

Next Ord: 2021-22  
Next Res: 1104-22

**CITY COUNCIL AGENDA**  
**September 28, 2022**  
**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. MOU with Hospital District 304 - Installation of a Born Learning Trail at Olmsted Park
- 2. 2022 Pavement Improvements Project, 2022-PW-02 - Final Acceptance
- 3. Approval of Purchase Order 2022-PO-17 KCDA - Furnishings for WWTP Lab/Ops Building and Public Works Building
- 4. Minutes - Regular Meeting - August 10, 2022
- 5. Minutes - Work Session - September 7, 2022
- 6. Minutes - Regular Meeting - September 14, 2022
- 7. Check Register - Scheduled

**f. Introduction of Special Guests and Presentations:**

Kaaren from Helping Hands Food bank, will be Providing a Presentation, and the Mayor Declaring a Proclamation for September being 'Hunger Action Month'

**g. City Administrator Reports**

**h. Councilmember and Mayor's Report**

**i. Proclamation(s)**

**j. Public Comments**

*Written comments or questions will be accepted by letter or via email at [finance@ci.sedro-woolley.wa.us](mailto:finance@ci.sedro-woolley.wa.us).*

**k. Public Hearing(s)**

- 1. Redistricting of City Wards as a Result of the 2020 Census - Ordinance 2018-22 - 1st Read

**l. Unfinished Business**

- 1. Renewal of Interlocal Agreement with Skagit County for Community Court - 2nd Read
- 2. Renewal of Interlocal Agreement with Skagit County for Probation - 2nd Read
- 3. Union Cemetery Municipal Code Update - Ordinance 2019-22 - 2nd Read
- 4. 2022 Comprehensive Plan Updates - Ordinance 2014-22, Ordinance 2015-22 and Resolution 1102-22 - 2nd Read
- 5. Amending SWMC 10.44.020 to Remove Certain Parking Restrictions on Nelson Street - Ordinance 2020-22 - 2nd Read

**m. New Business**

1. Amendment 8 to Professional Services Agreement 2018-PS-12 Carletti Architects
2. Proposed Change Orders 30.1r1, 030.2 and 030.3 Alternative #2 Public Works Facility Grading & Paving for Future Building
3. Amendment 8 to Professional Services Agreement 2018-PS-25 Pacific Landscape Architecture - Memorial Park
4. Approval of Contract 2021-PW-02 Change Order 7 - Faber Construction Corporation

**n. Information Only Items**

1. Fire Department - Monthly Reports
2. Building Permit and Planning - Permit Review Status
3. Public Works - Director Signing Authority Record

**o. Good of the Order**

**p. Executive Session**

1. Executive session to discuss potential litigation pursuant to RCW 42.30.110(1)(i)

**q. Adjournment**

**r. Closed Session**

To discuss collective bargaining agreement

**Next Meeting(s) City Council Study Session- Oct 5th, 2022**

*The City of Sedro-Woolley assures that no person shall on the grounds of race, color, national origin, sex, age, disability, income, or Limited English Proficiency (LEP) as provided by Title VI of the Civil Right Act of 1964, Title II of the American with Disabilities Act of 1990, and related nondiscrimination authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any City of Sedro-Woolley sponsored program or activity. The City of Sedro-Woolley will make every effort to ensure non-discrimination in all of its programs and activities, whether those programs and activities are federally funded or not.*



## **Topic: Sedro-Woolley City Council Meeting**

### ***Join Zoom Meeting***

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

*Meeting ID: 917 8685 0179*

*Passcode: 091845*

### ***OR One tap mobile***

*+12532158782,,91786850179#,,,,\*091845# US (Tacoma)*

*+16699006833,,91786850179#,,,,\*091845# US (San Jose)*

### ***OR Dial by your location***

*+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*



Agenda  
Item No.

Date:

September 28, 2022

Subject:

MOU with Hospital District 304 -  
Installation of a Born Learning Trail at  
Olmsted Park

**FROM:**

Nathan Salseina, Public Works Operations Division Supervisor

**RECOMMENDED ACTION:**

Staff Recommends Approval of the Attached MOU between Hospital District 304 & The City of Sedro-Woolley

**ISSUE:**

Should council approve the Mayor to sign the attached MOU between United General Hospital District 304 and the City of Sedro-Woolley for the installation of a born learning trail at Olmsted Park.

**BACKGROUND/SUMMARY INFORMATION:**

Hospital District 304 has graciously agreed to purchase a second born learning trail kit to be installed in the future at Olmsted Park when the park is completed. Born learning trails are a low cost, low maintenance amenity to our parks system. The trail installed at Winnie Houser Park has been well received and has been a positive feature of the park. As part of the MOU, the hospital district provides the trail kit consisting of signs and stencils, and the city commits to installing the kit at the park. It is understood by the hospital that the trail kit will remain in storage until Olmsted Park is constructed next year at which time we can install the trail. I am happy to answer any questions council may have.

**FISCAL IMPACT, IF APPROPRIATE:**

Minor costs associated with installation of the signage by City Public Works Operations staff. This will be absorbed within the department budget. Minor annual cost for maintenance of the signs will be absorbed within the Fund 101 Parks and Facilities budget.

**ATTACHMENTS:**

1. MOU, Born Learning Trail

## **MEMORANDUM OF UNDERSTANDING**

Between  
Skagit County Public Hospital District 304  
and City of Sedro-Woolley  
Concerning  
United Way Born Learning Trail Kit

**THIS MEMORANDUM OF UNDERSTANDING** (“MOU”) is made and entered into by and between Skagit County Public Hospital District 304, DBA United General District 304, a Washington Hospital District (“District”) and the City of Sedro-Woolley, a Washington Municipal Corporation (“City”). The City and the District are referred to jointly as the “Parties.”

**THE PURPOSE OF THIS MOU** is to set forth the terms and conditions, scope of work and responsibilities of the Parties associated with the installation of United Way Born Learning Trail Kits to be located at Olmsted Park, Fruitdale Road, Sedro-Woolley, WA.

**WHEREAS**, the City owns Olmsted Park, located at 1451 North Fruitdale Road; and

**WHEREAS**, Olmsted Park consists of a 14.81 acre city park including parking, picnic shelters, playground, recreation courts and a walking path; and

**WHEREAS**, the City desires to add to additional features to the Olmsted Park to encourage community and child-related education, learning and community involvement; and

**WHEREAS**, the Parties have taken the initiative to partner together to advance the interests of the community by adding learning a United Way Born Learning Trail Kit at Olmsted Park; and

**WHEREAS**, the United Way Born Trail Kits are designed to create valuable community resources for early childhood learning and community engagement, and are designed for parents or caregivers to play with children in outdoor settings; and

**NOW, THEREFORE**, in consideration of the mutual exchange of services and public benefit, the parties hereto covenant and agree as follows:

### **A. RESPONSIBILITIES**

United General District 304 shall be responsible for the following:

1. Purchase one (1) Born Learning Trail kit in English and one (1) Born Learning Trail kit in Spanish.
2. Include the City of Sedro-Woolley logo along with United General logo on each Welcome Sign.
3. Support the introduction of Born Learning Trail to city and community members.
4. Follow up on the installation (photos and data collection) to identify impact of installing a Born Learning Trail at Olmsted Park.

*Memorandum of Understanding between City and Skagit Public Hospital District re: Born Learning Trail Kits at Olmsted Park*

Page 1 of 4

The Public Works Operations Division of the City of Sedro-Woolley shall be responsible for the following:

1. Provide United General with City of Sedro-Woolley logo as a print ready file in one of the following formats: .eps, .jpg, .pdf, .ps, .psd, .tif. Must be at least 300 dpi.
2. Transport the Born Learning Trail kit to a secure City of Sedro-Woolley location for storage until the construction of the path at Olmsted Park is completed.
3. Provide the materials and labor to install signs at Olmsted Park on the ADA accessible path as part of the Olmsted Park loop trail system
4. Utilizing the stencil templates provided with the kit, paint shapes, letters, and a 12' hopscotch court that relate to specific signs on the asphalt walkway.
5. After installation, the Public Works Operations Division will maintain the posts, signs, and associated pathway graphics as well as the ground and/or grass surrounding the posts.
6. Work closely with United General District 304 staff to provide documentation and data related to the impact of Born Learning Trail on community usage at Olmsted Park.

**B. DURATION**

This Memorandum of Understanding shall be effective upon the date of the last party to sign this MOU below. This MOU shall terminate on one performance is under these terms herein are complete, or by December 31, 2023, whichever comes first.

**C. MODIFICATION**

The MOU shall be initiated by signatures of both parties. No alteration or variation of the terms of this MOU shall be valid unless made in writing and signed by the parties hereto.

**D. TERMINATION**

Notwithstanding the provisions of Term of MOU, either party may terminate this MOU effective at the end of the City's fiscal year, with or without cause, upon 30 days written notice to the other party.

**E. INDEMNIFICATION**

Each Party to this MOU shall be responsible for its own negligent and/or wrongful acts or omissions, and those of its own agents, employees, representatives, contractors or subcontractors, to the fullest extent required by the laws of the State of Washington. Each Party agrees to protect, indemnify and save the other Party harmless from and against any and all such liability for injury or damage to the other Party or the other Party's property, and also from and against all claims, demands and causes of action of every kind and character arising directly or indirectly, or in any way incident to, in connection with, or arising out of work performed under the terms hereof, caused by its own fault or that of its agents, employees, representatives, contractors or subcontractors.

*Memorandum of Understanding between City and Skagit Public Hospital District re: Born Learning Trail Kits at Olmsted Park*

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F. ASSIGNMENT

Neither party may assign or transfer this MOU.

G. OWNERSHIP/TITLE TO ASSETS

The Parties agree that ownership/title to all tangible assets or property, include the Born Learning Trail Kit signage, tendered by the District to the City or acquired by the City at the direction of the District for reimbursement shall immediately transfer and be retained by the City. The responsibility for maintenance and/or repair to such assets or property, including the Born Learning Trail Signs, shall be assumed by the City at such time of conveyance.

H. GOVERNING LAW AND DISPUTES

This MOU shall be governed by and construed in accordance with the laws of the State of Washington. The parties (i) agree that any lawsuit or judicial action or proceeding arising out of or relating to this MOU must be heard in the Superior Court of the State of Washington in and for Skagit County, (ii) waive any objection to the laying of the venue of any such suit, action or proceeding, (iii) irrevocably submit to the jurisdiction of any such court in any such lawsuit or judicial action or proceeding, and (iv) consent to service of process by mail in respect to any such lawsuit or judicial action or proceeding.

I. INVALID PROVISION

The invalidity or unenforceability of any provision of this MOU shall not affect the other provisions hereof, and this MOU shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

J. INDEPENDENT PARTIES

The obligations and liabilities of the parties under this MOU are several, and are not joint. Neither party shall be obligated or liable for any obligation or liability of the other party. Except as provided herein, neither party shall have, by virtue of this MOU any right, power or authority to incur any obligation or liability of, to act as the agent or representative of, or to otherwise bind the other party.

K. SIGNATURE CLAUSE

Each of the undersigned signatories represents and warrants that such signatory has all necessary and proper authorization to execute and deliver this MOU on behalf of the party on behalf of which it is signing.

Skagit County Public Hospital District 304  
DBA United General District 304

City of Sedro-Woolley

By: \_\_\_\_\_  
Carol Hawk, Chief Operations Officer

By: \_\_\_\_\_  
Julia Johson, Mayor



Agenda  
Item No.

Date:	September 28, 2022
Subject:	2022 Pavement Improvements Project, 2022-PW-02 - Final Acceptance

**FROM:**

David Lee, PE, City Engineer

**RECOMMENDED ACTION:**

*Move* to approve final acceptance of the **2022 Pavement Improvements Project** contract 2022-PW-02 as constructed by Lakeside Industries of Anacortes, WA, in the amount of \$290,289.70 (including sales tax).

**ISSUE:**

Shall council move to approve final acceptance of the **2022 Pavement Improvements Project** contract 2022-PW-02 as constructed by Lakeside Industries of Anacortes, WA, in the amount of \$290,289.70 (including sales tax)?

**BACKGROUND/SUMMARY INFORMATION:**

This project provided a full width overlay of Trail Road between SR 20 and Cook Road and a full width overlay on Puget Street from Northern Avenue to SR 20.

The construction contract for the project with Lakeside Industries Inc. of Anacortes, WA was executed on July 25, 2022. The work started on August 29, 2022 with substantial completion on September 1, 2022 and physical completion on September 8, 2022.

Design work for this contract was completed by Sedro-Woolley Engineering. Construction management was performed by the Sedro-Woolley Engineering Department, with the City Engineer acting as Project Manager. Materials testing was contracted separately using our on-call professional services contracts.

The original construction contract for this project totaled \$322,876.00. The final construction cost for the project is \$290,289.70, which is 10% under the original amount. Final design and construction engineering, city staff plus consultants, costs are 4.2% of the final construction cost.

When all affidavits are filed and approved by Labor & Industries, the City will then file its Notice of Completion documents with Washington State Department of Labor & Industries, Department of Revenue and Employment Security. Once clearance is received from these agencies, the retention will be released.

**FISCAL IMPACT, IF APPROPRIATE:**

**Funding Available**

**Schedule A TIB Project**

TIB UAP Grant (85%)	\$ 134,300
Local Match (15%) – Fund 104 Ending Fund Balance	\$ 23,733
<b>TOTAL</b>	<b>\$ 158,033</b>

#### **Schedule B Local Street Project**

Fund 103 Resf Projects SBX 595.30.63.020.103 (Bud \$150,000 - REET)	\$ 103,381
Additional REET 1 and 2	\$ 41,120
<b>Total</b>	<b>\$ 144,502</b>
<b>Total A&amp;B</b>	<b>\$ 302,535</b>

#### **Expenditures Planned**

#### **Schedule A TIB Project**

Design City Forces and Advertising	\$ 4,136
Construction Engineering (City plus materials testing)	\$ 3,321
Construction	\$ 150,576
<b>Total</b>	<b>\$ 158,033</b>

#### **Schedule B Local Street Project**

Design City Forces	\$ 1,774
Construction Engineering (City plus materials testing)	\$ 3,014
Construction	\$ 139,714
<b>Total</b>	<b>\$ 144,502</b>
<b>Total A&amp;B</b>	<b>\$ 302,535</b>

#### **ANALYSIS:**

For funding purposes the project work was divided into two schedules. Schedule A represents the pavement overlay work on Trail Road funded by TIB and Schedule B represents the Puget Street overlay funded by Local funds only. Schedule A work totaled \$158,033, with \$134,300 from TIB, and \$23,733 local funds from Fund 104 Ending Fund Balance. Schedule B work totaled \$144,502, all from REET I & II. The additional REET funding is less than anticipated in the 7/13/22 Award memorandum. REET funds are available for this purpose. The Arterial Project Listing used to track funding has been updated to include this amount, and remains positive through the 2024 projection period. Staff salaries & benefits included in the project totaled \$10,474, with the Schedule A portion reimbursed by TIB.



**ATTACHMENTS:**

1. Final Project Pay Estimate
2. Arterial Project Listing Updated 9/22/2022

**City of Sedro-Woolley**  
**2022 PAVEMENT**  
**IMPROVEMENTS PROJECT**

Date:

Prepared by: David Lee, PE

**Summary PE # 1 FINAL**

Period: 8/29/2022 TO 9/1/2022



Bid Date: June 23, 2022

Project No.: 2022-PW-02

Start Date 8/29/2022

Completion Date 9/1/2022

Contractor:

**Lakeside Industries, Anacortes, WA**

	PAY ESTIMATE SUMMARY	Previous Amount	Present Amount	Total To Date
a	Total of Contract Bid Items (incl CO's)	\$0.00	\$290,289.70	\$290,289.70
b	Materials on Hand	\$0.00	\$0.00	\$0.00
c	Materials Used	\$0.00	\$0.00	\$0.00
d	Subtotal (a:c)	\$0.00	\$290,289.70	\$290,289.70
e	Less Retainage (BONDED)	\$0.00	\$0.00	\$0.00
f	Sales Tax	\$0.00	\$0.00	\$0.00
g	Total	\$0.00	\$290,289.70	\$290,289.70
h	Total Due to Contractor		\$ 290,289.70	

**Contractor's Certification**

By signing below, I, the Contractor's authorized representative, hereby certify that all work for which payment is requested is in full conformance with the Contract Documents, and that all Federal and State labor standards have been complied with and that the attached final estimate is a true and correct statement showing all the monies due me from the City of Sedro-Woolley for work performed and material furnished under this contract; that I have carefully examined said final estimate and understand the same and that I hereby release the City of Sedro-Woolley from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.

X

  
Contractor Authorized Signature Required

Date

9-7-2022

**Engineer's Certification**

I certify that the attached Progress Estimate Summary is based on actual field measurements, and is true and correct.

X

  
Project Engineer

Date

9/7/22

**Owner's Certification**

X

  
Owner's Representative

Date

9/7/2022



**PAY ESTIMATE #1 FINAL**  
**CITY OF SEDRO-WOOLLEY**  
2022 Pavement Improvements Project  
PROJECT NAME: TTB 3-W-126(008)-1

PROJECT NO: 2022-PW-02

PAY ESTIMATE PERIOD: August 29, 2022 to September 7, 2022  
DATE:

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL BID COST	CURRENT			TO DATE		
						SCH A QTY	SCH B QTY	TOTAL COST	TOTAL QTY	SCH A TOTAL COST	SCH B TOTAL COST
SCHEDULE A TRAIL ROAD OVERLAY											
1	Mobilization	LS	1	\$13,500.00	\$13,500.00	1	-	\$13,500.00	1	\$13,500.00	-
2	Spill Prevention, Control and Countermeasures (SPCC) Plan	LS	1	\$500.00	\$500.00	1	-	\$500.00	1	\$500.00	-
3	Project Traffic Control	LS	1	\$22,000.00	\$22,000.00	1	-	\$22,000.00	1	\$22,000.00	-
4	HMA CL 1/2 in. PG 58-22	TON	780	\$123.00	\$95,940.00	665.10	-	\$81,807.30	665.10	\$81,807.30	-
5	Planing Bituminous Pavement	SY	2,383	\$7.00	\$16,681.00	2,390.00	-	\$16,730.00	2,390.00	\$16,730.00	-
6	Adjust Existing Structures	EA	9	\$800.00	\$7,200.00	9	-	\$7,200.00	9	\$7,200.00	-
7	Inlet Protection	EA	21	\$65.00	\$1,365.00	21	-	\$1,365.00	21	\$1,365.00	-
8	Remove Misc. Traffic Item	LS	1	\$1,000.00	\$1,000.00	1	-	\$1,000.00	1	\$1,000.00	-
9	Paint Line - Double Yellow Center Line	LF	461	\$1.20	\$553.20	481.00	-	\$577.20	481.00	\$577.20	-
10	Paint Line - Two Way Left Turn Center Line	LF	2,112	\$1.00	\$2,112.00	2,113.00	-	\$2,113.00	2,113.00	\$2,113.00	-
11	Paint Line - 6-in Wide Line	LF	124	\$1.20	\$148.80	153.00	-	\$183.60	153.00	\$183.60	-
12	Plastic Traffic Arrow - Type 2L	EA	8	\$250.00	\$2,000.00	10	-	\$2,500.00	10	\$2,500.00	-
13	Plastic Traffic Arrow - Type 2SL	EA	2	\$365.00	\$730.00	-	-	\$0.00	0	\$0.00	-
14	Plastic Traffic Arrow - Type 3SR	EA	1	\$500.00	\$500.00	1	-	\$500.00	1	\$500.00	-
15	Temporary Pavement Markings	LS	1	\$600.00	\$600.00	1	-	\$600.00	1	\$600.00	-
TOTAL SCHEDULE A					164,830.00			150,576.10		150,576.10	





**PAY ESTIMATE #1 FINAL**  
**CITY OF SEDRO-WOOLLEY**  
2022 Pavement Improvements Project  
PROJECT NAME: TIB 3-W-126(008)-1

PROJECT NO: 2022-PW-02  
PAY ESTIMATE PERIOD: August 29, 2022 to September 7, 2022  
DATE:

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL BID COST	CURRENT			TO DATE		
						SCH A QTY	SCH B QTY	TOTAL COST	TOTAL QTY	SCH A TOTAL COST	SCH B TOTAL COST
SCHEDULE B PUGET STREET OVERLAY											
1	Mobilization	LS	1	\$13,500.00	\$13,500.00	-	1	\$13,500.00	1	-	\$13,500.00
2	Project Traffic Control	LS	1	\$11,500.00	\$11,500.00	-	1	\$11,500.00	1	-	\$11,500.00
3	Fabric Interlayer Membrane	SY	3,200	\$5.45	\$17,440.00	-	3,331.00	\$18,153.95	3,331.00	-	\$18,153.95
4	HMA CL 1/2 In PG 58-22	TON	802	\$123.90	\$98,646.00	-	669.55	\$82,354.65	669.55	-	\$82,354.65
5	Plant Bituminous Pavement	SY	1,945	\$7.00	\$13,615.00	-	1,955.00	\$13,685.00	1,955.00	-	\$13,685.00
6	Inlet Protection	EA	13	\$65.00	\$845.00	-	8	\$520.00	8	-	\$520.00
7	Force Actd. – Unanticipated Conflicts	EST	1	\$2,500.00	\$2,500.00	-	-	\$0.00	-	-	\$0.00
TOTAL SCHEDULE B					\$158,046.00			\$139,713.60			\$139,713.60
TOTAL SCHEDULE A+B					\$322,876.00			\$290,289.70		\$150,576.10	\$139,713.60

Arterial Projects Listing

For years 2020-2024

9/22/2022  
M. Freiburger, PE

Revenues	Fund 104	REET 301/302 total both	TBD 304	GMA Trans. Impact Fees 314	Total	GRANT	TOTAL PROJECT
Beginning Balance - 1/1/2021	242,495	1,465,908	261,807	242,495	2,212,705		
2021 Actual Revenues	-	902,372	220,532	543,433	1,666,337		
2022 Projected Revenues (revised to actuals 8/23/2022)	-	550,066	220,000	57,167	827,233		
2023 Projected Revenues	-	200,000	215,000	61,000	476,000		
2024 Projected Revenues	-	200,000	215,000	61,000	476,000		
2021-2024 Projected Revenues	-	1,852,439	870,532	722,599	3,445,570		
Total 2021-2023 Reserves and Revenues Available	242,495	3,318,347	1,132,339	965,094	5,658,275		

Actual 2021 Projects

SR20/Cascade Trail West Ext Ph 2A (PE/RW Phase - GMA)				4,043	4,043	9,238	13,281
SR20/SR9-Township Intersection Impr (PE - GMA)		-		48,164	48,164	-	48,164
SR9 & John Liner/McGarigle Int (PE/RW 2021, CN 2022 - GMA)		-		-	-	-	-
2021 PAVEMENT & PEDESTRIAN PROJECT SCH A - Wicker Road Overlay TIB Project (PE,	19,812				19,812	106,443	126,255
2021 Pavement & Pedestrian Project Sch B - Township/State, Puget/Ferry and State/Rita ADA Ramp Upgrades & Wicker Rd Fabric (PE/CN - REET. 5/18/21 revise to TBD)		97,723	116,562		214,285	-	214,285
Jones/John Liner BNSF Undercrossing Phase 1 - Piling				2,370	2,370	483,593	485,962
2022 Parks (REET) \$50,000 per each - for Olmsted and Memorial		61,051			61,051		
2022 GF Transfer (REET) \$125,000 per each for F52 Annex.		179,528			179,528		
2021 FUND 104 Arterial Maintenance Projects (REET) \$100,000; Roundabout Landscaping \$13,000, total \$113,000.		-	61,330		61,330	-	61,330
2021 FUND 103 Local Access Maintenance Projects (REET) \$150,000; Local Access Crack/Slurry Seal \$5,204; Total \$155,000. Includes Eastern Overlay and Ramps total \$, and other Local Access Projects \$	-	67,284			67,284	-	67,284
2021 Local Access - Sidewalk Repair & Maint (REET)		-			-		
Total 2021 Projects	19,812	405,586	177,892	54,577	657,867	599,274	1,016,561
Ending Balance 12/31/2021	222,683	1,962,695	304,447	731,351	3,221,175		
2022 BFB as of 7/26/2022 per SBX	234,671	1,969,750	366,219	729,515	3,300,155		

Planned 2022 Projects

SR20/SR9-Township Intersection Impr (PE/RW 2020-2021; CN 2022 - GMA)		-	150,473	-	150,473	964,142	1,114,615
SR9 & John Liner/McGarigle Int (PE/RW 2022, CN 2023)		0.00	0.00	122,017	122,017	366,050	488,067
John Liner Road Bicycle & Ped Safety Impr (PE 2022; CN 2023)				9,180	9,180	58,820	68,000
SR20/Cascade Trail West Ext Ph 2A (PE/RW 2020-2022; CN 2023)				39,440	39,440	49,762	89,202
Trail Road Overlay (PE/CN 2022)	42,300				42,300	239,700	282,000
Jones/John Liner/Trail Road Corridor Preliminary Engr/Env (NEW)				50,000	50,000	341,407	391,407
Jones/John Liner/Trail Road Corridor - Bucko Trail Rd Extn City Participation +/- 300 LF. Previous PE \$32,000 in 2022; new PE \$54,000 in 2023; new CN \$272,000 in 2023 or 2024; est total \$358,000.	-	-	32,000		32,000	-	32,000
Jones/John Liner/Trail Road Corridor AAC (Rows 41-42 hidden total \$1,209,912. Rows 41-42 contain detail of projects and right of way information and are hidden for confidentiality.) Likely 2022 expense for RW; 2022-2023 for CN.							
Jones/John Liner/Trail Road Corridor Advance Acquisition P39157 Nelson \$655,000. Final \$591,000; UFS \$15,950 (\$8,642 thru 9/22/22). Add \$50,000 for Asbestos removal and demolition, total \$656,000. NT costs \$25,000. Total \$681,000.		681,000			681,000	-	681,000
Jones/John Liner/Trail Road Corridor Advance Acquisition P37150 Tuttle				430,000			
		147,962			577,962	-	577,962
2022 Parks (REET) for Memorial Park		50,000			50,000		50,000
2022 FS 2.5 Building GF Transfer (REET) \$125,000 per each per Budget; \$0 per BIAS 1/31/2022		54,102			54,102		54,102
2022 2021 Flood Damage Repairs - budgeted \$98,886 (FEMA is reimbursing)		-			-		-
2022 Arterial Maintenance Projects (REET \$50,000/ea per Budget)			100,000		100,000	-	100,000
2022 Local Access - Sidewalk Repair & Maint (REET) \$25,000		-			-		-
2022 Local Access Maintenance Projects (REET) \$75,000/ea							
		191,520			191,520	-	191,520
	42,300	1,124,584	282,473	650,637	2,099,994	2,019,882	4,119,875
Ending Balance 12/31/2022	180,383	1,388,177	241,974	137,881	1,948,415		
Total 2021 & 2022 Projects	62,112	1,530,170	460,365	705,213	2,757,860		
Ending Balances 12/31/2022	180,383	1,388,177	241,974	137,881	1,948,415		

Planned 2023 Projects

SR9 & John Liner/McGarigle Intersection (PE/RW 2022; CN 2023 - REET)	-	305,962	-	-	305,962	1,917,886	2,223,848
John Liner Road Bicycle & Ped Safety Impr (PE 2022; CN 2023)			68,985	-	68,985	442,015	511,000
SR20/Cascade Trail West Ext Ph 2A (PW/RW 2020/2022; CN 2023 - GMA)	63,758		-	-	63,758	715,242	779,000
Jones/John Liner/Trail Road Corridor - Bucko Trail Rd Extn City Participation +/- 300 LF. Previous PE \$32,000 in 2022; new PE \$54,000 in 2023; new CN \$272,000 in 2023 or 2024; est total \$358,000.	-	-	133,000		326,000	-	326,000
Jones/John Liner RR Undercrossing Phase 2 (PE 2023; RW 2023; CN 2024)		600,000					
595.20.63.082.104	-	-		-	600,000	-	600,000
2022 Parks (REET) \$50,000 per each		-			-		
2022 GF Transfer (REET) - nothing planned.		-			-		
Cook Road Overlay (PE/CN 2023)	-		91,500		91,500	518,500	610,000
2023 Arterial Maintenance Projects		-	100,000		100,000	-	100,000
2023 Local Access - Sidewalk Repair & Maint (REET)		25,000			25,000		
2023 Local Access Maintenance Projects (REET)		150,000	-		150,000	-	150,000
	63,758	1,080,962	393,485	193,000	1,731,205	3,593,643	5,299,848
Ending Balance 12/31/2023	116,625	507,215	63,489	5,881	693,210		
Total Project Costs 2021-2023	125,870	2,611,132	853,850	898,213	4,489,065	3,593,643	5,299,848
Ending Balances 12/31/2023	116,625	507,215	63,489	5,881	693,210		

Planned 2024 Projects

Jones/John Liner RR Undercrossing Phase 2 (PE 2023; RW 2024; CN 2025)		-	-	-	-	9,643,000	9,643,000
SR20/Reed Street Intersection Improvements (PE/CN 2024)				50,000	50,000	-	50,000
Sapp Road Overlay (PE/CN)	-	37,050			37,050	209,500	246,550
2023 Arterial Maintenance Projects (REET)		-	100,000		100,000	-	100,000
2023 Local Access - Sidewalk Repair & Maint (REET)		25,000	-		25,000		
2023 Local Access Maintenance Projects (REET)		150,000	-		150,000	-	150,000
	-	212,050	100,000	50,000	362,050	9,852,500	10,189,550
Ending Balance 12/31/2024	116,625	495,165	178,489	16,881	807,160		
Total Project Costs 2021-2024	125,870	2,823,182	953,850	948,213	4,851,115		
Ending Balances 12/31/2024	116,625	495,165	178,489	16,881	807,160		

MULTIYEAR PROJECT TOTALS

SR20/Cascade Trail West Extension Phase 2A (PE 2020-2021; RW 2021; CN 2023) (Includes 2019-2020 expenses)	63,758	-	-	47,206	131,099	798,100	909,064
Total 2020-2023 SR20/SR9-Township Intersection (excluding 2019/2020 expenses totaling \$139,312.52 inc Staff and WSDOT direct STP charges - local from GMA)	-	-	150,473	82,651	226,221	1,068,968	1,302,092
Total 2021-2023 SR9/Township & JLR-McGarigle Intersection	-	305,962	-	122,017	427,979	2,283,936	2,711,915
Total 2021-2023 John Liner Rd Bike/Ped		-	68,985	9,180	78,165	500,835	579,000
Jones/John Liner RR Undercrossing Phase 2 (PE 2023; RW 2024; CN 2024)	-	600,000	-	-	600,000	9,643,000	10,243,000



Agenda  
Item No.

Date: September 28, 2022

Subject: Approval of Purchase Order 2022-PO-17 KCDA - Furnishings for WWTP Lab/Ops Building and Public Works Building

**FROM:**

Mark A. Freiburger, PE, Director of Public Works

**RECOMMENDED ACTION:**

Authorize Public Works Director Mark Freiburger to sign Purchase Order 2022-PO-17 with KCDA of Kent, WA for the furnishings for the WWTP Laboratory/Operations Building and the Public Works Building in the amount of \$88,412.48 including sales tax.

**ISSUE:**

Should Council authorize Public Works Director Mark Freiburger to sign Purchase Order 2022-PO-17 with KCDA of Kent, WA for the furnishings for the WWTP Laboratory/Operations Building and the Public Works Building in the amount of \$88,412.48 (including sales tax)?

**BACKGROUND/SUMMARY INFORMATION:**

The city is nearing substantial completion of the WWTP Laboratory/Operations Building and Public Works Building project. The budget for the project includes \$100,000 for furnishings (\$50,000 per building). Staff has solicited quotations for the furnishings (desks, chairs, tables, etc. but excluding appliances) from two separate contractors providing furnishings under the city's existing Purchasing Cooperative agreements. The cost alternative is from Workpointe of Seattle for KI and Makr products, with a quotation of \$51,463.76 (without sales tax) for the WWTP Laboratory/Operations Building and a quotation of \$29,947.36 (without sales tax) for the Public Works Building, both using the KCDA cooperative pricing. The Workpointe total including sales tax is \$88,412.48. The second quote secured was from OEC of Boise, Idaho, with a quote of \$92,912.11 for Steelcase products. The OEC quote is not directly comparable as we have added a few features to the Workpointe scope such as a larger desk for the WWTP Supervisor and fabric backs and seats for the side chairs. These additions would add approx. \$10,000 to the OEC quote.

Staff is familiar with Workpointe, as they furnished the KI line of furnishings for City Hall in 2008, as well as for the recent Sedro-Woolley Library. The actual purchase order is addressed to KCDA as per terms of the Cooperative Purchasing Agreement, but includes the Workpointe quotations for reference.

The furnishings are 8-10 weeks out from order, with an expected installation date in mid-December 2022.

Please note that a price increase is expected 10/1/2022, so completing the order by 9/29/22 is important. Action at the 9/2622 council session is requested.

**FISCAL IMPACT, IF APPROPRIATE:**

The project budget includes \$50,000 per building for furnishings, for a total of \$100,000. Following is a breakdown of anticipated costs.

ITEM.....	WWTP LAB/OPS.....	PW BUILDING
Furnishings per proposed Workpointe order.....	\$55,889.64.....	\$32,522.83
Appliances & Misc.....	\$5,293.16.....	\$11,105.67
TOTAL.....	\$61,182.80.....	\$43,628.50

The Furnishings for the WWTP Lab/Ops Building are slightly over budget at \$11,182.80. The furnishings for the PW Building are under budget by \$6,371.50.

At this point, the overall project budget is positive. For the WWTP Lab/Ops Building, we are approximately \$122,889 under budget. For the Public Works Building, we are \$280,996 under available funds, including the Alternate #2 Site Work awarded under PCO-030 and all known change orders. This also includes the design work for the second floor of the PW Building. All contract work is expected to complete by the end of October 2023.

As noted above, the furnishings are 8-10 weeks out and will not be installed until approximately December 12, 2022. Portions of the WWTP Lab/Ops Building will be occupied sooner using existing furnishings. The transition of the WWTP SCADA system will start once the construction contract is complete. Portions of the PW Building will also be occupied using existing furnishings.

Staff recommends award of furnishings order to KCDA of Kent, WA for the Workpointe furnished furnishings for this project.

**ATTACHMENTS:**

1. 2022-PO-17 KCDA for the WWTP Lab/Ops Building and Public Works Building Furnishings
2. Workpointe Quote (8B) K33845 Sedro WWTP Lab-Ops Building
3. Workpoint Quote (8B) K33845 Public Works Building Furnishings

## City of Sedro-Woolley

325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-0771 Fax (360) 855-0707



The following number must appear on all related correspondence, shipping papers, and invoices:

**P.O. NUMBER: 2022-PO-17**

**VENDOR:**

KCDA  
Bae Minsoon  
18639 80<sup>th</sup> Ave South  
Kent, WA 98032  
Tel: 425-282-0679 Ext. 129  
Email: mbae@kcda.org

**SHIP TO:**

City of Sedro-Woolley  
Kevin Wynn  
401 Alexander Street  
Sedro-Woolley, WA 98284  
Tel: (360) 856-1100  
Email: kwynn@sedro-woolley.gov

# PURCHASE ORDER

P.O. DATE	REQUISITIONER	SHIPPED VIA	F.O.B. POINT	TERMS
09/29/2022	Mark A. Freiburger, PE		Sedro-Woolley, WA	NET 30

QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	LS	Workpointe Quote K33845 9/13/2022 – Wastewater Treatment Lab/Ops Building Furnishings (Attached for Reference)	\$51,463.76	\$51,463.76
		Workpoint Quote K33845 9/26/2022 – Public Works Building Furnishings (Attached for Reference)	\$29,947.36	\$29,947.36
		Per Purchasing Agreement KCDA 22-130A Workpointe		
			SUBTOTAL	\$81,411.12
			DISCOUNT	INCL
			SHIPPING & HANDLING	INCL
			.086 SALES TAX	\$7,001.36
			OTHER	N/A
			<b>TOTAL</b>	<b>\$88,412.48</b>

1. Please send two copies of your invoice.
2. Enter this order in accordance with the prices, terms, delivery method, and specifications listed above.
3. Please notify us immediately if you are unable to ship as specified.
4. Send all correspondence to:

**Accounts Payable**  
**City of Sedro-Woolley**  
**325 Metcalf Street**  
**Sedro-Woolley, WA 98284**  
**Phone (360) 855-1661 Fax (360) 855-0707**  
**Email: ap@ci.sedro-woolley.wa.us**

594.35.60010.505 WWTP Lab/Ops \$55,889.64  
594.48.60.010.505 PW Building \$32,522.83

Authorized by

Date







9877 40th Avenue South  
Seattle, WA 98118  
Tel: 206-763-4030  
www.workpointe.com

## K33845 Sedro Woolley WW

**Quote Number:** K33845

**Date:** 9/26/2022

**Valid Until:** 10/21/2022

**Contract:** KCDA 21-130A

**Prepared By:**

Jennifer Starling  
Account Manager NW WA  
Region  
9877 40th Ave South  
Seattle, Wa 98118  
425-309-2444  
jennifers@workpointe.com

**Prepared For:**

Mark A. Freiburger  
Director of Public Works  
City of Sedro Woolley  
325 Metcalf  
Sedro Woolley, WA 98284  
360-855-9933  
mfreiburger@Sedro-Woolley.gov

**Deliver To:**

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
<b>100 Entrance WW</b>					
1	MK:100 Entrance <b>1901/NC</b> WW	Affina Guest Chair,Open Arm,Non-Contrast  Compliance to TB 117-2013  Fabric Grade E  2I SPINDLE  DOVE GREY  Wood finish-Core  Kensington Maple on Maple  Nylon glides  Wood armcaps (pair)  No Moisture Barrier	2	\$1,041.50	\$2,083.00
2	MK:100 Entrance <b>A033/NT/NC</b> WW	Affina Multiple Seating,Loveseat,No Table,Open Arm,Non-Contrast  Compliance to TB 117-2013  Fabric Grade E  2I SPINDLE  DOVE GREY  Wood finish-Core  Kensington Maple on Maple  Nylon glides  No Moisture Barrier	1	\$1,317.78	\$1,317.78

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
		Wood armcaps (pair)			
3	MK:100 Entrance 9705 WW	Affina Rectangular End Table,22"H,Laminate Top,20x24"	1	\$769.50	\$769.50
		Wood finish-Core			
		Kensington Maple on Maple			
		KI Laminates			
		KENSINGTON MAPLE 10776-60			
				\$4,170.28	
102 Conference Waste Water					
4	MFT945SL	APOLLO MULTIFUNCTION W/SLIDER	8	\$342.00	\$2,736.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- Fog			
	Tension Control	Tension Control			
	Center-Tilt	Center-Tilt			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			
	Waterfall Seat	Waterfall Seat			
	Memory Foam Arm Pad Selection	Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
5		CONFERENCE TABLE 36/43" x96, Boat Shape, Slab Base, Stretcher Bar	1	\$835.00	\$835.00
	Makr				
	Laminate	WA Kennsington Maple- 10776			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell	
6		Power Unit for Conference table	1	\$437.50	\$437.50	
	Makr					
7	<b>CP-SC4-Cust</b>	Storage Credenza 20x72, 4 doors, center divider	1	\$1,342.50	\$1,342.50	
	Makr					
		silver pulls				
	Laminate	Kensington Maple				
					\$5.351.00	
103 Office WW						
8	MK:103 Office WW	<b>S7B/3663015</b>	700 Series Files Bookcase-36Wx66Hx15"D-4 Adj Shelves	1	\$664.05	\$664.05
			Starlight Silver Metallic			
9	MK:103 Office WW	<b>S7P/1524MBBF</b>	700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	1	\$531.45	\$531.45
			Arc nickel pull			
			Starlight Silver Metallic			
			Key standard			
			Satin Chrome			
10	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00	
	Eurotech Seating					
	Mesh	Black				
	FABRIX Fabric Grade Selection	EXPO- FOG				
	Tension Control	Tension Control				
	Center-Tilt	Center-Tilt				
	Tilt Lock	Tilt Lock				
	Back Angle Adjustment	Back Angle Adjustment				
	Seat Height Adjustment	Seat Height Adjustment				
	Waterfall Seat	Waterfall Seat				
	Memory Foam Arm Pad Selection	Skipped Option				
	Forward Seat Tilt	Foward Seat Tilt				

Line #		Part Number	Part Description	Qty	Sell	Ext Sell
		Back Height Adjustment	Back Height Adjustment			
		Seat Depth Adjustment	Seat Depth Adjustment			
		Width Adjustable Arms	Width Adjustable Arms			
		Arm Height Adjustment	Arm Height Adjustment			
		Seat Angle Adjustment	Seat Angle Adjustment			
11	MK:103 Office WW	<b>KT1311</b>	Katera Four Leg Arm Chair with Glides, Uph Seat/Back	2	\$376.74	\$753.48
			Black			
			Plastic glides			
			Compliance to TB 117-2013			
			Fabric Grade 2			
			2C CRESTAL			
			STERLING			
12		<b>CP-RS2448</b>	Left Hand Return Shell, 24x48, 19.5" modesty	1	\$372.50	\$372.50
		Makr				
		Laminate	Kensington Maple			
13	MK:103 Office WW	<b>S7P/PENTRAY</b>	Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50
14		<b>CP-PNS3072</b>	Peninsula desk shell 30x72 with full modesty panel, silver support post	1	\$624.57	\$624.57
		Makr				
		Laminate	Kensington Maple			
					<b>\$3,292.55</b>	
<b>104 Supervisor WW</b>						
15		<b>Conf-RD36</b>	36" Round Conference table with 3" post legs	1	\$575.00	\$575.00
		Makr				
		Laminate	Kensington Maple			
			Silver Legs			
16	MK:104 Supervisor WW	<b>7FB/36615/2D360</b>	700 Series Files Bookcase 36"H/File 36"Wx18"Dx65-9/32"H-w/Two Adj Shelves	2	\$1,200.33	\$2,400.66

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
17	MK:104 Supervisor WW	<b>S7L/302102D</b>	1	\$531.45	\$531.45
18	MK:104 Supervisor WW	<b>S7P/1524MBBF</b>	1	\$531.45	\$531.45
19		<b>CP-CCS-CUST</b>	1	\$597.50	\$597.50
20	Makr	Laminate	1	\$480.00	\$480.00
	laminat	Kensington maple	1	\$480.00	\$480.00

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
21	MK:104 Supervisor WW	<b>KT1311</b>  Katera Four Leg Arm Chair with Glides, Uph Seat/Back  Black  Plastic glides  Compliance to TB 117-2013  Fabric Grade 2  2C CRESTAL  STERLING	4	\$376.74	\$1,506.96
22		<b>Makr</b>  Left Hand return shell 30x48, 19.5" modesty  laminate  Kensington Maple  grommet back center	1	\$480.00	\$480.00
23	MK:104 Supervisor WW	<b>S7P/PENTRAY</b>  Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50
24		<b>CP-PNS3072</b>  Peninsula desk shell 30x72 with full modesty panel, silver support post  Laminate  Kensington Maple	1	\$624.57	\$624.57
					<b>\$7,732.09</b>
<b>106 Lat Storage WW</b>					
25	MK:106 Lat Storage WW	<b>S7L/423603D</b>  700 Series Files Lat File,3H-42Wx18Dx39-1/4"H  Arc nickel pull  Starlight Silver Metallic  No Counterbalance  Key standard  Satin Chrome	6	\$898.20	\$5,389.20
26	MK:106 Lat Storage WW	<b>S7L/4218T-74P</b>  700 Series Laminate Top for Side-by-Side Units,74P Edge,42x18"  KI Laminates	1	\$236.20	\$236.20

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
		KENSINGTON MAPLE 10776-60			
		Kensington Maple			
27	MK:106 Lat Storage WW	<b>S7L/8418T-74P</b>  700 Series Laminate Top for Side-by-Side Units,74P Edge,84x18"	1	\$373.00	\$373.00
		KI Laminates			
		KENSINGTON MAPLE 10776-60			
		Kensington Maple			
28		<b>CP-WMD-42</b> Makr  Wall mounted storage with standard doors, 15x24x16.5"H, cleat valance	6	\$584.57	\$3,507.42
		2 locking doors			
		Silver pulls			
	Laminate	Kensington Maple			
					<b>\$9,505.82</b>
<b>109 SCADA WW</b>					
29	MK:109 SCADA WW	<b>S7P/1524MBBF</b>  700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	3	\$531.45	\$1,594.35
		Arc nickel pull			
		Starlight Silver Metallic			
		Key standard			
		Satin Chrome			
30		<b>MFT945SL</b> Eurotech Seating	3	\$342.00	\$1,026.00
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- FOG			
	Tension Control	Tension Control			
	Center-Tilt	Center-Tilt			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			
	Waterfall Seat	Waterfall Seat			



Line #	Part Number	Part Description	Qty	Sell	Ext Sell
	Memory Foam Arm Pad Selection	Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
31	<b>CP-DS-Cust</b> Makr	Desk shell 30x84, 19.5" modesty panel, inset	3	\$646.15	\$1,938.45
	Laminate	Kensington Maple grommet back center			
32	<b>CP-RS2448</b> Makr	Left hand return shell 24x48, 19.5" modesty panel	2	\$372.50	\$745.00
	Laminate	Kensington Maple			
33	MK:109 SCADA WW <b>S7P/PENTRAY</b>	Pencil Tray for 6" Box Drawers,Black Only	3	\$4.50	\$13.50
34	<b>CP-RS2448</b> Makr	Right hand return shell 24x48 with 19.5" modesty panel	1	\$372.50	\$372.50
	Laminate	Kensington Maple			
35	MK:109 SCADA WW <b>TFMF8454</b>	Tattoo Monolithic Flex Screen w/Tackable Fabric Core, 84"Wx54"H	1	\$781.26	\$781.26
		Flat/Bridge			
		Flat aluminum top cap (standard)			
		Starlight Silver Metallic			
		Fabric Grade 1			
		1 BASIS			
		BELMONT SILVER			
					<b>\$6,471.06</b>
<b>110 Break Room WW</b>					

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
36	MK:110 Break Room WW	<b>KT1311</b>  Katera Four Leg Arm Chair with Glides, Uph Seat/Back  Black  Plastic glides  Compliance to TB 117-2013  Fabric Grade 2  2C CRESTAL  STERLING	10	\$376.74	\$3,767.40
37	<b>Conf-RD36</b>  Makr  Laminate  Round Pedestal Base Color	Makr Table 30x60 with 4 round post legs  WA Kennsington Maple  Silver	2	\$682.50	\$1,365.00
					<b>\$5,132.40</b>
<b>112 Storage and 111 Janitor WW</b>					
38		Montel Metal Shelving  Montel  Silver	1	\$2,310.33	\$2,310.33
					<b>\$2,310.33</b>
<b>113, 114 Restroom</b>					
39	MK:Restroom WW	<b>S7L/30240HD</b>  700 Series Files Cabinet-1 Shelf-30Wx18Dx27"H  Arc nickel pull  Starlight Silver Metallic  Key standard  Satin Chrome	2	\$512.05	\$1,024.10
					<b>\$1,024.10</b>
<b>117 Office Waste Water</b>					
40	<b>DFT9800</b>  Eurotech Seating  MESH  FABRIX Fabric Grade Selection	APOLLO DRAFTING STOOL  Black  EXPO- Fog	1	\$312.00	\$312.00

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
41	Seat Height Adjustment	Standard- black			
	Waterfall Seat	Waterfall Seat			
	Back Height Adjustment	Back Height Adjustment			
	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	Expo-Fog			
	Tension Control	Tension Control			
	Center-Tilt	Center-Tilt			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			
	Waterfall Seat	Waterfall Seat			
	Memory Foam Arm Pad Selection	Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
					<b>\$654.00</b>
<b>z</b>					
42		Installation	1	\$4,303.66	\$4,303.66
					<b>\$4,303.66</b>
<b>zz</b>					
43		Freight	1	\$1,516.47	\$1,516.47
					<b>\$1,516.47</b>
<b>Delivery and Installation included WSST will be added to final invoice.</b>				<b>Total:</b>	<b>\$51,463.76</b>

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
--------	-------------	------------------	-----	------	----------

Approved By:

Name

Title

Date:



9877 40th Avenue South  
Seattle, WA 98118  
Tel: 206-763-4030  
www.workpointe.com

## K33845 Sedro Woolley PW

**Quote Number:** K33845 Sedro  
Woolley PW  
**Date:** 9/26/2022

**Valid Until:** 10/21/2022

**Contract:** KCDA 21-130A

**Prepared By:**

Jennifer Starling  
Account Manager NW WA  
Region  
9877 40th Ave South  
Seattle, Wa 98118  
425-309-2444  
jennifers@workpointe.com

**Prepared For:**

Mark A. Freiburger  
Director of Public Works  
City of Sedro Woolley  
325 Metcalf  
Sedro Woolley, WA 98284  
360-855-9933  
mfreiburger@Sedro-Woolley.gov

**Deliver To:**

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
<b>100 Entrance Public Works</b>					
1	<b>PNS3072</b>	Makr D-Top with End Panel,Centered MP,72x30"	1	\$624.57	\$624.57
		Kensington Maple			
		Kensington Maple			
		Silver leg			
		Full height modesty panel			
					<b>\$624.57</b>
<b>100 Entrance Public Works</b>					
2	MK:100 Entrance PW <b>S7P/1524MBBF</b>	700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	1	\$531.45	\$531.45
		Arc nickel pull			
		Starlight Silver Metallic			
		Key standard			
		Satin Chrome			
3	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- Fog			
	Tension Control	Tension Control			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
	Waterfall Seat	Waterfall Seat			
		Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
4	MK:100 Entrance <b>KT1311</b> PW	Katera Four Leg Arm Chair with Glides, Uph Seat/Back	2	\$376.74	\$753.48
		Black			
		Plastic glides			
		Compliance to TB 117-2013			
		Fabric Grade 2			
		2C CRESTAL			
		STERLING			
5	<b>KFRL4824.H</b>	Makr Flush Return-Left,No Pedestal,48x24"	1	\$372.50	\$372.50
		Kensington Maple			
		Kensington Maple			
6	MK:100 Entrance <b>S7P/PENTRAY</b> PW	Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50
				<b>\$2,003.93</b>	
<b>102 Office Public Works</b>					
7	MK:102 Office PW <b>S7P/1524MBBF</b>	700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	1	\$531.45	\$531.45
		Arc nickel pull			
		Starlight Silver Metallic			
		Key standard			
		Satin Chrome			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
8	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- Fog			
	Tension Control	Tension Control			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			
	Waterfall Seat	Waterfall Seat			
		Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
9	MK:102 Office PW <b>KT1311</b>	Katera Four Leg Arm Chair with Glides, Uph Seat/Back	2	\$376.74	\$753.48
		Black			
		Plastic glides			
		Compliance to TB 117-2013			
		Fabric Grade 2			
		2C CRESTAL			
		STERLING			
10	<b>PNS3072</b>	Makr D-Top with End Panel,Centered MP,72x30"	1	\$624.57	\$624.57
		Kensington Maple			
		Kensington Maple			
		Silver leg			
		Full height modesty panel			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
11	<b>KFRL4824.H</b>	Makr Flush Return-Left,No Pedestal,48x24"	1	\$372.50	\$372.50
		Kensington Maple			
		Kensington Maple			
12	MK:102 Office PWS <b>S7P/PENTRAY</b>	Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50
					<b>\$2.628.50</b>
<b>103 Office Public Works</b>					
13	MK:103 Office PWS <b>S7P/1524MBBF</b>	700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	1	\$531.45	\$531.45
		Arc nickel pull			
		Starlight Silver Metallic			
		Key standard			
		Satin Chrome			
14	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- Fog			
	Tension Control	Tension Control			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			
	Seat Height Adjustment	Seat Height Adjustment			
	Waterfall Seat	Waterfall Seat			
		Skipped Option			
	Forward Seat Tilt	Foward Seat Tilt			
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			



Line #	Part Number	Part Description	Qty	Sell	Ext Sell
15	MK:103 Office PW <b>KT1311</b>	Katera Four Leg Arm Chair with Glides, Uph Seat/Back	2	\$376.74	\$753.48
		Black			
		Plastic glides			
		Compliance to TB 117-2013			
		Fabric Grade 2			
		2C CRESTAL			
		STERLING			
16	<b>PNS3072</b>	Makr D-Top with End Panel,Centered MP,72x30"	1	\$624.57	\$624.57
		Kensington Maple			
		Kensington Maple			
		Silver leg			
		Full height modesty panel			
17	<b>KFRL4824.H</b>	Makr Flush Return-Left,No Pedestal,48x24"	1	\$397.33	\$397.33
		Kensington Maple			
		Kensington Maple			
18	MK:103 Office PWS <b>7P/PENTRAY</b>	Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50

**\$2,653.33**

**106 Hallway Public Works**

19	<b>MFT945SL</b>	APOLLO MULTIFUNCTION W/SLIDER	2	\$342.00	\$684.00
	Eurotech Seating				
	Mesh	Black			
	FABRIX Fabric Grade Selection	EXPO- Fog			
	Tension Control	Tension Control			
	Tilt Lock	Tilt Lock			
	Back Angle Adjustment	Back Angle Adjustment			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
		Seat Height Adjustment			
		Waterfall Seat			
		Skipped Option			
		Forward Seat Tilt			
		Foward Seat Tilt			
		Back Height Adjustment			
		Back Height Adjustment			
		Seat Depth Adjustment			
		Seat Depth Adjustment			
		Width Adjustable Arms			
		Width Adjustable Arms			
		Arm Height Adjustment			
		Arm Height Adjustment			
		Seat Angle Adjustment			
		Seat Angle Adjustment			
					<b>\$684.00</b>
<b>107 Office Public Works</b>					
20	MK:107 Office PWS <b>7B/3663015</b>	700 Series Files Bookcase-36Wx66Hx15"D-4 Adj Shelves	3	\$664.05	\$1,992.15
		Starlight Silver Metallic			
21	MK:107 Office PWS <b>7P/1524MBBF</b>	700 Series Files Mobile Ped-Box/Box/File-24" Nominal Depth	1	\$531.45	\$531.45
		Arc nickel pull			
		Starlight Silver Metallic			
		Key standard			
		Satin Chrome			
22	<b>MFT945SL</b> Eurotech Seating	APOLLO MULTIFUNCTION W/SLIDER	1	\$342.00	\$342.00
		Mesh			
		Black			
		FABRIX Fabric Grade Selection			
		EXPO- Fog			
		Tension Control			
		Tension Control			
		Tilt Lock			
		Tilt Lock			
		Back Angle Adjustment			
		Back Angle Adjustment			
		Seat Height Adjustment			
		Seat Height Adjustment			
		Waterfall Seat			
		Waterfall Seat			
		Skipped Option			
		Skipped Option			
		Forward Seat Tilt			
		Foward Seat Tilt			

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
	Back Height Adjustment	Back Height Adjustment			
	Seat Depth Adjustment	Seat Depth Adjustment			
	Width Adjustable Arms	Width Adjustable Arms			
	Arm Height Adjustment	Arm Height Adjustment			
	Seat Angle Adjustment	Seat Angle Adjustment			
23	MK:107 Office PW <b>KT1311</b>	Katera Four Leg Arm Chair with Glides, Uph Seat/Back	2	\$376.74	\$753.48
		Black			
		Plastic glides			
		Compliance to TB 117-2013			
		Fabric Grade 2			
		2C CRESTAL			
		STERLING			
24	<b>PNS3072</b>	Makr D-Top with End Panel,Centered MP,72x30"	1	\$627.43	\$627.43
		Kensington Maple			
		Kensington Maple			
		Silver leg			
		Full height modesty panel			
25	<b>KFRL4824.H</b>	Makr Flush Return-Left,No Pedestal,48x24"	1	\$397.33	\$397.33
		Kensington Maple			
		Kensington Maple			
26	MK:107 Office PW <b>S7P/PENTRAY</b>	Pencil Tray for 6" Box Drawers,Black Only	1	\$4.50	\$4.50
				<b>\$4,648.34</b>	
<b>108 Lunch Public Works</b>					
27	<b>Conf-BS48</b>	Rectangular Shaped Conference Table 36/48" DEEP X 120" WIDE X 29" HIGH with 6 post legs and anti sag bars	2	\$1,412.50	\$2,825.00
	Makr				

Line #	Part Number	Part Description	Qty	Sell	Ext Sell
	Laminate	WA Kennsington Maple-10776			
	Round Pedestal Base Color	Silver			
28	MK:108 Lunchroom PW	<b>KT1311</b>  Katera Four Leg Arm Chair with Glides, Uph Seat/Back  Black  Plastic glides  Compliance to TB 117-2013  Fabric Grade 2  2C CRESTAL  STERLING	20	\$376.74	\$7,534.80
					<b>\$10,359.80</b>
<b>Katera Guest Chair Dolly</b>					
29	MK:Katera Guest Chair Dolly	<b>KCD.BL</b>  Katera Guest Chair Dolly	2	\$262.38	\$524.76
					<b>\$524.76</b>
<b>zz</b>					
30		Installation	1	\$4,303.66	\$4,303.66
					<b>\$4,303.66</b>
<b>zzz</b>					
31		Freight	1	\$1,516.47	\$1,516.47

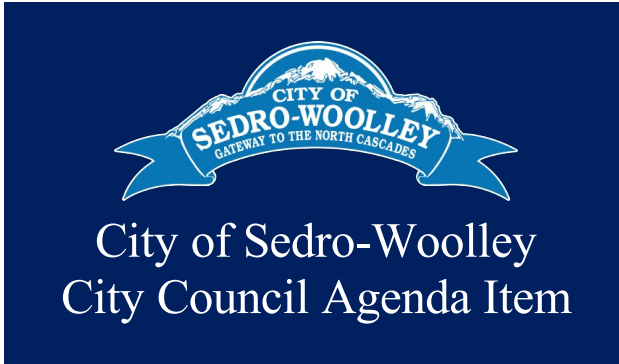
				<b>\$1,516.47</b>
<b>Delivery and Installation included WSST will be added to final invoice.</b>			<b>Total:</b>	<b>\$29,947.36</b>

Approved By: \_\_\_\_\_  
Name

Date: \_\_\_\_\_

\_\_\_\_\_

Title



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Minutes - Regular Meeting - August 10,  
2022

**FROM:**

Kelly Kohnken, Finance Director

**RECOMMENDED ACTION:**

Review only.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

Minutes taken during the regular City Council meeting, held on August 10, 2022.

**FISCAL IMPACT, IF APPROPRIATE:**

None

**ATTACHMENTS:**

1. City Council Minutes 08-10-22

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CITY OF SEDRO-WOOLLEY  
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Regular Meeting of the City Council  
August 10, 2022– 6:00 P.M. Hybrid Meeting

**Call to Order**

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

**Pledge of Allegiance and Roll Call:**

Present: Mayor Julia Johnson, Councilmember Brendan McGoffin, Councilmember Chuck Owen, Councilmember JoEllen Kesti, Councilmember Sarah Diamond, Councilmember Glenn Allen, Councilmember Joe Burns, and Nick Lavacca.

**Approval of Agenda**

Due to a technical difficulty, the hybrid portion of the meeting was not functioning correctly and only those physically in the Council Chambers could observe actions taken. There was a motion made, and seconded, by Council to approve the Agenda and the motion carried.

**Consent Agenda**

1. Correction to Resolution 1095-22 Attachments
2. Ordinance 2016-22 Amending Sedro-Woolley Municipal Code Chapter 12.08 'Excavation for Gas Distribution and Transmission Systems' to Increase Insurance Requirements and Remove Civil Penalty Provisions That are Outdated
3. Municipal Building Elevator Maintenance Contract Renewal
4. Check Register - Off-Cycle
5. Check Register - Scheduled
6. Minutes - Regular Council Meeting - July 13, 2022
7. Minutes - Regular Council Meeting - July 27, 2022

Due to a technical difficulty at the beginning of the evening, the hybrid portion of the meeting was not functioning correctly and only those physically in the Council Chambers could observe actions taken. There was a motion made, and seconded, by Council to approved the Consent Agenda and the motion carried.

**Introduction of Special Guests**

1. Swearing in Firefighter Paramedic Jacob Kelly—Mayor Johnson performed the swearing in ceremony in front of a room full of friends and family.

**City Administrator Report**

City Administrator Charlie Bush announced that reports will be available during the work session on September 7, 2022.

**Councilmember and Mayor's Report**

Councilmembers reminded the public about the Northern State Hospital remembrance weekend of August 12<sup>th</sup> and 13<sup>th</sup>. There was also report given from the Parks Committee on various ways being discussed to generate more tourism in town now that COVID restrictions are loosening up. The Mayor reminded the public that there will be a dedication of a new plaque at the Northern State Hospital Cemetery on September 1<sup>st</sup> at 11:00 A.M.

## **Public Comments**

6:31 P.M.— Mayor opened the meeting up for public comment.

6:31 P.M.— Seeing and hearing none, the Mayor closed the meeting to public comments.

## **Unfinished Business**

1. Agreement with Thompson, Guildner & Associates for Prosecution Services – 1<sup>st</sup> Amendment – 2<sup>nd</sup> Read - due to a technical difficulty, there was no recording and the sound was not transmitting. A motion was made and approved by council and the motion carried.

## **New Business**

1. Redistricting of City Wards as a Result of the 2020 Census. City Administrator Bush give information on the new districts and advised would not change until after the next election. Motion to accept new districts was made by Councilmember Lavacca and seconded by Councilmember McGoffin. Motion carried (7-0).
2. Grant Approval - TIB Arterial Preservation Program and Arterial Sidewalk Program. Public Works Director Freiburger presented information and took questions. After some discussion, Councilmember McGoffin made a motion to authorize the Mayor to sign the application, seconded by Councilmember Allen. Motion carried (7-0).
3. Adoption of Ordinance 2013-22 Removing Fees From the Sedro-Woolley Municipal Code and Establishing a Master Fee Schedule by Resolution 1099-22. No action taken and this item was pushed to the next meeting.
4. Adoption of Ordinance 2012-22 Amending SWMC 8.16 to modify prohibitions on construction noise and create a variance process. Motion made by Councilmember Lavacca, seconded by Councilmember Burns, to accept modification and restore the Municipal Code. Motion carried (7-0).
5. 2022 Comprehensive Plan Docket Amendments - 1st read. No action taken.
6. Central Business District Design Standards & Guidelines Amendments - 1st read, no action taken but will be discussed at next meeting on August 24, 2022.
7. Proposed Annexation – Hopke & Salt Family Properties – after information provided by Planning Director Coleman regarding the annexation, a motion was made by Councilmember Lavacca and seconded by Councilmember Kesti, to table the item. Motion carried (7-0)

## **Information Only Items**

1. Fire Department - Monthly Data
2. Finance Department - Budget and Lodging Tax Advisory Committee Calendar
3. Police Department- Staff Reports

## **Adjournment**

The meeting adjourned at 7:00 P.M.

ATTEST:

APPROVED:

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Kelly Kohnken, Finance Director

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Julia Johnson, Mayor



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Minutes - Work Session - September 7,  
2022

**FROM:**

Kelly Kohnken, Finance Director

**RECOMMENDED ACTION:**

Review only.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

Minutes taken during the City Council Work Session held on September 7, 2022

**FISCAL IMPACT, IF APPROPRIATE:**

None

**ATTACHMENTS:**

1. City Council Minutes 09-07-22



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CITY OF SEDRO-WOOLLEY

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Study Session of the City Council  
Sept 7, 2022– 6:00 P.M. Hybrid Meeting

**Call to Order**

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

**Pledge of Allegiance and Roll Call**

Mayor Johnson led the Pledge of Allegiance and took roll to verify that all Council Members were present.

**New Business**

1. Justice System Interlocal Agreements with Skagit County for Community Court and Probation – Renewal. Information was presented to the Mayor and Council by Judge Jenifer Howzen, Lettie Nunez and Judge Brock Stiles regarding the Community Court that Sedro-Woolley is participating and the results the area is seeing.
2. Cross Training - Finance Department – Finance Director Kelly Kohnken spoke with Council about the pros and cons of possibly closing for half days on Fridays to allow for cross-training.
3. Information Sharing at Regular Council Meetings, City Administrator Charlie Bush questioned how the Council feels about staff reports being in person versus being presented in printed format during Council meetings. Discussion followed.
4. Public Hearing - Preliminary Budget, Revenues - 1st Reading at 7:12pm the Mayor announced the start of the Public Hearing. Finance Director Kelly Kohnken presented information regarding the 2023-2024 Budget, specifically the General Fund. She reminded Council that this is a preliminary budget. Discussion followed.  
Public testimony was opened at 7:52pm. Phil Murray, of Woodworth St, spoke to say that the city is creating housing opportunities and so many people are moving here and buying expensive houses and they need to pay more of the costs to keep public safety services. Tony Splane, of Sapp Rd, doesn't want to see the property tax raised. He said older folks cannot afford any property tax increase when they are living on a social security check. More discussion followed after the public comments. At 8:04 P.M. the Public Hearing was closed.

**Adjournment**

The meeting adjourned at 8:05 P.M.

ATTEST:

APPROVED:

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Agenda  
Item No.

Date:

September 28, 2022

Subject:

Minutes - Regular Meeting - September  
14, 2022

**FROM:**

Kelly Kohnken, Finance Director

**RECOMMENDED ACTION:**

Review only.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

Minutes taken during the Regular City Council Meeting held on September 14, 2022.

**FISCAL IMPACT, IF APPROPRIATE:**

None

**ATTACHMENTS:**

1. City Council Minutes 09-14-22

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## CITY OF SEDRO-WOOLLEY

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Regular Meeting of the City Council  
September 14, 2022– 6:00 P.M. Hybrid Meeting

### **Call to Order**

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

### **Pledge of Allegiance and Roll Call:**

Present: Mayor Julia Johnson, Councilmember Brendan McGoffin, Councilmember Chuck Owen, Councilmember Sarah Diamond, Councilmember Glenn Allen, Councilmember Joe Burns, and Nick Lavacca. Councilmember JoEllen Kesti, excused absence.

### **Approval of Agenda**

Motion made by Councilmember Lavacca seconded by Councilmember Owen to approve the agenda. Motion carried (6-0).

### **Consent Agenda**

1. Housing Authority Commission Appointment
2. Finance - Check Register
3. Finance - Check Register

Motion made by Councilmember Burns, seconded by Councilmember McGoffin, to approve the consent agenda. Motion carried (6-0).

### **City Administrator Report**

#### **Councilmember and Mayor's Report**

Councilmembers spoke of a big construction project beginning in Ward 1 and cautioned to be aware of construction vehicles and increased traffic. The Mayor informed the council and public that the Skagit 911 services requests that anyone accidentally dialing 9-1-1 should remain on the line and explain it was an accident. If a person hangs up, the 9-1-1 operator still has to call back and that

### **Public Comments**

6:10 P.M.— Mayor opened the meeting up for public comment.

Philip Murray, Woodworth St, concerned about the lack of information regarding the executive session later during tonight's meeting.

6:11 P.M.— Seeing and hearing none, the Mayor closed the meeting to public comments.

### **Unfinished Business**

1. 2022 Comprehensive Plan Docket Amendments - 2nd Read—pulled from tonight’s agenda during motion to approve the Agenda
2. City Council Strategic Goals – motion made by Councilmember Lavacca, seconded by Councilmember McGoffin, to approve City Council Strategic Goals. Motion carried (6-0).

### **New Business**

1. Ordinance 2019-22 Union Cemetery Municipal Code Update - 1st Read—after some discussion about mentioned part about children not being allowed to be in the cemetery without adult supervision, it was agreed that a specific age should be listed in the Code. No action taken as this was a first read.
2. Renewal of Interlocal Agreement with Skagit County for Community Court - 1st Read – City Administrator Charlie Bush, provided information to the Mayor and Council regarding the Interlocal Agreement. No action taken.
3. Renewal of Interlocal Agreement with Skagit County for Probation - 1st Read – City Administrator Charlie Bush took questions regarding this item. None asked. No action taken.
4. Ordinance 2020-22 Amending SWMC 10.44.020 to remove certain parking restrictions on Nelson Street. Public Works Director, Mark Freiburger, provided information to the Mayor and Council regarding the parking for the high school. No action taken.

### **Executive Session**

1. Executive session to discuss potential litigation pursuant to RCW 42.30.110(1)(i) and the acquisition of real estate pursuant to RCW 42.30.110(1)(b), where public knowledge could cause increase in price. Action may be taken following executive session. At 6:22 P.M., Mayor Johnson announced that the Executive Session will last for approximately fifteen minutes. At 6:37 P.M. Recorder, Trina Wolf, announced that Charlie Bush said the Executive Session will last another 5 minutes. At 6:44PM, the Mayor and Council returned from the Executive Session and returned to the regular session. Councilmember Allen made a motion to authorize Mayor to sign a purchase offer for 603 F&S Grade in the amount of \$495,000.00. The motion was seconded by Councilmember McGoffin and the motion carried (6-0). There was also a motion made by Councilmember Burns to authorize the city attorney to move forward with the Abatement at 202 Reed St. Councilmember Allen seconded the motion and the motion carried (6-0).

### **Adjournment**

The meeting adjourned at 6:46 P.M.

### **Closed Session**

To Discuss collective bargaining agreements.

ATTEST:

APPROVED:

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Kelly Kohnken, Finance Director

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Julia Johnson, Mayor



Agenda  
Item No.

Date: September 28, 2022

Subject: Check Register - Scheduled

**FROM:**

Kelly Kohnken, Finance Director

**RECOMMENDED ACTION:**

Review only.

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

Claims Checks #198386 through #198482, plus EFTs Payroll Checks #60761 through #60768, plus EFT's

**FISCAL IMPACT, IF APPROPRIATE:**

Claims Checks, plus EFTs totaling \$476,026.71 Payroll Checks, plus EFT's totaling \$335,863.48

**ATTACHMENTS:**

1. Check Register 09-28-2022

# CHECK REGISTER

City Of Sedro-Woolley

Time: 10:56:19 Date: 09/20/2022

09/28/2022 To: 09/28/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
9436	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	22.91	
					101 - 576 80 47 052 - Bingham Caretaker	22.91	
9437	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	39.08	
					001 - 522 50 47 000 - Utility Services	39.08	
9438	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	13.83	
					412 - 537 80 47 000 - Public Utilities	13.83	
9439	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	17.86	
					401 - 535 80 47 000 - Public Utilities	17.86	
9440	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	13.83	
					103 - 542 63 47 000 - Public Utilities	13.83	
9441	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	16.85	
					101 - 576 80 47 050 - Hammer Square	16.85	
9442	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	49.19	
					101 - 576 80 47 020 - Senior Center	49.19	
9443	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	83.48	
					101 - 576 80 47 070 - City Hall	83.48	
9444	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	13.83	
					001 - 521 20 47 000 - Public Utilities	13.83	
9445	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	14.83	
					401 - 535 80 47 000 - Public Utilities	14.83	
9446	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	26.95	
					101 - 576 80 47 010 - Community Center	26.95	
9447	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	13.83	
					101 - 576 80 47 070 - City Hall	13.83	
9448	09/28/2022	Claims	2	EFT	Cascade Natural Gas Corp	17.86	
					401 - 535 80 47 000 - Public Utilities	17.86	
9449	09/28/2022	Claims	2	EFT	City of Sedro-Woolley	13.48	
					101 - 576 80 47 053 - Other Utilities	13.48	
9450	09/28/2022	Claims	2	EFT	Comcast	71.95	
					101 - 576 80 47 020 - Senior Center	71.95	
9451	09/28/2022	Claims	2	EFT	Public Utility Dis No1	75.37	
					401 - 535 80 47 000 - Public Utilities	75.37	
9452	09/28/2022	Claims	2	EFT	Public Utility Dis No1	75.37	
					401 - 535 80 47 000 - Public Utilities	75.37	
9453	09/28/2022	Claims	2	EFT	US Bank -- Purchase Cards	36,619.78	
					001 - 513 10 31 000 - Supplies	173.76	
					001 - 514 23 31 000 - Supplies	10.41	
					001 - 514 23 31 000 - Supplies	29.70	
					001 - 514 23 43 000 - Meals/Travel	449.36	
					001 - 514 23 43 000 - Meals/Travel	123.58	
					001 - 514 23 43 000 - Meals/Travel	123.58	
					001 - 514 23 49 030 - Misc-Tuition/Registration	-100.00	
					001 - 518 80 35 000 - Small Tools/Minor Equip	866.99	
					001 - 518 80 35 000 - Small Tools/Minor Equip	33.66	
					001 - 518 80 41 000 - Professional Services	211.63	
					001 - 518 80 41 000 - Professional Services	220.46	
					001 - 518 80 42 021 - Internet Services	169.62	
					001 - 521 20 31 002 - Office/Operating Supplies	65.15	
					001 - 521 20 31 002 - Office/Operating Supplies	132.43	

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		001 - 521 20 31 002 - Office/Operating Supplies				459.15	
		001 - 521 20 31 002 - Office/Operating Supplies				24.90	
		001 - 521 20 31 002 - Office/Operating Supplies				439.38	
		001 - 521 20 31 002 - Office/Operating Supplies				1,703.79	
		001 - 521 20 31 002 - Office/Operating Supplies				194.75	
		001 - 521 20 31 002 - Office/Operating Supplies				125.96	
		001 - 521 20 31 002 - Office/Operating Supplies				149.77	
		001 - 521 20 31 002 - Office/Operating Supplies				104.24	
		001 - 521 20 31 002 - Office/Operating Supplies				8.61	
		001 - 521 20 31 002 - Office/Operating Supplies				10.84	
		001 - 521 20 31 002 - Office/Operating Supplies				28.22	
		001 - 521 20 31 002 - Office/Operating Supplies				27.14	
		001 - 521 20 31 002 - Office/Operating Supplies				35.83	
		001 - 521 20 31 002 - Office/Operating Supplies				41.84	
		001 - 521 20 31 002 - Office/Operating Supplies				42.33	
		001 - 521 20 31 002 - Office/Operating Supplies				129.01	
		001 - 521 20 31 002 - Office/Operating Supplies				17.03	
		001 - 521 20 31 002 - Office/Operating Supplies				134.10	
		001 - 521 20 31 002 - Office/Operating Supplies				17.91	
		001 - 521 20 31 002 - Office/Operating Supplies				117.94	
		001 - 521 20 31 002 - Office/Operating Supplies				22.80	
		001 - 521 20 31 002 - Office/Operating Supplies				30.35	
		001 - 521 20 31 002 - Office/Operating Supplies				52.12	
		001 - 521 20 31 002 - Office/Operating Supplies				17.29	
		001 - 521 20 31 002 - Office/Operating Supplies				89.68	
		001 - 521 20 31 002 - Office/Operating Supplies				24.96	
		001 - 521 20 31 002 - Office/Operating Supplies				12.90	
		001 - 521 20 31 002 - Office/Operating Supplies				146.60	
		001 - 521 20 31 002 - Office/Operating Supplies				9.68	
		001 - 521 20 41 001 - Professional Services				55.00	
		001 - 521 20 49 000 - Professional Development				1,700.00	
		001 - 521 40 43 000 - Travel				162.96	
		001 - 521 40 43 000 - Travel				162.96	
		001 - 522 20 31 000 - Operating Supplies				45.50	
		001 - 522 20 31 000 - Operating Supplies				40.13	
		001 - 522 20 31 000 - Operating Supplies				79.81	
		001 - 522 20 31 000 - Operating Supplies				107.51	
		001 - 522 20 31 000 - Operating Supplies				41.25	
		001 - 522 20 31 000 - Operating Supplies				54.29	
		001 - 522 20 31 000 - Operating Supplies				237.46	
		001 - 522 20 31 000 - Operating Supplies				389.87	
		001 - 522 20 31 000 - Operating Supplies				54.25	
		001 - 522 20 31 010 - Office Supplies				8.05	
		001 - 522 20 35 011 - EMS Minor Equipment				173.82	
		001 - 522 20 35 011 - EMS Minor Equipment				108.55	
		001 - 522 20 48 000 - Repairs/Maint-Equip				114.09	
		001 - 522 20 48 000 - Repairs/Maint-Equip				205.37	
		001 - 522 20 48 000 - Repairs/Maint-Equip				41.52	
		001 - 522 20 48 000 - Repairs/Maint-Equip				180.16	
		001 - 522 20 48 000 - Repairs/Maint-Equip				429.94	
		001 - 522 50 48 010 - Repairs/Maint-Dorm				271.49	
		001 - 524 20 31 000 - Off/Oper Supps & Books				28.15	
		001 - 524 20 49 030 - Misc-Tuition/Registration				46.67	
		001 - 524 20 49 030 - Misc-Tuition/Registration				66.67	
		425 - 531 50 48 000 - Repairs/Maintenance				80.13	
		401 - 535 50 48 060 - Maintenance Of Buildings				-159.24	
		401 - 535 80 31 000 - Office Supplies				281.27	
		401 - 535 80 31 000 - Office Supplies				541.84	
		412 - 537 80 35 000 - Small Tools & Minor Equip				67.17	
		412 - 537 80 35 000 - Small Tools & Minor Equip				35.25	
		103 - 542 30 31 000 - Operating Supplies				92.29	
		103 - 542 30 31 010 - Operating Supplies-Propane				72.64	
		103 - 542 30 35 000 - Small Tools/Minor Equip				172.02	
		103 - 542 30 49 030 - Misc-Tuition/Registration				63.50	



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			501 - 548 30 31 000		- Operating Supplies	714.00	
			001 - 558 60 49 010		- Dues/Subscript/Membership	119.00	
			001 - 558 60 49 030		- Tuition/Registration	46.66	
			001 - 558 60 49 030		- Tuition/Registration	340.00	
			001 - 558 60 49 030		- Tuition/Registration	66.66	
			101 - 576 80 31 000		- Operating Sup - Tesarik Park	63.08	
			101 - 576 80 31 000		- Operating Sup - Tesarik Park	65.63	
			101 - 576 80 31 000		- Operating Sup - Tesarik Park	141.13	
			101 - 576 80 35 000		- Small Tools & Minor Equip	518.01	
			101 - 576 80 48 004		- Community Center	1,331.65	
			001 - 594 18 64 001		- Network Hardware	533.40	
			001 - 594 21 64 000		- Machinery & Equipment	173.82	
			505 - 594 35 60 010		- Const - WWTP Lab/Ops Bldg	982.49	
			505 - 594 35 60 010		- Const - WWTP Lab/Ops Bldg	1,194.59	
			505 - 594 35 60 010		- Const - WWTP Lab/Ops Bldg	187.31	
			401 - 594 35 64 401		- Machinery & Equip	7,074.22	
			505 - 594 48 60 010		- Const - PW Building	6,955.26	
			505 - 594 48 60 010		- Const - PW Building	488.69	
			505 - 594 48 60 010		- Const - PW Building	982.49	
			505 - 594 48 60 010		- Const - PW Building	1,194.59	
			505 - 594 48 60 010		- Const - PW Building	187.31	
			001 - 594 58 64 000		- Office Equipment	165.61	
			001 - 595 10 31 000		- Supplies	38.98	
			001 - 595 10 31 000		- Supplies	28.15	
			001 - 595 10 31 000		- Supplies	71.92	
			001 - 595 10 49 000		- Dues/Memberships	60.00	
			001 - 595 10 49 010		- Tuition/Registration	46.67	
			001 - 595 10 49 010		- Tuition/Registration	66.67	
<b>9454</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>EFT WA St Dept of Revenue</b>	<b>21,124.32</b>	
			425 - 531 50 44 000		- Taxes & Assessments	1,342.69	
			401 - 535 80 31 010		- Operating Supplies	73.73	
			401 - 535 80 44 010		- Taxes & Assessments	7,524.38	
			102 - 536 20 44 010		- Taxes And Assessments	108.25	
			106 - 536 30 44 010		- Taxes and Assessments	5.25	
			412 - 537 80 44 001		- Taxes & Assessments	11,779.02	
			101 - 576 80 44 010		- Taxes And Assessments	207.30	
			635 - 589 30 01 635		- Sales Tax Remittance	68.80	
			501 - 594 21 64 501		- Vehicles - Police	14.90	
<b>9455</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>EFT NW Fiber LLC, dba Ziply Fiber</b>	<b>214.41</b>	
			001 - 522 20 42 020		- Telephone	214.41	
<b>9456</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>EFT NW Fiber LLC, dba Ziply Fiber</b>	<b>66.58</b>	
			101 - 576 80 47 010		- Community Center	66.58	
<b>9457</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198386 A-1 Mobile Lock &amp; Key</b>	<b>4,045.35</b>	
			001 - 521 20 31 002		- Office/Operating Supplies	2,022.67	
			001 - 522 20 31 000		- Operating Supplies	2,022.68	
<b>9458</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198387 A-1 Shredding</b>	<b>203.00</b>	
			001 - 512 50 31 000		- Supplies	49.00	
			001 - 514 23 31 000		- Supplies	49.00	
			001 - 521 20 31 002		- Office/Operating Supplies	105.00	
<b>9459</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198388 A1 Gutters LLC</b>	<b>537.57</b>	
			101 - 576 80 48 016		- City Hall	537.57	
<b>9460</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198389 Rick Severson, dba ATV Signs</b>	<b>627.71</b>	
			412 - 537 80 31 000		- Operating Supplies	627.71	
<b>9461</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198390 AWC - Employee Benefit Trust</b>	<b>2,970.00</b>	
			001 - 521 20 27 000		- Retired Medical	2,970.00	
<b>9462</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>		<b>198391 Aramark Uniform &amp; Career Apparel Group</b>	<b>56.00</b>	

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					401 - 535 80 49 000 - Laundry	14.20	
					401 - 535 80 49 000 - Laundry	14.20	
					102 - 536 20 49 030 - Misc-laundry	1.04	
					102 - 536 20 49 030 - Misc-laundry	1.04	
					412 - 537 80 49 000 - Misc-Laundry	3.97	
					412 - 537 80 49 000 - Misc-Laundry	3.97	
					103 - 542 30 49 000 - Misc-Laundry	8.79	
					103 - 542 30 49 000 - Misc-Laundry	8.79	
<b>9463</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198392</b>	<b>Associated Underwater Services Inc</b>	<b>4,843.56</b>	
					401 - 535 80 41 000 - Professional Services	4,843.56	
<b>9464</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198393</b>	<b>Beaver Lake Quarry</b>	<b>120.42</b>	
					103 - 542 30 48 002 - Crushed Aggregate	120.42	
<b>9465</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198394</b>	<b>Ben-Ko-Matic Co</b>	<b>3,424.81</b>	
					425 - 531 50 48 000 - Repairs/Maintenance	3,424.81	Unit 604
<b>9466</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198395</b>	<b>Bound Tree Medical LLC</b>	<b>211.19</b>	
					001 - 522 21 31 000 - Operating Supplies - Medical	211.19	
<b>9467</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198396</b>	<b>Brim Tractor Company Inc</b>	<b>503.38</b>	
					401 - 535 50 48 040 - Maintenance Of Vehicles	503.38	Unit 410
<b>9468</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198397</b>	<b>K. Cantrell, DBA Cantrell Outdoors LLC</b>	<b>1,644.16</b>	
					001 - 594 21 64 000 - Machinery & Equipment	1,644.16	
<b>9469</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198398</b>	<b>C.Hlth130, dba Cardinal Health 112 LLC</b>	<b>84.21</b>	
					001 - 522 21 31 000 - Operating Supplies - Medical	38.49	
					001 - 522 21 31 000 - Operating Supplies - Medical	45.72	
<b>9470</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198399</b>	<b>Carl's Towing</b>	<b>451.78</b>	
					001 - 521 10 41 000 - Professional Services-Civil Serv	451.78	
<b>9471</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198400</b>	<b>Cities Insurance Assoc</b>	<b>1,000.00</b>	
					001 - 514 23 46 000 - Insurance & Bonds	1,000.00	
<b>9472</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198401</b>	<b>Colacurcio Brothers, Inc.</b>	<b>85,150.00</b>	
					104 - 595 30 63 076 - Const-SR20/SR9-Township Int l	85,150.00	
<b>9473</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198402</b>	<b>John Coleman</b>	<b>970.84</b>	
					001 - 558 60 43 000 - Travel	970.84	
<b>9474</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198403</b>	<b>Consolidated Electrical Dist., Inc.</b>	<b>160.61</b>	
					401 - 535 50 48 020 - Maint Of Pumping Equip	79.29	
					101 - 576 80 48 016 - City Hall	54.21	
					101 - 576 80 48 016 - City Hall	-54.21	
					101 - 576 80 48 016 - City Hall	81.32	
<b>9475</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198404</b>	<b>Dahlstedt Family Properties, LLC</b>	<b>5,600.00</b>	
					412 - 537 80 34 001 - Containers - Recycling	5,600.00	Recycle containers
<b>9476</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198405</b>	<b>Databar, Inc</b>	<b>2,665.11</b>	
					425 - 531 50 42 010 - Postage	106.59	
					401 - 535 80 42 015 - Postage	1,732.33	
					412 - 537 80 42 010 - Postage	826.19	
<b>9477</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198406</b>	<b>Deere &amp; Company</b>	<b>19,995.86</b>	
					501 - 594 76 64 000 - Equip & Vehicles - Park	19,995.86	
<b>9478</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198407</b>	<b>Dick's Towing</b>	<b>320.96</b>	
					001 - 521 20 41 001 - Professional Services	320.96	

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<b>9479</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198408</b>	<b>Dwayne Lanes Skagit, Inc</b>	<b>1,300.59</b>	
					401 - 535 50 48 040 - Maintenance Of Vehicles	941.53	Unit 403
					401 - 535 50 48 040 - Maintenance Of Vehicles	359.06	Unit 403
<b>9480</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198409</b>	<b>A. Dykstra, dba Dykstra Farms LLC</b>	<b>315.00</b>	
					412 - 537 60 47 020 - Site Yard Waste Disposal	315.00	
<b>9481</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198410</b>	<b>E &amp; E Lumber, Inc.</b>	<b>779.35</b>	
					401 - 535 50 48 050 - Maint Of General Equip	102.04	
					401 - 535 50 48 060 - Maintenance Of Buildings	61.08	
					401 - 535 50 48 060 - Maintenance Of Buildings	13.02	
					401 - 535 50 48 060 - Maintenance Of Buildings	183.39	
					401 - 535 80 31 010 - Operating Supplies	35.63	
					412 - 537 80 31 000 - Operating Supplies	41.14	
					412 - 537 80 31 000 - Operating Supplies	83.21	
					103 - 542 30 31 000 - Operating Supplies	35.44	
					103 - 542 30 31 000 - Operating Supplies	3.06	
					103 - 542 30 31 000 - Operating Supplies	33.84	
					101 - 576 80 31 100 - Fertilizer/Herbicide	30.22	
					101 - 576 80 48 002 - RV Park	3.25	
					101 - 576 80 48 013 - Tesarik Park	22.18	
					101 - 576 80 48 013 - Tesarik Park	45.86	
					101 - 576 80 48 013 - Tesarik Park	74.75	
					101 - 576 80 48 016 - City Hall	11.24	
<b>9482</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198411</b>	<b>Edge Analytical Inc</b>	<b>775.91</b>	
					401 - 535 80 41 000 - Professional Services	58.00	
					401 - 535 80 41 000 - Professional Services	59.74	
					401 - 535 80 41 000 - Professional Services	229.69	
					401 - 535 80 41 000 - Professional Services	189.52	
					401 - 535 80 41 000 - Professional Services	59.74	
					401 - 535 80 41 000 - Professional Services	59.74	
					401 - 535 80 41 000 - Professional Services	59.74	
					401 - 535 80 41 000 - Professional Services	59.74	
<b>9483</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198412</b>	<b>Emerald Services, Inc.</b>	<b>487.70</b>	
					412 - 537 60 47 011 - Site Recycling Disposal	487.70	Site recycled oil
<b>9484</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198413</b>	<b>Enviro-Clean Equip, Inc.</b>	<b>7,518.18</b>	
					103 - 542 67 31 000 - Operating Supplies	3,452.00	
					103 - 542 67 48 000 - Repairs/Maint-Equip	4,066.18	
<b>9485</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198414</b>	<b>Fastenal Company</b>	<b>268.74</b>	
					001 - 518 80 31 001 - Repair & Maintenance Sup	6.80	
					401 - 535 80 31 010 - Operating Supplies	100.02	
					412 - 537 80 31 000 - Operating Supplies	161.92	
<b>9486</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198415</b>	<b>Groeneveld Lubr Solns, Inc</b>	<b>206.23</b>	
					501 - 548 30 31 000 - Operating Supplies	206.23	
<b>9487</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198416</b>	<b>Shannon Hodgin</b>	<b>950.00</b>	
					101 - 582 10 01 101 - Community Center Deposit Ref	950.00	
<b>9488</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198417</b>	<b>Ideal Rent All</b>	<b>598.43</b>	
					401 - 535 50 48 010 - Maintenance Of Lines	47.00	State St
					101 - 576 80 31 001 - Operating Sup - Riverfront	403.46	
					505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg	147.97	
<b>9489</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198418</b>	<b>Judd &amp; Black Electric, Inc</b>	<b>5,293.57</b>	
					505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg	218.69	
					505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg	4,347.26	
					505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg	727.62	
<b>9490</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198419</b>	<b>K Engineers, Inc</b>	<b>234.00</b>	

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			101 - 594 76 63 025		Olmsted Park	234.00	
<b>9491</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198420</b>	<b>Kent D Bruce Co., LLC</b>	<b>1,704.97</b>	
			001 - 522 20 48 000		Repairs/Maint-Equip	1,704.97	
<b>9492</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198421</b>	<b>L N Curtis &amp; Sons</b>	<b>318.07</b>	
			001 - 521 20 26 000		Uniforms/Accessories	318.07	
<b>9493</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198422</b>	<b>Labconco Corporation</b>	<b>663.63</b>	
			505 - 594 35 60 010		Const - WWTP Lab/Ops Bldg	663.63	505
<b>9494</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198423</b>	<b>The Language Exchange, Inc</b>	<b>919.95</b>	
			001 - 512 50 41 040		Language Interpreter	742.50	
			001 - 512 50 41 040		Language Interpreter	26.25	
			001 - 521 20 41 001		Professional Services	151.20	
<b>9495</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198424</b>	<b>Lefebber Turf Farm LLC</b>	<b>426.80</b>	
			101 - 576 80 48 013		Tesarik Park	426.80	
<b>9496</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198425</b>	<b>Lenz Enterprises, Inc</b>	<b>1,421.06</b>	
			412 - 537 60 47 021		Curbside Yard Waste Disposal	279.90	Curbside yard waste
			412 - 537 60 47 021		Curbside Yard Waste Disposal	534.39	Curbside recycle
			412 - 537 60 47 021		Curbside Yard Waste Disposal	606.77	
<b>9497</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198426</b>	<b>Les Schwab Tire Center</b>	<b>76.01</b>	
			001 - 522 20 48 000		Repairs/Maint-Equip	76.01	
<b>9498</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198427</b>	<b>Rosa Lopez</b>	<b>1,480.00</b>	
			101 - 362 40 05 000		Facility Monitor Revenue	-480.00	
			101 - 582 10 01 101		Community Center Deposit Ref	1,000.00	
<b>9499</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198428</b>	<b>McKesson Medical Surgical, Inc.</b>	<b>401.33</b>	
			001 - 522 21 31 000		Operating Supplies - Medical	224.87	
			001 - 522 21 31 000		Operating Supplies - Medical	16.04	
			001 - 522 21 31 000		Operating Supplies - Medical	160.42	
<b>9500</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198429</b>	<b>Metroline Inc</b>	<b>1,084.91</b>	
			505 - 594 35 60 010		Const - WWTP Lab/Ops Bldg	542.46	
			505 - 594 48 60 010		Const - PW Building	542.45	
<b>9501</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198430</b>	<b>Jason Miller</b>	<b>200.00</b>	
			001 - 514 23 49 000		Miscellaneous	200.00	
<b>9502</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198431</b>	<b>Motor Trucks International</b>	<b>555.13</b>	
			001 - 522 20 48 000		Repairs/Maint-Equip	330.27	
			401 - 535 50 48 040		Maintenance Of Vehicles	133.26	Unit 427
			401 - 535 50 48 040		Maintenance Of Vehicles	141.10	Unit 427
			401 - 535 50 48 040		Maintenance Of Vehicles	585.67	Unit 405
			401 - 535 50 48 040		Maintenance Of Vehicles	-533.21	Unit 405
			401 - 535 50 48 040		Maintenance Of Vehicles	39.14	Unit 405
			401 - 535 50 48 040		Maintenance Of Vehicles	-141.10	Unit 427
<b>9503</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198432</b>	<b>Mountain Law, PLLC</b>	<b>7,916.00</b>	
			001 - 515 93 41 000		Indigent Defender	7,916.00	
<b>9504</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198433</b>	<b>Municipal Emergency Services Inc</b>	<b>17.34</b>	
			001 - 522 20 31 000		Operating Supplies	17.34	
<b>9505</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198434</b>	<b>Walter E Nelson Co. of N. WA</b>	<b>1,330.96</b>	
			101 - 576 80 31 003		Operating Sup - Parks Shop	108.75	
			101 - 576 80 31 006		Operating Sup - City Hall	113.44	
			101 - 576 80 48 004		Community Center	1,108.77	

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9506	09/28/2022	Claims	2	198435	Nelson Dist, Inc. dba Nelson Petroleum	384.85	
					001 - 522 20 32 000 - Auto Fuel/Diesel	11.75	
					425 - 531 50 32 000 - Vehicle Fuel	47.37	
					412 - 537 80 32 000 - Auto Fuel/Diesel	325.73	
9507	09/28/2022	Claims	2	198436	North Hill Resources Inc	320.00	
					102 - 536 20 48 030 - Repair/Maintenance-Land	186.25	
					412 - 537 60 47 011 - Site Recycling Disposal	133.75	Site recycle concrete
9508	09/28/2022	Claims	2	198437	Northwest Propane LLC	93.09	
					412 - 537 60 47 011 - Site Recycling Disposal	93.09	Site recycle - propane
9509	09/28/2022	Claims	2	198438	Northwind Fence Company	8,145.00	
					001 - 594 22 61 000 - Fire Station 2.75	8,145.00	
9510	09/28/2022	Claims	2	198439	Oliver-Hammer, Inc	412.68	
					101 - 576 80 35 010 - Safety Equipment	412.68	
9511	09/28/2022	Claims	2	198440	PB Parent Holdco, LP dba	699.38	
					101 - 576 80 48 004 - Community Center	339.37	
					101 - 576 80 48 005 - Senior Center	360.01	
9512	09/28/2022	Claims	2	198441	PNW Emergency Equip. Co.	107.89	
					001 - 522 20 48 000 - Repairs/Maint-Equip	107.89	
9513	09/28/2022	Claims	2	198442	Pape' Group, dba Pape' Machinery Inc.	161.18	
					101 - 576 80 48 021 - Equipment	48.77	Unit 133
					101 - 576 80 48 021 - Equipment	112.41	Unit 133
9514	09/28/2022	Claims	2	198443	Protek, Inc. dba	1,473.09	
					001 - 518 20 48 000 - Repair & Maintenance	74.59	Unit 5
					001 - 521 20 48 010 - Repair & Maint - Auto	1,250.26	
					001 - 521 20 48 010 - Repair & Maint - Auto	148.24	
9515	09/28/2022	Claims	2	198444	Quiring Monuments Inc	550.00	
					102 - 536 20 34 000 - Liners	275.00	
					102 - 536 20 34 000 - Liners	275.00	
9516	09/28/2022	Claims	2	198445	R & H Mechanical, Inc.	521.28	
					401 - 535 50 48 050 - Maint Of General Equip	521.28	
9517	09/28/2022	Claims	2	198446	Red's Mobile 24-Hour Truck & Equip Repai	1,288.19	
					001 - 522 20 48 000 - Repairs/Maint-Equip	664.83	
					412 - 537 50 48 000 - Repairs/maint-equip	304.08	Unit 522
					412 - 537 50 48 000 - Repairs/maint-equip	319.28	Unit 520
9518	09/28/2022	Claims	2	198447	Rick's Refrigeration Inc	415.50	
					412 - 537 60 47 011 - Site Recycling Disposal	415.50	Site recycle - fridges
9519	09/28/2022	Claims	2	198448	Ricoh USA, Inc	729.81	
					001 - 514 23 31 000 - Supplies	38.95	
					001 - 521 20 48 000 - Repairs & Maintenance	601.73	
					401 - 535 80 31 000 - Office Supplies	89.13	
9520	09/28/2022	Claims	2	198449	Ricoh USA, Inc	231.08	
					001 - 514 23 31 000 - Supplies	231.08	
9521	09/28/2022	Claims	2	198450	Roto-Rooter Corporation	5.70	
					401 - 535 50 48 010 - Maintenance Of Lines	5.70	
9522	09/28/2022	Claims	2	198451	Solid Waste Syst Inc dba SWS Equipment	736.55	

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			412 - 537 50 48 000 - Repairs/maint-equip			114.98	Unit 520
			412 - 537 50 48 000 - Repairs/maint-equip			621.57	Unit 520
<b>9523</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198452</b>	<b>Scholten's Equipment Inc.</b>	<b>23.66</b>	
			101 - 576 80 48 016 - City Hall			23.66	
<b>9524</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198453</b>	<b>Sea-Western, Inc.</b>	<b>196.02</b>	
			001 - 522 20 31 000 - Operating Supplies			74.39	
			001 - 522 20 31 000 - Operating Supplies			121.63	
<b>9525</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198454</b>	<b>Sedro-Woolley Auto Parts Inc</b>	<b>853.78</b>	
			425 - 531 50 48 000 - Repairs/Maintenance			51.56	
			401 - 535 50 48 040 - Maintenance Of Vehicles			80.34	Unit 424
			401 - 535 50 48 040 - Maintenance Of Vehicles			5.02	Unit 405
			401 - 535 50 48 060 - Maintenance Of Buildings			217.18	
			102 - 536 20 31 010 - Operating Supplies			55.11	
			412 - 537 50 48 000 - Repairs/maint-equip			47.85	Unit 520
			412 - 537 80 31 000 - Operating Supplies			1.22	
			412 - 537 80 31 000 - Operating Supplies			19.97	
			412 - 537 80 31 000 - Operating Supplies			13.56	
			412 - 537 80 31 000 - Operating Supplies			10.71	
			103 - 542 30 31 000 - Operating Supplies			131.85	
			103 - 542 30 31 000 - Operating Supplies			16.06	
			103 - 542 30 31 000 - Operating Supplies			13.89	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			170.22	
			101 - 576 80 48 021 - Equipment			19.24	
<b>9526</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198455</b>	<b>Sedro-Woolley Chamber of Commerce</b>	<b>2,831.25</b>	
			108 - 557 30 41 011 - Chamber Of Commerce			943.75	
			108 - 557 30 41 011 - Chamber Of Commerce			943.75	
			108 - 557 30 41 011 - Chamber Of Commerce			943.75	
<b>9527</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198456</b>	<b>Sedro-Woolley Rotary Foundation</b>	<b>4,500.00</b>	
			108 - 557 30 41 016 - S-W Rotary Summer Concert			4,500.00	
<b>9528</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198457</b>	<b>Sedro-Woolley Volunteer</b>	<b>5,724.99</b>	
			001 - 522 20 11 015 - Salaries - Training Hub			5,724.99	
<b>9529</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198458</b>	<b>Sirchie Acquisition Co LLC</b>	<b>15.68</b>	
			001 - 521 20 31 002 - Office/Operating Supplies			15.68	
<b>9530</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198459</b>	<b>Skagit Cnty Public Works</b>	<b>67,344.29</b>	
			401 - 535 50 48 010 - Maintenance Of Lines			1,926.27	
			412 - 537 60 47 000 - Solid Waste Disposal			65,418.02	Solid waste disposal
<b>9531</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198460</b>	<b>Skagit Cnty Treasurer</b>	<b>57.15</b>	
			635 - 589 30 05 635 - County Crime Victim Witness P			57.15	
<b>9532</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198461</b>	<b>Skagit Farmers Supply</b>	<b>621.59</b>	
			401 - 535 50 48 060 - Maintenance Of Buildings			215.85	
			401 - 535 80 31 010 - Operating Supplies			17.34	
			401 - 535 80 31 010 - Operating Supplies			16.27	
			401 - 535 80 31 020 - Op Supplies-Chemicals			26.02	
			412 - 537 80 31 000 - Operating Supplies			72.02	
			103 - 542 30 31 000 - Operating Supplies			43.42	
			103 - 542 30 31 010 - Operating Supplies-Propane			9.00	
			101 - 576 80 31 004 - Operating Sup - Comm Center			18.01	
			101 - 576 80 48 002 - RV Park			55.31	
			505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg			128.83	
			505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg			19.52	
<b>9533</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198462</b>	<b>Skagit Law Group, PLLC</b>	<b>1,754.72</b>	
			425 - 531 50 41 003 - Collection Services			70.18	



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			401 - 535 80 49 040 - Misc-Filing Fees/Lien Exp			1,140.57	
			412 - 537 80 49 020 - Misc-Filing Fees/Lien Exp			543.97	
<b>9534</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198463</b>	<b>PNG Media LLC, dba Skagit Publishing</b>	<b>793.68</b>	
			001 - 511 60 31 001 - Legal Publications			300.00	
			001 - 511 60 31 001 - Legal Publications			300.00	
			001 - 511 60 31 001 - Legal Publications			193.68	
<b>9535</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198464</b>	<b>Skagit Regional Health</b>	<b>550.00</b>	
			001 - 522 20 41 010 - Prof Service-Medical Exams			366.00	
			401 - 535 80 41 000 - Professional Services			184.00	
<b>9536</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198465</b>	<b>Skagit Valley Family YMCA</b>	<b>37,353.68</b>	
			001 - 514 23 49 041 - SEEK Subawards			37,353.68	
<b>9537</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198466</b>	<b>Staples, Inc.</b>	<b>417.49</b>	
			401 - 535 80 31 000 - Office Supplies			417.49	
<b>9538</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198467</b>	<b>Stiles &amp; Lehr Law Inc., PS</b>	<b>3,996.00</b>	
			001 - 512 50 41 010 - Municipal Court Judge			3,996.00	
<b>9539</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198468</b>	<b>Sunshine Painters, LLC</b>	<b>20,634.00</b>	
			101 - 594 76 31 000 - Buildings & Structures			20,634.00	
<b>9540</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198469</b>	<b>Systems Design West, LLC</b>	<b>2,938.62</b>	
			001 - 522 21 41 000 - EMS Professional Services-Sys I			2,938.62	
<b>9541</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198470</b>	<b>Teleflex LLC</b>	<b>1,355.00</b>	
			001 - 522 21 31 000 - Operating Supplies - Medical			677.50	
			001 - 522 21 31 000 - Operating Supplies - Medical			677.50	
<b>9542</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198471</b>	<b>Thompson, Guildner &amp; Assoc, Inc P.S.</b>	<b>35,164.07</b>	
			001 - 515 41 41 000 - Ext Legal-City Attorney			20,655.00	
			001 - 515 41 41 001 - Ext Legal-Prosecutor			12,507.94	
			001 - 515 45 41 000 - Ext Legal-Litigation			2,001.13	
<b>9543</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198472</b>	<b>HD Supp Facil. Maint, dba USA Blue Book</b>	<b>9,183.39</b>	
			401 - 535 80 35 030 - Portable Equipment < \$5,000			11,222.90	
			505 - 594 35 60 010 - Const - WWTP Lab/Ops Bldg			-2,039.51	
<b>9544</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198473</b>	<b>Uline, Inc.</b>	<b>1,294.64</b>	
			001 - 522 20 31 010 - Office Supplies			1,294.64	
<b>9545</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198474</b>	<b>UniFirst Corp.</b>	<b>787.74</b>	
			001 - 522 20 26 000 - Uniforms			416.26	
			001 - 522 20 26 000 - Uniforms			371.48	
<b>9546</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198475</b>	<b>Util Underground Loc Ctr</b>	<b>143.22</b>	
			401 - 535 80 31 010 - Operating Supplies			143.22	
<b>9547</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198476</b>	<b>Marcoo Inc., dba Valley Auto Supply</b>	<b>278.31</b>	
			001 - 522 20 48 000 - Repairs/Maint-Equip			16.22	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			228.20	
			103 - 542 30 48 010 - Repair/Maintenance-Equip			33.89	
<b>9548</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198477</b>	<b>Valvoline Instnt Oil Chg</b>	<b>107.48</b>	
			001 - 521 20 48 010 - Repair & Maint - Auto			53.74 Veh#264	
			001 - 521 20 48 010 - Repair & Maint - Auto			53.74 Veh#265	
<b>9549</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198478</b>	<b>WA St Off of Treasurer</b>	<b>3,487.88</b>	
			635 - 586 30 00 635 - State Court Fees Remittance			3,487.88	
<b>9550</b>	<b>09/28/2022</b>	<b>Claims</b>	<b>2</b>	<b>198479</b>	<b>WA St Patrol</b>	<b>145.75</b>	

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			001 - 521 20 41 040		Intergov Svc-Gun Permits	145.75	
9551	09/28/2022	Claims	2	198480	Whidbey Island Sign Solns, LLC	1,348.03	
			101 - 576 80 48 001		Riverfront	512.31	
			101 - 576 80 48 001		Riverfront	835.72	
9552	09/28/2022	Claims	2	198481	Woods Acquisition Corp	78.35	
			401 - 535 80 35 000		Small Tools & Minor Equip	27.88	
			103 - 542 30 35 000		Small Tools/Minor Equip	23.34	
			103 - 542 30 35 010		Safety Equipment	27.13	
9553	09/28/2022	Claims	2	198482	World Kinect Energy Services, dba	24,335.01	
			001 - 514 23 31 000		Supplies	57.27	
			001 - 521 20 32 000		Auto Fuel	3,210.32	
			001 - 521 20 32 000		Auto Fuel	3,440.22	
			001 - 522 20 32 000		Auto Fuel/Diesel	2,173.59	
			425 - 531 50 32 000		Vehicle Fuel	117.54	
			425 - 531 50 32 000		Vehicle Fuel	89.73	
			425 - 531 50 32 000		Vehicle Fuel	176.59	
			425 - 531 50 32 000		Vehicle Fuel	190.38	
			425 - 531 50 32 000		Vehicle Fuel	181.56	
			425 - 531 50 32 000		Vehicle Fuel	200.32	
			425 - 531 50 32 000		Vehicle Fuel	374.48	
			401 - 535 80 32 000		Auto Fuel/Diesel	50.13	
			401 - 535 80 32 000		Auto Fuel/Diesel	409.27	
			102 - 536 20 32 000		Auto Fuel/Diesel	230.38	
			102 - 536 20 32 000		Auto Fuel/Diesel	112.83	
			412 - 537 80 32 000		Auto Fuel/Diesel	1,724.87	
			412 - 537 80 32 000		Auto Fuel/Diesel	129.33	
			412 - 537 80 32 000		Auto Fuel/Diesel	2,579.86	
			412 - 537 80 32 000		Auto Fuel/Diesel	2,744.68	
			412 - 537 80 32 000		Auto Fuel/Diesel	198.47	
			412 - 537 80 32 000		Auto Fuel/Diesel	1,482.77	
			412 - 537 80 32 000		Auto Fuel/Diesel	2,326.57	
			103 - 542 30 32 000		Auto Fuel/Diesel	318.03	
			103 - 542 30 32 000		Auto Fuel/Diesel	95.43	
			103 - 542 30 32 000		Auto Fuel/Diesel	312.07	
			103 - 542 30 32 000		Auto Fuel/Diesel	257.95	
			101 - 576 80 32 000		Auto Fuel/Diesel	923.25	
			101 - 576 80 32 000		Auto Fuel/Diesel	48.82	
			101 - 576 80 32 000		Auto Fuel/Diesel	129.76	
			101 - 576 80 32 000		Auto Fuel/Diesel	48.54	
			001		Current Expense Fund	147,763.30	
			101		Parks & Facilities Fund	32,845.49	
			102		Cemetery Fund	1,244.90	
			103		Street Fund	9,823.28	
			104		Arterial Street Fund	85,150.00	
			106		Cemetery Endowment Fund	5.25	
			108		Lodging Tax Fund	7,331.25	
			401		Sewer Operations Fund	42,283.85	
			412		Solid Waste Operations Fund	101,108.99	
			425		Stormwater Operations	6,453.93	
			501		Equipment Replacement Fund	20,930.99	
			505		Public Works Facility Fund	17,471.65	
			635		Custodial Fund	3,613.83	
						476,026.71	
						Claims:	476,026.71
						* Transaction Has Mixed Revenue And Expense Accounts	476,026.71



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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
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_____ Finance Committee Member	_____ Date
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_____ Finance Committee Member	_____ Date
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_____ Finance Committee Member	_____ Date
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Agenda Item No.	
Date:	September 28, 2022
Subject:	Redistricting of City Wards as a Result of the 2020 Census - Ordinance 2018-22 - 1st Read

**FROM:**

Charlie Bush, City Administrator

**RECOMMENDED ACTION:**

This is a first read of a code amendment that would adjust the City's Ward's in response to the 2020 census. A public hearing will occur at this meeting on this item and it must wait for a second read before the Council can take action on it, per RCW 29A.76.010.

**ISSUE:**

How should the City of Sedro-Woolley apply 2020 census data to redistrict its wards?

**BACKGROUND/SUMMARY INFORMATION:**

Each county, city, and special purpose district that uses districts to elect all or part of its governing body must adjust its district boundaries every 10 years based on new census data. The City of Sedro-Woolley received data from the Washington State Redistricting Commission last year, in compliance with RCW 29A.76.010, to assist with this effort. Because of the delay in the distribution of the 2020 census, the Washington State Legislature passed a law in 2021 extending the local government redistricting deadlines.

The deadline that currently applies to the City of Sedro-Woolley for completion of its redistricting process is November 15, 2022. The new wards will not take effect until the next City Council election, which is in November 2023.

City staff worked with County staff to apply the new census data, via geographic information systems, to the City's ward map. Staff then worked to adjust the wards to have relatively equal population counts and to have geographic cohesion within the wards.

Ordinance 2018-22, including the new ward boundary legal descriptions, is included as Attachment 1. A marked up version, showing the current code and what changed, is included as Attachment 2. Ordinance 2018-22, in this version or a further edited version, is the item that City Council must eventually take action on to meet the State's deadline. Attachments 3, 4, and 5 are supporting documents showing visual maps and how staff arrived at this recommendation, resulting in the proposed code amendment.

**FISCAL IMPACT, IF APPROPRIATE:**

N/A

**ATTACHMENTS:**

1. Ordinance 2018-22 Clean
2. Ordinance 2018-22 Markup
3. 2022 Council Wards
4. Proposed Census Redistricting
5. Population Rebalancing Between Districts

ORDINANCE NO. 2018-22

AN ORDINANCE AMENDING SWMC 1.12 TO ADJUST THE BOUNDARIES OF THE CITY'S WARDS  
FOLLOWING THE 2020 U.S. CENSUS

Whereas, RCW 29A.76.010 requires the City to review and redistrict its wards based on information from the most recent U.S. Census and within eight months of the receipt of that data, and

Whereas, due to the COVID-19 Pandemic, the Washington State legislature passed a law in 2021 extending the local government redistricting deadline to November 15, 2022 for the City; and

Whereas, the City's population has increased to 12,421 from the 2010 U.S. Census population of 10,540; and

Whereas, the target population for equal distribution across the six wards is 2,073; and

Whereas, the City Council reviewed the proposed maps in a public meeting, held a public hearing on August 10, 2022 and publicly reviewed the proposed changes on August 10, 2022 and again on September 14, 2022; and

Whereas, the Council desires to redistrict consistent with the 2020 U.S. Census and as required by state law, now therefore,

THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DO HEREBY ORDAIN  
AS FOLLOWS:

**Section 1.** Section 1.12.020 SWMC Ward I is hereby amended to read as follows:

Ward I shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of F & S Grade Road and the city limit boundary of the City of Sedro-Woolley; thence southerly along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of State Route 20; thence northeast along the centerline of State Route 20 to its intersection with the western edge of West Ferry Street; thence north along the western edge of West Ferry Street to the western edge of the roundabout intersection of Cook Road; thence north along the centerline of the Edward R Murrow Street and Western Street to its intersection with West Moore Street; thence east to the intersection of State Route 20 with the centerline of the N-S right of way of the Burlington Northern Railroad; thence north along the centerline of the N-S right of way of the Burlington Northern Railroad to the city limit boundary of the City of Sedro-Woolley; thence west along the city limit boundary of the City of Sedro-Woolley to the point of beginning; as illustrated on the map attached to the ordinance codified in this chapter.

**Section 2.** Section 1.12.030 SWMC Ward II is hereby amended to read as follows:

Ward II shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Brickyard Creek and the centerline of N. Reed Street; thence south along the centerline of N. Reed Street to its intersection with the centerline of State Route 20; thence east along the centerline of State Route 20 to its intersection with the centerline of Central Street; thence south along the centerline of Central Street to its intersection with Northern Avenue; thence east along the centerline of the Northern Avenue to its intersection with Township Street; thence north along the centerline of Township Street and State Route 9 to its intersection with the city limit boundary line of the City of Sedro-Woolley; thence west along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of Brickyard Creek; thence east along the centerline of Brickyard Creek to the point of beginning; as illustrated on the map attached to the ordinance codified in this chapter.

**Section 3.** 1.12.040 Ward III SWMC is hereby amended to read as follows:

Ward III shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of S. Third Street and the south city limit boundary of the City of Sedro-Woolley; thence north along the centerline of S. Third Street to the centerline of Third Street; thence continuing north along the centerline of Third Street to its intersection with the centerline of State Street; thence east along the centerline of State Street to the centerline of Haines Street; thence north along the centerline of Haines Street to its intersection with the centerline of Ferry Street; thence east to its intersection with the centerline of Central street; thence north to its intersection with State Route 20; thence west along the centerline of State Route 20 to its intersection with the centerline of N. Reed Street; thence north along the centerline of N. Reed Street to its intersection with the centerline of Brickyard Creek; thence west along the centerline of Brickyard Creek to its intersection with the east right-of-way line of the Burlington Northern Railroad; thence south along the east right-of-way line of the Burlington Northern Railroad to its intersection with the projected centerline of East Jones Road; thence South along the centerline of the N-S right of way of the Burlington Northern Railroad to its intersection with the centerline of State Route 20; thence west along the centerline of State Route 20 and West Moore Street to its intersection with the centerline of Western Street; thence south along the centerline of Western Street and Edward R Murrow Street to the western edge of the roundabout intersection of Cook Road; thence south along the western edge of West Ferry Street to its intersection with the centerline of State Route 20; thence southwest along the centerline of State route 20 to its intersection with the city limit boundary line of the City of Sedro-Woolley; thence east along the city

limit boundary line of the City of Sedro-Woolley to the point of beginning, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 4.** Section 1.12.050 Ward IV SWMC is hereby amended to read as follows:

Ward IV shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Third Street and the centerline of State Street; thence east along the centerline of State Street to its intersection with the centerline of Haines Street; thence north along the centerline of Haines Street to its intersection with the centerline of Ferry Street; thence east along the centerline of Ferry Street to its intersection with the centerline of Central Street; thence north along the centerline of Central Street to the centerline of Northern Avenue; thence northeast along the centerline of Northern Avenue to Township Street; thence south along the centerline of Township Street to its intersection with the south right-of-way line of Dunlop Street; thence west along the south right-of-way line of Dunlop Street and the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of S. Third Street; thence north along the centerline of S. Third Street to the centerline of Third Street; thence continuing north along the centerline of Third Street to the point of beginning; Together with any additions thereto lying Easterly of the centerline of (South) Third Street, Southerly of the present city limit boundary line, Westerly of the centerline of Township Street, and Northerly of the centerline of River Road, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 5.** Section 1.12.060 Ward V SWMC is hereby amended to read as follows:

Ward V shall constitute all that territory in the city south bounded as follows:

Commencing at the intersection of the centerline of State Route 20 and the centerline of State Route 9; thence north along the centerline of State Route 9 to its intersection with the city limit boundary of the City of Sedro-Woolley; thence easterly and southerly along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of State Route 20; thence west along the centerline of State Route 20 to the point of beginning; as illustrated on the map attached to the ordinance codified in this chapter.

**Section 6.** Section 1.12.070 Ward VI SWMC is hereby amended to read as follows:

Ward VI shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Township Street and its intersection with the centerline of Wicker Road; thence north along the centerline of Township Street to its intersection with State Route 20; thence east along the centerline of State Route 20 to its intersection with the city limit boundary of the City of Sedro-Woolley; thence south along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of Township Street and Dunlop Street, said intersection located along the west line of Section 30, T35N R05E, W.M.; thence north along the centerline of Township

Street to the point of beginning; Together with parcel numbers, P39538, P39530, P39779, P39772, P39770, P39771, P39817, P39536, P39537, P39821, P39816, P39822, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 7.** This ordinance shall be effective January 1, 2023, which is more than five (5) days after passage and publication as provided by law.

**Section 8.** The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this \_\_\_\_ day of September, 2022, and signed in authentication of its passage this \_\_\_\_ day of September, 2022.

---

Julie Johnson, Mayor

Attest:

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Kelly Kohnken, City Clerk

Approved as to form:

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Nikki Thompson, City Attorney

First Reading by City Council:  
Second Reading by City Council:  
Public Hearing by City Council:  
Approval by City Council:  
Published:

ORDINANCE NO. 2018-22

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Whereas, the City's population has increased to 12,421 from the 2010 U.S. Census population of 10,540; and

Whereas, the target population for equal distribution across the six wards is 2,073; and

Whereas, the City Council reviewed the proposed maps in a public meeting, held a public hearing on August 10, 2022 and publicly reviewed the proposed changes on August 10, 2022 and again on September 14, 2022; and

Whereas, the Council desires to redistrict consistent with the 2020 U.S. Census and as required by state law, now therefore,

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AS FOLLOWS:

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Commencing at the intersection of the centerline of F & S Grade Road and the city limit boundary of the City of Sedro-Woolley; thence southerly along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of ~~Rhodes Road~~State Route 20; thence north~~east~~ along the centerline of ~~Rhodes Road~~State Route 20 to its intersection with the ~~centerline~~east ~~western edge~~ of ~~State Route 20~~West Ferry Street thence ~~east~~east-north along the ~~centerline~~east ~~western edge~~ of ~~State Route 20~~West Ferry Street to the ~~western edge of the roundabout intersection of Cook Road; its intersection with the~~western edge of the roundabout intersection of Cook Road; its intersection with the ~~centerline of the N-S right of way of the Burlington Northern Railroad~~centerline of the N-S right of way of the Burlington Northern Railroad; thence north along the centerline of the ~~N-S right of way of the Burlington Northern Railroad~~Edward R Murrow Street and Western Street to its intersection with West Moore Street; thence ~~east to the intersection of State Route 20 with the centerline of the N-S right of way of the Burlington Northern Railroad~~east to the intersection of State Route 20 with the centerline of the N-S right of way of the Burlington Northern Railroad; thence north along the centerline of the N-S right of way of the Burlington Northern Railroad to the city limit boundary of the City of Sedro-Woolley; thence west along the city limit boundary of the City of Sedro-Woolley to the



point of beginning; ~~Together with any additions thereto lying Westerly of the centerline of the N-S right of way of the Burlington Northern Railroad and Westerly of the centerline of Rhodes Road,~~ as illustrated on the map attached to the ordinance codified in this chapter.

**Section 2.** Section 1.12.030 SWMC Ward II is hereby amended to read as follows:

Ward II shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Brickyard Creek and the centerline of N. Reed Street; thence south along the centerline of N. Reed Street to its intersection with the centerline of State Route 20; thence east along the centerline of State Route 20 to its intersection with the centerline of ~~State Route 9~~ Central Street; thence south along the centerline of Central Street to its intersection with Northern Avenue; thence east along the centerline of the Northern Avenue to its intersection with Township Street; thence north along the centerline of Township Street and State Route 9 to its intersection with the city limit boundary line of the City of Sedro-Woolley; thence west along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of Brickyard Creek; thence east along the centerline of Brickyard Creek to the point of beginning; ~~Together with any additions thereto lying Westerly of the centerline of State Route 9, Northerly of the present city limit boundary line, and Easterly of the East right-of-way line of the N-S centerline of the Burlington Northern Railroad,~~ as illustrated on the map attached to the ordinance codified in this chapter.

**Section 3.** 1.12.040 Ward III SWMC is hereby amended to read as follows:

Ward III shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of S. Third Street and the south city limit boundary of the City of Sedro-Woolley; thence north along the centerline of S. Third Street to the centerline of Third Street; thence continuing north along the centerline of Third Street to its intersection with the centerline of State Street; thence east along the centerline of State Street to the centerline of Haines ~~Avenue~~ Street; thence north along the centerline of Haines ~~Avenue~~ Street to its intersection with the centerline of ~~State Route 20~~ Ferry Street; thence east to its intersection with the centerline of Central street; thence north to its intersection with State Route 20; thence west along the centerline of State Route 20 to its intersection with the centerline of N. Reed Street; thence north along the centerline of N. Reed Street to its intersection with the centerline of Brickyard Creek; thence west along the centerline of Brickyard Creek to its intersection with the east right-of-way line of the Burlington Northern Railroad; thence south along the east right-of-way line of the Burlington Northern Railroad to its intersection with the projected centerline of East Jones ~~Street~~ Road; thence South along the centerline of the N-S right of way of the Burlington Northern Railroad to its intersection with the centerline of State Route 20; thence west along the centerline of State Route 20 ~~to its intersection and~~ West Moore Street to its intersection with the centerline of Western Street; thence south along the

centerline of Western Street and Edward R Murrow Street to the western edge of the roundabout intersection of Cook Road; thence south along the western edge of West Ferry Street to its intersection with the centerline of State Route 20; thence southwest along the centerline of State route 20 to its intersection with the centerline of Rhodes Road;~~city limit boundary line of the City of Sedro-Woolley; -thence east along the city limit boundary line of the City of Sedro-Woolley to the point of beginning~~thence south along the centerline of Rhodes Road to its intersection with the city limit boundary of the City of Sedro-Woolley; thence east along the city limit boundary of the City of Sedro-Woolley to the point of beginning; Together with any additions thereto lying Easterly of the centerline of Rhodes Road, Southerly of the present city limit boundary line, and Westerly of (South) Third Street, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 4.** Section 1.12.050 Ward IV SWMC is hereby amended to read as follows:

Ward IV shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Third Street and the centerline of State Street; thence east along the centerline of State Street to its intersection with the centerline of Haines ~~Avenue~~Street; thence north along the centerline of Haines ~~Avenue~~Street to its intersection with the centerline of Ferry Street; thence east along the centerline of Ferry Street to its intersection with the centerline of ~~Ball~~Central Street; thence north along the centerline of Central Street to the centerline of Northern Avenue; thence northeast along the centerline of Northern Avenue to Township Street; thence south along the centerline of Ball Street to its intersection with the centerline of State Street; thence east along the centerline of State Street to its intersection with the centerline of Township Street; thence south along the centerline of Township Street to its intersection with the south right-of-way line of Dunlop Street; thence west along the south right-of-way line of Dunlop Street and the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of S. Third Street; thence north along the centerline of S. Third Street to the centerline of Third Street; thence continuing north along the centerline of Third Street to the point of beginning; Together with any additions thereto lying Easterly of the centerline of (South) Third Street, Southerly of the present city limit boundary line, Westerly of the centerline of Township Street, and Northerly of the centerline of River Road, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 5.** Section 1.12.060 Ward V SWMC is hereby amended to read as follows:

Ward V shall constitute all that territory in the city south bounded as follows:

Commencing at the intersection of the centerline of State Route 20 and the centerline of ~~Haines Avenue~~State Route 9; ~~thence east along the centerline of State Route 20 to its intersection with the centerline of State Route 9;~~ thence north along the centerline of State Route 9 to its intersection with the city limit boundary of the City of Sedro-Woolley; thence easterly and southerly along the city limit boundary of the City of Sedro-

Woolley to its intersection with the centerline of ~~Wicker Road~~ State Route 20; thence west along the centerline of ~~Wicker Road~~ State Route 20 to its intersection with the centerline of Township Street; thence south along the centerline of Township Street to its intersection with the centerline of State Street; thence west along the centerline of State Street to its intersection with the centerline of Ball Street; thence north along the centerline of Ball Street to the centerline of Ferry Street; thence west along the centerline of Ferry Street to the centerline of Haines Avenue; thence north along the centerline of Haines Avenue to the point of beginning; Together with any additions thereto lying Northerly of the centerline of Wicker Road lying West of the centerline of Claybrook Road, Easterly of the centerline of State Route 9 lying North of the centerline of State Route 20, and Northerly of the centerline of State Route 20 lying East of the intersection of the centerline of Claybrook Road extended Northerly, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 6.** Section 1.12.070 Ward VI SWMC is hereby amended to read as follows:

Ward VI shall consist in all that territory in the city bounded as follows:

Commencing at the intersection of the centerline of Township Street and its intersection with the centerline of Wicker Road; thence north along the centerline of Township Street to its intersection with State Route 20; thence east along the centerline of ~~Wicker Road~~ State Route 20 to its intersection with the city limit boundary of the City of Sedro-Woolley; thence ~~east and~~ south along the city limit boundary of the City of Sedro-Woolley to its intersection with the centerline of Township Street and Dunlop Street, said intersection located along the west line of Section 30, T35N R05E, W.M.; thence north along the centerline of Township Street to the point of beginning; Together with parcel numbers, P39538, P39530, P39779, P39772, P39770, P39771, P39817, P39536, P39537, P39821, P39816, P39822 ~~any additions thereto lying Northerly of River Road (east and west of Township Street), Easterly of Township Street lying South of Wicker Road, Easterly of the centerline of Claybrook Road extended Northerly lying North of the centerline of Wicker Road, and South of the centerline of SR 20~~, as illustrated on the map attached to the ordinance codified in this chapter.

