

**CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
August 28, 2014**

7:00 PM CALL TO ORDER - Pledge of Allegiance and Roll Call

CHANGES/ADDITIONS TO THE AGENDA

PRESENTATIONS

COMMENTS FROM THE PUBLIC: Citizens are requested to keep comments to a 3 minute maximum to allow time for everyone to speak. It is also requested that you complete a comment form for further contact.

COUNCILMEMBER COMMENTS

POLICE CHIEF COMMENTS

CITY ADMINISTRATOR COMMENTS

PUBLIC HEARING

1 Public Hearing on proposed amendment to Title 19, Land Division Code

STAFF REPORTS – Written Reports Submitted

- 1) Animal Control
- 2) Public Works

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council.

- 1) Approval of the August 14, 2014 Council Meeting Minutes
- 2) Approval of Vouchers (Note: Detailed information will be provided at the Council Workshop on August 26, 2014).

ACTION ITEMS:

- 1) WHPacific Contract – Timber Ridge
- 2) Amendment to Title 19, Land Division Code
- 3) Vactor Truck Purchase – Advertisement for Bids

DISCUSSION ITEMS:

- 1) 3rd Street Repair Alternatives

PUBLIC COMMENT ON AGENDA ITEMS ONLY

COUNCILMEMBER RESPONSE TO PUBLIC COMMENT ON AGENDA ITEMS

Executive Session:

Adjournment - 10:00 PM or at the conclusion of Council business.

ADA NOTICE: City of Sultan Community Center is accessible. Accommodations for persons with disabilities will be provided upon request. Please make arrangements prior to the meeting by calling City Hall at 360-793-2231. For additional information please contact the City at cityhall@ci.sultan.wa.us or visit our web site at www.ci.sultan.wa.us

**SULTAN CITY COUNCIL
AGENDA COVER SHEET**

ITEM NO: SR-1
DATE: August 14, 2014
SUBJECT: Community Service Officer
CONTACT PERSON: Victoria Forte', Community Service Officer

STAFF RECOMMENDATION:
Receive Report, no action required

BACKGROUND:
Code Enforcement Report

Project lead	Start Date	Case #	Property Address	Owner Name	<div style="display: flex; justify-content: space-between; font-size: small;"> Unsafe Structure, building of fence Parked Cars/Trailers on Property/Street Noxious Weeds Over-Growth/Tree hazard Sight Obstruction(s) ROW Vehicle Dismantling No permits/Business License Illegal building structure ADU's/Inhabited trailer coaches Other </div>										1st	2nd	most recent	Final
	3.26.2012	12-423	14006 339th St SE	Wolter														
	1.15.2013	14.13.300	402 5th Place	RLA Washington LLC						x				4.3.2012	10.16.2012	1.3.2013		
???	2.5.2013	13-305	707 Alder Ave	Jordan						x				1.22.2013	3.18.2013	07.14.2014		
	3.26.2013	13-317	Willow Run East	HOA						x	x			2.12.2013			6.10.2014	
Council	11.22.2011	2011-365	32821 Cascade View	Pearson	x		x				x			4.7.2013	4.16.2013	5.7.2013	No sign permit	
Council	4.16.2013	13-321	Cemetery Road	Swezey	x						x		x	11.22.2011	11.28.2011			
	8.6.2013	13-380	Steen Park	Green			x	x						5.7.2013	5.14.2013			
	8.12.2013	13-381	311 4th street	pending repo	x									8.6.2013	9.6.2013	10.15.2013	3.25.2014	
	8.20.2013	13-384	208 Skywall Drive	Beuhler			x	x						8.20.2013			see 13-408	
	9.3.2013	13-386	913 Fir Ave	Fed National Mortgage	x		x	x						9.10.2013			see 14.262	
	9.30.2013	13-393	Ixtapa building	AGM inc						x				9.10.2013			1.7.2014	
	9.30.2013	13-394	33818 SR2	Estate Motors Inc								x	9.30.2013	10.21.2013	4.22.2014	5.5.2014		
	9.30.2013	13-395	Marcus Street duplex	Jessup	x							x	10.4.2013	11.12.2013	11.20.2013	07.08.2014		
	11.19.2013	13-403	912 1st Street	Rogers/pending repo			x			x			9.27.2013	10.21.2013		1.7.2014		
	11.19.2013	13-404	516 Stevens Ave	Turner								x	11.19.2013	4.22.2014	8.4.2014			
	12.16.2013	13-407	716 Main Street	Moats							x		11.19.2013			1.7.2014		
	12.18.2013	13-408	311 4th Street	foreclosure	x								12.17.2013	3.24.2014		4.15.2014		
	1.1.2014	14-400	107 Birch	Forrest	x								4.2.2014	4.22.2014	5.12.2014	5.28.2014		
	1.7.2014	14-401	401 8th Street	rental mngmt co.									12.31.2013			1.6.2013		
	1.7.2014	14-402	106 6th Street	Jerden						x	x	x	1.7.2014			1.13.2014		
	1.13.2014	14-403	719 Junction Lane	PennyMac Corp						x	x		1.7.2014	3.24.2014		4.5.2014		
	1.27.2014	14-404	207 Date Ave	Wiediger								x	2.18.2014	3.24.2014	8.5.2014			
	1.27.2014	14-405	209 Date Ave	Wiediger									2.25.2014			3.24.2014		
	1.27.2014	14-406	Skywall Dirt/ROMAC	Residents								x	2.25.2014			3.24.2014		
	1.27.2014	14-407	Bamon Lumber/ROMAC	Bamon								x	1.28.2014			2.2014		
												x	1.28.2014			2.2014		

