8. Obstructions to pedestrian movement and the number of vehicular turning movements shall be minimized.

J. Common open space.

1. Minimum size. Common open space must be at least 400 square feet per dwelling unit.
2. Minimum dimensions. Common open space must have no dimension less than 15 feet. Areas serving as private open space do not count toward common open space.
3. Elements. Common open space may include a lawn, courtyard, plaza, garden, or other shared element that meets the intent. Common open space must be usable and may not include parking areas, critical areas, or critical area buffers, including steep slopes. LID stormwater BMPs, like rain gardens, may be integrated in up to 25% of the minimum required usable open space area.

4. Orientation. Common open space must have dwelling units abutting on at least two sides. At least 50% of the dwelling units in a cluster must abut common open space. Dwelling units abutting the common open space must be oriented around and have the primary entrance face the common open space.
 5. Access. Dwelling units must be within 100 feet walking distance of the common open space and feature a direct pedestrian connection to the common open space.
- K. Private open space.
1. Minimum size. The minimum private open space adjacent to each dwelling unit must be at least 200 square feet.
 2. Minimum dimensions. The private open space must have no dimension less than 10 feet.
 3. Access. The private open space must have direct access from the dwelling unit via a door or porch. The required porch (see subsection (K)(4) below of this section) does not count toward the size or dimension requirements for the private open space.
 4. Porches. Facades of dwelling units that face common open space or a common pathway must feature a roofed porch at least 70 square feet in size with a minimum dimension of seven feet on any side. Dwelling units sited between a public street and the common open space are also subject to the entry requirements in subsection (H) of this section.
 5. Private open space must be usable and may not include critical areas or critical area buffers, including steep slopes.
- L. No cottage cluster development shall be located within 1,000 feet of another cottage cluster development. The 1,000-foot distance shall be measured in a straight line from the nearest property line of the proposed cottage cluster development to the nearest property line of any existing or approved cottage cluster development. An exception to the 1,000-foot separation requirement may be granted if the following conditions are met:
1. The developments are separated by a natural barrier or significant topographical feature that would prevent them from being perceived as part of the same cluster.
 2. The Director determines that the proposed development will not result in an over-concentration of cottage clusters in the area.
- M. Accessory dwelling units are not permitted in cottage cluster developments, except as provided in subsection (N) below this section.
- N. Shared community buildings.
1. A shared community building may be integrated into the common open space area required in subsection (J) of this section but must not be included in the minimum common open space area calculations.
 2. A shared community building may include uses such as, but not limited to, a multi-purpose entertainment space, recreation center, kitchen, library, storage space, workshop, or similar amenities that promote shared use and sense of community as approved by the director. Commercial uses, other than a child day care center (defined in Chapter 17.04 SWMC), are prohibited.
 3. A shared community building may contain one attached accessory dwelling unit (ADU), provided the ADU meets the requirements of Chapter 17.100 SWMC.
 4. Shared community buildings shall have a maximum ground floor footprint of 1,200 square feet. If a shared community building includes an attached ADU, the ADU's footprint does not count toward the calculation of the shared community building's maximum ground floor footprint.

5. Shared community buildings shall have a maximum building height of 25 feet. The roof form shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if contextually appropriate and enhance the character of the development.

17.120.060 Unit lot subdivision

The primary purpose of these provisions is to establish an alternative to a conventional subdivision which allows greater flexibility in the development of cottage cluster developments which do not strictly conform to the subdivision standards of Title 16 SWMC. Unit lots may be created for cottage cluster developments through established subdivision procedures while generally applying the development standards of this chapter to each unit lot, provided the unit lot subdivision does not create nonconformities with the site development regulations of the underlying zone applicable to the parent site. Unit lot subdivision shall be permitted administratively in any residential zone allowing for the development of cottage clusters.

Unit lot subdivision requirements are as follows:

- A. Submit a site plan for review and approval as part of the cottage cluster application. The site plan must demonstrate how the cottage cluster design and layout complies with all applicable regulations of this chapter. The site plan must also demonstrate how the parent site meets the development regulations of the underlying zone. Each unit lot shall be large enough to contain the dwelling unit and any accessory structures, decks, fences, garages, carports, driveways, private yard areas, parking, landscaping or other improvements that are accessory to the dwelling unit.
- B. Portions of the parent site not subdivided into individual unit lots or not dedicated to the City shall be owned in common by the owners of the individual lots within the subdivision, or by a homeowners' association (HOA) comprised of the owners of the individual lots within the subdivision. A document stipulating covenants, conditions, and/or restrictions for the HOA shall be submitted to the City for review and approval prior to recording with the Skagit County Auditor.
- C. Upon approval of a development plan, site development and building construction may commence prior to final land division approval and recording; provided that all applicable permits and approvals have been obtained by the applicant. However, no dwelling unit or unit lot may be sold, transferred, occupied, or conveyed prior to final subdivision approval and recording. The City is authorized to approve changes between the preliminary and final land division approval provided that no change shall be allowed that does not fully comply with the requirements of this chapter.
- D. Notes shall be placed on the final plat recorded with the Skagit County Auditor to acknowledge the following:
 1. The title of the plat shall include the phrase "Unit Lot Subdivision;"
 2. Approval of the design and layout of the development was granted by the review of the development as a whole on the parent site under (state subject project file number);
 3. Subsequent platting actions, additions, or modifications to structure(s) may not create or increase any nonconformity of the parent site as a whole;

4. If a structure or portion of a structure has been damaged or destroyed, any repair, reconstruction, or replacement of the structure(s) shall conform to the approved site development plan; and
 5. The individual unit lots are not separate buildable lots and additional development of the individual unit lots may be limited as a result of the application of development standards to the parent site.
- E. Legal nonconforming lots, as defined in SWMC 17.04.050, shall be considered conforming for the purpose of this section and may be subdivided pursuant to this section; provided, that as conditions of a unit lot subdivision approval, the City may require that any nonconforming development standard be brought into compliance to the extent feasible, as determined by the Community Development Director.

17.120.070 Provisions for affordability

- A. For the purposes of calculating impact fees and sewer connection fees, dwelling units within a cottage cluster will be assessed as follows:
1. Dwelling units less than 400 square feet in size will be assessed at 30% of the standard single-family residential unit rate;
 2. Dwelling units between 400 and 799 square feet in size (inclusive of 400 square feet) will be assessed at 50% of the standard single-family residential unit rate; and
 3. Dwelling units 800 square feet or larger will be assessed at 70% of the standard single-family residential unit rate.
 4. Dwelling units in cottage cluster developments are exempted from special utility connection fees identified by geographic area in Chapter 13.16 SWMC.
- B. Cottage cluster projects which designate all units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of traffic impact fees and plan review fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.
- C. Cottage cluster projects which designate at least 50% of the units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of plan review fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.

Section Three. Chapter 17.04 “Administrative Provisions” of the Sedro-Woolley Municipal Code, last modified by Ord. 2046-23 in 2023, is hereby amended to read as follows:

Sections:

17.04.030 Definitions.

Section 17.04.030 Definitions.

[...]

“Corner lot” means a lot with frontage on more than one public right-of-way, excluding alleys.

“Cottage home” means a small permanent dwelling that is greater than 400 square feet and no larger than 1,200 square feet. Cottage homes must be built in compliance with the Washington State Building Code.

“Dependent relative cottage” means a single-family residence which:

1. Is located on the same lot as another single-family residence;
2. Is inhabited only by the relative of the other single-family residence which relative is only able to safely maintain a separate household due to the support or supervisory care of family members in close proximity;
3. Is designed for ease of removal, dismantling, or conversion to an accessory use after termination of use as a dependent relative cottage; and
4. Meets the setback requirements for an accessory building.

[...]

“Ownership” means a lot or group of contiguous lots under the ownership.

“Park model” means a dwelling that is no larger than 400 square feet, built to American National Standards Institute (ANSI) 119.5 specifications. For the purposes of Chapter 17.120, park models are mounted on a foundation for permanent installation and are used as a primary residence and include a kitchen, bathroom, and sleeping/living area.

“Permanent affordable housing” means housing, regardless of ownership, for which there is a legally binding, recorded document in effect that limits the price at which the owner may sell or restricts the occupancy of the unit to a qualified, low-income household (80% Area Median Income or lower), for a period of at least 40 years for a property used for shelter or rental housing, or for a period of at least 25 years for a property to be owned by a low-income household. These documents include, but are not limited to, affordability covenants, deed restrictions, or community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Tiny home” means a permanent dwelling that is a minimum of 205 square feet and no larger than 400 square feet, including a kitchen, bathroom, and sleeping/living area, and must be built in compliance with the Washington State Building Code.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

Section Four. Chapter 17.08 “Residential 5 (R-5) Zone” of the Sedro-Woolley Municipal Code, last modified by Ord. 2097-25 in 2025, is hereby amended to read as follows:

Sections:

17.08.010 Use restrictions.

Section 17.08.010 Use restrictions.

Use restrictions in the residential R-5 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. Child day care centers meeting state requirements;
5. Adult or family day care facilities meeting state requirements;
6. Accessory dwelling units in compliance with Chapter [17.100](#);
7. Cottage clusters in compliance with Chapter 17.120.

[...]

Section Five. Chapter 17.12 “Residential 7 (R-7) Zone” of the Sedro-Woolley Municipal Code, last modified by Ord. 2097-25 in 2025, is hereby amended to read as follows:

Sections:

17.12.010 Use restrictions.

Section 17.12.010 Use restrictions.

Use restrictions in the residential R-7 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. One duplex per lot with nine thousand square foot minimum lot size, in compliance with the requirements set forth in this chapter, which meet the following requirements, in addition to any other requirements imposed by ordinance:
 - a. Be situated on a lot of not less than nine thousand square foot minimum size, with a minimum width of eighty feet at the building line, a minimum depth of one hundred feet, and a minimum lot frontage on a public street of twenty feet;
 - b. Provide off-street parking for four vehicles;
 - c. Be designed to resemble a single-family residence so as to blend in with the design and appearance of the surrounding residences in the neighborhood;
 - d. No more than one duplex shall be allowed per any three successive lots adjoined by side property lines as defined in Section [17.04.030](#).Exception: Lots which have twenty feet or less frontage on the public street shall not be required to be counted on a successive lot. This exception is intended to allow successive duplexes if located behind single-family lots.

5. Child day care centers meeting state requirements;
6. Adult or family day care facilities meeting state requirements;
7. Accessory dwelling units in compliance with Chapter [17.100](#);
8. Cottage clusters in compliance with Chapter 17.120.

[...]

Section Six. Chapter 17.16 “Residential 15 (R-15) Zone” of the Sedro-Woolley Municipal Code, last modified by Ord. 2097-25 in 2025, is hereby amended to read as follows:

Sections:

17.16.010 Use restrictions.

Section 17.16.010 Use restrictions.

Use restrictions in the R-15 zone shall be as follows:

A. Permitted Uses.

1. Multifamily residential uses up to eight units per building or up to twelve units per building if the building is three stories and the units are evenly distributed between the three floors;
2. One single-family residence per lot;
3. Low-intensity agriculture;
4. Home occupations in compliance with Chapter [17.68](#);
5. Group homes;
6. Dependent relative cottages;
7. Professional offices;
8. Child day care centers meeting state requirements;
9. Planned residential developments;
10. Adult or family day care facilities meeting state requirements;
11. Cottage clusters in compliance with Chapter 17.120.

[...]

Section Seven. 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 Eight. 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 Nine. 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 ____ day of _____, 2025.

Julia Johnson, Mayor

ATTEST:

Kelly Kohnken, City Clerk

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

**CITY OF SEDRO-WOOLLEY PLANNING COMMISSION
STATE OF WASHINGTON**

In the Matter of:

**PROPOSED AMENDMENTS TO
CHAPTER 2.90 AND TITLE 17 SWMC
TO ADD REGULATIONS FOR
COTTAGE CLUSTERS**

**PLANNING COMMISSION
FINDINGS OF FACT,
CONCLUSIONS, AND
RECOMMENDATION**

This matter having come regularly before the City of Sedro-Woolley Planning Commission for a public hearing on **Tuesday, April 15, 2025**, under a request by the Planner for a public hearing and recommendation from the Planning Commission pursuant to Chapter 2.90 Sedro-Woolley Municipal Code (SWMC).

Recommendation:	The Planning Commission recommends APPROVAL of the proposed amendments to Chapter 2.90 and Title 17 SWMC as shown in Exhibit A of these Findings of Fact, Conclusions, and Recommendation.
Hearing Date:	Tuesday, April 15, 2025
Proponent:	City of Sedro-Woolley

Description of proposal

Proposed are amendments to Chapter 2.90 and Title 17 SWMC to add cottage clusters as a permitted use in the Residential 5, Residential 7, and Residential 15 zoning districts. The amendments intend to increase housing options for households earning between 50 – 120% of Area Median Income (AMI) while maintaining the city's small-town character and supporting goals identified as part of the 2025 Comprehensive Plan periodic update.

FINDINGS OF FACT

1. Per SWMC 2.90.070(G), this action, which requires changes to the City development regulations and underwent Planning Commission review, is processed as a Type VI action.

2. The Growth Management Act (GMA) as amended by House Bill 1220 in 2021, stipulates that cities fully planning under the GMA must plan to accommodate all income levels for housing.
3. Data from the housing needs assessment and land capacity analysis completed for the 2025 Comprehensive Plan periodic update indicate the City of Sedro-Woolley has a need for 1,360 units within the 0 – 80% Area Median Income (AMI) range over the next 20-year growth period. Current capacity supports the construction of 606 of those units, indicating there is a deficit of 754 units of low to middle income housing.
4. The Planning Commission and City Council have voiced concern over how Sedro-Woolley can maintain its small-town character while meeting state requirements to plan for more low- and middle-income housing. There is significant worry that apartment structures will begin to dominate the landscape, altering the traditional character of the city.
5. The cottage cluster housing concept was presented to the Planning Commission as an option to help balance the city's housing supply without detracting from the single-family neighborhood atmosphere that Sedro-Woolley residents value. Generally serving households earning between 50 – 120% AMI, cottage housing is well-suited to meet the housing needs of those who earn too much to qualify for traditional affordable housing subsidies but are priced out of the current market. Given that the cottage homes, as proposed, will have the same design review criteria as typical single-family homes, prioritize open space, and primarily will utilize existing infrastructure, cottage clusters will integrate efficiently and aesthetically within existing neighborhoods.
6. To help the Planning Commission gain an understanding of the cottage cluster product, several examples of quality cottage housing projects completed in the region were presented and a tour of a local community called Wildwood Lakefront Cottages was organized. Feedback from the Planning Commission was positive and they expressed support for this type of housing as a desirable addition to the city's residential stock, provided the associated regulations support Sedro-Woolley-specific housing goals. Commissioners noted that the scale, design quality, and sense of community observed in the examples demonstrated how cottage clusters can provide an attractive and attainable housing option. The example cottage housing projects that were shared with the Planning Commission are included herein as **Exhibit B**.
7. An open table discussion was held between staff, the Planning Commission, community members, and stakeholders to obtain feedback from those with interest in cottage cluster development. The guests present spoke in favor of the concept and voiced a need for a mechanism to be included to help ensure that affordable cottage housing developments stay affordable for the long-term. The regulations were updated to include incentive-based provisions to support the development of long-term permanent affordable housing (as defined under RCW 39.89.020) through cottage clusters. In addition, the initial permitting cost for all cottage cluster developments has been significantly reduced to further appeal to developers.

8. The cottage cluster regulations and associated permitting process have been simplified with the intention of making the permitting of affordable housing quick, easy, and not excessively costly. Cottage clusters are proposed as an outright permitted use in all residential zones with administrative approvals following a pre-application meeting held with city staff to confirm the project's feasibility and compliance with the zoning code.
9. To further promote long-term affordability and ownership equity, an option to incorporate unit lot subdivision was included in the regulations. Enabling unit lot subdivision increases homeownership opportunities by allowing individual cottages to be sold separately while maintaining open space and adequate spacing between structures and other site improvements.
10. The Planning Commission reviewed the draft amendments in 2024 at the February 20, April 16, May 21, June 18, September 17, October 15, and November 19 meetings and in 2025 at the January 21, February 18 and April 15 meetings.
11. At the April 15, 2025 meeting, the Planning Commission held a public hearing. The Notice of Public Hearing was published in the legal notices section of the April 3, 2025 Skagit Valley Herald as shown in **Exhibit C**. The notice was also posted on the City website. In said notice, a deadline for written comments was set for April 15, 2025 at 4:30 PM. The Planning Department did not receive any written comments and there were no online or in-person participants.
12. At the April 15, 2025 public hearing, the Planning Commission made a motion to recommend that the City Council approve the proposed amendments to Chapter 2.90 and Title 17 SWMC. The motion to recommend approval carried 5 – 0.
13. The Planning Commission's recommended amendments are found in **Exhibit A**.

CONCLUSIONS

The Planning Commission, having reviewed the Planning Department Transmittal and Report Memorandum and hearing public testimony, makes the following conclusions:

1. Adoption of the proposed amendments to Chapter 2.90 and Title 17 SWMC complies with the State GMA. The draft amendments were sent to the State Department of Commerce on May 22, 2025. A 15-day expedited review was requested, pending approval by Commerce. A SEPA DNS (**Exhibit D**) was issued on May 27, 2025; and
2. Adoption of the proposed amendments to Chapter 2.90 and Title 17 SWMC is in conformance with the goals and policies of the Sedro-Woolley Comprehensive Plan.

RECOMMENDATION

Based upon the foregoing, the Planning Commission recommends approval of amendments to Chapter 2.90 and Title SWMC to add regulations for cottage clusters, found herein as **Exhibit A**.

EXHIBITS

Exhibit A: Recommended Amendments to Chapter 2.90 and Title 17 SWMC

Exhibit B: Example cottage housing projects

Exhibit C: Notice of April 15, 2025 Public Hearing

Exhibit D: SEPA DNS Issued May 27, 2025

CERTIFICATION

The City of Sedro-Woolley Planning Commission hereby recommends to the City Council **APPROVAL** of amendments to Chapter 2.90 and Title 17 SWMC to add regulations for cottage clusters at a **REGULAR** meeting of the City of Sedro-Woolley Planning Commission held on **Tuesday, April 15, 2025** at which time a quorum was present and the decision was for approval by a vote of 5 **FOR**, 0 **AGAINST** and 0 **ABSTENTIONS**.



Joe Franett, Planning Commission Chair

5/22/25

Date

Chapter 2.90

CONSOLIDATED PLANNING PROCEDURES*

[...]

2.90.060 Authority and responsibilities.

[...]

C. Planning Director or Designee.

1. Authority. The planning director or designee shall review and act on the following:

- a. Building and grading permits;
- b. Binding site plan approval for commercial or industrial developments;
- c. Environmental review.
 - i. Make threshold determinations for environmental checklists;
 - ii. Authorize circulation of draft environmental impact statements;
 - iii. Approve and issue final environmental impact statements;
 - iv. Approve mitigation conditions for mitigated determinations of nonsignificance and final environmental impact statements;
- d. Interpretation of flood insurance rate map boundaries;
- e. Boundary line adjustments (B.L.A.);
- f. Modifications.
 - i. Minor modifications to previously approved site plan;
 - ii. Modifications of street standards;
 - iii. Minor modifications of landscaping requirements;
 - iv. Minor amendment to PUD_{7.2}

- g. Planned action determinations;
- h. Review of business licenses for home occupations;
- i. Shoreline exemptions;
- j. Shoreline permits;
- k. Short plats – nine or less;
- l. Temporary use permits;
- m. Variances – administrative;
- n. Modifications of the number of required parking stalls and the requirements of the parking, loading and driveway regulations;
- o. Temporary homeless encampment permits;
- p. Design review;
- q. Accessory Dwelling Unit (ADU) applications;
- r. Cottage cluster applications.

[...]

2.90.070 Permit classification.

[...]

G. Land Use Permit Procedures.

1. Permit Classification Table.

Table 2.90.070(G)(1)—Permit Classification Table

Land Use Permit/Action	Permit Type					
	I	II	III	IV	V	VI
Accessory Dwelling Unit	X					

Table 2.90.070(G)(1)—Permit Classification Table

Land Use Permit/Action	Permit Type					
	I	II	III	IV	V	VI
Administrative Determination	X					
Binding Site Plan		X				
Boundary Line Adjustment	X					
Building Permit SEPA Exempt	X					
Code Interpretation	X					
Comprehensive Plan Map (and Rezone) or Text Amendments						X
Conditional Use Permit			X			
<u>Cottage Cluster</u>		X				
Design Review with Building Permit	X					

[...]

2. Summary of Permit Processes.

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Pre-Application Meeting	No	Required for short plats, building permits with street improvements, <u>cottage clusters</u> , and all other non-single-family residential actions	Required, unless waived by director	Required, unless waived by director	No	Required, unless waived by director	Required, unless waived by director
Letter of Completeness	No	Required	Required	Required	No	No	No

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Notice of Application	No	Required	Required	Required	Required	Required for site-specific projects	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Hearing	Not applicable	Not applicable	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program
Open Record Public Hearing	No	No	Yes, before hearing examiner to render final decision	Yes, before hearing examiner to make recommendation to city council	No	Yes, before planning commission to make recommendation to city council	See Chapter 35A.14 RCW or the shoreline management master program
Recommendation Made By	Not applicable	Not applicable	Not applicable	Hearing examiner	Staff	Planning commission	See Chapter 35A.14 RCW or the shoreline management master program
Final Decision Made By	Planning director	Planning director	Hearing examiner	City council	City council	City council	See Chapter 35A.14 RCW or the shoreline management master program
Notice of Decision	Required unless exempt per Section 2.90.040	Required	Required	Required	Required	Required	See Chapter 35A.14 RCW or the shoreline management master program

	Type I	Type II	Type III	Type IV	Type V	Type VI	Shoreline Permits and Annexations
Judicial Appeal	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Section 2.9 0.090	See Chapter 35A. 14 RCW or the shoreline management master program

[...]

2.90.100 Submittal requirements—Specific to application type.

[...]

Table 2.90.100(B)—Land Use Application Submittal Requirements ****Note: this table shortened to show proposed submittal requirements for Cottage Cluster Development Authorization only****

SUBMITTAL REQUIREMENTS	TYPE OF APPLICATION	Cottage Cluster
Application fee	X	
<u>Cottage cluster plan, conceptual</u>	1	
Draft homeowners' association documents if applicable	1	
Draft restrictive covenants, if any	1	
Environmental checklist	1	
Existing covenants (recorded copy)	1	
Existing easements (recorded copy)	1	
Map of existing conditions of the site	1	
Neighborhood detail map	1	
Parking, lot coverage and landscaping analysis	1	
Preapplication meeting summary, if any	1	
Project summary	1	
PUD water availability letter	1	
Site plan, land use review	1	
Title report	1	

Title 17 ZONING

Chapters:

- [17.04 Administrative Provisions](#)
- [17.06 Residential 1 Environmentally Constrained \(R-1\) Zone](#)
- [17.08 Residential 5 \(R-5\) Zone](#)
- [17.12 Residential 7 \(R-7\) Zone](#)
- [17.16 Residential 15 \(R-15\) Zone](#)
- [17.20 Mixed Commercial \(MC\) Zone](#)
- [17.21 Urban Village Mixed-Use \(UVMU\) Overlay](#)
- [17.22 Transitional Mixed Commercial Overlay](#)
- [17.24 Central Business District \(CBD\) Zone](#)
- [17.28 Industrial \(I\) Zone](#)
- [17.32 Public \(P\) Zone](#)
- [17.34 Open Space \(OS\) Zone](#)
- [17.36 Off-street Parking and Loading](#)
- [17.38 Residential Recreation Areas](#)
- [17.40 Signs](#)
- [17.43 Planned Residential Development \(PRD\)](#)
- [17.44 General Regulations for All Zones](#)
- [17.48 Mobile Home Parks](#)
- [17.50 Landscaping](#)
- [17.51 Murals](#)
- [17.52 *Repealed*](#)
- [17.56 Conditional Use Permits](#)
- [17.60 Variances and Zoning Waivers](#)
- [17.64 Temporary Permits](#)
- [17.65 Regulations for Critical Areas](#)
- [17.66 Flood Damage Prevention](#)
- [17.68 Home Occupation Permits](#)
- [17.72 *Repealed*](#)
- [17.76 *Repealed*](#)
- [17.80 Enforcement](#)
- [17.84 Adult Entertainment Establishments](#)
- [17.88 Essential Public Facilities](#)
- [17.90 Collective Gardens](#)
- [17.92 Recreational Marijuana Producers, Processors and Retailers](#)
- [17.96 City of Sedro-Woolley Shoreline Master Program](#)
- [17.98 Model Homes](#)
- [17.100 Accessory Dwelling Units \(ADUs\)](#)
- [17.110 Homeless Encampments at Religious Organizations](#)
- [17.120 Cottage Clusters](#)

Chapter 17.04

ADMINISTRATIVE PROVISIONS

[...]

17.04.030 Definitions.

[...]

“Corner lot” means a lot with frontage on more than one public right-of-way, excluding alleys.

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1. Is located on the same lot as another single-family residence;
2. Is inhabited only by the relative of the other single-family residence which relative is only able to safely maintain a separate household due to the support or supervisory care of family members in close proximity;
3. Is designed for ease of removal, dismantling, or conversion to an accessory use after termination of use as a dependent relative cottage; and
4. Meets the setback requirements for an accessory building.

[...]

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restrictions, or community land trust leases. Resale restrictions exercised by providers of permanently affordable housing can include, but are not limited to:

1. Continuous ownership of land by a public entity or nonprofit housing provider with a lease allowing ownership of the structure by an income-eligible household;
2. A nonpossessory interest or right in real property, such as a deed restriction, restrictive covenant, resale restriction, or other contractual agreement, that ensures affordability.

[...]

“Structure” means a stationary manmade object or part thereof erected on the ground with an intention of some permanence, excluding objects less than three feet in height.

“Tiny home” means a permanent dwelling that is a minimum of 205 square feet and no larger than 400 square feet, including a kitchen, bathroom, and sleeping/living area, and must be built in compliance with the Washington State Building Code.

“Trailer” means a device designed to be drawn by a motor vehicle and provide temporary living quarters.

[...]

Chapter 17.08

RESIDENTIAL 5 (R-5) ZONE

[...]

17.08.010 Use restrictions.

Use restrictions in the residential R-5 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. Child day care centers meeting state requirements;
5. Adult or family day care facilities meeting state requirements;

6. Accessory dwelling units in compliance with Chapter [17.100](#);

7. [Cottage clusters in compliance with Chapter 17.120.](#)

[...]

Chapter 17.12

RESIDENTIAL 7 (R-7) ZONE

[...]

17.12.010 Use restrictions.

Use restrictions in the residential R-7 zone shall be as follows:

A. Permitted Uses.

1. One single-family residence per lot;
2. Low-intensity agriculture;
3. Home occupations in compliance with Chapter [17.68](#);
4. One duplex per lot with nine thousand square foot minimum lot size, in compliance with the requirements set forth in this chapter, which meet the following requirements, in addition to any other requirements imposed by ordinance:
 - a. Be situated on a lot of not less than nine thousand square foot minimum size, with a minimum width of eighty feet at the building line, a minimum depth of one hundred feet, and a minimum lot frontage on a public street of twenty feet;
 - b. Provide off-street parking for four vehicles;
 - c. Be designed to resemble a single-family residence so as to blend in with the design and appearance of the surrounding residences in the neighborhood;
 - d. No more than one duplex shall be allowed per any three successive lots adjoined by side property lines as defined in Section [17.04.030](#).

Exception: Lots which have twenty feet or less frontage on the public street shall not be required to be counted on a successive lot. This exception is intended to allow successive duplexes if located behind single-family lots.

5. Child day care centers meeting state requirements;
6. Adult or family day care facilities meeting state requirements;
7. Accessory dwelling units in compliance with Chapter [17.100](#);
8. Cottage clusters in compliance with Chapter 17.120.

[...]

Chapter 17.16

RESIDENTIAL 15 (R-15) ZONE

[...]

17.16.010 Use restrictions.

Use restrictions in the R-15 zone shall be as follows:

A. Permitted Uses.

1. Multifamily residential uses up to eight units per building or up to twelve units per building if the building is three stories and the units are evenly distributed between the three floors;
2. One single-family residence per lot;
3. Low-intensity agriculture;
4. Home occupations in compliance with Chapter [17.68](#);
5. Group homes;
6. Dependent relative cottages;
7. Professional offices;
8. Child day care centers meeting state requirements;
9. Planned residential developments;
10. Adult or family day care facilities meeting state requirements.

11. Cottage clusters in compliance with Chapter 17.120.

[...]

Chapter 17.120 **Cottage Clusters**

Sections:

17.120.010 Purpose.

17.120.020 Zoning districts where permitted.

17.120.030 Permitted uses.

17.120.040 Permits and approval.

17.120.050 Development standards.

17.120.060 Unit lot subdivision.

17.120.070 Provisions for affordability.

17.120.010 Purpose.

It is the purpose of this chapter to create an affordable option for long term/permanent housing for sale or for lease, efficiently integrated with Sedro-Woolley's existing residential building types and configurations. Furthermore, it is the purpose of this section to:

- A. Provide a framework for the development of cottage clusters;
- B. Promote housing affordability and greater choice by encouraging smaller and more diverse home sizes;
- C. Promote shared communities that are healthy and sustainable;
- D. Provide opportunities for creative, diverse and high-quality infill development that is compatible with existing neighborhoods;
- E. Encourage maximum efficiency in the layout of streets and internal access drives, stormwater facilities, utility networks and other public improvements through innovative site layout and the use of clustering;
- F. Create and/or preserve usable open space for the enjoyment of the occupants; and
- G. Encourage infill within areas of the city which are characterized by existing development.