**Section 7.** This ordinance shall be effective January 1, 2023, which is more than five (5) days after passage and publication as provided by law.

**Section 8.** The provisions of this ordinance are declared to be severable, and if any section, sentence, clause or phrase of this ordinance shall for any reason be held invalid or unconstitutional or if the application of this ordinance to any person or circumstances shall be held invalid or unconstitutional, such decisions shall not affect the validity of the remaining sections, sentences, clause or phrases of this ordinance.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council  
this \_\_\_\_ day of ~~September~~October, 2022, and signed in authentication of its passage this \_\_\_\_ day  
of ~~September~~October, 2022.

\_\_\_\_\_  
Julie Johnson, Mayor

Attest:

\_\_\_\_\_  
Kelly Kohnken, City Clerk

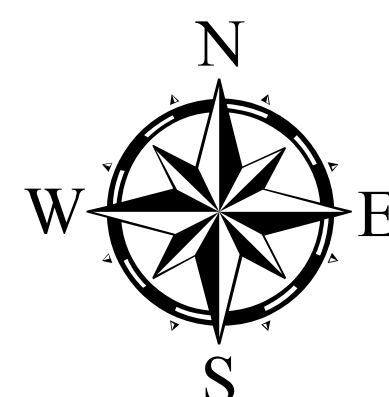
Approved as to form:

\_\_\_\_\_  
Nikki Thompson, City Attorney


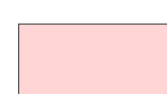





First Reading by City Council:  
Second Reading by City Council:  
Public Hearing by City Council:  
Approval by City Council:  
Published:



# City of Sedro-Woolley Council Wards



## Council Wards

-  Ward 1 (Brendan McGoffin)
-  Ward 2 (JoEllen Kesti)
-  Ward 3 (Sarah Diamond)
-  Ward 4 (Glenn Allen)
-  Ward 5 (Chuck Owen)
-  Ward 6 (Joe Burns)
-  At Large (Nick Lavacca)

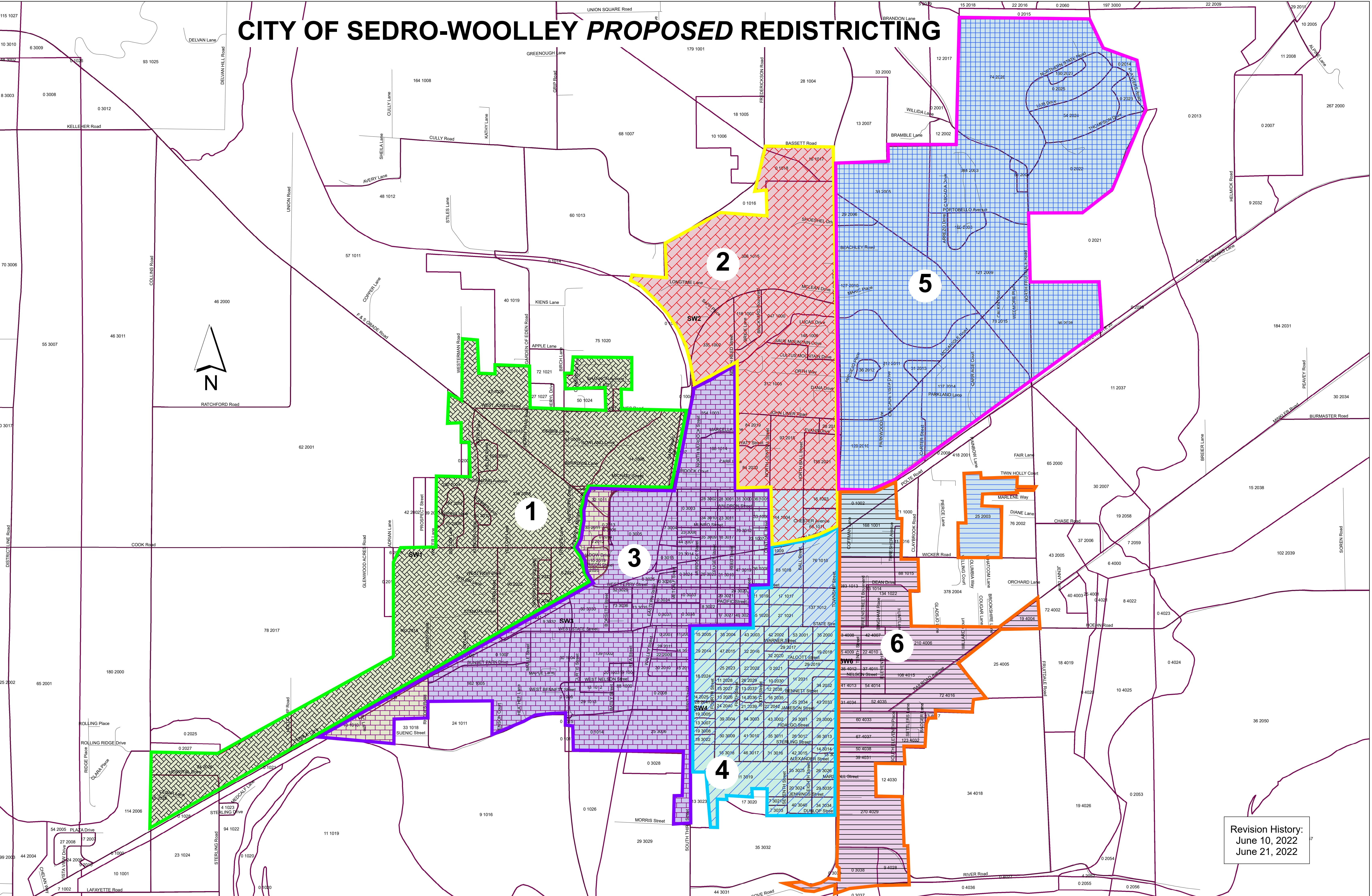
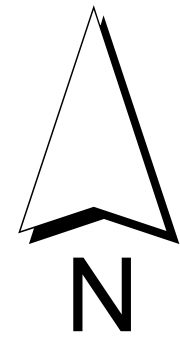
0 850 1,700 3,400 Feet



Updated: January 2022



# CITY OF SEDRO-WOOLLEY *PROPOSED* REDISTRICTING



Revision History:  
June 10, 2022  
June 21, 2022



City of Sedro-Woolley Precincts - 2020

				2020 Census population	Total Annexation Not Included in 2020 CENSUS	Precinct 7	Precinct 8	Adjusted Population by WARD	Average of Total Population	Average Population Difference	Need to:
VOTING PRECINT	STATE (FIPS)	COUNTY (FIPS)	VOTING DISTRICT	P0010001							
Sedro-Woolley 1 Voting District	53	057	401	2074		43		2117	2073	44	take
Sedro-Woolley 2 Voting District	53	057	402	1894	16			1910	2073	(163)	add
Sedro-Woolley 3 Voting District	53	057	403	1877				1877	2073	(196)	add
Sedro-Woolley 4 Voting District	53	057	404	1783				1783	2073	(290)	add
Sedro-Woolley 5 Voting District	53	057	405	2512			288	2800	2073	727	take
Sedro-Woolley 6 Voting District	53	057	406	1950				1950	2073	(123)	add
Sedro-Woolley 7 Voting District	53	057	407	43							
Sedro-Woolley 8 Voting District	53	058	408	288							
				12421	16			12437			
2010 Total Population: 10,540											
2020 Total Population: 12,421											
Population Increase 1881 or 17.85%											

Worksheet:

Ward One	Population
2020	2074
Precinct 7	43
Annexation	0
TOTAL:	2117
Remove Block	
1010	10
1009	0
2011	33
2012	0
2013	0
2014	0
2019	10
2020	0
1011	32
1013	0
Block Subtotal:	85
New Total:	2032
Average	2073
Diff	-41

Ward 1 Notes:  
Ward 1 doesn't include Jones  
Estates or Garden Meadows population

Ward Two	Population
2020	1894
Precinct n/a	0
Annexation	16
TOTAL:	1910
Add Block	
1004	114
100	16
1011	68
Block Subtotal:	198
New Total:	2108
Average	2073
Diff	35

Ward Three	Population
2020	1877
Precinct n/a	0
Annexation	0
TOTAL:	1877
Add Block	
1010	10
1009	0
2011	33
2012	0
2013	0
2014	0
2019	10
2020	0
1011	32
1013	0
1005	36
1006	33
1007	23
1008	36
Block Subtotal:	213
New Total:	2090
Average	2073
Diff	17

Ward Four	Population
2020	1783
Precinct n/a	0
Annexation	0
TOTAL:	1783
Add Block	
1018	63
1010	76
1012	137
1009	0
Block Subtotal:	276
New Total:	2059
Average	2073
Diff	-14

Ward Five	Population
2020	2512
Precinct 8	288
Annexation	0
TOTAL:	2800
Remove Block	
1005	36
1006	33
1007	23
1008	36
1018	63
1010	76
1012	137
1009	0
1011	68
1001	168
1016	11
1004	114
1003	16
1002	0
2003	25
Block Subtotal:	806
New Total:	1994
Average	2073
Diff	-79

Ward 5 Notes:  
Ward 5 doesn't include other 1/2 of  
Brickyard Park plat off McGarigle  
and/or possibly Gateway Heights population

Ward Six	Population
2020	1950
Precinct n/a	0
Annexation	0
TOTAL:	1950
Add Block	
1001	168
1016	11
1002	0
2003	25
Block Subtotal:	204
New Total:	2154
Average	2073
Diff	81



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Renewal of Interlocal Agreement with  
Skagit County for Community Court -  
2nd Read

**FROM:**

Charlie Bush, City Administrator

**RECOMMENDED ACTION:**

This is the second read for this item, after a work session discussion on 9/7 and presentation on 9/14. If Council desires to take action, the motion would be, "I move to authorize the Mayor to execute an interlocal agreement with Skagit County for Community Court Services."

**ISSUE:**

Should Sedro-Woolley renew an interlocal agreement with Skagit County for Community Court?

**BACKGROUND/SUMMARY INFORMATION:**

The prior agreement for Community Court was approved by the City Council in June 2021 and expires at the end of this year. The cost was \$305.05 per month, or \$3,666 per year over 12 months, for up to one docket per month to not exceed 15 total clients. The City's Community Court budget for 2022 is \$4,650. The City's 2021 Community Court budget was \$4,600.

The proposed agreement would have the City compensate the County \$650 per month (\$325 per docket) for two dockets per month. The total expense for a year would be \$7,800. The County has been providing the City an extra docket per month during 2022 at no charge. The new agreement would run from 2023-2025.

**FISCAL IMPACT, IF APPROPRIATE:**

Staff estimates that Community Court expenses will increase by \$4,134 annually to \$8,784.

**ATTACHMENTS:**

1. Community Court Interlocal Agreement



INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

SKAGIT COUNTY

AND

CITY OF SEDRO WOOLLEY

THIS AGREEMENT is made and entered into by and between the City of Sedro Woolley ("City") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. **PURPOSE:** The purpose of this interlocal agreement is to formalize the relationship of the City and the County regarding the provision of District Court Community Court services to the City. Skagit County has a Community Court Program capable of serving both the Skagit County District Court and, with some use restrictions, the cities within Skagit County. The Skagit County District Court Community Court Program has provided Community Court services to the City since January 1, 2021, in a pilot program role. It is in the best interest of Skagit County and the City to formalize this relationship in an agreement detailing the extent and costs of Community Court services.

2. **RESPONSIBILITIES:** The County shall provide the following Community Court services for the City in consideration of time and effort as follows:

Active/full Community Court services, monitoring of community court, court ordered programming, community-based support group compliance, and assistance with connecting clients with support and community-based alternatives.

The County shall provide such services upon referral from the City and according to the direction of the City's Municipal Court.

The County shall limit the number of monthly dockets to two.

3. TERM OF AGREEMENT: The term of this Agreement shall be from January 1, 2023 through December 31, 2025.

If the agreement is not renewed, the County will provide the City with the following transition services:

(a) For previously initiated community court services that can be completed by March 1, 2023, the County will complete the service.

(b) For previously initiated community court services that cannot be completed by March 1, 2023, the County will provide the City a complete copy of the community court file and a summary of actions taken to-date, upcoming hearings, and other information that would assist the new service provider in quickly completing the transition cycle.

4. MANNER OF FINANCING: The City shall compensate the County six hundred and fifty dollars (\$650) per month (\$325 per docket) for 2 dockets per month. Each Community Court Docket shall be limited to 15 total clients. The County will bill the City quarterly. Payment by the City will be made within thirty days from date of billing notice.

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 The County's representative shall be District Court Community Court Development Coordinator, Leticia Nunez-Castro

5.2 The City's representative shall be City Attorney, Nikki Thompson.

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. INDEMNIFICATION: It is understood and agreed that this Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of the Agreement. Each party hereto agrees to be responsible and assumes liability for its own negligent acts or omissions, or those of its officers, agents, elected officials, volunteers or employees to the fullest extent required by the law, and agrees to save, indemnify, defend, and hold the other party harmless from any such liability. In the case of negligence of both the City and Skagit County, damages allowed shall be levied in proportion to the percentage of negligence attributable to each party, and each party shall have the right to seek contribution from the other party in proportion to the percentage of negligence attributable to the other party. This indemnification clause shall also apply to any and all causes of action arising out of the performance of work activities under this Agreement.

8. 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.

9. 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.

10. 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.

Interlocal Agreement  
Page 3 of 5

11. 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.

FOR CITY OF SEDRO-WOOLLEY:

\_\_\_\_\_  
Julia Johnson, Mayor  
(Date \_\_\_\_\_)

\_\_\_\_\_  
Debbie Burton, Finance Director

Mailing Address:  
City of Sedro-Woolley  
325 Metcalf Street  
Sedro-Woolley WA 98284

Interlocal Agreement  
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DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

\_\_\_\_\_  
Lisa Janicki, Chair

\_\_\_\_\_  
Ron Wesen, Commissioner

Attest:

\_\_\_\_\_  
Peter Browning, Commissioner

\_\_\_\_\_  
Clerk of the Board

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

Recommended:

\_\_\_\_\_  
County Administrator

*Johnston* *Judge*  
\_\_\_\_\_  
Department Head *Presiding*

Approved as to form:

\_\_\_\_\_  
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

\_\_\_\_\_  
Risk Manager

Approved as to budget:

\_\_\_\_\_  
Budget & Finance Director

Interlocal Agreement  
Page 5 of 5



Agenda Item No.	
Date:	September 28, 2022
Subject:	Renewal of Interlocal Agreement with Skagit County for Probation - 2nd Read

**FROM:**

Charlie Bush, City Administrator

**RECOMMENDED ACTION:**

This is a second read, after a work session discussion on 9/7 and a first ready on 9/14. If the City Council wants to take action on this item, the motion would be, "I move to authorize the Mayor to execute an interlocal agreement with Skagit County for probation services."

**ISSUE:**

Should Sedro-Woolley renew an interlocal agreement with Skagit County for Probation?

**BACKGROUND/SUMMARY INFORMATION:**

The prior agreement for probation began in January 2020 and expires at the end of this year. In that agreement, the City shall compensate the County fifty dollars (\$50.00) for each month said defendant is on active supervision (meaning the supervision has not been terminated by order of the court) to a maximum of \$1200 per defendant/case. In cases involving pre-sentence supervision, supervision of mandatory community service or determination of restitution, the maximum per defendant/case shall be \$150.

The proposed agreement doubles the amount paid by the City to the County from \$50 to \$100, up to a maximum of \$2,400 per defendant/case. District Court Presiding Judge Howson mentioned at the September 7th work session that the reason for this significant increase is that rates have not increased in a very long time. The probation budget for 2022 is \$11,000. Expenditures to date are \$4,115. In 2021, the probation budget was \$10,500 and the City's expenses were \$9,560. The proposed agreement runs from 2023-2025.

**FISCAL IMPACT, IF APPROPRIATE:**

Staff estimates that 2023 expenditures for probation will double under this agreement, to approximately \$18,000 per year.

**ATTACHMENTS:**

1. Probation Interlocal Agreement

INTERLOCAL COOPERATIVE AGREEMENT

BETWEEN

SKAGIT COUNTY

AND

CITY OF SEDRO-WOOLLEY

THIS AGREEMENT is made and entered into by and between the City of Sedro-Woolley ("City") and Skagit County, Washington ("County") pursuant to the authority granted by Chapter 39.34 RCW, INTERLOCAL COOPERATION ACT.

1. PURPOSE: The purpose of this interlocal agreement is to formalize the relationship of the City and the County regarding the provision of probation services to the City. Skagit County has a Probation Department capable of serving both the Skagit County District Court and, with some use restrictions, the cities within Skagit County. The Skagit County District Court Probation Department has provided probation services to the City in past years based on their participation in the consolidated district/municipal court judicial services plan. It is in the best interest of Skagit County and the City to formalize this relationship in an agreement detailing the extent and costs of probation services.

2. RESPONSIBILITIES: The County shall provide the following probation services for the City in consideration of time and effort as follows:

Active/full probation services, pre-trial monitoring, monitoring of treatment and community-based support group attendance, deferred prosecution requirements, pre/post-sentence investigations, assistance with connecting clients with support and community-based programming and collection of restitution and/or monitoring of prohibitions.



The County shall provide such services upon referral from the City and according to the direction of the City's Municipal Court.

3. **TERM OF AGREEMENT:** The term of this Agreement shall be from January 1, 2023 through December 31, 2025.

If the agreement is not renewed, the County will provide the City with the following transition services:

(a) For previously initiated probation services that can be completed by April 1, 2023, the County will complete the service.

(b) For previously initiated probation services that cannot be completed by April 1, 2023, the County will provide the City a complete copy of the probation file and a summary of actions taken to-date, upcoming hearings, and other information that would assist the new service provider in quickly completing the transition cycle.

4. **MANNER OF FINANCING:** The City shall compensate the County one hundred dollars (\$100.00) for each month said defendant is on active supervision (meaning the supervision has not been terminated by order of the court) to a maximum of \$2400 per defendant/case. In cases involving pre-sentence supervision, supervision of mandatory community service or determination of restitution, the maximum per defendant/case shall be \$150. The County will bill the City quarterly. Payment by the City will be made within thirty days from date of billing notice. The County Probation Department will employ a probation fee reduction, or full waiver of fees, process for those clients that cannot meet their probation fee obligation. In no circumstance can community service be substituted for payment toward probation fees.

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 The County's representative shall be District Court Probation Director, James M. Malcolm Jr.

5.2 The City's representative shall be City Attorney, Nikki Thompson.



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. INDEMNIFICATION: It is understood and agreed that this Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of the Agreement. Each party hereto agrees to be responsible and assumes liability for its own negligent acts or omissions, or those of its officers, agents, elected officials, volunteers or employees to the fullest extent required by the law, and agrees to save, indemnify, defend, and hold the other party harmless from any such liability. In the case of negligence of both the City and Skagit County, damages allowed shall be levied in proportion to the percentage of negligence attributable to each party, and each party shall have the right to seek contribution from the other party in proportion to the percentage of negligence attributable to the other party. This indemnification clause shall also apply to any and all causes of action arising out of the performance of work activities under this Agreement.

8. 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.

9. 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.

10. 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.

11. 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.

Interlocal Agreement  
Page 3 of 5

FOR CITY OF SEDRO-WOOLLEY:

\_\_\_\_\_  
Julia Johnson, Mayor  
(Date \_\_\_\_\_)

\_\_\_\_\_  
Debbie Burton, Finance Director

Mailing Address:  
City of Sedro-Woolley  
325 Metcalf Street  
Sedro-Woolley WA 98284

Interlocal Agreement  
Page 4 of 5

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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

\_\_\_\_\_  
Lisa Janicki, Chair

\_\_\_\_\_  
Ron Wesen, Commissioner

Attest:

\_\_\_\_\_  
Peter Browning, Commissioner

\_\_\_\_\_  
Clerk of the Board

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

Recommended:

\_\_\_\_\_  
County Administrator

*Jonathan Reading*  
Department Head *Judge*

Approved as to form:

\_\_\_\_\_  
Civil Deputy Prosecuting Attorney

Approved as to indemnification:

\_\_\_\_\_  
Risk Manager

Approved as to budget:

\_\_\_\_\_  
Budget & Finance Director

Interlocal Agreement  
Page 5 of 5



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Union Cemetery Municipal Code

Update - Ordinance 2019-22 - 2nd Read

**FROM:**

Nathan Salseina, Public Works Operations Division Supervisor

**RECOMMENDED ACTION:**

Motion to adopt Ordinance 2019-22.

**ISSUE:**

Should Council approve the attached ordinance that will update chapter 2.80 of the Sedro-Woolley Municipal Code regarding administration of the Union Cemetery?

**BACKGROUND/SUMMARY INFORMATION:**

Chapter 2.80 of the SWMC which governs and sets forth the rules and regulations at the Union Cemetery received its last significant update in December of 1967. Existing code is very vague, and leaves many aspects of the cemetery operation open to interpretation. Additionally, many regulations that have been adopted administratively, were never adopted in the code. This code update clarifies and codifies all of our current regulations, and rules of operation. I am happy to answer any questions council may have.

With the future second reading, staff will present updates to the Master Fee Schedule, which will update the fees associated with this Code.

**FISCAL IMPACT, IF APPROPRIATE:**

None

**ATTACHMENTS:**

1. Ordinance 2019-22

**CITY OF SEDRO-WOOLLEY**  
**Sedro-Woolley, Washington**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE OF THE CITY COUNCIL OF SEDRO-WOOLLEY AMENDING  
CHAPTER 2.80 OF THE SEDRO-WOOLLEY MUNICIPAL CODE ENTITLED  
“SEDRO-WOOLLEY UNION CEMETERY”**

**WHEREAS**, the City of Sedro Woolley has previously adopted regulations related to nuisance the management of the Sedro-Woolley Union Cemetery as set forth in chapter 2.80 SWMC; and

**WHEREAS**, pursuant to the authority granted under Chapters 35.22 and 68.52 RCW, the City of Sedro Woolley may provide for burial, manage, and otherwise regulate a cemetery; and

**WHEREAS**, the City Council has considered the proposed amendments in this ordinance and finds such changes are intended to and will benefit the City’s Cemetery and public if adopted as set forth in Section 1 of this Ordinance; and

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

**Section 1. SWMC 2.80 is hereby repealed in its entirety and replaced as follows:**

<b>2.80.005</b>	<b>Designated.</b>
<b>2.80.010</b>	<b>Definitions.</b>
<b>2.80.020</b>	<b>Admission to cemetery..</b>
<b>2.80.030</b>	<b>Liability.</b>
<b>2.80.040</b>	<b>Vehicles.</b>
<b>2.80.050</b>	<b>Conduct.</b>
<b>2.80.060</b>	<b>Peddling or soliciting.</b>
<b>2.80.070</b>	<b>Signs.</b>
<b>2.80.080</b>	<b>Authority of cemetery lead.</b>
<b>2.80.090</b>	<b>Errors may be corrected.</b>
<b>2.80.100</b>	<b>Delays.</b>
<b>2.80.110</b>	<b>Nonlimitation.</b>
<b>2.80.120</b>	<b>Amendments.</b>
<b>2.80.130</b>	<b>Arrangements for funerals and interments.</b>
<b>2.80.140</b>	<b>Interment procedure.</b>
<b>2.80.150</b>	<b>Outer burial container.</b>
<b>2.80.160</b>	<b>Interment by employees.</b>
<b>2.80.170</b>	<b>Permit and identity.</b>
<b>2.80.180</b>	<b>Opening the casket.</b>
<b>2.80.190</b>	<b>Delay of interment.</b>

<b>2.80.200</b>	<b>Endowed care.</b>
<b>2.80.210</b>	<b>Endowed care of plot</b>
<b>2.80.220</b>	<b>Endowment care exclusions.</b>
<b>2.80.230</b>	<b>Endowment limited to income.</b>
<b>2.80.240</b>	<b>Removals and disinterments.</b>
<b>2.80.250</b>	<b>Ownership rights and duties.</b>
<b>2.80.260</b>	<b>Disposition of unused or abandoned lots.</b>
<b>2.80.270</b>	<b>Death certificate.</b>
<b>2.80.080</b>	<b>Individual Decorations.</b>
<b>2.80.090</b>	<b>Monuments, headstones, and markers.</b>
<b>2.80.300</b>	<b>Cemetery fees and charges.</b>
<b>2.80.310</b>	<b>Welfare burials.</b>
<b>2.80.320</b>	<b>Miscellaneous provisions.</b>
<b>2.80.330</b>	<b>Miscellaneous regulations.</b>
<b>2.80.340</b>	<b>Prohibited acts.</b>
<b>2.80.350</b>	<b>Hours.</b>
<b>2.80.360</b>	<b>Penalties.</b>

## **2.80.005 Designated**

Certain real property situated in the north half of Section 19, Township 35 North, Range 5 E.W.M., heretofore known as the Union Cemetery and owned and operated by private parties, being now purchased by the city of Sedro-Woolley, be and is designated as the Sedro-Woolley Union Cemetery, and be and is hereby declared as a public cemetery pursuant to the provisions of RCW Chapter [68.52](#).

## **2.80.010 Definitions**

“Cemetery” means the burial ground commonly known as The Sedro-Woolley Union Cemetery, including, without limitations:

1. All land dedicated, reserved, or used for interment of the remains of human dead;
2. All vegetation therein;
3. All graves, mausoleums, crypts, columbaria, niches, or other interment spaces therein;
4. All works of art therein;
5. All roads, walkways, and other structures of every kind therein;
6. All equipment and facilities incidental to the operation of The Sedro-Woolley Union Cemetery.

“Cemetery Lead ” shall mean the person or persons duly appointed by the city council for the care of the Sedro-Woolley Union Cemetery.

“City” means the City of Sedro-Woolley.

“City Council” means the City Council of Sedro-Woolley.

“Columbarium” means a structure or other space containing niches for permanent interment of cremated remains.

“Committal” means the part of the funeral service which commits the remains of the deceased to their final resting place.

“Companion graves” means two single spaces side by side.

“Cremated remains” means a human body after cremation in a crematory.

“Crypt” means a space in a mausoleum of sufficient size, used or intended to be used, to entomb uncremated human remains.

“Endowment care” means cutting of lawns on the graves and other lawn areas within the cemetery at reasonable intervals, and the general maintenance of the cemetery including building roads, fences, etc., in so far as the net income derived from the endowment care fund will permit.

“Grave” means space of land in a cemetery used or intended to be used for burial of human remains.

“Grave owner” or “owner” means any person in whose name an interment plot stands of record as owner, in the records of the cemetery at Sedro-Woolley City Hall.

“Human remains” or “remains” means the body of a deceased person and includes the body in any stage of decomposition except cremated remains.

“Interment” means the permanent disposition of human remains by (a) burial, (b) entombment, (c) cremation, or (d) inurnment of human remains.

1. “Burial” means the disposition of human remains by earthen burial in a grave.
2. “Entombment” means the placement of human remains in a crypt either above or below ground.
3. “Inurnment” means placing of cremated remains in an urn in a grave, crypt, or niche.

“Mausoleum” means a structure or building for the entombment of human remains in crypts in a place used, or intended to be used, for cemetery purposes.

“Memorial” means (a) a monument, tombstone, grave marker, tablet, or headstone identifying a grave or graves, or (b) a name plate or inscription identifying a crypt or niche to preserve remembrance.

“Niche” means a space in a columbarium used or intended to be used for the inurnment of cremated human remains.

“Plot” means a grave, lot, burial space, niche, or crypt and shall apply with like effect to one or more than one adjoining graves.

## **2.80.020 Admission to cemetery.**

Visitors and the public are invited to utilize this cemetery in a manner consistent with its purpose as a place of interment and as a memorial, subject to the following:

1. Children under the age of 12 are not permitted on the premises unless in the company of a responsible adult and they shall be supervised at all times.
2. The headstones and monuments on the premises shall not be handled, climbed upon, or otherwise mistreated.
3. No one shall move, repair, or otherwise alter any monument or headstone without written consent of the City.
4. No one shall deface or otherwise damage any monument or headstone.

### **2.80.030 Liability**

The following warning shall be posted near the cemetery entrance:

WARNING: THE MONUMENTS AND HEADSTONES ON THESE PREMISES MAY FALL RESULTING IN SERIOUS PERSONAL INJURY IF MOVED OR CLIMBED UPON. ALL ENTRANTS ON THESE PREMISES DO SO SUBJECT TO THE FOREGOING RULES AND AT THEIR OWN RISK. THE CITY OF SEDRO-WOOLLEY SHALL NOT BE LIABLE TO ANY PERSON FOR INJURIES SUSTAINED OR DAMAGE INCURRED WHILE WITHIN ANY PORTION OF THE CEMETERY.

The Cemetery Lead shall take reasonable precautions to protect plot owners, within the cemetery, from loss or damage; but it distinctly disclaims all responsibility for loss or damage from causes beyond its reasonable control, and, especially, from damage caused by the elements, an act of God, common enemy, thieves, vandals, strikers, malicious mischief makers, explosions, unavoidable accidents, invasions, insurrections, riots, or order of any military or civil authority, whether the damage be direct or collateral, other than as herein provided.

### **2.80.040 Vehicles**

All vehicles must be kept under control at all times. No vehicle shall be driven in any part of the cemetery except on the driveways laid out for that purpose. Vehicles shall not be driven in the cemetery at a speed exceeding fifteen (15) miles per hour. No vehicle shall be driven or parked without permission from the City in any part of the cemetery between dusk and 8:00 a.m. of each day. Bicycles, motorcycles, all-terrain vehicles, snowmobiles, and other similar vehicles are prohibited from entry into the cemetery unless participating in an interment and have permission from the cemetery lead.

### **2.80.050 Conduct**

It is of utmost importance that there be strict observance of all rules at all times and the City employees are authorized and directed to prevent improper assemblies or activities.



1. Loud talking and distracting activities will be avoided within hearing distance of a funeral service.
2. Littering, including wilted or dead flowers, and any other refuse on drives, paths, or any grounds, or in any building is prohibited.
3. It is forbidden to pluck or gather any flower, break any branch, or remove any tree or plant, nor shall anyone write upon, deface, or damage any memorial, fence, or other structures within the cemetery.
4. All persons within the cemetery grounds shall use only the walks and roads and any person injured while walking on the grass, except that be the only way to reach his plot, or while on any portion of the cemetery other than the walks or road, shall in no way hold the city liable for any injuries sustained.
5. All persons are prohibited from purposefully disturbing any animal life within the cemetery grounds.
6. Use of the cemetery as a thoroughfare is prohibited. Business and commercial vehicles are only permitted to enter the cemetery with permission from the cemetery lead.

#### **2.80.060 Peddling or soliciting**

No person will be permitted to peddle flowers, plants, or monuments or to solicit the sale of any commodity within the cemetery.

#### **2.80.070 Signs**

No signs, notices, or advertisements of any kind shall be allowed in the cemetery, unless placed by the City.

#### **2.80.080 Authority of cemetery lead**

The cemetery lead is empowered to enforce all rules and regulations and to exclude from the cemetery any person violating the same. He or she is responsible for the grounds and buildings. All persons in the cemetery, including the conduct of funerals, traffic, employees, plot owners, and visitors shall comply with this code. The cemetery lead shall have charge of all cemetery grounds and buildings, and, at all time, shall have supervision and control of all persons within the boundaries of the cemetery.

#### **2.80.090 Errors may be corrected**

The City reserves, and shall correct any errors that may be made by it either in making interments, disinterments or removals, or in the description, transfer, or conveyance of any interment property, either by cancelling such conveyance and substituting and conveying in lieu thereof other interment property of equal value and similar location as far as possible, or as may be selected by the cemetery lead, by refunding the amount of money paid on account of said purchase. In the event the error involves the interment of the remains of any person in such property, the lead reserves and shall have the right to remove and reinter the remains to such other property of equal value and similar location as may be substituted and conveyed in lieu

thereof. The City shall correct any errors made by placing an improper description, including an incorrect name or date on the memorial.

### **2.80.100 Delays**

The City shall not be liable for any delay in the fulfillment of any of its contracts or legal obligations, including, but not limited to, maintenance, care, memorial work, or construction which may arise from causes beyond its reasonable control and, especially, from delays caused by the elements, thieves, vandals, strikes, malicious mischief matters, unavoidable accidents, or other circumstances beyond the control of the City.

### **2.80.110 Non-limitation**

In all matters not specifically covered by these general rules and regulations, the City reserves the right to do anything which in its judgement is deemed reasonable in the cemetery, and such determination shall be binding upon lot holders and all parties concerned.

### **2.80.120 Amendments**

The City may, and hereby expressly reserves the right, at any time or times, to adopt new rules and regulations, or to amend, alter, or repeal any rule, regulation, article, section, paragraph, or sentence in these rules and regulations. Any such change in the rules and regulations shall be binding upon all parties without notice.

### **2.80.130 Arrangements for funerals and interments**

1. Office Appearance. Family of the deceased, or friends, in the absence of family, taking responsibility for funeral arrangements, shall come to Sedro-Woolley City Hall in order to authorize interment, make necessary arrangements, and make payment thereof.
2. No Telephone Calls. The City shall not be responsible for any order given by telephone or for any error arising from the want of precise and proper instructions as to the particular grave, crypt, or niche location where interment is desired.
3. Liability of Signer. Any person signing the authorization for interment of remains warrants any facts set forth in the authorization, the identity of the person whose remains are sought to be interred, and his or her authority to order the interment. He or she is personally liable for all damage occasioned by or resulting from breach of such warranty.
4. 48-hour Notice. The City has the right to insist upon 48 hours of notice prior to any interment. No person or persons are authorized to make interments of human remains within the cemetery without first securing clearance and necessary permits through the office of the City Clerk at Sedro-Woolley City Hall.

### **2.80.140 Interment procedures**

1. Graves, crypts, and niches may be purchased at Sedro-Woolley City Hall. Interments will not be permitted in graves, crypts, or niches without being paid for in full.
2. Graves, crypts, or niches are sold for the purpose of human remains only.
3. No burial will be in the cemetery without a properly completed permit from a health officer, coroner, or physician, and a proper burial permit.

4. The full body burial of two or more adults in one grave, vault, or crypt is prohibited. One full body burial, and up to two cremated remains shall be allowed on one grave space, but only two headstones are allowed per grave space. Up to two cremated remains shall be allowed in urn garden spaces. Up to three cremated remains may be placed in one full burial plot where there is no body. Only single inurnments are permitted in double sided niche walls. Up to three inurnments are permitted in the estate unit niche.
5. All instructions as to interments must be provided in writing.
6. The direction of funerals while within the cemetery shall be subject to the control of the City.

In addition to these chapter, all internments are subject to the laws of the properly constituted authorities of the City of Sedro-Woolley, Skagit County, and State of Washington.

#### **2.80.150 Outer burial container**

1. Every earth interment shall be enclosed in a concrete two-piece grave box, concrete vault, or other unit of suitable material approved by the cemetery lead.
2. The installation of these outer containers shall be performed by cemetery lead or an approved supplier with suitable equipment and ability to perform. All supplier installations will be under the direction of the cemetery lead.

#### **2.80.160 Interments by employees**

Interments including opening and closing will be done by the cemetery lead using equipment owned by the City for this purpose.

#### **2.80.170 Permit and identity**

The City will not be liable for the interment permit nor the identity of the person sought to be interred.

#### **2.80.180 Opening the casket**

Once a casket containing remains is within the boundaries of the cemetery, the City reserves the right to refuse permission to all persons to open the casket or to touch the remains without the consent of the legal representative of the deceased or a court order.

#### **2.80.190 Delay of interment**

The City will in no way be liable for any delay in the interment of the remains when:

1. A written protest to the interment has been filed with the City Clerk in Sedro-Woolley City Hall. However, the City is under no obligation to recognize such protests.
2. Rules and regulations have not been complied with.
3. Instructions regarding the location of a lot or plot cannot be obtained or are indefinite, or when for any reason the interment space cannot be opened while specified.

In any of these instances, the City reserves the right to place the body in a receiving vault until full rights of all parties have been determined. The costs of such temporary placement shall be born by the party seeking interment.

#### **2.80.200 Endowed care**

No graves, crypts, or niches will be sold in the Sedro-Woolley Union Cemetery without endowed care.

#### **2.80.210 Endowed care of plot**

The City has created an endowment care fund in accordance with the statutes of the State of Washington to be operated by the City for the mutual benefit of the lot owners contributing to the fund. The term “endowment care” used in reference to a plot means the cutting of grass upon said plot at reasonable intervals, the pruning of shrubs and trees planted by the City for general embellishment, and the general preservation of the plot, to the end that said grounds shall be reasonably cared for as grounds forever.

#### **2.80.220 Endowment care exclusions**

The term “endowment care” shall not include any of the following:

1. Cleaning, maintenance, repair, or replacement of any memorial placed or erected upon plots;
2. Hand trimming around memorials;
3. Planting of flowers or ornamental plants;
4. Maintenance or doing of any special or unusual work in the cemetery; or
5. Reconstruction of any marble, granite, bronze, or concrete work in the cemetery or reconstruction of any buildings or structures.

The City may use income received from an endowment care fund for the above purposes if in its judgment it is advisable to do so.

#### **2.80.230 Endowment care limited to income**

Endowment care, whether applied to lots, crypts, niches, graves, or to any space within the confines of the cemetery shall be limited to net income received from the investment of the endowment care fund.

#### **2.80.240 Removals and disinterments**

1. Cemetery Policy. Remains once interred in Sedro-Woolley Union Cemetery are considered permanently disposed of and removal from Sedro-Woolley Union Cemetery to any other cemetery is strongly discouraged. Remains may be removed from their original plot to a larger or better plot within the cemetery where there has been an exchange or purchase for that purpose.
2. Procedure for disinterments:

- a. Signed affidavits of the nearest kin to the deceased approving the disinterment or removal.
  - b. Signed approval of the grave or lot owner or their heirs, assigns, or lawful representative.
  - c. Disinterment permit from the Skagit County Health Department.
  - d. The desired lot must be selected, all charges for disinterment and reinterment, together with all other charges due, must be paid.
  - e. All disinterments shall be under the direction and supervision of the City, except by the order of court when a proper receipt for the remains must be given.
3. Removal permit. Remains from other cemeteries removed and brought to Sedro-Woolley Union Cemetery for reinterment must be accompanied by the proper papers as prescribed by law.
4. Liability. The City will exercise the utmost care in making a disinterment, but assumes no liability for damage to any casket, vault, liner, grave box, or any other burial case in making the remove or disinterment.
5. Outer case replacement. When, in the opinion of the City, a new outside box is needed, at the time of reinterment following a disinterment, it must be provided by the person arranging for removal, through the cemetery.  
Prior notice. At least one (1) week's prior notice is required for any disinterment or removal, after the rules and regulations have been complied with.
6. Removal for profit prohibited. Removal, by the heirs, of any remains so that the lot may be sold for profit, is absolutely forbidden.

## **2.80.250 Ownership rights**

1. Right of interment. The purchaser of a lot or lots is granted or conveyed only the right of interment of human remains and the right of installation of a memorial on each lot. The owner of the right of interment does not possess a fee interest or any other interest in the land itself.
2. Titles and rights and cemetery plots. Titles and rights to cemetery plots shall be governed by chapter 68.32 RCW, now and hereafter amended.
3. Purchasing. Lots can be purchased for cash, check, or credit card at Sedro-Woolley City Hall. In the event that any lot is purchased immediately prior to the time of interment, arrangement must be made for full payment of such lot before interment will be made. A purchaser has no right, interest, estate, or title whatsoever to any lot until purchase price is paid in full.
4. Document of ownership. Upon receipt of payment for a lot, the City will issue certificates of ownership rather than deeds. This document shall be the sole agreement between the City and the owner. The statement of any employees or agents of the City, unless confirmed in writing by one of its officers, shall in no way bind the City.
5. It shall be the duty of the plot owner to notify the City Clerk of any change in his post office address. Notice sent to the plot owner at the last address on file in the office of the cemetery shall be considered sufficient and proper legal notification.

### **2.80.260 Disposition of unused or abandoned lots**

1. Abandoned lots. To preserve the active nature of the cemetery, any interment space will be deemed abandoned if there is no recorded activity on the lot for a period of sixty (60) years. Any lot deemed abandoned may be reclaimed by the cemetery and disposed of as the cemetery sees fit.
2. Disposition of unused lots. Should a lot holder of unused interment space no longer need the lot in the cemetery they may sell the lot back to the cemetery at the original purchase price.
3. No transfer or assignment of any plot or interest therein shall be valid. If the owner wishes to sell the lot, it may only be sold back to the City at the cost for which it was originally purchased.

### **2.80.270 Death certificate**

No interment will be permitted without the proper death certificate and/or burial permit as required by the health authorities. Cremated remains must be accompanied by a copy of the burial permit or other document acceptable to the cemetery to certify identity of the cremated remains.

### **2.80.280 Individual decorations**

1. Floral Regulations. No planting is permitted on any plot. No flower receptacles or planter boxes may be placed on any plot or in any mausoleum or columbarium unless material, size, and design are approved under the established plan by the City. The City shall have authority to remove all floral designs, flowers, trees, shrubs, plants, or herbage of any kind from the cemetery when in the judgment of the cemetery lead they become unsightly, dangerous, detrimental, diseased, or when they do not conform to the standards maintained by the City. The City shall not be liable for lost, misplaced, or damaged flower vases. The City reserves the right to regulate the method of decorating plots so that a uniform beauty may be maintained. Artificial flowers are not permitted in the mausoleums or columbariums. Artificial flowers are not allowed on graves between April 15<sup>th</sup> and October 1<sup>st</sup> of each year.
2. Care of trees and shrubs. No person shall remove any part of any tree or shrub in the cemetery, whether on his lot or not. On request, the City staff will arrange for necessary pruning of trees and shrubs on property owned by the cemetery.
3. Prohibited ornaments. The placing upon plots of boxes, tubs, shells, toys, metal designs, marble chips, ornaments, chairs, settees, vases, glass jars, tin or iron earthenware jars or jugs, or other similar articles is not permitted and if so placed, the City may remove the same.
  - a. Window boxes, pots, glass jars, and other similar items may be placed seven (7) days before Memorial Day until seven (7) days after Memorial Day.
4. New burials. All flowers, plants, easels, and decorations will be allowed to remain 48 hours following a new burial. Persons wishing to retain any of the items must remove them within 48 hours after interment.

5. Christmas decorations. Christmas decorations shall be removed within two weeks after Christmas Day.
6. American Flag. As a special mark of respect for those that have served our country, the American Flag shall be displayed only on the grave of those deceased who have honorably served in the armed forces of the United States of America.

#### **2.80.290 Monuments, headstones, and markers**

1. All monuments, headstones, and markers shall be delivered to the cemetery and they will be installed by the City of Sedro-Woolley and all installations charges shall be made in accordance with the size of the monument, headstone, or marker installed.
2. Should any memorial, mausoleum or tomb become unsightly, dilapidated, or a menace to visitors, the cemetery lead shall have the right either to correct the condition or to remove it, at the expense of the lot owner.
3. No monument or marker shall be removed from the cemetery, except by the City unless the written order of the plot owner is presented at the office of the cemetery and permission granted by the cemetery lead.
4. All monuments, headstones, and markers must be of a uniform size to be determined by the cemetery lead and be set flush with the contour of the ground. The bottom beds of bases and markers must be cut level and true and set in a cement mortar to allow every part to be in contact with the foundation without the use of pawls or underpinnings.
5. All materials, markers, mausoleums or tombs shall be constructed of good natural stone from quarries approved by the cemetery lead. No artificial stone of any description is permitted.
6. No grave shall be raised above the contours of the surrounding ground. To ensure proper development of the grounds the grade of all graves will be determined by the City.
7. No grave shall be enlarged or reduced except as necessary by the City.
8. No coping or any kind of enclosure will be permitted. Small trees, shrubs, or other plants set out at the corner of a grave to define its limits will not be allowed. Boundaries of lots will be as designated by the City. Cornerstones must not project above the ground and must not be altered or removed.
9. Grave owners must keep in good repair all stones or monumental work upon the grave. The City does not bind itself to maintain, repair, or replace any grave marker or monumental structures erected upon the grave.
10. Markers in endowment care sections must be of uniform size and must be set flush with the contour of the ground.
11. A maximum of four (4) markers per grave or companion grave will be allowed, and a maximum of two markers per grave or companion grave will be allowed in the urn section.
12. The City reserves the right to exclude or remove from any grave any headstones, monuments, or other structure, tree, plant, or any other object that may conflict with these this chapter or which the cemetery lead may consider injurious to the general appearance of the grounds.
13. The City reserves the right to lay out, alter, or vacate such avenues and walks, to establish the grades of avenues, walks and roads, and to changes these rules and regulations as may



be deemed requisite and proper by the cemetery lead to secure and promote the general objects and best interests of the cemetery and no notice of such intended action shall be required.

14. The City reserves the right to enlarge, reduce, replant or change the boundaries or grading of the Cemetery or of a section or sections, from time to time, including the right to modify or change the location of or remove or regrade roads, drives or walks, or any part thereof, is hereby expressly reserved.
15. The City reserves the right to lay, maintain and operate or alter or change pipelines or gutters for sprinkling systems, drainage, lakes, etc., is also expressly reserved, as well as is the right to use cemetery property, not sold to individual plot owners, for cemetery purposes including the interring and preparing for interment of dead human bodies, or for anything necessary, incidental or convenient thereto.
16. The City reserves to itself, and to those lawfully entitled thereto, a perpetual right of ingress and egress over plots for the purpose of passage to and from other plots.

### **2.80.300 Cemetery fees and charges**

The schedule of prices of all lots, blocks, crypts, niches, or parcels of land in the platted portion of said cemetery property and, also prices for opening and closing of graves, grave liners, perpetual care, setting of markers, and all other services shall be fixed and adopted by the City Council and contained in the Master Fee Schedule. Said schedule of prices may be changed or altered by the City Council from time to time as in its judgment may be necessary or proper. No lots, tracts, or grave spaces shall be disposed of for less than the price named in the following schedule or the schedule in force at the time of such sale or disposal.

### **2.80.310 Welfare burials**

Welfare burials will be accepted if the deceased's residence was within the city limits at the time of death or if the state payment covers all cemetery fees and charges established by the City Council. If the deceased's residence was not within the city limits at the time of death and the state payment does not cover all the cemetery fees and charges, the grave must be preowned.

### **2.80.320 Miscellaneous provisions**

The City and its assigns shall have full power and authority to adopt such additional rules and regulations as it may deem advisable for the management, preservation, care, and use of the City cemetery, including the interment and exhuming of the dead, and shall have full power and authority from time to time to enlarge, restrict, amend, abrogate, or change any rules and regulations, and all such rules and regulations shall be binding upon grave owners and upon all other persons, firms, and corporations concerned.

### **2.80.330 Miscellaneous regulations**

Picking flowers, breaking or injuring trees or shrubs, or in any way injuring any monument or headstone is prohibited and subject to penalty according to state law. If anything is placed on a grave which is deemed improper, it will be removed. Bills due to the City for labor and materials and supplies are a lien on the grave until paid. The City Council shall have the right to make



exceptions from the foregoing rules when deemed advisable. Such exceptions shall not be considered as rescinding or waiving any of these rules. Any waiver that may be made by the City Council shall not be or considered to be continuing waiver and shall not bar the City or City Council from enforcing the usual rules at any later time if it may be desired so to do.

#### **2.80.340 Other prohibited acts**

1. Grave owners, purchasers, visitors, or any other persons are prohibited from giving gratuities to any employees for services rendered. Employees accepting the same will be immediately discharged.
2. No dogs are allowed in the cemetery except for qualified service animals. Handlers shall remove any defecation by the service animal
3. No one shall disturb gravestones, monuments, markers, or any other property or objects within the cemetery, nor disturb the quiet or good order of the cemetery by noises, disorderly, or improper conduct, nor shall violate any of the rules or regulations contained herein.

#### **2,80.350 Hours**

The cemetery is opened daily from 8:00 a.m. until dusk.

#### **2.80.360 Penalties**

Any person violating the rules and regulations shall be deemed guilty of a civil infraction and subject the penalties contained in SWMC chapter 18.25.

**Section 2. Severability.** If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any section, sentence, clause or phrase of this Ordinance.

**Section 3. Authority to make necessary corrections.** The City Clerk and the codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance and attachments including, but not limited to, the correction of scrivener's clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

**Section 4. Effective date.** This Ordinance shall take effect five days after its publication by summary.

Passed by the City Council and approved by the Mayor of the City of Sedro Woolley Washington at a regular meeting thereof this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

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Julia Johnson, Mayor

**APPROVED AS TO FORM:**

**ATTEST:**

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**Nikki Thompson, City Attorney**

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**Kelly Kohnken City Clerk**

*First Reading:*  
*Date Adopted:*  
*Date of Publication:*  
*Effective Date:*



Agenda  
Item No.

Date:

September 28, 2022

Subject:

2022 Comprehensive Plan Updates -  
Ordinance 2014-22, Ordinance 2015-22  
and Resolution 1102-22 - 2nd Read

**FROM:**

John Coleman, AICP, Planning Director

**RECOMMENDED ACTION:**

Staff recommends approval, supporting the Planning Commission's recommendations.

1. Make a motion to adopt the proposed amendments to the Transportation Element, Capital Facilities Element and Land Use Element of the Comprehensive Plan to address changes in transportation needs, adopt an updated School District Capital Facilities Plan and address source control per Department of Ecology requirements.
2. Make a motion to adopt the proposed amendments to Chapter 15.60 to address the park impact fee update methodology, Chapters 13.36 and 13.40 SWMC to address source control per Department of Ecology requirements and Chapter 15.64 to specify the park impact fee is found in the Master Fee Schedule and remove specific fee amounts from Chapter 15.64 SWMC.
3. Make a motion to approve Resolution 1102-22, amending the master fee schedule to amend the school impact fees and to amend the park impact fees.

**ISSUE:**

1. Should the City Council adopt the proposed amendments to the Transportation Element, Capital Facilities Element and Land Use Element of the Comprehensive Plan to address changes in transportation needs, adopt an updated School District Capital Facilities Plan and address source control per Department of Ecology requirements?
2. Should the City Council adopt the proposed amendments to Chapter 15.60 to address the park impact fee update methodology, Chapters 13.36 and 13.40 SWMC to address source control per Department of Ecology requirements and Chapter 15.64 to specify the park impact fee is found in the Master Fee Schedule and remove specific fee amounts from Chapter 15.64 SWMC.
3. Should the City Council adopt the proposed amendments to the fee schedule to amend the school impact fees and to amend the park impact fees?

**BACKGROUND/SUMMARY INFORMATION:**

The City of Sedro-Woolley Comprehensive Plan is a guiding policy for how the city will manage and address issues associated with growth and development in Sedro-Woolley. The Comprehensive Plan may be updated only once per year, and all the changes must be made at one time. The items included in this review cycle are collectively called the Docket. There are four items on the 2022 Docket:

1) CPA-1-22: Amendments to the Transportation Element of the Comprehensive Plan to remove the Hodgkin Road arterial connection from Stendal Street to Cook Road, amend the level of service standards (LOS) for minor arterials and major collectors throughout the City and make other minor updates as necessary to make sure the plan is consistent with state and City codes. The Planning Commission recommendations result in amendments to the Transportation Element.

2) CPA-2-22: Adopting the latest Sedro-Woolley School District Capital Facilities Plan (CFP) at the request of the Sedro-Woolley School District. The School CFP includes the District's calculations for school impact fees that the City collects on behalf of the District. The CFP is adopted as an appendix to the Capital Facilities Element of the Sedro-Woolley Comprehensive Plan. The school impact fees are codified in Chapter 15.64 SWMC, but need to be moved to the Master Fee Schedule along with the rest of the city fees that were removed from the SWMC and re-housed in the Sedro-Woolley Master Fee Schedule by Ordinance 2013-22 to. The Planning Commission recommends amendments to the Capital Facilities Element and updates to the school impact fee.

3) CPA-3-22: Amendments to update various references and dates, update stormwater permit and stormwater manual date references, to update numerical references to elements of the City stormwater system and to address two new programs introduced by the Department of Ecology (Stormwater Management Action Planning; and Source Control Program for Existing Development). The Planning Commission recommended amendments to the Land Use Element and the Capital Facilities Element of the Comprehensive Plan as well as Title 13 SWMC.

4) CPA-4-22: Amendments to the Parks and Recreation Element of the Comprehensive Plan. The calculations for the park impact fee are in an appendix to the Parks and Recreation Element. The parks fees were formerly codified in Chapter 15.60 SWMC, but recently moved by Ordinance 2013-22 to the Master Fee Schedule. The Planning Commission recommendations result in minor amendments to the Parks and Recreation Element and changes to the park impact fee in the Master Fee Schedule.

The Planning Commission reviewed and held at least one public hearing for each of the proposed updates to the Comprehensive Plan and corresponding updates to the SWMC and fees shown in the Master Fee Schedule at several meetings. The attached Planning Commission *Findings of Fact, Conclusions and Recommendation* includes the procedural history of the 2022 Docket update process. The *Findings* also include a detailed description of each proposed amendment.

The proposed updates to the Transportation Element, Capital Facilities Element and Land Use Element of the Comprehensive Plan are included in the proposed ordinance in Attachment 1 (proposed Ordinance 2014-22). The proposed updates to Chapters 15.64, 13.36, 13.40 and 15.60 SWMC are included in the proposed ordinance in Attachment 2 (proposed Ordinance 2015-22). The proposed amendments to the Master Fee Schedule are shown in a proposed resolution in Attachment 3 (proposed Resolution 1102-22).

The City Council may decide whether the proposed amendments should be approved, approved with modifications, or rejected. Specifically, the Council may:

1. Adopt an ordinance adopting the amendments to the Comprehensive Plan as recommended by the Planning Commission; AND adopt an ordinance that includes the associated amendments to the Municipal Code as recommended by the Planning Commission; AND adopt a resolution amending the Master Fee Schedule showing the Planning Commission's recommended impact fee changes.

2. Refer the documents back to the Planning Commission for further review and modification of their recommendation;

3. Adopt the ordinances and resolution with additional changes made by the City Council; or
4. Reject the proposed changes.

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Ordinance 2014-22 adopting amendments to the Sedro-Woolley Comprehensive Plan
2. Ordinance 2015-22 adopting amendments to the Sedro-Woolley Municipal Code
3. Resolution 1102-22 adopting amendments to the Sedro-Woolley Master Fee Schedule
4. Planning Commission Findings of Fact, Conclusions and Recommendations 2022 Docket

**Ordinance No. 2014-22**

**AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON ADOPTING AMENDMENTS TO THE COMPREHENSIVE PLAN, REVIEWED AS PART OF THE 2022 COMPREHENSIVE PLAN DOCKET.**

**WHEREAS**, amendments to the Sedro-Woolley Comprehensive Plan were required to be submitted by the published deadline of January 21, 2022; and

**WHEREAS**, the City of Sedro-Woolley established an on-going public participation process in accordance with RCW 36.70A.130(2) including the regular Planning Commission meetings, joint City Council and Planning Commission workshop(s), and Public Hearings to discuss proposed changes to the Comprehensive Plan; and

**WHEREAS**, public hearings were conducted before the Sedro-Woolley Planning Commission on various dates; and

**WHEREAS**, the Growth Management Act gives authority to Sedro-Woolley to update its Comprehensive Plan once per year in such a manner that all proposed amendments are considered by the governing body concurrently such that the governing body may evaluate their cumulative effect; and

**WHEREAS**, environmental review of the updated Comprehensive Plan has been completed and a Determination of Non-Significance was issued July 18, 2022, and that document is adopted by reference; and

**WHEREAS**, the proposed amendments to the Comprehensive Plan have been submitted to the Washington State Department of Commerce (COMM) and the required 60-day review period has passed; and

**WHEREAS**, as part of the 2022 Docket, the Planning Commission reviewed the proposed updates to the Transportation Element, Capital Facilities Element and Land Use Element of the Comprehensive Plan as contained in this ordinance and made a recommendation to adopt updates to the Comprehensive Plan; and

**WHEREAS**, the Planning Commission held two public meetings and two public hearings on updates to the Comprehensive Plan; and

**NOW THEREFORE THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DOES ORDAIN AS FOLLOWS:**

**Section 1.** The Transportation Element of the Sedro-Woolley Comprehensive Plan are hereby amended to read as set forth in the attached Exhibit A.

**Section 2.** The Capital Facilities Element of the Sedro-Woolley Comprehensive Plan are hereby amended to read as set forth in the attached Exhibit B.

**Section 3.** The Land Use Element of the Sedro-Woolley Comprehensive Plan are hereby amended to read as set forth in the attached Exhibit C.

**Section 4.** The City Council hereby adopts by reference the Planning Commission's *Findings of Fact, Conclusions and Recommendations* - which were certified by the Planning Commission Chair on August 3, 2022 - as the City Council's *Findings of Fact*.

**Section 5.** This ordinance shall take effect five (5) days after the approval by the City Council and publication as provided by law.

**Section 6.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this 28<sup>th</sup> day of September, 2022, and signed in authentication of its passage this \_\_\_\_\_ day of September, 2022.

By: \_\_\_\_\_  
JULIA JOHNSON, Mayor

Attest: \_\_\_\_\_  
KELEY KOHNKEN, Finance Director

Approved as to form:

\_\_\_\_\_  
NIKKI THOMPSON, City Attorney

Published: \_\_\_\_\_

# Exhibit A

To Ordinance No. 2014-22

Amendments to the Transportation Element of the Sedro-Woolley Comprehensive Plan



## **Chapter 3**

### **TRANSPORTATION ELEMENT**

- 3.04 Introduction**
- 3.08 Goals and Policies**
- 3.12 Transportation System Inventory**
- 3.16 Existing Traffic Conditions**
- 3.20 Travel Demand Forecasting**
- 3.24 Future System Needs**
- 3.28 Transportation Financing Plan**
- 3.32 Intergovernmental Coordination**

### **APPENDIX**

- A 2015 Intersection LOS Summary**
- B 2015 Street Segment LOS Summary**
- C 2036 Intersection Level of Service**
- D 2036 Street Segment Level of Service –  
without improvement**
- E 2036 Street Segment Level of Service –  
with Improvement**

**Sedro Woolley Comprehensive Plan | 3-1**  
**Update effective: May 18, 2018****Draft: March 2022**

## INTRODUCTION

### Introduction

The City of Sedro-Woolley is a small urban area in Skagit County. It is located approximately twelve (12) miles northeast of Mount Vernon, the county seat and largest city in Skagit County. The ~~city~~-City and its UGA had an estimated population of twelve thousand five-hundred and fourteen (12,514) in 2015. This is an increase of seven hundred thirty-four (734) people since 2005, or a six (6) percent increase.

In 2003, the City completed an update to its Transportation Element. The City followed this with an update to its Transportation Plan in 2005. As part of the 2016 Comprehensive Plan Update, the City has again updated the Transportation Plan to ensure that it is consistent with the City's required update of its Land Use Element as required by the State Growth Management Act (GMA). In addition, the City wanted to review and update its transportation financing program and revisit its transportation impact fee program. The Transportation Plan update also was needed to reflect annexations and growth within the adjacent Urban Growth Area (UGA).

The update of the transportation plan included development of a new travel demand forecasting model to be consistent with the regional Skagit Council of Governments' (SCOG) model which was also updated in 2016. This will provide the City with a model, travel forecasts, and transportation plan that is consistent with regional growth assumptions.

### Purpose

The transportation plan provides a link between the City's land use element and the transportation facilities and services needed to support the growth over the next twenty (20) years. The transportation plan update focuses on safety, capacity, and operational improvements on state highways and arterials

serving the city. The plan incorporates pedestrian, bicycle, transit, and transportation demand management programs to meet the overall transportation needs of the community.

The Transportation Element is a key component to the City's Comprehensive Plan. It provides the City with a guide for transportation system improvements to meet existing and future travel needs. It also integrates the City's transportation improvements with those of Skagit County and the Washington State Department of Transportation (WSDOT).

### Growth Management Act

The Transportation Element was prepared per the requirements of the state Growth Management Act (GMA). The GMA requires that the Transportation Element be consistent with other elements of its Comprehensive Plan, including the Land Use and Capital Facilities elements. If the capital facilities needed to support the forecasted land use at the adopted level of service standards cannot be financed with projected revenues, then the GMA requires a reassessment of one or more of these elements to bring them into balance.

The GMA requires the following topics be addressed in the transportation plan:

- Land use assumptions used in estimating travel demand
- An inventory of existing transportation facilities and services
- Level of service standards to gauge the performance of the system
- Identification of actions and requirements needed to bring existing facilities and services up to standard
- Forecasts of future traffic based on the land use plan
- Identification of improvements and programs needed to address current and future transportation system deficiencies, including Transportation Demand Management strategies

### Sedro Woolley Comprehensive Plan | 3-2

~~Update effective: May 18, 2018~~Draft: March 2022

- A realistic multi-year financing plan that is balanced with the adopted level of service standards and the land use element
- An explanation of intergovernmental coordination and regional consistency.

In 1998, the Washington State Legislature amended the GMA in House Bill (HB) 1487. This amendment focused on transportation and growth management planning, and revised several sections of the GMA (RCW 36.70A). In general, the amendments are related to the requirements for local comprehensive plan transportation plans, the countywide planning process for identification and siting of essential public facilities, plan consistency, and the adoption of deadlines established to meet the new requirements. With the revisions, local transportation plans must also now include the following:

- State-owned transportation facilities in the transportation inventory
- The level of service (LOS) for state-owned transportation facilities
- Identification and assessment of GMA concurrency and the applicability to highways of statewide significance
- An estimate of the impacts to state-owned transportation facilities resulting from local land use assumptions

(Ord. 1554-06 § 3 (Exh. A)(part))

The Sedro-Woolley transportation plan meets these GMA requirements for local comprehensive plans.

#### **Plan Organization**

The transportation plan was developed in a series of tasks to meet the requirements of GMA. The plan is organized as follows:

- Goals and Policies
- Transportation System Inventory
- Existing Traffic Conditions
- Travel Forecasting
- Future System Needs
- Transportation Financing Plan
- Consistency with Other Agencies

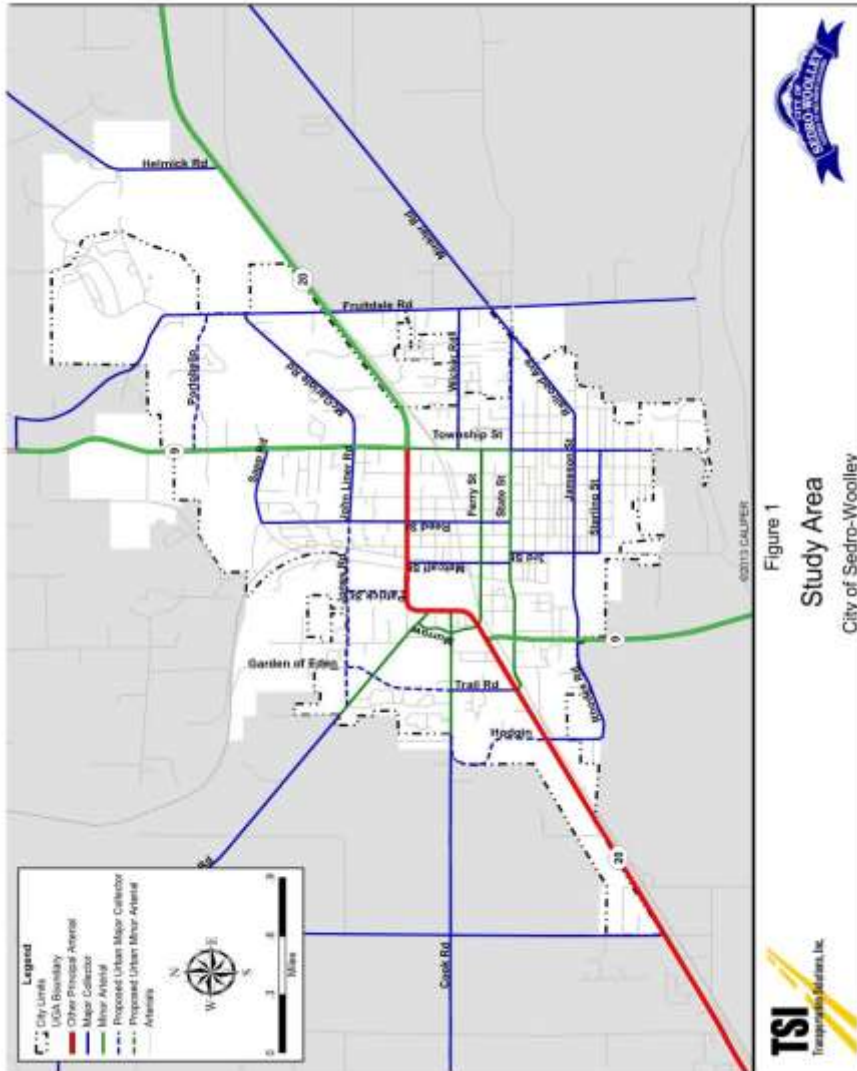
#### **Study Area**

The study area for the plan includes the city limits and adjacent unincorporated urban growth area (UGA). The UGA has been defined by the City in conjunction with Skagit County. Figure 1 shows the study area for the 2016 transportation plan.

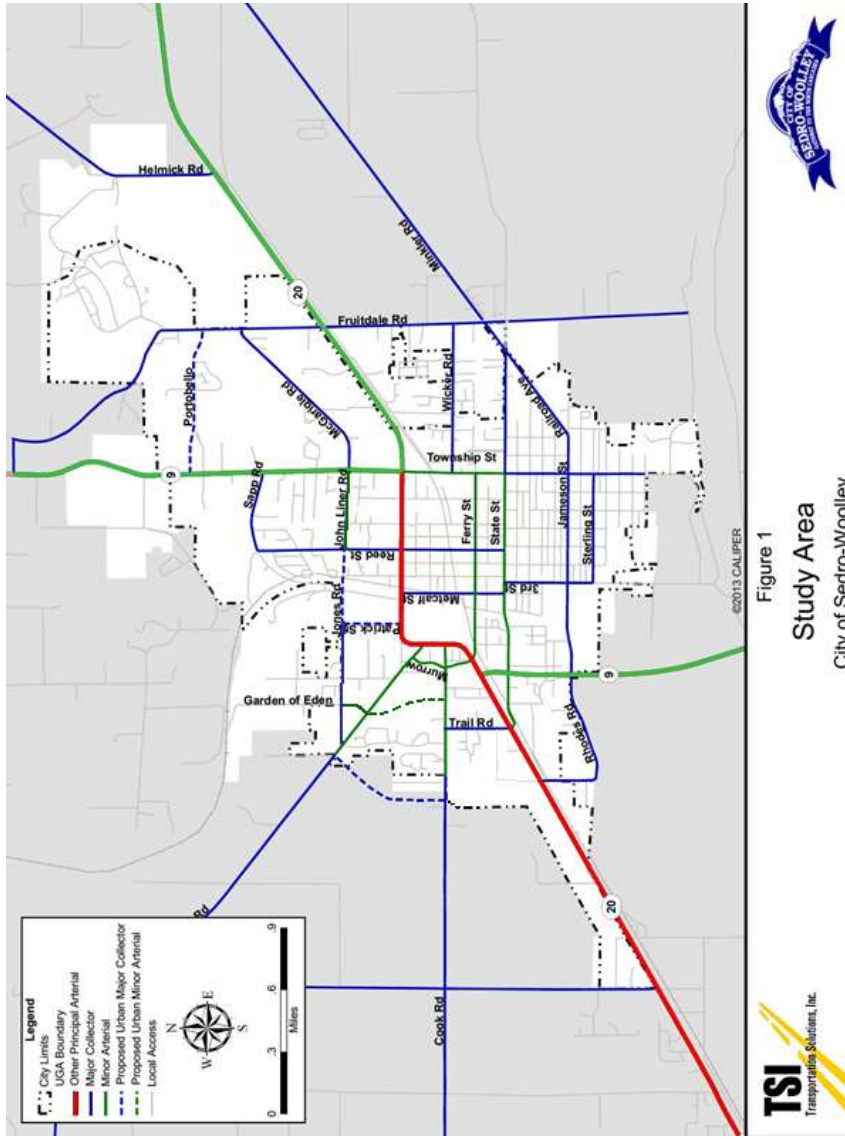
As noted above, the transportation plan was developed based on a new travel demand model that is consistent with the regional Skagit Council of Governments' (SCOG) model. Since the citywide travel model is based on the SCOG regional model, the City's model also incorporates travel demands from throughout Skagit County.

**Figure 1**  
**Study Area (Map revised)**

**Sedro Woolley Comprehensive Plan | 3-4**  
**Update effective: May 18, 2018****Draft: March 2022**



Sedro Woolley Comprehensive Plan | 3-5  
Update effective: May 18, 2018 Draft: March 2022



(Map deleted)

**Sedro Woolley Comprehensive Plan | 3-6**  
Update effective: May 18, 2018Draft: March 2022

### 3.08

#### GOALS AND POLICIES

The following goals and policies are intended to guide implementation of the City of Sedro-Woolley's transportation system. These goals and policies provide a framework for decision making related to transportation improvements and projects. They also guide requirements related to transportation improvements needed to support development projects.

##### **Goal T1: To provide safe, passable streets within the City of Sedro-Woolley.**

Policy T1.1: Identify and improve substandard roads based upon a priority system which accounts for both traffic demand and surrounding land uses.

Policy T1.2: Adopt design standards to which all new streets must be constructed. Adopt design standards for neighborhood streets that support pedestrian safety and reflect the volume of traffic at build-out.

Policy T1.3: Consider non-motorized and rail modes in the design of transportation projects.

Policy T1.4: Improve arterial and collector streets identified as deficient in level of service to the adopted design standard, consistent with the transportation element of the comprehensive plan.

Policy T1.5: Encourage and solicit public participation in transportation related decisions to help ensure that planning and implementation have public support.

##### **Goal T2: To provide an efficient street network that emphasizes circulation and accident prevention.**

Policy T2.1: Establish a hierarchy of streets composed of other arterials, minor arterials, major collectors, and local access streets.

Policy T2.2: Improve arterials and collector streets identified as deficient to the design standard, consistent with the transportation element of the comprehensive plan.

Policy T2.3: Support access management strategies for other and minor arterials and major collectors to reduce congestion and increase safety.

Policy T2.4: Manage residential street connections, curb-cuts and on- and off-street parking areas for minor arterials and major collectors.

Policy T2.5: Develop and improve a system of arterials and collectors that support local travel patterns without relying on SR 20.

Policy T2.6: Work with Skagit County to preserve the right-of-way for a potential future arterial between Cook Road and F&S Grade Road serving the area west of the city's existing urban growth area.

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

Policy T3.1: Use clearly marked sidewalks in accordance with the Manual on Uniform Traffic Control Devices (MUTCD) to delineate pedestrian and auto traffic in areas where potential hazards exist, or can be expected from development consistent with proposed land use.

Policy T3.2: Ensure that street size is sufficient (and not excessive) to support proposed land use density.

Policy T3.3: Provide clearly marked bicycle travel corridors in accordance with the adopted non-motorized plan included in the Transportation Element.

Policy T3.4: Provide street lights in areas of high evening-hour pedestrian use.

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Policy T3.5: Provide crosswalks in accordance with the MUTCD and the Americans with Disabilities Act (ADA), which are clearly marked, to both driver and pedestrian. Additional measures, such as overhead signage, may be included, as appropriate.

Policy T3.6: Provide sufficient, accessible off-street parking for commercial and industrial developments and community facilities.

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

Policy T3.8: Consider the needs of future transit service when improving other arterials, minor arterials, and major collectors.

Policy T3.9: Recognize the pedestrian as a principal user of the central business district (CBD). Continue to encourage retail development and redevelopment in the CBD that appeals primarily to the pedestrian.

Policy T3.10: Improve streets to provide safe and efficient travel of emergency vehicles to and from the fire department, police department and United General Hospital. Separate emergency vehicle loading areas from normal traffic routes to ensure emergency access and prevent congestion.

Policy T3.11: Improve streets that benefit travel of buses to and from schools. Separate bus loading areas from normal traffic routes to minimize the potential for auto-pedestrian hazards or conflicts.

**Goal T4: To encourage alternate modes of transportation in accordance with the principals outlined in the City's adopted Complete Streets Resolution 952-17 and SWMC Chapter 15.40.030.**

Policy T4.1: Establish a committee to review alternate transportation options and propose alternatives

appropriate to Sedro-Woolley's anticipated population growth and density. Options to evaluate include trails, rails, transit, walking, etc.

Policy T4.2: Develop a system of regional and local-oriented multi-purpose trails, which provide designated routes for bicyclists, walkers, joggers, and tourists. Design the system for use as both a commuting and recreation option. Private property owners must be compensated as needed, unless arrangements are made for a dedication of right-of-way in lieu of a park fee.

Policy T4.3: Encourage the use of commuting alternatives to the single-occupancy automobile. Alternatives include, but are not limited to walking, carpooling, bicycling and mass transportation.

Policy T4.4: Coordinate with local community groups to provide alternative transportation education and programming to community residents.

Policy T4.5: Provide bicycle storage facilities at community facilities and in commercial retail areas.

Policy T4.6: Design street traffic systems to promote alternative transportation options.

Policy T4.7: Preserve the ~~BNSF~~~~Furlington Northern and Santa Fe Railroad~~ roadway right-of-way as a multi-modal transportation corridor between Sedro-Woolley and upriver communities. Encourage uses that provide alternatives to the automobile including rail trolley and non-motorized uses. Private property owners must be compensated as needed, unless arrangements are made for a dedication of right-of-way in lieu of a park fee.

Policy T4.8: Continue existing program to construct missing sidewalk links, repair existing sidewalks, and other improvements to support pedestrian transportation.

Policy T4.9: Encourage pedestrian and bicycle connections between adjacent developments even if

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constraints prevent connections for motorized vehicles.

**Goal T5: To promote the community's vision among regional transportation agencies.**

Policy T5.1: Coordinate with the Washington State Department of Transportation to provide public input on any current or future plans concerning State Route 20 or State Route 9. Provide public input to the development of these plans.

Policy T5.2: Coordinate with Skagit County to provide public input on any current or future plans concerning county roads within the urban growth area (UGA) and roads connecting Sedro-Woolley to Interstate 5.

Policy T5.3: Coordinate the Comprehensive Plan Transportation Element with WSDOT as required by RCW 36.70A.106.

Policy T5.4: Coordinate with the ~~BNSF Railway~~~~–~~~~linton Northern and Sante Fe Railroad~~ to provide public input on future plans for the railroad right-of-way within the urban growth area. Private property owners must be compensated as needed, unless arrangements are made for a dedication of right-of-way in lieu of a park fee.

Policy T5.5: Encourage the return of the Sedro-Woolley ~~to~~ Concrete rail corridor to active rail use to promote revitalization of the City and east Skagit County.

**Goal T6: To fund and implement transportation improvements that serve the City.**

Policy T6.1: Partner with WSDOT, Skagit County, and SCOG to fund regional improvement projects that serve the City.

Policy T6.2: Ensure that growth mitigates its impacts through transportation impact fees, SEPA mitigation, concurrency, and development regulations.

Policy T6.3: Continue to work with Skagit County to mitigate traffic impacts of developments within the urban growth area consistent with the City's transportation element and mitigation requirements.

Policy T6.4: Develop the annual Six-Year Transportation Improvement Program (TIP) so it is financially feasible, leverages available ~~city~~ City funding, and is consistent with the comprehensive plan.

Policy T6.5: Level of service and safety deficiencies in areas of high population density and traffic volume pose the most immediate needs, and should be improved first.

Policy T6.6: Support residential street improvements through use of local improvement districts or other similar mechanisms.

**Goal T7: To provide an adequate transportation system current with the traffic-related impacts of new development.**

Policy T7.1: Maintain the adopted Level of Service (LOS) standard for all roadways classified as arterials ~~or collectors, or~~ state highways.

Policy T7.2: Maintain ~~the a minimum~~ level of service ~~standard of LOS D~~ for ~~SR 20, SR 9, principal~~ ~~and~~ and minor arterials within the City and UGA, ~~including SR 9 and SR 20 as LOS D.~~

Policy T7.3: Maintain ~~the a minimum~~ level of service ~~standard of LOS C~~ for ~~other and minor arterials~~ and collector ~~roadways~~ within the City and UGA ~~as LOS C.~~

Policy T7.4: Maintain the adopted Transportation Concurrency Management program to ensure adequate transportation facilities are available concurrent with development, as required by the Growth Management Act.

(Ord. 1554-06 § 3 (Exh. A)(part))

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### 3.12

## EXISTING TRANSPORTATION SYSTEM INVENTORY

### Roadway Network

#### *State System*

**State Route 20** links the City to I-5 and Burlington to the west and the Cascade Mountains to the east. Within the City, it is a two- to three-lane principal arterial with a 35 mph posted speed limit. Outside the City, to the west and to the east, the posted speed limits are 50 mph and 55 mph, respectively. State maintained traffic signals control SR 20 intersections with Collins Road, Rhodes Road/Hodgin Street, State Street/Trail Road, SR 9, Ferry Street, and SR 9/Township Street. SR 20 is classified by WSDOT as a Highway of Statewide Significance (HSS). SR 20 is also classified by WSDOT as a Freight Route from the west city limits to SR 9 south.

**State Route 9** links Sedro-Woolley with Mount Vernon to the south and with Whatcom County to the north. Within the City, SR 9 is two- to three-lane secondary arterial with state-maintained traffic signals controlling intersections with State Street, SR 20 (near Ferry Street intersection), and SR 20/Township Street. South of SR 20 the posted speed limit is 40 mph. The speed limit is posted at 35 mph north of the City. SR 9 is designated a non-HSS route. SR9 south of SR20 is a limited access – modified control route. SR 9 south of SR20 is classified by WSDOT as a Freight Route from the south city limits to its intersection with SR 20.

#### *Skagit County Roads*

County major and minor collector roads serve as key elements in the county transportation system. These roads link together state routes or connect the state route system to Sedro-Woolley, to other major centers, and to recreational destinations. For example, Cook Road is a two lane east-west road located in western Sedro-Woolley. It provides direct access to I-5 to the west and functions as a major freight route. Cook Road terminates in Sedro-Woolley at State

Route 20. Skagit County roads have been identified and analyzed in the Transportation Element of the 2016 Skagit County Comprehensive Plan Update, with which the City's Transportation Element update maintains consistency.

#### *City Street Network*

The City street network provides for the general movement of people and goods within Sedro-Woolley. It also serves other travel modes, including bicycles, pedestrians, and transit.

### Functional Classification

Roadway functional classification provides for a hierarchy of roadways. These classifications also act as a guide for future development of the overall street system. The purpose of the functional classification plan is to provide a hierarchy of arterial and local streets. Arterial streets serve higher traffic volumes and may have few access points. Local streets provide neighborhood circulation and access to individual parcels. Collector streets link arterials and local streets and may provide access to individual parcels. A well-connected system of streets enhances overall mobility and facilitates greater opportunities for pedestrian and bicycle travel.

According to Sedro-Woolley Municipal Code 15.40.040, all public streets are classified into four types: other principal arterials, minor arterials, major collectors, and local access streets. Table 1 includes a description of each functional classification. Each public street in the City is assigned one of the four classifications, as shown in Table 1, which are consistent with the Federal Highway Administration (FHWA) Federal Functional Classification system. Planned functional classifications are also identified in Table 1.

**Table 1.** Street Functional Classification System

Functional Classification	Description
Other Principal Arterial	Provide connectivity between different areas of a region. High mobility w/ partial access control
Minor Arterial	Provide connectivity between different areas of a region. Moderate mobility w/partial access control.
Major Collector	Collect traffic from local streets and other collectors. Connect neighborhoods to each other and to arterials.
Local Access	Provide direct access to properties in residential, commercial or industrial areas.

#### Principal Arterials

**State Route 20** is part of the state highway system but is classified an Other Principal Arterial through the City of Sedro-Woolley. SR 20 links the City to I-5 and Burlington to the west and the Cascade Mountains to the east. Within the City, it is a two- to three-lane Other Principal Arterial with a 35-mph posted speed limit. Outside the City to the west the route is classified as Other Principal Arterial with a posted speed limit of fifty (50) mph and to the east the route is classified as a Minor Arterial with a posted speed limit of fifty-five (55) mph. State maintained traffic signals control SR 20 intersections with Collins Road, Rhodes Road, State Street/Trail Road, SR 9, Ferry Street, and SR 9/Township Street. SR 20 is classified as a Highway of Statewide Significance (HSS). SR 20 is classified as a Freight Route from the west city limits to its intersection with SR 9 south.

#### Minor Arterials

**State Route 9** is part of the state highway system and is classified a Minor Arterial through the City. SR 9 links Sedro-Woolley with Mount Vernon to the south and with Whatcom County to the north. Within the City, SR 9 is two- to three-lane Minor Arterial with state-maintained traffic signals controlling intersections with State Street, SR 20 (near

Ferry Street intersection), and SR 20/Township Street. South of SR 20 the posted speed limit is 40 mph. The route is classified as Major Collector north and south of the city limits with a posted speed limit of 50 mph. SR 9 is not classified as a Highway of Statewide Significance. SR 9 south of SR 20 is ~~designated by WSDOT as~~ limited access, modified control. SR 9 south is classified as a Freight Route from the south city limits to its intersection with SR 20.

**Cook Road** is a ~~Major Collector outside of the city limits and a~~ Minor Arterial within the city providing a direct east-west connection to I-5. Within the City, it has three lanes and a speed limit of thirty-five (35) mph. Outside of the City it becomes a two-lane road with a fifty (50) mph speed limit.

**F&S Grade Road** is a narrow two-lane Major Collector outside of the city limits and a Minor Arterial within the ~~city~~City, providing access to rural areas northwest of the City. The speed limit is twenty-five (25) mph within the City and thirty-five (35) mph in the ~~county~~County.

The **State Street/Township Street** corridor loops from SR 20 and SR 9 on the west side of Sedro-Woolley back to SR 20 and SR 9 on the east side of the City. This arterial loop provides access and circulation within the City's central business district as well as other central neighborhoods. The roads have two travel lanes with twenty-five (25) mph speed limits. All-way stop controlled intersections with flashing red signals are located at Metcalf Street, Puget Avenue, and the State Street/Township Street intersection. A flashing red-amber beacon is located at the Third Street intersection (a minor-approach stop-controlled T-intersection).

**Ferry Street** is an east-west two-lane Minor Arterial which begins at Cook Road and connects to Township Street. Ferry Street provides access to the central business district. The speed limit is twenty-five (25) mph with flashing all-way stop signals located at Metcalf Street and Puget Avenue.

**Edward R. Murrow Street** is a two-lane Minor Arterial ~~with which~~ runs north-south from Cook Road to F&S Grade Road.

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#### *Major Collectors*

The **John Liner Road/McGarigle Road** corridor provides east-west access parallel to SR 20 in the north part of Sedro-Woolley. The roadways are narrow two-lane Major Collectors with twenty-five (25) mph speed limits. Jones Road and John Liner Road are currently separated by the existing railroad line. The City's Transportation Improvement Program (TIP) identifies a series of projects which include a railroad undercrossing and upgrade of Jones Road to F&S Grade Road to extend this major collector system across the City and tie to the proposed Trail Road collector system.

**North Fruitdale Road** north of SR20 is a narrow two-lane Major Collector with a thirty-five (35) mph speed limit. North Fruitdale provides access to the former Northern States campus, now being redeveloped as the Center for Innovation and Technology in the Pacific Northwest. North Fruitdale continues as a major collector in Skagit County, and connects to SR 9 north of the city limits via Kalloch Road.

**Fruitdale Road** south of SR20 is a narrow two-lane major collector with a thirty-five (35) mph speed limit. This county road provides north-south access to the southeast part of the City and UGA parallel to the Township Street corridor.

**Rhodes Road, Jameson Street, and Railroad Avenue** form an east-west Major Collector corridor in the southern part of the City. The collectors include two travel lanes with a twenty-five (25) mph speed limit. They connect SR 20 on the west side of the City to SR 20 on the east side of the city via Fruitdale Road, and also connect to SR20 east of the city via Minkler Road in the county.

In the west part of the City, **Trail Road** provides access from SR 20 to Cook Road. The City's Transportation Improvement Program (TIP) identifies a project which will extend the corridor north to connect with F&S Grade Road and Jones Road as part of the major collector system.

The following collector arterials have two lanes and a twenty-five (25) mph speed limit: **Metcalf Street, Reed Street, Sapp Road, State Street** (east of

Township Street), **Sterling Street, Third Street, and Wicker Road.**

~~A new major collector route is planned extending Hodgkin Street north to Cook Road that will support commercial development in the west part of the City.~~

#### *Local Access Streets*

Roadways not mentioned above are considered local access streets. Within the City, the legal speed limit is twenty-five (25) mph unless otherwise posted. In the county, the legal speed limit is thirty-five (35) mph unless otherwise posted. Generally, local streets are two-lane roadways providing direct access to adjacent properties.

#### **Public Transit Services**

Sedro-Woolley transit and public transportation facilities are operated by Skagit Transit and include bus transit, carpooling and vanpooling, dial-a-ride service, and park-and-ride lots. As of January 2016, two transit routes provide weekday service within the Sedro-Woolley area. Skagit Transit also offers limited weekday and weekend service in the City through its dial-a-ride program. Additionally, Skagit Transit offers services to encourage carpooling and vanpooling, including three park-and-ride lots within or near the City.

#### *Fixed-Route Bus Service*

Skagit Transit operates four bus routes through Sedro-Woolley: Route 300, Route 305, Route 717, and Route 750. The Sedro-Woolley Park and Ride serves as the City's transit hub and is served by each of the four bus routes. Transit service characteristics are described below.

**Route 300** provides service along SR 20 between the Chuckanut Park & Ride in Burlington and the Cascades Job Corps Center in Sedro-Woolley. The route operates weekdays from 6:20 AM to 8:50 PM and weekends from 8:15 AM to 6:00 PM, with a 60-minute headway. Route 300 serves points of interest throughout the City with stops at United General

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Hospital, Sedro-Woolley Park & Ride, Sedro-Woolley High School, and Cascade Job Corps.

**Route 305** provides service along SR 9 from Skagit Valley College in Mount Vernon to Sedro-Woolley Park & Ride. Route 305 operates on a 60-minute headway weekdays from 7:40 AM to 6:00 PM and weekends from 8:10 AM to 5:40 PM. Exact departure times vary by direction of travel.

**Route 717** provides Skagit River communities (Sedro-Woolley, Lyman, Hamilton, Concrete, and Cape Horn) access to the transfer point at Sedro-Woolley Park & Ride and offers limited service to the Skagit Valley College area of Mount Vernon. Route 717 offers one westbound express trip between Cape Horn and Skagit Station on weekday mornings, and two eastbound express trips departing Sedro-Woolley Park & Ride for Cape Horn on weekday mornings at 5:00 AM and 6:25 AM. Thereafter, weekday service operates with 3-hour headways until 7:00 PM. The route also operates on Saturdays with trips departing Sedro-Woolley Park & Ride at 8:00 AM and 3:00 PM.

**Route 750** is a Friday-only route which offers one morning and one afternoon trip along SR 20 between Sedro-Woolley Park & Ride and Marblemount Caboose, with stops at Concrete City Hall and Rockport Store. Route 750 departs Sedro-Woolley Park & Ride at 8:10 AM and 2:00 PM on Fridays.

#### *Park and Ride Lots*

Three transit Park & Ride lots are located in and around Sedro-Woolley. The SR 9/State Street Park & Ride located on the southwest corner accommodates 20 vehicles. South of the City and the Skagit River, the SR 9 and South Skagit Highway Park & Ride accommodates 52 vehicles. Given the lot locations relative to bus routes, these park-and-ride lots provide services for vanpool and carpool patrons more than bus patrons. A third lot, the Sedro-Woolley Park & Ride is located at the southeast corner of the Cook Road / Ferry Street roundabout. The Sedro-Woolley Park & Ride accommodates 32 vehicles and also serves as a transfer point for the four

bus routes (300, 305, 717, and 750) which serve the City.

#### *Vanpooling/Carpooling*

To reduce the traffic volumes on Skagit County roadways, Skagit Transit offers tools to encourage carpooling and vanpooling. Carpooling and vanpooling arrangements vary in cost and complexity depending on the number of persons involved. More information can be found on Skagit Transit's website (<http://www.skagittransit.org>).

#### *Paratransit*

Skagit Transit Paratransit serves persons throughout Skagit County, including the City of Sedro-Woolley, who have disabilities or conditions which prevent them from using normal fixed-route bus service. Paratransit operates from 6:00 AM to 9:00 PM on the weekdays and 8:00 AM to 6:00 PM on weekends. More information can be found on Skagit Transit's website (<http://www.skagittransit.org>).

#### **Freight and Rail Services**

The arterial roadway system and the BNSF Railway (formerly Burlington Northern and Santa Fe Railway) provide for the movement of freight and goods through the City. Given its location along two state highways, Sedro-Woolley experiences a large amount of truck freight traffic. There are three regional freight corridors (SR 20, SR 9, and Cook Road) that lead into and out of the City. These roadway facilities, along with the BNSF branch line and other designated truck routes, serve both local and regional freight operations within the City.

#### *Truck Routes*

The City has adopted a formal truck route plan in an effort to manage truck traffic within its city limits. City Municipal Code 10.20.030 designates the following roadways as truck routes within the City.

- SR 20 and SR 9
- Edward R. Murrow Street
- West State Street and State Street
- Township Street, Third Street, and River Road
- West Jameson Street and Jameson Street (Batey Road to Third Street)
- West Ferry Street and Ferry Street

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- East Jones Road and West Jones Road
- F&S Grade (West Jones Road to Borseth Road)
- Cook Road
- Sapp Road (south of East Jones Road)
- Metcalf Street (north of Ferry Street)
- Puget Avenue
- Garden of Eden Road (F & S Grade Road to East Jones Road)

In Washington State, the highway and roadway system is rated according to the amount of freight and goods that are carried by truck on the system. The Washington State Freight and Goods Transportation System (FGTS) is a ranking of roads in Washington State by annual gross freight tonnage carried. The FGTS classification system is as follows:

- T-1: Over 10 million tons per year
- T-2: Between 4 and 10 million tons per year
- T-3: Between 300,000 and 4 million tons per year
- T-4: Between 100,000 and 300,000 tons per year
- T-5: At least 20,000 tons carried in a 60-day period and less than 100,000 tons per year

The FGTS system is affected by changes in the economy, international trade, and the transportation industry such as changes in truck travel patterns, cargoes and tonnages. Revisions to the FGTS routes and tonnage classifications are developed by the agency having jurisdiction over the roadway segment. The following freight routes are designated within the Sedro-Woolley planning area:

- a. Cook Road is designated a T-2 facility carrying 3,872,000 tons annually;
- b. Designated T-4 routes, carrying between 100,000 and 300,000 tons annually, include:
  - a. F & S Grade Road from city limits to SR 20
  - b. Ferry Street from SR 20 to Township Street
  - c. Jameson Street from SR 9 to Township Street

- d. Metcalf Street from SR 20 to W State Street
- e. Reed Avenue from State Street to SR 20
- f. State Street from SR 20 to east city limits
- g. Township Street from SR 20 to south city limits
- h. Edward R. Murrow Street from Cook Road to F&S Grade Road
- c. Third Street from State Street to Jameson Street is designated the T-5 route carrying approximately 53,000 tons annually.

Most of the designated freight routes through the City meet WSDOT T-4 designation. The major exception is Cook Road, with a T-2 classification. Most trucks heading to and from the west use Cook Road to bypass the congestion along SR 20 through the City of Burlington. In addition, the Cook Road corridor provides a direct link to I-

#### *Rail System*

The railroad system within the City of Sedro-Woolley is operated by BNSF Railway. While the rail lines form a three-legged intersection within the City, only the west and north lines are typically used. The south spur is used primarily for storage purposes. These west and north lines are part of a BNSF branch line from Burlington to Sumas at the US-Canadian border. Rail traffic is typically three freight trains per day, seven days a week. The daily train schedule is not fixed, but trains typically operate within the City from 5:00 PM to 8:00 PM and 12:00 AM to 4:00 AM. A Rail Crossing Study completed by the Skagit Council of Governments in 2015 estimates that the rail crossings in the City will increase by 2040 to from 3 to 4 trains per day to 6 to 7 trains per day and gate down times will at SR 9 and at Ferry increase at crossings from 21 minutes to 64 minutes. BNSF and WSDOT are planning for crossing upgrades in 2017 at all the City crossings.

#### **Nonmotorized Transportation Facilities**

The City adopted a Complete Streets policy in 2010 (with a major update in 2016) that promotes alternative methods of transportation that lessen the need for motorized trips within the city, thereby reducing

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congestion and pollution, and promoting healthy alternatives to vehicular use. The Complete Streets concept includes consideration of pedestrian and bicycle facilities for all new street projects. The City's roadways act as the primary facilities to accommodate pedestrians and bicyclists. Many of these roadways have sidewalks to accommodate pedestrians and the City has designated some roadways as formal bicycle routes. Along with a system of regional trails, these facilities are used to promote non-motorized travel within the City.

#### *Pedestrian Facilities*

At this time, Sedro-Woolley's pedestrian system consists of sidewalks adjacent to streets and shared use paths adjacent to certain arterials and collectors, including the north side of SR20 from Hodgkin Street to SR9 North, the north side of McGarigle from SR9 North to Fruitdale, and the west side of Fruitdale from SR20 to McGarigle. The highest concentration of available sidewalks is in the central business district and surrounding neighborhoods. These areas originally encompassed the urban area of the City when it was first incorporated. New developments in the northern part of the City also have sidewalks. Figure 2 shows locations along the arterial roadway system where sidewalks currently exist.

As development occurs within the City, property owners are required to dedicate right-of-way and construct sidewalks as part of frontage improvements or new roadways. Most of the roadways outside the central core of the City were built when the area was unincorporated Skagit County and were designed to rural arterial standards. No sidewalks exist on the rural roadways outside the City.

The City has an active ADA inventory and upgrade program to assess and repair portions of the sidewalk system that do not meet ADA accessibility standards.

#### *Bicycle Facilities*

The City roadway design standards identify that new arterials will include separate bicycle facilities, as sidewalks are not a substitute for on-street bicycle facilities. For the most part, bicyclists currently share the road with motorized traffic or use paved roadway shoulders, where available. Formal bike

lanes are present on both sides of Cook Road within the city limits, as shown in Figure 2. In addition, the City has included shared use paths adjacent to certain arterials, including the north side of SR20 from SR9 South to SR9 North, the north side of McGarigle from SR9 North to Fruitdale, and the west side of Fruitdale from SR20 to McGarigle. Additional shared use paths are planned on the north side of SR20 west of SR9 South and east of SR9 North, and on the north side of John Liner Road and the south side of Jones Road.

Three regional bicycle routes intersect within the City of Sedro-Woolley. These routes are identified in the Skagit County Parks and Recreation Plan and provide non-motorized connectivity to the west and south of the City. These regional bicycle routes are primarily recreational in nature but are identified here:

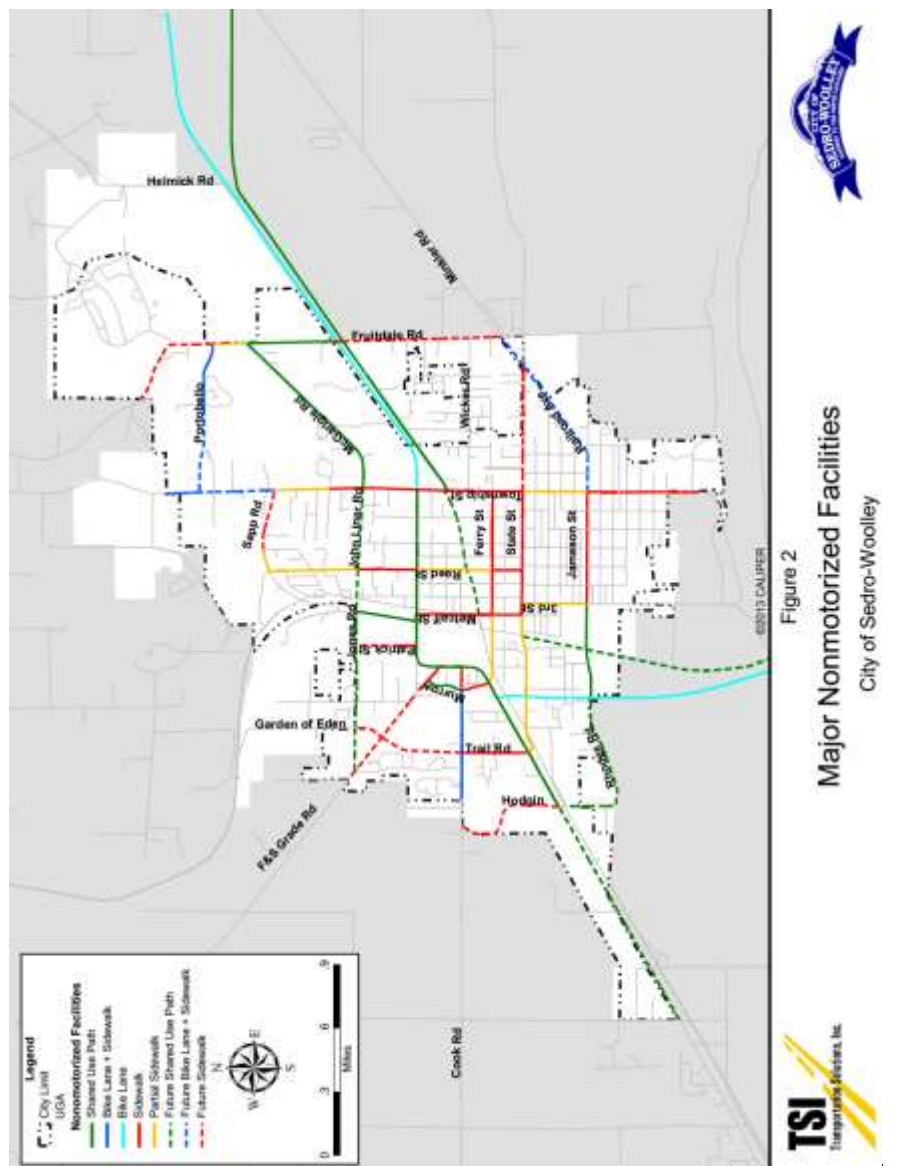
- **US Bike Route 10, the Cascades to Coast Trail** follows SR 20 within Sedro-Woolley. The city's shared use path along the north side of SR 20 allows bicyclists to remain separated from automobile traffic for most of the width of the city.
- **Cascade Trail** is a 23 mile long rails-to-trails conservancy project which follows the SR 20 corridor from Concrete through Sedro-Woolley. It is currently paved from its terminus east of Township Street to Fruitdale Road and unpaved east of Fruitdale Road.
- **Centennial Trail** is a regional bike connection which runs north-south from Snohomish County through Skagit and Whatcom Counties. The route follows SR 9 but currently requires cyclists to operate on-street through Sedro-Woolley. The route follows future US Bike Route 87 within the city.



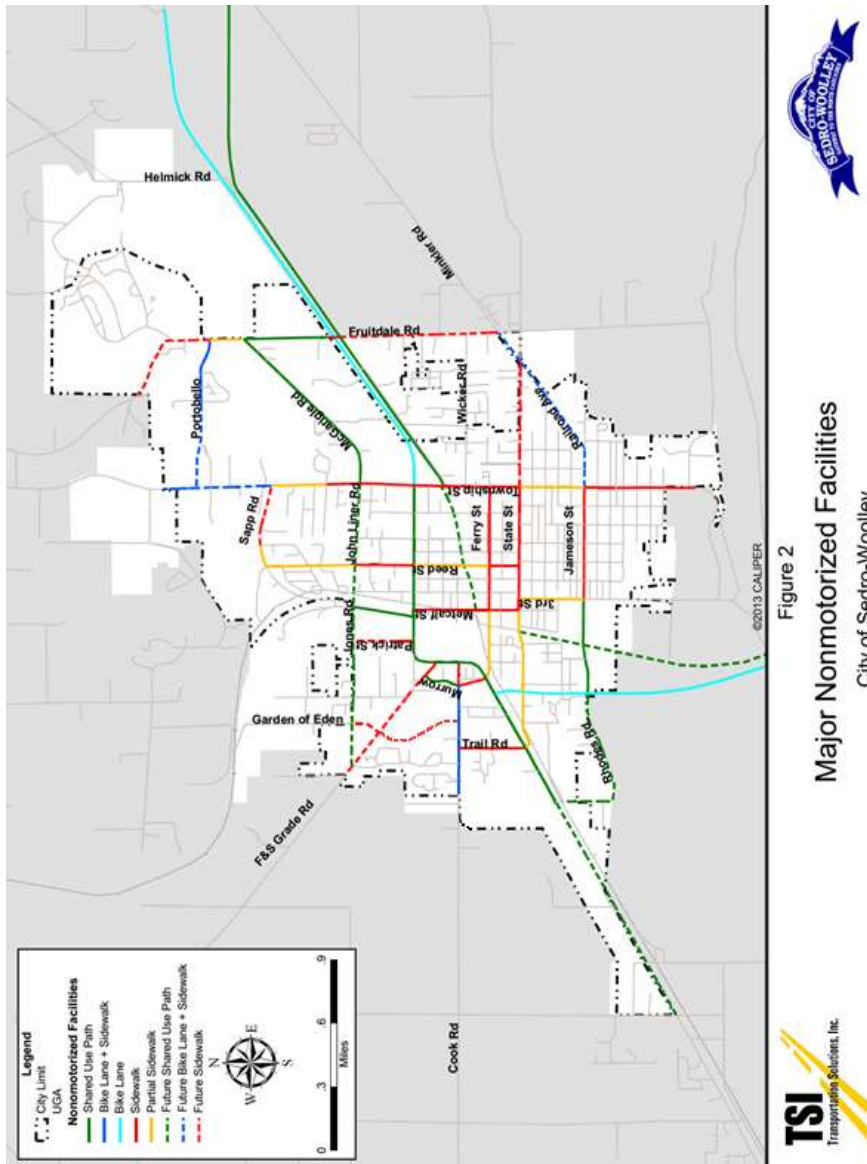
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**Figure 2**  
**Nonmotorized Facilities**

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### 3.16

#### EXISTING TRAFFIC CONDITIONS

##### Traffic Volumes

Daily and PM peak hour traffic volumes were obtained from Skagit County, WSDOT, and recent counts. Daily traffic counts were collected in January 2015 and PM peak hour intersection turning movement counts for most arterial intersections were collected in April 2015.

##### Seasonal Traffic

Traffic on state highways in Sedro-Woolley can vary significantly throughout the year because of the annual winter closure of SR 20. SR 20, or the North Cascades Highway, is closed every winter forcing SR 20 traffic to shift to the US 2 corridor to the south.

The traffic count data collected for this transportation element were collected or adjusted in such a way as to account for the SR 20 winter closure. Turning movement counts were collected after the April 3 opening of SR 20 while daily traffic counts were compared against seasonally-adjusted WSDOT counts collected in and near the Sedro-Woolley study area.

##### Daily Traffic Volumes

Figure 3 summarizes the daily traffic volumes on state highways and arterials in and around the city. West of the city, SR 20 carries 16,900 vehicles per day (vpd). This volume increases to 19,000 vpd north of its intersection with Cook Road. East of the city, traffic volumes on SR 20 decrease to less than 9,000 vpd. SR 9 south of the city serves approximately 11,000 vehicles daily. At the north city limits, volumes on SR 9 decrease to 5,400 vpd. Cook Road carries 12,900 vpd at the west edge of Sedro-Woolley.

Traffic volumes entering/exiting the city to/from the south or west (SR 9, SR 20, Cook Road and F&S

Grade Road) total an estimated 42,000 vpd. This compares to 16,100 vpd entering/exiting the city to/from the east and north.

The volumes indicate several things important in developing the transportation plan. First, the major travel patterns are oriented to/from the west to access I-5, Mount Vernon, Burlington or other regional destinations. Second, the travel patterns show a significant proportion of through traffic on the state highways. The volume of traffic on SR 20, SR 9, and Cook Road in the west part of the city indicates that drivers are using several, limited routes to connect between Sedro-Woolley and areas to the west/southwest.

##### PM Peak Hour Volumes

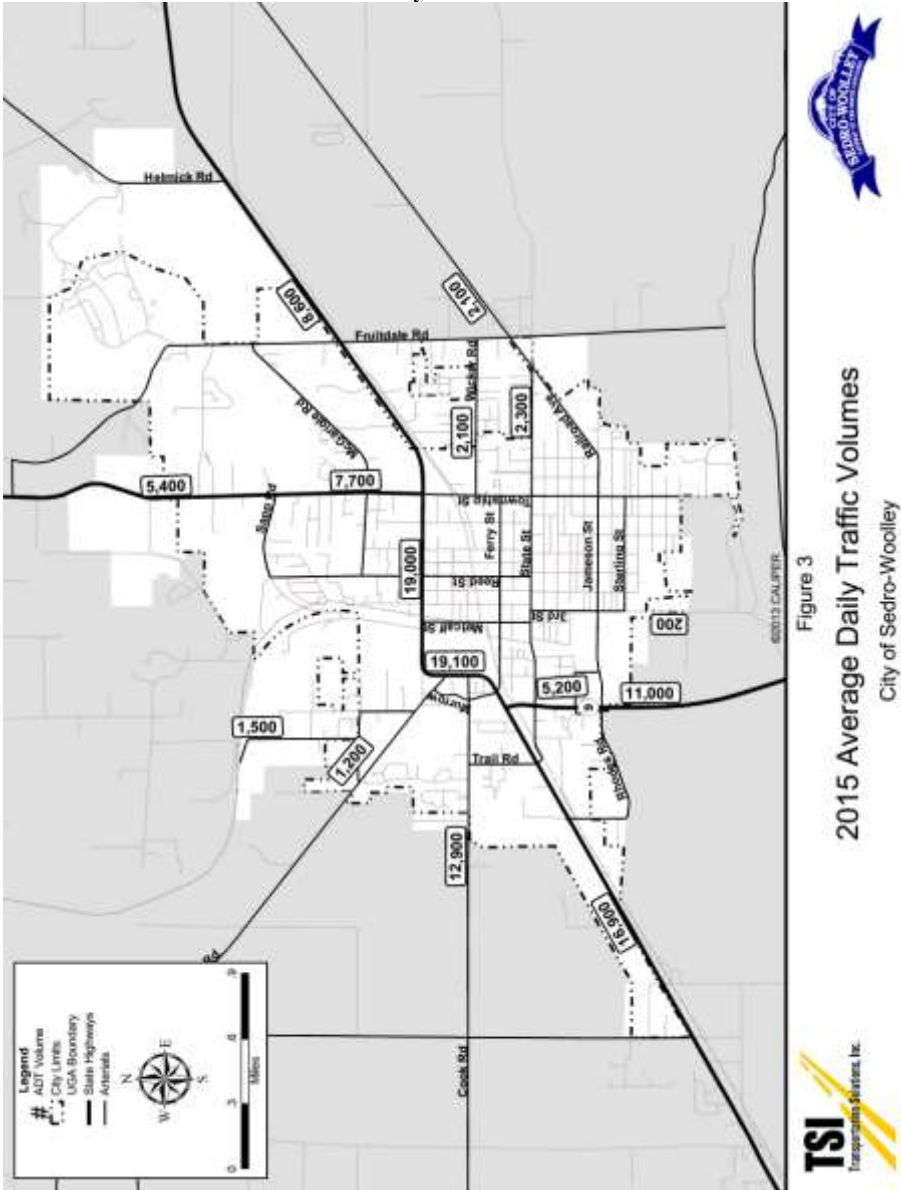
Figure 4 shows the existing two-way traffic volumes during the PM peak hour. The PM peak hour is defined as the highest four consecutive fifteen-minute volume intervals during the PM peak period of travel (typically between 4:00 PM and 6:00 PM). This represents the one-hour period when traffic volumes on local roadways are typically at their peak, and generally corresponds to the period of rush hour traffic with commuters returning home from work.

The PM peak hour volumes have consistent patterns with the daily volumes described above. The state highways have the highest traffic volumes with two-way volumes during the PM peak hour ranging from 690 vehicles per hour (vph) on SR 9 north of John Liner Road to approximately 1,700 vph on SR 20 north of Cook Road. City arterials in the central business district generally serve between 200 and 400 vehicles during the PM peak hour, with the exception of State Street which serves just under 1,000 vph in the downtown area.

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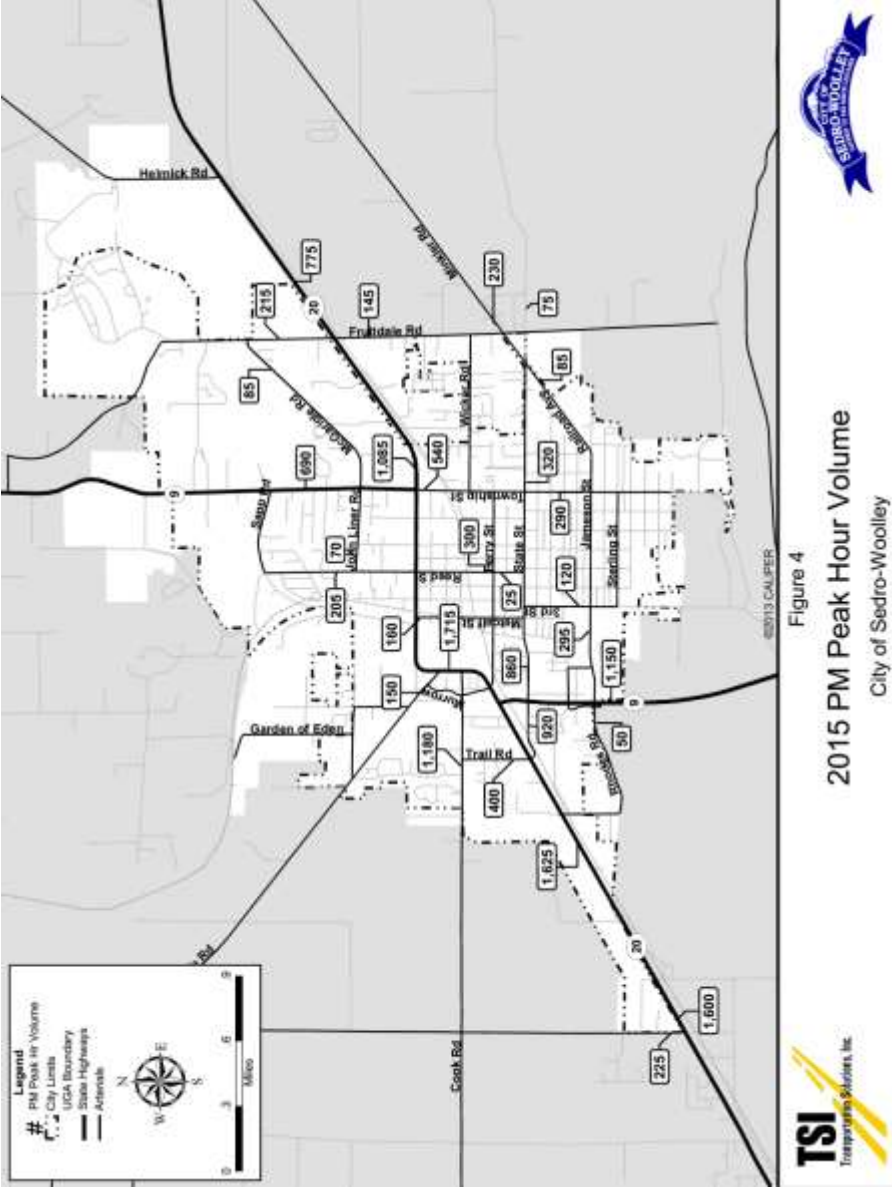
~~Update effective: May 18, 2018~~~~Draft: March 2022~~

**Figure 3**  
**2015 Daily Traffic Volumes**



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Figure 4  
2015 Weekday PM Peak Hour Traffic Volumes



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### Vehicle Classification Counts

Daily vehicle classification counts were collected in early 2015 along arterial streets that provide regional access to Sedro-Woolley. Vehicles are generally classified into two groups; passenger cars/SUVs and heavy vehicles. Heavy vehicles represent vehicles with more than four tires and include RVs, delivery trucks, and semi-trucks. On a daily basis, the percentage of heavy vehicles range between 2 and 14 percent on arterials such as SR 20, SR 9, and Cook Road.

Classification counts along Cook Road west of the city limits indicate 10 percent of the traffic is heavy vehicles. This is slightly greater than the 7 percent heavy vehicle share on SR 20 at the west city limits. East of the city limits along SR 20, 9 percent of daily traffic consists of heavy vehicles. Heavy vehicles on SR 9 north and south of the city limits represent 13 and 7 percent of daily traffic, respectively.

### Level of Service Definition

Level of service (LOS) is a qualitative description of the operating performance of an element of transportation infrastructure such as a roadway or an intersection. LOS is typically expressed as a letter score from LOS A, representing free flow conditions with minimal delays, to LOS F, representing breakdown flow with high delays. The street and intersection LOS methodologies used in this Transportation Element are described below.

### Segment Level of Service

Table 2 describes a system of street capacity standards which incorporate planning-level vehicle capacity estimates with consideration for the impact of non-motorized facilities on vehicle capacity. These standards can be applied to calculate capacity for every arterial street in Sedro-Woolley.

These street capacity standards use a base peak hour capacity which is based on Highway Capacity Manual (HCM) and similar methodologies used throughout the region. Base capacity is adjusted based on facility attributes including left-turn lanes, access restrictions, bike lanes, sidewalks, and on-street parking.

Left-turn lanes are estimated to add the capacity equivalent of one half through lane by removing major approach left-turn delay. Similarly, segments with limited access (e.g. physical or natural barriers) experience an increase of the equivalent of 70 percent of one through lane. Capacity reductions for lack of non-motorized facilities are based on the principle that HCM capacity calculations assume fully-built urban street sections. Streets without sidewalk or bike lanes will force nonmotorized users into vehicle lanes, reducing vehicle capacity. Exceptions to these nonmotorized reductions can be made for freeways and state highways which are designed to emphasize vehicle mobility over nonmotorized traffic. The presence of on-street parking is also expected to reduce capacity slightly.

**Table 2.** Sedro-Woolley Street Capacity Standards

Functional Classification	Base Peak Hour Capacity (veh/hr/lane)	Capacity Adjustment				
		Left-Turn Lane (vph)	Access-Restricted Segment (vph)	No Bike Lane	No Sidewalk	On-Street Parking
Other Principal Arterial	900	450	540	-90	-180	-45
Minor Arterial	800	400	480	-40	-80	-40
Major Collector	600	300	360	-30	-60	-30

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Street segment LOS is based on the ratio of traffic volume to roadway capacity and can be described as a roadway's ability to serve all users. Sedro-Woolley Municipal Code (SWMC) 15.56.020 defines LOS thresholds which are consistent with the planning-level LOS thresholds defined in Highway Capacity Manual 1994 (HCM1994). These thresholds and definitions, shown in Table 3, have been modified to fit the multimodal capacity approach described above.

#### *Intersection Level of Service*

Intersection LOS is based on the average delay experienced by a vehicle traveling through an intersection. Delay at a signalized intersection can be caused by waiting for the signal or waiting for the queue ahead to clear the signal. Delay at unsignalized intersections is caused by waiting for a gap in traffic or waiting for a queue to clear the intersection.

For the purposes of this analysis and to maintain consistency with WSDOT policy, roundabouts were analyzed using HCM2000 gap acceptance parameters and HCM2000 signalized LOS thresholds.

Delay is defined differently for signalized and all-way stop controlled intersections than for two-way stop controlled (i.e. stop control on minor approach) intersections. For signalized and all-way stop controlled intersections, level of service thresholds are based upon average control delay for all vehicles using the intersection. For two-way stop controlled intersections, delay is reported for the movement with the worst (highest) delay. Table 4 identifies LOS delay thresholds for signalized and unsignalized intersections.

**Table 3.** Street Segment LOS Characteristics

LOS	Volume / Capacity	Description
A	$\leq 0.60$	Facility accommodates all modes of transportation. Vehicles experience free flow, with low volumes and high speeds
B	0.61 – 0.70	Stable flow, with traffic conditions beginning to restrict operating speeds. Drivers still have reasonable maneuverability between multiple lanes. All modes are accommodated
C	0.71 – 0.80	Fairly stable flow, but higher volumes more closely constrict speeds and maneuverability.
D	0.81 – 0.90	Approaching unstable flow, with tolerable operating speeds and limited maneuverability. Facilities without nonmotorized facilities and heavy pedestrian/bike volume may experience unstable flow.
E	0.91 – 1.00	Nonmotorized users in travel lanes will conflict with heavy vehicle volume and cause breakdowns in flow. Vehicles experience unstable flow with reduced operating speeds.
F	$> 1.00$	Facility is unable to accommodate all modes. Vehicles experience forced flow, operating under stop-and-go conditions

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**Table 4.** Intersection Level of Service Thresholds

LOS	Signalized Delay (sec/veh)	Unsignalized Delay (sec/veh)
A	≤10	≤10
B	>10 – 20	>10 – 15
C	>20 – 35	>15 – 25
D	>35 – 55	>25 – 35
E	>55 – 80	>35 – 50
F	>80	>50

#### Level of Service Standards

As required under GMA, the City has adopted level of service (LOS) standards for its street system. The City's adopted LOS standards are set based on roadway functional classification. The LOS standards are:

- Other Principal Arterials LOS D
- Minor Arterials LOS C
- Major Collectors LOS C

Minimum LOS for State facilities are set by the Washington State Department of Transportation (WSDOT). SR 20 is designated by WSDOT as a Highway of Statewide Significance (HSS) and is assigned minimum intersection LOS D. This is consistent with the City's LOS D standard for Other Principal Arterial. Since SR 20 is an HSS, the City may, is not required to apply concurrency to developments impacting the route. The City may, additionally require developments to mitigate their traffic impacts on the highway through SEPA or transportation impact fees.

SR 9 is classified by the City as a minor arterial both north and south of SR 20. This results in a LOS C standard, which is more stringent than the state and SCOG standard of LOS D for SR 9 in Skagit County. In order to be consistent with WSDOT and

SCOG, this 2016 Transportation Element adopts LOS D for SR 9 within the city.

The City's LOS C standard for other secondary and major collectors reflect the City's desire to minimize peak hour congestion and reduce the potential for cut-through traffic on neighborhood and local access streets.

#### Analysis Methodology

Traffic operations were evaluated based on the LOS methodologies of the Highway Capacity Manual (HCM) (Transportation Research Board, 2010). The HCM is a nationally recognized, locally accepted method of measuring traffic flow and congestion.

Traffic volumes used for the operations analysis reflect spring 2015 conditions during the PM peak hour of travel.

#### Level of Service Results

Intersection levels of service (LOS) analyses were conducted for arterial segments and intersections within the study area. No street segments currently fail the recommended minimum segment LOS standards. Table 5 summarizes the LOS results and intersection or worst movement delay at the study intersections for 2015. The two-way stop controlled intersection at SR 9 and W Nelson currently operates below the City's minimum LOS standards. This was resolved with completion in 2016 of the Jameison Arterial Extension to SR9 Project.

See Appendices A and B for Existing Segment and Intersection LOS Summaries respectively.

Based on HCM methodology, the PM peak hour traffic operations for all signalized intersections are within the City's standard at LOS D or better.

**Table 5.** Existing Intersection Level of Service Deficiencies as of 2015

Intersection	Control Type <sup>1</sup>	Delay <sup>2</sup> (s/veh)	LOS
SR 9 / Nelson St	TWSC	52.9	F

<sup>1</sup>TWSC = Two-Way Stop Control; AWSC = All-Way Stop Control; RAB = Roundabout; Signal = Signalized

<sup>2</sup>Average control delay for all movements. For TWSC, delay is reported for the movement with the worst (highest) delay.

### Necessary Improvements

The City's 2016-2036 project list included one improvement project, identified in Table 6, which will mitigate the existing LOS deficiencies.

The Jameson Street Arterial Extension project (completed in 2016) includes a new intersection at SR 9 and Jameson Street with roundabout control, which will relieve minor street delay at the Nelson Street intersection. The project also includes reclassification of Nelson Street and Batey Road from minor arterials to local access roads.

Total estimated cost of improvements necessary to bring failing intersection up to current LOS standards is \$3,020,000.

### Traffic Safety

Within Sedro-Woolley, traffic safety analysis was generally limited to state highways where traffic

volumes are the highest and records are the most accessible. One local collector, West State Street, which acts as a connector between SR20 and SR9, was also analyzed. Conversations with police department and school district personnel confirm that safety issues are primarily limited to these state routes. Historical accident data along both SR 20 and SR 9 were provided by WSDOT for the three-year period from 2012 to 2014 (the most recent data available as of April 2016). Analysis and statistics were summarized by accidents related to fatalities, intersections, roadway segments, and pedestrians or bicycles.

#### Fatalities

During the three year study period, no fatal accident occurred in the study area. This is an improvement from 2005.

**Table 6.** Projects Necessary to Bring Existing Facilities up to LOS Standards as of 2015

Project ID	Location	From / To	Description	Estimated Cost (\$\$\$)
C14	Jameson St	SR 9 / Batey Rd	Arterial extension w/new roundabout	3,020
<b>Total Estimated Cost</b>				<b>3,020</b>

#### Intersection Safety Analysis

Typically, any intersection with an accident rate greater than one accident per million entering vehicles (acc/MEV) should be monitored to determine if improvements could be made to increase safety.

WSDOT has identified an Intersection Analysis Location (IAL) at SR9/State Street (0.50 acc/MEV) with the IAL based on 2010 data. WSDOT has not identified any IALs on SR 20 based on 2010 data. There are however several SR 20 intersections with intersection accident rates approaching or exceeding the 1.0 acc/MEV recommended action level. These

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include SR20/W State Street at 1.61 accidents per MEV, with 48% of the collisions rear-end; SR20/SR9 North/Township Street at 1.11 accidents per MEV, with seventy (70%) of the accidents rear-end; SR20/SR9 South at 0.91 acc/MEV with ninety (90) percent rear-end; and SR20/Rhodes Road at 0.65 ac/MEV with 83% rear-end. The SR20/Township intersection is included in the Collision Analysis Location/Collision Analysis Corridor (CAL/CAC) discussed below.

The main cause for a rear-end collision is traffic congestion (vehicles following too closely), and in the case of the Rhodes and W State intersections, related to speed due to the transition from 50 mph to 35 mph at MP 64.39. The SR20/SR9/Township signalized intersection experiences long queues on both routes due to congestion. One improvement from 2005 is the Metcalf intersection, formerly a high accident location (HAL under the old methodology, which had no accidents in the 2013-2015 period. The improvement is likely due to the recent

projects completed in this vicinity that improve sight distance and added center turn lanes.

#### *Roadway Safety Analysis*

The average accident rates were analyzed for both the SR 20 and SR 9 corridors to identify highway segments with potential safety problems. The results of the highway segment analysis are summarized in Table 7. The highway segments listed in Table 7 vary in length and traffic volume. To provide meaningful comparison, accidents along highway segments are typically analyzed in terms of accidents per million vehicle miles (acc/mvm) traveled. No universally accepted guidelines exist for identifying hazards based on accident rates for highway segments alone; however, WSDOT publishes average accident rates by roadway classification. Table 8 lists the average accident rates for highway segments based on functional classification.

