



Next Ord:2108-25
Next Res:1170-25

CITY COUNCIL AGENDA

November 12, 2025

6:00 PM

Sedro-Woolley Municipal Building

Council Chambers

325 Metcalf Street

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

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

- 1. Minutes - Regular City Council Meeting - October 8, 2025
- 2. Minutes - Regular City Council Meeting - October 22, 2025
- 3. Check Register - Regular
- 4. Lodging Tax Advisory Committee - Volunteer Appointment
- 5. 2025-220-ILA - Skagit County - Renewal of Public Works Cooperative
- 6. Resolution 1169-25 - Appointment of Brock Stiles as Municipal Court Judge
2025-221-PS - Brock Stiles, Stiles and Lehr Inc - Judicial Services
- 7. 2025-22-PS - Zachor, Stock & Krepps Inc., P.S. - Extending Prosecuting Attorney Services
- 8. 2025-223-ILA - Multi-Jurisdictional Drug, Gang, and Firearms Task Force - Amend Contract

- f. Introduction of Special Guests and Presentation**

- g. City Administrator Report**

- 1. Envisio Update and Next Steps

- h. Councilmember and Mayor's Report**

- i. Proclamation(s)**

- j. Public Comments**

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

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

k. Public Hearing(s)

1. Ordinance 2108-25 - 2026 Property Tax - 2nd Read
2. Ordinance 2109-25 - 2026 Budget Amendment No. 1 - 1st Read

l. Unfinished Business

m. New Business

1. Easement - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements
2. 2025-225-CN and 2025-226-CN - Olmsted Park and Riverfront Park Caregivers - 1st Read
3. Stormwater Management Plan - Revised Rate Proposal

n. Information Only Items

o. Executive Session

p. Adjournment

Next Meeting(s) City Council and Finance and Information Technology Committee - November 25, 2025

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

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

Join Zoom Meeting:

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

or dial by location at:

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

Meeting ID: 917 8685 0179

Passcode: 091845



City Council Agenda Item

Agenda Item No.: e.1.

Date: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - October 8, 2025

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting held on October 8, 2025.

BACKGROUND/SUMMARY INFORMATION:

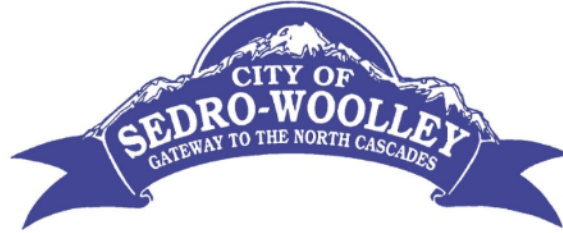
Minutes recorded from the Regular City Council Meeting held on October 8, 2025.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. 2025.10.08 Regular City Council Meeting minutes



Regular Meeting of the City Council
October 8, 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 Burns and seconded by Councilmember Cocke to approve the agenda. Motion carried (7-0).

e. Consent Agenda

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

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

1. Check Register - Regular
2. Minutes - Joint City Council and Planning Commission Meeting - September 24, 2025

f. Introduction of Special Guests and Presentation

1. Skagit County Assessor Danny Hagen

Skagit County Assessor Danny Hagen presented a PowerPoint regarding updates on property taxes and value changes.

2. North Star - STAR Center

A PowerPoint presentation about North Star, Star Center, was given by Monica Negrila.

g. City Administrator Report

City Administrator Charlie Bush had nothing to report.

h. Councilmember and Mayor's Report

Councilmember Loy had nothing to report.

Councilmember Kesti said she will give her report when the Community Center ordinance is addressed in unfinished business.

Councilmember Diamond asked if the city would have a free-fall clean-up service available to residents.

Councilmember Diamond thanked the city for placing the traffic light on N. Reed St and said the community and nearby residents are extremely pleased.

Councilmember Diamond shared information about an in-person swish basketball sign-up on October 19, 2025, at the Sedro-Woolley High School Gym 4-6pm for 3rd to 8th grade students.

Councilmember Henderson spoke about a car accident that occurred on Jameson St, asking for solutions to traffic safety.

Councilmember Henderson also had residents ask about cutting in driveways, so they could have off-street parking. The off-street parking request will have to be discussed later.

Councilmember Henderson chaired two committee meetings earlier this week, one being the Finance and Information Technology Committee, that had recommendations to increase the Information Technology budget by \$15,000 for 2026 for a massive and much-needed camera update. The second meeting was for the RFP for the brick and mortar funds to be brought to the October 22 2025 City Council meeting for approval.

Councilmember Cocke thanked Assistant Engineer Kyle Anderson for the tour of the new maintenance and vehicle storage building.

Councilmember Cocke attended the ribbon cutting of the Song Sparrow Bridge at Northern State.

Councilmember Cocke shared that residents were pleased regarding the new roundabout but now have concerns about traffic flowing through Carter St.

Councilmember Burns was happy to see the progress of the John Liner Rd roundabout and that it was open.

Councilmember Burns spoke about Jameson St and Railroad Ave being used as a racetrack and has safety concerns and suggested rumble strips or speed bumps as a solution.

Councilmember Burns mentioned parking issues and vehicles being left at campgrounds that he reported to Police Chief McIlraith.

Councilmember Lavacca chaired the Public Works Committee Meeting and shared information in regard to the city selling part of the Riverfront Park, one of the fields the city does not use, to build capital and increase revenue and then shared that the Streets and Maintenance Supervisor, Nathan Salseina, is working on this suggested project to bring to council.

Councilmember Lavacca brought up the grant program mentioned in a previous meeting and said the John Liner roundabout was difficult to access and has reports of school buses having trouble entering.

Councilmember Lavacca suggested the city present Trail Builders with an award for their hard work.

Mayor Julia Johnson wanted to recognize Streets and Maintenance Supervisor, Nathan Salseina, and his crew along with the Police and Evidence Records Department Staff for the artwork on the evidence warehouse building.

Mayor Julia Johnson shared information about the presentation on 1590 funds that is scheduled for October 22, 2025, at the City Council Meeting to discuss affordable housing questions the council may have.

Mayor Julia Johnson mentioned the pedestrian footbridge called "Will's Bridge" located on the North Side of Thompson Rd and she said it was lovely.

i. Proclamation(s)

j. Public Hearing(s)

k. Public Comments

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

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

A public comment period was held.

Chester Allhouse, Scott Wright, Audrea Woll, Lin Tucker and Dennis O'Neil made public comments.

l. Unfinished Business

1. Ordinance 2104-25 - 2025 Budget Amendment No. 3 - 2nd Read

Motion made by Councilmember Lavacca and seconded by Councilmember Burns to approve Ordinance 2104-25 amending the 2025 budget. Motion carried (7-0).

2. Ordinance 2105 - Community Center - 2nd Read

Finance Director Kelly Kohnken had a discussion with Council about potential changes and to gather suggestions and ideas for the Community Center Municipal Code.

Finance Director Kelly Kohnken to revise draft Ordinance 2105-25 with multiple changes requested by council and bring it back for third read on October 22, 2025.

m. New Business

1. Ordinance 2107-25 - Business License Endorsement for Rental Properties - 1st Read

Motion made by Councilmember Lavacca and seconded by Councilmember Henderson to approve Ordinance 2107-25 amending Chapter 5.04 "Business Licenses" to address rental property ownership. Motion carried (6-1). Councilmember Loy opposed.

2. Agreement 2025-218-IA – Skagit Conservation District - Donation of Trees and Shrubs to Beautify Olmsted Park

Motion made by Councilmember Lavacca and seconded by Councilmember Cocke to authorize Mayor Julia Johnson to execute Agreement Number 2025-218-IA, an interlocal agreement with Skagit Conservation District for \$0. Motion carried (7-0).

3. Resolution 1168-25 - Master Fee Schedule Update - 1st Read

Finance Director Kelly Kohnken presented first read updates to the Master Fee Schedule, Resolution 1168-25.

No action was taken.

n. Information Only Items

1. September Building Report

2. Public Works Director Signing Authority Record

o. Executive Session

The meeting adjourned at 9:15pm.

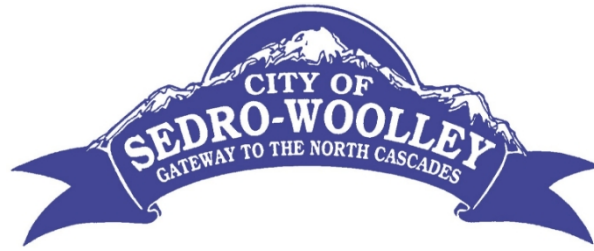
p. Adjournment

ATTEST:

APPROVED:

Kelly Kohnken, City Clerk

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.2.

Date: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Minutes - Regular City Council Meeting - October 22, 2025

RECOMMENDED ACTION:

Motion to approve City Council meeting minutes for the regular meeting held on October 22, 2025.

BACKGROUND/SUMMARY INFORMATION:

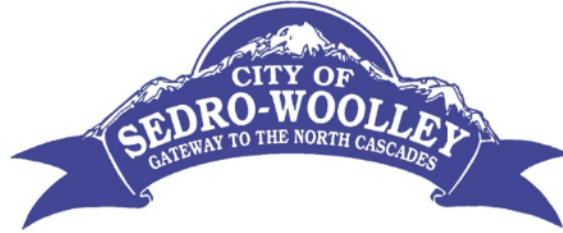
Minutes recorded from the Regular City Council Meeting held on October 22, 2025.

FISCAL IMPACT, IF APPROPRIATE:

None.

ATTACHMENTS:

1. 2025.10.22 Regular City Council Meeting Minutes



Regular Meeting of the City Council
October 22, 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 Burns and seconded by Councilmember Diamond to approve the consent agenda. Motion carried (7-0).

1. Check Register - Regular
2. Minutes - City Council Study Session Meeting - October 1, 2025
3. Contract Reinstatement and Amendment No. 1 – PACE Engineers - Comprehensive Plan Chapter 7.08 Sewer System

f. Introduction of Special Guests and Presentation

1. Community Action of Skagit County - Director Bill Henkel

Skagit County Community Action Director Bill Henkel shared a PowerPoint regarding the 2024 Community Needs Assessment, which includes housing being affordable to people who live and work in Skagit County, nutritious food, mental and behavioral health, living wage jobs and affordable childcare, with the beginnings of a path to stability, success and strong communities.

g. City Administrator Report

City Administrator Charlie Bush had nothing to report.

h. Councilmember and Mayor's Report

Councilmember Kesti, Councilmember Loy, Councilmember Diamond, Councilmember Henderson, and Councilmember Burns had nothing to report.

Councilmember Cocke received complaints of speeding on Independence Blvd after school was out, and he mentioned the car prowls on Widmor and Gateway Heights are becoming more frequent.

Councilmember Cocke attended the League of Woman's Voters Forum.

Councilmember Lavacca spoke about the positive response heard from the community regarding the clean-up project on Talcott St, and also received positive feedback in regard to council allowing sales to continue at the Senior Center and has received lots of positive feedback regarding the John Liner roundabout.

Mayor Julia Johnson shared three letters received thanking the city for the cleanup on 11th St, and she thanked all departments involved.

Mayor Julia Johnson shared the pit count (point-in-time count) and shared an event happening on January 29, 2025, for sheltered and unsheltered that will have survival supplies available, and she also shared its National Pedestrian Safety Month.

i. Proclamation(s)

1. National Responders Day

Mayor Julia Johnson shared the Proclamation, National Responders Day.

j. Public Hearing(s)

k. Public Comments

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

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

A public comment period was held.

Mike Anderson, Audrea Woll, Sally Carlson, Judy Haugness and Dennis O'Neil made public comment.

l. Unfinished Business

1. Ordinance 2105-25 - Community Center - 3rd Read

Finance Director Kelly Kohnken presented the third read for Ordinance 2105-25, Community Center updates.

Motion made by Councilmember Henderson and seconded Cocke to approve Ordinance 2105-25 revising the Sedro-Woolley Municipal Code 12.36.030 Community Center and 12.36.090 Sedro-Woolley Senior Center with the additional amendments changing the AV Equipment refundable deposit from \$1,000 to \$100 and if alcohol is present or consumed, the refundable deposit will remain at \$1,000. Motion carried (7-0).

2. Resolution 1168-25 - Master Fee Schedule Update - 2nd Read

Finance Director Kelly Kohnken presented Resolution 1168-25, Master Fee Schedule updates.

Motion made by Councilmember Cocke and seconded by Councilmember Henderson to approve Resolution 1168-25, Master Fee Schedule update with the additional amendments changing the AV Equipment refundable deposit from \$1,000 to \$100. If alcohol is present or consumed, the refundable deposit remains at \$1,000. Motion carried (7-0).

m. New Business

1. 2025-219-IA - Skagit County, Anacortes, Mount Vernon, Burlington, North Star - 1st Read

Mayor Julia Johnson, City Attorney Nikki Thompson, Administrators and City Council had discussion and collected feedback for 2025-219 - Interlocal Agreement, Skagit County, Anacortes, Mount Vernon, and Burlington, regarding North Star program.

No action was taken.

2. Funding Recommendation - House Bill 1590 Capital Proposals

City Administrator Charlie Bush presented a funding recommendation of House Bill 159 Capital Proposals and recommends authorizing Mayor Julia Johnson to enter into a funding contract with RJ Group and the Skagit Home Trust of Skagit for \$611,000.

Motion made by Councilmember Kesti and seconded by Councilmember Henderson to authorize Mayor Julia Johnson to enter into a funding contract with RJ Group and the Skagit Home Trust of Skagit for \$611,000. Motion carried (6-1). Councilmember Cocke opposed.

3. Construction and Maintenance Agreement - BNSF - Jones/John Liner Railroad Underpass Project

Public Works Director Bill Bullock presented the construction and maintenance agreement, BNSF, the Jones and John Liner, Railroad Underpass Project.

Motion made by Councilmember Kesti and seconded by Councilmember Henderson to

approve authorization for Mayor Julia Johnson to execute a contract with BNSF for the Underpass Construction and Maintenance Agreement (BNSF, File No. BF-2054592), and commence with the final construction of the Jones/John Liner underpass RR bridge, including the cost of permanent and temporary easements and ownership transfer fee to BNSF for lifespan maintenance of the bridge. Council authorizes administrative changes in the Easement Agreement to the governing law of agreement interpretation location as negotiations may allow. Motion carried (7-0).

4. Grant & Development Agreement - RJ Group - Skagit County Economic Development

Community Development Director Tom Glover presented the Grant and Development Agreement, RJ Group, Skagit County Economic Development.

Motion made by Councilmember Burns and seconded by Councilmember Diamond to authorize Mayor Julia Johnson, or designee, to execute the grant and development agreement between the City of Sedro-Woolley and the RJ Group to allow the distribution of economic development funds awarded by Skagit County for the infrastructure construction that supports the Batey Square project. Motion carried (7-0).

5. Contract Supplement No. 1 - David Evans & Associates - Jones John Liner Railroad Undercrossing

Public Works Director Bill Bullock shared Contract Supplement No 1, David Evans & Associates, Johnliner Railroad Undercrossing.

Motion made by Councilmember Burns and seconded by Councilmember Diamond to authorize Mayor, Julia Johnson, to execute the first supplement to the professional services agreement between the City of Sedro-Woolley and David Evans & Associates, Inc (DEA), a supplement not to exceed \$259,955.00. Motion carried (7-0).

n. Information Only Items

o. Executive Session

p. Adjournment

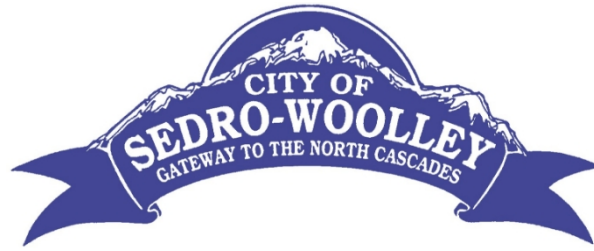
The meeting adjourned at 8:00pm.

ATTEST:

Kelly Kohnken, City Clerk

APPROVED:

Julia Johnson, Mayor



City Council Agenda Item

Agenda Item No.: e.3.

Date: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Check Register - Regular

RECOMMENDED ACTION:

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

BACKGROUND/SUMMARY INFORMATION:

Claims checks #205440 through #205559, plus EFTs. Additional surcharges not included on the check register. Payroll ACHs including associated benefit checks #61490 through #61496.

FISCAL IMPACT, IF APPROPRIATE:

Claims checks, plus EFTs, totaling \$1,374,172.31

Payroll totaling \$636,054.47

ATTACHMENTS:

1. 2025-11-12 Check Register_Redacted

CHECK REGISTER

City Of Sedro-Woolley

Time: 10:17:28 Date: 11/06/2025

11/12/2025 To: 11/12/2025

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
11261	11/12/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	477.13	
					401 - 535 80 42 020 - Telephone	477.13	
11262	11/12/2025	Claims	2	EFT	NW Fiber LLC, dba Ziply Fiber	477.13	
					401 - 535 80 42 020 - Telephone	477.13	
11263	11/12/2025	Claims	2	205440	AWC - Employee Benefit Trust	5,062.85	
					401 - 535 80 20 001 - HRA-VEBA for HDHP	5,062.85	
11264	11/12/2025	Claims	2	205441	Ackermann Electric Co.	341.99	
					425 - 531 50 48 000 - Repairs/Maintenance	341.99	
11265	11/12/2025	Claims	2	205442	Amazon Capital Svcs, Inc	6,261.20	
					001 - 514 23 31 000 - Supplies	243.54	
					001 - 518 80 31 001 - Repair & Maintenance Sup	73.65	
					001 - 518 80 35 000 - Small Tools/Minor Equip	20.17	
					001 - 518 80 35 000 - Small Tools/Minor Equip	190.00	
					001 - 518 80 35 000 - Small Tools/Minor Equip	439.20	
					001 - 518 80 35 000 - Small Tools/Minor Equip	370.26	
					001 - 518 80 35 000 - Small Tools/Minor Equip	267.34	
					001 - 521 20 26 000 - Uniforms/Accessories	-58.33	
					001 - 521 20 26 000 - Uniforms/Accessories	-58.33	
					001 - 521 20 31 002 - Office/Operating Supplies	34.75	
					001 - 521 20 31 002 - Office/Operating Supplies	164.79	
					001 - 521 20 31 002 - Office/Operating Supplies	16.17	
					001 - 521 20 31 002 - Office/Operating Supplies	57.87	
					001 - 521 20 31 002 - Office/Operating Supplies	15.74	
					001 - 521 20 31 002 - Office/Operating Supplies	40.58	
					001 - 522 20 31 000 - Operating Supplies	104.22	
					401 - 535 80 31 000 - Office Supplies	22.31	
					401 - 535 80 31 000 - Office Supplies	40.02	
					401 - 535 80 31 000 - Office Supplies	41.13	
					401 - 535 80 31 000 - Office Supplies	34.74	
					401 - 535 80 35 010 - Safety Equipment	1,683.39	
					101 - 576 80 35 000 - Small Tools & Minor Equip	38.00	
					101 - 576 80 48 016 - City Hall	194.45	
					101 - 576 80 48 022 - Evidence Garage	191.08	
					401 - 594 35 64 001 - Portable Equipment	1,811.40	
					401 - 594 35 64 001 - Portable Equipment	216.11	
					001 - 595 10 31 000 - Supplies	66.95	
11266	11/12/2025	Claims	2	205443	Angel Armor LLC	3,352.40	
					001 - 521 20 26 000 - Uniforms/Accessories	3,352.40	
11267	11/12/2025	Claims	2	205444	Beaver Lake Quarry	5,244.45	
					103 - 542 30 31 000 - Operating Supplies	10.00	
					103 - 542 30 48 002 - Crushed Aggregate	5,234.45	
11268	11/12/2025	Claims	2	205445	Birch Equipment Co Inc	3,825.19	
					104 - 559 30 00 104 - Redevelopment of Property for	3,825.19	
11269	11/12/2025	Claims	2	205446	Bluebeam, Inc.	955.68	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	955.68	
11270	11/12/2025	Claims	2	205447	Board For Volunteer Firefighters	80.00	
					001 - 522 23 23 002 - Pension-Volunteer Firefighter	80.00	
11271	11/12/2025	Claims	2	205448	Boulder Park Inc	24,299.13	
					401 - 535 80 35 020 - Solids Handling	24,299.13	
11272	11/12/2025	Claims	2	205449	Bound Tree Medical LLC	7,044.87	
					001 - 522 21 31 000 - Operating Supplies - Medical	258.25	
					001 - 522 21 31 000 - Operating Supplies - Medical	6,786.62	

CHECK REGISTER

City Of Sedro-Woolley

Time: 10:17:28 Date: 11/06/2025

11/12/2025 To: 11/12/2025

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
11273	11/12/2025	Claims	2	205450	Bud Clary Chevrolet, Inc.	63,470.60	
					501 - 594 21 64 501 - Equip & Vehicles - Police	63,470.60	
11274	11/12/2025	Claims	2	205451	Bill Bullock	503.05	
					001 - 595 10 43 000 - Travel	503.05	
11275	11/12/2025	Claims	2	205452	C.Hlth130, dba Cardinal Health 112 LLC	1,556.72	
					001 - 522 21 31 000 - Operating Supplies - Medical	649.14	
					001 - 522 21 31 000 - Operating Supplies - Medical	195.32	
					001 - 522 21 31 000 - Operating Supplies - Medical	39.36	
					001 - 522 21 31 000 - Operating Supplies - Medical	672.90	
11276	11/12/2025	Claims	2	205453	Carl's Towing & Muffler	322.54	
					001 - 521 20 41 001 - Professional Services	322.54	
11277	11/12/2025	Claims	2	205454	Carletti Architects Ps	6,798.16	
					104 - 559 30 00 105 - Redevelopment of Property for	4,853.16	
					505 - 594 48 60 021 - Const - PW Veh Storage Bldg	1,945.00	
11278	11/12/2025	Claims	2	205455	Laura Carr	298.63	
					001 - 521 20 26 000 - Uniforms/Accessories	298.63	
11279	11/12/2025	Claims	2	205456	Certerra Northwest	4,483.70	
					101 - 594 76 63 025 - Olmsted Park	4,483.70	
11280	11/12/2025	Claims	2	205457	Philip Chong	194.85	
					001 - 522 21 28 000 - Employee Wellness	194.85	
11281	11/12/2025	Claims	2	205458	Cities Insurance Assoc	1,000.00	
					001 - 521 20 48 010 - Repair & Maint - Auto	1,000.00	
11282	11/12/2025	Claims	2	205459	Cory Starkovich, dba	269.28	
					001 - 521 20 41 001 - Professional Services	269.28	
11283	11/12/2025	Claims	2	205460	Crawford Garage Doors Inc	5,625.48	
					001 - 522 50 48 020 - Repair/Maint-Garage	5,625.48	
11284	11/12/2025	Claims	2	205461	DMCMA	250.00	
					001 - 512 50 49 010 - Dues/Subscriptions	250.00	
11285	11/12/2025	Claims	2	205462	Dell Marketing LP	411.51	
					001 - 513 10 31 000 - Supplies	411.51	
11286	11/12/2025	Claims	2	205463	Dobbs Heavy Duty Holdings, LLC	231.83	
					412 - 537 50 48 000 - Repairs/maint-equip	231.83	
11287	11/12/2025	Claims	2	205464	Doorman Commercial LLC	329.35	
					001 - 522 50 48 010 - Repairs/Maint-Dorm	329.35	
11288	11/12/2025	Claims	2	205465	E & E Lumber, Inc.	2,559.96	
					001 - 518 80 35 000 - Small Tools/Minor Equip	26.98	
					001 - 521 20 31 002 - Office/Operating Supplies	45.30	
					001 - 521 20 48 000 - Repairs & Maintenance	885.88	
					001 - 522 20 31 000 - Operating Supplies	27.29	
					401 - 535 50 48 020 - Maint Of Pumping Equip	127.06	
					401 - 535 50 48 020 - Maint Of Pumping Equip	18.73	
					401 - 535 50 48 060 - Maintenance Of Buildings	211.10	
					401 - 535 80 35 000 - Small Tools & Minor Equip	33.61	
					401 - 535 80 35 000 - Small Tools & Minor Equip	10.85	
					102 - 536 20 48 030 - Repair/Maintenance-Land	18.76	
					102 - 536 20 48 040 - Repair/Maint-Equip & Bldg	695.66	
					412 - 537 80 31 000 - Operating Supplies	12.48	
					103 - 542 30 31 000 - Operating Supplies	8.85	
					103 - 542 30 31 000 - Operating Supplies	32.61	

CHECK REGISTER

City Of Sedro-Woolley

Time: 10:17:28 Date: 11/06/2025

11/12/2025 To: 11/12/2025

Page: 3

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
					103 - 542 30 31 000 - Operating Supplies	26.24	
					104 - 559 30 00 105 - Redevelopment of Property for	68.21	
					101 - 576 80 31 001 - Operating Sup - Riverfront	34.13	
					101 - 576 80 31 006 - Operating Sup - City Hall	81.35	
					101 - 576 80 35 000 - Small Tools & Minor Equip	114.67	
					101 - 576 80 48 001 - Riverfront	17.26	
					101 - 576 80 48 005 - Senior Center	26.04	
					101 - 576 80 48 007 - Bingham Park	36.90	
11289	11/12/2025	Claims	2	205466	Employment Security Dept	5,050.90	Check 61480 written through payroll, stolen in the mail
					631 - 389 90 01 631 - Unapplied Cash - Suspense	-5,050.90	
11290	11/12/2025	Claims	2	205467	PPG, dba Ennis-Flint, Inc.	572.76	
					401 - 535 50 48 010 - Maintenance Of Lines	572.76	
11291	11/12/2025	Claims	2	205468	Enviromental Syst Research Inst. Inc	2,556.44	
					001 - 591 10 70 520 - Leases + Subscription IT (SBIT	1,068.63	
					401 - 591 28 70 401 - Leases + Subscription IT (SBIT	1,190.25	
					001 - 591 60 70 519 - Leases + Subscription IT (SBIT	297.56	
11292	11/12/2025	Claims	2	205469	Environmental Abatement Svcs Inc.	1,883.26	
					104 - 559 30 00 104 - Redevelopment of Property for	1,883.26	
11293	11/12/2025	Claims	2	205470	Epic Land Solutions Inc	358.58	
					104 - 595 20 63 084 - RW - SR20 Cascade Trail - Phas	358.58	
11294	11/12/2025	Claims	2	205471	Eurofins Enviro Testing	420.00	
					401 - 535 80 41 000 - Professional Services	70.00	
					401 - 535 80 41 000 - Professional Services	70.00	
					401 - 535 80 41 000 - Professional Services	70.00	
					401 - 535 80 41 000 - Professional Services	70.00	
					401 - 535 80 41 000 - Professional Services	70.00	
					401 - 535 80 41 000 - Professional Services	70.00	
11295	11/12/2025	Claims	2	205472	Excavation West Inc	724,130.71	Pay Estimate #3 for 2025 Pavement and Pedestrian Improvements project; Pay Estimate #4 for Olmsted Park Site Improvements and Structures
					101 - 594 76 63 025 - Olmsted Park	457,365.72	
					104 - 595 62 63 081 - Const - Sch A 2025 Pvt & Ped	190,368.90	
					104 - 595 62 63 082 - Const - Sch B 2025 Pvt & Ped	59,065.39	
					104 - 595 62 63 083 - Const - Sch C 2025 Pvt & Ped	15,672.93	
					104 - 595 62 63 084 - Const - Sch D 2025 Pvt & Ped	1,657.77	
11296	11/12/2025	Claims	2	205473	Facet NW, Inc	18,989.63	
					001 - 558 60 41 001 - Professional Svcs-Reimb	1,010.75	
					104 - 595 10 63 077 - Eng-SR20 Cascade Trail Phase :	17,978.88	
11297	11/12/2025	Claims	2	205474	Family Promise of Skagit Valley	12,014.30	
					117 - 551 00 00 117 - Affordable Housing - Operatio	12,014.30	
11298	11/12/2025	Claims	2	205475	Fastenal Company	20.72	
					103 - 542 30 31 000 - Operating Supplies	20.72	
11299	11/12/2025	Claims	2	205476	Galls Parent Holdings, LLC	8.68	
					001 - 522 20 26 000 - Uniforms	8.68	
11300	11/12/2025	Claims	2	205477	Genuine Parts Co. Inc	44.30	
					501 - 548 30 31 000 - Operating Supplies	44.30	
11301	11/12/2025	Claims	2	205478	Guardian Security Systems, Inc.	560.06	
					001 - 521 20 41 001 - Professional Services	71.68	
					001 - 522 50 49 050 - Fire/Theft Protection	45.61	

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					001 - 522 50 49 050 - Fire/Theft Protection	122.40	
					401 - 535 50 48 000 - Maintenance Contracts	56.47	
					101 - 576 80 41 010 - Alarm Monitoring	263.90	
11302	11/12/2025	Claims	2	205479	HID Global Corporation	1,310.00	
					001 - 521 20 41 001 - Professional Services	1,310.00	
11303	11/12/2025	Claims	2	205480	Highline Construction LLC	9,347.28	PW Agreement 2025-PW-12
					112 - 524 60 30 000 - Enforcement Of Codes And Re	9,347.28	
11304	11/12/2025	Claims	2	205481	Hose Shop Inc (the)	153.60	
					103 - 542 30 48 010 - Repair/Maintenance-Equip	153.60	
11305	11/12/2025	Claims	2	205482	Hughes Fire Equip Inc	6,443.18	Paying remainder of invoice #628813
					001 - 522 20 48 000 - Repairs/Maint-Equip	6,355.92	
					001 - 522 20 48 000 - Repairs/Maint-Equip	87.26	
11306	11/12/2025	Claims	2	205483	Humane Society Of Skagit	516.00	
					001 - 521 20 41 021 - Humane Society	516.00	
11307	11/12/2025	Claims	2	205484	IAFF Local 1983	1,653.12	
					631 - 389 90 01 631 - Unapplied Cash - Suspense	-1,653.12	
11308	11/12/2025	Claims	2	205485	Insight Direct USA, Inc.	823.71	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	823.71	
11309	11/12/2025	Claims	2	205486	Ronald John	251.75	
					001 - 521 20 27 000 - Retired Medical	251.75	
11310	11/12/2025	Claims	2	205487	Julia Johnson	344.40	
					001 - 513 10 43 000 - Meals/Travel	344.40	
11311	11/12/2025	Claims	2	205488	Kelley Create	836.25	
					001 - 591 80 70 517 - Leases + Subscription IT (SBITA	836.25	
11312	11/12/2025	Claims	2	205489	Ralph and Consuelo Kennedy	796.05	
					401 - 535 80 49 030 - Misc-Tuition/Registration	796.05	
11313	11/12/2025	Claims	2	205490	Johnathan Kohlman	803.64	
					001 - 512 50 41 050 - Security Services	803.64	
11314	11/12/2025	Claims	2	205491	Kelly Kohnken	187.08	
					001 - 514 23 43 000 - Meals/Travel	187.08	
11315	11/12/2025	Claims	2	205492	L N Curtis & Sons	745.53	
					001 - 521 20 26 000 - Uniforms/Accessories	389.58	
					001 - 521 20 26 000 - Uniforms/Accessories	355.95	
11316	11/12/2025	Claims	2	205493	Lakeside Industries, Inc.	371.69	
					103 - 542 30 48 003 - Asphalt Materials	371.69	
11317	11/12/2025	Claims	2	205494	Lauts Inc	2,141.10	
					412 - 537 60 47 015 - Construction Demolition Land	573.75	
					104 - 559 30 00 104 - Redevelopment of Property for	1,567.35	
11318	11/12/2025	Claims	2	205495	LeadsOnline LLC	3,011.48	
					001 - 591 28 70 001 - Lease + Subscription IT (SBITA)	3,011.48	
11319	11/12/2025	Claims	2	205496	Les Schwab Tire Center	1,809.56	
					112 - 524 60 30 000 - Enforcement Of Codes And Re	234.45	
					412 - 537 50 48 000 - Repairs/maint-equip	1,265.71	
					412 - 537 60 47 011 - Site Recycling Disposal	309.40	
11320	11/12/2025	Claims	2	205497	Life Assist Inc.	730.34	
					001 - 522 21 35 011 - EMS Minor Equipment	554.80	
					001 - 522 21 35 011 - EMS Minor Equipment	175.54	