17.120.020 Zoning districts where permitted.

Cottage clusters may be permitted in the following zoning districts:

A. R-5, residential 5:

B. R-7, residential 7:

C. R-15, residential 15:

17.120.030 Permitted uses.

The following uses are allowed in cottage clusters:

A. Cottage homes as defined in SWMC 17.04.030

B. Tiny homes as defined in SWMC 17.04.030

C. Park models as defined in SWMC 17.04.030

17.120.040 Permits and approval.

A development authorization application is required for all cottage clusters. Application for approval of the cottage cluster shall be made on forms prescribed by the planning department and which shall be accompanied by a filing fee as required.

Administrative Decision. Following review, the director shall make a report of findings and decision with respect to the proposed cottage cluster, and shall give approval, approval with conditions, or disapproval to the proposed cottage cluster. The decision may be appealed as allowed in Chapter 2.90 SWMC. The director's report of findings and decision shall include, but need not be limited to, the following items:

A. Suitability of the site area for the proposed development;

B. Compliance with the development standards herein;

C. Development in accordance with the Sedro-Woolley comprehensive plan.

17.120.050 Development standards.

A. For the purposes of this chapter, "dwelling unit" means a residential unit that is part of a cottage cluster development, including cottage homes, tiny homes, and park models, as defined in SWMC 17.04.030.

B. Lot size. Cottage clusters are exempt from typical minimum lot area requirements of the R-5, R-7 and R-15 zones, provided they comply with the development standards herein.

C. Density. Due to their smaller relative sizes, dwelling units between 205 and 799 square feet may be counted as one-half of a dwelling unit for the purpose of calculating density. Dwelling units at 800 square feet or larger count as one dwelling unit.

D. Minimum and maximum number of dwelling units.

1. Cottage cluster developments must contain a minimum of three dwelling units.

2. Three to 12 dwelling units constitute a cluster.

3. In the R-7 and R-15 zones, attached duplex units are allowed.

E. Minimum setbacks and separation. Setbacks and separation for all cottage cluster structures within the R-5, R-7 and R-15 zones shall be as listed below:

1. Front setback to any public street: twenty feet

2. Side setback to property line: ten feet

3. Rear setback to property line: ten feet for residences, five for accessory structures

4. Garage setbacks. Private garages (attached or detached) shall adhere to the setback requirements above. In addition, there shall be a minimum off-street parking apron of twenty-five feet in length directly in front of garage door entrances when accessing a public street either to the front or side of a residence. Where garage doors access an internal access drive or alley, the off-street parking apron shall be at least ten feet in length.

5. Dwelling units must be set back at least five feet from any internal pedestrian path.

6. Dwelling units must be set back at least ten feet from any internal access drives that provide access to four or more dwelling units. For access drives serving less than four dwelling units, at least five feet of separation is required.

7. Minimum separation between structures (including accessory structures): ten feet

8. The following protrusions shall be considered exempt from setback and spacing requirements, provided a minimum of five feet of separation is provided from another structure, vehicular drive, parking area, pedestrian pathway, or property line:

a. Eaves;

b. Bay windows;

- c. Chimneys and fireplaces;
- d. Unenclosed, uncovered porches, terraces, landings or steps;
- e. Other incidental components in conformance with the intent of this provision.

F. Maximum building height. Twenty-five feet except twenty feet for accessory buildings.

G. Landscaping. The total amount of landscaping for a cottage cluster development shall be a minimum of twenty (20) percent of the total site area. Cottage cluster developments may include any critical area and/or shoreline buffer areas when calculating landscape area if native vegetation is enhanced.

H. Design.

1. All dwelling units shall resemble typical single-family residence construction and respect the architectural design of existing adjacent land uses.
2. Standard siding material must be used over all structural sheathing. Structural sheathing may not also be the exterior siding.
3. Clear and obvious pedestrian access between the sidewalk (or street if there is no sidewalk) and the building entry is required.
4. All dwelling units must provide a covered pedestrian entry with minimum weather protection of three feet by three feet (a covered porch or recessed entry).
5. Windows shall be provided in facades featuring the primary entrance, facing streets and/or common open spaces, comprising at least 8% of the façade area. Windows provided in an attached garage door may be counted in the calculation.
6. Roof forms shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if they are contextually appropriate and enhance the character of the development.

I. Access and parking.

1. For dwelling units between 205 and up to 800 square feet, a minimum of one parking stall shall be provided. For dwelling units over 800 and up to 1,200 square feet, a minimum of two parking stalls shall be provided.
2. The number of visitor/overflow parking stalls required shall be determined at the discretion of the Community Development Director based on factors such as the size of the development, anticipated parking demand, availability of on-street parking, and proximity to alternative transportation options.

3. Parking must not be located between the dwelling units and the public right-of-way nor between the dwelling units and common open space. Community parking areas must be located to the side or rear of the cottage cluster, within the development boundaries. Screening in accordance with the requirements of SWMC 17.50.120 shall be provided between community parking areas and adjacent residential uses.

4. Parking is encouraged to be consolidated under cover. Garage and carport parking may count toward the minimum parking requirement. Garages or carports with footprints of up to 300 square feet may be attached to individual dwelling units, provided all other standards herein are met. Such garages and carports do not count toward the size limit of dwelling units. Garages and carports located adjacent to common open space(s) shall be screened or incorporate architectural treatment consistent with the design and character of the adjacent dwelling unit(s).

5. Vehicle access shall be from an internal drive where feasible. Internal drives shall be narrowed to the width of two lanes.

6. Closely spaced adjacent driveways within the development shall be combined for joint access where feasible.

7. Driveways which access onto public streets shall be shared with at least one adjacent property to minimize access points and increase the amount of on-street parking available.

8. Obstructions to pedestrian movement and the number of vehicular turning movements shall be minimized.

J. Common open space.

1. Minimum size. Common open space must be at least 400 square feet per dwelling unit.

2. Minimum dimensions. Common open space must have no dimension less than 15 feet. Areas serving as private open space do not count toward common open space.

3. Elements. Common open space may include a lawn, courtyard, plaza, garden, or other shared element that meets the intent. Common open space must be usable and may not include parking areas, critical areas, or critical area buffers, including steep slopes. LID stormwater BMPs, like rain gardens, may be integrated in up to 25% of the minimum required usable open space area.

4. Orientation. Common open space must have dwelling units abutting on at least two sides. At least 50% of the dwelling units in a cluster must abut common open space.

Dwelling units abutting the common open space must be oriented around and have the primary entrance face the common open space.

5. Access. Dwelling units must be within 100 feet walking distance of the common open space and feature a direct pedestrian connection to the common open space.

K. Private open space.

1. Minimum size. The minimum private open space adjacent to each dwelling unit must be at least 200 square feet.

2. Minimum dimensions. The private open space must have no dimension less than 10 feet.

3. Access. The private open space must have direct access from the dwelling unit via a door or porch. The required porch (see subsection (K)(4) below of this section) does not count toward the size or dimension requirements for the private open space.

4. Porches. Facades of dwelling units that face common open space or a common pathway must feature a roofed porch at least 70 square feet in size with a minimum dimension of seven feet on any side. Dwelling units sited between a public street and the common open space are also subject to the entry requirements in subsection (H) of this section.

5. Private open space must be usable and may not include critical areas or critical area buffers, including steep slopes.

L. No cottage cluster development shall be located within 1,000 feet of another cottage cluster development. The 1,000-foot distance shall be measured in a straight line from the nearest property line of the proposed cottage cluster development to the nearest property line of any existing or approved cottage cluster development. An exception to the 1,000-foot separation requirement may be granted if the following conditions are met:

1. The developments are separated by a natural barrier or significant topographical feature that would prevent them from being perceived as part of the same cluster.

2. The Director determines that the proposed development will not result in an over-concentration of cottage clusters in the area.

M. Accessory dwelling units are not permitted in cottage cluster developments, except as provided in subsection (N) below this section.

N. Shared community buildings.

1. A shared community building may be integrated into the common open space area required in subsection (l) of this section but must not be included in the minimum common open space area calculations.
2. A shared community building may include uses such as, but not limited to, a multi-purpose entertainment space, recreation center, kitchen, library, storage space, workshop, or similar amenities that promote shared use and sense of community as approved by the director. Commercial uses, other than a child day care center (defined in Chapter 17.04 SWMC), are prohibited.
3. A shared community building may contain one attached accessory dwelling unit (ADU), provided the ADU meets the requirements of Chapter 17.100 SWMC.
4. Shared community buildings shall have a maximum ground floor footprint of 1,200 square feet. If a shared community building includes an attached ADU, the ADU's footprint does not count toward the calculation of the shared community building's maximum ground floor footprint.
5. Shared community buildings shall have a maximum building height of 25 feet. The roof form shall respect the traditional designs commonly used on single-family homes. Flat roofs or modern designs that significantly deviate from traditional styles may be permitted at the Community Development Director's discretion if contextually appropriate and enhance the character of the development.

17.120.060 Unit lot subdivision

The primary purpose of these provisions is to establish an alternative to a conventional subdivision which allows greater flexibility in the development of cottage cluster developments which do not strictly conform to the subdivision standards of Title 16 SWMC. Unit lots may be created for cottage cluster developments through established subdivision procedures while generally applying the development standards of this chapter to each unit lot, provided the unit lot subdivision does not create nonconformities with the site development regulations of the underlying zone applicable to the parent site. Unit lot subdivision shall be permitted administratively in any residential zone allowing for the development of cottage clusters.

Unit lot subdivision requirements are as follows:

A. Submit a site plan for review and approval as part of the cottage cluster application. The site plan must demonstrate how the cottage cluster design and layout complies with all applicable regulations of this chapter. The site plan must also demonstrate how the parent site meets the development regulations of the underlying zone. Each unit lot shall be large enough to contain the dwelling unit and any accessory structures, decks, fences, garages, carports, driveways, private yard areas, parking, landscaping or other improvements that are accessory to the dwelling unit.

B. Portions of the parent site not subdivided into individual unit lots or not dedicated to the City shall be owned in common by the owners of the individual lots within the subdivision, or by a homeowners' association (HOA) comprised of the owners of the individual lots within the subdivision. A document stipulating covenants, conditions, and/or restrictions for the HOA shall be submitted to the City for review and approval prior to recording with the Skagit County Auditor.

C. Upon approval of a development plan, site development and building construction may commence prior to final land division approval and recording; provided that all applicable permits and approvals have been obtained by the applicant. However, no dwelling unit or unit lot may be sold, transferred, occupied, or conveyed prior to final subdivision approval and recording. The City is authorized to approve changes between the preliminary and final land division approval provided that no change shall be allowed that does not fully comply with the requirements of this chapter.

D. Notes shall be placed on the final plat recorded with the Skagit County Auditor to acknowledge the following:

1. The title of the plat shall include the phrase "Unit Lot Subdivision;"
2. Approval of the design and layout of the development was granted by the review of the development as a whole on the parent site under (state subject project file number);
3. Subsequent platting actions, additions, or modifications to structure(s) may not create or increase any nonconformity of the parent site as a whole;
4. If a structure or portion of a structure has been damaged or destroyed, any repair, reconstruction, or replacement of the structure(s) shall conform to the approved site development plan; and
5. The individual unit lots are not separate buildable lots and additional development of the individual unit lots may be limited as a result of the application of development standards to the parent site.

E. Legal nonconforming lots, as defined in SWMC 17.04.050, shall be considered conforming for the purpose of this section and may be subdivided pursuant to this section; provided, that as conditions of a unit lot subdivision approval, the City may require that any nonconforming development standard be brought into compliance to the extent feasible, as determined by the Community Development Director.

17.120.070 Provisions for affordability

A. For the purposes of calculating impact fees and sewer connection fees, dwelling units within a cottage cluster will be assessed as follows:

1. Dwelling units less than 400 square feet in size will be assessed at 30% of the standard single-family residential unit rate;

2. Dwelling units between 400 and 799 square feet in size (inclusive of 400 square feet) will be assessed at 50% of the standard single-family residential unit rate; and

3. Dwelling units 800 square feet or larger will be assessed at 70% of the standard single-family residential unit rate.

4. Dwelling units in cottage cluster developments are exempted from special utility connection fees identified by geographic area in Chapter 13.16 SWMC.

B. Cottage cluster projects which designate all units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of traffic impact fees and plan review fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.

C. Cottage cluster projects which designate at least 50% of the units within the development for permanent affordable housing as defined in SWMC 17.04.030 shall be exempt from payment of plan review fees. A legally binding document ensuring the provision of permanent affordable housing shall be submitted to the City for review and approval prior to recording.

Examples of Cottage Housing Developments from:



Simple. Smart. Sustainable.

Leaders in building pocket neighborhood communities of compact homes.
So, you can live large *and* leave a small footprint on the earth.

Chico Beach Cottages – Silverdale, WA



Club house

Separate
garages

Site size: 1.1 acres

Dwelling units/acre: 7

Number of homes: 7

Square footage range: 1470 -
1750 SF

Features:

- Separate garages for storage
- Club house
- Pedestrian walkways from shared parking lot to homes
- Large private recreation area accessible via pedestrian walkway

Chico Beach Cottages – Silverdale, WA



Club house >

Danielson Grove – Kirkland, WA



Club house

Separate
garages

Site size: 2.25 acres

Dwelling units/acre: 7

Number of homes: 16

Square footage range: 651 -
1500 SF

Features:

- Separate garages (garage parking allowed)
- On-street parking
- Club house
- Two smaller private recreation areas accessible via pedestrian walkway

Danielson Grove – Kirkland, WA



Conover Commons — Redmond, WA



Site size: 1.6 acres

Dwelling units/acre: 8

Number of homes: 12

Square footage range: 1000 SF

Features:

- Separate garages for storage
- Shared parking with pedestrian walkways to homes
- Club house
- Incorporates amenities near Native Growth Protection Area

Conover Commons – Redmond, WA



Ericksen Cottages – Bainbridge Island, WA



Club house

Separate garages

Site size: 0.9 acres

Dwelling units/acre: 12

Number of homes: 11

Square footage range: 1049-1090 SF

Features:

- Separate garages (garage parking allowed)
- Some shared parking
- Private recreation area accessible via pedestrian walkways
- Club house

Ericksen Cottages – Bainbridge Island, WA



Greenwood Avenue Cottages – Shoreline, WA



Club house

Separate garages

Site size: 0.8 acres

Dwelling units/acre: 10

Number of homes: 8

Square footage range: 768 - 998 SF

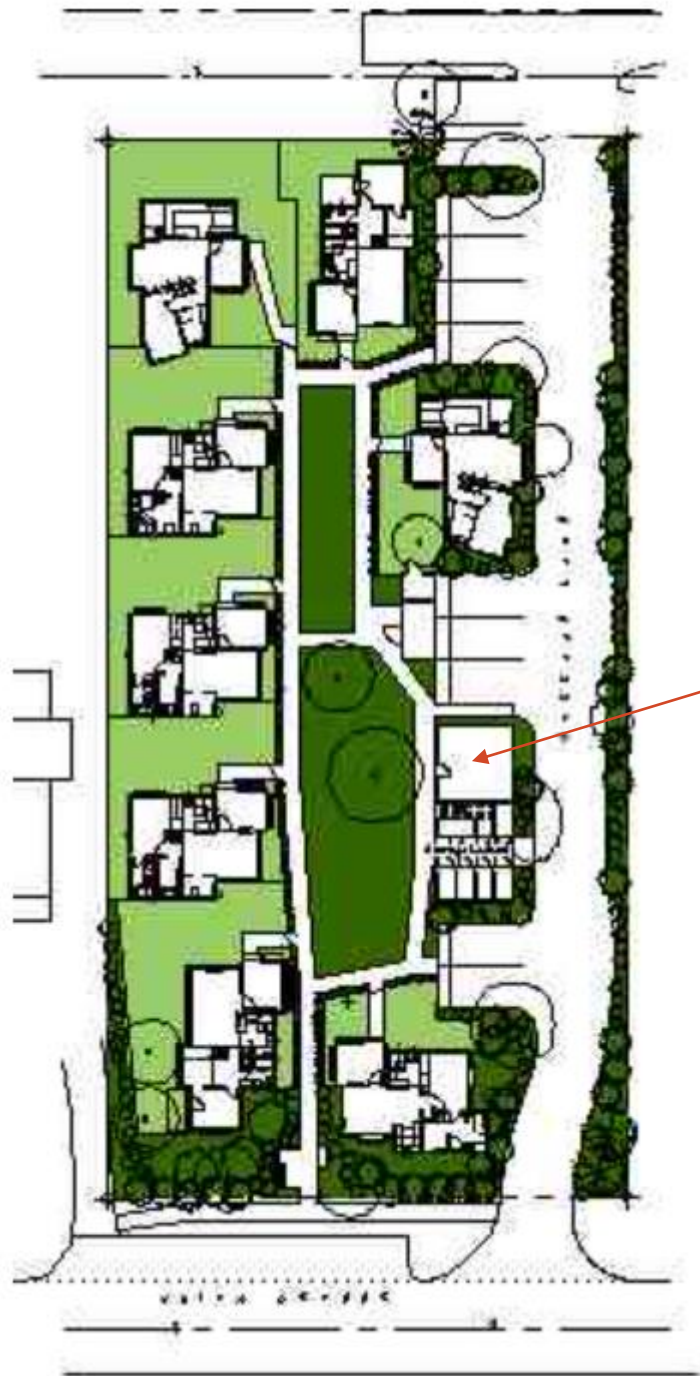
Features:

- Separate garages (garage parking allowed)
- Some shared parking
- Private recreation area accessible via pedestrian walkways
- Club house

Greenwood Avenue Cottages – Shoreline, WA



Third Street Cottages – Whidbey Island, WA



Club house

Site size: 0.71 acres

Dwelling units/acre: 11

Number of homes: 8

Square footage range: < 900 SF

Features:

- Shared parking lot with pedestrian walkways to homes
- Private recreation area accessible via pedestrian walkways
- Club house

Third Street Cottages – Whidbey Island, WA



Wildwood Lakefront Cottages Tour











Notes from Wildwood:

- High-end, not affordable (given lake frontage and quality of design).
- One parking space per unit, gravel. Some EV charging.
- All units on septic. City would require sewer connection.
- All units are 400 SF – loft area does not count toward square footage.
- All units are park models (built on a trailer chassis, technically RVs. This was a requirement for Wildwood since it is a campground).
- Great architectural design - could tone down to model our design standards.
- Zero lot line, no setback requirements. Still incorporate lots of landscaping in each lot for beautification.
- Recreational amenities include lake, clubhouse, & tennis court.

NOTICE OF PUBLIC HEARING

CITY OF SEDRO-WOOLLEY

Amendments to Development Regulations

Hybrid Meeting

City of Sedro-Woolley Council Chamber and Virtually via Zoom Webinar

The City of Sedro-Woolley Planning Commission will hold a public hearing on **Tuesday, April 15, 2025 at 6:30 PM** in the Sedro-Woolley Council Chamber and virtually via Zoom Webinar, to hear testimony regarding the following proposed amendments to the City Development Regulations:

1. Possible Amendments to Chapter 2.90 and Title 17 SWMC to Add Regulations for Cottage Clusters

Interested parties can comment on the proposed changes in writing or at the hearing. Written comments will be read into the public record and **must be received by 4:30PM April 15, 2025** to be considered at this public hearing. Submit written comments to: City of Sedro-Woolley Planning Department, ATTN: Planner, 325 Metcalf Street, Sedro-Woolley, Washington, 98284, or by email to nmcgowan@sedro-woolley.gov.

Please go to the Meetings portal on the Sedro-Woolley website (<https://sedrowoolleywa.portal.civicclerk.com>) to find the meeting materials and a link to join the webinar.

Published in the Skagit Valley Herald: April 3, 2025

CITY OF SEDRO-WOOLLEY
SEPA Notice of Threshold Determination
Determination of Non-significance (DNS)

Project Description: Non-project action to amend Chapter 2.90 and Title 17 of the Sedro-Woolley Municipal Code (SWMC) to add regulations for cottage clusters.

Proponent: City of Sedro-Woolley Community Development Department

Location of Project, Including Street Address: No specific address, non-project action.

Lead Agency, City of Sedro-Woolley: The lead agency for this proposal has determined that this non-project action does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required for this non-project action under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issue. Per SWMC 2.88.170, you may appeal this threshold determination in writing to the City of Sedro-Woolley Community Development Department no later than **4:30 PM on June 10, 2025**. Written appeals must be submitted to the Sedro-Woolley Community Development Department, 325 Metcalf Street, Sedro-Woolley, Washington, 98284. Contact the Planner at (360) 855-0771 or electronically at nmcgowan@sedro-woolley.gov to read or ask about the procedures for SEPA appeals.

Responsible SEPA Official: Tom Glover, Community Development Director – City of Sedro-Woolley

Contact Person: Nicole McGowan, Planner

Address: NA, non-project action

Date of Issue: May 27, 2025

Signature:



Tom Glover, Community Development Director

Fee type	Baseline fees	Multifamily Apartments	Cottage Cluster	Cottage Cluster (100% units affordable)	Cottage Cluster (50% units affordable)
School impact	\$2,888/unit for multifam, \$4,461/unit for SFR	\$20,216	\$26,766	\$26,766	\$26,766
Park impact	\$2,391/unit	\$16,737	\$14,346	\$14,346	\$14,346
Traffic impact	\$2,516/unit for multifam, \$4,636/unit for SFR	\$17,612	\$27,816	N/A	\$27,816
Fire impact	\$0.28/sq. ft.	\$1,470	\$2,520	\$2,520	\$2,520
Sewer connection	\$9,924.41/unit	\$69,470.87	\$59,546.46	\$59,546.46	\$59,546.46
Planning dept. review	10% of bldg. permit fee or \$2,500 (whichever is less) for multifam, \$70/unit for SFR	\$797.55	\$840	N/A	N/A
Building dept. review	65% of bldg. permit fee	\$4,852	\$8,886.96	N/A	N/A
	Totals	\$131,155	\$140,721	\$103,178	\$130,994



City Council Agenda Item

Agenda Item No.: m.2.

Date: May 28, 2025

From: Thomas Glover, Community Development Director

Subject: Comprehensive Plan DRAFT - Chapter 4 - Transportation Element

RECOMMENDED ACTION:

Review only. No action required/requested at this time.

BACKGROUND/SUMMARY INFORMATION:

The City's Comprehensive Plan includes a chapter regarding Transportation. This is a regular part of any comprehensive Plan. The City's consultant team has worked with staff to create this updated draft, and is now ready to review it for the first time with you. The Planning Commission reviewed this at their last meeting on May 20th.

FISCAL IMPACT, IF APPROPRIATE:

Not applicable at this time.

ATTACHMENTS:

1. DRAFT Transportation Element_2025-05-15



CHAPTER 4

Skagit River bridges in Sedro-Woolley by SounderBruce.

Transportation Element

Introduction

Transportation infrastructure has played a vital role in the history and growth of Sedro-Woolley from a logging community in the late 19th Century to its current role as a modern suburban city.

The proximity of the Skagit River and abundant timber and agricultural resources led to the rise of Sedro-Woolley as a river- and rail-based commerce hub from its incorporation in 1898. The 20th Century brought the rise of automobile travel, which led to the expansion of the city's transportation network to include Washington State Routes 9 and 20. The completion of Interstate 5 four miles to the west of Sedro-Woolley by the late 1960s provided another significant connection to the regional and statewide roadway network.

The expansion of Skagit Transit to Sedro-Woolley in 1994 introduced public transit connections to Mount Vernon and the broader Skagit County area. The Cascade Trail, converted from an abandoned freight rail corridor in the 1990s, created a 22.5-mile active transportation connection from Sedro-Woolley to the city of Concrete to the east.

Today, Sedro-Woolley's transportation network serves the diverse transportation needs of a growing population while continuing to serve significant highway and rail freight movement within and through the city. Additionally, Sedro-Woolley's proximity to recreational destinations in Skagit County, along the Skagit River, and along the North Cascades Highway (SR 20) positions the community as a gateway for tourism, generating significant seasonal recreational travel demand.

As Sedro-Woolley positions itself for the future, its transportation system will continue to develop and adapt to accommodate the needs of residents, businesses, visitors, and other users.

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consectetur adipiscing elit.
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Fusce posuere, magna sed
pulvinar ultricies, purus lectus
malesuada libero, sit amet
commodo magna eros quis urna.*

The analysis, standards, goals, and policies described herein are consistent with the other Elements of this Comprehensive Plan, as required by the Washington State Growth Management Act (GMA).

Purpose

The Transportation Element provides a link between the Land Use Element and the transportation facilities and services needed to support growth over the next 20 years. The Element update focuses on transportation safety, mobility, and access for all travel modes, balancing the importance of maintaining vehicular operations with the need to maintain and enhance safe transportation options for pedestrians, bicycles, and users of other transportation modes.

The Transportation Element is a key component to the Sedro-Woolley Comprehensive Plan. It summarizes existing transportation conditions and defines a long-range vision for a transportation system which reflects the community's values, priorities, and transportation needs. This Element maintains consistency with current county, regional, and statewide transportation plans and policies as of May 2025.

Growth Management Act

The Transportation Element was prepared according to the requirements of the Washington State Growth Management Act (GMA). The GMA requires that the Transportation Element be consistent with other elements of the Comprehensive Plan, including the Land Use and Capital Facilities elements. If the capital facilities needed to support the forecasted land use at the adopted level of service standards cannot be financed with projected revenues, then the GMA requires a reassessment of one or more of these elements to bring them into balance.

The following sub-elements are required to be included in the Transportation Element, per RCW 36.70A.070:

- Land use assumptions used in estimating travel;
- Estimated multimodal level of service impacts to state-owned transportation facilities resulting from land use assumptions to assist in monitoring the performance of state facilities, to plan improvements for the facilities, and to assess the impact of land-use decisions on state-owned transportation facilities;
- Transportation facilities and services needs;
- A multi-year financing plan based on the identified transportation needs;
- Intergovernmental coordination efforts, including an assessment of the impacts of the transportation plan and land use assumptions on the transportation systems of adjacent jurisdictions;
- Demand-management strategies;
- Active transportation component to include collaborative efforts to identify and designate planned improvements for active transportation facilities and corridors that address and encourage enhanced community access and promote healthy lifestyles.

Washington House Bill (HB) 1181, passed in 2023 and codified as RCW 36.70A.070, added several local agency transportation planning requirements to the GMA, including the following which were not mandatory prior to 2023:

- Transportation goals must encourage an efficient multimodal transportation system that will reduce greenhouse gas (GHG) emissions and per capita vehicle miles traveled (VMT)
- The forecast traffic demand must address forecasts of multimodal transportation demands and needs within cities and urban growth areas and forecasts of traffic demands and needs outside of cities and urban growth areas that balances transportation system safety and convenience to accommodate all users of the transportation system to safely, reliably, and efficiently provide access and mobility to people and goods.
- Estimated multimodal level of service impacts must also be included. Priority must be given to inclusion of transportation facilities and services providing the greatest multimodal safety benefit to the highest number of roadway users.
- The facilities and services needs under this element must include an inventory of active transportation facilities and multimodal level of service standards for all locally owned arterials, locally and regionally operated transit routes that serve urban growth areas, state owned or operated transit routes that serve urban areas, and active transportation facilities.
- An ADA Transition Plan must be adopted.

This Transportation Element satisfies all the adopted GMA requirements as of May 2025.

Plan Organization

The Transportation Element is organized as follows:

- Transportation System Inventory
- Existing Transportation Conditions
- Travel Forecasting
- Future Transportation System Needs
- Transportation Financing Plan
- Consistency with Other Agencies
- Goals and Policies

Study Area

The Transportation Element study area includes the city limits and adjacent unincorporated urban growth area (UGA).

Goals and Policies [In Progress]

The transportation goals and policies described below are intended to guide implementation of the City of Sedro-Woolley's transportation system vision. They provide a framework for decision-making related to transportation improvement projects and they will guide requirements related to transportation-related development requirements.

Vision: Encourage efficient multimodal transportation systems that are based on regional priorities and are coordinated with county and city comprehensive plans.

GOAL T1: PROVIDE SAFE, PASSABLE STREETS WITHIN THE CITY OF SEDRO-WOOLLEY.

- | | |
|-------------|---|
| Policy T1.1 | Identify and improve substandard roads based upon a priority system which accounts for both traffic demand and surrounding land uses. |
| Policy T1.2 | Adopt design standards to which all new streets must be constructed. Adopt design standards for neighborhood streets that support pedestrian safety and reflect the volume of traffic at build-out. |
| Policy T1.3 | Consider nonmotorized modes in the design of transportation projects. |
| Policy T1.4 | Improve arterial and collector streets identified as deficient in Level of Service according to the adopted design standard, as defined in the Transportation Element of the Comprehensive Plan. |
| Policy T1.5 | Encourage and solicit public participation in transportation-related decisions to help ensure that planning and implementation have public support. |

GOAL T2: PROVIDE AN EFFICIENT STREET NETWORK THAT EMPHASIZES CIRCULATION AND ACCIDENT PREVENTION.