**Table 7. 2013 – 2015 Accident History for State Highway Segments**

Segment	Average Accidents per Year	Average Daily Vehicles <sup>1</sup>	Accidents per MVM <sup>2</sup>	State Average Rate <sup>3</sup>	Accident Type (Majority)
SR 20 West (MP 63.06 Collins Road to MP 65.06 Cook Road Roundabout)	46.0	16,400	5.78	2.08 R 2.54 U	Rear-End
SR 20 Central (East of MP 65.05 Cook Road Roundabout to MP 66.08 SR9 North/Township St)	23.7	20,100	3.16	2.54	Rear-End
SR 20 East (East of MP 66.08 SR9/Township Street to MP 66.89 Fruitdale Road)	2.7	11,700	0.77	2.13 R 3.38 U	Rear-End
SR 9 South (MP 55.45 City limits to MP 55.89 south of SR 20)	5.7	8,100	4.36	3.38	Rear-End
SR 9 North (North of SR 20 to City Limits)	5.0	8,100	1.41	3.38	Rear-End
West State Street, SR 20 to SR 9	3.3	9,600	3.28	NA	Rear-End

Source: WSDOT Crash Data (2013-2015), summarized by City. <sup>1</sup>Based on 2015 WSDOT TRIPS System Annual Traffic Report

<sup>2</sup>Accidents per million vehicle miles based on WSDOT Crash Data 2013-2015, calculated by City using the FHWA "Roadway Departure Safety: A Manual for Local Rural Road Owners" Crash Rate Calculations.

<sup>3</sup>Washington state average accidents per MVM based on roadway classifications (R for Rural, U for Urban) based on the 2006 Washington State Collision Data Summary Highways only, pg. 16.

**Table 8. Average Accident Rates by Roadway Functional Classification**

Functional Classification	WSDOT Rural Arterial (Accidents/MVM) <sup>1</sup>	WSDOT Urban Arterial (Accidents/MVM) <sup>1</sup>
Principal Arterial	1.13	2.54
Minor Arterial	1.47	3.38
Major Collector	1.55	1.01

Source: 2006 Washington State Collision Data Summary Highways Only (latest available)

<sup>1</sup>Annual accidents per million vehicle miles

The WSDOT Functional Classification Map classifies SR 20 as an urban other principal arterial from the west city limits to Township Street/SR 9, and as urban minor arterial to the east city limits. West of the city limits, SR 20 is classified as urban other principal arterial, and east of the city limits as rural minor arterial. SR 9 is classified as an urban minor arterial within the City of Sedro Woolley. SR 9 south and north of the city limits is classified as rural minor arterial. The historical accident data and existing highway classifications obtained from the WSDOT indicate that the accident rates for two SR 20 segments and the SR 9 segment south of SR 20 are above the average accident rate for a similar state

facility. The accident rate for SR 20 segment west of Cook Road has increased 74% since 2005 and remains well above the state average. The SR 20 Central segment accident rate has decreased 28% since 2005, although it remains above the statewide average. The accident rate for the SR 9 segment south of SR20 has increased 18% from 2005 and remains above the state average. The accident rate for the SR9 segment north of SR20 has decreased 3% since 2005, and remains below the state average.

Within Sedro-Woolley, WSDOT has identified two Collision Analysis Corridors/Collision Analysis Locations (2015 CACs/CACs) along SR 20. SR 9 is

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not currently listed as a CAC, but has one Intersection Analysis Location. WSDOT identifies state highway CALs/CACs that meet certain criteria to identify potentially unsafe accident locations. The first CAL/CAC is along SR 20 from milepost 61.16 to milepost 63.62, generally from the east city limits of Burlington to Holtcamp Road, and actually west of the city limits but partially in the Urban Growth Area. The second CAL/CAC is along SR 20 from milepost 65.39 to 65.63, generally between Patrick Street and Puget Street intersections. These SR20 corridors correspond to the accident rates noted in Table 7.

In addition to the state routes, local collectors with significant volumes of traffic were analyzed. West State Street from SR20 to SR9 is a local collector connecting the two state routes and the Downtown commercial core. This route was found to have a 3.28 acc/MVM rate with 70% rear-end crashes on the segment from SR20 to SR9, and 2.45 acc/MVM on the segment between SR9 and Eastern. While standards given in Table 8 are limited to highways, these results indicate that attention is warranted on this route. West State Street has the highest accident rate in the city. Other routes slightly lower rates are Ferry from Eastern to Township, and Metcalf from State to SR 20. All other city collectors have moderate to low accident rates.

#### **Pedestrian/Bicycle Safety**

No section of the SR 20 or SR 9 corridor is currently listed as a High Pedestrian Accident Location (PAL) by WSDOT. Between 2013 and 2015, there were no accidents along the SR 9 corridor involving bicyclists or pedestrians.

Four accidents along SR 20 involved pedestrians or bicycles between 2013-2015. Three of the four involved a pedestrian, and the remaining one involved a pedicyclist. The pedestrian accidents occurred at the Murdock, Reed and Township intersections, only one of which (Township) includes an actual pedestrian crossing. The pedicyclist accident occurred

at Ferry Street. Pedestrian and bicycle related accidents on the state routes have decreased by 50% since 2005, attributable to the addition of south side sidewalks and north side shared use path improvements on SR20 from SR 9 South to SR 9 North/Township completed in 2012, and sidewalks and bicycle lane additions on SR 9/Township from SR 20 to Lucas Drive also completed in 2013.

(Ord. 1554-06 § 3 (Exh. A)(part))

### 3.20

#### TRAVEL DEMAND FORECASTING

To provide a framework for future transportation system needs, this Transportation Element must consider the transportation needs of future growth. The GMA requires that the transportation planning horizon be at least ten years in the future. The City of Sedro-Woolley selected a 2036 horizon year. Year 2036 is consistent with the forecast year used in the Growth Management Steering Committee residential and commercial/industrial land use allocations. It also provides a longer range look at the transportation system than City's annual six-year Transportation Improvement Program (TIP).

This section will describe the inputs, assumptions, and methodologies used to develop the Sedro-Woolley citywide transportation planning model, which was used to generate a long-range (2036) citywide travel demand forecast. This demand (i.e. traffic volume) forecast provided the technical basis for the LOS forecast and the state, county, and local transportation system improvement needs identified later in this Transportation Element.

#### Land Use

The existing and forecasted locations, quantities, and types of land use throughout the City and UGA form the backbone of the citywide planning model. In order to satisfy the GMA requirement for the Transportation Element to maintain internal consistency with the assumptions used throughout the Comprehensive Plan, the land use data described below is based on the population and growth targets described in the Land Use Element. These targets

are themselves consistent with land use forecasts developed by Skagit Council of Governments (SCOG), BERK Consulting, E.D. Hovee & Company, and the City.

#### Existing Land Use

For the purposes of transportation planning, land use can be stratified into two categories: households and employment. Residential land use forecasts are often expressed in terms of population, however for travel demand modeling it is helpful to convert population into trip-generating households.

Existing citywide population and household estimates are summarized in Table 9 and are consistent with the Land Use Element in this Comprehensive Plan.

#### Forecasted Land Use Growth

The modeled land use forecasts include total population growth of 4,615 and employment growth of 2,473, as summarized in Table 9. These forecasts include SCOG growth allocations in addition to the anticipated redevelopment of the Northern State Campus.

Modeled growth allocations are classified by five employment sectors:

- Retail
- Services
- Government/Education
- Industrial
- Resources

To maintain consistency with the SCOG regional planning model and allow greater modeling flexibility, growth allocations were further divided into the 8 employment sectors identified in Table 10.

**Table 9.** Existing Citywide Land Use Totals

Planning Year	Population	Households	Employment
Existing (2015)	12,514	4,832	4,752
Planning Horizon (2036)	17,129	6,620	7,225
2015-2036 Growth <sup>1</sup>	4,615	1,788	2,473

**Table 10. Sedro-Woolley 2036 Employment Growth Forecast**

NAICS Code	Employment Sector	Code	Employees <sup>1</sup>	Percent
44, 45	Retail	RETAIL	46	1.9%
51-56, 61, 71, 72, 81	Finance, Insurance, Real Estate, and Services	FIRES	416	16.8%
Public sector, excluding education	Government	GOV	283	11.4%
61	Education	EDU	318	12.9%
22, 42, 48, 49	Wholesale Trade, Transportation, and Utilities	WTU	184	7.4%
31-33	Manufacturing	MANU	930	37.6%
11, 21, 23	Construction and Resources	CONRES	0	0.0%
62	Health	HEALTH	296	12.0%
Total			2,473	100.0%

Source: SCOG 2014, TSI 2015

Note: Employment growth shares by sector may vary without significantly impacting PM peak hour trip generation. The shares identified above create trip generation totals which may be representative of multiple job growth scenarios.

#### *Land Use Growth Location*

The geographic units or Transportation Analysis Zones (TAZs) used to geographically represent land use in and around Sedro-Woolley were consistent with the SCOG regional planning model TAZ structure. A total of 60 internal TAZs were used to represent the City and UGA, as shown in Figure 5. Refinements were made to TAZ loading points in order to improve model accuracy at the local level.

Residential land use was represented in the traffic model in terms of occupied households while employment was modeled using the categories defined in Table 10. The existing household and employment totals described above were verified using GIS land use data provided by SCOG.

Citywide household and employment growth forecasts were initially distributed to the modeled TAZs by aggregating the parcel-level results of the Sedro-Woolley Buildable Land & Land Capacity Analysis Report and subsequently updated with UGA and zoning changes as of January 2016.

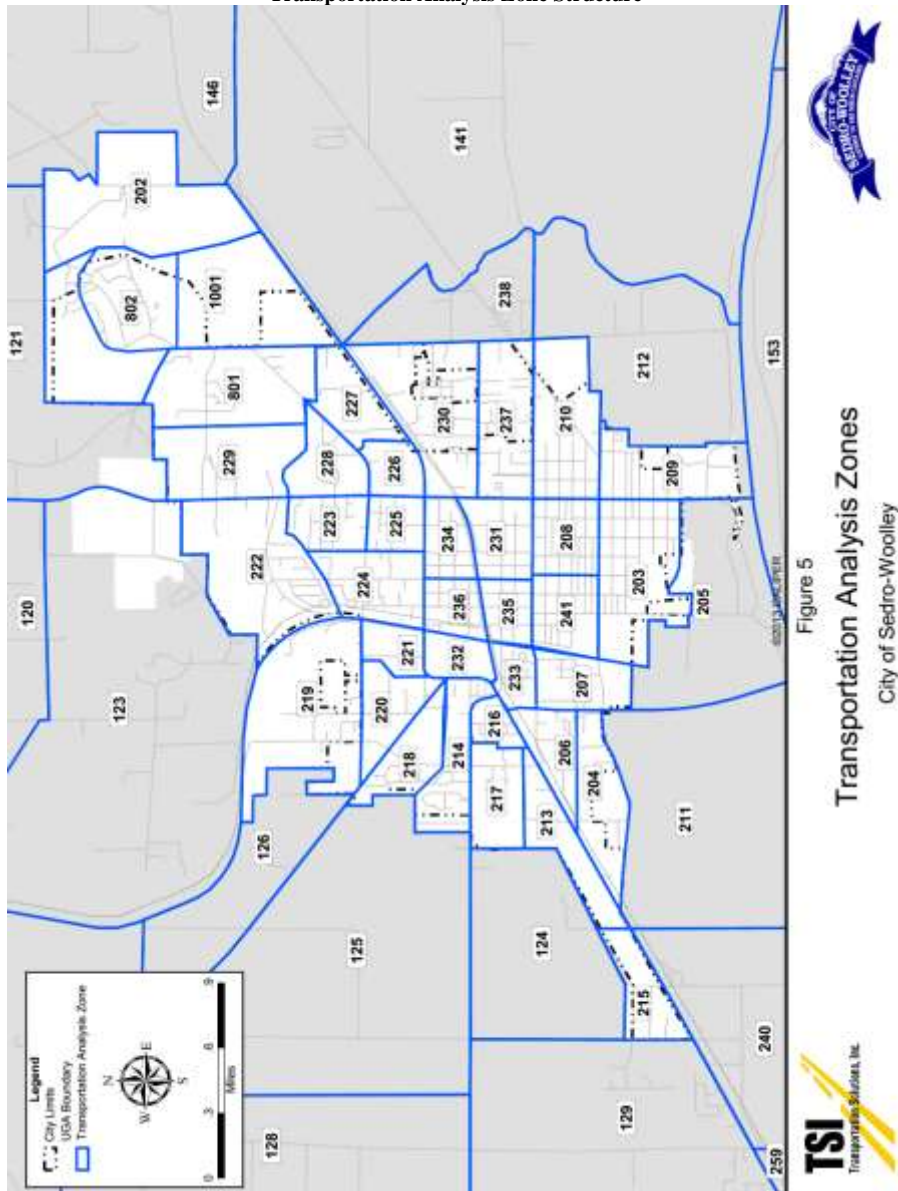
The transportation model used a household cross-classification scheme which represents households by number of occupants and number of vehicles, based on SCOG's analysis of 2010 census household data. To prepare the total household growth forecast for input to the model, TAZ-based total household growth was distributed proportionately to the existing (SCOG) cross-classification shares.

In order to maintain consistency with the Sedro-Woolley Buildable Land & Land Capacity Analysis Report, employment growth associated with the development of the Center for Innovation and Technology at the former Northern State Hospital campus was considered separately from the SCOG allocation.

The citywide planning model assumed that the development of the former Northern State Hospital campus would follow the "Moderate Intensity Site Development" scenario described in the *Northern State Planned Action Environmental Impact Statement (EIS)* (July 2015), as shown in Table 11.



Figure 5  
Transportation Analysis Zone Structure



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**Table 11. Northern State Land Use Growth Forecast<sup>1</sup>**

Proposed Use	Size	Variable	Trip Rate	Total Trips	Capture Rate <sup>2</sup>	New Trips <sup>3</sup>		
						In	Out	Total
Industrial Park	324.3	1,000 SF	0.85	276	19%	47	177	224
Workforce Housing	30	Units	0.58	17	40%	7	3	10
Hotel	40	Rooms	0.6	24	20%	10	9	19
Extended Stay	150	Rooms	0.4	60	50%	14	16	30
Museum	12	1,000 SF	0.18	2	0%	0	2	2
School	425	Students	0.12	51	20%	26	15	41
PM Peak Hour Trips				<b>430</b>	<b>104</b>	<b>104</b>	<b>222</b>	<b>326</b>

1. Source: Northern State Campus EIS (TSI 2015)

2. Capture Rate and Shared Trips represent internal-capture (See ITE Trip Generation Handbook, Second Edition)

3. New Trips are the trips generated external to the site; these trips impact the local roadways

### Travel Forecasting Model

The Sedro-Woolley planning model was developed in PTV Visum 14 software and was based on the SCOG regional travel demand model with local refinements in the Sedro-Woolley study area. Travel demand was modeled in terms of weekday PM peak hour vehicle trips.

The base year model was calibrated to fit turning movement counts collected at 45 arterial intersections throughout the City in April 2015.

#### Street Network

The roadway network contained in the SCOG model included most arterial streets within the City and UGA as well as most arterial roadways within Skagit County. This network was expanded to complete the arterial street network and also include all local streets within the City and UGA.

Link and node capacity standards and volume-delay functions were held consistent with the SCOG regional model.

#### Transportation Analysis Zones

The function of a Transportation Analysis Zone (TAZ) in a travel demand model is to generate vehicle trips to and from the roadway network. In

general, internal TAZs are specific geographic areas that are associated with specific land use data. The land use data associated with a TAZ determines the number of trips that the TAZ produces to or attracts from the other TAZs in the model. The citywide model included 67 zones, of which 60 were internal to the Sedro-Woolley area. Figure 5 displays TAZ structure in the study area.

The model included 7 external zones surrounding the City and UGA. External zones are designed to incorporate trips that are generated to and/or from points outside the network. Although these are labeled zones, they actually represent links to regions outside the model and do not represent a defined area. These zones do not reflect any land use assumptions; only vehicle trips. Trips to and from each external zone are determined from actual traffic counts and future trips are based on historical growth records. These external zones play a two-part role in a model: (1) only a certain portion of the trips in an external zone interact with TAZ's within the model, and (2) the remainder of the trips in any external zone interact with other external zones outlying the study area. These trips are called through trips since they have neither an origin nor destination within the study area yet they pass through the study area, impacting the network.

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### *Trip Generation*

Trips were generated by land uses and are assigned a trip type. In general, three basic trip types were represented in the travel demand model:

- Home-Based Work (HBW): Trips with one end at the traveler's home and the other end at the traveler's place of employment
- Home-Based Other (HBO): Trips with one end at the traveler's home and the other end at somewhere other than the traveler's place of employment, e.g. shopping trips
- Non-Home-Based (NHB): Trips without an end at the traveler's home

Trip generation rates used in the citywide model were based on SCOG and Institute of Transportation Engineers (ITE) trip generation rates and represent PM peak hour vehicle trips. Table 12 summarizes the modeled trip generation rates.

Residential land use was modeled in household units and cross-classified for trip generation purposes. The household cross-classification scheme followed the format HH(a)\_ (b), where (a) represents the number of people in the household and (b) represents the number of workers in the household. Employment categories are described in Table 10.

Trip generation for external TAZs was based on current and historical traffic volumes which were provided by SCOG and WSDOT.

**Table 12.** Trip Generation Rates

Land Use Code <sup>1</sup>	Units	Total	Origins			Destinations		
			HBW	HBO	NHB	HBW	HBO	NHB
HH1_0	Households	0.24	0.0000	0.0870	0.0242	0.0000	0.1063	0.0242
HH1_1	Households	0.32	0.0268	0.0502	0.0367	0.1072	0.0614	0.0367
HH2_0	Households	0.37	0.0000	0.1340	0.0372	0.0000	0.1637	0.0372
HH2_1	Households	0.49	0.0248	0.1271	0.0528	0.0990	0.1554	0.0528
HH2_2	Households	0.75	0.0632	0.1184	0.0865	0.2526	0.1447	0.0865
HH3_0	Households	0.51	0.0000	0.1826	0.0507	0.0000	0.2231	0.0507
HH3_1	Households	0.67	0.0225	0.1868	0.0710	0.0900	0.2283	0.0710
HH3_2	Households	1.02	0.0668	0.2028	0.1147	0.2754	0.2479	0.1147
HH3_3	Households	1.44	0.1210	0.2268	0.1656	0.4838	0.2772	0.1656
HH4_0	Households	0.78	0.0000	0.2805	0.0779	0.0000	0.3428	0.0779
HH4_1	Households	1.03	0.0259	0.3078	0.1075	0.1037	0.3761	0.1075

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HH4_2	Households	1.57	0.0793	0.3753	0.1716	0.3173	0.4588	0.1716
HH4_3	Households	2.21	0.1673	0.3933	0.2511	0.6690	0.4807	0.2511
RETAIL	Employees	1.80	0.2304	0.4158	0.3780	0.0576	0.3402	0.3780
FIRES	Employees	0.70	0.1680	0.1579	0.1015	0.0420	0.1292	0.1015
GOV	Employees	0.70	0.2352	0.1386	0.0770	0.0588	0.1134	0.0770
EDU	Employees	1.56	0.6240	0.4118	0.0156	0.1560	0.3370	0.0156
WTCU	Employees	0.59	0.3634	0.0097	0.0590	0.0909	0.0080	0.0590
MANU	Employees	0.37	0.1243	0.0122	0.0962	0.0311	0.0100	0.0962
RESOURCE	Employees	0.35	0.2240	0.0000	0.0350	0.0560	0.0000	0.0350
HEALTH	Employees	1.06	0.2544	0.2390	0.1537	0.0636	0.1956	0.1537

<sup>a</sup>Household cross-classification scheme follows the format HH(a)\_(b), where (a) represents the number of people in the household and (b) represents the number of workers in the household. Employment land uses are described in Table 10

### Trip Distribution

Trips were distributed between TAZs using a gravity model, which is based on the theory that the attraction between two bodies is directly proportional to the bodies' masses and inversely proportional to the distance between the bodies. For the purposes of transportation modeling, a TAZ's "mass" is represented by the number of trips generated at (produced by or attracted to) the TAZ while the distance factor is represented by route travel time.

The gravity model calculates the attractiveness between TAZs using the following utility function:

$$f(U) = a * (U^b) * (e^{cU})$$

In the utility function, U is defined as travel time between two zones. The parameters a, b, and c are calibration factors which influence the weight of travel time in the gravity model. The gravity parameters used in the Sedro-Woolley model are shown in Table 13 and are based on the values used in the SCOG regional model as well as guidance from *NCHRP Report 716* (TRB 2012).

**Table 13.** Trip Distribution Model Parameters

Trip Purpose	Model Parameter		
	a	b	c

Home-Based Work (HBW)	100	-0.02	-0.125
Home-Based Other (HBO)	100	-0.90	-0.10
Non-Home Based (NHB)	100	-0.30	-0.10

### Traffic Assignment

Trips were assigned from origin to destination via the street network using an equilibrium assignment process which calculates the shortest travel time route, iteratively updating travel time to reflect demand-induced congestion. The equilibrium assignment process updated and re-assigned trips until the model reached an equilibrium condition.

### Model Calibration

The base year model was calibrated using guidance from FHWA's *Travel Model Validation and Reasonableness Checking Manual Second Edition* (FHWA 2010). Modeled link volumes were measured against observed link volumes based on 2015 PM peak hour intersection counts. Once the model had been calibrated to an acceptable level through network and demand refinements, Visum's origin-destination correction procedure (TFlowFuzzy) was applied to finalize the calibration result.

### Forecasting Future Travel Demand

An initial traffic forecast scenario assumed that the existing street network will be maintained as-is with no capacity improvements in the next 20

years. This “do nothing” scenario was used to identify intersections and segments which are forecasted to operate below minimum LOS standards by 2036. After identifying forecasted deficiencies, a list of necessary growth-related improvements was developed and applied incrementally to a “growth-related improvement” model scenario. In this way improvements were evaluated not only for their direct effect on the improved segment or intersection but also for any indirect impacts on the surrounding street network, including any potential redistribution of demand as drivers utilize new shortest path options.

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#### FUTURE TRAFFIC CONDITIONS

The Transportation Element provides a long-range strategy for the City of Sedro-Woolley to address current and forecast transportation issues and identified needs, implement transportation goals and policies, and realize the intent of the community's vision. The plan is based upon an analysis of the existing transportation system, forecasts of future travel demands, the anticipated availability of resources, and the desire of the City of Sedro-Woolley to create an efficient transportation system that puts a priority on community livability. The plan builds upon the City's policies and standards and seeks to give specific shape to the City's transportation goals and vision.

#### Roadway Standards

The Sedro-Woolley Public Works Construction Standards, with which all new development must comply, are defined in SWMC 15.40. The standards include items such as right-of-way needs, pavement width, and type and width of pedestrian and bicycle facilities. The standards are intended

to support the City's goals in providing adequate facilities to meet the mobility and safety needs of the community. The standards are intended to assist design professionals and developers for all new and reconstructed roadways and right-of-way facilities, both public and private, within the city.

These standards have been used as one criteria for evaluation of roadway system needs. Many existing roadways are not constructed to these standards. Roadways in the UGA are typically rural in nature with few urban features.

#### Forecasted Level of Service Deficiencies

An initial 20-year forecast was performed assuming no network improvements citywide. Forecasted volumes are shown in Figure 6. The travel forecast identified segment LOS deficiencies on SR 20 from Collins Road to State Street. See Table 14. See Appendix D for the complete results.

Arterial intersection LOS deficiencies were identified at four locations throughout the City. Three of these locations are along state highways SR 9 and SR 20. See Table 15. See Appendix C for the complete results.

**Table 14.** 2036 Segment Level of Service Deficiencies - Without Improvement

Segment ID	Name	Cross Street A	Cross Street B	Functional Classification	V/C	LOS
2001	SR 20	Collins Rd	Rhodes Rd	Other Principal Arterial	0.95	E
2002	SR 20	Rhodes Rd	W State St	Other Principal Arterial	0.92	E

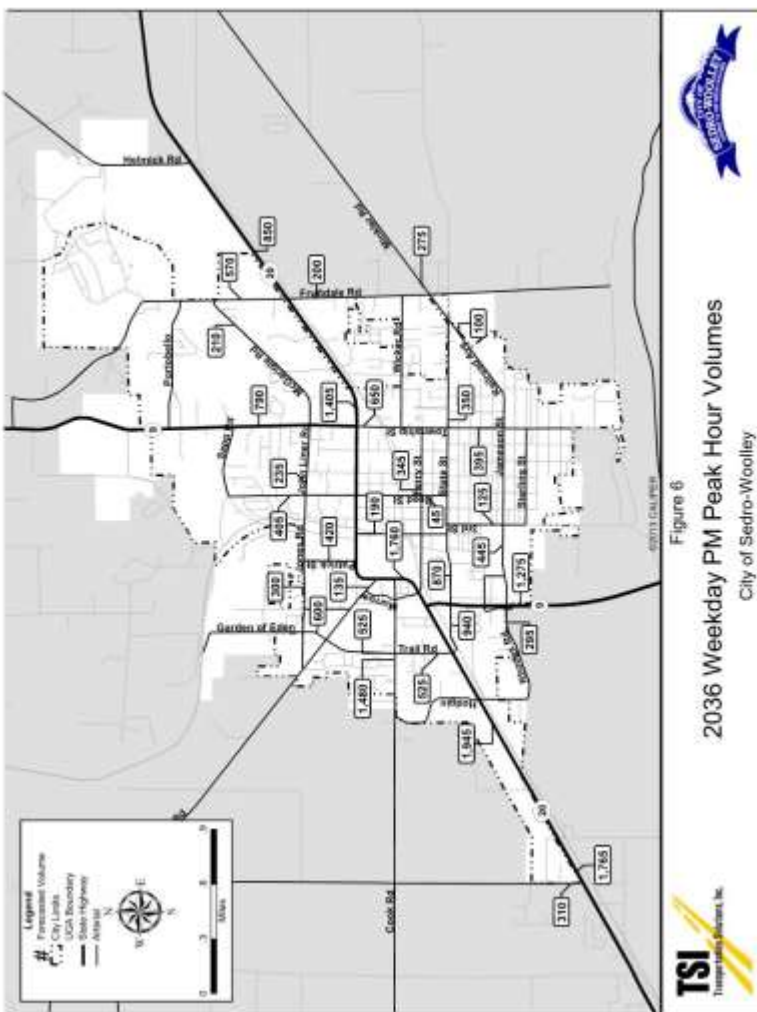
**Table 15.** 2036 Intersection Level of Service Deficiencies - Without Improvement

Intersection	Control Type <sup>1</sup>	2036 Delay <sup>2</sup> (s/veh)	2036 LOS
Township St (SR 9) / McGarigle/John Liner Rd	TWSC	46.2	E
SR 20 / Reed Street	TWSC	94.6	F
Cook Rd / Trail Rd	TWSC	29.8	D
SR 9 / Nelson Street	TWSC	>180	F

<sup>1</sup>TWSC = Two-Way Stop Control; AWSC = All-Way Stop Control; RAB = Roundabout; Signal = Signalized

<sup>2</sup>Average control delay for all movements. For TWSC, delay is reported for the movement with the worst (highest) delay.

Figure 6  
2036 Weekday PM Peak Hour Volumes



(Map revised)

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(Map deleted)

### Transportation Improvement Projects

Based on the evaluation of existing and forecasted traffic volumes, traffic operations, safety, and connectivity, a recommended list of transportation improvement projects and programs was defined as shown in Table 16. The recommended improvement projects were organized into two categories:

- State Highway Improvements (S)
- Arterial Improvements (C)

Table 15 provides a brief description of each project including the roadway or intersection project limits, and a planning level description of the scope

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of work that is needed. A map identification number is also provided for referencing between Table 16 and Figures 7 and 8, which show the locations of state highway improvements and arterial improvements, respectively. Projects which are necessary to maintain City and state concurrency standards are identified as eligible for transportation impact fee (TIF) calculation.

The project list identifies several arterial extension and reclassification projects (including Jameson Street (completed 2016), Fruitdale Road, Patrick Street, Jones Road, and Portobello Avenue) which will improve network connectivity and support economic future growth in underdeveloped areas.

These projects effectively provide roadway capacity where little or none currently exists. They may also have the secondary benefit of relieving congestion on other elements of the transportation network. The Jones Road extension, for example, will provide an alternate east-west route through the City and relieve congestion on SR 20. Similarly, the Jameson Street arterial extension project is

forecasted to mitigate the intersection LOS deficiency at SR 9 and Nelson Street immediately to the north.

The citywide LOS forecast identifies a number of LOS failures which are mitigated by projects beyond the 6-year TIP horizon. These include intersection LOS failures at Township Street (SR 9) & McGarigle/John Liner Road and Cook Road & Trail Road and segment LOS deficiencies on SR 20 at the western city limits. Cost estimates for these projects have been developed based on unit costs for similar projects in the TIP and throughout the region.

The street extension and intersection improvement projects identified in the project list will result in some redistribution of travel demand. These changes are forecasted to cause the intersection of SR 20 and Central Avenue to fall below minimum concurrency LOS standard by 2036 without mitigation, e.g. right-in-right-out access during PM peak hour.

**Table 16. Sedro-Woolley Transportation Improvement Projects and Programs – ~~2017-2022~~ Update**

ID	Project Name	From/To	Est.Cost (\$\$)	Est.Cost (\$\$)	Description	TIF Eligible
<b>Six-Year Transportation Improvement Projects – 2018-2023</b>						
			<b>2016-2021</b>	<b>2018-2023</b>		
C14	Jameson Arterial Extension	SR 9 / Batey Rd	3,020	0	New Arterial Segment. Completed 2016	Y
C27	Jameson Sidewalks	Tennis Crt / 3 <sup>rd</sup> Ave	130	0	Shared use path. Completed 2016 with C14.	Y
S14A	SR20/Cascade Trail West Extension Ph 1A	Trail Road / SR 9 South	575	0	Shared use path. Completed 2016.	Y
S14B	SR20/Cascade Trail West Extension Ph 1B	Hodgin Rd / Trail Rd	288	0	S Shared use path. Completed 2016.	Y
C25	Ferry Street Overlay	SR20 / Metcalf	330	0	Grind & Overlay. Completed 2016	N

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ID	Project Name	From/To	Est.Cost (\$\$\$)	Est.Cost (\$\$\$)	Description	TIF Eligible
C6C	South Township St Overlay	Waldron / SR 20	60	0	Grind & Overlay. Completed 2016	N
C22	Fruitdale Rd Arterial Improvements	McGarigle / North City Limit	2,320	2,320	Reconstruct to minor collector standards incl. roundabout at Northern State Rd and sidewalks	Y
C23	Fruitdale Road Side-walk	McGarigle / Portobello	216	216	Construct sidewalks on east side of street.	Y
S6 A-B	SR 20 East Lane Widening & Safety Improvements	SR 9 / Fruitdale Rd	960	887	Improve and widen to 3 lanes incl shared use path on north side	Y
C32	2018 Sidewalk and ADA Ramp Upgrade Project	Various Locations	0	276	Reconstruct Sidewalks and ADA Ramps as needed.	N
C31	State Street Overlay	Rita to 4 <sup>th</sup> ; SR 20 to Maple	0	419	Grind & Overlay.	N
C1B	Jones/John Liner RR Undercrossing	Sapp Rd / Reed St	7,700	7,700	New BNSF undercrossing and new arterial from E Jones Rd to John Liner Rd	Y
C26	Trail Rd Overlay	SR 20 / Cook Rd	225	279	Grind & overlay	N
C1C	John Liner Bike/Ped Impr	Reed St / SR 9	555	583	Shared use path.	Y
C19	Patrick St Arterial Extension	Michael St/E Jones St	2,100	2,100	New major collector w/sidewalks	Y
C24	Cook Rd Overlay	West City Limit / Cross-roads	300	377	Grind & overlay	N
S16	SR 20 & SR 9 (Township) Intersection Impr.		1,000	828	Channelization and signalization improvements.	Y
S2	SR20 & Reed St Intersection Improvements		50	50	RIRO access restriction	Y
C28	North Reed St Overlay Project 1	SR 20 / John Liner Rd	130	329	Grind & overlay	N
C3	Cook Rd / Trail Rd Intersection Improvements		1,000	1,000	Intersection improvements	Y
C33A	Jameson St Overlay Project 1	800' E of Batey to 5 <sup>th</sup> Street	0	311	Grind & overlay	N

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ID	Project Name	From/To	Est.Cost (\$\$\$)	Est.Cost (\$\$\$)	Description	TIF Eligible
C1A	Jones Rd Improvements	F&S Grade Rd / Sapp Rd	3,200	3,200	Reconstruct to major collector section including sidewalk & shared use path	Y
S18	SR 9 / W State Street Intersection Improvements		250	250	Add a dedicated right turn lane to the west leg.	Y
S14C	SR 20 / Cascade Trail West Extension Ph 2A	Holtcamp Rd / Hodgkin Rd	600	841	Shared use path	Y
C18	Portobello Street Arterial Extension	Township / Cascadia	1,700	1,700	New major collector connecting Fruitdale w/ SR 9	Y
C33B	Jameson Street Overlay Project 2	5 <sup>th</sup> Street to Township St	0	321	Grind & overlay	N
<b>Six-Year TIP 2018-2023 Subtotal</b>			<b>26,079</b>	<b>23,987</b>		
<b>Year Seven to Twenty -Transportation Improvement Projects – 2024-2037</b>						
			<b>2022-2036</b>	<b>2024-2037</b>		
C9A	Trail Rd Arterial Extension	Cook Rd / F&S Grade	4,000	4,000	Construct new major collector	Y
C9B	Trail Rd – Garden of Eden Rd Extension	F&S Grade / Jones Rd	850	850	Construct new major collector	Y
C34	Sapp Road Overlay	Reed to SR 9	0	227	Grind & overlay	N
S17	Township St (SR 9) & John Liner/McGarigle Rd Intersection Improvements		1,000	1,000	Intersection improvements	Y
S13C	SR9N Ped/Bike Safety Improvements	Park Cottage / N City Limits	434	434	Bike lane & sidewalk improvements	Y
C35	West State Street Overlay	SR 20 to SR 9	0	259	Grind & overlay	N
C1D	John Liner Rd Arterial Improvements	Reed St / Township St	1,600	1,600	Reconstruct to arterial section	Y
C36	North Reed Street Overlay Project 2	John Liner Rd / Sapp Rd	0	400	Grind & overlay	N
C7A	Jameson St Arterial Improvements	600' e/o Batey to Railroad St	3,600	3,600	Widen to major collector standards standards w/3 lanes, bike lane, sidewalk	Y
C7B	Jameson / 11 <sup>th</sup> St Intersection Improvements		70	70	Change access to RIRO	Y
C37	Annual Overlay Project	TBD	0	400	Grind & Overlay	N

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ID	Project Name	From/To	Est.Cost (\$\$\$)	Est.Cost (\$\$\$)	Description	TIF Eligible
S15B	SR 20 West Lane Widening & Safety Improvements	Holtcamp Rd / Hodgin St	0	600	Improve and widen to 3 lanes	Y
C7C	Railroad St / Jameson Intersection Im- provements		750	750	Intersection improve- ments to include new roundabout	Y
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	◀ N
C38	Cook Road Arterial Extension	SR 20 to Metcalf St	0	825	New major collector	Y
S15A	SR 20 West Lane Widening & Safety Improvements	Hospital Dr to Holtcamp Rd	0	325	Improve and widen to 3 lanes	Y
C7D	Railroad St Arterial Improvements	Jameson St / Fruitdale Rd	2,880	2,880	Reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalks	Y
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	N
C4	Reed St Arterial Im- provements	Ferry St / SR20	1,440	1,440	Reconstruct to arterial standards	◀ N
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	N
C2	F&S Grade Rd Arte- rial Improvements	SR20 MP 65.16 / Jones Rd	2,960	2,960	Reconstruct to arterial standards	Y
S20	SR 20 / Central Ave Intersection Im- provements		150	150	Intersection improve- ments or RIRO	◀ Y
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	N
S14D	SR20/Cascade Trail West Extension Ph.2B	Collins Rd/Holtcamp Rd	620	620	Shared use path	Y
S8F	SR 20 Stormwater System Upgrade	Holtcamp Rd / Hodgin Rd	300	300	Stormwater conveyance system upgrade	N
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	N
C8	State St Sidewalks	Haines / E City Limits	540	540	Pedestrian improvements	N
NEW	Annual Overlay Pro- ject	TBD	0	400	Grind & Overlay	N
C10	Township / Ferry St Intersection Im- provements		50	50	All-way stop control	N

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ID	Project Name	From/To	Est.Cost (\$\$\$)	Est.Cost (\$\$\$)	Description	TIF Eligible
C13	Rhodes Rd Arterial Improvements	SR 9 / SR 20	3,200	3,200	Reconstruct to arterial standards incl. bike lanes, sidewalks	Y
NEW	Annual Overlay Project	TBD	0	400	Grind & Overlay	N
<del>C15</del>	<del>Hodgin Rd Arterial Ext.</del>	<del>SR 20 / Cook</del>	<del>2,225</del>	<del>2,225</del>	<del>New collector arterial</del>	<del>Y</del>
NEW	Annual Overlay Project	TBD	0	400	Grind & Overlay	N
C20	4 <sup>th</sup> St Arterial Improvements	Alexander / State	1,300	1,300	Reconstruct to arterial standards to replace 3 <sup>rd</sup> St as N-S arterial	N
NEW	Annual Overlay Project	TBD	0	400	Grind & Overlay	N
S9	SR9/N Township St Arterial Improvements	SR 20 / City limits	100	100	Planning phase – reconstruct to arterial standards incl. 3 lanes, bike lanes, sidewalk	Y
C6B	S Township St Arterial Improvements	Dunlop / Sterling St	1,040	1,040	Reconstruct to major collector standards	N
C21	Garden of Eden Rd Arterial Improvements	F&S Grade / Jones	1,040	1,040	Reconstruct to major collector standards	Y
C29	Centennial Trail South		500	500	Improve and extend trail	N
C30	Cascade Trail East Extension	Metcalf / 400' e/o Township St	100	100	Shared use path	N
S13D	SR9 / Centennial Trail Ped/Bike Safety Improvements	Summer Meadows Pl / North City Limits	1,700	1,700	Construct bicycle lane and sidewalk improvements including pedestrian crossing bridge at Brickyard Creek	Y
NEW	Annual Overlay Project	TBD	0	400	Grind & Overlay	N
<b>Subtotal Year 2024-2037 TIP Cost</b>			<b><u>30,224,32,449</u></b>	<b><u>37,260,39,485</u></b>		
<b>Total Year 2018-2037 TIP Cost</b>			<b><u>56,933,59,158</u></b>	<b><u>61,247,63,472</u></b>		

Mitigated segment and intersection levels of service for otherwise-deficient network elements are

shown in Tables 17 and 18. See Appendix C-E for complete results.

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Segment LOS deficiencies along SR 20 on the west side of the City are mitigated by the extension of the Cascade Trail which will remove nonmotorized users from the street, effectively increasing capacity.

LOS failures at unsignalized intersections along SR 9, SR 20, and Cook Road are mitigated through intersection capacity improvements including roundabouts or peak hour turn restrictions.

**Table 17.** 2036 Segment Level of Service Deficiencies - With Improvement

Segment ID	Name	Cross Street A	Cross Street B	2036 No Improvement		2036 With Improvement	
				V/C	LOS	V/C	LOS
2001	SR 20	Collins Rd	Rhodes Rd	0.95	E	0.89	D
2002	SR 20	Rhodes Rd	W State St	0.92	E	0.83	D

**Table 18.** 2036 Intersection Level of Service Deficiencies - With Improvement

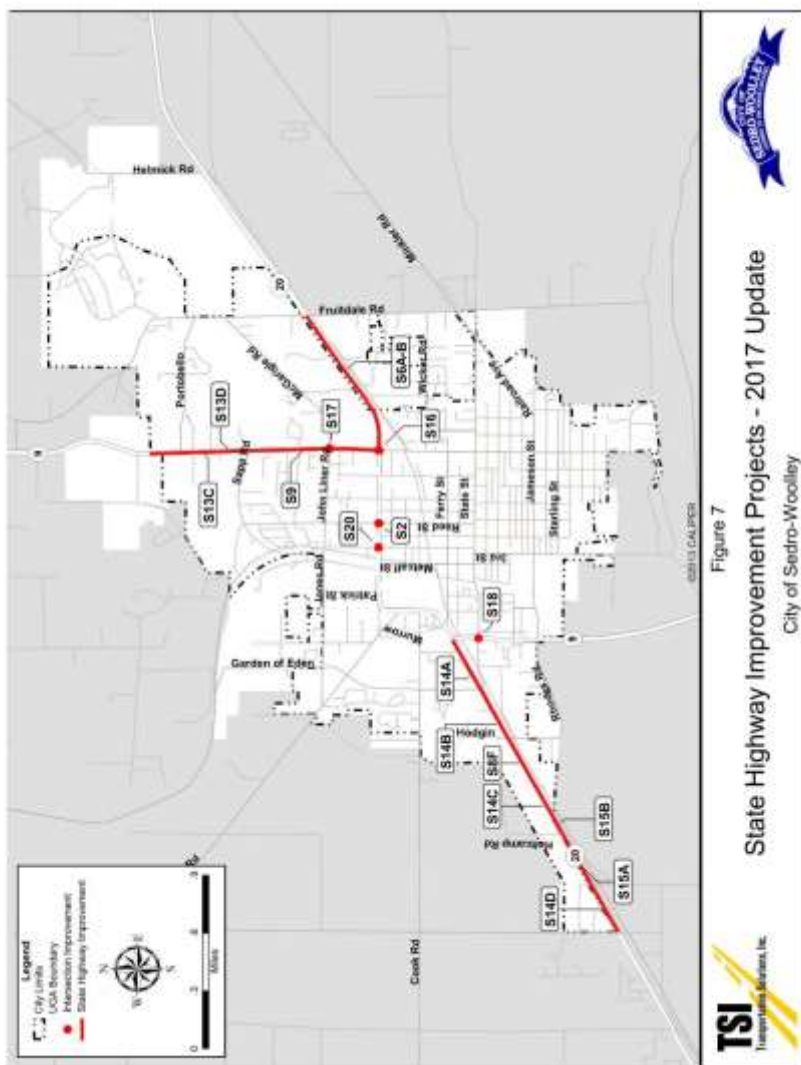
Intersection	2036 No Improvement			2036 With Improvement		
	Control Type <sup>1</sup>	Delay <sup>2</sup> (s/veh)	LOS	Control Type	Delay (s/veh)	LOS
Township St (SR 9) / McGarigle/John Liner Rd	TWSC	46.2	E	RAB	8.1	A
SR 20 / Central Ave	TWSC	40.4	E <sup>3</sup>	TWSC w/RIRO	19.1	C
SR 20 / Reed Street	TWSC	94.6	F	TWSC w/ RIRO	19.7	C
Cook Rd / Trail Rd	TWSC	36.9	E	RAB	9.4	A
SR 9 / Nelson Street	TWSC	>180	F	TWSC	18.1	C

<sup>1</sup>TWSC = Two-Way Stop Control; AWSC = All-Way Stop Control; RAB = Roundabout; Signal = Signalized; RIRO = Right-in right-out

<sup>2</sup>Average control delay for all movements. For TWSC, delay is reported for the movement with the worst (highest) delay.

<sup>3</sup>Level of service deficiency will occur as a result of traffic reassignment after construction of other capacity improvements.

Figure 7  
State Highway Improvement Projects

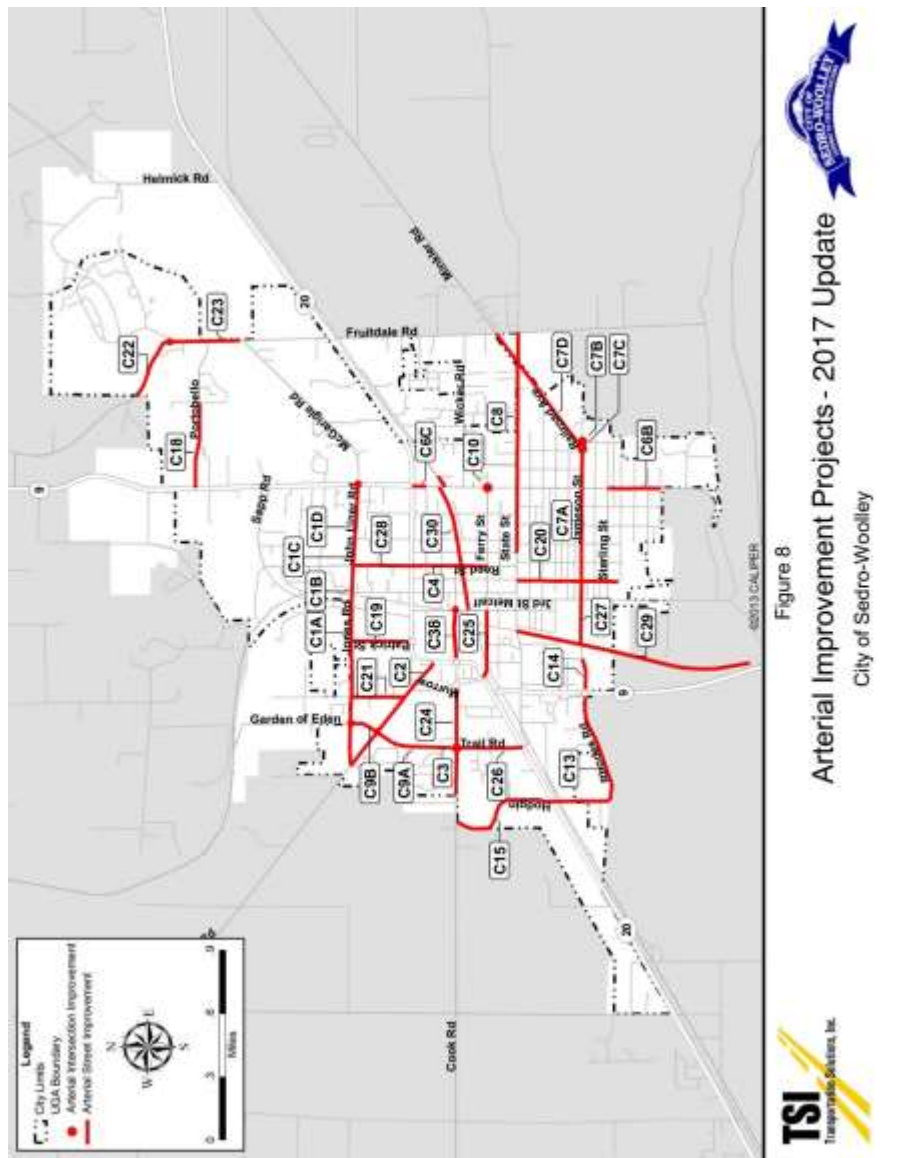


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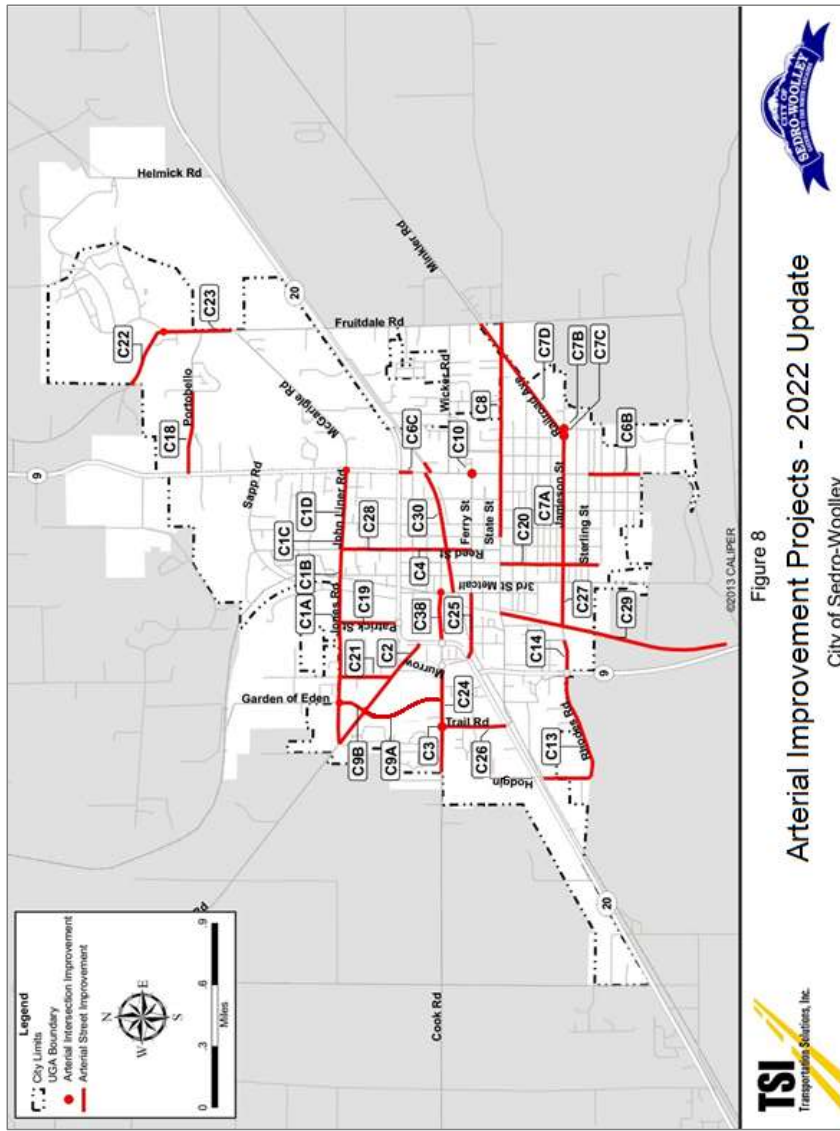
**Figure 8**  
**Arterial Improvement Projects**

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**Table 19.** Citywide Transportation Programs

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ID	Program	Est. Cost, 2016-2036 (\$\$\$)	Description
CW1	Sidewalk Improvement Program & ADA Transition Program	607	Includes ADA upgrades.
CW2	Street Overlay, Chip Seal & Crack Seal Program	1,701	Arterial and Local Access street preservation projects. May act as match funds for the Table 16 Annual Overlay projects
CW3	Maintenance & Operations	17,713	O&M costs including Labor and Administration, less Sidewalk and Overlay costs above.
<b>Total Estimated Citywide Program Costs</b>		<b>20,021</b>	

### Citywide Transportation Programs

In addition to specific capital improvement projects shown on Table 16 and discussed above, the plan includes Citywide Transportation Programs to address maintenance and operations, and miscellaneous improvement needs. To maximize the use and efficiency of the existing and future transportation infrastructure, the City will continue to apply a systematic maintenance and overlay program. The program will be used to address pavement condition, street signing and markings, illumination, and traffic controls.

The plan also includes programs to address spot safety and operations issues on the state highways and other city arterials. These are needed to address issues that may arise prior to implementation of specific capital projects identified in the plan. This allows the City Engineer to better address specific needs over the life of the plan.

### Public Transit Plan and Transportation Demand Management Program

In order to provide a comprehensive transportation system, the City of Sedro-Woolley recognizes the importance of other modes of travel, such as public transit and transportation demand management (TDM) programs. In general, these programs build on regional programs with some refinements to reflect the specific needs of the City.

### Transit Plan

Transit service in the Sedro-Woolley area is provided by Skagit Transit. The Sedro-Woolley transportation plan has been coordinated with Skagit Transit's 2015-2020 Transit Development Plan (TDP), which provides a framework to guide Skagit Transit's service delivery through 2020. Transit service in Sedro-Woolley is focused on the SR 20 corridor which connects Sedro-Woolley and communities to the east and west. SR 20 also connects Sedro-Woolley to the rest of the region via I-5. As the population increases in and around Sedro-Woolley, increasing commuter traffic will increase the need for alternatives to the single occupancy vehicle. Transit service to Sedro-Woolley's three park & ride lots will become increasingly important in providing commuters convenient access to transit and ridesharing alternatives.

Investments in transit service and capital facilities will be needed to accommodate the future demands of a growing population in the Sedro-Woolley area. The City encourages Skagit Transit to consider increasing service frequency of the City's existing transit routes as growth occurs. Increased service will make transit a more convenient and attractive alternative to driving alone. In addition, the Sedro-Woolley transportation plan recommends the following transit improvements.

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- **Regional Routes** – Continue to create and enhance linkages to regional destinations. Improve connections to regional hubs, such as to the Skagit Station transportation hub in Mount Vernon as well as the Washington State Department of Transportation (WSDOT) Ferry Terminal in Anacortes. Changes to future routes should be consistent with the needs of the Sedro-Woolley community and should be based on a collaborative route planning process involving the citizens of Sedro-Woolley.
- **Transit Center** – Consider developing a Sedro-Woolley Transit Center in the downtown area. Development of a transit center would provide an opportunity to consolidate the three existing park & ride lots into one central and convenient location.
- **Carpooling and Vanpooling** – Provide incentives to encourage carpooling and vanpooling by Sedro-Woolley commuters.
- **Transit Accessibility** – Improve access to transit for all users in compliance with the Americans with Disabilities Act (ADA) by evaluating accessibility to public transportation from future developments.

The City will continue to coordinate with Skagit Transit in the development of a convenient, integrated, and efficient transit system that supports future growth in the City.

#### *Transportation Demand Management Strategies*

In addition to improving the transit system, reducing travel demand by supporting transportation demand management (TDM) programs is an effective component in the City's comprehensive transportation system. TDM programs consist of measures for reducing peak hour single occupancy vehicle travel that are largely focused on major employers. Coordination with regional agencies, such as Skagit County, Skagit Transit, and the Skagit

Council of Governments (SCOG), will improve the effectiveness of the City's TDM program in providing commuting alternatives to the citizens of Sedro-Woolley.

Sedro-Woolley will experience more urban levels of development as a result of future growth in employment and households within the city. TDM programs provide effective strategies for reducing single occupancy vehicles during the commute hours in areas that are higher in density and more urban in character. TDM programs can also provide effective alternatives for smaller developing communities such as Sedro-Woolley. Potential TDM strategies for Sedro-Woolley need to be regionally coordinated. The following strategies should be considered:

- **Encouraging car and van pools.** Employer incentives for commuters to carpool and vanpool can be in the form a financial incentive or as simple as reserved car and vanpool parking closest to the building.
- **Encouraging transit fare subsidies.** Employer subsidies for transit passes provide an incentive for those who are able to commute by transit the incentive to do so.
- **Encouraging bicycle lockers/showers at work sites.** Bicycle lockers and shower facilities at work sites provide the means for workers to commute by bicycle.
- **Encouraging telecommuting.** The use of telecommunications technology can allow some employees to work from home. This reduces the need for travel to/from a work site for some work days.
- **Encouraging flexible work schedules.** Flexible work hour schedules allow employees to adjust start/end times to accommodate carpools, vanpools, or transit options. Alternative work schedules may be used to reduce

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the number of days an employee commutes during peak travel periods. These programs help reduce the need for adding capacity to highways and arterials, and reduce the levels of peak hour congestion.

- **Encouraging guaranteed ride home programs.** Many commuters who have children or have unpredictable schedules rely on their cars. This employer incentive provides the option of a guaranteed ride home in case of an emergency or unexpected schedule change.

#### *Pedestrian and Bicycle Plan*

The projects presented in Table 16 include pedestrian and bicycle facilities as part of the identified roadway improvements. Pedestrian and bicycle facilities promote mobility without the aid of motorized vehicles. A well-established system encourages healthy recreational activities, reduces vehicle demand on city roadways, and enhances safety within the community. The proposed facilities are needed to supplement the existing facilities and provide a more comprehensive system of facilities to accommodate non-motorized transportation in the city and UGA.

Existing and planned nonmotorized facilities are shown in Figure 2.

#### *Pedestrian Routes*

Sidewalks, walkways, and trails are integral parts of the pedestrian system. The City desires to have sidewalks on both sides of the streets, unless special circumstances prevent it or topography or environmental impacts make it cost prohibitive. Sidewalks should especially be located along streets providing access to the CBD, schools, parks, public buildings, and transit routes.

The major pedestrian system includes providing sidewalks along all arterial streets. Much of the system will be constructed concurrent with future developments adjacent to the arterials or local

streets and as part of the future roadway improvement projects. The Nonmotorized Improvement Program is identified as an annual program that will be used to construct key missing links. It will also fund repairs of existing sidewalks and other pedestrian improvements such as crosswalks, ADA ramps, or signing.

Along with the system of planned and existing sidewalks, The City will continue to develop the portions of the regional Cascade and Centennial “rail” trails which run through the City, providing nonmotorized connectivity with other cities and recreational destinations throughout the region.

#### *Bicycle Routes*

The bicycle route plan provides a system of roadways and trails to connect residential areas of the city with schools, parks, and employment centers. The bicycle routes and trails also serve recreational bike travel. The Sedro-Woolley bicycle plan is comprised of bicycle routes along arterials and local streets in the city. Bicycle routes are streets that are signed for bicycle travel and will occasionally have separate bicycle lanes or wide, paved shoulders to promote the safe and efficient movement of bicyclists. The City has identified that all arterials shown as bicycle routes should accommodate use by bicycles, including possible striped bicycle lanes. However, it is recognized that many of the bicycle routes in the city will require bicyclists to share the roadway with motorized traffic.

The major improvements for bicycle travel will be the completion of the trail projects discussed as part of the pedestrian system plan. Other significant improvements will be part of the arterial roadway projects. The Trail Road extension will provide a bicycle connection between SR 20 and F&S Grade Road. This new route also provides a connection to the regional Bayview to Sedro-Woolley bicycle route that follows an old railroad right-of-way along F&S Grade Road. Trail Road will also link up with bicycle improvements along Jones

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Road and John Liner Road. These roadway projects will provide important linkages for bicyclists heading to/from the northern residential areas of the city and UGA. Together with the system of new trails, the existing and proposed bicycle routes will help complete a bicycle system throughout the city, with important connections to the regional system.

(Ord. 1554-06 § 3 (Exh. A)(part))

## TRANSPORTATION FINANCING PLAN

### Financing Program

The State of Washington's Growth Management Act (GMA) requires that a jurisdiction's transportation plan contain a funding analysis of the transportation projects it recommends. The analysis should cover funding needs, funding resources, and it should include a multi-year financing plan. The purpose of this requirement is to ensure that each jurisdiction's transportation plan is affordable and achievable. If a funding analysis reveals that a plan is not affordable or achievable, the plan must discuss how additional funds will be raised, or how land use assumptions will be reassessed. Alternatively, the City can adjust its level of service (LOS) standards.

The transportation financing program becomes a subset of the City's Capital Facilities Plan (CFP) Element. The GMA requires the CFP Element to include at least a six-year plan that finances capital facilities and identifies the sources of public money for the projects.

A comprehensive list of transportation improvement projects was developed based on the citywide travel demand forecast and Sedro-Woolley's LOS standards. Planning level cost estimates were prepared for each project and program. Analysis of the City's capability to fund the projects was also conducted. This included review of existing and projected revenues and potential grants or other agency funding. In addition, the Plan provides a strategy for adjusting the funding program over time if revenues fall short of expectations.

### Project Cost Summary

Table 16 summarizes Sedro-Woolley's planned arterial and state highway improvements through 2036. Planning level cost estimates are included for each project. The cost estimates were derived based upon average unit costs calculated by the City of Sedro-Woolley and similar projects in the region. The project

costs assume that right-of-way will be needed for some projects to match the City street design standards. Costs are expressed in constant 2017 dollars. Projects are listed in order of priority for the short-term (2018-2023) and long-range (2024-2037) planning horizons. Projects which are necessary to maintain City and state concurrency standards are identified as eligible for transportation impact fee (TIF) funding.

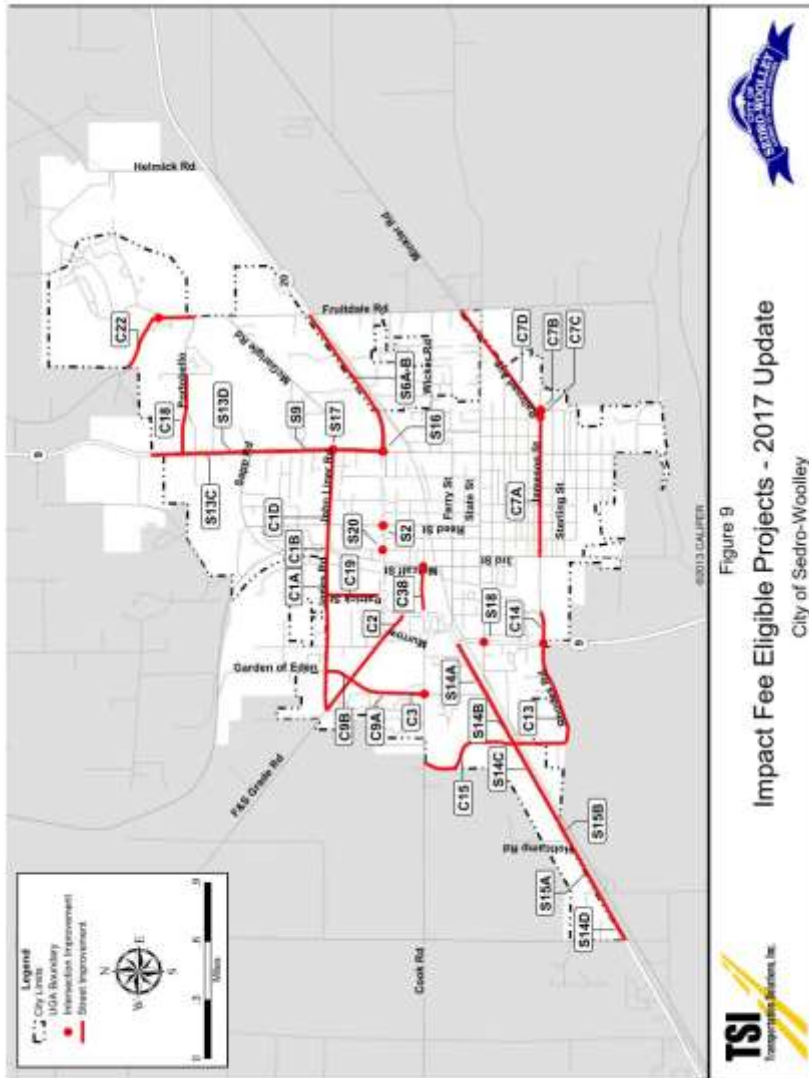
Approximately \$63.5 million (in 2017 dollars) will be needed to fully fund the City's transportation improvement project needs through 2037. Over 80 percent of the costs will be needed for capital improvements to upgrade the City arterial system. An average of \$3.2 million per year (in 2017 dollars) would be required to fully fund the Plan by 2037.

The project is the phased reconstruction and extension of Jones Road and John Liner Road, which includes a new railroad undercrossing. Total cost for this multi-phase project is estimated at \$21.45 million, which represents 38 percent of forecasted 20-year arterial improvement costs.

Table 19 summarizes ongoing citywide programs which provide funding for system maintenance, operations, and nonmotorized/ADA improvements. These programs rely on local operating funds and their costs are generally excluded from the transportation capital improvement costs described above, although these funds may be used as local match for grant funded maintenance projects under the TIB Arterial Preservation Program. This plan estimates a total 20-year cost of \$20.8 million for the identified citywide transportation programs.

Figure 9 shows transportation projects which are eligible for inclusion in the City's Transportation Impact Fee (TIF) program. These improvements have been identified, using the citywide planning model, as necessary to support growth, both in the City and by regionally generated traffic.

**Figure 9**  
**Transportation Impact Fee Eligible Improvement Projects**



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## Revenue Sources

### *Federal Revenue Sources*

The Fixing America's Surface Transportation (FAST) Act (P.L. 114-04) was signed into law by President Obama on December 4, 2015, and covers the five-year period from October 1, 2015 through September 30, 2020. The FAST Act supersedes the previous transportation authorization bill, MAP-21. The FAST Act funds surface transportation programs at \$305 billion for federal fiscal years (FFY) 2016 through 2020.

The FAST Act maintains much of the policy and programmatic framework established by MAP-21. It includes increased funding for the performance-based Surface Transportation Block Grant Program (STBGP) and makes an additional \$116.4 billion available to locally-owned infrastructure.

The state can expect to receive almost \$3.6 billion in Federal Highway Administration funds via the FAST Act, starting with \$687 million in 2016 and growing to \$750 million by 2020.

In October 2012, Governor Christine Gregoire convened a Steering Committee to recommend how to distribute the highway funds between the State and local governments. The Committee agreed to maintain an overall split of 66/34 (66% State / 34% Local), which is still in effect.

### *Other Existing Transportation Revenue Services*

The City utilizes a number of fees and tax revenues to construct and maintain transportation facilities. Summaries of these sources are shown in Tables 20, 21, and 22.

Funding options include the use of existing revenue sources such as motor vehicle fuel taxes, real estate excise taxes, and other City revenues, grant

programs, and developer contributions (through frontage improvements, environmental mitigation, and transportation impact fees).

### *Nonmotorized Revenue Sources*

#### Safe Routes to School

Washington State offers competitive grants to local jurisdictions through the federal Safe Routes to School program. The programs aim to increase the ability of young students to walk and bike to school on their own by providing non-motorized infrastructure between schools and residential areas and on the streets fronting schools. A call for funding requests is made during the biennium state budget cycles.

By partnering with Sedro-Woolley School District, the City can identify neighborhoods and streets most in need of non-motorized infrastructure and develop stronger grant applications.

#### Other Nonmotorized Funding Sources

Washington State and the federal government offer a number of competitive grant funding sources for non-motorized infrastructure, including trails, sidewalks, crossing improvements, and transit station amenities.

- Washington State Recreation and Conservation Office: <http://www.rco.wa.gov/grants/index.shtml>
- United States Department of Transportation TIGER Discretionary Grants: <http://www.transportation.gov/tiger>
- Federal Transportation Administration Bicycle Funding Opportunities: [http://www.fta.dot.gov/13747\\_14400.html](http://www.fta.dot.gov/13747_14400.html)
- Federal Highway Administration Transportation Alternatives Program: [http://www.fhwa.dot.gov/environment/transportation\\_alternatives/](http://www.fhwa.dot.gov/environment/transportation_alternatives/)
- Federal Highway Administration Recreational Trails Program: [http://www.fhwa.dot.gov/environment/recreational\\_trails/](http://www.fhwa.dot.gov/environment/recreational_trails/)

**Table 20. Possible Transportation Revenue Sources**

<b>Street &amp; Arterial Street Funds</b>	The Street Fund (Account 103) receives revenues from state distributions of motor vehicle fuel taxes, allocated based on the number of residents within corporate limits. These state distributions are not sufficient to maintain city streets. The City's general fund provides subsidies in order for the street fund to operate. The arterial street fund (Account 104) receives revenues from GMA Transportation Impact Fees, grants, and developer agreements.
<b>General Fund</b>	The City has supplemented the Street Fund with General Fund money in previous years. General Fund revenue has many sources, including motor vehicle fuel taxes, property taxes, business taxes, and local retail sales and use tax. The majority of the existing tax revenue sources will be used for maintenance, or to provide the matching funds for grants or to complete a portion of the roadway widening projects not covered by other agencies or traffic impact fees.
<b>Transportation Impact Fee Program</b>	In 2013 the City updated its transportation impact fee, a financing tool which allows the collection of revenue to offset the traffic impacts of new development. The impact fee rate is based the net new PM peak hour trips generated by a development and varies by district from \$587 to \$3,635 per PM peak hour vehicle trip. The Impact Fee program was updated by Ordinance 1852-16 adopted July 13, 2016 following adoption of the 2016 Chapter 3 Transportation Element update. The Transportation Impact Fee program will be updated again after adoption of the 2017 Transportation Element., and annually thereafter following yearly TIP adoption Table 16 and Figure 9 show impact fee eligible projects.
<b>Transportation Benefit District (TBD)</b>	The City implemented a TBD in 2014. The TBD is funded by a \$20 per vehicle tab fee, generating an estimated \$200,000 per year as of 2017.
<b>Transportation Improvement Account (TIA)</b>	The Transportation Improvement Board (TIB) is a Washington State Department of Transportation (WSDOT) organization used to distribute funds for road projects. The TIA funds are from a 1.3-cent motor vehicle fuel tax and are used for achieving a balanced transportation system. Multi-agency projects are a requirement.
<b>Urban Arterial Trust Account (UATA)</b>	The TIB administers this program which is funded by a 1.74-cent motor vehicle fuel tax. The program funds projects which reduce congestion and improve safety, geometrics and structural concerns.
<b>FAST Act</b>	Fixing America's Surface Transportation (FAST) Act funds are federal funds to allow road improvements. These are programmed through metropolitan planning organizations including Skagit Council of Governments. These funds are managed by WSDOT.
<b>Grant Funding</b>	Numerous infrastructure and transportation grants from local, State, Federal, and private sources may be identified to assist with the funding of the Sedro-Woolley transportation improvements.

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### Revenue Forecast

A description of available transportation capital improvement funding sources and projected average yearly revenue is listed in Table 21. Approximately ~~84~~83 percent of funding for the City's Transportation Capital Facilities Plan will come from Intergovernmental Revenue. Transportation Impact Fees, Transportation Benefit District, developer mitigation fees and other miscellaneous revenue are expected to fund approximately ~~46~~17 percent. The City may consider implementing new revenue sources if deemed appropriate and necessary in the future. This strategy ensures that the City can accomplish the transportation plan and use the available funding options efficiently.

This revenue forecast was prepared by projecting historic trends from the City's financial records. It was then adjusted based on a projected growth of 1% to 3% per year, depending on other known factors that could influence the specific category of revenue.

Local funding sources including the City share of the motor vehicle fuel tax (MVFT), property taxes, sales and use taxes, real estate excise taxes, and other general fund contributions, as shown in Table 22, are anticipated to be used to sustain citywide safety, maintenance, operations, and pedestrian/ADA improvement programs.

**Table 21.** Transportation Improvement Revenue Forecast 2018 to 2037

Funding Source	Description	2018-2037 Revenue Forecast		
		Estimated Annual Revenue	Total Forecasted Revenue	%
Transportation Impact Fees	Per SWMC 15.060, estimated \$75,000/year	\$75,000	\$1,500,000	2.4%
Transportation Benefit District	Funds generated from a \$20/vehicle car tab fee, estimated \$200,000/year.	\$200,000	\$4,000,000	<del>6.3</del> <u>5</u> %
Other Developer Mitigation	Including SEPA mitigation and development agreements	\$250,600	\$5,012,000	<del>7.98</del> <u>2</u> %
Intergovernmental Revenue/Grants	Includes federal and state grants as well as cost sharing agreements with WSDOT and Skagit County	<del>\$2,648</del> <u>\$536,08</u> 00	<del>\$520,960<u>735</u>, 000</del>	<del>832.48</del> <u>32.48</u> %
Other - New debt, new funding sources	Bonds, Low Interest Loans	\$0	\$0	0%
Total Revenue		<del>\$3,173</del> <u>\$62,64</u> 00	<del>\$631,472<u>247</u>, 000</del>	100%

**Table 22.** Revenue for Citywide Transportation Programs

Funding Source	2015 Budget	Estimated Revenue <sup>1</sup> , 2016-2036
Real and Personal Property Taxes	\$214,000	\$5,200,000
Sales & Use Tax	\$165,000	\$4,009,000
Motor Vehicle Fuel Taxes (MVFT)	\$293,000	\$7,119,000
Real Estate Excise Tax	\$86,000	\$2,090,000
<b>Total Revenue</b>	<b>\$758,000</b>	<b>\$18,418,000</b>

<sup>1</sup>Twenty-year estimate assumes 2% growth per year

### Summary of Financing Strategy

Based on the revenues and costs listed above, the proposed arterial transportation improvements are affordable within the City's expected transportation revenues. Table 23 summarizes forecasted costs and revenues for transportation improvement projects identified in this study.

The proposed Transportation Capital Facilities Plan, including both short and long range improvement lists for the period 2018 to 2037, is estimated to cost \$631,247,472,000. Proposed improvements and expected revenues are therefore balanced as shown in Table 23.

The proposed financial strategy relies upon an aggressive assumption for state and federal grants and an assumption that additional city debt will not be necessary to balance the plan financially. If state and federal grant availability decrease over the planning period, the City may need to seek other funding sources including new debt sources.

Local revenues for citywide transportation programs are projected to fall short of expected expenses by an estimated \$1.6 million over the 20-year life of the Transportation Plan, or approximately \$80,000 per year. This will be addressed in the City budget process on an annual basis.

### Reassessment Strategy

The financing strategy identifies a balance between revenues and expenditures over the life of the Transportation Element. However, the City is committed to reassessing their transportation needs and funding sources each year as part of their annual Six-Year Transportation Improvement Program (TIP). This allows the City to match the financing program with the shorter-term improvement projects and funding. The Transportation Element also includes goals and policies to periodically review land use growth, adopted level of service standards, and funding sources to ensure they support one another and meet concurrency requirements.

**Table 23. Financing Strategy Summary**

Revenue/Cost Category	Total (2016-2036)	Percent
<b>Estimated Revenues (2018-2037)</b>		
Transportation Impact Fees	\$1,500,000	2.4%
Transportation Benefit District	\$4,000,000	6.35%
Other Developer Mitigation	\$5,012,000	7.98.2%
Grants/Intergovernmental Funding	\$520,960,735,000	832.48%
New Debt Sources	\$0	0.0%
<b>Total Revenue</b>	<b>\$631,472,247,000</b>	<b>100.0%</b>
<b>Estimated Improvement Costs (2018-2037)</b>		
State Highway Improvements	\$8,085,000	132.72%
Arterial Improvements	\$553,587,362,000	876.38%
<b>Total Costs</b>	<b>\$631,472,247,000</b>	<b>100.0%</b>

In order to successfully implement the City's Transportation Plan, the City will apply the following principles in its funding program:

- As part of the development of the annual Six-Year Transportation Improvement Program, the City will balance improvement costs with available revenues;
- Review project design standards to determine whether costs could be reduced through reasonable changes in scope or deviations from design standards;
- Work with SCOG and Skagit County to develop multi-agency grant applications for projects that serve growth in the City and its UGA;
- Review transportation impact fee revenues each year to determine whether the impact fees should be increased to account for project cost increases;
- If the actions above are not sufficient, consider changes in the level of service standards and/or possibly limit the rate of growth in the City or UGA.

#### *Project Priorities and Timing*

The City of Sedro-Woolley will use the annual update of the Six-Year Transportation Improvement Program (TIP) to re-evaluate priorities and timing of projects. Throughout the planning period, projects will be completed and priorities will be revised. This will be accomplished by annually reviewing traffic growth and the location and intensity of land use growth in the City and the UGA. The City will then be able to direct funding to areas that are most impacted by growth or to arterials that may fall below the City's level of service (LOS) standards. The development of the TIP will be an ongoing process over the life of the Plan and will be reviewed and amended annually.

#### *Concurrency Management / Development Review*

Concurrency refers to the ongoing process of coordinating infrastructure needs with community development. This concept was formalized in the GMA to ensure that adequate public facilities are provided in concert with population and employment growth. For transportation facilities, the GMA requirement is fulfilled if the City's LOS

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standards are met concurrent with the additional travel demand generated by each succeeding development action. GMA defines concurrency as having projects or strategies in place within six years of the development impact.

Concurrency determinations for the roadway network are closely linked with the City's development review process. As required by GMA, the City has adopted a Concurrency Management program for transportation. (SWMC 15.56)

The City also reviews new developments under SEPA. As part of the SEPA review potential impacts to the transportation network are identified and mitigation may be required. The City also has adopted development regulations and street standards that are applied to developments.

(Ord. 1554-06 § 3 (Exh. A)(part))

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#### INTERGOVERNMENTAL COORDINATION

Implementation actions for transportation projects involve several agencies, each with different responsibilities and controls. A major focus of the GMA is to establish coordination among the responsible agencies and to increase the effectiveness of intergovernmental planning. This transportation element took into account planned improvements and policies of various state, regional, and local agencies, including Washington State Department of Transportation (WSDOT), Skagit Council of Governments (SCOG), Skagit County, Skagit Transit, and the City of Mount Vernon. Overall, the Sedro-Woolley transportation element is consistent and supportive of these other transportation plans and policies.

The following summarizes the consistency of the Sedro-Woolley transportation plan with the state, regional, and county plans.

##### **Washington State Department of Transportation (WSDOT)**

As required by GMA, the Sedro-Woolley transportation plan fully addresses the state highway system serving the City.

The State has adopted level of service (LOS) standards for Highways of Statewide Significance (HSS), establishing LOS D as the standard for HSS facilities in urban areas and LOS C for HSS facilities in rural areas. The City's standard of LOS D for SR 20 within the City is consistent with the State standard for HSS facilities in urban areas. SR 9 is a non-HSS state highway, and the state and region have established LOS D as the standard for this route. The City's revised standard of LOS D for SR 9 within the city is consistent with the State's and regions LOS D standard for SR 9.

The Transportation Element describes an update to the City's Street Functional Classification System which is consistent with WSDOT policy.

##### **Skagit Council of Governments (SCOG)**

The projects, programs, and policies of the Sedro-Woolley transportation plan support the goals and policies of the Skagit 2040 Regional Transportation Plan (Skagit 2040). The Sedro-Woolley plan was developed with opportunities for public input and was coordinated with other agencies. The plan also identifies improvements and policies to improve travel safety for all modes and connectivity of travel modes.

The Sedro-Woolley transportation plan coordinates transportation and land use planning and identifies programs and policies to enhance use of other transportation modes, as identified in the regional plan.

The Sedro-Woolley transportation plan was prepared using a travel forecasting model developed from and coordinated with the SCOG regional model. Outside of the city limits and its UGA, the city model is based on land use and transportation system assumptions from the regional model. Within the city, the Sedro-Woolley model is based on updated land use data (consistent with the Sedro-Woolley Land Use element) and a refined transportation analysis zone and network structure. This data are available to SCOG as it prepares its regional travel forecasts and transportation plans.

The City provided a copy of this Transportation Element to SCOG for review and certification by SCOG to ensure its conformity with the Skagit 2040 plan and to the requirements of the Growth Management Act. SCOG certified the City's 2016 Comprehensive Plan under Resolution 2016-05. Comments received from SCOG too late to be included in the 2016 update ~~are were~~ incorporated in the 2017 update to the Transportation Element.

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### **Skagit County**

Skagit County transportation and capital improvement plans were reviewed as part of the Sedro-Woolley transportation element update.

The City will continue to coordinate with Skagit County to address the needs of travel across jurisdiction limits, including developing joint regulations for developments within the unincorporated UGA to ensure that the future transportation system can adequately support the growth projections. Application of street standards, impact fees and other development regulations are being addressed.

Roadway improvement projects which were included in the Skagit County's Six-Year Transportation Improvement Plan (2016-2021) were reviewed and incorporated, as appropriate, into the City's plan. The most significant improvement project in the County's TIP involving the City is the Fruitdale/Kalloch Road project, which will widen and reconstruct Fruitdale Road and Kalloch Road.

The City provided this Transportation Element to Skagit County for review and comment. No comments were received from the County.

The City plan also supports and incorporates connections to the regional trail system. These include developing trails along the railroad rights-of-way. The City coordinates with Skagit County Parks on improvements to the Centennial and Cascade Trails. The city is also in a partnership with Skagit County and the Port of Skagit for infrastructure and trail improvements to serve the former Northern States Gateway Center site, now known as the SWIFT Center.

### **Skagit Transit**

The Sedro-Woolley transportation plan acknowledges the need for coordination between the City

and Skagit Transit to identify transit service improvements and strategies for serving growth in Sedro-Woolley, considering land uses, densities, cost of service, and revenues. The City has also identified policies to provide adequate streets and non-motorized facilities to support transit service.

### **Other Jurisdictions**

The City has coordinated with the City of Burlington on its Cascade Trail extension projects.



**APPENDIX A. 2015 INTERSECTION LOS SUMMARY**

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Intersection	Control Type	Street A Functional Classification	Street B Functional Classification	LOS Standard	Delay (s/veh)	LOS	LOS Pass/Fail
Fruitdale Rd / Northern St Rd	TWSC	Collector Arterial	Local Access	C	9.0	A	PASS
Fruitdale Rd / Portobello Ave	TWSC	Minor Arterial	Local Access	<u>ED</u>	9.1	A	PASS
Fruitdale Rd / McGarigle Rd	TWSC	Collector Arterial	Collector Arterial	C	9.9	A	PASS
McGarigle Rd / Carter St	TWSC	Minor Arterial	Local Access	<u>ED</u>	9.7	A	PASS
Township (SR 9) / McGarigle Rd / John Liner Rd	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	26.4	D	<del>FAIL</del> PASS
SR 9 / Kalloch Rd	TWSC	Minor Arterial	Local Access	<u>ED</u>	11.6	B	PASS
Fruitdale Rd / Kalloch Rd	TWSC	Local Access	Local Access	C	8.7	A	PASS
SR 20 / Helmick Rd	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	10.2	B	PASS
SR 20 / Fruitdale Rd	Signal	Minor Arterial	Collector Arterial	<u>ED</u>	8.9	A	PASS
SR 20 / SR 9 (Township St)	Signal	Principal Arterial	Minor Arterial	D	30.6	C	PASS
SR 20 / Ball St	TWSC	Principal Arterial	Local Access	D	20.8	C	PASS
SR 20 / Central Ave	TWSC	Principal Arterial	Local Access	D	21.4	C	PASS
SR 20 / Reed St	TWSC	Principal Arterial	Collector Arterial	D	21.1	C	PASS
SR 20 / Murdock St	TWSC	Principal Arterial	Local Access	D	23.0	C	PASS
SR 20 / Metcalf St	TWSC	Principal Arterial	Collector Arterial	D	24.1	C	PASS
SR 20 / Patrick St	RAB	Principal Arterial	Local Access	D	22.6	C	PASS
SR 20 / F&S Grade Rd	TWSC	Principal Arterial	Minor Arterial	D	15.6	C	PASS
SR 20 / Cook Rd	RAB	Principal Arterial	Minor Arterial	D	18.3	B	PASS
Cook Rd / W Ferry St / Edward R. Murrow	RAB	Minor Arterial	Collector Arterial	<u>ED</u>	9.4	A	PASS
SR 20 / W Ferry St	Signal	Principal Arterial	Minor Arterial	D	16.5	B	PASS
SR 20 / SR 9 (west)	Signal	Principal Arterial	Minor Arterial	D	15.0	B	PASS
SR 20 / State St / Trail Rd	Signal	Principal Arterial	Minor Arterial	D	19.1	B	PASS
SR 20 / Collins Rd	Signal	Principal Arterial	Local Access	D	9.1	A	PASS
SR 20 / Rhodes Rd	Signal	Principal Arterial	Local Access	D	8.4	A	PASS
Cook Rd / Trail Rd	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	21.4	C	PASS
John Liner Rd / Reed St	TWSC	Collector Arterial	Collector Arterial	C	9.5	A	PASS
SR 9 / W State St	Signal	Minor Arterial	Minor Arterial	<u>ED</u>	20.5	C	PASS
SR 9 / Nelson St	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	102.3	F	FAIL
Ferry St / Metcalf St	AWSC	Minor Arterial	Collector Arterial	<u>ED</u>	10.9	B	PASS
W State St / Metcalf St	AWSC	Minor Arterial	Collector Arterial	<u>ED</u>	13.5	B	PASS
Jameson St / Third St	AWSC	Collector Arterial	Collector Arterial	C	8.2	A	PASS
Ferry St / Reed Ave	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	11.3	B	PASS

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Intersection	Control Type	Street A Functional Classification	Street B Functional Classification	LOS Standard	Delay (s/veh)	LOS	LOS Pass/Fail
W State St / Reed Ave	TWSC	Minor Arterial	Collector Arterial	<u>ED</u>	10.2	B	PASS
Ferry St / Township St	TWSC	Minor Arterial	Minor Arterial	<u>ED</u>	14.7	B	PASS
W State St / Township St	AWSC	Minor Arterial	Minor Arterial	<u>ED</u>	12.0	B	PASS
Jameson St / Township St	TWSC	Collector Arterial	Collector Arterial	C	11.7	B	PASS
W State St / Railroad St	AWSC	Collector Arterial	Collector Arterial	C	7.3	A	PASS
Railroad St / Fruitdale Rd	TWSC	Collector Arterial	Collector Arterial	C	11.0	B	PASS
W State St / Fruitdale Rd	TWSC	Collector Arterial	Collector Arterial	C	10.8	B	PASS

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**APPENDIX B. 2015 STREET SEGMENT LOS SUMMARY**

**Sedro Woolley Comprehensive Plan | 3-68**  
**~~Update effective: May 18, 2018~~Draft: March 2022**

Segment ID	Name	Cross Street A	Cross Street B	Roadway Classification	Volume	Capacity	V/C	LOS	LOS Pass/Fail
2001	SR 20	Collins Rd	Rhodes Rd	Principal Arterial	1621	1980	0.82	D	PASS
2002	SR 20	Rhodes Rd	W State St	Principal Arterial	1577	1980	0.80	C	PASS
2003	SR 20	State St	SR 9	Principal Arterial	952	1980	0.48	A	PASS
2004	SR 20	SR 9	W Ferry St	Principal Arterial	1233	2160	0.57	A	PASS
2005	SR 20	W Ferry St	Cook Rd	Principal Arterial	973	2250	0.43	A	PASS
2006	SR 20	Cook Rd	F&S Grade Rd	Principal Arterial	1707	2340	0.73	C	PASS
2007	SR 20	F&S Grade Rd	Patrick St	Principal Arterial	1772	2340	0.76	C	PASS
2008	SR 20	Patrick St	Metcalf St	Principal Arterial	1757	2340	0.75	C	PASS
2009	SR 20	Metcalf St	Reed St	Principal Arterial	1802	2250	0.80	D	PASS
2010	SR 20	Reed St	Township St	Principal Arterial	1648	2250	0.73	C	PASS
3001	SR 20	Township St	Fruitdale Rd	Minor Arterial	1091	1920	0.57	A	PASS
3002	SR 20	Fruitdale Rd	Helmick Rd	Minor Arterial	773	2000	0.39	A	PASS
3003	SR 9	City Limit	W Nelson St	Minor Arterial	1153	1520	0.76	C	PASS
3004	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3005	SR 9	W Nelson St	W State St	Minor Arterial	1122	1920	0.58	A	PASS
3006	SR 9	W State St	SR 20	Minor Arterial	477	1920	0.25	A	PASS
3007	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3008	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3009	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3010	Cook Rd	City Limit	Trail Rd	Minor Arterial	1176	2000	0.59	A	PASS
3011	Cook Rd	Trail Rd	Ferry St / Murrow St	Minor Arterial	1102	2000	0.55	A	PASS
3012	Cook Rd	Ferry St	SR 20	Minor Arterial	824	1960	0.42	A	PASS
3013	F&S Grade Rd	City Limit	Murrow St	Minor Arterial	138	1480	0.09	A	PASS
3014	F&S Grade Rd	Murrow St	SR 20	Minor Arterial	155	1560	0.10	A	PASS
3015	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3016	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3017	Ferry St	SR 20	Metcalf St	Minor Arterial	605	1440	0.42	A	PASS
3018	Ferry St	Metcalf St	Reed St	Minor Arterial	417	1520	0.27	A	PASS

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Segment ID	Name	Cross Street A	Cross Street B	Roadway Classification	Volume	Capacity	V/C	LOS	LOS Pass/Fail
3019	Ferry St	Reed St	Township St	Minor Arterial	296	1520	0.19	A	PASS
3020	State St	SR 20	SR 9	Minor Arterial	918	1960	0.47	A	PASS
3021	State St	SR 9	Metcalf St	Minor Arterial	864	1520	0.57	A	PASS
3022	State St	Metcalf St	3rd St	Minor Arterial	701	1520	0.46	A	PASS
3023	State St	3rd St	Reed St	Minor Arterial	690	1520	0.45	A	PASS
3024	State St	Reed St	Township St	Minor Arterial	679	1520	0.45	A	PASS
3025	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3026	Township St	State St	Ferry St	Minor Arterial	494	1520	0.33	A	PASS
3027	Township St	Ferry St	Wicker Rd	Minor Arterial	574	1520	0.38	A	PASS
3028	Township St	Wicker Rd	SR 20	Minor Arterial	549	1560	0.35	A	PASS
3029	Township St (SR 9)	SR 20	McGarigle/John Liner Rd	Minor Arterial	810	1600	0.51	A	PASS
3030	Township St (SR 9)	McGarigle/John Liner	Sapp Rd	Minor Arterial	691	1560	0.44	A	PASS
3031	Township St (SR 9)	Sapp Rd	Bassett Rd	Minor Arterial	539	1480	0.36	A	PASS
3032	Township St (SR 9)	Bassett Rd	Kalloch	Minor Arterial	459	1480	0.31	A	PASS
3033	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
3034	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
4001	3rd St	Sterling St	Jameson St	Collector Arterial	205	1110	0.18	A	PASS
4002	3rd St	Jameson St	State St	Collector Arterial	118	1140	0.10	A	PASS
4003	Batey Rd	W Nelson St	Jameson St	Collector Arterial	262	1110	0.24	A	PASS
4004	Fruitdale Rd	River Rd	Hoehn Rd	Collector Arterial	38	1110	0.03	A	PASS
4005	Fruitdale Rd	Hoehn Rd	Minkler Rd	Collector Arterial	45	1110	0.04	A	PASS
4006	Fruitdale Rd	Minkler Rd	Wicker Rd	Collector Arterial	148	1110	0.13	A	PASS
4007	Fruitdale Rd	Wicker Rd	SR 20	Collector Arterial	143	1110	0.13	A	PASS
4008	Fruitdale Rd	SR 20	McGarigle Rd	Collector Arterial	206	1200	0.17	A	PASS
4009	Fruitdale Rd	McGarigle Rd	Thompson Dr	Collector Arterial	216	1110	0.19	A	PASS
4010	Fruitdale Rd	Thompson Dr	Kalloch	Collector Arterial	13	1110	0.01	A	PASS
4011	Jameson St	Batey Rd	3rd St	Collector Arterial	297	1080	0.28	A	PASS

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Segment ID	Name	Cross Street A	Cross Street B	Roadway Classification	Volume	Capacity	V/C	LOS	LOS Pass/Fail
4012	Jameson St	3rd St	6th St	Collector Arterial	154	1140	0.14	A	PASS
4013	Jameson St	6th St	Township St	Collector Arterial	120	1140	0.11	A	PASS
4014	Jameson St	Township St	Railroad Ave	Collector Arterial	84	1080	0.08	A	PASS
4015	John Liner Rd	Reed St	Township St (SR 9)	Collector Arterial	67	1110	0.06	A	PASS
4016	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
4017	McGarigle Rd	Township St (SR 9)	Fruitdale Rd	Collector Arterial	203	1200	0.17	A	PASS
4018	Metcalf St	State St	Ferry St	Collector Arterial	267	1140	0.23	A	PASS
4019	Metcalf St	Ferry St	SR 20	Collector Arterial	249	1140	0.22	A	PASS
4020	Minkler Rd	State St	Fruitdale Rd	Collector Arterial	139	1110	0.13	A	PASS
4021	Nelson St	SR 9	Batey Rd	Collector Arterial	308	1110	0.28	A	PASS
4022	Railroad Ave	Jameson St	State St	Collector Arterial	215	1110	0.19	A	PASS
4023	Reed St	State St	Ferry St	Collector Arterial	18	1140	0.02	A	PASS
4024	Reed St	Ferry St	SR 20	Collector Arterial	23	1170	0.02	A	PASS
4025	Reed St	SR 20	John Liner Rd	Collector Arterial	230	1170	0.20	A	PASS
4026	Reed St	John Liner Rd	Sapp Rd	Collector Arterial	203	1170	0.17	A	PASS
4027	Rhodes Rd	SR 20	SR 9	Collector Arterial	55	1110	0.05	A	PASS
4028	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
4029	Sapp Rd	Reed St	Township Rd (SR 9)	Collector Arterial	103	1110	0.09	A	PASS
4030	State St	Township St	Railroad Ave	Collector Arterial	214	1110	0.19	A	PASS
4031	Sterling St	3rd St	6th St	Collector Arterial	98	1110	0.09	A	PASS
4032	Sterling St	6th St	Township St	Collector Arterial	42	1110	0.04	A	PASS
4033	Township St	River Rd	Sterling St	Collector Arterial	227	1170	0.19	A	PASS
4034	Township St	Sterling St	Jameson St	Collector Arterial	265	1170	0.23	A	PASS
4035	Township St	Jameson St	State St	Collector Arterial	289	1170	0.25	A	PASS
4036	Trail Road	SR 20	Cook Rd	Collector Arterial	402	1470	0.27	A	PASS
4037	Wicker Rd	Township St	Fruitdale Rd	Collector Arterial	317	1110	0.29	A	PASS
4038	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
5001	Jones Rd	F&S Grade Rd	Garden of Eden Rd	Local Access	154	800	0.19	A	PASS

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Segment ID	Name	Cross Street A	Cross Street B	Roadway Classification	Volume	Capacity	V/C	LOS	LOS Pass/Fail
5002	Jones Rd	Garden of Eden Rd	Sapp Rd	Local Access	35	800	0.04	A	PASS
5003	Garden of Eden Rd	F&S Grade Rd	Jones Rd	Local Access	134	800	0.17	A	PASS
5004	Garden of Eden Rd	Jones Rd	Kiens Ln (Pvt)	Local Access	213	800	0.27	A	PASS
5005	[reserved]			Local Access	#N/A	800	#N/A	#N/A	#N/A
5006	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
5007	Bassett Rd	Eikleberry Ct (Pvt)	SR 9	Local Access	22	800	0.03	A	PASS
5008	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
5009	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
5010	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A
5011	[reserved]				#N/A	#N/A	#N/A	#N/A	#N/A

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**APPENDIX C. 2036 INTERSECTION LEVEL OF SERVICE**

**Sedro Woolley Comprehensive Plan | 3-73**  
~~Update effective: May 18, 2018~~Draft: March 2021

Node ID	Intersection	2036 w/o Improvement		2036 w/Improvement	
		Delay (s/veh)	LOS	Delay (s/veh)	LOS
208	Township (SR 9) / McGarigle Rd / John Liner Rd	46.2	E	8.1	A
209	SR 9 / Kalloch Rd	12.0	B	11.4	B
210	Fruitdale Rd / Kalloch Rd	9.5	A	9.4	A
211	SR 20 / Helmick Rd	10.3	B	10.3	B
212	SR 20 / Fruitdale Rd	15.4	B	15.5	B
213	SR 20 / SR 9 (Township St)	48.3	D	38.2	D
214	SR 20 / Ball St	26.3	D	26.8	D
215	SR 20 / Central Ave	27.4	D	19.1	C
216	SR 20 / Reed St	94.6	F	19.7	C
217	SR 20 / Murdock St	27.0	D	27.2	D
218	SR 20 / Metcalf St	27.8	D	25.5	D
219	SR 20 / Patrick St	17.2	B	41.9	D
220	SR 20 / F&S Grade Rd	18.1	C	20.1	C
221	SR 20 / Cook Rd	24.9	C	32.4	C
222	Cook Rd / W Ferry St / Edward R. Murrow	10.8	B	10.9	B
223	SR 20 / W Ferry St	18.7	B	17.3	B
224	SR 20 / SR 9 (west)	15.7	B	18.0	B
225	SR 20 / State St / Trail Rd	22.7	C	21.7	C
301	SR 20 / Collins Rd	9.6	A	10.4	B
302	SR 20 / Rhodes Rd	8.7	A	11.5	B
303	Cook Rd / Trail Rd	29.8	D	9.4	A
304	John Liner Rd / Reed St	10.0	B	18.7	C
305	SR 9 / W State St	21.9	C	21.0	C
306	SR 9 / Nelson St	264.3	F	18.1	C
307	Ferry St / Metcalf St	13.4	B	11.6	B
308	W State St / Metcalf St	17.5	C	14.0	B
309	Jameson St / Third St	8.4	A	9.0	A
310	Ferry St / Reed Ave	12.1	B	11.6	B
311	W State St / Reed Ave	10.4	B	12.7	B
312	Ferry St / Township St	19.6	C	18.5	C
313	W State St / Township St	14.0	B	13.7	B
314	Jameson St / Township St	12.7	B	13.9	B
315	W State St / Railroad St	7.4	A	7.5	A
316	Railroad St / Fruitdale Rd	11.9	B	11.8	B
317	W State St / Fruitdale Rd	10.8	B	10.8	B
7099	SR 9 / Jameson	-	-	8.7	A
7095	Patrick St / Jones Rd	-	-	11.2	B
2177	SR 9 / Portobello	-	-	14.0	B

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**APPENDIX D. 2036 STREET SEGMENT LEVEL OF SERVICE – WITHOUT IMPROVEMENT**

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~~Update effective: May 18, 2018~~Draft: March 2021

Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
2001	SR 20	Collins Rd	Rhodes Rd	1888	1980	0.95	E
2002	SR 20	Rhodes Rd	W State St	1814	1980	0.92	E
2003	SR 20	State St	SR 9	1118	1980	0.56	A
2004	SR 20	SR 9	W Ferry St	1472	2160	0.68	B
2005	SR 20	W Ferry St	Cook Rd	1077	2250	0.48	A
2006	SR 20	Cook Rd	F&S Grade Rd	1845	2340	0.79	C
2007	SR 20	F&S Grade Rd	Patrick St	1915	2340	0.82	D
2008	SR 20	Patrick St	Metcalf St	1894	2340	0.81	D
2009	SR 20	Metcalf St	Reed St	1960	2250	0.87	D
2010	SR 20	Reed St	Township St	1785	2250	0.79	C
3001	SR 20	Township St	Fruitdale Rd	1435	1920	0.75	C
3002	SR 20	Fruitdale Rd	Helmick Rd	802	2000	0.40	A
3005	SR 9	W Nelson St	W State St	1192	1920	0.62	B
3006	SR 9	W State St	SR 20	515	1920	0.27	A
3007	[reserved]			#N/A	#N/A	#N/A	#N/A
3008	[reserved]			#N/A	#N/A	#N/A	#N/A
3009	[reserved]			#N/A	#N/A	#N/A	#N/A
3010	Cook Rd	City Limit	Trail Rd	1263	2000	0.63	B
3011	Cook Rd	Trail Rd	Ferry St / Murrow St	1160	2000	0.58	A
3012	Cook Rd	Ferry St	SR 20	857	1960	0.44	A
3013	F&S Grade Rd	City Limit	Murrow St	160	1480	0.11	A
3014	F&S Grade Rd	Murrow St	SR 20	251	1560	0.16	A
3015	[reserved]			#N/A	-120	#N/A	#N/A
3016	[reserved]			#N/A	-120	#N/A	#N/A
3017	Ferry St	SR 20	Metcalf St	710	1440	0.49	A
3018	Ferry St	Metcalf St	Reed St	471	1520	0.31	A
3019	Ferry St	Reed St	Township St	355	1520	0.23	A
3020	State St	SR 20	SR 9	967	1960	0.49	A
3021	State St	SR 9	Metcalf St	915	1520	0.60	B
3022	State St	Metcalf St	3rd St	731	1520	0.48	A

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Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
3023	State St	3rd St	Reed St	711	1520	0.47	A
3024	State St	Reed St	Township St	705	1520	0.46	A
3025	[reserved]			#N/A	#N/A	#N/A	#N/A
3026	Township St	State St	Ferry St	595	1520	0.39	A
3027	Township St	Ferry St	Wicker Rd	727	1520	0.48	A
3028	Township St	Wicker Rd	SR 20	692	1560	0.44	A
3029	Township St (SR 9)	SR 20	McGarigle/John Liner Rd	937	1600	0.59	A
3030	Township St (SR 9)	McGarigle/John Liner	Sapp Rd	870	1560	0.56	A
3031	Township St (SR 9)	Sapp Rd	Bassett Rd	685	1480	0.46	A
3032	Township St (SR 9)	Bassett Rd	Kalloch	513	1480	0.35	A
3033	[reserved]			#N/A	#N/A	#N/A	#N/A
3034	[reserved]			#N/A	#N/A	#N/A	#N/A
4001	3rd St	Sterling St	Jameson St	221	1110	0.20	A
4002	3rd St	Jameson St	State St	119	1140	0.10	A
4003	Batey Rd	W Nelson St	Jameson St	300	1110	0.27	A
4004	Fruitdale Rd	River Rd	Hoehn Rd	38	1110	0.03	A
4005	Fruitdale Rd	Hoehn Rd	Minkler Rd	45	1110	0.04	A
4006	Fruitdale Rd	Minkler Rd	Wicker Rd	187	1110	0.17	A
4007	Fruitdale Rd	Wicker Rd	SR 20	170	1110	0.15	A
4008	Fruitdale Rd	SR 20	McGarigle Rd	509	1200	0.42	A
4009	Fruitdale Rd	McGarigle Rd	Thompson Dr	487	1110	0.44	A
4010	Fruitdale Rd	Thompson Dr	Kalloch	130	1110	0.12	A
4011	Jameson St	Batey Rd	3rd St	335	1080	0.31	A
4012	Jameson St	3rd St	6th St	176	1140	0.15	A
4013	Jameson St	6th St	Township St	157	1140	0.14	A
4014	Jameson St	Township St	Railroad Ave	110	1080	0.10	A
4015	John Liner Rd	Reed St	Township St (SR 9)	77	1110	0.07	A
4016	[reserved]			#N/A	#N/A	#N/A	#N/A
4017	McGarigle Rd	Township St (SR 9)	Fruitdale Rd	237	1200	0.20	A

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Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
4018	Metcalf St	State St	Ferry St	293	1140	0.26	A
4019	Metcalf St	Ferry St	SR 20	330	1140	0.29	A
4020	Minkler Rd	State St	Fruitdale Rd	193	1110	0.17	A
4021	Nelson St	SR 9	Batey Rd	370	1110	0.33	A
4022	Railroad Ave	Jameson St	State St	254	1110	0.23	A
4023	Reed St	State St	Ferry St	20	1140	0.02	A
4024	Reed St	Ferry St	SR 20	26	1170	0.02	A
4025	Reed St	SR 20	John Liner Rd	317	1170	0.27	A
4026	Reed St	John Liner Rd	Sapp Rd	269	1170	0.23	A
4027	Rhodes Rd	SR 20	SR 9	125	1110	0.11	A
4028	[reserved]			#N/A	#N/A	#N/A	#N/A
4029	Sapp Rd	Reed St	Township Rd (SR 9)	221	1110	0.20	A
4030	State St	Township St	Railroad Ave	229	1110	0.21	A
4031	Sterling St	3rd St	6th St	115	1110	0.10	A
4032	Sterling St	6th St	Township St	53	1110	0.05	A
4033	Township St	River Rd	Sterling St	241	1170	0.21	A
4034	Township St	Sterling St	Jameson St	292	1170	0.25	A
4035	Township St	Jameson St	State St	321	1170	0.27	A
4036	Trail Road	SR 20	Cook Rd	499	1470	0.34	A
4037	Wicker Rd	Township St	Fruitdale Rd	358	1110	0.32	A
4038	[reserved]			#N/A	#N/A	#N/A	#N/A
4039	Jones Rd	F&S Grade Rd	Garden of Eden Rd	357	800	0.45	A
4040	Jones Rd	Garden of Eden Rd	Sapp Rd	110	800	0.14	A
4041	Garden of Eden Rd	F&S Grade Rd	Jones Rd	303	800	0.38	A
4042	Garden of Eden Rd	Jones Rd	Kiens Ln (Pvt)	487	800	0.61	B
4044	[reserved]			#N/A	#N/A	#N/A	#N/A
4045	Bassett Rd	Eikleberry Ct (Pvt)	SR 9	93	800	0.12	A

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**APPENDIX E. 2036 STREET SEGMENT LOS - WITH IMPROVEMENT**

**Sedro Woolley Comprehensive Plan | 3-79**  
**~~Update effective: May 18, 2018~~Draft: March 2021**

Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
2001	SR 20	Collins Rd	Rhodes Rd	1920	2160	0.89	D
2002	SR 20	Rhodes Rd	W State St	1801	2160	0.83	D
2003	SR 20	State St	SR 9	1092	1980	0.55	A
2004	SR 20	SR 9	W Ferry St	1512	2160	0.70	C
2005	SR 20	W Ferry St	Cook Rd	1176	2250	0.52	A
2006	SR 20	Cook Rd	F&S Grade Rd	1920	2340	0.82	D
2007	SR 20	F&S Grade Rd	Patrick St	1949	2340	0.83	D
2008	SR 20	Patrick St	Metcalf St	1784	2340	0.76	C
2009	SR 20	Metcalf St	Reed St	1853	2250	0.82	D
2010	SR 20	Reed St	Township St	1802	2250	0.80	D
3001	SR 20	Township St	Fruitdale Rd	1429	1920	0.74	C
3002	SR 20	Fruitdale Rd	Helmick Rd	825	2000	0.41	A
3005	SR 9	W Nelson St	W State St	1212	1920	0.63	B
3006	SR 9	W State St	SR 20	558	1920	0.29	A
3007	[reserved]			#N/A	#N/A	#N/A	#N/A
3008	[reserved]			#N/A	#N/A	#N/A	#N/A
3009	[reserved]			#N/A	#N/A	#N/A	#N/A
3010	Cook Rd	City Limit	Trail Rd	1459	2000	0.73	C
3011	Cook Rd	Trail Rd	Ferry St / Murrow St	1149	2000	0.57	A
3012	Cook Rd	Ferry St	SR 20	835	1960	0.43	A
3013	F&S Grade Rd	City Limit	Murrow St	172	1480	0.12	A
3014	F&S Grade Rd	Murrow St	SR 20	112	1560	0.07	A
3015	[reserved]			#N/A	-120	#N/A	#N/A
3016	[reserved]			#N/A	-120	#N/A	#N/A
3017	Ferry St	SR 20	Metcalf St	624	1440	0.43	A
3018	Ferry St	Metcalf St	Reed St	458	1520	0.30	A
3019	Ferry St	Reed St	Township St	331	1520	0.22	A
3020	State St	SR 20	SR 9	930	1960	0.47	A

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Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
3021	State St	SR 9	Metcalf St	852	1520	0.56	A
3022	State St	Metcalf St	3rd St	694	1520	0.46	A
3023	State St	3rd St	Reed St	690	1520	0.45	A
3024	State St	Reed St	Township St	691	1520	0.45	A
3025	[reserved]			#N/A	#N/A	#N/A	#N/A
3026	Township St	State St	Ferry St	578	1520	0.38	A
3027	Township St	Ferry St	Wicker Rd	700	1520	0.46	A
3028	Township St	Wicker Rd	SR 20	621	1560	0.40	A
3029	Township St (SR 9)	SR 20	McGarigle/John Liner Rd	831	1600	0.52	A
3030	Township St (SR 9)	McGarigle/John Liner	Sapp Rd	820	1560	0.53	A
3031	Township St (SR 9)	Sapp Rd	Bassett Rd	673	1480	0.45	A
3032	Township St (SR 9)	Bassett Rd	Kalloch	462	1480	0.31	A
3033	[reserved]			#N/A	#N/A	#N/A	#N/A
3034	[reserved]			#N/A	#N/A	#N/A	#N/A
4001	3rd St	Sterling St	Jameson St	219	1110	0.20	A
4002	3rd St	Jameson St	State St	121	1140	0.11	A
4003	Batey Rd	W Nelson St	Jameson St	35	1110	0.03	A
4004	Fruitdale Rd	River Rd	Hoehn Rd	38	1110	0.03	A
4005	Fruitdale Rd	Hoehn Rd	Minkler Rd	46	1110	0.04	A
4006	Fruitdale Rd	Minkler Rd	Wicker Rd	178	1110	0.16	A
4007	Fruitdale Rd	Wicker Rd	SR 20	172	1110	0.15	A
4008	Fruitdale Rd	SR 20	McGarigle Rd	560	1200	0.47	A
4009	Fruitdale Rd	McGarigle Rd	Thompson Dr	518	1110	0.47	A
4010	Fruitdale Rd	Thompson Dr	Kalloch	76	1110	0.07	A
4011	Jameson St	Batey Rd	3rd St	354	1080	0.33	A
4012	Jameson St	3rd St	6th St	198	1140	0.17	A

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Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
4013	Jameson St	6th St	Township St	151	1140	0.13	A
4014	Jameson St	Township St	Railroad Ave	97	1080	0.09	A
4015	John Liner Rd	Reed St	Township St (SR 9)	284	1110	0.26	A
4016	[reserved]			#N/A	#N/A	#N/A	#N/A
4017	McGarigle Rd	Township St (SR 9)	Fruitdale Rd	220	1200	0.18	A
4018	Metcalf St	State St	Ferry St	281	1140	0.25	A
4019	Metcalf St	Ferry St	SR 20	294	1140	0.26	A
4020	Minkler Rd	State St	Fruitdale Rd	167	1110	0.15	A
4021	Nelson St	SR 9	Batey Rd	107	1110	0.10	A
4022	Railroad Ave	Jameson St	State St	217	1110	0.20	A
4023	Reed St	State St	Ferry St	30	1140	0.03	A
4024	Reed St	Ferry St	SR 20	36	1170	0.03	A
4025	Reed St	SR 20	John Liner Rd	123	1170	0.11	A
4026	Reed St	John Liner Rd	Sapp Rd	288	1170	0.25	A
4027	Rhodes Rd	SR 20	SR 9	206	1110	0.19	A
4028	[reserved]			#N/A	#N/A	#N/A	#N/A
4029	Sapp Rd	Reed St	Township Rd (SR 9)	174	1110	0.16	A
4030	State St	Township St	Railroad Ave	240	1110	0.22	A
4031	Sterling St	3rd St	6th St	112	1110	0.10	A
4032	Sterling St	6th St	Township St	53	1110	0.05	A
4033	Township St	River Rd	Sterling St	241	1170	0.21	A
4034	Township St	Sterling St	Jameson St	292	1170	0.25	A
4035	Township St	Jameson St	State St	326	1170	0.28	A
4036	Trail Road	SR 20	Cook Rd	521	1470	0.35	A
4037	Wicker Rd	Township St	Fruitdale Rd	353	1110	0.32	A
4038	[reserved]			#N/A	#N/A	#N/A	#N/A
4039	Jones Rd	F&S Grade Rd	Garden of Eden Rd	105	1110	0.09	A
4040	Jones Rd	Garden of Eden Rd	Sapp Rd	156	1110	0.14	A

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Segment ID	Name	Cross Street A	Cross Street B	Volume	Capacity	V/C	LOS
4041	Garden of Eden Rd	F&S Grade Rd	Jones Rd	64	800	0.08	A
4042	Garden of Eden Rd	Jones Rd	Kiens Ln (Pvt)	535	800	0.67	B
4044	[reserved]			<del>#N/A</del>	<del>#N/A</del>	<del>#N/A</del>	<del>#N/A</del>
4045	Bassett Rd	Eikleberry Ct (Pvt)	SR 9	77	800	0.10	A

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~~Update effective: May 18, 2018~~  
Draft: March 2022

# Exhibit B

To Ordinance No. 2014-22

Amendments to the Capital Facilities Element of the Sedro-Woolley Comprehensive Plan

## Chapter 7

### CAPITAL FACILITIES ELEMENT

7.04	Introduction <a href="#">{No changes included in this Draft}</a>
7.08	Sewers/Sanitary Capital Facilities <a href="#">{No changes}</a>
7.12	Schools <a href="#">{No changes}</a>
7.14	Library <a href="#">{No changes}</a>
7.16	Fire Protection <a href="#">{No changes}</a>
7.20	Police Protection <a href="#">{No changes}</a>
7.24	Storm Water Management
7.28	Solid Waste Management <a href="#">{No changes}</a>
7.32	Capital Facilities Financing
7.36	Capital Facilities Goals and Policies
Appendix A	Sedro-Woolley Fire Department <a href="#">{No changes}</a>
Appendix B	Fire Equipment Replacement Schedule <a href="#">{No changes}</a>
Appendix C	Police Staff Estimates and Capital Outlay Costs <a href="#">{No changes}</a>
Appendix D	Police Mitigation Fee Analysis and Proposal <a href="#">{No changes}</a>
Appendix E	Sedro-Woolley School District #101 Capital Facilities Plan <a href="#">{Replace 2014 School CFP with 2022 School CFP}</a>



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## 7.24

### STORM WATER MANAGEMENT

#### EXISTING FACILITIES

The City of Sedro-Woolley stormwater system currently serves residents living within the city limits (Figure CF-3). The city operates and maintains the Municipal Separate Storm Sewer System (MS4) under the requirements of the State of Washington National Pollution Discharge Elimination System (NPDES) Phase II Stormwater Permit. Facilities include the conveyance network consisting of pipelines, drainage ditches, culverts, catch basins, manholes, pump stations, stormwater infiltration, detention and treatment facilities, Low-Impact Development facilities and outfalls to the Skagit River. The most recent Stormwater Management Plan was completed in 1997.

Private storm sewer systems discharging to the MS4 exist throughout the city. These systems fall under the requirements of the NPDES Permit, and are regulated by the City. Private systems include ditches, culverts, pipelines, catch basins, oil-water separators, infiltration, detention and treatment facilities, Low Impact Development facilities and pump stations.

#### Pipelines, Culverts and Ditches

Currently the City's MS4 consists of Ppipelines of various sizes ranging from eight inches to forty-eight inches in diameter and totaling 199,840~~216,800~~ lineal feet, culverts totaling 7,464~~7,525~~ lineal feet and open ditches totaling 58,835~~35,840~~ lineal feet convey stormwater to nine~~21~~ connection points to discharge points to public~~or private systems or to Skagit County drainage, 21~~ infiltration facilities and 26-20 outfall points to receiving waters including Brickyard Creek, Willard Creek, Hansen Creek and the Skagit River. The system includes 1,920~~2,144~~ catch basins, 14-18 control

structures, eight-two drywells, one-two oil-water separators and two pump stations. Pipelines include gravity lines and force mains (pressure pipes). The city's primary responsibility is for the main storm sewers, culverts and ditches in streets and other rights-of-way, as well as for systems serving municipal properties. Private systems discharging to the MS4 are the responsibility of the property owners from the point of discharge to the MS4.

#### Pump Stations

Pump stations are required when natural topography does not allow for gravity flow to the point of discharge to the gravity system. A pump station receives flow from one area by gravity and pumps that flow over a topographic ridge to continue to the gravity system and ultimately to the outfall. Sedro-Woolley currently owns and maintains 2 stormwater pump stations. There are 7-8 privately owned and maintained stormwater pump stations within the city.

#### Stormwater Detention and Treatment Facilities

The MS4 includes 24-26 municipal facilities, including 13-9 Stormwater Detention and Treatment ponds, 2-1 Raingardens, 2 pump stations, 4-12 Underground Storage/detention/infiltration systems, 1 Ecology Embankment, and 1 Rainstore system. Within Tthe city also monitors maintenance of there are currently 95-72 private facilities consisting of Stormwater Detention and Treatment Ponds, Raingardens, Bioretention, and Underground Storage/Detention/Infiltration Systems. Inventory of the private systems is under way but not complete as of 2014.

To date, all known private systems have been inventoried and mapped. New systems are inventoried and mapped as they are completed.

#### Brickyard Creek

Brickyard Creek is a 24,500 lineal foot combination of natural and man-made streambed classified as waters of the state and fish-bearing stream. This water body was formerly maintained by the Skagit County run Sedro-Woolley Sub-Flood Control Dis-

trict, and is the discharge point for approximately 40% of the city's drainage. 95% of Brickyard Creek lies within the city limits, and the remaining portion is in the UGA. Responsibility for Brickyard Creek was assumed by the city in January 2012. The city maintains the remaining 5% of the Creek under an Interlocal agreement with Skagit County.

### Flooding

Portions of the city are subject to periodic localized flooding, mainly due to backwater conditions on Brickyard Creek created during peak stormwater events. Certain locations on the Creek, including the North Reed/Brickyard Meadows intersection, portions of Lucas Drive, Independence Boulevard, and the Golf Course, experience short term surcharging during rainfall events greater than a 10-year event (2.6 inches in 24 hours). A 2013 study completed of the SR20 Stormwater Conveyance System identified two undersized culverts on Brickyard Creek between Holtcamp Road outfall and Hodgin Road as contributing factors. Regular maintenance of the creek channel over the past few years has mitigated this condition somewhat. The older portion of the city south of SR20 does not have significant flooding issues. The ongoing General Investigation study being completed under the auspices of the Corps of Engineers will need to be monitored carefully as some alternates for mitigation of Skagit River flooding may impact the 100 year flood level within the lower portion of the city, as well as threatening the Wastewater Treatment Facility.

### PROJECTED NEED

Like many jurisdictions in the Northwest, surface water management has historically been considered a funding priority after a major storm event. Two main problems exist in Sedro-Woolley: 1) Water quality in Brickyard Creek and the Skagit River is poor due to many factors including nonpoint source of pollution and frequent flooding; and 2) Localized flooding during peak stormwater events.

### Stormwater Management Plan

The 1997 Stormwater Management Plan identified deficiencies in the MS4 system at the time the report was prepared, and included a project list to address these deficiencies, as well as ongoing maintenance issues. The recommendations of the plan were largely unmet in subsequent years. Update of the plan is needed to reassess previously identified deficiencies, and to address significant development that has occurred in the past ~~18-25~~ years.

### Water Quality

The State of Washington NPDES Phase II permit, first issued in 2007 and renewed in 2013 and 2019, requires the city to operate and maintain the MS4 system in such a manner as to protect and improve water quality for the identified water bodies, in this case the Skagit River, Brickyard Creek, Hansen Creek and Willard Creek.

The 2019 permit requires the City to prepare a Stormwater Management Action Plan (SMAP) by 2023, prioritizing a receiving water and a catchment area discharging to that receiving water. And within these areas, develop stormwater retrofits, land management strategies and other actions to accommodate future growth and development while preventing water quality degradation and/or improving conditions in the receiving waters harmed by past development.

Another new requirement of the 2019 permit requires the establishment of a Source Control program. This program consists of inspections of existing pollutant generating sources at publicly and privately owned institutional, commercial and industrial sites to enforce implementation of required BMPs to control pollution discharging into the MS4. Program inspections are required to begin in 2023.

The city formed a Stormwater Utility in 2008 to provide a regular source of funding for ongoing maintenance and for correction of deficiencies. The initial rate set for the utility was insufficient to deal



with deficiencies identified in the 1997 Plan, but did allow for initial steps to address water quality requirements of the NPDES Permit. The Public Works Department has dedicated Operations staff to maintenance, performance and documentation of maintenance activities, and has tracked and reported progress as required by the Permit. A rate increase effective January 1, 2015 is projected to bring maintenance funding up to the level required by the NPDES Permit, but still does not address deficiencies in the system. Funding for the correction of deficiencies is an ongoing discussion item, and will be addressed in the Stormwater Plan update.

The GMA requires that level of service (LOS) service standards be established for services provided by the local jurisdiction as part of capital facilities planning. LOS standards are quantifiable measures of public services the city provides to the present and future residents and businesses within the UGA. They allow the city to assess deficiencies in the services it provides and define maximum threshold standards that must be met by the existing and new facilities to avoid under-served growth.

#### **PERCENT OF CAPACITY LOS FOR STORM WATER SYSTEM**

<b>SYSTEM ELEMENT</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>
Pipelines	0-20	21-40	41-60	61-80	81-100	>100
Pump Stations	0-20	21-40	41-60	61-80	81-100	>100

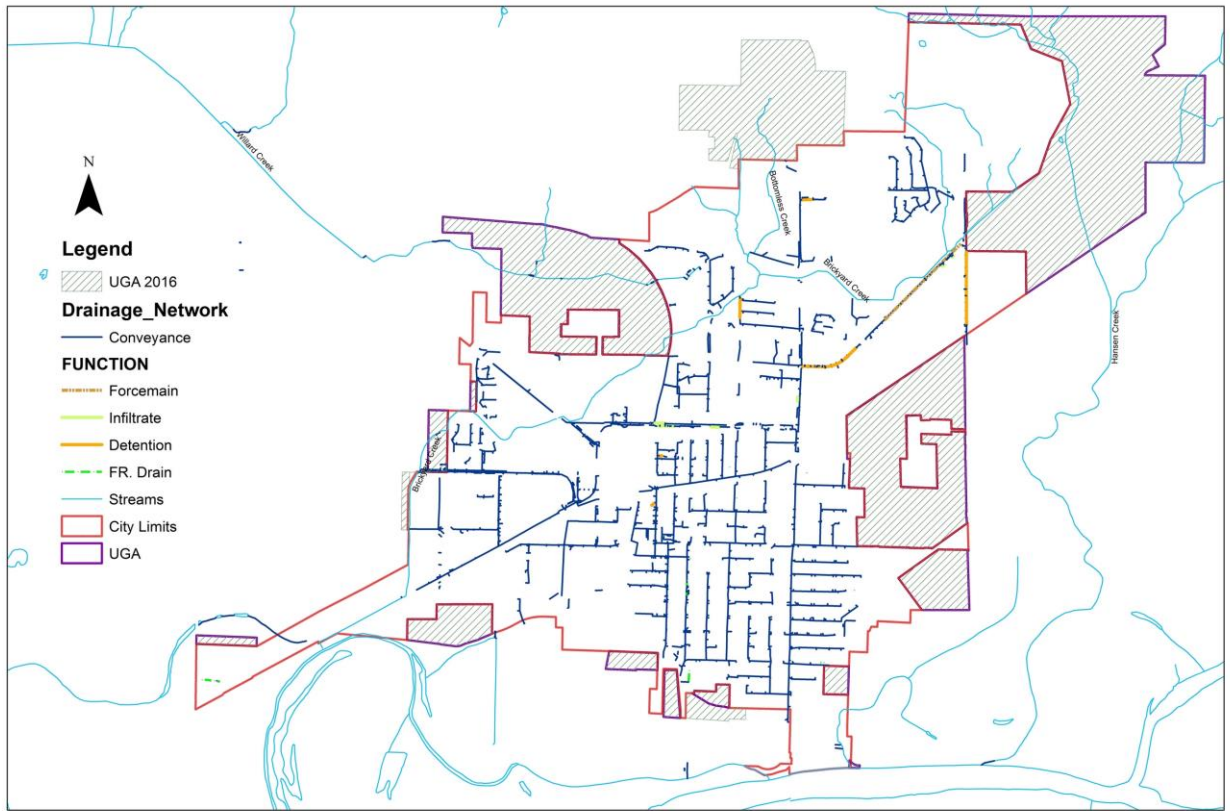
#### **CONDITION LOS FOR THE STORM WATER SYSTEM**

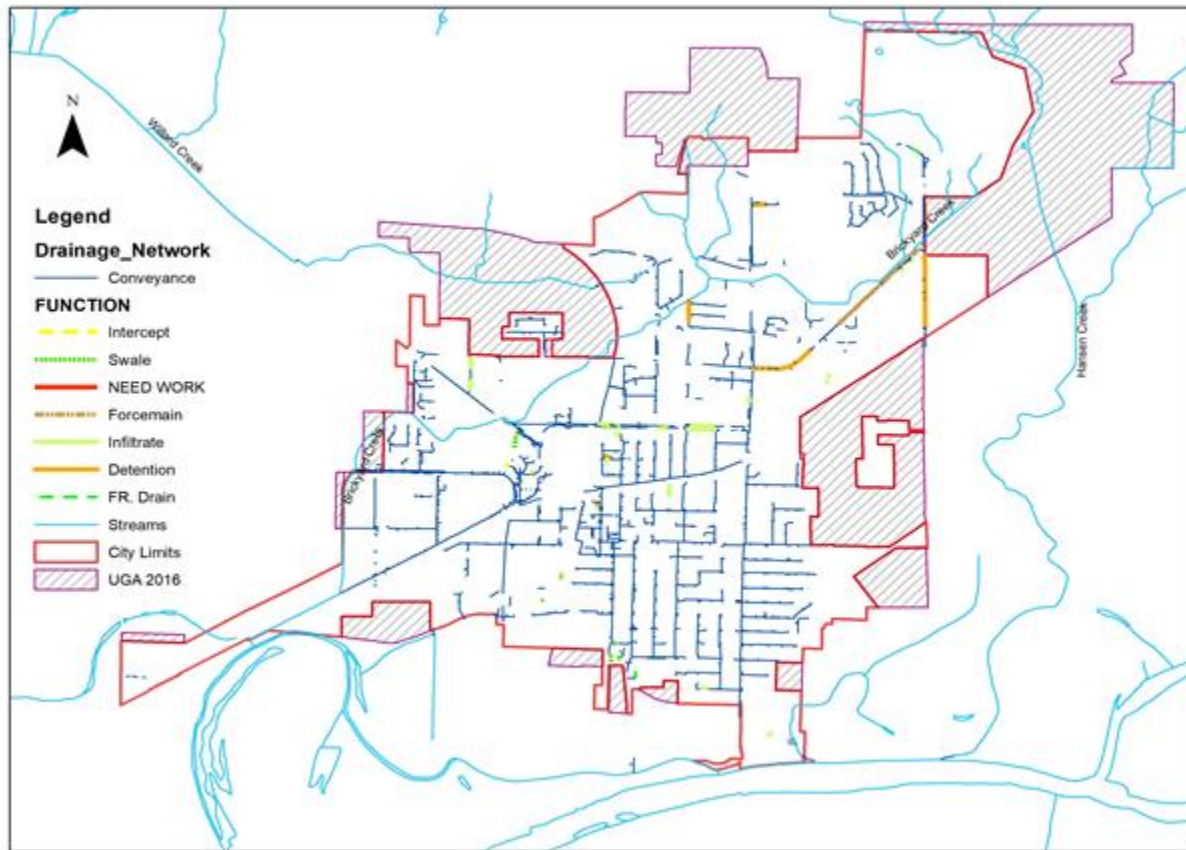
<b>SYSTEM ELEMENT</b>	<b>1*</b>	<b>2*</b>	<b>3*</b>	<b>4*</b>	<b>5*</b>
Pipelines	Immediate	<3	>3,<6	>6,<20	>20
Pump Station	Immediate	<3	>3,<6	>6,<20	>20

\* Years until the improvements are needed

**Figure CF-3  
Stormwater System**

~~Figure CF-3  
Stormwater System~~





Control inspections beginning in 2023-.