Project lead	Start Date	Case #	Property Address	Owner Name	<div style="display: flex; justify-content: space-between; font-size: small;"> Unsafe Structure, building of fence Parked Cars/Trailers on Property/Street Noxious Weeds Over-Growth/Tree hazard Sight Obstruction(s) ROW Vehicle Dismantling No permits/Business License Illegal building structure ADU's/Inhabited trailer coaches Other </div>										1st	2nd	most recent	Final
	1.27.2014	14-408	32807 138th St SE	Sharp								x	2.25.2014	3.26.2014				
	1.27.2014	14-409	Skoglund	HOA								x	2.25.2014			3.24.2014		
	1.27.2014	14-410	1115 Merea Lane	Lemke							x	x				2.2014		
	1.28.2014	14-411	608 3rd Street	Midfirst Bank							x		2.25.2014	3.26.2014		4.22.2014		
	1.13.2014	14-412	810 Pine Street	Glidewell/pending Repo							x		6.2.2014			7.8.2014		
???	1.13.2014	14-413	406 Bell Street	Marshall	x								2.25.2014	3.10.2014				
	2.25.2014	14-414	466 Marilyn Lane	Thompson							x		2.25.2014	4.22.2014	07.28.2014	8.4.2014		
	2.25.2014	14-415	484 Marilyn Lane	Keijsompop							x	x	2.25.2014	3.6.2014		3.24.2014		
	2.18.2014	14-416	717 Junction Lane	Shister							x		2.25.2014	3.25.2014				
	2.18.2014	14-417	721 Junction Lane	French								x	2.25.2014	3.24.2014	4.22.2014	07.22.2014		
	2.18.2014	14-418	710 Murphy Lane	Whitt								x	2.25.2014	3.24.2014		4.07.2014		
	3.11.2014	14-419	812 Dyer Rd	MCS		x	x			x			3.11.2014	3.25.2014	7.13.2014			
	3.11.2014	14-420	100 Birch Ave	Meadows									3.11.2014			3.25.2014		
	3.24.2014	14.421	413 Cedar Ave	Lewis									3.11.2014					
	3.24.2014	14.422	718 Junction Lane	Haaland									3.24.2014	4.22.2014	5.5.2014			
Bob	3.24.2014	14.423	32822 132nd St SE	Wright								x	3.25.2014			4.15.2014		
	3.24.2014	14.424	13896 Beech Court	Mariano							x							
	3.24.2014	14.425	4th/Fir	Seigel									3.24.2014			4.15.2014		
	3.31.2014	14.256	707 Alder Ave	Jordan								x	3.24.2014	4.1.2014	7.9.2014			
	4.15.2014	14.257	212 Skywall Drive	HUD							x		3.31.2014			4.2.2014		
	4.21.2014	14.258	219 Alder Ave	Valley									4.22.2014	7.8.2014				
	4.21.2014	14.259	13014 311th Ave SE									x	4.21.2014	4.22.2014	7.8.2014			
	4.21.2014	14.260	32340 142nd Ave SE	Allisource property mngmt								x	5.5.2014	5.12.2014	8.4.2014	4.21.2014		
	4.15.2014	14.261	Marcus Street Mobile Park	Maxwell								x	7.8.2014			Civil		