- | | |
|-------------|--|
| Policy T2.1 | Maintain a hierarchy of streets composed of principal arterials, minor arterials, major collectors, and local access streets. |
| Policy T2.2 | Support access management strategies for arterials and major collectors to reduce congestion and increase safety. |
| Policy T2.3 | Manage residential street connections, curb cuts and on- and off-street parking areas for minor arterials and major collectors |
| Policy T2.4 | Develop and improve a system of arterials and collectors that support local travel patterns without relying on SR 20. |

- Policy T2.5 Work with Skagit County to preserve right-of-way (ROW) for a future arterial street between Cook Road and F&S Grade Road serving the area west of the city's Urban Growth Area (UGA).

GOAL T3: TO BENEFIT SOCIAL WELLBEING AND ECONOMIC DEVELOPMENT THROUGH STREET DESIGN.

- Policy T3.1 Use clearly marked sidewalks in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) to delineate pedestrian and automobile traffic in areas where potential hazards exist, or can be expected from development consistent with proposed land use.
- Policy T3.2 Ensure that street size is sufficient (and not excessive) to support proposed land use density.
- Policy T3.3 Provide clearly marked bicycle travel corridors in accordance with the adopted nonmotorized plan included in the Transportation Element.
- Policy T3.4 Provide streetlights in areas of high evening-hour pedestrian use.
- Policy T3.5 Provide crosswalks in accordance with the MUTCD and the Americans with Disabilities Act (ADA), which are clearly marked, to both driver and pedestrian. Additional measures, such as overhead signage, may be included as appropriate.
- Policy T3.6 Provide sufficient, accessible off-street parking for commercial and industrial developments and community facilities.
- Policy T3.7 Provide accessible on-street parking for residential development. Provide off-street parking for multifamily residential development consistent with proposed density.
- Policy T3.8 Consider the needs of future transit service when improving arterials and major collectors.
- Policy T3.9 Recognize the pedestrian as a principal user of the central business district (CBD). Encourage retail development and redevelopment in the CBD that appeals primarily to the pedestrian.
- Policy T3.10 Improve streets to provide safe and efficient access for emergency vehicles to and from the fire department, police department and United General Medical Center. Separate emergency vehicle loading areas from normal traffic routes to facilitate emergency access and avoid congestion.
- Policy T3.11 Improve streets that benefit travel of buses to and from schools. Separate bus loading areas from normal traffic routes to minimize the potential for vehicle-pedestrian hazards or conflicts.

GOAL T4: TO ENCOURAGE ALTERNATE MODES OF TRANSPORTATION IN ACCORDANCE WITH THE PRINCIPALS OUTLINED IN THE CITY'S ADOPTED COMPLETE STREETS RESOLUTION 952-17 AND SWMC CHAPTER 15.40.030.

- Policy T4.1 Establish a committee to review alternative transportation modes and facilities, and to propose strategies appropriate to Sedro-Woolley's anticipated growth and density. Alternative transportation modes may include walking, biking, and transit.
- Policy T4.2 Develop a system of regional and local shared-use paths which provide designated routes for active transportation. Design the system for use as both a commuting and recreation option. Compensate private property owners as needed, unless arrangements are made for a ROW dedication in lieu of a park fee.
- Policy T4.3 Encourage the use of non-single-occupancy vehicle (non-SOV) commuting modes, including but not limited to walking, carpooling, bicycling and public transit.
- Policy T4.4 Coordinate with local community groups to provide alternative transportation education and programming to community residents.
- Policy T4.5 Provide bicycle storage facilities at community facilities and in commercial retail areas.
- Policy T4.6 Design street traffic systems to promote alternative transportation modes.
- Policy T4.7 Preserve the BNSF railroad right-of-way as a multimodal transportation corridor between Sedro-Woolley and upriver communities. Encourage non-SOV travel modes, including rail trolley and nonmotorized uses.
- Policy T4.8 Continue existing program to construct missing sidewalk links, repair existing sidewalks, and provide other improvements to support pedestrian transportation.
- Policy T4.9 Encourage pedestrian and bicycle connections between adjacent developments even if constraints prevent connections for motorized vehicles.

GOAL T5: TO PROMOTE THE COMMUNITY'S VISION AMONG REGIONAL TRANSPORTATION AGENCIES.

- Policy T5.1 Coordinate with the Washington State Department of Transportation (WSDOT) to provide public input on any plans concerning State Route 20 and State Route 9.
- Policy T5.2 Coordinate with Skagit County to provide public input on any plan concerning county roads within the UGA and roads connecting Sedro-Woolley to Interstate 5.
- Policy T5.3 Coordinate the Comprehensive Plan Transportation Element with WSDOT as required by RCW 36.70A.106.
- Policy T5.4 Coordinate with BNSF to provide public input on plans for the railroad right-of-way within the UGA.

- Policy T5.5 Encourage the return of the Sedro-Woolley to Concrete rail corridor to active rail use to promote revitalization of the city and east Skagit County.

GOAL T6: TO FUND AND IMPLEMENT TRANSPORTATION IMPROVEMENTS THAT SERVE THE CITY.

- Policy T6.1 Partner with WSDOT, Skagit County, and Skagit Council of Governments (SCOG) to fund regional improvement projects that serve the city.
- Policy T6.2 Ensure that growth mitigates its impacts through transportation impact fees, SEPA mitigation, concurrency, and development regulations.
- Policy T6.3 Continue to work with Skagit County to mitigate traffic impacts of developments within the UGA, consistent with the Transportation Element and mitigation requirements.
- Policy T6.4 Develop the annual Six-Year Transportation Improvement Program (TIP) so it is financially feasible, leverages available City funding, and is consistent with the Comprehensive Plan.
- Policy T6.5 Level of service and safety deficiencies in areas of high population density and traffic volume pose the most immediate needs and should be prioritized.
- Policy T6.6 Support residential street improvements through Local Improvement Districts or similar mechanisms.

GOAL T7: TO PROVIDE AN ADEQUATE TRANSPORTATION SYSTEM CURRENT WITH THE TRAFFIC-RELATED IMPACTS OF NEW DEVELOPMENT.

- Policy T7.1 Maintain a minimum Level of Service (LOS D) standard on SR 20, SR 9, and primary arterials within the city and UGA.
- Policy T7.2 Maintain minimum LOS C standard on minor arterials and collectors within the city and UGA.
- Policy T7.3 Maintain the adopted Transportation Concurrency Management program to ensure adequate transportation facilities are available concurrent with development, as required by the Growth Management Act.

Transportation System Inventory

Roadway Network

Washington State Roadways

Three Washington State Department of Transportation (WSDOT) routes play a key role in the Sedro-Woolley roadway network. SR 20, an east-west arterial route, connects Sedro-Woolley with I-5 and Burlington to the west and the Cascade Mountains to the east. It is designated by WSDOT as a Highway of Statewide Significance (HSS). SR 9 is a north-south non-HSS arterial route which connects Sedro-Woolley with Mount Vernon to the south and Whatcom County to the north. Interstate 5 does not enter Sedro-Woolley city limits but provides a key north-south interstate highway corridor approximately four miles to the west of the city. Key state-owned roadways routes are described in greater detail in a subsequent section of this Transportation Element.

Skagit County Road Network

Several Skagit County collector roadways serve as key elements of the transportation system in the vicinity of Sedro-Woolley. County collectors link the city to nearby state routes, to other urban centers, and to recreational destinations. For example, Cook Road is a two lane east-west roadway which connects SR 20 in Sedro-Woolley to I-5 to the west, serving as a major freight route. Skagit County roads in the vicinity of Sedro-Woolley are included in the analysis described in this Element.

City Street Network

The city street network facilitates movement of people and goods within Sedro-Woolley. It serves a variety of travel modes, including passenger vehicles, bicycles, pedestrians, public transit, and wheeled mobility users. Subsequent sections in this Element describe the city street network in detail.

Functional Classification

Functional classification is the process by which roadways are grouped into classes according to the character of the service they are intended to provide. It provides a conceptual framework for identifying roadways' roles in serving the two primary goals of a roadway network: access to/from specific locations and travel mobility. Functional classes vary by managing agency, but generally include three broad categories: arterials, collectors, and local roads or streets.

In general, functional classification indicates a road's position on a spectrum between access and mobility. Arterials, for example, emphasize travel mobility at the expense of land access, while local streets emphasize direct land access with less focus on mobility.

The City of Sedro-Woolley has adopted a functional classification system which is consistent with the Federal Functional Classification (FFC) used by WSDOT. All public streets in the city are assigned one of four classes: principal arterial, minor arterial, major collector, or local access. The adopted functional classifications and their descriptions are provided in Table 6. A map of existing functionally classified routes in and near Sedro-Woolley is provided in Figure 2.

Table 6. Street Functional Classification System

Functional Classification	Description
Principal Arterial	• Serve corridor movements having trip length and travel density characteristics indicative of substantial statewide or interstate travel. • Serve highest traffic volume corridors and longest trip demands • Carry high proportion of travel on minimum of mileage • Interconnect major rural corridors to accommodate trips entering and leaving urban area and trips through an urban area • Typical AADT: 7,000 – 27,000 (Urban); 2,000 – 8,500 (rural)
Minor Arterial	• Link cities and larger towns and form an integrated network providing interstate and other inter-county service. • Serve trips of moderate length • Distribute traffic to smaller areas than those served by Principal Arterials • Provide more land access than principal arterials without penetrating neighborhoods • Provide connectivity between principal arterials and collectors • Typical AADT: 3,000 – 14,000 (Urban); 1,500 – 6,000 (rural)
Major Collector	• Provide land access and mobility in higher density areas • Penetrate residential neighborhoods, often for significant distances • Distribute trips between local roads & arterials, usually over a distance greater than $\frac{3}{4}$ mile • Operate with higher speeds and more signalized intersections than minor collectors • Typical AADT: 1,100 – 6,300 (Urban); 300 – 2,600 (rural)
Local Roads	• Provide direct access to adjacent property; • Provide access to higher systems • Carry limited or no through traffic • Typically serve short trips • Typical AADT: 80 - 700 (Urban); 15 - 400 (rural)
Source: <i>Guidelines for Amending Functional Classification in Washington State (WSDOT 2013)</i>	

Principal Arterials

State Route 20 links the city to I-5 and Burlington to the west and the Cascade Mountains to the east. Within Sedro-Woolley, it is a two- to three-lane principal arterial with a 35-mph posted speed limit. Outside the city, to the west and to the east, the posted speed limits are 50 mph and 55 mph, respectively. State maintained traffic signals control SR 20 intersections with Collins Road, Rhodes Road/Hodgin Street, State Street/Trail Road, SR 9, Ferry Street, and SR 9/Township Street. SR 20 is classified by WSDOT as a Highway of Statewide Significance (HSS). SR 20 is also classified by WSDOT as a T-3 freight route, carrying approximately 2.7 million tons of freight annually.

Minor Arterials

State Route 9 links Sedro-Woolley with Mount Vernon to the south and with Whatcom County to the north. Within the city, SR 9 is two- to three-lane minor arterial with WSDOT-maintained traffic signals controlling intersections with State Street, SR 20 (near Ferry Street intersection), and SR 20/Township Street. The posted speed on SR 9 is 40 mph to the south of SR 20 and 35 mph to the north of SR 9. SR 9 is designated by WSDOT as a non-HSS route. SR 9 south of SR 20 is classified by WSDOT as a T-3 freight route, carrying approximately 1.3 million tons of freight annually.

Cook Road is a minor arterial within city limits which provides an east-west connection between I-5 and SR 20 in Sedro-Woolley. It has three lanes and a speed limit of 35 mph within city limits. To the west of Sedro-Woolley, Cook Road is a two-lane road with a 50-mph speed limit.

F&S Grade Road is two-lane major collector outside of the city limits and a minor arterial within the city providing access to rural areas northwest of the city. The speed limit is 25 mph within city limits and 35 mph in the county.

The **State Street/Township Street** corridor loops from SR 20 and SR 9 on the west side of Sedro-Woolley back to SR 20 and SR 9 on the east side of the city. This arterial loop provides access and circulation within the Central Business District as well as other central neighborhoods. The roads provide two travel lanes with a 25-mph posted speed limit. All-way stop controlled intersections with flashing red signals are located at Metcalf Street, Puget Avenue, and the State Street/Township Street intersection. A flashing red-amber beacon is located at the minor-approach stop-controlled Third Street intersection.

Ferry Street is an east-west two-lane minor arterial which begins at Cook Road and connects to Township Street. Ferry Street provides access to the central business district. The speed limit is 25 mph and flashing all-way stop beacons are located at Metcalf Street and Puget Avenue.

Edward R. Murrow Street is a two-lane minor arterial which runs north-south from Cook Road to F&S Grade Road, providing a two-lane north-south connection parallel to SR 20 between Ferry Street and F&S Grade Road.

Major Collectors

The **John Liner Road/McGarigle Road** corridor provides an east-west connection parallel to SR 20 in northern Sedro-Woolley. The roadways are narrow two-lane major collectors with 25 mph speed limits. Jones Road and John Liner Road are currently separated by the BNSF railroad. The Transportation Improvement Program (TIP) identifies a series of projects which will provide a railroad undercrossing and upgrade of Jones Road to F&S Grade Road to extend this major collector corridor to the Jones Road/Trail Road corridor, providing an alternate east-west route to the north of SR 20.

North Fruitdale Road is a narrow two-lane major collector north of SR 20 with a 35-mph speed limit. It provides access to the SWIFT Center located in the former Northern State Hospital campus. North Fruitdale continues into Skagit County as a major collector and connects to SR 9 via Kalloch Road.

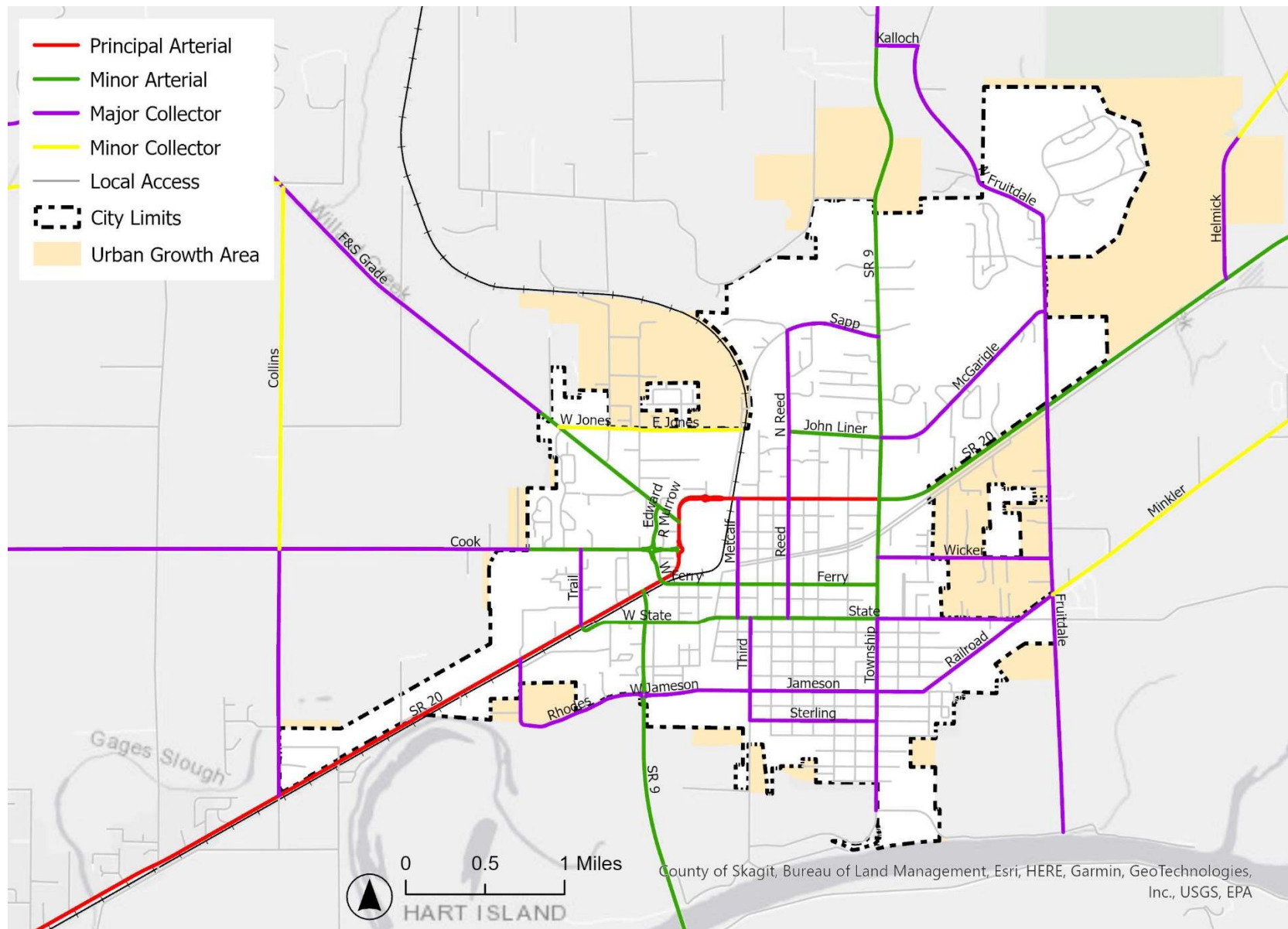


Figure 1. Existing Functionally Classified Roadways

Fruitdale Road south of SR 20 is a two-lane major collector with a 35-mph speed limit. This county road provides north-south access to the southeast part of the city and UGA parallel to the Township Street corridor.

Rhodes Road, Jameson Street, and Railroad Avenue form an east-west major collector corridor in the southern part of the city. The collectors provide two travel lanes with a 25-mph speed limit. They connect SR 20 on the west side of the city to SR 20 on the east side of the city via Fruitdale Road, and continue into Skagit County east of Sedro-Woolley via Minkler Road.

Trail Road provides access from SR 20 to Cook Road in western Sedro-Woolley. The Transportation Improvement Program (TIP) identifies a project which will extend the corridor north to connect with F&S Grade Road and Jones Road as part of the major collector system.

The following collectors have two lanes and a 25-mph speed limit: **Metcalf Street, Reed Street, Sapp Road, State Street** (east of Township Street), **Sterling Street, Third Street, and Wicker Road**.

Local Access Streets

Roadways not mentioned above are considered local access streets. Within the city, the legal speed limit is 25 mph unless otherwise posted. In the county, the legal speed limit is 35 mph unless otherwise posted. Generally, local streets are two-lane roadways providing direct access to adjacent properties.

Public Transit Service and Facilities

Fixed-Route Bus Service

Skagit Transit operates four bus routes through Sedro-Woolley: Route 70X, Route 300, Route 301, and Route 305. The Sedro-Woolley Park and Ride serves as the city's transit hub and is served by each of the four bus routes. Transit service characteristics are described below.

Route 70X provides service from Skagit Station to Concrete with stops in Sedro-Woolley, Lyman, and Hamilton. Route 70X runs six trips from Sedro-Woolley from 6:47 AM to 8:33 PM and four trips to Sedro-Woolley from 9:15 AM to 6:15 PM on weekdays. On Saturday, Route 70X runs two trips to and from Sedro-Woolley.

Route 300 provides service weekdays from 5:45 AM to 8:32 PM and weekends from 7:45 AM to 5:32 PM, with a 60-minute headway. Route 300 serves points of interest throughout the city with stops at Sedro-Woolley Park & Ride, Sedro-Woolley High School, and Cascade Job Corps.

Route 301 provides service from Sedro-Woolley Park & Ride to Chuckanut Park & Ride in Burlington with a stop at Peace Health United General Hospital. Service is provided from 5:45 AM to 8:40 PM on weekdays and 7:45 AM to 5:40 PM on weekends.

Route 305 provides service along SR 9 from Skagit Valley College in Mount Vernon to Sedro-Woolley Park & Ride. Route 305 operates on a 60-minute headway weekdays from 7:40 AM to 7:37 PM and weekends from 8:14 AM to 5:37 PM. Exact departure times vary by direction of travel.

Park and Ride Lots

The Sedro-Woolley Park & Ride, located at the southeast corner of the Cook Road/Ferry Street roundabout, serves as the primary transit hub in Sedro-Woolley. It serves as a transfer point for the four fixed bus routes within the city and provides 32 off-street parking spaces. A second park and ride is located at SR 9 & State Street and provides 20 parking spaces.

Rideshare

Skagit Transit operates a fleet of 40 rideshare vans which are available to groups of commuters who share rides to common destinations, promoting cost-effective and sustainable transportation options which reduce traffic volumes on Skagit County roadways. Rideshare arrangements are coordinated through Skagit Transit at <http://www.skagittransit.org>.

Paratransit

Skagit Transit Paratransit serves people throughout Skagit County, including the City of Sedro-Woolley, who have disabilities or conditions which prevent them from using normal fixed-route bus service. Paratransit operates within $\frac{3}{4}$ mile of flex-route service. Skagit Transit operates 26 Paratransit vehicles which operate from 6:00 AM to 9:00 PM on the weekdays and 8:00 AM to 6:00 PM on weekends. More information can be found on Skagit Transit's website (<http://www.skagittransit.org>).

Freight and Rail Services

The arterial roadway system and the BNSF Railway provide for the movement of freight and goods through the city. Given its location along two state highways, Sedro-Woolley experiences a large amount of truck freight traffic. There are three regional freight corridors (SR 20, SR 9, and Cook Road) that lead into and out of the city. These roadways, along with the BNSF branch line and other designated truck routes, serve both local and regional freight operations within the city.

Truck Routes

The City has adopted a formal truck route plan to manage truck traffic within its city limits. City Municipal Code 10.20.030 designates the following roadways as truck routes within the city.

- SR 20 and SR 9
- Edward R. Murrow Street
- West State Street, State Street, and East State Street
- Township Street, Third Street, and River Road
- West Jameson Street and Jameson Street (Batey Road to Third Street)
- West Ferry Street and Ferry Street
- East Jones Road and West Jones Road
- F&S Grade (West Jones Road to Borseth Road)

- Cook Road inside city limits
- Metcalf Street (north of Ferry Street)
- Puget Avenue
- Garden of Eden Road (F & S Grade Road to East Jones Road)

In Washington State, the highway and roadway system is rated according to the amount of freight and goods that are carried by truck on the system. The Washington State Freight and Goods Transportation System (FGTS) is a ranking of roads in Washington State by annual gross freight tonnage carried. The FGTS classification system is as follows:

- T-1: Over 10 million tons per year
- T-2: Between 4 and 10 million tons per year
- T-3: Between 300,000 and 4 million tons per year
- T-4: Between 100,000 and 300,000 tons per year
- T-5: At least 20,000 tons carried in a 60-day period and less than 100,000 tons per year

The FGTS system is affected by changes in the economy, international trade, and the transportation industry such as changes in truck travel patterns, cargoes and tonnages. Revisions to the FGTS routes and tonnage classifications are developed by the agency having jurisdiction over the roadway segment.

Existing FGTS freight routes and their respective classifications are shown in Figure x. Most of the designated freight routes through the city meet WSDOT T-4 designation. The major exception is Cook Road, with a T-2 classification. Most trucks heading to and from the west use Cook Road to bypass the congestion along SR 20 through the City of Burlington. In addition, the Cook Road corridor provides a direct link to I-5.

Rail System

The railroad system within Sedro-Woolley is operated by BNSF Railway as the Sumas Subdivision, a branch line which extends from Burlington to Sumas at the US-Canadian border. The Sumas Subdivision includes six roadway-rail at-grade crossings within Sedro-Woolley:

- | | |
|-------------------------------|--|
| • Rhodes Road south of SR 20 | • W Ferry Street south of SR 9 |
| • State Street south of SR 20 | • Moore Street west of Metcalf Street |
| • SR 9 south of SR 20 | • Garden of Eden Road south of Stiles Lane |

In addition to the at-grade crossings, the Sumas Subdivision traverses a grade-separated crossing at Sapp Road. The Six-Year TIP identifies a planned extension of Jones/John Liner Road which will include a new railroad undercrossing west of Murdock Street.

A Rail Crossing Study completed by the Skagit Council of Governments in 2015 estimated that the rail crossings in the city will increase from 3-4 trains per day to 6-7 trains per day by 2040, with gate-down times at SR 9 and at Ferry increasing from 21 minutes to 64 minutes.

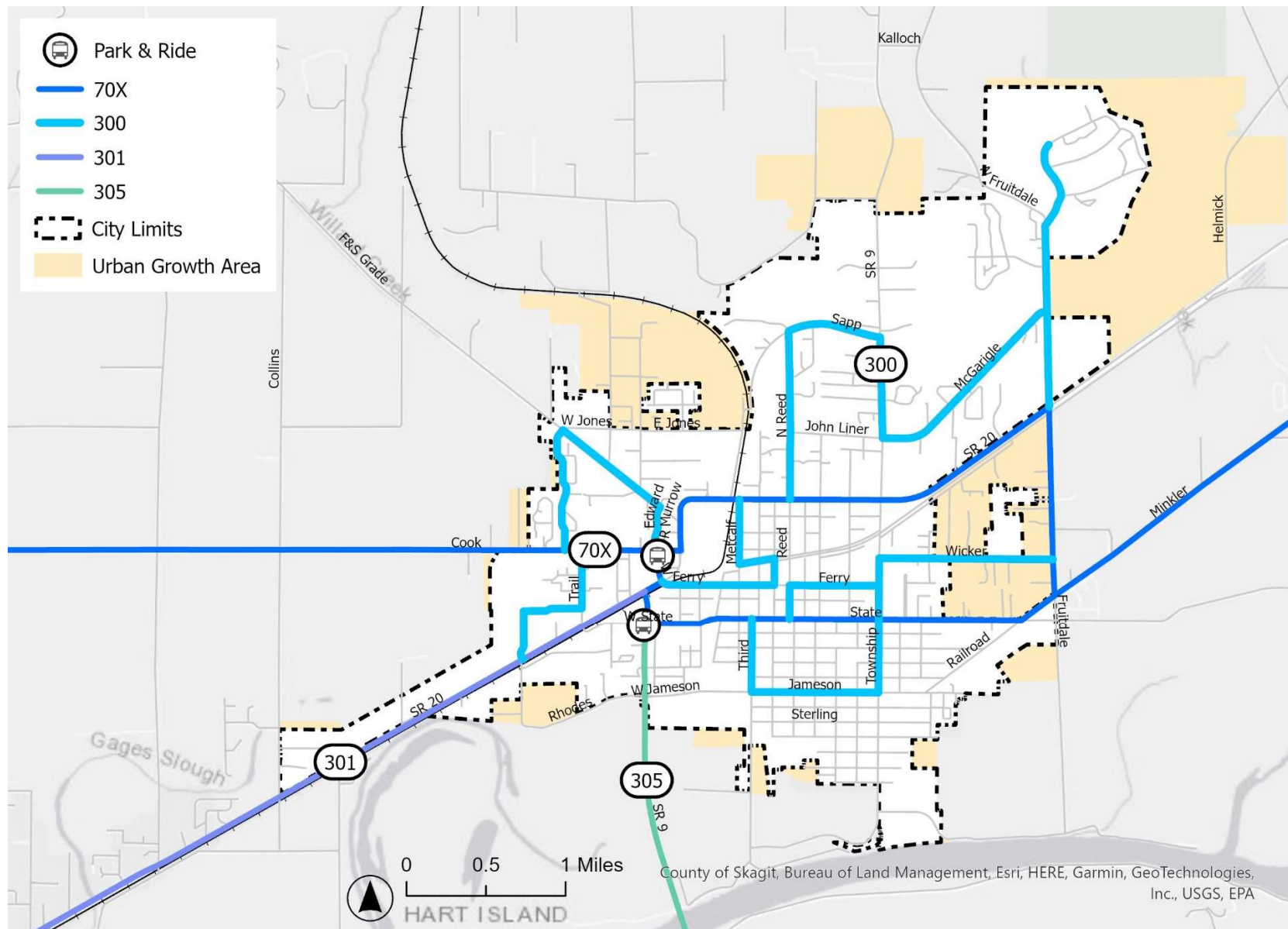


Figure 2. Existing Transit Services and Facilities

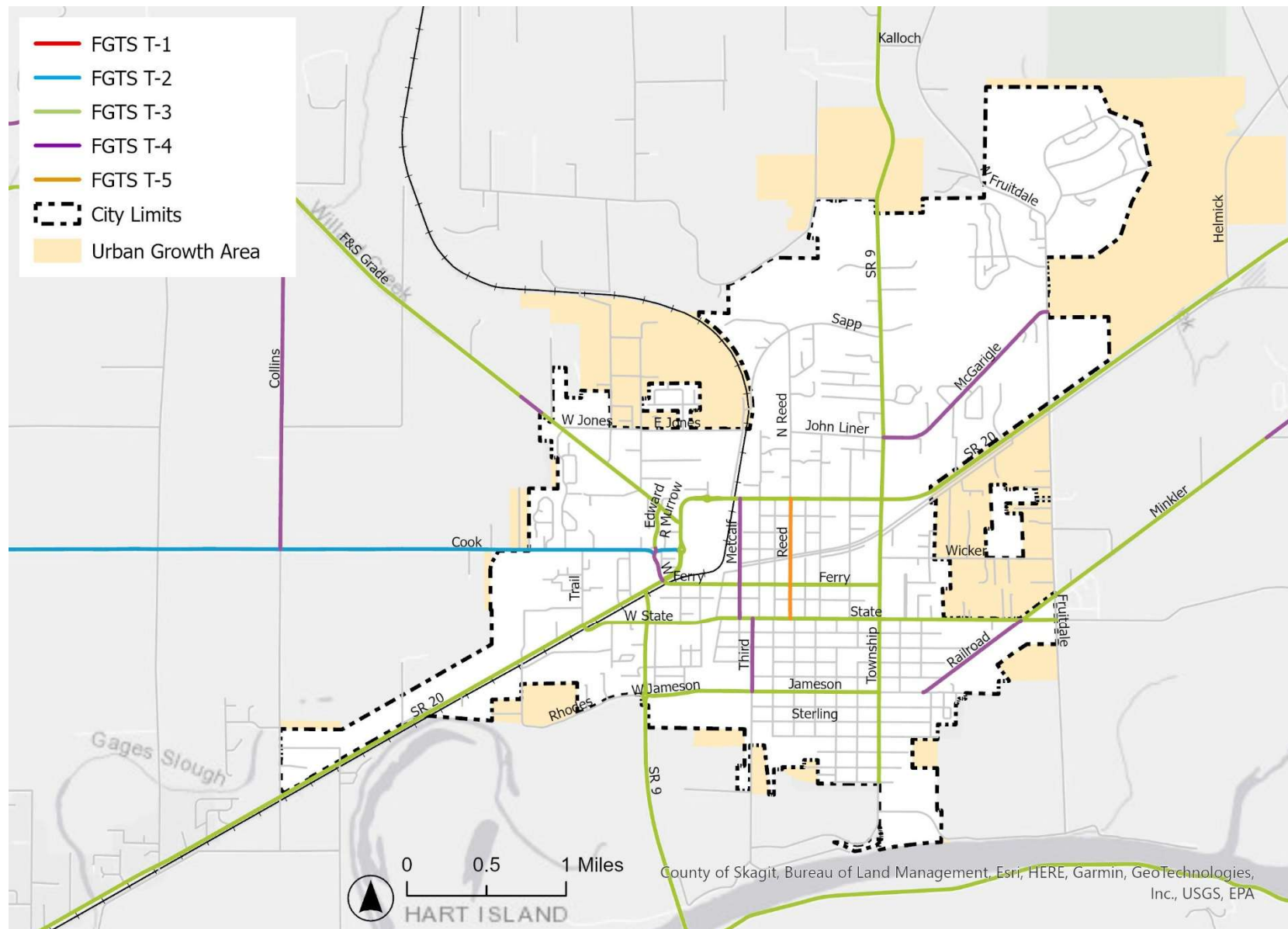


Figure 3. Freight and Goods Transportation System Routes

Active Transportation Facilities

Sedro-Woolley's Complete Streets policy promotes alternative methods of transportation that reduce the need for motorized travel, reducing congestion and pollution and promoting healthy alternatives to vehicular use. The Complete Streets concept includes consideration of pedestrian and bicycle facilities for all new street projects. The city's streets act as the primary facilities to accommodate pedestrians and bicyclists. Many of these streets have sidewalks to accommodate pedestrians, and the City has designated some roadways as formal bicycle routes. Along with regional trails, these facilities are used to promote active transportation throughout Sedro-Woolley.