## PROJECTED DEMAND

With minor differences, the future storm water collection system under both a preferred and benchmark alternative would be similar. This is due to population forecasts which predict similar residential growth rates and population. Only the geographic distribution of the storm water collection system demand will vary between the different alternatives.

Within the existing city limits, the storm water system will be upgraded through an improvement program that takes into consideration demands for residential, commercial and industrial storm water

disposal systems. For instance, under the preferred alternative, residential infilling and increased residential densities will be encouraged. Similarly, there will be new locations for industrial and commercial activity. Under the benchmark, growth and development would follow previous patterns. Design of the new storm water collection system will take these land use changes into account.

## PROJECT COSTS

The 1997 Stormwater Management Plan identified system deficiencies and quantified project costs. Formation of the 2008 Stormwater Utility further refined the cost estimates. Revenues produced by the Utility, coupled with a series of small management grants through the Department of Ecology have funded portions of the recommendations of the 1997 Plan. These include:

1. Development of a public education component to make people aware of how their actions affect water quality and to allow the public to participate in the planning process;
2. Participation in the Ecology program to determine Total Daily Maximum Loadings (TMDL) for the Skagit River and tributaries within the MS4. This process will eventually result in specific water quality limitations and allow for design of measures beyond existing permit requirements to address them if required;
3. Development of the stormwater utility, providing ongoing revenue for management and maintenance operations;
4. Updated Sedro-Woolley Municipal Code Chapter 13.36 Stormwater Management and Chapter 13.40 Stormwater Maintenance to comply with the NPDES Phase II Permit.
5. ~~Completed~~-Developed Geographic Information System (GIS) mapping of the existing

city stormwater system and private systems discharging to the city system.

5. Developed of file systems and procedures for stormwater management and maintenance activities, including public and private systems.
6. Enhanced the existing Stormwater Maintenance program utilizing the Public Works Operations Department staff to inspect and clean catch basins, pipelines, culverts and ditches and to maintain detention/treatment systems and pump stations, along with regular street sweeping. Purchased new Vector truck (2009) and Street Sweeper (2013) to support maintenance operations.
7. Developed a stormwater vector waste disposal system for treatment and disposal of vector waste from catch basins, and upgraded the existing street sweeping handling and disposal according to state requirements.

The city contracts with the Skagit Conservation District (SCD) to participate in a Skagit County-wide effort to provide public education and encouragement to meet NPDES Permit requirements. This program has proven successful, and the city plans to continue with this arrangement for the immediate future. The city also maintains a dedicated Stormwater website, containing reports to Ecology, SCD Annual Reports, information on programs available and links to other resources. Regular training of responsible personnel are performed to ensure that staff is aware of the requirements of the Permit and to support the efforts of the city to enhance water quality.

While significant progress has been made since 2008, challenges remain. These are as follows:

1. Meeting increasing Permit requirements such as implementation of Low Impact Development requirements for public and private facility construction, implementation of the new Source Control program, and

implementing projects identified in the SMAP.

2. Funding identified system deficiencies as identified in the 1997 Plan, and additional deficiencies identified since that time.

### Deficiency Projects

The 1997 Plan identified two major projects and 14 minor projects for construction to address system deficiencies. The major projects were: 1) construction of a Regional Detention System on Cook Road near Brickyard Creek for regional stormwater detention and treatment, estimated at \$4.3 million, and 2) upgrade of the Fruitdale Road Conveyance System, SR20 to Skagit River, estimated at \$1 million. The Cook Road system is likely to have been superseded by subsequent development in the vicinity, and will need to be reassessed in the plan update. The Fruitdale pipeline is in Skagit County, and mostly serves UGA areas not likely to be annexed due to prior development issues. The minor projects identified in the 1997 Plan total \$380,000, and will be assessed on a case by case basis in the Plan update.

The 2008 Stormwater Utility formation effort identified the additional need for a Regional Treatment Facility to serve the urban area south of SR20, to be located near Riverfront Park at an estimated cost of \$2.6 million. The city purchased property west of River Road and Riverfront Park for this purpose. The need for this facility will be driven by water quality determinations resulting from the TMDL study noted earlier in this section, to be completed after 2018. As a result, this facility will not be needed for at least five years.

The 2013 SR20 Stormwater Conveyance System study completed in conjunction with the SR20/Cook Road Realignment and Extension Project identified \$700,000 in improvements to the piping system between the Brickyard Creek outfall and SR9 South, and within Brickyard Creek itself between the outfall and the Holtcamp Road crossing that will need to be addressed within the next 5

years due to permitting requirements related to the SR20/Cook Road project. The January 5, 2015 25-year storm event corroborated the need for these upgrades. Approximately 1,910 lineal feet of the system from Hodgin Road to SR9 South is planned for upgrade in 2016 as part of the SR20/Cascade Trail West Extension Project Phases 1A and 1B. This will leave 984 lineal feet of the SR20 system west of Hodgin Road for future upgrade, at a cost of \$300,000. In 2017 2,170 LF of the storm system was upgraded with larger diameter pipe and new structures at a cost of \$855,000 (PH 1A & 1B). In 2020, as part of the SR20 widening project, the last 250 LF to the outfall point at Brickyard Creek was piped and a check valve installed to prevent fish from getting into the storm system from the creek. Cost for this last phase was \$85,000.

### GOALS AND OBJECTIVES

#### Goal ST1.0: Update the 1997 Stormwater Management Plan.

Policy ST1.1: Pursue a grant and loan applications to secure funding for the plan update.

Policy ST1.2: Require new developments to mitigate their site water run-offs into the city right-of-way.

Policy ST1.3: Eliminate point and non-point source pollution into the local drainage channels to include the Skagit River and Brickyard Creek.

#### Goal ST2.0: Annual reassessment of Utility revenue.

Policy ST2.1: Assure that NPDES Permit requirements are met, reassess Utility revenue on an annual basis and adjust as needed.

#### Goal ST3.0: To assure that capital improvements necessary to carry out the Stormwater Management Plan are provided when they are needed.



Policy ST3.1: Develop funding to support or enhance the storm water utility for Sedro-Woolley to generate funding for the city capital improvement projects.

Policy ST3.2: Maintain a safe and efficient public storm water collection and treatment system.

Policy ST3.4: Require all new development to conform with the city storm water comprehensive plan.

**Goal ST4.0: To manage land use changes and develops city facilities and services in a manner that directs and controls land use patterns and intensities.**

Policy ST4.1: Establish the storm water system as an “urban service” requiring concurrency under the Growth Management Act.

Policy ST4.2: The city will use level of service to determine the impact of a new development on the existing storm facilities.

**Goal ST5.0: Fund and ~~construct remaining main-~~tain SR20 Conveyance System Improvements.**

Policy ST5.1: Identify funding to ~~design and build this \$300,000 project~~ maintain this infrastructure.

~~Policy ST5.2: Partner with Skagit County for use of Sedro Woolley Sub Flood Funds for Brickyard Creek portions of the project.~~

~~Policy ST5.3: Construct project by 2020.~~

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## CAPITAL FACILITIES FINANCING

The six-year capital facilities plan includes improvements that the comprehensive plan elements indicates are necessary, along with potential funding sources. In order to identify these potential funding sources, it is important to review how capital improvements have been financed in Sedro-Woolley in the past and could be financed in the future. Capital outlays tend to vary a great deal from year to year, depending on need and the ability of the city to secure grants to fund particular projects.

## REVENUE SOURCES

This section summarizes the revenue sources available to the city of Sedro-Woolley and highlights those available for capital facilities:

There are two types of revenue sources for capital facilities:

1. Multi-use: taxes, fees, and grants which may be used for virtually any type of capital facility (but which may become restricted if and when adopted for a specific type of capital facility);
2. Single use: taxes, fees, and grants which may be used only for a particular type of capital facility.

These revenue sources are discussed below.

## Multi-Use Revenue

### Property Tax

Property tax levies are most often used by local governments for operating and maintenance costs. They are not commonly used for capital improvements. Under State law, local governments are prohibited from raising the property tax levy more than

one percent per year. Property tax received by the city of Sedro-Woolley has by policy, been allocated to pay for costs incurred for parks, cemetery, street, library and general fund expenditures.

**Long-Term Bond Indebtedness**

There are three basic types of long-term indebtedness uses by municipalities to fund capital improvement projects:

- General Obligation Bonds - General Obligation Bonds are backed by the value of the property within the jurisdiction (at its full faith and credit).
- Revenue Bonds - Revenue bonds are backed by the revenue received from the project that the bonds help to fund. Such bonds are commonly used to fund utility improvements. A portion of the utility charge is set aside to payoff the bonds.
- Special Assessment Bonds - (Local Improvement Districts, Road Improvement Districts, and Local Improvement Districts) - Special assessment bonds, repaid by assessments against the property benefited by the improvements, are used to finance projects within a specific geographic area, as opposed to those that will serve the entire jurisdiction.

**General Obligation Bonds and Lease-Purchase (Property Tax Excess Levy)**

General Obligation Bonds are those which offer the greatest variety of uses. There are two types of General Obligation (GO) bonds: voter-approved and councilmanic. Voter-approved bonds increase the property tax rate, with increased revenues dedicated to paying principal and interest on the bonds. Local governments are authorized in “excess levies” to repay voter-approved bonds. Excess levies are increased in the regular property tax levy above statutory limits. Approval requires a sixty (60) percent majority vote in favor and a turn-out of at least

forty (40) percent of the voters from the preceding general election. Councilmanic bonds are authorized by a jurisdiction’s legislative body without the need for voter approval. Principal and interest payments for councilmanic bonds comes from general government revenues, without a corresponding increase in property taxes. Therefore, this method of bond approval does not utilize a dedicated funding source for repaying the bondholders. Lease-purchase arrangements are also authorized by vote of the legislative body and do not require voter approval.

The amount of local government debt allowable for GO bonds is restricted by law to 7.5 percent of the taxable value of the property within the city limits. This may be divided as follows:

General Purpose Bonds	2.5 percent
Utility Bonds	2.5 percent
Open Space and Park Facilities	2.5 percent

Of the 2.5 percent for General Purpose Bonds, the city may issue up to 0.75 percent in the form of councilmanic bond. State law allows cities an additional separate debt capacity of 0.75 percent of taxable value of property for non-voted lease obligations.

Depending on the amount in-term of the bonds or lease-purchase arrangements, the impact on the individual taxpayer can vary widely.

**Real Estate Excise Tax**

RCW 82.46 authorizes local governments to collect a real estate excise tax levy of 0.25 percent of the purchase price of real estate within the city limits. The Growth Management Act authorizes collection of another 0.25 percent. Both the first and second 0.25 percents are required to be used for financing capital facilities in local governments’ capital facilities plans.



The first and second 1.25 may be used for the following capital facilities:

- a) The planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvements of streets, roads, highways, sidewalks, streets and road lighting systems, traffic signals, bridges, domestic water systems, and storm and sanitary sewer systems; or
- b) The planning, construction, repair, rehabilitate, or improvement of parks and recreational facilities.

In addition, the first 0.25 percent may be used for the following:

- a) The acquisition of parks and recreational facilities;
- b) The planning, acquisition, construction, repair, replacement, rehabilitation, or improvement of law enforcement facilities, protection of facilities, trails, libraries, administrative and judicial facilities, river and/or floodway/flood control projects, and housing projects subject to certain limitations.

The city of Sedro-Woolley has enacted the first 0.25 percent real estate excise tax which is allocated to a cumulative reserve capital expense fund.

### **Business and Occupation Tax**

RCW 35.11 authorizes cities to collect this tax on the gross or net income of businesses, not to exceed a rate of 0.2 percent. Revenue may be used for capital facilities acquisition, construction, maintenance, and operations. Voter approval is required to initiate the tax or increase the tax rate. The city has utilized this revenue source.

### **Local Option Sales Tax**

Local governments may collect a tax on retail sales of up to 1.1 percent, of which 0.1 percent may

be used only for criminal justice purposes (public transportation-benefit authorities may levy up to 0.6 percent). Voter approval is required. Sedro-Woolley has enacted a sales tax, of which eighty (80) percent goes to the city and the remainder goes to the county.

### **Utility Tax**

RCW 35A.52 authorizes cities to collect a tax on gross receipts of electrical, gas, garbage, telephone, cable television, water, sanitary sewer, and storm water management providers. State law limits the utility tax to six percent of the total receipts for cable television, electricity, gas, steam, and telephone, unless a majority of the voters approved a higher rate. There are no restrictions on the tax rates for sewer, water, solid waste, and stormwater. Revenue can be used for capital facilities acquisition, construction and maintenance. In Sedro-Woolley, a tax is collected on cable television, natural gas, telephone and electricity. No utility tax is collected on sanitation, sewer and water.

### **Community Development Block Grants**

Approximately \$8.5 million in Community Development Block Grant (CDBG) funding is available annually state-wide through the federal Department of Housing and Urban Development for public facilities, economic development, and housing projects which benefit low-and-moderate income households. Funds may not be used for maintenance and operations. Because the amount of CDBG funding varies substantially from year to year, it is not possible to reliably forecast revenue from these grant sources.

### **Community Economic Revitalization Board Grant (CERE)**

The State Department of Trade and Economic Development provides low-interest loans, and occasionally grants, to finance sewer, water, access roads, bridges, and other facilities for specific private sector development. Funding is available only for projects which support specific private developments or expansion which promotes the trading

of goods and services outside the state. The average requirement is to create one job per three thousand dollars (\$3,000.00) of CERE financing. The city has not utilized this funding source. It is not possible to forecast revenues from CERE loans or grants.

#### **Public Works Trust Fund Grants (PWTF)**

The State Department of Community Development provides low-interest loans for capital facilities planning, emergency planning, and construction of bridges, roads, domestic water, sanitary sewer, and storm sewer. Applicants must have a capital facilities plan in place and must be levying the original 0.25 percent real estate sales tax (see previous real estate excise tax discussion). Construction and emergency planning projects must be for reconstruction of existing capital facilities only. Capital improvements planning projects are limited to planning for streets and utilities. Loans for construction projects require a local match generated only from local revenues or state-shared entitlement (gas tax) revenues. The required local match is ten (10) percent of a three percent loan, twenty (20) percent for a two percent loan, and thirty (30) percent for a one percent loan. Emergency planning loans are at a five percent interest rate. If state or federal disaster funds are received, they must be applied to the loan for the life of the project (twenty (20) years). Capital improvement planning loans are at least 0 percent interest, but require a twenty-five (25) percent local match. The city has applied for these funds for a sewer system design study and was awarded a loan. Future PWTF funding cannot be reliably forecasted.

#### **Farmer Home Administration Community Facilities Program**

Farmers Home Administration provides loans to develop community facilities for public use in rural areas and towns of not more than twenty thousand (20,000) people. Facilities eligible for loan assistance include fire stations, police stations, community buildings, libraries, and utilities. It is not possible to forecast revenues from this program.

### **Single-Purpose Revenue Sources**

#### **Cultural Arts, Stadium/Convention Facilities**

#### **Special Purpose Districts**

RCW 67.38.130 authorizes cultural arts, stadiums/convention special purpose districts with independent taxing authority to finance capital facilities. The District requires a majority voter approval for formation, and has a funding limit of 0.25 cents per one thousand dollars (\$1,000.00) of assessed valuation. Typically, such a special-purpose district would serve a larger geographical area than the single city. Revenue would be based on the tax base of the area within the special service district.

#### **Police, Fire Protection and Emergency Medical Services**

#### **EMS Levy**

The state authorizes a fifty cents (\$0.50) per one thousand dollars (\$1,000.00) AV property tax levy which may be enacted by fire and hospital districts, cities and towns, and counties. This levy is voluntary in cities and fire districts. Skagit County has enacted an EMS levy.

#### **Fire Districts**

Fire District #8 surrounds the city of Sedro-Woolley from which a fire district tax levy is collected. This revenue is used for operating and maintenance costs. Sedro-Woolley has entered into an interlocal agreement with District 8. Sedro-Woolley annually updates the amount it charges to District 8 for services rendered under the interlocal agreement.

#### **Fire Impact Fees**

RCW 82.02.050-090 authorizes a charge (impact fee) to be paid by new development for its "fair share" of the cost of fire protection and emergency medical facilities required to serve the development. Impact fees must be used for capital facilities necessitated by growth, and not to correct existing

deficiencies in levels of service. Impact fees cannot be used for operating expenses. Sedro-Woolley collects impact fees on all new development. These fees will supersede any fees collected under SEPA.

A fire impact fee for the city of Sedro-Woolley can be generated by multiplying the current level of service by the cost of the capital facilities to determine the cost per capita, then multiplying that figure by the number of persons per dwelling unit to determine the cost per dwelling unit. Commercial fire impact fees are calculated with a formula using Equivalent Residential Units (ERUs) based on square footage.

### **Police Impact Fees**

State law authorizes a charge (impact fee) to be paid by new development for its “fair share” of the cost of police facilities required to serve the development. Impact fees must be used for capital facilities necessitated by growth, and not to correct existing deficiencies in levels of service. Impact fees cannot be used for operating expenses. Sedro-Woolley has collected voluntary police impact fees for projects undergoing SEPA review. Police impact fees cannot be collected under GMA, so following adoption of the comprehensive plan, Sedro-Woolley will continue to collect voluntary police impact fees on all new development only if a SEPA review is required.

The primary costs associated with providing police protection to new projects are those costs required to provide protection for the two year period from the start of the construction until tax revenues from the improved project reach the General Fund.

To calculate the impact of new development on police protection, the city has determined that in 1990, each call for police service costs the city an average of one hundred eighteen dollars (\$118.00). It also determined that each residential unit generated an average of .86 calls for service and commercial development generated calls for police service at an average rate of .002 calls per square foot of

commercial space. Therefore the costs of providing police service to new development during the two-year lag-time between application filing and tax revenues for the improved project reaching the Sedro-Woolley General Fund is calculated by multiplying the number of residential units times .86 times one hundred eighteen dollars (\$118.00) times two years two hundred two dollars ninety-six cents (\$202.96) for residential development and by multiplying the square footage times .002 times one hundred eighteen dollars (\$118.00) times two years (\$0.472 times square footage) for commercial development.

### **Parks and Recreation**

#### **Open Space and Park Facility General Obligation Bonds**

See General Obligation Bonds (under Multi-Use Revenue, above) for general discussion of the purpose, requirements, and decision basis for GO bonds. The total amount of local government debt which may be committed to open space and park facilities is 2.5 percent. Sedro-Woolley currently does not have any open space and park facility general obligation debt.

#### **Park Districts**

State law authorizes metropolitan parks districts and park and recreation districts, each with independent taxing authority.

#### **Parks and Recreation Service Areas (PRSA)**

RCW 36.68.400 authorizes parks and recreation service areas as junior taxing districts for the purpose of financing the acquisition, construction, improvement, maintenance, or operation of any park, senior citizen activity center, zoo, aquarium or recreational facility. The maximum levy limit is 0.15, or 0.15 per one thousand dollars (\$1,000.00) AV. A PRSA can generate revenue from either the regular or excess property tax levies and through general obligation bonds, subject to voter approval. Revenue may be used for capital facilities maintenance

and operations. Voters approve formation of a PRSA, and subsequently approve an excess levy for the purpose of constructing facilities.

### **User Fees and Program Fees**

These fees are charged for using park facilities (such as field reservation fees) or participating in recreational programs (such as arts and crafts registration fees).

### **Park Impact Fees**

RCW 82.02.050-090 authorizes local government to enact impact fees to be paid by new development for its “fair share” of system improvements costs of parks and recreation facilities necessary to serve the development. Impact fees must be used for capital facilities necessitated by growth, and not to correct existing deficiencies in levels of service. Impact fees cannot be used for operating expenses. Sedro-Woolley currently utilizes a park impact (mitigation) program. A complete description of that program and the specific fees is in the Parks and Recreation Element of the Comprehensive Plan.

### **State Parks and Recreation Commission Grants**

These grants are for parks, capital facilities acquisition, and construction, and require a fifty (50) percent local match. Sedro-Woolley currently has no state parks and recreational commission grants. It is not possible to reliably forecast the amount of revenue the city would receive over twenty (20) years from this source.

### **Aquatic Land Enhancement Access**

This grant program is administered by the Department of Natural Resources. ALEA funds are limited to water dependent public access/recreation projects or on-site interpretive projects. Twenty-five (25) percent local match is required. It is not possible to forecast revenues from ALEA grants. The city may apply for grants for future improvements or additions to Riverfront Park.

### **Outdoor Recreation Grant-in-Aid Funding**

The Interagency Committee for Outdoor Recreation (IAC) provides grant-in-aid funding for the acquisition, development and renovation of outdoor recreation facilities. Park and boating program grants require a fifty (50) percent match. It is not possible to forecast revenues from IAC grants-in-aid funding sources.

### **Roads, Bridges, and Mass Transit**

#### **Motor Vehicle Excise Tax**

RCW 82.36 authorizes this tax, which is administered by the State Department of Licensing and paid by gasoline distributors. Cities and counties receive 11.53 percent, respectively, of motor vehicle fuel tax receipts. Revenues must be spent for “highway purposes” including the construction, maintenance, and operation of city streets, county roads, and highways.

#### **Local Option Fuel Tax**

RCW 82.80 authorizes this county-wide local option tax to ten (10) percent of the state-wide motor vehicle fuel tax and a special fuel tax of 2.3 cents per gallon. Revenues are distributed back to the county and its cities on a per capita basis (1.5 for population in unincorporated areas and 1.0 for population in incorporated areas). Revenues must be spent for “highway purposes.”

#### **Commercial Parking Tax**

RCW 82.80 authorizes a tax for commercial parking businesses, but does not set rates. Revenues must be spent for “general transportation purposes” including highway purposes, public transportation, high-capacity transportation, transportation planning and design, and other transportation-related activities. Sedro-Woolley does not have a commercial parking tax at this time, nor are any commercial parking businesses anticipated in Sedro-Woolley in the foreseeable future.

### **Transportation Benefit District**

RCW 35.21.225 authorizes cities to create transportation districts with independent taxing authority for the purposes of acquiring, constructing, improving, providing, and funding any city street, county road, or state highway improvement within the district. Special district's tax base is used to finance capital facilities. The district may generate revenue through property tax excess levies, general obligation bonds (including councilmanic bonds), local improvement districts, and development fees (see related discussions for background on each of these). Voter approval is required for bonds and excess property tax levies. Council approval is required for councilmanic bonds, special assessments, and development fees.

Transportation improvements funded with district revenues must be consistent with state, regional and local transportation plans; necessitated by existing or reasonable foreseeable congestion levels attributable to economic growth; and partially funded by local government or private developer contributions, or a combination of such contributions. To date, no jurisdiction in the state has formed a transportation benefit district. A transportation benefit district would address specific transportation projects reducing congestion caused by economic development. The City initiated a Transportation Benefit District in 2014.

### **Road Impact Fees**

RCW 82.02.050-090 authorizes cities and counties to exact road impact fees from new development for its "fair share" of the system improvement costs of roads necessary to serve the development. Impact fees must be used for capital facilities necessitated by growth and not to correct existing deficiencies in current level of service. Impact fees cannot be used for operating expenses. Under the GMA, the city of Sedro-Woolley adopted road impact fees per residential unit with a credited commercial rate.

### **Local Option Vehicle License Fee**

RCW 82.80 authorizes a county-wide local option fee of up to fifteen dollars (\$15.00) maximum annually per vehicle registered in the county, subject to the January 1, 2000 "sunset." Revenues are distributed back to the county and cities within the county levying the tax on a weighed per capita basis (1.5 for the population in unincorporated areas and 1.0 for population in incorporated areas). Revenues must be spent for "general transportation purposes." This fee is currently being used in Skagit County. Sedro-Woolley's receives an allocation of this fee.

### **Street Utility Charge**

RCW 35.95.040 authorizes cities to charge for city street utilities to maintain, operate, and preserve city streets. Facilities which may be included in a street utility include street lighting, traffic control devices, sidewalks, curbs, gutters, parking facilities, and drainage facilities. Businesses and households may be charged a fee of up to fifty (50) percent of the actual cost of construction, maintenance, and operations, while cities provide the remaining fifty (50) percent. The fee charged to businesses is based on the number of employees and may not exceed two dollars (\$2.00) per full-time employee per month. Owners or occupants of residential properties are charged a fee per household which may not exceed two dollars (\$2.00) per month. The city does not currently have a street utility.

### **National Highway Systems Grants**

The Washington State Department of Transportation (WSDOT) awards grants for construction and improvement of the National Highway System (NHS). In order to be eligible, projects must be a component of the NHS and be on the regional Transportation Improvement Program (TIP). It is to include all interstate routes, a large percentage of urban and rural principal arterials, defense strategic highway networks, and strategic highway connectors. Funds are available on a 86.5 percent federal, 13.5 percent local match based on the highest ranking projects from the regional TIP list. Sedro-Woolley does currently have eligible projects. It is



not possible to forecast how much, if any, revenue the city would receive from this source.

### **Surface Transportation Program (STP) Grants**

Puget Sound Regional Council provides grants for road construction, transit, capital projects, bridge projects, transportation planning, and research and development. Projects must be on the regional TIP list and must be for roads with higher functional classifications than local or rural minor collectors. Funds are available on a 86.5 percent federal/13.5 percent local match based on highest ranking projects from the regional TIP list. Awarded values are based on eligible projects in the city's six-year Transportation Improvement Program. Actual revenue will be less if the city does not receive grants for all projects for which funding is sought.

### **Federal Aid Bridge Replacement Program Grants**

WSDOT provides grants on a state-wide priority basis for the replacement of structural deficient or functionally obsolete bridges. Funding is awarded on eighty (80) percent federal/twenty (20) percent local match.

### **Federal Aid Emergency Relief Grants**

WSDOT provides funding for restoration of roads and bridges on the federal aid system which are damaged by natural disasters or catastrophic failures. Funds are available on an eighty-three (83) percent federal/seventeen (17) percent local matching basis. Sedro-Woolley does not qualify for natural disaster relief at this time. Because emergencies cannot be predicted, it is not possible to forecast revenues from this source.

### **Urban Arterial Trust Account Grants (UATA)**

The Washington State Transportation Improvement Board (TIB) provides funding for projects to alleviate and prevent traffic congestion. In order to be eligible, roads should be structurally deficient, congested by traffic, and have geometric deficiencies, or a high incidence of accidents. Funds are

awarded on an eighty (80) percent federal/twenty (20) percent local matching basis.

### **Transportation Improvement Account Grants (TIA)**

The State TIB provides funding for projects to alleviate and prevent traffic congestion caused by economic development or growth. Eligible projects should be multi-agency, multi-modal, congestion and economic development-related, and partially funded locally. Funds are available on an eighty (80) percent federal/twenty (20) percent local matching basis.

### **Sanitary Sewer**

#### **Sewer District**

No sewer districts presently serve the planning area.

#### **User Fees**

The state authorizes cities, counties, and special purpose utility districts to collect fees from wastewater generators. Fees may be based on the amount of potable water consumed, or may be flat fees. Revenues may be used for capital facilities or operating and maintenance costs. Three million two hundred-twenty-five thousand dollars (\$3,225,000.00) was budgeted in Sedro-Woolley in 2015 from this source, all of which is for operating and maintenance costs.

#### **System Development Charges/Connection Fees**

The state authorizes a fee to connect to a sanitary sewer system based on capital costs of serving the new connection. For 2015, sixty-six thousand eight hundred fifty dollars (\$66,850.00) was budgeted from this revenue source in Sedro-Woolley, all of which is to be expended on improvements in the city's wastewater treatment system.

#### **Centennial Clean Water Fund**

The Department of Ecology (DOE) issues grants and loans for the design, acquisition, construction, and improvement of water pollution control facili-

ties and related activities to meet state and federal requirements to protect water quality. State grants and loans are available based on a twenty-five (25) percent to fifty (50) percent local matching share range. Future funding cannot be reliably forecast.

### **State Revolving Fund Loans**

DOE administers low-interest guarantees for water pollution control projects. Applicants must demonstrate water quality need, have a facility plan for water quality treatment, show ability to repay a loan through a dedicated source of funding, and conform to other state and federal requirements. Fund must be used for construction of water pollution control facilities (wastewater treatment plants, stormwater treatment facilities, etc). Revenues from this source are not forecast.

### **Solid Waste**

#### **Department of Ecology Grants**

The state awards grants to local government for a variety of programs related to solid waste, including a remedial action grant to assist with local hazardous waste sites, moderate risk/hazardous waste implementation grants, and waste composting grants. It is not possible to forecast revenue from this source.

### **Flood Control**

#### **Flood Control Special Purpose Districts**

RCW 86.15.160 authorizes flood control special purpose districts with independent taxing authority (up to a fifty cents (\$0.50) cents property tax levy limit without voter approval) to finance flood control capital facilities. In addition, the district can, with voter approval, use an excess levy to pay for general obligation debt. Sedro-Woolley does not have a flood control special purpose district.

## CAPITAL FACILITIES PROJECTS AND FUNDING SOURCES

Category/ Projects	Sanitary Sewer Capital Projects	School District Capital Projects	Fire Department Capital Projects	Police Department Capital Projects	Storm Water Capital Projects	Solid Waste Capital Projects	Parks Department Capital Projects
Property tax revenue	X		X	X	X	X	X
Sales tax	X		X	X	X	X	X
Motor vehicle excise tax			X	X			
Real estate excise tax revenue	X				X		X
User fees	X				X	X	X
Utility taxes and fees	X				X		
School/city bonds & levies	X	X	X	X	X	X	X
State and federal loans and grants	X			X	X	X	X
State matching funds (school)		X					
LID & ULID assessments	X				X		
Connection fees	X						
Impact fee revenue		X	X	X			X
Interest income	X		X	X	X	X	X
Transfers from city sources	X		X	X	X	X	X
Donations			X				X



## **Stormwater Management**

### **Storm Drain Utility Fee**

The state authorizes cities and counties to charge a fee to support storm drain capital improvements. This fee is usually a flat rate per residential equivalency. Residential equivalencies are based on average amounts of impervious surface. Commercial property is commonly assessed a rate based on a fixed number of residential equivalencies. Sedro-Woolley has a stormwater utility. Residential is billed per unit. Non-residential is billed per 10,000 square feet of land. For 2015, \$365,000 was budgeted from this source for improvements to the city's stormwater infrastructure.

### **Storm Drainage Payment in Lieu of Assessment**

In accordance with state law, the city could authorize storm drainage charges in lieu of assessments. The city does not currently collect a storm drainage facility charge per acre upon issuance of a building permit. Revenues from this charge could be deposited in a special storm drainage reserve fund. Revenues from this fund could be used for capital improvements.

## **PROJECTS AND FUNDING SOURCES**

The preceding table identifies the source of funds that will pay for the capital facilities (sanitary sewer, schools, fire, police, storm water, and solid waste) improvement projects. A table outlining road projects and funding sources is located in the transportation element of this plan.

## **CAPITAL FACILITIES GOALS AND POLICIES**

**Goal CF1: Develop City facilities and services in a manner that directs and controls land use patterns and intensities consistent with the Land Use Element.**

Policy CF1.1: The city of Sedro-Woolley shall allow only “concurrent development” to occur within the urban growth area. Proposed developments shall complete a concurrency review provided by the city planning department.

Policy CF1.2: “Concurrent Development” shall be defined as development the city of Sedro-Woolley is capable of providing within six years of the date of development approval. If capital facilities necessary to meet the concurrency requirement are not provided in the six-year capital facilities plan, the developer shall provide the facilities at his/her own expense to meet the concurrency requirement.

Policy CF1.3: Ensure that future development bears a fair share of capital improvement costs necessitated by the development. The city shall reserve the right to collect mitigation impact fees from new development in order to achieve and maintain adopted level of service standards. The city will be responsible for its fair share of capital improvement costs for existing deficiencies.

Policy CF1.4: Ensure that city planning and development regulations identify and allow for the siting of “essential public facilities,” as described in the Growth Management Act. Work cooperatively with Skagit County and neighboring jurisdictions in the siting of public facilities of regional importance.

**Goal CF2: To finance the city’s needed capital facilities in as economic, efficient, and equitable a manner as possible.**

Policy CF2.1: Update the six-year capital facilities plan annually prior to the city budget process. All city departments shall review changes to the CFP and participate in the annual review.

Policy CF2.2: The burden for financing capital improvements should be borne by the primary beneficiaries of new facilities.

Policy CF2.3: General city revenues should only be used for projects that provide a general benefit to the entire community.

Policy CF2.4: Work with citizens at a neighborhood level to establish local improvement districts (LIDs), wherein residents assess themselves to improve neighborhood facilities.

Policy CF2.5: Long-term borrowing for capital facilities is an appropriate method to finance large facilities which benefit multiple generations.

Policy CF2.6: Pursue funding from state and federal agencies as described in the six-year capital facilities plan.

Policy CF2.7: Fulfillment of development concurrency requirements shall not be based upon potential city income from state and federal agencies. Concurrency can only be met by existing financial capacity and awarded government funding.

Policy CF2.8: Wherever possible, self-supporting bonds will be used instead of tax-supported general obligation bonds.

**Goal CF3: To assure that capital improvements necessary to carry out the comprehensive plan are provided when they are needed.**

Policy CF3.1: Provide capital improvements to correct existing deficiencies, to replace worn out or obsolete facilities and to accommodate desired future growth, according to the Six-Year Financing Plan contained in this element.

Policy CF3.2: Coordinate land use and public works planning activities with an ongoing program of long-range financial planning, to conserve fiscal resources available to implement the capital facilities plan.

### **Sewer/Sanitary Policies**

Policy CF3.3 Maintain a safe, efficient and cost-effective sewage collection and treatment system.

Policy CF3.4 Require all new subdivisions to connect to City sewer

Policy CF3.5 Existing septic systems shall be replaced with city sewer when it is available. The city shall seek sources of financial aid to assist low-income residents with this cost.

Policy CF3.6 Monitor groundwater quality in areas of septic service on a timely basis.

Policy CF3.7 Update the sewer plan every six years on a rotating schedule with other capital facilities plans.

Policy CF3.8 Eliminate any point or non-point pollution sources associated with sewage transport and disposal.

Policy CF3.9 Monitor infiltration and inflow through routine television inspection. Conduct improvements to limit and reduce current infiltration and inflow.

Policy CF3.10 The following level of service guidelines should be used to determine the impacts of new development upon existing public facilities: [See description of level of service in the text. A facility with a rating equal to or worse than those listed is considered deficient and planning for improvements should commence.]

- Pipelines-Condition Level of Service 2, Capacity Level of Service D
- Pump Stations-Condition Level of Service 2, Capacity Level of Service D
- Wastewater Treatment Facility-Condition Level of Service 3, Capacity Level of Service D.
- Septic Tanks-Condition Level of Service 3

### **Solid Waste Policies**

Policy CF3.10: Maintain a cost-effective and responsive solid waste collection system.

Policy CF3.11: Manage solid waste collection methods to minimize litter and neighborhood disruption and quality of the urban development.

Policy CF3.12: Promote the recycling of solid waste materials through waste reduction and source separation. Develop educational materials on recycling and other waste reduction methods.

### **Storm and Surface Water Policies**

Policy CF3.13: Maintain a safe and cost-effective storm and surface water collection system.

Policy CF3.14: Establish controls to protect surface and groundwater quality. Educate the public on water quality issues.

Policy CF3.15: Design surface water systems to handle peak runoff flows and provide stormwater storage during high flow periods.

Policy CF3.16: Protect physical and biological integrity of wetlands, streams wildlife habitats and other identified sensitive and critical areas.

Policy CF3.17: Maintain water quality within the Skagit River and its tributaries in accordance with the National Pollutant Discharge Elimination System (NPDES) and State regulations.

Policy CF3.18: Carefully control development in areas with steep slopes where surface water runoff can create unstable conditions. Maintain natural vegetation for slope stabilization.

Policy CF3.19: Preserve natural stream environments along the Skagit River and Brickyard Creek. Comply with the Shoreline Management Act (SMA) regulations.

Policy CF3.20: ~~Encourage—Make~~ low-impact-development (LID) principals and LID BMPs the preferred and commonly used approach to site development to minimize impervious surfaces, native vegetation loss, and stormwater runoff, where feasible. to reduce stormwater infrastructure and improve water quality.

Policy CF3.21: Ensure that the quality of water leaving the city is essentially the same quality as water entering the city. Assert influence to ensure neighboring jurisdictions exercise responsibility in promoting good water quality.

Policy CF3.22: Under no circumstances should hazardous wastes be allowed to contaminate the groundwater, surface water or sewer systems of the city of Sedro-Woolley. Dispose of hazardous wastes only in landfills designated for that purpose.

Policy CF3.23: Coordinate basin-wide surface water planning with the Skagit County Surface Water Management Department.

Policy CF3.24: Implement stormwater management actions identified in the SMAP to improve and/or reduce degradation of water quality in receiving waters.

Policy C3.25: Through Source Control program inspections, prevent and reduce pollutants in runoff from existing land uses and activities that discharge to the MS4.

## Library Policies

Policy CF3.~~2426~~: Maintain a safe, efficient and cost-effective library system.

Policy CF3.~~2527~~: Expand and improve services and programs to the library patrons.

Policy CF3.~~2628~~: Continue efforts to offer materials sharing services with other local and compatible library systems.

Policy CF3.~~2729~~: Provide meeting space and other facilities necessary for a state-of-the-art library system.

Policy CF3.~~2830~~: Continue working toward the funding, design and construction of a new library facility that will better meet the needs of a growing population.

...

The Sedro-Woolley School District #101 Capital Facilities Plan 2014 currently included as Appendix E to the Sedro-Woolley Capital Facilities Element is replaced in entirety by the updated 2022 School District CFP shown herein

**Sedro-Woolley  
School District #101**

**Capital Facilities Plan  
2022**

**Sedro-Woolley School District  
801 Trail Road  
Sedro-Woolley, WA 98284  
(360) 855-3500**

**Adopted November 8, 2021  
by the Board of Directors**

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**APPENDIX A – Enrollment Data and Projections**

**APPENDIX B – Student Generation Rates**

**APPENDIX C – Impact Fee Calculations**

## **I. INTRODUCTION**

The purpose of this Capital Facilities Plan is to provide a verifiable estimate of the present and future construction and capital facilities needs for the Sedro-Woolley School District No. 101 (“District”), and the basis for requesting the imposition of school impact fees by Skagit County, the City of Sedro-Woolley, a small portion of the City of Mount Vernon, and the towns of Lyman and Hamilton. This Capital Facilities Plan contains all elements required under Washington’s Growth Management Act (the “GMA”).

Documenting the statutory and District requirements are essential for the planning of capital facility improvements, expansions, and new construction. Such criteria can provide information needed in making major decisions. The information can be used to accomplish the following:

1. Demonstrate the need for capital facilities and the costs required to administer, plan, and construct them in the most cost effective manner;
2. Identify the annual budget necessary for District operations;
3. Identify available sources of revenue; and
4. Demonstrate the District’s financial position in order to obtain better ratings on bond issues.

State law requires school districts to document their long-range construction and modernization needs within strict guidelines for State assistance in funding capital improvements. Moreover, the GMA requires counties of a certain size and the cities in these counties to prepare comprehensive plans. Such jurisdictions are required to develop a capital facilities plan as a component of these comprehensive plans. While the GMA does not specifically require school districts to adopt capital facilities plans, a district must prepare a capital facilities plan that is adopted as part of a city’s or county’s comprehensive plan in order to be eligible to receive school impact fees under the GMA. This Capital Facilities Plan will be used to coordinate the District’s long-range facility needs with the comprehensive planning process under the GMA for the City of Sedro-Woolley, the City of Mount Vernon, the Town of Lyman, the Town of Hamilton, and Skagit County.

It is expected that this Capital Facilities Plan will be amended on a regular basis to take into account changes in the capital needs of the District and changing enrollment projections. The fee schedules will also be adjusted accordingly.

The District’s October 1, 2020, permanent capacity was 3,160, and the head count (HC) enrollment on October 1, 2020, was 4,170. This figure is down from enrollment of 4,431 on October 2019 – prior to the global pandemic. The District anticipates, post-pandemic, a return to the pre-2020 enrollment trends, with actual October 2021 enrollment showing the expected upward trend. Using this assumption, enrollment projections indicate that there will be 4,806 students enrolled in the District in the 2026-27 school year (see Section IV.A).



## II. STANDARD OF SERVICE

The District uses the following ratios of teachers-to-students to meet their education objectives for program planning:

Elementary K-3	17
Elementary 4-6	27
Middle School (grades 7th - 8th)	27
High School (grades 9th - 12th)	27

These ratios are used for determining educational program capacity in existing schools and for the planning of new school facilities. Future updates to this CFP will include any changes resulting from implementation of reduced class size requirements.

At the elementary level, the educational program capacity can generally be determined by taking the number of elementary classrooms available District-wide for regular education program use and applying the teacher-to-student ratio (17 for K-3 and 27 for 4-6) for a total count of elementary student capacity. The educational program capacity takes into consideration full-day kindergarten and reduced K-3 class size requirement.

At the middle school level, different variables are considered in order to calculate the practical capacity of the facility. These factors include the following: students move between classes four periods per day, teachers use their classes one period per day as teacher preparation time, and six core subjects are required each semester, including math, language arts, reading, science/health, social studies, and physical education.

The facility capacity for the high school takes into consideration that both teachers and students move between classes and that the course structure for the high school students has many variables. Required course work must be completed prior to graduation, but there is a great deal of flexibility as to when classes may be taken. The base requirements are as follows:

Credits	Subject
0	Cumulating Project
4	English
3	Mathematics
3	Social Studies
3	Science
1	Occupational Education
2	Physical Education
1	Health
1	Fine Arts
1	Communications
1	Digitools
<u>11</u>	<u>Electives</u>
<b>31</b>	<b>Total</b>

Space needs in all school buildings, particularly at the middle and high school levels, include libraries, gymnasiums, areas for special programs and classes, teacher planning space, and other core facilities.

### III. INVENTORY OF EXISTING FACILITIES

The District currently has permanent capacity for 3,160 students. Additional capacity is available in portable facilities that are designated for regular classroom use.

#### Instructional Facilities

Facility	Square Footage	Location	Total Classrooms <sup>1</sup>	Regular Classrooms <sup>2</sup>	Student Capacity <sup>3</sup>
Sedro-Woolley High School	187,612 sq. ft.	1235 Third Street Sedro-Woolley, WA 98284	52(2)	43(2)	1,161(54)
Cascade Middle School	113,697 sq. ft.	201 North Township Sedro-Woolley, WA 98284	34	26	702
Central Elementary	44,100 sq. ft.	601 Talcott Sedro-Woolley, WA 98284	19(7)	13(7)	221(159)
Evergreen Elementary	58,110 sq. ft.	1111 McGarigile Road Sedro-Woolley, WA 98284	26(8)	17(6)	289(126)
Mary Purcell Elementary	40,450 sq. ft.	700 Bennett Sedro-Woolley, WA 98284	15(12)	12(12)	204(244)
Clear Lake Elementary	31,510 sq. ft.	2167 Lake Avenue Clear Lake, WA 98235	9(7)	7(7)	119(147)
Big Lake Elementary	20,780 sq. ft.	1676 Highway 9 Mount Vernon, WA 98273	8(8)	7(8)	119(168)
Samish Elementary	23,775 sq. ft.	2195 Highway 9 Sedro-Woolley, WA 98284	11	9	162
Lyman Elementary	19,219 sq. ft.	Lyman Avenue Lyman, WA 98263	8(2)	6(2)	102(42)
State Street High School	7,000 sq. ft.	800 State Street Sedro-Woolley, WA 98284	4(2)	3(2)	81(54)
<b>TOTAL</b>	<b>546,253 sq. ft.</b>				<b>3,160(994)</b>

<sup>1</sup> Portable facilities indicated in parenthesis.

<sup>2</sup> Classrooms available for general education program and not including special education classrooms and special program spaces. Portable capacity included in parenthesis.

<sup>3</sup> Capacity calculations are based on District Standards as identified in Section II above. Portable capacity included in parenthesis.

### **Administrative Facilities**

Sedro-Woolley School  
Administrative Office

801 Trail Road  
Sedro-Woolley, WA 98284

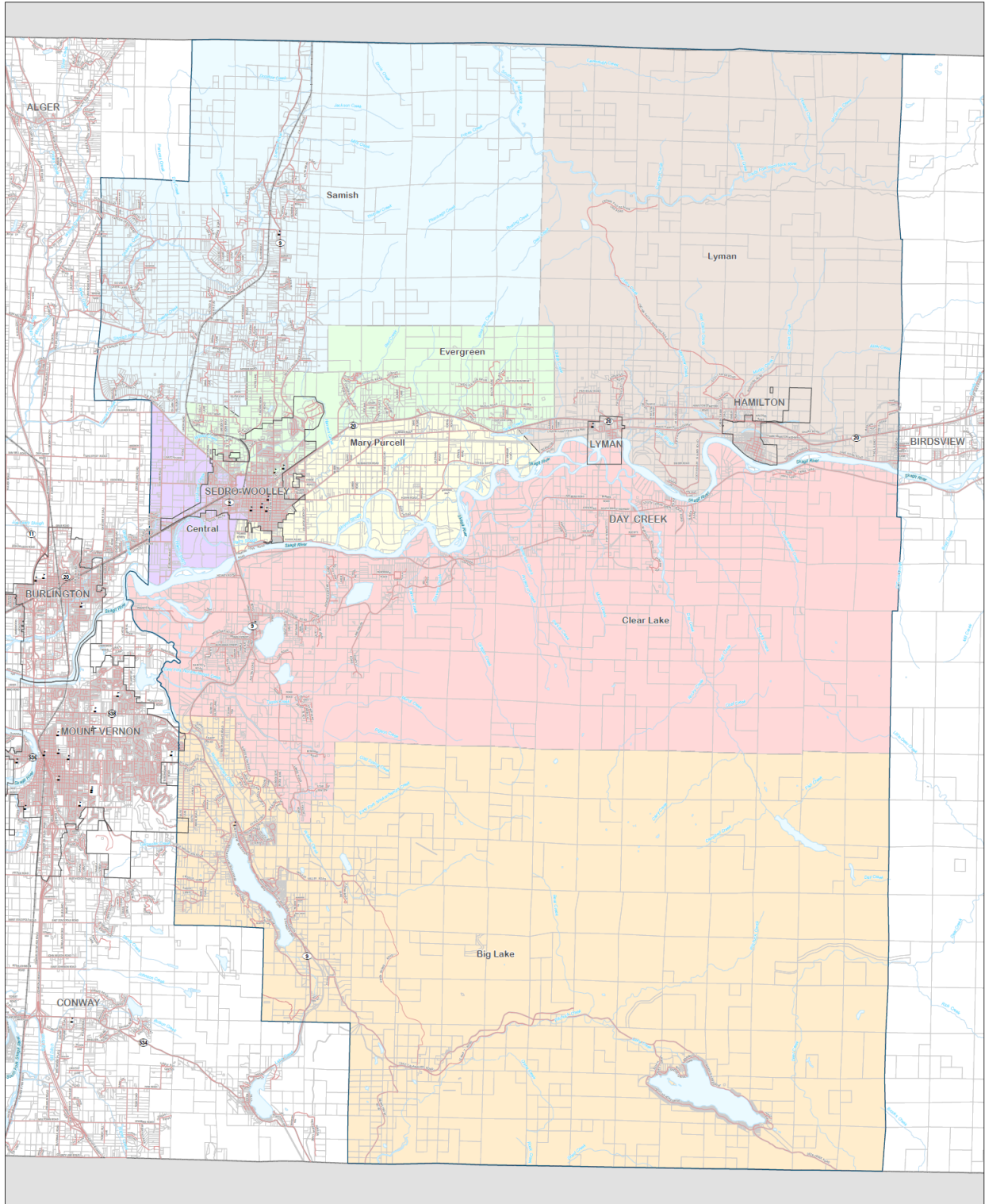
Sedro-Woolley School District  
Office

2079 Cook Road  
Sedro-Woolley, WA 98284

Support Services Building

317 Yellow Lane  
Sedro-Woolley, WA 98284

## Map of the District



#### **IV. CAPITAL FACILITIES NEEDS**

##### **A. Enrollment Projections**

The need for new school facilities is directly related to population and other demographic trends such as birth rate, housing, and employment trends. These demographic trends are an important tool in predicting the educational service needs of this community, and the location, size, and capacity of new school facilities.

Demographic information gathered by Skagit County in the GMA planning process indicates that population in the County is expected to increase in the future by approximately 35,751 new residents across the County by 2036, including 4,555 new residents in the Sedro-Woolley urban growth area. *Source:* Skagit County Growth Management Act Steering Committee 2014 adopted population target (2016 Skagit County Comprehensive Plan). In 2017, Skagit County adopted the *Skagit Population, Employment, and Housing Growth Monitoring Program: 2017 Baseline Growth Monitoring Report* to establish a baseline for analyzing trends. The most recent published Growth Monitoring Report, from 2019, identifies that population growth rates are higher than forecasted since the 2017 baseline and the majority of new housing growth is trending towards multi-family residential development. The two-year change for the Sedro-Woolley urban growth area showed an increase of 766 residents, with a 3.1% annual growth rate, and a projected continuing upward growth trends through 2036. Additional school facilities will be needed to serve this increase in population.

The District's enrollment projections were prepared by an independent demographer (Teater-Crocker, Inc.). The demographer reviewed District-specific historical enrollment data, births and births forecasts, projected changes in the Skagit County population, and trends and forecasts of the county K-12 population within the District. Using this data, the demographer prepared four different forecasts of future enrollment. The District is using the "Cohort Survival Model (Linear K)" projection for purposes of projecting student enrollment through 2026. *See Appendix A.* The Cohort Survival Model (Linear K) projection identifies the linear trend for enrollment based on historical data (including historical kindergarten enrollments). The global pandemic occurred subsequent to the demographer's final report and District enrollment declined by 261 students between October 2019 and October 2020. The District anticipates much of this decline was a combination of deferred kindergarten enrollment and families opting for alternative learning during remote instruction. With the return to in-person learning, the District expects enrollment to stabilize and return to 2019-levels. As such, this update continues to use the 2019 Teater-Crocker projections. Actual October 2021 headcount enrollment is at 4,289 students across the District, supporting a gradual upward trend despite continuing effects of the pandemic. The District will continue to closely monitor actual enrollment and development within the District. Future updates to the Capital Facilities Plan will include updated enrollment data.

**Summary - District Enrollment Projections: 2019-2027**

Year	2019/2020 <sup>4</sup>	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	Increase 2019-2027
Projections	4,431/4,170	4,732	4,810	4,853	4,882	4,911	4,940	11.49%

The enrollment data in Appendix A projects that, over the next six years, the District's enrollment is expected to increase at a healthy rate at all grade levels over the six year planning period. Section B below identifies the forecast of future need as compared to existing school capacity.

---

<sup>4</sup> Actual October 1, 2019 and 2020 enrollment (Source: OSPI).

## B. Forecast of Future Need and School Capacity Summary

Based upon the District's enrollment forecast, standard of service, current inventory and capacity, and future planned classroom spaces, the District's capacity summary over the six year planning horizon is as follows:

<b>ELEMENTARY SCHOOL FACILITIES</b>	<b>Actual Oct. 2020</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Permanent Capacity	1,297	1,297	1,297	1,297	1,297	1,297	1,797
Portables*	940	940	940	940	940	940	940
Capacity Additions						500	
Enhanced Capacity (Perm + Portables)	2,237	2,237	2,237	2,237	2,237	2,737	2,737
Projected Enrollment	2,202	2,485	2,520	2,501	2,513	2,525	2,537
Permanent Capacity Surplus/(Deficit)	-905	-1188	-1223	-1204	-1216	-1228	-740
Enhanced Capacity Surplus/(Deficit)*	35	-248	-283	-264	-276	212	200

New Elementary School - 2025

<b>MIDDLE SCHOOL FACILITIES</b>	<b>Actual Oct. 2020</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Permanent Capacity	702	702	702	702	702	702	702
Portables							
Capacity Additions							
Enhanced Capacity (Perm + Portables)	702	702	702	702	702	702	702
Projected Enrollment	689	765	739	755	780	805	830
Permanent Capacity Surplus/(Deficit)	13	-63	-37	-53	-78	-103	-128
Enhanced Capacity Surplus/(Deficit)	13	-63	-37	-53	-78	-103	-128

<b>HIGH SCHOOL FACILITIES</b>	<b>Actual Oct. 2020</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>2024-25</b>	<b>2025-26</b>	<b>2026-27</b>
Permanent Capacity	1,161	1,161	1,161	1,161	1,161	1,161	1,161
Portables	54	54	54	54	54	54	54
Capacity Additions							
Enhanced Capacity (Perm + Portables)	1,215	1,215	1,215	1,215	1,215	1,215	1,215
Projected Enrollment	1,279	1,482	1,551	1,597	1,589	1,581	1,573
Permanent Capacity Surplus/(Deficit)	-118	-321	-390	-436	-428	-420	-412
Enhanced Capacity Surplus/(Deficit)	-64	-267	-336	-382	-374	-366	-358

\*Table does not include planned portable additions/relocations over the six year period.

### C. **Planned Improvements**

The following is a brief outline of the District's plans to accommodate projected student enrollment through the 2026-27 school year based on the enrollment projections in Appendix A and the forecast of future need in the tables in Section IV(B) above. To the extent these improvements address *growth related* capacity needs, their costs can be partially financed with impact fees.

School Projects: Including School Replacements, Additions and Renovations

- Subject to available funding, add portables at various school facilities.
- Subject to voter approval of a capital bond, construct a new 500 student elementary school. The District will need to acquire approximately 20 acres of real property for the siting of the new elementary school.



## **V. FINANCING PLAN**

The District's Board of Directors voted in October 2017 to send a \$79.5 million bond proposal to the voters for consideration in February 2018 to replace and add capacity at Evergreen Elementary School and address issues at various school buildings. The February 2018 bond did not receive the required votes for approval by the District's voters. The District again asked the voters in November 2018 to approve a \$44.5 million bond to address the needs at Evergreen Elementary School but that bond also failed to gain approval. Following a review of capacity needs, the District currently plans, subject to Board action, to request voter approval in 2024 of a bond proposal for construction of a new elementary school.

In general, the funding sources for the District's capital facilities needs include:

1. General obligation bonds;
2. GMA impact fees and mitigation payments; and
3. State funding assistance on eligible projects.

**Improvements Adding Capacity to Serve New Growth (Costs in Millions)\*\***

Project	2021	2022	2023	2024	2025	2026	Total Cost	Bonds/ Local Funds	Projected State Match	Impact Fees
<b>Elementary</b>										
New Elementary School^^				\$25	\$20	\$10	\$55M	X	X	X
Site Acquisition^				\$10			\$10M	X		X
<b>Middle School</b>										
N/A										
<b>High School</b>										
N/A										
<b>District-wide</b>										
Portables (various facilities – timing TBD)							\$1M	X		X

^Estimated land costs

^^Estimated total project costs; impact fee formula uses construction costs only.

**Other Improvements (Costs in Millions)**

Project	2021	2022	2023	2024	2025	2026	Total Cost	Bonds/ Levies	Projected State Match	Impact Fees
<b>Elementary</b>										
N/A										
<b>Middle</b>										
N/A										
<b>High School</b>										
N/A										
<b>District-wide</b>										
N/A										

## **VI. IMPACT FEES**

New developments built within the District will generate additional students, who will create the need for new school facilities. The District, with the help of a consultant, developed student generation rates for single family and multi-family dwelling units. The student generation rates measure the number of students, on average, residing in recently constructed housing units within the District. *See Appendix B.* The consultant provided student generation rates for the school years 2019-20 and 2020-21 to evaluate the impacts, if any, of the pandemic on student enrollment trends. Because the different years did not yield significantly different results, the District is using the most current data for purposes of this Capital Facilities Plan update.

The impact fee formula takes into account the cost of the capital improvements identified in this Capital Facilities Plan that are necessary as a result of new growth. It calculates the fiscal impact of each single-family or multi-family development in the District based on the District's student generation rates. The formula also takes into account the taxes that will be paid by these developments and the funds that could be provided at the local and state levels for the capital improvements. *See Appendix C.*

School impact fees are authorized by the GMA, but must be adopted by the Skagit County Board of Commissioners for the District in order to apply to that portion of the District located in unincorporated Skagit County. The fees must be separately adopted by the Sedro-Woolley City Council, the Mount Vernon City Council, the Hamilton Town Council, and the Lyman Town Council in order to apply to developments located with those jurisdictions.

The District's impact fee formula includes the construction costs of the planned new elementary school project.

### **2021 SCHOOL IMPACT FEE SCHEDULE**

Impact Fee per Single Family Dwelling Unit:	\$ 4,461
Impact Fee per Multi-Family Dwelling Unit:	\$ 2,888

**APPENDIX A  
ENROLLMENT DATA**

## SEDRO-WOOLLEY SCHOOL DISTRICT SUMMARY OF GRADE LEVEL SPAN MODELS – 10 YEARS

Elementary	19 - 20	20 - 21	21 - 22	22 - 23	23 - 24	24 - 25	25-26	26-27	27-28	28-29
History										
% Change	2,532	2,594	2,658	2,724	2,791	2,860	2,928	2,997	3,066	3,135
Regression	2,547	2,606	2,666	2,725	2,785	2,844	2,904	2,963	3,023	3,082
Cohort (Linear K)	2,483	2,491	2,485	2,520	2,501	2,513	2,525	2,537	2,549	2,561
Cohort (Natality K)	2,473	2,471	2,471	2,489	2,448	2,433	2,418	2,403	2,387	2,372
Student per Housing Unit	2,493	2,515	2,537	2,558	2,580	2,602	2,624	2,646	2,668	2,690
Lower Estimate	2,322	2,353	2,377	2,410	2,413	2,425	2,438	2,451	2,464	2,477
Best Estimate	2,449	2,482	2,513	2,554	2,576	2,609	2,641	2,674	2,706	2,738
Higher Estimate	2,577	2,612	2,649	2,698	2,740	2,792	2,844	2,896	2,948	3,000

Middle										
History										
% Change	723	739	755	771	788	805	821	838	855	872
Regression	678	691	703	716	729	741	754	767	779	792
Cohort (Linear K)	730	746	765	739	755	780	805	830	855	880
Cohort (Natality K)	730	746	765	739	755	780	805	830	855	880
Student per Housing Unit	712	719	725	732	738	744	751	757	764	770
Lower Estimate	643	653	664	655	665	679	693	707	722	736
Best Estimate	772	788	805	807	823	843	862	881	900	920
Higher Estimate	901	923	946	959	982	1,006	1,030	1,055	1,079	1,104

High										
History										
% Change	1,306	1,283	1,260	1,237	1,214	1,193	1,171	1,149	1,127	1,105
Regression	1,221	1,188	1,155	1,122	1,090	1,057	1,024	991	958	925
Cohort (Linear K)	1,318	1,395	1,482	1,551	1,597	1,589	1,581	1,573	1,565	1,557
Cohort (Natality K)	1,318	1,395	1,482	1,551	1,597	1,589	1,581	1,573	1,565	1,557
Student per Housing Unit	1,291	1,307	1,323	1,339	1,354	1,370	1,386	1,402	1,418	1,434
Lower Estimate	1,236	1,207	1,172	1,138	1,107	1,079	1,052	1,025	998	971
Best Estimate	1,279	1,292	1,309	1,319	1,322	1,307	1,291	1,276	1,261	1,246
Higher Estimate	1,321	1,378	1,445	1,499	1,537	1,534	1,530	1,527	1,524	1,521

Source: Teater-Crocker, 2019

**APPENDIX B**  
**STUDENT GENERATION RATES**



## MEMORANDUM

Phone: (206) 324-8760  
2200 Sixth Avenue, Suite 1000  
Seattle, WA 98121  
[www.berkconsulting.com](http://www.berkconsulting.com)

**DATE:** May 30, 2021

**TO:** Brett Greenwood, Executive Director of Operations, Sedro-Woolley School District

**FROM:** Kevin Gifford, Senior Associate, BERK Consulting

**RE:** Sedro-Woolley School District Findings for Student Generation Rates

---

### Introduction

This memorandum contains findings for the Sedro-Woolley School District's 2021 student generation rates (SGR). Student generation rates provide an estimate of the number of students associated with a given level of residential growth. BERK was contracted to provide analysis of student enrollment and district housing data to determine SGR's for the past two school years, 2019-2020 and 2020-2021.

### Analysis Methodology

To calculate the SGR's, BERK used current student address data provided by the District<sup>1</sup> and current land use and property records available from the Skagit County Assessor. BERK geocoded student addresses using GIS software and matched address points to County property records; each matched address was classified as single-family or multifamily, based on County property records. For purposes of this analysis, housing types were classified as follows:

- Single Family:
  - Detached single-family houses,
  - Attached townhomes;
  - Agricultural properties with an associated residence; and
  - Mobile homes.
- Multifamily:
  - Duplexes, triplexes, and four-plexes;
  - Apartments; and
  - Condominiums.

In general, SGR's are calculated by dividing the number of students enrolled and living within the District by the number of housing units located in the District. Typically, only housing units constructed recently (within the last 5-10 years) are included in order to more closely reflect recent development trends in the area. For purposes of this analysis, SGR by grade level was calculated based on:

---

<sup>1</sup> Some provided student addresses either could not be accurately geolocated or corresponded to parcels with no verifiable residential uses present. Addresses corresponding to temporary lodgings (hotels, motels, etc.) were also excluded, as were properties where the year of building construction could not be verified.



1. Housing units inside the District boundaries and constructed within the last 5 years (2015-2020 for the 2019-2020 school year and 2016-2021 for the 2020-2021 school year); and
2. The number of enrolled students currently living at those addresses.

Housing units constructed and associated student population are presented in Exhibit 1.

**Exhibit 1. District Housing Units and Student Population**

Housing Units and Student Population	2015-2020	2016-2021
<b>Housing Units Constructed</b>		
Single Family	470	376
Multifamily	44	44
<b>Total</b>	<b>514</b>	<b>420</b>
<b>Students Living in Units Constructed</b>		
Single Family	174	127
Multifamily	8	9
<b>Total</b>	<b>182</b>	<b>136</b>

Sources: Sedro-Woolley School District, 2021; Skagit County Assessor, 2021.

### Findings for Student Generation Rates

Exhibit 2 and Exhibit 3 show the results of the SGR analysis by grade band and grade level for both the 2019-2020 and 2020-2021 school years. Empty cells indicate grade levels where no students enrolled for the associated school year lived in housing units constructed within the previous 5-year period. This is more common for multifamily units due to the relatively small amount of multifamily housing constructed in the district since 2015.

By expanding the date range beyond the previous five years, it is possible to capture a larger number of students and housing units, thereby achieving greater coverage for multifamily units. However, as more older housing units are included, the results are less representative of current development trends.

**Exhibit 2. Sedro-Woolley School District Student Generation Rates by Grade Band**

Sedro-Woolley School District Student Generation Rates by Grade Level				
	2019-2020 School Year		2020-2021 School Year	
Grade	Single Family	Multifamily	Single Family	Multifamily
K-6	0.215	0.114	0.215	0.136
7-8	0.066	0.023	0.053	0.023
9-12	0.089	0.045	0.069	0.045
<b>Total (All Grades)</b>	<b>0.370</b>	<b>0.182</b>	<b>0.338</b>	<b>0.205</b>





**Exhibit 3. Sedro-Woolley School District Student Generation Rates by Grade Level**

Sedro-Woolley School District Student Generation Rates by Grade Level				
	2019-2020 School Year		2020-2021 School Year	
Grade	Single Family	Multifamily	Single Family	Multifamily
P1	0.002	-	-	-
P2	0.002	-	0.003	-
P3	0.004	-	0.003	-
P4	0.004	-	-	-
Kindergarten	0.004	-	0.024	-
Grade 1	0.043	0.023	0.037	0.023
Grade 2	0.023	-	0.021	-
Grade 3	0.034	0.045	0.035	0.068
Grade 4	0.036	0.023	0.029	0.023
Grade 5	0.030	0.023	0.027	0.023
Grade 6	0.032	-	0.037	-
Grade 7	0.045	-	0.040	-
Grade 8	0.021	0.023	0.013	0.023
Grade 9	0.026	-	0.024	-
Grade 10	0.026	0.023	0.016	0.023
Grade 11	0.019	0.023	0.016	0.023
Grade 12	0.019	-	0.013	-
<b>Total (All Grades)</b>	<b>0.370</b>	<b>0.182</b>	<b>0.338</b>	<b>0.205</b>

Note: Empty cells (-) reflect grade levels that did not have any enrolled students living in housing units constructed during the study period for that school year.

Sources: Sedro-Woolley School District, 2021; Skagit County Assessor, 2021.

**APPENDIX C**  
**SCHOOL IMPACT FEE CALCULATIONS**

<b>Sedro-Woolley School District</b>							
2021							
<b>School Site Acquisition Cost:</b>							
((AcresxCost per Acre)/Facility Capacity)xStudent Factor							
				Student	Student		
	Facility	Cost/	Facility	Factor	Factor	Cost/	Cost/
	Acreage	Acre	Capacity	SFR	MFR	SFR	MFR
Elementary	0.00	\$ -	500	0.215	0.136	\$0	\$0
Junior	0.00	\$ -	735	0.053	0.023	\$0	\$0
High	0.00	\$0	1,400	0.069	0.045	\$0	\$0
						\$0	\$0
<b>School Construction Cost:</b>							
((Facility Cost/Facility Capacity)xStudent Factor)x(Permanent/Total Sq Ft)							
				Student	Student		
	%Perm/	Facility	Facility	Factor	Factor	Cost/	Cost/
	Total Sq.Ft.	Cost	Capacity	SFR	MFR	SFR	MFR
Elementary	92.70%	\$ 42,000,000	500	0.215	0.136	\$16,742	\$10,590
Junior	92.70%	\$ -	735	0.053	0.023	\$0	\$0
High	92.70%	\$ -	168	0.069	0.045	\$0	\$0
						\$16,742	\$10,590
<b>Temporary Facility Cost:</b>							
((Facility Cost/Facility Capacity)xStudent Factor)x(Temporary/Total Square Feet)							
				Student	Student	Cost/	Cost/
	%Temp/	Facility	Facility	Factor	Factor	SFR	MFR
	Total Sq.Ft.	Cost	Size	SFR	MFR		
Elementary	7.30%		21	0.215	0.136	\$0	\$0
Junior	7.30%	\$ -	25	0.053	0.023	\$0	\$0
High	7.30%	\$ -	25	0.069	0.045	\$0	\$0
					<b>TOTAL</b>	\$0	\$0
<b>State Funding Assistance Credit:</b>							
CCA x OSPI Square Footage x Funding Assistance % x Student Factor							
				Student	Student		
	Current	OSPI Square	District	Factor	Factor	Cost/	Cost/
	CCA	Footage	Funding %	SFR	MFR	SFR	MFR
Elementary	\$ 238.22	90	63.98%	0.215	0.136	\$2,949	\$1,866
Junior	\$ 238.22	117	0.00%	0.053	0.023	\$0	\$0
High	\$ 238.22	130	0.00%	0.069	0.045	\$0	\$0
					<b>TOTAL</b>	\$2,949	\$1,866
<b>Tax Payment Credit:</b>							
						SFR	MFR
Average Assessed Value						\$353,208	\$160,067
Capital Bond Interest Rate						2.44%	2.44%
Net Present Value of Average Dwelling						\$3,100,905	\$1,405,270
Years Amortized						10	10
Property Tax Levy Rate						\$0.3374	\$0.3374
Present Value of Revenue Stream						\$1,046	\$474
<b>Fee Summary:</b>							
				Single	Multi-		
				Family	Family		
Site Acquisition Costs				\$0	\$0		
Permanent Facility Cost				\$16,742	\$10,590		
Temporary Facility Cost				\$0	\$0		
State Funding Credit				(\$2,949)	(\$1,866)		
Tax Payment Credit				(\$1,046)	(\$474)		
FEE (AS CALCULATED)				\$12,746	\$8,250		
FEE (Adjusted 65%)				\$4,461	\$2,888		

# Exhibit C

To Ordinance No. 2014-22

Amendments to the Land Use Element of the Sedro-Woolley Comprehensive Plan

## Chapter 2

### LAND USE ELEMENT

2.04	Definitions
2.08	Land Characteristics and Types of Land Use
2.12	Existing Land Uses and Land Availability
2.16	Land Use Goals and Policies
Appendix A	Buildable Lands and Land Capacity Analysis Report and addendum memo <a href="#"><u>{No Changes in this draft, Appendix not included}</u></a>
Appendix B	The Center for Innovation and Technology Subarea Plan (S.W.I.F.T. Center Subarea Plan) <a href="#"><u>{No Changes in this draft, Appendix not included}</u></a>



## 2.04

### DEFINITIONS

As used in this plan:

“Adequate capital facilities” means facilities which have the capacity to serve development without decreasing levels of service below locally established minimums.

Arterial Streets. Arterial streets provide the systems primary traffic-carrying capacity. They are intended for higher volume use and provide routes for through trips from various destinations.

Arterial, Minor. Minor arterials serve the major traffic generators of the city, including the central business district, major commercial and residential areas, and the high school.

Arterial, Principal. Principal arterials are the major thoroughfares to, from, and through the city. As such they are subject to the highest traffic volumes and speeds. Direct access from primary arterials to abutting properties is discouraged.

“Available capital facilities” means facilities or services which are in place or that a financial commitment is in place to provide the facilities or services within a specified time. In the case of transportation, the specified time is six years from the time of development.

“Capacity” means the measure of the ability to provide a level of service of a public facility.

“Capital budget” means the portion of each local government’s budget which reflects capital improvements for a fiscal year.

“Capital facility” means an element of public infrastructure, such as electrical service, streets, a water supply system, sewers, stormwater systems, and other publicly-available utilities and facilities.

“Capital improvement” means a project to create, expand or modify a capital facility. Such a project may include design, permitting, environmental analysis, land acquisition, construction, landscaping, site improvements, and equipment. The cost of a capital improvement is generally non-recurring and may require multi-year financing.

“Commercial uses” means activities within land areas which are predominantly connected with the sale, rental, and distribution of products, or performance of services.

“Comprehensive plan” means a generalized coordinated land use policy statement of the governing body of a county or city that is adopted pursuant to RCW 36.70A.

“Concurrency” means the concept that capital facilities that achieve and maintain the standards for level of service adopted in the comprehensive plan are available to serve new development no later than the impacts of the new development. This definition includes the two concepts of “adequate capital facilities” and “available capital facilities” described above.

“Concurrent development” means development which can be provided transportation services by the city within six years of the date of development approval.

“Consistency” means a requirement of GMA that no feature of a plan or regulation is incompatible with any other feature of a plan or regulation. Consistency is indicative of the probability for orderly integration or operation with other elements in a system.

“Contiguous development” means development of areas immediately adjacent to one another.

“Coordination” means a requirement of GMA for consultation and cooperation among affected jurisdictions during the preparation (and subsequent revisions) of the comprehensive plan.

“Critical areas” means areas identified for protection and/or special regulation due to their sensitive nature or importance to the public health and welfare, and which include: (a) wetlands; (b) areas with a critical recharging effect on aquifers used for potable water; (c) fish and wildlife habitat conservation areas; (d) frequently flooded areas; and (e) geologically hazardous areas.

“Cultural resources” means elements of the physical environment that are evidence of human activity and occupation. Cultural resources includes: (a) historic resources are elements of the built environment typically fifty (50) years of age and older, and may

be buildings, structures, sites, objects, and districts; (b) archaeological resources consist of remains of the human environment at or below the ground surface such as habitation sites; and (c) traditional cultural properties consist of places or sites of human activities which are of significance to the traditions or ceremonies of a culture. Traditional cultural properties do not necessarily have a manmade component and may consist of an entirely natural setting.

“Density” means a measure of the intensity of development, generally expressed in terms of the number of dwelling units per acre. It can also be expressed in terms of population density (e.g., people per acre or square mile). Density is useful for establishing a balance between potential local service use and service capacities.

“Department of Ecology (DOE)” means the Washington State Department of Ecology.

“Determination of Nonsignificance (DNS) means a written decision by an agency conducting a SEPA (State Environmental Policy Act) review of a proposed action that the proposal is not likely to have a significant adverse environmental impact, and therefore an EIS is not required.

“Duplex” means a building containing two dwelling units. A duplex must be built on-site and consists of one structure with two residential units. The units may be connected by a common wall or a carport. Duplex units should be constructed with a compatible design and materials to the surrounding neighborhood. In addition, in the instance where a duplex unit is created by the addition of another unit to an existing unit, the new unit must be compatible with the design and materials of the existing unit.

“Essential public facilities” means those public facilities that are typically difficult to site due to the nature of their use, including but not limited to those uses set forth in RCW 36.70A.200.

“Environmental Impact Statement (EIS)” means a document that discusses the likely significant impacts of a proposal. This type of document is required by SEPA.

“Financial commitment” means the identification of sources of public or private funds or combinations thereof; the determination that such funds will be

sufficient to finance capital facilities necessary to support development; and the assurance that such funds will be timely put to that end.

“Geologically hazardous areas” means areas that because of their susceptibility to erosion, sliding, earthquake, or other geological events, are not suited to the siting of commercial, residential, or industrial development consistent with public health or safety concerns.

“Goal” means the long-term end toward which programs or activities are ultimately directed.

“Growth Management Act (GMA). This is the Act (RCW, Chapter 36.70A, and all subsequent amendments) which requires most Washington counties, along with their associated municipalities, to formally prepare long-range development and financial plans to accommodate projected growth for the next twenty (20) years.

“Household” includes all the persons who occupy a group of rooms or a single room which constitutes a housing unit.

“Impact fee” means a fee levied by a local government on new development so that the new development pays its proportionate share of the cost of new or expanded facilities required to service that development.

“Industrial uses” means the activities predominantly connected with manufacturing, assembly, processing, or storage of products.

“Infrastructure” means those man-made structures which serve the common needs of the population, such as: sewage disposal systems, solid waste disposal sites or retention areas, stormwater systems, utilities, bridges, and roadways.

“Land use” means a classification system which identifies the types of activities allowed (e.g., agriculture, residential, industrial, etc.), the population densities permitted, and the appearance of the development (e.g. heights and sizes of structures, building placement, and landscaping).

“Level of service” means a quantifiable measure of the amount of public facilities or services that must be provided per unit of demand or other appropriate measure of need for both existing and potential future users.



“Low Impact Development (LID)” means a stormwater and land use management strategy that strives to mimic pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration by emphasizing conservation, use of on-site natural features, site planning, and distributed stormwater management practices that are integrated into a project design.

“LID Best Management Practices (BMPs)” means distributed stormwater management practices, integrated into a project design, that emphasize pre-disturbance hydrologic processes of infiltration, filtration, storage, evaporation and transpiration. LID BMPs include, but are not limited to, bioretention/rail gardens, permeable pavements, roof downspout controls, dispersion, soil quality and depth, minimal excavation foundations, vegetated roofs, and water re-use.

“LID Principals” means land use management strategies that emphasize conservation, use of on-site natural features, and site planning to minimize impervious surfaces, native vegetation loss, and stormwater runoff.

“Long-term commercial significance” means an analysis of the growing capacity, productivity, and soil composition of the land considered in the context of the land’s proximity to population areas and the possibility of more intense uses of the land which is used as an indication of its long-term potential for commercial production.

“Manufactured housing” means a manufactured building or major portion of a building designed for long-term residential use. It is designed and constructed for transportation to a site for installation and occupancy when connected to required utilities.

“Mixed Commercial Development.” Allows a compatible mix of retail commercial, office uses, general services, light manufacturing and residential development located at selected nodes. Design standards are included in the adopted Design Standards and Guidelines manual to emphasize building and site design components.

“Mobile home” means a single, portable manufactured housing unit, or a combination of two or more such units connected on-site, that is:

- a. Designed to be used for living, sleeping, sanitation, cooking, and eating purposes by one household only and containing independent kitchen, sanitary, and sleeping facilities; and
- b. Designed so that each housing unit can be transported on its own chassis; and
- c. Placed on a temporary or semi-permanent foundation; and
- d. Is over thirty-two (32) feet in length and over eight feet in width.

“Multi-family Housing.” As used in this plan, multi-family is all housing which is designed to accommodate more than one household.

“Overlay” is a special district that provides opportunities to accomplish specific zoning objectives that could include; higher density uses for residential and commercial development; provision of open space and achieving other public policy goals.

“Policy” means the way in which programs and activities are conducted to achieve an identified goal.

“Public facilities” means facilities available for use by the general citizenry including streets, sidewalks, street and road lighting systems, traffic signals, domestic water systems, storm and sanitary sewer systems, electrical power, parks and recreational facilities, and schools.

“Public services” means services which are publicly available including fire protection, law enforcement, public health, education, recreation, environmental protection and other governmental services.

“Single-Family Housing.” As used in this plan, a single-family unit is a detached housing unit designed for occupancy by not more than one household.

“State Environmental Policy Act (SEPA)” means a state law intended to minimize environmental damage caused by proposed public and private actions. SEPA requires that state agencies and local jurisdictions consider environmental factors when making decisions on activities such as development proposals as well as planning actions. As part of this process, environmental review documents are prepared and opportunities for public comment are provided. (RCW 43.21C; WAC 197-11)

Streets, Local Access. Local access streets serve low intensity traffic generators, most typically single-family residences.

“Special district” is a land use designation that indicates a special zoning classification to accomplish specific zoning objectives.

“Urban governmental services” means those governmental services historically and typically delivered by cities, and includes storm and sanitary sewer systems, domestic water systems, street cleaning services, fire and police protection services, public transit services, and other public utilities associated with urban areas and normally not associated with non-urban areas.

“Urban growth” means growth that makes intensive use of land for the location of buildings, structures, and impermeable surfaces to such a degree as to conflict with the primary use of such land for agriculture, forestry, or mineral extraction of long-term commercial significance. When spread over wide areas, urban growth typically requires urban governmental services.

“Urban growth area (UGA)” means the designated area around and including recognized municipalities within which residential and commercial growth is focused (over the next twenty (20) years), the greatest densities are allowed, and high levels of service are to be developed and maintained to adequately support population densities and growth.

“Urban Village Mixed Use” is a land use designation, as part of an overlay zone, intended to provide for higher density residential and commercial development in a designated geographic area, providing the benefits of mixed-use development, open space, quality development design and efficiency of land use.

“Wetland” means areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created

from non-wetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities. However, wetlands may include those artificial wetlands intentionally created from non-wetland areas to mitigate conversion of wetlands, if permitted by the county or city.

“Zoning” means a technique of land use control by which specific geographic areas are designated by ordinance (text and map), and regulated as to the types of uses, and development standards that are allowed.

## **LAND CHARACTERISTICS AND TYPES OF LAND USE**

The inventory presented in this element provides information useful to the planning process. It does not include all of the data or information that was gathered, but has presented the relevant information in an organized and useful format. Additional data are located in the appendices and support documentation. The first part of the inventory summarizes the general development of physical descriptions or types of land use. The second portion summarizes the city's specific information. The analysis of this information is in the last section of the land use element.

### **Physical Description**

#### **Topography and Geology**

The city of Sedro-Woolley lies on the north side of the Skagit River which runs generally east and west (See Figure LU-1 Sedro-Woolley Vicinity). Elevations in Sedro-Woolley range from thirty-six (36) to two hundred and eighty-three (283) feet above sea level. The foothills of the Cascade Range lie to the east, and reach elevations of four thousand (4,000) feet. To the west is the broad delta of the Skagit River.

Sedro-Woolley is located at the transition between these two physiographic areas. Much of the incorporated area lies in the historic delta of the Skagit River. Only a small portion of the southernmost portion of the City lies within the 100 year floodplain as defined in the FEMA Flood Insurance Rate Map. A slightly larger area lies within the 500 year floodplain – mostly in the area south of State Street. This area is level to nearly level alluvial bottom land. However, immediately to the north is an area consisting of level to extremely steep glaciated uplands, glaciolacustrine terraces, and glacial outwash terraces. Relative minor areas are influenced by the geology of the bedrock which is typically phyllite and sandstone.

Due to the potential for flooding in the floodplain delta immediately adjacent to the Skagit River, the majority of new development is planned for the upland area in the northern portion of the urban growth area. Some of this area may not be suitable for development due to steep slopes. This constraint has been taken into account and offset by encouraging appropriate development in these areas consistent with the Critical Area Ordinance.

\* Soil Survey of Skagit County Area, Washington, U.S. Department of Agriculture, Soils Conservation Service, 1989, p.2.

### **Soils**

Some of the soils in Sedro-Woolley are associated with the floodplain of the Skagit River. This association has produced a soil map unit known as Urban land-Mt. Vernon-Field complex which consists of very deep, moderately well-drained, relatively level soils.

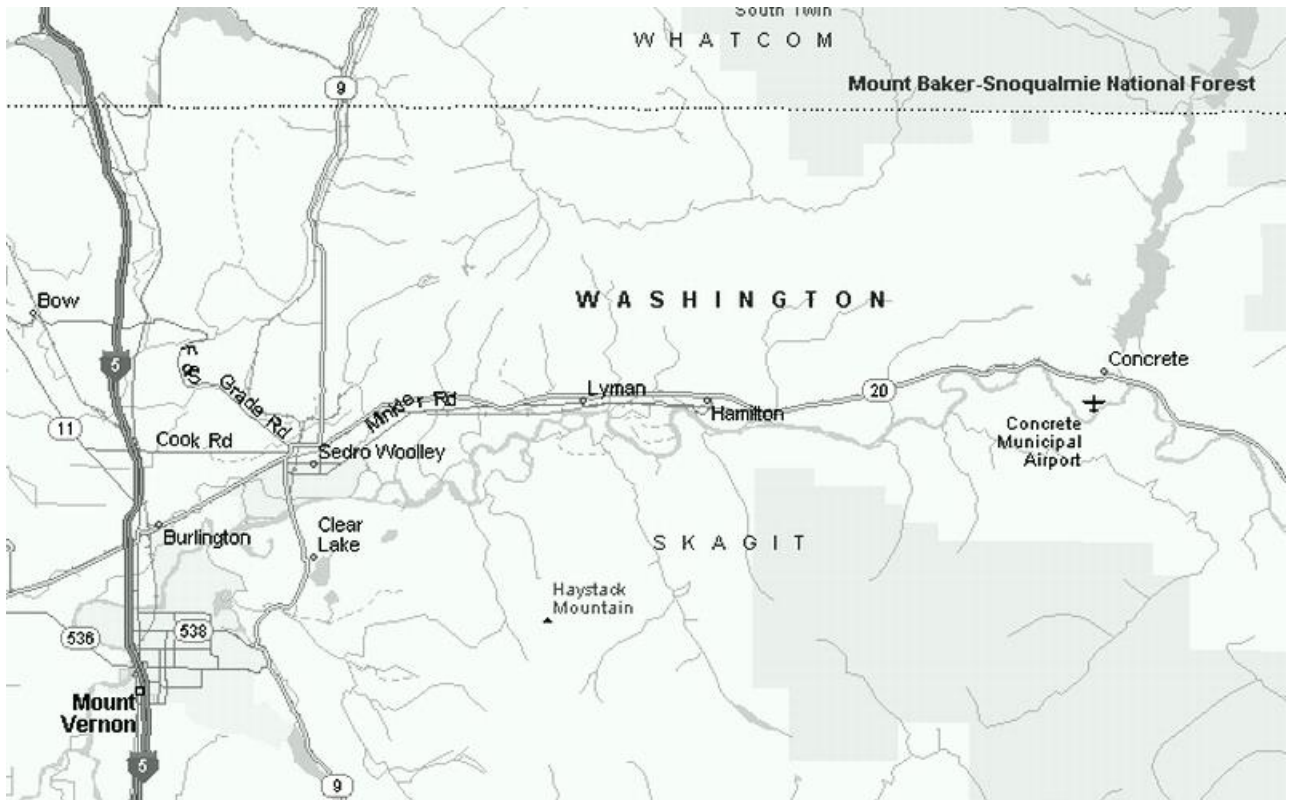
North of State Route 20 in the central part of the urban growth area, the predominant soils are Minkler silt loam and Skipopa silt loam. The Minkler unit consists of very deep, moderately well-drained soils which formed on river terraces. Glacial activity has influenced the Skipopa silt loam which is also very deep, but poorly drained due to underlying glaciolacustrine sediments. Limitations for development within these soil units consist of potential flooding (Urban land-Mt. Vernon-Field complex and Minkler silt loam), perched water table and slow permeability (Skipopa silt loam), and seasonal high water table (Mt. Vernon-Field complex).

The area between Sapp Road and Bassett Road is made of several discontinuous soil units, primarily Dystric Xerochrepts, Barneston gravelly loam, and Hoogdal silt loam. Dystric Xerochrepts is a soil found on steep escarpment which is moderately deep to deep and well-drained. Barneston gravelly loam is very deep, somewhat excessively drained and found on outwash terraces. Hoogdal silt loam is a very deep and moderately well-drained soil located on short

upland slopes. The area consisting of these three soils has the most limitations in terms of constructing homesites. The Dystric Xerochrepts units are limited by extremely steep slopes. Barneston gravelly loam has poor filtering capacity which limits its suitability for septic systems. The moderate to steep slopes found within Hoogdal silt loam map unit create moderate limitations which will be taken into account for each development.\*

\* Soil Survey of Skagit County Area, Washington, U.S. Department of Agriculture, Soils Conservation Service, 1989, p. 16,44,59,76,97, & 116.

**Figure LU-1  
Sedro-Woolley Vicinity**



## Surface Water

The Skagit River was the primary source of transportation during the early years of Skagit County. The salmon that thrived in the river also contributed to the local economy. In more recent years, the water quality and habitat value of the river have declined due to runoff from agricultural, urbanization, and clear cut areas. Increased soil erosion from upland areas has caused siltation of the river bottom reducing its navigability. The silty bottom has also discouraged salmon from spawning as they prefer a gravelly river bottom for laying eggs. Many locals believe the siltation is also responsible for the increased frequency and duration of flooding. They surmise that as the river bottom fills with sediments, the water is displaced causing the river level to rise.

Brickyard Creek and Hansen Creek are the primary conveyances for storm water to the Skagit River. Hansen Creek flows north and south along the eastern edge of the urban growth boundary. Due to the low level of urbanization adjacent to Hansen Creek, it is less important as a storm water conveyance. However, its value as habitat for fish and other wildlife species is very significant.

Brickyard Creek runs from the northeast to the southwest to where it meets the Skagit River. Most of the recent development in Sedro-Woolley drains into Brickyard Creek which is currently close to its maximum capacity. A recent study completed by Sturdy Engineering of Mount Vernon identified a number of restrictions caused by undersized or offset culverts that reduce the available capacity of Brickyard Creek. A major restriction where the creek crosses State Route 20 in the western portion of the urban growth area was removed in the summer of 1996 with the completion of a new culvert and fish ladder.

The conflict created by use of Brickyard Creek as a drainage facility and fish and wildlife habitat has resulted in difficulties for all concerned. Prior to the early 1960's, Brickyard Creek flowed to the northwest where it joined the Samish River. However, a

major ditching effort altered its course from a point in the vicinity of the Brickyard Creek subdivision on north Reed Street. From this point to its confluence with the Skagit River, Brickyard Creek has been totally engineered.

The Sedro-Woolley sub-flood control district was created by the county in 1972 to manage the drainage functions of the creek. The District was dissolved in 2012 and management of the creek was assumed by the city Public Works Department. Now any development which discharges stormwater to Brickyard Creek must receive approvals from the Public Works Department and the Department of Fisheries. The competing goals and mission statements of these two agencies can cause extensive delays and frustrations for developers and the local jurisdictions. The city of Sedro-Woolley adopted its Stormwater Management Plan in 1997. The Plan will be updated in conjunction with the [2016-2025 GMA Comprehensive Plan](#) update. The city of Sedro-Woolley has adopted the Department of Ecology [2005 Stormwater Management Manual for Western Washington](#) as the basis for its stormwater management activities. The city ~~anticipates future adoption of the 2012/2014 will adopt the most current~~ Manual as required by the city's National Pollution Discharge Elimination System (NPDES) Stormwater Permit, including implementation of the LID requirements, ~~of the Permit and other programs or requirements of future permits.~~

On a larger scale, surface water provides the primary source of water for Skagit County. Public Utility District Number 1 of Skagit County is responsible for collecting, treating and distributing potable water for the majority of the county. Sedro-Woolley's water comes from Judy Reservoir located south of the Skagit River. Surface water from the state and private lands is collected there and treated before being distributed to Sedro-Woolley.

## Ground Water

Ground water is located below the earth's surface within the spaces between individual soil particles. Where there are layers of porous soil or rock sand-



wiched between less permeable layers, an aquifer is created. Many jurisdictions depend on aquifers as a primary source of water.

With so many jurisdictions removing water from aquifers, they must somehow be replenished. Areas where surface water filters through the ground to an aquifer are called aquifer recharge areas. The quality of surface water and the recharge areas is extremely important, because any contamination transmitted through these areas will affect the entire aquifer. In addition, because the ground water system is so extensive, once polluted it is very difficult to impossible to clean. A section of the city's Critical Areas Ordinance provides regulations for the identification and protection of aquifers.

Along with this ordinance are established a number of policies designed to protect the quality and quantity of ground water which is used for public water supplies. In addition, this ordinance also regulates drainage, flooding, and storm water runoff which may discharge pollutants to the groundwater. The city's Critical Areas Ordinance is codified in SWMC 17.65.

### **Wetlands**

Wetlands are located primarily within the northern portion of Sedro-Woolley and its outlying vicinity. Specific locations of wetlands must be ground-truthed. For study purposes, the National Wetland Inventory maps were used. The area of wetlands shown on these maps totals approximately 189 acres. This amounts to 3.6% of the urban growth area. An ordinance regulating development in wetland areas, and requiring site by site reconnaissance was first adopted by the city in March of 1992. A complete Critical Areas Ordinance was adopted in 2005 and addresses development that may affect wetlands and wetland buffers. The CAO was updated in 2016 in conjunction with GMA mandated updates to the Comprehensive Plan.

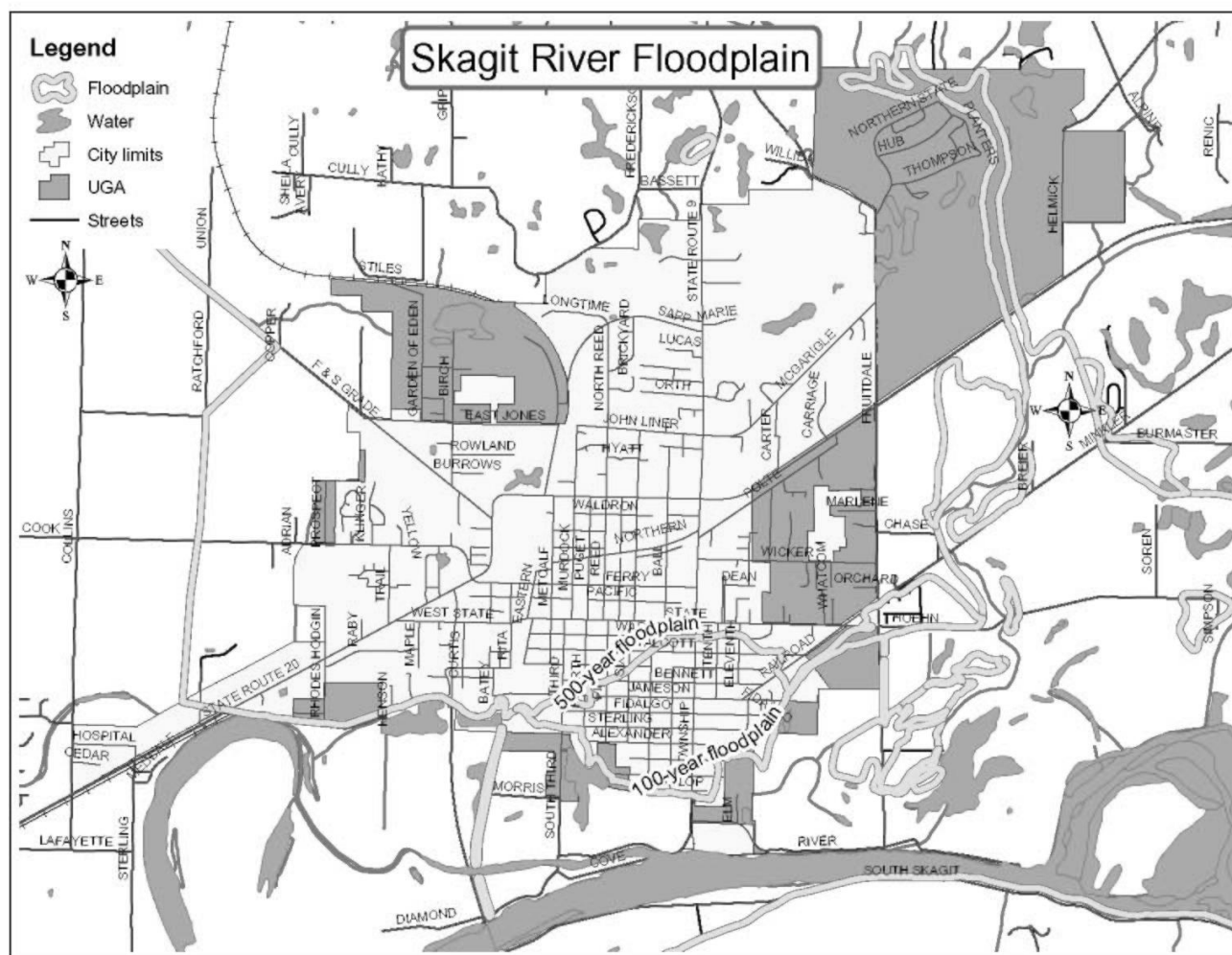
### **Frequently Flooded Areas**

Sedro-Woolley is extremely fortunate in comparison to other municipalities in Skagit County. Almost all of its urban development is located outside of the one hundred (100) year floodplain. The one hundred (100) year flood elevations associated with the Skagit River were mapped by the Federal Emergency Management Agency in December of 1989. These elevations are fifty-two (52) feet in the eastern portion of the urban growth area, and forty-three (43) feet in the western portion (See Figure LU-2). All critical public facilities are located outside of the floodplain with the exception of the United General Hospital. The issue of the hospital location will have to be addressed on a site-specific basis as construction occurs.

Floods associated with the Skagit River occur primarily during November and December as a result of winter rainstorms. Spring floods can also occur when snowmelt caused by a sharp increase in temperature combines with unusually high levels of rainfall. This is a relatively rare occurrence, however, but was evidenced as recently as the spring of 1990. The record of past flood events in Sedro-Woolley is scarce, suggesting that the flood hazard on a community-wide scale is relatively low.\*

\* Flood Insurance Study: City of Sedro-Woolley, Washington, Skagit County, Federal Emergency Management Agency, December 5, 1989, p. 4.

### Figure LU-2 Floodplain





**Habitat**

The primary wildlife habitats species in Sedro-Woolley are located along stream and river corridors. Anadromous fish runs have been identified in Brickyard Creek and Hansen Creek by the Washington State Department of Natural Resources (DNR). Other primary habitat areas are the palustrine wetlands located north of the incorporated city. Maps prepared by the Washington State Department of Wildlife showing detailed information for the Sedro-Woolley urban growth area are available for review at the office of the planning department. These areas are protected by the city's Critical Areas Ordinance which prescribes specific setbacks from stream and river banks and wetlands in order to protect water quality, enhance habitat and limit disturbances to animals.

**Types of Land Use**

In June of 1994, the Sedro-Woolley city council approved the comprehensive plan, land use element and comprehensive plan map presented in this comprehensive plan as the adopted land use plan. (See Figure LU-3 Adopted Land Use Plan). The land use map has been updated numerous times since 1994. Every rezone or UGA modification or annexation requires an update of the land use map.

## 2.12

### EXISTING LAND USES AND LAND AVAILABILITY

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

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

#### 2015 OFM Estimated Population

City Limits: 10,700

Unincorporated UGA: 1,814

The current city limits encompasses 4.1 square miles.

On behalf of the City of Sedro-Woolley, the economic and development consulting firm E. D. Hovee & Company, LLC (EDH) has prepared a buildable land and land capacity analysis report (Report) as part of the City's Comprehensive Plan update which also involves review of urban growth area boundaries. The analysis is intended to meet requirements of

the Skagit County Code (Chapter 14.08 SCC) together with Skagit County Planning Policies and City of Sedro- Woolley planning policies.

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

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

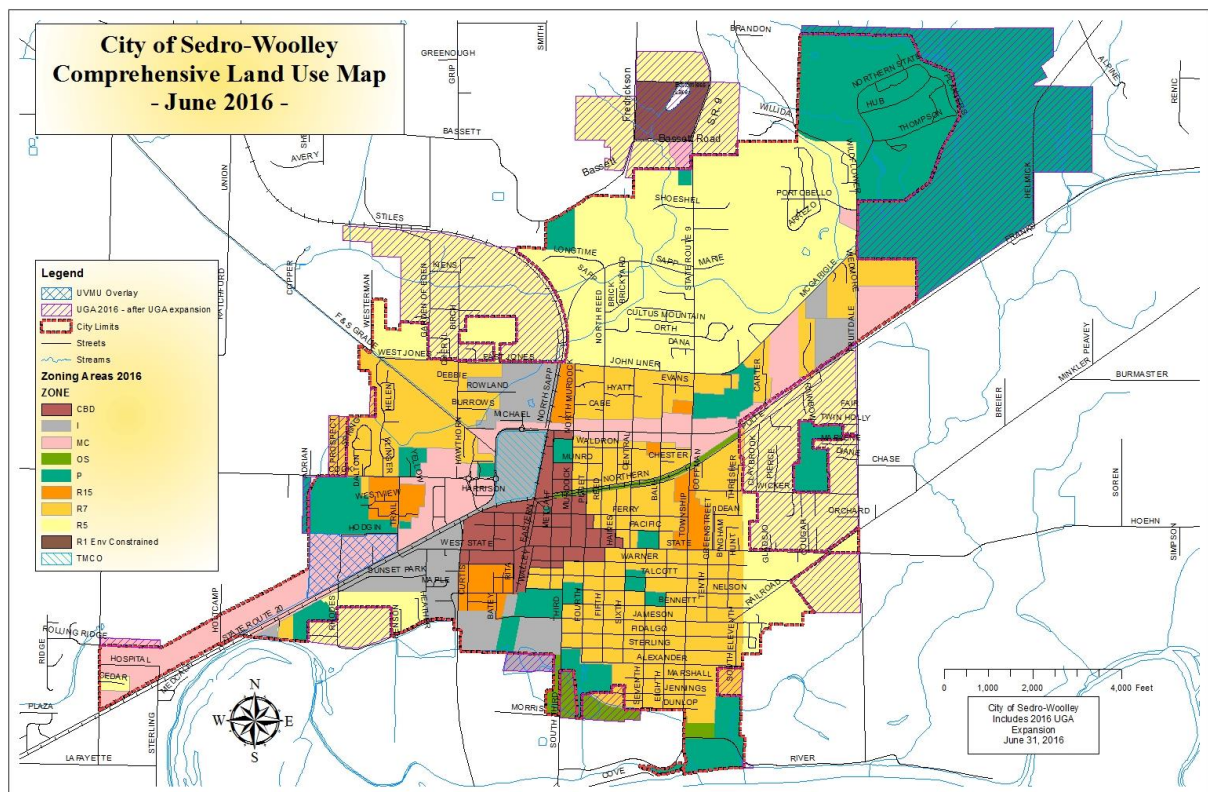
The Report showed that the UGA did not have adequate land supply to accommodate the projected population and employment growth through 2036. To accommodate the projected growth, the UGA boundaries were expanded in 2016 by the Skagit County Board of County Commissioners. As part of the UGA expansion that the Board of County Commissioners approved, two city-owned parcels were also added to the UGA; one zoned Open Space, the other zoned Public. The two city-owned parcels do not affect population and employment land inventory, but add to the amount of recreational and open space land in the city's inventory. The land area within the

parcels added to the UGA in 2016 totaled approximately 172 acres. The data in the Report reflect the UGA size and land uses prior to the 2016 UGA expansion. The updated area for each zone is as follows:

Zone	Acres
Residential 1 (R-1)	43
Environmentally Constrained	
Residential 5 (R-5)	1,201
Residential 7 (R-7)	565

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

**Figure LU-3  
Proposed Land Use Plan**



## LAND USE GOALS AND POLICIES

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

Policy LU1.1: Establish an urban growth area (UGA) to include existing and future urban land uses.

Policy LU1.2: Prevent urban development outside the urban growth area (UGA).

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

Policy LU1.4: Pursue industrial park development within all industrial designated areas.

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

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

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

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

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

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

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

### **Goal LU3: To provide concurrent urban services.**

Policy LU3.1: Coordinate land use decisions with the transportation and capital facilities elements of the comprehensive plan.

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

Policy LU3.3: Do not approve developments that cannot be serviced by city transportation and sewer services.

Policy LU3.4: Deny approval to developments that would lower streets or sewer lines below established levels of service standards, unless:

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

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

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

### **Goal LU4: To reduce damages from natural disasters and preserve the characteristics of the natural environment.**

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

Policy LU4.2: Implement a community flood-preparedness program.

Policy LU4.3: Require new residential development in outlying areas to provide adequate buffer areas to relieve conflict with adjacent operations on natural resource lands that may be incompatible with residential living.

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

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

**Goal LU5: To preserve community character.**

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

Policy LU5.2: Resist growth pressures which could have a negative impact on community values.

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

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

Policy LU5.5: Prevent incompatible uses within residential areas.

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

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

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

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

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

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

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

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

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

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

**R-7:** Residential (7). Allows single lot developments to a maximum density of seven units per acre, with a



minimum lot size of six thousand (6,000) square feet. Allows duplexes on appropriately sized lots (minimum duplex lot size of nine thousand (9,000) square feet). Allows planned residential developments (PRDs) with varying residential densities as a conditional use.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Policy LU7.3: Recognize and retain logging and other timber-industry practices as a heritage of this community. Strive to preserve this heritage while supporting and encouraging the development of modern forest-practices industries.

Policy LU7.4: Establish a renewable forest-industry and river wildlife theme for public spaces within the UGA.

Policy LU7.5: Create and adopt a neighborhood plan for the central business district (CBD). Adopt design standards to preserve the “small town” character of the retail area.

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

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

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

Policy LU8.3: In conjunction with the Sedro-Woolley chamber of commerce, prepare a brochure entitled “Welcome to Sedro-Woolley.” This brochure should provide emergency information, local history,

information on annual community activities, and a community resource list. It should be distributed to all new Sedro-Woolley residents, and be available in both English and Spanish.

**Goal LU9: To welcome and encourage multiculturalism.**

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

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

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

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

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

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

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

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

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

**Policy LU11: To further community values through education.**

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

Policy LU11.2: In conjunction with the Sedro-Woolley school district, ensure that the curriculum within Sedro-Woolley schools emphasizes social and environmental responsibility.

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

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

**Goal LU12: To provide local representation and community empowerment.**

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

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

Policy LU12.3: Reactivate the city's ward system. Redelineate wards and/or add new wards to reflect the distribution of population. Extend wards to the limits of the UGA.

Policy LU12.4: Within neighborhood wards, encourage residents to organize local improvement districts (LID's) to repair residential streets. Also encourage residents to participate in community awareness programs, such as blockwatch.

Policy LU12.5: Encourage neighborhood residents to resolve local disputes through neighborhood wards.

Policy LU12.6: Commit to honest, equal citizen participation in city processes. Encourage, respect and reward citizen activism.

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

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

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

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

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

Policy LU14.2: Recognize and promote the benefits of agricultural land which include maintaining open spaces, establishing rural character, preserving view corridors, enhancing wildlife habitat, and providing employment for the residents of Skagit County.

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

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



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

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

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

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

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

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

Policy LU16.5: Promote land use patterns and methods of development that will protect the value of sensitive and critical areas, and prevent hazardous conditions.

Policy LU16.6: Develop funding mechanisms to permit the city acquisition of sensitive/open space areas for the public benefit. Integrate public park and/or trail systems with natural areas where appropriate, but ensure that such uses do not degrade the natural function of these areas.

Policy LU16.7: Coordinate efforts with appropriate Skagit County and state of Washington agencies to provide maximum protection for critical and natural resource areas.

Policy LU16.8: Encourage Development of a Brickyard Creek plan that addresses the creek's habitat functions, passive recreation uses and stormwater conveyance functions. The plan should address off-site mitigation opportunities in the creek's riparian area in accordance with the regulations for critical areas – Chapter 17.65 SWMC.

**Goal LU17: To control the impacts of development activities on the quality of surface and ground water.**

Policy LU17.1: Establish clearing, grading and filling restrictions in areas where such activities will impact water resources and associated habitat areas.

Policy LU17.2: Establish storm water runoff controls including use of the appropriate LID BMPs which prevent erosion, sedimentation, minimize stormwater runoff and discharge of pollutants into natural drainage systems.

Policy LU17.3: Preserve and enhance vegetation including use of appropriate LID Principals to minimize impervious surfaces, minimize vegetation loss, and stormwater runoff as a means of protecting both water quality and wildlife habitat.

Policy LU17.4: Develop construction management practices which reduce the potential for erosion and water quality both during and after land development and construction.

Policy LU17.5: Require future developments to use city sewer facilities whenever feasible rather than septic systems.

Policy LU17.6: Allow wetland or stream alteration when such alterations results in restoration or en-

hancement of functions and values of degraded wetlands and streams.

Policy LU17.7: Maintain or enhance water quality within the Skagit River and its tributaries.

Policy LU17.8: Under no circumstances should hazardous wastes be allowed to contaminate the groundwater, surface water or sewer systems of the city of Sedro-Woolley. Dispose of hazardous wastes only in landfills designated for that purpose.

Policy LU17.9: Coordinate basin-wide surface-wide surface water planning with the Skagit County surface water management department.

Policy LU17.10: Water-courses, wetlands, bodies of water and their shores should be kept in a natural condition where possible, and protected from development impacts through the use of buffers and green spaces.

Policy LU17.11: Conduct an inventory of all significant drainage patterns and make this information available to planners and the public.

Policy LU17.12: Preserve natural; stream environments along the Skagit River and Hansen Creek. Restrict development within two hundred (200) feet of both streams, in compliance with the Shoreline Management Act (SMA).

**Goal LU18: To protect steep slopes and unstable soil areas from the impacts of development, and likewise protect development from hazards posed by the steep slopes and unstable soils.**

Policy LU18.1: Prohibit or strictly limit development in steep slope and unstable soil areas which pose seismic and/or erosion hazards.

Policy LU18.2: Require geotechnical analysis for developments with steep slopes and/or unstable soil areas to understand the extent of potential hazards.

Policy LU18.3: Adopt construction standards, zoning requirements, and enforcement procedures to protect life, property, and the environment in geologically hazardous areas.

Policy LU18.4: Prohibit or restrict clearing of vegetation in areas which are susceptible to landslides and erosion.

Policy LU18.5: Encourage hillside stabilization and replanting of disturbed slopes in order to prevent erosion and further degradation of steep slopes and unstable soil areas.

Policy LU18.6: Require the use of vegetative buffers to separate areas of development from critical and steep slope areas.

**Goal LU19: To preserve, enhance, and promote a high degree of air quality in Sedro-Woolley.**

Policy LU19.1: Encourage the use of alternative modes of transportation, such as, carpooling, public transit, walking, and biking, in order to reduce the amount of automobile emissions.

Policy LU19.2: Discourage the use of wood burning as a primary source of household heat and promote alternative heating sources.

Policy LU19.3: Insure that local industries, commercial businesses, and residents comply with state, federal, and local environmental regulations concerning air quality.

### **Shoreline Management Goals.**

The Shoreline Management Act recognizes that the shorelines and the waters they encompass are valuable for economically productive industrial and commercial uses, recreation, navigation, residential amenity, scientific research and education. The SMA also recognizes that they are fragile in that they depend upon balanced physical, biological, and chemical systems that may be adversely altered by natural

forces (earthquakes, volcanic eruptions, landslides, storms, droughts, floods) and human conduct. Sedro-Woolley's Shoreline Goals are intended to acknowledge and balance the conflicting nature of the shoreline use.

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

### **Specific Shoreline Goals.**

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

#### **Shoreline Economic Development Goals:**

SED1: Promote tourism through park-oriented recreational opportunities in those shoreline areas that can reasonably tolerate such uses during peak use periods

without destroying the integrity and character of the shoreline.

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

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

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

#### **Shoreline Public Access Goals:**

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

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

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

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

#### **Shoreline Recreation Goals:**

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

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

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

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

Shoreline Circulation Goals:

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

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

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

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

Shoreline Land Use Goals:

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

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

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

Shoreline Conservation Goals:

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

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

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

Shoreline Historical/Cultural/Scientific/Educational Goals:

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

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

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

Flood Hazard Management Goals:

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

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

**Ordinance No. 2015-22**

**AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON ADOPTING AMENDMENTS TO THE CHAPTERS 13.36, 13.40, 15.60 AND 15.64 SWMC, REVIEWED AS PART OF THE 2022 COMPREHENSIVE PLAN DOCKET.**

**WHEREAS**, amendments to the Sedro-Woolley Comprehensive Plan and any associated amendments to the City development regulations were required to be submitted by the published deadline of January 21, 2022; and

**WHEREAS**, the City of Sedro-Woolley established an on-going public participation process in accordance with RCW 36.70A.130(2) including the regular Planning Commission meetings, joint City Council and Planning Commission workshop(s), and Public Hearings to discuss proposed changes to the Comprehensive Plan and development regulations; and

**WHEREAS**, public hearings were conducted before the Sedro-Woolley Planning Commission on various dates; and

**WHEREAS**, the Growth Management Act gives authority to Sedro-Woolley to update its Comprehensive Plan and associated and development regulations once per year in such a manner that all proposed amendments are considered by the governing body concurrently such that the governing body may evaluate their cumulative effect; and

**WHEREAS**, environmental review of the updated Comprehensive Plan and associated and development regulations has been completed and a Determination of Non-Significance was issued July 18, 2022, and that document is adopted by reference; and

**WHEREAS**, the proposed amendments to the development regulations have been submitted to the Washington State Department of Commerce (COMM) and the required 60-day review period has passed; and

**WHEREAS**, as part of the 2022 Docket, the Planning Commission reviewed the proposed updates to the Housing Element of the Comprehensive Plan and associated and development regulations as contained in this ordinance and made a recommendation to adopt updates;

**WHEREAS**, the Planning Commission held two public meetings and two public hearings on updates to the Comprehensive Plan and associated and development regulations; and

**NOW THEREFORE THE CITY COUNCIL OF THE CITY OF SEDRO-WOOLLEY DOES ORDAIN AS FOLLOWS:**

**Section 1.** Chapter 13.36 of the Sedro-Woolley Municipal Code is hereby amended as set forth in the attached Exhibit A.

**Section 2.** Chapter 13.40 of the Sedro-Woolley Municipal Code is hereby amended as set forth in the attached Exhibit B.

**Section 3.** Chapter 15.60 of the Sedro-Woolley Municipal Code is hereby amended as set forth in the attached Exhibit C.

**Section 4.** Chapter 15.64 of the Sedro-Woolley Municipal Code is hereby amended as set forth in the attached Exhibit D.

**Section 5.** The City Council hereby adopts by reference the Planning Commission's *Findings of Fact, Conclusions and Recommendations* - which were certified by the Planning Commission Chair on August 3, 2022 - as the City Council's *Findings of Fact*.

**Section 6.** This ordinance shall take effect five (5) days after the approval by the City Council and publication as provided by law.

**Section 7.** If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

**PASSED** by majority vote of the members of the Sedro-Woolley City Council this 28<sup>th</sup> day of September, 2022, and signed in authentication of its passage this \_\_\_\_\_ day of September, 2022.

By: \_\_\_\_\_  
JULIA JOHNSON, Mayor

Attest: \_\_\_\_\_  
KELLY KOHNKEN, Finance Director

Approved as to form:

\_\_\_\_\_  
NIKKI THOMPSON, City Attorney

Published: \_\_\_\_\_

# Exhibit A

To Ordinance No. 2015-22

Amendments to Chapter 13.36 of the Sedro-Woolley Municipal Code



### 13.36.010 Purpose.

It is the purpose of this chapter to:

- A. Minimize water quality degradation and sedimentation in streams, ponds, lakes, wetlands and other water bodies;
- B. Minimize the impact of increased runoff, erosion and sedimentation caused by land development and maintenance practices;
- C. Maintain and protect groundwater resources;
- D. Minimize adverse impacts of alterations on ground and surface water quantities, locations and flow patterns;
- E. Decrease potential landslide, flood and erosion damage to public and private property;
- F. Promote site planning and construction practices that are consistent with natural topographical, vegetational and hydrological conditions;
- G. Maintain and protect the city stormwater management infrastructure and those downstream;
- H. Provide a means of regulating clearing and grading of private and public land while minimizing water quality impacts in order to protect public health and safety; and
- I. Provide minimum development regulations and construction procedures which will preserve, replace or enhance, to the maximum extent practicable, existing vegetation to preserve and enhance the natural qualities of lands, wetlands and water bodies. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### 13.36.020 Definitions.

For the purposes of this chapter, the following definitions shall apply. The definitions in:

- A. Wetlands Guidance Appendices, Definitions of the SWMMWW;
- B. The glossary and notations in the ~~current 2014~~ Department of Ecology SWMMWW; and
- C. Section 2, Definitions Related to Minimum Requirements, Appendix I of the NPDES Phase II Municipal Stormwater Permit;

are incorporated by reference, unless the context clearly indicates that another definition is applicable.

“Department” means Washington State Department of Ecology.

“Director” means the public works director or his designee.

“Person” means any individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, agency of the state, or local government unit, however designated.

“Stormwater maintenance permit” is a permit or approval issued by the director pursuant to Chapter [13.40](#) for maintenance of facility constructed for a regulated activity.

“Stormwater management manual” or “manual” means Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the ~~2012-current~~ Department of Ecology Stormwater Management Manual for Western Washington, ~~as amended in 2014~~ (“~~2014~~ SWMMWW”) except as modified in Section [13.36.060](#)(A)(4).

“Stormwater management permit” is a permit or approval issued by the director pursuant to this chapter for a regulated activity.

~~“2014 SWMMWW”~~ means the ~~2012-current~~ Ecology Stormwater Management Manual for Western Washington, ~~as amended in 2014~~. (Ord. [1855-16](#) § 2, 2016: Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.030 Abrogation and interpretation of provisions.**

A. Abrogation and Greater Restrictions. It is not intended that this chapter repeal, abrogate or impair any existing ordinances, regulations, issued permit requirements, easements, covenants or deed restrictions, except as expressly stated. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail.

B. Interpretation. The provisions of this chapter shall be liberally construed to serve the purposes of this chapter. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.040 Applicability.**

A. When any provision of any other ordinance of the city conflicts with this chapter, that which provides the higher standard of environmental protection shall apply unless specifically provided otherwise in this chapter.

B. Prior to the applicant fulfilling the requirements of this chapter and obtaining a stormwater management permit or approval, the city shall not grant any approval or permission to conduct a regulated activity, including but not limited to the following: building permit, commercial or residential; binding site plan; conditional use permit; franchise right-of-way construction permit; fill, grading and clearing permit; master plan development; planned unit development; right-of-way permit; shoreline substantial development permit; shoreline variance; shoreline conditional use permit; shoreline environmental redesignation; unclassified use permit; variance; zone reclassification; subdivision; short subdivision; special use permit; sewer discharge, utility and other use permit; zone reclassification; or any subsequently adopted permit or required approval not expressly exempted by this chapter.

C. Regulated activities as defined in Section [13.36.060](#) shall be conducted and a stormwater management permit or approval shall be issued only after the city approves a stormwater site plan (SSP) which meets the requirements of the manual.

D. In most situations, nonpermanent development activities shall be governed by the stormwater management permit. At the completion of the activities governed by the stormwater management

permit, the continuing maintenance and operation of any facilities that continue in operation will be governed by the stormwater maintenance permit issued pursuant to Chapter [13.40](#). Both permits will be issued by the director, and shall be administered together to meet the minimum requirements and BMPs of the manual. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.050 Stormwater management manual and Appendix I of permit adopted—Administrative provisions authorized.**

A. The thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the minimum and mandatory incorporated provisions of the ~~2014-current~~ Department of Ecology Stormwater Management Manual for Western Washington are hereby adopted by reference, and are hereinafter collectively referred to as the “manual,” except as modified in Section [13.36.060](#)(A)(4).

B. The director may, in his discretion, modify, adopt and publish standards, designs and administrative regulations for permitting, to supplement the manual; provided, that the standards, designs and administrative regulations are consistent with the manual. The standards, designs and administrative regulations may include nonstructural preventative actions and source reduction approaches such as low impact development (LID) techniques consistent with the manual. Prior to adoption, the director shall solicit written and verbal comment at an advertised public hearing.

C. Any standards, designs, and administrative regulations adopted by the director shall be published in printed form maintained for inspection and copying at office of city engineer. Any such standards, designs, and administrative regulations shall have the same effect as a provision of this chapter, and its administration and application to a particular permit is subject to appeal and variance in the same manner as the provisions of this chapter. (Ord. [1855-16](#) § 3, 2016: Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.060 Regulated activities and exempt activities.**

A. Regulated Activities.

1. All development and redevelopment shall be regulated activity subject to this chapter, and shall be subject to the applicable minimum requirements of the manual, unless exempted in subsection B of this section.

2. Not all of the minimum requirements apply to every development or redevelopment project. The applicability of the minimum requirements to a project or activity shall be determined by the thresholds in the manual.

3. If new development and redevelopment at sites below the regulatory threshold of this chapter were subject to regulation at the time of permitting, they shall continue to be subject to stormwater regulations, even if the site activities resulted in land disturbances of less than the one-acre threshold. The local stormwater requirements in effect at the time of permit issuance shall apply, unless the minimum requirements for new development and redevelopment contained in this chapter are applicable.

4. The requirements of this chapter apply to all development and redevelopment within the city of Sedro-Woolley, including sites which do not meet the one-acre-or-larger threshold of the manual.

B. Exemptions. The following activities are exempt pursuant to the manual from the requirements of this chapter:

1. Forest Practices. Forest practices regulated under WAC Title [222](#), except for Class IV general forest practices that are conversions from timberland to other uses, are exempt from the provisions of the minimum requirements.
2. Commercial Agriculture. Commercial agriculture practices involving working the land for production are generally exempt. However, the conversion from timberland to agriculture, and the construction of impervious surfaces, are not exempt.
3. Oil and Gas Field Activities or Operations. Construction of drilling sites, waste management pits, and access roads, as well as construction of transportation and treatment infrastructure such as pipelines, natural gas treatment plants, natural gas pipeline compressor stations, and crude oil pumping stations are exempt. Operators are encouraged to implement and maintain best management practices to minimize erosion and control sediment during and after construction activities to help ensure protection of surface water quality during storm events.
4. Road Maintenance.
  - a. The following road maintenance practices are exempt: pothole and square-cut patching, overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area of coverage, shoulder grading, reshaping/regrading drainage systems, crack sealing, resurfacing with in-kind material without expanding the road prism, and vegetation maintenance.
  - b. The following road maintenance practices are considered redevelopment, and therefore are not categorically exempt:
    - i. Removing and replacing a paved surface to base course or lower, or repairing the roadway base;
    - ii. Extending the pavement edge without increasing the size of the road prism, or paving graveled shoulders;
    - iii. Resurfacing by upgrading from dirt to gravel, asphalt, or concrete; upgrading from gravel to asphalt, or concrete; or upgrading from a bituminous surface treatment ("chip seal") to asphalt or concrete.
5. Underground Utility Projects. Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics are only subject to minimum requirement for construction stormwater pollution prevention.

C. All other development or redevelopment is subject to one or more of the minimum requirements of the manual. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

## **13.36.070 Adjustments and variances.**

A. Adjustments. Adjustments to the minimum requirements may be granted by the director; provided, that a written finding of fact is prepared that addresses the following:

1. The adjustment provides substantially equivalent environmental protection.
2. Based on sound engineering practices, the objectives of safety, function, environmental protection and facility maintenance, are met.

Adjustments under this subsection do not require a public notice or hearing, and the decision of the director under this subsection is not subject to appeal.

B. Exceptions/Variations. Exceptions/variances (exceptions) to the minimum requirements may be granted by the director following legal public notice of an application for an exception or variance, legal public notice of the director's decision on the application, and written findings of fact that documents the director's determination to grant an exception. The director shall keep records, including the written findings of fact, of all local exceptions to the minimum requirements.

Project-specific design exceptions based on site-specific conditions do not require prior approval of the Department. The director must seek prior approval by the Department for any jurisdiction-wide exception.

The director may grant an exception to the minimum requirements if such application imposes a severe and unexpected economic hardship. To determine whether the application imposes a severe and unexpected economic hardship on the project applicant, the director must consider and document with written findings of fact the following:

1. The current (pre-project) use of the site; and
2. How the application of the minimum requirement(s) restricts the proposed use of the site compared to the restrictions that existed prior to the adoption of the minimum requirements; and
3. The possible remaining uses of the site if the exception were not granted; and
4. The uses of the site that would have been allowed prior to the adoption of the minimum requirements; and
5. A comparison of the estimated amount and percentage of value loss as a result of the minimum requirements versus the estimated amount and percentage of value loss as a result of requirements that existed prior to adoption of the minimum requirements; and
6. The feasibility for the owner to alter the project to apply the minimum requirements.

C. In addition any exception/variances must meet the following criteria:

1. The exception will not increase risk to the public health and welfare, nor be injurious to other properties in the vicinity and/or downstream, and to the quality of waters of the state; and
2. The exception is the least possible exception that could be granted to comply with the intent of the minimum requirements.

D. An exception/variance shall be subject to the same notice requirements and appeal process from the decision of the director as a Type II decision subject to Chapter [2.90](#), to the extent applicable and not inconsistent with this chapter. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.080 Stormwater minimum requirements and best management practices (BMPs).**

A. The minimum requirements of the manual are adopted and incorporated herein by reference.

B. The site planning process of the manual and BMP selection and design criteria of the manual shall be used to implement the minimum requirements of the manual.

C. All development and redevelopment shall apply all known, available and reasonable methods of prevention, control and treatment (AKART), utilizing the BMPs and design criteria of the manual, including LID design criteria, to comply with the minimum requirements of the manual, prior to discharge into the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology.

D. No person may conduct activity regulated by this chapter which discharges directly to, or indirectly through, the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology, unless they meet the requirements of this chapter and obtain a stormwater management permit or stormwater maintenance permit, or both.

E. All stormwater site plans for regulated activity (development and redevelopment) are subject to review and approval by the director, and shall require a stormwater management permit or stormwater maintenance permit or approvals issued by the director pursuant to this chapter. A stormwater maintenance permit may be required by the director as a condition of the stormwater management permit.