Project lead	Start Date	Case #	Property Address	Owner Name	Issues										1st	2nd	most recent	Final	
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Growth/Invasive hazard	Sight Obstruction(s) ROW	Vehicle Obstruction	Accumulation of Debris	No permits/Business License	Illegal building structure	ADU's/Inhabited trailer coaches					Other
	4.22.2014	14.262	701 Main Street																
	4.22.2014	14.263	810 1st Street	Johnson/Pohaku							x						4.22.2014	4.22.2014	
	5.5.2014	14.264	511 Alder Avenue	Kaylor							x					5.5.2014	5.19.2014	6.24.2014	7.13.2014
	5.12.2014	14.265	107 10th Street	Fortier								x				5.5.2014			5.13.2014
	5.12.2014	14.266	303 4th Street	Secrest								x				5.12.2014			7.8.2014
	5.13.2014	14.267	910 Pine Avenue	foreclosure												5.12.2014	7.8.2014		
	5.13.2014	14.268	102 2nd Street/Loggers	Houener/Moreno												5.13.2014			5.19.2014
	5.13.2014	14.269	107 Main Street	Beahm	x											5.13.2014	6.10.2014		7.9.2014
	5.13.2014	14.271	106 4th Street	Meyer												5.13.2014	5.28.2014	6.23.2014	
	5.13.2014	14.272	511 3rd. Street	Meyer												5.13.2014			5.19.2014
	5.13.2014	14.273	700 Main Street	Tran												5.13.2014			5.19.2014
	5.13.2014	14.274	Steen Park	Green/HOA												5.13.2014	6.23.2014	7.9.2014	07.22.2014
	5.13.2014	14.275	307 3rd Street	Cross												5.13.2014			6.10.2014
	5.13.2014	14.276	613 Alder Ave	Lopez												5.28.2014			6.10.2014
	5.20.2014	14.277	711 8th Street	Lacasse	x											5.13.2014	6.9.2014	pending further investigation	
	5.21.2014	14.278	802 Pine Street	Deaver		x													unfounded
	5.27.2014	14.279	211 6th Street	Church												5.20.2014	6.3.2014		6.10.2014
	5.28.2014	14.280	205 Birch Avenue	HUD Home												5.28.2014	7.13.2014		
	5.28.2014	14.281	204 Skywall Drive	Martin												6.2.2014	6.24.2014		7.9.2014
	5.28.2014	14.282	208 Skywall Drive	Buehler/repo												6.2.2014			
	5.28.2014	14.283	vacant lot Skywall Drive	Spenser												6.2.2014	08.05.2014		
	5.28.2014	14.284	215 Alder Avenue	Safe Guard Properties												6.2.2014			6.24.2014
	5.28.2014	14.285	406 Date Street	Hendrickson												6.2.2014			7.8.2014
																6.2.2014	6.11.2014		6.24.2014