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11321	11/12/2025	Claims	2	205498	Lou's Gloves Inc.	751.00	
					401 - 535 80 31 010 - Operating Supplies	594.00	
					401 - 535 80 31 010 - Operating Supplies	157.00	
11322	11/12/2025	Claims	2	205499	McLoughlin & Eardley Corp	1,047.79	
					001 - 522 20 35 000 - Small Tools & Minor Equip	966.98	
					501 - 594 22 64 501 - Vehicles - Fire	80.81	
11323	11/12/2025	Claims	2	205500	Mettler Toledo, LLC	1,392.03	
					401 - 594 35 64 001 - Portable Equipment	1,392.03	
11324	11/12/2025	Claims	2	205501	Motorola Solutions	961.44	
					001 - 594 21 64 000 - Machinery & Equipment	961.44	
11325	11/12/2025	Claims	2	205502	Walter E Nelson Co. of N. WA	1,302.74	
					001 - 522 50 48 010 - Repairs/Maint-Dorm	264.86	
					101 - 576 80 31 006 - Operating Sup - City Hall	950.96	
					101 - 576 80 48 021 - Equipment	86.92	
11326	11/12/2025	Claims	2	205503	Nelson Dist, Inc. dba Nelson-Reisner	326.61	
					001 - 522 20 32 000 - Auto Fuel/Diesel	35.58	
					425 - 531 50 32 000 - Vehicle Fuel	43.72	
					412 - 537 80 32 000 - Auto Fuel/Diesel	247.31	
11327	11/12/2025	Claims	2	205504	Nordic Temperature Control	1,226.91	
					101 - 576 80 48 016 - City Hall	1,226.91	
11328	11/12/2025	Claims	2	205505	Northwest Propane LLC	79.90	
					412 - 537 60 47 011 - Site Recycling Disposal	79.90	
11329	11/12/2025	Claims	2	205506	Ogden, Murphy Wallace PLLC	241.80	
					001 - 515 41 41 000 - Ext Legal-City Attorney	93.00	
					001 - 515 41 41 000 - Ext Legal-City Attorney	148.80	
11330	11/12/2025	Claims	2	205507	Oliver-Hammer, Inc	525.49	Jonathan Langly; Tucker Johnson
					103 - 542 30 35 010 - Safety Equipment	369.17	
					103 - 542 30 35 010 - Safety Equipment	156.32	
11331	11/12/2025	Claims	2	205508	Pace Engineers, Inc	20,733.50	
					401 - 594 35 63 000 - Engineering Services	455.00	
					401 - 594 35 63 000 - Engineering Services	6,583.00	
					401 - 594 35 63 000 - Engineering Services	9,863.50	
					401 - 594 35 63 000 - Engineering Services	3,832.00	
11332	11/12/2025	Claims	2	205509	Pape' Group, dba Pape' Machinery Inc.	47.24	
					401 - 535 50 48 040 - Maintenance Of Vehicles	47.24	
11333	11/12/2025	Claims	2	205510	Lisa Pearson	94.50	
					001 - 521 40 49 000 - Tuition/Registration	94.50	
11334	11/12/2025	Claims	2	205511	Professional Training Association	260.00	
					401 - 535 80 49 030 - Misc-Tuition/Registration	260.00	
11335	11/12/2025	Claims	2	205512	Proforce Marketing, Inc	4,262.44	
					109 - 594 21 64 109 - Equipment	4,262.44	
11336	11/12/2025	Claims	2	205513	ThompsonGas, LLC dba Propane Northwest	1.09	
					001 - 522 45 49 000 - Training Facilities	1.09	
11337	11/12/2025	Claims	2	205514	Public Safety Testing, Inc	26.00	
					001 - 521 20 41 001 - Professional Services	26.00	
11338	11/12/2025	Claims	2	205515	Puget Sound Energy, Inc.	612.11	

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			101 - 576 80 48 022 - Evidence Garage		612.11		
11339	11/12/2025	Claims	2	205516	RH2 Engineering Inc	57,039.80	
			401 - 594 35 63 000 - Engineering Services		31,612.78		
			401 - 594 35 63 000 - Engineering Services		25,427.02		
11340	11/12/2025	Claims	2	205517	Red's Mobile 24-Hour Truck & Equip Repai	2,768.83	
			412 - 537 50 48 000 - Repairs/maint-equip		683.75		
			412 - 537 50 48 000 - Repairs/maint-equip		2,085.08		
11341	11/12/2025	Claims	2	205518	Rick's Refrigeration Inc	522.00	
			412 - 537 60 47 011 - Site Recycling Disposal		522.00		
11342	11/12/2025	Claims	2	205519	Heather Romano	1,449.00	
			001 - 521 20 41 001 - Professional Services		740.25		
			001 - 521 20 41 001 - Professional Services		708.75		
11343	11/12/2025	Claims	2	205520	SBA Structures, LLC	671.74	
			001 - 591 28 70 001 - Lease + Subscription IT (SBITA)		335.87		
			401 - 591 28 70 401 - Leases + Subscription IT (SBITA)		335.87		
11344	11/12/2025	Claims	2	205521	Solid Waste Syst Inc dba SWS Equipment	473.84	
			412 - 537 50 48 000 - Repairs/maint-equip		473.84		
11345	11/12/2025	Claims	2	205522	Sanna Group LLC	21,502.80	
			101 - 576 80 48 022 - Evidence Garage		21,502.80		
11346	11/12/2025	Claims	2	205523	Sea-Western, Inc.	25,985.02	
			501 - 594 22 64 501 - Vehicles - Fire		3,755.82		
			501 - 594 22 64 501 - Vehicles - Fire		22,229.20		
11347	11/12/2025	Claims	2	205524	Sedro-Woolley Auto Parts Inc	914.98	
			001 - 522 20 31 000 - Operating Supplies		16.21		
			401 - 535 50 48 050 - Maint Of General Equip		68.31		
			401 - 535 50 48 050 - Maint Of General Equip		-7.49		
			103 - 542 30 31 000 - Operating Supplies		164.11		
			103 - 542 30 31 000 - Operating Supplies		40.00		
			103 - 542 30 31 000 - Operating Supplies		261.94		
			103 - 542 30 48 010 - Repair/Maintenance-Equip		22.14		
			501 - 548 30 31 000 - Operating Supplies		194.39		
			501 - 548 30 31 000 - Operating Supplies		7.68		
			101 - 576 80 48 021 - Equipment		74.88		
			101 - 576 80 48 021 - Equipment		72.81		
11348	11/12/2025	Claims	2	205525	M.T. Gehring dba Sedro-Woolley Auto	4,940.39	
			001 - 521 20 48 010 - Repair & Maint - Auto		3,210.39		
			001 - 521 20 48 010 - Repair & Maint - Auto		87.10		
			001 - 521 20 48 010 - Repair & Maint - Auto		1,642.90		
11349	11/12/2025	Claims	2	205526	TruckVault, Inc., dba Shotlock LLC	3,198.00	
			501 - 594 22 64 501 - Vehicles - Fire		3,198.00		
11350	11/12/2025	Claims	2	205527	Sirchie Acquisition Co LLC	49.57	Invoice # 0716948-IN
			001 - 521 20 31 002 - Office/Operating Supplies		49.57		
11351	11/12/2025	Claims	2	205528	Skagit 911	77,722.98	
			001 - 521 20 41 055 - 911 Contracted Services		65,038.13		
			001 - 522 20 41 020 - Central Dispatch		3,278.50		
			001 - 591 20 70 522 - Leases + Subscription IT (SBITA)		1,630.59		
			001 - 591 20 70 522 - Leases + Subscription IT (SBITA)		7,775.76		
11352	11/12/2025	Claims	2	205529	Skagit Aggregates LLC	1,683.91	

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			104 - 559 30 00 104 - Redevelopment of Property for			115.56	
			104 - 559 30 00 104 - Redevelopment of Property for			268.42	
			104 - 559 30 00 104 - Redevelopment of Property for			465.87	
			104 - 559 30 00 104 - Redevelopment of Property for			435.03	
			104 - 559 30 00 104 - Redevelopment of Property for			197.83	
			104 - 559 30 00 104 - Redevelopment of Property for			201.20	
11353	11/12/2025	Claims	2	205530	Skagit Cnty Central Svcs	25,381.33	
			001 - 521 20 41 055 - 911 Contracted Services			25,381.33	
11354	11/12/2025	Claims	2	205531	Skagit Cnty Public Health	5,697.76	
			001 - 569 00 41 000 - Skagit Senior Services			5,697.76	
11355	11/12/2025	Claims	2	205532	Skagit Cnty Public Works	6,481.94	
			425 - 531 50 41 002 - Contracted Services			6,481.94	
11356	11/12/2025	Claims	2	205533	Skagit Cnty Sheriff Office	26,766.54	
			001 - 523 60 41 001 - Prisoner Medical			26,766.54	
11357	11/12/2025	Claims	2	205534	Skagit Cnty Treasurer	69,271.53	
			114 - 523 60 41 022 - Jail Sales Tax Pass Through 2/1			69,271.53	
11358	11/12/2025	Claims	2	205535	Skagit Council Of Governments	890.07	
			001 - 558 60 41 050 - SCOG			890.07	
11359	11/12/2025	Claims	2	205536	Skagit DV & SA Services	1,637.56	
			001 - 565 50 41 000 - Sk Domestic Violence			1,637.56	
11360	11/12/2025	Claims	2	205537	Skagit Farmers Supply	1,183.82	
			001 - 521 20 41 023 - Canine			7.59	
			401 - 535 50 48 010 - Maintenance Of Lines			34.73	
			401 - 535 50 48 010 - Maintenance Of Lines			108.59	
			401 - 535 50 48 050 - Maint Of General Equip			36.86	
			401 - 535 80 31 010 - Operating Supplies			111.25	
			401 - 535 80 35 000 - Small Tools & Minor Equip			43.11	
			401 - 535 80 35 000 - Small Tools & Minor Equip			40.73	
			401 - 535 80 35 000 - Small Tools & Minor Equip			134.84	
			412 - 537 80 31 000 - Operating Supplies			39.50	
			103 - 542 30 31 000 - Operating Supplies			71.62	
			103 - 542 30 31 000 - Operating Supplies			146.86	
			103 - 542 30 31 000 - Operating Supplies			7.59	
			103 - 542 30 35 000 - Small Tools/Minor Equip			43.43	
			103 - 542 30 35 000 - Small Tools/Minor Equip			158.53	
			104 - 559 30 00 104 - Redevelopment of Property for			58.62	
			104 - 559 30 00 105 - Redevelopment of Property for			15.19	
			101 - 576 80 31 001 - Operating Sup - Riverfront			29.30	
			101 - 576 80 48 001 - Riverfront			47.72	
			101 - 576 80 48 001 - Riverfront			47.76	
11361	11/12/2025	Claims	2	205538	PNG Media LLC, dba Skagit Publishing	64.56	
			001 - 511 60 31 001 - Legal Publications			64.56	
11362	11/12/2025	Claims	2	205539	Skagit Regional Health	270.00	Mitchell, Dalton Dills, Travis, Carl Schiefelbein
			001 - 522 20 41 010 - Prof Service-Medical Exams			50.00	
			412 - 537 80 31 000 - Operating Supplies			110.00	
			101 - 576 80 49 020 - Misc-Dues/CDL/Background			110.00	
11363	11/12/2025	Claims	2	205540	Brent Straight dba Skagit Shooting Range	19.02	
			001 - 521 40 49 000 - Tuition/Registration			19.02	
11364	11/12/2025	Claims	2	205541	Skagit Valley Family YMCA	7,700.00	
			117 - 551 00 00 117 - Affordable Housing - Operatio			7,700.00	
11365	11/12/2025	Claims	2	205542	Staples, Inc.	391.11	

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			401 - 535 80 31 000 - Office Supplies			391.11	
11366	11/12/2025	Claims	2	205543	Stericycle		10.36
			001 - 521 20 41 001 - Professional Services			10.36	
11367	11/12/2025	Claims	2	205544	Sterling Vet Clinic		225.32
			001 - 521 20 41 023 - Canine			225.32	
11368	11/12/2025	Claims	2	205545	Paul Taylor		103.89
			001 - 521 20 27 000 - Retired Medical			103.89	
11369	11/12/2025	Claims	2	205546	Teleflex LLC		324.71
			001 - 522 21 31 000 - Operating Supplies - Medical			324.71	
11370	11/12/2025	Claims	2	205547	Thompson, Guildner & Assoc, Inc P.S.		13,231.60
			001 - 515 41 41 000 - Ext Legal-City Attorney			13,231.60	
11371	11/12/2025	Claims	2	205548	Tracy Buckham		993.34
			412 - 537 50 48 010 - Repairs/Maint-Building			543.00	
			104 - 595 30 63 083 - Const-SR 9-John Liner-McGariç			450.34	
11372	11/12/2025	Claims	2	205549	HD Supply Inc, dba USA BlueBook		831.80
			401 - 535 80 31 010 - Operating Supplies			371.87	
			401 - 535 80 31 010 - Operating Supplies			33.59	
			401 - 535 80 31 010 - Operating Supplies			147.98	
			401 - 535 80 31 010 - Operating Supplies			278.36	
11373	11/12/2025	Claims	2	205550	Joanna Uribe		730.40
			001 - 521 40 43 000 - Travel			730.40	
11374	11/12/2025	Claims	2	205551	Vestis Group, Inc		66.51
			401 - 535 80 49 000 - Laundry			22.17	
			401 - 535 80 49 000 - Laundry			22.17	
			401 - 535 80 49 000 - Laundry			22.17	
11375	11/12/2025	Claims	2	205552	WA St Assoc of Fire Chiefs		1,910.17
			001 - 522 20 49 010 - Misc-Dues			1,910.17	
11376	11/12/2025	Claims	2	205553	WA St Health Care Authority		1,579.49
			001 - 522 21 49 010 - Misc - GEMT IGT			1,579.49	
11377	11/12/2025	Claims	2	205554	WA St Patrol		83.00
			001 - 521 20 41 040 - Intergov Svc-Gun Permits			11.00	
			001 - 521 20 41 040 - Intergov Svc-Gun Permits			72.00	
11378	11/12/2025	Claims	2	205555	WW Grainger Inc		26.67
			401 - 535 80 31 010 - Operating Supplies			26.67	
11379	11/12/2025	Claims	2	205556	Whitney Equipment Co.		15,187.71
			425 - 594 31 63 000 - Collection System			1,498.68	
			425 - 594 31 63 000 - Collection System			13,689.03	
11380	11/12/2025	Claims	2	205557	Woods Acquisition Corp		569.83
			412 - 537 50 48 000 - Repairs/maint-equip			181.09	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			52.11	
			101 - 576 80 35 010 - Safety Equipment			81.43	
			101 - 576 80 35 010 - Safety Equipment			97.73	
			101 - 576 80 48 021 - Equipment			157.47	
11381	11/12/2025	Claims	2	205558	World Kinect Energy Services, dba		5,538.04
			425 - 531 50 32 000 - Vehicle Fuel			144.57	
			425 - 531 50 32 000 - Vehicle Fuel			238.28	
			401 - 535 80 32 000 - Auto Fuel/Diesel			137.28	

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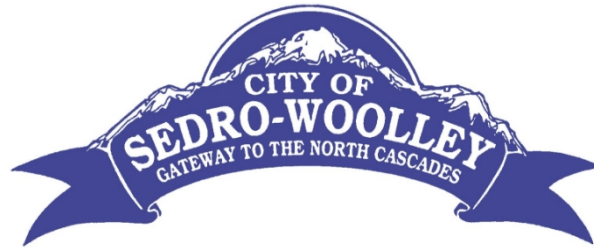
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		412 - 537 80 32 000 - Auto Fuel/Diesel				2,270.73	
		412 - 537 80 32 000 - Auto Fuel/Diesel				2,564.53	
		103 - 542 30 32 000 - Auto Fuel/Diesel				182.65	
11382	11/12/2025	Claims	2	205559	Zachor, Stock & Krepps, Inc PS	9,575.00	
		001 - 515 41 41 001 - Ext Legal-Prosecutor				9,575.00	
		001 Current Expense Fund				219,191.69	
		101 Parks & Facilities Fund				487,946.00	
		102 Cemetery Fund				714.42	
		103 Street Fund				7,534.63	
		104 Arterial Street Fund				299,507.68	
		109 Special Investigation Fund				4,262.44	
		112 Code Enforcement Fund				9,581.73	
		114 Law Enforcement Sales Tax				69,271.53	
		117 Housing and Related Services				19,714.30	
		401 Sewer Operations Fund				120,185.96	
		412 Solid Waste Operations Fund				12,193.90	
		425 Stormwater Operations				22,438.21	
		501 Equipment Replacement Fund				92,980.80	
		505 Public Works Facility Fund				1,945.00	
		631 Suspense Fund				6,704.02	
							Claims: 1,374,172.31
		* Transaction Has Mixed Revenue And Expense Accounts				1,374,172.31	

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: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Lodging Tax Advisory Committee - Volunteer Appointment

RECOMMENDED ACTION:

Motion to approve the 2026 volunteers to the Lodging Tax Advisory Committee.

BACKGROUND/SUMMARY INFORMATION:

The City of Sedro-Woolley collects a tax on the furnishing of lodging by hotels, motels, rooming houses, private campgrounds, RV parks, and similar facilities. State law (RCW 67.28.1816) allows the City to spend that lodging tax revenue only on:

- Tourism marketing
- The marketing and operations of special events and festivals designed to attract tourists
- Supporting the operations and capital expenditures of tourism-related facilities owned or operated by a municipality or a public facilities district created under chapters 35.57 and 36.100 RCW
- Supporting the operations of tourism-related facilities owned or operated by nonprofit organizations described under 26 U.S.C. Sec. 501(c)(3) and 26 U.S.C. Sec. 501(c)(6) of the internal revenue code of 1986, as amended.

RCW 67.28.1817 requires the City to have a Lodging Tax Advisory Committee (LTAC), appointed by the City Council, of:

- At least two members who are representatives of businesses required to collect tax under this chapter,
- At least two members who are involved in activities authorized to be funded by revenue received under this chapter,
- The number of representatives from the two groups must be equal and the Committee must be chaired by an elected official.

The LTAC receives all applications for lodging tax grants and recommends a list of candidates and funding levels to the City Council for a final determination. The City

Council is not required to fund the full list of recommended recipients and may choose to make awards

to only some or even none of the recommended recipients, but the City Council may not award funds to any recipient that is not recommended by LTAC.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. 2026_Members

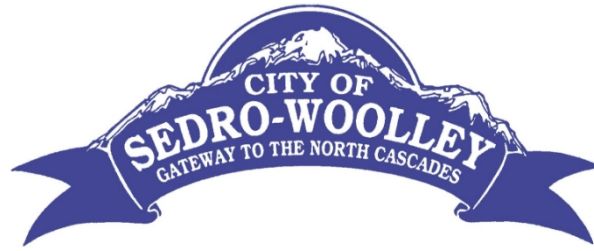


2026 Lodging Tax Advisory Committee Volunteers

RCW 67.28.1817 requires the City to have a Lodging Tax Advisory Committee (LTAC), appointed by the City Council, of:

- At least two members who are representatives of businesses required to collect tax under this chapter,
- At least two members who are involved in activities authorized to be funded by revenue received under this chapter,
- The number of representatives from the two groups must be equal and the Committee must be chaired by an elected official.

Name	Representation	Description
Dottie Chandler	Organization	Loggerodeo
Jeremy Kindlund	Organization	Sedro-Woolley Farmers Market
Betsy Anorbe	Business	Airbnb/Vrbo Host
Alia Rossi	Business	The Kulshan Hotel
Mayor Julia Johnson	Elected Official	City of Sedro-Woolley



City Council Agenda Item

Agenda Item No.: e.5.

Date: November 12, 2025

From: Nathan Salseina, Maintenance Operations Supervisor

Subject: 2025-220-ILA - Skagit County - Renewal of Public Works Cooperative

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute the attached Interlocal Cooperative Agreement between the City of Sedro-Woolley and Skagit County to establish a method for mutual assistance between both the City of Sedro-Woolley and Skagit County for minor public works projects, service labor, materials, and equipment.

BACKGROUND/SUMMARY INFORMATION:

Our current ILA with Skagit County is set to expire on December 31, 2025. The attached ILA between Skagit County and the City of Sedro-Woolley will extend our interlocal for another five years to December 31, 2030. Skagit County and the City of Sedro-Woolley have exercised multiple ILA's between our agencies for many years. Currently the Maintenance & Operations Division is using this agreement to for herbicide applications, occasional purchase of sand/salt mixture for our seasonal needs, line striping of Cook Rd, chip sealing work, and specialty street signs from the county sign shop. This ILA extends the same type of mutual assistance to Skagit County from the City, if the need arises.

FISCAL IMPACT, IF APPROPRIATE:

Funding to support the execution of this interlocal is funded through the city street fund.

ATTACHMENTS:

1. Interlocal Agreement 2026-30

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

CITY OF SEDRO-WOOLLEY AND SKAGIT COUNTY

THIS AGREEMENT (herein "Agreement") is made and entered into by and between CITY OF SEDRO-WOOLEY, (herein "City of Sedro-Woolley") and SKAGIT COUNTY, a political subdivision of the State of Washington (herein "County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT. City of Sedro-Woolley and the County may be individually referred to herein as a "party", and may be collectively referred to herein as the "parties." In consideration of the following, the parties mutually agree as follows:

1. **PURPOSE:** The purpose of this Agreement is to allow each party to provide mutual assistance on minor projects and work and services for the other party (herein the "Project[s]"), pursuant to and subject to the terms of this Agreement. Such Project work and/or services shall be limited and infrequent in nature and may include, but is not necessarily limited to: the use of equipment owned by the parties; small chip-sealing, striping, and road maintenance and repair matters; culvert clearing; mowing, spraying and vegetation management; and plowing, salting, sanding, etc. The parties recognize and agree that this Agreement is not intended for use (and shall not be used) for larger, more significant projects, and/or complex projects, and/or projects involving unique or noteworthy factual, technical, and/or legal circumstances (which shall otherwise require [an]other separate project-specific agreement[s] between the parties). Neither party is obligated to pay, provide, or expend any funds, and/or provide and/or perform any other services or other duties, unless otherwise specified herein.

2. **RESPONSIBILITIES:** In accordance with and subject to the Purpose of this Agreement (as provided above per Section 1), either party may, but shall not be required to perform Project work and/or services, provide Project materials, and allow for the use of each party's equipment for Project work as may be requested by the other party, to be reimbursed to the party providing said Project work, materials, equipment, etc., as further provided and described per Section 4. of this Agreement, below. In the event that either party uses any equipment owned by the other party pursuant to this Agreement, the parties agree that any user and/or operator of such equipment shall be an operator properly trained and/or certified in accordance with applicable law and industry standards, as further provided and described per Section 4. of this Agreement, below.

2.2 In any particular instance or in all instances, either party may choose not to perform requested Project work and/or services for the other party, in the event that such party determines that it would be undesirable, unsafe, impracticable, or otherwise not feasible for any reason.

3. **TERM OF AGREEMENT:** The term of this Agreement shall be from January 1, 2026, through December 31, 2030, unless sooner terminated pursuant to the terms herein.

4. **MANNER OF FINANCING:** The parties agree that reimbursement for Project work as may be performed by either party shall be made as follows:

4.1 County may perform work, provide materials, and/or provide the use of County's equipment (to be operated by a County operator), for work on City of Sedro Woolley's facilities upon City of Sedro Woolley's request and acceptance by County, to be reimbursed by City of Sedro Woolley to County at the actual cost incurred by County for said work, materials, use of County's equipment, and wages for County's operator(s) provided by County to operate the equipment; and, in addition, an administration fee, currently 18.24% in 2025 and updated annually, will be added to the County's actual direct cost for accounting, billing, and administrative services, provided that County shall submit to City of Sedro Woolley a certified statement of the costs. Within thirty (30) days thereafter, City of Sedro Woolley shall pay County the amount of said statement. The administration fee shall hereby further be adjusted automatically on January 1st of each year thereafter, in accordance with the most current version of the Skagit County Central Services Cost Allocation Plan (as certified by the County Auditor). Upon the request of City of Sedro Woolley, County shall provide adequate supporting documentation for any and all amounts billed to City of Sedro Woolley by County pursuant to the terms of this Agreement.

4.2 City of Sedro-Woolley may perform work, provide materials, and/or provide the use of City of Sedro-Woolley's equipment (to be operated by the City of Sedro-Woolley's operator), for work on County's facilities upon County's request and acceptance by City of Sedro-Woolley, to be reimbursed by County to the City of Sedro-Woolley at the actual cost incurred by City of Sedro-Woolley for said work, materials, use of City of Sedro-Woolley's equipment, and wages for City of Sedro-Woolley operator[s] provided by City of Sedro-Woolley to operate the equipment; and, in addition thereto, ten percent (10%) of the total cost shall be added for overhead costs for accounting, billing, and administrative services, provided that City of Sedro-Woolley shall submit to County a certified statement of the costs, and within thirty (30) days thereafter, County shall pay to City of Sedro-Woolley the amount of said statement. Upon the request of County, City of Sedro-Woolley shall provide adequate supporting documentation for any and all amounts billed to County by City of Sedro-Woolley pursuant to the terms of this Agreement.

5. **ADMINISTRATION:** The following individuals are designated as representatives of the respective 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 party.

5.1 County's representative shall be the Operations Division Manager, or his/her designee.

5.2 City of Sedro-Woolley's representative shall be the Director of Public Works, or his/her designee.

6. TREATMENT OF ASSETS AND PROPERTY: No fixed assets or personal or real property will be jointly or cooperatively acquired, held, used, or disposed of pursuant to this Agreement.

7. NO PARTNERSHIP OR JOINT VENTURE: No partnership and/or joint venture exists between the parties, and no partnership and/or joint venture is created by and between the parties by virtue of this Agreement. No agent, employee, contractor, subcontractor, consultant, volunteer, and/or other representative of the parties shall be deemed an agent, employee, contractor, subcontractor, consultant, volunteer, or other representative of the other party.

8. NO THIRD PARTY BENEFICIARIES: This Agreement is not intended to nor does it create any third party beneficiary or other rights in any third person or party, including, but not limited to, the general public, property owners and residents at or in the vicinity of the Project(s), or any other organization or entity, or any agent, contractor, subcontractor, consultant, employee, volunteer, or other representative of any party.

9. INDEMNIFICATION: Each party agrees to be responsible and assume liability for its own wrongful and/or negligent acts or omissions and those of its officials, officers, agents, employees, volunteers, assigns, contractors, subcontractors, and/or consultants to the fullest extent required by law, and further agrees to save, indemnify, defend, and hold the other party harmless from any such liability, loss, and/or expense, including but not limited to, judgments, settlements, attorney's fees and costs by reason of any and all claims and demands upon the other party, its elected or appointed officials or employees for damages because of personal or bodily injury, including death at any time resulting therefrom, sustained by any person or persons and on account of damage to property including loss of use thereof, except to the extent such injury to persons or damage to property is due to the negligence of the other party, its subcontractors, its elected officers, employees, volunteers, and/or their agents. It is further provided that no liability shall attach to either party by reason of entering into this contract except as expressly provided herein.

10. TERMINATION: Any party hereto may terminate this Agreement upon thirty (30) days' notice in writing either personally delivered or mailed postage-prepaid by certified mail, return receipt requested, to the party's last known address for the purposes of giving notice under this paragraph. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination, except that the duty to indemnify pursuant to paragraph 9 shall survive such termination.

11. CHANGES, MODIFICATIONS, AMENDMENTS AND WAIVERS: The Agreement may be changed, modified, amended or waived only by written agreement executed by the parties hereto. Waiver or breach of any term or condition of this Agreement shall not be considered a waiver of any prior or subsequent breach.

12. SEVERABILITY: In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

13. ENTIRE AGREEMENT: This Agreement contains all the terms and conditions agreed upon by the parties. All items incorporated herein by reference are attached. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the parties hereto.

14. STATUS OF AGREEMENT: This Agreement is in addition to, and is not intended to replace, substitute, modify, or otherwise amend any other agreements by and between the parties. Any other agreements by and between the parties shall continue in full force and effect, unless specified to the contrary herein (see Section 13, above).

15. USE OF DOCUMENTS AND MATERIALS PRODUCED: Both parties shall have the right to use and distribute any and all documents, writings, programs, data, public records or other materials prepared by any party (and/or any party's contractors, consultants, and/or subcontractors), in connection with performance of this Agreement. The parties recognize and agree that any documents and/or materials arising from and/or related to this Agreement may be subject to public disclosure pursuant to applicable law.

16. COMPLIANCE WITH LAWS AND TERMS OF GRANTS: The parties to this Agreement shall comply with all applicable federal, state, and local laws, rules, and regulations in carrying out the terms and conditions of this Agreement. If applicable, compliance with laws shall specifically include, but not be limited to, compliance with laws pertaining to the payment of prevailing wage on public works, including, but not necessarily limited to RCW 39.12. If applicable, compliance with laws shall also specifically include, but not be limited to, compliance with laws for the procurement of contracts for architectural and engineering services, including, but not necessarily limited to RCW 39.80. If necessary, the parties shall obtain and comply with all necessary permits and approvals from all applicable jurisdictions prior to commencing any work related to this Agreement. Each party individually recognizes and agrees that it shall be solely and separately responsible and liable for compliance with all terms and conditions of any applicable grant(s) obtained or procured in such party's name.

17. ASSIGNMENT AND SUBCONTRACTING: No portion of this Agreement may be assigned, contracted, and/or subcontracted to any other individual, firm, company, and/or other entity by either party.

18. DEFAULT: Failure of the parties to comply with the terms of this Agreement shall constitute default. The parties shall have all remedies for the enforcement of this Agreement as provided by law.

19. VENUE AND CHOICE OF LAW: In the event that any litigation should arise concerning the construction or interpretation of any of the terms of this Agreement, the venue of such action of litigation shall be in the Superior Court of the State of Washington in and for the County of Skagit. This Agreement shall be governed by the laws of the State of Washington.

20. CAPTIONS & COUNTERPARTS: The captions in this Agreement are for convenience and reference only and do not define, limit, or describe the scope or intent of this Agreement. This Agreement may be executed in any number of counterparts, and each such counterpart hereof shall be deemed to be an original instrument, but all such counterparts together shall constitute but one agreement.

21. NEUTRAL AUTHORSHIP: Each of the terms and provisions of this Agreement have been reviewed and negotiated, and represents the combined work product of the parties hereto. No presumption or other rules of construction which would interpret the provisions of this Agreement in favor of or against the party preparing the same shall be applicable in connection with the construction or interpretation of any of the provisions of this Agreement. The parties represent that they have had a full and fair opportunity to seek legal advice with respect to the terms of this Agreement and have either done so, or have voluntarily chosen not to do so. The parties represent and warrant that they have fully read this Agreement, that they understand its meaning and effect, and that they enter into this Agreement with full knowledge of its terms. The parties have entered into this Agreement without duress or undue influence.

CITY OF SEDRO WOOLLEY

Title of Signatory

Date _____

Print Name of Signatory

Mailing Address:
(Street address required
in addition to P.O. Box)

DATED this ____ day of _____, 2020.

**BOARD OF COUNTY COMMISSIONERS
SKAGIT COUNTY, WASHINGTON**

Lisa Janicki, Chair

Ron Wesen, Commissioner

Attest:

Kenneth A. Dahlstedt, Commissioner

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

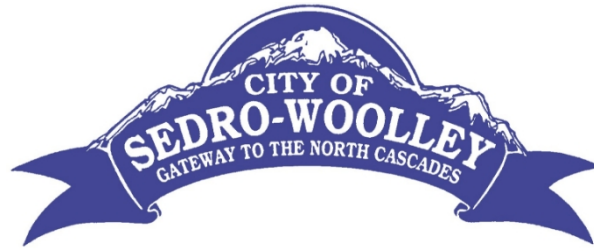
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director



City Council Agenda Item

Agenda Item No.: e.6.

Date: November 12, 2025

From: Julia Johnson, Mayor, Charlie Bush, City Administrator

Subject: Resolution 1169-25 - Appointment of Brock Stiles as Municipal Court Judge
2025-221-PS - Brock Stiles, Stiles and Lehr Inc - Judicial Services

RECOMMENDED ACTION:

Motion to approve Resolution 1169-25 confirming the Mayor's Appointment of Brock Stiles as Municipal Court Judge and authorizing the Mayor to execute 2025-221-PS, a judicial services agreement with Brock Stiles, Stiles and Lehr Inc.