F. The director shall adopt BMPs for low impact development (LID) techniques pursuant to Section [13.36.060](#)(B) as administrative regulations for the implementation of this chapter. The director may adopt specific BMPs and low impact development standards from the ~~2014~~ SWMMWW or other approved source. In addition, an applicant may seek an adjustment or variance incorporating BMPs for LID techniques into permit approval. (Ord. [1855-16](#) § 4, 2016; Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.090 Prohibitions.**

A. Illicit discharge to stormwater drainage systems is prohibited. Illicit discharges are defined as those discharges prohibited by the manual, the Western Washington Phase II Municipal Stormwater Permit, the city of Sedro-Woolley stormwater management plan, and state law.

B. The following categories of nonstormwater discharges are prohibited unless the stated conditions are met:

1. Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the MS4.

2. Discharges from lawn watering and other irrigation runoff. These shall be minimized through, at a minimum, public education activities (see section S5.C.1 of the Western Washington Phase II Municipal Stormwater Permit) and water conservation efforts.
3. Dechlorinated swimming pool discharges. The discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and reoxygenized if necessary, volumetrically and velocity controlled to prevent resuspension of sediments in the MS4. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.
4. Street and sidewalk wash water, water used to control dust, and routine external building wash down that does not use detergents. At active construction sites, street sweeping must be performed prior to washing the street.
5. Other nonstormwater discharges. The discharges shall be in compliance with the requirements of a stormwater pollution prevention plan reviewed by the director, which addresses control of such discharges.

C. Development and redevelopment which fails to comply with the requirements of this chapter is prohibited. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.100 Administration.**

A. Director. The director or a designee shall administer this chapter and shall be referred to as the director. The director shall have the authority to develop and implement administrative procedures to administer and enforce this chapter.

B. Review and Approval. Any activity subject to regulation by this chapter shall not be approved until the director issues a written finding that the regulated activity complies with this chapter, or is exempt. The finding, approvals and conditions shall be incorporated into a stormwater management permit. The omission of a minimum requirement or BMP on the permit or approved plan shall not relieve the applicant of complying with the minimum requirement or BMP if it is made applicable by the manual.

1. If the regulated activity is subject to a permit or approval from any department of the city of Sedro-Woolley, including but not limited to the permits and approvals listed in Section [13.36.040](#), a permit or approval shall not be issued until a finding of compliance and a stormwater management permit is issued by the director.

2. If the regulated activity is not subject to any other permit or approval from any department of the city of Sedro-Woolley, but is subject to the provisions of this chapter, then the owner of the affected property and the person conducting the activity shall apply directly to the director for a permit, which shall not be issued until a finding of compliance and a stormwater management permit is issued by the director.

C. Any owner or applicant seeking approval or a permit for activity regulated by this chapter shall, in addition to any other permit necessary for the activity, apply for a stormwater management permit in the form provided by the director, and shall provide the information required to demonstrate compliance with minimum requirements and BMPs specified in the manual. The form of the application shall meet the requirements established by the director.



D. The director may approve, conditionally approve or deny an application for activities regulated by this chapter. Such approval or denial shall be based on the thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory or minimum provisions of the 2014 SWMMWW, and on any administrative provisions adopted by the director pursuant to Section [13.36.060](#).

E. If an adjustment, exception or variance is allowed, it shall be incorporated into the conditions and terms of the permit issued by the director.

F. Inspection. All activities regulated by this chapter shall be inspected by the director. The director shall inspect projects at various stages of the work requiring approval to determine that the regulated activity is complying with the terms of the permit and approval. Stages of work requiring inspection include, but are not limited to, preconstruction; installation of BMPs; land-disturbing activities; installation of utilities, landscaping, retaining walls and completion of project. When required by the director, a special inspection and/or testing shall be performed.

G. All project applications must address long-term maintenance responsibility and access for maintenance inspections, and all must continue to meet the minimum requirements of the manual as a condition of the stormwater management permit. When required by the director, a "stormwater maintenance permit" shall also be required as a condition of the stormwater management permit, pursuant to Chapter [13.40](#).

H. The stormwater management permit shall identify the party responsible for compliance, and may require the posting of a bond or surety to guarantee financial responsibility for compliance as a condition of the permit. The amount of the bond or other surety shall not exceed one hundred twenty-five percent of the cost of compliance with the conditions and requirement of the stormwater management permit, as determined by the director.

I. Any applicant may appeal the decision of the director to issue, condition or deny a permit in the same manner as a Type II decision subject to Chapter [2.90](#), to the extent applicable and not inconsistent with this chapter. (Ord. [1855-16](#) § 5, 2016; Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.110 Civil enforcement.**

A. The director shall enforce this chapter. Violations of this chapter shall be subject to civil penalties and process as set forth in Title [18](#). It shall be a violation of this chapter to (1) engage in any regulated activity without a permit issued pursuant to this chapter, (2) to violate the terms and conditions of a permit issued pursuant to this chapter, or (3) to permit, allow, or commit an illicit discharge prohibited by this chapter.

B. The director is authorized to seek injunctions, restraining orders, and other civil relief in court as is necessary to enforce this chapter. (Ord. [1855-16](#) § 6, 2016; Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

### **13.36.120 Criminal violation.**

In addition to any civil penalty or civil enforcement action, a willful violation of this chapter by any person shall constitute a gross misdemeanor punishable by a five-thousand-dollar fine, imprisonment in jail not to exceed one year, or both. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)



### **13.36.130 Fees.**

The applicant shall pay all fees and costs as established by ordinance or resolution prior to issuance of the stormwater management permit or other review and inspections pursuant to this chapter. If no separate fee is established, the applicant shall pay a fee based on the hourly rate for city engineering services established by separate ordinance or resolution for plan review and inspections. (Ord. [1687-10](#) § 1 (Exh. A (part)), 2010)

# Exhibit B

To Ordinance No. 2015-22

Amendments to Chapter 13.40 of the Sedro-Woolley Municipal Code

### 13.40.010 Purpose.

The provisions of this chapter are intended to:

- A. Provide for inspection and maintenance of stormwater facilities in the city to provide for an effective, functional stormwater drainage system;
- B. Authorize the city to require that stormwater facilities be operated, maintained and repaired in conformance with this chapter;
- C. Establish the minimum level of compliance which must be met;
- D. Guide and advise all who conduct inspection and maintenance of stormwater facilities; (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

E. Provide for inspections of existing sites by the City, or its authorized designee, to insure adequate source control BMPs are in place and maintained to prevent illicit discharges or violations of surface water, groundwater, or sediment management standards.

### 13.40.020 Definitions.

For the purposes of this chapter, the following definitions shall apply. The definitions in:

- A. Wetlands Guidance Appendices, Definitions of the SWMMWW;
- B. The glossary and notations in the [2014-current](#) Department of Ecology SWMMWW; and
- C. Section 2, Definitions Related to Minimum Requirements, Appendix I of the NPDES Phase II Municipal Stormwater Permit are incorporated by reference, unless the context clearly indicates that another definition is applicable.

[“2014-SWMMWW”](#) means the [2012-current](#) Ecology Stormwater Management Manual for Western Washington, ~~as amended in 2014.~~

“Department” means Washington State Department of Ecology.

“Director” means the public works director or his designee.

“Person” means any individual, partnership, corporation, association, organization, cooperative, public or municipal corporation, agency of the state, or local government unit, however designated.

“Source Control BMP” is a structure or operation intended to prevent pollutants from coming into contact with stormwater through physical separation of areas or careful management of activities that are sources of pollutants. Structural Source Control BMPs are physical, structural, or mechanical devices or facilities that are intended to prevent pollutants from entering stormwater. Operational Source Control BMPs are non-structural practices that prevent or reduce pollutants from entering stormwater.

“Stormwater maintenance permit” is a permit or approval issued by the director pursuant to Chapter [13.40](#) for maintenance of facility constructed for a regulated activity.

“Stormwater management manual” or “manual” means Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the ~~2012-current~~ Department of Ecology Stormwater Management Manual for Western Washington, ~~as amended in 2014~~ (“~~2014~~ SWMMWW”) except as modified in Section [13.36.060](#)(A)(4).

“Stormwater management permit” is a permit or approval issued by the director pursuant to this chapter for a regulated activity. (Ord. [1855-16](#) § 7, 2016; Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.030 Abrogation and interpretation of provisions.**

A. Abrogation and Greater Restrictions. It is not intended that this chapter repeal, abrogate or impair any existing ordinances, regulations, issued permit requirements, easements, covenants or deed restrictions, except as expressly stated. However, where this chapter imposes greater restrictions, the provisions of this chapter shall prevail.

B. Interpretation. The provisions of this chapter shall be liberally construed to serve the purposes of this chapter. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.040 Applicability.**

A. When any provision of any other ordinance of the city conflicts with this chapter, that which provides the higher standard of environmental protection shall apply unless specifically provided otherwise in this chapter.

B. This chapter applies to all activities which are subject to Chapter [13.36](#), and which have one or more conditions or requirements of a stormwater management permit which are permanent or shall require compliance after the completion of the permitted activity regulated by Chapter [13.36](#).

C. All activities regulated by this chapter shall require a stormwater maintenance permit issued pursuant to this chapter. The stormwater maintenance permit shall govern those conditions or requirements of a stormwater management permit which are permanent or shall require compliance after the completion of the permitted activity regulated by Chapter [13.36](#).

D. Prior to the applicant fulfilling the requirements of this chapter, the city shall not issue a stormwater maintenance permit.

E. In most situations, nonpermanent development activities shall be governed by the stormwater management permit. At the completion of the activities governed by the stormwater management permit, the continuing maintenance and operation of any facilities that continue in operation will be governed by the stormwater maintenance permit issued pursuant to Chapter [13.40](#). Both permits will be issued by the director, and shall be administered together to meet the minimum requirements and BMPs of the manual. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.050 Stormwater management manual and Appendix I of permit adopted—Administrative provisions authorized.**

A. The thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the minimum and mandatory incorporated provisions of the 2014 Department of Ecology Stormwater Management Manual for Western Washington, are hereby adopted by reference, and are hereinafter collectively referred to as the “manual,” except as modified in Section [13.40.060\(A\)\(4\)](#).

B. The director may, in his discretion, modify, adopt and publish standards, designs and administrative regulations for permitting, to supplement the manual; provided, that the standards, designs and administrative regulations are consistent with the manual. The standards, designs and administrative regulations may include nonstructural preventative actions and source reduction approaches such as low impact development (LID) techniques consistent with the manual. Prior to adoption, the director shall solicit written and verbal comment at an advertised public hearing.

C. Any standards, designs, and administrative regulations adopted by the director shall be published in printed form maintained for inspection and copying at the office of the city engineer. Any such standards, designs, and administrative regulations shall have the same effect as a provision of this chapter, and its administration and application to a particular permit is subject to appeal and variance in the same manner as the provisions of this chapter. (Ord. [1855-16](#) § 8, 2016: Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.060 Regulated activities and exempt activities.**

#### **A. Regulated Activities.**

1. All development and redevelopment shall be regulated activity subject to this chapter, and shall be subject to the applicable minimum requirements of the manual, unless exempted in subsection B of this section.

2. Not all of the minimum requirements apply to every development or redevelopment project. The applicability of the minimum requirements to a project or activity shall be determined by the thresholds in the manual.

3. If new development and redevelopment at sites below the regulatory threshold of this chapter were subject to regulation at the time of permitting, they shall continue to be subject to stormwater regulations, even if the site activities resulted in land disturbances of less than the one-acre threshold. The local stormwater requirements in effect at the time of permit issuance shall apply, unless the minimum requirements for new development and redevelopment contained in this chapter are applicable.

4. The requirements of this chapter apply to all development and redevelopment within the city of Sedro-Woolley, including sites which do not meet the one-acre-or-larger threshold of the manual.

5. Existing publicly and privately owned institutional, commercial and industrial sites where land uses and activities have the potential to generate pollutants to the MS4.

B. Exemptions. The following activities are exempt pursuant to the manual from the requirements of this chapter:

1. Forest Practices. Forest practices regulated under WAC Title [222](#), except for Class IV general forest practices that are conversions from timberland to other uses, are exempt from the provisions of the minimum requirements.
2. Commercial Agriculture. Commercial agriculture practices involving working the land for production are generally exempt. However, the conversion from timberland to agriculture, and the construction of impervious surfaces, are not exempt.
3. Oil and Gas Field Activities or Operations. Construction of drilling sites, waste management pits, and access roads, as well as construction of transportation and treatment infrastructure such as pipelines, natural gas treatment plants, natural gas pipeline compressor stations, and crude oil pumping stations are exempt. Operators are encouraged to implement and maintain best management practices to minimize erosion and control sediment during and after construction activities to help ensure protection of surface water quality during storm events.
4. Road Maintenance.
  - a. The following road maintenance practices are exempt: pothole and square-cut patching, overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area of coverage, shoulder grading, reshaping/regrading drainage systems, crack sealing, resurfacing with in-kind material without expanding the road prism, and vegetation maintenance.
  - b. The following road maintenance practices are considered redevelopment, and therefore are not categorically exempt:
    - i. Removing and replacing a paved surface to base course or lower, or repairing the roadway base;
    - ii. Extending the pavement edge without increasing the size of the road prism, or paving graveled shoulders;
    - iii. Resurfacing by upgrading from dirt to gravel, asphalt, or concrete; upgrading from gravel to asphalt, or concrete; or upgrading from a bituminous surface treatment ("chip seal") to asphalt or concrete.
5. Underground Utility Projects. Underground utility projects that replace the ground surface with in-kind material or materials with similar runoff characteristics are only subject to minimum requirement for construction stormwater pollution prevention.

C. All other development or redevelopment is subject to one or more of the minimum requirements of the manual. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.070 Maintenance requirements.**

A. Maintenance Required. All stormwater facilities and BMPs shall be operated and maintained in accordance with this chapter, the manual, including the minimum standards and BMPs in the manual, the Western Washington Phase II Municipal Stormwater Permit, the Sedro-Woolley

stormwater management plan, [approved facilities maintenance manuals](#), and the stormwater maintenance permit.

B. Compliance. Property owners are responsible for the maintenance, operation or repair of stormwater systems and BMPs. Property owners shall maintain, operate and repair these facilities in compliance with the requirements of the manual, including the minimum standards and BMPs in the manual, the Western Washington Phase II Municipal Stormwater Permit, the Sedro-Woolley stormwater management plan, [approved facilities maintenance manuals](#), and the stormwater maintenance permit.

C. Financial Responsibility. The property owners are responsible for the maintenance, operation and repair of the stormwater system [and BMPs](#) subject to the stormwater maintenance permit. The director may require a bond or other surety, or a block fund in a federally insured financial institution, as security for the permanent maintenance, operation and repair of the stormwater facilities, as a condition of the stormwater maintenance permit, on such conditions as the director deems reasonable, considering the size and cost of the facility. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.075 Stormwater minimum requirements and best management practices (BMPs).**

A. The minimum requirements of the manual are adopted and incorporated herein by reference.

B. The site planning process of the manual and BMP selection and design criteria of the manual shall be used to implement the minimum requirements of the manual.

C. All development and redevelopment shall apply all known, available and reasonable methods of prevention, control and treatment (AKART), utilizing the BMPs and design criteria of the manual, including LID design criteria, to comply with the minimum requirements of the manual, prior to discharge into the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology.

D. No person may conduct activity regulated by this chapter which discharges directly to, or indirectly through, the city of Sedro-Woolley storm sewer system permitted by the Department of Ecology, unless they meet the requirements of this chapter and obtain a stormwater management permit or stormwater maintenance permit, or both.

E. All stormwater site plans for regulated activity (development and redevelopment) are subject to review and approval by the director, and shall require a stormwater management permit or stormwater maintenance permit issued by the director pursuant to this chapter. A stormwater maintenance permit may be required by the director as a condition of the stormwater management permit.

F. The director shall adopt BMPs for low impact development (LID) techniques pursuant to Section [13.36.060\(B\)](#) as administrative regulations for the implementation of this chapter. The director may adopt specific BMPs and low impact development standards from the ~~2014~~ SWMMWW or other approved source. In addition, an applicant may seek an adjustment or variance incorporating BMPs for LID techniques into permit approval. (Ord. [1855-16](#) § 9, 2016: Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

G. The owner or operator of an institutional, commercial or industrial establishment that has the potential to generate pollutants into the storm sewer system shall provide appropriate protections from accidental discharge of prohibited materials or other wastes through the use of applicable structural and non-structural source control BMPs in the SWMMWW. Any person responsible for a property or premises, which is, or may be, the source of an illicit discharge, shall be required to implement additional structural and non-structural source control BMPs to prevent further discharge of pollutants to the storm sewer system.

### **13.40.080 Adjustments and variances.**

A. Adjustments. Adjustments to the minimum requirements may be granted by the director; provided, that a written finding of fact is prepared that addresses the following:

1. The adjustment provides substantially equivalent environmental protection.
2. Based on sound engineering practices, the objectives of safety, function, environmental protection and facility maintenance, are met.

Adjustments under this subsection do not require a public notice or hearing, and the decision of the director under this subsection is not subject to appeal.

B. Exceptions/Variations. Exceptions/variances (exceptions) to the minimum requirements may be granted by the director following legal public notice of an application for an exception or variance, legal public notice of the director's decision on the application, and written findings of fact that document the director's determination to grant an exception. The director shall keep records, including the written findings of fact, of all local exceptions to the minimum requirements.

Project-specific design exceptions based on site-specific conditions do not require prior approval of the department. The director must seek prior approval by the department for any jurisdiction-wide exception.

The director may grant an exception to the minimum requirements if such application imposes a severe and unexpected economic hardship. To determine whether the application imposes a severe and unexpected economic hardship on the project applicant, the director must consider and document with written findings of fact the following:

1. The current (pre-project) use of the site; and
2. How the application of the minimum requirement(s) restricts the proposed use of the site compared to the restrictions that existed prior to the adoption of the minimum requirements; and
3. The possible remaining uses of the site if the exception were not granted; and
4. The uses of the site that would have been allowed prior to the adoption of the minimum requirements; and
5. A comparison of the estimated amount and percentage of value loss as a result of the minimum requirements versus the estimated amount and percentage of value loss as a result of requirements that existed prior to adoption of the minimum requirements; and



6. The feasibility for the owner to alter the project to apply the minimum requirements.
- C. In addition any exception/variances must meet the following criteria:
1. The exception will not increase risk to the public health and welfare, nor injurious to other properties in the vicinity and/or downstream, and to the quality of waters of the state; and
  2. The exception is the least possible exception that could be granted to comply with the intent of the minimum requirements.
- D. An exception/variance shall be subject to the same notice requirements and appeal process from the decision of the director as a Type II decision subject to Chapter [2.90](#), to the extent applicable and not inconsistent with this chapter. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.090 Prohibitions.**

- A. Illicit discharge to stormwater drainage systems is prohibited. Illicit discharges are defined as those discharges prohibited by the manual, the Western Washington Phase II Municipal Stormwater Permit, the city of Sedro-Woolley stormwater management plan, and state law.
- B. The following categories of nonstormwater discharges are prohibited unless the stated conditions are met:
1. Discharges from potable water sources, including water line flushing, hyperchlorinated water line flushing, fire hydrant system flushing, and pipeline hydrostatic test water. Planned discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted, if necessary, and volumetrically and velocity controlled to prevent resuspension of sediments in the MS4.
  2. Discharges from lawn watering and other irrigation runoff. These shall be minimized through, at a minimum, public education activities (see section S5.C.1 of the Western Washington Phase II Municipal Stormwater Permit) and water conservation efforts.
  3. Dechlorinated swimming pool discharges. The discharges shall be dechlorinated to a concentration of 0.1 ppm or less, pH-adjusted and reoxygenized if necessary, volumetrically and velocity controlled to prevent resuspension of sediments in the MS4. Swimming pool cleaning wastewater and filter backwash shall not be discharged to the MS4.
  4. Street and sidewalk wash water, water used to control dust, and routine external building washdown that does not use detergents. At active construction sites, street sweeping must be performed prior to washing the street.
  5. Other nonstormwater discharges. The discharges shall be in compliance with the requirements of a stormwater pollution prevention plan, reviewed by the director, which addresses control of such discharges.
- C. Development and redevelopment which fail to comply with the requirements of this chapter is prohibited. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### 13.40.100 Authority.

A. Director. The director or a designee/inspector shall administer and enforce this chapter and shall be referred to as the director.

B. Inspection Authority. The director is directed and authorized to develop an inspection program for stormwater facilities and existing sites with the potential to generate pollutants in the city, including all facilities operating under a stormwater maintenance permit.

C. Plan, Manual, and Inspection Schedule. All activities and facilities which are subject to this chapter shall, as a condition of the stormwater maintenance permit, submit a permanent maintenance plan, maintenance and operations manual, and an inspection schedule, which shall be subject to the approval of the director. Compliance with the plan, maintenance manual and inspection schedule shall be a condition of the stormwater maintenance permit.

D. Previously Constructed Facilities. This chapter shall apply to stormwater facilities which were legally constructed without a stormwater maintenance permit issued pursuant to this chapter, to the extent permitted and required by the manual. The facilities shall be subject to inspection for compliance with the original conditions of approval and the applicable standards of this chapter. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### 13.40.110 Inspection program.

A. Inspection. The inspector is authorized to inspect during regular working hours and at other reasonable times all stormwater drainage systems and existing sites with the potential to generate pollutants within the city to determine compliance with the provisions of this chapter. The following schedule shall apply:

1. Facilities operating under a stormwater maintenance permit shall be inspected pursuant to the inspection schedule incorporated in the permit.
2. Facilities operating without a stormwater maintenance permit shall be inspected at least annually, unless the director determines that annual inspections are not necessary.
3. Facilities which the director has reason to believe are not being maintained or operated consistent with the stormwater maintenance permit or as previously permitted or designed, may be inspected by the director at any time, as set forth below.

B. Procedures. Prior to making any inspections, the inspector shall present identification credentials, state the reason for the inspection and request entry.

1. If the property of any building or structure on the property is unoccupied, the inspector shall first make a reasonable effort to locate the owner or any other person(s) having charge or control of the property or portions of the property and request entry.
2. If after reasonable effort, the inspector is unable to locate the owner or other person(s) having charge or control of the property, and has reason to believe the condition of the stormwater drainage system creates an imminent hazard to persons or property, the inspector may enter.

3. Unless entry is consented to by the owner or person(s) in control of the property or portion of the property or unless conditions are reasonably believed to exist which create imminent threat to public safety, the inspector shall obtain a search warrant, prior to entry, as authorized by the laws of the state of Washington.

4. The inspector may inspect the stormwater drainage system without obtaining a search warrant provided for in subsection (B)(3) of this section, provided the inspection can be conducted while remaining on public property or other property on which permission to enter is obtained.

C. **Inspection Schedule.** The director shall establish a master inspection and maintenance schedule to inspect appropriate stormwater facilities that are not owned by the city. Inspections shall be annual. Critical stormwater facilities may require a more frequent inspection schedule.

D. **Inspection and Maintenance Records.** As existing stormwater facilities are encountered, they shall be added to the master inspection and maintenance schedule. Records of new stormwater facilities shall include the following:

1. As-built plans and locations;
2. Findings of fact from any exemptions granted by the local government;
3. Operation and maintenance requirements and records of inspections, maintenance actions and frequencies;
4. Engineering reports, as appropriate.

E. **Reporting Requirements.** The director shall report annually to the city council about the status of the inspections. The annual report may include, but need not be limited to, the proportion of the components found in and out of compliance, the need to upgrade components, enforcement actions taken, compliance with the inspection schedule, the resources needed to comply with the schedule, and comparisons with previous years.

F. **Easement.** The director may require, as a condition of the stormwater maintenance permit, that the city of Sedro-Woolley be conveyed a permanent easement to access the permitted stormwater facilities for purposes of inspection and emergency maintenance and repairs. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

## **13.40.120 Administration.**

A. **Director.** The director or a designee shall administer this chapter and shall be referred to as the director. The director shall have the authority to develop and implement administrative procedures to administer and enforce this chapter.

B. **Review and Approval.**

1. Any activity subject to regulation by this chapter shall not be approved until the director issues a written finding that the regulated activity complies with this chapter, or is exempt. The finding, approvals and conditions shall be incorporated into a stormwater maintenance permit. The omission of a minimum requirement or BMP on the permit or approved plan shall not

relieve the applicant of complying with the minimum requirement or BMP if it is made applicable by the manual.

2. Any owner or applicant seeking approval or a permit for activity regulated by this chapter shall, in addition to any other permit necessary for the activity, apply for a stormwater maintenance permit in the form provided by the director, and shall provide the information required to demonstrate compliance with minimum requirements and BMPs specified in the manual. The form of the application shall meet the requirements established by the director.

3. The director may approve, conditionally approve or deny an application for activities regulated by this chapter. Such approval or denial shall be based on the thresholds, definitions, minimum requirements and exceptions, adjustment and variance criteria found in Appendix I of the NPDES Phase II Municipal Stormwater Permit, including the mandatory incorporated provisions of the 2014 Department of Ecology Stormwater Management Manual for Western Washington, and on any administrative provisions adopted by the director pursuant to Section [13.40.050](#).

4. If an adjustment, exception or variance is allowed, it shall be incorporated into the conditions and terms of the permit issued by the director.

5. Inspection. All activities regulated by this chapter shall be inspected by the director. The director shall inspect projects at various stages of the work requiring approval to determine that the regulated activity is complying with the terms of the permit and approval. Stages of work requiring inspection include, but are not limited to, preconstruction; installation of BMPs; land-disturbing activities; installation of utilities, landscaping, retaining walls and completion of project. When required by the director, a special inspection and/or testing shall be performed.

6. All project applications must address long-term maintenance responsibility and access for maintenance inspections, and all must continue to meet the minimum requirements of the manual as a condition of the stormwater maintenance permit.

7. The stormwater maintenance permit shall identify the party responsible for compliance, and may require the posting of a bond or surety to guarantee financial responsibility for compliance as a condition of the permit. The amount of the bond or other surety shall not exceed one hundred twenty-five percent of the cost of compliance with the conditions and requirements of the stormwater maintenance permit, as determined by the director.

8. Any applicant may appeal the decision of the director to issue, condition or deny a permit in the same manner as a Type II decision subject to Chapter [2.90](#), to the extent applicable and not inconsistent with this chapter. (Ord. [1855-16](#) § 10, 2016; Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.130 Civil enforcement.**

A. The director shall enforce this chapter. Violations of this chapter shall be subject to civil penalties and process as set forth in Title [18](#). It shall be a violation of this chapter to (1) engage in any regulated activity without a permit issued pursuant to this chapter, (2) violate the terms and conditions of a permit issued pursuant to this chapter, or (3) permit, allow, or commit an illicit discharge prohibited by this chapter.

B. The director is authorized to seek injunctions, restraining orders, and other civil relief in court as is necessary to enforce this chapter. (Ord. [1855-16](#) § 11, 2016; Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.140 Criminal violation.**

In addition to any civil penalty or civil enforcement action, a willful violation of this chapter by any person shall constitute a gross misdemeanor punishable by a five-thousand-dollar fine, imprisonment in jail not to exceed one year, or both. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

### **13.40.150 Fees.**

The applicant shall pay all fees and costs as established by ordinance or resolution prior to issuance of the stormwater maintenance permit or other review or inspections pursuant to this chapter. If no separate fee is established, the applicant shall pay a fee based on the hourly rate for city engineering services established by separate ordinance or resolution for plan review. (Ord. [1687-10](#) § 2 (Exh. B (part)), 2010)

# Exhibit C

To Ordinance No. 2015-22

Amendments to Chapter 15.60 of the Sedro-Woolley Municipal Code

## Chapter 15.60

### IMPACT FEES FOR PLANNED FACILITIES\*

Sections:

- 15.60.010 Authority and purpose.**
- 15.60.015 Definitions.**
- 15.60.020 Applicability.**
- 15.60.030 Geographic scope.**
- 15.60.040 Imposition of transportation impact fees.**
- 15.60.050 Transportation fee schedules and establishment of service area.**
- 15.60.060 Calculation of transportation impact fees.**
- 15.60.070 Park impact fee and establishment of service area.**
- 15.60.080 Calculation of park impact fees.**
- 15.60.090 Fire department impact fee and establishment of service area.**
- 15.60.100 Calculation of fire department impact fees.**
- 15.60.110 Payment of fees.**
- 15.60.120 Project list.**
- 15.60.130 Funding of projects.**
- 15.60.140 Refunds.**
- 15.60.150 Appeals.**
- 15.60.160 Relationship to SEPA.**
- 15.60.170 Relationship to concurrency.**
- 15.60.180 Necessity of compliance.**

\* Prior ordinance history: Ords. 1314-98, 1331-99, 1424-02 ~~and~~, 1452-03, and 2013-22.

#### **15.60.010 Authority and purpose.**

A. This title is enacted pursuant to the city's police powers, the Growth Management Act as codified in Chapter 36.70A RCW, the enabling authority in Chapter 82.02 RCW, Chapter 58.17 RCW relating to platting and subdivisions, and the State Environmental Policy Act (SEPA) Chapter 42.21C RCW.

B. The purpose of this title is to:

1. Develop a transportation impact fee program consistent with the Sedro-Woolley Comprehensive Plan (2005) the Six-Year Transportation Improvement Program (2005), and capital facilities plans for joint public and private financing of transportation, park and fire department improvements necessitated in whole or in part by development in the city;
2. Ensure adequate levels of transportation, traffic, park and fire department service within the city consistent with the comprehensive plan;
3. Create a mechanism to charge and collect fees to ensure that all new development bears its proportionate share of the capital costs of off-site facilities directly necessitated by new development, in order to provide an adequate level of service consistent with the comprehensive plan;

4. Ensure that the city pays its fair share of the capital costs of transportation, park and fire department facilities necessitated by public use of the transportation, park, and fire department systems; and

5. Ensure fair collection and administration of such impact fees.

C. The provisions of this chapter shall be liberally construed to effectively carry out its purpose in the interests of the public health, safety and welfare. (Ord. 1555-06 § 1 (part), 2006)

#### **15.60.015 Definitions.**

The following are definitions provided for administering the impact fee ordinance. The public works director shall have the authority to resolve questions of interpretation or conflicts between definitions.

A. "Adequate level of transportation service" means a system of transportation facilities which have the capacity to serve development without decreasing levels of service below the city's established minimum as determined by SWMC Chs. 15.40, 15.56, and adopted plans and ordinances.

B. "Adequate level of parks service" means a system of parks facilities which have the capacity to serve development without decreasing levels of service below the city's established minimums as determined by adopted plans and ordinances.

C. "Adequate level of fire department service" means a system of fire department facilities which have the capacity to serve development without decreasing levels of service below the city's established minimums as determined by adopted plans and ordinances.

D. "Capacity" means the maximum sustainable flow rate at which vehicles or persons can be expected to traverse a point or uniform segment of a lane or roadway during a specified time period, usually expressed as vehicles per hour, passengers per hour, or persons per hour.

E. "Development activity" means any construction or expansion of a building, or structure, or use, or any changes in the use of land, that creates additional demand and need for public facilities.

F. "Director" means the director of the department of public works of the city of Sedro-Woolley or his/her designee.

G. "Finance director" means the clerk-treasurer of the city of Sedro-Woolley or his/her designee.

H. "Impact fee" means a payment of money imposed upon development approval to pay for public streets and roads, parks and fire department facilities needed to serve new growth and development, and that is reasonably related to the new development that creates additional demand and need for public streets and roads, parks and fire department facilities that is a proportionate share of the cost of the public streets and roads, parks and fire department facilities and that is used for public streets and roads, parks and fire department facilities that reasonably benefit the new development. "Impact fee" does not include a reasonable permit or application fee otherwise established by city council resolution, nor mitigation required by SEPA or other ordinance.

I. "Jurisdiction" means a municipality or county.

J. "Off-site transportation road improvement" means improvement, except a frontage improvement, to an existing or proposed city road or street outside the boundaries of a development, which



improvement is required or recommended in accordance with this title. “Off-site parks improvement” means improvement to an existing or proposed park facility outside the boundaries of a development, which improvement is required or recommended in accordance with this title.

K. “Off-site fire department improvement” means improvement to an existing or proposed fire department facility outside the boundaries of a development, which improvement is required or recommended in accordance with this title.

L. “Parks” means public parks; public recreational, community, cultural or civic facilities (including, without limitation senior centers and youth centers); public trails; and any other similar public facilities identified in the parks plan.

M. “Parks plan” means those specific projects and/or classes of projects for the development and/or improvement of public parks identified within the parks element of the Sedro-Woolley capital facilities plan, as may from time to time be amended.

N. “Project improvements” means site improvements and facilities that are planned and designed to provide service for a particular development project that are necessary for the use and convenience of the occupants or users of the project, and are not system improvements. No improvement or facility included in the capital facilities plan approved by the city council shall be considered a project improvement.

O. “Service area” means a geographic area defined by ordinance or intergovernmental agreement in which a defined set of public streets and roads, parks and fire department facilities provide service to the development within the area.

P. “Six-year transportation improvement program (TIP)” means a subset of projects contained in the city’s capital improvement program. The TIP is a set of comprehensive street programs/projects which after a public hearing is annually adopted by the city council for the purpose of advancing plans for not less than six years as a guide for carrying out the coordinated transportation/street construction program. The six-year TIP shall contain a small group of capacity projects which will be considered reasonably funded for determining transportation concurrency and impact fees. The adoption of the six-year TIP will obligate the city to actively pursue funds as to implement the capacity component of the transportation improvement program as best possible with the available resources.

Q. “System improvements” means public facilities that are included in the capital facilities plan and are designed to provide service areas within the community at large, in contrast to project improvements. (Ord. 1555-06 § 1 (part), 2006)

#### **15.60.020 Applicability.**

A. The requirements of this chapter apply to all development activity in the city of Sedro-Woolley.

B. Mitigation of impacts on transportation, park, and fire department facilities located in jurisdictions outside the city will be required when:

1. The other effective jurisdiction has reviewed the development’s impact under its adopted impact fee/mitigation regulations and has recommended to the city that the city impose a requirement to mitigate the impacts; and

2. There is an interlocal agreement between the city and the effective jurisdiction specifically addressing transportation, park or fire department impact identification and mitigation. (Ord. 1555-06 § 1 (part), 2006)

#### **15.60.030 Geographic scope.**

The boundaries within which impact fees shall be charged and collected are co-extensive with the corporate city limits, and shall include all unincorporated areas annexed to the city on and after the effective date of the ordinance codified in this chapter. After the adoption of interlocal agreements with other local and regional governments, geographic boundaries may be expanded consistent therewith to include the unincorporated urban growth area as identified in the current comprehensive plan map as now adopted or hereafter amended. (Ord. 1555-06 § 1 (part), 2006)

#### **15.60.040 Imposition of transportation impact fees.**

A. The approving authority is hereby authorized to impose impact fees on new development according to the provisions of this chapter.

##### **B. Impact Fees.**

1. Shall only be imposed for system improvements that are reasonably related to the new development;
2. Shall not exceed a proportionate share of the costs of system improvements that are reasonably related to the new development;
3. Shall be used for system improvements that will reasonably benefit the new development; and
4. May be collected and spent only for system improvements which are addressed by the Sedro-Woolley capital facilities plan, or other capital facilities plan for parks and fire department improvements identifying:
  - a. Deficiencies in public facilities serving existing development and the means by which existing deficiencies will be eliminated within a reasonable period of time,
  - b. Additional demands placed on existing public facilities by new developments, and
  - c. Additional public facility improvements required to serve new development;
5. Should not be imposed to mitigate the same off-site facility impacts that are mitigated pursuant to any other law;
6. Should not be collected for improvements to state facilities outside the city boundaries unless the state requests such improvements and an agreement to collect such fees has been executed between the state/county and the city;
7. Shall not be collected for improvements to facilities in other jurisdictions unless the affected jurisdiction requests such improvement and an interlocal agreement has been executed between the city and the affected jurisdiction for the collection of such fees;

8. Shall be collected only once for each building permit, unless changes or modifications to the building permit are proposed which result in greater direct impacts on public facilities than were considered when the building permit was first approved;

9. Shall not be collected from any new or expanded city facilities, post offices or libraries. (Ord. 1555-06 § 1 (part), 2006)

**15.60.050 Transportation fee schedules and establishment of service area.**

A. Subject to the provisions of Section 15.60.060, the transportation impact fee shall be as set forth on Attachment A, contained in the master fee schedule adopted by resolution of the city council, and on file with the city clerk. Attachment A shall provide:

1. The schedule of projects established by the city council for which impact fees may be collected, which shall be a subset of the Sedro-Woolley transportation capital facilities plan of the Sedro-Woolley Comprehensive Plan and 2016 Transportation Plan, as updated on May 18, 2018;
2. The cost of the projects on the schedule;
3. A map dividing the city into zones based upon probable impact on planned transportation capital facility projects of development within the zones;
4. The amount of the transportation impact fees to be paid on a “per peak PM trip basis” to be paid by a development with a particular zone.

Attachment A shall not be codified, but shall be referenced in the master fee schedule adopted by resolution of the city council.

B. The impact fee schedule of costs, as set out in Attachment A, shall be updated annually at a rate adjusted in accordance with the Federal Highway Administration’s National Highway Construction Cost Index (NHCCI), using an annual measure to establish revised fee schedules effective January 1st of each year.

C. For the purpose of this chapter, the entire city shall be considered one service area. ([Ord. 2013-22 § 48, 2022](#); Ord. 1960-20 § 1, 2020; Ord. 1852-16 § 1, 2016; Ord. 1773-13 § 1, 2013; Ord. 1555-06 § 1 (part), 2006)

**15.60.060 Calculation of transportation impact fees.**

A. The director shall calculate the transportation impact fees as set forth in Section 15.60.050, subject to the provisions of this chapter.

B. In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:

1. The cost of public streets and roads necessitated by new development;
2. An adjustment to the cost of the public streets and roadways for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or proratable to the particular system improvement;

3. The availability of other means of funding public street and roadway improvements;
4. The cost of existing public street and roadway improvements;
5. The methods by which public street and roadway improvements were financed; and
6. The most recent ITE Trip Generation Manual and a report titled "Traffic Impact Fee Methodology," dated November 2005, as updated by a report titled "Sedro-Woolley Transportation Impact Fee Rate Update" prepared by Transportation Solutions, Inc., dated June 15, 2016, and as updated by a report titled "Transportation Impact Fee Rate Study 2020 Update Final Report" prepared by Transportation Solutions, Inc., dated April 2020, on file with the city clerk.

C. A credit, not to exceed the impact fee otherwise payable, shall be provided for the value of any dedication of land for, improvement to, or new construction of any system improvements provided by the developer to facilities that are identified in the capital facilities plan and on the TIF project list (Attachment A, attached to the ordinance codified in this section, referenced herein and on file with the city clerk) and that are required by the city as a condition of approving the development activity. The determination of value shall be consistent with the assumptions and methodology used by the city in estimating the capital improvement costs.

D. The director may adjust the standard impact fee at the time the fee is imposed to consider unusual circumstances in specific cases to ensure that impact fees are imposed fairly.

E. The amount of fee to be imposed on a particular development may be adjusted by the director giving consideration to studies and other data available to the director or submitted by the developer demonstrating to the satisfaction of the director that an adjustment should be made in order to carry out the purposes of this chapter.

F. The impact fee shall provide for system improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements; provided, that such fees shall not be imposed to make up for any system improvement deficiencies. (Ord. 1960-20 § 2, 2020: Ord. 1852-16 § 2, 2016: Ord. 1555-06 § 1 (part), 2006)

#### **15.60.070 Park impact fee and establishment of service area.**

A. Subject to the provisions of Section 15.60.080, the parks impact fee assessed pursuant to this chapter shall be set forth on Attachment B contained in the master fee schedule adopted by resolution of the city council, for each equivalent single-family residential dwelling unit, whether a single-family structure, a unit in a multifamily structure, a mobile or manufactured home on an individual lot or in a mobile home park, a detached relative cottage, accessory dwelling unit or other dwelling unit, subject to the provisions in this chapter.

B. The impact fee set out in subsection A of this section shall be increased or decreased annually, effective January 1st of each year, by the annual rate of inflation as measured by the Bureau of Labor Statistics Consumer Price Index for All Urban Consumers (CPI-U), Seattle-Tacoma-Bellevue, June over June, be updated annually at a rate adjusted in accordance with the engineering news record (ENR) Construction Cost Index for the Seattle area, using a June-June annual measure to establish revised fee schedules effective July 1st of the current year.

C. For the purpose of this chapter, the entire city shall be considered one service area. (Ord. 1959-20 § 2 (part), 2020; Ord. 1630-08 § 1 (Exh. A)(part), 2008; Ord. 1555-06 § 1 (part), 2006)

The city elects to fund less than the full amount through parks impact fees, but will actively seek grant funds to fund the shortfall. Additional costs to fund the shortfall from impact fees should be through grant funds, by private donations to city park funds, and through the general fund.

~~New units projected by 2025: one thousand three hundred forty seven new units (estimated in 2005).~~

Parks impact fee per unit: Single-family residence: listed in the master fee schedule adopted by resolution of the city council.

Manufactured home: listed in the master fee schedule adopted by resolution of the city council.

Units in a duplex or multifamily unit: listed in the master fee schedule adopted by resolution of the city council.

Dependent relative cottage: listed in the master fee schedule adopted by resolution of the city council.

Accessory dwelling unit between the minimum allowed size ADU and four hundred fifty square feet: listed in the master fee schedule adopted by resolution of the city council.

Accessory dwelling unit greater than four hundred fifty square feet and below the maximum size allowed ADU: listed in the master fee schedule adopted by resolution of the city council.

All units not specifically identified in the above: listed in the master fee schedule adopted by resolution of the city council.

(Ord. 2013-22 § 49, 2022; Ord. 1959-20 § 2 (part), 2020; Ord. 1630-08 § 1 (Exh. A)(part), 2008)

#### **15.60.080 Calculation of park impact fees.**

A. The director shall calculate the parks impact fees as set forth in SWMC Section 15.60.070, subject to the provisions of this chapter.

B. In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:

1. The cost of public parks necessitated by new development;
2. An adjustment to the cost of the public parks for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or proratable to the particular system improvement;
3. The availability of other means of funding public parks improvements;
4. The cost of existing public parks improvements; and
5. The methods by which public parks improvements were financed.

- C. A credit, not to exceed the impact fee otherwise payable, shall be provided for the value of any dedication of land for, improvement to, or new construction of any system improvements provided by the developer to facilities that are identified in the parks plan and that are required by the city as a condition of approving the development activity. The determination of value shall be consistent with the assumptions and methodology used by the city in estimating the capital improvement costs.
- D. The director may adjust the standard impact fee at the time the fee is imposed to consider unusual circumstances in specific cases to ensure that impact fees are imposed fairly.
- E. The amount of fee to be imposed on a particular development may be adjusted by the director giving consideration to studies and other data available to the director or submitted by the developer demonstrating to the satisfaction of the director that an adjustment should be made in order to carry out the purposes of this chapter.
- F. The impact fee shall provide for system improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements; provided, that such fees shall not be imposed to make up for any system improvement deficiencies. (Ord. 1630-08 § 1 (Exh. A)(part), 2008: Ord. 1555-06 § 1 (part), 2006)

**15.60.090 Fire department impact fee and establishment of service area.**

- A. Subject to the provisions of Section 15.60.100, the fire department facilities impact fee assessed pursuant to this chapter shall be calculated as set forth on Attachment C.
- B. The impact fee set out in subsection A of this section shall be updated annually at a rate adjusted in accordance with the engineering news record (ENR) Construction Cost Index for the Seattle area, using a June-June annual measure to establish revised fee schedules effective July 1st of the current year.
- C. For the purpose of this chapter, the entire city shall be considered one service area. (Ord. 1845-16 § 2 (Exh. A)(part), 2016: Ord. 1555-06 § 1 (part), 2006)

**Attachment C—Schedule of Fire Department Impact Fees**

**Fire Impact Fee Calculations.**

- A. Residential structures, including single-family and multifamily structures: twenty-eight cents per square foot of structure, including garage, outbuildings and attached porches.
- B. Nonresidential structures: twenty-eight cents per square foot of structure, including garage, outbuildings and attached porches; provided, that the fee for nonresidential structures shall receive an adjustment, in an amount determined by the responsible official, equal to forty percent reduction for buildings equipped with an approved sprinkler system, and ten percent reduction for buildings equipped with an alarm system.
- C. Nonresidential construction and development activity which requires fire protection but is not a traditional structure, such as a bulk fuel storage facility or a fuel pipeline, shall be assessed an impact fee in an amount determined by the responsible official pursuant to Section 15.60.100. (Ord. 1845-16 § 2 (Exh. A)(part), 2016)

#### **15.60.100 Calculation of fire department impact fees.**

- A. The director shall calculate the fire department impact fees as set forth in SWMC Section 15.60.090, subject to the provisions of this chapter.
- B. In determining the proportionate share, the method of calculating impact fees shall incorporate, among other things, the following:
1. The cost of public fire department facilities necessitated by new development;
  2. An adjustment to the cost of the fire department facilities for past or future payments made or reasonably anticipated to be made by new development to pay for particular system improvements in the form of user fees, debt service payments, taxes, or other payments earmarked for or proratable to the particular system improvement;
  3. The availability of other means of funding fire department facilities improvements;
  4. The cost of existing fire department facilities improvements; and
  5. The methods by which public parks improvements were financed.
- C. A credit, not to exceed the impact fee otherwise payable, shall be provided for the value of any dedication of land for, improvement to, or new construction of any system improvements provided by the developer, to facilities that are identified in the parks plan and that are required by the city as a condition of approving the development activity. The determination of "value" shall be consistent with the assumptions and methodology used by the city in estimating the capital improvement costs.
- D. The director may adjust the standard impact fee at the time the fee is imposed to consider unusual circumstances in specific cases to ensure that impact fees are imposed fairly.
- E. The amount of fee to be imposed on a particular development may be adjusted by the director giving consideration to studies and other data available to the director or submitted by the developer demonstrating to the satisfaction of the director that an adjustment should be made in order to carry out the purposes of this chapter.
- F. The impact fee shall provide for system improvement costs previously incurred by the city to the extent that new growth and development will be served by the previously constructed improvements; provided, that such fees shall not be imposed to make up for any system improvement deficiencies.  
(Ord. 1555-06 § 1 (part), 2006)

#### **15.60.110 Payment of fees.**

- A. All developers shall pay an impact fee in accordance with the provisions of this chapter at the time that the applicable building permit is ready for issuance.

Exception: For complete building permit applications, at the time of issuance of any single-family residential building permit for a dwelling unit that is being constructed for resale, the applicant/owner may elect to record a covenant, in a form to be approved by the city attorney, against the property that requires payment of the impact fees due and owed in accordance with this chapter and any other

applicable sections of the Sedro-Woolley Municipal Code, by providing for full payment through escrow of the fees due and owed to be paid at the time of closing of sale of the lot or unit; but in no case shall the structure be occupied prior to payment of impact fees. The awarding of credits shall not alter the applicability of this section.

It is the intention of this chapter that fees shall generally be due at time of issuance of building permits, rather than at time of subdivision or construction of unoccupied infrastructure not generating immediate impacts. However, if no building permit will be required of a project, then the impact fee may be assessed for any other development activity permit or development approval generating an impact for which the fee is required. The fee paid shall be the amount in effect as of the date the permit application or approval is deemed completed and vested.

B. All developers shall pay an impact administrative fee at the time of application for a building permit or other permit or approval as set forth in the fee schedule adopted by resolution or ordinance of the city council.

C. The impact fee, as initially calculated after issuance for a building permit or other permit or approval, shall be recalculated at the time of payment if the development is modified or conditioned in such a way as to alter the trip generation rate for the development.

D. No building permit (or other applicable permit or approval) shall be issued until the impact fee is paid.

E. Impact fees may be paid under protest in order to obtain a permit or other approval of development activity. (Ord. 1761-12 § 1, 2012; Ord. 1555-06 § 1 (part), 2006)

#### **15.60.120 Project list.**

A. The director shall commonly review the city's comprehensive land use and transportation plan ("comprehensive plan"), capital facilities plan, and the projects in attachment A, attached to the ordinance codified in this section, and shall:

1. Identify each project in the comprehensive plan that is growth-related and the proportion of each such project that is growth-related;
2. Forecast the total moneys available from taxes and other public sources for road improvements over the next six years;
3. Calculate the amount of impact fees already paid; and
4. Identify those comprehensive plan projects that have been or are being built but whose performance capacity has not been fully utilized.

B. The director may use this information to prepare an annual draft amendment to attachment A, which shall comprise:

1. The projects on the comprehensive plan that are growth-related and that should be funded with forecast public moneys and the impact fees already paid;
2. The projects already built or funded pursuant to this chapter whose performance capacity has not been fully utilized; and



3. An update of the estimated costs of the projects listed.
- C. The council, at the same time that it adopts the biennial budget and appropriates funds for capital improvement projects, shall by separate ordinance establish the annual attachment A by adopting, with or without modification, the director's draft list.
- D. Once a project is placed on attachment A, a fee shall be imposed on every development that impacts the project until the project is removed from the list by one of the following means:
  1. The council by ordinance removes the project from attachment A, in which case the fees already collected will be refunded if necessary to ensure that impact fees remain reasonably related to the traffic impacts of development that have paid an impact fee; provided, that a refund shall not be necessary if the council transfers the fees to the budget of another project that the council determines will mitigate essentially the same traffic impacts; or
  2. The impact fee share of the project has been fully funded, in which case the director shall administratively remove the project from the project list. (Ord. 1950-20 § 2 (part), 2020: Ord. 1555-06 § 1 (part), 2006)

**15.60.130 Funding of projects.**

- A. A transportation impact fee restricted cash fund is hereby created. The finance director shall be the fund manager. Transportation impact fees shall be placed in appropriate deposit accounts within the transportation impact fee fund.
- B. The transportation impact fees paid to the city shall be held and disbursed as follows:
  1. The transportation, parks, and fire department impact fees collected shall be placed in separate deposit accounts within the impact fee fund;
  2. When the council appropriates capital improvement project (CIP) funds for a project on the project list, the fees held in the appropriate impact fee fund shall be transferred to the appropriate CIP fund. The non-impact fee moneys appropriated for the project may comprise both the public share of the project cost and an advancement of that portion of the private share that has not yet been collected in impact fees;
  3. The first money spent by the director on a project after a council appropriation shall be deemed to be the fees from the impact fee fund;
  4. Fees collected after a project has been fully funded by means of one or more council appropriations shall constitute reimbursement to the city of the public moneys advanced for the private share of the project;
  5. All interest earned on impact fees paid shall be retained in the account and expended for the purpose or purposes for which the transportation impact fees were imposed.
- C. Projects shall be funded by a balance between impact fees and public funds, and shall not be funded solely by transportation impact fees.
- D. Impact fees shall be expended or encumbered for a permissible use within ten years of receipt, unless there exists an agreement extending the time or extraordinary or compelling reason for fees to

be held longer than ten years. The finance director may recommend to the council that the city hold fees beyond ten years in cases where extraordinary or compelling reasons exist. Such reasons shall be identified in written findings by the council.

E. The finance director shall prepare an annual report on the transportation impact fee account showing the source and amount of all moneys collected, earned or received and projects that were financed in whole or in part by transportation impact fees. (Ord. 1930-19 § 1, 2019; Ord. 1555-06 § 1 (part), 2006)

#### **15.60.140 Refunds.**

A. A developer may request and shall receive a refund when the developer does not proceed with the development activity for which impact fees were paid, and the developer shows that no impact has resulted; however, the impact fee administrative fee shall not be refunded.

B. If an owner appears to be entitled to a refund of impact fees, the finance director shall notify the owner by first class mail deposited with the United States Postal Service at their last known address. The owner must submit a request for a refund to the finance director in writing within one year of the date the right to claim the refund arises or the date the notice is given, whichever is later. Any impact fees that are not expended or encumbered within the time limitations established by SWMC Ch. 15.60, and for which no application for a refund has been made within this one-year period, shall be retained and expended on any project.

C. In the event that impact fees must be refunded for any reason, they shall be refunded with interest earned to the owners of the benefited property as they appear of record with the Skagit County assessor at the time of refund. In the event of a dispute or uncertainty as to who is entitled to receipt, the funds may be paid into the registry of the Skagit County Superior Court. The city may require a release and hold harmless agreement from any recipient of refunded fees as a condition of payment.

D. When the city seeks to terminate any or all impact fee requirements, all unexpended or unencumbered funds shall be refunded pursuant to this section. Upon the finding that any or all fee requirements are to be terminated, the city shall place notice of such termination and the availability of refunds in a newspaper of general circulation at least two times and shall notify all potential claimants by first class mail to the last known address of claimants. Claimants shall request refunds as in subsection B of this section. All funds available for refund shall be retained for a period of one year. At the end of one year, any remaining funds shall be retained by the city, but must be expended on any city projects. This notice requirement shall not apply if there are no unexpended or unencumbered balances within an account or accounts being terminated. (Ord. 1555-06 § 1 (part), 2006)

#### **15.60.150 Appeals.**

A. A developer may appeal the amount of an impact fee determined by the director to the hearing examiner as provided in SWMC Chapter 2.90.

B. In order to appeal, the developer must pay the fee or post a bond or other acceptable security for the fee. Notice of appeal must be filed within fourteen days of issuance of a building permit or other land use approval or decision for which the fee was required.

C. The developer shall bear the burden of proving:

1. That the director committed error in calculating the developer's proportionate share, as determined by an individual fee calculation or, if relevant, as set forth in the fee schedule, or in granting credit for the benefit factors; or

2. That the director based his determination upon incorrect data.

D. The hearing examiner shall affirm the decision of the director, modify the decision of the director and recalculate the fee or credit, or remand the matter back to the director for additional findings and recomputation of the fee or credit. (Ord. 1607-08 § 5(A), 2008; Ord. 1555-06 § 1 (part), 2006)

**15.60.160 Relationship to SEPA.**

A. All development shall be subject to environmental review as provided by SEPA and other applicable city ordinances and regulations.

B. Payment of the impact fee shall constitute satisfactory mitigation of those impacts related to the specific improvements identified on the project list (attachment A, attached to the ordinance codified in this section).

C. Further mitigation in addition to the impact fee shall be required for identified adverse impacts appropriate for mitigation pursuant to SEPA that are not mitigated by an impact fee.

D. Nothing in this chapter shall be construed to limit the city's authority to deny building permits when a proposal would result in significant adverse impacts identified in an environmental impact statement and reasonable mitigation measures are insufficient to mitigate the identified impact. (Ord. 1555-06 § 1 (part), 2006)

**15.60.170 Relationship to concurrency.**

Neither compliance with this chapter or the payment of any fee hereunder shall constitute a determination of concurrency under Chapter 15.56 of this code. (Ord. 1555-06 § 1 (part), 2006)

**15.60.180 Necessity of compliance.**

A building permit issued after the effective date of the ordinance codified in this section shall be null and void if issued without substantial compliance with this chapter by the department, the approving authority and the director. (Ord. 1555-06 § 1 (part), 2006)

# Exhibit D

To Ordinance No. 2015-22

Amendments to Chapter 15.64 of the Sedro-Woolley Municipal Code

## Chapter 15.64 SWMC - IMPACT FEES FOR SCHOOL FACILITIES

### Section 15.64.130 entitled "School impact fees and administrative fees."

A. The school impact fees set forth in Appendix A, ~~attached to this chapter listed in the master fee schedule adopted by resolution of the city council~~, are generated from the formula for calculating impact fees set forth in the District No. 101 capital facilities plan. Except as otherwise provided in Section 15.64.050, 15.64.060 or 15.64.150, all development activity in the city will be charged the school impact fee in Appendix A.

B. The city's cost of administering the impact fee program shall be listed in the master fee schedule adopted by resolution of the city council per dwelling unit and shall be paid by the applicant to the city as part of the development application fee.

(~~Ord 2013-22 § 50, 2022:~~ Ord. 1672-10 § 1, 2010: Ord. 1454-03 § 1, 2003: Ord. 1315-98 § 13, 1998)

### Appendix A—Schedule of School Impact Fees

A. Single-Family Units. ~~As listed in the master fee schedule adopted by resolution of the city council~~  
~~One thousand six hundred seventy-eight dollars~~~~Four thousand four hundred sixty-one dollars~~ per single-family residential unit or mobile or manufactured home (whether on a single lot, condominium unit or mobile park).

B. Multifamily Units. ~~As listed in the master fee schedule adopted by resolution of the city council~~~~Eight hundred forty-seven dollar~~~~two thousand eight hundred eighty-eight dollars~~ per residential unit in a multifamily structure.

Note: Detached, single housing units shall be considered single-family residential units, without regard to the form of ownership, including condominium ownership. (Ord. 1845-16 § 3 (Exh. B), 2016: Ord. 1672-10 § 2, 2010: Ord. 1630-08 § 2 (Exh. B), 2008)

RESOLUTION NO. 1102-22  
A RESOLUTION OF THE CITY OF SEDRO-WOOLLEY, WASHINGTON,  
UPDATING THE MASTER FEE SCHEDULE IN ACCORDANCE WITH UPDATES TO THE  
DEVELOPMENT REGULATIONS

WHEREAS, the City of Sedro-Woolley established the use of a Master Fee Schedule via Ordinance No. 2013-22 adopted August 24, 2022; and,

WHEREAS, the City Council adopted Resolution 1099-22 Master Fee Schedule as of August 24, 2022; and,

WHEREAS, Ordinance No. 2014-22 contains updates to the City's Development Regulations which require updates to the associated fees listed in the Master Fee Schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Sedro-Woolley as follows:

1. Updating the Master Fee Schedule. The City hereby adopts by reference and incorporated herein attached Exhibit "A" entitled the "Master Fee Schedule" updating the fees, rates, deposits, and other charges of the City.
2. Severability. If any provision of this Resolution or its application to any person or circumstance is held invalid, the remainder of the Ordinance or the application of the provision to other persons or circumstances is not affected.
3. Effective Date. This Resolution shall be in full force and effect on the effective date of Ordinance No. 2104-22.

PASSED AND ADOPTED by the City Council of the City of Sedro-Woolley, State of Washington, on this 28<sup>th</sup> day of September, 2022.

\_\_\_\_\_  
Julia Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Kelly Kohnken, Finance Director

APPROVED AS TO FORM:

\_\_\_\_\_  
Nikki Thompson, City Attorney

## EXHIBIT A MASTER FEE SCHEDULE

TITLE 1- GENERAL PROVISIONS		
CHAPTER / SECTION	FEE TYPE	AMOUNT
1.24.060	Public Record Act- Cost for Providing Copies of Public Records- Cost for Paper Copies	\$0.15 Per Page
1.24.060	Public Record Act- Cost for Providing Copies of Public Records- CD-ROM	\$20
1.24.060	Public Record Act- Cost for Providing Copies of Public Records- Tape Recordings	\$15

TITLE 2- ADMINISTRATION AND PERSONNEL		
CHAPTER / SECTION	FEE TYPE	AMOUNT
2.16.220	Municipal Court System- Civil Jury Trials- Jury Pay	\$10 Daily
2.46.080	Storm and Surface Water Utility- Rates- Methodology-ERU	\$12.20 Per Month
2.46.090	Storm and Surface Water Utility- Rates- Fee Calculation- Class 1 Single-family/Multifamily/Condos with 1 Unit	\$12.20 Per Month
2.46.090	Storm and Surface Water Utility- Rates- Fee Calculation- Class 2 Multifamily/Condos with 2 or more units	50% of Class 1/Per-Unit Basis
2.46.090	Storm and Surface Water Utility- Rates- Fee Calculation- Class 3 Commercial / Industrial	\$12.20 Per 10,000 Sq. Ft. of land or \$24.41 Per 10,000 Sq. Ft. of impervious surface
2.46.090	Storm and Surface Water Utility- Rates- Fee Calculation- Class 4 Public-Use Customers (schools, government buildings, etc.)	\$12.20 Per 10,000 Sq. Ft. of land or \$24.41 Per 10,000 Sq. Ft. of impervious surface
2.46.090	Storm and Surface Water Utility- Rates- Fee Calculation- Class 5 Mixed Use Structures	\$12.20 Per Month/Per Commercial Unit for every 10,000 Sq. Ft. of land and \$20.20 Per Month/Per Unit, Unless 3+ Residential, the fee shall be 50% of the Class 1/Per-Unit Basis
2.100.040	Service Award Recognition Program for Employees-Employee Recognition Program Token Appreciation Award	Up to \$50

	Years of service	Value of item	Examples of type of item
2.100.040	1	\$15.00	City logo hat or mug
	5	35	City logo polo shirt/sweater
	10	65	City logo jacket/coat/vest
	20	100	City logo article



## TITLE 2 - ADMINISTRATION AND PERSONNEL

### Chapter 2.80 SEDRO-WOOLLEY UNION CEMETERY

#### Section 2.80.040 Rates.

<b>Burial Space</b>	
Burial Space (Includes space at \$800.00; endowment at \$100.00)	\$900.00
Double Burial Single Space (1 full body and 1 cremains or 2 cremains) Requires purchase of burial space; fee for each additional burial	\$300.00 Additional
Triple Burial Single Space (1 full body and 2 cremains) Requires purchase of burial space; fee for each additional burial	\$300.00 additional
Opening/Closing (Includes tent, chairs, greens and equipment)	\$750.00
Standard Size Concrete Liner (Includes purchase price and handling) (Oversize liner price on request)	\$650.00 + Sales Tax
Concrete Vault (Handling fee only)	\$175.00
Headstone Reset Fee	\$50.00
Headstone Setting	\$200.00
<b>Urn Space</b>	
Urn Space (Includes space at \$400.00; endowment at \$100.00)	\$500.00
Double Burial Single Space Requires Purchase of Burial Space; Fee for Each Addition Burial	\$300.00 Additional
Opening/Closing (Includes tent, chairs and greens)	\$300.00
Opening/Closing (No tent, chairs or greens)	\$150.00
Urn Vault (Includes purchase price and handling)	\$150.00 + Sales Tax
Headstone Setting	\$200.00
<b>Baby Space</b>	
Baby Space (Includes space at \$300.00; endowment at \$100.00)	\$400.00
Opening/Closing (Includes tent, chairs and greens)	\$300.00
Opening/Closing (No tent, chairs or greens)	\$150.00
Concrete Baby Liner (Includes purchase price and handling)	\$225.00 + Sales Tax
Combo (Liner/Casket) (Handling fee only)	\$75.00
Headstone Setting	\$200.00

<b>Columbarium Niche Wall (* Single inurnments only)</b>	
Niche Space (Includes space at variable price by location; and endowment at \$100.00)*	Niche Space (Includes space at variable price by location; and endowment at \$100.00)* Row 1 (top) \$750.00 Row 2 \$700.00 Row 3 \$650.00 Row 4 \$600.00
Opening/Closing (Includes tent, chairs and greens) \$275.00	\$275.00
Opening/Closing (No tent, chairs or greens)	\$175.00
Inscription (Single shutter inscription)	\$200.00 + Sales Tax
<b>Columbarium Niche Wall "Estate Unit" (* Single inurnments only)</b>	
Niche space* (11-7/8" x 11-7/8" x 15-1/2") (Includes space and endowment at \$100.00)	
Niches 1 through 4	\$1,350.00 Each
Niches 5 through 10	\$1,200.00 Each
Niches 11 and 12	\$1,100.00 Each
Niches 13 and 14	\$1,100.00 Each
2 plus cremains per niche	1-1/2 times single unit price
Opening/Closing (Includes tent, chairs and greens)	\$275.00
Opening/Closing (No tent, chairs or greens)	\$175.00
Inscription (Single shutter inscription) each cremains \$175.00 + Sales Tax	\$175.00 + Sales Tax
<b>Additional Labor Charges (***) Maximum of two headstones per grave space)</b>	
Saturday Service (Standard Burial)	\$450.00
Saturday Service (Cremation)	\$250.00
Sunday/Holiday Service (Standard Burial)	\$550.00
Sunday/Holiday Service (Cremation)	\$300.00
Additional Headstone on Existing Grave Space	\$200.00***
Setting of Headstone Flower Vase	\$25.00
Chapel Services at 3:00 p.m. or Later	\$150.00
<b>Disinterment</b>	
Casket/any removal	\$1,000.00
Casket/Relocation within Union Cemetery	\$1,400.00
Urn/any removal	\$225.00
Urn/Relocation within Union Cemetery	\$310.00

TITLE 3- REVENUE AND FINANCE		
CHAPTER / SECTION	FEE TYPE	AMOUNT
3.06.060	Lodging Tax- Violations- Penalties	Up to \$500 Per Violation/Per Day
3.64.010	Established Check-Handling Charge	\$30
Fees for Police and Fire Reports or Services Fees Table		
3.60.010	Service	Fee
1	Record check (includes clearing letter for visa, passport, etc.)	Per name \$10.00
2	Fingerprint cards (including applicants for concealed weapons permits)	\$10 (Up to 2)+ \$3 for Additional
3	Annual report	Per Report \$15.00
4	Traffic accident or fire incident report	Up to 2 pages \$5.00 3-20 pages \$10.00 Each additional page \$0.50
5	Traffic accident or fire incident witness statements	Per Statement \$4.00
6	Photographs (copies) minimum fees: up to 8 x 10 (cost of photos will be not less than the cost to the city for reproduction)	First Copy- Black/White: \$7.00 Colored: \$9.00 Additional Copy- Black/White: \$2.00 Colored:\$4.00 Extra Negatives- Black/White: \$3.00 Colored:\$4.00
7	Body worn camera videos and redaction Services	Fees To Be Determined

TITLE 5- BUSINESS LICENSES AND REGULATIONS		
CHAPTER / SECTION	FEE TYPE	AMOUNT
5.04.030	Business License Fee- Serving Beer, Wine, Spirits or Authority of the Washington State Liquor and Cannabis Board	\$250 Annually
5.04.030	Business License Fee- Pawnbroker	\$135 Annually
5.04.030	Business License Fee- Mobile Vending	\$1,000 Annually
5.04.030	Business License Fee- Taxicabs	\$135 Annually
5.04.030	Business License Fee- Extension Vendors	\$200 Annually/Per location
5.04.030	Business License Fee- Growing, Processing and Selling of Marijuana	\$250 Annually
5.04.030	Business License Fee- General Business	\$35 Annually
5.40.060	FAILURE TO PAY TAX PENALTY	
	1—10 days late	5% of tax due
	11—20 days late	10% of tax due
	21—31 days late	10% of tax due
	32—60 days late	20% of tax due
5.04.060	(B.) Penalty Amount	Per Finance Director

TITLE 6- ANIMALS		
CHAPTER / SECTION	FEE TYPE	AMOUNT
6.08.220	Impound Fees	\$25 + \$10 Day After 2 Days
6.08.300	Animal Control Infractions	\$150
6.16.020	Potentially Dangerous Dog- Registration Fee	\$250 + \$50 Annually
6.16.040	Dangerous Dog- Registration Fee	\$500 + \$100 Annually
6.16.060	Potentially Dangerous Dog- Fail to Register or Renew Penalty	\$250
6.16.060	Dangerous Dog- Fail to Register or Renew Penalty	\$500
6.16.070	Potentially Dangerous and Dangerous Dogs Enforcement- Animal Control Civil Penalty	\$150 + \$10 Day + Care Cost
6.16.070	Potentially Dangerous and Dangerous Dogs Enforcement- Animal Control Civil Penalty for Animal Destruction	\$250
6.16.080	Potentially Dangerous and Dangerous Dogs Enforcement-Hearings	\$15 Per Day
6.16.080	Potentially Dangerous and Dangerous Dogs Enforcement- Animal Control Civil Penalty for Animal Destruction- Failure to Pick Up After 10 days	\$50

TITLE 7 - CITY RIGHTS-OF-WAY		
CHAPTER / SECTION	FEE TYPE	AMOUNT
7.02.060	Utility Relocation-Enforcement	\$250 Per Day
7.12.390	Cable Communications- Cable System Evaluation- Non-compliance Fee	Up to \$3,500 Per Evaluation- To Adjusted from 1997 Inflation

## TITLE 8- HEALTH AND SAFETY

CHAPTER / SECTION	FEE TYPE	AMOUNT
8.04.075	Refuse Collection and Disposal System- Collection Charges- Excess Weight	\$5.00
8.04.075	Refuse Collection and Disposal System- Collection Charges- 60+ Days Late Penalty	\$10
8.04.085	Refuse Collection and Disposal System- Rental of Containers- Daily Charge	1,2, and 3 Yard Containers: \$3.00 Per Day; 4,6, and 8 Yard Containers \$6.00 Per Day
8.04.085	Refuse Collection and Disposal System- Rental of Containers- Empty Can Delivery/Pickup	\$20
8.04.103	Refuse Collection and Disposal System- Yard Waste Disposal Drop Off Site Punchcard-A. Residents- (a) Up to 32 Gal. Garbage Min. Charge	Minimum \$1.00
8.04.103	Refuse Collection and Disposal System- Yard Waste Disposal Drop Off Site Punchcard-A. Residents- (b) Brush	\$12.00 Per Yard
8.04.103	Refuse Collection and Disposal System- Yard Waste Disposal Drop Off Site Punchcard- B. Nonresidents	\$5.00 and \$20.00
8.04.104	Refuse Collection and Disposal System- Recycling Fees- Additional Service Fees	Lock: \$15.00 Per Lock; Extra Pickup: \$5 Per Yard; Washout of Container: \$25.00; Redelivery of Container Following Failure to Pay: \$25.00
8.04.120	Refuse Collection and Disposal System- Fuel Surcharge For Garbage Service- Base Charge	\$1.00 Per Month For Each Account; \$1.00 For Each Pickup In Excess of 1 Pickup Per Week
8.04.120	Refuse Collection and Disposal System- Fuel Surcharge For Garbage Service- Base Charge For Diesel Excess of \$3.00 Per Gal.	\$1.35 Per Month For Each Account; \$1.10 For Each Pickup In Excess of 1 Pickup Per Week
8.04.120	Refuse Collection and Disposal System- Fuel Surcharge For Garbage Service- Base Charge For Diesel Excess of \$4.00 Per Gal.	\$1.70 Per Month For Each Account; \$1.10 For Each Pickup In Excess of 1 Pickup Per Week
8.04.120	Refuse Collection and Disposal System- Fuel Surcharge For Garbage Service- Base Charge For Diesel Excess of \$5.00 Per Gal.	\$2.05 Per Month For Each Account; \$1.30 For Each Pickup In Excess of 1 Pickup Per Week
8.04.130	Refuse Collection and Disposal System- Residential Curbside Food and Yardwaste Collection Charges- Residential 96 Gal. Can	\$12.17
8.28.060	Fireworks-Public Display-Permit Fees	\$50.00
8.36.040	Smoking in Public Places and Places of Employment- Penalties-Person	Up to \$100
8.36.040	Smoking in Public Places and Places of Employment- Penalties-Owner Obligations	Up to \$100

**Section 8.04.075 COLLECTION CHARGES.**

**TABLE 1: RESIDENTIAL**

TYPE OF SERVICE	GARBAGE	RECYCLING
Residential, 20-gal. can	\$12.54	\$5.02
Residential, 32-gal. can	\$23.11	\$5.02
Residential, 68-gal. can	\$33.50	\$5.02
Residential, 96-gal. can	\$44.73	\$5.02
Each Additional Recycling Tote		\$5.02
Residential, low income		80% OF APPLICABLE RESIDENTIAL RATE

**TABLE 2: COMMERCIAL AND MULTIFAMILY**

Commercial, 32-gal. can	\$26.17
Commercial, 68-gal. can	\$41.51
Commercial, 95-gal. can	\$56.56
Commercial, 1-yard container	\$114.60
Commercial, 2-yard container	\$151.50
Commercial, 3-yard container	\$225.65
Commercial, 4-yard container	\$297.15
Commercial, 6-yard container	\$438.43
Commercial, 8-yard container	\$586.12
Commercial, 30-yard container	\$230.78 haul fee, actual charges for disposal, and \$71.34 delivery fee, plus rental fee of \$71.34 per month
Multifamily, apartments, cabin courts and trailer park units, etc.	Applicable commercial rate plus \$5.02 per unit for recycling

**ADDITIONAL PICKUPS (NOT REGULARLY SCHEDULED UNDER TABLE 2)**

1-yard container	\$38.11 for each pickup
2-yard container	\$67.40 for each pickup
3-yard container	\$104.02 for each pickup
4-yard container	\$118.70 for each pickup
6-yard container	\$177.26 for each pickup
8-yard container	\$235.91 for each pickup

**Picking up and disposing of the following items:**

Recliners/overstuffed chairs/chairs:	\$15.00
Couches/sofas/sectionals:	\$15.00
Mattresses (any size):	\$15.00



**Section 8.04.104 RECYCLING FEES.**

Recycling Fees			
Tires	\$5.00 per tire		
Refrigerators and freezers	\$25.00		
Stoves, washers or dryers	\$15.00		
Wood waste	\$12.00 per pickup load		
Broken concrete, bricks and approved masonry	\$11.00 per ton		
Commercial recycling	Mixed paper	Cardboard	Mixed recycling
95-gallon container	20.38	Not available	20.38
2-yard container	33.95	27.17	61.1
3-yard container	47.52	33.95	95.05
4-yard container	88.25	47.52	108.61
6-yard container	115.4	61.1	142.57
8-yard container	153.07	74.67	190.08

## TITLE 12- STREETS, SIDEWALKS AND PUBLIC PLACES\*

\* For provisions on public works construction standards regarding streets and sidewalks, see Ch. 15.40 of this code.

CHAPTER / SECTION	FEE TYPE	AMOUNT
12.08.030	Excavation for Gas Distribution and Transmission Systems- Application and Bond	\$10,000
12.08.360	Excavation for Gas Distribution and Transmission Systems- Public Works Supervisor's Inspection and Fee	\$3 Per Hour
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (B.) Recreational Vehicle Park Fees (1.) Without Full Sewer Hook-ups	\$35 Per Night
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (B.) Recreational Vehicle Park Fees (2.) With Full Sewer Hook-ups	\$40 Per Night
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (2.) Riverfront RV	\$15
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (3.) Riverfront Large Covered Eating Area	\$175 For Residents    \$250 For Nonresidents
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (4.) Riverfront Small Covered Eating Area	\$125 For Residents    \$200 For Nonresidents
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (5.) Memorial Park	\$100 For Residents    \$150 For Nonresidents
12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (6.) Bingham Park Shelter	\$100 For Residents; \$150 For Nonresidents

12.36.020	City Parks, Recreational Vehicle Facilities and Community Center- Recreational Vehicle Facilities, Covered Areas and Athletic Fields- (D.) Reservations (7.) Hammer Heritage Square	\$100 For Residents; \$200 For Nonresidents
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (E.) Security Deposit	\$1,000 IF Alcohol is Permitted; \$1,000 IF Dancing or Live Music is Permitted; \$1,000 IF the Audio/Visual Equipment is Rented; or \$100 IF Alcohol, Dancing, and Music are Not Permitted
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (E.) Security Deposit- Additional Required Cleanup	\$50 Per Hour
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (G.) Security/Facility Monitor	\$25 Per Scheduled Hour; \$50 Per Excess Hours
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (I.) Annual Users	\$175 Per Use
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (J.) Consecutive Days	\$100 Less, Beyond first
12.36.030	City Parks, Recreational Vehicle Facilities and Community Center- Community Center Facility- (K.) Audio/Visual Equipment	\$50
12.36.040	City Parks, Recreational Vehicle Facilities and Community Center- Penalties	Up to \$500
12.36.050	City Parks, Recreational Vehicle Facilities and Community Center- Amphitheatre at Riverfront- (A.) Reservations (1.) Nonprofit, City Sanctioned Festivals, and Private Uses	\$400 for Residents; \$650 for All Others
12.36.050	City Parks, Recreational Vehicle Facilities and Community Center- Amphitheatre at Riverfront- (A.) Reservations (2.) Events Staged for Profit-Permit	\$200, Nonrefundable
12.36.050	City Parks, Recreational Vehicle Facilities and Community Center- Amphitheatre at Riverfront- (A.) Reservations (2.) Events Staged for Profit- Rental	\$400 for Residents; \$650 for All Others

12.36.050	City Parks, Recreational Vehicle Facilities and Community Center- Amphitheatre at Riverfront- (C.) Security/Facility Monitor (1.) Events With Alcoholic Beverages, Live Music or Dancing	\$25 Per Scheduled Hour; \$50 Per Excess Hours
12.36.090	City Parks, Recreational Vehicle Facilities and Community Center- Sedro-Woolley Senior Center-(D.) Security Deposit	\$100
12.40.120	Tree Standards- Inspection and Appeal (C.) Penalty	\$250 Each Day
12.44.040	Special Events, Parades and Festivals-Deposit Required	Up to \$1,000

12.36.020	ATHLETIC FIELD USER FEES		
	FACILITY	WEEKLY RATE	DAILY RATE
	RIVERFRONT 1—East	\$90.00	\$25.00
	RIVERFRONT 2—West	\$90.00	\$25.00
	RIVERFRONT—Rookie—South	\$50.00	\$15.00
	RIVERFRONT—T-Ball—North	\$50.00	\$15.00
	TESARIK	\$90.00	\$25.00
	WINNIE HOUSER	\$200.00	\$60.00
	DENNY ENGBERG	\$150.00	\$45.00

12.36.030	COMMUNITY CENTER RENTAL FEE			
	WITHOUT ALCOHOL, LIVE MUSIC, AND/OR DANCING	RESIDENT	ALL OTHERS	COMMUNITY GROUP
	Monday through Thursday	\$225.00	\$375.00	\$150.00
	Friday through Sunday	\$275.00	\$425.00	\$150.00
	WITH ALCOHOL LIVE MUSIC, AND/OR DANCING	RESIDENT	ALL OTHERS	COMMUNITY GROUP
	Monday through Thursday	\$475.00	\$625.00	\$250.00
	Friday through Sunday	\$525.00	\$725.00	\$250.00

12.36.090	SENIOR CENTER RENTAL FEE			
		RESIDENT	ALL OTHERS	COMMUNITY GROUP
	Monday through Thursday	\$50.00	\$200.00	\$25.00
	Friday through Sunday	\$100.00	\$250.00	\$25.00

<b>TITLE 13- WATER AND SEWERS</b>		
<b>CHAPTER / SECTION</b>	<b>FEE TYPE</b>	<b>AMOUNT</b>
13.08.060	Sewers Use Required Application Fee	\$25
13.16.035	Sewer Connections General Facilities Charge—Separate Fund.1- Connection or Commencement of Use	\$8,900 per ERU
13.16.035	Sewer Connections General Facilities Charge—Separate Fund.1- Plumbing Fixtures	\$370 Per Fixture Unit
13.16.035	Sewer Connections General Facilities Charge—Separate Fund.1- Plumbing Fixtures Water Consumption	\$370 Per 234 Gal. of Water Consumption Per Month
13.16.037	Sewer Connections- Utility Connection Fee Residential User- North Reed Street (A.)	\$1,152 Per Residential Dwelling Unit
13.16.037	Sewer Connections- Utility Connection Fee Nonresidential User- North Reed Street (B.)	\$1,152 Per ERU
13.16.038	Sewer Connections- Utility Connection Fee Residential User- Cook Road-Trail Road (A.)	\$3,426 Per Residential Dwelling Unit
13.16.038	Sewer Connections- Utility Connection Fee Nonresidential User- Cook Road-Trail Road (B.)	\$3,426 Per ERU
13.16.039	Sewer Connections- Utility Connection Fee Residential User- Fruitdale Road (A.)	\$3,450 Per Residential Dwelling Unit
13.16.039	Sewer Connections- Utility Connection Fee Nonresidential User- Fruitdale Road (B.)	\$3,450 Per ERU
13.16.039.1	Sewer Connections- Utility Connection Fee Residential User- North Township Street (A.)	\$725 Per Residential Dwelling Unit
13.16.039.1	Sewer Connections- Utility Connection Fee Nonresidential User- North Township Street (B.)	\$725 Per ERU
13.16.039.2	Sewer Connections- Utility Connection Fee Residential User- West Bennett, West Nelson, Batey, Robinson and Borseth Streets (A.)	\$3,450 Per Residential Dwelling Unit
13.16.039.2	Sewer Connections- Utility Connection Fee Nonresidential User- West Bennett, West Nelson, Batey, Robinson and Borseth Streets (B.)	\$3,450 Per ERU
13.16.140	Sewer Connections- General Facilities Charge- Credit For Disconnecting Septic Systems	\$2,855
13.30.130	Sewer Rates- Low Income Citizen Discount- Maximum Charge	\$44.35 Per Month

TITLE 15- BUILDINGS AND CONSTRUCTION		
CHAPTER / SECTION	FEE TYPE	AMOUNT
15.52.120	Administrative fee	\$750
15.60.050	Transportation fee schedules and establishment of service area	Attachment A
15.60.070	Park impact fee and establishment of service area	Attachment B
15.64.130	School impact fees and administrative fees	\$35
15.64.150	Independent fee calculations - Deposit	\$500
<u>15.64 Appendix A— Schedule of School Impact Fees</u>	<u>A. Single Family Units: per single-family residential unit or mobile or manufactured home (whether on a single lot, condominium unit or mobile park)</u>	<u>\$4,461</u>
<u>15.64 Appendix A— Schedule of School Impact Fees</u>	<u>B. Multifamily Units: per residential unit in a multifamily structure</u>	<u>\$2,888</u>

Attachment A – see ORDINANCE No. 1960-20

Attachment B—Schedule of Park Impact Fees				
Parks Impact Fee Calculations				
Additional acres needed	Improvements needed	Existing units	Projected units (2005-2025)	Cost per unit
85 acres new	Ballfields	4,422 units	1,347 new units	\$1,954.00
-	Trails			-
\$393,100	Play equipment	X 2.6 persons per unit =	15,000 total population projected for City and UGA.	-
120,500	Climbing wall	11,497		
127,500	Recreation	estimated		
89,700	Water features	population in		
189,000		City and UGA.		
958,400				-
165,000				-
73,900				-
43,100				-
114,300				-
158,100				-
200,000				-
Total:				-
\$2,632,600	-	-	-	-

Parks impact fee per unit:	
Single-family residence	<del>\$1,500</del> <u>\$2,000</u>
Manufactured home	<del>\$1,500</del> <u>\$2,000</u>
Units in a duplex or multifamily unit	<del>\$1,500</del> <u>\$2,000</u>
Dependent relative cottage	<del>\$1,500</del> <u>\$2,000</u>
Accessory dwelling unit between the minimum allowed size ADU and four hundred fifty square feet	<del>\$450</del> <u>30% of a standard SFR park impact fee</u>
Accessory dwelling unit greater than four hundred fifty square feet and below the maximum size allowed ADU	<del>\$915</del> <u>61% of a standard SFR park impact fee</u>
All units not specifically identified in the above	<del>\$1,500</del> <u>\$2,000</u>

TITLE 17- ZONING		
CHAPTER / SECTION	FEE TYPE	AMOUNT
17.65.760	Enforcement of the Critical Areas Regulations- Violations Civil Penalty	\$75 Per Day
17.98.040	Model Homes- Application Requirements	\$300 Per Model



TITLE 18- CODE ENFORCEMENT		
CHAPTER / SECTION	FEE TYPE	AMOUNT
18.15.040	Notice of Violation and Order/Administrative Proceeding-Appeal Procedure	\$100
18.35.030	Civil Fines and Civil Penalties- Civil Penalty- Critical Areas	\$50,000

# CITY OF SEDRO-WOOLLEY PLANNING COMMISSION STATE OF WASHINGTON

## File #s – Requested by:

**CPA-1-22** – Transportation Element Update  
**CPA-2-22** – School Capital Facilities Plan Update and School impact fees increase  
**CPA-3-22** – Land Use Element, Capital Facilities Elements and Title 13 SWMC Updates to address stormwater regulations  
**CPA-4-22** – Parks and Recreation Element and Chapter 15.60 SWMC Updates to address Parks Impact Fees

## 2022 COMPREHENSIVE PLAN AMENDMENT REQUESTS – 2022 DOCKET –

## PLANNING COMMISSION FINDINGS OF FACT, CONCLUSIONS AND RECOMMENDATION

### **Description of proposed amendments to the Comprehensive Plan & associated development regulations**

Per the Growth Management Act (Chapter 36.70A RCW), changes to the Sedro-Woolley Comprehensive Plan may be considered no more than once per year. Amendments may be suggested by citizens, staff or elected officials. All proposed amendments to the Comprehensive Plan must be considered at one time. The list of proposed amendments is termed the “Docket.” Four proposals for Comprehensive Plan changes were requested for inclusion on the 2022 Comprehensive Plan Docket; one proposal was at the request of the Sedro-Woolley School District, the remaining three proposals were requested by city staff. The proposals were docketed and reviewed by the Planning Commission in accordance with Growth Management Act (GMA) and Chapters 2.88 and 2.90 of the Sedro-Woolley Municipal Code (SWMC). The items on the 2022 Docket are described below.

### **CPA-1-22 – Updates to the Transportation Element**

The Sedro-Woolley Planning Commission completed a review of proposed amendments to the Transportation Element of the Comprehensive Plan as requested by Mark Freiburger, Public Works Director.

Transportation Element of the Comprehensive Plan was extensively updated in 2016. Revisions were made in 2018 to update the Project List and the Transportation Impact Fee sections of the Transportation Element.

The proposed 2022 revisions to the Transportation Element include the following three proposed amendments:

**1. Page 3-9 Policy T7.2 and T7.3 are revised to clarify Level of Service (LOS) for minor arterials. See attached memorandum “Transportation LOS Policy Update” dated 2/24/2022 from Transportation Solutions Inc. (TSI) for the background for this revision.**

- a. Pages 3-12 and 3-13 – minor arterial descriptions are updated to reflect the LOS clarification noted in bullet 1.
- b. Appendix A 2015 Intersection LOS Summary is updated to reflect the LOS clarification noted in bullet 1.

Discussion: Policy’s T7.2 and T7.3 are currently in conflict in Chapter 3, with T7.2 noting that LOS D is the standard for minor arterials and T7.3 noting LOS C. The TSI memo notes that WSDOT has set LOS D for SR 9 (classified as a minor arterial) and SR 20 (classified as Other Principal Arterial west of Township and Minor Arterial east of Township) within the City. As a result the City has adopted LOS D for the state routes.

Staff recommends updating the Transportation Element to clarify LOS D for minor arterials. This includes Cook Road, F&S Grade Road, the State Street/Township Street Corridor, Ferry Street and Edward R Murrow Street. This will give Staff more flexibility in managing the transportation improvements for the City.

A comparison of sister agencies reveals that Mount Vernon, Oak Harbor, Skagit County, Whatcom County, Granite Falls, Sultan and Marysville all classify minor arterials as LOS D.

Revision of the LOS Standard will have no direct cost impact. Failure to update the standard may force slowdown of development due to concurrency and thus reduce Transportation Impact Fee revenues needed to support the Corridor projects.

**2. Page 3-13 Major Collectors description, page 3-45 Project List, and associated Figures 1 thru 9 are revised to reflect deletion of the Hodgin Road Arterial Extension Project.**

Discussion: Project C15 Hodgin Road Arterial Extension is shown in the 20 year in year 2036 at a cost of \$2.26 million. Hodgin prior to the 2016 Comp Plan update was envisioned as extending north of Cook Road to Jones Road. The city owns a 200’ strip of property on the west side of Brickyard Creek and bounding the SWSD property. See the attached map for the proposed alignment of this project.

Staff has had concerns about the viability of the proposed Hodgin extension project since the present Director’s arrival in 2007. As a result, this project has had a low priority and is presently scheduled in the 20 year TIP for year 2036. The major issues of concern are as follows:

1. The required crossing of Brickyard Creek at an angle and the connected environmental issues.
2. The presence of protected farmland west of Brickyard Creek.
3. The presence of protected recreation facilities (SWHS Baseball Fields) north of the planned route.
4. Aligning existing Hodgin with the City property will require a double curve in the route over a short distance.

5. The removal of extension of this route north of Cook Rd to Jones Rd from the Transportation Plan with the 2016 Comp Plan Update due to opposition from the owners of protected farm land north of Cook Road.

Of particular concern with the development in this area is possible relief of peak hour traffic from the Cook/Trail intersection. At the city's request, TSI has reviewed the impact of eliminating the Hodgin route from the transportation plan, and specifically on the function of the Cook/Trail intersection. Their findings are contained in the 1/10/2021 Transportation Concurrency Memorandum. TSI concluded:

1. Traffic projections for the Hodgin route would not significantly improve LOS of the Cook/Trail intersection.
2. Construction of the planned Cook/Trail intersection improvements should be prioritized.
3. Completion of the intersection improvements would result in an acceptable LOS beyond the twenty year planning period without Hodgin.

In addition to TSI's comments, as the project is scheduled at 2036 or beyond, it would not have any useful impact on system operation during the critical time between 2022 and 2026. Given the difficulties of acquiring right of way, environmental concerns, lack of options to extend the route north of Cook, and the expected cost, and the low priority of the Hodgin extension, Staff recommends deletion of the Hodgin Rd Arterial from the Project List, and concentrating on the already planned Jones/John Liner/Trail Road Corridor improvements, including upgrade of the Cook/Trail Intersection to a roundabout as planned for 2026.

Removal of project C15 Hodgin Road Arterial Extension from the Project List will also reduce Comp Plan Project List by \$2.225 million. The Transportation Impact Fee (TIF) will also need to be adjusted to reflect this change. Staff will review the TIF this fall as part of the annual TIF review required by SWMC, and adjust accordingly. We anticipate that the inflationary impacts of recent months on other projects on the list will more than offset the reduction of the project list. For instance, the Corridor Projects were recently updated in preparation for the RAISE grant submittal, with cost increases of 21.5% since the 12/31/2020 TIF update. This will raise the cost of the Corridor projects in the TIF alone by approximately \$6.8 million. Overall, staff expects the TIF rates to increase.

### **3. Minor revisions to update text are noted on pages 3-8, 3-9, 3-12.**

Discussion: These revisions are minor and not substantive changes.

#### *Consistency with Existing Comprehensive Plan*

The Planning Commission reviewed the amendments associated with CPA-1-2022 and reviewed the request for consistency with the Sedro-Woolley Comprehensive Plan and development regulations.

*Conclusions:* The Planning Commission finds that the amendments to the Transportation Element are consistent with the municipal code, are well planned and meet the requirements. The amendments are consistent with the existing Transportation Element Goals and Policies and the amendments to the policies under Goal T7 are being made to assure the goals are consistent with the rest of the proposed Transportation Element amendments.

CPA-2-22 – Updates to the Capital Facilities Element of the Sedro-Woolley Comprehensive Plan and Chapter 15.64 SWMC to adopt an updated School Capital Facilities Plan and increase School impact fees

The Sedro-Woolley Planning Commission completed a review a review of proposed amendments to the Capital Facilities Element of the Comprehensive Plan as requested by the Sedro-Woolley School District. The Sedro-Woolley School District No. 101 Board of Directors passed its 2022 Capital Facilities Plan (CFP) on November 8, 2021. The 2022 CFP is the School District's (District) guiding document for how the District plans to accommodate future capital facilities needs as infrastructure ages, technology advances and student enrollment grows. The CFP also specifies the amount of school impact fees that the city collects on behalf of the District. In order for the city to start collecting the updated the school impact fees, the new CFP must be incorporated in the Sedro-Woolley Capital Facilities Element by reference and Chapter 15.64 SWMC must be updated. The incorporation of the CFP must happen as part of the annual Comprehensive Plan updates. The District has requested to have the city adopt the 2022 CFP into the City of Sedro-Woolley Capital Facilities Element and adopt the updated school impact fees.

The District's 2022 CFP explains how the proposed school impact fees are calculated and demonstrates the necessity for the fees. The purpose of this proposed update is to adopt the District's 2022 CFP into the city's Capital Facilities Element and make associated changes to Sedro-Woolley Municipal Code that will enact the updated school impact fees. No changes to the District's CFP or proposed school impact fee amounts may be recommended during this review process.

The District's previous CFP was adopted by the District in 2014. That 2014 CFP, and thus the school impact fees that the city currently collects on behalf of the Sedro-Woolley School District, were adopted by the city in April 2016 (Ordinances 1845-16 and 1846-16) and went into effect in May of 2016. The fees adopted under those ordinances – and still in effect today – are \$1,678 per single family home and \$847 per unit in a structure with more than one unit. Per the District's request, the city is proposing to update Appendix E of the Capital Facilities Element with the updated 2022 District CFP.

In addition to the CFP adopted by reference as Appendix E to the Capital Facilities Element, the Element also has a short section (7.12) that discusses schools. Section 7.12 does not need to be amended in order for the city to adopt the new CFP or amended school impact fees. Aside from replacing the existing CFP in Appendix E with the new CFP, no other amendments to the Capital Facilities Element are necessary.

In order to fully implement the school impact fee updates, Chapter 15.64 SWMC will need to be updated. SWMC 15.64.040 – Assessment of impact fees – specifies that school impact fees are to be paid on all new residential units. That section refers to Appendix A of 15.64 SWMC where the current school impact fees are codified. As shown in Appendix A, current school impact fees are \$1,678 per single family home and \$847 per unit in a structure with more than one unit.

When adopted by the city, the new school impact fee amounts at \$4,461 for single-family residences and \$2,888 for multi-family units

*Consistency with Existing Comprehensive Plan*

The amendments associated with CPA-2-2022 and reviewed the request for consistency with the Sedro-Woolley Comprehensive Plan and development regulations.

The District is required to have an up to date Capital Facilities Plan incorporated into the City Comprehensive Plan in order for the city to charge impact fees. This update will assure that the school impact fee calculations are current and justifiable.

Policy CF2.2: The burden for financing capital improvements should be borne by the primary beneficiaries of new facilities.

*The updated School CFP will assure that the District is planning for future growth needs and school impact fees are appropriately charged to new development, which is the primary beneficiary of new facilities.*

*Conclusions:* The Planning Commission finds that the amendments to the Capital Facilities Element are consistent with the municipal code and the amendments to Chapter 16.65 SWMC are consistent with the Comprehensive Plan. The amendments are well planned and meet the requirements for Comprehensive Plan amendments.

The Planning Commission finds that the amendments to the Capital Facilities Element to include the 2022 School CFP are necessary to make sure the City Capital Facilities Element is up to date. The School CFP has been adopted by the Sedro-Woolley School District and the plan implements the Districts needed future capital facilities improvements. The CFP provides the District's school impact fees that are collected by the city for the School District. The changes to Chapter 15.64 SWMC are necessary to enact the District's updated school impact fees.

CPA-3-22 – Updates to the Land Use and Capital Facilities Elements and Title 13 SWMC to address stormwater regulations

The Sedro-Woolley Planning Commission completed a review a review of proposed amendments to the Capital Facilities Element and Land Use Element of the Comprehensive Plan, Chapter 13.36 and Chapter 13.40 SWMC as requested by the Sedro-Woolley Public Works Department.

The city is required by its stormwater permit with the Department of Ecology to make updates to the Comprehensive Plan and Sedro-Woolley Municipal Code to address certain stormwater related issues. Collectively these changes address source control aspect of the stormwater management system. The attached exhibits include those required updates. There are proposed amendments to the Land Use Element and Capital Facilities Element of the Comprehensive Plan, as well as proposed amendments to Chapters 13.36 and 13.40 SWMC.

Below is a list of the proposed amendments to both the Comp Plan and Title 13 SWMC.

*Comprehensive Plan Updates:*

Chapter 2, Land Use Element, Section 2.08:

Page 24: Revisions made to update references to the Department of Ecology Stormwater Management Manual and the NPDES permit.

Chapter 7, Capital Facilities Element, Section 7.24:

Page 157: Revisions made to update components of the City stormwater system and other minor revisions.

Page 158: Revised permit date references and added paragraphs related to new Stormwater Management planning and existing site Source Control program.

Page 160: Replaced Figure CF-3 with current stormwater system map and other minor revisions.

Page 162-165: Minor revisions.

Chapter 7, Capital Facilities Element, Section 7.36:

Page 178: Policy updates. Revised Policy CF3.20. Added Policies CF3.24 and CF3.25. Renumbered subsequent policies.

#### *Municipal Code Updates:*

CH 13.36, Stormwater Management:

Revisions made in various locations to update date references to the Department of Ecology Manual, and other minor revisions for clarity.

CH 13.40, Stormwater Maintenance:

Revisions made in various locations to update date references to the Department of Ecology Manual, and other minor revisions for clarity.

Added Source Control inspections to Purpose.

Added Source Control BMP to Definitions.

Added language in 13.40.060, 13.40.075, 13.40.100 and 13.40.110 related to Source Control to comply with City's NPDES permit requirement to "...adopt and make effective an ordinance(s), or other enforceable documents, requiring the application of source control BMPs for pollutant generating sources associated with existing land uses and activities."

#### *Consistency with Existing Comprehensive Plan*

The amendments associated with CPA-3-2022 and reviewed the request for consistency with the Sedro-Woolley Comprehensive Plan and development regulations. These amendments



are not substantive and are in conformance with the Comprehensive Plan goals and policies. changes are being made to both the municipal code and the Comprehensive Plan; this allows for the municipal code to be consistent with the Comprehensive Plan as required by the Growth Management Act (GMA).

*Conclusions:* The Planning Commission finds that the amendments to address source control in the Capital Facilities Element, Land Use Element, Chapter 13.36 and Chapter 13.40 SWMC are consistent with the municipal code and the Comprehensive Plan. The amendments are well planned and meet the requirements for Comprehensive Plan amendments.

The Planning Commission finds that the amendments to address source control are necessary to make sure the City Comprehensive Plan and municipal code are up to date. The changes to Capital Facilities Element, Land Use Element, Chapter 13.36 and Chapter 13.40 SWMC are necessary to assure that the city is in compliance with its Department of Ecology stormwater permit.

#### CPA-4-22 – Updates to the Parks and Recreation Element and Chapter 15.60 SWMC to address Parks Impact Fees

The Sedro-Woolley Planning Commission completed a review a review of proposed amendments to the park impact fee in Chapter 16.50 SWMC as requested by the City Council.

The City Council requested that the impact fee for parks be evaluated and possibly updated. The parks impact fee calculation is in the Park Impact Fee Calculation document (housed in Appendix A of the Parks and Recreation Element of the Comprehensive Plan) and the actual fee is codified in Chapter 15.60 SWMC. To update the fee, the City Council will need to review the calculations and ultimately has the option to update the fee in Chapter 15.60 SWMC.

Park impact fees can only be used to pay for improvements reasonably related to new development, not existing deficiencies. Impact fees are assessed at the time that a permit is issued (when an applicant picks up and pays for a building permit). The existing park impact fee is \$1500 per residential unit (with reduced fees for Accessory Dwelling Units).

For reference, if the city issues permits for 100 units, the city will collect \$150,000 that year to use towards park development. (100 units is a reasonable estimate and an easy number to work with for illustrative purposes. The number of units issued in a year varies greatly. For example, the city issued permits for 207 units in 2021, but in 2020 that number was much lower and 2022 that number is tracking to be much lower).

The park impact fee has been \$1,500 since 2008. It was supposed to have been updated annually per the ENR Construction Cost Index for the Seattle area.

SWMC 15.60.070B says that the fee should be updated annually:



SWMC 15.60.070B. The impact fee set out in subsection A of this section shall be updated annually at a rate adjusted in accordance with the engineering news record (ENR) Construction Cost Index for the Seattle area, using a June-June annual measure to establish revised fee schedules effective July 1st of the current year.

The annual increase has not been applied since the fee was set in 2008. The city is in the process of creating a fee schedule that will update all fees annually at the beginning of the year. The July timeframe for updates is inconsistent with the annual fee schedule process. Using the ENR National data (the Seattle data is not available without an account), we see that the index values are as follows: June 2022 = 13111, June 2008 = 8185. Plugging that data into the formula  $(\text{Cost A}/\text{Cost B}) = (\text{Index at Time A}/\text{Index at Time B})$ , we calculated that the fee should increased to \$2,402 in June of 2022.

Another way to review the According to an online inflation calculator, inflation has caused an item that cost \$1,500 in 2008 to cost \$2,036 in 2022. That is a cumulative rate of inflation of 35.8%.

Another metric to determine the cost increase is the Consumer Price Index (CPI). Using the US Bureau of Labor Statistics CPI Inflation Calculator, \$1,5000 in 2008 dollars has the same buying power as \$2,077 in 2022. This calculator uses the CPI for All Urban Consumers in the US, not specifically the CPI for Seattle-Bellevue-Tacoma, which usually tracks much higher than the national average. The city uses the CPI to annually update the sewer connection charge for new units.

Because the \$1,500 fee does not “go as far as it used to,” it stands to reason that the park impact fee needs to be increased. As demonstrated by the two metrics shown above, the city needs to increase the park impact fee by somewhere around \$500 to keep up with the increasing cost of doing business.

The Planning Commission review a staff recommendation to increase the park impact fee by \$500 to bring the impact fee up to current needs. In addition, staff recommended that the ADU impact fee also be updated. The ADU park impact fees were specifically meant to be 61% of a standard single family residential park impact fee for ADUs over 450 SF; and 30% of a standard SFR park impact fee for ADUs up to 450 SF. This equates to a \$450 park impact fee for small ADUs and a \$915 for park impact fee large ADUs. The value was codified instead of the intended ratios 30% of a standard SFR park impact fee for ADUs up to 450 SF and 61% of a standard single family residential park impact fee for ADUs over 450 SF. The amendment replaced the value with the intended ratios of 30% and 61%.

Also, the ENR is not keeping up with inflation. Staff recommended to eliminate the ENR as the index by which the parks impact fee is annually increased. Instead, staff recommended using the Consumer Price Index (CPI); this is consistent with the sewer connection charge methodology. Staff further recommends updating the fee annually on January 1 instead of annually in July. This will be consistent with the update methodology of the soon-to-be-implemented consolidated fee schedule. When adopted, that new fee schedule will relocate the parks impact fees from Chapter 15.60 SWMC and place them in the new fee schedule.

The tables and some of the references in SWMC 15.60.070 still reference information relating to the 2005-2025 growth projections. That information was erroneously left in that section of code. The parks impact fee calculations were updated in 2011, and then again in 2018 to reflect the current growth projection period of 2016-2036. The calculations will be fully revised as part of the 2025-2045 growth projection estimates (a process that will start next year). The current parks impact fee calculations are shown in Appendix A to the Parks and Recreation Element. This update includes revisions to SWMC 15.60.070 to show the most up-to-date impact fee calculation information (2016-2036).

Below are the parks impact fees of local jurisdictions. The impact fees of other jurisdictions are all over the spectrum. It is hard to draw conclusions or make conclusive comparisons. However, the data are still useful.

<b>City</b>	<b>SFR and Duplex</b>	<b>Multifamily</b>
Mount Vernon	\$855/unit	\$789/unit
Burlington	\$655/unit	\$655/unit
Sedro-Woolley	\$1,500/unit	\$1,500/unit
Anacortes	\$1,471.70/unit	\$1,060.33/unit
Oak Harbor	\$1,673/unit	\$1,344/unit
Bellingham	\$4,014.57/unit	\$2,941.85/unit
Ferndale	\$2,214/unit	\$1,796/unit
Lynden	\$2,925/unit	\$1,755/unit
Arlington	\$1,662/unit	\$1,497/unit
	<b>SFR</b>	<b>Duplexes and Townhomes</b>
Stanwood	\$1,936/unit	\$1,148/unit

The Park Impact Fee Calculation Document explains what the parks needs are and how much it will cost per new unit to achieve the city's parks needs. That document is in Appendix A to the Parks and Recreation Element. Those calculations are summarized in Section 4 of the Park Impact Fee Calculation document:

The financial costs discussed in Section 3 are for parks improvements necessary because of future development. The total cost of acquiring 157.14 acres necessary to accommodate new development is \$10,780,589 and the estimated cost to improve those lands is \$12,313,200. Together, the total estimated cost of future development on the city's parks and recreation system is \$ 23,093,789.

Although it is not anticipated that the full cost of upgrading the parks system will be paid by new development through parks impact fees, the following analysis shows what the responsibility per new dwelling unit would be if no other funding measures are used to fund the improvements.

According to Skagit County's adopted population projections for 2036, the City of Sedro-Woolley is expected to increase to 17,069 residents. The current population is estimated at 10,950. The 2010 United States Census results indicate that there is an average of 2.449 residents per dwelling unit in Sedro-Woolley. Therefore an increase of 6,119 residents results in an additional 2,499 dwelling units between 2018 and 2036 ( $6,119/2.449=2,499$ ).

By dividing the number of new units expected to be built between now and 2036 (2,499) into the cost of improving parks to meet the 2036 LOS (\$23,093,789), the cost per new unit is determined. The result of the calculation shows that it will cost the city \$9,241 for each new unit of residential development to meet the desired goals for park services in 2036.

It is not recommended that the city alter its park impact fees to try to capture the above cost per unit. This study was performed to provide up to date information about the cost of providing parks, as required by the state legislation regarding impact fee rates (RCW 82.02). The City is currently in compliance with these requirements; this study was performed to keep the city in compliance in the new planning horizon stretching into 2036. The findings herein show that the impacts of new development have a direct and substantial financial impact on the Sedro-Woolley park system. The findings further support the city's current park impact fee of \$1,500 per new residential unit.

Though the above calculations indicate that the cost of new parks facilities that are necessary as a result of new development is actually much higher per unit, it cannot be expected that all future park acquisition and development be financed exclusively by park impact fees. The total 2036 park needs cost of \$23,093,789 must be shared between the city and new development. This is referred to as an "adjustment factor" and reflects the contribution public funds must make to future park development. State legislation allows jurisdictions to include an adjustment factor, in other words, the city may charge less than the actual projected cost per unit. The adjustment factor is based on the city's ability to pay for parks needs through grants, general funds and donations.

The proposed amendments affect only Chapter 15.60 SWMC where the impact fee is specified in code. The proposed amendments will not affect the Park Impact Fee Calculation Document.

#### *Consistency with Existing Comprehensive Plan*

The Planning Commission has reviewed the proposed updates to the parks impact fees. The Parks and Recreation Element of the Sedro-Woolley Comprehensive Plan already enables the city to charge impact fees in accordance with RCW 82.02.050-110. The Park Impact Fee Calculations (Appendix A to the Parks and Rec Element) already show that it will cost the city \$9,241 for each new unit of residential development to meet the desired goals for park services. This update will assure that the park impact fee collected is adequate to meet the city's needs for parks. The current fee has not accounted for inflation and other cost increases that have occurred since 2008 when the fee was last increased.

Policy CF2.2: The burden for financing capital improvements should be borne by the primary beneficiaries of new facilities.

*The updated park impact fees will assure that the city is collecting enough money to pay for the projected park needs of new residents.*

**Conclusions:** The Planning Commission finds that the amendments to the parks impact fee amounts specified in Chapter 15.60 SWMC are necessary to make sure the collects adequate amount to provide the parks needed to accommodate new residential growth in the city. The changes to Chapter 15.60 SWMC are necessary to update the parks impact fees.

The Planning Commission recommends an increase of the parks impact fee from \$1500 to \$2000 and to update that fee annually based on the Consumer Price Index. The Planning Commission further recommends that the ADU park impact fee for ADUs is amended to be a percentage of the full park impact fee instead of a specific amount. This makes it easier for the city to annually update the park impact fees in the master fee schedule.

### **Planning Commission Finding of Fact**

#### **Conformance with Growth Management Act**

1. Per the GMA, a jurisdiction may only update its Comprehensive Plan once per year.
2. The City of Sedro-Woolley advertised on its website on December 1, 2021 and in the Skagit Valley Herald on December 7, 2021 and January 4, 2022 that the deadline for accepting applications and proposals for Land Use Plan and Zoning Map Amendments or text amendments to the City's development regulations will be January 21, 2022.
3. One request for amendments to the Capital Facilities Element and Chapter 15.64 SWMC was received from the Sedro-Woolley School District.
4. City staff proposed three comprehensive plan amendments in addition to the School District request.
5. At its March 2, 2022 Worksession, the City Council reviewed items for inclusion on the 2022 Comprehensive Plan Docket.
6. The Council reviewed and approved the proposed items to be placed on the 2022 Docket at its March 9, 2022 regular council meeting. The 2022 Docket included all four proposed amendments.
7. Per RCW 36.70A.106, notice of the proposed Comprehensive Plan and zoning amendments were sent to the Washington State Department of Commerce for 60-day review on June 16, 2022. The review period expired August 15, 2022.
8. A SEPA Determination of Non-Significance (DNS) for the 2022 Comprehensive Plan updates and associated municipal code updates was issued on July 18, 2022 (Exhibit H). The DNS was published in the July 18, 2022 Skagit Valley Herald.

#### **CPA-1-22**

9. On March 15, 2022 the Planning Commission first reviewed the proposed amendments to the Transportation Element, CPA-1-22.
10. On April 8, 2022, in compliance with Chapter 2.90 SWMC, notice of the April 19, 2022 Public Hearings in front of the Planning Commission and opportunity to comment on the proposed amendments was published in the Skagit Valley Herald. No written comments on CPA-1-22 were received ahead of the April 19, 2022 hearing.
11. The Planning Commission held the public hearing in person and virtually via Zoom (hybrid meeting) for CPA-1-22 on April 19, 2022. Staff presented the proposed amendments. No public comments were made at the hearing. The Planning Commission then deliberated and discussed the proposed Transportation Element amendments. A motion was made by Commissioner Maddox made a motion to adopt the proposed changes to the Transportation Element as presented by staff. Commissioner Stacy Penno seconded. The motion passed 6-0.

#### CPA-2-22

12. On March 15, 2022 the Planning Commission first reviewed the proposed amendments to the Capital Facilities Element and municipal code to adopt an updated School CFP and adopt updated school impact fees, CPA-2-22.
13. On April 8, 2022, in compliance with Chapter 2.90 SWMC, notice of the April 19, 2022 Public Hearings in front of the Planning Commission and opportunity to comment on the proposed amendments was published in the Skagit Valley Herald. No written comments on CPA-2-22 were received ahead of the April 19, 2022 hearing.
14. The Planning Commission held the public hearing in person and virtually via Zoom (hybrid meeting) for CPA-2-22 on April 19, 2022. Commissioner Eric Johnson recused himself from this discussion due to a potential conflict of interest, as he is a member of the School Board. City staff presented the proposed amendments. No public comments were made at the hearing. The Planning Commission then deliberated and discussed the proposed amendments. A motion was made by Commissioner Danielle Freiburger made a motion to recommendation that the city council adopt the proposed amendments to incorporate the 2022 Sedro-Woolley School District Capital Facilities Plan into the Sedro-Woolley Capital Facilities Element and make amendments to Chapter 15.64 SWMC to incorporate the School District's updated school impact fees. Commissioner Stacy Penno seconded the motion. The motion carried 4-1 with Commissioner Franett in opposition.

#### CPA-3-22

15. On May 17, 2022 the Planning Commission first reviewed the proposed amendments to the associated with source control, CPA-3-22. Those amendments affect the Capital Facilities Element Land Use Element, Chapter 13.36 and Chapter 13.40 SWMC, CPA-3-22.
16. On June 10, 2022, in compliance with Chapter 2.90 SWMC, notice of the June 21, 2022 Public Hearings in front of the Planning Commission and opportunity to comment on the proposed amendments was published in the Skagit Valley Herald. No written comments on CPA-3-22 were received ahead of the June 21, 2022 hearing.
17. The Planning Commission held the public hearing in person and virtually via Zoom (hybrid meeting) for CPA-3-22 on June 21, 2022. City staff presented the proposed amendments. No public comments were made at the hearing. The Planning Commission then deliberated and discussed the proposed amendments. A motion was made by Commissioner Freiburger to recommend the amendments as suggested by the city staff to the City Council, Commissioner Johnson seconded. The vote was taken and the motion carried 5-0.

#### CPA-4-22

18. On May 17, 2022 the Planning Commission first reviewed the proposed amendments to the associated with parks impact fee updates, CPA-4-22. Those amendments affect Chapter 15.60 SWMC, CPA-4-22.
19. On June 10, 2022, in compliance with Chapter 2.90 SWMC, notice of the June 21, 2022 Public Hearings in front of the Planning Commission and opportunity to comment on the

- proposed amendments was published in the Skagit Valley Herald. No written comments on CPA-4-22 were received ahead of the June 21, 2022 hearing.
20. The Planning Commission held the public hearing in person and virtually via Zoom (hybrid meeting) for CPA-4-22 on June 21, 2022. City staff presented the proposed amendments. No public comments were made at the hearing. The Planning Commission then deliberated and discussed the proposed amendments. A motion was made by Commissioner Johnson to recommend the amendments as suggested by the city staff to the City Council, Commissioner Johnson seconded. The vote was taken and the motion carried 5-0.

### **Planning Commission Recommendations**

#### **CPA-1-22 – Updates to the Transportation Element**

Based on the findings of fact and testimonies received by the Planning Commission, the Planning Commission recommends that the City Council **adopt** the proposed amendments to the Transportation Element as shown in Attachment A.

#### **CPA-2-22 – Updates to the Capital Facilities Element of the Sedro-Woolley Comprehensive Plan and Chapter 15.64 SWMC to adopt an updated School Capital Facilities Plan and increase School impact fees**

Based on the findings of fact and testimonies received by the Planning Commission, the Planning Commission recommends that the City Council **adopt** the proposed amendments to incorporate the School District's updated CFP into the Capital Facilities Element and update the school impact fees in Chapter 15.64 SWMC as shown in Attachment C.

#### **CPA-3-212 – Updates to the Land Use and Capital Facilities Elements and Title 13 SWMC to address stormwater regulations**

Based on the findings of fact and testimonies received by the Planning Commission, the Planning Commission recommends that the City Council **adopt** the proposed amendments to address source control in the Capital Facilities Element, Land Use Element, Chapter 13.36 and Chapter 13.40 SWMC. The recommended amendments are shown in Attachment D.

#### **CPA-4-22 – Updates to the Chapter 15.60 SWMC to address Parks Impact Fees**

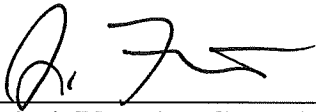
Based on the findings of fact and testimonies received by the Planning Commission, the Planning Commission recommends that the City Council **adopt** the proposed amendments to Chapter 15.60 SWMC as shown in Attachment E to update the city's park impact fees.




## ATTACHMENTS

- A. Planning Commission recommended amendments associated with CPA-1-22
- B. School District request for amendments associated with CPA-2-22
- C. Planning Commission recommended amendments associated with CPA-2-22
- D. Planning Commission recommended amendments associated with CPA-3-22
- E. Planning Commission recommended amendments associated with CPA-4-22
- F. Notice of Public Hearing Published in the Skagit Valley Herald April 8, 2022
- G. Notice of Public Hearing Published in the Skagit Valley Herald June 10, 2022
- H. SEPA DNS issued July 18, 2022

## CERTIFICATION



Joe Fattizzi, Planning Commission Chairman



Date

# Attachment A

To PC Findings and Recommendation

## Chapter 3

### TRANSPORTATION ELEMENT

- 3.04 Introduction
- 3.08 Goals and Policies
- 3.12 Transportation System Inventory
- 3.16 Existing Traffic Conditions
- 3.20 Travel Demand Forecasting
- 3.24 Future System Needs
- 3.28 Transportation Financing Plan
- 3.32 Intergovernmental Coordination

### APPENDIX

- A 2015 Intersection LOS Summary
- B 2015 Street Segment LOS Summary
- C 2036 Intersection Level of Service
- D 2036 Street Segment Level of Service – without improvement
- E 2036 Street Segment Level of Service – with Improvement

See Comp Plan Ordinance No. 2014-22 for recommended changes. Amendments left out of this copy so as to avoid redundancy in Council packet

Sedro Woolley Comprehensive Plan | 3-1

~~Update effective: May 18, 2018~~Draft: March 2022





## Sedro-Woolley School District No. 101

801 Trail Rd, Sedro-Woolley, WA 98284~360-855-3500~Fax 360-855-3574

### **Attachment B**

to PC Findings and Recommendation

November 9, 2021

John Coleman, AICP  
Planning Director/Building Official  
325 Metcalf Street  
Sedro-Woolley WA 98284

RE: Sedro-Woolley School District Adopted 2022 Capital Facilities Plan

Dear Mr. Coleman:

Enclosed please find the Sedro-Woolley School District's 2022 Capital Facilities Plan, adopted by our Board of Directors on November 8, 2021. The 2022 CFP includes current planning in our District as well as updated school impact fees. Please commence the process for updating your jurisdiction's Comprehensive Plan to adopt the 2022 CFP by reference and update accordingly the school impact fees assessed by you on behalf of the District. Please let me know any additional information that you require from the District for this purpose.

We appreciate your attention to this matter. I can be reached at 360-855-3575 with any questions.

Sincerely,

Brett Greenwood  
Executive Director of Business, Operations and Technology

Enclosure

**Dr. Miriam Mickelson**, Superintendent • **Michael S. Olson**, Assistant Superintendent

**Brett Greenwood**, Executive Director of Business, Operations & Technology

**Matt Mihelich**, Executive Director of Human Resources & Health Services

*An Equal Opportunity Employer*  
City Council Packet

**Chapter 15.64 SWMC - IMPACT FEES FOR SCHOOL FACILITIES**

...

**Appendix A—Schedule of School Impact Fees**

See Municipal Code Ordinance No. 2015-22 for updated School impact fee language. Amendments left out of this copy so as to avoid redundancy in Council packet

**Chapter 2****LAND USE ELEMENT**

<b>2.04</b>	<b>Definitions</b>
<b>2.08</b>	<b>Land Characteristics and Types of Land Use</b>
<b>2.12</b>	<b>Existing Land Uses and Land Availability</b>
<b>2.16</b>	<b>Land Use Goals and Policies</b>
<b>Appendix A</b>	<b>Buildable Lands and Land Capacity Analysis Report and addendum memo</b> <a href="#"><u>{No Changes in this draft, Appendix not included}</u></a>
<b>Appendix B</b>	<b>The Center for Innovation and Technology Subarea Plan (S.W.I.F.T. Center Subarea Plan)</b> <a href="#"><u>{No Changes in this draft, Appendix not included}</u></a>

See Comp Plan Ordinance and Municipal Code update Ordinance for recommended changes. Amendments left out of this copy so as to avoid redundancy in Council packet

## Chapter 15.60

### IMPACT FEES FOR PLANNED FACILITIES\*

Sections:

- 15.60.010 Authority and purpose.**
- 15.60.015 Definitions.**
- 15.60.020 Applicability.**
- 15.60.030 Geographic scope.**
- 15.60.040 Imposition of transportation impact fees.**
- 15.60.050 Transportation fee schedules and establishment of service area.**
- 15.60.060 Calculation of transportation impact fees.**
- 15.60.070 Park impact fee and establishment of service area.**
- 15.60.080 Calculation of park impact fees.**
- 15.60.090 Fire department impact fee and establishment of service area.**
- 15.60.100 Calculation of fire department impact fees.**
- 15.60.110 Payment of fees.**
- 15.60.120 Project list.**
- 15.60.130 Funding of projects.**
- 15.60.140 Refunds.**
- 15.60.150 Appeals.**
- 15.60.160 Relationship to SEPA.**
- 15.60.170 Relationship to concurrency.**
- 15.60.180 Necessity of compliance.**

\* Prior ordinance history: Ords. 1314-98, 1331-99, 1424-02 and 1452-03.

#### **15.60.010 Authority and purpose.**

A. This title is enacted pursuant to the city's police powers, the Growth Management Act as codified in Chapter 36.70A RCW, the enabling authority in Chapter 82.02 RCW, Chapter 58.17 RCW relating to platting and subdivisions, and the State Environmental Policy Act (SEPA) Chapter 42.21C RCW.

B. The purpose of this title is to:

1. Develop a transportation impact fee program consistent with the Sedro-Woolley Comprehensive Plan (2005) the Six-Year Transportation Improvement Program (2005), and capital facilities plans for joint public and private financing of transportation, park and fire department improvements necessitated in whole or in part by development in the city;
2. Ensure adequate levels of transportation, traffic, park and fire department service within the city consistent with the comprehensive plan;
3. Create a mechanism to charge and collect fees to ensure that all new development bears its proportionate share of the capital costs of off-site facilities directly necessitated by new development, in order to provide an adequate level of service consistent with the comprehensive plan;

See Municipal Code update Ordinance No. 2015-22 for recommended changes. Amendments left out of this copy so as to avoid redundancy in Council packet

# NOTICE OF PUBLIC HEARINGS

**CITY OF SEDRO-WOOLLEY  
Amendments to Comprehensive Plan  
City of Sedro-Woolley Council Chamber  
And Virtually via Zoom Webinar**

## **Attachment F**

To PC Findings and Recommendation

The City of Sedro-Woolley Planning Commission will hold public hearings on **April 19, 2022 at 6:30 PM**, in the Sedro-Woolley Council Chambers and via Zoom Webinar, to hear testimony regarding the following proposed amendments to the City Comprehensive Plan:

1. Updates to the Transportation Element of the Sedro-Woolley Comprehensive Plan – part of the 2022 Docket
2. Updates to the Capital Facilities Element of the Sedro-Woolley Comprehensive Plan to address School Capital Facilities Plan and School impact fees – part of the 2022 Docket

Interested parties can comment on the proposed changes in writing or at the hearing. **Written comments must be received by 4:30 PM April 19, 2022** to be considered at this public hearing. Send written comments to: City of Sedro-Woolley Planning Department, ATTN: Assistant Planner, 325 Metcalf Street, Sedro-Woolley, Washington, 98284, or by email to [nmcgowan@sedro-woolley.gov](mailto:nmcgowan@sedro-woolley.gov).

Please use the link below to join the webinar:

<https://zoom.us/j/98042863482?pwd=dnpVeXp4YUJYQVBtdm10VTZ2VVlyZz09>

Meeting ID: 980 4286 3482 – Password: 070388

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Published in the Skagit Valley Herald: April 8, 2022

# NOTICE OF PUBLIC HEARINGS

CITY OF SEDRO-WOOLLEY

## Amendments to Comprehensive Plan and Sedro-Woolley Municipal Code

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

**Attachment G**

To PC Findings and Recommendation

The City of Sedro-Woolley Planning Commission will hold public hearings on **June 21, 2022 at 6:30 PM**, in the Sedro-Woolley Council Chambers and via Zoom Webinar, to hear testimony regarding the following proposed amendments:

1. Updates to the Parks and Recreation Element of the Sedro-Woolley Comprehensive Plan and Chapter 15.60 SWMC to address Parks Impact Fees – part of the 2022 Docket
2. Updates to the Land Use and Capital Facilities Elements of the Sedro-Woolley Comprehensive Plan and Title 13 SWMC to address stormwater regulations – part of the 2022 Docket
3. Proposed updates to Chapter 3 – Additional Standards for the Central Business District and Chapter 11 – Definitions of the Sedro-Woolley Design Review Standards and Guidelines manual

Interested parties can comment on the proposed changes in writing or at the hearing. **Written comments must be received by 4:30 PM June 21, 2022** to be considered at this public hearing. Send written comments to: City of Sedro-Woolley Planning Department, ATTN: Assistant Planner, 325 Metcalf Street, Sedro-Woolley, Washington, 98284, or by email to [nmcgowan@sedro-woolley.gov](mailto:nmcgowan@sedro-woolley.gov).

Please use the link below to join the webinar:

<https://zoom.us/j/98042863482?pwd=dnpVeXp4YUJYQVBtdm10VTZ2VVlyZz09>

Meeting ID: 980 4286 3482 – Password: 070388

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833 or +1 312 626 6799 or +1 929 205 6099 or +1 301 715 8592

Published in the Skagit Valley Herald: June 10, 2022

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

**Attachment H**  
To PC Findings and Recommendation

**Project Description:** 2022 amendments to the Sedro-Woolley Comprehensive Plan and development regulations in compliance with the Growth Management Act. Amendments to the Transportation, Parks and Recreation, Capital Facilities and Land Use Elements, as well as associated amendments to the development regulations. File #CPA-1-22 through 4-22.

**Proponent:** City of Sedro-Woolley Planning Department

**Location of Project, Including Street Address, if any:** This is a non-project action.

**Lead Agency, City of Sedro-Woolley:** The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. In support of this environmental determination the City adopts the existing Final Environmental Impact Statement prepared June 1994 and Supplemental Environmental Impact Statement prepared February 1998, both prepared for the adoption of the City of Sedro-Woolley Comprehensive Plan and Development Regulations. This information is available to the public on request.

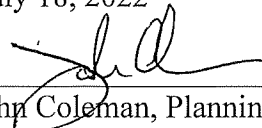
This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date of issue. Comments must be submitted by **August 1, 2022**. Per SWMC 2.88.170, you may appeal this threshold determination in writing to the City of Sedro-Woolley Planning Department no later than **August 15, 2022**. Written appeals must be submitted to the Sedro-Woolley Planning Department, 325 Metcalf Street, Sedro-Woolley, Washington, 98284. Contact the Planning Director at (306) 855-0771 or electronically at [jcoleman@sedro-woolley.gov](mailto:jcoleman@sedro-woolley.gov) to read or ask about the procedures for SEPA appeals.