Sidewalks

Sedro-Woolley's existing pedestrian system consists primarily of sidewalks within the public right-of-way. The highest concentration of available sidewalks is in the central business district and surrounding neighborhoods. These areas originally encompassed the urban area of the city when it was first incorporated. New developments in the northern part of the city also have sidewalks.

As development occurs within the city, property owners are required to dedicate right-of-way and construct sidewalks as part of frontage improvements or new roadways. Most of the roadways outside the city core were built when the area was unincorporated Skagit County and were designed to rural arterial standards. No sidewalks exist on the rural roadways outside the city.

The City has an Americans with Disabilities Act (ADA) inventory and upgrade program to assess and repair portions of the sidewalk system that do not meet ADA accessibility standards.

Bike Lanes

Sedro-Woolley roadway design standards identify that new arterials will include separate bicycle facilities, as sidewalks are not a substitute for on-street bicycle facilities. On most streets, bicyclists currently share the road with motorized traffic or use paved roadway shoulders, where available. Bicyclists may also utilize the city's growing network of share-use paths, described in the following subsection.

Shared-Use Paths

The transportation network includes shared-use paths which support pedestrians, bicycles, and other forms of nonmotorized wheeled transportation along existing public street alignment. Shared-use paths exist on the north side of SR 20 from Hodgkin Street to SR 9 North, on the north side of McGarigle Road from SR 9/Township Street to Fruitdale Road, and on the west side of Fruitdale Road from SR 20 to McGarigle Road.

The Six-Year TIP identifies planned shared-use paths on the north side of SR 20 from Hospital Drive/Sterling Road to Hodgkin Street, on the north side of John Liner Road from N Reed Street to SR 9/Township Street, and on the south side of Jones Road from F&S Grade Road to Sapp Road.

Figure 2 shows the locations of existing sidewalks and shared-use paths on the functionally classified street system.

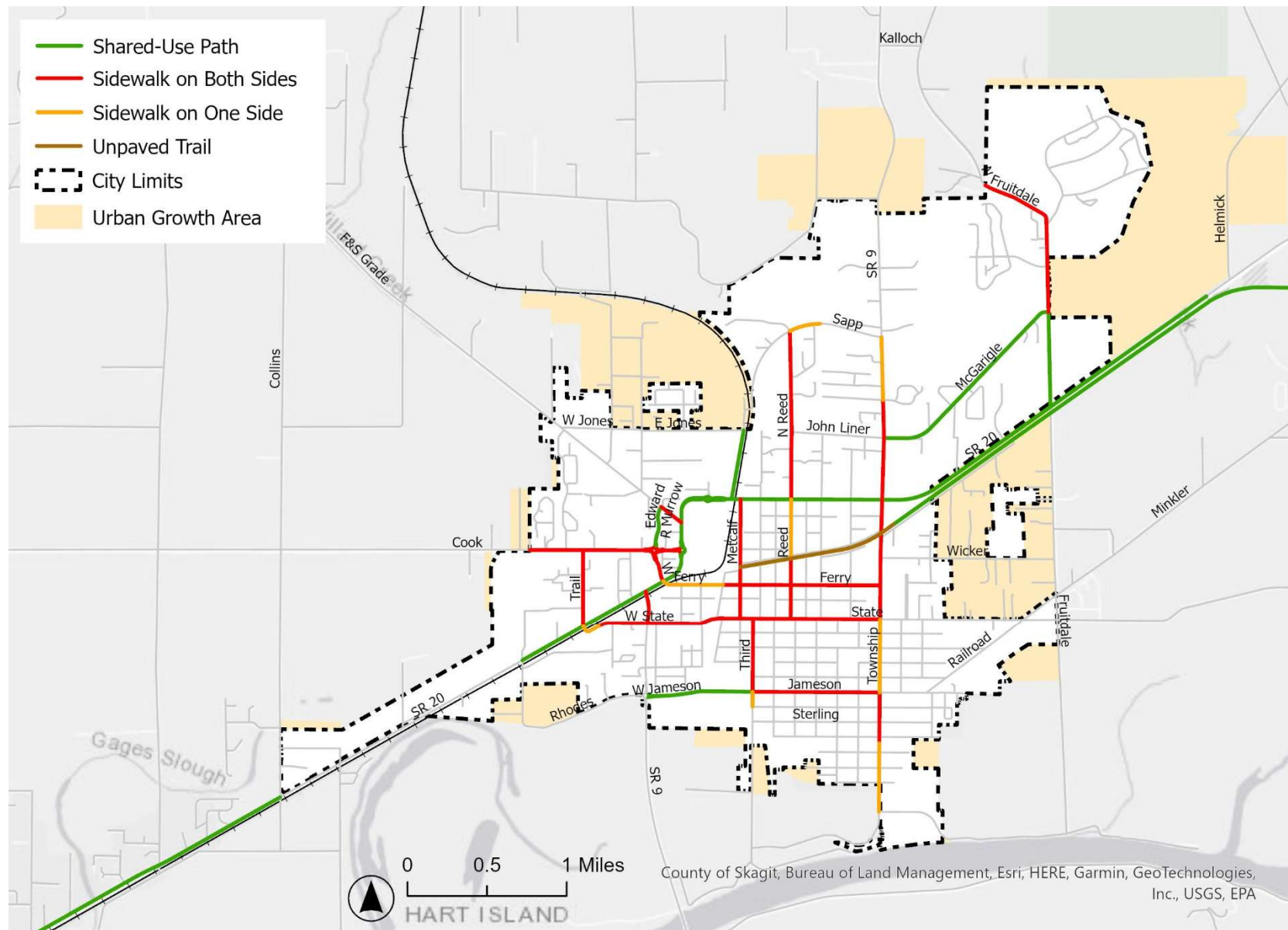
Recreational Trails

The **Cascade Trail**, a 23-mile-long rails-to-trails conservancy project, provides local and regional recreational bike access through Sedro-Woolley. The trail begins at Metcalf Street and continues east along SR 20 to Concrete. A trailhead at the southwest corner of SR 20 & Fruitdale Road provides off-street parking for recreational trail users. The Cascade Trail currently includes a paved section from Township Street to Helmick Road east of Sedro-Woolley. The route is identified in the Skagit County Parks and Recreation Plan

The American Association of State Highway and Transportation Officials (AASHTO) and WSDOT have designated several roadways through Sedro-Woolley as part of the United States Bicycle Route (USBR) system. These routes follow existing roadway alignment but are identified as priority corridors for safe and accessible bicycle travel:

- **United States Bike Route (USBR) 10, the Coast to Cascades Route** enters the west side of Sedro-Woolley along SR 20. The shared-use path along the north side of SR 20 allows bicyclists to remain separated from automobile traffic from the western city limit to W State Street. USBR proceeds east along State Street and into Skagit County via Railroad Avenue and Minkler Road. The 407-mile USBR 10 connects northern Washington state from Anacortes through Sedro-Woolley to the Idaho border at Newport, Washington.
- **USBR 87** extends from the Canadian border at Sumas south through Bellingham and Sedro-Woolley via F&S Grade Road, Edward R. Murrow Street, and SR 9. The route proceeds south of Sedro-Woolley along SR 9, ultimately connecting to the Centennial Trail in Snohomish County.
- **USBR 610**, an alternative route to USBR 10, follows SR 20 in Sedro-Woolley from W State Street to Township Street before proceeding south along Township Street to connect with E State Street.

Other trails in and near Sedro-Woolley which provide local recreational access are available at the Northern State Recreation Area, Riverfront Park, and the Tope Ryan Conservation Area.



Existing Traffic Conditions

Traffic Volumes

Daily and PM peak hour traffic volumes were obtained from Skagit County, WSDOT, and recent counts. PM peak hour intersection turning movement counts for 45 intersections were collected in January 2024.

Seasonal Traffic

Traffic on state highways in Sedro-Woolley can vary significantly throughout the year because of the annual winter closure of SR 20. SR 20, or the North Cascades Highway, is closed every winter forcing SR 20 traffic to shift to the US 2 corridor to the south.

The traffic count data collected for this transportation element were collected or adjusted in such a way as to account for the SR 20 winter closure. Turning movement counts were collected after the April 3 opening of SR 20 while daily traffic counts were compared against seasonally-adjusted WSDOT counts collected in and near the Sedro-Woolley study area.

Daily Traffic Volumes

Average daily traffic volumes were obtained from traffic counts collected by Skagit County in 2022 and by WSDOT in 2023. The daily traffic counts summarized herein include adjustments for seasonal variations in travel demand. SR 20 carries approximately 19,290 vehicles per day (vpd) at the west city limit. SR 20 volume increases to 20,130 vpd north of Cook Road. East of the city, traffic volumes on SR 20 decrease to 11,150 vpd. SR 9 serves 13,180 vpd at the south city limit and 5,590 vpd at the north city limit. Cook Road carries 14,190 vpd at the west edge of Sedro-Woolley.

Traffic volumes entering/exiting the city to/from the south or west (SR 9, SR 20, Cook Road and F&S Grade Road) total an estimated 47,830 vpd. This compares to 16,740 vpd entering/exiting the city to/from the east and north.

Daily traffic volumes indicate several important travel patterns that influence travel demand in and around Sedro-Woolley. First, the major travel patterns are oriented to/from the west to access I-5, Mount Vernon, Burlington and other regional destinations. Second, the travel patterns suggest a significant proportion of through traffic on the state highways. The volume of traffic on SR 20, SR 9, and Cook Road in the west part of the city indicates that drivers are using several, limited routes to connect between Sedro-Woolley and areas to the west/southwest.

PM Peak Hour Volumes

Intersection turning movement counts were collected from 4:00 – 6:00 PM at 45 intersections during the weeks of January 8 and January 15, 2024. Turning movement counts at each location were analyzed to identify the PM peak hour of travel, defined as the highest four consecutive fifteen-minute volume intervals during the afternoon peak period. This represents the one-hour period when traffic volumes on local roadways are typically at their peak, and generally corresponds to the period of rush hour

traffic with commuters returning home from work. Collected turn volumes were increased by 17 percent to reflect seasonal variations in travel demand, consistent with WSDOT guidance for roadways in areas with similar travel demand characteristics. Seasonally adjusted PM peak hour volumes at select locations are shown in Figure 3.

The PM peak hour volumes have consistent patterns with the daily volumes described above. The state highways have the highest traffic volumes with two-way volumes during the PM peak hour ranging from 700 vehicles per hour (vph) on SR 9 north of John Liner Road to approximately 2,260 vph on SR 20 east of Metcalf St. City arterials in the central business district generally serve between 200 and 400 vehicles during the PM peak hour, with the exception of State Street which serves just 740 vph in the downtown area.

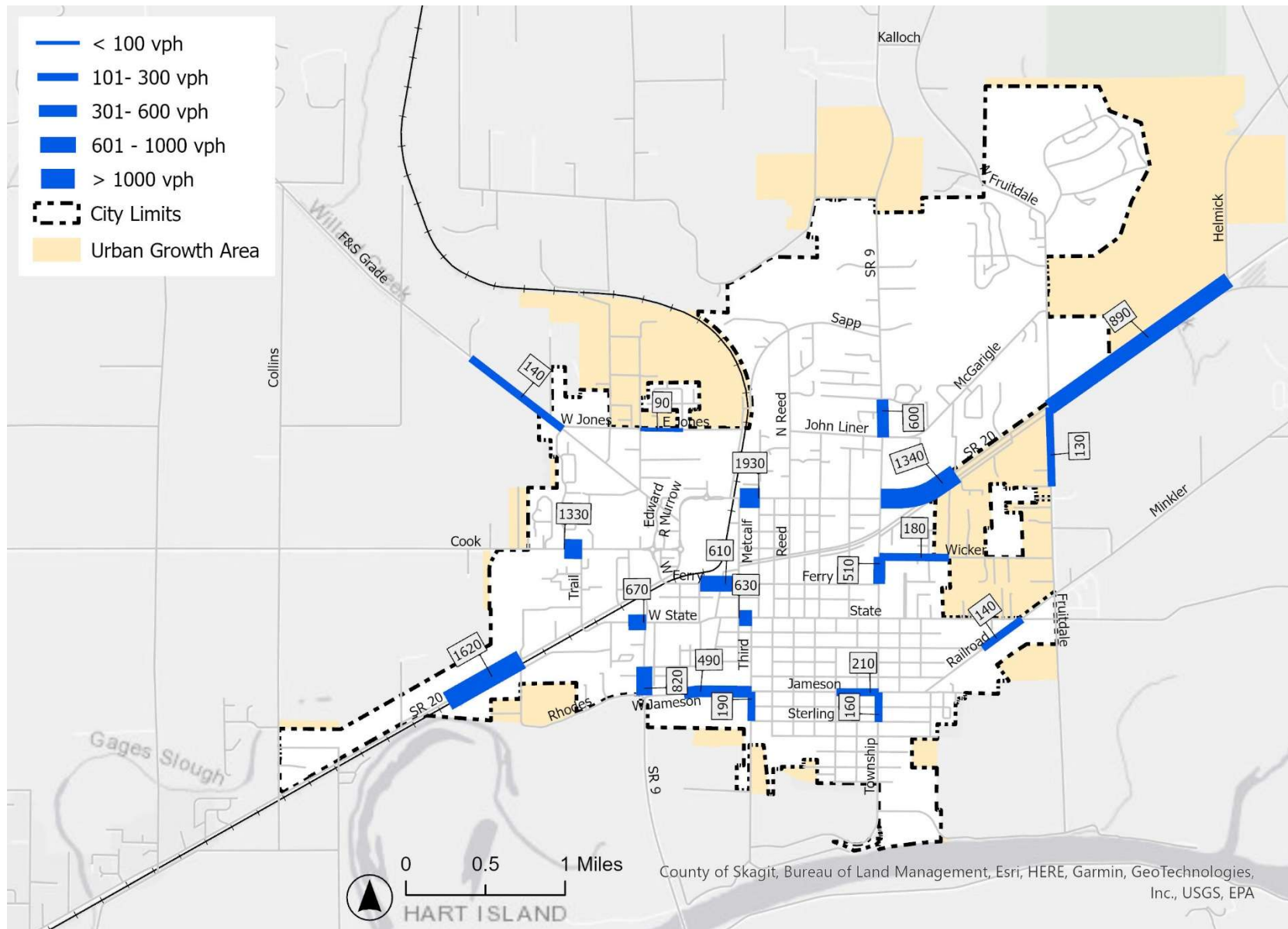


Figure 5. 2024 PM Peak Hour Traffic Volumes

Level of Service

Level of service (LOS) is a qualitative description of the operating performance of an element of transportation infrastructure such as a roadway or an intersection. LOS is typically expressed as a letter score from LOS A, representing free flow conditions with minimal delays, to LOS F, representing breakdown flow with high delays. The street and intersection LOS methodologies used in this Transportation Element are described below.

Street Segment Level of Service

Sedro-Woolley has adopted a multimodal street segment LOS standard which considers the impact of nonmotorized facilities on maximum service volume. These standards, shown in Table 2, are used to calculate capacity for arterial and collector streets in Sedro-Woolley.

The adopted street capacity standards use a base peak hour capacity which is based on the Transportation Research Board (TRB) Highway Capacity Manual (HCM) and similar methodologies used throughout the region. Base capacity is adjusted based on segment attributes including left-turn lanes, access restrictions, bike lanes, sidewalks, and on-street parking.

Left-turn lanes are estimated to add the capacity equivalent of one half through lane by removing major approach left-turn delay. Similarly, segments with limited access (e.g. physical or natural barriers) experience an increase of the equivalent of 70 percent of one through lane. Capacity reductions for lack of nonmotorized facilities are based on the principle that HCM capacity calculations assume fully-built urban street sections. Streets without sidewalks or bike lanes will force nonmotorized users into vehicle lanes, reducing vehicle capacity. The presence of on-street parking also reduces capacity slightly.

Table 2. Sedro-Woolley Street Capacity Standards

Functional Classification	Base Peak Hour Capacity (veh/hr/lane)	Capacity Adjustment (vph)				
		Left-Turn Lane	Access-Restriction	No Bike Lane	No Sidewalk	Street Parking
Principal Arterial	900	+450	+630	-90	-180	-45
Minor Arterial	800	+400	+560	-40	-80	-40
Major Collector	600	+300	+420	-30	-60	-30

Street segment LOS is based on the ratio of traffic volume to roadway capacity, or volume-to-capacity ratio, and can be described as a roadway's ability to serve all users. Segment LOS thresholds and definitions are shown in Table 3.

Table 7. Street Segment LOS Characteristics

LOS	Volume / Capacity	Description
A	≤ 0.60	Facility accommodates all modes of transportation. Vehicles experience free flow, with low volumes and high speeds
B	0.61 – 0.70	Stable flow, with traffic conditions beginning to restrict operating speeds. Drivers still have reasonable maneuverability between multiple lanes. All modes are accommodated
C	0.71 – 0.80	Fairly stable flow, but higher volumes more closely constrict speeds and maneuverability.
D	0.81 – 0.90	Approaching unstable flow, with tolerable operating speeds and limited maneuverability. Facilities without nonmotorized facilities and heavy pedestrian/bike volume may experience unstable flow.
E	0.91 – 1.00	Nonmotorized users in travel lanes will conflict with heavy vehicle volume and cause breakdowns in flow. Vehicles experience unstable flow with reduced operating speeds.
F	> 1.00	Facility is unable to accommodate all modes. Vehicles experience forced flow, operating under stop-and-go conditions

Intersection Level of Service

Intersection LOS is based on the average delay experienced by a vehicle traveling through an intersection. Delay at a signalized intersection can be caused by waiting for the signal or waiting for the queue ahead to clear the signal. Delay at unsignalized intersections is caused by waiting for a gap in traffic or waiting for a queue to clear the intersection.

Delay is defined differently for signalized and all-way stop controlled intersections than for two-way stop controlled (i.e. stop control on minor approach) intersections. For signalized and all-way stop controlled intersections, level of service thresholds are based upon average control delay for all vehicles using the intersection. For two-way stop controlled intersections, delay is reported for the movement with the worst (highest) delay. Table 4 identifies LOS delay thresholds for signalized and unsignalized intersections.

Table 8. Intersection Level of Service Thresholds

LOS	Signalized Delay (sec/veh)	Unsignalized Delay (sec/veh)
A	≤10	≤10
B	>10 – 20	>10 – 15
C	>20 – 35	>15 – 25
D	>35 – 55	>25 – 35
E	>55 – 80	>35 – 50
F	>80	>50

Level of Service Standards

Sedro-Woolley has adopted street segment and intersection LOS standards for its street system. The City’s adopted LOS standards are set based on roadway functional classification. The LOS standards are:

- Principal Arterials LOS D
- Minor Arterials LOS C
- Major Collectors LOS C

Minimum LOS for State facilities are set by WSDOT. SR 20 is designated by WSDOT as a Highway of Statewide Significance (HSS) and is assigned minimum intersection LOS D. This is consistent with the City’s LOS D standard for principal arterials. The City is not required to apply concurrency standards to developments impacting State routes. The City may, however, require developments to mitigate their traffic impacts to state highways through SEPA or transportation impact fees.

SR 9 is classified as a minor arterial both north and south of SR 20. The City applies a minimum LOS C standard, which is more stringent than the WSDOT minimum LOS D standard for SR 9.

The City’s LOS C standard for other secondary and major collectors reflect the City’s desire to minimize peak hour congestion and reduce the potential for cut-through traffic on neighborhood and local access streets.

Analysis Methodology

Intersection delay and LOS for signalized and stop-controlled intersections were calculated in Synchro software using Highway Capacity Manual 6th Edition methodologies and analysis parameters identified in the WSDOT “Synchro & SimTraffic Protocol.” Roundabout delay and LOS were calculated in Sidra Intersection software using analysis methodologies and parameters described in the WSDOT “Sidra Policy Settings.”

Intersection LOS was analyzed for 45 collector and arterial intersections citywide. Segment LOS was analyzed for every collector and arterial street segment in Sedro-Woolley.

Level of Service Results

Three street segments within city limits operate below their minimum LOS standard. All LOS-deficient street segments are located on SR 20. Street segment LOS deficiencies are identified in Table 4 and shown graphically in Figure x.

Table 4. 2024 Street Segment LOS Deficiencies

ID	Name	From	To	Functional Classification	LOS Std.	LOS (V/C)
2001	SR 20	Collins Rd	Rhodes Rd	Principal Arterial	D	E (0.95)
2009	SR 20	Metcalf St	Reed St	Principal Arterial	D	F (1.00)
2010	SR 20	Reed St	Township St	Principal Arterial	D	E (0.91)

Three intersections within city limits operate below their minimum LOS standard. All intersection deficiencies are located on state highways. Intersection LOS deficiencies are identified in Table 5.

Table 9. 2024 Intersection Level of Service Deficiencies

Intersection	Control Type ¹	Delay ² (s/veh)	LOS
N Cascades Hwy (SR 20) & Metcalf St.	TWSC	39.2	E
N Cascades Hwy (SR 20) & Reed St.	TWSC	44.8	E
N Township St. (SR 9) & John Liner Rd./McGarigle Rd.	TWSC	37.6	E
¹ TWSC = Two-Way Stop Control; AWSC = All-Way Stop Control; RAB = Roundabout; Signal = Signalized			
² Average control delay for all movements. For TWSC, delay is reported for the movement with the worst (highest) delay.			

Safety Performance Analysis

Crash history data for the five-year period from 2020 through 2024 was reviewed on all public roadways in Sedro-Woolley. A total of 669 crashes, including two fatal crashes and 10 serious injury crashes, were reported during the five-year study period. The reported fatal injury crashes are described below.

- On April 30, 2020, a vehicle traveling eastbound on Warner Street struck a vehicle traveling northbound on Township Street. The driver of the eastbound vehicle suffered fatal injuries. Drugs and high speed were cited as contributing factors.
- On March 29, 2022 a vehicle traveling eastbound on State Street left the travel lane and struck a parked vehicle near 7th Street. The driver of the eastbound vehicle suffered fatal injuries. Driver distraction was cited as a contributing factor.

Four bicycle-involved crashes and six pedestrian-involved crashes were reported. One pedestrian-involved crash resulted in serious injuries.

The predominant crash types during the five-year study period were entering (27%) and rear-end (26%) collisions. Parked vehicle collisions also constituted 16 percent of all crashes. The total number of crashes increased from 112 in 2020 to 155 in 2024.

A crash heat map, including identification of serious injury and fatal crashes during the 2020-2024 period, is provided in Figure 7.

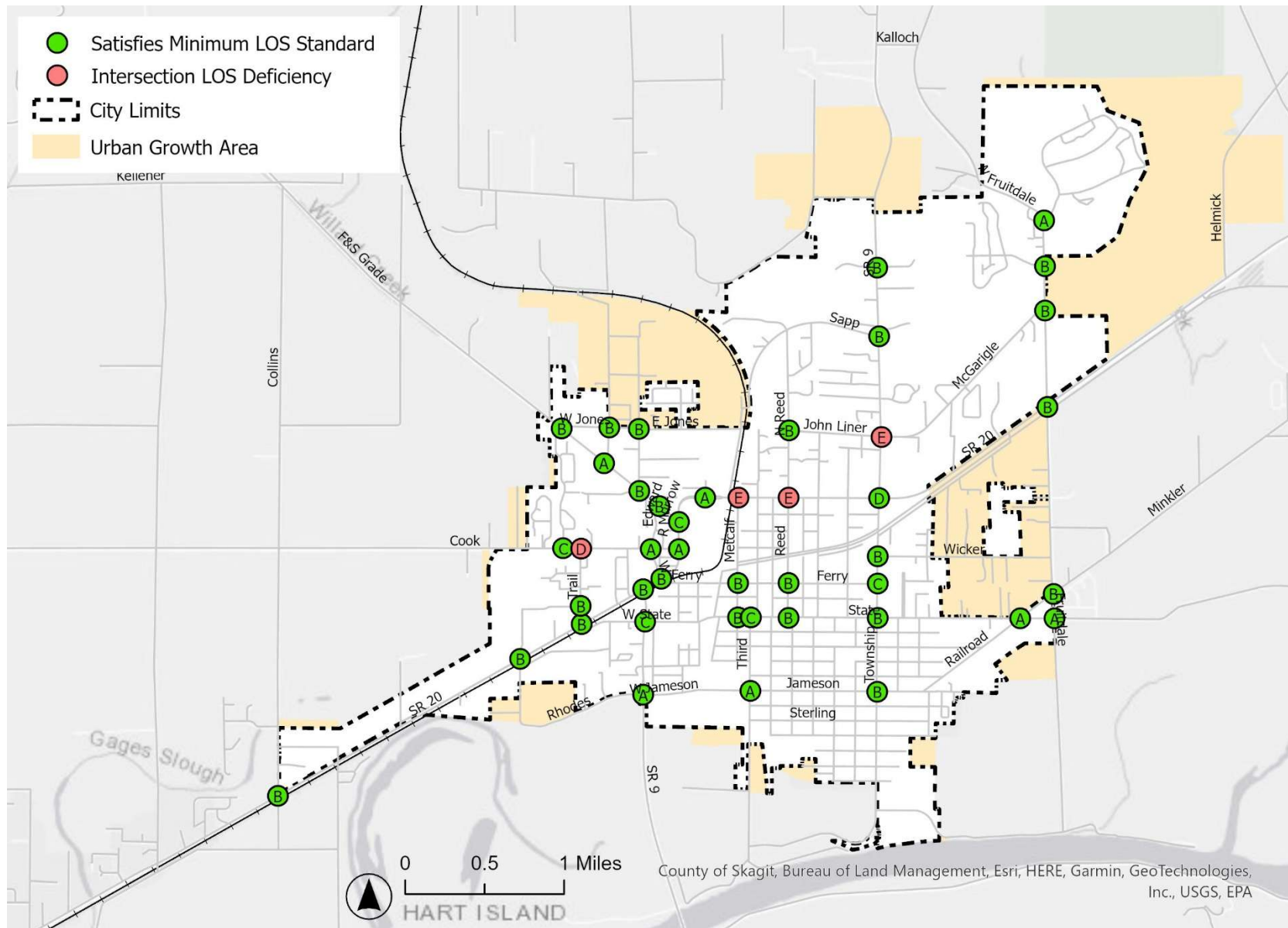


Figure 6. 2024 PM Intersection Levels of Service

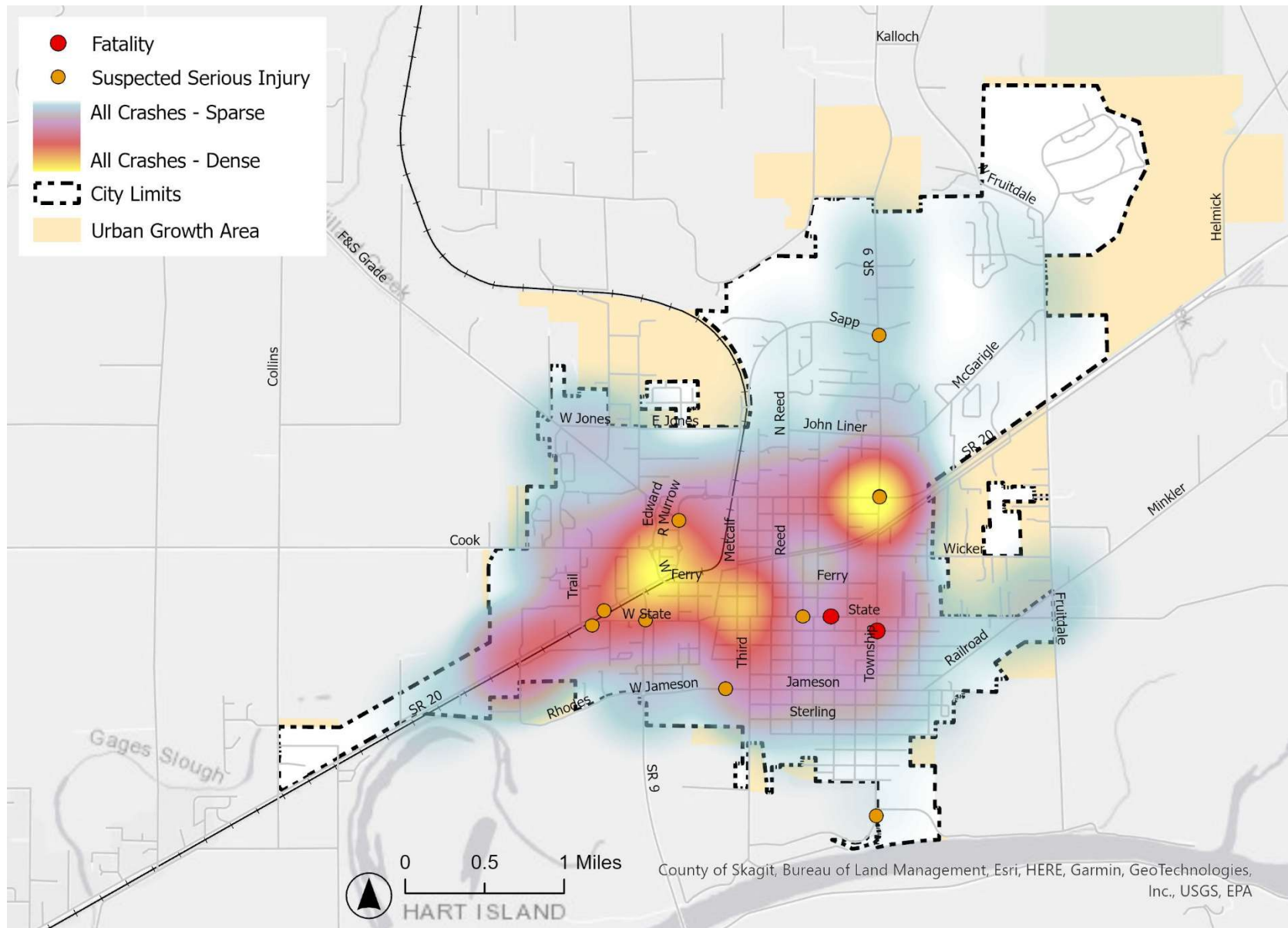


Figure 7. 2020-2024 Crash History

Travel Demand Forecasting

This section summarizes the methods, assumptions, and findings of the Sedro-Woolley travel demand model. The travel demand model incorporates the latest development inventories and forecasts, transportation facilities, and travel behavior patterns in the city. It reflects a snapshot of travel patterns in and near Sedro-Woolley during a weekday afternoon one-hour period. The forecasts generated by the travel demand model are the basis for the future conditions analysis and transportation improvement needs recommendations described later in this Transportation Element.