Project lead	Start Date	Case #	Property Address	Owner Name	Issues										1st	2nd	most recent	Final		
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Growth/Invasive hazard	Sight Obstruction(s) ROW	Vehicle Obstruction	Accumulation of Debris	No permits/Business License	Illegal building structure	ADU's/Inhabited trailer coaches					Other	
	5.28.2014	14.286	401 8th Street	rental mngmt Co.																
	5.28.2014	14.287	310 Main Street	Robbins													6.2.2014			08.05.2014
	5.28.2014	14.288	511 Main Street	Kreps													6.2.2014	6.17.2014	7.8.2014	8.4.2014
	5.28.2014	14.289	312 Date Street	Larson													6.2.2014	6.10.2014		7.9.2014
	5.28.2014	14.290	810 Pine Street	Mortgage Cont. Services													6.2.2014			8.4.2014
	5.28.2014	14.291	107 Ash Avenue	Hazel													6.2.2014			7.9.2014
	5.28.2014	14.292	111 3rd Street	Kohl													6.2.2014			6.23.2014
	5.28.2014	14.293	107 5th Street	Chittick													6.2.2014			7.8.2014
	5.28.2014	14.294	vacant lot 10th Street	Clark Family Trust													6.2.2014			6.3.2014
	5.28.2014	14.295	932 Perkins Way	Osterkamp													6.2.2014			8.4.2014
	5.28.2014	14.296	926 Bryant Road	Kesler													6.3.2014			7.9.2014
	5.28.2014	14.297	Skoglund Estates	Management Co.													6.3.2014			08.04.2014
	5.28.2014	14.298	Cascade View Ball Park	City of Sultan													6.3.2014			7.8.2014
	5.28.2014	14.299	405 High Street	Mason													5.28.2014			6.10.2014
	5.28.2014	14.300	706 Salmon Run	Waltman													6.2.2014			
	5.28.2014	14.301	704 Salmon Run	Robertson													6.3.2014			08.05.2014
	6.3.2014	14.302	1215 Loves Hill Drive	Hemingway													6.16.2014			
	6.3.2014	14.303	108 8th Street	Federal National													6.3.2014			
	5.28.2014	14.304	602 Walnut Ave	Blair													6.3.2014			7.8.2014
	6.3.2014	14.305	714 Depot Lane	Holmes																6.3.2014
	6.3.2014	14.306	718 Depot Lane	Miller																6.16.2014
																	6.3.2014			6.16.2014
																	6.3.2014	6.10.2014		6.16.2014

Project lead	Start Date	Case #	Property Address	Owner Name	Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Growth/Infringement	Sight Obstruction/Obstruction	Vehicle Obstruction/Obstruction	Accumulation of rubbish / Trash	No permits/Business License	Illegal building structure	ADU's / Inhabited trailer coaches	Other	1st	2nd	most recent	Final
	6.3.2014	14.307	1220 Loves Hill Drive	Guitierrez			x									6.3.2014			8.4.2014
	6.3.2014	14.308	406 3RD Street	Baird			x									6.3.2014			
	6.3.2014	14.309	716 Date Street	Nelson				x								6.3.2014			
	6.3.2014	14.310	Date Street Condo ROW	HOA				x								6.3.2014			6.9.2014
	6.9.2014	14.311	511 7th Street	Bielstein				x								6.9.2014			
	6.10.2014	14.312	802 Stevens Avenue	McLean							x					6.10.2014	6.16.2014		
	6.10.2014	14.313	SR2 and Rice Road Lot	Noyes							x								unfounded
	6.10.2014	14.314	106 4th Street	Meyer			x						x			6.10.2014			6.16.2014
	6.10.2014	14.315	503 Lois Lane	pending repo			x	x	x										
	6.10.2014	14.316	407 High Avenue	Buchanan			x	x	x										
	6.23.2014	14.317	409 Alder Avenue	US National Bank			x	x	x			x				6.10.2014	6.23.2014	8.5.2014	
	6.23.2014	14.318	202 Birch Avenue	Methodist Church			x	x	x							7.9.2014			8.4.2014
	6.24.2014	14.319	1054 5th Street	Mosey			x			x						6.24.2014			
	6.24.2014	14.32	304 Woodwind Place	Allen			x									6.24.2014	07.01.2014		
	6.24.2014	14.321	13974 Cedar Court	Woods						x						8.11.2014			Fence permit Ok
	6.24.2014	14.322	14511 Sultan Basin Road	Houvenner												8.11.2014			
	6.24.2014	14.323	704 & 706 Alder Avenue	Gurbax/Sarbjit			x					x				8.11.2014			
	07.21.2014	14.324	201 8th Street	Burke							x	fence				7.28.2014			
	07.21.2014	14.325	1119 Dyer Road	Finch							x	fence				7.28.2014			
	07.22.2014	14.326	1019 Merea Lane	Andersson							x	deck				8.12.2014			
	07.22.2014	14.327	32821 Cascade View	Pearson			x									08.11.2014			
	8.4.2014	14.328	1114 Loves Hill Drive	Safe Guard Properties			x									8.4.2014			
	8.5.2014	14.329	1115 Merea Lane	Lemke							x	setbacks				8.12.2014			
	8.5.2014	14.33	308 Cedar	Olson							x					8.13.2014			
	8.5.2014	14.331	Post Office	City of Sultan			x									8.5.2014			8.11.2014
	8.5.2014	14.332	410 Main Street	Same Investment Co LLC			x									8.5.2014	8.11.2014		
	8.5.2014	14.333	602 Fir Ave	Broughton							x					8.11.2014			
	8.5.2014	14.334	925 Loves Hill Drive/easement	Scheving		x													unfounded