**Responsible SEPA Official:** Planning Director – City of Sedro-Woolley  
**Contact Person:** John Coleman, Planning Director

**Address:** 325 Metcalf Street, Sedro-Woolley, WA 98284

**Date of Issue:** July 18, 2022

**Signature:**

  
\_\_\_\_\_  
John Coleman, Planning Director



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Amending SWMC 10.44.020 to  
Remove Certain Parking Restrictions on  
Nelson Street - Ordinance 2020-22 -  
2nd Read

**FROM:**

Mark Freiberger, Public Works Director

**RECOMMENDED ACTION:**

Move to adopt Ordinance 2020-22 amending Municipal Code 10.44.020 to remove certain parking restrictions on Nelson Street.

**ISSUE:**

Should Council adopt Ordinance 2020-22, removing certain parking restrictions on Nelson Street?

**BACKGROUND/SUMMARY INFORMATION:**

This is the second reading for this item. Action is requested.

Sedro-Woolley Municipal Code 10.44.020 prohibits parking in certain areas on Nelson Street. However, vehicles are currently being parked in an undeveloped gravel shoulder located on the south side of Nelson Street, between Metcalf Street and Walley Street, along the fence of the Sedro-Woolley School District parking lot. The south side of Nelson Street, between Metcalf Street and Walley Street across Third Street from Sedro-Woolley High School and is being used by students for supplemental parking. Because parking at the High School is limited, both the City of Sedro-Woolley and the Sedro-Woolley School District are in support of this area being used by students for supplemental parking.

**FISCAL IMPACT, IF APPROPRIATE:**

N/A

**ATTACHMENTS:**

1. Ordinance 2020-22



**CITY OF SEDRO-WOOLLEY  
Sedro-Woolley, Washington**

**ORDINANCE NO. 2020-22**

**AN ORDINANCE OF THE CITY OF SEDRO-WOOLLEY AMENDING THE  
SEDRO-WOOLLEY MUNICIPAL CODE SECTION 10.44.020 ENTITLED  
PARKING PROHIBITED ON PORTIONS OF PUGET STREET, NORTHERN  
STREET AND NELSON STREET.**

**WHEREAS**, the Sedro-Woolley Municipal Code (SWMC) regulates the stopping, standing, and parking of vehicles; and

**WHEREAS**, the City of Sedro-Woolley has authority under RCW 35A.01.050 and RCW 35.22.280(7) to adopt parking regulations; and

**WHEREAS**, vehicles are currently being parked in an undeveloped gravel shoulder located on the south side of Nelson Street, between Metcalf Street and Walley Street, along the fence of the Sedro-Woolley School District parking lot; and

**WHEREAS**, the south side of Nelson Street, between Metcalf Street and Walley Street is across Third Street from Sedro-Woolley High School and is being used by students for supplemental parking; and

**WHEREAS**, parking is limited at Sedro-Woolley High School; and

**WHEREAS**, both the City of Sedro-Woolley and the Sedro-Woolley School District are in support of this area being used by students for supplemental parking; and

**WHEREAS**, the City Council desires to update SWMC 10.44.020 entitled “Parking prohibited on Portions of Puget Street, Northern Street, and Nelson Street” to remove parking restrictions on the south side of Nelson Street; and

**WHEREAS**, this ordinance is necessary and in the public’s interest;

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

**SECTION ONE.** SWMC 10.44.020 “Parking prohibited on portions of Puget Street, Northern Street and Nelson Street” is hereby amended to read as follows:

10.44.020 Parking Prohibited on portions of Puget Street and Northern Street

No person shall park a vehicle at any time on:

Street	Extent of Restriction	Side of Street
Northern Street	Monday to Thursday 10:30 a.m. to 2:00 p.m.	Both sides between Metcalf and Puget as identified on Exhibit A* attached to the ordinance codified in this chapter
Puget Street	Monday to Thursday 10:30 a.m. to 2:00 p.m.	West side, 50 feet from NW corner of Puget and Northern Streets

\* Approximate location of restricted parking shown on Exhibit A; placement of restricted parking signs or other markings will control the actual location of restricted parking areas for enforcement.

(Ord. [1581-07](#) § 1 (part), 2007)

**SECTION TWO. Severability.** If any section, sentence, clause, or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any section, sentence, clause, or phrase of this Ordinance.

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

**SECTION FOUR. Conflict.** In the event that there is a conflict between the provision of this Ordinance and any other City ordinance, the provision of this Ordinance shall control.

**SECTION FIVE. Effective date.** This Ordinance shall take effect five days after its publication by summary.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

THE CITY OF SEDRO-WOOLLEY

By \_\_\_\_\_

Julia Johnson, Mayor

Dated: \_\_\_\_\_

Attest:

\_\_\_\_\_

Kelly Kohnken, Finance Director/City Clerk

Approved as to Form:

\_\_\_\_\_

Nikki Thompson, City Attorney

Published: \_\_\_\_\_



Agenda  
Item No.  
Date: September 28, 2022  
Subject: Amendment 8 to Professional Services Agreement 2018-PS-12 Carletti Architects

**FROM:**

Mark A. Freiburger, PE, Director of Public Works

**RECOMMENDED ACTION:**

Authorize Public Works Director Mark Freiburger to sign Amendment 8 to Professional Services Agreement 2018-PS-12 with Carletti Architects in the amount of \$33,500, for a new agreement total of \$502,195.

**ISSUE:**

Should council authorize Public Works Director Mark Freiburger to sign Amendment 8 to Professional Services Agreement 2018-PS-12 with Carletti Architects in the amount of \$33,500. for a new agreement total of \$502,195.

**BACKGROUND/SUMMARY INFORMATION:**

The city entered into Professional Services Agreement 2018-PS-12 with Carletti Architects of Mount Vernon, WA, on 4/13/2018 for preliminary design of the new Public Works facility at 501 Alexander Street. Subsequent amendments to the original agreement added final design and construction management support for the Public Works Building, Wastewater Treatment Facility Laboratory/Operations Building, and site improvements for a Vehicle Storage Building. The current Amendment 8 for \$33,500 represents additional work beyond previous amendments to finalize the Alternate #2 Site Work for the Public Works Facility, including a vehicle fueling station, revisions to the site plan for the future building, and other revisions to design the future site utilities. There is also an allowance for final project coordination by the Architect. It is anticipated that this amendment will close out the contract work under 2018-PS-12.

**FISCAL IMPACT, IF APPROPRIATE:**

See the Summary of Amendments for a record of the original agreement and amendments 1 through 8.

Staff has reviewed the overall project budget, including projections to final completion for the construction of the new Public Works Facility. We are still negotiating the final change orders, but expect the costs approximately to be as follows. These include the major change order to add the Alternate #2 Site Improvements and fueling station for the future building. The design costs also include design of the 2nd floor improvements for the Public Works Building. Final costs will be determined on close out.

**ESTIMATED COST**

Item.....	Total Project.....	WWTP Lab/Ops Bldg.....	Public Works Bldg
-----------	--------------------	------------------------	-------------------

Faber Construction contract, including Sales Tax.....	\$6,380,552.....	\$2,603,563.....	\$4,370,506
Carletti Architects - Design and Construction Management....	\$502,195.....	\$148,275.....	\$352,920
GeoTest - Materials testing & Special Inspections.....	\$17,074.....	\$7,287.....	\$9,787
Miscellaneous Expenses.....	\$314,254.....	\$91,230.....	\$223,001
ineligible Costs (Furnishings, appliances, equipment).....	\$178,783.....	\$62,768.....	\$116,015
<b>TOTAL PROJECT.....</b>	<b>\$7,392,858.....</b>	<b>\$2,913,124.....</b>	<b>\$4,485,734</b>

### **FUNDING**

WWTP Fund 401.....	\$3,033,113.....	\$3,033,113
OST Local for the PW Facility.....	\$4,000,000.....	\$4,000,000
Fund 505 Prior Year Funding.....	\$758,257.....	\$758,257
<b>Total Funding.....</b>	<b>\$7,791,370.....</b>	<b>\$3,033,113.....</b>
<b>Net Remaining.....</b>	<b>\$398,512.....</b>	<b>\$119,989.....</b>
Design & Construction as % of Contract before tax.....	9.8%.....	11.0%.....
		8.9%

There are sufficient funds available to issue Amendment 8.

Remaining funds from Fund 401 will remain in 401. Remaining funds from Fund 505 are planned for completion of Public Works Building 2nd Floor improvements, if sufficient funds remain after close-out of the main project.

### **ATTACHMENTS:**

1. Amendment 8 Agreement 2018-PS-12 Carletti Architects

## AMENDMENT NO. 8

To the PROFESSIONAL SERVICES AGREEMENT No. 2018-PS-12  
Dated March 1, 2018  
Between The City of Sedro-Woolley, Washington  
And Carletti Architects P.S.

This Amendment revises the above contract as follows:

### Section 1. Scope of Services.

The Contractor agrees to perform in a satisfactory and proper manner, as determined by the City, as design phase services for the Solid Waste/Equipment Maintenance /Street Facility Project as defined in **Exhibit A – Facility Plan, Exhibit B – Wastewater Treatment Facility Laboratory/Operations Building Final Design, Exhibit C – Solid Waste, Fleet and Operations Building Phase 1 Final Design Exhibit D Fleet and Operations Building Phase 2 Site Development Final Design, Exhibit E Public Works Building Second Floor Final Design, Exhibit F Civil Cost Increases and Exhibit G Architectural Cost Increases**

attached hereto that are requested by the City of Sedro-Woolley.

### Section 6. Compensation and Schedule of Payments.

City shall pay the Contractor its hourly rates pursuant to the schedule set forth in Exhibit A (2018 Rates), Exhibit A-1 (2019 and 2020 rates).

The contractor shall be paid monthly on the basis of invoices for compensation earned by the Contractor during the billing period, as agreed by the parties. Payment shall be made within ten (10) days after approval of the voucher by the City council.

Cost not to exceed **\$67,170 for the Exhibit A Solid Waste/Equipment Maintenance/Street Facility Project Facility Plan; \$136,950 for the Exhibit B Wastewater Treatment Plant Laboratory/Operations Building Final Design; \$192,075 for the Exhibit C Solid Waste, Fleet and Operations Building Phase 1 Final Design and Construction Support Services and Phase 2 Final Design excluding Structures; and \$47,500 for the Exhibit D Fleet, Operations Building Phase 2 Site Development Final Design, \$25,000 for Exhibit E Public Works Building Second Floor Final Design, \$18,500 for Exhibit F Civil Cost Increases and \$15,000 for Exhibit G Architectural Cost Increases** for a total cost not to exceed **\$502,195** without prior approval of the Director of Public Works or City Engineer.

All other terms and conditions remain as per the original agreement.

DATED this 29<sup>th</sup> day of September 2022.

CITY OF SEDRO-WOOLLEY  
A Washington municipal corporation

By: \_\_\_\_\_  
Public Works Director

CONTRACTOR:

Carletti Architects P.S.

By: \_\_\_\_\_

Engineering and Construction Costs  
Sedro-Woolley Fire Department

**2018-PS-12 Carletti Architects**  
**Summary of Amendments**

**9/19/2022**

<b>AMENDMENT</b>	<b>DESCRIPTION</b>	<b>DATE EXECUTED</b>	<b>AMD TOTAL</b>	<b>AGR TOTAL</b>	<b>WWTP BLDG</b>	<b>PW BLDG</b>
Base Agreement	PW Building Scoping Study to 10/1/2018	4/13/2018	67,170.00	67,170.00		67,170.00
Amendment 1	Time Extn to 12/31/2019	12/13/2018	\$0.00	67,170.00		
Amendment 2	Time Extn to 12/31/2020	12/11/2019	\$0.00	67,170.00		
Amendment 3	WWTP Lab/Ops Design/CM & Time Extn to 12/31/2021	1/9/2020	\$136,950.00	204,120.00	\$136,950.00	
Amendment 4	Public Works Bldg Design/CM	1/14/2021	192,075.00	396,195.00		192,075.00
Amendment 5	Time Extn to 12/31/2022	1/28/2021	-	396,195.00		-
Amendment 6	Exh D PW Bldg Alt#2 Storm Drain and Grading	1/4/2022	47,500.00	443,695.00		47,500.00
Amendment 7	Exh E PW Bldg 2nd Floor Finish Design (verbal NTP 5/23/22)	9/13/2022	25,000.00	468,695.00		25,000.00
Amendment 8	Exh F and G - Add'l Civil & Arch Work	PENDING	33,500.00	502,195.00	11,325.00	22,175.00
				-		
<b>TOTAL</b>			<b>502,195.00</b>	<b>502,195.00</b>	<b>148,275.00</b>	<b>353,920.00</b>

September 15th, 2022

Mark A. Freiburger PE, Director of Public Works  
City of Sedro-Woolley  
325 Metcalf Street  
Sedro Woolley, WA 98284

Reference: City of Sedro-Woolley  
Water Treatment Office Lab/ Public Works Building  
Fee Proposal Exhibit F

Dear Mark:

Per our meeting with DCG there has been several cost over runs on the overall project. These overruns are a result of multiple owner/ permit changes, utility changes, addendum changes and lack of overall construction administration support in the original fee. Below under "Scope of Work" there are (4) four Tasks which break down these changes/ additions. There is also a fee breakdown at the end of this document.

### **Scope of Work:**

#### **Task 1: Civil Engineering – Overruns Permitting and Owner changes to Base Bid and Alternate #1:**

This task covers basic civil design overruns during permitting and owner corrections to Base Bid and Alternate #1. Civil did not anticipate so many permit corrections or changes within their fee. These items are listed in the DCG description below.

CA Billed for WWTP Lab (#20-412) = **\$1,825.00**

CA Billed for Public Works Operations Bldg. Alt #1 (#20-412.1) = **\$1,175.00**

#### ***Cost narrative provided by DCG for Task #1:***

**01/27/21 – Base Bid Office Lab Facility Submitted Invoice 0033315 Ending**

02/08/2021 – Received arch backgrounds for next phase of project (Alternate #1), received signed contract for Alternate #1

03/18/2021 – Meeting with Quentin to coordinate Alternate #1 (Electrical, revised Arch...etc.)

03/23/2021 - Updated Arch plans for both Base Bid and Alternate #1 send to Civil from Arch

04/08/2021 – 04/14/2021 – Looking at Cost Estimate items for Arch

**04/23/2021 – Submitted Alternate #1 Invoice 0036442 Ending 4-30-21**

**05/03/2021 – Submitted Base Bid - Office Lab Facility Invoice 0036890 Ending 5-31-21 Total Billed \$20,350.00**

**Contract \$17,350.00 Over \$3,000.00** This is from Task 2, 4 & 5 (due to revised arch backgrounds from 2/8/21 and cost estimate req from arch)



**Task 2- Civil Engineering – Overruns Permitting and Owner changes to Alternate #2:**

Added scope of work in exhibit E is to provide finish grading along with basic storm drainage layout for the rest of the 2 acre site east of the public works building. This includes prepping of sub base. This task was added late in July 2021 and prepared as “Alternate #2” in the bidding documents. These were added owner changes to the rough grading site after initial start of design work.

CA Billed for Public Alt #2 Finish Grading (#20-412.2) = **\$3,000.00**

Cost narrative provided by DCG for Task #2:

06/01/2021 – City would like to add an Alternate #2 to the project via Arch

06/04/2021 – Meeting with Arch to discuss Alternate #2 and summary email to get go ahead on billing Alternate #2 as a separate task

06/15/2021 – Go ahead from Arch to work on Alternate #2

06/17/2021 – Looking for submittal of Base Bid, Alternate #1, & Alternate #2 around the the 7<sup>th</sup>/8<sup>th</sup> of July, Arch hasn't received comments for Base or Alternate #1 yet so assuming updating title block for final submittal.

06/21/2021 – Updated CAD base from the Arch, minor revs

06/22/2021 – Updated schedule from Arch, would like final drawings 07/12/21, no comments from City, update with title block and this and that revs we have been discussing over the past couple months.

**07/01/2021 – Submitted Alternate #2 draft to Arch Invoice 0037264 Ending 6-30-21 Total Billed \$23,350.00 Contract \$17,350.00 Over \$6,000.00** This includes the \$1,022.25 from 5-31-21 invoice and Bid Alt #2 Rough Site Grading

**Task 3- Civil Engineering – Owner changes with updated Survey Alt #1 and #2:**

This task covers revised grading for both the Public Works Operational Building Alt #1 and 2 Acre Grading for Alt #2. Owner tasked updated survey points and issued it to the design team. Time was needed to input and adjust the grading between these two projects as the existing elevations had changed from the original survey.

CA Billed for Public Works Operations Bldg. Alt #1 (#20-412.1) = **\$1,525.00**

CA Billed for Alt #2 Finish Grading (#20-412.2) = **\$2,475.00**

Cost narrative provided by DCG for Task #3:

07/02/2021 – Comments from Mark via Quentin, Selina phone call with the City and follow up email, Arch had nothing against what was proposed.

**07/15/2021 – Dropbox submittal to Arch of Base Bid & Alternate #1 & Alternate #2**

07/22/2021 – Updated survey and comments from City.

07/23/2021 – Civil followed up with Arch to ask to meet and verify where to put billing for Alternate #2 and Alternate #1/Base Bid work.

07/27/2021 – Civil followed up and received response, however not about billing.

07/27/2021 – Arch updating team addendums due August 6<sup>th</sup> **Invoice 0037629 Ending 7-31-21 Total Billed \$27,350.00 Contract \$17,350.00 Over 10,000** This includes the \$1,022.25 from 5-31-21 invoice, \$3,002.50 from 6-30-21 invoice (Bid Alt #2 Rough Site Grading), & out of scope work (Task 5 requested revisions for Updated Survey Base Bid, Bid Alt #1 and July time for Alt #1 work on Addendum #1

**Task 4- Civil Engineering – Construction Support all projects:**

This task covers construction administration support for the duration of the project. There was no construction administrative support in the original contract for the project. This fee is a lump sum fee estimate based on general construction support. Bulk of this work falls under the Waste Water Lab building since most utilities and info structure are part of the base bid. Also there was some revised grading along Alexander Street due to inaccurate spot elevations based on the original survey supplied by Skagit Surveyors. This affected grades into the main entrance of the lab office and was re designed per discussions with Dave Lee from the city.

CA Billed for WWTP Lab (#20-412) = **\$6,500.00**

CA Billed for Public Works Operations Bldg. Alt #1 (#20-412.1) = **\$1,000.00**

CA Billed for Alt #2 Finish Grading (#20-412.3) = **\$1,000.00**

**TOTAL ADDED FEES FOR OVERUNS**

Task	Description	Fee
1	Civil Engineering- Permitting and Owner Changes	\$ 3,000
2	Civil Engineering - Alt#2 Overruns	\$ 3,000
3	Civil Engineering- Updated Survey for Alt#1/ #2	\$ 4,000
4	Civil Engineering- Construction Support	\$ 8,500
<b>SUBTOTAL</b>		<b>\$18,500</b>
Reimbursable Allowance		\$ 0
<b>TOTAL</b>		<b>\$18,500</b>

**FEE BREAK DOWN BY JOB NUMBER**

Task	Percentage	Cost
20-412	45%	\$ 8,325
20-412.1	20%	\$ 3,700
20-412.2	35%	\$ 6,475
<b>TOTAL</b>		<b>\$ 18,500</b>

If this proposal is acceptable to you, we will then prepare a professional services agreement for your review and approval or we can attach this as Exhibit A in a contract the City issues.

We are excited about this opportunity of continuing our working relationship with the City.

Sincerely,



9-15-22

Quentin Sutter  
 Carletti Architects, P.S.

September 15th, 2022

Mark A. Freiburger PE, Director of Public Works  
City of Sedro-Woolley  
325 Metcalf Street  
Sedro Woolley, WA 98284

Reference: City of Sedro-Woolley  
Water Treatment Office Lab/ Public Works Building  
Fee Proposal Exhibit G

Dear Mark:

The following is a request for additional budget for Architectural cost overruns on the above reference project. As discussed in meetings the scope on this project has changed multiple times. The original fee did not have enough in it for all the scope changes. Below under “Scope of Work” there are (4) four tasks which break down these changes/ additions. There is also a fee breakdown at the end of this document.

### **Scope of Work:**

#### **Task 1: Architectural – Construction Permitting Changes to Public Works Building:**

This task covers basic added information and documentation to building official requests during construction. The Public Works building was approved for permit under a different building inspector. The new building inspector had multiple questions that came up during construction that either needed additional information or sketch changes to ensure IBC code compliance. Items included risk category, ADA door clearances, ADA casework, and information on 2-hour fire wall.

#### **Task 2: Architectural – Additional Coordination Meetings for Final Grading on Alt #2:**

This task covers additional coordination for the Alternate #2 final grading for the 2 acre site. Original fee under Exhibit D covered the basis of the design including coordination. As the project developed and moved into contractor costing there were additional coordination meetings and information needed to add to the drawings that were not initially covered. Items including electrical coordination, landscaping coordination, storm vault option coordination and future building foundation/ apron coordination.

### Task 3: Architectural – Fuel Station Design for Final Grading on Alt #2:

This task covers additional information on the fueling station pad for Alternate #2 Final Grading. The original fee in Exhibit D had some basic time for a generic Fuel Filling Pad Station information. As project developed the fueling pad was revisited and additional information was needed and coordinated. Items included adding a light pole, coordinating the different fuel tanks, coordinating added electrical to tanks and access points, and final drawing showing dimensions of tanks and added underground conduits needed for all items. This task also includes added time from the electrical engineer.

### Task 4: Architectural – Additional project meetings for project close out:

This task covers additional time for completing the project with substantial completion and punch list walk through. The original project scope for the Waste Water Lab (#20-412) had a budget of 18 site visits. The added scope of the Public Works Operation Building (#20-412.1) added an additional 4 more site visits for a total of 22 site visits. The first owner/ architect/ contractor on site meeting started on December 1<sup>st</sup> 2021. After pre punch list walk through on September 8<sup>th</sup>, all 22 site visits within the budget were used. This task would add time for 2 more site visits to the project for substantial completion punch list and final close out walk through 30 days after substantial completion.

## FEES

Task	Description	Fee
1	Construction Permit Changes - Architectural	\$ 2,500
2	Additional Coordination Meetings Alt #2 - Architectural	\$ 3,000
3	Alternate #2 Fuel Pad Design - Architectural	\$ 5,000
4	Project Management Close out - Architectural	\$ 4,500
<b>SUBTOTAL</b>		<b>\$ 15,000</b>
Reimbursable Allowance		\$ 00.00
<b>TOTAL</b>		<b>\$ 15,000</b>

## FEE BREAK DOWN BY JOB NUMBER

Task	Percentage	Cost
20-412	20%	\$ 3,000
20-412.1	35%	\$ 5,250
20-412.2	45%	\$ 6,750
<b>TOTAL</b>		<b>\$ 15,000</b>

Mark A. Freiburger, PE, City of Sedro-Woolley  
Water Treatment Office Lab/ Public Operations Building  
September 15th, 2022

**HOURLY RATES**

Principal	\$160.00/hour
Project Architect I	\$140.00/hour
Project Manager I	\$125.00/hour
Project Designer I	\$125.00/hour
Project Designer II	\$120.00/hour
Space Planner	\$115.00/hour
Clerical	\$49.00/hour

**Exclusions:**

SEPA and conditional use permit applications, Topographic survey and existing conditions map, wetlands delineation/critical areas report  
Reimbursable (See below)

**Reimbursable:**

Mileage	\$ .62.5per mile plus 10% markup
Large Format Copies	\$ 1.50 each
Postage and Delivery	Cost + 10%
Sub-consultants	Cost + 10%

If this proposal is acceptable to you, we will then prepare a professional services agreement for your review and approval or we can attach this as Exhibit A in a contract the City issues.

We are excited about this opportunity of continuing our working relationship with the City.

Sincerely,



9-15-22

Quentin Sutter  
Carletti Architects, P.S.



Agenda Item No.	
Date:	September 28, 2022
Subject:	Proposed Change Orders 30.1r1, 030.2 and 030.3 Alternative #2 Public Works Facility Grading & Paving for Future Building

**FROM:**

Mark A. Freiburger, PE, Director of Public Works

**RECOMMENDED ACTION:**

Authorize Public Works Director Mark Freiburger to sign Proposed Change Orders 030.1r1, 030.2 and 030.3 Alternative #2 Public Works Facility Grading & Paving for Future Building.

**ISSUE:**

Should Council authorize Public Works Director Mark Freiburger to sign Proposed Change Orders 030.1r1, 030.2 and 030.3 Alternative #2 Public Works Facility Grading & Paving for Future Building?

**BACKGROUND/SUMMARY INFORMATION:**

On June 22, 2022, council authorized Mayor Johnson to sign Proposed Change Order 30 to Agreement 2021-PW-02 with Faber Construction for the additional work to grade and pave the Alternative #2 site south and east of the new Public Works Building. As was noted in PCO-030, certain elements of the work were not fully known when Faber prepared PCO-030, including the configuration of the storm water Filter vault, the final alignment of the new Sewer Service, and final details of the Landscaping plan. Also unknown was the amount of additional over-excavation required to reach suitable subgrade soils. Faber provided a budget estimate for grading depths for the future Vehicle Storage Building but these were not incorporated in PCO-030. PCO-030.1, 2, 3 and 4 respectively finalize the pricing for the unknown elements. This work is complete. These are detailed as follows:

PCO-030.1r1 Enhanced Scope per Final Drawings includes the cost of purchase and installation of the storm water filtration system, addition of a sanitary sewer manhole and 166 lf of trench and pipe, and final subcontract price for Landscaping, totaling \$78,810.18.

PCO-030.2 Alt#2 Unsuitable Materials and Over-excavation compensates the contractor for the actual amount of over excavation and backfill of unsuitable soils identified in the field by the Geotechnical representative. The total amount removed was measured using the contractor's GPS system and came in at 1,220 tons (approx. 610 cubic yards). The city's preliminary estimate for over excavation was 600 cubic yards. The contractor was able to utilize excavated suitable materials to backfill the over excavation areas, saving the cost of imported soils and disposal of the reused soils. The contractors cost for this work before markup is \$45,971 or \$37.70/ton. This is in line with over excavation work completed earlier under PCO-002 for the WWTP Building & PW Building areas (negotiated at \$32/ton plus markup), when adjusted for the additional work to reuse the existing suitable material as structural backfill (estimated at \$14.07/ton less

\$10/ton credited for savings for haul off).

PCO-030.3 Alt#2 Future Building Over-excavation & Gravel is for additional excavation and gravel backfill for the future 75' x 171' Vehicle Storage Building. Faber had provided a ballpark figure for this work at \$60,000, but this was not incorporated in PCO-030 as the actual quantity was unknown. Faber also noted a scale bust on the drawings used to prepare their ballpark estimate, but this was not relevant to the final cost. PCO-030.3 for \$94,278.27 compensates the contractor for the work as built. Staff has prepared an independent estimate for this work totaling \$93,969. This change compensates the contractor for the additional excavation, haul off and placement of gravel base and gravel borrow to support the future Vehicle Storage Building. Having the future building pad 'shovel ready' will greatly enhance usability of the site, and also should make funding the future project more attractive to funding agencies.

PCO-030.4 Garbage Removal was for removal and disposal of garbage discovered buried in a pit within the limits of the future building site. The total cost for this work was \$1,403.25. This PCO was approved under the Director's authority and is not included in this request for approval.

PCO-030.5 Fuel Island Revisions is for final design revisions to the Fuel Island. PCO-030 was bid using plans dated 6/2/2022 that included details for a 14' x 72' concrete slab with a water and power service. The detail was subsequently refined by the city to reflect the actual fuel tanks to be installed along with fuel pump requirements unknown when the preliminary plans were prepared. The final plans included an extensive expansion of the conduit and power service for the three tanks, plus addition of a card reader type fuel dispenser system. The changes required addition of additional breakers and wiring from the tank location to the Public Works building main service panel. A light pole was also added. These revisions resulted in an increased cost of \$27,436.81. This PCO was previously approved under the Director's Authority and is not included in the present approval.

The total for PCO-030.1r1, 2, and 3 is \$225,411.47. With PCO-030.4 and 5, and the original value of PCO-030 at \$760,031.08, the total for PCO-030 for the Alternate #2 site work is the work is \$1,014,282.61.

There may be an additional minor change for fence modifications at the northeast corner of the site to accommodate the PCO-030 work.

**FISCAL IMPACT, IF APPROPRIATE:**

Staff has reviewed the overall project budget, including projections to final completion for the architecture design and construction management, the construction contract, furnishings and miscellaneous costs. We are still negotiating a few minor change orders, but expect the costs approximately to be as follows. The design costs also include design of the 2nd floor improvements for the Public Works Building. Final costs will be determined on close out.

## ESTIMATED COST

Item.....	Total	Project.....	WWTP	Lab/Ops	Bldg.....	Public Works Bldg
Faber Const Contract, including Sales Tax.....	\$6,380,552.....	\$2,603,563.....			\$4,370,506	
Carletti Architects - Design and Const Mgt.....	\$502,195.....	\$148,275.....			\$353,920	
GeoTest - Materials testing & Special Inspections....	\$17,074.....	\$7,287.....			\$9,787	
Miscellaneous Expenses.....	\$314,254.....	\$91,230.....			\$223,001	
Ineligible Costs (Furnishings, appliances, equipt).....	\$178,783.....	\$62,768.....			\$116,014	
<b>TOTAL PROJECT.....</b>	<b>\$7,392,858.....</b>	<b>\$2,913,124.....</b>			<b>\$4,479,734</b>	

## FUNDING

WWTP Fund 401.....	\$3,033,113.....	\$3,033,113			
OST Local for the PW Facility.....	\$4,000,000.....				\$4,000,000
Fund 505 Prior Year Funding.....	\$758,257.....				\$758,257
<b>Total Funding.....</b>	<b>\$7,791,370.....</b>	<b>\$3,033,113.....</b>			<b>\$4,758,257</b>
Net Remaining.....	\$398,512.....	\$119,989.....			\$278,523

There are sufficient funds available to approve PCO-030.1, 2 and 3 as noted.

Remaining funds from Fund 401 will remain in 401. Remaining funds from Fund 505 are planned for completion of the Public Works Building 2nd Floor improvements, if sufficient funds remain after close-out of the main project.

## ATTACHMENTS:

1. PCO-030.1r1 Revisions to PCO-030 Scope of Work per Final Drawings
2. PCO-030.2 Alt#2 Unsuitable Materials and Overexcavation
3. PCO-030-3 Future Building Overexcavation & Gravel





FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

Project: 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #030.1r1: Alternate #2 Enhanced Scope - Final Drawings

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	030.1r1 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Chris O'Day (FABER CONSTRUCTION CORPORATION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/16 /2022
<b>REFERENCE:</b>	Alternate #2 Final Drawings	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$78,810.18

**POTENTIAL CHANGE ORDER TITLE:** Alternate #2 Enhanced Scope - Final Drawings

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

Pricing for Alternate #2 rerouted sewer, bayfilter, and landscaping per the Final drawings issued by Quentin via 07/01/22 email. Excludes permits, fuel station revisions, and bollards by others. The original gate proposal was based on utilizing the existing fence without further modification (patching, repair, etc.).

**ATTACHMENTS:**

[PCO-030.1r1 Alternate #2 Enhanced Scope.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), and Rental.)	Civil Overhead & Profit (10.00% Applies to Other.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil CO #xx - Alternate #2 Added Scope	Other	0.0	ls	\$0.00	\$9,951.50	\$ 0.00	\$ 995.15	\$ 0.00	\$10,946.65
2	50-10-61 - Civil Change Order	Faber Civil CO #xx - Alternate #2 Added Scope	Other	0.0	ls	\$0.00	\$39,630.41	\$ 0.00	\$ 3,963.04	\$ 0.00	\$43,593.45
3	50-10-61 - Civil Change Order	Faber Civil CO #xx - Alternate #2 Added Scope	Other	0.0	ls	\$0.00	\$10,277.70	\$ 0.00	\$ 1,027.77	\$ 0.00	\$11,305.47

4	01-10-35 - Assistant Superintendent	Foreman (15% of Labor Subtotal)	Labor	0.0	ls	\$0.00	\$1,492.73	\$ 149.27	\$ 0.00	\$ 0.00	\$1,642.00
5	01-10-05 - Project Manager	Supervision, Office Personnel (10% of Labor Subtotal)	Labor	0.0	ls	\$0.00	\$995.15	\$ 99.52	\$ 0.00	\$ 0.00	\$1,094.67
6	01-50-75 - Tools	Tools, Safety, and Consumables (5% of Subtotal)	Material	0.0	ls	\$0.00	\$2,992.98	\$ 299.30	\$ 0.00	\$ 0.00	\$3,292.28
7	32-70-10 - Chain Link Fencing	Lopez Landscaping CO #xx - Plantings & Soil	Subcontract	0.0	ls	\$0.00	\$15,974.00	\$ 0.00	\$ 0.00	\$ 1,277.92	\$17,251.92
8	32-70-10 - Chain Link Fencing	Landscape Allowance Credit (ref. PCO-030.0)	Subcontract	0.0	ls	\$0.00	(\$12,000.00)	\$ 0.00	\$ 0.00	(\$960.00)	(\$12,960.00)
Subtotal:						\$69,314.47	\$548.09	\$5,985.96	\$317.92	\$76,166.44	
General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 1,142.50
Payment & Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 1,142.50
B&O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 358.74
Grand Total:											\$78,810.18

**Quentin Sutter (CARLETTI  
ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Sedro-Woolley

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
City CouncilPacket

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
364

# GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Alternate #2 Final Drawings

Date: 8/30/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-030.1r1

Description: Pricing for Alternate #2 rerouted sewer, bayfilter, and landscaping per the Final drawings issued by Quentin via 07/01/22 email.

Excludes permits, fuel station revisions, and bollards by others. The original gate proposal was based on utilizing the existing fence without further modification (patching, repair, etc.).

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)				\$	11,444.23
a. crew (apprentices, journeymen, & laborers)	\$	9,951.50			
b. foreman	\$	1,492.73			
DIRECT LABOR SUBTOTAL		\$	11,444.23		
2. MATERIAL COST (from attached cost breakdown form)				\$	39,630.41
3. EQUIPMENT COST (from attached cost breakdown form)				\$	10,277.70
4. SAFETY/SUPERVISION COST (from attached cost breakdown form)				\$	3,988.13
SUBTOTAL 1 thru 4				\$	65,340.47
5. OVERHEAD & PROFIT				\$	6,534.05
a. 10% portion of 1, 2, & 3 for ADD Changes	\$	6,534.05			
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$	-			
6. SUBCONTRACTORS					
			Faber		
			Cost Code	Category	\$
a. Lopez Landscaping CO #xx - Plantings & Soil	\$	15,974.00	32-70-10	S	3,974.00
b. Landscape Allowance Credit (ref. PCO-030.0)	\$	(12,000.00)	32-70-10	S	
c.	\$	-			
d.	\$	-			
e.	\$	-			
f.	\$	-			
g.	\$	-			
h.	\$	-			
7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS				\$	317.92
a. 8% of Line 6 for ADD Changes	\$	317.92			
b. 4% of Line 6 Credit for DEDUCT Changes	\$	-			
8. INSURANCE	1.50%	of 1-7		\$	1,142.50
9. BONDING	1.50%	of 1-7		\$	1,142.50
10. B&O Tax	0.471%	of 1-7		\$	358.74
TOTAL COST				\$	78,810.18

Form Revised 10/20/2021

# GC Cost Breakdown

Project Name: Sedro-Woolley WWTP

Project No. 2155.3

Contractor: Faber Construction



Date: 8/30/2022

Contractor Ref. No. PCO-030.1r1

Description	Faber	Category	Quantity	Unit Type	Labor		Material		Equipment		Total Cost
	Cost Code				Unit \$	Cost	Unit \$	Cost	Unit \$	Cost	
LABOR & SUPERVISION						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Alternate #2 Added Scope	50-10-61	O	1	LS	\$9,951.50	\$ 9,951.50		\$ -		\$ -	\$ 9,951.50
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
MATERIAL						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Alternate #2 Added Scope	50-10-61	O	1	LS		\$ -	\$39,630.41	\$ 39,630.41		\$ -	\$ 39,630.41
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
EQUIPMENT & GC's						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Alternate #2 Added Scope	50-10-61	O	1	LS		\$ -		\$ -	\$10,277.70	\$ 10,277.70	\$ 10,277.70
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Freight/Delivery Costs											
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Subtotal						\$ 9,951.50		\$ 39,630.41		\$ 10,277.70	\$ 59,859.61
Foreman (15% of Labor Subtotal)	01-10-35	L									\$ 1,492.73
Supervision, Office Personel (10% of Labor Subtotal)	01-10-05	L									\$ 995.15
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O									\$ 2,992.98
Total Cost of Work					Form Revised 10/20/2021	\$ 9,951.50		\$ 39,630.41		\$ 10,277.70	\$ 65,340.47

## Jake Seibel

---

**From:** Chris O'Day  
**Sent:** Friday, July 1, 2022 10:14 AM  
**To:** Jake Seibel  
**Subject:** FW: finalized drawings/plans Sedro-Woolley Operations Alt #2 final Drawings

Chris O'Day | **Faber Construction**

---

**From:** Quentin Sutter <quentin@carlettiarchitects.com>  
**Sent:** Friday, July 1, 2022 9:19 AM  
**To:** Chris O'Day <ChrisO@faberconstruction.com>; Mark Freiburger <mfreiberger@Sedro-Woolley.gov>; Selina Stanley <selina@dcgengr.com>; Danny Ochoa <danny@dcgengr.com>  
**Cc:** Ben Lohrer <BenL@faberconstruction.com>; Greg Faber <Greg@faberconstruction.com>  
**Subject:** RE: finalized drawings/plans Sedro-Woolley Operations Alt #2 final Drawings

Chris,

See dropbox link for finalized set and CAD file

[https://www.dropbox.com/sh/2vnszbjmh15kcoo/AAAPD--Yzc-f5chPBZ\\_GgkFga?dl=0](https://www.dropbox.com/sh/2vnszbjmh15kcoo/AAAPD--Yzc-f5chPBZ_GgkFga?dl=0)

Note on Civil sheet C07, I clouded detail G. There are some depths called out that were wrong so I just marked up the set in red.

**Quentin Sutter**, LEED GA  
*Architect, WA Lic #10558*

[www.carlettiarchitects.com](http://www.carlettiarchitects.com)  
Ph: 360-424-0394 ext.110

---

**From:** Chris O'Day [<mailto:ChrisO@faberconstruction.com>]  
**Sent:** Thursday, June 30, 2022 8:37 AM  
**To:** Quentin Sutter; Mark Freiburger; Selina Stanley; Danny Ochoa  
**Cc:** Ben Lohrer; Greg Faber  
**Subject:** RE: finalized drawings/plans Sedro-Woolley Operations Alt #2 final Drawings

Good morning everyone,

Is there any update on this?

Thank you,

Chris O'Day | **Faber Construction**

---

**From:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>  
**Sent:** Wednesday, June 29, 2022 12:40 PM

**To:** Chris O'Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>; Mark Freiburger <[mfreiburger@Sedro-Woolley.gov](mailto:mfreiburger@Sedro-Woolley.gov)>; Selina Stanley <[selina@dcgengr.com](mailto:selina@dcgengr.com)>; Danny Ochoa <[danny@dcgengr.com](mailto:danny@dcgengr.com)>  
**Cc:** Ben Lohrer <[BenL@faberconstruction.com](mailto:BenL@faberconstruction.com)>  
**Subject:** RE: finalized drawings/plans Sedro-Woolley Operations Alt #2 final Drawings

Danny, Selina,

See below. Faber is working on finalizing their price and are looking for the final alt #2 drawings

Thanks.

**Quentin Sutter**, LEED GA  
*Architect, WA Lic #10558*

[www.carlettiarchitects.com](http://www.carlettiarchitects.com)  
Ph: 360-424-0394 ext.110

---

**From:** Chris O'Day [<mailto:ChrisO@faberconstruction.com>]  
**Sent:** Wednesday, June 29, 2022 12:35 PM  
**To:** Quentin Sutter; Mark Freiburger  
**Cc:** Ben Lohrer  
**Subject:** finalized drawings/plans

Hey guys,

I wanted to check and see if the final plans were ready. We are looking to finalize the bayfilter/Contech (depending on pricing) as well as the adjusted sewer line with manhole. I know the plans were supposed to be ready yesterday, so I wanted to check and see if they are available yet or not.

Thank you,



**Chris O'Day**  
Project Engineer  
ph: [360.354.3500](tel:360.354.3500) | Cell: 360-599-7360 f: 360.354.0335  
e: [chriso@faberconstruction.com](mailto:chriso@faberconstruction.com) | [faberconstruction.com](http://faberconstruction.com) | [facebook](https://www.facebook.com/faberconstruction) | [LinkedIn](https://www.linkedin.com/company/faberconstruction)

## Jake Seibel

---

**From:** Chris O'Day  
**Sent:** Wednesday, August 24, 2022 1:40 PM  
**To:** Jake Seibel  
**Subject:** RE: PCO 030.1 Alt. #2 Enhanced Scope Final Drawings  
**Attachments:** PCO 030.1 - Alt 2 Pricing Updates Rev 1.pdf

Hey Jake,

Here is the revised PCO. I went through and made the appropriate changes, but do not agree with all of them, notably the material amounts and labor amounts. Those are the numbers that I went over with Ben when putting this together, and he said that's how long it took. I've noted those below.

The new total comes out to \$65,845.57, an ~\$5,000 decrease. Let me know if there is anything else that you need.

Chris O'Day | **Faber Construction**

---

**From:** Jake Seibel <JakeS@faberconstruction.com>  
**Sent:** Thursday, August 18, 2022 3:50 PM  
**To:** Chris O'Day <ChrisO@faberconstruction.com>  
**Subject:** FW: PCO 030.1 Alt. #2 Enhanced Scope Final Drawings

Chris,

See Mark's comments below regarding the attached CO. - Thanks

Jake Seibel | **Faber Construction**  
C: 425.591.5127

---

**From:** Mark Freiburger <[mfreiburger@Sedro-Woolley.gov](mailto:mfreiburger@Sedro-Woolley.gov)>  
**Sent:** Thursday, August 18, 2022 3:37 PM  
**To:** Angie Cibert <[AngieC@faberconstruction.com](mailto:AngieC@faberconstruction.com)>; Quentin Sutter <[Quentin@carlettiarchitects.com](mailto:Quentin@carlettiarchitects.com)>  
**Cc:** Todd Nyquist <[Todd@faberconstruction.com](mailto:Todd@faberconstruction.com)>; Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>  
**Subject:** RE: PCO 030.1 Alt. #2 Enhanced Scope Final Drawings

Good afternoon, Angie,

I have reviewed PCO-030.1, and note the following:

1. Core&Main Materials Inv R227018 is for 5 catch basins. This material should have been covered by original PCO-030. – **Removed the top line, revising to \$2,773.60.**
2. Core&Main Materials Inv R160125 includes parts that should have been covered by PCO-030. Notably the 2" water pipe, the ABS Tees and the Blueline pipe. The Trash Rack was shown on the original PCO-030 plans but was not called out in the detail notes so we will pay for that under PCO-031.1. – **Noted. Removed from this CO and the appropriate line items from the invoice will be on 031.1.**
3. Iconix invoices U2216032671, U2216032874 and U2216033148 are for 8" PVC pipe and fittings for the sewer main extension. The total addition for the change from the 6/2/22 plans to the 6/28/22 plans was 166' of 8" pipe and 1ea 8" cleanout. These invoices appear to be for the total amount including the original work. – **Noted and adjusted accordingly.**
4. There is no invoice for the added Sewer manhole. – **This has been added in**

5. Iconix inv. U2216033700 is for water materials that should have been covered by original PCO-030. – This has been removed
6. The Faber labor summary includes Material import and export that appear to exceed the amount required for 166' of added pipe trench. – I put together an exercise to measure this out, and checked it again since receiving your comments. In putting my template together, I had "fat-fingered" two numbers, swapping them. Export should've been a bit higher, but I'm going to leave it at 240 CY. Import comes out to about 420 TN and is reflected in the update.
7. The Faber labor summary is a combination of setting the Bayfilter structure, the additional 166' of pipe and 1 sewer manhole. This labor is excessive for this amount of work. – Went through this with Ben Lohrer, and two days of work for the three operators and two labors for Bayfilter and 166' of pipe, plus another day for 1 operator and 1 laborer for mudding and finishing the manhole.

Please correct as needed and resubmit.

**Mark A. Freiburger, PE**

Director of Public Works

325 Metcalf

Sedro-Woolley, Washington 98284

Telephone: 360-855-9933

Cel: 360-661-6445

---

**From:** Angie Cibert <[AngieC@faberconstruction.com](mailto:AngieC@faberconstruction.com)>

**Sent:** Tuesday, August 16, 2022 2:29 PM

**To:** Mark Freiburger <[mfreiburger@Sedro-Woolley.gov](mailto:mfreiburger@Sedro-Woolley.gov)>; Quentin Sutter <[Quentin@carlettiarchitects.com](mailto:Quentin@carlettiarchitects.com)>

**Cc:** Todd Nyquist <[Todd@faberconstruction.com](mailto:Todd@faberconstruction.com)>; Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>; Angie Cibert <[AngieC@faberconstruction.com](mailto:AngieC@faberconstruction.com)>

**Subject:** PCO 030.1 Alt. #2 Enhanced Scope Final Drawings

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

Good afternoon.

See attached, PCO 030.1 Alt. #2 Enhanced Scope Final Drawings.

Please provide a response at your earliest convenience.

Thank you.



**Angie Cibert**

Project Coordinator

ph: 360.354.3500 | f: 360.354.0335 | e: [angiec@faberconstruction.com](mailto:angiec@faberconstruction.com)

[faberconstruction.com](http://faberconstruction.com) | [facebook](https://www.facebook.com/faberconstruction) | [linkedin](https://www.linkedin.com/company/faberconstruction)





## POTENTIAL CHANGE ORDER PROPOSAL

**PROJECT:** Sedro Woolley Waste Water Facility  
**ARCHITECT/ENGINEER:** Carletti Architects  
**REFERENCE:** \_\_\_\_\_  
**PERMIT:** \_\_\_\_\_  
**DESCRIPTION:** Pricing Updates for Alt 2. Bayfilter installation and Sewer Additional length (160') across the front of the property

**DATE:** 8/24/22  
**PCO#** \_\_\_\_\_  
**REVISION #:** \_\_\_\_\_  
**Estimated Time:** **2** work days

ITEM	QTY	UNIT	DIRECT LABOR		SUPPLIER/ MATERIAL		EQUIPMENT		SUBCONTRACTOR	
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
LABOR										
Operator										
Operator 1 - Sewer Install	30	HR	\$ 80.44	\$ 2,413.20						
Operator 2 - Sewer Install	20	HR	\$ 80.44	\$ 1,608.80						
Operator 3 - Sewer Install	20	HR	\$ 80.44	\$ 1,608.80						
Laborer										
Laborer 1 - Sewer Install	30	HR	\$ 58.43	\$ 1,752.90						
Laborer 2 - Sewer Install	20	HR	\$ 58.43	\$ 1,168.60						
Trucking										
Driver 1	10	HR	\$ 69.96	\$ 699.60						
Driver 2	10	HR	\$ 69.96	\$ 699.60						
MATERIAL										
Material Import - Crushed	35.00	TN			\$ 19.70	\$ 689.50				
Material Import - Gravel Base	330.00	TN			\$ 8.00	\$ 2,640.00				
Material Import - Bedding	59.00	TN			\$ 10.00	\$ 590.00				
Material Export	240.00	CY			\$ 4.00	\$ 960.00				
Core & Main Invoice R227018 - Manhole	1.00	LS			\$ 2,773.60	\$ 2,773.60				
Shope Invoice 10020883	1.00	LS			\$ 1,292.18	\$ 1,292.18				
BayFilter Quote 2413052	1.00	LS			\$ 30,685.13	\$ 30,685.13				
EQUIPMENT										
Site Truck	30	HR					\$ 18.92	\$ 567.60		
66" Roller	20	HR					\$ 80.72	\$ 1,614.40		
Truck and Trailer	20	HR					\$ 75.01	\$ 1,500.20		
200 Excavator - 320CL - Sewer Install	30	HR					\$ 121.41	\$ 3,642.30		
D6N Dozer - Sewer Install	20	HR					\$ 147.66	\$ 2,953.20		
				\$ 9,951.50		\$ 39,630.41		\$ 10,277.70		\$ 59,859.61
Overhead & Profit			10%	\$ 995.15	10%	\$ 3,963.04	10%	\$ 1,027.77	8%	\$ -
Column Totals:				#####		\$ 43,593.45		#####		\$ -

We reserve the right to correct this quote for errors and omissions due to any hidden or changed conditions that were not available prior to date of site inspection. This price is good for acceptance within 30 days from the date of receipt. All design responsibility by Faber Construction and/or subcontractors is excluded unless noted otherwise. Quote is only for items addressed above or contained within the attached quotes. This pricing does not address any cumulative impacts for excessive scope related changes or clarifications.

Client's Acceptance

Date

~~Subtotal:~~ \$65,845.57

~~QUOTE Total:~~ \$65,845.57

Sales Tax If Applicable:

~~TOTAL COST:~~ 371 \$65,845.57

FABER Construction  
Sedro-Woolley  
Project Manager

City CouncilPacket



# INVOICE

1830 Craig Park Court  
St. Louis, MO 63146

07/19/2022 10:48:58 AM

Invoice # R227018  
Invoice Date 7/18/22  
Account # 113605  
Sales Rep MATTHEW SKINNER  
Phone # 360-734-4210  
Branch #308 Bellingham, WA  
Total Amount Due \$3,788.30

Remit To:  
CORE & MAIN LP  
PO BOX 28330  
ST. LOUIS, MO 63146

FABER CONSTRUCTION CORP  
ACCOUNTS PAYABLE  
6951 Hannegan Rd  
Lynden WA 98264-9058

000/0000  
00000

Shipped To:  
405 ALEXANDER ST  
CONTACT: BEN @ 360-927-9067  
SEDRO WOOLLEY, WA

CUSTOMER JOB- 2155.2 WWTP LABRATORY

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
7/15/22	7/15/22	2155.2	WWTP LABRATORY	2155.2		CORE & MAIN LP	R227018

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
<del>75CB1WOG</del>	<del>#1 CONC CATCH BASIN W/O GRATE</del>	<del>5</del>	<del>5</del>		<del>202.94000</del>	<del>EA</del>	<del>1,014.70</del>
75FG1824CILOC	18X24 CI FRAME & GRATE, LOCKING	6	6		309.90000	EA	1,859.40
75CBE04T1	4" TYPE 1 CB EXTENSION	7	7		87.60000	EA	613.20
75CBE06T1	6" TYPE 1 CB EXTENSION	3	3		92.00000	EA	276.00

Total = \$2,773.60

Signed by: 

FABER CONSTRUCTION CORP  
07/15/2022 16:18

Freight Delivery Handling Restock Misc

\$25.00

Terms: NET 30  
Ordered By: BEN

Subtotal: 3,763.30  
Other: 25.00  
Tax: .00  
Invoice Total: \$3,788.30

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.  
Sedro-Woolley To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>

JUL 20 2022



Shope Concrete LLC  
1618 E Main  
Puyallup, WA 98372  
Phone: (253) 848-1551  
Fax: (253) 845-0292

**INVOICE 10020883**

Invoice Date: 7/13/2022

**Sold to:** 2053  
FABER CONSTRUCTION CORP.  
6951 HANNEGAN ROAD  
LYNDEN, WA 98264

**Job Number:** 35935  
**Ship to:** SEDRO WOOLLEY WWTF  
401 ALEXANDER STREET  
SEDRO WOOLLEY,

SHIP DATE	SHIP VIA	F.O.B.	TERMS	PAGE
7/13/2022	Will Call		NET 30	1
CUSTOMER PO#	LOAD	SALES REP	EXEMPT #	REFERENCE
2155.2		DerekR	A16 0772 21	10020883

Qty	Item	Description	Unit Price	TX	Extension
<b>Structure: Other</b>					
1	CB1B	TYPE 1 CATCH BASIN	\$174.28	<input type="checkbox"/>	\$174.28
<b>Structure Total</b>					\$174.28

<b>Structure: SSMH01</b>					
1	MH482BCSPL	48" X 2' MH BASE CORED-SPL	\$376.31	<input type="checkbox"/>	\$376.31
1	MH482SWS	48" X 2' MH SECTION-STEPS	\$267.41	<input type="checkbox"/>	\$267.41
1	GR624	6" X 24" GRADE RING	\$59.78	<input type="checkbox"/>	\$59.78
1	MH483EC	48" X 3' MH ECCENTRIC CONE	\$290.40	<input type="checkbox"/>	\$290.40
2	KS10612AWP-INS	KOR-N-SEAL BOOT S106-12AWP 7.00" - 8.50" PIPE O.D. RANGE INSTALLED	\$62.00	<input type="checkbox"/>	\$124.00
2	MG48	48" MANHOLE GASKET	\$0.00	<input type="checkbox"/>	\$0.00
1	DELIVERY	DELIVERY CHARGE	\$0.00	<input type="checkbox"/>	\$0.00
<b>Structure Total</b>					\$1,117.90

Taxable	\$0.00
Non-Taxable	\$1,292.18
<b>Sub Total</b>	\$1,292.18
Tax	\$0.00
<b>Invoice Total</b>	\$1,292.18
Less Deposit	\$0.00
<b>Invoice Balance</b>	\$1,292.18



# Bid Proposal for Sedro Woolley WWTP Bay Saver

CUSTOMER	<b>FABER CONSTRUCTION CORP</b> 131 E GROVER STREET LYNDEN, WA 98264	<b>Job</b> Sedro Woolley WWTP Bay Saver Sedro Woolley, WA Bid Date: 06/27/2022 Bid #: 2413052
	<b>Sales Representative</b> Matthew Skinner (M) 360-815-2435 (T) 360-734-4210 (F) 360-734-4712 Matthew.Skinner@coreandmain.com	<b>Core &amp; Main</b> 3735 Irongate Rd Bellingham, WA 98226 (T) 360-734-4210
CONTACT		
NOTES		



## Bid Proposal for Sedro Woolley WWTP Bay Saver

**FABER CONSTRUCTION CORP****Job Location:** Sedro Woolley, WA**Bid Date:** 06/27/2022**Core & Main** 2413052**Core & Main**

3735 Irongate Rd

Bellingham, WA 98226

**Phone:** 360-734-4210**Fax:** 360-734-4712

Seq#	Qty	Description	Units	Price	Ext Price
		<b>DUE TO CURRENT SUPPLY CHAIN DISRUPTIONS, MATERIALS ARE SUBJECT TO PRICING AT TIME OF SHIPMENT. MATERIAL AVAILABILITY AND TIMELINESS OF SHIPMENTS CANNOT BE GUARANTEED. THIS TERM SUPERSEDES ALL OTHER CONTRACTUAL PROVISIONS.</b>			
10	1	BAYSAVER MODEL BF-72-2	EA	30,685.13	30,685.13
				<b>Sub Total</b>	<b>30,685.13</b>
				<b>Tax</b>	0.00
				<b>Total</b>	<b>30,685.13</b>

**Branch Terms:**

All returned materials are subject to 15% restock/cleaning charges and any associated costs with shipping materials back to the factory. Contractor to verify all materials and quantities, any items not listed on this quotation that are needed for the project will be charged accordingly to the contractor. All deliveries in Whatcom/Skagit county are subject to a minimum \$25 delivery fee. All deliveries south of Oak Harbor in Island county are subject to \$150 delivery fee. For deliveries outside of these areas, please contact your salesman and/or the branch for delivery fee.

**UNLESS OTHERWISE SPECIFIED HEREIN, PRICES QUOTED ARE VALID IF ACCEPTED BY CUSTOMER AND PRODUCTS ARE RELEASED BY CUSTOMER FOR MANUFACTURE WITHIN THIRTY (30) CALENDAR DAYS FROM THE DATE OF THIS QUOTATION. CORE & MAIN LP RESERVES THE RIGHT TO INCREASE PRICES TO ADDRESS FACTORS, INCLUDING BUT NOT LIMITED TO, GOVERNMENT REGULATIONS, TARIFFS, TRANSPORTATION, FUEL AND RAW MATERIAL COSTS. DELIVERY WILL COMMENCE BASED UPON MANUFACTURER LEAD TIMES. ANY MATERIAL DELIVERIES DELAYED BEYOND MANUFACTURER LEAD TIMES MAY BE SUBJECT TO PRICE INCREASES AND/OR APPLICABLE STORAGE FEES. THIS BID PROPOSAL IS CONTINGENT UPON BUYER'S ACCEPTANCE OF SELLER'S TERMS AND CONDITIONS OF SALE, AS MODIFIED FROM TIME TO TIME, WHICH CAN BE FOUND AT: <https://coreandmain.com/TandC/>**



19551 Burkland Rd.  
Mount Vernon, WA 98274  
Lopeznurseryllc@gmail.com

Date: 6/17/2022

**Waste Water Facility - Added Work**

Item No.	Bid Qty	Unit	Bid Item Description	Size	Price/Unit	Amount
1	6	EA	Pacific Sunset Maple	3" Cal	\$ 625.00	\$ 3,750.00
2	4	EA	Otto Luyken Laurel	2 Gal	\$ 30.00	\$ 120.00
3	4	EA	Mis Kim Lilac	2 Gal	\$ 26.00	\$ 104.00
4	120	CY	2 Way Mix Soil	4" Deep	\$ 86.00	\$ 10,320.00
5	3	CY	Medium Bark		\$ 76.00	\$ 228.00
6	1	LS	Mobilization		\$ 1,452.00	\$ 1,452.00

**Total Bid \$ 15,974.00**



FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

Project: 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #030.2: Alt. #2 Unsuitables, Over Ex

TO:	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	FROM:	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
PCO NUMBER/REVISION:	030.2 / 0	CONTRACT:	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
REQUEST RECEIVED FROM:	Chris O'Day (FABER CONSTRUCTION CORPORATION)	CREATED BY:	Angie Cibert (FABER CONSTRUCTION CORPORATION)
STATUS:	Pending - In Review	CREATED DATE:	8/30 /2022
REFERENCE:	Alt #2 Revised Drawings	PRIME CONTRACT CHANGE ORDER:	
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Unit/Quantity Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$52,323.02

POTENTIAL CHANGE ORDER TITLE: Alt. #2 Unsuitables, Over Ex

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Pricing for alternate #2 over-excavation based on the attached Earthwork volume report, loaded unit cost pricing, and the onsite borrow exercise detailed in Chris's 06/16 email attached for reference.

### ATTACHMENTS:

[PCO-030.2 Alt#2 Unsuitables, Over-Ex.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), Rental, Subcontract, and Purchase Order.)	Civil Overhead & Profit (10.00% Applies to Other.)	Civil Markup Subs (8.00% Applies to Subcontract.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil - Over Excavation	Other	0.0	Is	\$0.00	\$45,970.74	\$ 0.00	\$ 4,597.07	\$ 0.00	\$ 0.00	\$50,567.81
Subtotal:							\$45,970.74	\$0.00	\$4,597.07	\$0.00	\$0.00	\$50,567.81
General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.												\$ 758.52
Payment & Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.												\$ 758.52



B&O Tax: $\approx 0.47\%$ Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.	\$ 238.17
Grand Total:	\$52,323.02

Quentin Sutter (CARLETTI ARCHITECTS)  
116 E Fir Street Suite A  
Mt. Vernon Washington 98273

CITY OF SEDRO WOOLLEY  
325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

FABER CONSTRUCTION CORPORATION  
6951 Hannegan Rd.  
Lynden Washington 98264

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Sedro-Woolley

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
City CouncilPacket

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
378





## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Alternate #2 Revised Drawings

Date: 8/30/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-030.2

Description: Pricing for Alternate #2 over-excavation based on the attached Earthwork Volume Report, loaded unit cost pricing, and the onsite borrow exercise detailed in Chris's 6/16 email attached for reference.

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)		\$	-
a. crew (apprentices, journeymen, & laborers)	\$	-	
b. foreman	\$	-	
DIRECT LABOR SUBTOTAL		\$	-
2. MATERIAL COST (from attached cost breakdown form)		\$	45,970.74
3. EQUIPMENT COST (from attached cost breakdown form)		\$	-
4. SAFETY/SUPERVISION COST (from attached cost breakdown form)		\$	-
SUBTOTAL 1 thru 4		\$	45,970.74
5. OVERHEAD & PROFIT		\$	4,597.07
a. 10% portion of 1, 2, & 3 for ADD Changes	\$	4,597.07	
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$	-	
6. SUBCONTRACTORS		Faber	
		Cost Code	Category
		\$	-
a.	\$	-	
b.	\$	-	
c.	\$	-	
d.	\$	-	
e.	\$	-	
f.	\$	-	
g.	\$	-	
h.	\$	-	
7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS		\$	-
a. 8% of Line 6 for ADD Changes	\$	-	
b. 4% of Line 6 Credit for DEDUCT Changes	\$	-	
8. INSURANCE	1.50%	of 1-7	\$ 758.52
9. BONDING	1.50%	of 1-7	\$ 758.52
10. B&O Tax	0.471%	of 1-7	\$ 238.17
TOTAL COST		\$	52,323.02

Form Revised 10/20/2021

# GC Cost Breakdown

Project Name: Sedro-Woolley WWTP

Project No. 2155.3

Contractor: **Faber Construction**



Date: **8/30/2022**

Contractor Ref. No. **PCO-030.2**

Description	Faber Cost Code	Category	Quantity	Unit Type	Unit \$	Labor		Material		Equipment		Total Cost
						Unit \$	Cost	Unit \$	Cost	Unit \$	Cost	
<b>LABOR</b>							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
<b>MATERIAL</b>							\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Over Excavation	50-10-61	M	1	LS			\$ -	\$45,970.74	\$ 45,970.74		\$ -	\$ 45,970.74
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
<b>EQUIPMENT</b>							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
<b>Freight/Delivery Costs</b>							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
							\$ -		\$ -		\$ -	\$ -
<b>Subtotal</b>							\$ -		\$ 45,970.74		\$ -	\$ 45,970.74
Foreman (15% of Labor Subtotal)	01-10-35	L										\$ -
Supervision, Office Personel (10% of Labor Subtotal)	01-10-05	L										\$ -
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O				*** Omitted for loaded unit cost pricing						
<b>Total Cost of Work</b>							\$ -		\$ 45,970.74		\$ -	\$ 45,970.74

## Jake Seibel

---

**From:** Chris O'Day  
**Sent:** Tuesday, August 30, 2022 12:59 PM  
**To:** Jake Seibel  
**Cc:** Greg Faber  
**Subject:** pco 030.2 over Ex alt 2 Rev 1  
**Attachments:** PCO 030.2 Over-Ex Alt 2 Rev 1.pdf

Hey Jake,

Here is the updated version of the PCO 030.2 Over Ex Alt 2 that we talked about on the phone.

There is a loaded export rate that includes the labor and equipment necessary to complete the work. Since we were able to balance the site, we were able to avoid using a loaded import rate, and instead were able to use a "Balance" number, which is something that we had provided earlier on in discussions with Mark. It's included in the attachment on page 3&4. Being able to balance the material instead of import (and the associated work) saves about \$20-25K. There is also a credit for avoiding haul out and trucking on the material that was used to balance the over-ex location.

Let me know if there is anything else you need.



**Chris O'Day**

Project Engineer

ph: [360.354.3500](tel:360.354.3500) | Cell: 360-599-7360 f: 360.354.0335

e: [chriso@faberconstruction.com](mailto:chriso@faberconstruction.com) | [faberconstruction.com](http://faberconstruction.com) | [facebook](https://www.facebook.com/faberconstruction) | [LinkedIn](https://www.linkedin.com/company/faberconstruction)

## CIVIL DIVISION - CHANGE ORDER PROPOSAL

PROPOSAL TO: Jake Seibel Construction PM DATE: 8/29/2022

PROPOSAL FROM: Chris O'Day Civil PM

PROJECT NAME: Sedro Woolley Waste Water Facility

REFERENCE: \_\_\_\_\_

DESCRIPTION: Number is based off of the Earthwork Volume Report provided by Nathan Balcom, done in the same manner as the one for the original over-ex PCO. Instead of Import+export, this is based off of export+site balance as well as a credit for truck time and material export from keeping the material on-site to balance the over-ex.

Item	Cost Code	UOM	Qty	Unit \$	Total
<b>MATERIAL</b>					
<i>Excess Export Volume from Earthwork Report</i>		TN	1,220	\$33.61	\$41,000.54
<i>Balance instead of import</i>		TN	1,220	\$14.07	\$17,170.20
<i>Trucking/Material Disposal Credit</i>		TN	-1,220	\$10.00	-\$12,200.00
<b>Material Total:</b>					<b>\$45,970.74</b>
<b>GRAND TOTAL :</b>					<b>\$45,970.74</b>
(does not include markup)					

## CIVIL DIVISION - CHANGE ORDER PROPOSAL

PROPOSAL TO: Jake Seibel Construction PM DATE: 8/30/2022  
 PROPOSAL FROM: Chris O'Day Civil PM  
 PROJECT NAME: Sedro Woolley Waste Water Facility  
 REFERENCE: \_\_\_\_\_  
 DESCRIPTION: Balancing The Site for Alt 2 without import/export included

Item	Cost Code	UOM	Qty	Unit \$	Total
<b>LABOR</b>					
<i>Operator 1</i>	31.90.07	HR	20	\$80.44	\$1,608.80
<i>Operator 2</i>	31.90.07	HR	20	\$80.44	\$1,608.80
<i>Operator 3</i>	31.90.07	HR	20	\$80.44	\$1,608.80
<i>Laborer 1 - Grade Checker</i>	31.90.07	HR	20	\$58.43	\$1,168.60
<i>Laborer 2</i>	31.90.07	HR	20	\$58.43	\$1,168.60
<i>Truck Driver 5-7 Yard</i>	31.90.07	HR	20	\$69.96	\$1,399.20
<b>Labor Total:</b>					<b>\$8,562.80</b>
<b>EQUIPMENT</b>					
<i>Site Truck</i>	01.50.50	HR	20	\$18.92	\$378.40
<i>5 Yard Dump Truck</i>	01.50.50	HR	20	\$61.66	\$1,233.20
<i>66" Roller</i>	01.50.50	HR	20	\$80.72	\$1,614.40
<i>200 Excavator - 320CL</i>	01.50.50	HR	20	\$121.41	\$2,428.20
<i>D6N Dozer</i>	01.50.50	HR	20	\$147.66	\$2,953.20
<b>Equipment Total:</b>					<b>\$8,607.40</b>
<b>GRAND TOTAL :</b>					<b>\$17,170.20</b>
(does not include markup)					

Project File Data		Coordinate System	
Name:	C:\Users\NathanB\OneDrive - Faber Construction\Desktop\Survey\SEDRO WASTE WATER\ALT #2 6-30-2022 FG.vce	Name:	Default
Size:	843 KB	Zone:	Default
Modified:	8/17/2022 12:51:31 PM (UTC:-7)	Datum:	WGS 1984
Time zone:	Pacific Standard Time	Global reference datum:	WGS 1984
Reference number:		Global reference epoch:	
Description:		Geoid:	
Comment 1:		Vertical datum:	
Comment 2:		Calibrated site:	
Comment 3:			

## Earthwork Volume Report

### Unclassified surface compared to Unclassified surface

Surfaces	
ALT #2 SG	Classification: Unclassified
ALT #2 OVER EX	Classification: Unclassified

Bank Volumes Based on Surface Geometry Alone	
Cut material	652.7 yd <sup>3</sup>
Fill material	26.5 yd <sup>3</sup>
Excess	626.2 yd <sup>3</sup>

Bank Areas Based on Surface Geometry Alone	
Cut area	18,708.5 ft <sup>2</sup>
Fill area	2,247.8 ft <sup>2</sup>
Zero volume area	0.0 ft <sup>2</sup>
Total	20,956.3 ft <sup>2</sup>

Depth summary	
Maximum depth of cut material	3.104 ft
Maximum depth of fill material	1.302 ft

Note: 'Cut Material' is defined as material where [ALT #2 OVER EX] is lower than [ALT #2 SG]. 'Fill Material' is defined as the volume of material where [ALT #2 OVER EX] is higher than [ALT #2 SG].

Note: The above volumes are calculated solely from the geometries of the selected surfaces. No material properties are applied to the above numbers.

Date: 8/18/2022 3:54:01 PM	Project: C:\Users\NathanB\OneDrive - Faber Construction\Desktop\Survey\SEDRO WASTE WATER\ALT #2 6-30-2022 FG.vce	Trimble Business Center
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**Jake Seibel**

---

**From:** Chris O'Day  
**Sent:** Thursday, June 16, 2022 5:23 PM  
**To:** Mark Freiberger  
**Cc:** Jake Seibel; Greg Faber  
**Subject:** Pricing options on future building pad  
**Attachments:** PCO 030 - Alt 2 over ex estimate.pdf

Hey Mark,

# FOR REFERENCE

I ended up in meetings from about 2-5 this afternoon, so I wasn't able to get anything out until now. Saw your email that you sent a little while ago, and appreciate the explanation of a lot of the goings-on from your end of this.

I put together options for the future building pad based on going deeper and getting it prepped at a 30" depth. As is, the plans show 14" of crushed, which totals to \$14,459.90. If we were to go with a 30" gravel base, it would run \$20,523.75. If we were to go with 18" of gravel and 12" of Crushed (for future cap break), then it would be \$24,704.55. We'd want to go with 12" so that when it comes time to remove 8" of crushed and pour the 8" concrete slab, it would still leave the 4" of crushed for the cap break. There would also be a cost associated with the 16" of additional export for going from a 14" depth to a 30" depth, and using the export rate would come out to an additional \$8,500 for that material.

As for the potential over-excavation, I've put together a sheet that shows the cost for what labor+equipment would be if we are able to re-use/balance the material that is currently on-site without having to bring in new material. We've estimated that it would take two days worth of work, at approximately 20K for equipment and labor. If it ends up being less, we can adjust based on the percentage of time that it ends up taking. On the other hand, if we are unable to balance with the existing material then there would be an import cost based on our unit quantities, which we don't anticipate being more than an additional 20-40K if we had to import/export. The import/export rates would be tracked for anything over and above the 14"/4000 CY that is currently in Alt 2.

The best case scenario is that we don't run into anything and as such there are no additional costs. The middle/anticipated scenario is that we are able to balance the site for 20K. The worst case, and we think unlikely, is the 20k for the balance as well as an import/export of worst case 40k. We are taking your 102K that you mentioned down to, worst case, 60K.

I hope this helps. If you have any questions about it, please let me know.

Regards,



**Chris O'Day**

Project Engineer

ph: [360.354.3500](tel:360.354.3500) | Cell: 360-599-7360 f: 360.354.0335

e: [chriso@faberconstruction.com](mailto:chriso@faberconstruction.com) | [faberconstruction.com](http://faberconstruction.com) | [facebook](https://www.facebook.com/faberconstruction) | [LinkedIn](https://www.linkedin.com/company/faberconstruction)





## POTENTIAL CHANGE ORDER PROPOSAL

**PROJECT:** Sedro Woolley Waste Water Facility  
**ARCHITECT/ENGINEER:** Carletti Architects  
**REFERENCE:** \_\_\_\_\_  
**PERMIT:** \_\_\_\_\_  
**DESCRIPTION:** Estimated Work for Potential over-excavation from Alt 2 Building Site. Two days time. This would be for moving material around that is already on-site, without import/export included.

**DATE:** 6/16/22  
**PCO#** \_\_\_\_\_  
**REVISION #:** \_\_\_\_\_  
**Estimated Time:** **2** work days

ITEM	QTY	UNIT	DIRECT LABOR		SUPPLIER/ MATERIAL		EQUIPMENT		SUBCONTRACTOR	
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
LABOR										
Operator										
Operator 1	20	HR	\$ 80.44	\$ 1,608.80						
Operator 2	20	HR	\$ 80.44	\$ 1,608.80						
Operator 3	20	HR	\$ 80.44	\$ 1,608.80						
Laborer										
Laborer 1 -Grade Checker	20	HR	\$ 58.43	\$ 1,168.60						
Laborer 2	20	HR	\$ 58.43	\$ 1,168.60						
Trucking										
Truck Driver 5-7 YD	20	HR	\$ 69.96	\$ 1,399.20						
EQUIPMENT										
Site Truck	20	HR					\$ 18.92	\$ 378.40		
5 Yard Dump Truck	20	HR					\$ 61.66	\$ 1,233.20	-	-
66" Roller	20	HR					\$ 80.72	\$ 1,614.40		
200 Excavator - 320CL	20	HR					\$ 121.41	\$ 2,428.20		
D6N Dozer	20	HR					\$ 147.66	\$ 2,953.20		
Overhead & Profit Column Totals:				\$ 8,562.80		\$ -		\$ 8,607.40		\$ -
			10%	\$ 856.28	10%	\$ -	10%	\$ 860.74	8%	\$ -
				\$ 9,419.08		\$ -		\$ 9,468.14		\$ -

We reserve the right to correct this quote for errors and omissions due to any hidden or changed conditions that were not available prior to date of site inspection. This price is good for acceptance within 30 days from the date of receipt. All design responsibility by Faber Construction and/or subcontractors is excluded unless noted otherwise. Quote is only for items addressed above or contained within the attached quotes. This pricing does not address any cumulative impacts for excessive scope related changes or clarifications.

<b>Client's Acceptance</b> _____	<b>Date</b> _____	<b>Subtotal:</b> <u>\$18,887.22</u>
<b>FABER Construction</b> Project Manager		<b>QUOTE Total:</b> <b>\$18,887.22</b>
		Sales Tax If Applicable:
		<b>TOTAL COST:</b> <b>\$18,887.22</b>



FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

Project: 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #030.3: Alt. #2 Scale Bust

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	030.3 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Chris O'Day (FABER CONSTRUCTION CORPORATION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/30 /2022
<b>REFERENCE:</b>	Alt #2 Revised Drawings	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$94,278.27

POTENTIAL CHANGE ORDER TITLE: Alt. #2 Scale Bust

CHANGE REASON: Design Development

POTENTIAL CHANGE ORDER DESCRIPTION: (The Contract Is Changed As Follows)

Pricing for Alternate #2 scale bust on building pad and apron import/export quantities per the attached email correspondence.

ATTACHMENTS:

[PCO-030.3 Alt #2 Scale Bust.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), Rental, Subcontract, and Purchase Order.)	Civil Overhead & Profit (10.00% Applies to Other.)	Civil Markup Subs (8.00% Applies to Subcontract.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil CO #xx - Scale Bust Net Quantities (refer to backup)	Other	0.0	Is	\$0.00	\$82,832.42	\$ 0.00	\$ 8,283.24	\$ 0.00	\$ 0.00	\$91,115.66
<b>Subtotal:</b>							\$82,832.42	\$0.00	\$8,283.24	\$0.00	\$0.00	\$91,115.66
General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.												\$ 1,366.73
Payment & Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.												\$ 1,366.73
B&O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.												\$ 429.15
<b>Grand Total:</b>												<b>\$94,278.27</b>



Quientin Sutter (CARLETTI  
ARCHITECTS)  
116 E Fir Street Suite A  
Mt. Vernon Washington 98273

CITY OF SEDRO WOOLLEY  
325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

FABER CONSTRUCTION CORPORATION  
6951 Hannegan Rd.  
Lynden Washington 98264

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
Sedro-Woolley

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
City CouncilPacket

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
389

# GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Alternate #2 Revised Drawings

Date: 8/30/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-030.3

Description: Pricing for Alternate #2 scale bust on building pad and apron import/export quantities per the attached email correspondence.

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)		\$ -
a. crew (apprentices, journeymen, & laborers)	\$ -	
b. foreman	\$ -	
DIRECT LABOR SUBTOTAL		\$ -
2. MATERIAL COST (from attached cost breakdown form)		\$ 82,832.42
3. EQUIPMENT COST (from attached cost breakdown form)		\$ -
4. SAFETY/SUPERVISION COST (from attached cost breakdown form)		\$ -
SUBTOTAL 1 thru 4		\$ 82,832.42
5. OVERHEAD & PROFIT		\$ 8,283.24
a. 10% portion of 1, 2, & 3 for ADD Changes	\$ 8,283.24	
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$ -	
6. SUBCONTRACTORS		\$ -
	Faber	
	Cost Code	Category
a.	\$ -	
b.	\$ -	
c.	\$ -	
d.	\$ -	
e.	\$ -	
f.	\$ -	
g.	\$ -	
h.	\$ -	
7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS		\$ -
a. 8% of Line 6 for ADD Changes	\$ -	
b. 4% of Line 6 Credit for DEDUCT Changes	\$ -	
8. INSURANCE	1.50% of 1-7	\$ 1,366.73
9. BONDING	1.50% of 1-7	\$ 1,366.73
10. B&O Tax	0.471% of 1-7	\$ 429.15
TOTAL COST		\$ 94,278.27

Form Revised 10/20/2021

# GC Cost Breakdown

Project Name: Sedro-Woolley WWTP

Project No. 2155.3

Contractor: **Faber Construction**



Date: **8/30/2022**

Contractor Ref. No. **PCO-030.3**

Description	Faber Cost Code	Category	Quantity	Unit Type	Labor		Material		Equipment		Total Cost
					Unit \$	Cost	Unit \$	Cost	Unit \$	Cost	
<b>LABOR &amp; SUPERVISION</b>						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>MATERIAL</b>						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Scale Bust Net Quantities (refer to backup)	50-10-61	M	1	LS		\$ -	\$82,832.42	\$ 82,832.42		\$ -	\$ 82,832.42
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>EQUIPMENT &amp; GC's</b>						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>Freight/Delivery Costs</b>						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>Subtotal</b>						\$ -		\$ 82,832.42		\$ -	\$ 82,832.42
Foreman (15% of Labor Subtotal)	01-10-35	L									\$ -
Supervision, Office Personel (10% of Labor Subtotal)	01-10-05	L									\$ -
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O			*** Omitted for Loaded Unit Cost Pricing						
<b>Total Cost of Work</b>						\$ -		\$ 82,832.42		\$ -	\$ 82,832.42

## Jake Seibel

---

**From:** Chris O'Day  
**Sent:** Wednesday, July 13, 2022 1:23 PM  
**To:** Quentin Sutter; Mark Freiberger  
**Cc:** Jake Seibel; Greg Faber; Ben Lohrer  
**Subject:** RE: Future Building Location Clarification

Hey Quentin,

I appreciate you sending that over. For us, knowing that the scale bar is supposed to be set at 1:20 is good enough on our end. We can work through to figure out what the numbers should be as it relates to the overages, and then adjust.

If you or Mark feel the need to do so, let us know. We are fine as is knowing to set it at 1:20.

Regards,

Chris O'Day | **Faber Construction**

---

**From:** Quentin Sutter <quentin@carlettiarchitects.com>  
**Sent:** Wednesday, July 13, 2022 9:16 AM  
**To:** Chris O'Day <ChrisO@faberconstruction.com>; Mark Freiberger <mfreiberger@Sedro-Woolley.gov>  
**Cc:** Jake Seibel <JakeS@faberconstruction.com>; Greg Faber <Greg@faberconstruction.com>; Ben Lohrer <BenL@faberconstruction.com>  
**Subject:** RE: Future Building Location Clarification

Chris,

Attached is an e-mail from DCG. The bar scale was labelled wrong and should be 1:20 not 1:10.

I am assuming you need a correct bar scale shown for your take offs or can you adjust the numbers on your end?

**Quentin Sutter**, LEED GA  
*Architect, WA Lic #10558*

[www.carlettiarchitects.com](http://www.carlettiarchitects.com)  
Ph: 360-424-0394 ext.110

---

**From:** Chris O'Day [<mailto:ChrisO@faberconstruction.com>]  
**Sent:** Wednesday, July 13, 2022 7:35 AM  
**To:** Quentin Sutter; Mark Freiberger  
**Cc:** Jake Seibel; Greg Faber; Ben Lohrer  
**Subject:** RE: Future Building Location Clarification

Good morning,

We are talking about the scale that is listed on C05. Using that scale, we got approximately 60x90 for the future building location.

Chris O'Day | **Faber Construction**

---

**From:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>  
**Sent:** Wednesday, July 13, 2022 7:12 AM  
**To:** Chris O'Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>; Mark Freiburger <[mfreiburger@Sedro-Woolley.gov](mailto:mfreiburger@Sedro-Woolley.gov)>  
**Cc:** Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>; Greg Faber <[Greg@faberconstruction.com](mailto:Greg@faberconstruction.com)>; Ben Lohrer <[BenL@faberconstruction.com](mailto:BenL@faberconstruction.com)>  
**Subject:** RE: Future Building Location Clarification

Chris,

I printed out sheet C05 and with a scale of 1:20 to me it scales out to roughly the same dimensions that are shown on sheet A-1.0 which is 75'x170'.

**Quentin Sutter**, LEED GA  
*Architect, WA Lic #10558*

[www.carlettiarchitects.com](http://www.carlettiarchitects.com)  
Ph: 360-424-0394 ext.110

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**From:** Chris O'Day [<mailto:ChrisO@faberconstruction.com>]  
**Sent:** Monday, July 11, 2022 3:43 PM  
**To:** Mark Freiburger  
**Cc:** Jake Seibel; Greg Faber; Quentin Sutter; Ben Lohrer  
**Subject:** Future Building Location Clarification

Hi Mark,

Based on some of the quantities coming in from Ben, Greg and I went back through the email below. When I grab the scale on the page [C05 Site Plan], it tells me that the future building location is about 60'x90', you reference 125'x180'. We took another look at this and we think the scale may be off.

Quentin, can you please double-check to see if we are missing something? Could you please verify what quantities you and Mark came up with? We are tracking our quantities as we progress throughout the work.

Thank you,

Chris O'Day | **Faber Construction**

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**From:** Mark Freiburger <[mfreiburger@Sedro-Woolley.gov](mailto:mfreiburger@Sedro-Woolley.gov)>  
**Sent:** Thursday, June 30, 2022 7:30 PM  
**To:** Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>  
**Cc:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>; Chris O'Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>; David Lee <[dlee@Sedro-Woolley.gov](mailto:dlee@Sedro-Woolley.gov)>; Wally Hoyt <[whoyt@Sedro-Woolley.gov](mailto:whoyt@Sedro-Woolley.gov)>  
**Subject:** RE: PCO-030 Alternate #2 Sitework & Utilities

Good afternoon, Jake,

Wally and I met with Ben Lohrer this afternoon to review the PCO-030 work. We made a couple of tweaks to the sections shown on Sheet C07 dated 6/29/2022 with the for the future building & Apron areas based on his suggestions. They are:

- Section G/C07 Future Building Pad – 3” CSTC over 27” Gravel Base. No allowance for Clean Gravel. Ben noted this would likely become contaminated over time from the overlying CSTC and I agree with that assessment.
- Section I/C05 5’ area outside of Building & Apron – 6” CSTC over 8” Gravel Base. This now matches the Section F Asphalt Paving section, with substitution of CSTC for the 3” HMA layer.

Chris O’Day estimated various options for the future building area in his 6/16/22 email. These estimates are additional to the PCO-030 allowance of 14” CSTB for the future building area, based on the 6/3/22 version of the “Operation Site Development” plans. I assume that the estimates are based on the entire 125’x180’ Future Building Location area. There are now three sections shown on the 6/29/22 version of C07 (including the Aprons), which should reduce the total quantities somewhat.

For the 30” section, the worst case total would be \$24,705 plus \$8,500 additional haul off, total \$33,205. The over excavation estimate based on using suitable excavated soils totals \$18,887.

**Total all \$52,092 (worst case).**

Ben felt he could balance the site with excavated materials as discussed in the 6/16/22 Faber memo, thus avoiding additional import beyond the totals already allowed in PCO-030 (14” CSBC over the entire site). Your crew will be using GPS to track any additional import needs should there be a shortfall of usable excavated materials. Wally Hoyt will be on site as needed to assist with the decision making if it looks like this may take more than anticipated. The key is good communication.

Chris can tweak the estimates for the final sections when you prepare the update to PCO-030.

I am comfortable moving forward on this basis.

I will be away from town on vacation from July 5 to 18. I will be in contact with Wally Hoyt and checking emails periodically.

Thank you,

**Mark A. Freiburger, PE**  
 Director of Public Works  
 325 Metcalf  
 Sedro-Woolley, Washington 98284  
 Telephone: 360-855-9933  
 Cel: 360-661-6445

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**From:** Mark Freiburger  
**Sent:** Friday, June 17, 2022 3:37 PM  
**To:** Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>  
**Cc:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>; Chris O’Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>  
**Subject:** RE: PCO-030 Alternate #2 Sitework & Utilities

Jake,

I have reviewed Chris’ calculations and they seem like a reasonable approach and the numbers look workable. I will respond to him separately with a couple of questions/suggestions on the building footprint excavation and fill.

As you noted below we can handle the costs with revisions to PCO-030.

Thanks,



**Mark A. Freiberger, PE**  
Director of Public Works  
325 Metcalf  
Sedro-Woolley, Washington 98284  
Telephone: 360-855-9933  
Cel: 360-661-6445

---

**From:** Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>  
**Sent:** Friday, June 17, 2022 7:15 AM  
**To:** Mark Freiberger <[mfreiberger@Sedro-Woolley.gov](mailto:mfreiberger@Sedro-Woolley.gov)>  
**Cc:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>; Chris O'Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>  
**Subject:** RE: PCO-030 Alternate #2 Sitework & Utilities

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

Mark,

Chris has outlined the various cost options we discussed in the attached email. That should give you most of what you need to verbally update PCO-030 for next Wednesday's meeting with city council. I of course, will need to capture these costs in our PCO format when the time comes to process formal paperwork. I plan to capture those items in PCO-030.1, PCO-030.2, etc. as needed. The unsuitable, and export function will be held off awaiting actual conditions and priced accordingly. The landscape portion should come in shortly, as well as the bay filter, sewer rerouting, etc. when we receive drawings.

I will reach out to PCEC with your comments to clarify their proposal.

And will do my best to have *something* to you on the Operations 2<sup>nd</sup> Floor build-out in time for your meeting. It may include plugs & allowances pending formal pricing.

Thanks,

Jake Seibel | **Faber Construction**  
C: 425.591.5127

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**From:** Mark Freiberger <[mfreiberger@Sedro-Woolley.gov](mailto:mfreiberger@Sedro-Woolley.gov)>  
**Sent:** Thursday, June 16, 2022 4:13 PM  
**To:** Jake Seibel <[JakeS@faberconstruction.com](mailto:JakeS@faberconstruction.com)>  
**Cc:** Quentin Sutter <[quentin@carlettiarchitects.com](mailto:quentin@carlettiarchitects.com)>; Chris O'Day <[ChrisO@faberconstruction.com](mailto:ChrisO@faberconstruction.com)>  
**Subject:** PCO-030

Hi, Jake,

I am finalizing my memorandum to council and need to clarify a few things.

1. Neither the mayor or I have sufficient signature authority to approve the change order without council approval. That should happen on June 22.
2. My intent is to have Council authorize Mayor Johnson to sign PCO-030 at its current estimated amount of \$760,031.08. With that, I can then issue a notice to proceed to you for the work, the morning of June 23, which will meet your stated condition in the PCO.

3. If you are able to confirm the unknowns before next Wednesday, I can verbally update the amount of PCO-030, and seek to get this version signed. The unknowns as I currently understand them are:
  - a. Stormwater Vault
  - b. Sanitary Sewer final layout
  - c. Landscaping estimate confirmation
  - d. Revision of CSBC to Gravel Base
  - e. Any revisions from the final plans if you get them in time to incorporate.

With this, you can get going. We can handle any additional edits and the unsuitable excavation with a subsequent revision of PCO-030 or by a new one.

DCG is working on the plan edits for the site work, and we should see them soon.

One additional question on PCO-030. The detail on PCEC's estimate shows some items that I don't follow. There are screws, washers, bolts and clamps that don't seem to be applicable to the called out for the buried future 2" and 3" dry conduits. In addition, there should be only (2) 3" elbows for the two runs that tie to the ones installed under PCO-025r1. Please ask them to explain what these items are for. I think all that is needed is marker posts on the end of the conduit runs, and I imagine that Faber is doing these as part of the trench work.

With regards to the 2nd Floor work, I have no way of getting ahead of your PCO for this. If you happen to have this done before next Wednesday, that would help in confirming the overall budget, but it will need to be the subject of a council action on July 13. I could possibly get it in at the July 6 work session if needed.

Has Chris come up with something for the unit prices on the over excavation?

I have a planned vacation from July 5-18, but should be able to handle the change order stuff remotely.

Thanks,

**Mark A. Freiburger, PE**  
*Director of Public Works*  
325 Metcalf  
Sedro-Woolley, Washington 98284  
Telephone: 360-855-9933  
Cel: 360-661-6445

## Jake Seibel

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**From:** Chris O'Day  
**Sent:** Monday, August 29, 2022 4:17 PM  
**To:** Jake Seibel  
**Cc:** Greg Faber  
**Subject:** PCO 030.3 Scale Break/Bust  
**Attachments:** PCO 30.3 - Scale Bust.pdf

Hey Jake,

Here is the other one that I know you and Mark have been waiting on. Was able to go over this one with Greg as well.

This is the PCO for the scale break/bust. Went back through the sheet with the appropriate scale and depth for the building pad and apron. In accordance with Mark's email back on 06/30/2022 and sheet C07, I used 27" of gravel and 3" crushed for the building pad, and then 8" gravel and 13" crushed for the Apron Pad. This does bring down the %'s a bit, instead of an exact x4 multiplier to get to the corrected scale. The Credits that are listed on there aren't actual credits, those are just to show what the original numbers from the incorrect scale were based on, for reference. The \$82,832.42 (plus markup) is the increase due to the scale break.

Let me know if there is anything else that you need.



**Chris O'Day**

Project Engineer

ph: [360.354.3500](tel:360.354.3500) | Cell: 360-599-7360 f: 360.354.0335

e: [chriso@faberconstruction.com](mailto:chriso@faberconstruction.com) | [faberconstruction.com](http://faberconstruction.com) | [facebook](https://www.facebook.com/faberconstruction) | [LinkedIn](https://www.linkedin.com/company/faberconstruction)

## CIVIL DIVISION - CHANGE ORDER PROPOSAL

PROPOSAL TO: Jake Seibel Construction PM DATE: 8/29/2022

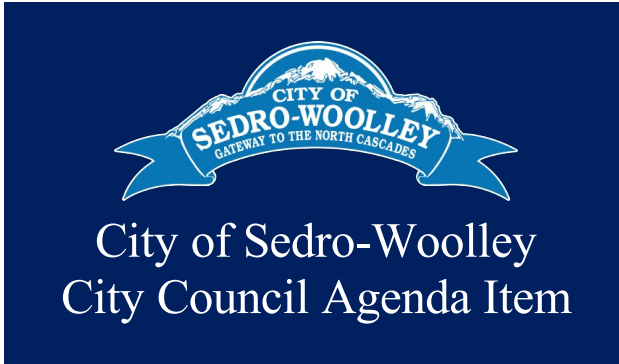
PROPOSAL FROM: Chris O'Day Civil PM

PROJECT NAME: Sedro Woolley Waste Water Facility

REFERENCE: \_\_\_\_\_

DESCRIPTION: Scale was set incorrectly, resulting in the calculations for material/labor/equipment not being appropriate to the actual volume. This is a loaded rate on the increase to the total number. Showing totals with the original in red as a "credit" to show all numbers.

Item	Cost Code	UOM	Qty	Unit \$	Total
<b>MATERIAL</b>					
Material Import - Gravel		TN	3,063	\$18.24	\$55,869.12
Material Import - Crushed		TN	1,117	\$27.54	\$30,762.18
Material Import - Original "Credit"		TN	-1,125	\$21.96	-\$24,705.00
Material Export		CY	875	\$33.61	\$29,406.13
Material Export - Original "Credit"		CY	-253	\$33.61	-\$8,500.00
<b>Material Total:</b>					<b>\$82,832.42</b>
<b>GRAND TOTAL :</b>					<b>\$82,832.42</b>
(does not include markup)					



Agenda  
Item No.

Date:	September 28, 2022
Subject:	Amendment 8 to Professional Services Agreement 2018-PS-25 Pacific Landscape Architecture - Memorial Park

**FROM:**

Mark A. Freiburger, PE, Director of Public Works

**RECOMMENDED ACTION:**

Authorize Public Works Director Mark Freiburger to sign Amendment 8 to Professional Services Agreement 2018-PS-25 with Pacific Landscape Architecture in the amount of \$1,274 for a new total agreement amount of \$245,384.

**ISSUE:**

Should Council authorize Public Works Director Mark Freiburger to sign Amendment 8 to Professional Services Agreement 2018-PS-25 with Pacific Landscape Architecture in the amount of \$1,274 for a new total agreement amount of \$245,384?

**BACKGROUND/SUMMARY INFORMATION:**

On April 18, 2022 Council authorized Amendment 7 to Pacific Landscape Architecture's Professional Services Agreement 2018-PS-25 adding final design and construction support services for Memorial Park. PLA had previously prepared a concept plan under Task Order 4. During the subsequent design process, the concept plan was further refined and tentatively approved. PLA then prepared preliminary construction plans along with a budget estimate for the construction work. The estimate far exceeded the \$600,000 funding available for the project from ARPA funds. On July 27, 2022 Staff brought an earlier version of Amendment 8 to council for review, and also discussed the updated cost estimate. Council approve the amendment; however reservations about the viability of the project were expressed. Subsequently, staff prepared a modified site plan for Parks Committee review. The modified plan significantly revised the layout for the park and greatly simplified the planned improvements, most specifically the impervious surfaces. The new plan was approved by the Parks Committee, and staff entered into negotiations with PLA to revise their scope of services for final design based on the draft plan. PLA provided their revised Scope of Services on 9/21/2022. This has become the basis for the enclosed Amendment 8 and Task Order 8.1 for final design of the Park.

The overall cost for the design work is not significantly above the cost proposed in Amendment 7, after factoring in previous expenditures of \$22,279 and the proposed cost to complete the design of \$48,105. As a result, Amendment 8 only increases the overall agreement by \$1,274. This is well within the Directors approval authority, but since the revised scope of work is significantly different than that approved under Amendment 7 staff wanted Council to have another look at the project.

We are ready to move forward with the final design, and anticipate design completion by 2/1/2023. PLA will provide an updated estimate of cost with the design package. We anticipate being able to complete the modified site improvements along with replacement of the Restroom and the playground and spray park improvements (both to be design/build by others) approximately within the budget of \$650,000 (\$600,000 ARPA, \$50,000 REET I & II).

We understand that the Sedro-Woolley Rotary Club is considering providing funding for the project as well.

**FISCAL IMPACT, IF APPROPRIATE:**

The 2022 Budget includes \$50,000 for design phase for Memorial Park from REET I & II funds. We have expended \$22,279 to date, leaving \$27,721 for the final design. Staff proposes use of Fund 311 Parks Impact Fee funds of \$20,000 to cover the remainder of the design work in 2022. Fund 311 is presently at \$556,832. The balance of these funds will be used for the Olmsted Park Phase 1 Infrastructure project in 2023 and Caretaker/Shelter project in 2024.

There are sufficient funds to move forward with the Memorial Park design.

**ATTACHMENTS:**

1. Agreement 2018-PS-25 PLA Amendment 8
2. Agreement 2018-PS-18 PLA Task Order 8.1 Memorial Park Final Design
3. Memorial Park Modified Site Plan 2022-9-13

## AMENDMENT NO. 8

To the PROFESSIONAL SERVICES AGREEMENT No. 2018-PS-25  
Dated August 10, 2018  
Between The City of Sedro-Woolley, Washington  
And Pacific Landscape Architecture

This Amendment revises the above contract as follows:

### **Section 6. Compensation and Schedule of Payments.**

City shall pay the Contractor its hourly rates pursuant to the schedule set forth on **Exhibit B** (2018), **Exhibit B-1** (2019) and **Exhibit B-2** (2022). The Contractor shall be paid monthly on the basis of invoices for compensation earned by the Contractor during the billing period, as agreed by the parties. Payment shall be made within ten (10) days after approval of the voucher by the City council.

Cost not to exceed **\$245,384.00** without prior approval of the Director of Public Works/City Engineer.

DATED this 29th day of September 2022.

CITY OF SEDRO-WOOLLEY  
A Washington municipal corporation

By: \_\_\_\_\_  
Mark A. Freiberger, PE  
Director of Public Works

CONTRACTOR:

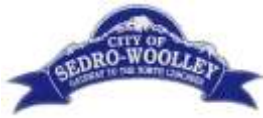
Pacific Landscape Architecture

By: \_\_\_\_\_  
Patricia Lessen, President

Pacific Landscape Architecture LLC

PACIFIC LANDSCAPE ARCHITECTURE								
CONTRACT 2018-PS-25								
RECORD OF AMENDMENTS								
DATE EXECUTED			AMENDMENT \$	CONTRACT TOTAL	COST TO DATE	REMAINING	NOTES	
8/9/2018	CONTRACT		50,000.00	50,000.00			Task Order 1, 7	
1/10/2019	Amendment 1 SWIFT Center Park Prelim Design - signed by Mayor		60,000.00	110,000.00			Task Order 2 Swift Center Park PE	
1/17/2019	Amendment 2 - 2020 Rate Update - signed by PW Director		-	110,000.00			2020 Rate Update	
8/15/2019	Amendment 3 - Houser Park Final Design - signed by Mayor		30,590.00	140,590.00			Task Order 3 Houser Park PE	
12/11/2019	Amendment 4 - Contract Extension to 12/31/2020 - signed by PW Dir		-	140,590.00			Extends Contract Completion to 12/31/2020	
12/15/2020	Amendment 5 - Contract Extension to 12/31/2022 signed by PW Dir		-	140,590.00			Extends Contract Completion to 12/31/2022	
3/14/2022	Amendment 6 - Olmsted Park Final Design & CN Support - signed by City Admin		34,410.00	175,000.00			Task Order 6 Amd Olmsted Park Final Design	
4/18/2022	Amendment 7 - Memorial Park Final Design - signed by Mayor		69,110.00	244,110.00			Task Order 8 - Final Design Memorial Park. Prev expenses \$22,278.55 through 8/2/22.	
9/29/2022	Amendment 8 - Memorial Park Final Design - to be signed by PW Director		1,274.00	245,384.00	\$192,183.96	\$53,200.04	Task Order 8.1 - Final Design Mem Park Scope per PLA letter 9/21/2022.	





## TASK ORDER CITY OF SEDRO-WOOLLEY ON-CALL SERVICES

Task Order No. 2018-PS-25-TO-08.1

Task Title Memorial Park Final Design, Bid and Construction Phase Support Services

Consultant Pacific Landscape Architecture LLC

Consultant Contact Patricia Lenssen Phone 360-684-4295 Email plenssen@paclarch.com  
nsalseina@ci.sedro-

City Contact Nathan Salseina Phone 360-661-6492 Email woolley.wa.us  
Budget (BARS) 576.80.41.000.101 Professional

City Project No. \_\_\_\_\_ No. Services

Reimbursable? ☐ Yes, by \_\_\_\_\_  
☐ No

### DESCRIPTION OF TASK ASSIGNMENT

- ☒ Memorial Park Final Design Services per attached Exhibit dated September 21, 2022.
- ☐ \_\_\_\_\_
- ☐ \_\_\_\_\_

Site Address or Location Memorial Park, 703 Pacific, Sedro-Woolley, WA

### COMPENSATION

- ☐ LUMP SUM – Compensation for services shall be a lump Sum of \_\_\_\_\_
- ☒ TIME AND MATERIAL – Compensation for these services will be on a Time and Materials basis, not to exceed \$48,105 without written authorization. (see attached Exhibit A)
- ☐ Approved budget attached (If applicable.)

### SCHEDULE The Consultant shall complete the services described above:

- ☒ By February 1, 2023
- ☐ In accordance with **Exhibit** attached hereto.

All provisions of the Agreement for On-Call Consultant Services dated August 10, 2018  
and associated amendments shall be in full force and effect for this Task Order.

### APPROVED

#### CITY OF SEDRO-WOOLLEY

By Mark A. Freiburger, PE

Signature \_\_\_\_\_

Title Director of Public Works

Date \_\_\_\_\_

#### CONSULTANT

By Patricia Lenssen

Signature \_\_\_\_\_

Title President

Date \_\_\_\_\_

Date: September 21, 2022

To: City of Sedro-Woolley, Washington ("*Client*")  
Mark Freiberger, PE, Director of Public Works Department

From: Patricia Lenssen, Pacific Landscape Architecture

Subject: Reduced Scope of Professional Design Services for Memorial Park Improvements

### **Basis of Proposal**

This Proposal is based upon the services requested in, discussions with Sedro-Woolley Parks and Recreation Department, and the requirements provided under the Standard Agreement for Consultant Services City of Sedro-Woolley. This assignment includes the Professional Services necessary for design services for Memorial Park Renovation (Project), to be conducted by Patricia Lenssen, Landscape Architect (hereinafter PLA), for the City of Sedro-Woolley Parks and Recreation Department (hereinafter, Client).

### **PLA Project Team**

Patricia Lenssen, Principal-In-Charge, PLA  
Susan Willhoft, Project Manager, PLA  
Danielle Johnston, PE, Wilson Engineering

### **Note on Scope Revisions**

The PLA team has completed work per approved contract 2018-PS-25-TO-08 dated March 14, 2022. Completed work that has already been billed is not included. Remaining work as established to continue the project with the 2022-9-13 Revised Site Plan is included in the below fee totals.

### **Scope of Work- General**

The scope of work is for PLA to prepare construction documents for playground and park renovations required to meet the funding limit currently available; and shall include, but not be limited to landscape architecture, civil engineering, and opinion of probable cost. Project site facilities to be included in the design shall include, but not be limited to:

1. Redesign park renovations to match revised project elements and limits per City provided Master Plan found on page 4 of this document.
2. "Stub up" utilities and sleeving for future splash pad. Splash pad design and surfacing by others.
3. Play area design, surfacing, and drainage by others.
4. Replace some existing paved access walkways with new, universally accessible paving in new configuration.
5. Provide benches and tree planting.
6. Stormwater Report per civil.
7. Coordinate all utility service connections with utility providers, including but not limited to the City of Sedro-Woolley, Puget Sound Energy, or other utility providers.

**TASK 2 REMAINING 60% DESIGN PHASE**

1. Plan Sheets
  - a. Existing Condition Plan (Survey)
  - b. SWPPP/TESC Plan
  - c. Site and Planting Plan (Including Minimal Layout Dimensions)
  - d. Bench and Tree Planting Details
  - e. Pavement and Grading Plan and Paving Details
  - f. Drainage Plan and Details
  - g. Utility Plan(s)
2. Draft Stormwater Report
3. Estimate of Probable Costs
4. Project Management, 1 Meeting

<b>PLA 60% PHASE</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
Principal	4	\$125.00	\$500.00
Project Manager	45	\$110.00	\$4,950.00
Technical Staff	58	\$90.00	\$5,220.00
Administrative	12	\$45.00	\$540.00
Reimbursables			\$200.00
Subtotal			\$11,410.00

<b>Wilson Engineering</b>	<b>Unit</b>	<b>Rate</b>	<b>Subtotal</b>
Project Management			x
60% Documents			X
Subtotal	1	LS	See attached fee

**TASK 3 90% DESIGN PHASE**

1. Package updates per comments
2. Final Stormwater Report
3. Estimate of Probable Costs
4. Project Management, 1 Meeting

<b>PLA 90% PHASE</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
Principal	4	\$125.00	\$500.00
Project Manager	24	\$110.00	\$2,640.00
Technical Staff	38	\$90.00	\$3,420.00
Administrative	1	\$45.00	\$45.00
Reimbursables			\$200.00
Subtotal			\$6,805.00

<b>Wilson Engineering</b>	<b>Unit</b>	<b>Rate</b>	<b>Subtotal</b>
Project Management			x
90% Documents			X
Subtotal	1	LS	See attached fee

**TASK 4 100% DESIGN PHASE**

1. Package updates per comments
2. Estimate of Probable Costs
3. Project Management

<b>PLA 100% PHASE</b>	<b>Hours</b>	<b>Rate</b>	<b>Subtotal</b>
Principal	4	\$125.00	\$500.00
Project Manager	20	\$110.00	\$2,200.00
Technical Staff	18	\$90.00	\$1,620.00
Administrative	2	\$45.00	\$90.00
Reimbursables			\$200.00
<b>Subtotal</b>			<b>\$4,610.00</b>

<b>Wilson Engineering</b>	<b>Unit</b>	<b>Rate</b>	<b>Subtotal</b>
Project Management			x
100% Documents			X
<b>Subtotal</b>	<b>1</b>	<b>LS</b>	<b>See attached fee</b>

**TOTAL REVISED PROJECT DESIGN FEE**

PLA, LANDSCAPE ARCHITECTURE	\$22,825.00
WILSON ENGINEERING, CIVIL AND STORMWATER	\$25,280.00
<b>PROJECT TOTAL</b>	<b>\$48,105.00</b>

**Additional Services, Excluded Services (PLA)**

Specific items that are not within the scope of work/services include, but are not limited to, the following. Should PLA be required to provide services in obtaining or coordinating compilation of this information, such services shall be requested in writing and charged as Additional Services.

1. Renderings, 3D perspectives, sections, elevations, or models
2. Tree Report or Vegetation Valuation
3. Bid packages
4. Services to reconcile boundary disputes, title discrepancies, depositions, or expert testimony
5. Participation in pursuing LEED or SITES certification
6. Public Meetings
7. Maintenance Costs Projections
8. WSDOT format bid form
9. Construction Specifications
10. Permit assistance or applications
11. Bidding Assistance, Addenda, or Construction Administration

## 407





## City of Sedro-Woolley - Memorial Park Improvements Phase 1

Civil revised scope – 09/20/2022

### Project Management

- Overall project management
- Coordination and Correspondence
- Up to two meetings (virtual)

### Stormwater Engineering

- Document DOE minimum requirements and applicability to site. Stormwater modeling and infiltration facility sizing is not anticipated to be needed by the City and is not included in task.
- Draft stormwater report including all minimum requirements
- Final stormwater report

### 60% PSE's

- Prepare 60% SWPPP/TESC plan, notes, and details
- Prepare 60% grading and drainage plans
- Prepare 60% utility plan
- Prepare 60% civil notes and details
- Prepare 60% cost estimate

### 90% Plans

- Prepare 90% SWPPP/TESC plan, notes, and details
- Prepare 90% grading and drainage plans
- Prepare 90% utility plan
- Prepare 90% civil notes and details
- Prepare 90% cost estimate

### 100% Plans and Specs

- Prepare 100% SWPPP/TESC plan, notes, and details
- Prepare 100% grading and drainage plans



- Prepare 100% utility plan
- Prepare 100% civil notes and details
- Prepare 100% cost estimate

Assumptions:

- Site is not in special stormwater district
- Site does not drain to the City MS4
- Planned hard surface (new plus replaced) is approximately 6,300 sf and is non-pollution generating (concrete curbs and sidewalks). Existing gravel parking spaces (7) will remain and not be graded, and therefore will not be replaced hard surfaces.
  - All stormwater minimum requirements will apply, however, the City will accept BMP T5.12 "Sheet flow dispersion" or BMP T5.11 "concentrated flow dispersion" and not require infeasibility criteria for earlier BMPs given in the list approach for MR5 compliance per the 2019 Ecology Manual.
  - A stormwater report addressing all Minimum Requirements #1 through #9 will be prepared. One revision to a draft report is included.
  - Preparation of a Construction Stormwater Pollution Prevention Plan (SWPPP), including erosion control, is Minimum requirement #2. The SWPPP includes a narrative and drawings and will be provided as a required document.
- Catch basin and drain pipe for the future spray park will tie into the existing 6-inch sanitary sewer.
- Site demolition and protection will be provided by the City
- Site dimensional plan by others
- Assumes sewer and water piping can connect to existing adjacent system
- Excludes any effort towards frontage improvements or offsite utilities / drain system
- No site structural is included
- All permitting effort by City
- No additional survey tasks or additions to the topographic drawing will be required.

Revised Contract Fee	\$25,280.00
----------------------	-------------

**Sedro Woolley - Memorial Park  
Wilson Engineering Budget**

9/20/2022

Task Description	Fixed Expense	Principal Engineer	Senior Engineer	Engineer III	CAD Tech	Cost
Rate (\$/hr) =	L.S.	\$ 180	\$ 174	\$ 152	\$ 114	
<b>Project Management</b>						
Project Management		8				\$ 1,440
Review existing info		4				\$ 720
Meetings (up to 2 virtual)		3				\$ 540
<b>Sub-Total</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ 2,700</b>
<b>Stormwater Engineering</b>						
Minimum Requirements documentation			4			\$ 696
Draft Stormwater Report			16		4	\$ 3,240
Final Stormwater Report		2	4			\$ 1,056
<b>Sub-Total</b>	<b>0</b>	<b>2</b>	<b>24</b>	<b>0</b>	<b>4</b>	<b>\$ 4,992</b>
<b>60% PSE</b>						\$ -
Cad management					2	\$ 228
Grading and drainage design						
Grading				2		\$ 304
Collection / conveyance				2		\$ 304
Utility design						
water				2		\$ 304
sewer				2		\$ 304
Plans - On Site						
Cover - N/A						\$ -
Layout and Site Dimensional Plan - N/A						\$ -
SWPPP / TESC				2	2	\$ 532
Site Prep / Demo - N/A						\$ -
Grading and Drainage				2	4	\$ 760
Utilities				2	4	\$ 760
Details / Sections				2	4	\$ 760
Estimate				2		\$ 304
Specs - NA						\$ -
<b>Sub-Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>16</b>	<b>\$ 4,560</b>
<b>90% PSE</b>		8				\$ 1,440
Cad management					2	\$ 228
Grading and drainage design						
Grading				4		\$ 608
Collection / conveyance				4		\$ 608
Utility design						
water				4		\$ 608
sewer				4		\$ 608



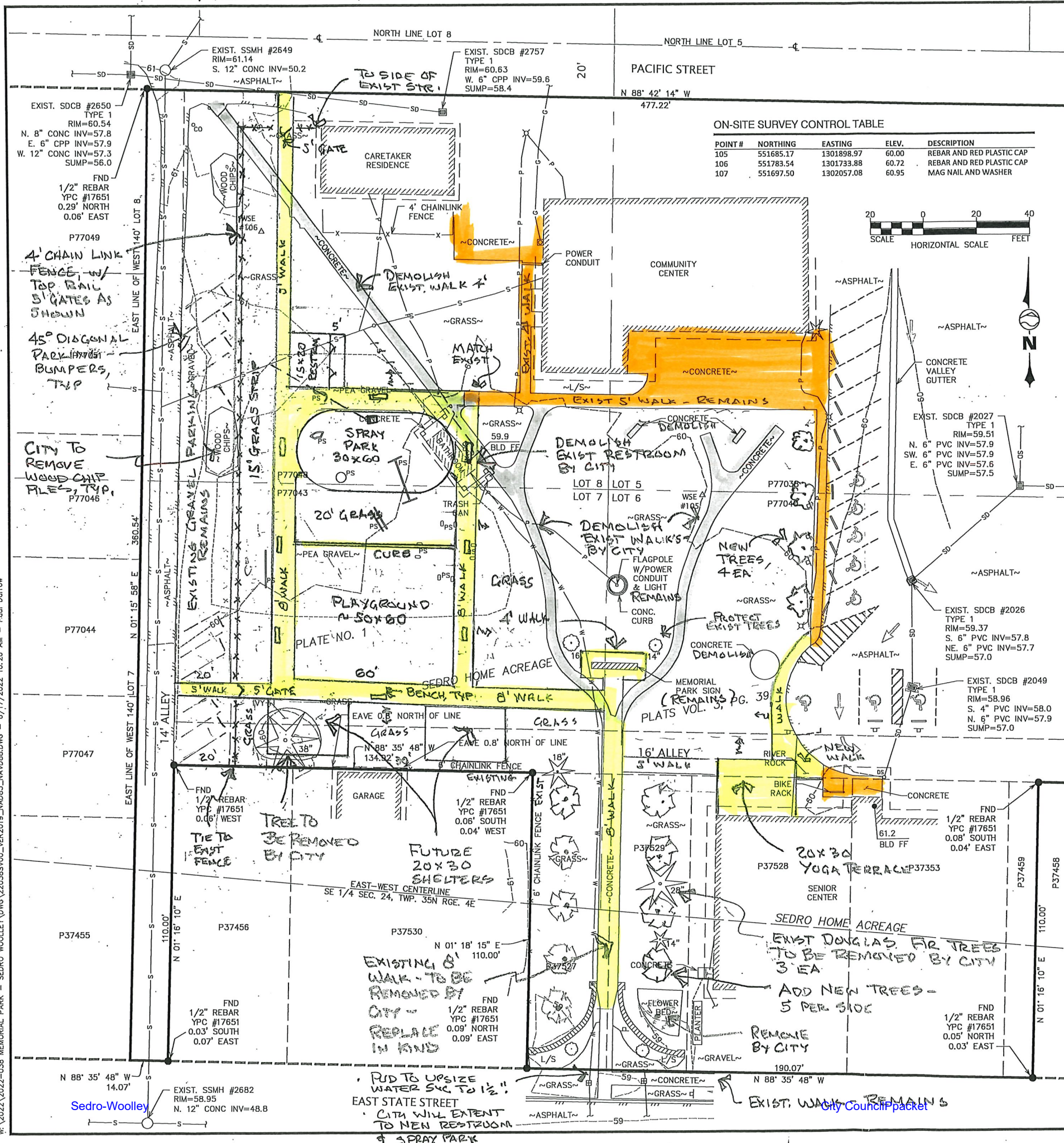
**Sedro Woolley - Memorial Park  
Wilson Engineering Budget**

9/20/2022

Task Description	Fixed Expense	Principal Engineer	Senior Engineer	Engineer III	CAD Tech	Cost
Rate (\$/hr) =	L.S.	\$ 180	\$ 174	\$ 152	\$ 114	
Plans - On Site						
Cover - NA						\$ -
Layout and Site Dimensional Plan - N/A						\$ -
SWPPP / TESC				2	2	\$ 532
Site Prep / Demo - NA						\$ -
Grading and Drainage				4	4	\$ 1,064
Utilities				4	4	\$ 1,064
Details / Sections				2	4	\$ 760
Estimate				2		\$ 304
Specs						\$ -
<b>Sub-Total</b>	<b>0</b>	<b>8</b>	<b>0</b>	<b>30</b>	<b>16</b>	<b>\$ 7,824</b>
<b>100% PSE</b>		4				\$ 720
Cad management					2	\$ 228
Grading and drainage design						\$ -
Grading				4		\$ 608
Collection / conveyance				2		\$ 304
Utility design						
water				4		\$ 608
sewer				2		\$ 304
Plans - On Site						
Cover - NA						\$ -
Layout and Site Dimensional Plan - N/A						\$ -
SWPPP / TESC				2	2	\$ 532
Site Prep / Demo - NA						\$ -
Grading and Drainage				2	2	\$ 532
Utilities				2	2	\$ 532
Details / Sections				2	2	\$ 532
Estimate				2		\$ 304
Specs						\$ -
<b>Sub-Total</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>22</b>	<b>10</b>	<b>\$ 5,204</b>
<b>Project Total</b>	<b>0</b>	<b>29</b>	<b>24</b>	<b>70</b>	<b>46</b>	<b>\$ 25,280</b>



# MEMORIAL PARK - DRAFT SITE PLAN 9/13/2022



**WILSON ENGINEERING**  
WILSONENGINEERING.COM



DESIGNED BY  
DRAWN BY  
CHECKED BY  
PID

WASHINGTON

MEMORIAL PARK PROJECT

CITY OF SEDRO-WOOLLEY

EXISTING CONDITIONS TOPOGRAPHIC MAP

DATE 6/17/2022

SCALE AS SHOWN

JOB NUMBER 2022-038

SHEET 1 OF 1

412







Agenda  
Item No.

Date:

September 28, 2022

Subject:

Approval of Contract 2021-PW-02  
Change Order 7 - Faber Construction  
Corporation

**FROM:**

Mark A. Freiberger, PE, Director of Public Works

**RECOMMENDED ACTION:**

Authorize Public Works Director Mark Freiberger to sign Contract 2021-PE-02 Change Order 7 in the amount of \$42,461.43.

**ISSUE:**

Should council authorize Public Works Director Mark Freiberger to sign Contract 2021-PW-02 Change Order 7 in the amount of \$42,461.43?

**BACKGROUND/SUMMARY INFORMATION:**

This change order incorporates previously approved Proposed Change Orders 018, 030.4, 030.5, 031, 036, 042, 044, 045 and 046, all approved by the Public Works Director under his signature authority. PCO-030.5 at \$27,436.81 was slightly over the Director's authority of \$25,000; approving this change order ratifies that previous approval.

**FISCAL IMPACT, IF APPROPRIATE:**

Staff has reviewed the overall project budget, including projections to final completion for the architecture design and construction management, the construction contract, furnishings and miscellaneous costs. We are still negotiating a few minor change orders, but expect the costs approximately to be as follows. The design costs also include design of the 2nd floor improvements for the Public Works Building. Final costs will be determined on close out.

## ESTIMATED COST

Item.....	Total	Project.....	WWTP	Lab/Ops	Bldg.....	Public Works Bldg
Faber Const Contract, including Sales Tax.....	\$6,380,552.....	\$2,603,563.....			\$4,370,506	
Carletti Architects - Design and Const Mgt. ....	\$502,195.....	\$148,275.....			\$353,920	
GeoTest - Materials testing & Special Inspections....	\$17,074.....	\$7,287.....			\$9,787	
Miscellaneous Expenses.....	\$314,254.....	\$91,230.....			\$223,001	
Ineligible Costs (Furnishings, appliances, equipt).....	\$178,783.....	\$62,768.....			\$116,014	
<b>TOTAL PROJECT.....</b>	<b>\$7,392,858.....</b>	<b>\$2,913,124.....</b>			<b>\$4,479,734</b>	

## FUNDING

WWTP Fund 401.....	\$3,033,113.....	\$3,033,113			
Facility.....	\$4,000,000.....	\$4,000,000			
Fund 505 Prior Year Funding.....	\$758,257.....	\$758,257			
<b>Total Funding.....</b>	<b>\$7,791,370.....</b>	<b>\$3,033,113.....</b>			<b>\$4,758,257</b>
Net Remaining.....	\$398,512.....	\$119,989.....			\$278,523

There are sufficient funds available to approve Change Order 7 as noted.

Remaining funds from Fund 401 will remain in 401. Remaining funds from Fund 505 are planned for completion of the Public Works Building 2nd Floor improvements, if sufficient funds remain after close-out of the main project.

## ATTACHMENTS:

1. Contract 2021-PW-02 Change Order 7
2. PCO-018 Belly Band
3. PCO-030.4 Garbage Removal
4. PCO-030.5 Fuel Station Revisions
5. PCO-031 Fur Wall
6. PCO-036 Fume Hood Power Change
7. PCO-042 Condensing Unit
8. PCO-044 Added Condensate Lines
9. PCO-045 West Manual Gate Revision
10. PCO-046 Lab Island Electrical

## Change Order

---

**Project:** Waste Water Facility – City of Sedro Woolley  
405 Alexander Street  
Sedro Woolley, WA 98284

**Change Order No.:** 007

**The Contract is changed as follows:**

PCO 018 – Belly Band \$1,706.80  
PCO 030.4 – Garbage Removal \$1,403.25  
PCO 030.5 – Fuel Station Revisions \$27,436.81  
PCO 031 – Fur Wall \$377.15  
PCO 036 – Fume Hood Power Change - \$3,907.19  
PCO 042 – Condensing Unit - \$1,118.08  
PCO 044 – Added Condensate Lines - \$5,223.29  
PCO045 – West Manual Gate - \$558.74  
PCO046 – Lab Island Electrical - \$730.12

---

The original Contract Sum:	\$4,647,000.00
Net change by previously authorized Change Orders:	\$926,600.71
Contract Sum prior to this Change Order:	\$5,573,600.71
The Contract Sum shall be ( <u>increased</u> ) (decreased) (unchanged):	\$42,461.43
The new Contract Sum including this Change Order:	\$5,616,062.14
The Contract Time shall be ( <u>increased</u> ) (decreased) (unchanged):	0 days
The Date of Substantial Completion is:	Per Owner/Contractor contract

---

**Architect:**

Carletti Architects, P.S.  
116 E. Fire Street, Suite A  
Mount Vernon, WA 98273

**Contractor:**

Faber Construction, Corp  
6951 Hannegan Road  
Lynden, WA 98264

**Owner:**

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

By: \_\_\_\_\_  
Quentin Sutter

By: \_\_\_\_\_  
Jake Seibel

By: \_\_\_\_\_  
Mark Freiburger

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_



FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

# PCO #018

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #018: Belly Band

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	018 / 3	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Jake Seibel (FABER CONSTRUCTION CORPORATION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	3/28 /2022
<b>REFERENCE:</b>	CCD-003 (VOID), AR-5r1	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$1,706.80

**POTENTIAL CHANGE ORDER TITLE:** Belly Band

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** (The Contract Is Changed As Follows)

**Costs to replace CCD-003 (voided) with AR-5r1. Includes restocking fees for return items.**

### ATTACHMENTS:

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Other, Labor, Material, Equipment (Owned), Rental, and Purchase Order.)	Construction Markup Subs (8.00% Applies to Other and Subcontract.)	Subtotal
1	06-50-01 - Rough Carpentry	Install 2x6 Sign Backing	Material	0.0	Is	\$0.00	\$660.15	\$ 66.02	\$ 0.00	\$726.17
2	01-10-35 - Assistant Superintendent	Foreman	Labor	0.0	Is	\$0.00	\$99.02	\$ 9.90	\$ 0.00	\$108.92
3	01-10-05 - Project Manager	Supervision, Office Personnel	Labor	0.0	Is	\$0.00	\$66.02	\$ 6.60	\$ 0.00	\$72.62



PCO #018

4	01-50-75 - Tools	Tools, Safety, and Consumables	Material	0.0	Is	\$0.00	\$63.55	\$ 6.36	\$ 0.00	\$69.91
5	06-50-01 - Rough Carpentry	Returned cedar trim, hardi lap siding credit (15% restock fee)	Material	0.0	Is	\$0.00	(\$960.94)	(\$96.09)	\$ 0.00	(\$1,057.03)
6	06-50-01 - Rough Carpentry	2 x 6 Backing (14' stock lengths)	Material	0.0	Is	\$0.00	\$97.28	\$ 9.73	\$ 0.00	\$107.01
7	06-50-01 - Rough Carpentry	Supplied cedar trim, hardi lap siding	Material	0.0	Is	\$0.00	\$1,130.51	\$ 113.05	\$ 0.00	\$1,243.56
8	06-10-10 - Hardware	Nails & Hardware	Material	0.0	Is	\$0.00	\$50.00	\$ 5.00	\$ 0.00	\$55.00
9	01-50-50 - Faber Equipment	Z-45 Genie Boom Lift	Equipment (Owned)	0.0	Is	\$0.00	\$294.00	\$ 29.40	\$ 0.00	\$323.40
<b>Subtotal:</b>						\$1,499.59	\$149.97	\$0.00	\$1,649.56	
<b>General Liability Insurance : <math>\approx</math> 1.5% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>										\$ 24.74
<b>Payment &amp; Performance Bond : <math>\approx</math> 1.5% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>										\$ 24.74
<b>B&amp;O Tax: <math>\approx</math> 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>										\$ 7.76
<b>Grand Total:</b>										<b>\$1,706.80</b>

**Quentin Sutter (CARLETTI ARCHITECTS)**116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

Quentin Sutter 9/9/2022

476F5809A9A341B...

SIGNATURE

Sedro-Woolley

DATE

**CITY OF SEDRO WOOLLEY**325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

Mark Freiberg 8/30/2022

01FA3A1D239D41D...

SIGNATURE

City CouncilPacket

DATE

**FABER CONSTRUCTION CORPORATION**6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

Jake Seibel 9/2/2022

B869317CC30148B...

SIGNATURE

418

DATE





Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: CCD-003 (VOID), AR-5r1

Date: 5/2/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-018r2

Description: Costs to replace CCD-003 (voided) with AR-5r1. Includes restocking fees for return items.