Land Use Assumptions

Existing and future land use constitute a fundamental component of the travel demand forecasting process. The locations, types, and quantities of land use in and near Sedro-Woolley determine the travel patterns that impact local, county, and state roadways, and the capital improvements that will be needed to support future growth.

Land use was modeled using three residential and nine non-residential categories. Residential uses were expressed in terms of dwelling units and non-residential categories were expressed in terms of employees, except for park and recreation land which was expressed in terms of acres. Modeled land use categories are summarized in Table x.

An inventory of 2024 land use was developed using Skagit County Assessor tax parcel data and validated using the land capacity analysis summarized in the Land Use Element of this Comprehensive Plan. Year 2045 development forecasts were modeled consistent with the Land Use Element and included 4,000 new residents and 2,399 new employees. Residential and employment forecasts were spatially distributed according to the City's 2025 Land Capacity Analysis (LCA).

Travel Demand Forecasting Methodology

Sedro-Woolley maintains a travel demand model which is regularly updated and utilized for transportation planning, policy development, and concurrency management. The Sedro-Woolley model was initially developed in 2015 based on the SCOG travel demand model. It has been maintained and regularly updated since then to reflect changes in development patterns, transportation improvement projects, and travel behavior. The key methods and assumptions of the travel demand model are described below.

Transportation Network

The travel demand model contains a digital representation of all functionally classified streets and most local public streets within city limits and the UGA, in addition to state and county roadways that impact transportation access and mobility within Sedro-Woolley. Street segment and intersection characteristics, including roadway alignment, intersection control devices, lane channelization, turn restrictions, free-flow speeds, and signal timings, were coded to the model based on observations obtained from field review, aerial imagery, and data provided by WSDOT, SCOG, and Skagit County.

Turn capacities and volume-delay functions were modeled using *Highway Capacity Manual 6th Edition* methodologies for signalized and stop-controlled intersections, and the TRL/Kimber capacity methodology for roundabouts.

Link capacities and volume-delay functions were modeled based on planning-level Highway Capacity Manual capacity concepts, consistent with the SCOG travel demand model.

Transportation Analysis Zone Structure

Transportation Analysis Zones (TAZs) are the geographic units used by a travel demand model to represent land use and to generate trips into and out of the transportation network. Each TAZ's land use determines the number of trips generated by the TAZ.

Internal zones include defined geographic areas which represent housing and employment in and near the City and UGA. Internal TAZ boundaries were defined based on Census 2020 block boundaries and refined based on city limits and zoning. Fifty-five of the model's 94 TAZs are located within city limits.

External zones represent trips entering and exiting the model area via major access routes. The model's seven external TAZs include state routes SR 20 and SR 9 as well as county access routes such as Cook Road and F&S Grade Road. In contrast to internal TAZs which are based on defined geographic areas, external TAZs represent vehicle trips crossing a specified point, typically determined via traffic count. A portion of the trips generated by an external zone connect with internal TAZs, while the remainder of the trips interact with other external zones outside the planning area. These external-to-external trips have neither an origin nor destination within the study area, yet they pass through the study area, impacting the transportation network

Three-Step Modeling Process

The travel demand model uses a three-step process to calculate vehicle traffic volumes from land use. The following section summarizes each step of the three-step process.

TRIP GENERATION

In the first step of the travel demand modeling process, the number and purpose of vehicle trips generated by each TAZ are calculated. The model includes three trip purposes:

- Home-Based Work (HBW): Trips with one end at the traveler's home and the other end at the traveler's place of employment
- Home-Based Other (HBO): Trips with one end at the traveler's home and the other end at somewhere other than the traveler's place of employment, e.g. shopping trips
- Non-Home-Based (NHB): Trips without an end at the traveler's home

Modeled trip generation rates were based on PM peak hour trip rates published in the Institute of Transportation Engineers (ITE) *Trip Generation Manual 11th Edition* and calibrated to reflect 2024 traffic counts.

TRIP DISTRIBUTION

In the second step of the travel demand modeling process, each generated trip is distributed from an origin TAZ to a destination TAZ. The trip distribution procedure uses a “gravity” model, which is based on the theory that the attraction between two bodies is directly proportional to the bodies’ masses and inversely proportional to the distance between the bodies. In travel demand modeling, a TAZ’s “mass” is represented by the number of trips generated by the TAZ while the distance is typically represented by travel time. The trip distribution process results in a trip table, or origin-destination matrix, for each modeled trip type. The Sedro-Woolley trip distribution model was calibrated using guidance identified in the National Highway Cooperative Research Project (NCHRP) *Report 716* and based on historical rates used in the SCOG travel demand model as well as prior Sedro-Woolley model updates.

TRAFFIC ASSIGNMENT

The traffic assignment step consists of finding the optimal route from each vehicle trip’s origin to destination. Traffic assignment is an iterative process which begins by calculating the shortest travel-time route from each origin to destination based on free-flow conditions. Trips are then loaded into the transportation network model, traffic delay is calculated based on the initial assignment result, and traffic is reassigned based on the updated shortest paths. This process is repeated until an equilibrium condition is achieved, in which each trip finds an optimal route from its origin to its destination via the fully-loaded (congested) transportation network.

Travel Demand Model Calibration

Travel demand model calibration consists of adjusting model inputs and procedures to allow model outputs to better reflect observed travel behavior, such as traffic counts. This critical step of the travel forecasting process may involve adjusting trip generation rates, gravity model parameters, volume-delay functions, and other model parameters. A well-calibrated model, when populated with land use and street network data that existed at the time traffic counts were collected, will generate traffic volumes that closely correlate with traffic counts. Calibration errors should be minimal and evenly distributed to consider a model “validated” and therefore suitable for use in concurrency tests, planning, and design studies.

The travel demand model was calibrated according to best practices identified in National Cooperative Highway Research Program *Report 765: Analytical Travel Forecasting Approaches for Project-Level Planning and Design* (TRB 2014) and *Travel Model Validation and Reasonableness Checking Manual Second Edition* (FHWA 2010). A total of 294 PM peak hour volume count locations were used as reference points for model calibration. The 2024 model traffic volumes were checked against the 2024 traffic counts and model inputs were adjusted to improve the correlation between the modeled volumes and traffic counts. The resulting model yielded a correlation coefficient (R^2) of 0.98 and a mean relative error of 11 percent, indicating a well-calibrated forecasting tool.

Future Transportation System Needs

The Transportation Element provides a long-range strategy for the City of Sedro-Woolley to address current and future transportation needs, implement transportation goals and policies, and achieve the community's transportation vision. The Element is based upon an analysis of the existing transportation system, forecasts of future travel demand, the anticipated availability of resources, and the desire of the community to create an efficient transportation system that prioritizes community livability.

Roadway Standards

The Sedro-Woolley Public Works Construction Standards, with which all new development must comply, are defined in SWMC 15.40. The standards include items such as right-of-way needs, pavement width, and type and design of active transportation facilities. The standards support the City's goals in providing adequate facilities to meet the community's multimodal mobility and safety needs. The standards are intended to assist design professionals and developers for all new and reconstructed roadways and right-of-way facilities, both public and private, within Sedro-Woolley.

These standards have been used as one criterion for evaluation of transportation system needs. Many existing roadways are not constructed to these standards. Roadways in the UGA are typically rural in nature with few urban features.

Future Level of Service Deficiencies

[To be completed pending travel demand forecasts. This subsection will identify future segment and intersection LOS deficiencies based on 2045 travel demand forecasts. LOS deficiencies will be mapped and tabulated.]

Transportation Improvement Projects

[To be completed pending travel demand forecasts. This subsection will identify transportation improvement project recommendations to mitigate street segment and intersection LOS deficiencies. Improvement projects will be mapped and tabulated]

Transit Service Improvements

Transit service in the Sedro-Woolley area is provided by Skagit Transit. The Sedro-Woolley transportation plan has been coordinated with Skagit Transit's 2024-2029 Transit Development Plan (TDP), which provides a framework to guide Skagit Transit's service delivery through 2029. Transit service in Sedro-Woolley is focused on the SR 20 corridor which connects Sedro-Woolley and communities to the east and west. SR 20 also connects Sedro-Woolley to the rest of the region via I-5. As the population increases in and around Sedro-Woolley, increasing commuter traffic will increase the need for alternatives to single-occupancy vehicle travel. Transit service to Sedro-Woolley's park-and-ride lots will become increasingly important in providing commuters with access to transit and ridesharing alternatives.

The 2024-2029 TDP identifies plans to add 20 rideshare vans to the Skagit Transit fleet by 2029. The expansion of the rideshare fleet will increase opportunities for Sedro-Woolley commuters to vanpool, reducing single-occupancy vehicle demand and improving transportation system efficiency.

The City encourages Skagit Transit to consider increasing the service frequency of existing transit routes as growth occurs. Increased service will make transit a more attractive alternative to driving alone. In addition, the following transit improvements are recommended:

- Regional Routes – Continue to create and enhance linkages to regional destinations. Improve connections to regional hubs, such as to the Skagit Station transportation hub in Mount Vernon as well as the WSDOT Ferry Terminal in Anacortes. Changes to future routes should be consistent with the needs of the Sedro-Woolley community and should be based on a collaborative route planning process involving the residents of Sedro-Woolley.
- Transit Center – Consider developing a Sedro-Woolley Transit Center in the downtown area. Development of a transit center would provide an opportunity to consolidate the three existing park-and-ride lots into one central and convenient location.
- Carpooling and Vanpooling – Provide incentives to encourage carpooling and vanpooling by Sedro-Woolley commuters.
- Transit Accessibility – Improve access to transit for all users in compliance with the Americans with Disabilities Act (ADA) by evaluating accessibility to public transportation from future developments.

The City will continue to coordinate with Skagit Transit in the development of a convenient, integrated, and efficient transit system that supports future growth in Sedro-Woolley.

Active Transportation Improvements

Complete Street Improvements

Complete Streets is a street design concept and policy framework to ensure the entire public right-of-way is planned, designed, constructed, operated and maintained to provide safe access for all users. In the past, transportation design tended to focus on vehicular traffic, often to the detriment of pedestrians, bicyclists, and other users. Sedro-Woolley has adopted a Complete Streets policy by which all new transportation improvement projects will provide accommodation for bicyclists, pedestrians, transit users, and people of all abilities in a comprehensive and connected transportation network, unless special circumstances prevent it or topography or environmental impacts make it cost prohibitive.

Active Transportation System Vision

An effective multimodal transportation system encourages healthy recreational activities, reduces vehicle demand on city roadways, and enhances safety within the community. Shared-use paths, sidewalks, bike lanes and off-street trails are integral components of such a system. To provide an active transportation system which affords safe and practical opportunities for walking, biking, and other modes of

nonmotorized transportation to users of all ages and abilities throughout Sedro-Woolley, the City will pursue the following:

- Provide sidewalks on both sides of all arterial streets. Sidewalks should especially be located along streets providing access to the CBD, schools, parks, public buildings, and transit routes. Much of the system will be constructed concurrently with future development and as part of the future street improvement projects.
- Continue to develop the portions of the regional Cascade and Centennial rails-to-trails corridors which travel through city limits, providing nonmotorized connectivity with other cities and recreational destinations throughout the region.
- Pursue opportunities for additional off-street trails through partnership with developers, community groups and other stakeholders, increasing active transportation connectivity separate from public street alignment.
- Continue to expand active transportation facilities as part of complete street improvement projects, including planned roadway extensions of Trail Road and Jones/John Liner Road.

Active Transportation Projects

The improvement projects identified below will provide active transportation facilities consistent with the City's vision and will support the multimodal transportation needs of anticipated growth. Several of these projects will be constructed concurrently with street improvement projects identified in the previous subsection.

- **SR 20/Cascade Trail West Extension Phase 2A, Holtcamp Road to Hodgkin Street:** Extend shared-use path (SUP) on north side of SR 20 by 3,000 linear feet (LF).
- **Jones/John Liner Road BNSF Undercrossing:** Construct 1,000 LF of 10-foot SUP and 1,000 LF of 6-foot sidewalk on this new arterial from Sapp Road to Reed Street.
- **Patrick Street Arterial Extension Project, Michael Street to Jones Road:** Extend sidewalk improvements 1,200 LF on Patrick Street from Michael Street to Jones Road.
- **Portobello Street Arterial Extension:** Extend sidewalk improvements 2,900 LF on Portobello from SR 9 to Arrezo Drive.
- **Trail Road Arterial Extension:** Construct 2,200 LF of 10-foot SUP and 2,200 LF of 6-foot sidewalk on this new arterial from Cook Road to F&S Grade Road.
- **Trail Road – Garden of Eden Rd Extension:** Construct 770 LF of 10-foot SUP and 770 LF of 6-foot sidewalk on this new arterial from F&S Grade Road to Jones Road.
- **Jones Road Arterial Improvements:** Construct 4,000 LF of 10-foot SUP and 4,000 LF of 6-foot sidewalk on this existing arterial from Trail Road to Sapp Road.
- **SR 9 Bicycle/Pedestrian Safety Improvements Project:** Extend existing 6-foot sidewalk and bike lane on the west side of SR 9 1,240 LF from Park Cottage Place to the north city limits.

- **SR 20/Cascade Trail West Extension Phase 2B, Collins Road to Holtcamp Road:** Extend SUP on SR 20 west 3,100 LF and complete the system on SR 20 through city limits.
- **State Street Sidewalks:** Extend existing 6-foot sidewalks on both side of State Street east 3,000 LF from Haines Street to the east city limits.
- **Rhodes Road Arterial Improvements:** Extend existing 6-foot sidewalks on both side of Rhodes Road south 500 LF from SR 9 to the south city limits.
- **Hodgin Road Arterial Extension:** Extend existing 6-foot sidewalks on both sides of Hodgin Road north 2,100 LF from Stendal Street to Cook Road.
- **Cascade Trail East Extension:** Improve and pave existing gravel trail from Metcalf Street to 400' east of Township Street to connect to the existing Skagit County Cascade Trail system.
- **SR 9/Centennial Trail Pedestrian/Bicycle Safety Improvements:** Extend existing 6-foot sidewalk and bicycle lane on the east side of SR 9 north 4,100 LF from Summer Meadows Court to the north city limits.
- **South Township Arterial Improvements:** Extend existing 6-foot sidewalk on both sides of Township Street south 1,300 LF from Dunlop Street to Sterling Street.
- **Centennial Trail South:** Construct trail improvements from Ferry Street to the south city limits 3,700 LF to connect to planned Skagit County Centennial Trail system.
- **Brickyard Creek Trail:** Construct an 8,500 LF SUP along Brickyard Creek from the west side of Janicki Fields (south of Cook Road) to the northeast, terminating at Jones Road approximately 350 feet west of Sapp Road.

Transportation Demand Management Strategies

Transportation demand management (TDM) programs can play an important role in reducing transportation capital improvement needs and making efficient use of transportation investments. Such programs build on regional efforts, with some refinements to reflect specific local needs.

Reducing travel demand by supporting TDM programs is an effective component in Sedro-Woolley's transportation system. TDM programs consist of measures for reducing peak hour single occupancy vehicle travel that are largely focused on major employers. Coordination with regional agencies, such as Skagit County, Skagit Transit, and the Skagit Council of Governments (SCOG), will improve the effectiveness of the City's TDM program in providing commuting alternatives to residents.

Sedro-Woolley will experience more urban levels of development with anticipated residential and commercial growth. TDM programs provide effective strategies for reducing single-occupancy vehicle demand during commute hours, particularly in higher-density areas. TDM programs can also provide effective alternatives for smaller developing communities such as Sedro-Woolley. Potential TDM strategies for Sedro-Woolley should be regionally coordinated. The following strategies should be considered:

- Encouraging carpools and vanpools. Employer incentives for commuters to carpool and vanpool can be in the form of a financial incentive or as simple as reserved car and vanpool parking spaces near buildings.
- Encouraging transit fare subsidies. Employer subsidies for transit passes provide an incentive for those who are able to commute by transit.
- Encouraging bicycle lockers/showers at work sites. Bicycle lockers and shower facilities at work sites provide greater opportunities for workers to commute by bicycle.
- Encouraging remote work or telecommuting. The prevalence of part-time or full-time remote work employment has increased significantly in the post-COVID world. Encouraging employers to allow some employees to work from home, even if on a limited basis, can reduce peak period travel demand generated by commute trips.
- Encouraging flexible work schedules. Flexible work hour schedules allow employees to adjust start/end times to accommodate carpools, vanpools, or transit options. Alternative work schedules may be used to reduce the number of days an employee commutes during peak travel periods, thereby reducing peak hour congestion and reducing or delaying the need for transportation capital improvements.
- Encouraging guaranteed ride home programs. Many commuters who have children or have unpredictable schedules rely on their cars. This employer incentive provides the option of a guaranteed ride home in case of an emergency or unexpected schedule change.

Transportation Financing Plan

The State of Washington's Growth Management Act (GMA) requires that each jurisdiction's Transportation Element contain a funding analysis of the recommended transportation improvement projects. The analysis should cover funding needs, funding resources, and include a multi-year financing plan. The purpose of this requirement is to ensure that each jurisdiction's Transportation Element is affordable and achievable. If a funding analysis reveals that a plan is not affordable or achievable, the plan must discuss how additional funds will be raised, or how land use assumptions will be reassessed. Alternatively, the City can adjust its level of service (LOS) standards.

The transportation financing program becomes a subset of the City's Capital Facilities Plan (CFP) Element. The GMA requires the CFP Element to include at least a six-year plan that finances capital facilities and identifies the sources of public money for the projects.

A list of recommended transportation improvement projects was developed based on the travel demand and traffic operations forecasts as well as the Level of Service standards described earlier in this Transportation Element. Planning-level cost estimates were prepared for each project and program. An analysis of the City's capability to fund the projects, including a review of existing and projected revenues and potential grants or other agency funding, was developed. In addition, this Transportation Element provides a strategy for adjusting the funding program over time if revenues fall short of expectations.

Project Cost Summary

[To be completed pending travel demand forecasts. This subsection will summarize recommended improvement projects and their associated planning-level cost estimates. Project costs will be summarized in tabular format.]

Transportation Revenue Sources

Federal Revenue Sources

BIPARTISAN INFRASTRUCTURE LAW (BIL)

On November 15, 2021, President Biden signed into law the Infrastructure Investment and Jobs Act, also known as the “Bipartisan Infrastructure Law” (BIL) into law. The BIL authorizes \$550 billion over fiscal years 2022 through 2026 in new Federal investment in infrastructure, including in roads, bridges, mass transit, water infrastructure, resilience, and broadband communications. This funding includes \$350 billion for highway programs, including over a dozen new highway programs. For more information, visit: <https://www.fhwa.dot.gov/bipartisan-infrastructure-law/>.

SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBG)

The STBG Program provides flexible funding that may be used by States and local agencies for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge, and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects.

STBG-eligible projects may be located on any federal-aid highway system facility including the National Highway System (NHS), bridge projects not located on the federal-aid system (“off system bridges”), transit capital projects, modifications of existing public sidewalks to comply with the Americans with Disabilities Act (ADA) regardless of whether the sidewalk is on the federal-aid system right of way, and intracity and intercity bus terminals and facilities. An apportionment of these funds is to be obligated to areas with population greater than 5,000 but no more than 200,000 (the Washington State Office of Financial Management estimated the 2024 population of Sedro-Woolley at 13,080). The State is to identify projects in these areas for funding in consultation with regional planning organizations. A portion of the funds are reserved for rural areas and may be spent on the federal-aid functionally classified system including Minor Collectors. Project eligible for funding include all city arterial and collector improvement projects recommended in this Plan. For more information, visit: <https://www.fhwa.dot.gov/specialfunding/stp/>.

TRANSPORTATION ALTERNATIVES PROGRAM (TA)

The BIL continues the Transportation Alternatives set-aside from the STBG program. Eligible uses of the set-aside funds include all projects and activities that were previously eligible under the Transportation Alternatives Program under the Moving Ahead for Progress in the 21st Century Act (MAP-21). This encompasses a variety of smaller-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. For more information, visit: <https://www.fhwa.dot.gov/bipartisan-infrastructure-law/ta.cfm>.

HIGHWAY SAFETY IMPROVEMENT PROGRAM (HSIP)

The BIL continues the HSIP to achieve significant reductions in traffic fatalities and serious injuries on all public roads, including non-State-owned public roads and roads on tribal lands. The BIL maintains the previous FAST Act definition of highway safety improvement projects and adds under that definition several additional types of projects:

- Intersection safety that provide for the safety of all road users, as appropriate, including multimodal roundabouts;
- Construction and improvement of a railway-highway grade crossing safety feature, including installation of protective devices or a grade separation project;
- Construction or installation of features, measures, and road designs to calm traffic and reduce vehicle speeds;
- Installation or upgrades of traffic control devices for pedestrians and bicyclists including pedestrian hybrid beacons and the addition of bicycle movement phases to traffic signals;
- Roadway improvements that provide separation between vehicles and bicyclists, including medians, pedestrian islands, protected bike lanes, and protected intersection features; and
- Pedestrian security features designed to slow or stop a motor vehicle.

For more information, visit: <https://www.fhwa.dot.gov/bipartisan-infrastructure-law/hsip.cfm>.

RECREATIONAL TRAILS PROGRAM (RTP)

The BIL reauthorized the Recreational Trails Program (RTP) for Federal fiscal years 2022 through 2026 as a set-aside of funds from the Transportation Alternatives (TA) Set-Aside under STBG. The Recreational Trail Program provides funds to develop and maintain recreational trails for motorized and nonmotorized travel. For more information, visit: https://www.fhwa.dot.gov/environment/recreational_trails/.

SAFE ROUTES TO SCHOOL PROGRAM (SRTS)

The purpose of the Safe Routes to Schools (SRTS) program is to provide K-12 students a safe, healthy alternative to riding the bus or being driven to school. Organized by the USDOT and National Highway Traffic Safety Administration (NHTSA), this federal program also includes a Washington state funded portion that provides funding for engineering and construction, education efforts and enforcement activities within two miles of schools. There is no match requirement. Projects are to be submitted as complete projects and fully funded. For more information, visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/safe-routes-school-program>.

BRIDGE INVESTMENT PROGRAM (BIP)

The BIL authorized the Bridge Investment Program, a competitive, discretionary program that focuses on existing bridges to reduce the overall number of bridges in poor condition, or in fair condition at risk of falling into poor condition. It also expands applicant eligibilities to create opportunity for all levels of

government to be direct recipients of program funds. Alongside states and federal lands management agencies, metropolitan planning organizations and local and tribal governments can also apply directly to FHWA, making it easier to advance projects at the local level that meet community needs. For more information, visit: https://www.fhwa.dot.gov/bipartisan-infrastructure-law/bip_factsheet.cfm.

RAILWAY-HIGHWAY CROSSINGS PROGRAM (RHCP)

The BIL continues the Railway-Highway Crossings Program (RHCP), which provides funds for safety improvements to reduce the number of fatalities, injuries, and crashes at public railway-highway grade crossings. Funds may be used to install or upgrade protective devices at railroad crossings, including gates, pedestrian crossings, signal systems, and signing. Funds may also be used to eliminate grade crossings by closing them or providing grade separation. For more information, visit <https://www.fhwa.dot.gov/bipartisan-infrastructure-law/rhcp.cfm>.

Washington State Transportation Revenue Services

The Washington State Transportation Improvement Board (TIB) provides funding to foster investment in quality local government transportation projects. The TIB distributes grant funding from revenue generated by three cents of the State's gas tax to cities and counties for funding transportation projects. TIB administers several funding programs, each with its own set of criteria used to facilitate project selection. The project selection process for all programs is completed annually. The TIB programs are summarized below.

TIB URBAN PROGRAMS

The TIB provides funding to cities within federally designated urban areas with a population greater than 5,000. For jurisdictions of this size, four state-funded grant programs are administered through TIB:

- Urban Arterial Program (UAP) for road projects for urban agency construction projects that address safety, growth & development, physical condition, mobility, sustainability and constructability criteria;
- Active Transportation Program (ATP) for projects which improve pedestrian and cyclist safety, enhance pedestrian and cyclist mobility and connectivity, or improve the condition of existing facilities;
- Arterial Preservation Program (APP) to address declining street conditions for medium sized cities through overlay of federally classified arterial streets;
- Complete Streets Award is a funding opportunity for local governments that have an adopted complete streets ordinance.

TIB Urban Program projects require financial participation by the local agency. Minimum local match requirements range from 10% to 20% depending on the assessed value of the local agency. Local match is typically a mixture of private and public funds. Projects are selected annually using a rating system based on criteria developed by TIB. TIB awards more than \$70 million to new projects each year. For more information, visit: <http://www.tib.wa.gov/grants/grants.cfm>.

Several other programs are administered by TIB including:

- Route Jurisdiction Transfer Program (RJT) reviews petitions from cities, counties or WSDOT for additions or deletions from the state highway system.
- Route Transfer Program (RTP) provides funding to offset extraordinary costs associated with the transfer of state highways to cities.

LOCAL BRIDGE PROGRAM

This local bridge program includes funding from the NHPP and STBG for both on- and off-system bridges. Its purpose is to improve the condition of bridges through replacement, rehabilitation, and preventive maintenance. In 2023, the program awarded approximately \$150 million in funding. For more information, visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/local-bridge-program>.

MOVE AHEAD WASHINGTON RAILROAD CROSSING PROGRAM

The Move Ahead Washington Railroad Crossing Grant Program provides up to \$5 million in state funds to match federal funds for city and county projects which eliminate at-grade highway-rail crossings. For more information, visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/move-ahead-washington-railroad-crossing-program>.