BACKGROUND/SUMMARY INFORMATION:

Judge Stiles' four-year appointment as Sedro-Woolley Municipal Court Judge ends on December 31, 2025. Mayor Johnson appointed Judge Stiles to a new four-year term that would begin on January 1, 2026 and end on December 31, 2029. The Mayor's appointment requires confirmation by the City Council. A resolution is attached that, if approved, would confirm the Mayor's appointment and authorize the Mayor to enter into a new Judicial Services Agreement with Judge Stiles.

FISCAL IMPACT, IF APPROPRIATE:

Compensation for Judge Stiles is included in the City's 2026 budget. The City is required to have a municipal court judge.

ATTACHMENTS:

1. Resolution 1169-25 Reappointing Brock Stiles Municipal Judge 2025

RESOLUTION NO. 1169-25

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
SEDRO-WOOLLEY, SKAGIT COUNTY, WASHINGTON,
CONFIRMING THE MAYOR'S APPOINTMENT OF BROCK
STILES AS MUNICIPAL COURT JUDGE AND AUTHORIZING
THE MAYOR TO EXECUTE A JUDICIAL SERVICES
AGREEMENT**

WHEREAS, pursuant to SWMC 2.16.030, the Mayor has the authority to appoint the municipal court judge, subject to confirmation by the City Council, for a term of four years; and

WHEREAS, the current municipal court judge appointment expires on December 31, 2025; and

WHEREAS, the City Council desires to confirm the Mayor's reappointment of Brock Stiles as Judge of the Sedro-Woolley Municipal Court; and

WHEREAS, the Council supports the Mayor's appointment of Brock Stiles and finds the proposed agreement to be fair and reasonable;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The City Council of the City of Sedro-Woolley, Washington, does the hereby confirm the Mayor's appointment of Brock Stiles as Municipal Court Judge for the four-year term of January 1, 2026 through December 31, 2029, and authorizes the Mayor, on behalf of the City, to execute a Judicial Services Agreement substantially in the form attached the hereto as Exhibit A.

PASSED by the City Council of the City of Sedro-Woolley, Washington, and approved by its Mayor at a regular meeting of said Council held on the 25th day of November, 2025.

Julia Johnson, Mayor

Attest:

Kelly Kohknen, Finance Director

Approved as to form:

Nikki Thompson, City Attorney

EXHIBIT A

MUNICIPAL COURT JUDICIAL SERVICES AGREEMENT

This agreement (the "Agreement") is by and between the City of Sedro-Woolley, a municipal corporation operating as a non-charter code city under the laws of the state of Washington (the "City"), and Brock Stiles ("Contractor"), and is dated the 26th day of November, 2025.

RECITALS

- A. The City operates a Municipal Court pursuant to SWMC Chapter 2.16 and Chapter 3.50 RCW.
- B. The Contractor meets the judicial qualifications set forth at SWMC 2.16.030.
- C. The Contractor is willing and able to serve as the City's Municipal Court Judge for the four-year term ending December 31, 2029.
- D. The City and Contractor desire to enter into an agreement setting forth the relative rights, duties and obligation of the parties;

Now, therefore, in consideration of the mutual promises and covenants set forth below, the sufficiency of which is acknowledged by the parties, it is agreed as follows:

- 1. Appointment** - Effective December 8, 2025, and subject to confirmation by the Sedro-Woolley City Council, Contractor is appointed to be the Judge of the Sedro-Woolley Municipal Court.
- 2. Term** — The term of this agreement shall be from January 1, 2026 through December 31, 2029, unless sooner terminated as may be provided by law.
- 3. Duties** — Contractor agrees to serve as the Municipal Court Judge for the City of Sedro-Woolley with all the powers, duties, privileges and obligations which said office confers and in accordance with this Agreement and as required by the City's ordinances, the constitutions and laws of the state of Washington and the United States, and all other applicable laws and treaties. Contractor shall abide by the Rules of Judicial Conduct as promulgated by the Washington Supreme Court. Contractor shall at all times maintain his status as a licensed attorney in the state of Washington in the status of either active or judicial. The services to be provided will include regularly scheduled court sessions and any administrative work and out-of-court work done by the Municipal Court Judge, and all time expended for judicial education. In addition to regularly scheduled sessions of the Sedro-Woolley Municipal Court, the Judge shall conduct arraignments, probable cause hearings, drug forfeiture hearings, bail hearings, jury trials, or other court hearings

as may be necessary, and shall otherwise be available, as needed, to provide the Municipal Court services in accordance with SWMC Chapter 2.16 and state statute. Contractor shall also use the Contractor's best efforts to improve the City's Court by advancing the causes of justice, impartiality, fairness and efficiency in all of the Court's business.

- 4. Compensation** — The parties acknowledge that compensation is based upon the assumption that the Contractor will attend four regularly scheduled court appearance calendars per month, provide office hours to perform administrative duties of the Court, in addition to occasional phone calls with court staff and the police department. Based upon the foregoing, the City shall compensate Contractor at Grade/step 108 of the Non-Represented Staff salary schedule. For 2026, Contractor will start 2026 at Step 7, at the rate of \$4,733.33 per month. Contractor will advance one step each year until they are at the top of the scale. Compensation will be confirmed in the budget ordinance approved by the City Council each year. Compensation is for all the Contractor's time, both judicial and administrative.

5. Interaction with City:

A. The City Administrator for the City shall be responsible for managing this contract on behalf of the City.

B. The Contractor, at such times and such form as the City may require, shall furnish the City with periodic reports pertaining to the work and services undertaken pursuant to this agreement.

- 6. Judges Pro Tem** — In the event the Contractor is unable to serve due to disability, illness and/or absence, an actual conflict, or an affidavit of prejudice, it shall be the Contractor's responsibility to so notify the Court Clerk who shall make arrangements for the presence of a Judge pro tem. All Judges pro tem shall be qualified to hold the position of Judge of the Municipal Court, as provided the herein. Judges pro tem shall be paid by the City. The City will be responsible for compensating the pro tempore judge; provided that, when a judge pro tempore serves when Contractor is unable to serve due to disability, illness and/or absence, the City shall deduct pro-tem costs dollar-per-dollar from the flat base rate of compensation per month paid to the judge.

- 7. Status** — Contractor will be an independent contractor, and shall pay all of the Contractor's own withholding taxes, social security taxes, and any other payroll taxes.

The Contractor, at its sole expense, shall obtain and keep in force any and all necessary licenses, permits, and tax certificates. The Contractor shall maintain a professional liability

policy to protect Contractor and the City from losses and claims which may arise out of or result from performance of duties related to this Agreement, including Worker's Compensation and professional liability insurance.

- 8. Termination** — This agreement shall be in effect during the term specified in paragraph 2 unless terminated by mutual agreement or according to law. The City shall release Contractor from the Contractor's obligations under this Municipal Court Judicial Services Agreement if Contractor accepts a full-time judicial appointment, in which case Contractor will release the City from its obligations.
- 9. General Rule 29** — The parties agree that the provisions of Washington State Rules of Court General Rule 29, which governs the election, term, vacancies, removal, selection, responsibilities and authorities of presiding judges in courts of limited jurisdiction, shall be applicable to all court operations and personnel.
- 10. Qualification** — Contractor declares that the Contractor is, and shall at all times during the term of this Agreement be, qualified to serve as a Municipal Court Judge in that the Contractor is a citizen of the United States and of the State of Washington, resides in Skagit County, and an attorney admitted to practice law before the courts of record of the State of Washington
- 11. Indemnity Agreement** — The City shall defend, indemnify and hold Contractor and/or pro tem judges that may serve in the Contractor's absence, harmless from any and all claims arising out of the good faith performance of the Contractor's duties and functions as the Sedro-Woolley Municipal Court Judge.
- 12. Non-discrimination** — The Contractor agrees to take all necessary and affirmative steps to ensure compliance with all federal, state and City laws and policies regarding non-discrimination and equal employment opportunities. The Contractor shall not discriminate in any employment action or in the representation of any client because of race, creed, color, national origin, marital status, sex, age, or the presence of any sensory, mental or physical handicap.
- 13. Conflict of Interest** — In addition to Rule of Professional Conduct 1.7, the Contractor shall comply with all federal and state conflict of interest laws, statutes and regulations as they shall apply to all parties and beneficiaries under this Agreement, applicable court rules and the Canons of Judicial Conduct promulgated by the Washington Supreme Court.

14. Interpretation and Venue:

A. Washington law shall govern the interpretation of this Agreement. Skagit County shall be the venue of any arbitration or lawsuit arising out of this Agreement.

B. If one or more of the clauses of this Agreement is found to be unenforceable, illegal or contrary to public policy, the Agreement will remain in full force and effect except for the clauses that are unenforceable, illegal or contrary to public policy.

C. This Agreement constitutes the complete and final agreement of the parties, replaces and supersedes all oral and/or written proposals and agreements heretofore made on the subject matter, and may be modified only by a writing signed by both parties.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first written above.

CITY OF SEDRO-WOOLLEY

STILES & LEHR INC., P.S.

By _____
Mayor Julia Johnson

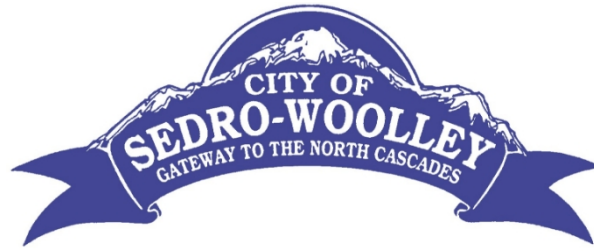
By _____
Brock Stiles, WSBA No. 15707
Stiles & Lehr Inc., P.S.
P.O. Box 228
Sedro-Woolley, WA 98284
Tax ID # _____

Attest:

Kelly Kohknien, Finance Director

Approved as to Form:

Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: e.7.

Date: November 12, 2025

From: Charlie Bush, City Administrator

Subject: 2025-22-PS - Zachor, Stock & Krepps Inc., P.S. - Extending Prosecuting Attorney Services

RECOMMENDED ACTION:

Motion to authorize Mayor Johnson to execute contract amendment two with Zachor, Stock, and Krepps, Inc., P.S., extending Prosecuting Attorney services for three years. The contract is in the amount of \$9,575 per month, or \$114,900 per year.

BACKGROUND/SUMMARY INFORMATION:

Zachor, Stock & Krepps contracted to serve as the City Prosecutor in late 2022 and provided service for the past three calendar years. The firm's contract with the City expires on December 31, 2025. Zachor, Stock & Krepps' work is well-regarded within the organization. In preparation for this contract extension, I spoke with the Police Chief and Court staff, and I have also been managing the firm's contract with the City over the past three years.

This renewal will keep the current rate of payment for service constant for the next three years. This change is contingent upon adding a domestic violence coordination service within the Police Department. The service will provide a part-time person who will work closely with the Police Department. They will assist the City Prosecutor and the Police Department by providing the following services:

VICTIM SERVICES

- Educate victims of crime about the role of a Victim Coordinator, including mandatory reporting requirements.
- Support, educate and assist victims of domestic violence through the criminal proceedings in municipal and superior courts; provide contact information about superior court and municipal court prosecution services.
- Assess domestic violence victim's immediate needs (i.e. safe housing, income, etc.); help the victim develop an immediate safety plan; provide information and referral to community resources, specifically domestic violence services.
- Respond to telephone and walk-in requests for service; refer domestic violence victims to social service or community agencies as appropriate.
- Provide domestic violence victims with information regarding filing for and obtaining civil

protection orders.

- Provide information to victims regarding criminal justice procedures; appear with domestic violence victims at arraignments and other criminal court hearings as deemed necessary, and upon request of the victim.
- Educate crime victims regarding the benefits of pursuing prosecution through the judicial process.

LAW ENFORCEMENT/ PROSECUTION

- Serves as a single point of contact within the agency for questions or concerns related to domestic violence services within the community.
- Provide information to law enforcement officers about victim accounts of additional undisclosed criminal action.
- Assist officers and detectives in obtaining additional evidence following the arrest of a suspect in cases of domestic violence, including researching prior history of abuse, assisting in coordinating the receipt of medical records and document findings in accordance with departmental policy. (Upon the request of the law enforcement agency)
- Develop reference materials for use by police officers, front office staff, the prosecuting attorney and crime victims.
- Prepare statistical reports.
- Maintain records; prepare requested reports and other documents as requested.
- Assist in training department personnel about victim services and specifically domestic violence.
- Provide annual community training on the dynamics of domestic violence (such as “Community Academy” style function).
- Attend designated community functions (such as “Nation Night Out”, “Coffee with a Cop”, or “Cops and Clergy” meeting).

This work will not only help victims directly but also should reduce the amount of repeat domestic violence offenses in the Sedro-Woolley. Over the past 6 years, the City has averaged 309 domestic violence calls for police services per year and 49 arrests.

FISCAL IMPACT, IF APPROPRIATE:

\$9,575 per month, or \$114,900 annually. This is the amount the City paid for services in 2025. The contract is contingent upon entering into a contract for domestic violence coordination services or the rate will be renegotiated at a higher level. The cost of a domestic violence coordinator is \$27,000 per year, which falls under the Mayor's authority, and the City is entering into that contract for 2026. An amendment will be brought to the City Council in the future for this service to cover 2027 and 2028.

ATTACHMENTS:

1. SWM proposed contract amendment 2 10.31.25
2. Signed COFSW Agreement with Zachor, Stock & Krepps Inc.
3. 2024-156_CN Agmt-First Amendment_to Zachor, Stock and Krepps

AMENDMENT 2 TO CONTRACT FOR LEGAL SERVICES

(Prosecuting Attorney for the City of SEDRO-WOOLLEY)

THIS ADDENDUM AGREEMENT is entered into this _____ day of _____, 2025, by and between the CITY OF SEDRO-WOOLLEY, A Municipal Corporation of the State of Washington, (hereinafter referred to as “City”), and the law office of ZACHOR, STOCK & KREPPS, Inc., P.S., a Personal Services Corporation of the State of Washington (hereinafter referred to as “Prosecuting Attorney”).

WHEREAS, the City and the Prosecuting Attorney entered into a Contract for Legal Services (Prosecuting Attorney for the City of SEDRO-WOOLLEY) on or about the 7th day of DECEMBER, 2022; and

WHEREAS, said original contract term ends effective the 31st day of DECEMBER 2025, subject provisions for renewal; and

WHEREAS, it is the mutual desire of the parties to renew and extend the prosecution services contract for an additional three (3) year term, pursuant to Article 4 of the original contract dated on or about the 7TH day of DECEMBER, 2022.

NOW, THEREFORE, IN CONSIDERATION OF THE MUTUAL PROMISES, TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT, THE PARTIES AMEND AND RENEW THE ORIGINAL CONTRACT AS FOLLOWS:

1. That by this addendum, the original Contract and subsequent addendums is incorporated by reference hereto.
2. That the parties agree to a three-year (3) extension to the existing contract beginning January 1, 2026 and expiring on December 31, 2028.
3. That, pursuant to Amendment 1, dated November 26, 2024, the City agrees to pay to the Prosecuting Attorney a monthly base rate in the sum of \$ 9,575.00 per month for each of the calendar years of 2026, 2027 and 2028 so long as the City retains/maintains the services of a Domestic Violence Coordinator (as opposed to a Domestic Violence Advocate) who shall provide services to the City and Police Department.
4. It is the understanding that should the City stop engaging the services of a DV Coordinator, then the monthly rate shall increase by the amount required for the Prosecutor Attorney to retain such services. Such amount shall be submitted to the City by the Prosecuting Attorney, and the parties agrees to negotiate in good faith for this increase.
5. That it is the understanding that the City may wish to expand the services currently performed by the Prosecuting Attorney, at which time the parties will enter negotiations for additional services. This includes adding a potential yearly review of the SEDRO-WOOLLEY Criminal code for the purpose of updating it to reflect the most current laws.
6. That the parties may, by mutual agreement, extend the contract for an additional 3-year term. The Prosecuting Attorney shall submit a proposed extension addendum by July 31, 2028, at which time the parties will enter negotiations for a contract extension.

IN WITNESS WHEREOF the parties have executed this Agreement on the ____ day of _____, 2025.

THE CITY OF SEDRO-WOOLLEY

ZACHOR, STOCK & KREPPS, Inc., P.S.

Mayor

James M. Zachor WSBA #41688
President

ATTEST/AUTHENTICATED:

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

_____, City Clerk

_____, WSBA#

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT ("Agreement") is made and entered into between the City of Sedro-Woolley, a Washington municipal corporation (hereinafter referred to as the "City"), and Zachor, Stock & Krepps, Inc., P.S. (hereinafter referred to as the "Consultant").

WHEREAS, the City has established its municipal court under the provisions of Chapter 3.50 RCW and Sedro-Woolley Municipal Code Chapter 2.16 Municipal Court System; and

WHEREAS, the City wishes to contract with a skilled firm with attorneys familiar with the prosecution of criminal and infraction matters involving allegations of violation of municipal ordinances; and

WHEREAS, the Consultant and its attorneys are licensed to practice law in the State of Washington and have experience as prosecutors within the State of Washington;

NOW THEREFORE, in consideration of the mutual promises and benefits to be derived, this Agreement is entered into on a date specified hereafter between the City and the Consultant, subject to the terms and conditions set forth below:

1. **Scope of work.** The scope of work shall include all services and material necessary to accomplish the above mentioned objectives in accordance with the Scope of Services that is marked as Exhibit A, attached hereto and incorporated herein by this reference.
2. **Payments.** The Consultant shall be paid by the City for completed work for services rendered under this Agreement as provided hereinafter. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment and incidentals necessary to complete the work, and shall consist of the following:
 - 2.1. **Base Rate:** Reference Attachment A, Section 12.B and 12.D.2
 - 2.2. **Hourly Rate.** Reference Attachment A, Section 12.C
 - 2.3. **Fees Review.** The schedule of fees provided for in paragraph 2.1 and 2.2 shall apply for the contract period reflected in Article 4. Should the court substantially alter the requirements of the Consultant, the Consultant shall provide notification to the City. Changes in fees shall be proposed by the Consultant to the Mayor. Any changes must be mutually agreed to by the Mayor and the Consultant, and then must be approved by the Sedro-Woolley City Council. Upon acceptance by all parties, the changes will be made a part of this Agreement.
 - 2.4. **Costs.** The City shall be the sole obligor and shall pay all witness fees, expert witness fees (including but not limited to Speed Measuring Device Experts), and interpreters' fees determined to be necessary by the Consultant in the preparation and disposition of its cases. The City shall approve all other anticipated fees before such expense is incurred. The City will not unreasonably delay in granting approval of such expenses. The City further agrees to hold the Consultant harmless from such expenses and costs as set forth hereinabove.

2.5. Assistant Prosecutors. The City contracts with the Consultant for a monthly fee for prosecution services. Should the Consultant be absent, it shall be the responsibility of the Consultant to provide substitute coverage with a properly licensed State of Washington attorney, who has been previously approved by the City through its Police Chief. In the event of a dispute regarding approval of any individual, the Sedro-Woolley City Council shall be final arbiter.

If a "Conflict Prosecutor" is required, such "Conflict Prosecutor" shall be approved by the City through its Police Chief. In the event of a dispute regarding approval of any individual, the Sedro-Woolley City Council shall be final arbiter. The Consultant is responsible for any costs associated with the "Conflict Prosecutor."

3. **Ownership and use of documents.** All City files and other documents maintained by the Consultant shall be the files of the City and accessible by the City through its City Attorney or other duly authorized representative during normal business hours, subject to the Washington State Bar Association Rules of Ethics. At the request of the City, any and all files maintained by the Consultant shall be tendered to the City, subject to the terms and conditions of this Agreement and the Washington State Bar Association Rules of Ethics. All equipment and facilities furnished by the City shall remain the sole property of the City. Any equipment, facilities and materials provided by the Consultant shall remain the sole property of the Consultant.
4. **Term of Contract.** The term of this Agreement shall be from January 1, 2023 through December 31, 2025. Consultant shall perform the work authorized by this Agreement promptly in accordance with the receipt of the required governmental approvals.
5. **Hold Harmless Agreement.** The Consultant shall indemnify and hold the City and its officers and employees harmless from and shall process and defend at its own expense all claims, demands, or suits at law or equity arising in whole or in part from the Consultant's negligence or breach of any of its obligations under this Agreement; provided that nothing herein shall require the Consultant to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the conduct of the City, its agents, officers and employees; and provided further that if the claims or suits are caused by or result from the concurrent negligence of: (a) the Consultant's agents or employees; and (b) the City, its agents, officers and employees, this indemnity provision with respect to: (1) claims or suits based upon such negligence; and/or (2) the costs to the City of defending such claims and suits shall be valid and enforceable only to the extent of the Consultant's negligence or the negligence of the Consultant's agents or employees.

The Consultant shall comply with all applicable sections of the applicable Ethics laws, including RCW 42.23, which is the Code of Ethics for regulating contract interest by municipal officers. The Consultant specifically assumes potential liability for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the state industrial insurance law, Title 51 RCW.

6. **Insurance.**

6.1. Insurance Term. The Consultant shall procure and maintain for the duration of the Agreement, malpractice/professional liability insurance against damages and legal defense based upon alleged errors, omissions, or mistakes which may arise from or in

connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

6.2. No Limitation. Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

6.3. Minimum Scope of Insurance. Consultant shall obtain insurance of the types described below:

a. Malpractice insurance for attorneys and/or law firms.

6.4. The minimum insurance limits shall be as follows:
Consultant shall maintain the following insurance limits:

a. Malpractice. \$1,000,000 per claim and \$2,000,000 as an annual aggregate.

6.5. Notice of Cancellation. In the event that the Consultant receives notice (written, electronic or otherwise) that any of the above required insurance coverage is being cancelled and/or terminated, the Consultant shall immediately (within forty-eight (48) hours) provide written notification of such cancellation/termination to the City.

6.6. Acceptability of Insurers. Insurance to be provided by Consultant shall be with insurers with a current A.M. Best rating of no less than A:VII, or if not rated by Best, with minimum surpluses the equivalent of Best VII rating.

6.7. Verification of Coverage. In signing this agreement, the Consultant is acknowledging and representing that required insurance is active and current. Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work. Further, throughout the term of this Agreement, the Consultant shall provide the City with proof of insurance upon request by the City.

6.8. Insurance shall be Primary - Other Insurance Provision. The Consultant's insurance coverage shall be primary insurance as respect the City. Any Insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.

6.9. Claims-made Basis. Unless approved by the City all insurance policies shall be written on an "Occurrence" policy as opposed to a "Claims-made" policy. The City may require an extended reporting endorsement on any approved "Claims-made" policy.

6.10. Failure to Maintain Insurance. Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

6.11. Public Entity Full Availability of Consultant Limits. If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this contract or whether any certificate of insurance furnished to the Public Entity evidences limits of liability lower than those maintained by the Consultant.

6.12. Safeguarding of Personal Information. The Consultant shall not use or disclose Personal Information, as defined in RCW 19.255.010, in any manner that would constitute a violation of federal law or applicable provisions of Washington State law. Consultant agrees to comply with all federal and state laws and regulations, as currently enacted or revised, regarding data security and electronic data interchange of Personal Information.

The Consultant shall ensure its directors, officers, employees, subcontractors or agents use Personal Information solely for the purposes of accomplishing the services set forth in the Agreement.

The Consultant shall protect Personal Information collected, used, or acquired in connection with the Agreement, against unauthorized use, disclosure, modification or loss.

The Consultant and its sub-consultants agree not to release, divulge, publish, transfer, sell or otherwise make Personal Information known to unauthorized persons without the express written consent of City or as otherwise authorized by law.

The Consultant agrees to implement physical, electronic, and managerial policies, procedures, and safeguards to prevent unauthorized access, use, or disclosure of Personal Information.

The Consultant shall make the Personal Information available to amend as directed by City and incorporate any amendments into all the copies maintained by the Consultant or its subcontractors. Consultant shall certify its return or destruction upon expiration or termination of the Agreement and the Consultant shall retain no copies. If Consultant and City mutually determine that return or destruction is not feasible, the Consultant shall not use the Personal Information in a manner other than those permitted or authorized by state and federal laws.

The Consultant shall notify City in writing immediately upon becoming aware of any unauthorized access, use or disclosure of Personal Information. Consultant shall take necessary steps to mitigate the harmful effects of such use or disclosure. Consultant is financially responsible for notification of any unauthorized access, use or disclosure. The details of the notification must be approved by City. Any breach of this clause may result in termination of the Agreement and the demand for return of all Personal Information.

7. Discrimination prohibited. Consultant shall not discriminate against any employee or applicant for employment because of race, creed, color, religion, national origin, age, sex, marital status, sexual orientation, honorably discharged veteran or military status, liability for

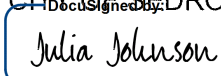
service in the armed forces of the United States, disability, or the presence of any sensory, mental, or physical disability, the use of a trained dog guide or service animal by a person with a disability, or any other protected class status, unless based upon a bona fide occupational qualification.

8. **Consultant is an independent contractor.** The parties intend that an independent contractor relationship will be created by this Agreement. No agent, employee or representative of the Consultant shall be deemed to be an agent, employee or representative of the City for any purpose. Consultant shall be solely responsible for all acts of its agents, employees, representatives and subcontractors during the performance of this Agreement.
9. **City approval of work and relationships.** Notwithstanding the Consultant's status as an independent contractor, results of the work performed pursuant to this Agreement must meet the approval of the City. During pendency of this Agreement, the Consultant shall not perform work for any party with respect to any property located within the City of Sedro-Woolley or for any project subject to the administrative or quasi-judicial review of the City without written notification to the City and the City's prior written consent.
10. **City Business License.** The Consultant shall maintain a City business license throughout the term of this contract.
11. **Termination.** The attorney/client relationship is personal and involves the ability of the parties to communicate and maintain credibility. This is an agreement for legal services and the City as client may terminate the Agreement for any reason upon sixty (60) days' notice. In the event of termination, work in progress will be completed by Consultant if authorized by the City under terms acceptable to both parties. If completion of work in progress is not authorized or acceptable terms cannot be worked out, Consultant will submit all unfinished documents, reports, or other material to City and Consultant will be entitled to receive payment for any and all satisfactory work completed prior to the effective date of termination.
12. **Integration.** The entire agreement between the parties shall consist of this document and the Scope of Services, attached hereto as Exhibit A. These writings constitute the entire Agreement of the parties and shall not be amended except by a writing executed by both parties. In the event of any conflict between this written Agreement and any provision of Exhibit A, this Agreement shall control.
13. **Changes/Additional Work.** The City may engage Consultant to perform services in addition to those listed in this Agreement, and Consultant will be entitled to additional compensation for authorized additional services or materials as described in Section 2.2, above. The City shall not be liable for additional compensation until and unless any and all additional work and compensation is approved in advance in writing and signed by both parties to this Agreement. If conditions are encountered which are not anticipated in the Scope of Services, the City understands that a revision to the Scope of Services and fees may be required. Provided, however, that nothing in this paragraph shall be interpreted to obligate the Consultant to render services, or the City to pay for services rendered, in excess of the Scope of Services in Exhibit A unless or until an amendment to this Agreement is approved in writing by both parties.

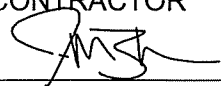
- 14. Standard of Care.** Consultant represents that Consultant has the necessary knowledge, skill and experience to perform services required by this Agreement. Consultant and any persons employed by Consultant shall use their best efforts to perform the work in a professional manner consistent with sound legal practices, in accordance with the schedules herein and in accordance with the usual and customary professional care required for services of the type described in the Scope of Services.
- 15. Non-waiver.** Waiver by the City of any provision of this Agreement or any time limitation provided for in this Agreement shall not constitute a waiver of any other provision.
- 16. Non-assignable.** The services to be provided by the Consultant shall not be assigned or subcontracted without the express written consent of the City.
- 17. Covenant against contingent fees.** The Consultant warrants that he/she/they/it has not employed or retained any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement, and that he/she/they/it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the Consultant, any fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award of making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.
- 18. Compliance with laws.** The Consultant in the performance of this Agreement shall comply with all applicable Federal, State or local laws and ordinances, including regulations for licensing, certification and operation of facilities, programs and accreditation, and licensing of individuals, and any other standards or criteria as described in the Agreement to assure quality of services. The Consultant specifically agrees to pay any applicable business and occupation (B & O) taxes that may be or become due on account of this Agreement.
- 19. Notices.** Notices to the City shall be sent to the following address:
City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284
- Notices to the Consultant shall be sent to the following address:
Zachor, Stock & Krepps, Inc., P.S.
19401 40th Avenue W., Suite 205
Lynnwood, WA 98036

Receipt of any notice shall be deemed effective three (3) days after deposit of written notice in the U.S. mail, with proper postage and properly addressed.

DATED THIS 16th day of December, 2022.

CITY OF SEDRO-WOOLLEY


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Mayor

CONTRACTOR


12/6/2022
James M Zachor, President
Zachor, Stock & Krepps, Inc., P.S.

ATTEST:

DocuSigned by:

Kelly Kohnken

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Finance Director

APPROVED AS TO FORM:

DocuSigned by:

Miki Thompson

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City Attorney

**AMENDMENT 1 TO THE PROFESSIONAL SERVICES AGREEMENT FOR
PROSECUTION SERVICES ENTERED INTO BY THE CITY OF SEDRO-WOOLLEY
AND ZACHOR, STOCK & KREPPS, INC., P.S. ON DECEMBER 16, 2022**

WHEREAS, the City received a letter on August 30, 2024 requesting an increase to monthly fees paid to Zachor, Stock, & Krepps, Inc., P.S. (ZSK) in response to competitive market factors that are significantly increasing labor costs for ZSK to retain their attorneys; and

WHEREAS, City staff met with ZSK during the fall to discuss this proposal; and

WHEREAS, the request is for an additional 4.3% one-time increase for 2025 beyond the originally agreed upon 4% increase each year; and

WHEREAS, the City is pleased with the prosecution services provided by ZSK;

NOW THEREFORE, Attachment A, Section D.D.2 of the contract is amended as follows:

D.2 Cost of living increase annually of 4%. A one-time additional 4.3% increase due to market factors shall be applied to the increase between 2024 and 2025. The resulting 2025 charge per month will be \$9,575.

The parties have agreed to this amendment this 26th day of November 2024.

CITY OF SEDRO-WOOLLEY

ZACHOR, STOCK & KREPPS, INC., P.S.

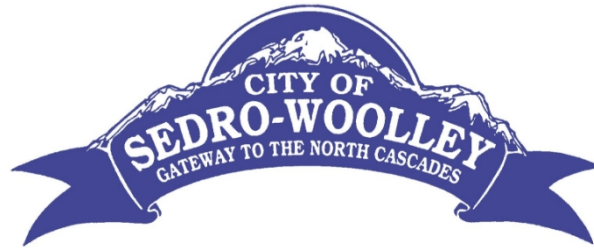
DocuSigned by:
By Julia Johnson
EBB2DA0D1582408...
Julia Johnson, Mayor

Signed by:
By James Zachor
2090CA3016774E4...
James Zachor, President

Approved as to form:

DocuSigned by:
Mikki Thompson
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Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: e.8.

Date: November 12, 2025

From: Dan McIlraith, Police Chief

Subject: 2025-223-ILA - Multi-Jurisdictional Drug, Gang, and Firearms Task Force - Amend Contract

RECOMMENDED ACTION:

Motion to approve and authorize the Mayor and Chief of Police to sign - Amendment 1- Multi-Jurisdictional Drug, Gang, and Firearms Task Force Interlocal Agreement Contract #C20240440, city contract 2025-223-ILA.

BACKGROUND/SUMMARY INFORMATION:

This has been reviewed by our legal team. This is specifically being done at the request of Skagit County for their own purposes of applying for HB2015 sales and use tax and/or grant funding. This is a required amendment for interlocal contracts, such as this one with SCIDEU.

Specifically that covers:

10.32 Inter-Agency Agreement Protections

All agency agreements to participate in multi-jurisdictional activity (ex: task forces) shall include legally binding assurances that all other parties shall not use or share agency resources, personnel, or information with 3rd parties or to support immigration enforcement.