<b>1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)</b>				<b>\$ 759.17</b>	
a. crew (apprentices, journeymen, & laborers)		\$	660.15		
b. foreman		\$	99.02		
<b>DIRECT LABOR SUBTOTAL</b>		\$	<b>759.17</b>		
<b>2. MATERIAL COST (from attached cost breakdown form)</b>				<b>\$ 316.85</b>	
<b>3. EQUIPMENT COST (from attached cost breakdown form)</b>				<b>\$ 294.00</b>	
<b>4. SAFETY/SUPERVISION COST (from attached cost breakdown form)</b>				<b>\$ 129.57</b>	
<b>SUBTOTAL 1 thru 4</b>				<b>\$ 1,499.59</b>	
<b>5. OVERHEAD &amp; PROFIT</b>				<b>\$ 149.96</b>	
a. 10% portion of 1, 2, & 3 for ADD Changes		\$	149.96		
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes		\$	-		
<b>6. SUBCONTRACTORS</b>					
			Faber		
			Cost Code	Category	\$ -
a.	Lake Pointe Metals - CO #xx No Cost	\$ -	07-20-35	S	
b.	Megatite Finishes - CO #xx No Cost	\$ -	09-50-25	S	
c.	Signs Plus Quote - No Cost	\$ -	50-10-01	O	
d.		\$ -			
e.		\$ -			
f.		\$ -			
<b>7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS</b>				<b>\$ -</b>	
a. 8% of Line 6 for ADD Changes		\$ -			
b. 4% of Line 6 Credit for DEDUCT Changes		\$ -			
<b>8. INSURANCE</b>				<b>\$ 24.74</b>	
		1.50%	of 1-7		
<b>9. BONDING</b>				<b>\$ 24.74</b>	
		1.50%	of 1-7		
<b>10. B&amp;O Tax</b>				<b>\$ 7.77</b>	
		0.471%	of 1-7		
<b>TOTAL COST</b>				<b>\$ 1,706.80</b>	

Form Revised 10/20/2021

## GC Cost Breakdown

Project Name: Sedro-Woolley WWTP

Project No. 2155.3

Contractor: Faber Construction



Date: 5/2/2022

Contractor Ref. No. PCO-018r2

Description	Faber Cost Code	Category	Quantity	Unit Type	Labor		Material		Equipment		Total Cost
					Unit \$	Cost	Unit \$	Cost	Unit \$	Cost	
<b>LABOR</b>						\$ -		\$ -		\$ -	\$ -
Install 2 x6 sign backing	06-10-15	L	9	Hrs	\$73.35	\$ 660.15		\$ -		\$ -	\$ 660.15
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>MATERIAL</b>						\$ -		\$ -		\$ -	\$ -
Supplied cedar trim, hardi lap siding	06-50-01	M	1	LS		\$ -	\$1,130.51	\$ 1,130.51		\$ -	\$ 1,130.51
Returned cedar trim, hardi lap siding credit (15% restrock fee)	06-50-01	M	1	LS		\$ -	-\$960.94	\$ (960.94)		\$ -	\$ (960.94)
2 x 6 Backing (14' stock lengths)	06-50-01	M	4	Ea		\$ -	\$24.32	\$ 97.28		\$ -	\$ 97.28
Nails & Hardware	06-10-10	M	1	LS		\$ -	\$50.00	\$ 50.00		\$ -	\$ 50.00
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>EQUIPMENT</b>						\$ -		\$ -		\$ -	\$ -
Z-45 Genie boom lift rental (prorated, based on week's rent)	01-50-50	E	1	Day		\$ -		\$ -	\$294.00	\$ 294.00	\$ 294.00
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>Freight/Delivery Costs</b>						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
<b>Subtotal</b>						\$ 660.15		\$ 316.85		\$ 294.00	\$ 1,271.00
Foreman (15% of Subtotal)	01-10-35	L									\$ 99.02
Supervision, Office Personnel (10% of Subtotal)	01-10-05	L									\$ 66.02
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O									\$ 63.55
<b>Total Cost of Work</b>						\$ 660.15		\$ 316.85		\$ 294.00	\$ 1,499.59



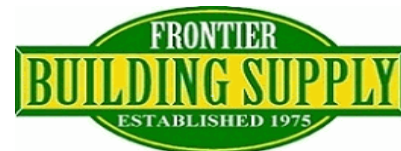
## EXTRA WORK ORDER

Job Name:	WWTP Lab Building										Job #:					2155.3														
Job Architect:	Carletti Architects										Owner Reference:																			
Job Address:	401 Alexander Street										Work Requested By:					CCD-003/AR-5R-1														
Area of Work:	CCD-003/AR-5R-1 Added Signage Wall Backing										Date of Order:					4/8/2022														
Faber PM:	Jake Seibel										Schedule Delays:					0		working days												
DESCRIPTION / REASON FOR EXTRA WORK										MATERIAL																				
										DESCRIPTION (ie. Product/Supplier/Date/Cost Code)					QTY	UNIT	UNIT PRICE		AMOUNT											
										(4) 2x6x14' Premium DF							\$ 24.32		\$ 97.28											
																			\$ -											
																			\$ -											
																			\$ -											
																			\$ -											
SUPERINTENDENT / FOREMAN NARRATIVE																			\$ -											
Provide and install (4) rows of 2x6 wall backing, per CCD-003/AR-5R-1.																			\$ -											
																			\$ -											
																			\$ -											
																			\$ -											
																			\$ -											
															SUBTOTAL:					\$ 97.28										
										TOOLS/EQUIPMENT																				
										DESCRIPTION (ie. Product/Supplier/Date/Cost Code)					QTY	UNIT	UNIT PRICE		AMOUNT											
(9) hours Z-45 Genie Boom Lift									\$ -																					
									\$ -																					
WORK DATE		RATE TYPE								M/D										\$ -										
EMPLOYEE			MON	TUE	WED	THU	FRI	SAT	SUN	TOT										\$ -										
Shawn Leyenhorst					3.5				3.5										\$ -											
4-28-2022																			\$ -											
Jason Atalig						5.5			5.5										\$ -											
4-29-2022																			\$ -											
																			\$ -											
																			\$ -											
																			\$ -											
																			\$ -											
TOTAL HOURS:									9	SUBTOTAL:										\$ -										
Labor Rate Type Totals		1	9		HRS @ standard time					MISC. ITEMS																				
		1.5			HRS @ time & a half					DESCRIPTION (ie. Product/Supplier/Date/Cost Code)					QTY	UNIT	UNIT PRICE		AMOUNT											
		2			HRS @ double time														\$ -											
TOTAL HOURS:		9		HRS														\$ -												
Subcontractors Impacted: None										Sub Work Ticket #														\$ -						
																								\$ -						
																				SUBTOTAL:					\$ -					
																				GRAND TOTAL:										
Sedro-Woolley										City Council Packet										SIGNATURE					421					



# Quote

Delivered to Site



**Bellingham**  
3801 Hannegan Road  
Bellingham, Washington 98226

**Phone**  
(360) 738-9000

**Fax**  
(360) 738-9009

**Quote No** **299220**

**Quote Date** **03/10/2022**

**Invoice Address**

Faber Construction Corp  
6951 Hannegan Road  
Lynden, Washington, 98264

**Job Address**

Faber Construction Corp  
409 Alexander Street  
Sedro Woolley, Washington,  
98284

**Customer Phone**

360-354-3500

**Customer**

FABERB

**Your Ref****Job**

On 03/10/2022

**Taken By**

Jessica Johnson

**Sales Rep**

Ryan Cochran



**Expire Date 3/16/2022 12:00:00AM**

Page 1 of 1

Special Instructions			Notes			
Sedro Woolley WWTP / Job 2155.3						
Line	Product Code	Description	Qty/Footage	Price	UOM	Total
1	541216FJPTKC	5/4X12 16' FINGERJOINT PRIMED TK CEDAR 6/16	6 ea	134.79	ea	808.74
2	54612FJPTKC	5/4X6 12' FINGERJOINT PRIMED TK CEDAR 1/12	1 ea	47.83	ea	47.83
3	54616FJPTKC	5/4X6 16' FINGERJOINT PRIMED TK CEDAR 2/16	2 ea	63.77	ea	127.54
4	614HPS	6-1/4 X 12' SMOOTH HARDIPLANK HZ10	15 ea	9.76	ea	146.40

By your signature below, you are agreeing to the Terms and Conditions set forth here.

Total Amount	\$1,130.51
Sales Tax	\$0.00
Quotation Total	\$1,130.51

\_\_\_\_\_  
Buyer/Customer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Signature

Subject to our terms and conditions of sale.

Please carefully verify all specifications, sizes, and quantities prior to ordering. Materials on this quote are not guaranteed to complete any specific project. Returns are subject to a restocking fee of up to 25%. Special orders are not returnable. Quote must be accepted within 3 days and prices expire on the expire date stated in the header of this quote.



# Credit Note

**Bellingham**  
3801 Hannegan Road  
Bellingham, Washington 98226



<b>Credit Note No</b>	<b>68302</b>
<b>Credit Date</b>	04/12/2022
<b>Customer</b>	FABERB
<b>Our Ref</b>	
<b>Your Ref</b>	2155.3
<b>Taken By</b>	Jessica Johnson
<b>Sales Rep</b>	Ryan Cochran
<b>Job Reference</b>	409ALEXANDER

## Customer

Faber Construction Corp  
6951 Hannegan Road  
Lynden, Washington, 98264



Job Address:409 Alexander Street

Page 1 of 1

Line	Quantity	Product Code	Description	Price	UOM	Restock Charge	Total
Invoice number 778322, cust ref 2155.3, order number 3451255							
1	6	541216FJPTKC	5/4X12 16' FINGERJOINT PRIMED TK CEDAR	134.79	ea	-121.31	687.43
2	1	54612FJPTKC	5/4X6 12' FINGERJOINT PRIMED TK CEDAR	47.83	ea	-7.17	40.66
3	2	54616FJPTKC	5/4X6 16' FINGERJOINT PRIMED TK CEDAR	63.77	ea	-19.13	108.41
4	15	614HPS	6-1/4 X 12' SMOOTH HARDIPLANK HZ10	9.76	ea	-21.96	124.44

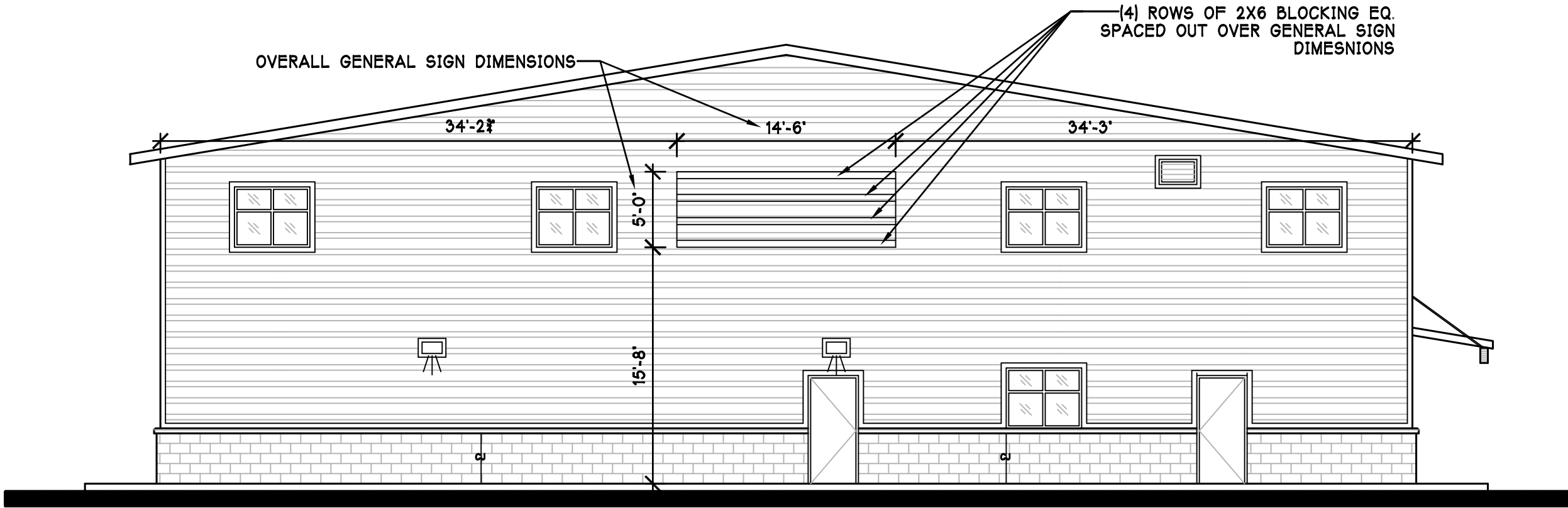
Total Amount	\$ 960.94
Total Tax	\$0.00
Total Credit	\$ 960.94

All Credit Notes Subject to review, approval and to our terms and conditions of sale. Further copies available on request.

Sedro-Woolley

City CouncilPacket

423



NORTH ELEVATION STREET FRONTAGE - BELLY BAND

SCALE: 1/8"=1'-0"

AR-5R-1	20-412 SEDRO-WOOLLEY- WWTP/ PW BUILDINGS	
	REVISED PUBLIC WORKS ELEVATIONS	PG 1 OF 2
	DATE: 4-8-22	SCALE 1/8"= 1'-0"



PCO #030.4

FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #030.4: Garbage Removal

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	030.4 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Chris O'Day (FABER CONSTRUCTION CORPORATION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/31 /2022
<b>REFERENCE:</b>	<b>PRIME CONTRACT CHANGE ORDER:</b>		
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$1,403.25

**POTENTIAL CHANGE ORDER TITLE:** Garbage Removal

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** (The Contract Is Changed As Follows)

Pricing to remove & dispose of unearthed garbage and debris per coordination onsite with Sedro-Woolley personnel.

**ATTACHMENTS:**

[PCO-030.4 Garbage Removal.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), Rental, Subcontract, and Purchase Order.)	Civil Overhead & Profit (10.00% Applies to Other.)	Civil Markup Subs (8.00% Applies to Subcontract.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil CO #xx - Remove & Dispose of Garbage	Other	0.0	Is	\$0.00	\$576.63	\$ 0.00	\$ 57.66	\$ 0.00	\$ 0.00	\$634.29
2	01-10-35 - Assistant Superintendent	Foreman (15% of Labor Subtotal)	Labor	0.0	Is	\$0.00	\$72.40	\$ 7.24	\$ 0.00	\$ 0.00	\$ 0.00	\$79.64
3	01-10-05 - Project Manager	Supervision, Office Personnel	Labor	0.0	Is	\$0.00	\$48.26	\$ 4.83	\$ 0.00	\$ 0.00	\$ 0.00	\$53.09



PCO #030.4

		(10% of Labor Subtotal)										
4	01-50-75 - Tools	Tools, Safety, and Consumables (5% of Subtotal)	Material	0.0	Is	\$0.00	\$52.96	\$ 5.30	\$ 0.00	\$ 0.00	\$ 0.00	\$58.26
5	50-10-61 - Civil Change Order	Faber Civil CO #xx - Remove & Dispose of Garbage	Other	0.0	Is	\$0.00	\$482.64	\$ 0.00	\$ 48.26	\$ 0.00	\$ 0.00	\$530.90
<b>Subtotal:</b>						\$1,232.89	\$17.37	\$105.92	\$0.00	\$0.00		\$1,356.18
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>												\$ 20.34
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>												\$ 20.34
<b>B&amp;O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>												\$ 6.39
<b>Grand Total:</b>												<b>\$1,403.25</b>

**Quentin Sutter (CARLETTI ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

SIGNATURE

Sedro-Woolley

DATE

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

SIGNATURE

City CouncilPacket

DATE

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

SIGNATURE

426

DATE





Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents:

Date: 8/31/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-030.4

Description: Pricing to remove &amp; dispose of unearthed garbage and debris per coordination onsite with Sedro-Woolley personel.

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form) \$ 555.04

a. crew (apprentices, journeymen, &amp; laborers)

\$ 482.64

b. foreman

\$ 72.40

DIRECT LABOR SUBTOTAL \$ 555.04

2. MATERIAL COST (from attached cost breakdown form) \$ -

3. EQUIPMENT COST (from attached cost breakdown form) \$ 576.63

4. SAFETY/SUPERVISION COST (from attached cost breakdown form) \$ 101.22

SUBTOTAL 1 thru 4 \$ 1,232.89

5. OVERHEAD &amp; PROFIT \$ 123.29

a. 10% portion of 1, 2, &amp; 3 for ADD Changes

\$ 123.29

b. 7% portion of 1, 2, &amp; 3 Credit for DEDUCT Changes

\$ -

6. SUBCONTRACTORS

Faber

Cost Code

Category

\$ -

a.   
b.   
c.   
d.   
e.   
f.   
g.   
h.

\$ -   
\$ -   
\$ -   
\$ -   
\$ -   
\$ -   
\$ -   
\$ -

7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS \$ -

a. 8% of Line 6 for ADD Changes

\$ -

b. 4% of Line 6 Credit for DEDUCT Changes

\$ -

8. INSURANCE 1.50% of 1-7 \$ 20.34

9. BONDING 1.50% of 1-7 \$ 20.34

10. B&amp;O Tax 0.471% of 1-7 \$ 6.39

TOTAL COST \$ 1,403.25

Form Revised 10/20/2021

GC Cost Breakdown

Project Name: Sedro-Woolley WWTP  
Project No. 2155.3  
Contractor: Faber Construction



Date: 8/31/2022  
Contractor Ref. No. PCO-030.4

Description	Faber	Category	Quantity	Unit	Labor		Material		Equipment		Total
	Cost Code				Type	Unit \$	Cost	Unit \$	Cost	Unit \$	
LABOR						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Remove & Dispose of Garbage	50-10-61	L	1	LS	\$482.64	\$ 482.64		\$ -		\$ -	\$ 482.64
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
MATERIAL						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
EQUIPMENT						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Remove & Dispose of Garbage	50-10-61	E	1	LS		\$ -		\$ -	\$576.63	\$ 576.63	\$ 576.63
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Freight/Delivery Costs											
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Subtotal						\$ 482.64		\$ -		\$ 576.63	\$ 1,059.27
Foreman (15% of Labor Subtotal)	01-10-35	L									\$ 72.40
Supervision, Office Personnel (10% of Labor Subtotal)	01-10-05	L									\$ 48.26
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O									\$ 52.96
Total Cost of Work			Form Revised 10/20/2021				\$ 482.64		\$ -	\$ 576.63	\$ 1,232.89



## CIVIL DIVISION - CHANGE ORDER PROPOSAL

PROPOSAL TO: Jake Seibel Construction PM

DATE: 8/29/2022

PROPOSAL FROM: Chris O'Day Civil PM

PROJECT NAME: Sedro Woolley Waste Water Facility

REFERENCE:

DESCRIPTION: Garbage Trenches found. City provided disposal. Time and equipment to move

Item	Cost Code	UOM	Qty	Unit \$	Total
<b>LABOR</b>					
Operator 1	31.90.11	HR	3.0	\$80.44	\$241.32
Operator 2	31.90.11	HR	3.0	\$80.44	\$241.32
<b>Labor Total:</b>					<b>\$482.64</b>
<b>EQUIPMENT</b>					
Site Truck	01.50.50	HR	3.0	\$18.92	\$56.76
Mini 40	01.50.50	HR	3.0	\$51.88	\$155.64
320 CL excavator	01.50.50	HR	3.0	\$121.41	\$364.23
<b>Equipment Total:</b>					<b>\$576.63</b>
<b>GRAND TOTAL :</b>					<b>\$1,059.27</b>
(does not include markup)					



PCO #030.5

FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

Project: 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #030.5: Fuel Station Revisions

TO:	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	FROM:	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
PCO NUMBER/REVISION:	030.5 / 1	CONTRACT:	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
REQUEST RECEIVED FROM:	Scott Driscoll (PACIFIC COAST ELECTRICAL, INC.)	CREATED BY:	Angie Cibert (FABER CONSTRUCTION CORPORATION)
STATUS:	Pending - In Review	CREATED DATE:	9/2 /2022
REFERENCE:	Alt #2 Revised Drawings	PRIME CONTRACT CHANGE ORDER:	
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Unit/Quantity Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$27,436.81

POTENTIAL CHANGE ORDER TITLE: Fuel Station Revisions

CHANGE REASON: Design Development

### POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Pricing for Alternate #2 Fuel Station Revisions per the revised drawings issued via Quintin's 08/15/22 email attached for reference. Lead time on the light pole is currently 12-weeks pending authorization to order. We will not have a fork-lift onsite at that point so it will be necessary for Sedro-Woolley to assist in erecting the pole using PW's equipment. We've include some labor to assist with rigging & placement. Excludes bollards by others.

### ATTACHMENTS:

[PCO-030.5 Fuel Station Revisions.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), and Rental.)	Civil Overhead & Profit (10.00% Applies to Other.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil CO #xx - 3" Water Pipe to Relocate	Other	0.0	Is	\$0.00	\$75.00	\$ 0.00	\$ 7.50	\$ 0.00	\$82.50
2	50-10-61 - Civil Change Order	Faber Civil CO #xx - Electrical Trenching, Set Pole Base	Other	0.0	Is	\$0.00	\$561.32	\$ 0.00	\$ 56.13	\$ 0.00	\$617.45
3	03-50-70 - Pre-Cast Concrete	Old Castle - Supply Pole Base (ref. quote, shops, and brochure)	Material	0.0	Is	\$0.00	\$1,080.00	\$ 108.00	\$ 0.00	\$ 0.00	\$1,188.00




PCO #030.5

4	01-10-35 - Assistant Superintendent	Foreman (15% of Labor Subtotal)	Labor	0.0	Is	\$0.00	\$83.32	\$ 8.33	\$ 0.00	\$ 0.00	\$91.65
5	01-10-05 - Project Manager	Supervision, Office Personnel (10% of Labor Subtotal)	Labor	0.0	Is	\$0.00	\$55.55	\$ 5.56	\$ 0.00	\$ 0.00	\$61.11
6	01-50-75 - Tools	Tools, Safety, and Consumables (5% of Subtotal)	Material	0.0	Is	\$0.00	\$113.59	\$ 11.36	\$ 0.00	\$ 0.00	\$124.95
7	26-10-01 - Electrical	PCEC CO #21r1 - Fuel Station Revisions	Subcontract	0.0	Is	\$0.00	\$21,981.23	\$ 0.00	\$ 0.00	\$ 1,758.50	\$23,739.73
8	50-10-61 - Civil Change Order	Faber Civil CO #xx - Electrical Trenching, Set Pole Base	Other	0.0	Is	\$0.00	\$555.48	\$ 0.00	\$ 55.55	\$ 0.00	\$611.03
Subtotal:						\$24,505.49	\$133.25	\$119.18	\$1,758.50	\$26,516.42	
General Liability Insurance : = 1.5% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 397.75
Payment & Performance Bond : = 1.5% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 397.75
B&O Tax: = 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.											\$ 124.89
Grand Total:											\$27,436.81

Quentin Sutter (CARLETTI  
ARCHITECTS)

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

 9/12/22

SIGNATURE

DATE

CITY OF SEDRO WOOLLEY

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

 9/12/22

SIGNATURE

DATE

FABER CONSTRUCTION CORPORATION

6951 Hannegan Rd.  
Lynden Washington 98264

SIGNATURE

DATE

# GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Alternate #2 Revised Drawings

Date: 9/9/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-030.5r1

**Description:** Pricing for Alternate #2 Fuel Station Revisions per the revised drawings issued via Quientin's 08/15/22 email attached for reference.  
Lead time on the light pole is currently 12-weeks pending authorization to order. We will not have a fork-lift onsite at that point so it will be necessary for Sedro-Woolley to assist in erecting the pole using PW's equipment.  
Excludes bollards by others.

<b>1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)</b>				\$ 638.80	
a. crew (apprentices, journeymen, & laborers)	\$	555.48			
b. foreman	\$	83.32			
<b>DIRECT LABOR SUBTOTAL</b>		\$	638.80		
<b>2. MATERIAL COST (from attached cost breakdown form)</b>				\$ 1,155.00	
<b>3. EQUIPMENT COST (from attached cost breakdown form)</b>				\$ 561.32	
<b>4. SAFETY/SUPERVISION COST (from attached cost breakdown form)</b>				\$ 169.14	
<b>SUBTOTAL 1 thru 4</b>				\$ 2,524.26	
<b>5. OVERHEAD &amp; PROFIT</b>				\$ 252.43	
a. 10% portion of 1, 2, & 3 for ADD Changes	\$	252.43			
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$	-			
<b>6. SUBCONTRACTORS</b>				\$ 21,981.23	
			Faber		
			Cost Code	Category	
a. PCEC CO #21r2 - Fuel Station Revisions	\$	21,981.23	26-10-01	S	
b.	\$	-			
c.	\$	-			
d.	\$	-			
e.	\$	-			
f.	\$	-			
g.	\$	-			
h.	\$	-			
<b>7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS</b>				\$ 1,758.50	
a. 8% of Line 6 for ADD Changes	\$	1,758.50			
b. 4% of Line 6 Credit for DEDUCT Changes	\$	-			
<b>8. INSURANCE</b>				\$ 397.75	
	1.50%	of 1-7			
<b>9. BONDING</b>				\$ 397.75	
	1.50%	of 1-7			
<b>10. B&amp;O Tax</b>				\$ 124.89	
	0.471%	of 1-7			
<b>TOTAL COST</b>				\$ 27,436.81	

Form Revised 10/20/2021

# GC Cost Breakdown

Project Name: Sedro-Woolley WWTP

Project No. 2155.3

Contractor: Faber Construction



Date: 9/9/2022

Contractor Ref. No. PCO-030.5r1

Description	Faber	Category	Quantity	Unit Type	Labor		Material		Equipment		Total Cost
	Cost Code				Unit \$	Cost	Unit \$	Cost	Unit \$	Cost	
LABOR & SUPERVISION						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Electrical Trenching, Set Pole Base	50-10-61	L	1	LS	\$555.48	\$ 555.48		\$ -		\$ -	\$ 555.48
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
MATERIAL						\$ -		\$ -		\$ -	\$ -
Old Castle - Supply Pole Base (ref. quote, shops, and brochure)	30-50-70	M	1	LS		\$ -	\$1,080.00	\$ 1,080.00		\$ -	\$ 1,080.00
Faber Civil CO #xx - 3" Water Pipe to Relocate	50-10-61	M	1	LS		\$ -	\$75.00	\$ 75.00		\$ -	\$ 75.00
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
EQUIPMENT & GC's						\$ -		\$ -		\$ -	\$ -
Faber Civil CO #xx - Electrical Trenching, Set Pole Base	50-10-61	E	1	LS		\$ -		\$ -	\$561.32	\$ 561.32	\$ 561.32
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Freight/Delivery Costs											
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Subtotal						\$ 555.48		\$ 1,155.00		\$ 561.32	\$ 2,271.80
Foreman (15% of Labor Subtotal)	01-10-35	L									\$ 83.32
Supervision, Office Personel (10% of Labor Subtotal)	01-10-05	L									\$ 55.55
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O									\$ 113.59
Total Cost of Work					Form Revised 10/20/2021	\$ 555.48		\$ 1,155.00		\$ 561.32	\$ 2,524.26

## Jake Seibel

---

**From:** Bill Diephuis <BillDiephuis@k-engineers.com>  
**Sent:** Monday, August 15, 2022 1:50 PM  
**To:** Quentin Sutter; Walt Bendt; Jake Seibel; Chris O'Day  
**Cc:** Ben Lohrer; whoyt@sedro-woolley.gov; Mark Freiburger (mfreiburger@Sedro-Woolley.gov)  
**Subject:** RE: Sedro-Woolley Updated Fuel Pad  
**Attachments:** E-6.1R1.pdf

Also, let me add this drawing which shows the circuit breaker revisions.

### **Bill Diephuis, P.E.**

K Engineers, Inc.  
(o.) 360-354-4757 x200  
(c.) 360-305-7439  
BillDiephuis@K-Engineers.com

---

**From:** Quentin Sutter <quentin@carlettiarchitects.com>  
**Sent:** Monday, August 15, 2022 1:38 PM  
**To:** Walt Bendt <walt@faberconstruction.com>; Jake Seibel (JakeS@faberconstruction.com) <JakeS@faberconstruction.com>; chriso@faberconstruction.com  
**Cc:** benl@faberconstruction.com; whoyt@sedro-woolley.gov; Bill Diephuis <BillDiephuis@k-engineers.com>; Mark Freiburger (mfreiburger@Sedro-Woolley.gov) <mfreiburger@Sedro-Woolley.gov>  
**Subject:** Sedro-Woolley Updated Fuel Pad

Walt, Jake, Chris,

As you know it was there are some changes to the fuel pad layout. Attached is the revised sketches showing the revised Fuel Pad layout. Changes include:

1. Updated disconnect locations and support are per Electrical.
2. Updated tank layout which doesn't affect the slab pour or reinforcement.
3. Some added underground conduits per electrical sheet
4. Added light per Electrical.
5. The proposed hydrant has moved south 15' due to new tank layout.

Let me know if you have any questions.

**Quentin Sutter**, LEED GA  
*Architect, WA Lic #10558*

[www.carlettiarchitects.com](http://www.carlettiarchitects.com)  
Ph: 360-424-0394 ext.110





**PACIFIC COAST  
ELECTRICAL CONTRACTORS, INC.**  
16620 North Road \* Bothell, Washington 98012-5908  
TEL (425) 741-2700 \* FAX (425) 741-2600

September 9, 2022

Faber Construction Corporation  
131 East Grover Street  
Lynden, WA 98264

Attn.: Jacob Seibel

RE: City of Sedro-Woolley Wastewater Facility  
Sedro-Woolley Wasterwater Facility  
COP# CCD# RFI# PCEC RFI#  
PCEC COR# 021.1

Dear Jacob

Pacific Coast Electrical Contractors, Inc. is pleased to quote a lump sum additive change order price for the above referenced work as described on our attached worksheets in the amount of \$21,981.23

*We will not proceed with this change to our work until directed by Faber Construction Corporation  
Light fixtures and equipment will not be released for production or canceled as appropriate until receipt of written notice to proceed with this work. Our schedule may be impacted due to this revision. We will advise shipping schedules after direction has been provided to us.*

*Our proposal is based upon completing all work during normal working hours. All general clarifications and exclusions on our bid day proposal apply to this proposal. Proposal is valid for 30 days unless required otherwise within the contract documents.*

*We will require an additional 0 days added to our schedule after receipt of written approval and required material products for this change to our scope of work.*

*The pricing of this change order is based solely on direct cost elements such as labor, material, and normal markups, and does not include any amount for changes in the sequence of work, delays, disruption, rescheduling, extended overhead, acceleration, and/or impact cost, which it is not possible to assess at the present time. Right is expressly reserved to make claim for any and all of these related items of compensable cost overruns prior to final settlement of this contract.*

I hope our pricing meets your expectations for the required change to our work. Please feel free to call should you have any questions regarding this change proposal.

Sincerely,

Scott Driscoll  
Project Manager  
Enclosures: ( **21** ) worksheets



## Subcontractor Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

COP No. 21.1

Project No. 2155.3

Source Documents:

Date: 9/9/2022

Contractor: Pacific Coast Electrical Contractors

Contractor Ref. No.

Description: Revised Additional CC-Alt fixture, no pole base included, and circuits for fuel station revision.

**1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)** \$ 7,090.38

a. crew (apprentices, journeymen, & laborers)	\$ 6,165.55
b. foreman	\$ 924.83
<b>DIRECT LABOR SUBTOTAL</b>	<b>\$ 7,090.38</b>

**2. MATERIAL COST (from attached cost breakdown form)** \$ 10,843.52**3. EQUIPMENT COST (from attached cost breakdown form)** \$ -**4. SUPERVISION/SAFETY COST (from attached cost breakdown form)** \$ 1,467.01**SUBTOTAL 1 thru 4** \$ 19,400.91**5. OVERHEAD & PROFIT** \$ 1,940.09

a. 10% portion of 1, 2, & 3 for ADD Changes	\$ 1,940.09
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$ -

**6. SUB-TIER SUBCONTRACTORS** \$ -

a.		
b.		\$ -
c.		\$ -
d.		\$ -
e.		\$ -
f.		\$ -

**7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS** \$ -

a. 8% of Line 5 for ADD Changes	\$ -
b. 4% of Line 5 Credit for DEDUCT Changes	\$ -

**8. INSURANCE** 3.00% % of 1-7 \$ 640.23**TOTAL COST** \$ 21,981.23

\_\_\_\_\_

**Contractor Ref. No.**

Printed 9/9/2022 437

Job Name: WWTP City of Sedro-Woolley

Job Number: 1572

Extension Name: COR

Material Filter: <None>

Report: COR 2/1

[Items and ByProducts]

Item #	Item Name	Quantity	Price	U	Ext Price	Labor	U	Labor Ext
Label Set: Combined, Combined, Combined, Combined, Combined					\$6,352.84			80.29
70	8 THHN CU STRANDED	1,165.00	\$1,144.30	M	\$1,333.11	9.00	M	10.48
71	6 THHN CU STRANDED	35.00	\$1,676.76	M	\$58.69	11.00	M	0.38
150	6 BARE CU SOLID	15.00	\$1,400.30	M	\$21.00	12.00	M	0.18
1,780	3/4" RECESSED HEAD PLUG	9.00	\$4.76	E	\$42.84	0.06	E	0.54
3,327	3/4 HUB - MEYERS	5.00	\$1,042.37	C	\$52.12	0.00	C	0.00
3,974	1/4-20 X 1 CAP SCREW	8.00	\$6.03	C	\$0.48	2.75	C	0.22
4,298	1/4 X 1-1/2" FENDER WASHER	8.00	\$234.46	C	\$18.76	0.70	C	0.06
4,573	3/8" WASHER	8.00	\$176.08	C	\$14.09	0.70	C	0.06
4,773	1-5/8 SLOT STRUT CHNL 12 GA	4.00	\$1,104.47	C	\$44.18	12.00	C	0.48
4,817	1/4" SPRING NUT	8.00	\$1,032.45	C	\$82.60	6.00	C	0.48
5,104	3/4 GRC/PVC COATED	130.00	\$1,218.79	C	\$1,584.43	8.00	C	10.40
5,133	3/4 GRC/PVC COUP	36.00	\$1,268.14	C	\$456.53	0.35	E	12.60
5,160	3/4 GRC/PVC 90 ELBOW	18.00	\$4,517.44	C	\$813.14	0.60	E	10.80
5,308	3/4X12 GRC/PVC NIP	14.00	\$6,766.00	C	\$947.24	0.30	E	4.20
5,716	3/4 GRC/PVC 1H STRAP	18.00	\$3,061.00	C	\$550.98	4.00	C	0.72
5,882	3/4 PVC 40 TRENCH	50.00	\$136.05	C	\$68.02	4.50	C	2.25
7,013	8 GA TERMINATION	15.00	\$0.00	X	\$0.00	0.18	E	2.70
7,205	IDEAL 341 TAN TWISTER WIRE NUT	6.00	\$294.67	M	\$1.77	0.05	E	0.30
7,266	#6 LUG ONE HOLE CMR 3M 30014	1.00	\$2.61	E	\$2.61	0.35	E	0.35
11,334	1P, 20A 120/240V CB	1.00	\$0.00	Q	\$0.00	0.34	E	0.34
11,932	30A 250V HD 1PH 3R NF SW	1.00	\$0.00	Q	\$0.00	2.20	E	2.20
14,956	LED PARKING LOT SHOE BOX FIXTURE	2.00	\$0.00	Q	\$0.00	3.00	E	6.00
15,008	5"X28' STL/ALUM POLE PARKING LOT	1.00	\$0.00	Q	\$0.00	8.50	E	8.50
17,025	EXPL SW 20A 1P	1.00	\$0.00	Q	\$0.00	0.85	E	0.85
18,783	5/8" X 10' GRND ROD,CU	1.00	\$37.48	E	\$37.48	1.60	E	1.60
18,785	3/4" X 10' GRND ROD,CU	1.00	\$53.46	E	\$53.46	1.60	E	1.60
18,826	5/8" GRD ROD ACORN MECH CLP	1.00	\$3,090.72	C	\$30.91	0.00	E	0.00
18,827	3/4" GRD ROD ACORN MECH CLP	1.00	\$13,840.78	C	\$138.41	0.00	E	0.00
47,271	1 HOUR LABOR (MOBILIZATION)	2.00	\$0.00	X	\$0.00	1.00	E	2.00
					\$6,352.84			80.29

Job Name: WWTP City of Sedro-Woolley

Job Number: 1572

Extension Name: COR

Material Filter: <None>

Report: COR 2/1

**[Items and ByProducts]**

Item #	Item Name	Quantity	Price	U	Ext Price	Labor	U	Labor Ext
Label Set: Combined, Combined, Combined, Combined, Combined					(\$1,494.45)			-14.72
70	8 THHN CU STRANDED	-189.00	\$420.46	M	(\$79.47)	9.00	M	-1.70
1,780	3/4" RECESSED HEAD PLUG	-3.00	\$4.76	E	(\$14.28)	0.06	E	-0.18
3,327	3/4 HUB - MEYERS	-6.00	\$1,042.37	C	(\$62.54)	0.00	C	0.00
5,104	3/4 GRC/PVC COATED	-60.00	\$1,218.79	C	(\$731.27)	8.00	C	-4.80
5,133	3/4 GRC/PVC COUP	-12.00	\$1,268.14	C	(\$152.18)	0.35	E	-4.20
5,160	3/4 GRC/PVC 90 ELBOW	-6.00	\$4,517.44	C	(\$271.05)	0.60	E	-3.60
5,716	3/4 GRC/PVC 1H STRAP	-6.00	\$3,061.00	C	(\$183.66)	4.00	C	-0.24
					(\$1,494.45)			-14.72

## Quotation (Revision) - Quotation

**TO:**  
PACIFIC COAST ELECTRICAL CO-BOTHELL  
16620 NORTH ROAD  
BOTHELL, WA 98012-5908

**Project:** WWTP Laboratory Sedro Woolley  
**Date:** 08/23/22  
**PO #:** 120403-21038  
**Change #:** 17  
**Freight in Exempt :** Yes

**Material Change:** 5,222.50

Change Type	Quantity	Description	Unit or Lot#	Unit Price	Ext Price	Change Amt
CALL KRIS UPON ARRIVAL (206) 659-2393						
MARK ALL ITEMS WITH PO# 120403-21038 AND TYPE #						

✓ CC-ALT	2	PRV-PA1B-740-U-T3-BZ	CC LOT	5,222.500	5,222.50	5,222.50
	<u>Prev Qty</u>	<u>Change Qty</u>	<u>New Qty</u>			
	0	2	2			
	** New Item **					
✓ CC-ALT	1	RSA-6253-VD-AB-D2-BZ	CC LOT			
		-Confirm drilling				
	<u>Prev Qty</u>	<u>Change Qty</u>	<u>New Qty</u>			
	0	1	1			
	** New Item **					
✓ CC-ALT	1	6RD-ABS-BC	CC LOT			
		-ABS base cover for 6" round pole				
	<u>Prev Qty</u>	<u>Change Qty</u>	<u>New Qty</u>			
	0	1	1			
	** New Item **					

Quotations are Net without written consent of North Coast Electric Company. Quotations are valid for the day of quote unless modified by authorized representative of Seller below. The price offered in this bid reflects Seller

**From:**

113 NORTH COAST ELECTRIC  
MAIN PHONE 425-259-7263  
3900 SMITH AVENUE  
EVERETT, WA 98201-4587  
Printed By: Rochelle Razor

Authorizing Name: Rochelle Razor  
additional CC fixture PLUS freight

File Number:57896

These items are not ordered! To complete this order, sign below and provide a PO # for the order.

Signature:\_\_\_\_\_

Project: WWTP Laboratory Sedro Woolley

## Quotation (Revision) - Quotation

Change Type	Quantity	Description	Unit or Lot#	Unit Price	Ext Price	Change Amt
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being awarded an order for the complete bid package. Purchaser's failure to award a complete order may result in the Seller withdrawing this bid or adjusting the price and other terms. North Coast Electric Company reserves the right to consolidate shipments to best comply with Manufacturer's prepaid terms. Any requirement to "Split Ship" may result in additional freight charges at Purchaser's expense.

FOB: FOB SHIP POINT

Freight: No Freight allowed unless noted otherwise

Deliveries may include Fuel Surcharge

Some Items may include sales tax. Some product may require a full, or partial payment upon order entry or release.

THIS QUOTE IS CONDITIONED ON BUYER'S ACCEPTANCE OF NORTH COAST ELECTRIC COMPANY'S STANDARD TERMS AND CONDITIONS APPLYING TO ALL SALES SET OUT IN FORM NC055 AVAILABLE AT

[HTTPS://WWW.NORTHCOASTELECTRIC.COM/TERMSANDCONDITIONS](https://www.northcoastelectric.com/termsandconditions) OR UPON REQUEST.

<b>Total</b>	<b>5222.50</b>
--------------	----------------

**From:**

113 NORTH COAST ELECTRIC  
MAIN PHONE 425-259-7263  
3900 SMITH AVENUE  
EVERETT, WA 98201-4587  
Printed By: Rochelle Razor

Authorizing Name: Rochelle Razor

File Number: 57896

additional CC fixture PLUS freight

These items are not ordered! To complete this order, sign below and provide a PO # for the order.

Signature: \_\_\_\_\_

## Quotation (Revision) - Quotation

**TO:**  
 PACIFIC COAST ELECTRICAL CO-BOTHELL  
 16620 NORTH ROAD  
 BOTHELL, WA 98012-5908

**Project:** SEDRO WWTP REWORK

**Date:** 08/19/22

**PO #:** 21038-120404

**Change #:** 5

**Freight in Exempt :** Yes

**Total Change:** 29.13

Change Type	Quantity	Description	Unit or Lot#	Unit Price	Ext Price	Change Amt
✓ C/O PANEL B BRKR ADD	1	SIEM B120H BREAKER 20A 1P 120V 22K BLH		29.134/ea	29.13	29.13
	<u>Prev Qty</u>	<u>Change Qty</u>	<u>New Qty</u>			
	0	1	1			
	** Item type changed from to C/O PANEL B BRKR ADD **					
	** Description Changed from **					
	** Price changed from 0.000 to 29.134 **					
	** Quantity changed from 0 to 1 **					
	** Quantity Unit of Measure changed from EA to ea **					
	** Pricing Unit of Measure changed from EA to ea **					

Quotations are Net without written consent of North Coast Electric Company. Quotations are valid for the day of quote unless modified by authorized representative of Seller below. The price offered in this bid reflects Seller being awarded an order for the complete bid package. Purchaser's failure to award a complete order may result

**From:**

113 NORTH COAST ELECTRIC  
 MAIN PHONE 425-259-7263  
 3900 SMITH AVENUE  
 EVERETT, WA 98201-4587  
 Printed By: Aaron Absher

Authorizing Name: Aaron Absher  
 breaker add

File Number: 62727

These items are not ordered! To complete this order, sign below and provide a PO # for the order.

Signature: \_\_\_\_\_



Project: SEDRO WWTP REWORK

## Quotation (Revision) - Quotation

Change	Type	Quantity	Description	Unit or Lot#	Unit Price	Ext Price	Change Amt
<p>in the Seller withdrawing this bid or adjusting the price and other terms. North Coast Electric Company reserves the right to consolidate shipments to best comply with Manufacturer's prepaid terms. Any requirement to "Split Ship" may result in additional freight charges at Purchaser's expense.</p> <p>FOB: FOB SHIP POINT</p> <p>Freight: No Freight allowed unless noted otherwise</p> <p>Deliveries may include Fuel Surcharge</p> <p>Some Items may include sales tax. Some product may require a full, or partial payment upon order entry or release.</p> <p>THIS QUOTE IS CONDITIONED ON BUYER'S ACCEPTANCE OF NORTH COAST ELECTRIC COMPANY'S STANDARD TERMS AND CONDITIONS APPLYING TO ALL SALES SET OUT IN FORM NC055 AVAILABLE AT</p> <p><a href="https://www.northcoastelectric.com/termsandconditions">HTTPS://WWW.NORTHCOASTELECTRIC.COM/TERMSANDCONDITIONS</a> OR UPON REQUEST.</p>							

<b>Total</b>	<b>29.13</b>
--------------	--------------

**From:**

113 NORTH COAST ELECTRIC  
MAIN PHONE 425-259-7263  
3900 SMITH AVENUE  
EVERETT, WA 98201-4587  
Printed By: Aaron Absher

Authorizing Name: Aaron Absher

File Number: 62727

breaker add

These items are not ordered! To complete this order, sign below and provide a PO # for the order.

Signature: \_\_\_\_\_

# Product data sheet

Specifications



Harmony, yellow control station, red mushroom head push button, 40 mm turn to release, 1 NC

XALK178H7

Product availability : Stock - Normally stocked in distribution facility

Price\* : 183.50 USD

## Main

Range of Product	Harmony XALK
Product or Component Type	Complete control station
Device short name	XALK
Product destination	For XB5 Ø 22 mm control and signalling units
Control station application	Emergency stop function Emergency switching off function
Colour of base of enclosure	Light grey RAL 7035)
Colour of cover	Yellow RAL 1021)
Material	Polycarbonate
Operator profile	1 mushroom head push-button
Operators description	Red unmarked 1 NC
Reset	Turn to release
Control station composition	1 mushroom head Ø 40 mm push-button, red 1 NC unmarked
Contact operation	Slow-break

## Complementary

Cable entry	1 knock-out for cable entry 0.00...0.55 in (0...14 mm) 2 knock-outs for Pg 13 cable gland and ISO M20 0.00...0.47 in (0...12 mm)
Net Weight	0.43 lb(US) (0.194 kg)
Resistance to high pressure washer	1015.26 psi (7000000 Pa) 131 °F (55 °C) 0.1 m
Positive opening	With EN/IEC 60947-5-1 appendix K
Operating travel	0.06 in (1.5 mm) NC changing electrical state) 0.17 in (4.3 mm) total travel)
Operating force	44 N
Mechanical durability	300000 cycles
Connections - terminals	Screw clamp terminals, <= 2 x 1.5 mm² with cable end EN/IEC 60947-1 Screw clamp terminals, >= 1 x 0.22 mm² without cable end EN/IEC 60947-1
Tightening torque	7.08...10.62 lbf.in (0.8...1.2 N.m) EN/IEC 60947-1
Shape of screw head	Cross Philips no 1 Cross pozidriv No 1 Slotted flat Ø 4 mm Slotted flat Ø 5.5 mm

\* Price is “List Price” and may be subject to a trade discount – check with your local distributor or retailer for actual price.

Disclaimer: This documentation is not intended as a substitute for and is not to be used for determining suitability or reliability of these products for specific user applications

Contacts material	Silver alloy (Ag/Ni)
Short-circuit protection	10 A cartridge fuse gG EN/IEC 60947-5-1
[Ith] conventional free air thermal current	10 A EN/IEC 60947-5-1
[Ui] rated insulation voltage	600 V 3)EN/IEC 60947-1
[Uimp] rated impulse withstand voltage	6 kV EN/IEC 60947-1
[Ie] rated operational current	3 A 240 V, AC-15, A600 EN/IEC 60947-5-1 6 A 120 V, AC-15, A600 EN/IEC 60947-5-1 0.1 A 600 V, DC-13, Q600 EN/IEC 60947-5-1 0.27 A 250 V, DC-13, Q600 EN/IEC 60947-5-1 0.55 A 125 V, DC-13, Q600 EN/IEC 60947-5-1 1.2 A 600 V, AC-15, A600 EN/IEC 60947-5-1
Electrical durability	1000000 cycles, AC-15, 2 A 230 V 3600 cyc/h 0.5 EN/IEC 60947-5-1 appendix C 1000000 cycles, AC-15, 3 A 120 V 3600 cyc/h 0.5 EN/IEC 60947-5-1 appendix C 1000000 cycles, AC-15, 4 A 24 V 3600 cyc/h 0.5 EN/IEC 60947-5-1 appendix C 1000000 cycles, DC-13, 0.2 A 110 V 3600 cyc/h 0.5 EN/IEC 60947-5-1 appendix C 1000000 cycles, DC-13, 0.5 A 24 V 3600 cyc/h 0.5 EN/IEC 60947-5-1 appendix C
Electrical reliability	$\Lambda < 10^{\exp(-6)}$ 5 V, 1 mA EN/IEC 60947-5-4 $\Lambda < 10^{\exp(-8)}$ 17 V, 5 mA EN/IEC 60947-5-4

## Environment

Protective treatment	TH
Ambient Air Temperature for Storage	-40...158 °F (-40...70 °C)
Ambient Air Temperature for Operation	-40...158 °F (-40...70 °C)
Overvoltage category	Class II IEC 60536
IP degree of protection	IP66 IEC 60529 IP67 IP69 IP69K
NEMA degree of protection	NEMA 13 NEMA 4X
IK degree of protection	IK03 EN 50102
Standards	EN/IEC 60947-5-1 EN/IEC 60947-1 UL 508 EN/ISO 13850 JIS C 4520 EN/IEC 60947-5-5 EN/IEC 60947-5-4 EN/IEC 60204-1 CSA C22.2 No 14 IEC 60364-5-53
Product Certifications	CSA UL Listed
Vibration resistance	5 gn 12...500 Hz)IEC 60068-2-6
Shock resistance	30 gn 18 ms) half sine wave acceleration IEC 60068-2-27 50 gn 11 ms) half sine wave acceleration IEC 60068-2-27

## Ordering and shipping details

Category	22467-PUSHBUTTONS,22MM(PLASTIC) NEW
Discount Schedule	CS2
GTIN	3389119413961
Nbr. of units in pkg.	1
Package weight(Lbs)	5.82 oz (165.0 g)
Returnability	Yes
Country of origin	CZ

Packing Units

Unit Type of Package 1	PCE
Package 1 Height	2.83 in (7.2 cm)
Package 1 width	2.91 in (7.4 cm)
Package 1 Length	3.86 in (9.8 cm)
Unit Type of Package 2	S03
Number of Units in Package 2	40
Package 2 Weight	15.36 lb(US) (6.967 kg)
Package 2 Height	11.81 in (30.0 cm)
Package 2 width	11.81 in (30.0 cm)
Package 2 Length	15.75 in (40.0 cm)

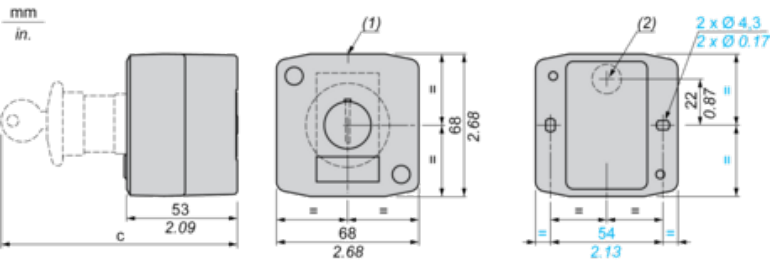
Offer Sustainability

Sustainable offer status	Green Premium product
REACH Regulation	<a href="#">REACH Declaration</a>
REACH free of SVHC	Yes
EU RoHS Directive	Pro-active compliance (Product out of EU RoHS legal scope) <a href="#">EU RoHS Declaration</a>
Toxic heavy metal free	Yes
Mercury free	Yes
RoHS exemption information	<a href="#">Yes</a>
China RoHS Regulation	<a href="#">China RoHS declaration</a>
Environmental Disclosure	<a href="#">Product Environmental Profile</a>
Circularity Profile	<a href="#">End of Life Information</a>
WEEE	The product must be disposed on European Union markets following specific waste collection and never end up in rubbish bins.

Contractual warranty

Warranty	18 months
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Dimensions



- (1) 2 knock-outs for Pg 13.5 cable gland, maximum capacity 12 mm/0.47 in.  
(2) Knock-out for cable entry, maximum capacity 14 mm/0.55 in.

Control station fitted with:	c in mm	c in in.
Flush pushbutton	62	2.44
Pilot light	64	2.52
Illuminated pushbutton	65.5	2.58
Projecting pushbutton	66	2.60
Selector switch	80	3.15
Mushroom head pushbutton	91.5	3.58
Latching mushroom head Emergency stop pushbutton with key	115	4.53
Key switch	105.5	4.15



**Date: Aug 22, 2022**

Sea-Tac Lighting & Controls, LLC  
15455 53rd Ave S  
Tukwila WA 98188  
Phone: (206) 575-6865  
Fax:

Job Name  
**WWTP Laboratory Operations and Public Works Building**  
SEATAC-WWA22-137550

Bid Date  
Aug 19, 2022

Submittal Date  
Aug 22, 2022



# Transmittal

Sea-Tac Lighting & Controls, LLC  
 15455 53rd Ave S  
 Tukwila WA 98188  
 Phone: (206) 575-6865  
**From: Shannon Buckingham**

**Project** WWTP Laboratory Operations and Public Works Building

**Quote#** SEATAC-WWA22-137550

**Location**

Contact:

ATTACHED WE ARE SENDING YOU 1 COPY OF THE FOLLOWING ITEM:

- |                                   |  |        |
|-----------------------------------|--|--------|
| <input type="checkbox"/> Drawings | <input type="checkbox"/> Specifications        | Other: |
| <input type="checkbox"/> Prints   | <input type="checkbox"/> Information           |        |
| <input type="checkbox"/> Plans    | <input checked="" type="checkbox"/> Submittals |        |

THESE ARE TRANSMITTED FOR:

- |  |   |                                 |
|--|---|---------------------------------|
| <input type="checkbox"/> Prior Approval        | <input type="checkbox"/> Resubmittal for Approval | <input type="checkbox"/> Record |
| <input checked="" type="checkbox"/> Approval   | <input type="checkbox"/> Corrections              | Bids due on:                    |
| <input type="checkbox"/> Approval as Submitted | <input type="checkbox"/> Your Use                 | Other:                          |
| <input type="checkbox"/> Approval as Noted     | <input type="checkbox"/> Review and Comment       |                                 |

## Type

CC-ALT

CC-ALT

## MFG

LumOutdoor

United Lighting Standards

**Item Note:** Confirm drilling

## Part

[PRV-PA1B-740-U-T3-BZ](#)

[RSA-6253-VD-AB-D2-BZ 6RD-ABS-BC](#)

**Job Name:**

WWTP Laboratory Operations and Public Works Building

**Catalog Number:**

PRV-PA1B-740-U-T3-BZ

Notes:

**Type:****CC-ALT**

SEATAC-WWA22-137550

Project		Catalog #		Type	
Prepared by		Notes		Date	

**Lumark****Prevail / Prevail XL Discrete LED**

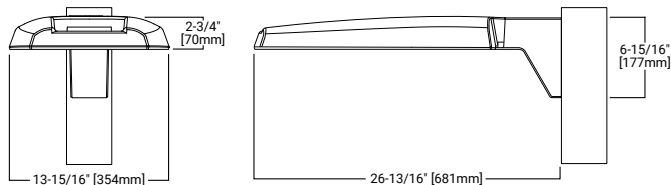
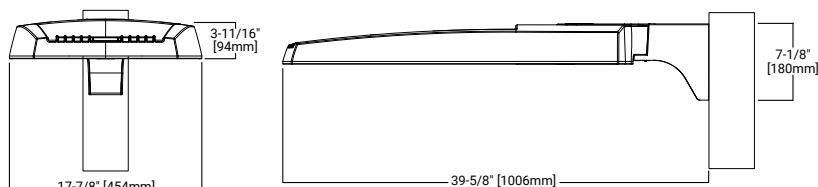
Area / Site Luminaire

**Product Features****Interactive Menu**

- Ordering Information page 2
- Mounting Details page 3
- Optical Configurations page 3
- Product Specifications page 4
- Energy and Performance Data page 4
- Control Options page 5


**Product Certifications****Quick Facts**

- Direct-mounted discrete light engine for improved optical uniformity and visual comfort
- Lumen packages range from 7,500 - 41,000 nominal lumens (50W - 300W)
- Replaces 70W up to 1,000W HID equivalents
- Efficacies up to 148 lumens per watt
- Standard universal quick mount arm with universal drill pattern

**Dimensional Details****Prevail****Prevail XL****Connected Systems**

- WaveLinx
- Enlighted



Submitted by Sea-Tac Lighting & Controls, LLC	 <b>Job Name:</b> WWTP Laboratory Operations and Public Works Building	<b>Catalog Number:</b> PRV-PA1B-740-U-T3-BZ  <b>Notes:</b>	<b>Type:</b> <b>CC-ALT</b>  SEATAC-WWA22-137550
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## Lumark


## PRV / PRV-XL Preval Discrete

### Ordering Information

SAMPLE NUMBER: **PRV-XL-PA4B-740-U-T4W-BZ**

Product Family <sup>1,2</sup>	Light Engine	Color Temperature	Voltage	Distribution	Mounting (Included)	Finish
<b>PRV-Prevail</b> <b>BAA-PRV</b> =Prevail Buy American Act Compliant <sup>24</sup> <b>TAA-PRV</b> =Prevail Trade Agreements Act Compliant <sup>24</sup>	<b>Configuration</b> <b>PA1</b> =1 Panel, 24 LED Rectangle <b>PA2</b> =2 Panels, 48 LED Rectangles  <b>Drive Current</b> <sup>3</sup> <b>A</b> =745mA Nominal <b>B</b> =950mA Nominal	<b>740</b> =70CRI, 4000K <b>730</b> =70CRI, 3000K <b>735</b> =70CRI, 3500K <b>750</b> =70CRI, 5000K	<b>U</b> =Universal, 120-277V <b>H</b> =High Voltage, 347-480V <b>9</b> =347V <b>8</b> =480V <sup>4</sup>	<b>T2R</b> =Type II Roadway <b>T2U</b> =Type II Urban <b>T3</b> =Type III <b>T4W</b> =Type IV Wide <b>5WQ</b> =Type V Square Wide	<b>[Blank]</b> =Standard Versatile Arm <b>MA</b> =Mast Arm <b>WM</b> =Wall Mount Arm	<b>AP</b> =Grey <b>BK</b> =Black <b>BZ</b> =Bronze <b>DP</b> =Dark Platinum <b>GM</b> =Graphite Metallic <b>WH</b> =White
<b>PRV-XL</b> =Prevail XL <b>BAA-PRV-XL</b> =Prevail XL Buy American Act Compliant <sup>24</sup> <b>TAA-PRV-XL</b> =Prevail XL Trade Agreements Act Compliant <sup>24</sup>	<b>PA3</b> =3 Panels, 72 LED Rectangles <b>PA4</b> =4 Panels, 96 LED Rectangles					
Options (Add as Suffix)			Accessories (Order Separately) <sup>25</sup>			
<b>10K</b> =10kV UL 1449 Fused Surge Protective Device <b>20MSP</b> =20kV MOV Surge Protective Device <b>20K</b> =Series 20kV UL 1449 Surge Protective Device <b>HA</b> =50°C High Ambient Temperature <b>HSS</b> =House Side Shield (Factory Installed) <sup>5</sup> <b>L90</b> =Optics Rotated 90° Left <b>R90</b> =Optics Rotated 90° Right <b>PR</b> =NEMA 3-PIN Twistlock Photocontrol Receptacle <sup>6</sup> <b>PR7</b> =NEMA 7-PIN Twistlock Photocontrol Receptacle <sup>6</sup> <b>SPB1</b> =Dimming Occupancy Sensor with Bluetooth Interface, <8' Mounting <sup>23</sup> <b>SPB2</b> =Dimming Occupancy Sensor with Bluetooth Interface, 8'-20' Mounting <sup>23</sup> <b>SPB4</b> =Dimming Occupancy Sensor with Bluetooth Interface, 21'-40' Mounting <sup>23</sup> <b>MS/DIM-L08</b> =Motion Sensor for Dimming Operation, Up to 8' Mounting Height <sup>7,8,9</sup> <b>MS/DIM-L20</b> =Motion Sensor for Dimming Operation, 9' - 20' Mounting Height <sup>7,8,9</sup> <b>MS/DIM-L40</b> =Motion Sensor for Dimming Operation, 21' - 40' Mounting Height <sup>7,8,9</sup> <b>MS-L08</b> =Motion Sensor for ON/OFF Operation, Up to 8' Mounting Height <sup>7,8,9</sup> <b>MS-L20</b> =Motion Sensor for ON/OFF Operation, 9' - 20' Mounting Height <sup>7,8,9</sup> <b>MS-L40</b> =Motion Sensor for ON/OFF Operation, 21' - 40' Mounting Height <sup>7,8,9</sup> <b>ZD</b> =DALI-enabled 4-PIN Twistlock Receptacle <sup>7,8,10,11</sup> <b>ZW</b> =Wavelinx-enabled 4-PIN Twistlock Receptacle <sup>7,8,10,11</sup> <b>SWPD4XX</b> =Wavelinx Wireless Sensor, 7' - 15' Mounting Height <sup>7,8,10,11,12,13</sup> <b>SWPD5XX</b> =Wavelinx Wireless Sensor, 15' - 40' Mounting Height <sup>7,8,10,11,12,13</sup> <b>LWR-LW</b> =Enlighted Wireless Sensor, Wide Lens for 8' - 16' Mounting Height <sup>7,8,14</sup> <b>LWR-LN</b> =Enlighted Wireless Sensor, Narrow Lens for 16' - 40' Mounting Height <sup>7,8,14</sup> <b>(See Table Below)</b> =LumenSafe Integrated Network Security Camera <sup>15,16</sup> <b>CC</b> =Coastal Construction <sup>22</sup>			<b>PRVWM-XX</b> =Wall Mount Kit <sup>18</sup> <b>PRVMA-XX</b> =Mast Arm Mounting Kit <sup>18</sup> <b>PRVSA-XX</b> =Standard Arm Mounting Kit <sup>18</sup> <b>PRVXLWM-XX</b> =Wall Mount Kit (for Prevail XL) <sup>15</sup> <b>PRVXLMA-XX</b> =Mast Arm Mounting Kit (for Prevail XL) <sup>15</sup> <b>PRVXLSA-XX</b> =Standard Arm Mounting Kit (for Prevail XL) <sup>15</sup> <b>MA1010-XX</b> =Single Tenon Adapter for 3-1/2" O.D. Tenon <b>MA1011-XX</b> =2@180° Tenon Adapter for 3-1/2" O.D. Tenon <b>MA1017-XX</b> =Single Tenon Adapter for 2-3/8" O.D. Tenon <b>MA1018-XX</b> =2@180° Tenon Adapter for 2-3/8" O.D. Tenon <b>HSS-VP</b> =House Side Shield, Vertical Panel <sup>5,19</sup> <b>HSS-HP</b> =House Side Shield, Horizontal Panel <sup>5,19</sup> <b>OA/RA1013</b> =Photocontrol Shorting Cap <b>OA/RA1014</b> =NEMA Photocontrol - 120V <b>OA/RA1016</b> =NEMA Photocontrol - Multi-Tap 105-285V <b>OA/RA1201</b> =NEMA Photocontrol - 347V <b>OA/RA1027</b> =NEMA Photocontrol - 480V <b>FSIR-100</b> =Wireless Configuration Tool for Motion Sensor <sup>20</sup> <b>SWPD4-XX</b> =WaveLinX Wireless Sensor, 7' - 15' Mounting Height <sup>11,12,13</sup> <b>SWPD5-XX</b> =WaveLinX Wireless Sensor, 15' - 40' Mounting Height <sup>11,12,13</sup> <b>WOLC-7P-10A</b> =WaveLinX Outdoor Control Module (7-PIN) <sup>21</sup>			
<b>NOTES:</b> 1. DesignLights Consortium® Qualified. Refer to <a href="http://www.designlights.org">www.designlights.org</a> Qualified Products List under Family Models for details. 2. Customer is responsible for engineering analysis to confirm pole and fixture compatibility for applications. Refer to installation instructions and pole white paper WP513001EN for additional support information. 3. Nominal drive currents shown here. For actual drive current by configuration, refer to Power and Lumen tables. 4. Only for use with 480V Wye systems. Per NEC, not for use with ungrounded systems, impedance grounded systems or corner grounded systems (commonly known as Three Phase Three Wire Delta, Three Phase High Leg Delta and Three Phase Corner Grounded Delta systems). 5. House Side Shield not for use with 5WQ distribution. 6. If High Voltage (H) is specified, use a photocontrol that matches the input voltage used (either 347V or 480V). 7. Option not available with High Voltage (H). Must specify Universal (U), 347V (9), or 480V (8) voltage. 8. Controls system is not available with photocontrol receptacle (PR or PR7) or other controls systems (MS, ZW, ZD or LWR). 9. Utilizes the Wattstopper sensor FSP-211. 10. Sensor passive infrared (PIR) may be overly sensitive when operating below -20°C (-4°F). 11. For the device to be field-configurable, requires WAC Gateway components WAC-PoE and WPOE-12N in appropriate quantities. Only compatible with WaveLinX system and software and requires system components to be installed for operation. See website for more Wavelinx application information. 12. Replace XX with sensor color (WH, BZ or BK). 13. Requires 4-PIN twistlock receptacle (ZD or ZW) option. 14. Enlighted wireless sensors are factory installed and require network components LWP-EM-1, LWP-GW-1, and LWP-PoE8 in appropriate quantities. See website for application information. 15. Only available in PRV-XL configurations PA3X or PA4X. 16. Not available with High Voltage (H, 8 or 9) or HA options. Consult LumenSafe system product pages for additional details and compatibility information. 17. Replace XX with paint color. 18. Only available in PRV configurations PA1X or PA2X. 19. Must order one per optic/LED when ordering as a field-installable accessory (1, 2, 3 or 4). Refer to House Side Shield reference table for details. 20. This tool enables adjustment to Motion Sensor (MS) parameters including high and low modes, sensitivity, time delay, cutoff and more. Consult your lighting representative for more information. 21. Requires 7-PIN NEMA twistlock photocontrol receptacle (PR7) option. The WOLC-7 cannot be used in conjunction with other controls systems (MS, ZW, ZD or LWR). Only for use at 120-347V. 22. Coastal construction finish salt spray tested to over 5,000-hours per ASTM B117, with a scribe rating of 9 per ASTM D1654. 23. Smart device with mobile application required to change system defaults. See controls section for details. 24. Only product configurations with these designated prefixes are built to be compliant with the Buy American Act of 1933 (BAA) or Trade Agreements Act of 1979 (TAA), respectively. Please refer to <a href="http://DOMESTIC.PREFERENCES">DOMESTIC.PREFERENCES</a> website for more information. Components shipped separately may be separately analyzed under domestic preference requirements. 25. Accessories sold separately will be separately analyzed under domestic preference requirements. Consult factory for further information.						

### LumenSafe Integrated Network Security Camera Technology Options (Add as Suffix)

Product Family	Camera Type	Data Backhaul
<b>L</b> =LumenSafe Technology 	<b>D</b> =Dome Camera	<b>C</b> =Cellular, Customer Installed SIM Card <b>A</b> =Cellular, Factory Installed AT&T SIM Card <b>V</b> =Cellular, Factory Installed Verizon SIM Card <b>S</b> =Cellular, Factory Installed Sprint SIM Card  <b>E</b> =Ethernet Networking

**Job Name:**

WWTP Laboratory Operations and Public Works Building

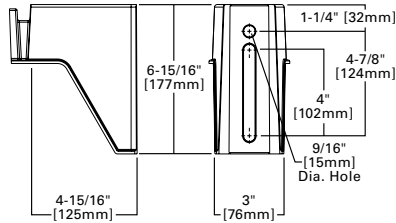
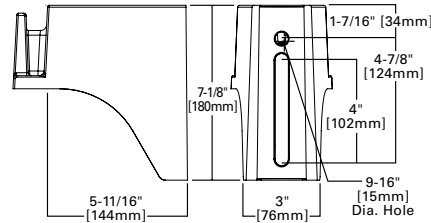
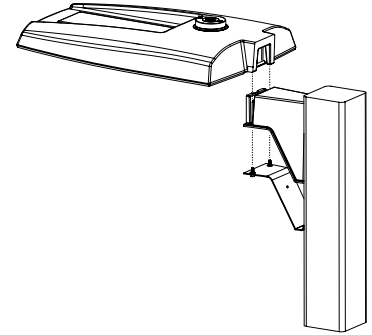
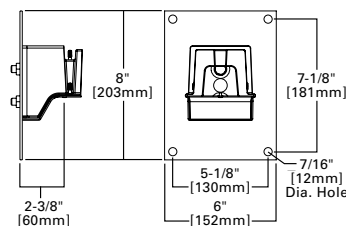
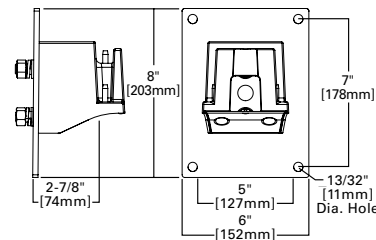
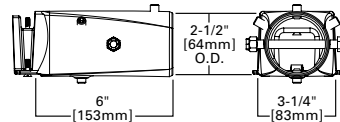
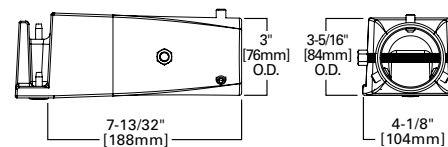
**Catalog Number:**

PRV-PA1B-740-U-T3-BZ

Notes:

**Type:****CC-ALT**

SEATAC-WWA22-137550

**Lumark****PRV / PRV-XL Prevail Discrete****Mounting Details****Pole Mount Arm (PRV)****Pole Mount Arm (PRV-XL)****Versatile Mount System****Wall Mount (PRV)****Wall Mount (PRV-XL)****Mast Arm Mount (PRV)****Mast Arm Mount (PRV-XL)****Mounting Configurations and EPAs**

**NOTE:** For 2 PRV's mounted at 90°, requires minimum 3" square or 4" round pole for fixture clearance. For 2 PRV-XL's mounted at 90°, requires minimum 4" square or round pole for fixture clearance. Customer is responsible for engineering analysis to confirm pole and fixture compatibility for applications.

**Wall Mount**

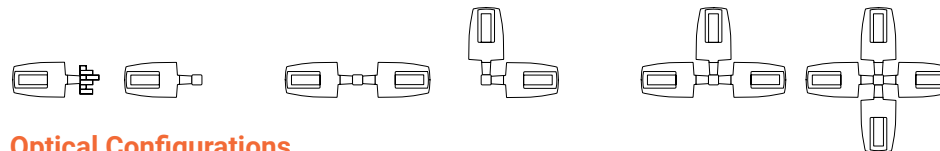
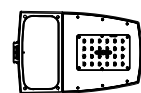
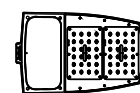
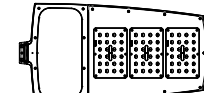
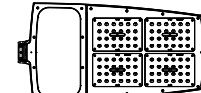
**Arm Mount Single**  
EPA 0.92 (PRV)  
EPA 1.12 (PRV-XL)

**Arm Mount 2 @ 180°**  
EPA 1.35 (PRV)  
EPA 2.25 (PRV-XL)

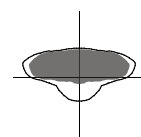
**Arm Mount 2 @ 90°**  
EPA 1.42 (PRV)  
EPA 2.13 (PRV-XL)

**Arm Mount 3 @ 90°**  
EPA 1.63 (PRV)  
EPA 2.52 (PRV-XL)

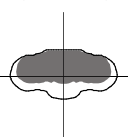
**Arm Mount 4 @ 90°**  
EPA 1.63 (PRV)  
EPA 2.52 (PRV-XL)

**Optical Configurations****PRV-PA1X****PRV-PA2X****PRV-XL-PA3X****PRV-XL-PA4X****Optical Distributions**

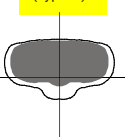
**T2R**  
(Type II Roadway)



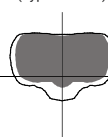
**T2U**  
(Type II Urban)



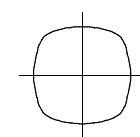
**T3**  
(Type III)



**T4W**  
(Type IV Wide)



**5WQ**  
(Type V Square Wide)



■ = Distribution with House Side Shield (HSS)  
□ = Optical Distribution

Lumark

PRV / PRV-XL Prevail Discrete

### Product Specifications


- Construction**
  - Single-piece die-cast aluminum housing
  - Tethered die-cast aluminum door

**Optics**
  - Dark Sky Approved (3000K CCT and warmer only)
  - Precision molded polycarbonate optics

**Electrical**
  - 40°C minimum operating temperature
  - 40°C maximum operating temperature
  - >.9 power factor
- <20% total harmonic distortion
  - Class 1 electronic drivers have expected life of 100,000 hours with <1% failure rate
  - 0-10V dimming driver is standard with leads external to the fixture
- Mounting**
  - Versatile, patented, standard mount arm accommodates multiple drill patterns ranging from 1-1/2" to 4-7/8" (Type M drilling recommended for new installations)
  - A knock-out on the standard mounting arm enables round pole mounting
- Finish**
  - Prevail: 3G vibration rated (all arms)
  - Prevail XL Mast Arm: 3G vibration rated
  - Prevail XL Standard Arm: 1.5G vibration rated
- Shipping Data**
  - Prevail: 20 lbs. (9.09 kgs.)
  - Prevail XL: 45 lbs. (20.41 kgs.)

### Energy and Performance Data


Power and Lumens (PRV)


[View PRV Discrete IES files](#)

Light Engine		PA1A	PA1B	PA2A	PA2B
Power (Watts)		54	74	113	151
Drive Current (mA)		670	930	720	970
Input Current @ 120V (A)		0.45	0.62	0.93	1.26
Input Current @ 277V (A)		0.21	0.28	0.41	0.55
Input Current @ 347V (A)		0.17	0.23	0.33	0.45
Input Current @ 480V (A)		0.12	0.17	0.24	0.33
Distribution					
Type II Roadway	4000K/5000K Lumens	7,605	9,896	15,811	19,745
	BUG Rating	B1-U0-G2	B1-U0-G2	B2-U0-G3	B2-U0-G3
	Lumens per Watt	141	134	141	131
	3000K Lumens <sup>1</sup>	6,926	9,012	14,399	17,982
Type II Urban	4000K/5000K Lumens	7,597	9,886	15,795	19,724
	BUG Rating	B2-U0-G2	B3-U0-G3	B3-U0-G3	B3-U0-G3
	Lumens per Watt	141	134	141	131
	3000K Lumens <sup>1</sup>	6,919	9,003	14,384	17,963
Type III	4000K/5000K Lumens	7,575	9,857	15,749	19,667
	BUG Rating	B1-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G3
	Lumens per Watt	140	133	141	130
	3000K Lumens <sup>1</sup>	6,899	8,977	14,343	17,911
Type IV Wide	4000K/5000K Lumens	7,484	9,738	15,560	19,431
	BUG Rating	B2-U0-G2	B2-U0-G3	B3-U0-G3	B3-U0-G4
	Lumens per Watt	139	132	139	129
	3000K Lumens <sup>1</sup>	6,816	8,869	14,170	17,696
Type V Square Wide	4000K/5000K Lumens	7,831	10,190	16,281	20,332
	BUG Rating	B3-U0-G2	B4-U0-G3	B4-U0-G3	B5-U0-G3
	Lumens per Watt	145	138	145	135
	3000K Lumens <sup>1</sup>	7,132	9,280	14,827	18,517

**NOTES:**  
 1. For 3000K BUG Ratings, refer to published IES files.

Power and Lumens (PRV-XL)


[View PRV-XL Discrete IES files](#)

Light Engine		PA3A	PA3B	PA4A	PA4B
Power (Watts)		172	234	245	303
Drive Current (mA)		750	980	785	970
Input Current @ 120V (A)		1.44	1.95	2.04	2.53
Input Current @ 277V (A)		0.62	0.85	0.93	1.12
Input Current @ 347V (A)		0.52	0.70	0.74	0.90
Input Current @ 480V (A)		0.39	0.52	0.53	0.65
Distribution					
Type II Roadway	4000K/5000K Lumens	24,718	30,648	34,067	39,689
	BUG Rating	B3-U0-G3	B3-U0-G4	B3-U0-G4	B3-U0-G4
	Lumens per Watt	144	131	139	131
	3000K Lumens <sup>1</sup>	22,511	27,912	31,025	36,145
Type II Urban	4000K/5000K Lumens	24,692	30,616	34,031	39,647
	BUG Rating	B4-U0-G4	B4-U0-G4	B4-U0-G4	B4-U0-G4
	Lumens per Watt	144	131	139	131
	3000K Lumens <sup>1</sup>	22,488	27,882	30,992	36,107
Type III	4000K/5000K Lumens	24,621	30,527	33,932	39,532
	BUG Rating	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5
	Lumens per Watt	143	130	138	130
	3000K Lumens <sup>1</sup>	22,423	27,802	30,903	36,002
Type IV Wide	4000K/5000K Lumens	24,325	30,161	33,525	39,057
	BUG Rating	B3-U0-G4	B3-U0-G5	B3-U0-G5	B4-U0-G5
	Lumens per Watt	141	129	137	129
	3000K Lumens <sup>1</sup>	22,153	27,468	30,531	35,570
Type V Square Wide	4000K/5000K Lumens	25,453	31,559	35,079	40,868
	BUG Rating	B5-U0-G4	B5-U0-G5	B5-U0-G5	B5-U0-G5
	Lumens per Watt	148	135	143	135
	3000K Lumens <sup>1</sup>	23,180	28,741	31,947	37,219

**NOTES:**  
 1. For 3000K BUG Ratings, refer to published IES files.

#### Lumen Maintenance

Ambient Temperature	TM-21 Lumen Maintenance (78,000 Hours)
Up to 50°C	96.76%

#### House Side Shield Reference Table

		Light Engine Configuration			
		PA1	PA2	PA3	PA4
Rotated Optics	Standard	HSS-VP (qty 1)	HSS-HP (qty 2)	HSS-HP (qty 3)	HSS-VP (qty 4)
	L90 or R90 option	HSS-HP (qty 1)	HSS-VP (qty 2)	HSS-VP (qty 3)	HSS-HP (qty 4)

**Job Name:**

WWTP Laboratory Operations and Public Works Building

**Catalog Number:**

PRV-PA1B-740-U-T3-BZ

**Notes:****Type:****CC-ALT**

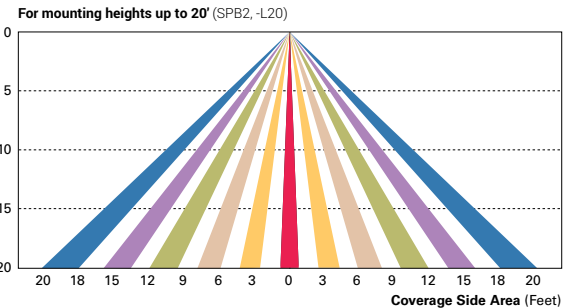
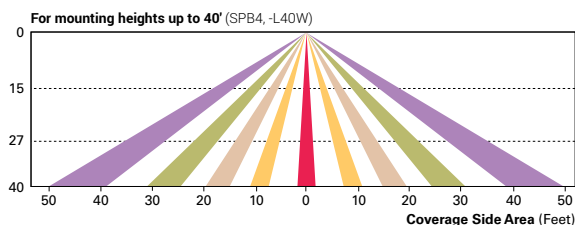
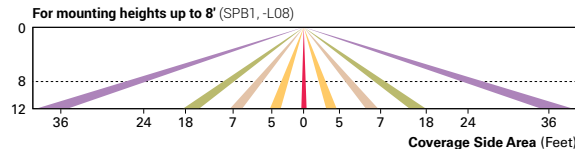
SEATAC-WWA22-137550

**Lumark****PRV / PRV-XL Prevail Discrete****Control Options**

**0-10V** This fixture provides 0-10V dimming wire leads for use with a lighting control panel or other control method.

**Photocontrol** (PR and PR7) Photocontrol receptacles provide a flexible solution to enable "dusk-to-dawn" lighting by sensing light levels. Advanced control systems compatible with NEMA 7-pin standards can be utilized with the PR7 receptacle.

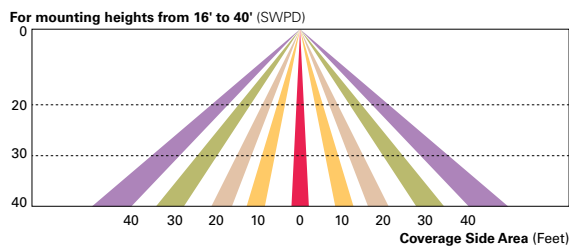
**Dimming Occupancy Sensor** (SPB, MS/DIM-LXX and MS-LXX) These sensors are factory installed in the luminaire housing. When the SPB or MS/DIM sensor options are selected, the luminaire will dim down after five minutes of no activity detected. When activity is detected, the luminaire returns to full light output. When a sensor for ON/OFF operation (MS-LXX) is selected, the luminaire will turn off after five minutes of no activity. These occupancy sensors include an integral photocell that can be activated or inactivated with the programming remote / configuration tool for "dusk-to-dawn" control or "daylight harvesting." SPB motion sensors require the Sensor Configuration mobile application by Wattstopper to change factory default dimming level, time delay, sensitivity and other parameters. Available for iOS and Android devices. The SPB sensor is factory preset to dim down to approximately 10% power with a time delay of five minutes.



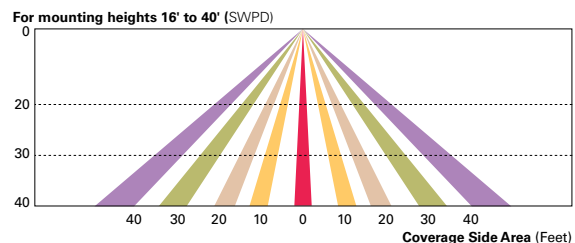
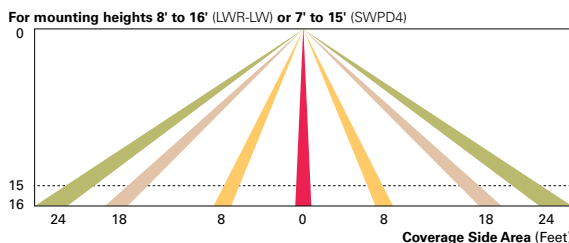
**WaveLinx Wireless Control and Monitoring System** Available in 7-PIN or 4-PIN configurations, the WaveLinx Outdoor control platform operates on a wireless mesh network based on IEEE 802.15.4 standards enabling wireless control of outdoor lighting. Use the WaveLinx Mobile application for set-up and configuration. At least one Wireless Area Controller (WAC) is required for full functionality and remote communication (including adjustment of any factory pre-sets).

**WaveLinx Outdoor Control Module (WOLC-7P-10A)** A photocontrol that enables astronomic or time-based schedules to provide ON, OFF and dimming control of fixtures utilizing a 7-PIN receptacle. The out-of-box functionality is ON at dusk and OFF at dawn.

**WaveLinx Wireless Sensor (SWPD4 and SWPD5)** These outdoor sensors offer passive infrared (PIR) occupancy and a photocell for closed loop daylight sensing. These sensors can be factory installed or field-installed via simple, tool-less integration into luminaires equipped with the Zhaga Book 18 compliant 4-PIN receptacle (ZD or ZW). These sensors are factory preset to dim down to approximately 50 percent power after 15 minutes of no activity detected. These occupancy sensors include an integral photocell for "dusk-to-dawn" control or daylight harvesting that is factory-enabled. A variety of sensor lenses are available to optimize the coverage pattern for mounting heights from 7'-40'.



**Enlighted Wireless Control and Monitoring System (LWR-LW and LWR-LN)** The Enlighted System is a connected lighting solution that combines LED luminaires with an integrated wireless sensor system. The sensor controls the lighting system in compliance with the latest energy codes and collects valuable data about building performance and use. Software applications turn the granular data into information through energy dashboards and specialized apps that make it simple and help optimize the use of other resources beyond lighting.



**LumenSafe (LD)** The LumenSafe integrated network camera is a streamlined, outdoor-ready camera that provides high definition video surveillance. This IP camera solution is optimally designed to integrate into virtually any video management system or security software platform of choice. No additional wiring is needed beyond providing line power to the luminaire. LumenSafe features factory-installed power and networking gear in a variety of networking options allowing security integrators to design the optimal solution for active surveillance.

**Job Name:**

WWTP Laboratory Operations and Public Works Building

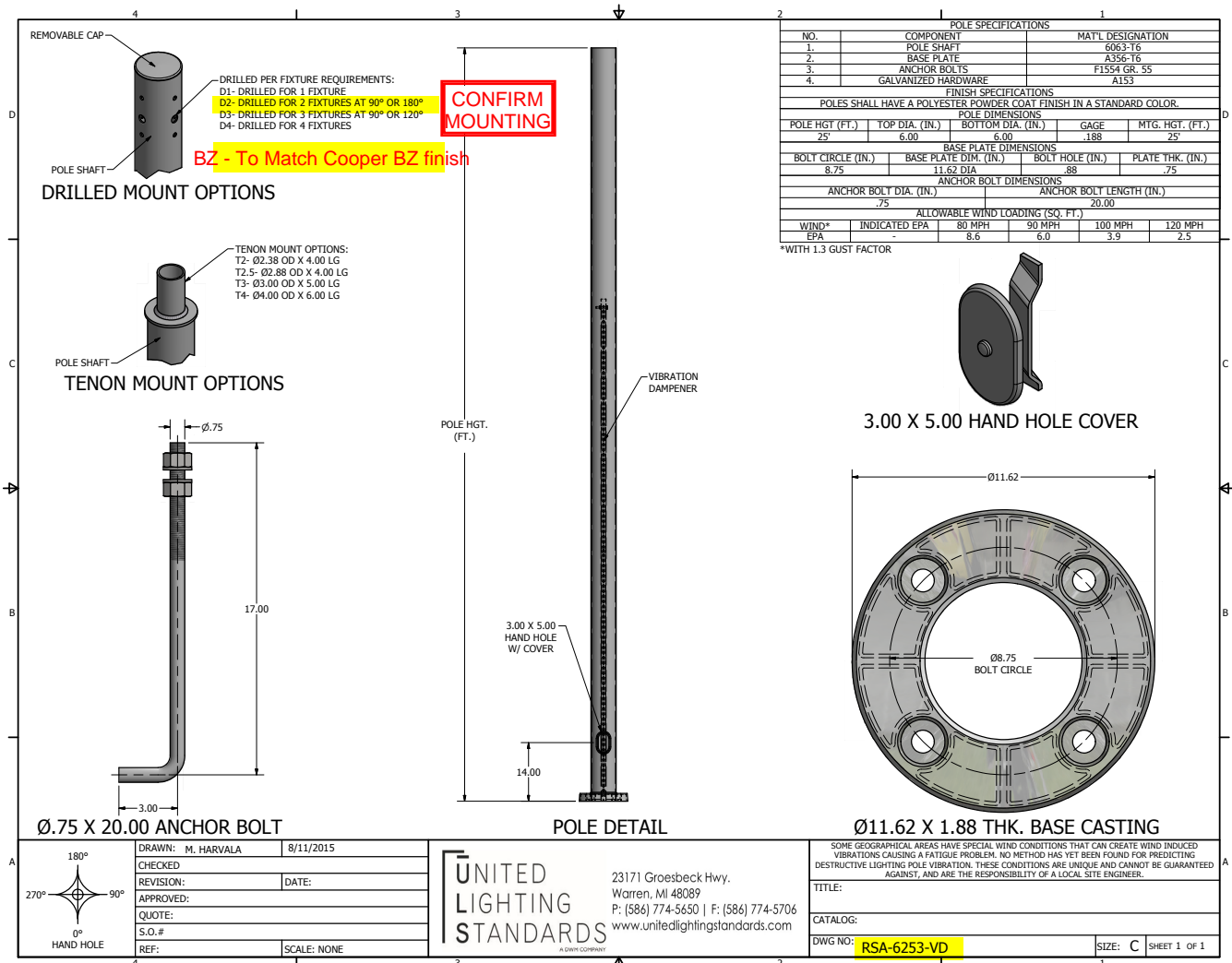
**Catalog Number:**

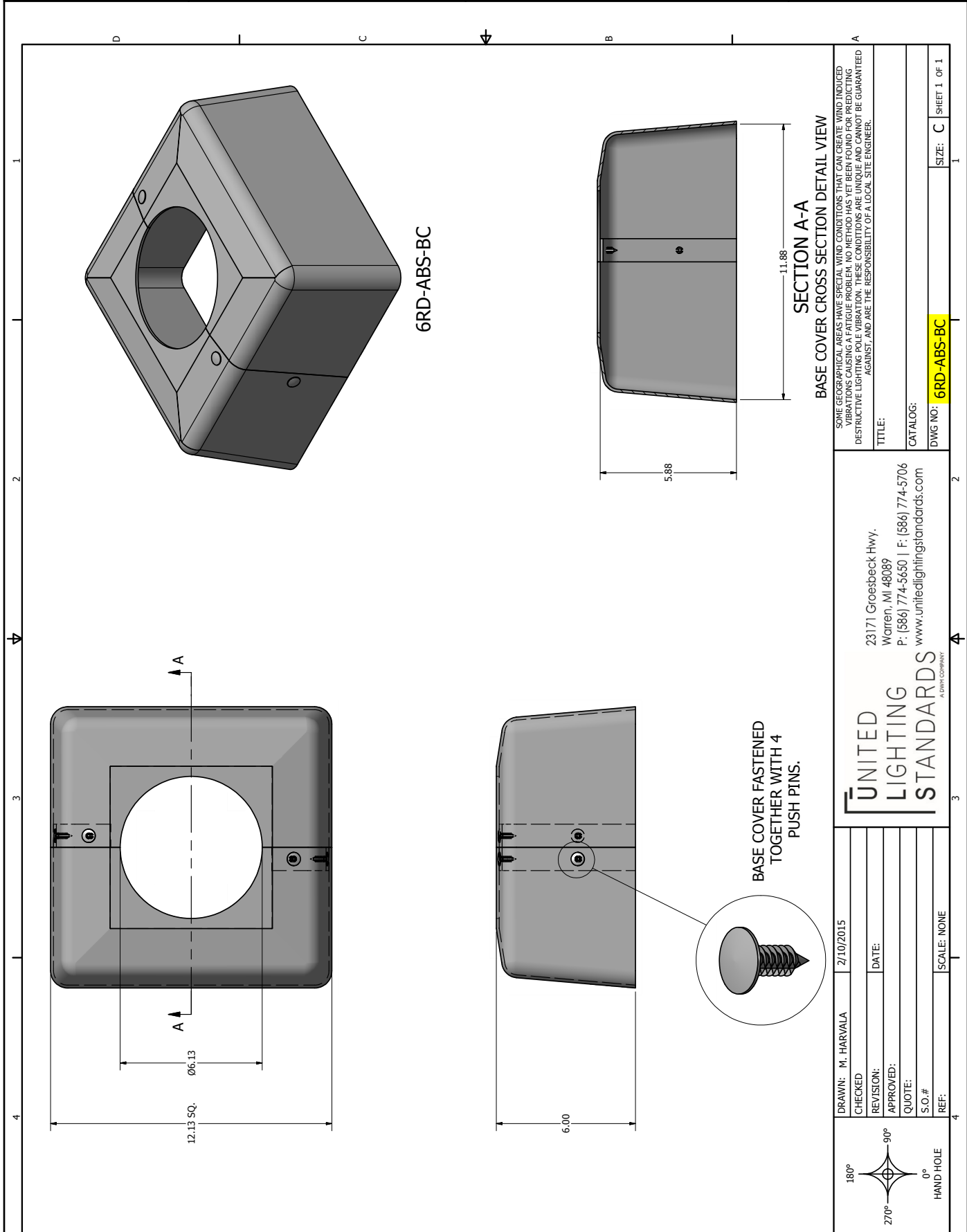
RSA-6253-VD-AB-D2-BZ 6RD-ABS-BC

Notes: Confirm drilling

**Type:****CC-ALT**

SEATAC-WWA22-137550





## CIVIL DIVISION - CHANGE ORDER PROPOSAL

PROPOSAL TO: Jake Seibel Construction PM DATE: 8/31/2022

PROPOSAL FROM: Chris O'Day Civil PM

PROJECT NAME: Sedro Woolley Waste Water Facility

REFERENCE: \_\_\_\_\_

DESCRIPTION: Fuel Station Revisions, relocating water yard hydrant, relocating power supply towards edge of slab, excavate/place light pole base.

Item	Cost Code	UOM	Qty	Unit \$	Total
<b>LABOR</b>					
<i>Operator 1</i>		HR	4	\$80.44	\$321.76
<i>Laborer 1</i>		HR	4	\$58.43	\$233.72
<b>Labor Total:</b>					<b>\$555.48</b>
<b>MATERIAL</b>					
<i>3" Pipe</i>		FT	15	\$5.00	\$75.00
<b>Material Total:</b>					<b>\$75.00</b>
<b>EQUIPMENT</b>					
<i>Site Truck</i>		HR	4	\$18.92	\$75.68
<i>320 CL excavator</i>		HR	4	\$121.41	\$485.64
<b>Equipment Total:</b>					<b>\$561.32</b>
<b>GRAND TOTAL :</b>					<b>\$1,191.80</b>
(does not include markup)					



# Contract & Proposal

**Quote No. ....: S194133-1**

2808 A Street SE  
Auburn, WA 98002

Telephone : 253-839-3500  
Fax .....: 253-735-4201

oldcastleinfrastructure.com

**Quote To** .: Quote Customer  
Auburn, WA 98002

**Ship To** .: WTTP Pole Base  
Attn: Estimator  
SEDRO WOOLLEY, WA 98284 0619

**Reference :**
**Contact:**
**Phone:**

Order No	Date	Customer No	Terms	Cash discount	Delivery terms	Quote valid for:
S194133	8/30/2022	002011	COD Unless Credit		FOB Job Site	30 days

**Group: Omni 24"x7'**

Qty	Unit	Item	Description	Mark	Unit price	Amount
1.00	Ea	3411100	Omni 24" x 7' Light Pole Base-		1,080.00	1,080.00
1.00	EA	3411722	Omni Bolt Package - 3/4"			

**Oldcastle Infrastructure Commercial Clarifications**

03/20/2022 V1

**Special Products:**

- Any special product(s) and high-volume standards (collectively, "Special Products") will be invoiced on a mutually agreed upon in writing delivery date and ownership transferred, upon Invoicing. Oldcastle Infrastructure, Inc. ("Oldcastle") reserves the right to require full or partial pre-payment for any Special Products ordered.
- Special Products may not be returned.
- If Special Product(s) cannot be accepted within 30 days of invoicing, a 10% storage fee will be assessed monthly unless otherwise agreed upon in writing.
- All Special Products ordered as part of a cash sale must be fully paid prior to production.
- A disposal fee of \$200/ton will be charged for all Special Products on hand over 90 days from the mutually agreed upon delivery date.

**Delivery:**

- The site must be accessible by delivery vehicles under their own power. If the material is to be delivered and set by Oldcastle, acceptability to the site will be determined by the boom operator.
- Freight charges quoted are based on full truckload quantities. Short loads will be subject to additional charges to cover the cost of delivery.
- Deliveries canceled with less than 24 hours' notice are subject to full delivery charge.
- Delivery includes one hour for offloading. Additional time in excess of one hour will be invoiced at an hourly rate.
- A restocking fee of up to 40% may be charged on undamaged, standard products. Freight charges for returned product on Oldcastle equipment will also be applicable.
- All Returns must be approved by Oldcastle. Returns will not be accepted after 90 days from date of purchase.



# Contract & Proposal

Quote No. ....: S194133-1

2808 A Street SE  
Auburn, WA 98002Telephone : 253-839-3500  
Fax .....: 253-735-4201

oldcastleinfrastructure.com

**Quote To** .: Quote Customer  
Auburn, WA 98002**Ship To** .: WTPP Pole Base  
Attn: Estimator  
SEDRO WOOLLEY, WA 98284 0619**Reference :****Contact:****Phone:**

Order No	Date	Customer No	Terms	Cash discount	Delivery terms	Quote valid for:
S194133	8/30/2022	002011	COD Unless Credit		FOB Job Site	30 days

**Pricing:**

- 12) Oldcastle must be notified if a project requires prevailing wages as additional costs may be applied to the quotation.
- 13) Pricing is valid for 30 days from the date of this quote.
- 14) A 2% surcharge will be imposed on all Credit Card transactions, which is not greater than our cost of acceptance. A surcharge will not be applied to any ACH or Debit Card transaction.
- 15) Pricing remains valid for 180 days from order confirmation. For orders that have not shipped or transferred ownership to the buyer after 180 days, we reserve the right to implement a 1.5% quarterly price escalation fee.
- 16) If during the performance of this contract the cost of materials significantly increases through no fault of the seller, we reserve the right to equitably adjusted the price of this contract by an amount reasonably necessary to cover any such significant increase in the costs of materials. As used herein, a significant cost increase shall mean any increase in cost of materials exceeding 6% experienced by seller from the date of the contract signing.
- 17) Delivery pricing is based on Oldcastle Infrastructure's current fuel surcharge rate and is good for 7 days from the date stated on this Quote. Thereafter, Customer is responsible for paying Oldcastle Infrastructure's fuel surcharge rate in effect on each delivery date. Fuel surcharge rates are derived from pricing, as established by the U.S. Energy Information Administration's Gasoline and Diesel Fuel Index, published at <https://www.eia.gov/petroleum/gasdiesel/>

**Additional Items:**

- 18) Every effort has been made to provide an accurate take-off however, the quantities are not guaranteed by Oldcastle but provided for the buyer's convenience only. It is the buyer's responsibility to verify the accuracy of the project requirements and quantities. Changes in quantities, dimensions, or specifications from this quote may require an adjustment in price. Buyer agrees to pay per unit price for the actual number of units delivered.

All products and services listed on this Quotation are provided under OLDCASTLE INFRASTRUCTURE, INC's Standard Terms and Conditions located at: <https://oldcastleinfrastructure.com/support/terms-conditions/>

**QUOTATION TOTAL US 1,080.00**

IMPORTANT: This proposal is based on standard terms and conditions. Items and quantities shown are the basis for the quotation, and we are not responsible for any discrepancies between this list and actual items or quantities.

(Accepted by)

Sales Person: ChrisCottle

Telephone: 253-839-3500

(Position)  
Sedro-Woolley

(Date)

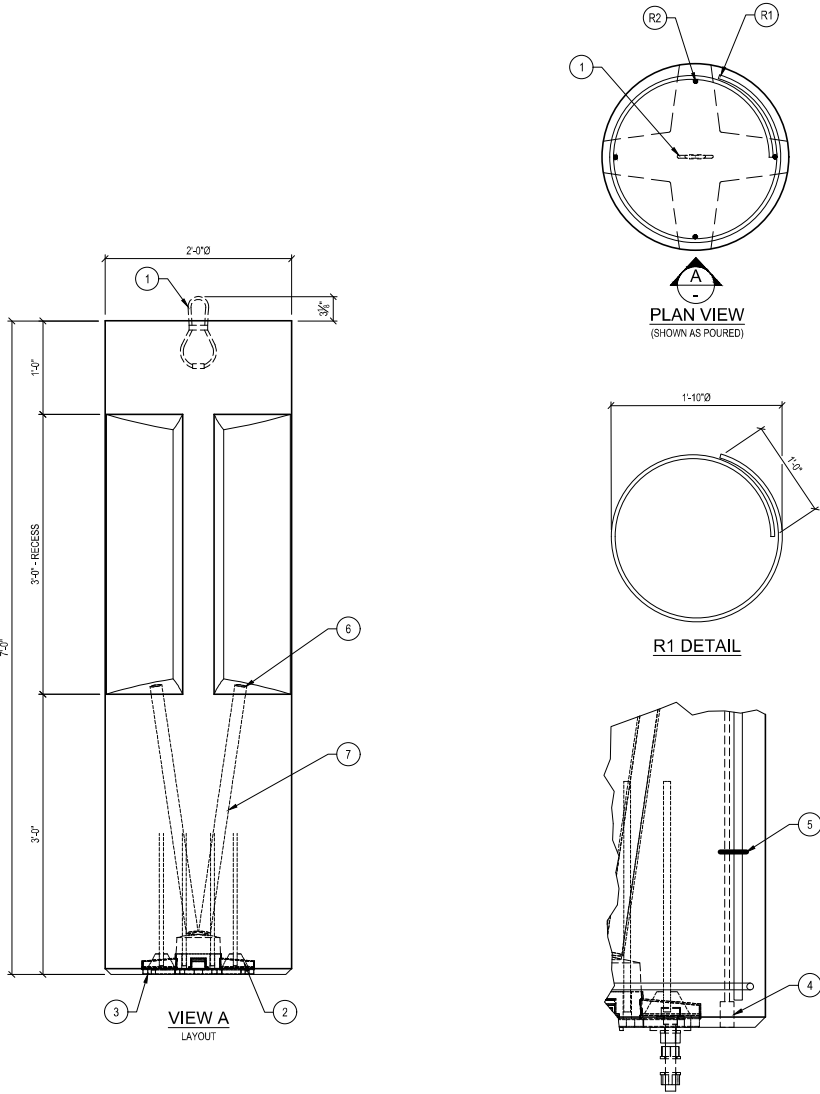
By: \_\_\_\_\_  
City CouncilPacket

459

STRUCTURAL NOTES  
1. CONCRETE: 28 DAY COMPRESSIVE STRENGTH  $f_c = 5,500$  psi  
2. REBAR: ASTM A-706 GRADE 60

PRODUCT WEIGHT  
2,565 LBS

SHOP NOTES  
1. USE "24" OMNI BASE" STEEL FORM  
2. CONCRETE FINISH: FLAT FLOAT FINISH WITH MACHINED EDGES



BILL OF MATERIALS			
#	QUANTITY	DESCRIPTION	ITEM#
1	1 ea	MB CABLE LIFT LOOP - PURPLE	7016601
2	1 ea	OMNI 24" BASE PLATE ANCHOR - GALV	3411711
3	1 ea	OMNI VOID FORMER	3411771
4	1 ea	1/2" GRD - 1" LUG & 3/8"x36" ROD	5100398
5	1 ea	BARE WIRE GROUND CLAMP - BRONZE	5100047
6	4 ea	PVC COUPLER 1-1/2" SCH 40	5180220
	10.67 ft	PVC PIPE 1-1/2" SCH 40	5180210
	0.64 yds	CONCRETE MIX - SCC	5010000
	0.13 cwt	#4 REBAR A706/GR60	725A0074
	0.28 cwt	#5 REBAR A706/GR60	725A0075

LAYOUT CUT LIST			
#	QUANTITY	DESCRIPTION	SIZE
7	4 ea	PVC PIPE 1-1/2" SCH 40	2'-8"

REINFORCEMENT CUT LIST				
#	QTY	MATERIAL	LENGTH	SHAPE
R1	3	#4 REBAR A706/GR60	6'- 6"	BENT
R2	4	#5 REBAR A706/GR60	6'- 8"	STR

**Oldcastle Infrastructure**  
ACORN COMPANY  
P.O. BOX 588 AUBURN, WA 98015-0588  
PHONE: 800-452-1532 FAX: 253-737-0201

THIS DOCUMENT IS THE PROPERTY OF OLDCASTLE INFRASTRUCTURE. IT IS CONFIDENTIAL, SUBMITTED FOR REFERENCE PURPOSES ONLY AND SHALL NOT BE USED IN ANY WAY INJURIOUS TO THE INTERESTS OF, OR WITHOUT THE WRITTEN PERMISSION OF OLDCASTLE INFRASTRUCTURE. COPYRIGHT © 2019 OLDCASTLE PRECAST, INC. ALL RIGHTS RESERVED.

**24"Ø x 7' OMNI POLE BASE**  
LAYOUT & REINFORCEMENT DETAILS  
STANDARD PRODUCT

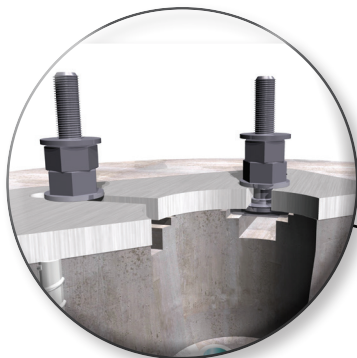
CUSTOMER					
DATE	SALES	DRAWN	ENGINEER	CHECKED	SALES ORDER
6/10/19		CJC			
DRAWING NUMBER			REVISION	SHEET	
010-3411100-001			8 REV DATE 6/8/22	1 OF 1	

NOT FOR  
CONSTRUCTION

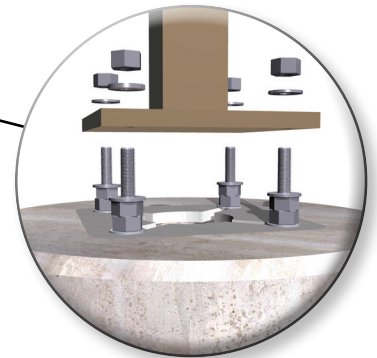
B	REPLACED BARE COPPER WIRE WITH 1/2" INSERT	TMB
REVISION	DESCRIPTION	BY



A pre-engineered universal foundation for poles, pre-packaged with bolts;  
your one-stop source for a readily available solution



**Universal Connection**  
Facilitates all bolt diameters  
from 7.5"-11"



**Pre-packaged**  
3/4" & 1" bolts, nuts, and  
washers assemblies



**Easy Access**  
to conduit



**Anti-Rotation Cavities**  
3' cavities

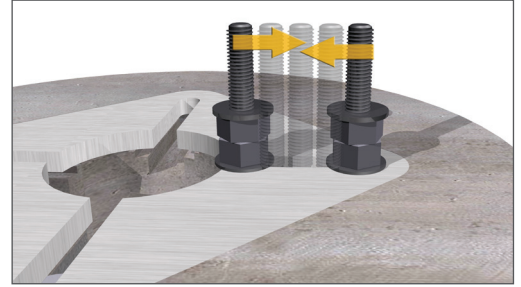
*Same day delivery, installation, connection, and power-on.*

# Control Your Jobsite

*Zero on-site issues for installation of Omni foundations due to rigorous quality controlled standards.*

## Universal Connection

The pre-engineered foundation has an adjustable bolt diameter and pre-packaged bolts. This eliminates coordination with the pole manufacturer, creation of templates, and on-site bolt variability.



## Zero Lead Time

Stocked and readily available for immediate delivery and installation.



## Fast and Easy Installation

The Omni foundation allows for a simplified process, reducing the time from delivery to power-on to under half a day.

1/2 DAY

- Purchase package off the shelf
- Quick delivery
- Set foundation in place - zero curing time
- Immediate connection
- Backfill
- Lights on



## Maximum Pole Height Chart (ft)

		Bolt Circle (in)			
	Pole Type	8"	9"	10"	11"
<b>4 SF EPA</b>	4" Round Pole	37'	39'	42'	37'
	5" Round Pole	34'	36'	38'	34'
	6" Round Pole	31'	34'	36'	32'
	4" Square Pole	32'	34'	37'	33'
	5" Square Pole	29'	32'	34'	30'
	6" Square Pole	27'	29'	31'	28'
<b>6 SF EPA</b>	4" Round Pole	33'	35'	38'	35'
	5" Round Pole	31'	33'	35'	31'
	6" Round Pole	29'	31'	33'	29'
	4" Square Pole	28'	31'	33'	29'
	5" Square Pole	26'	28'	31'	27'
	6" Square Pole	25'	27'	29'	25'
<b>8 SF EPA</b>	4" Round Pole	30'	32'	34'	30'
	5" Round Pole	28'	30'	32'	28'
	6" Round Pole	26'	28'	30'	27'
	4" Square Pole	25'	27'	29'	26'
	5" Square Pole	24'	26'	28'	24'
	6" Square Pole	22'	24'	26'	23'

**Design Method:** ASCE 7-05 (IBC 2009)

**Design Wind Speed = 90 MPH / EPA = 6 SF**

- EPA includes pole and luminaire
- Assumed concrete base is 2 ft diameter protruding 3 ft or less above grade, in soil
- If pole is tapered, use average width/diameter
- Values can be interpolated between tables
- Using 3/4" (grade 55) or 1" (grade 36) F1554 bolts provided by Oldcastle
- Torsion effects are omitted





116 EAST FIR STREET  
SUITE A  
MOUNT VERNON, WA. 98273

Phone: (360) 424-0394  
Fax: (360) 424-5726



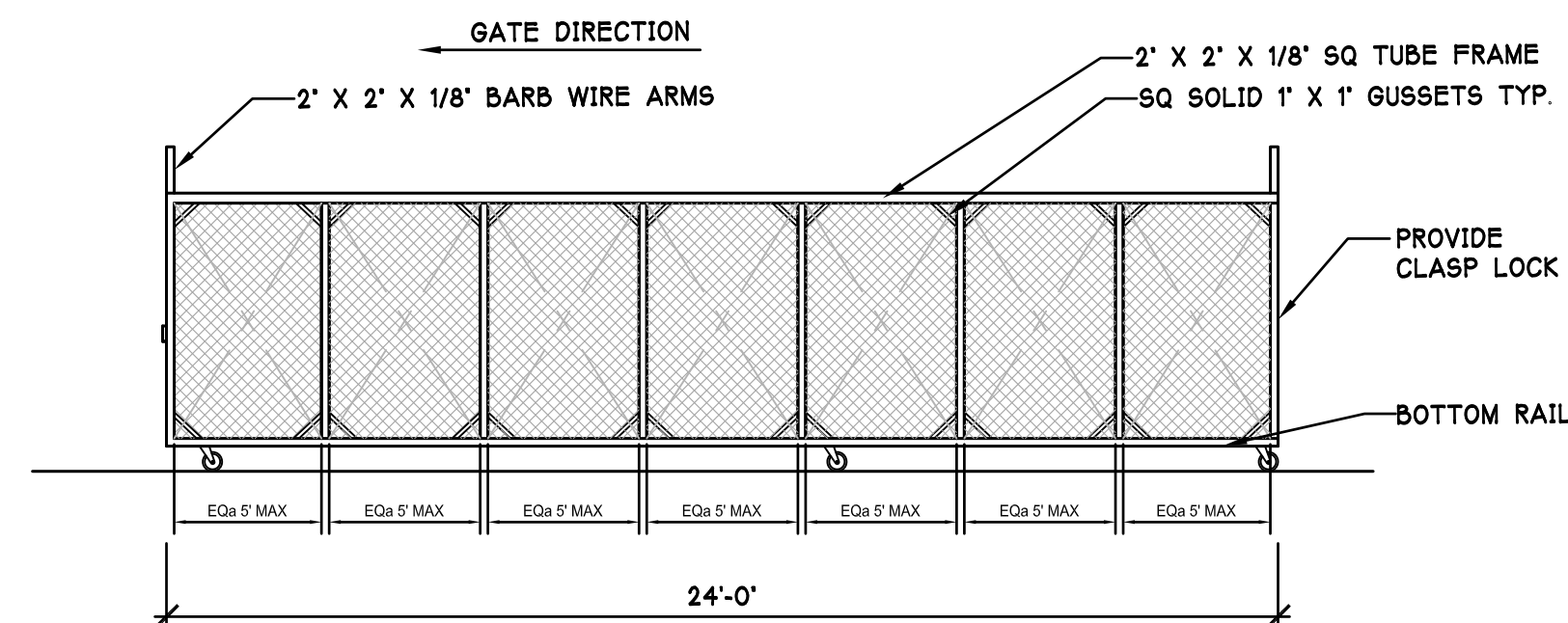
A NEW BUILDING FOR:  
CITY OF SEDRO-WOOLLEY  
SHOPS SITE DEVELOPMENT  
401 ALEXANDER STREET  
SEDRO WOOLLEY, WA  
98284

CONTACT:  
MARK A. FREIBERGER  
(360) 855-9933



## 4

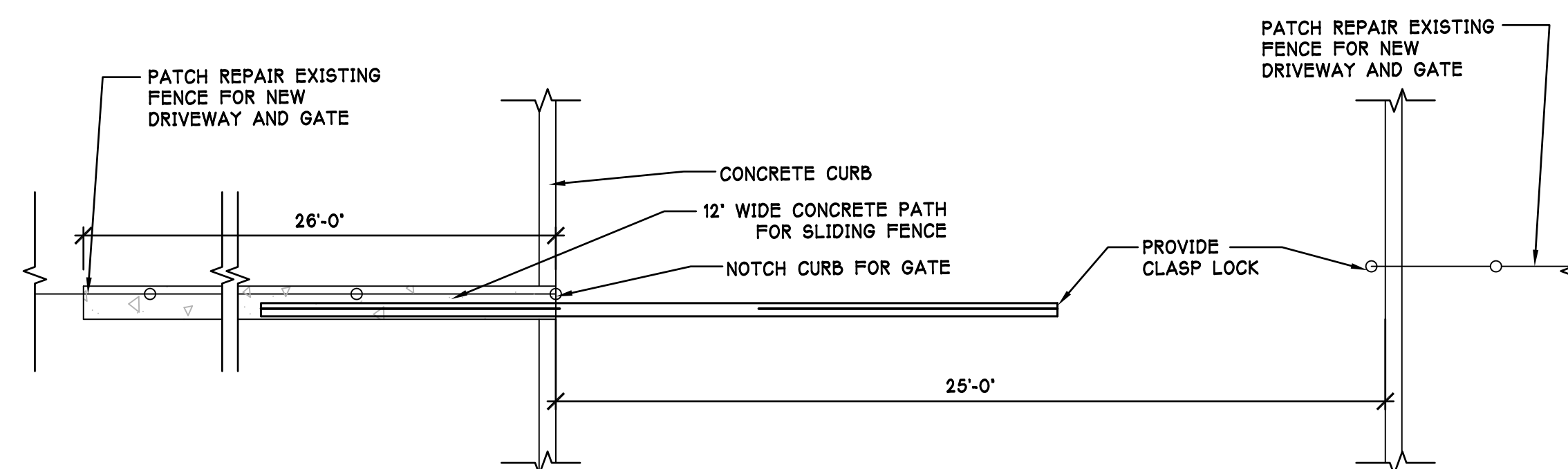
SCALE: 1/4"=1'-0"



ELEVATION VIEW

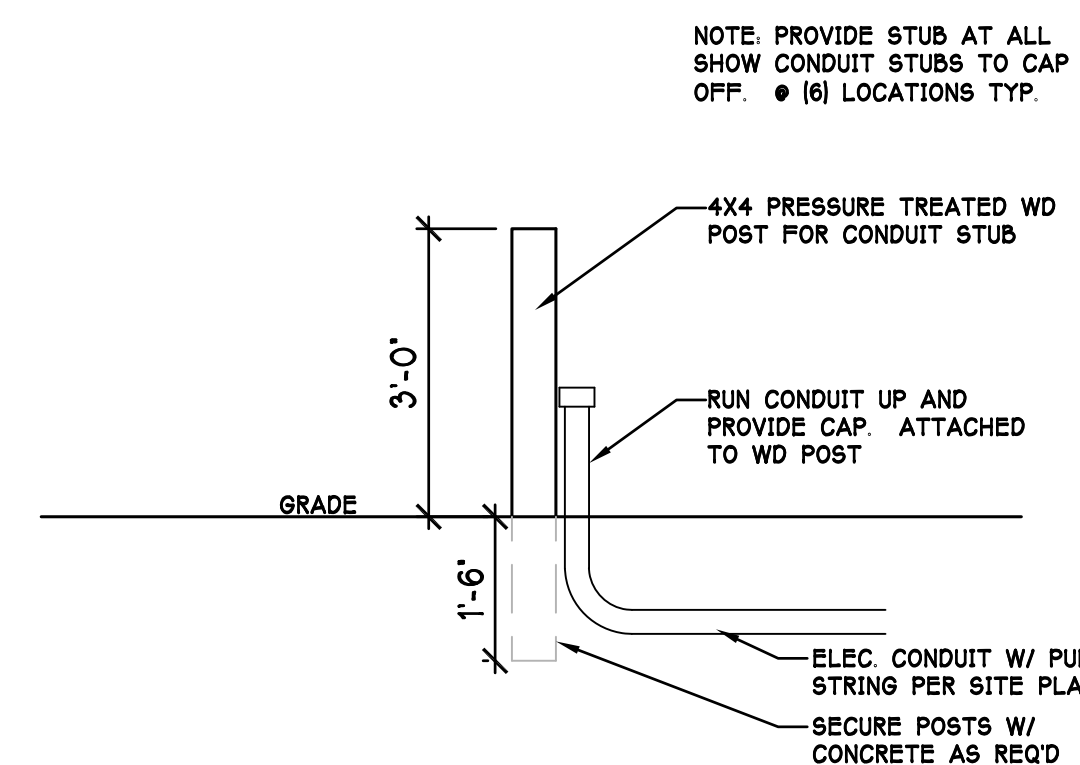
NOTES:  
1. SLIDE GATE DESIGN TO BE BASED ON SLIDE GATES OF BASE BID OF LAB AND OPERATIONS BUILDING

5. COORDINATE OTHER SITE FEATURES TO ALLOW GATE FUNCTION.



PLAN VIEW

SCALE: 1/4"=1'-0"



SCALE: 1/2"=1'-0"

NOTE: PROVIDE STUB AT ALL  
SHOW CONDUIT STUBS TO CAP  
OFF. • (6) LOCATIONS TYP.

20-412.2  
PROJECT NUMBER:

REVISIONS:

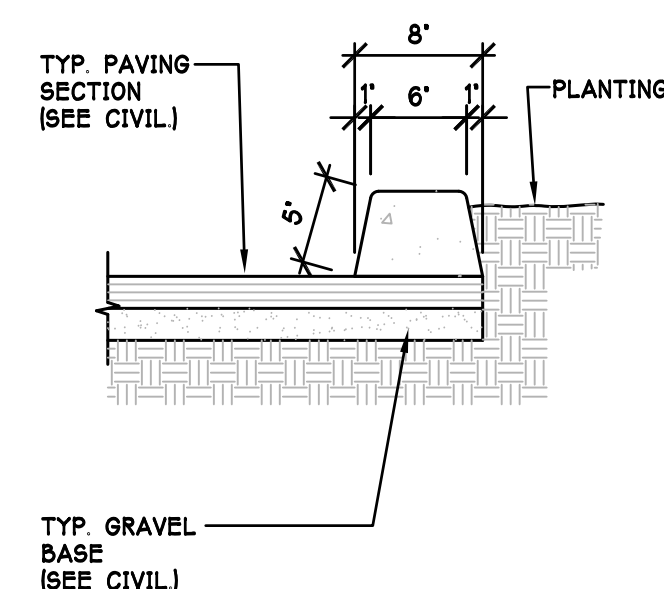
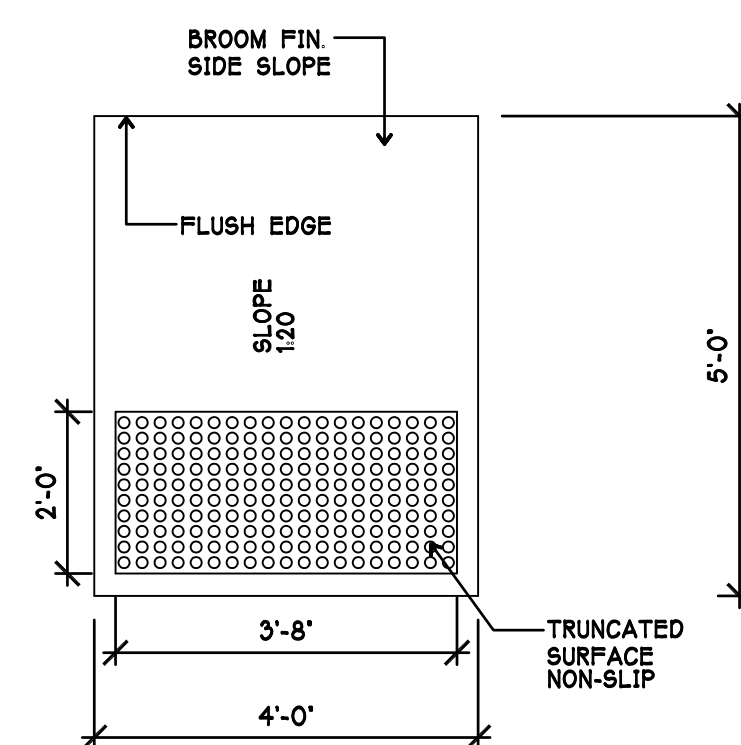
6-2-22 PRELIM SET

6-23-22 PRE-LIM SET

1 8-15-22 DESIGN REV.

**SHEET TITLE:**

## SITE DETAILS



EXTRUDED CURB

SCALE: 1"=1'-0"

SCALE: 1"=1'-0"

QUENTIN SUTTER

PROJECT ARCHITECT:

QUENTIN SUTTER

DRAWN BY:

PETER CARLETTI

FEBRUARY 19, 2020

DATE \_\_\_\_\_

S:\ARCH\20\DRAWINGS\20-412

COMPUTER FILE NAME

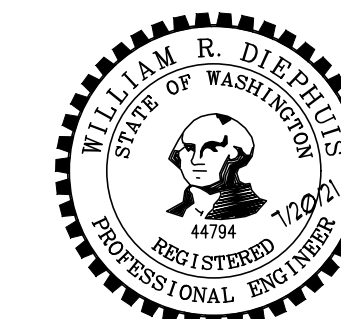
$$A = 1.1$$

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K ENGINEERS INC.