COUNTY SAFETY PROGRAM

The County Safety program provides funding for projects that reduce fatal and serious injury crashes on county roads using engineering improvements/countermeasures. Projects are identified through each county's local road safety plan, that identifies and prioritizes projects based on the top crash type(s) in the county. Projects can be at intersection(s), spot or mid-block location(s), and/or on corridor(s) throughout a county or over wide areas within a county. For more information, visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/highway-safety-improvement-program>.

CITY SAFETY PROGRAM

The City Safety program provides funding for projects that reduce fatal and serious injury crashes on city/town streets and state highways using engineering improvements/countermeasures. For more information, visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/highway-safety-improvement-program>.

PEDESTRIAN & BICYCLE SAFETY PROGRAM

The Pedestrian & Bicycle Safety Program was initiated to reduce the nearly 400 statewide fatal and injury collisions involving pedestrians and bicycles each year. Like the federal Safe Routes to School Program, the purpose of the program is to aid public agencies in funding cost effective projects that improve pedestrian and bicycle safety through engineering, education and enforcement. For more information,

visit: <https://wsdot.wa.gov/business-wsdot/support-local-programs/funding-programs/pedestrian-bicycle-program>.

Local Transportation Revenue Services

The City utilizes several fees and tax revenues to construct and maintain transportation facilities. Summaries of these sources are shown in Table x. Funding options include the use of existing revenue sources such as motor vehicle fuel taxes, real estate excise taxes, and other City revenues, grant programs, and developer contributions (through frontage improvements, environmental mitigation, and transportation impact fees).

STREET & ARTERIAL STREET FUNDS

The Street Fund (Account 103) receives revenues from state distributions of motor vehicle fuel taxes, allocated based on the number of residents within corporate limits. These state distributions are not sufficient to maintain city streets. The City's general fund provides subsidies for the street fund to operate. The arterial street fund (Account 104) receives revenues from GMA Transportation Impact Fees, grants, and developer agreements.

TRANSPORTATION IMPACT FEE (TIF) PROGRAM

The City administers a transportation impact fee (TIF), a financing tool which allows the collection of revenue to offset the traffic impacts of new development. The TIF rate is based on the number of new trips generated by development and varies by district. The TIF rate is updated with each Transportation Element update and is updated annually between Transportation Element updates based on the National Highway Construction Cost Index to reflect changes in transportation improvement project costs.

TRANSPORTATION BENEFIT DISTRICT (TBD)

The City has established a Transportation Benefit District (TBD), an independent taxing district which is authorized to raise revenue for the preservation, maintenance, operation, and construction of transportation infrastructure. The TBD is funded by a \$20 per vehicle tab fee, generating an estimated \$225,000 per year as of 2025.

GENERAL FUND

The City has supplemented the Street Fund with General Fund money in previous years. General Fund revenue has many sources, including motor vehicle fuel taxes, property taxes, business taxes, and local retail sales and use tax. The majority of the existing tax revenue sources will be used for maintenance, or to provide matching funds for grants or to complete a portion of the roadway widening projects not covered by other agencies or traffic impact fees.

Revenue Forecast

[To be completed pending travel demand forecasts. This subsection will summarize anticipated transportation capital improvement revenue sources and their associated revenue forecasts for the 20-

year planning horizon. Revenue forecasts will be developed based on recent historical revenue trends, expected future revenue sources including grant funding opportunities/goals, and transportation capital improvement project needs, through discussion with City staff. GMA requires anticipated revenue to match transportation improvement needs.]

Table 21. Transportation Improvement Revenue Forecast 2025 to 2045 [pending forecasts]

Funding Source	Description	2025-2045 Revenue Forecast		
		Estimated Annual Revenue	Total Forecasted Revenue	%
Transportation Impact Fee (TIF) Program	Assessed to new development, per SWMC 15.060	\$220,000	4,400,000	
Transportation Benefit District (TBD)	Generated from a vehicle tab fee	\$225,000	4,500,000	
Other Developer Mitigation	SEPA mitigation and development agreements	TBD	TBD	
Intergovernmental Revenue/Grants	Includes federal and state grants as well as cost sharing agreements with WSDOT and Skagit County	TBD	TBD	
Other - New debt, new funding sources	Bonds, Low Interest Loans	TBD	TBD	
Total Revenue		TBD	TBD	

Table 23. Transportation Financing Strategy Summary [pending forecasts]

Revenue/Cost Category	Total (2025-2045)	Percent
Estimated Revenues (2025-2045)		
Transportation Impact Fees	\$4,400,000	
Transportation Benefit District	\$4,500,000	
Other Developer Mitigation	TBD	
Grants/Intergovernmental Funding	TBD	
New Debt Sources	TBD	
Total Revenue	TBD	
Estimated Improvement Costs (2025-2045)		
State Highway Improvements	TBD	
Arterial Improvements	TBD	
Total Costs	TBD	

Summary of Financing Strategy

[To be completed pending travel demand forecasts. This subsection will summarize the financial analysis described above and will confirm any key assumptions. It will identify potential funding shortfalls and possible strategies for filling those shortfalls.]

Reassessment Strategy

The financing strategy identifies a balance between revenues and expenditures over the life of the Transportation Element. However, the City is committed to reassessing their transportation needs and funding sources each year as part of their annual Six-Year Transportation Improvement Program (TIP). This allows the City to match the financing program with the shorter-term improvement projects and funding. The Transportation Element also includes goals and policies to periodically review land use growth, adopted level of service standards, and funding sources to ensure they support one another and meet concurrency requirements

To successfully implement the Transportation Element, the City will apply the following principles:

- As part of the development of the annual Six-Year Transportation Improvement Program, the City will balance improvement costs with available revenues;
- Review project design standards to determine whether costs could be reduced through reasonable changes in scope or deviations from design standards;
- Work with SCOG and Skagit County to develop multi-agency grant applications for projects that serve growth in the city and its UGA;
- Review transportation impact fee revenues each year to determine whether the impact fees should be increased to account for project cost increases;
- If the actions above are not sufficient, consider changes in the level of service standards and/or possibly limit the rate of growth in the city or UGA.

Project Priorities and Timing

The City of Sedro-Woolley will use the annual update of the Six-Year Transportation Improvement Program (TIP) to re-evaluate priorities and timing of projects. Throughout the planning period, projects will be completed and priorities will be revised. This will be accomplished by regularly reviewing traffic growth and the location and intensity of land use growth in the city and the UGA. The City will then be able to direct funding to areas that are most impacted by growth or to arterials that may fall below adopted level of service (LOS) standards. The development of the TIP will be an ongoing process and will be reviewed and amended annually.

Concurrency Management / Development Review

Concurrency refers to the ongoing process of coordinating infrastructure needs with community development. This concept was formalized in the GMA to ensure that adequate public facilities are

provided in concert with population and employment growth. For transportation facilities, the GMA requirement is fulfilled if the City's LOS standards are met concurrently with the additional travel demand generated by each succeeding development action. GMA defines concurrency as having projects or strategies in place within six years of the development impact.

Concurrency determinations for the roadway network are closely linked with the City's development review process. As required by GMA, the City has adopted a Concurrency Management program for transportation. (SWMC 15.56)

The City also reviews new developments under SEPA. As part of the SEPA review potential impacts to the transportation network are identified and mitigation may be required. The City also has adopted development regulations and street standards that are applied to development.

Intergovernmental Coordination

Implementation actions for transportation projects involve several agencies, each with different responsibilities and controls. A major focus of the GMA is to establish coordination among the responsible agencies and to increase the effectiveness of intergovernmental planning. This Transportation Element considered planned improvements and policies of various state, regional, and local agencies, including Washington State Department of Transportation (WSDOT), Skagit Council of Governments (SCOG), Skagit County, Skagit Transit, and nearby cities. Overall, this Transportation Element is consistent and supportive of these other transportation plans and policies. The following summarizes the consistency of the Transportation Element with the state, regional, and county plans.

Washington State Department of Transportation (WSDOT)

As required by GMA, the Sedro-Woolley Transportation Element fully addresses the state highway system serving the city.

The State has adopted level of service (LOS) standards for Highways of Statewide Significance (HSS), establishing LOS D as the standard for HSS facilities in urban areas and LOS C for HSS facilities in rural areas. The City's standard of LOS D for SR 20 within the city is consistent with the State standard for HSS facilities in urban areas. SR 9 is a non-HSS state highway, and the state and region have established LOS D as the standard for this route. The City's revised standard of LOS D for SR 9 within the city is consistent with the State's and regions LOS D standard for SR 9.

The Transportation Element describes an update to the City's Street Functional Classification System which is consistent with WSDOT policy.

Skagit Council of Governments (SCOG)

The projects, programs, and policies of the Sedro-Woolley Transportation Element support the goals and policies of the Skagit 2040 Regional Transportation Plan (Skagit 2040). The Sedro-Woolley plan was developed with opportunities for public input and was coordinated with other agencies. The plan also identifies improvements and policies to improve travel safety for all modes and connectivity of travel modes.

The Sedro-Woolley Transportation Element coordinates transportation and land use planning and identifies programs and policies to enhance use of other transportation modes, as identified in the regional plan.

The Sedro-Woolley Transportation Element was prepared using a travel forecasting model developed from and coordinated with the SCOG regional model. Outside of the city limits and its UGA, the city model is based on land use and transportation system assumptions from the regional model. Within the city, the Sedro-Woolley model is based on updated land use data (consistent with the Sedro-Woolley Land Use element) and a refined transportation analysis zone and network structure. This data are available to SCOG as it prepares its regional travel forecasts and transportation plans.

The City provided a copy of this Transportation Element for SCOG for review and certification by SCOG to ensure its conformity with the Skagit Regional Transportation Plan (RTP) and to the requirements of the Growth Management Act. Comments received from SCOG too late to be included in the 2025 Transportation Element updated will be incorporated to a future update.

Skagit County

Skagit County transportation and capital improvement plans were reviewed as part of the Sedro-Woolley transportation element update. The City will continue to coordinate with Skagit County to address the needs of travel across jurisdiction limits, including developing joint regulations for developments within the unincorporated UGA to ensure that the future transportation system can adequately support the growth projections. Application of street standards, impact fees and other development regulations are being addressed.

Roadway improvement projects which were included in the Skagit County's Six-Year Transportation Improvement Plan (2025-2030) were reviewed and incorporated, as appropriate, into this Element. The City provided this Transportation Element to Skagit County for review and comment.

This Element also supports and incorporates connections to the regional trail system. These include developing trails along the railroad rights-of-way. The City coordinates with Skagit County Parks on improvements to the Centennial and Cascade Trails. The City is also in a partnership with Skagit County and the Port of Skagit for infrastructure and trail improvements to serve the SWIFT Center.

Skagit Transit

The Sedro-Woolley Transportation Element acknowledges the need for coordination between the City and Skagit Transit to identify transit service improvements and strategies for serving growth in Sedro-Woolley, considering land uses, densities, cost of service, and revenues. The City has also identified policies to provide adequate streets and nonmotorized facilities to support transit service.

Other Jurisdictions

The City has coordinated with the City of Burlington on its Cascade Trail extension projects.



City Council Agenda Item

Agenda Item No.: m.3.

Date: May 28, 2025

From: Thomas Glover, Community Development Director

Subject: Amended Scope and Budget for Comprehensive Plan

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson, or designee, to amend Comprehensive Plan Update and the Climate Element contract with Facet with a revised scope of work for an additional \$30,000.

BACKGROUND/SUMMARY INFORMATION:

Attached please find a proposed revised scope of work and budget for the Comp Plan Update and the Climate Element. Change: added SEPA review to the Climate Element, along with more meetings while maintaining the original budget of \$89,000 for the Comp Plan tasks. Additional funds (\$30,000) are proposed under the Climate Element for meetings, SEPA and Integration.

FISCAL IMPACT, IF APPROPRIATE:

Amendment is supported by the budget, which is supported by the grants for this project. The majority of this supplemental work is focused on the Climate Element, for which the City received a grant award in the amount of \$500,000.

ATTACHMENTS:

1. Scope and Budget exhibits A and B_Contract Amendment_05.19.25 (1)

EXHIBIT "A"

SCOPE OF WORK

This scope of work covers assistance by Facet, Inc. (Consultant) to the City of Sedro-Woolley (City) to complete a period update of the City's Comprehensive Plan, inclusive of a new Climate Element.

Comprehensive Plan Update

Task 1: General Requirements

The Consultant will hold an initial kickoff meeting with City staff to develop a short project charter that outlines goals, roles and responsibilities, and key contacts as well as a more detailed project schedule. The project tracker tool will monitor task development and ensure deliverables are completed within the project schedule. Regular meetings with City staff and the Consultant team will occur throughout the project duration.

Deliverables:

- 1.1 Kickoff meeting
- 1.2 Draft and final project charter
- 1.3 Project tracker tool – updated prior to team meetings
- 1.4 Team meetings every other week

Task 2: Information Gathering

The Consultant will review the existing Comprehensive Plan, maps, and development regulations and processes and complete an early draft Commerce checklist. The Consultant will also coordinate closely with City staff and County GIS data to update the City's land capacity analysis using building permit data representing population, housing, and employment growth that has occurred since the last comprehensive plan update.

The Consultant team will develop a Housing Needs Assessment that will help document the City's compliance with new housing element requirements and determine the extent of land use element changes.

Deliverables:

- 2.1 Completed draft Commerce Checklist
- 2.2 Land Capacity Analysis
- 2.3 Housing Needs Assessment

Task 3: SEPA Environmental Review and Scoping

The Consultant team will be responsible for the SEPA process, including completing a SEPA checklist and initial SEPA determination. SEPA will be coordinated with the new Climate Element. See Task 20 below. An Environmental Impact Statement (EIS) is not anticipated. If an EIS is required, an amendment to this contract will be necessary.

Deliverables: (See Task 20)

- ~~3.1 — Completed SEPA checklist that summarizes the impacts of the 2025 Comprehensive Plan~~
~~3.2 — SEPA (Mitigated) Determination of Non-significance~~

Task 4: Public Outreach

The Consultant will draft a Public Communication and Outreach Plan (Outreach Plan), with assistance from City staff, to inform the City's comprehensive plan update. The Outreach Plan will guide the use of a variety of materials and techniques, such as informational posters, public notice postcards, and project brochures – for use at all types of public meetings, whether virtual or in-person open houses or Planning Commission/City Council meetings. This may also include use of a community survey as needed to enhance opportunities for diverse community input.

The Consultant team, in partnership with City staff, will help implement the public communication and outreach plan and schedule based on the charter and overall project schedule following the kickoff meeting in Task 1. The Outreach Plan will include systematic ways to engage different audiences through best practices.

Deliverables:

- 4.1 Draft and Final Public Communication and Outreach Plan
- 4.2 Website for the Comprehensive Plan update
- 4.3 ~~FAQ, Two (2)~~ citywide surveys, press releases and flyers ~~and/or mailers~~ for public information
- 4.4 Organize and attend an open house event and provide materials
- 4.5 Provide on-going support to staff for website updates
- 4.6 Provide translation of outreach flyers, FAQ and other documents as needed
- 4.7 Provide template letter to initiate tribal coordination and tribal contacts

Task 5: Meetings and Hearings

The Consultant will provide support and attendance at various meetings, as needed, including giving presentations and answering questions and attending up to four city events.

Deliverables:

- 5.1 Presentations to City Boards, the Planning Commission, and the City Council, as needed (meeting materials will vary by associated task)
- 5.2 Attend up to ~~two four~~ (24) city events
- 5.3 Attend a minimum of twelve (126) meetings for the City Council, planning commission, or other City boards or committees, as needed

Task 6: Plan and Policy Review

The Consultant will use the Commerce periodic update checklist completed under Task 2 to identify where policy changes may be needed. Goals for making policy changes may include:

- Consistency with the Growth Management Act (building off the completed Commerce checklist)
- Consistency with the Countywide Planning Policies
- New definitions of key terms that may be added and reviewing existing definitions to ensure consistency

- Review of existing policies that dictate action to ensure they are still relevant or whether they need to be removed and modified

The Consultant will conduct a policy gap analysis of the existing Sedro-Woolley comprehensive plan and, building off the work in Tasks 1 and 2, prepare a memo summarizing development regulations changes that will be needed to ensure consistency with the new GMA-compliant comprehensive plan.

Deliverables:

- 6.1 General Policy and Development Regulations Review (Gap Analysis)
 - An updated local and regional policy assessment of Sedro-Woolley
 - A memo summarizing existing development regulations that need to be revised or updated to be consistent with the 2025 Comprehensive Plan periodic update
- 6.2 Chapter 1 – Introduction and Vision Statement. Provide draft copies of the Plan Introduction to the City for staff and public review and comment
- 6.3 Conduct a visioning charette with the Planning Commission and up to 2 workshops with the Planning Commission and the City Council on the vision statement.

Task 7: Amendments to Comprehensive Plan Elements

The Consultant will provide a revised Comprehensive Plan consistent with City feedback during earlier phases, in preparation of the final adoption process. To help track changes, a decision matrix may be included, if the City desires. Particular attention will be given to the following subject matters.

Housing

The Consultant will work closely with the City and the County, as needed, to ensure the team has all the information needed to demonstrate compliance with the Growth Management Act's housing requirements following guidance by the Department of Commerce. Work by the County is still in progress.

Land Use

The Consultant will provide updates to the Land Use Element based on the results of the land capacity analysis, growth projections, and housing allocations by income band. This may include textual as well as map changes in the Land Use Element. The Consultant will ensure there is close coordination and consistency between the transportation, economic development, capital facilities, and other elements based on changes to the land use element. Changes to the Land Use Element will also need to be closely coordinated with the Climate Element work.

Capital Facilities

The Consultant will assess changes needed in the Capital Facilities Element to account for new housing allocations and land use map changes. This will be consistent with the GMA requirement to identify all capital facilities that are needed to service planned growth within the planning period, including general location and capacity and a six-year financing plan for improvements. This may include revisions to levels of service for capital facilities. Policy changes will also need to be closely coordinated with the Climate Element work.

Parks and Recreation

The Consultant will focus its review of the Parks and Recreation Element to integrating revised impact fees into the plan to ensure the fees are properly designed to service new growth as required by state statute. Policy changes may also be needed depending on changes in the Land Use Element and the Climate Element.

Deliverables:

- 7.1 Chapter 2 – Land Use Element
 - 7.1.1 Draft land use element to City for staff and public review and comment
 - 7.1.2 Final land use element
 - 7.1.3 Revised Future Land Use Map (FLUM) and land use area calculations
- 7.2 Chapter 3 – Transportation Element (By City). Consultant to coordinate with public works department to integrate its update of the Transportation Element.
- 7.3 Chapter 4 – Public Utilities Element (By City). Consultant to coordinate with public works department to ensure information and projections are consistent throughout and support the Land Use Element.
- 7.4 Chapter 5 – Housing Element
 - 7.4.1 Ensure housing projections are consistent with county-wide SCOG data
 - 7.4.2 Estimate of necessary City and County investment to achieve goals during the planning period
 - 7.4.3 Final Housing Element provided to the City
- 7.5 Parks and Recreation Element
 - 7.5.1 Summary of revised park impact fees
 - 7.5.2 Draft copies of the Parks, Recreation, and Open Space Element to the City for staff and public review and comment
 - 7.5.3 Final Parks, Recreation, and Open Space Element provided to the City
- 7.6 Capital Facilities Element
 - 7.6.1 Map of the locations and capacities of capital facilities owned or used by public entities
 - 7.6.2 Forecast of future needs, proposed locations, and capacities of expanded or new facilities
 - 7.6.3 Draft copies of Capital Facilities Element to City staff and public for review and comment
 - 7.6.4 Final Capital Facilities Element to the City
- 7.7 Economic Development Element
 - 7.7.1 Draft copies of amended Economic Development Element to City staff and public for review and comment
 - 7.7.2 Final Economic Development Element to the City
- 7.8 Updated Comprehensive Land Use Map to City for staff and public review and comment

Climate Element and Resilience / GHG Emission Reduction Sub-Elements

Task 8: Engagement Strategy

In conjunction with Task 1, the Consultant will coordinate a kickoff meeting with the City to build out the project charter to outline goals, roles and responsibilities, key contacts, and a detailed project schedule.

Initial efforts under this task would include working with the City to develop a resident engagement strategy that supports environmental justice and the goals of HB 1181. The Consultant team will work with the City to form a Climate Policy Advisory Team (CPAT) that is a reasonable size and represents a

cross-section of the community. It is anticipated that the CPAT will meet up to two times at the outset of the project and ~~up to at least four to six~~ group meetings or check-ins throughout the project.

A more detailed engagement strategy will be developed as part of this task.

Deliverables:

- 8.1 Draft and Final Resident Engagement Strategy (may be combined with Task 4)
- 8.2 Initial Climate Policy Advisory Team [Formation \(documented in Climate Workbook\) Report](#)
- 8.3 [Climate Impacts Survey Summary Report](#)

Task 9: Sedro-Woolley Profile

The Consultant team will create a profile for the City that describes the Sedro-Woolley community with a focus on greenhouse gas emissions and resilience opportunities and builds the basis for integration of the Climate Element into the broader comprehensive plan effort. The Sedro-Woolley Profile Report will be based on feedback from interviews with the CPAT and any additional interview subjects identified early in the process, and documented known sources and potential interventions for Vehicle Miles Travelled (VMT) emissions.

Deliverables:

- 9.1 Sedro-Woolley Profile and preliminary findings of opportunities for VMT reductions, other GHG emissions reductions, and resilience improvements

Task 10: Climate Impacts for Resilience Sub-Element

The second sub-element to the Climate Element, the Community Resilience Sub-Element, will bring full circle the community input gathered during earlier phases combined with the City's vision and best available science to develop a list of measures the City can use to address a changing climate. These measures will be cross referenced to the County's Natural Hazards Mitigation Plan and other plans as described in the following task and coordinated with neighboring jurisdictions to ensure consistency and applicability.

Deliverables:

- 10.1 Report of assets and hazards with preliminary mitigation prioritization [\(combined with Deliverable 11.1\)](#)

Task 11: Audit Existing Plans & Policies for Resilience Sub-Element

The Consultant team will focus on gaps and opportunities related to Sedro-Woolley's existing comprehensive plan and the Skagit County Comprehensive Emergency Management Plan, Natural Hazard Mitigation Plan, Fire Mobilization Plan, and Community Wildfire Protection Plan among others. Sedro-Woolley has a Natural Hazard Plan that represents the contributions of the relevant City departments to the County's overall plan. Since it appears the City's portion of the plan was last updated in 2003, this analysis of existing plans and policies will also need to include whether the framework of that plan, including the three "neighborhoods" into which the city was divided and a table of risks and hazards, should be maintained or revisited.

Deliverables:

- 11.1 Report on Climate Change Hazards, Gaps, and Opportunities in Existing Plans

Task 12: VMT Baseline for GHG Reduction Sub-Element

For the VMT baseline for the GHG Reduction sub-element the Consultant team will include Commerce data with a detailed household travel survey by September 2024. This survey will include a random sample of households. This includes preparing the survey, outreach materials, conducting surveys and interviews, and following up with responding households. The survey findings will also include a framework for how the survey could be repeated in future years.

Deliverables:

- 12.1 Report of the findings of the household travel survey

Task 13: VMT Reduction Strategies & Targets

Once the household travel survey is complete, the Consultant team will work with the CPAT to identify communities within the City that are traditionally underrepresented in the planning process and set up a public meeting to share the results of the household travel survey, share potential VMT reduction measures and targets, and collect public ideas for other ways VMT can be reduced.

The Consultant will also integrate the communication on VMT reduction strategies and targets into the overall engagement strategy for the Climate Element and the overall comprehensive plan update. This will include redline input from the Climate Element team for other comp plan elements based on the VMT and GHG strategies and targets.

Deliverables:

- 13.1 Draft GHG emissions and VMT reduction targets and strategies
- 13.2 VMT and GHG reduction targets report, including results of engagement
- 13.3 Redline markup of other comp plan elements

Task 14: Assess Vulnerability & Risk for Resilience Sub-Element

The Consultant will lead engagement with the community to help identify sensitivity to hazards, adaptive capacities and assets, vulnerabilities, and risks. This effort will be integrated into the overall engagement strategy but will adapt as the project unfolds. Methods to engage on this subject may include facilitated group discussions with community groups, online surveys and mapping tools, and prioritization exercises to help hone and refine the mitigation measures developed earlier in the project.

Deliverables:

- 14.1 Report on current risks and vulnerabilities ([documented in Climate Workbook](#))

Task 15: Integrate Climate Element with Comprehensive Plan

The Consultant will lead and ensure the Climate Element is coordinated with the overall update of the Comprehensive Plan. This includes public engagement to ensure clarity and understanding between the two components; ensuring policies are written and implemented between the Climate Element and the

rest of the plan; and ensuring other comp plan elements contain goals and policies that bolster the City's responsibility regarding GHG reductions and resilience.

Deliverables:

15.1 Report of Comp Plan Audit and Reconciliation ([documented in Climate Workbook and Deliverable 11.1](#))

Task 16: VMT & GHG Goals & Policies

The Consultant will prepare draft goals and policies for VMT and GHG emissions reductions. These goals and policies will be based on how the City can implement the GHG reduction and resilience priorities that emerge during earlier phases, including input from the public, especially historically underrepresented communities. Additionally, the goals and policies must comply with the Growth Management Act and be consistent with the countywide planning policies.

Deliverables:

16.1 Draft goals and policies for VMT and GHG emissions reductions ([documented in a Technical Memorandum](#))

Task 17: Integrate Resilience Goals & Policies

The Consultant will prepare draft goals and policies for the resilience sub-element. Resilience goals and policies will be drafted after extensive public and stakeholder engagement to ensure the plan supports the resilience measures identified in previous phases of the project.

Deliverables:

17.1 Draft goals and policies for Resilience Sub-Element

17.2 ~~Draft ordinance adopting goals and policies related to the resilience sub-element~~ [Attend up to 8 adoption \(in-person\) meetings](#)

17.3 [Integrate goals and policies into the Comprehensive Plan and update the Comprehensive Plan throughout.](#)

17.43 Draft [recommended](#) updates to the City's portion of the FEMA hazard mitigation plan, as needed

Task 18: Tracking VMT & GHG Reduction Progress

The Consultant team will create methods and reporting procedures for plan implementation. This will include close coordination with the comp plan update, including preparation of an implementation matrix that tracks responsible parties and reporting metrics. This may include an implementation plan for future funding, if necessary.

Deliverables:

18.1 Procedures to measure progress toward VMT and GHG reduction goals, including responsibility and reporting metrics

18.2 Implementation plan for future funding

Task 19: Summary

As a final task, the Consultant will prepare a final detailed summary of the methods and results in developing the two Climate sub-elements. This product would serve as a long-term record of the City's efforts and decision process in establishing relevant Comprehensive Plan goals and policies.

Deliverables:

19.1 Summary report on the development of two Climate sub-elements

Task 20: SEPA Environmental Review and Scoping

The Consultant team will be responsible for the SEPA process, including completing a SEPA checklist and initial SEPA determination.

Deliverables:

203.1 Completed SEPA checklist that summarizes the impacts of the 2025 Comprehensive Plan and integration of the Climate Element and Resilience Sub Element.

203.2 SEPA (Mitigated) Determination of Non-significance

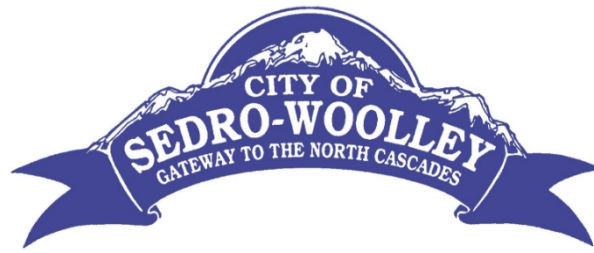
Assumptions

- Water System Plan, Sanitary Sewer System Plan, Storm System Plan, Transportation System Plan, Transportation Element, and Utilities Element are being separately prepared by the City and are not included in this scope. However, all or portions of these plans or documents will need to be integrated into the overall comprehensive plan update.
- An Environmental Impact Statement will not be necessary.
- Development regulations updates needed to comply with new comprehensive plan requirements are not included as part of this scope.
- Critical Areas Ordinance revisions and analysis of compliance with best available science are not included as part of this scope.
- Contents of the updated Comprehensive Plan will be generally comparable in breadth and depth to the existing plan.
- All tasks include routine coordination (i.e., email, phone, virtual meetings) with City staff needed to complete the task.
- Comments provided to the consultant team by City staff will be consolidated.
- Deliverables will typically have one round of review by City staff. If the revised deliverable still does not meet City satisfaction, additional minor revisions will be performed by the consultant team.
- The City will record and track the public record.
- Anticipated expenses include standard per diems, mileage, and reprographic services for meeting materials. It is anticipated that the City will be responsible for the printing of all other meeting materials.
- The Consultant will perform the scope of work according to the agreed upon timeline with the goal of completing all grant deliverable tasks by June 30, 2025. However, many facets of these tasks, including City and Commerce coordination, public outreach efforts, and local adoption processes and timelines, may be outside of the control of the Consultant.
- Attendance at additional public meetings may require future amendments to this contract.