FISCAL IMPACT, IF APPROPRIATE:

None

ATTACHMENTS:

1. SCIDEU - CONTRACT AMMENDMENT 1 - Keep Washington Working

AMENDMENT #1
Multi-Jurisdictional Drug, Gang, and Firearms Task Force Interlocal Agreement
CONTRACT #C20240440

The City of Mount Vernon, the City of Anacortes, the City of Burlington, the City of Oak Harbor, the City of Sedro Woolley, Skagit County, San Juan County, Washington State Patrol, and the Swinomish Indian Tribal Community (collectively, Participating Entities), agree to amend the Multi-Jurisdictional Drug, Gang, and Firearms Task Force Interlocal Agreement Contract #C20240440 (Agreement) as set forth below.

1. **TERMS OF AMENDMENT:** The Participating Entities amend their Agreement to include the following language as section 11:

11. **Keep Washington Working Provisions**

Washington law generally prohibits Participating Entities and their personnel from enforcing federal immigration law. See RCW 10.93.160. Neither the Participating Entities nor any of their employees may contract in any way to provide civil immigration enforcement assistance. To be clear, the Participating Entities interpret this Amendment as consistent with the Washington law, including RCW 10.93.160, in that Participating Entities and their personnel shall not engage in any acts proscribed by Washington law.

11.1. **Enforcement of Federal Immigration Law and Policies Prohibited**

11.1.1. The federal government, not Participating Entities, has primary jurisdiction over the enforcement of federal immigration law. Participating Entities recognize that removal from the United States, including investigations and arrests made as part of that process, is a civil matter overseen by federal immigration authorities. Participating Entities recognize that unauthorized presence in the United States, standing alone, is not a violation of state or local law. The immigration or citizenship status of an individual or an individual's presence in, entry or reentry to, or employment in the United States alone is not subject to enforcement by Participating Entities or their personnel. Participating Entities shall presume any federal immigration authority acting on official duty to be engaged in immigration enforcement.

11.1.1.1. Participating Entities personnel shall not engage or assist in civil immigration enforcement.

11.1.1.2. Participating Entities resources, including any individuals' personal information ascertained by Participating Entities or their officers, shall not be used or shared to assist in civil immigration enforcement.

11.1.1.3. Participating Entities shall review all methods and forms used to communicate with persons engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, or data fields for immigration or citizenship status existing prior to May 21, 2020, and modify them as necessary to be consistent with these policies.

11.1.1.4. All Participating Entities personnel shall complete Participating Entities' mandatory training regarding immigration enforcement policies and procedures and compliance with all other requirements of RCW 10.93.160.

11.1.2. Participating Entities personnel shall not initiate or participate in any

law enforcement action based solely on an individual's immigration or citizenship status, or place of birth, or in any other way attempt to enforce or assist in the enforcement of federal civil immigration laws or policies.

11.1.3. Participating Entities personnel shall not inquire about any person's immigration or citizenship status, or place of birth, unless the information is directly connected to the Participating Entities Agency Officer's investigation into a violation of state or local law.

11.1.4. Participating Entities policies prohibiting participation or aid in immigration enforcement shall apply for enforcement activity against all persons, including Participating Entities personnel.

11.1.5. Participating Entities personnel shall not conduct investigations, interviews, questioning, take statements, or otherwise engage in similar contact with any individual in the presence, including within hearing distance, of any person engaged, or intending to engage, in immigration enforcement, including a known federal immigration authority, unless the person's presence is directly connected to the Participating Entities' investigation into a violation of state or local criminal law and necessary to perform the Participating Entities Officer's duties.

11.1.6. Participating Entities personnel shall not arrest, detain, take into custody, or otherwise hold any person solely to determine their citizenship or immigration status unless the information is directly connected to the Participating Entities Officers' investigation into a violation of state or local law.

11.1.7. Civil immigration warrants, hold requests, and immigration detainer requests do not establish probable cause and shall not be the basis for any Participating Entities' Officer to arrest, detain, or otherwise hold any person in custody.

11.1.8. If Participating Entities personnel receives a court order or judicial warrant authorizing any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, to assume custody of an in-custody individual, the Participating Entities shall immediately contact the relevant Participating Entities' Sheriff or Chief of Police or authorized designee to determine the appropriate course of action.

11.1.8.1. Before authorizing any arrest, detention, or hold, the relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall confirm that the federal criminal arrest warrant is issued and signed by a U.S. District Court Judge or Magistrate Judge authorizing the holding or detention of the individual by:

11.1.8.1.1. Obtaining a copy of the warrant;

11.1.8.1.2. Identifying the criminal charge and citation to the federal law violation for which the warrant was issued;

11.1.8.1.3. Identifying which U.S. District Court issued the warrant;

11.1.8.1.4. Verifying that the warrant includes the correct date and location for detention; and

11.1.8.1.5. Confirming that a U.S. District Court Judge

or Magistrate's signature is on the warrant.

11.1.8.2. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall not disclose the location of the Participating Entities' Officer or individual to any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, before or during the warrant confirmation process.

11.1.9. All requests for assistance by any person engaged, or intending to engage, in immigration enforcement, including federal immigration authority, whether oral or written, shall be directed to the relevant Participating Entities' Sheriff or Chief of Police or authorized designee to determine an appropriate course of action.

11.1.10. Participating Entities personnel shall not assist or participate in any joint operations, task forces, or any other activities that support or constitute immigration enforcement actions with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without prior approval, in writing, from the relevant Participating Entities' Sheriff or Chief of Police or authorized designee.

11.2. Data Collection Prohibited

11.2.1. Participating Entities personnel shall not inquire about or request any documents or information from a person for the purpose of determining the person's immigration or citizenship status, or place of birth, unless the information is directly connected to the Participating Entities Officer's investigation into a violation of state or local law.

11.2.2. Participating Entities personnel processing fingerprint card or Automated Biometric Identification System (ABIS) submissions shall enter "Unknown" for these fields addressing immigration or citizenship status unless the information is otherwise known.

11.2.3. Participating Entities personnel shall not take enforcement action or otherwise use immigration or citizenship status, or place of birth information, against crime victims or witnesses.

11.2.4. Participating Entities personnel shall use the Communications Center "Language Line" or other approved resources for any language services necessary to perform duties for Participating Entities. Participating Entities personnel shall not utilize or accept language services from any person engaged in, or intending to engage, in immigration enforcement, including federal immigration authorities. Participating Entities personnel shall presume that federal immigration authorities are engaged in immigration enforcement.

11.3. Consular Notification Requirements

11.3.1. Within 72 hours of detention, Participating Entities shall inform, verbally and in writing, all persons taken into custody or otherwise detained, regardless of their known or perceived nationality, citizenship, or immigration status, that:

11.3.1.1. The person has the right to refuse to disclose information about their nationality, citizenship, or immigration status; and

11.3.1.2. Disclosure of such information may result in civil or

criminal immigration enforcement against them, including removal from the United States.

11.3.2. If any Participating Entities personnel becomes aware that a person in custody is a foreign national, the Participating Entities' Officer shall immediately contact the relevant Participating Entities' Sheriff or Chief of Police or authorized designee to determine the appropriate course of action.

11.3.2.1. If the person's country is a signatory to the Vienna Convention on Consular Relations or other bilateral agreement regarding consular notifications, the relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall provide the person the appropriate consular notification advisement recommended by the U.S. State Department—that the person has the right to request that their foreign consul be notified of their detention and to communication with their foreign consul, or that the LEA is required to notify the person's consular officers, if they are a member of a mandatory notification country.

11.3.2.2. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall notify the person's foreign consul of their detention without delay if the person is a national of one of the 56 mandatory notification countries or if the person requests their foreign consul be notified.

11.3.2.3. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall permit the foreign consul access to the person and forward any communication from the foreign national to the person's consular officers without delay.

11.4. Responding to Requests for Information

11.4.1. Participating Entities personnel shall not share, provide, or disclose personal information about any person to anyone engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without a court order or judicial warrant requiring the information's disclosure, except that Participating Entities shall provide all records as required under the Public Records Act, chapter 42.56 RCW. Public records requests shall be processed pursuant to Participating Entities procedures by the relevant Participating Entity's Public Records Officer or designee. Any Participating Entities personnel receiving a public records request shall forward the request to the relevant Participating Entity's Public Records Officer and notify the relevant Participating Entities' Sheriff or Chief of Police or authorized designee.

11.4.2. Participating Entities personnel shall not provide or disclose information in response to any notification request or other immigration enforcement related request for information regarding a person's release date from custody without a court order or judicial warrant, except that Participating Entities shall provide all records as required by the Public Records Act, chapter 42.56 RCW, in response to any qualifying request.

11.4.3. If Participating Entities personnel receive a court order or judicial warrant that mandates the sharing of information regarding a person's immigration or citizenship status, Participating Entities personnel shall provide the information as required by the court order or judicial warrant. Any Participating Entities personnel who shares or discloses a person's immigration or citizenship status to any person engaged, or intending to

engage, in immigration enforcement, including a federal immigration authority, shall immediately notify the relevant Participating Entities' Sheriff or Chief of Police or authorized designee of the information provided, reason for sharing said information, and identity of the person and agency to whom the information was shared.

11.4.3.1. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall log all instances of Participating Entities personnel sharing any person's immigration or citizenship status with a person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, with the basis for sharing the information. The log shall be a public record and shall be made publicly available except that information may be redacted or withheld as permitted by the Public Records Act.

11.5. Access to Persons Detained or in Custody

11.5.1. Participating Entities personnel shall not permit anyone engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, to access any person held, detained, or in a Participating Entity's custody without obtaining the person's prior consent in writing, unless a court order or judicial warrant requiring such access is presented.

11.5.1.1. To obtain written consent from a person held, detained, or in custody, prior to being interviewed by anyone engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, the Participating Entities' Officer shall provide the person with an oral explanation and a written consent form that explains:

11.5.1.1.1. The purpose of the interview;

11.5.1.1.2. That the interview is voluntary;

11.5.1.1.3. That the person may decline to be interviewed and will not be punished or suffer retaliation for doing so; and

11.5.1.1.4. That the person may choose to be interviewed only with the person's attorney present.

11.5.1.2. Participating Entities' Officers shall provide the oral explanation and consent form in a language understood by the person or by using an approved language service if the person is unable to read the form or if the form is not available in a language the person understands. Participating Entities shall maintain copies of the consent form in English, Spanish, and any other language that Participating Entities deem appropriate.

11.5.1.3. If a person chooses to be interviewed with their attorney present, Participating Entities' Officers shall promptly contact the attorney. Participating Entities' Officers shall not proceed with permitting any interview to take place prior to the person's first court appearance and counsel has been retained, appointed, or the person has chosen to proceed pro se.

11.6. Equal Treatment for Persons Held, Detained, or in Custody

11.6.1. Persons held, detained, or otherwise in the custody of Participating

Entities are entitled to, and shall be provided, the same services, benefits, privileges, rights, opportunities, and resources regardless of their nationality, or immigration or citizenship status.

11.6.2. Participating Entities personnel shall not deny or otherwise limit any person held, detained, or otherwise in Participating Entities' custody such services, benefits, privileges, rights, opportunities, or resources based on any civil immigration warrant, hold request, immigration detainer request, notification request, administrative subpoena or similar request by a person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, or indication of the person's nationality, immigration or citizenship status.

11.6.3. Participating Entities' Officers shall not transfer custody of any person held, detained, or otherwise in the custody of Participating Entities to any person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, without court order or judicial warrant. If presented with such an order by a person engaged, or intending to engage, in immigration enforcement, including by a federal immigration authority, to take custody of a person in Participating Entities' custody, Participating Entities' Officers shall immediately contact the relevant Participating Entities' Sheriff or Chief of Police or authorized designee to determine an appropriate course of action.

11.6.3.1. Before authorizing any transfer of custody, the relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall confirm that the court order is issued and signed by a U.S. District Court Judge or Magistrate Judge and authorizes the holding or detention of the individual by:

11.6.3.1.1. Obtaining a copy of the court order;

11.6.3.1.2. Confirming that a U.S. District Court Judge or Magistrate signed the court order;

11.6.3.1.3. Confirming that the court order identifies the individual for whom the transfer of custody is sought by name; and

11.6.3.1.4. Verifying that the court order has a valid date or is not otherwise expired or previously executed.

11.6.3.2. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall not disclose the location of the individual to any person engaged in, or intending to engage in, immigration enforcement, including federal immigration authorities, before or during the process of confirming the court order.

11.6.4. Participating Entities shall not deny or otherwise limit any person's social visitation solely on the basis of the person's inability to effectively communicate through video-visitation technology. Participating Entities shall not collect immigration or citizenship status information of persons visiting an individual in Participating Entities' custody and shall minimize collection of visitors' personal information to the extent necessary to perform duties of Participating Entities. Participating Entities personnel shall not disclose or otherwise share visitors' personal information with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, absent a court order or judicial warrant for the

information or approval by the relevant Participating Entities' Sheriff or Chief of Police or authorized designee.

11.7. Contracts Involving Immigration Enforcement

11.7.1. Participating Entities personnel and school resource officers shall not enter into any contract, agreement, or other arrangement, whether written or oral, that would grant federal immigration enforcement authority or powers to the Participating Entities' Officer, including but not limited to agreements created under 8 U.S.C. Sec. 1357(g), also known as 287(g) agreements under the Immigration and Naturalization Act.

11.7.2. All Participating Entities agreements to assist or participate in any joint operations, task forces, or other multi-jurisdictional activities shall include legally binding assurances that all other parties to those agreements shall not use or share Participating Entities' resources, including any individuals' personal information ascertained by Participating Entities or their personnel, with any third parties or to support or engage in immigration enforcement activities.

11.7.3. Participating Entities shall not be a party to any agreement, joint operation, task force, or other multi-jurisdictional activity with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without legally binding assurances, in writing and pre-approved by the relevant Participating Entities' Sheriff or Chief of Police or authorized designee, that no Participating Entities' resources, including any individuals' personal information ascertained by Participating Entities or their personnel, shall be used to support or assist with civil immigration enforcement in any way.

11.7.4. Participating Entities' Officers shall not assist or participate in any joint operations, task forces, or other activities that support or constitute immigration enforcement actions with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, without prior approval, in writing, from the relevant Participating Entities' Sheriff or Chief of Police or authorized designee.

11.7.5. Participating Entities shall not be a party to any immigration detention agreement, IGSA, or other arrangement with any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, providing for detention of any person by Participating Entities' Officers or using Participating Entities' resources for immigration enforcement purposes.

11.7.6. Participating Entities personnel and school resource officers shall not be a party to any agreement or contract for language services, including translation, interpretation, training or classes, from any person engaged, or intending to engage, in immigration enforcement, including federal immigration authorities, nor shall any language services be accepted by Participating Entities personnel from any person engaged, or intending to engage, in immigration enforcement, including a federal immigration authority, for free or otherwise. Participating Entities personnel shall presume federal immigration authorities are engaged in immigration enforcement.

11.7.7. All Participating Entities agreements permitting access to Participating Entities databases or information shall include legally binding assurances that all other parties to those agreements shall not use or share Participating Entities information or database access with any third parties

supporting or engaged in immigration enforcement activities.

11.8. U & T Visa Certifications

11.8.1. Participating Entities' Officers shall forward U and T Visa certification requests under the Washington Safety and Access for Immigrant Victims Act, RCW 7.98.020, without delay to the relevant Participating Entities' Sheriff or Chief of Police or authorized designee.

11.8.1.1. The fact of any request for U or T Visa certification and any personal information submitted with such request shall not be disclosed or shared outside of Participating Entities, the relevant Participating Entities' Sheriff or Chief of Police or authorized designee, or the County Prosecuting Attorney without a court order or judicial warrant, or approval by the relevant Participating Entities' Sheriff or Chief of Police or authorized designee unless expressly authorized, in writing, by the subject of the request or the subject's guardian, or as otherwise required by law.

11.8.1.2. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall review any U or T Visa certification request submitted to Participating Entities in full and verify all information submitted in support of the certification request using existing Participating Entities records, personal knowledge, or other available evidence. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee may confer with the relevant Participating Entities' Legal Counsel and/or the County Prosecuting Attorney to determine whether certification by Participating Entities is proper.

11.8.1.3. Participating Entities' Officers shall not leverage U or T Visa certifications as a means to compel any victim or witness to cooperate with their investigations.

11.8.2. The relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall process U and T Visa certification requests within 90 days of receipt by Participating Entities, except under circumstances requiring a shorter timeframe.

11.8.2.1. Any U or T Visa certification request for a person in federal removal proceedings shall be immediately processed by the relevant Participating Entities' Sheriff or Chief of Police or authorized designee such that the certification, if approved, is executed within 14 days of Participating Entities receiving the request.

11.8.2.2. U or T Visa certifications shall be expedited upon request for any person who will, or whose child(ren) will, reach age 21 before the 90-day processing deadline date and thus will otherwise lose their benefits. In any such instance, the relevant Participating Entities' Sheriff or Chief of Police or authorized designee shall execute the certification, if approved, no later than 14 days before the person or child turns 21 years old.

11.8.3. All Participating Entities' Officers shall complete required training on U and T Visa certifications and review the full instructions for completing U and T Visa certification forms on the Washington State Department of Commerce, Safety and Access for Immigrant Victims Program website.

2. Other Provisions to this Amendment.

A. Execution of Other Documents. The Participating Entities shall execute and deliver any document which is reasonably necessary to achieve this Amendment's goals and purposes. If requested by another Participating Entity, a Participating Entity will correct, or cooperate in correcting, any clerical errors made in any document or agreement they entered into. The Participating Entities will comply with all such requests made within a reasonable time of receiving a written request from a Participating Entity or its attorneys. The Participating Entities will assume their own costs that they may be incur in satisfying this provision, including without limitation, actual expenses, costs, or legal fees.

B. Severability. This Amendment's provisions are severable. If any tribunal or court holds, determines, or adjudicates any portion, provision, or part of this Amendment invalid, unenforceable, or void for any reason whatsoever, each such portion, provision, or part shall be deemed modified, amended, or limited to the extent necessary to render it valid and enforceable, without further action by the Participating Entities. If the court or tribunal cannot make it valid and enforceable, that court or tribunal must sever it from the Amendment's remaining portions, provisions, or parts and that action shall not affect the validity or enforceability of any remaining portions, provisions, or parts.

C. Amendment Subject to Law. This Amendment is subject to all applicable local, state, and federal laws, codes, ordinances, statutes, and regulations.

D. No Third-Party Beneficiary. This Amendment is for the Participating Entities' sole benefit. No third party shall have any rights under this Amendment; there are no third-party beneficiaries to this Amendment.

E. Counterparts and Facsimile Signatures. The Participating Entities may execute this Amendment in any number of counterparts and with facsimile or electronic signatures. All such counterparts shall be construed together and constitute a single form of this Amendment.

F. Agreement Terms. All other terms and conditions of the original contract shall remain in effect.

DATED this _____ day of _____, 2024.

APPROVED:

CITY OF ANACORTES, WASHINGTON

Mayor

Approved as to content:

Chief of Police

Approved as to form:

Attest:

City Attorney

City Clerk

DATED this _____ day of _____, 2024.

APPROVED:

CITY OF BURLINGTON, WASHINGTON

Mayor

Approved as to content:

Chief of Police

Approved as to form:

Attest:

City Attorney

City Clerk

DATED this _____ day of _____, 2024.

APPROVED:

**CITY OF MOUNT VERNON,
WASHINGTON**

Mayor

Approved as to content:

Chief of Police

Approved as to form:

Attest:

City Attorney

City Clerk

DATED this _____ day of _____, 2024.

APPROVED:

CITY OF OAK HARBOR, WASHINGTON

Mayor

Approved as to content:

Chief of Police

Approved as to form:

Attest:

City Attorney

City Clerk

DATED this _____ day of _____, 2024.

COUNTY COUNCIL
SAN JUAN COUNTY, WASHINGTON

District__ Chair

District__

Attest:

District__

Clerk of the Board

Recommended:

County Manager

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Human Resources & Risk Manager

Approved as to budget:

Budget & Finance Director

DATED this _____ day of _____, 2024.

APPROVED:

**CITY OF SEDRO-WOOLLEY,
WASHINGTON**

Mayor

Approved as to content:

Chief of Police

Approved as to form:

Attest:

City Attorney

City Clerk

DATED this _____ day of _____, 2024.

**BOARD OF COUNTY
COMMISSIONERS**

SKAGIT COUNTY, WASHINGTON

Peter Browning, Chair

Lisa Janicki, Commissioner

Ron Wesen, Commissioner

Attest:

Clerk of the Board

For contracts under \$5,000:
Authorization per Resolution R20030146

Recommended:

County Administrator

Department Head

Approved as to form:

Civil Deputy Prosecuting Attorney

Approved as to indemnification:

Risk Manager

Approved as to budget:

Budget & Finance Director

DATED this _____ day of _____, 2024.

APPROVED:

DATED this _____ day of _____, 2024.

APPROVED:

**SWINOMISH INDIAN TRIBAL
COMMUNITY**

By _____

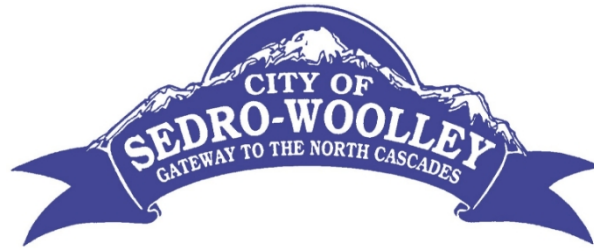
Chairman Steve Edwards

DATED this _____ day of _____, 2024.

APPROVED:

WASHINGTON STATE PATROL

JOHN R. BATISTE, CHIEF



City Council Agenda Item

Agenda Item No.: g.1.

Date: November 12, 2025

From: Charlie Bush, City Administrator

Subject: Envisio Update and Next Steps

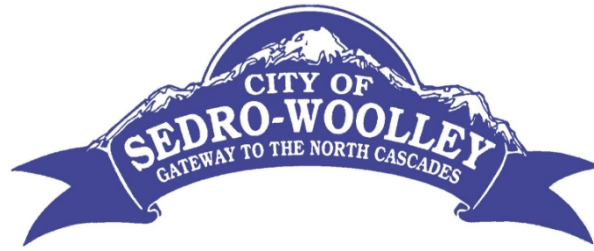
RECOMMENDED ACTION:

BACKGROUND/SUMMARY INFORMATION:

FISCAL IMPACT, IF APPROPRIATE:

ATTACHMENTS:

None



City Council Agenda Item

Agenda Item No.: k.1.

Date: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Ordinance 2108-25 - 2026 Property Tax - 2nd Read

RECOMMENDED ACTION:

Motion to approve Ordinance 2108-25, the 2026 budgeted property tax levy with [1% increase or 0% increase].

BACKGROUND/SUMMARY INFORMATION:

The City must pass a property tax ordinance annually, as a part of the budget process, to establish the total property tax that will be levied for the upcoming year. This ordinance, along with other documents, must be turned in to Skagit County by November 28, 2025. The attached documents include two draft versions of 2026 property tax ordinance, one with the recommended 1% increase and one with 0% increase. Both versions include new construction of \$84,296 and the refund levy amount of \$2,583.

Since 2008 the city has approved the 1% increase three times (2008, 2009, and 2023). The city also received a levy lid lift for additional police services in 2020 and fire services in 2024.

Two highlights for 2026:

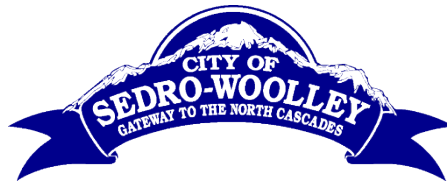
- An annual increase of 1% reduces the likelihood that the city will need a levy lid lift in the future.
- The proposed 1% increase for 2026 will increase the city's portion of property tax on a \$532,448 home by \$14 (or \$1.17 per month).

FISCAL IMPACT, IF APPROPRIATE:

A 1% increase in property tax in 2026 is \$50,504.

ATTACHMENTS:

1. Ordinance 2108-25_Property Tax_1%
2. Ordinance 2108-25_Property Tax_0%



ORDINANCE NO. 2108-25

AN ORDINANCE APPROVING THE PROPERTY TAX LEVY AT AN INCREASE OF 1% FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON.

WHEREAS, the City Council of the City of Sedro-Woolley has met and considered its budget for the calendar year 2026 and properly given notice of the public hearing held November 12, 2025; and,

WHEREAS, the city actual levy amount from the previous year was \$5,033,083; and

WHEREAS, the population of the city is more than 10,000; and

WHEREAS, the Implicit Price Deflator (IPD) for property taxes due in 2026 is 2.44%.

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

An increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2026 tax year.

The dollar amount of the increase over the actual levy amount from the previous year shall be \$50,504 which is a percentage increase of 1% from the previous year's maximum lawful levy. This increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, increment value, and annexation that have occurred (\$84,296), banked capacity (\$17,357) and refunds made (\$2,583).

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 12th DAY OF NOVEMBER 2025.

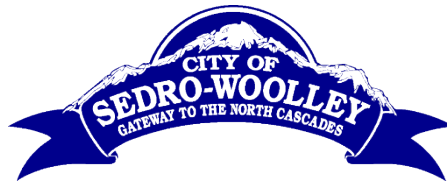
ATTEST:

Julia Johnson, Mayor

Kelly Kohnken, Finance Director

APPROVED AS TO FORM:

Nikki Thompson, City Attorney



ORDINANCE NO. 2108-25

AN ORDINANCE APPROVING THE PROPERTY TAX LEVY AT NO INCREASE FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON.

WHEREAS, the City Council of the City of Sedro-Woolley has met and considered its budget for the calendar year 2026 and properly given notice of the public hearing held November 12, 2025; and,

WHEREAS, the city actual levy amount from the previous year was \$5,033,083; and

WHEREAS, the population of the city is more than 10,000; and

WHEREAS, the Implicit Price Deflator (IPD) for property taxes due in 2026 is 2.44%.

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

No increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2026 tax year. A percentage increase of 0% from the previous year's maximum lawful levy.

This is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbines, solar, biomass, and geothermal facilities, any increase in the value of state assessed property, increment value, and annexation that have occurred totaling \$84,296.00.

The City is entitled to a refund levy amount of \$2,583.48 from Skagit County. The Finance Director is authorized to execute all documents necessary to secure the refund amount.

PASSED BY THE CITY COUNCIL AND APPROVED BY THE MAYOR THIS 12th DAY OF NOVEMBER 2025.

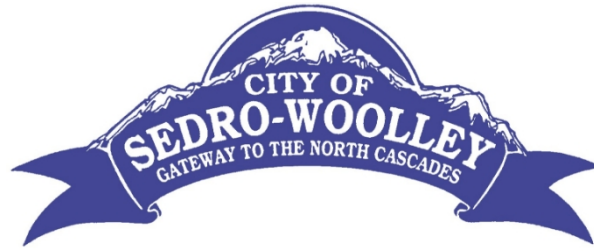
ATTEST:

Julia Johnson, Mayor

Kelly Kohnken, Finance Director

APPROVED AS TO FORM:

Nikki Thompson, City Attorney



City Council Agenda Item

Agenda Item No.: k.2.

Date: November 12, 2025

From: Kelly Kohnken, Finance Director / City Clerk

Subject: Ordinance 2109-25 - 2026 Budget Amendment No. 1 - 1st Read

RECOMMENDED ACTION:

First read, no recommended action.

BACKGROUND/SUMMARY INFORMATION:

The City has an approved 2026 budget, passed in November 2024 as part of the 2025-2026 biennial budget. The City is required to do a mid-biennium budget review and adjustment between September 1st and December 31st.

The attached proposed budget is balanced. Attached is a summary of proposed changes.

The indirect cost allocation has been updated as applicable. All funds with wages and benefit expenditures have updated estimates. Wage tables increased between 2%-4% and medical benefits increased 8.7%. In the General Fund, wages and benefits account for 74% of expenditures.

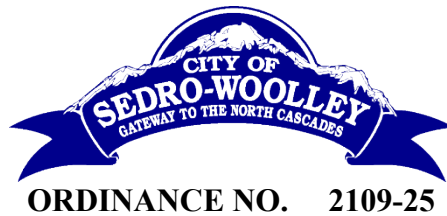
Department	Wages and Benefits	Total Expenditures
Legislative	46,300	57,786
Judicial	155,200	299,152
Executive	276,000	263,197
Finance	807,000	522,465
Legal		623,067
HR	149,430	265,950
IT	291,900	307,225
Central Services		36,792
Planning and Community Development	375,600	459,896
Engineering	412,300	440,293
Law Enforcement	4,618,600	6,024,481
Fire Control	3,771,200	5,271,500
Protective Inspections	284,900	306,569
Other		174,694
Total	11,188,430	15,053,066
Percentage	74%	

FISCAL IMPACT, IF APPROPRIATE:

See attached.

ATTACHMENTS:

1. Ordinance 2109-25_2026 Budget Amendment No. 1
2. 2026_Budget Amendment #1_2025.11.06
3. 2026_Summary of Proposed Changes_2025.11.06
4. 2026_Proposed Change_2025.11.06



AN ORDINANCE AMENDING ORDINANCE 2028-24 AMENDING THE BUDGET FOR THE CITY OF SEDRO-WOOLLEY, WASHINGTON, FOR FISCAL YEAR 2026.

WHEREAS, the Sedro-Woolley City Council has determined that it is in the best interest of the City to amend the 2026 budget.

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

Section 1. Year 2026 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 2026 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 10th DAY OF DECEMBER 2025.