208 Third Street  
Lynden, WA. 98264  
Bus. (360) 354-4757  
FAX (360) 354-6794



A NEW BUILDING FOR:  
CITY OF SEDRO-WOOLLEY  
PW FLEET OPERATIONS BLDG  
401 ALEXANDER STREET  
SEDRO WOOLLEY, WA. 98284

CONTACT:

MARK A. FREIBERGER  
[360] 855-9933

PROJECT NUMBER: 2059.10

REVISIONS:

7-20-21 BID SET

△ 8/12/22 FUEL ISLAND REVISION

SHEET TITLE:

ELECTRICAL -

## SITE PLAN

QUIENTIN SUTTER  
PROJECT ARCHITECT:

KL  
DRAWN BY:

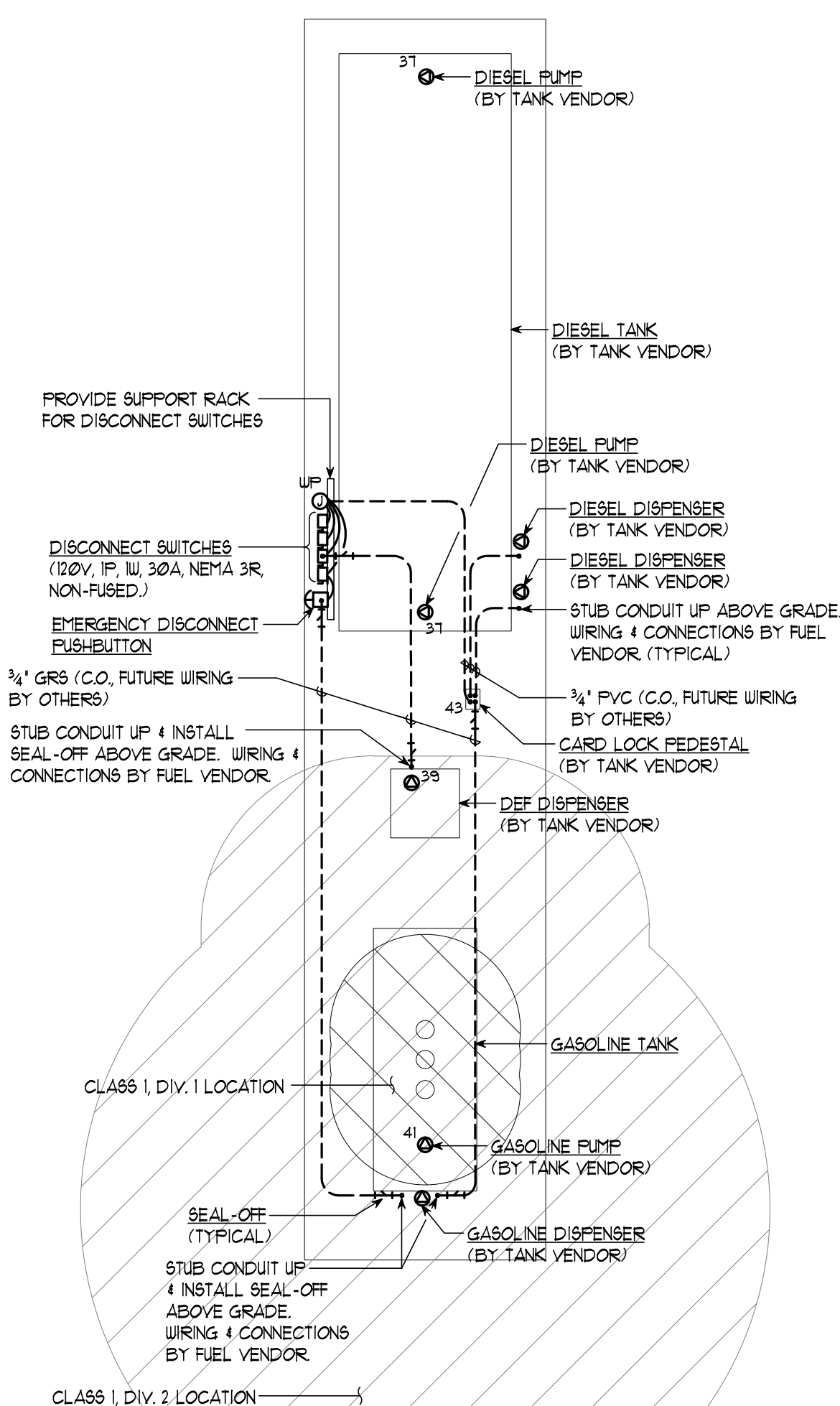
BD  
CHECKED BY:

JULY 20, 2021  
DATE

COMPUTER FILE NAME

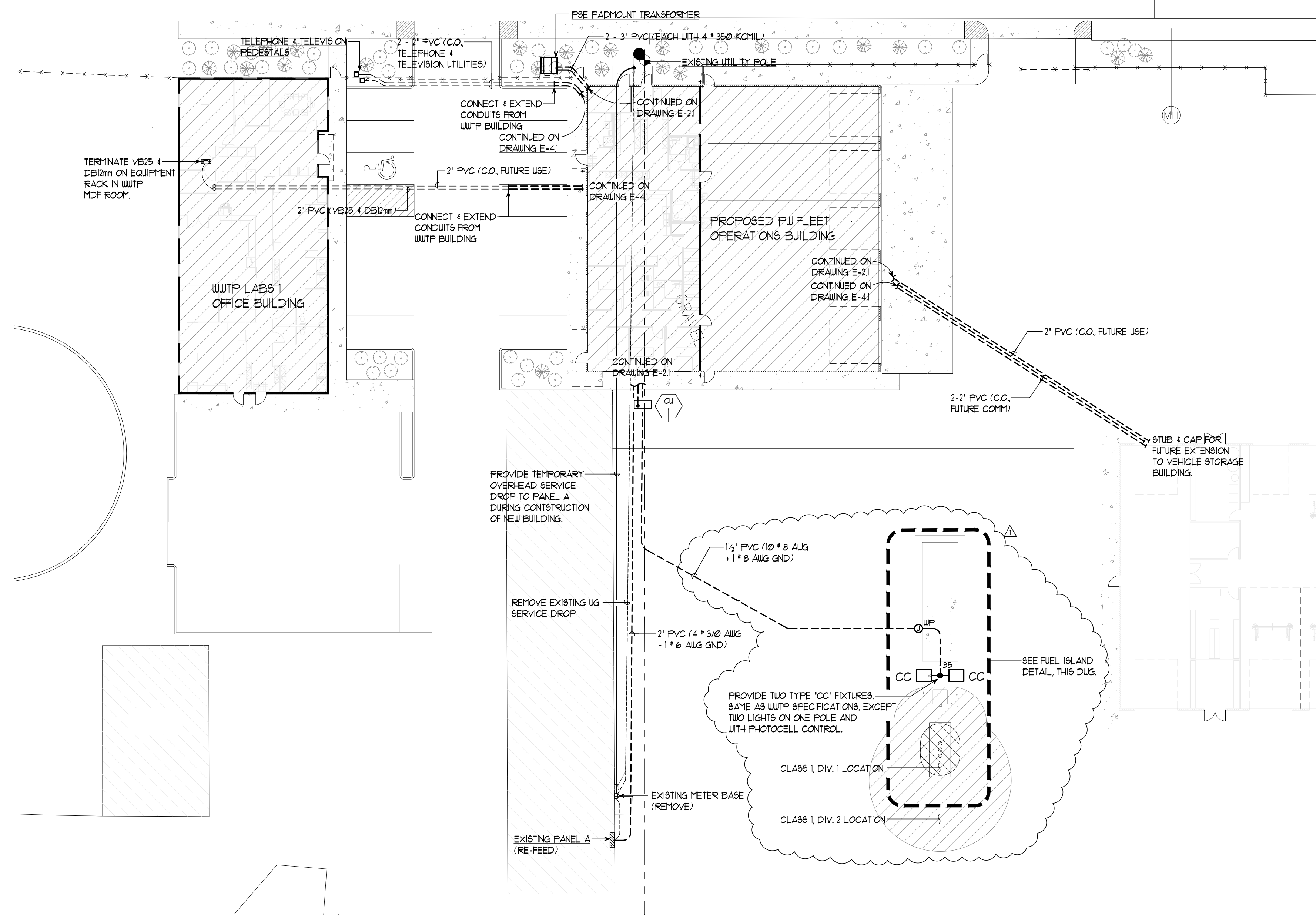
$$E = 1.1$$

COPYRIGHT 2021 CARLETTI ARCHITECTS, P.S.



ELECTRICAL - FUEL ISLAND DETAIL

SCALE= 1/8"=1'-0"



ELECTRICAL - SITE PLAN

SCALE= 1"=20'-0"





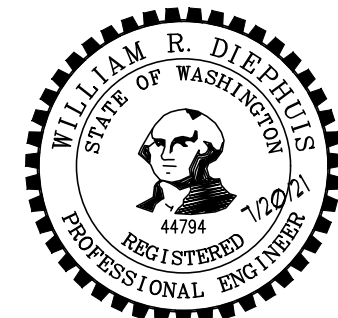
CARLETTI ARCHITECTS P.S.  
architecture, planning, interior design

116 EAST FIR STREET  
SUITE A  
MOUNT VERNON, WA. 98273

Phone: (360) 424-0394  
Fax: (360) 424-5726

**K ENGINEERS INC.**

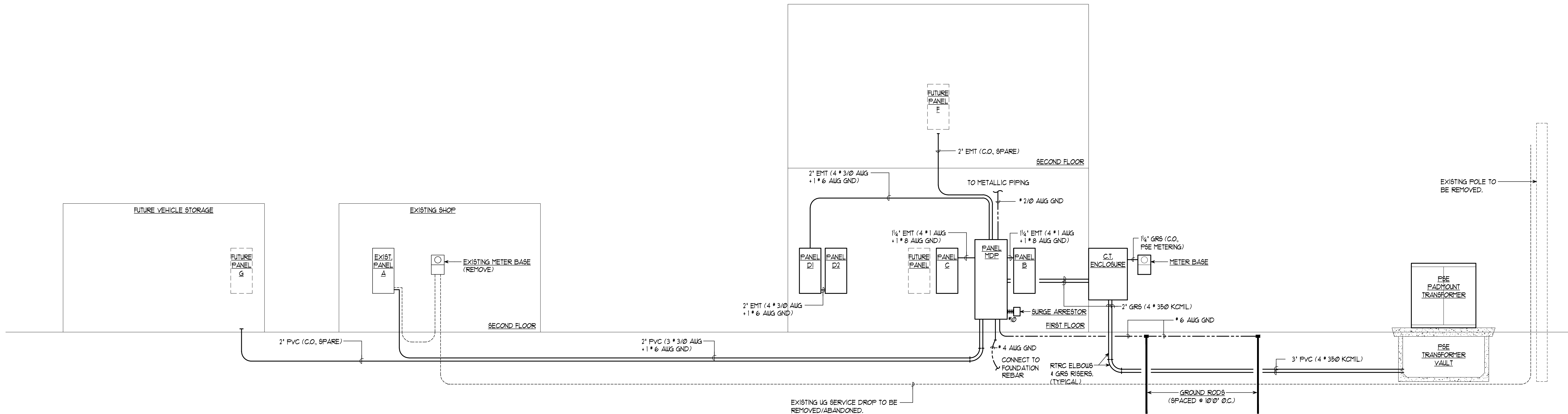
**208 Third Street  
Lynden, WA. 98264  
Bus. (360) 354-4757  
FAX (360) 354-6794**



A NEW BUILDING FOR:  
CITY OF SEDRO-WOOLLEY  
PW FLEET OPERATIONS BLDG  
401 ALEXANDER STREET  
SEDRO WOOLLEY, WA. 98284

CONTACT:

MARK A. FREIBERGER  
(360) 855-9933



## ELECTRICAL - POWER SYSTEM RISER DIAGRAM

SCALE: NONE

CURRENT TRANSFORMER ENCLOSURE				EXTERIOR					
VOLTAGE: 208V/120V, 3 PH, 4 W				ELECTRICAL LOAD CALCULATION		CONN. LOAD (VA)		DEMAND LOAD (VA)	
				EXIST.	NEW	TOTAL	FACTOR	DEMAND LOAD (VA)	
ENCLOSURE: NEMA 3R				Lighting	215.00	6682.20	8832.20	1.25	11040.40
MOUNTING: SURFACE				Special Purpose Outlets (First 10 KVA)	10000.00	0.00	10000.00	1.00	10000.00
				Gen. Purpose Outlets (Remainder)	80.00	20980.00	20980.00	0.50	10490.00
CONTINUOUS RATING: 600 A				Gen. Purpose Outlets	0.00	7280.00	7280.00	1.00	7280.00
				Mechanical Equipment	13500.00	37440.00	50940.00	1.00	50940.40
PER PUGET SOUND ENERGY REQUIREMENTS				Kitchen Equipment & Appliances	0.00	5105.00	5105.00	0.65	3318.25
				Miscellaneous	19600.00	52984.00	72584.00	1.00	72584.00
				25% Largest Motor					0.00
SUITABLE FOR USE AS SERVICE ENTRANCE EQUIPMENT				TOTAL LOAD	45330.00	130371.40	175701.40		165642.70
				TOTAL AMPS	125.8	361.9	487.7		459.9

MAIN PANEL MDP										MAIN ELECTRICAL ROOM																						
VOLTAGE: 208/120V, 3 PH, 4 W TYPE: PANELBOARD ENCLOSURE: NEMA 1 MOUNTING: SURFACE			FEEDER/BRANCH CIRCUIT DEVICES: BOLT-ON CIRCUIT BREAKERS FULL A/C RATING: 10,000 A SERIES A/C RATING: 22,000 A			ELECTRICAL LOAD CALCULATION Lighting Gen Purpose Outlets (First 10 KVA) Gen Purpose Outlets (Remainder) Special Purpose Outlets Mechanical Equipment Kitchen Equipment & Appliances Miscellaneous 25% Largest Motor			CONN. LOAD (VA) EXIST. NEW TOTAL 6862.0 8832.0 15694.0 10000.0 0.0 10000.0 80.0 20890.0 20970.0 0.0 7280.0 7280.0 13500.0 37440.0 50940.0 0.0 5105.0 5105.0 19600.0 52394.0 72994.0			DEMAND FACTOR 1.25 1.00 0.50 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00 1.00			DEMAND LOAD (VA) 11040.0 10040.0 10480.0 7280.0 50940.0 5318.4 2318.4 72584.0 72584.0 0.0 459.8																	
BUSING: MANUFACTURER'S STANDARD CONTINUOUS RATING: 600 A FULL A/C RATING: 22,000 A SERIES A/C RATING: NONE										SPECIAL PROVISIONS: MASTER NAMEPLATE GROUND BAR																						
MAIN: LUGS ONLY LOCATION: BOTTOM																																
TOTAL LOAD TOTAL AMPS																																
45330 125.8																																
130371.4 361.9																																
175701.4 487.7																																
185647.7 459.8																																
CONN. LOAD (VA)			FEEDER/BRANCH CIRCUIT DESCRIPTION			NOTE			BKR AMP/P			CKT NO			BUS (PHASE)			CKT NO			BKR AMP/P			FEEDER/BRANCH CIRCUIT DESCRIPTION			NOTE			CONN. LOAD (VA)		
7023.8			PANEL B - MAIN ELECTRICAL ROOM						100/3			1			A			2			100/3			PANEL C - MAIN ELECTRICAL ROOM						602.7		
10753.0												5			B			4												8718.0		
4963.8												1			A			6												304.4		
24755.9			PANEL D - MAINTENANCE BAY						200/3			7			A			8			100/3			PANEL F - SECOND FLOOR						4314.6		
12137.9												9			B			10												2956.0		
16507.9												11			C			12												1073.6		
0.0			SPACE FOR FUTURE USE (MIN. 125% BREAKER)									13			A			14			40/3			WATER HEATER WH-1 - UNDER STAIR						3000.0		
0.0												15			B			16												3000.0		
0.0												17			C			18												3000.0		
0.0			SPACE FOR FUTURE USE (MIN. 125% BREAKER)									19			A			20			50/3			CONDENSING UNIT CU-1 - EXTERIOR						3233.2		
0.0												21			B			22												3233.2		
0.0												23			C			24												3233.2		
0.0			SPACE FOR FUTURE USE (MIN. 125% BREAKER)									25			A			26						SPACE FOR FUTURE USE (MIN. 125% BREAKER)						0.0		
0.0												27			B			28												0.0		
0.0												29			C			30												0.0		
23970.0			PANEL A - STORAGE BUILDING						200/2			31			A			32			30/3			SURGE ARRESTOR						0.0		
22560.0												33			B			34												0.0		
0.0												SPACE			35			C			36									0.0		
0.0			SPARE						200/3			37			A			38			200/3			SPARE						0.0		
0.0												39			B			40												0.0		
0.0			(FUTURE PANEL G - VEHICLE STORAGE BUILDING)									41			C			42												0.0		
										MAIN BREAKER																						

PANEL B				MAIN ELECTRICAL ROOM				
VOLTAGE:	208Y120V, 3 PH, 4 W	FEEDER/BRANCH CIRCUIT DEVICES:		ELECTRICAL LOAD	CONN. LOAD (VA)		DEMAND	
TYPE:	PANELBOARD	BOLT-ON CIRCUIT BREAKERS		CALCULATION	EXIST	NEW	TOTAL	FACTOR
ENCLOSURE:	NEMA 1	FULL IAC RATING:	10,000 A	Lighting	0.0	2511.0	2511.0	1.25
MOUNTING:	SURFACE	SERIES AIC RATING:	22,000 A	Gen. Purpose Outlets (First 10 KVA)	0.0	4500.0	4500.0	1.00
				Gen. Purpose Outlets (Remainder)	0.0	0.0	0.0	0.50
				Special Purpose Outlets	0.0	720.0	720.0	1.00
				Mechanical Equipment	0.0	6034.6	6034.6	1.00
				Kitchen Equipment & Appliances	0.0	5105.0	5105.0	0.65
				Miscellaneous	0.0	3870.0	3870.0	1.00
				25% Largest Motor				0.0
				TOTAL LOAD	0.0	22740.6	22740.6	21581.6
				TOTAL AMPS	0.0	63.1	63.1	59.9
MAIN:	LUGS ONLY							
	LOCATION:	TOP						

CONN. LOAD (VA)	FEEEDERBRANCH/CIRCUIT DESCRIPTION	NOTE	BKR AMP/P	CKT NO	BUS (PHASE)	CKT NO	BKR AMP/P	FEEEDERBRANCH/CIRCUIT DESCRIPTION	NOTE	CONN. LOAD (VA)
MAIN LUGS										
682.0	LTG - FIRST FLOOR NORTH		20/1	1	A	2	15/1	EXHAUST FAN EF-1 - ELECTRICAL ROOM		173.0
1013.0	LTG - FIRST FLOOR SOUTH		20/1	3	A	4	20/1	ELECTRIC HEATER EH-1 - ELECTRICAL ROOM		1000.0
1013.0	LTG - SECOND FLOOR		20/1	5	A	8	20/1	SPARE		0.0
558.0	LTG - EXTERIOR		20/1	7	A	8	20/1	OUTLETS - ELECTRICAL ROOM & EXTERIOR		720.0
0.0	SPARE		20/1	9	B	10	20/1	OUTLETS - COMM BACKBOARD		360.0
0.0	SPARE		20/1	11	C	12	20/1	OUTLETS - COMM BACKBOARD		360.0
360.0	OUTLETS - KITCHEN COUNTER		20/1	13	A	14	30/2	DUCT HEATER DH-1		2000.0
360.0	OUTLETS - KITCHEN COUNTER		20/1	15	B	16				2000.0
1200.0	DISHWASHER - KITCHEN		20/1	17		18	15/2	ENERGY RECOVERY DOAS-1		280.8
0.0	SPARE		20/1	19	A	20				280.8
0.0	NAT HOT - KITCHEN		20/1	21	B	22	20/1	OUTLETS - RESTROOM & LOCKER		720.0
828.0	DISPOSAL - KITCHEN		20/1	23	C	24	20/1	ELECTRIC HEATER EH-3 - RESTROOM		250.0
360.0	OUTLETS - KITCHEN COUNTER		20/1	25	A	26	20/1	SPARE		0.0
1200.0	MICROWAVE - KITCHEN		20/1	27	B	28	20/1	SPARE		0.0
117.0	REFRIGERATOR - KITCHEN		20/1	29	C	30	20/1	SPARE		0.0
180.0	OUTLET - RESTROOM		20/1	31	A	32	20/1	OUTLETS - MECH OFFICE CONTROLLED		900.0
50.0	ISRC PUMP PPA-1 - UNBER STAIR		15/1	33	B	34	20/1	OUTLETS - MECH OFFICE		900.0
54.0	LIGHT POLE - FUEL ISLAND		20/1	35	C	36	20/1	SPARE		0.0
600.0	DIESEL PUMP - FUEL ISLAND		20/1	37	A	38	20/1	SPARE		0.0
2400.0	DEF PUMP - FUEL ISLAND		20/1	39	B	40	20/1	SPARE		0.0
600.0	GAS PUMP - FUEL ISLAND		20/1	41	C	42	20/1	SPARE		0.0
150.0	CARD LOCK PEDESTAL - FUEL ISLAND		20/1	43	A	44	SPACE			0.0
0.0	SPACE		45	B		46	SPACE			0.0
0.0	SPACE		47	A		48	SPACE			0.0
0.0	SPACE		49	B		50	SPACE			0.0
0.0	SPACE		51	A		52	SPACE			0.0
0.0	SPACE		53	C		54	SPACE			0.0

PANEL C				MAIN ELECTRICAL ROOM					
VOLTAGE: 208Y120V, 3 PH, 4 W		FEEDER/BRANCH CIRCUIT DEVICES:		ELECTRICAL LOAD		CONN. LOAD (VA)		DEMAND	
TYPE: PANELBOARD		BOLT-ON CIRCUIT BREAKERS		CALCULATION		EXIST	NEW	TOTAL	FACTOR
ENCLOSURE: NEMA 1		FULL A/C RATING: 10,000 A		Lighting		0.0	0.0	0.0	1.25
MOUNTING: SURFACE		SERIES A/C RATING: 22,000 A		General Purpose Outlets (First 10 KVA)		0.0	8460.0	8460.0	1.00
BUSING: MANUFACTURER'S STANDARD CONTINUOUS RATING: 225 A FULL A/C RATING: 22,000 A SERIES A/C RATING: NONE				Gen. Purpose Outlets (Remainder)		0.0	0.0	0.0	0.50
				Special Purpose Outlets		0.0	5180.0	5180.0	1.00
				Mechanical Equipment		0.0	2195.4	2195.4	1.00
				Kitchen Equipment & Appliances		0.0	0.0	0.0	1.00
				Miscellaneous		0.0	150.0	150.0	1.00
				25% Largest Motor		0.0	0.0	0.0	1.00
SPECIAL PROVISIONS:									
MASTER NAMEPLATE									
GROUND BAR									
MAIN: LUGS ONLY									
LOCATION: TOP									
				TOTAL LOAD		0.0	15985.4	15985.4	15985.4
				TOTAL AMPS		0.0	44.4	44.4	44.4

CONN. LOAD (VA)	FEEDER/BRANCH CIRCUIT DESCRIPTION	NOTE	BKR AMP/P	CKT NO	BUS (PHASE)	CKT NO	BKR AMP/P	FEEDER/BRANCH CIRCUIT DESCRIPTION	NOTE	CONN. LOAD (VA)
MAIN LUGS										
150.0	FIRE ALARM PANEL		20V1	1	A	2	15/2	FAN COIL UNITS - FIRST FLOOR		468.0
0.0	0 SPARE		20V1	3	B	4	15/2			468.0
0.0	0 SPARE		20V1	5	C	6	15/2	FAN COIL UNITS - SECOND FLOOR		304.7
540.0	OUTLETS - LUNCH ROOM CONTROLLED		20V1	7	A	8	1			304.7
540.0	OUTLETS - LUNCH ROOM		20V1	9	B	10	30/2	DRYER		1750.0
180.0	OUTLETS - LUNCH ROOM FLAT PANEL		20V1	11	C	12	20/1			1750.0
720.0	OUTLETS - LEAD OFFICE CONTROLLED		20V1	13	A	14	20/1	WASHER		1500.0
720.0	OUTLETS - LEAD OFFICE		20V1	15	B	16	20/1	OUTLET - SERVICE		180.0
0.0	0 SPARE		20V1	17	C	18	20/1	ELECTRIC HEATER EH-2 - SERVICE ROOM		500.0
0.0	0 SPARE		20V1	19	A	20	20/1	OUTLETS - OFFICE CONTROLLED		720.0
0.0	0 SPARE		20V1	21	B	22	20/1	OUTLETS - OFFICE		720.0
0.0	0 SPARE		20V1	23	C	24	20/1	VRF CONTROLLER PANEL		150.0
360.0	OUTLETS - HALLWAY CONTROLLED		20V1	25	A	26	20/1	OUTLETS - OFFICE CONTROLLED		720.0
540.0	OUTLETS - HALLWAY		20V1	27	B	28	20/1	OUTLETS - OFFICE		1080.0
180.0	OUTLET - RESTROOM		20V1	29	C	30	20/1	SPARE		0.0
720.0	OUTLETS - DELIVERY CONTROLLED		20V1	31	A	32	20/1	SPARE		0.0
720.0	OUTLETS - DELIVERY		20V1	33	B	34	20/1	SPARE		0.0
0.0	0 SPARE		20V1	35	C	36	20/1	SPARE		0.0
0.0	0 SPARE		20V1	37	A	38	20/1	SPARE		0.0
0.0	0 SPARE		20V1	39	B	40	20/1	SPARE		0.0
0.0	0 SPARE		20V1	41	C	42	20/1	SPARE		0.0
0.0			SPACE	43	A	44	SPACE			0.0
0.0			SPACE	45	B	46	SPACE			0.0
0.0			SPACE	47	C	48	SPACE			0.0
0.0			SPACE	49	A	50	SPACE			0.0
0.0			SPACE	51	B	52	SPACE			0.0
0.0			SPACE	53	C	54	SPACE			0.0

REVISIONS:

7-20-21 BID SET

8/12/22 FUEL ISLAND REVISION

SHEET TITLE:

ELECTRICAL - RISER DIAGRAM

## & PANEL SCHEDULES

QUINTIN SUTTER

PROJECT ARCHITECT:

KL

BD

JULY 20, 2021

DATE \_\_\_\_\_

COMPUTER FILE NAME

11

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FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

# PCO #031

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #031: Fur Wall

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	031 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Jake Seibel (FABER CONSTRUCTION CORPORATION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	7/21 /2022
<b>REFERENCE:</b>	RFI 054 RESPONSE	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$377.15

**POTENTIAL CHANGE ORDER TITLE:** Fur Wall

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
Pricing to fur wall for BC-1 refrigerant line routing per RFI-054 response.

**ATTACHMENTS:**

[PCO-031 RFI-054 BC-1 Fur Wall.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (15.00% Applies to Labor, Material, Equipment (Owned), Rental, Subcontract, and Purchase Order.)	Subtotal
1	06-50-01 - Rough Carpentry	Stock & Frame Fur Wall	Labor	0.0	Is	\$0.00	\$216.90	\$ 32.54	\$249.44
2	06-50-01 - Rough Carpentry	Supply of Framing Materials	Material	0.0	Is	\$0.00	\$100.00	\$ 15.00	\$115.00
<b>Subtotal:</b>									\$364.44
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 5.47
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 5.47
<b>B&amp;O Tax: ≈ 0.49% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 1.77
<b>Grand Total:</b>									<b>\$377.15</b>



PCO #031

**Quentin Sutter (CARLETTI  
ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

*Quentin Sutter* 9/20/2022

476F5800A9A341B...

SIGNATURE

Sedro-Woolley

DATE

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

*Mark Freiburger* 9/20/2022

01F63A1D239D41D...

SIGNATURE

City CouncilPacket

DATE

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

*Jake Seibel* 9/21/2022

B860347CC00440B...

SIGNATURE

468

DATE

**DESCRIPTION:** Pricing to fur wall for BC-1 refrigerant line routing per RFI-054 response.

*We reserve the right to correct this quote for errors and omissions due to any hidden or changed conditions that were not available prior to date of site inspection. This price is good for acceptance within 30 days from the date of receipt. All design responsibility by Faber Construction and/or subcontractors is excluded unless noted otherwise. Quote is only for items addressed above or contained within the attached quotes. This pricing does not address any cumulative impacts for excessive scope related changes or clarifications.*

<b>WIP Subtotal:</b>	<b>\$364.44</b>
Insurance - 1.5%	\$5.47
Bond - 1.5%	\$5.47
B&O Tax - .471%	\$1.77

<b>Subtotal:</b>	\$377.15
WSST - Excl.	
<b>PCO TOTAL:</b>	<b>\$377.15</b>

**FABER CONSTRUCTION CORPORATION**

5033 Claremont Way  
 Everett, Washington 98203  
 P: (206) 719-1012

**Project: 2155.3 Waste Water Facility - City of Sedro****Woolley**

405 Alexander Street  
 Sedro-Woolley, Washington

## RFI #054: Ops Building 2nd Floor BC-1 HVAC Line Set Manifold

<b>Status</b>	Closed on 05/10/22		
<b>To</b>	Quentin Sutter (CARLETTI ARCHITECTS)	<b>From</b>	Brad Raymond (FABER CONSTRUCTION CORPORATION) 6951 Hannegan Rd. Lynden, Washington 98264
<b>Date Initiated</b>	Apr 29, 2022	<b>Due Date</b>	May 4, 2022
<b>Location</b>	Ops Building	<b>Project Stage</b>	Course of Construction
<b>Cost Impact</b>	<b>Schedule Impact</b>		
<b>Spec Section</b>	<b>Cost Code</b>		
<b>Drawing Number</b>	<b>Reference</b>		
<b>Linked Drawings</b>	<a href="#">M2.2</a> , <a href="#">M3.1</a>		
<b>Received From</b>			
<b>Copies To</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION), Walt Bendt (FABER CONSTRUCTION CORPORATION), Mark Freiburger (CITY OF SEDRO WOOLLEY), Andy Longino (HARRIS GROUP), Damon Miller (TITAN DRYWALL, INC), Molly Miller (TITAN DRYWALL, INC), Scott Schenk (PROFILE FRAMING, INC), Jake Seibel (FABER CONSTRUCTION CORPORATION), Dan Tilton (FELLER HEATING & AIR CONDITION)		

### Activity

<b>Question</b>	<p><b>Question from Brad Raymond FABER CONSTRUCTION CORPORATION on Friday, Apr 29, 2022 at 08:18 AM PDT</b></p> <p>Please see attached email conversation for reference.</p> <p>Earlier it was discussed that the having the BC-1 HVAC line sets go into the 2-hour wall on the 2nd floor and then down to above the 1st floor ceiling grid would cause issues in maintaining the 2-hour rating on the wall. It was discussed that the best course of action is to furr off the 2-hour wall and have the line sets run into and down that rather than through the 2-hour wall.</p> <p>Can this be confirmed? Please advise.</p> <p><b>Attachments</b>  <a href="#">RE WWTP Ops Building 2nd Floor BC-1 HVAC Line Set Manifold.msg</a></p>
<b>Official Response</b>	<p><b>Response from Brad Raymond FABER CONSTRUCTION CORPORATION on Tuesday, May 10, 2022 at 11:14 AM PDT</b></p> <p>Furred out wall is to have single layer of GWB and mud &amp; tape per Carletti Architect. See attached for layout location of line sets.</p> <p><b>Attachments</b>  <a href="#">WWTP Ops Bldg. HVAC Line Sets.pdf</a></p>
<b>Official Response</b>	<p><b>Response from Quentin Sutter CARLETTI ARCHITECTS on Friday, May 6, 2022 at 01:26 PM PDT</b></p> <p>Correct furr out the wall as needed to run the VRF lines</p>



PCO #036

FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

Project: 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #036: Fume Hood Power Change

TO:	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	FROM:	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
PCO NUMBER/REVISION:	036 / 1	CONTRACT:	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
REQUEST RECEIVED FROM:	Scott Driscoll (PACIFIC COAST ELECTRICAL, INC.)	CREATED BY:	Angie Cibert (FABER CONSTRUCTION CORPORATION)
STATUS:	Pending - In Review	CREATED DATE:	8/10 /2022
REFERENCE:	RFI 056	PRIME CONTRACT CHANGE ORDER:	
FIELD CHANGE:	No		
LOCATION:		ACCOUNTING METHOD:	Unit/Quantity Based
SCHEDULE IMPACT:		PAID IN FULL:	No
		TOTAL AMOUNT:	\$3,907.19

POTENTIAL CHANGE ORDER TITLE: Fume Hood Power Change

CHANGE REASON: Client Request

POTENTIAL CHANGE ORDER DESCRIPTION: *(The Contract Is Changed As Follows)*

Pricing to change the Lab building fume hood exhaust fan EF-1 power to 3-phase per RFI-056 response.

### ATTACHMENTS:

[PCO-036r1 RFI-056 Fume Hood EF Electrical.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), Rental, Subcontract, and Purchase Order.)	Subtotal
1	26-10-01 - Electrical	PCEC CO #18 - Fume Hood Power Change	Subcontract	0.0	Is	\$0.00	\$3,432.37	\$ 343.24	\$3,775.61
Subtotal:							\$3,432.37	\$343.24	\$3,775.61
General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.									\$ 56.63
Payment & Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.									\$ 56.63
B&O Tax: ≈ 0.49% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.									\$ 18.32
Grand Total:									\$3,907.19

### Quentin Sutter (CARLETTI ARCHITECTS)

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

Quentin Sutter 8/7/2022

SIGNATURE

Sedro-Woolley

DATE

### CITY OF SEDRO WOOLLEY

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

Mark Freiburger 8/7/2022

SIGNATURE

City CouncilPacket

DATE

### FABER CONSTRUCTION CORPORATION

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

Jake Seibel 9/9/2022

SIGNATURE

471

DATE





**PACIFIC COAST  
ELECTRICAL CONTRACTORS, INC.**  
16620 North Road \* Bothell, Washington 98012-5908  
TEL (425) 741-2700 \* FAX (425) 741-2600

August 18, 2022

Faber Construction Corporation  
131 East Grover Street  
Lynden, WA 98264

Attn.: Jacob Seibel

RE: City of Sedro-Woolley Wastewater Facility  
Sedro-Woolley Wasterwater Facility  
COP# CCD# RFI# 56 PCEC RFI#  
PCEC COR# 018.1

Dear Jacob

Pacific Coast Electrical Contractors, Inc. is pleased to quote a lump sum additive change order price for the above referenced work as described on our attached worksheets in the amount of \$3,432.37

*We will not proceed with this change to our work until directed by Faber Construction Corporation  
Light fixtures and equipment will not be released for production or canceled as appropriate until receipt of written notice to proceed with this work. Our schedule may be impacted due to this revision. We will advise shipping schedules after direction has been provided to us.*

*Our proposal is based upon completing all work during normal working hours. All general clarifications and exclusions on our bid day proposal apply to this proposal. Proposal is valid for 30 days unless required otherwise within the contract documents.*

*We will require an additional 0 days added to our schedule after receipt of written approval and required material products for this change to our scope of work.*

*The pricing of this change order is based solely on direct cost elements such as labor, material, and normal markups, and does not include any amount for changes in the sequence of work, delays, disruption, rescheduling, extended overhead, acceleration, and/or impact cost, which it is not possible to assess at the present time. Right is expressly reserved to make claim for any and all of these related items of compensable cost overruns prior to final settlement of this contract.*

I hope our pricing meets your expectations for the required change to our work. Please feel free to call should you have any questions regarding this change proposal.

Sincerely,

A handwritten signature in black ink that reads "Scott Driscoll".

Scott Driscoll  
Project Manager  
Enclosures: ( 5 ) worksheets



Sedro-Woolley WWTP

## Subcontractor Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

COP No. 18.1

Project No. 2155.3

Source Documents: RFI056

Date: 8/18/2022

Contractor: Pacific Coast Electrical Contractors

Contractor Ref. No.

Description: Flume Hood Power change to 3 Phase

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form) \$ 1,727.99

a. crew (apprentices, journeymen, &amp; laborers) \$ 1,502.60

b. foreman \$ 225.39

DIRECT LABOR SUBTOTAL \$ 1,727.99

2. MATERIAL COST (from attached cost breakdown form) \$ 1,024.83

3. EQUIPMENT COST (from attached cost breakdown form) \$ -

4. SUPERVISION/SAFETY COST (from attached cost breakdown form) \$ 276.63

SUBTOTAL 1 thru 4 \$ 3,029.45

5. OVERHEAD &amp; PROFIT \$ 302.95

a. 10% portion of 1, 2, &amp; 3 for ADD Changes \$ 302.95

b. 7% portion of 1, 2, &amp; 3 Credit for DEDUCT Changes \$ -

6. SUB-TIER SUBCONTRACTORS \$ -

a.		
b.		\$ -
c.		\$ -
d.		\$ -
e.		\$ -
f.		\$ -

7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS \$ -

a. 8% of Line 5 for ADD Changes \$ -

b. 4% of Line 5 Credit for DEDUCT Changes \$ -

8. INSURANCE 3.00% % of 1-7 \$ 99.97

Form Revised 10/20/2021

TOTAL COST \$ 3,432.37





Job Name: WWTP City of Sedro-Woolley

Job Number: 1572

Extension Name: COR

Material Filter: &lt;None&gt;

Report: COR 2/1

**[Items and ByProducts]**

Item #	Item Name	Quantity	Price	U	Ext Price	Labor	U	Labor Ext
Label Set: Combined, Combined, Combined, Combined, Combined					\$848.08			15.98
68	12 THHN CU STRANDED	291.40	\$494.38	M	\$144.06	6.00	M	1.75
1,047	3/4 EMT	10.00	\$215.84	C	\$21.58	5.00	C	0.50
1,319	3/4 EMT COUP S/S	1.00	\$140.80	C	\$1.41	0.05	E	0.05
1,470	3/4 EMT 1 HOLE STP/STL	2.00	\$51.47	C	\$1.03	4.00	C	0.08
3,974	1/4-20 X 1 CAP SCREW	4.00	\$6.03	C	\$0.24	2.75	C	0.11
4,147	10 X 1-1/2 COMB PAN HD TAP SCR	2.00	\$16.58	C	\$0.33	6.00	C	0.12
4,298	1/4 X 1-1/2" FENDER WASHER	4.00	\$234.46	C	\$9.38	0.70	C	0.03
4,312	#10 / 3/16 FLAT CUT WASHER-ZINC	2.00	\$3.44	C	\$0.07	0.70	C	0.01
4,386	1/4"x1-3/8" SLEEVE ANCHOR	4.00	\$108.52	C	\$4.34	16.00	C	0.64
4,773	1-5/8 SLOT STRUT CHNL 12 GA	2.00	\$1,104.47	C	\$22.09	12.00	C	0.24
4,777	2-H 1-5/8X2-5/16 90DEG ANGLE	4.00	\$1,024.09	C	\$40.96	10.00	C	0.40
4,817	1/4" SPRING NUT	4.00	\$1,032.45	C	\$41.30	6.00	C	0.24
6,692	3/4 FLEX WP	18.00	\$333.60	C	\$60.05	5.00	C	0.90
6,704	3/4 FLEX WP CONN	6.00	\$2,489.70	C	\$149.38	0.18	E	1.08
7,011	12 GA TERMINATION	10.00	\$0.00	X	\$0.00	0.15	E	1.50
7,176	IDEAL 452 RED WIRE NUT	5.00	\$235.32	M	\$1.18	0.06	E	0.30
10,478	20A 250V RK5 TD FUSE	3.00	\$10.26	E	\$30.77	0.04	E	0.12
11,356	15A, 3P 120/240V CB	1.00	\$0.00	Q	\$0.00	0.66	E	0.66
11,982	30A 250V HD 3PH 3R F SW	1.00	\$382.73	E	\$382.73	2.42	E	2.42
17,990	1G BELL 5324-0 BOX 3HUBS 3/4"	1.00	\$2,382.81	C	\$23.83	1.10	E	1.10
18,191	COVER, FS/FD WP BLANK 1G STL	1.00	\$14.46	E	\$14.46	0.08	E	0.08
19,093	20A 3PH EQUIP H/U 250V #12 5HP	1.00	\$0.00	X	\$0.00	1.40	E	1.40
47,257	1 HOUR LABOR (DEMOLITION)	1.00	\$0.00	X	\$0.00	1.00	E	1.00
47,277	OPEN (E) PANEL COVER	1.00	\$0.00	X	\$0.00	1.25	E	1.25
					\$949.18			15.98



1005 C Street NW  
AUBURN WA 98001-3910  
206-436-4444 Fax 206-621-9156

## Quotation

QUOTE DATE	QUOTE NUMBER
08/03/22	S011939508
ORDER TO: NCE - AUBURN COUNTER 1005 C Street NW AUBURN WA 98001-3910 206-436-4444 Fax 206-621-9156	PAGE NO.  <b>1 of 1</b>

QUOTE TO:  
PACIFIC COAST ELECTRICAL CONTR  
16620 NORTH ROAD  
BOTHELL, WA 98012-5908

SHIP TO:  
PACIFIC / CITY SEDRO-W WWTP-PW  
401/409 ALEXANDER STREET  
SEDRO WOOLLEY, WA 98284

CUST NO.	CUSTOMER ORDER NUMBER	RELEASE NUMBER	SALESPERSON
159441	Quote		Brad McNutt
WRITER	SHIP VIA	TERMS	FREIGHT ALLOWED
Chris Denny	112/113 RT LOC	Net	No
ORDER QTY	DESCRIPTION	Net Prc	Ext Prc
1ea	<p>***** Shipping Instructions *****</p> <p>* CALL KRIS UPON ARRIVAL (206) 659-2393 *</p> <p>*****</p> <p>SIEM B315 BREAKER 15A 3P 240V 10K BL</p> <p>TAXES NOT INCLUDED</p>	75.65/e	75.65
This quote is conditioned on buyer's acceptance of North Coast Electric Company's Standard Terms and Conditions Applying to all Sales set out in form NC055 available at <a href="https://www.northcoastelectric.com/TermsandConditions">https://www.northcoastelectric.com/TermsandConditions</a> or upon request.		<b>Subtotal</b>	<b>75.65</b>
		<b>S&amp;H Chgs</b>	<b>0.00</b>
		<b>Total</b>	<b>75.65</b>

# Subcontractor Wage Rates

Project Name: Sedro-Woolley WWTP

Project No: 2155.3

Contractor: Pacific Coast Electrical Contractors



Trade & Position		Electrician JW	Electrician JW 2X	Electrician JW 2nd Shift	Electrician JW 3rd Shift						
Rate Schedule Date*											
Prevailing Wage (incl. Benefits)		\$ 90.73	\$ 151.59	\$ 100.51	\$ 109.15						
1. Hourly Wage Rate		\$ 55.86	\$ 111.72	\$ 65.52	\$ 73.40						
2. Hourly Benefits		\$ 28.11	\$ 29.78	\$ 28.40	\$ 28.64						
<b>Subtotal</b>		<b>\$ 83.97</b>	<b>\$ 141.50</b>	<b>\$ 93.92</b>	<b>\$ 102.04</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Rate</b>										
3. FUI % of 1	0.60%	\$ 0.34	\$ 0.67	\$ 0.39	\$ 0.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. FICA % of 1	6.20%	\$ 3.46	\$ 6.93	\$ 4.06	\$ 4.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. MEDICARE % of 1	1.45%	\$ 0.81	\$ 1.62	\$ 0.95	\$ 1.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. SUI % of 1 (insert correct % to right)	5.74%	\$ 3.21	\$ 6.41	\$ 3.76	\$ 4.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. L&I WC Premium (amount per hour)		\$ 1.06	\$ 1.06	\$ 1.06	\$ 1.06						
<b>Total (incl. payroll taxes)</b>		<b>\$ 92.84</b>	<b>\$ 158.19</b>	<b>\$ 104.15</b>	<b>\$ 113.37</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Normal 1.5x Overtime Rates Calculate Automatically</b>											
OT Wage Rate @ 1.5x		\$ 83.79	\$ 167.58	\$ 98.28	\$ 110.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits		\$ 28.11	\$ 29.78	\$ 28.40	\$ 28.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 111.90</b>	<b>\$ 197.36</b>	<b>\$ 126.68</b>	<b>\$ 138.74</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Taxes: Lines 3-6		\$ 11.72	\$ 23.44	\$ 13.75	\$ 15.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
L&I: WC Premium		\$ 1.06	\$ 1.06	\$ 1.06	\$ 1.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Overtime Rate</b>		<b>\$ 124.68</b>	<b>\$ 221.86</b>	<b>\$ 141.49</b>	<b>\$ 155.20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Premium Portion Only</b>		<b>\$ 31.84</b>	<b>\$ 63.67</b>	<b>\$ 37.34</b>	<b>\$ 41.83</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Form Revised 12/1/2009

**FABER CONSTRUCTION CORPORATION**

5033 Claremont Way  
 Everett, Washington 98203  
 P: (206) 719-1012

**Project: 2155.3 Waste Water Facility - City of Sedro**

**Woolley**  
 405 Alexander Street  
 Sedro-Woolley, Washington

## RFI #056: Fume Hood EF-1 Power Issues

<b>Status</b>	Open		
<b>To</b>	Quentin Sutter (CARLETTI ARCHITECTS)	<b>From</b>	Walt Bendt (FABER CONSTRUCTION CORPORATION) 6951 Hannegan Rd. Lynden, Washington 98264
<b>Date Initiated</b>	May 23, 2022	<b>Due Date</b>	May 26, 2022
<b>Location</b>	Lab Building	<b>Project Stage</b>	Course of Construction
<b>Cost Impact</b>	Yes (Unknown)	<b>Schedule Impact</b>	No
<b>Spec Section</b>	26 0010 - Basic Electrical Requirements	<b>Cost Code</b>	
<b>Drawing Number</b>	E-0.2 & M1.2	<b>Reference</b>	
<b>Linked Drawings</b>			
<b>Received From</b>	Kris Fraser (PACIFIC COAST ELECTRICAL, INC.)		
<b>Copies To</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION), Walt Bendt (FABER CONSTRUCTION CORPORATION), Scott Driscoll (PACIFIC COAST ELECTRICAL, INC.), Kris Fraser (PACIFIC COAST ELECTRICAL, INC.), Mark Freiberger (CITY OF SEDRO WOOLLEY), Brad Raymond (FABER CONSTRUCTION CORPORATION), Jake Seibel (FABER CONSTRUCTION CORPORATION), Dan Tilton (FELLER HEATING & AIR CONDITION)		

### Activity

#### Question

**Question from Walt Bendt FABER CONSTRUCTION CORPORATION on Monday, May 23, 2022 at 12:55 PM PDT**

##### **Question #1**

The Mechanical Equipment Schedule on E-0.2 notes the EF-1 exhaust fan to be 120V, single phase with 1/2hp motor (see attachment WWTP RFI #056.pdf).

The Fan Schedule on M1.2 notes the EF-1 exhaust fan to be 208V, three phase with 1/2hp motor (see attachment WWTP RFI #056 (1).pdf).

How are we to proceed?

Please advise.

##### **Question #2**

The Lab Equipment Schedule on E-0.2, Item #10 notes to be hard wired to rough-in elevation of 100" for power to the Fume Hood (see attachment WWTP RFI #56.pdf).

The actual fan motor/blower is mounted above the roof, which will require running conduit through the side of the roof curb to an LB and then up to the actual fan motor/blower. There will be associated costs for this added scope of work.

How are we to proceed?

Please advise.

##### **Attachments**

[WWTP RFI #056 \(1\).pdf](#), [WWTP RFI #056.pdf](#)

*Awaiting an Official Response*



# PCO #042

FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #042: Condensing Unit

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	042 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/30 /2022
<b>REFERENCE:</b>	RFI 049	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$1,118.08

**POTENTIAL CHANGE ORDER TITLE:** Condensing Unit

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

Pricing to add stainless steel condensing unit drip pan, and exposed piping to new cleanout trench and tied into nearby storm system per RFI-049 response and related email correspondence. Utility trenching was performed by Faber Civil, U.G. pipe and fittings supplied by Sedro. Excludes bollards pending field discussions involving the possible addition of protective railing.

**ATTACHMENTS:**

[PCO-042 RFI-049 Condensing Unit.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	General Contractor Overhead & Profit - Construction (10.00% Applies to Labor, Material, Equipment (Owned), and Rental.)	Civil Overhead & Profit (10.00% Applies to Other.)	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	50-10-61 - Civil Change Order	Faber Civil Labor - Layout & Trenching (refer to backup)	Other	0.0	ls	\$0.00	\$277.74	\$ 0.00	\$ 27.77	\$ 0.00	\$305.51
2	50-10-61 - Civil Change Order	Faber Civil Equipment (refer to backup)	Other	0.0	ls	\$0.00	\$141.60	\$ 0.00	\$ 14.16	\$ 0.00	\$155.76
3	01-10-35 - Assistant Superintendent	Foreman (15% of Labor Subtotal)	Labor	0.0	ls	\$0.00	\$41.66	\$ 4.17	\$ 0.00	\$ 0.00	\$45.83



PCO #042

4	01-10-05 - Project Manager	Supervision, Office Personnel (10% of Labor Subtotal)	Labor	0.0	Is	\$0.00	\$27.77	\$ 2.78	\$ 0.00	\$ 0.00	\$30.55
5	01-50-75 - Tools	Tools, Safety, and Consumables (5% of Subtotal)	Material	0.0	Is	\$0.00	\$20.97	\$ 2.10	\$ 0.00	\$ 0.00	\$23.07
6	23-10-01 - HVAC	Feller CO #04 - SS Drip Pan	Subcontract	0.0	Is	\$0.00	\$481.35	\$ 0.00	\$ 0.00	\$ 38.51	\$519.86
<b>Subtotal:</b>						\$991.09	\$9.05	\$41.93	\$38.51	\$1,080.58	
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>											\$ 16.21
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>											\$ 16.21
<b>B&amp;O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>											\$ 5.08
<b>Grand Total:</b>											<b>\$1,118.08</b>

**Quentin Sutter (CARLETTI ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

476F5809A9A341B...

SIGNATURE

Sedro-Woolley

DATE

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

01FA3A1D239D41D...

SIGNATURE

City CouncilPacket

DATE

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

B869317CC30148B...

SIGNATURE

481

DATE

9/21/2022



Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: RFI-049

Date: 8/30/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-042

**Description:** Pricing to add stainless steel condensing unit drip pan, and exposed piping to new cleanout trench and tied into nearby storm system per RFI-049 response and related email correspondence. Utility trenching was performed by Faber Civil, U.G. pipe and fittings supplied by Sedro. Excludes bollards pending field discussions involving the possible addition of protective railing.

<b>1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)</b>				<b>\$ 319.40</b>	
a. crew (apprentices, journeymen, & laborers)		\$	277.74		
b. foreman		\$	41.66		
<b>DIRECT LABOR SUBTOTAL</b>			<b>\$</b>	<b>319.40</b>	
<b>2. MATERIAL COST (from attached cost breakdown form)</b>				<b>\$ -</b>	
<b>3. EQUIPMENT COST (from attached cost breakdown form)</b>				<b>\$ 141.60</b>	
<b>4. SAFETY/SUPERVISION COST (from attached cost breakdown form)</b>				<b>\$ 48.74</b>	
<b>SUBTOTAL 1 thru 4</b>				<b>\$ 509.74</b>	
<b>5. OVERHEAD &amp; PROFIT</b>				<b>\$ 50.97</b>	
a. 10% portion of 1, 2, & 3 for ADD Changes		\$	50.97		
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes		\$	-		
<b>6. SUBCONTRACTORS</b>					
		Faber			
		Cost Code	Category		
a. Feller CO #04 - SS Drip Pan	\$ 481.35	23-10-01	S	\$ 481.35	
b.	\$ -				
c.	\$ -				
d.	\$ -				
e.	\$ -				
f.	\$ -				
g.	\$ -				
h.	\$ -				
<b>7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS</b>				<b>\$ 38.51</b>	
a. 8% of Line 6 for ADD Changes		\$	38.51		
b. 4% of Line 6 Credit for DEDUCT Changes		\$	-		
<b>8. INSURANCE</b>		<b>1.50%</b>	of 1-7	<b>\$ 16.21</b>	
<b>9. BONDING</b>		<b>1.50%</b>	of 1-7	<b>\$ 16.21</b>	
<b>10. B&amp;O Tax</b>		<b>0.471%</b>	of 1-7	<b>\$ 5.09</b>	
<b>TOTAL COST</b>				<b>\$ 1,118.08</b>	

Form Revised 10/20/2021



GC Cost Breakdown

Project Name: Sedro-Woolley WWTP  
Project No. 2155.3  
Contractor: Faber Construction



Date: 8/30/2022  
Contractor Ref. No. PCO-042

Description	Faber	Category	Quantity	Unit	Labor		Material		Equipment		Total
	Cost Code				Type	Unit \$	Cost	Unit \$	Cost	Unit \$	
LABOR & SUPERVISION						\$ -		\$ -		\$ -	\$ -
Faber Civil Labor - Layout & Trenching (refer to backup)	50-10-61	O	1	LS	\$277.74	\$ 277.74		\$ -		\$ -	\$ 277.74
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
MATERIAL						\$ -		\$ -		\$ -	\$ -
Bollards (not needed?)						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
EQUIPMENT & GC's						\$ -		\$ -		\$ -	\$ -
Faber Civil Equipment (refer to backup)	50-10-61	O	1	LS		\$ -		\$ -	\$141.60	\$ 141.60	\$ 141.60
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
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						\$ -		\$ -		\$ -	\$ -
Freight/Delivery Costs											
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
						\$ -		\$ -		\$ -	\$ -
Subtotal						\$ 277.74		\$ -		\$ 141.60	\$ 419.34
Foreman (15% of Labor Subtotal)	01-10-35	L									\$ 41.66
Supervision, Office Personnel (10% of Labor Subtotal)	01-10-05	L									\$ 27.77
Tools, Safety, and Consumables (5% of Subtotal)	01-50-75	O									\$ 20.97
Total Cost of Work			Form Revised 10/20/2021			\$ 277.74		\$ -		\$ 141.60	\$ 509.74



Change Order  
8/25/2022

Project Name:	<u>Sedro-Woolley WWTP</u>	Job #	<u>23367</u>
Reference Doc:	<u>CU-1 Drain Pan</u>	COP#	<u>FH-04</u>

#### Materials

<u>Qty</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
1	ea.	stainless steel	228.85	\$ 228.85
0	ea.		0.00	\$ -
0	lot		0.00	\$ -
<hr/>				
Total Materials				\$ 228.85

#### HVAC Installer/Technician Labor

<u>Qty</u>	<u>Unit</u>	<u>Description</u>	<u>Unit Cost</u>	<u>Extended Cost</u>
2	hrs	Fab Drain Pan	104.37	\$ 208.74
0	hrs		0.00	\$ -
0	hrs		0.00	\$ -
<hr/>				
Total Materials				\$ 208.74
Subtotal				\$ 437.59
10% Overhead and Profit				\$ 43.76

Total Change Order Amount \$ 481.35



POTENTIAL CHANGE ORDER PROPOSAL

PROJECT: Sedro Woolley Waste Water Facility  
ARCHITECT/ENGINEER: Carletti Architects  
REFERENCE:  
PERMIT:  
DESCRIPTION: Condensing Unit Drain

DATE: 8/12/22  
PCO#  
REVISION #:  
Estimated Time: 2 work days

ITEM	QTY	UNIT	DIRECT LABOR		SUPPLIER/MATERIAL		EQUIPMENT		SUBCONTRACTOR	
			UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL	UNIT	TOTAL
LABOR										
Operator										
Operator 1	2	HR	\$ 80.44	\$ 160.88						
Laborer										
Laborer 1	2	HR	\$ 58.43	\$ 116.86						
EQUIPMENT										
Site Truck	2	HR					\$ 18.92	\$ 37.84		
Mini Excavator 40 w/Breaker	2	HR					\$ 51.88	\$ 103.76		
				\$ 277.74		\$ -		\$ 141.60		\$ -
<del>Overhead &amp; Profit 10%</del>			<del>10%</del>	<del>\$ 27.77</del>	<del>10%</del>	<del>\$ -</del>	<del>10%</del>	<del>\$ 14.16</del>	<del>8%</del>	<del>\$ -</del>
<del>Column Totals:</del>				<del>\$ 305.51</del>		<del>\$ -</del>		<del>\$ 155.76</del>		<del>\$ -</del>

We reserve the right to correct this quote for errors and omissions due to any hidden or changed conditions that were not available prior to date of site inspection. This price is good for acceptance within 30 days from the date of receipt. All design responsibility by Faber Construction and/or subcontractors is excluded unless noted otherwise. Quote is only for items addressed above or contained within the attached quotes. This pricing does not address any cumulative impacts for excessive scope related changes or clarifications.

Client's Acceptance

FABER Construction  
Project Manager

Date

~~Subtotal:~~

~~\$461.27~~

~~QUOTE Total:~~

~~\$461.27~~

Sales Tax If Applicable:

~~TOTAL COST:~~

~~\$461.27~~

**FABER CONSTRUCTION CORPORATION**

5033 Claremont Way  
 Everett, Washington 98203  
 P: (206) 719-1012

**Project: 2155.3 Waste Water Facility - City of Sedro****Woolley**

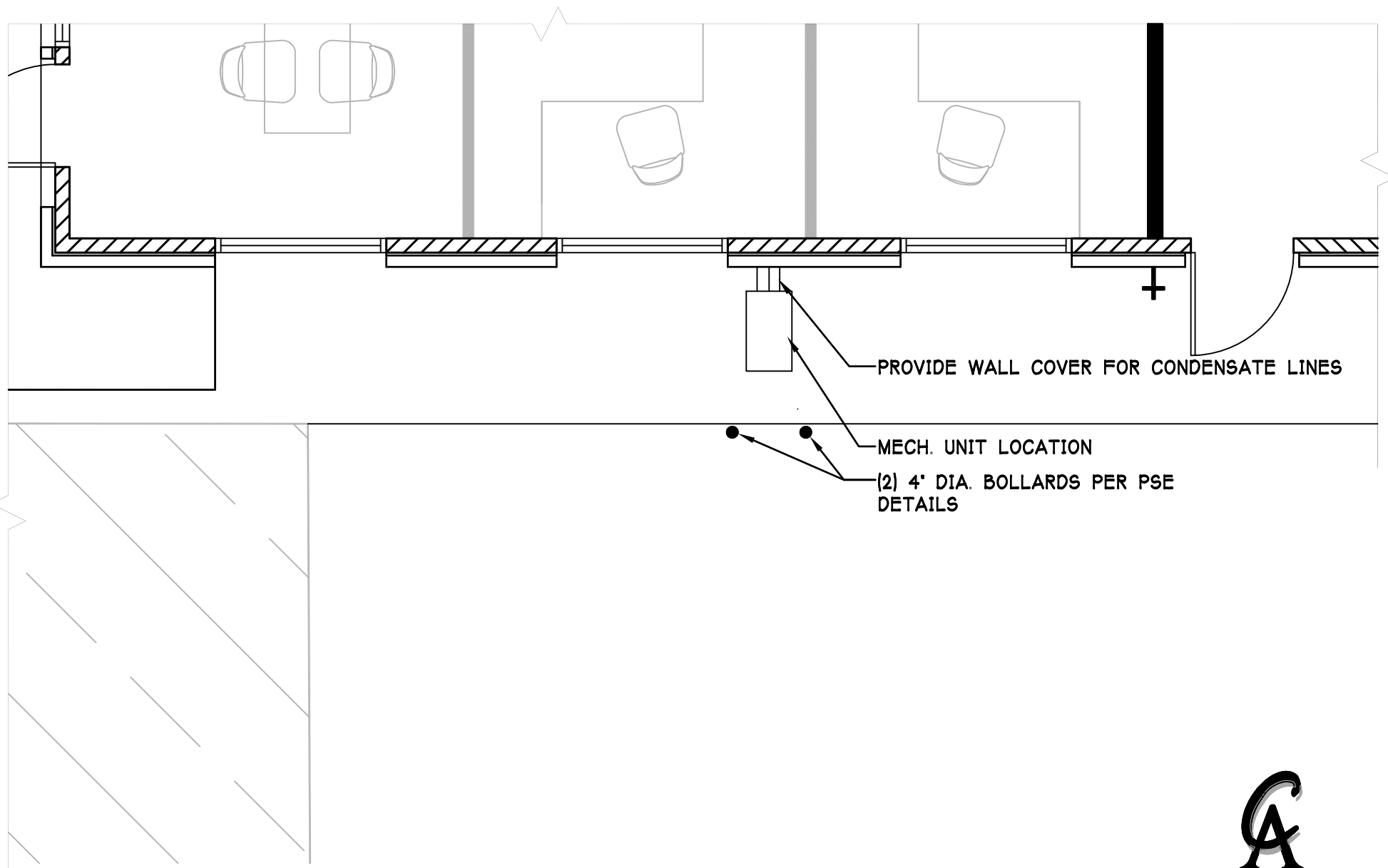
405 Alexander Street  
 Sedro-Woolley, Washington

## RFI #049: Operations Building Condensing Unit CU-1

<b>Status</b>	Closed on 04/20/22		
<b>To</b>	Andy Longino (HARRIS GROUP) Bill Diephuis (K-ENGINEERS) Quentin Sutter (CARLETTI ARCHITECTS)	<b>From</b>	Jake Seibel (FABER CONSTRUCTION CORPORATION) 6951 Hannegan Rd. Lynden, Washington 98264
<b>Date Initiated</b>	Apr 1, 2022	<b>Due Date</b>	Apr 8, 2022
<b>Location</b>		<b>Project Stage</b>	
<b>Cost Impact</b>	TBD	<b>Schedule Impact</b>	No
<b>Spec Section</b>		<b>Cost Code</b>	
<b>Drawing Number</b>		<b>Reference</b>	
<b>Linked Drawings</b>			
<b>Received From</b>			
<b>Copies To</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION), Walt Bendt (FABER CONSTRUCTION CORPORATION), Gary Clippinger (NORTHERN CONCRETE AND CONTRACTING, INC), Scott Driscoll (PACIFIC COAST ELECTRICAL, INC.), Patrik Dylan (ECCOS DESIGN, LLC), Kris Fraser (PACIFIC COAST ELECTRICAL, INC.), Mark Freiburger (CITY OF SEDRO WOOLLEY), Selina Gilbertson (DAVIDO CONSULTING GROUP, INC), Richard Hawkins (HARRIS GROUP), Ben Lohrer (FABER CONSTRUCTION CORPORATION), Chris O'Day (FABER CONSTRUCTION CORPORATION), Dean Peterson (LAKE POINTE METALS & CONSTRUCT), Brad Raymond (FABER CONSTRUCTION CORPORATION), Jake Seibel (FABER CONSTRUCTION CORPORATION), Joe Stewart (HARRIS GROUP), Dan Tilton (FELLER HEATING & AIR CONDITION), Matthew Vinke (FABER CONSTRUCTION CORPORATION)		

### Activity

<b>Question</b>	<p><b>Question from Jake Seibel FABER CONSTRUCTION CORPORATION on Friday, Apr 1, 2022 at 10:26 AM PDT</b></p> <p>A1.1, C06 M3.0, E2.0, E2.1 –</p> <p>The Operations building condensing unit CU-1 serves the ERV (aka DOAS-1) and is fed by Panel MDP, both of which are located on the north half of the main floor plan. A1.1 and M3.0 both show CU-1 to be located south of the building in the paved area beyond the concrete walk. Currently, we have conduit stubbed to the exterior of the building at this general location to install the disconnect shown on E2.1. However, there is no conduit or sleeving placed sub-grade to route refrigerant lines and electrical in "casement under asphalt/concrete" per A1.1.</p> <p>Upon reviewing this further, we'd like to suggest relocating CU-1 to the landscaped area on the north side of the building between Doors A17 and A19. This would reduce the overall length of refrigerant and power serving the unit and might result in a more secure location where it's less likely to get damaged. If this is acceptable, we'll need to coordinate the location of the unit with the gas service meter, CT can, future disconnects, etc. to ensure adequate clearances.</p> <p>See attached references - Please advise.</p> <p><b>Attachments</b>  <a href="#">RFI-049 References.pdf</a></p>
<b>Official Response</b>	<p><b>Response from Quentin Sutter CARLETTI ARCHITECTS on Tuesday, Apr 19, 2022 at 01:59 PM PDT</b></p> <p>Per meeting discussion it was decided to hold the Mechanical condensing unit tight to the building. Condensate piping to run down face of exterior of the building to unit. Provide cover over piping as required. See attached plan sketch of new location. Add (2) bollards to protect unit.</p> <p><b>Attachments</b>  <a href="#">AR-13 MECH UNIT LOCATION 4-15-22.pdf</a></p>



Sedro-Woolley

AR-13

20-412 SEDRO-WOOLLEY- WWTP/ PW BUILDINGS

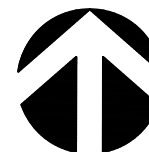
MECHANICAL UNIT

PG 1 OF 1

DATE: 4-15-22

City Council Packet

SCALE 1/4" = 1'-0"

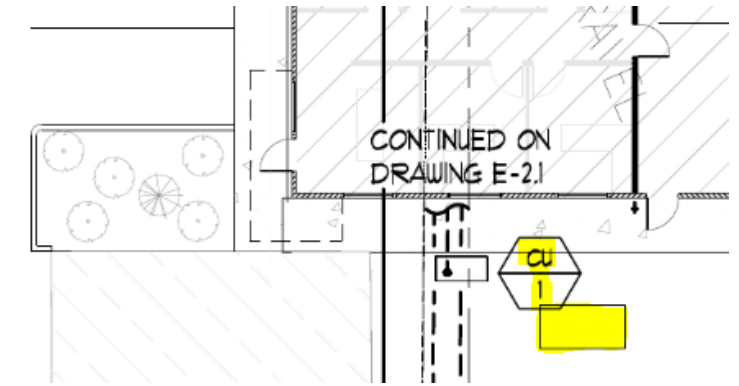
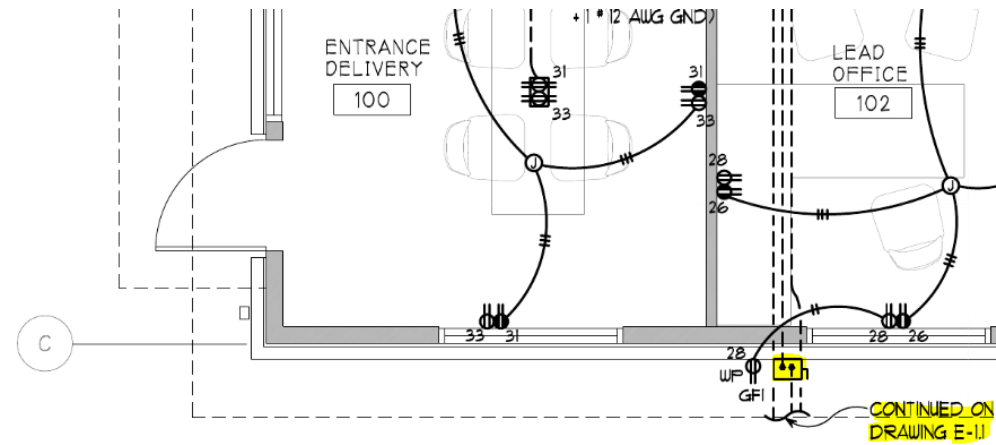


**CARLETTI ARCHITECTS P.S.**

architecture & planning

116 E. Fir Street  
Suite A  
Mount Vernon, WA 98273  
Phone: (360) 424-0394  
Fax: (360) 424-5726

## E1.1 Site Plan





FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

# PCO #044

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #044: Added Condensate Lines

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	044 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Mike Slattery (MIBRE PLUMBING)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/31 /2022
<b>REFERENCE:</b>	RFI 063	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$5,223.29

**POTENTIAL CHANGE ORDER TITLE:** Added Condensate Lines

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*

Pricing to add condensate lines not shown in the drawings per RFI-063 and related email correspondence attached for reference.

"Excludes painting of exposed piping."

### ATTACHMENTS:

[PCO-044 Added Condensate.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	22-10-01 - Plumbing	Mibre CO #03r1 - Added Condensate Lines (1 of 2) Mibre CO #05 - Added Condensate Lines (2 of 2)	Subcontract	0.0	ls	\$0.00	\$4,674.14	\$ 373.93	\$5,048.07
<b>Subtotal:</b>									\$5,048.07
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 75.72
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 75.72
<b>B&amp;O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 23.78
<b>Grand Total:</b>									<b>\$5,223.29</b>



**PCO #044**

**Quentin Sutter (CARLETTI  
ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

*Quentin Sutter* 9/20/2022

476F5809A9A341B...

**SIGNATURE**

Sedro-Woolley

**DATE**

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

*Mark Freiberg* 9/20/2022

01FA3A1D239D41D...

**SIGNATURE**

City CouncilPacket

**DATE**

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

*Jake Seibel* 9/21/2022

B869317CC30148B...

**SIGNATURE**

490

**DATE**





Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: RFI-063

Date: 8/31/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-044

Description: Pricing to add condensate lines not shown in the drawings per RFI-063 and related email correspondence attached for reference.

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)		\$ -	
a. crew (apprentices, journeymen, & laborers)	\$ -		
b. foreman	\$ -		
DIRECT LABOR SUBTOTAL		\$ -	
2. MATERIAL COST (from attached cost breakdown form)		\$ -	
3. EQUIPMENT COST (from attached cost breakdown form)		\$ -	
4. SAFETY/SUPERVISION COST (from attached cost breakdown form)		\$ -	
SUBTOTAL 1 thru 4		\$ -	
5. OVERHEAD & PROFIT		\$ -	
a. 10% portion of 1, 2, & 3 for ADD Changes	\$ -		
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$ -		
6. SUBCONTRACTORS			
		Faber	
		Cost Code	Category
a. Mibre CO #03r1 - Added Condensate Lines (1 of 2)	\$ 3,115.90	22-10-01	S
b. Mibre CO #05 - Added Condensate Lines (2 of 2)	\$ 1,558.24	22-10-01	S
c.	\$ -		
d.	\$ -		
e.	\$ -		
f.	\$ -		
g.	\$ -		
h.	\$ -		
7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS		\$ 373.93	
a. 8% of Line 6 for ADD Changes	\$ 373.93		
b. 4% of Line 6 Credit for DEDUCT Changes	\$ -		
8. INSURANCE	1.50% of 1-7	\$ 75.72	
9. BONDING	1.50% of 1-7	\$ 75.72	
10. B&O Tax	0.471% of 1-7	\$ 23.78	
TOTAL COST		\$ 5,223.29	

Form Revised 10/20/2021

## Jake Seibel

---

**From:** Jake Seibel  
**Sent:** Friday, August 19, 2022 8:54 AM  
**To:** Quentin Sutter (quentin@carlettiarchitects.com); Mark A. Freiberger (mfreiberger@Sedro-Woolley.gov)  
**Cc:** Walt Bendt  
**Subject:** Sedro-Woolley WWTP - Condensate Lines (PCO-044)

Quentin & Mark,

Our plumber has called our attention to the Plumbing drawings which do not show condensate to FC-units in Lab building, Rooms 100, 106, and 115.

They've requested confirmation that their time & labor will be compensated. Please confirm so we can get them started in order to close up our ceilings.

Thanks,



**Jake Seibel**

Project Manager

ph: 360.354.3500 | c: 425.591.5127 | e: [jakes@faberconstruction.com](mailto:jakes@faberconstruction.com)

[faberconstruction.com](http://faberconstruction.com) | [facebook](#) | [linkedin](#)

## Jake Seibel

---

**From:** Walt Bendt  
**Sent:** Friday, August 26, 2022 8:38 AM  
**To:** Mike Slattery; Brett Edwards  
**Cc:** Nathan Slattery; Jake Seibel; Shawn Leyenhorst  
**Subject:** WWTP RFI #63 Response  
**Attachments:** WWTP RFI #63 Response.pdf

Mike,

I spoke with the architect and he would be fine with Mibre using PVC piping for this added condensate drain lines for this added scope of work. I'll talk with Brett when he arrives today, as the architect would like a ROM number. I have attached the RFI response as well.

Thanks,



**Walt Bendt**

Superintendent

ph: 360.354.3500 | c: 360.927.2131 | e: [walt@faberconstruction.com](mailto:walt@faberconstruction.com)

[faberconstruction.com](http://faberconstruction.com) | [facebook](#) | [linkedin](#)

Job: 142CU  
 SW-WWTP Date: 08.18.22  
 Contractor: Faber  
 Subcontractor CO No. CO 003  
 Owner: City of Sedro-Woolley  
 Description: 3 Condensation Units in Lab

**This proposal does not include a lift, to be provided by contractor.**

**1. CRAFT LABOR COSTS**

a. craft labor costs from break down	\$	<b>1390.73</b>	
b. foreman (includes supervision)	\$		
c. lead foreman	\$		
Direct Labor Subtotal	\$	1390.73	
Supervision			
d. direct supervision (15% of 1a)	\$	208.61	
e. fuel expense (see breakdown)	\$	84.87	
f. safety (2% of lines 1a, b & c )	\$		
			1. Craft Labor Costs \$ 1684.20

**2. Materials Costs**

a. materials costs	\$	<b>944.38</b>	
b. freight costs (itemized)	\$		
			2. Materials Costs \$ 944.38

**3. Equipment Costs**

<b>a.</b>	<b>\$</b>		
b. rental equipment	\$		
			3. Equipment Costs \$ 0.00

**4. Small Tools**

a. small tools (3% of 1a and 1b)	\$		
			4. Small Tools \$ 41.72

Subtotal (1, 2, 3, 4) \$ 2670.31

**5. Overhead Allowance**

a. 10% portion of 1, 2, 3, & 4 up to \$50,000	\$	267.03	
---	----	--------	--

**Fuel Breakdown**

17.50	Hours
2.1875	Trips
63	Miles
5.25	Gallons
7.39	Fuel Cost
84.87	Total

5. Overhead	\$	267.03
6. Profit		133.52
7. Payroll Insurance(1% of 1 )\$		16.84
8. Volume Insurance(1% 1-6)\$		28.21

Total Costs from above	\$	3115.90
------------------------	----	---------

Please see Attached Worksheet (ALWAYS INCLUDED) for a breakdown of the above;  
 Contractor Agreement with the above Change Order:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Job: 142CU  
SW-WWTP Date: 08.18.22  
Contractor: Faber  
Subcontractor CO No. CO 003  
Owner: City of Sedro-Woolley  
Description: 3 Condensation Units in Lab

	<u>Phase</u>	<u>Hours</u>	<u>Rate</u>	<u>Total without Mark-Up</u>
Labor:				
	Plumbing 1	1.5	79.47	119.21
			79.47	0.00
	Condensation		79.47	0.00
	DOAS from rejected CO		79.47	0.00
	Missed Condensation	16	79.47	1271.52
	not on plans			

Total Hours 17.5 Wage 1390.73

Please acknowledge the following below:

**Schedule Impact - 2.19**

Note all Materials are in compliance with the Lead Free Act Effective 1.4.14

Materials:	Description	Qty	Cost	without Mark-Up
Add	Misc		\$100.00	0.00
Add	Condensate Materials		\$814.80	0.00
From rejected CO for Upper Bathroom				0.00
Add	Condensate Materials	1	\$944.38	944.38
Missed Condensation				0.00
not on plans				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				0.00
				944.38

This proposal does not include a lift, to be provided by contractor.

Job: 142CU  
SW-WWTP Date: 08.26.22  
Contractor: Faber  
Subcontractor CO No. CO 005  
Owner: City of Sedro-Woolley  
Description: 2 Condensation Units in Aux  
RFI 63

**This proposal does not include a lift, to be provided by contractor.**

1. CRAFT LABOR COSTS		
a. craft labor costs from break down	\$	1072.85
b. foreman (includes supervision)	\$	
c. lead foreman	\$	
Direct Labor Subtotal	\$	1072.85
Supervision		
d. direct supervision (15% of 1a)	\$	160.93
e. fuel expense (see breakdown)	\$	65.47
f. safety (2% of lines 1a, b & c )	\$	
1. Craft Labor Costs	\$	1299.24
2. Materials Costs		
a. materials costs	\$	0.00
b. freight costs (itemized)	\$	
2. Materials Costs	\$	0.00
3. Equipment Costs		
a.	\$	
b. rental equipment	\$	
3. Equipment Costs	\$	0.00
4. Small Tools		
a. small tools (3% of 1a and 1b)	\$	
4. Small Tools	\$	32.19
Subtotal (1, 2, 3, 4)		\$ 1331.43
5. Overhead Allowance		
a. 10% portion of 1, 2, 3, & 4 up to \$50,000	\$	133.14
Fuel Breakdown	5. Overhead	\$ 133.14
13.50 Hours	6. Profit	66.57
1.6875 Trips	7. Payroll Insurance(1% of 1 )\$	12.99
63 Miles	8. Volume Insurance(1% 1-6)\$	14.11
5.25 Gallons		
7.39 Fuel Cost		
65.47 Total	Total Costs from above	\$ 1558.24

Please see Attached Worksheet (ALWAYS INCLUDED) for a breakdown of the above;  
Contractor Agreement with the above Change Order:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



**FABER CONSTRUCTION CORPORATION**

5033 Claremont Way  
 Everett, Washington 98203  
 P: (206) 719-1012

**Project: 2155.3 Waste Water Facility - City of Sedro**

**Woolley**  
 405 Alexander Street  
 Sedro-Woolley, Washington

## RFI #063: Ops Bldg. Shop Area Gas Fired Unit Heaters

<b>Status</b>	Open		
<b>To</b>	Quentin Sutter (CARLETTI ARCHITECTS) Andy Longino (HARRIS GROUP)	<b>From</b>	Walt Bendt (FABER CONSTRUCTION CORPORATION) 6951 Hannegan Rd. Lynden, Washington 98264
<b>Date Initiated</b>	Aug 25, 2022	<b>Due Date</b>	Aug 30, 2022
<b>Location</b>	Ops Bldg. Shop Area	<b>Project Stage</b>	Course of Construction
<b>Cost Impact</b>	Yes (Unknown)	<b>Schedule Impact</b>	TBD
<b>Spec Section</b>	22 1316 - Sanitary Waste and Vent Piping	<b>Cost Code</b>	
<b>Drawing Number</b>	M2.1	<b>Reference</b>	
<b>Linked Drawings</b>			
<b>Received From</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION)		
<b>Copies To</b>	Nick Sellgren (FELLER HEATING & AIR CONDITION), Walt Bendt (FABER CONSTRUCTION CORPORATION), Mark Freiburger (CITY OF SEDRO WOOLLEY), Shawn Leyenhorst (FABER CONSTRUCTION CORPORATION), Brad Raymond (FABER CONSTRUCTION CORPORATION), Jake Seibel (FABER CONSTRUCTION CORPORATION), Mike Slattery (MIBRE PLUMBING), Nathan Slattery (MIBRE PLUMBING), Dan Tilton (FELLER HEATING & AIR CONDITION)		

### Activity

<b>Question</b>	<p><b>Question from Walt Bendt FABER CONSTRUCTION CORPORATION on Thursday, Aug 25, 2022 at 12:10 PM PDT</b></p> <p>There are two "Modine" gas fired unit heaters in the shop area of the Ops Bldg. that will require condensate drain lines (see all three attachments).          There is no indication on the drawings for these condensate drain lines. Per the attachment (WWTP RFI #63.pdf) I have indicated one possible location to terminate these two condensate lines.          Can the design team confirm either the one possible location to terminate these two condensate lines or provide an alternate termination location?          Please advise.</p> <p><b>Attachments</b>  <a href="#">WWTP RFI #63.pdf</a>, <a href="#">WWTP RFI #63 (1).pdf</a>, <a href="#">WWTP RFI #63 (2).pdf</a></p>
<b>Official Response</b>	<p><b>Response from Andy Longino HARRIS GROUP on Thursday, Aug 25, 2022 at 01:25 PM PDT</b></p> <p>Yes, the condensate can be routed to the tailpiece of that sink (S2) or it can be routed to the floor drain in Storage 11.</p>
<b>All Replies</b>	<p><b>Response from Andy Longino HARRIS GROUP on Thursday, Aug 25, 2022 at 01:25 PM PDT</b></p> <p>Yes, the condensate can be routed to the tailpiece of that sink (S2) or it can be routed to the floor drain in Storage 11.</p>



**PCO #045**

FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #045: West Manual Gate

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	045 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Nathan Loeb (GUYLINE CONSTRUCTION)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	8/30 /2022
<b>REFERENCE:</b>	Field Direction, Kevin Wynn	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$558.74

**POTENTIAL CHANGE ORDER TITLE:** West Manual Gate

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
Pricing to enlarge west manual gate opening per field direction.

**ATTACHMENTS:**

[PCO-045 West Manual Gate.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	32-70-10 - Chain Link Fencing	Guyline Fencing CO #xx - West Manual Gate	Subcontract	0.0	Is	\$0.00	\$500.00	\$ 40.00	\$540.00
<b>Subtotal:</b>							\$500.00	\$40.00	\$540.00
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 8.10
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 8.10
<b>B&amp;O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 2.54
<b>Grand Total:</b>									<b>\$558.74</b>

**Quentin Sutter (CARLETTI ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

Quentin Sutter 8/6/2022

476F5809A9A341B...

**SIGNATURE**

Sedro-Woolley

**DATE**

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

Mark Friberger 8/31/2022

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**SIGNATURE**

City CouncilPacket

**DATE**

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

Jake Seibel 9/2/2022

00603170030148D...

**SIGNATURE**

499

**DATE**



Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Field Direction, Kevin Wynn

Date: 8/30/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-045

Description: Pricing to enlarge west manual gate opening per field direction.

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)		\$	-
a. crew (apprentices, journeymen, & laborers)	\$	-	
b. foreman	\$	-	
DIRECT LABOR SUBTOTAL		\$	-
2. MATERIAL COST (from attached cost breakdown form)		\$	-
3. EQUIPMENT COST (from attached cost breakdown form)		\$	-
4. SAFETY/SUPERVISION COST (from attached cost breakdown form)		\$	-
SUBTOTAL 1 thru 4		\$	-
5. OVERHEAD & PROFIT		\$	-
a. 10% portion of 1, 2, & 3 for ADD Changes	\$	-	
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes	\$	-	
6. SUBCONTRACTORS			
	Faber		
	Cost Code	Category	\$ 500.00
a. Guyline Fencing CO #xx - West Manual Gate	\$	500.00	
b.	\$	-	
c.	\$	-	
d.	\$	-	
e.	\$	-	
f.	\$	-	
g.	\$	-	
h.	\$	-	
7. OVERHEAD & PROFIT ON SUB-TIER SUBCONTRACTORS		\$	40.00
a. 8% of Line 6 for ADD Changes	\$	40.00	
b. 4% of Line 6 Credit for DEDUCT Changes	\$	-	
8. INSURANCE	1.50%	of 1-7	\$ 8.10
9. BONDING	1.50%	of 1-7	\$ 8.10
10. B&O Tax	0.471%	of 1-7	\$ 2.54
TOTAL COST		\$	558.74

Form Revised 10/20/2021

## Jake Seibel

---

**From:** nathan@guyline.net  
**Sent:** Wednesday, August 24, 2022 4:45 PM  
**To:** Jake Seibel  
**Subject:** Sedro WWTP Gate change

Hi Jake,

Per the direction given by the city we have changed the gate size on the west side of the property to a 19' opening from the original 12'. The cost to implement this change will be \$500. We have to install additional support posts, longer rails, more materials and fabrication costs to build the gate, and additional labor in transport and installation of the gate.

Thanks,

## Nathan Loeb

Guyline Fence Construction

President

(360) 757-8410 Main

(360) 333-7197 Mobile

nathan@guyline.net

205 Lila Lane

Burlington, WA 98233





FABER CONSTRUCTION CORPORATION  
5033 Claremont Way  
Everett, Washington 98203  
Phone: (206) 719-1012

**PCO #046**

**Project:** 2155.3 - Waste Water Facility - City of Sedro Woolley  
405 Alexander Street  
Sedro-Woolley, Washington

## Prime Contract Potential Change Order #046: Lab Island Electrical

<b>TO:</b>	CITY OF SEDRO WOOLLEY 325 METCALF STREET SEDRO WOOLLEY Washington, 98284	<b>FROM:</b>	FABER CONSTRUCTION CORPORATION 6951 Hannegan Rd. Lynden Washington, 98264
<b>PCO NUMBER/REVISION:</b>	046 / 0	<b>CONTRACT:</b>	1 - Waste Water Facility - City of Sedro Woolley Prime Contract
<b>REQUEST RECEIVED FROM:</b>	Scott Driscoll (PACIFIC COAST ELECTRICAL, INC.)	<b>CREATED BY:</b>	Angie Cibert (FABER CONSTRUCTION CORPORATION)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	9/8 /2022
<b>REFERENCE:</b>	Mark's 8/31 Email	<b>PRIME CONTRACT CHANGE ORDER:</b>	
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Unit/Quantity Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
		<b>TOTAL AMOUNT:</b>	\$730.12

**POTENTIAL CHANGE ORDER TITLE:** Lab Island Electrical

**CHANGE REASON:** Client Request

**POTENTIAL CHANGE ORDER DESCRIPTION:** (The Contract Is Changed As Follows)

Pricing to supply & install pop-up style receptacles in the Lab island counter per attached email correspondence. Includes credit for originally specified GFCI outlets.

**ATTACHMENTS:**

[PCO-046 Lab Island Electrical.pdf](#)

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Pre-Markup Subtotal	Construction Markup Subs (8.00% Applies to Subcontract.)	Subtotal
1	26-10-01 - Electrical	PCEC - CO #19 Added Lab Island Receptacles	Subcontract	0.0	Is	\$0.00	\$653.37	\$ 52.27	\$705.64
<b>Subtotal:</b>							\$653.37	\$52.27	\$705.64
<b>General Liability Insurance : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 10.58
<b>Payment &amp; Performance Bond : 1.50% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 10.58
<b>B&amp;O Tax: ≈ 0.47% Applies to Labor, Material, Equipment (Owned), Rental, Other, Subcontract, and Purchase Order.</b>									\$ 3.32
<b>Grand Total:</b>									<b>\$730.12</b>



PCO #046

**Quentin Sutter (CARLETTI  
ARCHITECTS)**

116 E Fir Street Suite A  
Mt. Vernon Washington 98273

DocuSigned by:

*Quentin Sutter* 9/9/2022

476F5889A9A341D...  
SIGNATURE

Sedro-Woolley

DATE

**CITY OF SEDRO WOOLLEY**

325 METCALF STREET  
SEDRO WOOLLEY Washington 98284

DocuSigned by:

*Mark Freiburger* 9/9/2022

01FA3A1D239D41D...  
SIGNATURE

City CouncilPacket

DATE

**FABER CONSTRUCTION CORPORATION**

6951 Hannegan Rd.  
Lynden Washington 98264

DocuSigned by:

*Jake Seibel* 9/9/2022

D8682476C38148D...  
SIGNATURE

503

DATE



Sedro-Woolley WWTP

## GC Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

Project No. 2155.3

Source Documents: Mark's 8/31 Email

Date: 9/8/2022

Contractor: Faber Construction

Contractor Ref. No. PCO-046

Description: Pricing to supply & install pop-up style receptacles in the Lab island counter per attached email correspondence. Includes credit for originally specified GFCI outlets.

<b>1. DIRECT CRAFT LABOR COST (from attached cost breakdown form)</b>				<b>\$ -</b>	
a. crew (apprentices, journeymen, & laborers)		\$	-		
b. foreman		\$	-		
<b>DIRECT LABOR SUBTOTAL</b>			<b>\$</b>	<b>-</b>	
<b>2. MATERIAL COST (from attached cost breakdown form)</b>				<b>\$ -</b>	
<b>3. EQUIPMENT COST (from attached cost breakdown form)</b>				<b>\$ -</b>	
<b>4. SAFETY/SUPERVISION COST (from attached cost breakdown form)</b>				<b>\$ -</b>	
				<b>SUBTOTAL 1 thru 4</b>	<b>\$ -</b>
<b>5. OVERHEAD &amp; PROFIT</b>				<b>\$ -</b>	
a. 10% portion of 1, 2, & 3 for ADD Changes		\$	-		
b. 7% portion of 1, 2, & 3 Credit for DEDUCT Changes		\$	-		
				<b>Faber</b>	
<b>6. SUBCONTRACTORS</b>				<b>Cost Code</b>	<b>Category</b>
				<b>\$</b>	<b>653.37</b>
a.	PCEC - CO #19 Added Lab Island Receptacles	\$	653.37	26-10-01	S
b.		\$	-		
c.		\$	-		
d.		\$	-		
e.		\$	-		
f.		\$	-		
g.		\$	-		
h.		\$	-		
<b>7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS</b>				<b>\$ 52.27</b>	
a. 8% of Line 6 for ADD Changes		\$	52.27		
b. 4% of Line 6 Credit for DEDUCT Changes		\$	-		
<b>8. INSURANCE</b>		<b>1.50% of 1-7</b>		<b>\$</b>	<b>10.58</b>
<b>9. BONDING</b>		<b>1.50% of 1-7</b>		<b>\$</b>	<b>10.58</b>
<b>10. B&amp;O Tax</b>		<b>0.47% of 1-7</b>		<b>\$</b>	<b>3.32</b>
				<b>TOTAL COST</b>	<b>\$ 730.12</b>

Form Revised 10/20/2021

## Jake Seibel

---

**From:** Mark Freiburger <mfreiberger@Sedro-Woolley.gov>  
**Sent:** Wednesday, August 31, 2022 8:25 AM  
**To:** Walt Bendt; Quentin Sutter  
**Cc:** Jake Seibel; Shawn Leyenhorst; Kristopher Fraser; Scott Driscoll  
**Subject:** RE: WWTP Lab Island Tombstone Countertop Receptacles

Good morning, Walt,

Please proceed with this change.

Thank you,

Mark Freiburger, PE  
Director of Public Works  
306-855-9933

---

**From:** Walt Bendt <walt@faberconstruction.com>  
**Sent:** Tuesday, August 30, 2022 8:38 AM  
**To:** Mark Freiburger <mfreiberger@Sedro-Woolley.gov>; Quentin Sutter <quentin@carlettiarchitects.com>  
**Cc:** Jake Seibel <JakeS@faberconstruction.com>; Shawn Leyenhorst <shawn@faberconstruction.com>; Kristopher Fraser <kfraser@pcec.com>; Scott Driscoll <sdriscoll@pcec.com>  
**Subject:** WWTP Lab Island Tombstone Countertop Receptacles

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

Mark,  
Please see the attachment for the proposed Tombstone countertop receptacles for the Lab Island that was discussed on-site. The ROM cost would be \$1,100.  
Let me know what you think sir.  
Thanks,



**Walt Bendt**

Superintendent

ph: 360.354.3500 | c: 360.927.2131 | e: [walt@faberconstruction.com](mailto:walt@faberconstruction.com)

[faberconstruction.com](http://faberconstruction.com) | [facebook](#) | [linkedin](#)



**PACIFIC COAST  
ELECTRICAL CONTRACTORS, INC.**  
16620 North Road \* Bothell, Washington 98012-5908  
TEL (425) 741-2700 \* FAX (425) 741-2600

August 29, 2022

Faber Construction Corporation  
131 East Grover Street  
Lynden, WA 98264

Attn.: Jacob Seibel

RE: City of Sedro-Woolley Wastewater Facility  
Sedro-Woolley Wasterwater Facility  
COP# CCD# RFI# PCEC RFI#  
PCEC COR# 019.0

Dear Jacob

Pacific Coast Electrical Contractors, Inc. is pleased to quote a lump sum additive change order price for the above referenced work as described on our attached worksheets in the amount of \$653.37

*We will not proceed with this change to our work until directed by Faber Construction Corporation  
Light fixtures and equipment will not be released for production or canceled as appropriate until receipt of written notice to proceed with this work. Our schedule may be impacted due to this revision. We will advise shipping schedules after direction has been provided to us.*

*Our proposal is based upon completing all work during normal working hours. All general clarifications and exclusions on our bid day proposal apply to this proposal. Proposal is valid for 30 days unless required otherwise within the contract documents.*

*We will require an additional 0 days added to our schedule after receipt of written approval and required material products for this change to our scope of work.*

*The pricing of this change order is based solely on direct cost elements such as labor, material, and normal markups, and does not include any amount for changes in the sequence of work, delays, disruption, rescheduling, extended overhead, acceleration, and/or impact cost, which it is not possible to assess at the present time. Right is expressly reserved to make claim for any and all of these related items of compensable cost overruns prior to final settlement of this contract.*

I hope our pricing meets your expectations for the required change to our work. Please feel free to call should you have any questions regarding this change proposal.

Sincerely,

A handwritten signature in black ink that reads "Scott Driscoll".

Scott Driscoll  
Project Manager  
Enclosures: ( 8 ) worksheets





Sedro-Woolley WWTP

## Subcontractor Breakdown Summary

Project Name: Sedro-Woolley WWTP Lab, Operations Buildings, and Sitework

COP No. 19

Project No. 2155.3

Source Documents:

Date: 8/29/2022

Contractor: Pacific Coast Electrical Contractors

Contractor Ref. No.

Description: Lab Island Electrical Revisions

1. DIRECT CRAFT LABOR COST (from attached cost breakdown form) \$ 96.09

a. crew (apprentices, journeymen, &amp; laborers) \$ 83.56

b. foreman \$ 12.53

DIRECT LABOR SUBTOTAL \$ 96.09

2. MATERIAL COST (from attached cost breakdown form) \$ 445.75

3. EQUIPMENT COST (from attached cost breakdown form) \$ -

4. SUPERVISION/SAFETY COST (from attached cost breakdown form) \$ 34.83

SUBTOTAL 1 thru 4 \$ 576.67

5. OVERHEAD &amp; PROFIT \$ 57.67

a. 10% portion of 1, 2, &amp; 3 for ADD Changes \$ 57.67

b. 7% portion of 1, 2, &amp; 3 Credit for DEDUCT Changes \$ -

6. SUB-TIER SUBCONTRACTORS \$ -

a. \$ -

b. \$ -

c. \$ -

d. \$ -

e. \$ -

f. \$ -

7. OVERHEAD &amp; PROFIT ON SUB-TIER SUBCONTRACTORS \$ -

a. 8% of Line 5 for ADD Changes \$ -

b. 4% of Line 5 Credit for DEDUCT Changes \$ -

8. INSURANCE 3.00% % of 1-7 \$ 19.03

Form Revised 10/20/2021

TOTAL COST \$ 653.37



Job Name: WWTP City of Sedro-Woolley

Job Number: 1572

Extension Name: COR

Material Filter: &lt;None&gt;

Report: COR 2/1

**[Items and ByProducts]**

Item #	Item Name	Quantity	Price	U	Ext Price	Labor	U	Labor Ext
Label Set: Combined, Combined, Combined, Combined, Combined					\$0.00			3.00
18,465	POP UP POKE-THRU	2.00	\$0.00	Q	\$0.00	1.50	E	3.00
					\$0.00			3.00

Job Name: WWTP City of Sedro-Woolley

Job Number: 1572

Extension Name: COR

Material Filter: &lt;None&gt;

Report: COR 2/1

**[Items and ByProducts]**

Item #	Item Name	Quantity	Price	U	Ext Price	Labor	U	Labor Ext
Label Set: Combined, Combined, Combined, Combined, Combined					(\$32.25)			-2.10
17,112	1G SS GFIC RECP PLATE	-3.00	\$529.60	C	(\$15.89)	10.00	C	-0.30
17,276	GFI 20A RECP, STANDARD	-3.00	\$0.00	E	\$0.00	30.00	C	-0.90
17,572	4/S BOX 1-1/2"D COMBO	-3.00	\$545.25	C	(\$16.36)	30.00	C	-0.90
					(\$32.25)			-2.10

Home (/) / Kitchen Power Popups (/collections/all)  
/ Pop Up Countertop Electrical Outlet, GFCI Receptacle, White



(//cdn.shopify.com/s/files/1/2052/0581/products/PUFP-CT-WT\_lidonly\_-min\_1400x.jpg?v=1643158302)



Pop Up Countertop Electrical Outlet, GFCI Receptacle, White  
★★★★★ (265) | Q&A (0)

\$224.00

Free 4-Day Shipping! (/pages/shipping)

Pay in 4 interest-free installments of \$56.00 with [shop Pay](#) [Learn more](#)

Part #: PUFP-CT-WT-PB  
Vendor: Lew Electric ([https://www.kitchenpowerpopups.com/collections/brand\\_lew-electric](https://www.kitchenpowerpopups.com/collections/brand_lew-electric))  
In Stock!  
Ships same business day from Boise, ID if ordered by 6pm EST

4.9 ★★★★★  
Google  
Customer Reviews  
[Sedro-Woolley](#)

[City CouncilPpacket](#)

511

Description		Downloads (PDF's)	Shipping & Returns
Reviews	Q&A		

***Lew Electric PUPP-CT-WT-PB Pop Up Countertop GFCI Outlet in White***

The pop up power outlet box is designed to be hidden in kitchen countertops, or any worktop surface that needs protection from liquids while meeting UL code. When in the closed position, the outlet sits recessed in the counter, creating a sleek and attractive appearance. When access to power is needed, simply press the oval button and the outlet flips up for use. The durable powder coated white metal top is perfect for matching white countertops and white hardware in a kitchen.

***Meets NEC Electrical Code 406.5E for Installation in Countertops***

The pop up meets 2014 National Electrical Code (NEC) 406.5E for kitchen and wet location countertop installations in the USA and Canada. The single duplex GFCI outlet has tamper-proof plugs and is Underwriters Laboratories (UL) listed. The complete pop up unit is ETL listed for USA installations, and cETL and CSA approved for Canada installations. The top of the pop up features an IP44 spill proof water rating, and is splash-rated for wet location installations; there is also a gasket under the bezel to keep liquids from entering the sides between the countertop and the base of the pop up.

***Easy to Thread on Lock Nut Installation with a Shallow Depth***

The pop up only needs 1.97" of space under a 3cm countertop, and requires a 4 1/8" x 4 1/8" hole to be cut for installation. A plastic back box features a lock nut that makes is extremely easy to install, simply thread the lock nut on the box to secure to the underside of the counter. The outlet does not have a power cord; simply hardwire power into the outlet by running it through the knockouts in the rear of the back box.

***Tamper Proof GFCI 20A Outlet for Safety***

The outlet is 20 Amp rated allowing the most power hungry small appliances to be plugged in. The outlet has integrated GFCI protection providing safety right at the source, if the outlet recognizes an unsafe interruption in the current, it will automatically shut off power to the outlet. The plugs are tamper resistant (TR) meeting code, and offer the peace of mind knowing that children can't put small objects into the sockets and electrocute themselves. The 20A outlet is backwards compatible with 15A plugs, meaning that both 15A plugs and 20A plugs, can be plugged into the outlet.

***In-Counter Outlet Where it is Needed Most***

A centrally located inset countertop tilt up outlet adds convenience to provide power and charging where needed most. Eliminate the need to plug into the side of an island, and unsafely drape cords over the edge of the counter. Never again run cords over the counter hoping it reaches the middle of your island. If you are wanting to keep the sides of your waterfall island outlet free, then you can place the outlet in the top of the countertop. Pop up outlets provide a functional, safe, and beautiful look in your countertop.

***Plug in Power for Numerous Applications***

The Lew Electric PUPP-CT-WT-PB meets electrical code for kitchen countertop installations, but can also be used in any other potentially wet locations that require recessed power such as pantries, closets, garage work benches, bars, and varied uses at airports, hotels and restaurants. Use the pop up to power small appliances such as coffee makers, blenders, toaster ovens, warming trays, and other items. It can also be used for charging mobile devices such as tablets and phones with an appropriate adapter. The pop up can be installed in granite, quartz, marble, wood, laminate, concrete, or any surface up to 1.9" where the required 4 1/8" x 4 1/8" hole can be cut.

**Specifications:**

Color: White metal top  
 Outlet: 20 Amp GFCI  
 Tamper resistant (TR) plugs  
 Weather resistant (WR) outlet  
 Meets 2014 NEC code 406.5E for countertops  
 ETL listed for USA installations, # 4004534  
 cETL listed for Canada installation, # 4004534  
 CSA approved for Canada, #C22.2  
 Conforms to UL 514A and 498  
 UL listed receptacle, # E60120  
 Water protection: IP44 splash rated  
 Gasket under bezel to keep water out  
 Bezel size: 4 7/8" x 4 11/16"  
 Cutout size: 4 1/8" x 4 1/8"  
 Depth under 3cm counter: 1.97"  
 Back box dimensions: 4.1062" x 4"  
 Works in counter thickness up to 1.9"  
 Hardwired power, no corded plug  
 Includes back box with threaded lock nut, screws  
 Installation should be done by a licensed electrician  
 Consult with electrician/inspector before ordering  
 Designed for indoor installations only  
 RoHS and Proposition 65 compliant  
 Assembled in USA  
 1 year warranty  
 Drawing (PDF) ([https://cdn.shopify.com/s/files/1/2052/0581/files/Lew\\_PUFP-CT-GFI-PB.pdf?v=1641319705](https://cdn.shopify.com/s/files/1/2052/0581/files/Lew_PUFP-CT-GFI-PB.pdf?v=1641319705))  
 (<https://cdn.shopify.com/s/files/1/2052/0581/files/OPERATING-INSTRUCTIONS-FOR-PUFP.pdf?8274546365573086000>) Installation Instructions (PDF)  
 ([https://cdn.shopify.com/s/files/1/2052/0581/files/Lew\\_Electric\\_PUFP-CT-PB\\_Installation\\_Instructions.pdf?v=1642511588](https://cdn.shopify.com/s/files/1/2052/0581/files/Lew_Electric_PUFP-CT-PB_Installation_Instructions.pdf?v=1642511588))  
 ([https://cdn.shopify.com/s/files/1/2052/0581/files/PUFP-CT\\_INSTALLATION\\_INSTRUCTIONS\\_KPPU.pdf?5481953841507266079](https://cdn.shopify.com/s/files/1/2052/0581/files/PUFP-CT_INSTALLATION_INSTRUCTIONS_KPPU.pdf?5481953841507266079)) ETL Installation Certification (PDF)  
 ([https://cdn.shopify.com/s/files/1/2052/0581/files/Lew\\_PUFP-CT-PB\\_Pop\\_Up\\_Outlet\\_ETL\\_Certification.pdf?v=1642650944](https://cdn.shopify.com/s/files/1/2052/0581/files/Lew_PUFP-CT-PB_Pop_Up_Outlet_ETL_Certification.pdf?v=1642650944))  
 Brochure (PDF) ([https://cdn.shopify.com/s/files/1/2052/0581/files/PUFP-CT\\_Spring\\_2022\\_New\\_Design\\_Features.pdf?v=1643068238](https://cdn.shopify.com/s/files/1/2052/0581/files/PUFP-CT_Spring_2022_New_Design_Features.pdf?v=1643068238))

# Subcontractor Wage Rates

Project Name: Sedro-Woolley WWTP

Project No: 2155.3

Contractor: Pacific Coast Electrical Contractors



Trade & Position		Electrician JW	Electrician JW 2X	Electrician JW 2nd Shift	Electrician JW 3rd Shift						
Rate Schedule Date*											
Prevailing Wage (incl. Benefits)		\$ 90.73	\$ 151.59	\$ 100.51	\$ 109.15						
1. Hourly Wage Rate		\$ 55.86	\$ 111.72	\$ 65.52	\$ 73.40						
2. Hourly Benefits		\$ 28.11	\$ 29.78	\$ 28.40	\$ 28.64						
<b>Subtotal</b>		<b>\$ 83.97</b>	<b>\$ 141.50</b>	<b>\$ 93.92</b>	<b>\$ 102.04</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Rate</b>										
3. FUI % of 1	0.60%	\$ 0.34	\$ 0.67	\$ 0.39	\$ 0.44	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4. FICA % of 1	6.20%	\$ 3.46	\$ 6.93	\$ 4.06	\$ 4.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5. MEDICARE % of 1	1.45%	\$ 0.81	\$ 1.62	\$ 0.95	\$ 1.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6. SUI % of 1 (insert correct % to right)	5.74%	\$ 3.21	\$ 6.41	\$ 3.76	\$ 4.21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
7. L&I WC Premium (amount per hour)		\$ 1.06	\$ 1.06	\$ 1.06	\$ 1.06						
<b>Total (incl. payroll taxes)</b>		<b>\$ 92.84</b>	<b>\$ 158.19</b>	<b>\$ 104.15</b>	<b>\$ 113.37</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Normal 1.5x Overtime Rates Calculate Automatically</b>											
OT Wage Rate @ 1.5x		\$ 83.79	\$ 167.58	\$ 98.28	\$ 110.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Benefits		\$ 28.11	\$ 29.78	\$ 28.40	\$ 28.64	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal</b>		<b>\$ 111.90</b>	<b>\$ 197.36</b>	<b>\$ 126.68</b>	<b>\$ 138.74</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Taxes: Lines 3-6		\$ 11.72	\$ 23.44	\$ 13.75	\$ 15.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
L&I: WC Premium		\$ 1.06	\$ 1.06	\$ 1.06	\$ 1.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Overtime Rate</b>		<b>\$ 124.68</b>	<b>\$ 221.86</b>	<b>\$ 141.49</b>	<b>\$ 155.20</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Premium Portion Only</b>		<b>\$ 31.84</b>	<b>\$ 63.67</b>	<b>\$ 37.34</b>	<b>\$ 41.83</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

Form Revised 12/1/2009





Agenda  
Item No.

Date:

Subject:

September 28, 2022

Fire Department - Monthly Reports

**FROM:**

**RECOMMENDED ACTION:**

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Transports by SWFD August 2022
2. Incident Types August 2022
3. Incident Count per Zone AUGUST 2022
4. Incidents by Year and Month

Previous Month ▾

Aug 1, 2022 - Aug 31, 2022 ▾

121

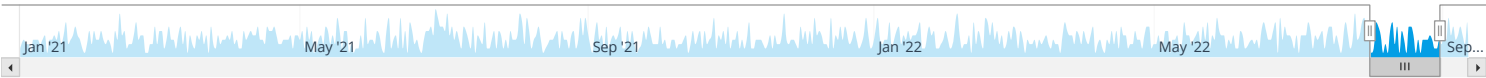
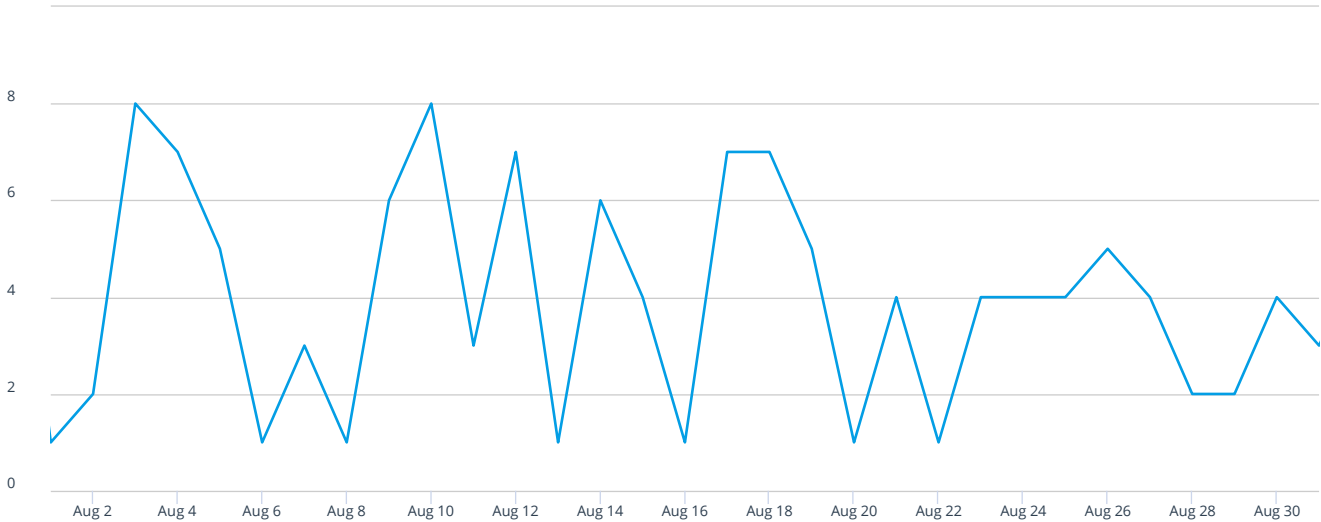
RECORDS

In Selected Time Slice

31

DAYS

In Selected Time Slice



Counts

% Rows

% Columns

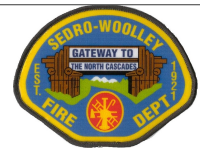
% All

Week Ending	8/7/22	8/14/22	8/21/22	8/28/22	9/4/22	9/11/22	9/18/22	9/25/22	10/2/22	10/9/22	10/16/22	10/23/22	10/30/22	Total
PeaceHealth United General Medical Center	20	24	20	19	8									91
Skagit Valley Hospital	7	8	9	5	1									30
Total	27	32	29	24	9									121

# Sedro-Woolley Fire Department

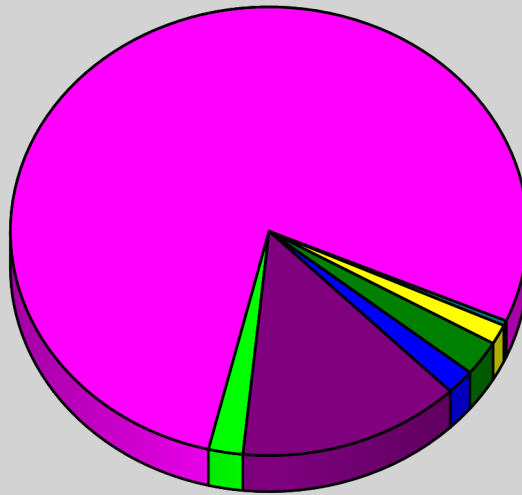
Sedro-Woolley, WA

This report was generated on 9/12/2022 3:05:29 PM



## Major Incident Types by Month for Date Range

Start Date: 08/01/2022 | End Date: 08/31/2022



False Alarm & False Call	Hazardous Condition (No Fire)	Service Call
Fire	Rescue & Emergency Medical	Special Incident Type
Good Intent Call	Service Incident	

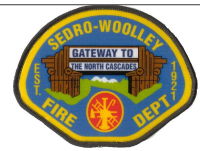
INCIDENT TYPE	AUG	TOTAL
False Alarm & False Call	7	7
Fire	5	5
Good Intent Call	39	39
Hazardous Condition (No Fire)	6	6
Rescue & Emergency Medical Service Incident	217	217
Service Call	1	1
Special Incident Type	4	4
<b>Total</b>	<b>279</b>	<b>279</b>

Only REVIEWED incidents included

# Sedro-Woolley Fire Department

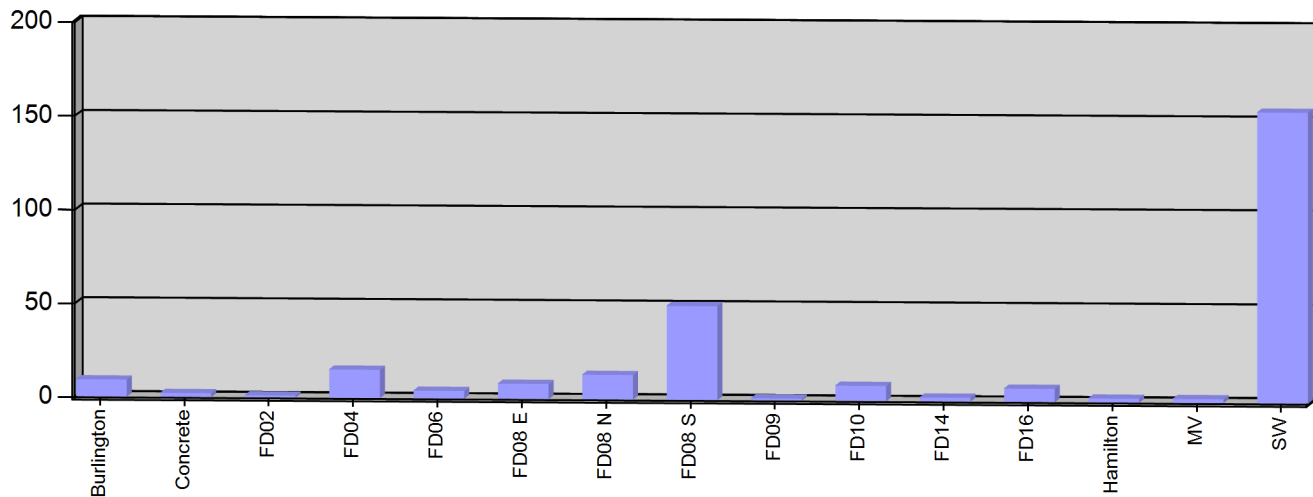
Sedro-Woolley, WA

This report was generated on 9/12/2022 3:03:52 PM



## Incident Count per Zone for Date Range

Start Date: 08/01/2022 | End Date: 08/31/2022



ZONE	# INCIDENTS
Burlington - City of Burlington	9
Concrete - Town of Concrete	2
FD02 - Fire District 2	1
FD04 - Fire District 4	15
FD06 - Fire District 6	4
FD08 E - Outside city limits East D8	8
FD08 N - Outside the City Limits North D8	13
FD08 S - Outside City limits South D8	50
FD09 - Fire District 9	1
FD10 - Fire District 10	8
FD14 - Fire District 14	2
FD16 - Fire District 16	7
Hamilton - Town of Hamilton	2
MV - City of Mount Vernon	2
SW - Inside the City Limits of SW	155

**TOTAL: 279**

Zone information is defined on the Basic Info 3 screen of an incident. Only REVIEWED incidents included. Archived Zones cannot be unarchived.

Incidents by Month and Year										
	2014	2015	2016	2017	2018	*2019	2020	2021	2022	2023
January	155	175	231	202	225	247	320	259	312	
February	143	151	177	171	187	247	246	250	260	
March	139	155	173	234	203	251	272	256	262	
April	162	152	186	200	167	244	267	307	257	
May	149	157	178	190	234	279	268	275	305	
June	148	164	172	203	229	274	271	330	293	
July	189	236	193	205	257	245	319	338	353	
August	178	211	221	222	216	323	317	355	279	
September	183	185	175	222	212	249	317	300		
October	163	186	172	228	201	308	302	283		
November	146	162	191	199	180	283	285	291		
December	176	188	209	196	217	253	245	343		
Yearly Total	1931	2122	2278	2472	2528	3203	3429	3587	2321	0
% Increase	3%	10%	7%	9%	2%	27%	7%	5%		
*First year of Paramedic Services for Sedro-Woolley Fire										
Busiest Month in History										



Agenda  
Item No.

Date:

September 28, 2022

Subject:

Building Permit and Planning - Permit  
Review Status

**FROM:**

John Coleman, AICP, Planning Director

**RECOMMENDED ACTION:**

No Action. Informational only

**ISSUE:**

This status sheet shows the active Building and Planning permits. This information is being provided for your review and no action is required.

Please let me know if you have any questions.

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**

1. Building Permit Tracking Data
2. Land Use Permit Tracking Data

APPLIED BUILDING PERMITS							
X = COMPLETE      R = REVISIONS RECEIVED      W = WAITING FOR RESPONSE      NO ENTRY = INITIAL REVIEW NOT COMPLETE							
APPL. DATE	PERMIT #	NAME	ADDRESS		REVIEW		COMMENTS
			PARCEL #	BLDG	PLNG	ENGR	
1/28/2021	2021-062	BYK Construction	820 Trail Road	X	W		New Mixed Use Bldng. <b>Waiting for Army Corps approval to fill wetland.</b>
3/19/2021	2021-124	BYK Construction	100 State Street	W	W		Mixed use above existing grocery store - <b>waiting for applicant to submit add'l info</b>
3/31/2022	2022-101	Jason Williard	1855 Turning Point Court (SWIFT Center Building 13)		N/A		Reroof permit. <b>Travis will email in ~4 weeks with contractor info. Do not issue until contractor is known.</b>
7/18/202	2022-236	Patrick Grant/Conrad Grant LLC	616 Puget Street	W	X		New Duplex. Planning comments sent 7-21-22. Revised plans received 8-5-22. Planning ready to sign off when final plans are received. <b>Building Plan review letter sent 8-18-22.</b>
7/20/22	2022-227	Jodi Boyden/Reliance Food Mart	755 Cook	X	W		New Wall and gas pump pole sign. <b>Planning comments sent 7-22-22.</b>
7/20/22	2022-235	MINA Investments/Adam Clark	616 Sunset Park Dr				New Manufacturing/Galvanizing Building for Seattle Galvanizing- Shell Only. <b>Requiring CUP approval prior to BP.</b>
8/17/22	2022-262	Seth & Sam Staakland	863 Cook Road Building A	R	W		8 Unit Townhouse. Planning comments sent 8-29-22. Received Sheet E1 8-29-22. Revisions received 9-14-22. <b>Approvable per planning when concrete stamp and color scheme details are provided.</b>
8/17/22	2022-263	Seth & Sam Staakland	863 Cook Road Building B	R	W		7 Unit Townhouse. Planning comments sent 8-29-22. Received Sheet E1 8-29-22. Revisions received 9-14-22. <b>Approvable per planning when concrete stamp and color scheme details are provided.</b>
8/17/22	2022-264	Seth & Sam Staakland	864 Cook Road Building C	R	W		5 Unit Town house. Planning comments sent 9-1-22. Received Sheet E1 8-29-22. Revisions received 9-14-22. <b>Approvable per planning when concrete stamp and color scheme details are provided.</b>
8/17/22	2022-265	Seth & Sam Staakland	865 Cook Road Building D	R	W		4 Unit Townhouse. Planning comments sent 9-1-22. Received Sheet E1 8-29-22. Revisions received 9-14-22. <b>Approvable per planning when concrete stamp and color scheme details are provided.</b>
8/30/22	2022-279	Starbucks/Royce S.	1102 State Route 20	X	X		Multiple façade and pole mounted signs for new Starbucks. Planning comments sent 9-12-22. Revisions received 9-14-22. <b>Planning and building approved 9-15-22.</b>
9/15/22	2022-308	MV Builders	600 North Reed #19		X		<b>received 9-19-22. Planning approved 9-20-22 (need rest of plans from Jack to sign off on)</b>
9/16/22	2022-310	Police Department/Nathan Salsena	325 Metcalf	X	N/A		Build wall and pocket door in records room.

## APPLIED PLANNING/ ENGINEERING PERMITS

**X = COMPLETE**

**R = REVISIONS RECEIVED**

**W = WAITING FOR RESPONSE**

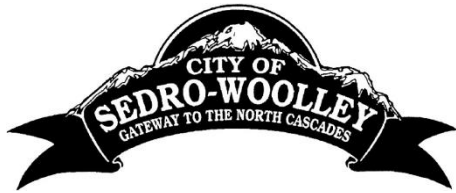
**NO ENTRY = INITIAL REVIEW NOT COMPLETE**

**W/R = Waiting for Comment period to end**

APPL. RECEIVED	APPL. COMPLETE	PERMIT #	NAME	ADDRESS/ PARCEL #	REVIEW		COMMENTS
					PLNG	ENGR	
6/8/2017	6/12/2017	2017-181	Josh Anderson	564 Cook and 530 Cook BLA	W	X	Sent planning comments 6-16-17.
2/14/2019		2019-042	Double Barrel BBQ-Jim Lee	108 West Moore St	W	NA	Sent review letter 3-15-19. Needs a site plan
7/1/2019	7/11/2019	2019-183	AA Spruce Investments LLC	201 Garden of Eden Rd	X	X	Short plat application for 4 Lots, 6 units. Preliminary short plat approval issued 1/22/21. Approval expires 1/21/24. Applicant may submit civil plans. Waiting for applicant to submit civil plans for site work.
10/10/2019	10/15/2019	2019-370	BYK Construction	100 State Street	W	NA	BLA, Sent Review Letter 1/2/20. Planning comment letter sent 7/29/20
10/11/2019	3/12/2020	2019-375	RJ Group	N. Township to Portobello Avenue	W	W	201- lot PRD located between Portobello Ave and N Township St. SEPA MDNS with comment period issued 5/18/20, comment period over 6/1/20. Third Party wetland review report received 9/10/20, Planning comments (including report) sent 9/15/20. Waiting on revisions from applicant.
4/9/2020	4/21/2020	2020-096	Lindboom Construction	709 W Jones Rd	X	X	Caden Ridge. Short Plat application for a 4 lot, 6 unit subdivision. Two lots are duplex lots. Preliminary plat approval issued 11-30-21. Approval expires 11-29-24. Civil plans for site work submitted for review (file #2022-015)
12/11/2020		2020-352	Ginger Pennington	1402 Third St.	X	X	Conditional Use Permit for a multi-family development in the industrial zone. Notice of Decision 12-28-21. Applicant may submit civil plans & bldg permits. Approval expires 12-27-26.
2/10/2021		ADU-2021-078	Christina and Derek Schmidt	826 Jameson Street	W	NA	ADU Application. Converting existing garage into an ADU. Planning review letter sent 4/2/21.
3/10/2022	4/26/2021	2021-113	BYK Construction	820 Trail Rd.	W/R	X	Exc & Gd for mixed-use building with commercial below and 67 res units above. MDNS 2-11-22. Email confirmation of NPDES construction stormwater app 2-17-22. Planning can sign Civil Plans once fill permit approved by Army Corps



3/4/2021	4/30/2021	2021-109	Bob Ruby	1288 N. Fruitdale Road	R	W	Long plat and PRD application for a 95 lot PRD at golf course. Letter of complete app sent 4/30/21. Third party wetland review required significant wetland study to be done. <b>Received applicant's revised wetland study 8-11-22. Routed to Lyndon Lee for response.</b>
2/3/2022	2/11/2022	2022-030	Stakkeland	863 Cook Road	W	W	Fill and grade with SEPA. MDNS issued 4-29-22. Planning approved landscaping and site plans. Eng OK'd lighting plan. <b>Eng waiting for final revisions on civil plans. Planning ready to approve when received.</b>
4/8/2022	6/16/2022	2022-113	Dan Reichel, WA DNR	919 N Township St.	W	W	Exc. & Grade w/ SEPA for site improvements at WA DNR site. Sent planning comments 6-27-22. MDNS issued 7-12-22. <b>Waiting on revised submittals.</b>
4/11/2022	4/21/2022	2022-131	Buckwood LLC	P37250	X	X	Excavating and fill permit for Bucko Estates Phase Lots 1 - 30. Planning and engineering approved 6-3-22. <b>Civils signed by City and PUD and ready for pre-con.</b> Fees provided to applicant and request for pre-con 8/1/2022.
6/10/2022	6/9/2022	2022-188	Monte Petersen	528 F & S Grade Rd.	X		Excavating and Fill & Gd permit (no SEPA) for Baker Estates, 4 lot short plat. Revisions rec'd electronically 8-15-22. <b>Need cost estimate for demo of barn - otherwise planning ready to approve. Final civil plans received 8-26-22 and routed to City Engineer. Planning signed.</b>
7/11/2022		2022-225	BYK Construction	Brickyard Park Phase 2	W	W	Final Plat. On Council agenda 8-24-22. Approved under Resolution 1100-22. <b>Ready for recording - waiting for docs to sign.</b>
8/4/2022	8/4/2022	2022-255	BYK Construction	Zoning Code Amendment	R	NA	Request to modify Accessory Dwelling Unit regulations in SWMC 17.100.030. SEPA Checklist included. 1st review at PC 9-21-22
8/16/2022		2022-274	MINA Properties LLC	616 Sunset Park Drive	W		CUP for Galvanizing Facility (Seattle Galvanizing). <b>Sent letter of incomplete app 9-12-22.</b>
5/16/2022	9/1/2022	2022-166	Josh Speck	835 North Fruitdale	W	W	Fill and grade for 40-pad RV park. David requested an update 9-7-22. Received. <b>Planning comments sent 9-14-22. Engineering comments sent 9-15-22.</b>
9/7/2022		2022-297	Dan & Elizabeth Peterson/Taylor Designs	1122 East State Street			Demo carport and add ADU-Can not be approved until owner covenant and Affidavit are signed by owner.



**CITY OF SEDRO-WOOLLEY**  
Sedro-Woolley Municipal Building  
325 Metcalf Street  
Sedro-Woolley, WA 98284  
Phone (360) 855-0771  
Fax (360) 855-0733

Mark A. Freiburger, PE  
Director of Public Works

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MEMO TO: City Council and Mayor Julia Johnson  
FROM: Mark A. Freiburger, PE  
RE: **Public Works Director Signing Authority Record**  
DATE: September 22, 2022 (for Council review September 28, 2022)

Here's an informal report on documents signed under my Public Works Director Authority as authorized under Ordinance No. 1947-19. *Last submittal was submitted on July 13, 2022*

- April 12, 2022, **A-1 Mobile Lock & Key Inc.**
  - Public Works Agreement No. 2022-PW-20
  - Fire Station 2 New Door Access Control
  - NTE 4045.35
- April 29, 2022, **Central Paving LLC**
  - Public Works Agreement No. 2022-PW-18; Change Order No. 1
  - 2022 City Street Crack Seal Project
  - The Contract Sum increased by \$4,924.86
- July 12, 2022, **A-1 Gutters LLC**
  - Public Works Agreement No. 2022-PW-23
  - 2022 Fire Station 1 Gutter Repair Project
  - NTE \$537.57
- July 20, 2022, **5 Star Services Inc.**
  - Public Works Agreement No. 2022-PW-21
  - 2022 HHS Clock Tower Masonry Repair Project
  - NTE \$6,000.00
- August 3, 2022, **Faber Crane Services LLC**
  - Public Works Agreement No. 2022-PW-24
  - 2022 Unit Priced Crane Services
  - NTE \$25,000
- August 5, 2022, **Northwind Fence Company LLC**
  - Public Works Agreement No. 2022-PW-25
  - 2022 Fire Station No. 2 Interior Fence Project
  - NTE \$8,145.00
- August 8, 2022, **Associated Underwater Services**
  - Professional Services Agreement No. 2022-PS-15
  - WWTP Outfall Inspection
  - NTE \$5,000.00

- September 13, 2022, **Carletti Architects P.S.**
  - Professional Services Agreement No. 2018-PS-12, Amendment 7
  - Public Works Building Second Floor Final Design
  - The Contract Sum increased by \$25,000.00
- September 19, 2022, **Mark E Christ Architect**
  - Professional Service Agreement Amendment No. 2022-PS-05, Amendment No. 2
  - Delete Tim Garrison, Add DCG for Structural Engineering
  - The Contract Sum increased by \$1,512.00
- September 21, 2022, **FEMA, WA State Military Dept., Public Assistance Program**
  - A-19-1A Invoice Voucher PW#17
  - FEMA Disaster 4635-D22-121
  - Payment Requested for Disaster Assistance \$14,157.57
- September 21, 2022, **FEMA, WA State Military Dept., Public Assistance Program**
  - A-19-1A Invoice Voucher PW#36
  - FEMA Disaster 4635-D22-121
  - Payment Requested for Disaster Assistance \$25,079.89
- September 21, 2022, **FEMA, WA State Military Dept., Public Assistance Program**
  - A-19-1A Invoice Voucher PW#46
  - FEMA Disaster 4635-D22-121
  - Payment Requested for Disaster Assistance \$21,103.64
- September 22, 2022, **FEMA, WA State Military Dept., Public Assistance Program**
  - A-19-1A Invoice Voucher PW#57
  - FEMA Disaster 4635-D22-121
  - Payment Requested for Disaster Assistance \$87,711.56

**Submitted the above as information only September 28, 2022**



Agenda  
Item No.

Date:

Subject:

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September 28, 2022

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Executive session to discuss potential  
litigation pursuant to RCW  
42.30.110(1)(i)

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**FROM:**

**RECOMMENDED ACTION:**

**ISSUE:**

**BACKGROUND/SUMMARY INFORMATION:**

**FISCAL IMPACT, IF APPROPRIATE:**

**ATTACHMENTS:**