1

EXHIBIT "B"**BUDGET**

TASK	DESCRIPTION	TOTAL
Comprehensive Plan Update		
Task 1	General Requirements	\$9,614
Task 2	Information Gathering	\$14,380
Task 3	SEPA Environmental Review and Scoping	See Task 20 \$4,516
Task 4	Public Outreach	\$10,396
Task 5	Meetings and Hearings	\$17,6963,180
Task 6	Plan and Policy Review	\$3,792
Task 7	Amendments to Comprehensive Plan Elements	\$31,810
Expenses		\$1,578
Sub-Total		\$89,266
Climate Element and Resilience Sub-Element		
Task 8	Engagement Strategy	\$23,500
Task 9	Sedro-Woolley Profile	\$12,409
Task 10	Climate Impacts for Resilience Sub-Element	\$18,966
Task 11	Audit Existing Plans & Policies for Resilience Sub-Element	\$11,218
Task 12	VMT Baseline for GHG Reduction Sub-Element	\$28,718
Task 13	VMT Reduction Strategies & Targets	\$25,080
Task 14	Assess Vulnerability & Risk for Resilience Sub-Element	\$30,374
Task 15	Integrate Climate Element with Comprehensive Plan	\$22,432
Task 16	VMT & GHG Goals & Policies	\$7,430
Task 17	Integrate Resilience Goals & Policies	\$50,09228,608
Task 18	Tracking VMT & GHG Reduction Progress	\$10,678
Task 19	Summary	\$6,036
<u>Task 20</u>	<u>SEPA Environmental Review and Scoping</u>	<u>\$8,546</u>
Expenses		\$4,285
Sub-Total		\$259,734229,734
TOTAL		\$3419,000



City Council Agenda Item

Agenda Item No.: m.4.

Date: May 28, 2025

From: Bill Bullock, Public Works Director

Subject: Award Authorization - 2025 Pavement and Pedestrian Improvements Project

RECOMMENDED ACTION:

Motion to authorize the Mayor, or designee, to award the 2025 Pavement and Pedestrian Improvements Project, contract 2025-PW-02, to Excavation West, Inc. of Sedro-Woolley, WA in the amount of \$1,067,101.82 (including sales tax).

BACKGROUND/SUMMARY INFORMATION:

As of January 29, 2025, the City finalized a grant agreement with the Transportation Improvement Board (TIB) for engineering design and construction to overlay State Street (Schedule A), from Maple Street to SR 9, and SR 9 to Rita Street. An overlay of Township Street (Schedule B), from SR 20 to State Street, is also included in this grant agreement. Locally funded road repairs for Bingham Place (Schedule C) Warner Street (Schedule D), from 3rd Street to 4th Street are also to be included in this project under separate schedules.

Bids closed on May 13, 2025 with Excavation West, Inc. being the apparent low bidder out of six bids received. Their bid submittal is in the amount of **\$1,067,101.82**. This amount is \$23,263.18 (2.1%) under the Engineer's Estimate for the project. The bid tabulation is attached.

Project activities will include full-depth pavement repairs, a Hot Mix Asphalt overlay, ADA ramp upgrades, replacing broken sidewalk panels, stormwater improvements, and striping. These necessary improvements will improve motorized and non-motorized mobility within the city while preserving invaluable infrastructure.

Design work for this contract was completed in-house, by the Sedro-Woolley Engineering Department. Construction management will be performed by the Sedro-Woolley Engineering Department, with the Assistant City Engineer acting as Project Manager. Kyle Anderson and Wally Hoyt will provide construction inspection and support.

Schedule C – Bingham Place is funded strictly by local funds and is not funded by TIB. Staff recognized that the additional Schedule C could potentially exceed our local funding target for the entire project. Staff included Schedule C in the bidding process to establish what the true low-bid cost would be and determine whether the City could afford this work within existing budget limits or reduce this schedule to meet funding availability.

After evaluating the bids, Schedule C exceeds the budget that was planned for this project. Our plan is to delete the paving and paving related elements from Schedule C, but keep in sidewalk repairs and ADA sidewalk upgrades which allows the City to make progress towards necessary repairs and stay within budget.

After the contract is signed, the City will execute a change order to redact these paving related items to remain under budget. This would be an anticipated savings of approximately \$122,000.00 and would still allow for enough funding to complete necessary sidewalk repairs and ADA ramp upgrades for Bingham Place.

Paving improvements to Bingham Place would occur in our next paving improvement cycle when additional budget becomes available.

FISCAL IMPACT, IF APPROPRIATE:

Schedule A - State Street, from Maple Street to SR 9, and SR 9 to Rita Street

TIB Grant	\$ 324,688.56
REET I & II	\$ 57,297.98
TOTAL	\$ 381,986.54

Schedule B - Township Street, from SR 20 to State Street

TIB Grant	\$ 330,636.09
REET I & II	\$ 58,347.54
TOTAL	\$ 388,983.63

Schedule C – Bingham Place

REET I & II	\$ 232,483.05
TOTAL	\$ 232,483.05

Schedule D – Warner Street, 3rd Street to 4th Street

REET I & II	\$ 63,648.60
TOTAL	\$ 63,648.60

Combined Funding Proposed at Time of Bid

TIB Grant	\$ 678,497.00
REET I & II	\$ 388,604.82
TOTAL	\$ 1,067,101.82

Combined Funding Proposed Post Change Order (Approximate)

TIB Grant	\$ 678,497.00
REET I & II	\$ 266,604.82
TOTAL	\$ 945,101.82

Local funding is made up of remaining REET 1 & II funding as discussed and approved at the July 24, 2024, council meeting. At that time, Construction costs were estimated to be \$1,165,000 for work to be done on State Street and Township Street with TIB Grant funds at \$1,015,000.00 and local City funds at \$150,000. After the bid opening, the estimated costs for construction are \$1,067,101.82 with TIB funds at \$678,497.00 and local City funds at \$388,604.82.

After the proposed change order takes effect, estimated costs for construction would be \$945,101.82 with TIB funds at \$678,497.00 and local City matching funds at \$266,604.82.

There are sufficient local funds available to award the project once the change order is executed.

ATTACHMENTS:

1. 2025_pavement_and_pedestrian_improvements_final_bid_results



2025 Pavement and Pedestrian Improvements Project
Prepared by: Kyle Anderson - Assistant City Engineer
Bid Date: May 13, 2025, 2:00 PM

2025-PW-02

FINAL						Engineer's Opinion of Probable Construction Cost		Excavation West, Inc. Sedro-Woolley, WA		Lakeside Industries, Inc. Anacortes, WA		SRV Construction Anacortes, WA		Larry Brown Construction, Inc. Bellingham, WA		Colacurcio Brothers, Inc. Blaine, WA		Fisher Construction Group Burlington, WA	
Bid Tabualtion																			
ITEM NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
SCHEDULE A- STATE ST, MAPLE ST TO SR 9 & SR 9 TO RITA ST																			
A-1	Spill Prevention, Control and Countermeasures (SPCC) Plan	LS	1	\$1,000.00	\$1,000.00		\$220.00	\$220.00	\$600.00	\$600.00	\$250.00	\$250.00	\$415.00	\$415.00	\$1,000.00	\$1,000.00	\$537.62	\$537.62	
A-2	Mobilization	LS	1	\$30,000.00	\$30,000.00		\$34,726.00	\$34,726.00	\$40,000.00	\$40,000.00	\$44,000.00	\$44,000.00	\$38,000.00	\$38,000.00	\$60,000.00	\$60,000.00	\$22,873.77	\$22,873.77	
A-3	Project Temporary Traffic Control	LS	1	\$10,000.00	\$10,000.00		\$70,897.00	\$70,897.00	\$84,000.00	\$84,000.00	\$22,000.00	\$22,000.00	\$68,400.00	\$68,400.00	\$175,000.00	\$175,000.00	\$65,704.95	\$65,704.95	
A-4	Removal of Structures and Obstructions	LS	1	\$7,000.00	\$7,000.00		\$3,007.00	\$3,007.00	\$2,100.00	\$2,100.00	\$3,000.00	\$3,000.00	\$825.00	\$825.00	\$2,000.00	\$2,000.00	\$5,205.23	\$5,205.23	
A-5	Removal of Asphalt/Conc Pavement	SY	375	\$44.00	\$16,500.00		\$53.73	\$20,148.75	\$32.00	\$12,000.00	\$44.00	\$16,500.00	\$58.85	\$22,068.75	\$100.00	\$37,500.00	\$38.99	\$14,621.25	
A-6	Removal of Conc. Sidewalk and Ramps	SY	125	\$30.00	\$3,750.00		\$14.84	\$1,855.00	\$34.00	\$4,250.00	\$24.00	\$3,000.00	\$42.45	\$5,306.25	\$75.00	\$9,375.00	\$71.57	\$8,946.25	
A-7	Removal of Conc. Curb and Gutter	LF	275	\$35.00	\$9,625.00		\$13.24	\$3,641.00	\$19.00	\$5,225.00	\$11.00	\$3,025.00	\$20.05	\$5,513.75	\$30.00	\$8,250.00	\$30.18	\$8,299.50	
A-8	Remove Pavement Markings	LS	1	\$700.00	\$700.00		\$306.83	\$306.83	\$400.00	\$400.00	\$350.00	\$350.00	\$310.00	\$310.00	\$500.00	\$500.00	\$323.42	\$323.42	
A-9	Planing Bituminous Pavement	SY	3,300	\$5.50	\$18,150.00		\$5.23	\$17,259.00	\$7.60	\$25,080.00	\$3.90	\$12,870.00	\$7.50	\$24,750.00	\$9.00	\$29,700.00	\$8.16	\$26,928.00	
A-10	Adjust Existing Structures	EA	35	\$1,200.00	\$42,000.00		\$698.00	\$24,430.00	\$860.00	\$30,100.00	\$1,010.00	\$35,350.00	\$1,465.00	\$51,275.00	\$1,200.00	\$42,000.00	\$1,294.20	\$45,297.00	
A-11	Inlet Protection	EA	18	\$80.00	\$1,440.00		\$40.00	\$720.00	\$90.00	\$1,620.00	\$77.50	\$1,395.00	\$55.00	\$990.00	\$100.00	\$1,800.00	\$56.51	\$1,017.18	
A-12	HMA CL 1/2-In. PG 58-22	TON	800	\$145.00	\$116,000.00		\$150.31	\$120,248.00	\$130.00	\$104,000.00	\$172.00	\$137,600.00	\$147.15	\$117,720.00	\$160.00	\$128,000.00	\$5,205.23	\$4,164,184.00	
A-13	Ductile Iron Storm Sewer Pipe, 6-Inch	LF	46	\$135.00	\$6,210.00		\$236.60	\$10,883.60	\$97.00	\$4,462.00	\$120.00	\$5,520.00	\$91.90	\$4,227.40	\$125.00	\$5,750.00	\$137.01	\$6,302.46	
A-14	Catch Basin, Inlet	EA	1	\$1,700.00	\$1,700.00		\$1,208.00	\$1,208.00	\$2,000.00	\$2,000.00	\$2,450.00	\$2,450.00	\$1,865.00	\$1,865.00	\$4,000.00	\$4,000.00	\$2,556.82	\$2,556.82	
A-15	Catch Basin, Type 1	EA	1	\$1,600.00	\$1,600.00		\$3,283.00	\$3,283.00	\$2,500.00	\$2,500.00	\$2,590.00	\$2,590.00	\$3,450.00	\$3,450.00	\$4,000.00	\$4,000.00	\$3,617.52	\$3,617.52	
A-16	Cement Conc. Traffic Curb and Gutter	LF	275	\$65.00	\$17,875.00		\$56.90	\$15,647.50	\$57.00	\$15,675.00	\$57.50	\$15,812.50	\$55.00	\$15,125.00	\$72.00	\$19,800.00	\$58.19	\$16,002.25	
A-17	Cement Conc. Sidewalk	SY	125	\$130.00	\$16,250.00		\$124.14	\$15,517.50	\$120.00	\$15,000.00	\$113.00	\$14,125.00	\$110.20	\$13,775.00	\$135.00	\$16,875.00	\$120.80	\$15,100.00	
A-18	Sidewalk Ramp – New	EA	6	\$3,500.00	\$21,000.00		\$2,485.40	\$14,912.40	\$4,900.00	\$29,400.00	\$3,650.00	\$21,900.00	\$2,375.00	\$14,250.00	\$4,500.00	\$27,000.00	\$2,223.92	\$13,343.52	
A-19	Pedestrian Curb	LF	125	\$65.00	\$8,125.00		\$58.60	\$7,325.00	\$63.00	\$7,875.00	\$60.00	\$7,500.00	\$51.15	\$6,393.75	\$105.00	\$13,125.00	\$49.74	\$6,217.50	
A-20	Paint Line	LF	2,300	\$1.00	\$2,300.00		\$0.64	\$1,472.00	\$0.70	\$1,610.00	\$0.75	\$1,725.00	\$0.65	\$1,495.00	\$1.00	\$2,300.00	\$0.67	\$1,541.00	
A-21	Plastic Stop Line	LF	32	\$10.00	\$320.00		\$12.78	\$408.96	\$14.00	\$448.00	\$14.40	\$460.80	\$13.00	\$416.00	\$15.00	\$480.00	\$13.48	\$431.36	
A-22	Plastic Crosswalk Line	SF	600	\$6.50	\$3,900.00		\$9.59	\$5,754.00	\$11.00	\$6,600.00	\$10.80	\$6,480.00	\$9.75	\$5,850.00	\$11.00	\$6,600.00	\$10.11	\$6,066.00	
A-23	Temporary Pavement Markings	LF	1,900	\$1.25	\$2,375.00		\$1.64	\$3,116.00	\$0.70	\$1,330.00	\$1.40	\$2,660.00	\$0.75	\$1,425.00	\$2.50	\$4,750.00	\$1.81	\$3,439.00	
	Force Account – Unanticipated Conflicts	EST	EST	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
	TOTAL SCHEDULE A				\$342,820.00			\$381,986.54			\$401,275.00		\$365,563.30		\$408,845.90		\$604,805.00		\$4,443,555.60

SCHEDULE B- TOWNSHIP ST, SR 20 TO STATE ST																		
B-1	Spill Prevention, Control and Countermeasures (SPCC) Plan	LS	1	\$1,000.00	\$1,000.00		\$220.00	\$220.00	\$600.00	\$600.00	\$250.00	\$250.00	\$415.00	\$415.00	\$1,000.00	\$1,000.00	\$1,075.23	\$1,075.23
B-2	Mobilization	LS	1	\$40,000.00	\$40,000.00		\$35,362.00	\$35,362.00	\$14,500.00	\$14,500.00	\$47,500.00	\$47,500.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$17,936.77	\$17,936.77
B-3	Project Temporary Traffic Control	LS	1	\$35,000.00	\$35,000.00		\$45,652.00	\$45,652.00	\$88,000.00	\$88,000.00	\$25,500.00	\$25,500.00	\$71,700.00	\$71,700.00	\$70,000.00	\$70,000.00	\$61,866.48	\$61,866.48
B-4	Removal of Asphalt/Conc Pavement	SY	770	\$44.00	\$33,880.00		\$38.07	\$29,313.90	\$19.00	\$14,630.00	\$32.00	\$24,640.00	\$56.60	\$43,582.00	\$40.00	\$30,800.00	\$31.31	\$24,108.70
B-5	Removal of Conc. Sidewalk and Ramps	SY	70	\$30.00	\$2,100.00		\$8.38	\$586.60	\$34.00	\$2,380.00	\$30.00	\$2,100.00	\$46.55	\$3,258.50	\$60.00	\$4,200.00	\$65.83	\$4,608.10
B-6	Removal of Conc. Curb and Gutter	LF	105	\$35.00	\$3,675.00		\$11.77	\$1,235.85	\$19.00	\$1,995.00	\$14.00	\$1,470.00	\$22.65	\$2,378.25	\$26.00	\$2,730.00	\$54.78	\$5,751.90
B-7	Remove Pavement Markings	LS	1	\$1,000.00	\$1,000.00		\$1,150.00	\$1,150.00	\$1,200.00	\$1,200.00	\$1,250.00	\$1,250.00	\$1,135.00	\$1,135.00	\$1,500.00	\$1,500.00	\$1,179.12	\$1,179.12
B-8	Planing Bituminous Pavement	SY	4000	\$5.50	\$22,000.00		\$3.98	\$15,920.00	\$6.00	\$24,000.00	\$3.60	\$14,400.00	\$6.70	\$26,800.00	\$7.50	\$30,000.00	\$25.54	\$102,160.00
B-9	Adjust Existing Structures	EA	45	\$1,200.00	\$54,000.00		\$769.00	\$34,605.00	\$860.00	\$38,700.00	\$1,050.00	\$47,250.00	\$1,515.00	\$68,175.00	\$1,000.00	\$45,000.00	\$1,297.63	\$58,393.35
B-10	Inlet Protection	EA	18	\$80.00	\$1,440.00		\$40.00	\$720.00	\$90.00	\$1,620.00	\$78.00	\$1,404.00	\$55.50	\$999.00	\$100.00	\$1,800.00	\$56.51	\$1,017.18
B-11	HMA CL 1/2-In. PG 58-22	TON	1300	\$145.00	\$188,500.00		\$136.73	\$177,749.00	\$120.00	\$156,000.00	\$165.00	\$214,500.00	\$136.20	\$177,060.00	\$150.00	\$195,000.00	\$132.64	\$172,432.00
B-12	Cement Conc. Traffic Curb and Gutter	LF	110	\$65.00	\$7,150.00		\$61.63	\$6,779.30	\$57.00	\$6,270.00	\$60.00	\$6,600.00	\$53.75	\$5,912.50	\$75.00	\$8,250.00	\$61.64	\$6,780.40
B-13	Cement Conc. Sidewalk	SY	70	\$130.00	\$9,100.00		\$128.47	\$8,992.90	\$120.00	\$8,400.00	\$110.50	\$7,735.00	\$110.20	\$7,714.00	\$140.00	\$9,800.00	\$117.55	\$8,228.50
B-14	Sidewalk Ramp – New	EA	3	\$3,500.00	\$10,500.00		\$3,296.00	\$9,888.00	\$4,900.00	\$14,700.00	\$3,650.00	\$10,950.00	\$2,375.00	\$7,125.00	\$3,800.00	\$11,400.00	\$2,697.72	\$8,093.16
B-15	Pedestrian Curb	LF	36	\$65.00	\$2,340.00		\$68.58	\$2,468.88	\$63.00	\$2,268.00	\$70.00	\$2,520.00	\$51.15	\$1,841.40	\$110.00	\$3,960.00	\$49.74	\$1,790.64
B-16	Paint Line – Centerline	LF	2300	\$1.00	\$2,300.00		\$0.65	\$1,495.00	\$0.70	\$1,610.00	\$0.75	\$1,725.00	\$0.65	\$1,495.00	\$1.00	\$2,300.00	\$0.67	\$1,541.00
B-17	Plastic Stop Line	LF	100	\$10.00	\$1,000.00		\$13.15	\$1,315.00	\$14.00	\$1,400.00	\$14.50	\$1,450.00	\$13.00	\$1,300.00	\$15.00	\$1,500.00	\$13.48	\$1,348.00
B-18	Plastic Crosswalk Line	SF	580	\$6.50	\$3,770.00		\$9.59	\$5,562.20	\$11.00	\$6,380.00	\$11.00	\$6,380.00	\$9.75	\$5,655.00	\$11.00	\$6,380.00	\$10.11	\$5,863.80
B-19	Temporary Pavement Markings	LF	2300	\$1.25	\$2,875.00		\$2.16	\$4,968.00	\$0.60	\$1,380.00	\$1.35	\$3,105.00	\$0.75	\$1,725.00	\$2.50	\$5,750.00	\$3.14	\$7,222.00
B-20	Force Account – Unanticipated Conflicts	EST	EST	\$5,000.00	\$5,000.00		\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00



2025 Pavement and Pedestrian Improvements Project
Prepared by: Kyle Anderson - Assistant City Engineer
Bid Date: May 13, 2025, 2:00 PM

2025-PW-02

FINAL						Engineer's Opinion of Probable Construction Cost		Excavation West, Inc. Sedro-Woolley, WA		Lakeside Industries, Inc. Anacortes, WA		SRV Construction Anacortes, WA		Larry Brown Construction, Inc. Bellingham, WA		Colacurcio Brothers, Inc. Blaine, WA		Fisher Construction Group Burlington, WA	
Bid Tabualtion																			
ITEM NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT
SCHEDULE C - BINGHAM PL																			
C-1	Spill Prevention, Control and Countermeasures (SPCC) Plan	LS	1	\$1,000.00	\$1,000.00	\$220.00	\$220.00	\$600.00	\$600.00	\$250.00	\$250.00	\$415.00	\$415.00	\$1,000.00	\$1,000.00	\$1,075.23	\$1,075.23		
C-2	Mobilization	LS	1	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00	\$29,750.00	\$29,750.00	\$20,000.00	\$20,000.00	\$30,000.00	\$30,000.00	\$10,373.77	\$10,373.77		
C-3	Project Temporary Traffic Control	LS	1	\$5,000.00	\$5,000.00	\$14,427.00	\$14,427.00	\$28,000.00	\$28,000.00	\$11,500.00	\$11,500.00	\$47,100.00	\$47,100.00	\$59,000.00	\$59,000.00	\$4,913.70	\$4,913.70		
C-4	Removal of Asphalt/Conc Pavement	SY	1050	\$44.00	\$46,200.00	\$31.12	\$32,676.00	\$14.00	\$14,700.00	\$23.00	\$24,150.00	\$53.80	\$56,490.00	\$85.00	\$89,250.00	\$16.25	\$17,062.50		
C-5	Removal of Conc. Sidewalk and Ramps	SY	225	\$30.00	\$6,750.00	\$10.94	\$2,461.50	\$34.00	\$7,650.00	\$32.00	\$7,200.00	\$42.55	\$9,573.75	\$60.00	\$13,500.00	\$47.00	\$10,575.00		
C-6	Removal of Conc. Curb and Gutter	LF	250	\$35.00	\$8,750.00	\$10.09	\$2,522.50	\$19.00	\$4,750.00	\$19.00	\$4,750.00	\$20.05	\$5,012.50	\$25.00	\$6,250.00	\$32.42	\$8,105.00		
C-7	Planing Bituminous Pavement	SY	800	\$5.50	\$4,400.00	\$13.97	\$11,176.00	\$19.00	\$15,200.00	\$7.20	\$5,760.00	\$15.40	\$12,320.00	\$15.00	\$12,000.00	\$17.22	\$13,776.00		
C-8	HMA CL 1/2 In. PG 58-22	TON	450	\$145.00	\$65,250.00	\$187.27	\$84,271.50	\$148.00	\$66,600.00	\$178.00	\$80,100.00	\$168.00	\$75,600.00	\$185.00	\$83,250.00	\$163.58	\$73,611.00		
C-9	Adjust Existing Structures	EA	10	\$1,200.00	\$12,000.00	\$702.00	\$7,020.00	\$860.00	\$8,600.00	\$1,050.00	\$10,500.00	\$1,675.00	\$16,750.00	\$1,000.00	\$10,000.00	\$1,276.99	\$12,769.90		
C-10	Inlet Protection	EA	9	\$80.00	\$720.00	\$40.00	\$360.00	\$90.00	\$810.00	\$78.00	\$702.00	\$55.50	\$499.50	\$100.00	\$900.00	\$72.24	\$650.16		
C-11	Cement Conc. Traffic Curb and Gutter	LF	250	\$65.00	\$16,250.00	\$55.43	\$13,857.50	\$57.00	\$14,250.00	\$57.50	\$14,375.00	\$53.75	\$13,437.50	\$65.00	\$16,250.00	\$59.57	\$14,892.50		
C-12	Cement Conc. Sidewalk	SY	225	\$130.00	\$29,250.00	\$105.36	\$23,706.00	\$120.00	\$27,000.00	\$118.50	\$26,662.50	\$110.20	\$24,795.00	\$120.00	\$27,000.00	\$107.33	\$24,149.25		
C-13	Sidewalk Ramp - New	EA	3	\$3,500.00	\$10,500.00	\$3,212.33	\$9,636.99	\$4,900.00	\$14,700.00	\$3,650.00	\$10,950.00	\$2,375.00	\$7,125.00	\$3,800.00	\$11,400.00	\$2,697.72	\$8,093.16		
C-14	Pedestrian Curb	LF	44	\$65.00	\$2,860.00	\$70.39	\$3,097.16	\$63.00	\$2,772.00	\$60.00	\$2,640.00	\$51.15	\$2,250.60	\$110.00	\$4,840.00	\$49.74	\$2,188.56		
C-15	Plastic Stop Line	LF	13	\$10.00	\$130.00	\$17.60	\$228.80	\$20.00	\$260.00	\$19.00	\$247.00	\$17.30	\$224.90	\$20.00	\$260.00	\$17.97	\$233.61		
C-16	Plastic Crosswalk Line	SF	190	\$6.50	\$1,235.00	\$9.59	\$1,822.10	\$11.00	\$2,090.00	\$11.00	\$2,090.00	\$9.75	\$1,852.50	\$11.00	\$2,090.00	\$10.11	\$1,920.90		
C-17	Force Account – Unanticipated Conflicts	EST	EST	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
TOTAL SCHEDULE C					\$235,295.00		\$232,483.05		\$222,982.00		\$236,626.50		\$298,446.25		\$371,990.00		\$209,390.24		
SCHEDULE D- WARNER ST, 3RD ST TO 4TH ST																			
D-1	Spill Prevention, Control and Countermeasures (SPCC) Plan	LS	1	\$1,000.00	\$1,000.00	\$220.00	\$220.00	\$600.00	\$600.00	\$250.00	\$250.00	\$415.00	\$415.00	\$1,000.00	\$1,000.00	\$1,075.23	\$1,075.23		
D-2	Mobilization	LS	1	\$7,500.00	\$7,500.00	\$3,100.00	\$3,100.00	\$8,800.00	\$8,800.00	\$15,500.00	\$15,500.00	\$6,500.00	\$6,500.00	\$8,000.00	\$8,000.00	\$7,873.77	\$7,873.77		
D-3	Project Temporary Traffic Control	LS	1	\$4,000.00	\$4,000.00	\$7,570.00	\$7,570.00	\$16,000.00	\$16,000.00	\$2,250.00	\$2,250.00	\$23,535.00	\$23,535.00	\$35,000.00	\$35,000.00	\$2,733.17	\$2,733.17		
D-4	Removal of Asphalt/Conc Pavement	SY	880	\$44.00	\$38,720.00	\$6.27	\$5,517.60	\$14.00	\$12,320.00	\$26.50	\$23,320.00	\$53.50	\$47,080.00	\$33.00	\$29,040.00	\$12.41	\$10,920.80		
D-5	HMA CL 1/2 In. PG 58-22	TON	200	\$145.00	\$29,000.00	\$208.22	\$41,644.00	\$136.00	\$27,200.00	\$166.00	\$33,200.00	\$156.00	\$31,200.00	\$172.00	\$34,400.00	\$152.53	\$30,506.00		
D-6	Paint Line - Centerline	LF	200	\$1.00	\$200.00	\$1.67	\$334.00	\$1.80	\$360.00	\$2.00	\$400.00	\$1.65	\$330.00	\$2.00	\$400.00	\$1.68	\$336.00		
D-7	Plastic Stop Line	LF	20	\$10.00	\$200.00	\$13.15	\$263.00	\$15.00	\$300.00	\$15.00	\$300.00	\$13.00	\$260.00	\$15.00	\$300.00	\$13.48	\$269.60		
D-8	Force Account – Unanticipated Conflicts	EST	EST	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
TOTAL SCHEDULE D					\$85,620.00		\$63,648.60		\$70,580.00		\$80,220.00		\$114,320.00		\$113,140.00		\$58,714.57		



2025 Pavement and Pedestrian Improvements Project
Prepared by: Kyle Anderson - Assistant City Engineer
Bid Date: May 13, 2025, 2:00 PM

2025-PW-02

FINAL

Bid Tabualtion

Engineer's Opinion of Probable Construction Cost						Excavation West, Inc. Sedro- Woolley, WA		Lakeside Industries, Inc. Anacortes, WA		SRV Construction Anacortes, WA		Larry Brown Construction, Inc. Bellingham, WA		Colacurcio Brothers, Inc. Blaine, WA		Fisher Construction Group Burlington, WA	
ITEM NO.	ITEM	UNIT	QUANTITY	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT	UNIT PRICE	TOTAL AMOUNT

TOTAL SCHEDULES A-D						\$1,090,365.00	\$1,067,101.82	\$1,085,870.00	\$1,108,138.80	\$1,294,882.80	\$1,571,305.00	\$5,208,056.74
% under / over Engr Est							2.1%	0.4%	-1.6%	-18.8%	-44.1%	-377.6%

Indicates math error

Indicates revised totals due to math errors



City Council Agenda Item

Agenda Item No.: m.5.

Date: May 28, 2025

From: Bill Bullock, Public Works Director

Subject: Award Authorization - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements

RECOMMENDED ACTION:

Motion to authorize the Mayor, or designee, to award the SR9 / John Liner / McGarigle Roundabout project, contract 2025-PW-18, to SRV Construction, Inc. of Anacortes, WA, in the amount of \$2,329,741.50 (including sales tax).

BACKGROUND/SUMMARY INFORMATION:

This project constructs an asphalt single-lane roundabout at the intersection of SR9 and John Liner/McGarigle. Improvements also include lighting, sidewalks, crosswalks, and pedestrian flashing beacons.

Bids closed on May 15, 2025, with SRV Construction, Inc. being the apparent low bidder out of four bids received. SRV Construction submitted a bid in the amount of \$2,329,741.50. This amount is \$209,438.50 (12%) under the Engineer's Estimate of \$2,539,180.00 for the project. The three lowest bids were within \$57,000, giving confidence in the low bid. The bid tabulation is attached.