ATTEST:

Julia Johnson, Mayor

Kelly Kohnken, Finance Director

APPROVED AS TO FORM:

Nikki Thompson, City Attorney

APPENDIX A

Fund	Description	2026		
		Budgeted Revenues	Budgeted Expenditures	Excess (Deficit)
001	Current Expense Fund	15,060,097	15,053,066	7,031
002	Fire Reserve Fund	226,819	-	226,819
003	Special Projects Fund	-	179,000	(179,000)
101	Parks & Facilities Fund	1,460,386	1,459,881	505
102	Cemetery Fund	340,050	339,834	216
103	Street Fund	1,453,100	1,452,746	354
104	Arterial Street Fund	2,906,724	2,906,250	474
105	Library Fund	440,631	440,130	501
106	Cemetery Endowment	1,500	-	1,500
108	Lodging Tax Fund	60,000	60,000	-
109	Special Investigation Fund	-	-	-
112	Code Enforcement Fund	-	-	-
114	Law Enforcement Sales	800,000	800,000	-
115	Strategic Reserve	-	-	-
116	Affordable Housing	14,000	-	14,000
117	Housing and Related Services	300,000	611,000	(311,000)
118	National Opioid	5,000	7,000	(2,000)
189	American Rescue Plan	-	-	-
205	2008 G/O Bond Fund	148,000	153,779	(5,779)
206	G/O Bond 2008 Reserve	-	-	-
301	1st 1/4% Real Estate Excise Tax Fund	305,000	570,637	(265,637)
302	2nd 1/4% Real Estate Excise Tax Fund	305,000	691,052	(386,052)
303	Building Maintenance Reserve	2,200	-	2,200
304	Transportation Benefit District	225,000	321,900	(96,900)
310	Police Mitigation Reserve Fund	12,000	-	12,000
311	Parks Impact Fee Reserve Fund	215,000	45,500	169,500
312	Fire Impact Fee Reserve Fund	45,000	-	45,000
314	Transportation Impact Fee Reserve Fund	145,000	241,350	(96,350)
401	Sewer Operations Fund	6,982,230	6,944,644	37,586
410	Sewer Capital Projects	973,900	1,006,863	(32,963)
412	Solid Waste Operations	4,575,600	4,139,930	435,670
413	Solid Waste Reserve Fund	126,000	-	126,000
425	Stormwater Operations	1,146,503	986,444	160,059
426	Stormwater Reserve Fund	-	-	-
501	Equipment Replacement Fund	2,064,520	862,220	1,202,300
505	Public Works Facility Fund	255,040	252,750	2,290
635	Municipal Court Trust	203,500.00	203,500	-
	Total	40,797,800.17	39,729,476.27	1,068,323.90



2026 Budget Amendment No. 1

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

2026					
Fund	Description	Estimated Beginning Cash and Investments	Budgeted Revenues	Budgeted Expenditures	Projected Ending Cash and Investments
001	Current Expense Fund	5,314,154	15,060,097	15,090,566	5,283,685
002	Fire Reserve Fund	868,028	226,819	-	1,094,847
003	Special Projects Fund	292,660	-	179,000	113,660
101	Parks & Facilities Fund	131,697	1,460,386	1,459,881	132,202
102	Cemetery Fund	82,922	340,050	339,834	83,138
103	Street Fund	427,285	1,453,100	1,452,746	427,639
104	Arterial Street Fund	68,399	2,906,724	2,906,250	68,873
105	Library Fund	371,251	440,631	440,130	371,753
106	Cemetery Endowment Fund	46,006	1,500	-	47,506
108	Lodging Tax Fund	83,538	60,000	60,000	83,538
109	Special Investigation Fund	23,050	-	-	23,050
112	Code Enforcement Fund	128,987	-	-	128,987
114	Law Enforcement Sales Tax	-	800,000	800,000	-
115	Strategic Reserve	201,651	-	-	201,651
116	Affordable Housing	38,828	14,000	-	52,828
117	Housing and Related Services	691,635	300,000	611,000	380,635
118	National Opioid Settlement	81,678	5,000	7,000	79,678
189	American Rescue Plan Act	-	-	-	-
205	2008 G/O Bond Fund	127,441	148,000	153,779	121,662
206	G/O Bond 2008 Reserve Fund	150,000	-	-	150,000
301	1st 1/4% Real Estate Excise Tax Fund	817,561	305,000	570,637	551,924
302	2nd 1/4% Real Estate Excise Tax Fund	573,892	305,000	691,052	187,840
303	Building Maintenance Reserve	75,851	2,200	-	78,051
304	Transportation Benefit District	347,450	225,000	321,900	250,550
310	Police Mitigation Reserve Fund	260,257	12,000	-	272,257
311	Parks Impact Fee Reserve Fund	329,320	215,000	45,500	498,820
312	Fire Impact Fee Reserve Fund	416,221	45,000	-	461,221
314	Transportation Impact Fee Reserve Fund	368,531	145,000	241,350	272,181
401	Sewer Operations Fund	6,126,365	6,982,230	6,944,644	6,163,951
410	Sewer Capital Projects Fund	4,874,761	973,900	1,006,863	4,841,798
412	Solid Waste Operations Fund	802,063	4,575,600	4,139,930	1,237,733
413	Solid Waste Reserve Fund	1,015,876	126,000	-	1,141,876
425	Stormwater Operations Fund	1,346,636	1,146,503	986,444	1,506,695
426	Stormwater Reserve Fund	70,733	-	-	70,733
501	Equipment Replacement Fund	2,720,282	2,064,520	862,220	3,922,582
505	Public Works Facility Fund	65,942	255,040	252,750	68,232
635	Municipal Court Trust	14,601	203,500	203,500	14,601
	Total	29,355,551.36	40,797,800	39,766,976	30,386,375

2026				
Fund	Description	Budgeted Revenues	Budgeted Expenditures	Excess (Deficit)
001	Current Expense Fund	15,060,097	15,053,066	7,031
002	Fire Reserve Fund	226,819	-	226,819
003	Special Projects Fund	-	179,000	(179,000)
101	Parks & Facilities Fund	1,460,386	1,459,881	505
102	Cemetery Fund	340,050	339,834	216
103	Street Fund	1,453,100	1,452,746	354
104	Arterial Street Fund	2,906,724	2,906,250	474
105	Library Fund	440,631	440,130	501
106	Cemetery Endowment Fund	1,500	-	1,500
108	Lodging Tax Fund	60,000	60,000	-
109	Special Investigation Fund	-	-	-
112	Code Enforcement Fund	-	-	-
114	Law Enforcement Sales Tax	800,000	800,000	-
115	Strategic Reserve	-	-	-
116	Affordable Housing	14,000	-	14,000
117	Housing and Related Services	300,000	611,000	(311,000)
118	National Opioid Settlement	5,000	7,000	(2,000)
189	American Rescue Plan Act	-	-	-
205	2008 G/O Bond Fund	148,000	153,779	(5,779)
206	G/O Bond 2008 Reserve Fund	-	-	-
301	1st 1/4% Real Estate Excise Tax Fund	305,000	570,637	(265,637)
302	2nd 1/4% Real Estate Excise Tax Fund	305,000	691,052	(386,052)
303	Building Maintenance Reserve	2,200	-	2,200
304	Transportation Benefit District	225,000	321,900	(96,900)
310	Police Mitigation Reserve Fund	12,000	-	12,000
311	Parks Impact Fee Reserve Fund	215,000	45,500	169,500
312	Fire Impact Fee Reserve Fund	45,000	-	45,000
314	Transportation Impact Fee Reserve Fund	145,000	241,350	(96,350)
401	Sewer Operations Fund	6,982,230	6,944,644	37,586
410	Sewer Capital Projects Fund	973,900	1,006,863	(32,963)
412	Solid Waste Operations Fund	4,575,600	4,139,930	435,670
413	Solid Waste Reserve Fund	126,000	-	126,000
425	Stormwater Operations Fund	1,146,503	986,444	160,059
426	Stormwater Reserve Fund	-	-	-
501	Equipment Replacement Fund	2,064,520	862,220	1,202,300
505	Public Works Facility Fund	255,040	252,750	2,290
635	Municipal Court Trust	203,500.00	203,500	-
	Total	40,797,800.17	39,729,476.27	1,068,323.90



2026 Budget Amendment No. 1 Changes

Summarize changes from the original 2026 budget to the 2026 budget amendment No. 1.
All applicable funds include update to wages and benefits estimate and updated indirect cost allocation.

2026								Notes
Fund	Description	Original Projected Revenue	Amended Projected Revenues	Difference	Original Budgeted Expenditures	Amended Budgeted Expenditures	Difference	
001	Current Expense Fund	14,671,666	15,060,097	388,431	14,575,428	15,090,566	515,138	COPS grant = One additional police position and \$42,000 in grant revenue Increase in legal fees (no increase in hourly rate in recent years) Class and compensation study HR System Update to development regulations Projected impact of police negotiations Domestic violence advocate contract
002	Fire Reserve Fund	226,819	226,819	-	-	-	-	
003	Special Projects Fund	-	-	-	179,000	179,000	-	
101	Parks & Facilities Fund	1,405,476	1,460,386	54,910	1,415,476	1,459,881	44,405	One-time purchase of sprots field maintenance equipment New awing for evidence garage
102	Cemetery Fund	193,300	340,050	146,750	197,384	339,834	142,450	Grant for North State Cemetery project
103	Street Fund	1,232,490	1,453,100	220,610	1,226,769	1,452,746	225,977	Update projects and associated revenue sources
104	Arterial Street Fund	2,983,068	2,906,724	(76,344)	2,606,068	2,906,250	300,182	Update projects and associated revenue sources
105	Library Fund	440,631	440,631	-	440,130	440,130	-	
106	Cemetery Endowment Fund	1,500	1,500	-	-	-	-	
108	Lodging Tax Fund	35,000	60,000	25,000	35,000	60,000	25,000	
109	Special Investigation Fund	-	-	-	-	-	-	
112	Code Enforcement Fund	-	-	-	-	-	-	
114	Law Enforcement Sales Tax	746,461	800,000	53,539	746,461	800,000	53,539	
115	Strategic Reserve	-	-	-	-	-	-	
116	Affordable Housing	14,000	14,000	-	-	-	-	
117	Housing and Related Services	275,000	300,000	25,000	-	611,000	611,000	RJ Group / Home Trust project
118	National Opioid Settlement	5,000	5,000	-	7,000	7,000	-	
189	American Rescue Plan Act	-	-	-	-	-	-	
205	2008 G/O Bond Fund	148,000	148,000	-	153,779	153,779	-	
206	G/O Bond 2008 Reserve Fund	-	-	-	-	-	-	
301	1st 1/4% Real Estate Excise Tax Fund	305,000	305,000	-	456,750	570,637	113,887	Update projects and associated revenue sources
302	2nd 1/4% Real Estate Excise Tax Fund	305,000	305,000	-	456,750	691,052	234,302	Update projects and associated revenue sources
303	Building Maintenance Reserve	2,200	2,200	-	-	-	-	
304	Transportation Benefit District	225,000	225,000	-	157,519	321,900	164,381	Update projects and associated revenue sources
310	Police Mitigation Reserve Fund	12,000	12,000	-	-	-	-	
311	Parks Impact Fee Reserve Fund	215,000	215,000	-	45,500	45,500	-	
312	Fire Impact Fee Reserve Fund	45,000	45,000	-	-	-	-	
314	Transportation Impact Fee Reserve Fund	145,000	145,000	-	144,000	241,350	97,350	Update projects and associated revenue sources
401	Sewer Operations Fund	6,982,230	6,982,230	-	6,976,168	6,944,644	(31,524)	
410	Sewer Capital Projects Fund	885,000	973,900	88,900	1,006,863	1,006,863	-	
412	Solid Waste Operations Fund	4,575,600	4,575,600	-	4,186,923	4,139,930	(46,993)	
413	Solid Waste Reserve Fund	126,000	126,000	-	-	-	-	
425	Stormwater Operations Fund	1,146,503	1,146,503	-	1,128,424	986,444	(141,980)	
426	Stormwater Reserve Fund	-	-	-	-	-	-	
501	Equipment Replacement Fund	2,039,520	2,064,520	25,000	685,214	862,220	177,006	Update projected vehicle purchases
505	Public Works Facility Fund	255,040	255,040	-	252,750	252,750	-	
635	Municipal Court Trust	203,500	203,500	-	203,500	203,500	-	
	Total	39,846,004.17	40,797,800	951,796	37,282,857	39,766,976	2,484,120	

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001 Current Expense Fund

Revenues	Original	Proposed	Difference		Remarks
310 Taxes					
311 10 00 001 General Property Taxes	1,821,406.00	1,766,657.00	(54,749.00)	97.0%	
313 11 00 000 Retail Sales & Use Tax	2,192,220.00	2,300,000.00	107,780.00	104.9%	
313 15 00 006 Sales Tax - Public Safety - City's Portion	258,290.00	265,000.00	6,710.00	102.6%	
313 71 00 000 Criminal Justice Funding	395,440.00	415,000.00	19,560.00	104.9%	
316 40 00 001 Utility Tax on Potable Water	234,750.00	240,000.00	5,250.00	102.2%	
310 Taxes	4,902,106.00	4,986,657.00	84,551.00	101.7%	
330 Intergovernmental Revenues					
331 16 60 001 DOJ - COPS Hiring Program	0.00	41,667.00	41,667.00	0.0%	COPS Hiring Program Grant \$125,000 over three years, \$41,667 per years. Estimated cost of officer in 2026, full year, full benefits \$158,234.
330 Intergovernmental Revenues	0.00	41,667.00	41,667.00	0.0%	
340 Charges For Goods & Services					
342 10 00 000 Law Enforcement Services	128,930.00	140,143.00	11,213.00	108.7%	2024 projected 3,634, 4 year average 1.05. 2025 increase 0.05 to 3,816. 2026 increase 0.03 to 3,930. Plus SRO revenue from School District 75% = \$136,213
342 21 00 002 Fire Protection FD#8	568,000.00	619,000.00	51,000.00	109.0%	Increase in Fire District 8 calls, estimate \$619,000 based on 600 calls (Chief Wagner 3.06.2025).
340 Charges For Goods & Services	696,930.00	759,143.00	62,213.00	108.9%	
360 Interest & Other Earnings					
361 11 00 001 Investment Interest	600,000.00	800,000.00	200,000.00	133.3%	
360 Interest & Other Earnings	600,000.00	800,000.00	200,000.00	133.3%	
Fund Revenues:	6,199,036.00	6,587,467.00	388,431.00	106.3%	

Expenditures	Original	Proposed	Difference		Remarks
511 Legislative					
511 60 49 090 ICA-Support Allocation	(24,053.00)	(21,113.87)	2,939.13	87.8%	

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
511 Legislative					
001 Indirect Cost Allocation	(24,053.00)	(21,113.87)	2,939.13	87.8%	
511 Legislative	(24,053.00)	(21,113.87)	2,939.13	87.8%	
512 Judicial					
512 50 11 000 Salaries	126,000.00	124,000.00	(2,000.00)	98.4%	
512 50 23 001 Pers Retirement	12,000.00	7,000.00	(5,000.00)	58.3%	
512 50 25 001 Medical/Dental/Vision	12,000.00	13,000.00	1,000.00	108.3%	
512 50 26 050 Washington Sick Leave	300.00	200.00	(100.00)	66.7%	
050 Court Services	150,300.00	144,200.00	(6,100.00)	95.9%	
512 50 41 001 District Court Surcharge	13,861.00	16,238.00	2,377.00	117.1%	City share of District Court judicial services for 2026, letter dated July 29, 2025, \$16,238
591 50 70 512 Lease + Subscription IT (SBITA) - Court	0.00	8,000.00	8,000.00	0.0%	Laserfische
080 Services & Charges	13,861.00	24,238.00	10,377.00	174.9%	
512 Judicial	164,161.00	168,438.00	4,277.00	102.6%	
513 Executive					
513 10 49 090 ICA-Support Allocation	(117,693.00)	(127,302.79)	(9,609.79)	108.2%	
001 Indirect Cost Allocation	(117,693.00)	(127,302.79)	(9,609.79)	108.2%	
513 10 11 000 Salaries	229,000.00	224,000.00	(5,000.00)	97.8%	
513 10 23 001 Pers Retirement	18,000.00	11,000.00	(7,000.00)	61.1%	
513 10 25 001 Medical/Dental/Vision	22,000.00	21,000.00	(1,000.00)	95.5%	
513 10 26 050 Washington Sick Leave	100.00	400.00	300.00	400.0%	
010 Executive Office	269,100.00	256,400.00	(12,700.00)	95.3%	
513 10 49 000 Tuition/Registration	2,500.00	9,500.00	7,000.00	380.0%	Original \$2,500 + \$7,000 for staff member to attend Leading Edge Program (additional \$7,000 in HR budget for new HR Manager to attend).

2026 PROPOSED BUDGET CHANGES

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
513 Executive					
030 Services & Charges	2,500.00	9,500.00	7,000.00	380.0%	
513 Executive	153,907.00	138,597.21	(15,309.79)	90.1%	
514 Financial, Recording & Elections					
514 23 49 090 ICA-Support Allocation	(421,228.70)	(467,655.30)	(46,426.60)	111.0%	
001 Indirect Cost Allocation	(421,228.70)	(467,655.30)	(46,426.60)	111.0%	
514 23 11 000 Salaries	615,000.00	578,000.00	(37,000.00)	94.0%	
514 23 21 001 Industrial Insurance	3,000.00	2,000.00	(1,000.00)	66.7%	
514 23 22 001 Social Security	48,000.00	45,000.00	(3,000.00)	93.8%	
514 23 23 001 PERS Retirement	57,000.00	33,000.00	(24,000.00)	57.9%	
514 23 25 001 Medical//Dental/Vision	82,000.00	142,000.00	60,000.00	173.2%	
020 Financial Services	805,000.00	800,000.00	(5,000.00)	99.4%	
514 Financial, Recording & Elections	383,771.30	332,344.70	(51,426.60)	86.6%	
515 Legal Services					
515 31 49 090 ICA-Support Allocation	(72,689.00)	(57,905.06)	14,783.94	79.7%	
001 Indirect Cost Allocation	(72,689.00)	(57,905.06)	14,783.94	79.7%	
515 41 41 000 Ext Legal-City Attorney	145,000.00	174,000.00	29,000.00	120.0%	Original \$145,000, 20% increase = \$174,000
515 41 41 001 Ext Legal-Prosecutor	126,000.00	120,000.00	(6,000.00)	95.2%	
515 45 41 000 Legal - Litigation	25,000.00	48,000.00	23,000.00	192.0%	2025 projected \$40,030, plus 20% increase = \$48,035
041 Legal Services-External	296,000.00	342,000.00	46,000.00	115.5%	
515 Legal Services	223,311.00	284,094.94	60,783.94	127.2%	
516 Human Resources and Civil Service					
518 10 11 000 Salaries	51,000.00	129,000.00	78,000.00	252.9%	
518 10 11 001 Salaries - HR Intern	0.00	0.00	0.00	0.0%	Paid intern, estimated 10 weeks = \$11,000. Not currently included in budget.

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
516 Human Resources and Civil Service				
518 10 21 000 Industrial Insurance	200.00	2,000.00	1,800.00	*****%
518 10 22 001 Social Security + Medicare	4,000.00	10,000.00	6,000.00	250.0%
518 10 23 001 PERS Retirement	5,000.00	8,000.00	3,000.00	160.0%
518 10 24 001 Unemployment	200.00	300.00	100.00	150.0%
518 10 25 001 Medical/Dental/Vision	0.00	100.00	100.00	0.0%
518 10 26 050 Washington Sick Leave	100.00	300.00	200.00	300.0%
518 10 41 000 Professional Services	5,000.00	50,000.00	45,000.00	*****% Class and compensation study
518 10 42 001 Telephone	1,500.00	600.00	(900.00)	40.0%
518 10 42 010 Communication	2,500.00	500.00	(2,000.00)	20.0%
518 10 43 000 Meals/Travel	3,000.00	5,000.00	2,000.00	166.7% \$800 for RT to KS; \$1,700 for lodgin; \$125 airport shuttle; \$100 for Super Shuttle; \$800 lodging; \$290 mileage; \$60 meals
518 10 49 000 Tuition/Registration	3,000.00	6,000.00	3,000.00	200.0% Leading Edge Conference in KS 3/13-3/20/2026; AWC Labor Relations Conference (Yakima)
518 10 49 010 Dues/Subscriptions	2,500.00	750.00	(1,750.00)	30.0% SHRM dues; PSHRA dues; WSPSHRA dues
591 10 70 000 Leases + Subscription IT (SBITA) - HR Dept	0.00	35,000.00	35,000.00	0.0%
020 Human Resources	78,000.00	247,550.00	169,550.00	317.4%
517 95 41 001 Employee Training Programs	0.00	7,500.00	7,500.00	0.0% This assumes that HR will take on expenses for general employee training for all employee groups, originally requested at \$25,000, revised to \$7,500.
090 Employee Program	0.00	7,500.00	7,500.00	0.0%
516 Human Resources and Civil Service	78,000.00	255,050.00	177,050.00	327.0%
517 Information Technology Services				
518 80 49 090 ICA-Support Allocation	(126,955.00)	(139,975.05)	(13,020.05)	110.3%
001 Indirect Cost Allocation	(126,955.00)	(139,975.05)	(13,020.05)	110.3%
518 80 11 000 Salaries	234,000.00	229,000.00	(5,000.00)	97.9%
518 80 21 001 Industrial Insurance	700.00	6,000.00	5,300.00	857.1%
518 80 22 001 Social Security	18,000.00	18,000.00	0.00	100.0%
518 80 23 001 Pers Retirement	22,000.00	13,000.00	(9,000.00)	59.1%

2026 PROPOSED BUDGET CHANGES

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
517 Information Technology Services					
518 80 24 001 Unemployment	500.00	500.00	0.00	100.0%	
518 80 25 001 Medical/Dental/Vision	20,000.00	21,000.00	1,000.00	105.0%	
518 80 26 050 Washington Sick Leave	400.00	400.00	0.00	100.0%	
010 IT Services	295,600.00	287,900.00	(7,700.00)	97.4%	
517 Information Technology Services	168,645.00	147,924.95	(20,720.05)	87.7%	
518 Centralized Services					
518 20 49 090 ICA-Support Services	(8,550.00)	(13,738.38)	(5,188.38)	160.7%	
001 Indirect Cost Allocation	(8,550.00)	(13,738.38)	(5,188.38)	160.7%	
518 Centralized Services	(8,550.00)	(13,738.38)	(5,188.38)	160.7%	
519 Planning & Community Development Servi					
558 60 11 000 Salaries	293,000.00	287,000.00	(6,000.00)	98.0%	
558 60 21 001 Industrial Insurance	1,000.00	500.00	(500.00)	50.0%	
558 60 23 001 PERS Retirement	27,000.00	17,000.00	(10,000.00)	63.0%	
558 60 25 001 Medical/Dental/Vision	45,000.00	43,000.00	(2,000.00)	95.6%	
010 Planning Services	366,000.00	347,500.00	(18,500.00)	94.9%	
558 60 41 000 Professional Services	0.00	20,000.00	20,000.00	0.0%	FACET to update city's development regulations \$20,000 (revised from \$150,000 to reflect in house work).
558 60 41 050 SCOG	12,000.00	15,437.00	3,437.00	128.6%	SCOG Board proposed dues for 2026 \$8,437 + \$7,000 in quarterly salaries and benefits = \$15,437.
558 60 42 010 Postage	1,000.00	1,150.00	150.00	115.0%	
558 60 49 020 Filing/Recording Fees	400.00	1,300.00	900.00	325.0%	
558 60 49 030 Tuition/Registration	2,000.00	6,500.00	4,500.00	325.0%	
030 Services & Charges	15,400.00	44,387.00	28,987.00	288.2%	
519 Planning & Community Development Sc	381,400.00	391,887.00	10,487.00	102.7%	

520 Engineering

2026 PROPOSED BUDGET CHANGES

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
520 Engineering				
595 10 49 090 ICA-Support Allocation	(68,970.00)	(27,018.39)	41,951.61	39.2%
001 Indirect Cost Allocation	(68,970.00)	(27,018.39)	41,951.61	39.2%
595 10 11 000 Salaries	310,000.00	322,000.00	12,000.00	103.9%
595 10 21 001 Industrial Insurance	6,000.00	4,000.00	(2,000.00)	66.7%
595 10 22 001 Social Security	24,000.00	25,000.00	1,000.00	104.2%
595 10 23 001 PERS Retirement	29,000.00	18,000.00	(11,000.00)	62.1%
595 10 24 001 Unemployment	700.00	700.00	0.00	100.0%
595 10 25 001 Medical/Dental/Vision	69,000.00	42,000.00	(27,000.00)	60.9%
595 10 26 050 Washington Sick Leave	600.00	600.00	0.00	100.0%
020 Engineering Services	439,300.00	412,300.00	(27,000.00)	93.9%
595 10 41 000 Professional Services	20,000.00	10,000.00	(10,000.00)	50.0%
595 10 43 000 Travel	1,500.00	8,500.00	7,000.00	566.7% Est two conferences and Gettysburg Leadership
595 10 49 010 Tuition/Registration	500.00	6,000.00	5,500.00	*****%
040 Services & Charges	22,000.00	24,500.00	2,500.00	111.4%
520 Engineering	392,330.00	409,781.61	17,451.61	104.4%
521 Law Enforcement				
521 10 11 000 Salaries	428,000.00	424,000.00	(4,000.00)	99.1%
521 10 21 001 Industrial Insurance	7,000.00	5,000.00	(2,000.00)	71.4%
521 10 22 001 Social Security	34,000.00	33,000.00	(1,000.00)	97.1%
521 10 23 001 Pers Retirement	40,000.00	24,000.00	(16,000.00)	60.0%
521 10 25 001 Medical/Dental/Vision	93,000.00	109,000.00	16,000.00	117.2%
010 Administration	602,000.00	595,000.00	(7,000.00)	98.8%
521 20 11 000 Salaries	2,655,000.00	2,883,000.00	228,000.00	108.6% As of 10.24.2025 police 2025-2027 contract incomplete. Estimate includes potential outcome of police negotiations, full-year School Resource Officer, and full-year COPS grant position.
521 20 21 001 Industrial Insurance	67,000.00	67,000.00	0.00	100.0%
521 20 22 001 Social Security	210,000.00	229,000.00	19,000.00	109.0%
521 20 23 005 LEOFF Retirement	145,000.00	159,000.00	14,000.00	109.7%

2026 PROPOSED BUDGET CHANGES

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference		Remarks
521 Law Enforcement					
521 20 25 001 Medical/Dental/Vision	440,000.00	478,000.00	38,000.00	108.6%	
521 20 28 000 Employee Wellness	14,000.00	7,000.00	(7,000.00)	50.0%	Original \$14,000, based on prior years 2022, 2023, 2024 and 2025 YTD 10.30.2025, \$870, \$12,898, \$4,470, \$1,723
020 Police Operations	3,531,000.00	3,823,000.00	292,000.00	108.3%	
521 20 41 001 Professional Services	30,000.00	57,000.00	27,000.00	190.0%	Original \$30,000 + Domestic Violence Advocate \$27,000
521 20 41 050 Spillman System	60,000.00	43,000.00	(17,000.00)	71.7%	End of Year Estimate for 2025 (provided on 8.11.2025) \$37,541.25 x 1.10% = \$41,295.38 / 4 = \$10,323.84 x 3 = \$30,971.53 + 2025 Q4 \$11,040.52 = \$42,012.05.
521 20 41 055 911 Contracted Services	275,000.00	320,000.00	45,000.00	116.4%	
025 Operations Services & Charges	365,000.00	420,000.00	55,000.00	115.1%	
591 28 70 001 Lease + Subscription IT (SBITA) - Police Dept.	56,500.00	85,500.00	29,000.00	151.3%	Axon Bodycam \$46,300 Leads online \$2,500 Planit/Powertim Scheduling \$2,900 Lexipol \$11,500 HID Global-Records \$2,000 Assisted Patrol \$3,000 FLock \$20,000 each year and build from there.
591 28 70 002 Lease - Police Tasers	16,200.00	22,000.00	5,800.00	135.8%	
921 Capital Expenditures	72,700.00	107,500.00	34,800.00	147.9%	
597 00 13 001 Equipment Replacement Fund	300,000.00	325,000.00	25,000.00	108.3%	
501 - Police					
950 Transfers	300,000.00	325,000.00	25,000.00	108.3%	
521 Law Enforcement	4,870,700.00	5,270,500.00	399,800.00	108.2%	
522 Fire Control					
522 20 11 000 Salaries	255,000.00	250,000.00	(5,000.00)	98.0%	
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 24 001 Unemployment	600.00	500.00	(100.00)	83.3%	

2026 PROPOSED BUDGET CHANGES

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
522 Fire Control				
522 20 26 050 Washington Sick Leave	500.00	400.00	(100.00)	80.0%
020 Part-Time Fire Fighters	304,100.00	285,900.00	(18,200.00)	94.0%
522 21 11 000 Salaries	937,000.00	926,000.00	(11,000.00)	98.8%
522 21 13 000 Overtime	97,000.00	95,000.00	(2,000.00)	97.9%
522 21 20 001 HRA - VEBA for HDHP	13,000.00	16,000.00	3,000.00	123.1%
522 21 21 001 Industrial Insurance	28,000.00	35,000.00	7,000.00	125.0%
522 21 22 001 Medicare (+ formerly SS)	18,000.00	18,000.00	0.00	100.0%
522 21 23 001 Deferred Comp (in lieu of SS)	62,000.00	61,000.00	(1,000.00)	98.4%
522 21 23 005 LEOFF Retirement	57,000.00	55,000.00	(2,000.00)	96.5%
522 21 25 001 Medical/Dental/Vision	162,000.00	168,000.00	6,000.00	103.7%
021 FF / Paramedics	1,374,000.00	1,374,000.00	0.00	100.0%
522 22 11 001 Salaries	436,000.00	429,000.00	(7,000.00)	98.4%
522 22 21 001 Industrical Insurance	10,000.00	12,000.00	2,000.00	120.0%
522 22 23 001 Deferred Comp (in lieu of SS)	28,000.00	27,000.00	(1,000.00)	96.4%
522 22 23 005 LEOFF	24,000.00	23,000.00	(1,000.00)	95.8%
522 22 25 001 Medical/Dental/Vision	43,000.00	45,000.00	2,000.00	104.7%
022 Chief + Assistant Chiefs	541,000.00	536,000.00	(5,000.00)	99.1%
522 23 11 010 Salaries-Volunteers	357,000.00	350,000.00	(7,000.00)	98.0%
522 23 22 001 SS + Medicare	28,000.00	27,000.00	(1,000.00)	96.4%
522 23 24 001 Unemployment	800.00	700.00	(100.00)	87.5%
023 Volunteers	385,800.00	377,700.00	(8,100.00)	97.9%
522 24 11 000 Salaries - EMTs	742,000.00	732,000.00	(10,000.00)	98.7%
522 24 21 001 Industrial Insurance	27,000.00	24,000.00	(3,000.00)	88.9%
522 24 22 001 Medicare	12,000.00	12,000.00	0.00	100.0%
522 24 25 001 Medical/Dental/Vision	266,000.00	172,000.00	(94,000.00)	64.7%
024 EMTs	1,047,000.00	940,000.00	(107,000.00)	89.8%
522 Fire Control	3,651,900.00	3,513,600.00	(138,300.00)	96.2%

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001 Current Expense Fund

Expenditures	Original	Proposed	Difference	Remarks
524 Protective Inspections				
524 20 11 000 Salaries	207,000.00	200,000.00	(7,000.00)	96.6%
524 20 21 001 Industrial Insurance	3,000.00	2,000.00	(1,000.00)	66.7%
524 20 23 001 PERS Retirement	19,000.00	12,000.00	(7,000.00)	63.2%
524 20 25 001 Medical/Dent/Vision	55,000.00	53,000.00	(2,000.00)	96.4%
020 Building Services	284,000.00	267,000.00	(17,000.00)	94.0%
524 20 49 030 Misc-Tuition/Registration	1,200.00	1,800.00	600.00	150.0%
030 Services & Charges	1,200.00	1,800.00	600.00	150.0%
524 Protective Inspections	285,200.00	268,800.00	(16,400.00)	94.2%
582 Other				
525 10 41 000 Dept Of Emerg Management	0.00	45,000.00	45,000.00	0.0%
553 70 41 000 NW Air Pollution	0.00	7,194.00	7,194.00	0.0% Letter from Northwest Clean Air for 2026 \$7,194.00
525 Disaster Services	0.00	52,194.00	52,194.00	0.0%
582 Other	0.00	52,194.00	52,194.00	0.0%
Fund Expenditures:	10,720,722.30	11,198,360.16	477,637.86	104.5%
Fund Excess/(Deficit):	(4,521,686.30)	(4,610,893.16)		

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101 Parks & Facilities Fund

Revenues	Original	Proposed	Difference	Remarks
310 Taxes				
311 10 00 101 Real & Psnl Property Taxes	985,536.00	1,028,536.00	43,000.00	104.4%
313 11 00 101 Sales & Use Tax	179,590.00	185,000.00	5,410.00	103.0%
310 Taxes	1,165,126.00	1,213,536.00	48,410.00	104.2%
360 Interest & Other Earnings				
362 40 00 000 Community Center Rental	25,500.00	30,000.00	4,500.00	117.6%
362 40 20 000 Space/Facility Rent-Riverfront	16,000.00	18,000.00	2,000.00	112.5%
360 Interest & Other Earnings	41,500.00	48,000.00	6,500.00	115.7%
Fund Revenues:	1,206,626.00	1,261,536.00	54,910.00	104.6%
Expenditures	Original	Proposed	Difference	Remarks
576 Park Facilities				
576 80 11 000 Salaries	405,000.00	403,000.00	(2,000.00)	99.5%
576 80 12 002 Extra Help-Facilities	9,500.00	21,500.00	12,000.00	226.3%
576 80 12 003 Extra Help - Flowers	11,000.00	13,000.00	2,000.00	118.2%
576 80 13 000 Overtime	21,500.00	21,000.00	(500.00)	97.7%
576 80 21 001 Industrial Insurance	11,000.00	11,000.00	0.00	100.0%
576 80 22 001 Social Security	35,000.00	36,000.00	1,000.00	102.9%
576 80 23 001 Pers Retirement	39,000.00	24,000.00	(15,000.00)	61.5%
576 80 24 001 Unemployment	1,000.00	1,000.00	0.00	100.0%
576 80 25 001 Medical/dental/vision	150,000.00	158,000.00	8,000.00	105.3%
576 80 26 050 Washington Sick Leave	800.00	800.00	0.00	100.0%
010 Park Services	683,800.00	689,300.00	5,500.00	100.8%
576 80 35 000 Small Tools & Minor Equip	5,855.00	27,000.00	21,145.00	461.1% Originally \$5,855, increased to \$27,000 for one-time purchas of sports field maintenance equipment.
030 Supplies	5,855.00	27,000.00	21,145.00	461.1%
576 80 47 053 Other Utilities	16,740.00	17,000.00	260.00	101.6%
050 Utilities	16,740.00	17,000.00	260.00	101.6%

2026 PROPOSED BUDGET CHANGES

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101 Parks & Facilities Fund					
Expenditures	Original	Proposed	Difference	Remarks	
576 Park Facilities					
576 80 48 022 Evidence Garage	1,000.00	18,500.00	17,500.00	*****%	New awning
060 Repairs & Maintenance	1,000.00	18,500.00	17,500.00	*****%	
576 Park Facilities	707,395.00	751,800.00	44,405.00	106.3%	
Fund Expenditures:	707,395.00	751,800.00	44,405.00	106.3%	
Fund Excess/(Deficit):	499,231.00	509,736.00			

2026 PROPOSED BUDGET CHANGES

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102 Cemetery Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

311 10 00 102 Real & Psnl Property Taxes	115,000.00	92,000.00	(23,000.00)	80.0%
310 Taxes	115,000.00	92,000.00	(23,000.00)	80.0%

330 Intergovernmental Revenues

334 06 90 102 State Grant From Other State Agencies	0.00	169,750.00	169,750.00	0.0%	2025 expenditures \$25,000 for North State Cemetery design work (536.20.48.050), reimbursed by Wa Dept of Commerce grant in 2026. Construction performed in 2026 totaling \$144,750.
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330 Intergovernmental Revenues	0.00	169,750.00	169,750.00	0.0%
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Fund Revenues:	115,000.00	261,750.00	146,750.00	227.6%
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Expenditures	Original	Proposed	Difference	Remarks
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536 Cemetery

536 20 11 000 Salaries	71,000.00	70,000.00	(1,000.00)	98.6%
536 20 12 000 Extra Help	16,000.00	15,500.00	(500.00)	96.9%
536 20 13 000 Overtime	2,800.00	2,750.00	(50.00)	98.2%
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	5,000.00	(2,000.00)	71.4%
536 20 24 001 Unemployment	200.00	200.00	0.00	100.0%
536 20 25 001 Medical/Dental/Vision	16,000.00	17,000.00	1,000.00	106.3%
010 Cemetery Services	120,900.00	118,350.00	(2,550.00)	97.9%
536 20 48 050 Repair/Maint-Northern State Cemetery	500.00	500.00	0.00	100.0%
030 Services & Charges	500.00	500.00	0.00	100.0%
536 Cemetery	121,400.00	118,850.00	(2,550.00)	97.9%

2026 PROPOSED BUDGET CHANGES

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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	145,000.00	145,000.00	0.0% \$144,750 Northern State Cemetery Project (revenue received to 334.06.90.102)
594 Capital Expenditures		0.00	145,000.00	145,000.00	0.0%
Fund Expenditures:		121,400.00	263,850.00	142,450.00	217.3%
Fund Excess/(Deficit):		(6,400.00)	(2,100.00)		

2026 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	415,500.00	12,500.00	103.1%	
313 11 00 103 Sales & Use Tax	265,290.00	273,400.00	8,110.00	103.1%	
310 Taxes	668,290.00	688,900.00	20,610.00	103.1%	
397 Interfund Transfers					
397 00 00 103 Operating Transfer In - REET II	100,000.00	200,000.00	100,000.00	200.0%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
397 00 05 103 Operating Transfer In-REET I	100,000.00	200,000.00	100,000.00	200.0%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
397 Interfund Transfers	200,000.00	400,000.00	200,000.00	200.0%	
Fund Revenues:	868,290.00	1,088,900.00	220,610.00	125.4%	

Expenditures	Original	Proposed	Difference		Remarks
542 Streets - Maintenance					
542 30 11 000 Salaries	270,000.00	268,000.00	(2,000.00)	99.3%	
542 30 12 000 Extra Help	0.00	17,200.00	17,200.00	0.0%	One seasonal position June-Sept 778 hours.
542 30 13 000 Overtime	5,800.00	5,500.00	(300.00)	94.8%	
542 30 21 001 Industrial Insurance	7,000.00	4,000.00	(3,000.00)	57.1%	
542 30 22 001 Social Security	22,000.00	23,000.00	1,000.00	104.5%	
542 30 23 001 PERS Retirement	26,000.00	16,000.00	(10,000.00)	61.5%	
542 30 25 001 Medical/Dental/Vision	72,000.00	69,000.00	(3,000.00)	95.8%	
542 30 26 050 Washington Sick Leave	500.00	500.00	0.00	100.0%	
542 30 28 000 Employee Wellness	0.00	1,145.00	1,145.00	0.0%	
010 Street Services	403,300.00	404,345.00	1,045.00	100.3%	
542 64 31 003 Temporary Devises TCCD	3,468.00	28,400.00	24,932.00	818.9%	Increase from \$3,468 to \$28,400 for one time purchase of traffic control barricades for special event traffic control.
070 Traffic Control	3,468.00	28,400.00	24,932.00	818.9%	

2026 PROPOSED BUDGET CHANGES

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103 Street Fund					
Expenditures	Original	Proposed	Difference		Remarks
542 Streets - Maintenance					
595 30 63 020 Resurfacing Projects	150,000.00	350,000.00	200,000.00	233.3%	Talcott Repairs \$100,000 Binham Place \$165,000 Murdock / Metcalf Alley \$85,000
900 Capital Expenditures	150,000.00	350,000.00	200,000.00	233.3%	
542 Streets - Maintenance	556,768.00	782,745.00	225,977.00	140.6%	
Fund Expenditures:	556,768.00	782,745.00	225,977.00	140.6%	
Fund Excess/(Deficit):	311,522.00	306,155.00			

2026 PROPOSED BUDGET CHANGES

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
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330 Intergovernmental Revenues

333 20 20 077 STPUS - SR20 Cascade Trail Phase 2A LA-9393	0.00	246,800.00	246,800.00	0.0%	595.10.63.077 \$48,000 595.20.63.084 \$198,800 See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
333 20 20 079 STBGUM - John Liner Rd Bike-Ped - LA 10455	49,305.00	768,650.00	719,345.00	*****0%	595.62.63.076 \$760,000 595.10.63.081 \$8,650 See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
333 20 20 080 STBGUM - John Line Rd Arterial - LA 10752	319,244.00	34,600.00	(284,644.00)	10.8%	595.10.63.089 \$34,600 See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
333 20 20 081 STPUS - SR 20 Cascade Trail West Phase 2B - LA 11185	0.00	104,665.00	104,665.00	0.0%	595.20.63.091 \$104,665 See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
334 03 60 001 TIB - Jones/JLR BNSF	1,664,000.00	391,570.00	(1,272,430.00)	23.5%	595.10.63.078 \$332,395 595.20.63.086 \$59,175 See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
330 Intergovernmental Revenues	2,032,549.00	1,546,285.00	(486,264.00)	76.1%	

397 Interfund Transfers

397 00 14 301 Capital Projects Transfer-REET I	324,250.00	338,137.00	13,887.00	104.3%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
397 00 14 302 Capital Projects Transfer-REET II	324,250.00	458,552.00	134,302.00	141.4%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
397 00 14 304 Transfer From 304 TBD	157,519.00	321,900.00	164,381.00	204.4%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
397 00 14 314 Transfer From 314 Transportation Impact Fees	144,000.00	241,350.00	97,350.00	167.6%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.

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104 Arterial Street Fund

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 Interfund Transfers	950,019.00	1,359,939.00	409,920.00	143.1%
Fund Revenues:	2,982,568.00	2,906,224.00	(76,344.00)	97.4%

Expenditures	Original	Proposed	Difference	Remarks
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559 Housing & Community Develop

559 30 00 105 Redevelopment of Property for Resale - 827 John Liner	0.00	3,750.00	3,750.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
559 30 01 104 Utility Payments on Redevelopment of Property for Resale - 900 McGarigle	0.00	18,000.00	18,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
559 Housing & Community Develop	0.00	21,750.00	21,750.00	0.0%	

594 Capital Expenditures

595 62 63 085	Const - Sch A - 2026 Paving Program	0.00	165,000.00	165,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 62 63 086	Const - Sch B - 2026 Paving Program	0.00	85,000.00	85,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 62 63 087	Const - Sch C - 2026 Paving Program	0.00	100,000.00	100,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
594 Capital Expenditures		0.00	350,000.00	350,000.00	0.0%	

595 Capital Expenditures- Streets

595 10 63 077 Eng-SR20 Cascade Trail Phase 2A	0.00	60,000.00	60,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
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104 Arterial Street Fund

Expenditures	Original	Proposed	Difference		Remarks
595 Capital Expenditures- Streets					
595 10 63 078 Eng - Jones/John Liner BNSF Undercrossing Phase 2	0.00	480,000.00	480,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 10 63 081 Eng - John Line Rd. Bike/Ped	57,000.00	10,000.00	(47,000.00)	17.5%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 10 63 089 Eng - John Liner Rd Arterial	119,068.00	40,000.00	(79,068.00)	33.6%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 20 63 091 Eng - SR 20 Cascade Trail Phase 2B	0.00	121,000.00	121,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
010 Engineering	176,068.00	711,000.00	534,932.00	403.8%	
595 20 63 084 RW - SR20 Cascade Trail - Phase 2A	0.00	248,500.00	248,500.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 20 63 086 RW - Jones/John Liner BNSF Undercrossing - Phase 2	0.00	90,000.00	90,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
595 20 63 087 RW - John Liner Rd Arterial	250,000.00	0.00	(250,000.00)	0.0%	No longer on project list.
020 Construction - Right of Way	250,000.00	338,500.00	88,500.00	135.4%	
595 30 63 081 Const-Jones/John Liner BNSF Undercrossing	2,080,000.00	435,000.00	(1,645,000.00)	20.9%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
030 Construction - Roadways	2,080,000.00	435,000.00	(1,645,000.00)	20.9%	
595 62 63 076 Const - SR 20 Cascade Trail - Phase 2A	0.00	950,000.00	950,000.00	0.0%	See 2026 Fund 104, 103, 101 Transfer and Grant Funding document in budget folder.
062 Construction - Pathways	0.00	950,000.00	950,000.00	0.0%	
595 Capital Expenditures- Streets	2,506,068.00	2,434,500.00	(71,568.00)	97.1%	

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104 Arterial Street Fund				
Expenditures	Original	Proposed	Difference	Remarks
Fund Expenditures:	2,506,068.00	2,806,250.00	300,182.00	112.0%
Fund Excess/(Deficit):	476,500.00	99,974.00		

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108 Lodging Tax Fund

Revenues	Original	Proposed	Difference	Remarks
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310 Taxes

313 31 00 000 Hotel Motel Lodging	35,000.00	60,000.00	25,000.00	171.4%
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310 Taxes	35,000.00	60,000.00	25,000.00	171.4%
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Fund Revenues:	35,000.00	60,000.00	25,000.00	171.4%
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Expenditures	Original	Proposed	Difference	Remarks
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557 Community Services

557 30 41 000 Advertising	35,000.00	60,000.00	25,000.00	171.4%
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050 Services & Charges	35,000.00	60,000.00	25,000.00	171.4%
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557 Community Services	35,000.00	60,000.00	25,000.00	171.4%
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Fund Expenditures:	35,000.00	60,000.00	25,000.00	171.4%
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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	800,000.00	53,539.00	107.2%
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310 Taxes	746,461.00	800,000.00	53,539.00	107.2%
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Fund Revenues:	746,461.00	800,000.00	53,539.00	107.2%
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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	800,000.00	53,539.00	107.2%
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523 Detension/Correction	746,461.00	800,000.00	53,539.00	107.2%
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Fund Expenditures:	746,461.00	800,000.00	53,539.00	107.2%
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Fund Excess/(Deficit):	0.00	0.00
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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	300,000.00	25,000.00	109.1%
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310 Taxes	275,000.00	300,000.00	25,000.00	109.1%
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Fund Revenues:	275,000.00	300,000.00	25,000.00	109.1%
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Expenditures	Original	Proposed	Difference	Remarks
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551 00 99 117 Affordable Housing - Bricks and Mortar	0.00	611,000.00	611,000.00	0.0%	RJ Group / Home Trust of Skagit County
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000	0.00	611,000.00	611,000.00	0.0%
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Fund Expenditures:	0.00	611,000.00	611,000.00	0.0%
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Fund Excess/(Deficit):	275,000.00	(311,000.00)
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301 1st 1/4% Real Estate Excise Tax Fund

Revenues	Original	Proposed	Difference		Remarks
Fund Revenues:	0.00	0.00	0.00	0.0%	
Expenditures	Original	Proposed	Difference		Remarks
597 Interfund Transfers					
597 00 03 104 Operating Transfer Out - Arterials #104	324,250.00	338,137.00	13,887.00	104.3%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
597 00 04 103 Operating Transfer Out-Streets #103	100,000.00	200,000.00	100,000.00	200.0%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
597 Interfund Transfers	424,250.00	538,137.00	113,887.00	126.8%	
Fund Expenditures:	424,250.00	538,137.00	113,887.00	126.8%	
Fund Excess/(Deficit):	(424,250.00)	(538,137.00)			

2026 PROPOSED BUDGET CHANGES

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

Revenues	Original	Proposed	Difference		Remarks
Fund Revenues:	0.00	0.00	0.00	0.0%	
Expenditures	Original	Proposed	Difference		Remarks
597 Interfund Transfers					
597 00 03 302 Streets Fund 103	100,000.00	200,000.00	100,000.00	200.0%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
597 00 14 104 Arterial Streets Fund 104	324,250.00	458,552.00	134,302.00	141.4%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
597 Interfund Transfers	424,250.00	658,552.00	234,302.00	155.2%	
Fund Expenditures:	424,250.00	658,552.00	234,302.00	155.2%	
Fund Excess/(Deficit):	(424,250.00)	(658,552.00)			

2026 PROPOSED BUDGET CHANGES

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304 Transportation Benefit District

Revenues	Original	Proposed	Difference	Remarks
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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 34 104 Transfer To Arterial Streets	157,519.00	321,900.00	164,381.00	204.4%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
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597 Interfund Transfers	157,519.00	321,900.00	164,381.00	204.4%
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Fund Expenditures:	157,519.00	321,900.00	164,381.00	204.4%
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Fund Excess/(Deficit):	(157,519.00)	(321,900.00)
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314 Transportation Impact Fee Reserve Fund

Revenues	Original	Proposed	Difference	Remarks
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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 02 104 Operating Transfer Out - Arterials	144,000.00	241,350.00	97,350.00	167.6%	See Fund 104, 103, 101 Transfer Proposal and Grant Funding document in budget folder.
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597 Interfund Transfers	144,000.00	241,350.00	97,350.00	167.6%
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Fund Expenditures:	144,000.00	241,350.00	97,350.00	167.6%
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Fund Excess/(Deficit):	(144,000.00)	(241,350.00)
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401 Sewer Operations Fund

Revenues	Original	Proposed	Difference	Remarks
Fund Revenues:	0.00	0.00	0.00	0.0%
Expenditures	Original	Proposed	Difference	Remarks
535 Sewer				
535 80 11 000 Salaries	1,093,000.00	1,041,000.00	(52,000.00)	95.2%
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	85,000.00	81,000.00	(4,000.00)	95.3%
535 80 23 001 Pers Retirement	101,000.00	59,000.00	(42,000.00)	58.4%
535 80 24 001 Unemployment	3,000.00	3,000.00	0.00	100.0%
535 80 25 001 Medical/Dental/Vision	321,000.00	292,000.00	(29,000.00)	91.0%
535 80 26 050 Washington Sick Leave	2,000.00	2,000.00	0.00	100.0%
010 Sewer Services	1,648,000.00	1,509,000.00	(139,000.00)	91.6%
535 80 49 090 ICA-Support Allocation	407,336.00	425,911.69	18,575.69	104.6%
040 Services & Charges	407,336.00	425,911.69	18,575.69	104.6%
597 00 03 401 Capital Projects Fund 410	371,000.00	459,900.00	88,900.00	124.0%
950 Transfers	371,000.00	459,900.00	88,900.00	124.0%
535 Sewer	2,426,336.00	2,394,811.69	(31,524.31)	98.7%
Fund Expenditures:	2,426,336.00	2,394,811.69	(31,524.31)	98.7%
Fund Excess/(Deficit):	(2,426,336.00)	(2,394,811.69)		

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410 Sewer Capital Projects Reserve				
Revenues	Original	Proposed	Difference	Remarks
397 Interfund Transfers				
397 00 00 410 Sewer Operations Transfer	371,000.00	459,900.00	88,900.00	124.0%
397 Interfund Transfers	371,000.00	459,900.00	88,900.00	124.0%
Fund Revenues:	371,000.00	459,900.00	88,900.00	124.0%
Expenditures	Original	Proposed	Difference	Remarks
Fund Expenditures:	0.00	0.00	0.00	0.0%
Fund Excess/(Deficit):	371,000.00	459,900.00		

2026 PROPOSED BUDGET CHANGES

City Of Sedro-Woolley

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412 Solid Waste Operations Fund

Revenues	Original	Proposed	Difference	Remarks
Fund Revenues:	0.00	0.00	0.00	0.0%
Expenditures	Original	Proposed	Difference	Remarks
537 Garbage & Solid Waste				
537 80 11 000 Salaries	663,000.00	621,000.00	(42,000.00)	93.7%
537 80 12 000 Extra Help	12,000.00	15,000.00	3,000.00	125.0%
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	55,000.00	52,000.00	(3,000.00)	94.5%
537 80 23 001 PERS Retirement	65,000.00	37,000.00	(28,000.00)	56.9%
537 80 24 001 Unemployment	2,000.00	2,000.00	0.00	100.0%
537 80 25 001 Medical/Dental/Vision	152,000.00	174,000.00	22,000.00	114.5%
537 80 26 050 Washington Sick Leave	2,000.00	2,000.00	0.00	100.0%
010 Solid Waste Services	1,010,000.00	956,000.00	(54,000.00)	94.7%
537 80 49 090 ICA-Support Allocation	290,605.00	297,612.19	7,007.19	102.4%
040 Services & Charges	290,605.00	297,612.19	7,007.19	102.4%
537 Garbage & Solid Waste	1,300,605.00	1,253,612.19	(46,992.81)	96.4%
Fund Expenditures:	1,300,605.00	1,253,612.19	(46,992.81)	96.4%
Fund Excess/(Deficit):	(1,300,605.00)	(1,253,612.19)		

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425 Stormwater Operations

Revenues	Original	Proposed	Difference	Remarks
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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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531 Storm Water Services

531 50 11 000 Salaries	283,000.00	279,000.00	(4,000.00)	98.6%	
531 50 12 000 Extra Help	13,500.00	20,000.00	6,500.00	148.1%	Fully cover seasonal vegetatin and mowing work.
531 50 13 000 Overtime	2,500.00	3,000.00	500.00	120.0%	
531 50 21 001 Industrial Insurance	8,000.00	6,000.00	(2,000.00)	75.0%	
531 50 22 001 Social Security	23,000.00	24,000.00	1,000.00	104.3%	
531 50 23 001 PERS Retirement	26,000.00	16,000.00	(10,000.00)	61.5%	
531 50 24 001 Unemployment	600.00	700.00	100.00	116.7%	
531 50 25 001 Medical/Dental/Vision	85,000.00	80,000.00	(5,000.00)	94.1%	
531 50 26 050 Washington Sick Leave	500.00	500.00	0.00	100.0%	

010 Stormwater Services	442,100.00	429,200.00	(12,900.00)	97.1%
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531 50 49 090 ICA-Support Allocation	142,195.00	13,114.96	(129,080.04)	9.2%
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040 Goods & Services	142,195.00	13,114.96	(129,080.04)	9.2%
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531 Storm Water Services	584,295.00	442,314.96	(141,980.04)	75.7%
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Fund Expenditures:	584,295.00	442,314.96	(141,980.04)	75.7%
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Fund Excess/(Deficit):	(584,295.00)	(442,314.96)
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501 Equipment Replacement Fund

Revenues	Original	Proposed	Difference	Remarks
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397 Interfund Transfers

397 00 00 021 Equipment Transfer - Police (Public Safety)	300,000.00	325,000.00	25,000.00	108.3%
300 Transfer - Equipment Replacement	300,000.00	325,000.00	25,000.00	108.3%
397 Interfund Transfers	300,000.00	325,000.00	25,000.00	108.3%

Fund Revenues:	300,000.00	325,000.00	25,000.00	108.3%
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Expenditures	Original	Proposed	Difference	Remarks
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548 Public Works - Centralized Services

548 30 11 000 Salaries	113,000.00	86,000.00	(27,000.00)	76.1%
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	11,000.00	5,000.00	(6,000.00)	45.5%
548 30 24 001 Unemployment	300.00	200.00	(100.00)	66.7%
548 30 25 001 Medical/Dental/Vision	40,000.00	15,000.00	(25,000.00)	37.5%
010 Centralized Services	176,300.00	113,800.00	(62,500.00)	64.5%
548 Public Works - Centralized Services	176,300.00	113,800.00	(62,500.00)	64.5%

594 Capital Expenditures

594 22 64 501 Vehicles - Fire	0.00	240,000.00	240,000.00	0.0%	Zoll monitors
594 42 64 000 Equip & Vehicles - Streets	207,694.00	173,200.00	(34,494.00)	83.4%	3/4 ton utility truck replaces unit 301 \$53,200 Mid-size pickup, managers vehicle replaces unit 302 \$39,000 14' pull behind roadside mower, replaces unit 336 \$23,500 Front mount roadside mower, replaces unit 337 \$27,500 Plow for new dump truck \$30,000
594 76 64 000 Equip & Vehicles - Park	92,000.00	126,000.00	34,000.00	137.0%	3/4 ton utility truck replacement unit 101 \$55,575 3/4 ton utility truck replaces unit 102 \$53,200 mower, replaces unit 139 & unit 140 \$16,787 Total \$125,562

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501 Equipment Replacement Fund				
Expenditures	Original	Proposed	Difference	Remarks
594 Capital Expenditures				
900 Capital Expenditures	299,694.00	539,200.00	239,506.00	179.9%
594 Capital Expenditures	299,694.00	539,200.00	239,506.00	179.9%
Fund Expenditures:	475,994.00	653,000.00	177,006.00	137.2%
Fund Excess/(Deficit):	(175,994.00)	(328,000.00)		

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Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
001 Current Expense Fund	6,199,036.00	6,587,467.00	388,431.00	106.3%	10,720,722.30	11,198,360.16	477,637.86	104.5%
002 Fire Proposition 1 Reserve	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
003 Special Projects Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
101 Parks & Facilities Fund	1,206,626.00	1,261,536.00	54,910.00	104.6%	707,395.00	751,800.00	44,405.00	106.3%
102 Cemetery Fund	115,000.00	261,750.00	146,750.00	227.6%	121,400.00	263,850.00	142,450.00	217.3%
103 Street Fund	868,290.00	1,088,900.00	220,610.00	125.4%	556,768.00	782,745.00	225,977.00	140.6%
104 Arterial Street Fund	2,982,568.00	2,906,224.00	(76,344.00)	97.4%	2,506,068.00	2,806,250.00	300,182.00	112.0%
105 Library Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
106 Cemetery Endowment Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
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	60,000.00	25,000.00	171.4%	35,000.00	60,000.00	25,000.00	171.4%
109 Special Investigation Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
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	800,000.00	53,539.00	107.2%	746,461.00	800,000.00	53,539.00	107.2%
115 Strategic Reserve	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
116 Affordable Housing - HB 1406	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
117 Housing and Related Services	275,000.00	300,000.00	25,000.00	109.1%	0.00	611,000.00	611,000.00	0.0%
118 National Opioid Settlement Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
206 G/O Bond 2008 Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.0%	424,250.00	538,137.00	113,887.00	126.8%
302 2nd 1/4% Real Estate Excise Tax Fund	0.00	0.00	0.00	0.0%	424,250.00	658,552.00	234,302.00	155.2%
303 Building Maintenance Reserve	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
304 Transportation Benefit District	0.00	0.00	0.00	0.0%	157,519.00	321,900.00	164,381.00	204.4%
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	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
311 Parks Impact Fee Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
312 Fire Impact Fee Reserve Fund	0.00	0.00	0.00	0.0%	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	0.00	0.00	0.00	0.0%	144,000.00	241,350.00	97,350.00	167.6%
401 Sewer Operations Fund	0.00	0.00	0.00	0.0%	2,426,336.00	2,394,811.69	(31,524.31)	98.7%
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	371,000.00	459,900.00	88,900.00	124.0%	0.00	0.00	0.00	0.0%
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	0.00	0.00	0.00	0.0%	1,300,605.00	1,253,612.19	(46,992.81)	96.4%
413 Solid Waste Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
425 Stormwater Operations	0.00	0.00	0.00	0.0%	584,295.00	442,314.96	(141,980.04)	75.7%

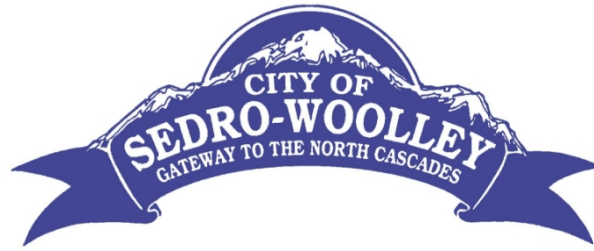
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Fund	Revenues				Expenditures			
	Original	Proposed	Difference		Original	Proposed	Difference	
426 Stormwater Reserve Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
501 Equipment Replacement Fund	300,000.00	325,000.00	25,000.00	108.3%	475,994.00	653,000.00	177,006.00	137.2%
505 Public Works Facility Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
631 Suspense Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
635 Custodial Fund	0.00	0.00	0.00	0.0%	0.00	0.00	0.00	0.0%
Excess/(Deficit):	13,098,981.00	14,050,777.00	951,796.00	107.3%	21,331,063.30	23,777,683.00	2,446,619.70	111.5%



City Council Agenda Item

Agenda Item No.: m.1.

Date: November 12, 2025

From: Bill Bullock, Public Works Director

Subject: Easement - Township Street (SR 9) and John Liner Rd/McGarigle Rd Intersection Improvements

RECOMMENDED ACTION:

Authorize the Mayor, or designee, to sign Deed and Dedication for Public Right of Way and Sight Distance Easements for two city-owned parcels at SR9/Township Street & John Liner/McGarigle Road.

BACKGROUND/SUMMARY INFORMATION:

The City purchased two whole properties for the construction of the roundabout: 827 John Liner Road, P76320, on southwest corner of intersection and 900 McGarigle Road, P39302, on northeast corner of intersection.

The City needs to complete recorded agreements to maintain Right of Way (ROW) property and sight distance easement rights before selling the properties. The City completed these agreements before construction for the other parcels at the intersection.

Deed and Dedication for Public Right of Way: this grants public ROW to the portions of the properties that are physically occupied by the roundabout infrastructure.

Sight Distance Easements: This grants the City rights to maintain sight distance for drivers to see other traffic and pedestrians when they are approaching the roundabout. The land remains with the parcel, but there are restrictions on activities (such as building fences) that would block the visibility. For 827 John Liner Road, P76320, the sight distance easement allows a single post that supports the roof.

FISCAL IMPACT, IF APPROPRIATE:

Fees for recording the documents with Skagit County have been budgeted as a project cost. The City will need to complete the ROW and sight distance easements prior to listing the properties for sale.

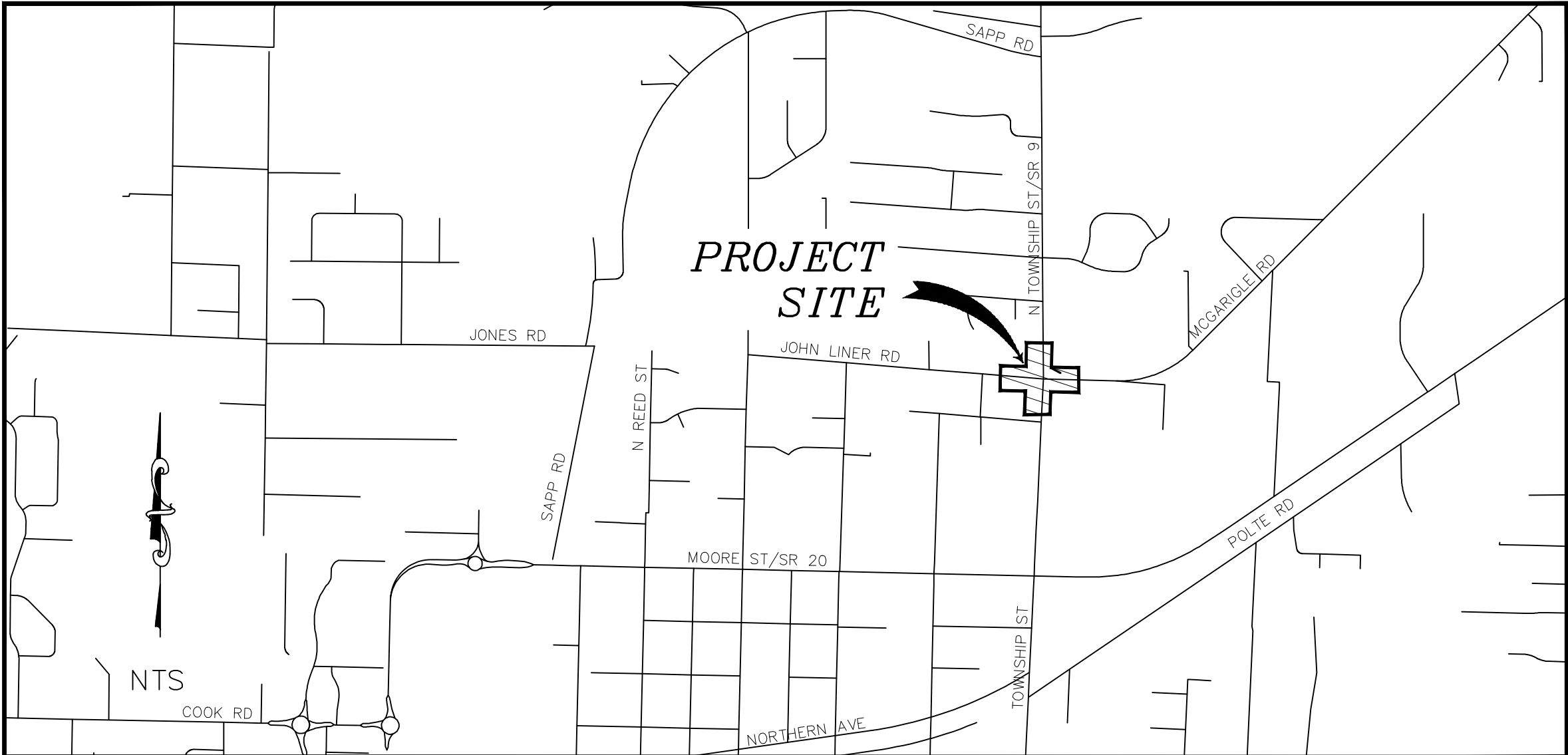
ATTACHMENTS:

1. 22009 ROW PLAN (09.15.23)
2. ROW Deed and Dedication P39302 FINAL 2025-11-04
3. Sight Distance Easement P39302 FINAL
4. ROW Deed and Dedication P76320 FINAL 2025-11-04
5. Sight Distance Easement P76320 FINAL

SR 9, JOHN LINER RD/MCGARIGLE RD
INTERSECTION IMPROVEMENTS
SEDRO-WOOLLEY, WA
ROW PLAN
CITY PROJECT NO. 2022-PS-09
TIB PROJECT NO. 8-2-126(013)-1

VICINITY MAP

PROJECT LOCATED IN SECTION 13, TOWNSHIP 35, RANGE 04, W.M.,
SECTION 18, TOWNSHIP 35, RANGE 05, W.M., SECTION 19, TOWNSHIP 35, RANGE 05, W.M.,
& SECTION 24, TOWNSHIP 35, RANGE 04, W.M.,



ROW LEGEND

EXISTING	
--- TB --- TB ---	= EXISTING TOP OF BANK
--- BB --- BB ---	= EXISTING BOTTOM OF BANK
---	= EXISTING DITCH CL
---	= EXISTING GRADE BREAK
---	= EXISTING GUARDRAIL
-X-X-X-	= EXISTING FENCE
---	= EXISTING GRAVEL
---	= EXISTING ROCK WALL
---	= EXISTING WALL
---	= EXISTING BUILDING
---	= EXISTING PROPERTY BOUNDARY
---	= EXISTING RIGHT OF WAY
---	= EXISTING RIGHT OF WAY CL
---	= EXISTING EASEMENT
---	= EXISTING ROAD CL
---	= EXISTING WETLANDS BOUNDARY
---	= EXISTING TRAFFIC STRIPING
---	= EXISTING EDGE OF PAVEMENT
---	= EXISTING FLOWLINE
---	= EXISTING TOP BACK OF CURB
---	= EXISTING SIDEWALK
---	= EXISTING RR TRACKS
---	= EXISTING CULVERT
---	= EXISTING TREE LINE
---	= EXISTING CONCRETE
---	= EXISTING TREE STUMP
---	= EXISTING SHRUB
---	= EXISTING TREE
PROPOSED	
---	= PROPOSED RIGHT OF WAY
--- TCE --- TCE ---	= PROPOSED TEMPORARY CONSTRUCTION EASEMENT
---	= PROPOSED EASEMENT
--- SE --- SE ---	= PROPOSED SLOPE EASEMENT

BASIS OF BEARINGS

NAD 83/91
THIS SURVEY HELD THE COORDINATE VALUES OF THE NORTH QUARTER CORNER OF SECTION 24, TOWNSHIP 35 NORTH, RANGE 4 EAST ACCORDING TO THE RECORD OF SURVEY FOR THE CITY OF SEDRO WOOLLEY, RECORDED UNDER AUDITOR'S FILE NUMBER 200407270083 AND THE CALCULATED BEARING TO THE EAST QUARTER CORNER OF SECTION 13, TOWNSHIP 35 NORTH, RANGE 4 EAST.