Design work for this contract was completed by Reichhardt & Ebe Engineering, Inc. Construction management will also be done by R&E as approved by the Council on May 14, 2025.

The construction contractor will have 75 working days to complete the project and this has been planned to take place during the summer as much as possible. Long lead materials such as the flashing beacons and lighting may take longer.

Total project cost

Design Engineering: \$357,186

Right of Way: \$1,454,575

Construction Management: \$354,050 (includes some items in the construction contract such as surveying)

Construction: \$2,293,892

Total: \$4,459,703

Project funding

Existing Transportation Improvement Board (TIB) funds: \$3,404,134
2021 Economic Development Grant: \$250,000
Sedro-Woolley: \$805,569
Total: \$4,459,703

TIB has not authorized additional funding to cover the difference between the previously authorized project total of \$4,255,167 and the current project total of \$4,459,703.

TIB has authorized the proceeds of the sale of excess property to remain with the city to be used for transportation projects, including the roundabout. We have actively started pursuing the disposition of the Fann property on the southwest quadrant of the intersection. The land and house are currently appraised at \$510,000, although modifications to the house necessary to comply with the sight distance easement will involve removing or modifying the garage. Will also pursue sale of the Totino property on the northeast quadrant of the intersection. This property will be used as laydown, so we will start disposition after construction. The current appraised value of the land is \$150,000.

We have also submitted for an additional \$500,000 Economic Development Grant that can be used as Sedro-Woolley's contribution. Project presentations will be held May 30.

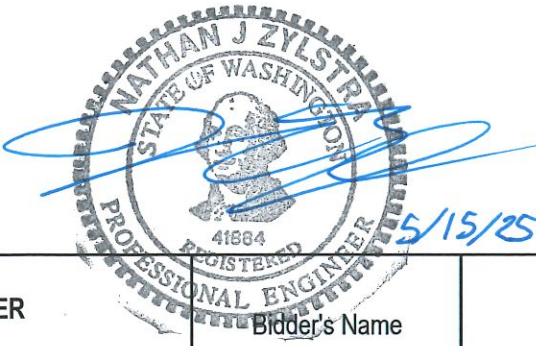
FISCAL IMPACT, IF APPROPRIATE:

Sedro-Woolley's cost of \$805,569 (primarily matching funds) are budgeted to be paid out of REET I & II (\$940,000 - match plus additional contingency). Public Works may offset a portion of the budgeted REET funds with property sales and the additional Economic Development funds if awarded.

ATTACHMENTS:

1. SR9 - Bid Tab

423 Front Street
Lynden, WA 98264
Phone: (360) 354-3687



Called By:	City of Sedro-Woolley	Bidder's Name	Engineer's Estimate	SRV	Colacurcio	Faber Construction Corporation	Marshbank	Average (Excluding Engineer's Estimate)	Standard Deviation (Excluding Engineer's Estimate)
For:	N. TOWNSHIP ST. (SR9) & JOHN-LINER INTERSECTION IMPROVEMENTS 325 Metcalf Street Sedro-Woolley, WA	Address		PO Box 507 Anacortes, WA 98221	3287 H Street Road Blaine, WA 98230	6951 Hannegan Raod Lynden, WA 98264	PO Box 97 Lake Stevens, WA 98258		
By:	Nathan Zulstra P.E. / Grace Wilson E.I.T.								
Date:	May 15, 2025								

Item No.	Item Description	Quantity	Unit	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount		
1	Mobilization	1	LS	\$ 230,000.00	\$ 230,000.00	\$ 183,000.00	\$ 183,000.00	\$230,000.00	\$ 230,000.00	\$ 141,911.00	\$ 141,911.00	\$ 238,000.00	\$ 238,000.00	\$198,227.75	\$ 38,712.94
2	Roadway Surveying	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 23,650.00	\$ 23,650.00	\$ 22,000.00	\$ 22,000.00	\$ 24,604.00	\$ 24,604.00	\$ 24,000.00	\$ 24,000.00	\$ 23,563.50	\$ 965.04
3	ADA Features Surveying	1	LS	\$ 3,000.00	\$ 3,000.00	\$ 7,200.00	\$ 7,200.00	\$ 6,000.00	\$ 6,000.00	\$ 7,494.00	\$ 7,494.00	\$ 5,200.00	\$ 5,200.00	\$ 6,473.50	\$ 924.02
4	Record Drawings	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00	\$ 3,122.00	\$ 3,122.00	\$ 2,500.00	\$ 2,500.00	\$ 3,155.50	\$ 1,136.68
5	SPCC Plan	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 500.00	\$ 500.00	\$ 2,000.00	\$ 2,000.00	\$ 1,307.00	\$ 1,307.00	\$ 1,500.00	\$ 1,500.00	\$ 1,326.75	\$ 540.18
6	Temporary Trench Patch	1,380	SF	\$ 5.00	\$ 6,900.00	\$ 6.40	\$ 8,832.00	\$ 7.60	\$ 10,488.00	\$ 6.00	\$ 8,280.00	\$ 5.00	\$ 6,900.00	\$ 6.25	\$ 0.93
7	Apprenticeship Incentive	1	CALC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
8	Apprenticeship Penalty	1	CALC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
9	Project Temporary Traffic Control	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 5,500.00	\$ 5,500.00	\$ 10,000.00	\$ 10,000.00	\$ 19,749.00	\$ 19,749.00	\$ 10,000.00	\$ 10,000.00	\$ 11,312.25	\$ 5,205.89
10	Traffic Control Supervisor	1	LS	\$ 60,000.00	\$ 60,000.00	\$ 28,000.00	\$ 28,000.00	\$ 60,000.00	\$ 60,000.00	\$ 64,154.00	\$ 64,154.00	\$ 65,000.00	\$ 65,000.00	\$ 54,288.50	\$ 15,295.19
11	Pedestrian Traffic Control	1	LS	\$ 10,000.00	\$ 10,000.00	\$ 17,000.00	\$ 17,000.00	\$ 8,000.00	\$ 8,000.00	\$ 26,581.00	\$ 26,581.00	\$ 40,000.00	\$ 40,000.00	\$ 22,895.25	\$ 11,861.49
12	Flaggers	920	HR	\$ 75.00	\$ 69,000.00	\$ 82.50	\$ 75,900.00	\$ 73.00	\$ 67,160.00	\$ 83.00	\$ 76,360.00	\$ 70.00	\$ 64,400.00	\$ 77.13	\$ 5.73
13	Other Traffic Control Labor	92	HR	\$ 75.00	\$ 6,900.00	\$ 87.75	\$ 8,073.00	\$ 115.00	\$ 10,580.00	\$ 83.00	\$ 7,636.00	\$ 70.00	\$ 6,440.00	\$ 88.94	\$ 16.39
14	Construction Signs Class A	3,245	SF	\$ 20.00	\$ 64,900.00	\$ 25.50	\$ 82,747.50	\$ 32.00	\$ 103,840.00	\$ 7.00	\$ 22,715.00	\$ 35.00	\$ 113,575.00	\$ 24.88	\$ 10.88
15	Portable Changeable Message Sign	3,030	HR	\$ 10.00	\$ 30,300.00	\$ 1.20	\$ 3,636.00	\$ 1.00	\$ 3,030.00	\$ 14.00	\$ 42,420.00	\$ 2.00	\$ 6,060.00	\$ 4.55	\$ 5.47
16	Portable Changeable Message Sign Purchased	4	EA	\$ 15,000.00	\$ 60,000.00	\$ 22,250.00	\$ 89,000.00	\$ 20,000.00	\$ 80,000.00	\$ 23,736.00	\$ 94,944.00	\$ 20,000.00	\$ 80,000.00	\$ 21,496.50	\$ 1,586.04
17	Clearing and Grubbing	1	LS	\$ 30,000.00	\$ 30,000.00	\$ 47,000.00	\$ 47,000.00	\$ 50,000.00	\$ 50,000.00	\$ 11,301.00	\$ 11,301.00	\$ 10,000.00	\$ 10,000.00	\$ 29,575.25	\$ 18,960.03
18	Removal of Structures and Obstructions	1	LS	\$ 50,000.00	\$ 50,000.00	\$ 56,000.00	\$ 56,000.00	\$ 80,000.00	\$ 80,000.00	\$ 69,112.00	\$ 69,112.00	\$ 60,000.00	\$ 60,000.00	\$ 66,278.00	\$ 9,238.17
19	Sawcut ACP	2,645	LF-IN	\$ 2.00	\$ 5,290.00	\$ 1.80	\$ 4,761.00	\$ 2.00	\$ 5,290.00	\$ 2.00	\$ 5,290.00	\$ 4.00	\$ 10,580.00	\$ 2.45	\$ 0.90
20	Sawcut PCC	450	LF-IN	\$ 2.50	\$ 1,125.00	\$ 1.20	\$ 540.00	\$ 3.00	\$ 1,350.00	\$ 3.00	\$ 1,350.00	\$ 0.75	\$ 337.50	\$ 1.99	\$ 1.02
21	Roadway Excavation Incl. Haul	2,950	CY	\$ 35.00	\$ 103,250.00	\$ 26.00	\$ 76,700.00	\$ 30.00	\$ 88,500.00	\$ 33.00	\$ 97,350.00	\$ 55.00	\$ 162,250.00	\$ 36.00	\$ 11.25
22	Gravel Borrow Incl. Haul	2,780	TON	\$ 30.00	\$ 83,400.00	\$ 23.00	\$ 63,940.00	\$ 30.50	\$ 84,790.00	\$ 30.00	\$ 83,400.00	\$ 28.00	\$ 77,840.00	\$ 27.88	\$ 2.97
23	Water	30	M GAL.	\$ 100.00	\$ 3,000.00	\$ 175.00	\$ 5,250.00	\$ 120.00	\$ 3,600.00	\$ 369.00	\$ 11,070.00	\$ 250.00	\$ 7,500.00	\$ 228.50	\$ 93.32
24	Shoring or Extra Excavation Class B	4,350	SF	\$ 1.00	\$ 4,350.00	\$ 2.00	\$ 8,700.00	\$ 1.00	\$ 4,350.00	\$ 1.00	\$ 4,350.00	\$ 1.00	\$ 4,350.00	\$ 1.25	\$ 0.43
25	Construction Geotextile for Soil Stabilization	3,150	SY	\$ 5.00	\$ 15,750.00	\$ 6.00	\$ 18,900.00	\$ 3.00	\$ 9,450.00	\$ 3.00	\$ 9,450.00	\$ 6.00	\$ 18,900.00	\$ 4.50	\$ 1.50
26	Crushed Surfacing Top Course	570	TON	\$ 50.00	\$ 28,500.00	\$ 31.00	\$ 17,670.00	\$ 47.00	\$ 26,790.00	\$ 38.00	\$ 21,660.00	\$ 65.00	\$ 37,050.00	\$ 45.25	\$ 12.74
27	Crushed Surfacing Base Course	1,530	TON	\$ 50.00	\$ 76,500.00	\$ 39.00	\$ 59,670.00	\$ 34.50	\$ 52,785.00	\$ 38.00	\$ 58,140.00	\$ 65.00	\$ 99,450.00	\$ 44.13	\$ 12.17
28	HMA Cl. 1/2", PG 58H-22	1,340	TON	\$ 160.00	\$ 214,400.00	\$ 170.00	\$ 227,800.00	\$ 158.00	\$ 211,720.00	\$ 183.00	\$ 245,220.00	\$ 150.00	\$ 201,000.00	\$ 165.25	\$ 12.48
29	Job Mix Compliance Price Adjustment	1	CALC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
30	Compaction Price Adjustment	1	CALC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
31	Textured and Pigmented Cement Concrete Pavement	460	SY	\$ 200.00	\$ 92,000.00	\$ 150.00	\$ 69,000.00	\$ 130.00	\$ 59,800.00	\$ 131.00	\$ 60,260.00	\$ 280.00	\$ 128,800.00	\$ 172.75	\$ 62.43
32	Corrosion Resistant Dowel Bar	224	EA	\$ 50.00	\$ 11,200.00	\$ 29.00	\$ 6,496.00	\$ 40.00	\$ 8,960.00	\$ 30.00	\$ 6,720.00	\$ 51.00	\$ 11,424.00	\$ 37.50	\$ 8.90
33	Tie Bar with Drill Hole	52	EA	\$ 50.00	\$ 2,600.00	\$ 15.00	\$ 780.00	\$ 20.00	\$ 1,040.00	\$ 14.00	\$ 728.00	\$ 105.00	\$ 5,460.00	\$ 38.50	\$ 38.46
34	Corrugated Polyethylene Storm Sewer Pipe 6 In. Diam.	30	LF	\$ 60.00	\$ 1,800.00	\$ 43.00	\$ 1,290.00	\$ 88.00	\$ 2,640.00	\$ 45.00	\$ 1,350.00	\$ 125.00	\$ 3,750.00	\$ 75.25	\$ 33.88
35	Solid Wall PVC Storm Sewer Pipe 8 In. Diam.	130	LF	\$ 75.00	\$ 9,750.00	\$ 70.00	\$ 9,100.00	\$ 88.00	\$ 11,440.00	\$ 59.00	\$ 7,670.00	\$ 125.00	\$ 16,250.00	\$ 85.50	\$ 25.04

For:	City of Sedro-Woolley N. TOWNSHIP ST. (SR9) & JOHN-LINER INTERSECTION IMPROVEMENTS 325 Metcalf Street Sedro-Woolley, WA	Bidder's Name Address	Engineer's Estimate	SRV PO Box 507 Anacortes, WA 98221		Colacurcio 3287 H Street Road Blaine, WA 98230		Faber Construction Corporation 6951 Hannegan Raod Lynden, WA 98264		Marshbank PO Box 97 Lake Stevens, WA 98258		Average (Excluding Engineer's Estimate)	Standard Deviation (Excluding Engineer's Estimate)		
	CERTIFIED TABULATION OF BIDS RECEIVED														
By:	Nathan Zulstra P.E. / Grace Wilson E.I.T.														
Date:	May 15, 2025														
36	Corrugated Polyethylene Storm Sewer Pipe 12 In. Diam.	340	LF	\$ 80.00	\$ 27,200.00	\$ 98.00	\$ 33,320.00	\$ 88.00	\$ 29,920.00	\$ 73.00	\$ 24,820.00	\$ 125.00	\$ 42,500.00	\$ 96.00	\$ 18.96
37	Corrugated Polyethylene Storm Sewer Pipe 18 In. Diam.	215	LF	\$ 100.00	\$ 21,500.00	\$ 150.00	\$ 32,250.00	\$ 120.00	\$ 25,800.00	\$ 95.00	\$ 20,425.00	\$ 150.00	\$ 32,250.00	\$ 128.75	\$ 23.01
38	Corrugated Polyethylene Storm Sewer Pipe 24 In. Diam.	135	LF	\$ 130.00	\$ 17,550.00	\$ 170.00	\$ 22,950.00	\$ 130.00	\$ 17,550.00	\$ 117.00	\$ 15,795.00	\$ 200.00	\$ 27,000.00	\$ 154.25	\$ 32.85
39	Catch Basin Type 1	9	EA	\$ 2,500.00	\$ 22,500.00	\$ 2,535.00	\$ 22,815.00	\$ 2,400.00	\$ 21,600.00	\$ 1,938.00	\$ 17,442.00	\$ 2,000.00	\$ 18,000.00	\$ 2,218.25	\$ 254.72
40	Catch Basin Type 1L	1	EA	\$ 2,500.00	\$ 2,500.00	\$ 4,200.00	\$ 4,200.00	\$ 2,700.00	\$ 2,700.00	\$ 2,406.00	\$ 2,406.00	\$ 2,500.00	\$ 2,500.00	\$ 2,951.50	\$ 728.60
41	Catch Basin Type 2 48 In. Diam.	6	EA	\$ 5,000.00	\$ 30,000.00	\$ 6,550.00	\$ 39,300.00	\$ 5,000.00	\$ 30,000.00	\$ 4,278.00	\$ 25,668.00	\$ 5,000.00	\$ 30,000.00	\$ 5,207.00	\$ 829.52
42	Catch Basin Type 2 48 In. Diam. With Control Structure	1	EA	\$ 10,000.00	\$ 10,000.00	\$ 11,000.00	\$ 11,000.00	\$ 10,000.00	\$ 10,000.00	\$ 8,180.00	\$ 8,180.00	\$ 10,000.00	\$ 10,000.00	\$ 9,795.00	\$ 1,017.88
43	Storm Filter	1	EA	\$ 60,000.00	\$ 60,000.00	\$ 43,000.00	\$ 43,000.00	\$ 32,000.00	\$ 32,000.00	\$ 73,000.00	\$ 73,000.00	\$ 40,000.00	\$ 40,000.00	\$ 47,000.00	\$ 15,540.27
44	Adjust Castings to Finished Grade	1	LS	\$ 7,500.00	\$ 7,500.00	\$ 13,500.00	\$ 13,500.00	\$ 8,000.00	\$ 8,000.00	\$ 20,706.00	\$ 20,706.00	\$ 6,500.00	\$ 6,500.00	\$ 12,176.50	\$ 5,571.58
45	Erosion Control and Water Pollution Prevention	1	LS	\$ 5,000.00	\$ 5,000.00	\$ 4,200.00	\$ 4,200.00	\$ 3,000.00	\$ 3,000.00	\$ 7,816.00	\$ 7,816.00	\$ 12,000.00	\$ 12,000.00	\$ 6,754.00	\$ 3,509.41
46	ESC Lead	25	DAY	\$ 150.00	\$ 3,750.00	\$ 155.00	\$ 3,875.00	\$ 75.00	\$ 1,875.00	\$ 123.00	\$ 3,075.00	\$ 120.00	\$ 3,000.00	\$ 118.25	\$ 28.49
47	High Visibility Fence	1,245	LF	\$ 7.00	\$ 8,715.00	\$ 4.50	\$ 5,602.50	\$ 4.30	\$ 5,353.50	\$ 9.00	\$ 11,205.00	\$ 6.00	\$ 7,470.00	\$ 5.95	\$ 1.88
48	Inlet Protection	11	EA	\$ 100.00	\$ 1,100.00	\$ 85.00	\$ 935.00	\$ 100.00	\$ 1,100.00	\$ 190.00	\$ 2,090.00	\$ 100.00	\$ 1,100.00	\$ 118.75	\$ 41.59
49	Street Cleaning	150	HR	\$ 200.00	\$ 30,000.00	\$ 235.00	\$ 35,250.00	\$ 86.00	\$ 12,900.00	\$ 369.00	\$ 55,350.00	\$ 175.00	\$ 26,250.00	\$ 216.25	\$ 102.90
50	Topsoil Type A	1,380	SY	\$ 15.00	\$ 20,700.00	\$ 16.00	\$ 22,080.00	\$ 16.50	\$ 22,770.00	\$ 16.00	\$ 22,080.00	\$ 16.00	\$ 22,080.00	\$ 16.13	\$ 0.22
51	Sod Installation	1,380	SY	\$ 15.00	\$ 20,700.00	\$ 9.50	\$ 13,110.00	\$ 13.00	\$ 17,940.00	\$ 10.00	\$ 13,800.00	\$ 17.00	\$ 23,460.00	\$ 12.38	\$ 2.99
52	Landscape Restoration	1	EST	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00	\$ -
53	Streambed Cobble	220	TON	\$ 125.00	\$ 27,500.00	\$ 63.00	\$ 13,860.00	\$ 65.00	\$ 14,300.00	\$ 91.00	\$ 20,020.00	\$ 80.00	\$ 17,600.00	\$ 74.75	\$ 11.45
54	Streambed Boulder	45	EA	\$ 200.00	\$ 9,000.00	\$ 166.00	\$ 7,470.00	\$ 130.00	\$ 5,850.00	\$ 184.00	\$ 8,280.00	\$ 80.00	\$ 3,600.00	\$ 140.00	\$ 39.72
55	Weed Barrier Mat	3,940	SF	\$ 5.00	\$ 19,700.00	\$ 1.00	\$ 3,940.00	\$ 1.00	\$ 3,940.00	\$ 3.00	\$ 11,820.00	\$ 5.00	\$ 19,700.00	\$ 2.50	\$ 1.66
56	Cement Conc. Traffic Curb and Gutter	310	LF	\$ 50.00	\$ 15,500.00	\$ 54.00	\$ 16,740.00	\$ 50.00	\$ 15,500.00	\$ 46.00	\$ 14,260.00	\$ 50.00	\$ 15,500.00	\$ 50.00	\$ 2.83
57	Cement Conc. Pedestrian Curb	395	LF	\$ 60.00	\$ 23,700.00	\$ 58.00	\$ 22,910.00	\$ 66.00	\$ 26,070.00	\$ 50.00	\$ 19,750.00	\$ 50.00	\$ 19,750.00	\$ 56.00	\$ 6.63
58	Roundabout Truck Apron Cem. Conc. Curb and Gutter	300	LF	\$ 70.00	\$ 21,000.00	\$ 53.00	\$ 15,900.00	\$ 50.00	\$ 15,000.00	\$ 45.00	\$ 13,500.00	\$ 50.00	\$ 15,000.00	\$ 49.50	\$ 2.87
59	Roundabout Cement Concrete Curb and Gutter	2,060	LF	\$ 65.00	\$ 133,900.00	\$ 53.00	\$ 109,180.00	\$ 48.00	\$ 98,880.00	\$ 45.00	\$ 92,700.00	\$ 45.00	\$ 92,700.00	\$ 47.75	\$ 3.27
60	Cement Conc. Driveway	325	SY	\$ 110.00	\$ 35,750.00	\$ 109.00	\$ 35,425.00	\$ 110.00	\$ 35,750.00	\$ 89.00	\$ 28,925.00	\$ 140.00	\$ 45,500.00	\$ 112.00	\$ 18.21
61	Exposed Aggregate Driveway	3	SY	\$ 200.00	\$ 600.00	\$ 550.00	\$ 1,650.00	\$ 640.00	\$ 1,920.00	\$ 550.00	\$ 1,650.00	\$ 380.00	\$ 1,140.00	\$ 530.00	\$ 94.07
62	Cement Conc. Sidewalk	860	SY	\$ 90.00	\$ 77,400.00	\$ 81.00	\$ 69,660.00	\$ 80.00	\$ 68,800.00	\$ 75.00	\$ 64,500.00	\$ 100.00	\$ 86,000.00	\$ 84.00	\$ 9.51
63	Cement Conc. Sidewalk, 0.75 Ft. Thick	45	SY	\$ 120.00	\$ 5,400.00	\$ 115.00	\$ 5,175.00	\$ 133.00	\$ 5,985.00	\$ 109.00	\$ 4,905.00	\$ 100.00	\$ 4,500.00	\$ 114.25	\$ 12.07
64	Cement Conc. Curb Ramp Type Combination, 10-ft	8	EA	\$ 4,000.00	\$ 32,000.00	\$ 2,950.00	\$ 23,600.00	\$ 2,500.00	\$ 20,000.00	\$ 1,936.00	\$ 15,488.00	\$ 2,600.00	\$ 20,800.00	\$ 2,496.50	\$ 364.19
65	Detectable Warning Surface	305	SF	\$ 75.00	\$ 22,875.00	\$ 52.00	\$ 15,860.00	\$ 50.00	\$ 15,250.00	\$ 56.00	\$ 17,080.00	\$ 60.00	\$ 18,300.00	\$ 54.50	\$ 3.84
66	Mailbox Support, Type 1	11	EA	\$ 600.00	\$ 6,600.00	\$ 615.00	\$ 6,765.00	\$ 500.00	\$ 5,500.00	\$ 1,007.00	\$ 11,077.00	\$ 900.00	\$ 9,900.00	\$ 755.50	\$ 205.64
67	Illumination System	1	LS	\$ 200,000.00	\$ 200,000.00	\$ 221,000.00	\$ 221,000.00	\$200,000.00	\$ 200,000.00	\$ 224,253.00	\$ 224,253.00	\$ 196,000.00	\$ 196,000.00	\$210,313.25	\$ 12,447.44
68	RFB System	1	LS	\$ 185,000.00	\$ 185,000.00	\$ 161,000.00	\$ 161,000.00	\$160,000.00	\$ 160,000.00	\$ 185,496.00	\$ 185,496.00	\$ 144,000.00	\$ 144,000.00	\$162,624.00	\$ 14,828.22
69	Permanent Signing	1	LS	\$ 25,000.00	\$ 25,000.00	\$ 13,750.00	\$ 13,750.00	\$ 25,000.00	\$ 25,000.00	\$ 21,544.00	\$ 21,544.00	\$ 23,000.00	\$ 23,000.00	\$ 20,823.50	\$ 4,264.21
70	Plastic Line	1,605	LF	\$ 5.00	\$ 8,025.00	\$ 5.70	\$ 9,148.50	\$ 6.50	\$ 10,432.50	\$ 6.00	\$ 9,630.00	\$ 3.00	\$ 4,815.00	\$ 5.30	\$ 1.36
71	Plastic Wide Line	350	LF	\$ 5.00	\$ 1,750.00	\$ 10.00	\$ 3,500.00	\$ 10.00	\$ 3,500.00	\$ 11.00	\$ 3,850.00	\$ 3.00	\$ 1,050.00	\$ 8.50	\$ 3.20
72	Plastic Crosswalk Line	385	SF	\$ 10.00	\$ 3,850.00	\$ 18.00	\$ 6,930.00	\$ 16.00	\$ 6,160.00	\$ 19.00	\$ 7,315.00	\$ 15.00	\$ 5,775.00	\$ 17.00	\$ 1.58
73	Plastic Traffic Arrow	4	EA	\$ 250.00	\$ 1,000.00	\$ 300.00	\$ 1,200.00	\$ 250.00	\$ 1,000.00	\$ 312.00	\$ 1,248.00	\$ 525.00	\$ 2,100.00	\$ 346.75	\$ 105.51
74	Plastic Bicycle Lane Symbol	4	EA	\$ 250.00	\$ 1,000.00	\$ 420.00	\$ 1,680.00	\$ 550.00	\$ 2,200.00	\$ 437.00	\$ 1,748.00	\$ 525.00	\$ 2,100.00	\$ 483.00	\$ 55.54
75	Pothole Existing Underground Utility	15	EA	\$ 600.00	\$ 9,000.00	\$ 625.00	\$ 9,375.00	\$ 1,000.00	\$ 15,000.00	\$ 854.00	\$ 12,810.00	\$ 800.00	\$ 12,000.00	\$ 819.75	\$ 134.15
76	Repair Existing Public and Private Facilities	1	EST	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ -
Total Schedule A				\$ 2,539,180.00		\$ 2,329,741.50		\$ 2,351,149.00		\$ 2,386,405.00		\$ 2,618,456.50			

Math Error / Omission





City Council Agenda Item

Agenda Item No.: n.1.

Date: May 28, 2025

From: Thomas Glover, Community Development Director

Subject: Summary of Planning Commission Feedback on the Draft Introduction and Housing Element for the 2025 Comprehensive Plan

RECOMMENDED ACTION:

No action requested, for informative purposes only.

BACKGROUND/SUMMARY INFORMATION:

Included herein as **Attachment 1**, our consultant team (Facet NW) has prepared a memo summarizing the Planning Commission's feedback from their May 20, 2025 review of the drafts of the Introduction and Housing Element for the 2025 Comprehensive Plan.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. CC Memo_Comp Plan Edits_Intro_Housing_20250528

MEMORANDUM

Date:	May 22, 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, Housing

The purpose of this memo is to update the City Council on recommendations by the Planning Commission on May 20, 2025 on the following two draft Comprehensive Plan elements:

- Draft Vision Statement and Introduction Element (2nd Reading).
- Draft Housing Element (2nd Reading).

The project team is working on addressing the feedback from Council and from the Planning Commission in ways that address state requirements while reflecting the vision and input of the community. 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.

Draft Vision Statement and Introduction

Comments received by the Planning Commission on May 20:

- Grammatical change to introduction and summary text in several spots
- Question on whether the comprehensive plan is still a "bottom-up" planning process re: increasing state requirements
- Requested that staff examine 2025 legislative session results to ensure that the plan isn't going to conflict with new requirements
- Policy E3.7 – remove language from this policy consistent with what was removed from vision statement
- Policy OS2.2 – staff to discuss how to transpose with housing element

Draft Housing Element:

Comments received by the Planning Commission on May 20:

- Request staff to take another look at whether some of the actions are too specific to ensure the city isn't committed to a specific course of action on an issue without more study of options
- Minor grammatical changes to summary text and policies

Specific Comments on Policies

- H2.2 – take out parenthetical clause related to special needs housing
- H3.15 – add R15 zone to the eligible zones for cluster development
- H4.4 – redundant with policy H1.5 and fits better under goal 1, suggest to delete this one
- H5.1 – consider breaking up and considering whether it should be an action or policy. Staff to consider additional changes to the language on how to support administrative design review.
- H5.5 – this may be duplicative. Staff to review. May want to consider whether “households” should be used in place of “families”.

Comments on Actions

- Small-scale multifamily (first action) – this came from a previous conversation at PC regarding ways to incentivize not having large, blocky multifamily structures.
- Promoting residential in commercial areas – PC liked that this one was vague
- Change “live/work” to “work/live” throughout
- Supporting maintenance of housing units – staff to review language on this and consider additions related to community development grants, 2nd story conversions in CBD, historic structures. Revisit “long-term decline” language and whether this is appropriate

These comments and recommendations are in the process of being addressed by the consultant team and staff, in addition to the feedback received from the City Council on May 14.