BEING: N 48°50'28" E.

DATUM

NAVD 88
THIS SURVEY HELD THE ELEVATION OF 64.51 FEET ON THE NORTHEAST CORNER OF SECTION 24, TOWNSHIP 35 NORTH, RANGE 4 EAST AS PUBLISHED ON THE ABOVE REFERENCED RECORD OF SURVEY FOR THE CITY OF SEDRO WOOLLEY.

SURVEY PROCEDURE

FIELD TRAVERSE USING A GEOMAX CR2+ 2 SECOND ROBOTIC TOTAL STATION AND A CLOSED DIFFERENTIAL LEVEL LOOP USING A LEICA DIGITAL LEVEL.
PROCEDURES USED IN THIS SURVEY MEET OR EXCEED STANDARDS SET FORTH BY WAC 332-130-090.

SHEET SERIES INDEX

SHEET	DESCRIPTION
1	COVER
2	SITE PLAN
3	PARCELS 1, 2, 3, AND 7
4	PARCELS 4, 5, AND 6

ROW PLAN

DESIGNED BY
OAM
DRAWN BY
OAM/JJN
CHECKED BY
NUJ



Reichhardt & Ebe
ENGINEERING INC
P.O. Box 978 | 423 Front Street
Lynden, WA 98264 (360) 354-3687

NO.	DATE	DESCRIPTION	BY

CITY OF SEDRO-WOOLLEY
325 METCALF STREET
SEDRO-WOOLLEY WA 98264

SR 9, JOHN LINER RD/MCGARIGLE RD
INTERSECTION IMPROVEMENTS
COVER

DWG 22009 COVER

JOB#

22009

SCALE

H: N/A

V: N/A

DATE

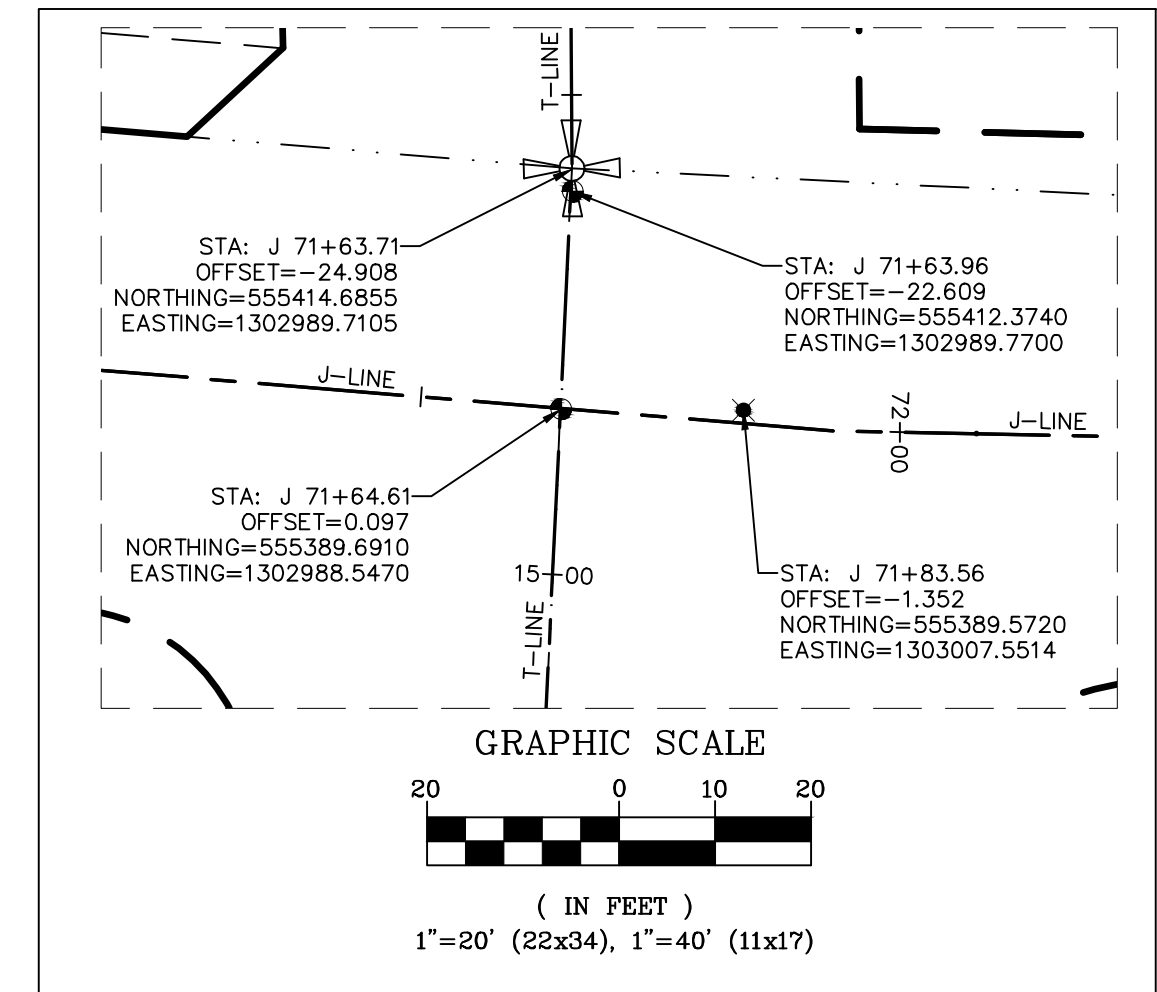
09/15/2023

SHEET

1
of 4



T35N, R5E, SEC.18, WM.



- 1 10' PSE EASEMENT
A.F. #201512290064
- 2 10' PSE EASEMENT
A.F. #201512230079
- 3 10' PSE EASEMENT
A.F. #201512230087
- 4 10' PSE EASEMENT
A.F. #201512170058
- 5 10' PSE EASEMENT
A.F. #201512290059
- 6 10' PSE EASEMENT
A.F. #201512170060
- 7 10' PSE EASEMENT
A.F. #201512230082

T35N, R5E, SEC.19, WM.



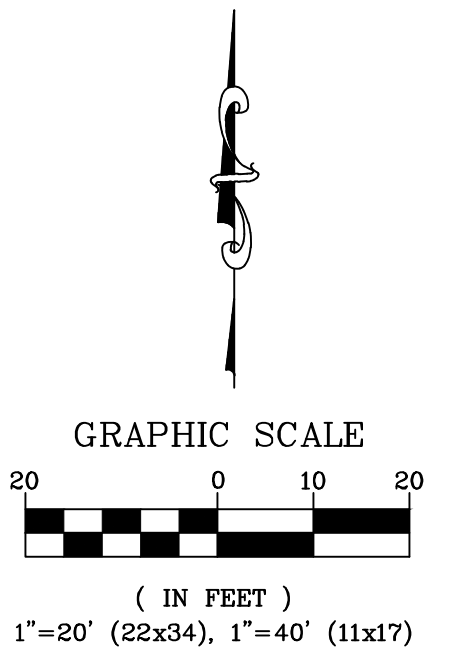
R&E **Reichhardt & Ebe**
ENGINEERING INC
P.O. Box 978 | 423 Front Street
Lynden, WA 98264 (360) 354-3687

NO.	DATE	DESCRIPTION	BY

SR 9, JOHN LINER RD/MCGARIGLE RD
INTERSECTION IMPROVEMENTS
SITE PLAN

DWG 22009 ROW PLAN		DATE 09/15/2023
JOB# 22009	SCALE H: 1"=50' V: N/A	SHEET 2 of 4

T35N, R5E, SEC.18, WM.



JONES/JOHN LINE/TRAIL RD RIGHT-OF-WAY ACQUISITION								
DWG ID	PARCEL NO.	OWNER	LOT ADDRESS	LOT AREA (SF)	ROW TAKE (SF)	REMAINING AREA (SF)	SIGHT LINE EASEMENT (SF)	CONSTRUCTION EASEMENT (SF)
TOWNSHIP 35, RANGE 04, SECTION 18								
1	P39300	SAKUMA NATALIE E CONSTANTINE BRANDON D	411 N TOWNSHIP ST	12517.76	29.38	12488.38	-----	-----
2	P39302	TOTINO FEBE R	900 MCGRIGLE RD	10407.76	1903.19	8504.57	717.73	-----
3	P39303	HOLCOMB JEAN PAUL & COURTNEY	902 MCGRIGLE RD	9108.75	164.76	8943.99	-----	-----
TOWNSHIP 35, RANGE 05, SECTION 13								
7	P36512	WALKER IAN M	404 N TOWNSHIP ST	16,177.11	1926.47	14250.64	874.40	-----

CASCADE VISTA PARK
A.F. #747447

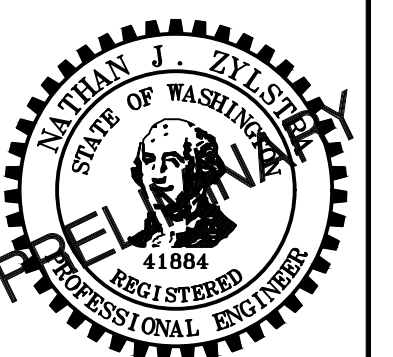
P76361

P76362

76363

LOT 1

LOT 2



T35N, R4E, SEC.24, WM.

T35N, R5E, SEC.19, WM.

ROW PLAN

DESIGNED BY	OAM
DRAWN BY	OAM/JJN
CHECKED BY	NJZ

R&E **Reichhardt & Ebe**
ENGINEERING INC
P.O. Box 978 | 423 Front Street
Lynden, WA 98264 (360) 354-3687

NO.	DATE	DESCRIPTION	BY

CITY OF SEDRO-WOOLLEY
325 METCALF STREET
SEDRO-WOOLLEY WA 98284

SR 9, JOHN LINER RD/MCGARIGLE RD
INTERSECTION IMPROVEMENTS
PARCELS 1, 2, 3 AND 7

DWG 22009 ROW PLAN

JOB#	
------	--

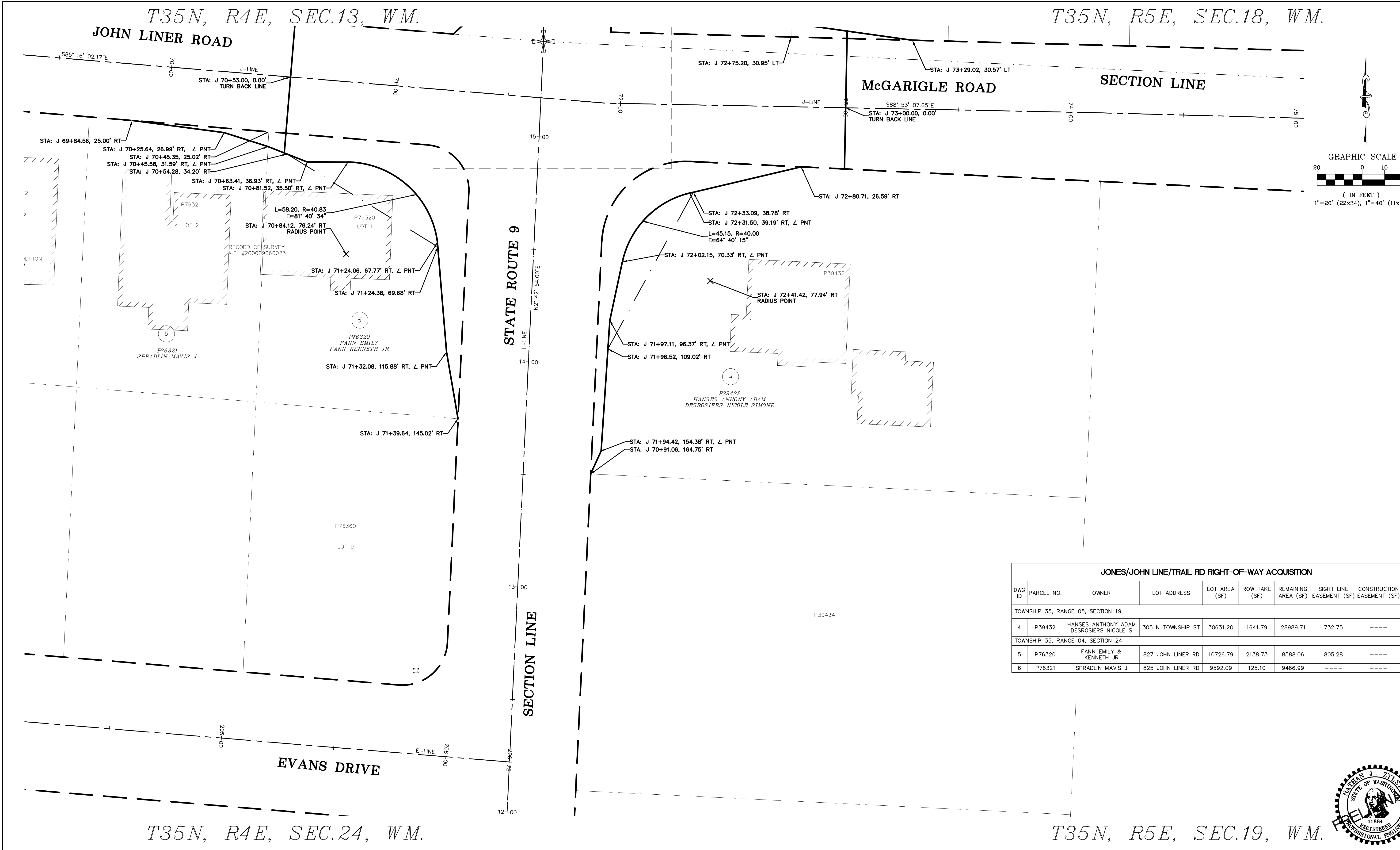
SCALE

v: N/A

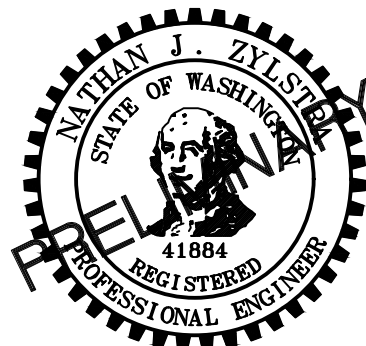
ATE

SHEET 2

34



JONES/JOHN LINE/TRAIL RD RIGHT-OF-WAY ACQUISITION								
DWG ID	PARCEL NO.	OWNER	LOT ADDRESS	LOT AREA (SF)	ROW TAKE (SF)	REMAINING AREA (SF)	SIGHT LINE EASEMENT (SF)	CONSTRUCTION EASEMENT (SF)
TOWNSHIP 35, RANGE 05, SECTION 19								
4	P39432	HANSES ANTHONY ADAM DESROSIER'S NICOLE S	305 N TOWNSHIP ST	30631.20	1641.79	28989.71	732.75	----
TOWNSHIP 35, RANGE 04, SECTION 24								
5	P76320	FANN EMILY & KENNETH JR	827 JOHN LINER RD	10726.79	2138.73	8588.06	805.28	----
6	P76321	SPRADLIN MAVIS J	825 JOHN LINER RD	9592.09	125.10	9466.99	----	----



ROW PLAN	DESIGNED BY OAM	R&E Reichhardt & Ebe ENGINEERING INC P.O. Box 978 423 Front Street Lynden, WA 98264 (360) 354-3687					CITY OF SEDRO-WOOLLEY 325 METCALF STREET SEDRO-WOOLLEY WA 98284	SR 9, JOHN LINER RD/MCGARIGLE RD INTERSECTION IMPROVEMENTS PARCELS 4, 5 AND 6	DWG 22009 ROW PLAN		DATE 09/15/2023
	DRAWN BY OAM/JJN								JOB# 22009	SCALE H: 1"=20' V: N/A	SHEET 4
	CHECKED BY NJZ		NO.	DATE	DESCRIPTION	BY			of		

After Recording Return to:

City of Sedro-Woolley
325 Metcalf St.
Sedro-Woolley, WA 98284

DEED AND DEDICATION FOR PUBLIC RIGHT OF WAY

Grantor: CITY OF SEDRO-WOOLLEY

Grantee: CITY OF SEDRO-WOOLLEY

Legal Description: PTN GOVERNMENT LOT 4, SECTION 18, TOWNSHIP 35
NORTH, RANGE 5 EAST, W.M., Add'l on p. 1-2

Tax Parcel ID#: P39302

THE GRANTOR, CITY OF SEDRO-WOOLLEY, a municipal corporation of the State of Washington, for and in consideration of public benefit, conveys, quit claims, and dedicates to the CITY OF SEDRO-WOOLLEY, a municipal corporation of the State of Washington, the following-described real estate, situated in the County of Skagit, State of Washington, together with all after-acquired title of the Grantor therein for use as a public right of way:

LEGAL DESCRIPTION OF RIGHT OF WAY ACQUISITION AREA:

That portion of Government Lot 4, Section 18, Township 35 North, Range 5 East, W.M., described as follows:

Commencing at the Southwest corner of Government Lot 4;
Thence North 00°24'16" West along the West line of said Government Lot 4, for a distance of 135.04 feet;
Thence South 88°30'50" East for a distance of 30.02 feet to the **Point of Beginning**;

Thence continuing South 88°30'50" East for a distance of 9.53 feet;
 Thence South 03°20'15" East for a distance of 13.36 feet;
 Thence South 86°39'45" West for a distance of 7.22 feet;
 Thence South 04°22'36" East for a distance of 14.26 feet;
 Thence South 09°37'04" East for a distance of 68.37 feet to the beginning
 of a curve to the left, whose center bears North 80°22'56" East, with a
 radius of 35.00 feet,
 Thence Easterly along said curve to the left through a central angle of
 80°28'45" for a distance
 of 49.16 feet;
 Thence North 89°54'11" East for a distance of 21.40 feet;
 Thence South 82°00'42" East for a distance of 9.37 feet;
 Thence South 00°24'12" East for a distance of 6.13 feet;
 Thence North 88°28'37" West for distance of 80.01 feet;
 Thence North 00°24'16" West for a distance of 130.07 feet to the **Point
 of Beginning.**

Containing 2,003 square feet, more or less.

Situate in Skagit County, Washington.

DATED this _____ day of _____, 2025.

GRANTOR
 CITY OF SEDRO-WOOLLEY

By _____
 Julia Johnson, Mayor

STATE OF WASHINGTON)
)ss.
COUNTY OF SKAGIT)

I certify that I know or have satisfactory evidence that JULIA JOHNSON is the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the Mayor of the City of Sedro-Woolley to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2025.

(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

ACCEPTED this ____ day of _____, 2025.

CITY OF SEDRO-WOOLLEY

By _____
Name: _____
Title: _____

After recording return document to:

City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

Document Title: Sight Distance Easement

Reference Number of Related Document: N/A

Grantor(s): City of Sedro-Woolley

Grantee(s): City of Sedro-Woolley

Legal Description: PORTION OF GOVERNMENT LOT 4, SECTION 18, TOWNSHIP 35
NORTH, RANGE 5 EAST, W.M.

Additional Legal Description is Exhibits A, B and C of Document.

Assessor's Tax Parcel Number: P39302

SIGHT DISTANCE EASEMENT

SR 9, John Liner Rd. / McGarigle Rd.

The Grantor(s), **City of Sedro-Woolley, a municipal corporation of the State of Washington**, for and in consideration of TEN AND NO/100 (\$10.00) DOLLARS, and other valuable consideration, convey(s) and grant(s) unto the **City of Sedro-Woolley, a municipal corporation of the State of Washington** and its assigns, Grantee, an easement over, under, upon and across the hereinafter described lands for the purpose of providing an unobstructed line of sight for vehicular and non-motorized traffic. No sight obscuring fence, vegetation, structures, fill materials or other object over two (2) feet in height is allowed within the easement area, or as may be authorized in writing by the City Engineer.

Non-Merger of Easement. The parties acknowledge and agree that the easement granted herein is intended to be permanent and shall not be extinguished by merger of title. In the event that the dominant and servient estates described herein become vested in the same ownership, whether by conveyance, inheritance, foreclosure, or otherwise, it is the express intent of the parties that this easement shall survive such common ownership and shall not be deemed terminated or merged. Upon subsequent transfer of either estate to separate ownership, the easement shall remain in full force and effect.

Said lands being situated in Skagit County, State of Washington, and described as follows:

For legal description and additional conditions
See Exhibits A, B and C attached hereto and made a part hereof.

SIGHT DISTANCE EASEMENT

It is understood and agreed that delivery of this easement is hereby tendered and that the terms and obligations hereof shall not become binding upon the **City of Sedro-Woolley** unless and until accepted and approved hereon in writing for the **City of Sedro-Woolley**, by its authorized agent.

Dated: _____, _____

GRANTOR:

City of Sedro-Woolley

By _____
Julia Johnson, Mayor

Accepted and Approved

City of Sedro-Woolley

By: _____
Julia Johnson, Mayor

Date: _____

[illegible]

GIVEN under my hand and official seal the day and year last above written.

My commission expires _____

EXHIBIT “A”

Burdened Property Legal Description (First American Title Insurance Co. Guarantee No. 5003353-0003653e)

Parcel Number P39302

The land in the County of Skagit, State of Washington, described as follows:

That portion of Government Lot 4, Section 18, Township 35 North, Range 5 East, W.M., described as follows:

Beginning at the Southwest corner of Government Lot 4;
Thence North 1°44'33" West along the West line of said Government Lot 4, 135.04 feet;
Thence South 89°51'11" East 110.02 feet;
Thence South 1°44'33" East 135.04 feet to the North right of way of McGargile Road;
Thence North 89°51'11" West along the North right of way margin of McGargile Road 110.02 feet to the Point of Beginning.

Except the South 5 feet thereof,

And Except the West 30 feet thereof for road purposes.

Situate in the County of Skagit, State of Washington.

Prepared by Larry Steele & Associates
Land Surveyors
5160 Industrial Place, Suite 108
Ferndale, WA 98248
360-676-9350
Job #24062
Oct 5, 2024

EXHIBIT "B"

Easement Legal Description

Parcel Number P39302

That portion of Government Lot 4, Section 18, Township 35 North, Range 5 East, W.M., described as follows:

Commencing at the Southwest corner of Government Lot 4;
Thence North 00°24'16" West along the West line of said Government Lot 4, for a distance of 41.75 feet;
Thence North 89°35'44" East for a distance of 44.37 feet to the **Point of Beginning**;
Thence South 61°35'17" East for a distance of 69.91 feet;
Thence North 82°00'42" West for a distance of 4.99 feet;
Thence South 89°54'11" West for a distance of 21.40 feet to the beginning of a curve to the right, whose center bears North 00°05'49" West, with a radius of 35.00 feet;
Thence Northwesterly along said curve to the right through a central angle of 80°28'45" for a distance of 49.16 feet;
Thence North 09°37'04" West for a distance of 3.50 feet to the **Point of Beginning**.

Containing 718 square feet, more or less.

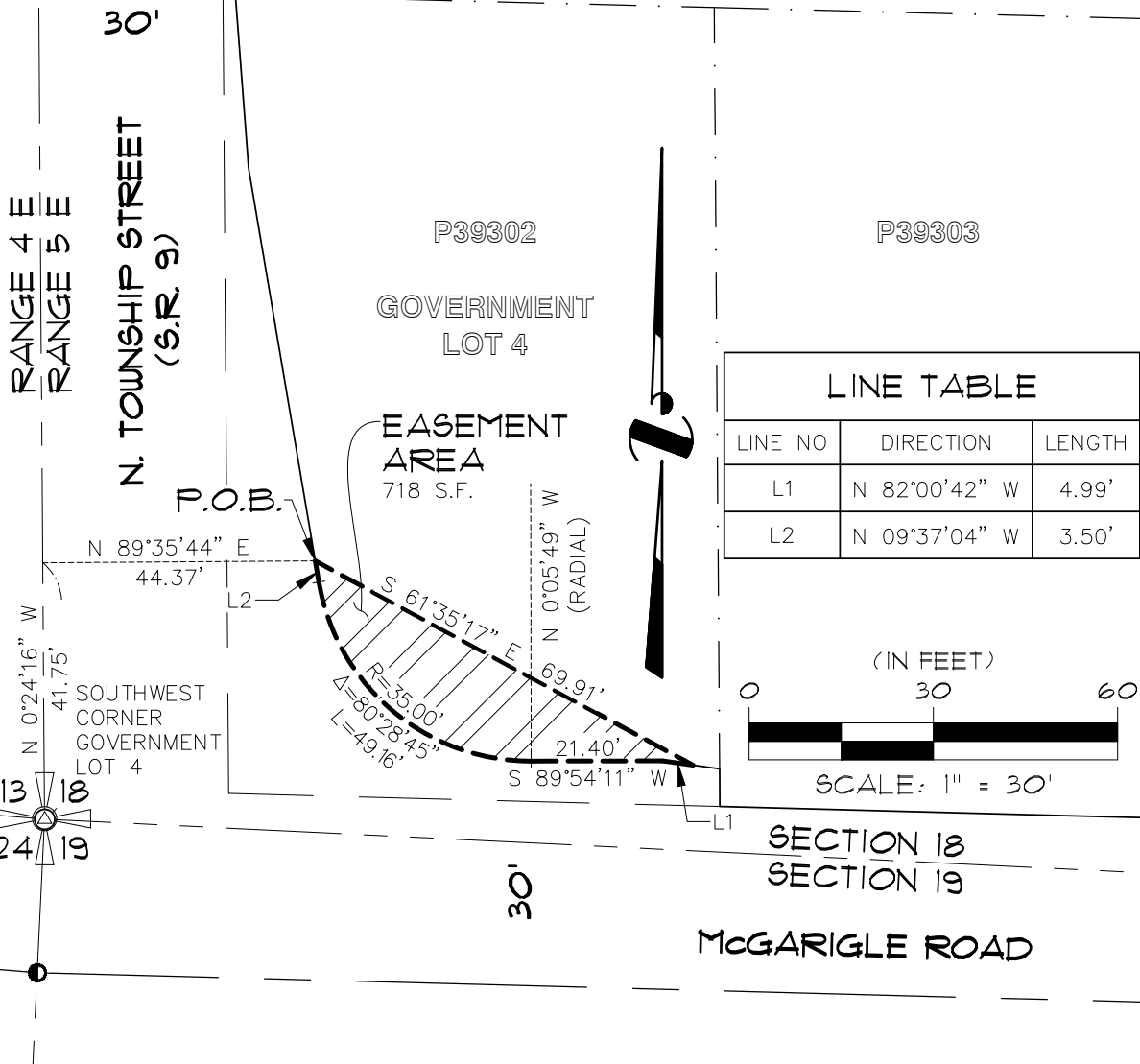
Situate in Skagit County, Washington.



Prepared by Larry Steele & Associates
Land Surveyors
5160 Industrial Place, Suite 108
Ferndale, WA 98248
360-676-9350
Job #24062
Oct 5, 2024

EXHIBIT "C"

P39300



24062-P39302 ESMT.DWG



EASEMENT EXHIBIT MAP		
SCALE: 1" = 30'	APPROVED BY: EAK	DRAWN BY: SLG
DATE: 10/5/2024		REVISED:
FOR CITY OF SEDRO WOOLLEY		
BEING A PTN. OF THE SW 1/4 OF THE SW 1/4, SEC. 18, TOWNSHIP 35 NORTH, RANGE 5 EAST, W.M. SEDRO WOOLLEY, SKAGIT COUNTY, WASHINGTON		JOB NUMBER: 24062

After Recording Return to:

City of Sedro-Woolley
325 Metcalf St.
Sedro-Woolley, WA 98284

DEED AND DEDICATION FOR PUBLIC RIGHT OF WAY

Grantor: CITY OF SEDRO-WOOLLEY

Grantee: CITY OF SEDRO-WOOLLEY

Legal Description: LT 1, CASCADE PARK ADDN, BEING PTN NE 1/4 SEC 24-35-
4E, W.M. Add'l on p. 1-2

Tax Parcel ID#: P76320

THE GRANTOR, CITY OF SEDRO-WOOLLEY, a municipal corporation of the State of Washington, for and in consideration of public benefit, conveys, quit claims, and dedicates to the CITY OF SEDRO-WOOLLEY, a municipal corporation of the State of Washington, the following-described real estate, situated in the County of Skagit, State of Washington, together with all after-acquired title of the Grantor therein for use as a public right of way:

LEGAL DESCRIPTION OF RIGHT OF WAY ACQUISITION AREA:

That portion of Lot 1, Plat of Cascade Park Addition, according to the plat thereof recorded in Volume 7 of plats, Page 56, records of Skagit County, Washington; being a portion of the Northeast quarter of Section 24, Township 35 North, Range 4 East of the Willamette Meridian, described as follows:

Beginning at the Northwest corner of said Lot 1;
Thence South 85°15'55" East along said South right of way, for a distance

of 70.76 feet to the beginning of a curve to the right whose center bears South 04°44'05" West with a radius of 20.00 feet;
Thence Southerly along said curve to the right through a central angle of 87°58'49" for a distance of 30.71 feet;
Thence South 02°42'54" West for a distance of 100.71 feet to the Southeast corner of said Lot 1;
Thence North 09°48'49" West for a distance of 30.10 feet;
Thence North 04°44'10" West for a distance of 46.98 feet to the beginning of a curve to the left, whose center bears South 85°16'16" West with a radius of 40.83 feet,
Thence Northwesterly along said curve to the left through a central angle of 85°03'08" for a distance of 60.61 feet;
Thence North 89°47'19" West for a distance of 17.51 feet;
Thence North 68°35'40" West for a distance of 18.61 feet to the West line of said Lot 1;
Thence North 02°43'00" East along the West line of said Lot 1 to the Point of Beginning.

Containing 2,135 square feet, more or less.

Situate in Skagit County, Washington.

DATED this _____ day of _____, 2025.

GRANTOR
CITY OF SEDRO-WOOLLEY

By _____
Julia Johnson, Mayor

STATE OF WASHINGTON)
)ss.
COUNTY OF SKAGIT)

I certify that I know or have satisfactory evidence that JULIA JOHNSON is the person who appeared before me, and said person acknowledged that they signed this instrument, on oath stated that they were authorized to execute the instrument and acknowledged it as the Mayor of the City of Sedro-Woolley to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED this ____ day of _____, 2025.

(Legibly print name of notary)
NOTARY PUBLIC in and for the State of
Washington, residing at _____
My commission expires _____

ACCEPTED this ____ day of _____, 2025.

CITY OF SEDRO-WOOLLEY

By _____
Name: _____
Title: _____

After recording return document to:

City of Sedro-Woolley
325 Metcalf Street
Sedro-Woolley, WA 98284

Document Title: Sight Distance Easement

Reference Number of Related Document: N/A

Grantor(s): City of Sedro-Woolley

Grantee(s): City of Sedro-Woolley

Legal Description: LOT 1, PLAT OF CASCADE PARK ADDITION.

Additional Legal Description is Exhibits A, B and C of Document.

Assessor's Tax Parcel Number: P76320

SIGHT DISTANCE EASEMENT

SR 9, John Liner Rd. / McGarigle Rd.

The Grantor(s), **City of Sedro-Woolley, a municipal corporation of the State of Washington**, for and in consideration of TEN AND NO/100 (\$10.00) DOLLARS, and other valuable consideration, convey(s) and grant(s) unto the **City of Sedro-Woolley, a municipal corporation of the State of Washington** and its assigns, Grantee, an easement over, under, upon and across the hereinafter described lands for the purpose of providing an unobstructed line of sight for vehicular and non-motorized traffic. No sight obscuring fence, vegetation, structures, fill materials or other object over two (2) feet in height is allowed within the easement area, except a 3-inch square post supporting roof from original lot development with downspout, or as may be authorized in writing by the City Engineer.

Non-Merger of Easement. The parties acknowledge and agree that the easement granted herein is intended to be permanent and shall not be extinguished by merger of title. In the event that the dominant and servient estates described herein become vested in the same ownership, whether by conveyance, inheritance, foreclosure, or otherwise, it is the express intent of the parties that this easement shall survive such common ownership and shall not be deemed terminated or merged. Upon subsequent transfer of either estate to separate ownership, the easement shall remain in full force and effect.

Said lands being situated in Skagit County, State of Washington, and described as follows:

For legal description and additional conditions

See Exhibits A, B and C attached hereto and made a part hereof.

SIGHT DISTANCE EASEMENT

It is understood and agreed that delivery of this easement is hereby tendered and that the terms and obligations hereof shall not become binding upon the **City of Sedro-Woolley** unless and until accepted and approved hereon in writing for the **City of Sedro-Woolley**, by its authorized agent.

Dated: _____, _____

GRANTOR:

City of Sedro-Woolley

By _____
Julia Johnson, Mayor

Accepted and Approved

City of Sedro-Woolley

By: _____
Julia Johnson, Mayor

Date: _____

[illegible]

GIVEN under my hand and official seal the day and year last above written.

My commission expires _____

EXHIBIT “A”

Burdened Property Legal Description (First American Title Insurance Co. Guarantee No. 5003353-0003649e)

Parcel Number P76320

The land in the County of Skagit, State of Washington, described as follows:

Lot 1, Plat of Cascade Park Addition, according to the plat thereof recorded in Volume 7 of plats, Page 56, records of Skagit County, Washington; being a portion of the Northeast quarter of Section 24, Township 35 North, Range 4 East of the Willamette Meridian.

Situate in the County of Skagit, State of Washington.

Prepared by Larry Steele & Associates
Land Surveyors
5160 Industrial Place, Suite 108
Ferndale, WA 98248
360-676-9350
Job #24062
Oct 5, 2024

EXHIBIT “B”

Easement Legal Description

Parcel Number P76320

That portion of Lot 1, Plat of Cascade Park Addition, according to the plat thereof recorded in Volume 7 of plats, Page 56, records of Skagit County, Washington; being a portion of the Northeast quarter of Section 24, Township 35 North, Range 4 East of the Willamette Meridian, described as follows:

Commencing at the Northwest corner of said Lot 1;

Thence South $02^{\circ}43'00''$ West along the West line of said Lot 1 for a distance of 9.44 feet;

Thence South $87^{\circ}17'00''$ East for a distance of 8.60 feet to the **Point of Beginning**;

Thence South $58^{\circ}30'18''$ East for a distance of 78.48 feet to the beginning of a curve to the left whose center bears South $85^{\circ}21'49''$ West with a radius of 40.83 feet,

Thence Northwesterly along said curve to the left through a central angle of $85^{\circ}03'08''$ for a distance of 60.61 feet;

Thence North $89^{\circ}47'19''$ West for a distance of 17.51 feet;

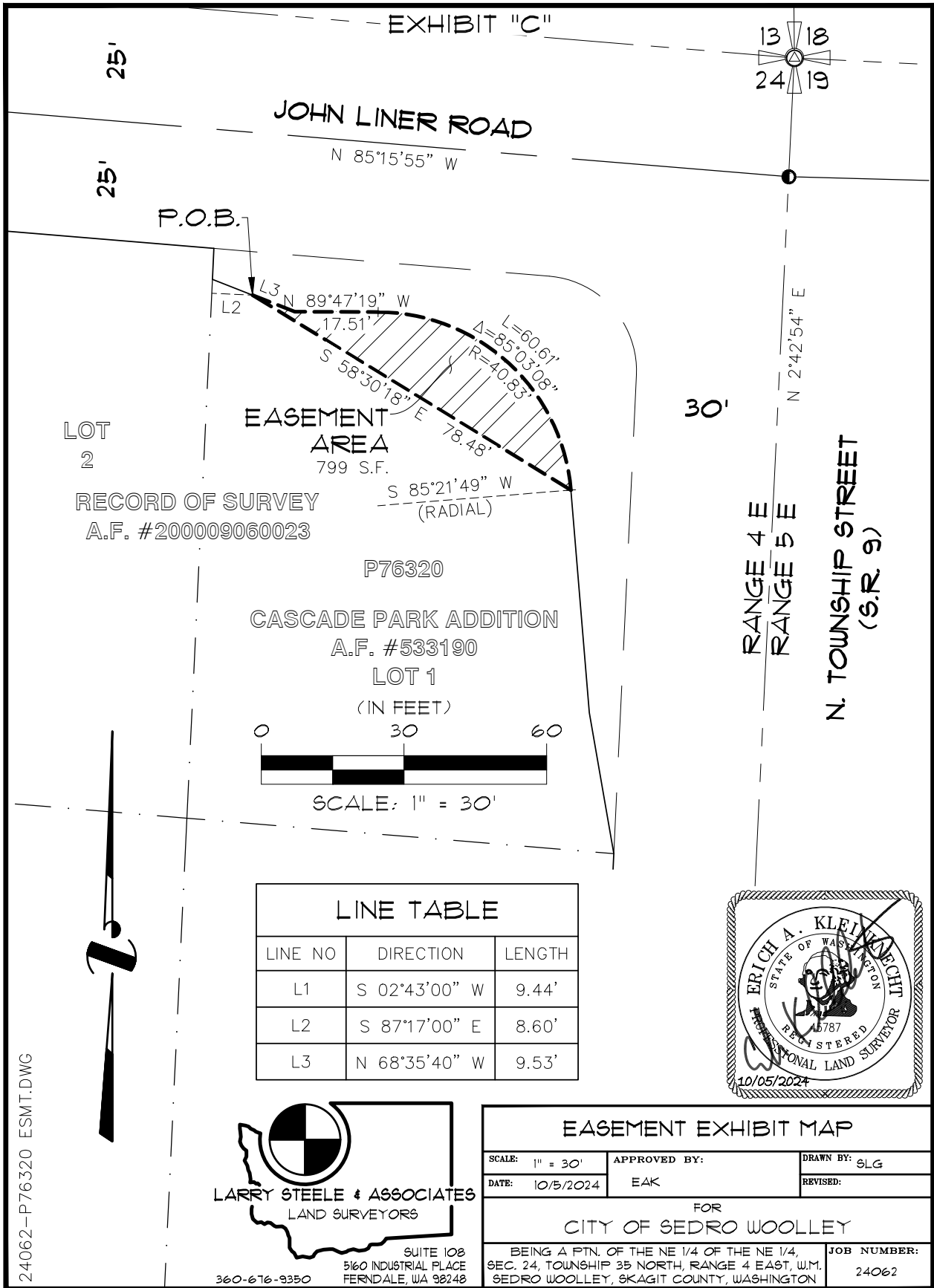
Thence North $68^{\circ}35'40''$ West for a distance of 9.53 feet to the **Point of Beginning**.

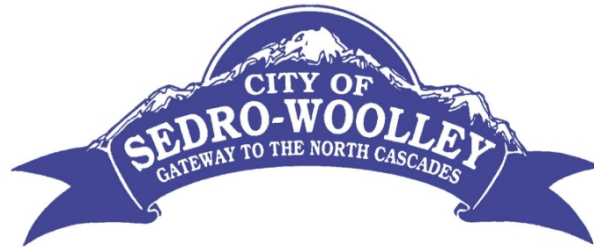
Containing 799 square feet, more or less.

Situate in Skagit County, Washington.

Prepared by Larry Steele & Associates
Land Surveyors
5160 Industrial Place, Suite 108
Ferndale, WA 98248
360-676-9350
Job #24062
Oct 5, 2024







City Council Agenda Item

Agenda Item No.: m.2.

Date: November 12, 2025

From: Bill Bullock, Public Works Director

Subject: 2025-225-CN and 2025-226-CN - Olmsted Park and Riverfront Park Caregivers -
1st Read

RECOMMENDED ACTION:

Motion to execute park caretaker agreements 2025-225-CN and 2025-226-CN for Olmsted Park and Riverfront Park.

BACKGROUND/SUMMARY INFORMATION:

With the upcoming completion of the new Olmsted Park staff have completed the recruitment process for the new resident Park Caretaker Position for the park. The successful candidates were Ken and Loretta Clark, who are the current caretakers at Riverfront Park, They have been serving as the caretakers for the past 12 years, and they both have a great background of experience both in working with the public. Ken and Loretta are very excited about this opportunity and are eager to make this transfer to a new park and begin their duties.

This will create a vacancy at Riverfront Park. Staff interviewed five candidates to fill the Riverfront Park Caretaker position and have selected Cherise and Marcelle Jones; there will be no gap in service.

The Jones's have served the city as volunteer campground hosts at Riverfront Park for the past 3 years and are uniquely qualified to move into the caretaker position. Cherise has existing working relationships with current city staff, and her familiarity with the park its events and operations will serve them well in the position.

Staff recommends approval of the attached agreement with a tentative start date of January 1st of 2026. Actual contract start date may vary depending on the final completion of the park project.

FISCAL IMPACT, IF APPROPRIATE:

Fund 101 Parks & facilities Fund

Olmsted Park Caretakers 576.80.11.004

Riverfront Park Caretakers 576.80.11.001

ATTACHMENTS:

1. Olmsted Park Caretaker Agreement
2. Riverfront Part Caretaker Agreement

Olmsted Park Caretaker Agreement

This agreement, dated this ____ day of _____, 2025, is made and entered into between _____, (hereinafter “Caretaker”) and the City of Sedro-Woolley, a Washington municipal corporation (hereinafter “City”).

Caretaker and the city agree that he/she shall perform the duties of Olmsted Park Caretaker upon the following terms and conditions.

COMPENSATION: Caretaker shall be paid a monthly stipend of \$100.00 for his/her work as caretaker. Caretaker shall be required to reside in the caretaker’s residence at Olmsted Park as a condition of this position.

UTILITIES: City agrees to pay or provide for sewer, garbage, electric power and water utilities and services to the caretaker’s quarters at city expense.

USE OF PREMISES: Caretaker shall not assign this agreement, sublet the premises, give accommodations to any roomers or lodgers or permit the premises to be used for any purpose other than a private dwelling for caretaker and immediate family.

PREMISES DEFINITION: The premises are defined as the caretaker’s quarters, and the fenced in area surrounding the caretaker’s quarters.

CARETAKER’S RESIDENCE OBLIGATIONS: Caretaker agrees as follows:

- (a) To park their personal vehicles only at spaces provided adjacent to the premises.
- (b) To keep the premises in a clean, presentable and sanitary condition.
- (c) To report any damage or maintenance needed to the caretaker residence to the Public Works Maintenance & Operations Supervisor immediately.
- (d) To repair at caretaker’s expense any damage to the caretaker’s residence caused by negligence within 30 days of written notice from the city or sooner if made necessary by an emergency.
- (e) To permit the city, its agents, employees or representatives to enter the premises at reasonable times after notice for the purpose of inspections, to make necessary repairs, or to show the residence to insurance representatives.
- (f) Not to have any pets or animals of any kind within the premises without prior written approval from the city.
- (g) Not to make alterations, additions, painting or improvements to the premises without prior written approval from the city.
- (h) To comply with reasonable rules and regulations for the use of the caretaker’s quarters as established by the city which are not inconsistent with this agreement.

LIABILITY: The city or its officials, employees, and agents shall not be liable for any claim, actions or judgements for injury to property, or injury to persons suffered or alleged to be suffered within the caretaker's premises, unless caused by negligence of the city, its officials, employees or agents acting in the course of their employment.

INSURANCE: The city shall carry an insurance policy for the caretaker's quarters for fire and casualty, and shall receive any and all proceeds thereof, in case of fire or casualty. Caretaker hereby waives any right to receive proceeds under this policy. Caretaker shall provide his own insurance for personal contents of the caretaker's quarters. Caretaker shall look solely to his own insurance, in the event of fire or other casualty, and waives any claim against the city therefore.

REPAIRS: In the event of fire or other natural disasters which render the premises uninhabitable, the city reserves the right to repair the premises owned by the city and continue this agreement in force, or alternatively, at its option, to terminate this agreement without further obligation to Caretaker.

MAINTENANCE: The city shall be responsible for all exterior maintenance of the caretaker's residence. Interior maintenance including light bulbs, carpet cleaning, fire and carbon monoxide alarms, and other normal wear and tear shall be the responsibility of the Caretaker.

APPLIANCES: The City shall furnish an oven/range, a refrigerator, and a hot water heater. The Caretaker shall provide all other personal appliances.

CARETAKER'S DUTIES AND OBLIGATIONS

- (a) Open, clean, and close park restroom facilities daily, morning and dusk,
- (b) Inspect Olmsted Park daily and report maintenance needs to the Public Works Operations Supervisor or Assistant Supervisor.
- (c) Caretaker will prepare rental facilities for use by renters.
- (d) General security of the park and its use by the public. Caretaker shall attempt, without force, to resolve and control any disputes, unruly behavior, disturbances or violation of park rules and ordinances that might occur. Any disputes or disturbances that cannot be peacefully resolved by the Caretaker shall immediately be referred to the Sedro-Woolley Police Department.
- (e) Caretaker maintenance duties shall include the following:
 - 1. General maintenance, litter pick up, and cleaning of the park grounds and restrooms;
 - 2. Restrooms shall be inspected daily to supply necessary paper towels, toilet paper, and hand soap. Restrooms will be thoroughly washed and cleaned when necessary; during the peak season this will need to be done every couple of hours.
 - 3. Garbage cans shall be checked daily, emptied when necessary.
 - 4. Notify Public Works Maintenance & Operations Supervisor when supplies are needed;

5. Watering and weeding of grounds as necessary, and flower baskets and beds;
 6. Clean and wash park shelters and all tables before all scheduled event rentals and when necessary;
 7. Clean ash out of BBQ pits and picnic tables and pads as needed;
 8. Replace picnic tables when they are removed from their designated area;
 9. Provide other park maintenance not otherwise listed to ensure an aesthetic and sanitary park environment.
 10. Caretaker will inspect playground equipment daily for safety purposes and report problems to the Public Works Maintenance & Operations Supervisor.
- (f) Caretaker will lock and unlock restrooms and or gates at Hammer Heritage Square, Metcalf Park, Winnie Houser Park, Olmsted Park, and other parks at dusk daily, according to a schedule determined by the Public Works Operations Supervisor.

WORK HOURS

Caretaker is free to determine hours of work to accomplish the above tasks unless specifically directed by the Public Works Maintenance & Operations Supervisor or designee.

TERMINATION: This agreement shall terminate and Caretaker shall surrender the premises to the city without notice or compensation, and in accordance with this agreement, upon the sooner of:

- (a) Upon election by the city to terminate this agreement for material violation of its terms by Caretaker;
- (b) As otherwise set forth in this agreement;
- (c) By either party with 60 days notice to the other party.

APPLICABLE LAW: This agreement shall be governed by the laws of the State of Washington and the Laws of the City of Sedro-Woolley.

Caretaker acknowledges that he has read this agreement and will abide by the terms and comply with all rules and regulations adopted by the city.

CITY OF SEDRO-WOOLLEY

Mayor

Caretaker

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney

Riverfront Park Caretaker Agreement

This agreement, dated this _____ day of _____, 2025, is made and entered into between _____, and _____ (hereinafter “Caretaker”) and the City of Sedro-Woolley, a Washington municipal corporation (hereinafter “City”).

Caretaker Team and the city agree that they shall perform the duties of Riverfront Park Caretaker upon the following terms and conditions.

CARETAKER TEAM or CARETAKER: The Caretaker Team or Caretaker are each responsible individually, and as a team, for the work required at Riverfront Park. The Caretaker Team shares this responsibility with each and as a team and individually are accountable for the performance of duties, obligations, and responsibilities outlined below.

COMPENSATION: Compensation for the Caretaker Team position shall be in the form of the annual value of the residence and utilities. Caretaker Team shall also be paid a monthly stipend of \$100.00 for their combined work as a caretaker team. For the duration of this agreement, the value of the 2-bedroom caretakers’ residence including utilities shall be \$25,000 per year. Caretaker Team shall work a minimum of a combined 750 hours per year at \$34.93 per hour wage rate. Caretaker Team shall reside in the caretaker’s residence at Riverfront Park as a condition of employment in this position.

UTILITIES: City agrees to pay or provide for septic, garbage, electric power and water utilities and services to the caretakers quarters at city expense.

USE OF PREMISES: No member of the Caretaker Team individually, or as a team, shall assign this agreement, sublet the premises, give accommodations to any roomers or lodgers, or permit the premises to be used for any purpose other than a private dwelling for caretaker and immediate family.

PREMISES DEFINITION: The premises are defined as the caretaker’s quarters, and the fenced in area surrounding the caretaker’s quarters.

CARETAKER’S RESIDENCE OBLIGATIONS: Caretaker Team agrees as follows:

- (a) To park their personal vehicles only at spaces provided adjacent to the premises.
- (b) To keep the premises in a clean, presentable and sanitary condition.
- (c) To report any damage or maintenance needed to the caretaker residence to the Public Works Maintenance & Operations Supervisor immediately.
- (d) To repair at caretaker’s expense any damage to the caretaker’s residence caused by negligence within 30 days of written notice from the city or sooner if made necessary by an emergency.
- (e) To permit the city, its agents, employees or representatives to enter the premises at reasonable times after notice for the purpose of inspections, to make necessary repairs, or to show the residence to insurance representatives.
- (f) Not to have any pets or animals of any kind within the premises without prior written approval from the city.

- (g) Not to make alterations, additions, painting or improvements to the premises without prior written approval from the city.
- (h) To comply with reasonable rules and regulations for the use of the caretaker's quarters as established by the city which are not inconsistent with this agreement.
- (i) Caretaker Team shall provide their own insurance for personal contents of the caretaker's quarters.

LIABILITY: The city or its officials, employees, and agents shall not be liable for any claim, actions or judgements for injury to property, or injury to persons suffered or alleged to be suffered within the caretaker's premises, unless caused by negligence of the city, its officials, employees or agents acting in the course of their employment.

INSURANCE: The city shall carry an insurance policy for the caretaker's quarters for fire and casualty, and shall receive any and all proceeds thereof, in case of fire or casualty. Caretakers, in their individual capacity, hereby each waive any right to receive proceeds under this policy. Caretaker Team shall look solely to their own insurance, pursuant to Caretaker's Residence Obligations, in the event of fire or other casualty, and waive any claim against the city therefore.

REPAIRS: In the event of fire or other natural disasters which render the premises uninhabitable, the city reserves the right to repair the premises owned by the city and continue this agreement in force, or alternatively, at its option, to terminate this agreement without further obligation to Caretaker Team.

MAINTENANCE: The city shall be responsible for all exterior maintenance, and major systems of the caretaker's residence. Examples of major systems include, but are not limited to, HVAC, hot water heater, plumbing, electrical. Interior routine maintenance including, but not limited to, light bulbs, carpet cleaning, fire and carbon monoxide alarms, and other normal wear and tear shall be the responsibility of the Caretaker Team.

APPLIANCES: The City shall furnish an oven/range, a refrigerator, and a hot water heater. The Caretaker Team shall provide all other personal appliances.

CARETAKER TEAM'S JOB DUTIES AND RESPONSIBILITIES:

- (a) Open, clean, and close park restroom facilities daily, morning and dusk,
- (b) Inspect Riverfront Park daily and report maintenance needs to the Public Works Maintenance Operations Supervisor or Assistant Supervisor.
- (c) Caretaker will prepare rental facilities for use by renters.
- (d) General security of the park and its use by the public. Caretaker shall attempt, without force, to resolve and control any disputes, unruly behavior, disturbances or violation of park rules and ordinances that might occur. Any disputes or disturbances that cannot be peacefully resolved by the Caretaker Team shall immediately be referred to the Sedro-Woolley Police Department.
- (e) Caretaker maintenance duties shall include the following:
 1. General maintenance, litter pick up, and cleaning of the park grounds and restrooms;

2. Restrooms shall be inspected daily to supply paper towels, toilet paper, and hand soap. Restrooms will be thoroughly washed and cleaned when necessary; during the peak season this will need to be done every couple of hours.
3. Garbage cans shall be checked daily, emptied when necessary.
4. Notify Public Works Maintenance & Operations Supervisor when supplies are needed;
5. Watering and weeding of grounds, flower baskets, and beds as necessary;
6. Clean and wash park shelters and all tables before all scheduled event rentals and when necessary;
7. Clean ash out of BBQ pits and picnic tables and pads as needed;
8. Replace picnic tables when they are removed from their designated area;
9. Provide other park maintenance not otherwise listed to ensure an aesthetic and sanitary park environment.
10. Caretaker will inspect playground equipment daily for safety purposes and report problems to the Public Works Maintenance & Operations Supervisor.
11. Caretaker will perform weekly cleaning of off leash dog-park as needed.
12. Caretaker will set up electrical system for amphitheater when requested.

(f) Caretaker will lock and unlock restrooms and gates at Hammer Heritage Square, Metcalf Park, Winnie Houser Park, and other parks at dusk daily, according to a schedule determined by the Public Works Maintenance & Operations Supervisor.

(g) Caretaker in the absence of an RV Park Host shall greet park guests, assist them with hooking up with utilities, and ensure that RV space rent is paid, and report problems to the Public Works Maintenance & Operations Supervisor.

WORK HOURS: Caretaker Team shall work a combined minimum of 750, and a combined maximum of 1559 hours per calendar year, and shall work no more than 40 combined hours in any week. Hours worked in other part-time positions with the city are counted toward the annual maximum hours. Caretaker Team is free to determine hours of work to accomplish the above tasks unless specifically directed by the Public Works Maintenance & Operations Supervisor or designee.

TERMINATION: This agreement shall terminate and Caretaker Team, individually and as a team, shall surrender the premises to the city without notice or compensation, and in accordance with this agreement, upon the sooner of:

- (a) Election by the city to terminate this agreement for material violation of its terms by Caretaker;
- (b) As otherwise set forth in this agreement;
- (c) 60-days notice by either party to the other party.

APPLICABLE LAW: This agreement shall be governed by the laws of the State of Washington and the Laws of the City of Sedro-Woolley.

Each member of the Caretaker Team acknowledges that he or she has read this agreement and will abide by the terms and comply with all rules and regulations adopted by the city.

CITY OF SEDRO-WOOLLEY

Mayor

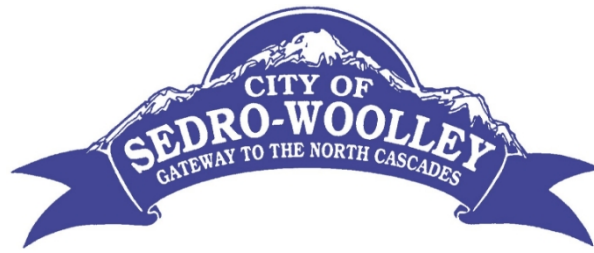
Caretaker

ATTEST:

Finance Director

APPROVED AS TO FORM:

City Attorney



City Council Agenda Item

Agenda Item No.: m.3.

Date: November 12, 2025

From: Bill Bullock, Public Works Director

Subject: Stormwater Management Plan - Revised Rate Proposal

RECOMMENDED ACTION:

A motion to adopt the proposed stormwater rate of increase of 5% as outlined in the in the Stormwater Capital Funding Scenarios: Option 4 as presented; to include hiring an additional stormwater maintenance employee in 2026.

BACKGROUND/SUMMARY INFORMATION:

Gray & Osborn and KLJ Financial Consulting are the two firms assisting the City with developing the Stormwater Utility 10-Year Financial Plan and last made a presentation to Council last July with their findings. Topics included:

- Recommended Financial Policies
- 10-Year Rate Outlook Scenarios
 1. Baseline Operations
 2. Capital Funding Scenarios
- Discussion and Input from Council

As part of supporting baseline operations all scenarios recommend hiring two new maintenance employees dedicated to stormwater to meet current and future permit requirements. The three funding scenarios presented proposed differing levels of rate increase strategies to meet these needs (see attached below). Feedback that night generally favored Option Two.

City staff (Engineering and Operations) and the consultant team were able to develop a fourth alternative (Option 4) that “spreads the load” of the proposed needs by hiring the new maintenance workers in 2026 and the second in 2033 as well as expanding timelines of project targets. This has resulted in a new option that forecasts an annual increase of five percent (5%) instead of variable increases between 4 - 9.75 percent. Staff felt that this fourth option is more favorable to the Council’s goals and will provide predictable rate expectations.

FISCAL IMPACT, IF APPROPRIATE:

Fund 425 Stormwater Rate Revenue, 2026 rate increase calculated as 2.7% (2026 CPI-U) plus an additional increase of 2.3% for a total proposed rate increase of 5% for 2026. Subsequent years

through 2023 the City would administratively increase the CPI based rate by an additional percentage to the 5% target. City staff would conduct a rate study update to understand how this target has been able to meet the Utility's needs.

ATTACHMENTS:

1. Storm Rates - Revised Scenario Summaries

Table 8-6 Capital Funding Scenarios: Projected Rates and Bill Impact

Current		Five-Year Rate Focus					10-Year CIP				Average Annual
	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	
SCENARIO 1: 1 FTE (2027); 1 FTE (2029)_ GRANTS, LOANS, RATE AND CASH RESERVES_NO GFCs											
% Rate Increase		8.00% ^[1]	8.00%	8.00%	8.00%	8.00%	4.00%	4.00%	4.00%	4.00%	6.20%
Monthly Rate	\$13.49	\$14.57	\$15.73	\$16.99	\$18.35	\$19.82	\$20.61	\$21.44	\$22.30	\$23.19	
Utility Tax (10.5%)	\$1.42	\$1.53	\$1.65	\$1.78	\$1.93	\$2.08	\$2.16	\$2.25	\$2.34	\$2.43	
Total Bill	\$14.91	\$16.10	\$17.39	\$18.78	\$20.28	\$21.90	\$22.78	\$23.69	\$24.64	\$25.62	
Monthly \$ Difference		\$1.19	\$1.29	\$1.39	\$1.50	\$1.62	\$0.88	\$0.91	\$0.95	\$0.99	\$1.19
SCENARIO 2: 1 FTE (2027) 1 FTE (2029)_ GRANTS, LOANS, RATE AND CASH RESERVES; LOWER 1ST YEAR INCREASE_NO GFCs											
% Rate Increase		6.50% ^[1]	8.50%	8.50%	8.50%	8.50%	4.00%	4.00%	4.00%	4.00%	6.26%
Monthly Rate	\$13.49	\$14.37	\$15.59	\$16.91	\$18.35	\$19.91	\$20.71	\$21.54	\$22.40	\$23.29	
Utility Tax (10.5%)	\$1.42	\$1.51	\$1.64	\$1.78	\$1.93	\$2.09	\$2.17	\$2.26	\$2.35	\$2.45	
Total Bill	\$14.91	\$15.88	\$17.22	\$18.69	\$20.28	\$22.00	\$22.88	\$23.80	\$24.75	\$25.74	
Monthly \$ Difference		\$0.97	\$1.35	\$1.46	\$1.59	\$1.72	\$0.88	\$0.92	\$0.95	\$0.99	\$1.20
SCENARIO 3: 1 FTE (2027)' 1 FTE (2029); LOANS, RATE AND CASH RESERVES_NO GFCs											
% Rate Increase		9.75% ^[1]	9.75%	9.75%	9.75%	9.75%	4.00%	4.00%	4.00%	4.00%	7.16%
Monthly Rate	\$13.49	\$14.81	\$16.25	\$17.83	\$19.57	\$21.48	\$22.34	\$23.23	\$24.16	\$25.13	
Utility Tax (10.5%)	\$1.42	\$1.55	\$1.71	\$1.87	\$2.06	\$2.26	\$2.35	\$2.44	\$2.54	\$2.64	
Total Bill	\$14.91	\$16.36	\$17.95	\$19.71	\$21.63	\$23.74	\$24.68	\$25.67	\$26.70	\$27.77	
Monthly \$ Difference		\$1.45	\$1.60	\$1.75	\$1.92	\$2.11	\$0.95	\$0.99	\$1.03	\$1.07	\$1.43
SCENARIO 4: REVISED STAFF HIRES (2026; 2033); GRANTS, RATES AND CASH RESERVES_NEW GFCs at 100% (\$4,035 per ERU)_NO NEW DEBT											
% Rate Increase		5.00% ^[1]	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%	5.00%
Monthly Rate	\$13.49	\$14.16	\$14.87	\$15.62	\$16.40	\$17.22	\$18.08	\$18.98	\$19.93	\$20.93	
Utility Tax (10.5%)	\$1.42	\$1.49	\$1.56	\$1.64	\$1.72	\$1.81	\$1.90	\$1.99	\$2.09	\$2.20	
Total Bill	\$14.91	\$15.65	\$16.43	\$17.26	\$18.12	\$19.02	\$19.98	\$20.97	\$22.02	\$23.12	
Monthly \$ Difference		\$0.75	\$0.78	\$0.82	\$0.86	\$0.91	\$0.95	\$1.00	\$1.05	\$1.10	\$0.91

[1] January 1, 2026 rate increases incorporate actual CPI increase of 2.7% + additional % increase needed based on scenario.

For example, Scenario 4(a) proposed January 1, 2026 rate increase of 5.00% represents actual CPI of 2.7% + additional 2.3% increase.

Scenario 4 Assumptions

* 2 FTEs; 2026; 2033

* (a) New GFC of \$4,035; average of 60 new ERUs/yr (0.85% growth); average annual collections of \$249k starting January 1, 2026 (total of \$2.2M over 10 years)

Table 8-7 Capital Funding					
	SCENARIO 1	SCENARIO 2	SCENARIO 3	SCENARIO 4(a)	SCENARIO 4(b)
RATE IMPACTS	8.00% / 4.00%	6.50% / 8.50% / 4.00%	9.75% / 4.00%	5.0% / 5.0%	5.00% / 5.50%
Monthly Rate at Year 10	\$23.19	\$23.29	\$25.13	\$20.93	\$21.33
Total Bill at Year 10	\$25.62	\$25.74	\$27.77	\$23.12	\$23.57
Average Annual Monthly Bill Increase	\$1.19	\$1.20	\$1.43	\$0.91	\$0.96
Total Bill Increase at Year 10	\$10.72	\$10.83	\$12.86	\$8.22	\$8.66
CAPITAL FUNDING PLAN	10-Year Capital Program - \$8.1 million				
New GFC per ERU *	None	None	None	\$4,035	\$2,026
Grants	\$4.4 million (55%)	\$4.4 million (55%)	None	\$4.4 million (55%)	\$4.4 million (55%)
Debt	\$1.5 million (18%)	\$1.5 million (18%)	\$5.7 million (70%)	None	\$0.4 million (4%)
Rates/Cash Reserves/New GFCs*	\$2.2 million (27%)	\$2.2 million (27%)	\$2.4 million (30%)	\$3.7 million (45%)*	\$3.3 million (41%)*
New Debt Service	\$90,200	\$90,200	\$347,300	None	\$21,405
CAPITAL POLICY TARGETS					
Capital Reserve Balance	Minimum of 1% of Original Asset Cost - \$445,400 at Year 10				
Balance at Year 10	\$447,700	\$448,500	\$447,700	\$713,400	\$700,125
% Achievement at Year 10	101%	101%	101%	160%	157%
Rate-Funded Capital	Minimum Target of \$200,000 per year				
10-Year Annual Average	\$228,100	\$228,600	\$240,500	\$175,600	\$174,800
% Achievement at Year 10	114%	114%	120%	88%	87%

* New GFC - Scenario 4(a) proposed at 100% of maximum allowed; no annual CPI; Scenario 4(b) at 75% plus annual CPI