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: SR – 2
DATE: August 28, 2014
SUBJECT: Public Works Monthly Report
CONTACT PERSON: Mick Matheson, P.E., Public Works Director



ISSUE:

Provide monthly reports to Council regarding:

- City of Sultan Water Plant Production and Operation
- Everett Meter Readings
- 2014 Water Meter Replacement Program
- City of Sultan Wastewater Treatment Plant Operation
- Recycling and Garbage Reports
- Cemetery Report
- Field Supervisor Report

SUMMARY:

There are eleven total attachments. Six attachments are designed to provide information regarding the City of Sultan's water production, a water supply comparison, water meter replacement program and information on the Everett meter readings.

Lastly, there are five attachments designed to provide information with respect to the City of Sultan's Wastewater Treatment Plant operation, garbage collection, recycling, cemetery and current public works crew activities. The attachments are updated monthly.

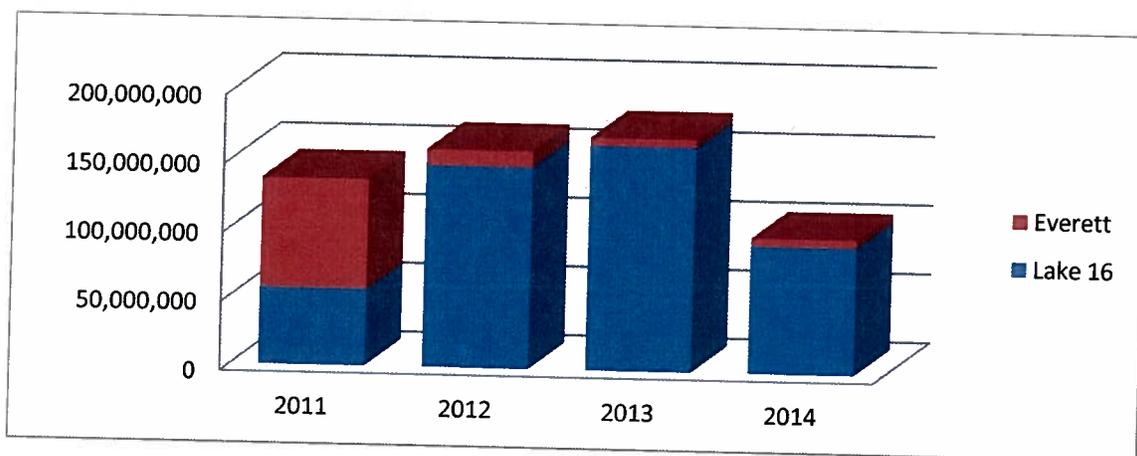
ATTACHMENTS:

- Attachment A-1 Lake 16 vs. City of Everett Water Supply Comparison
- Attachment A-2 Lake 16 Production for 2014
- Attachment A-3 City of Sultan Water Plant Production Past 6 Years
- Attachment A-4 Yearly Totals to Distribution System
- Attachment A-5 2014 Water Meter Replacement Schedule
- Attachment A-6 Everett Meter Readings for 2014
- Attachment A-7 City of Sultan Wastewater Treatment Plant Operational Report
- Attachment A-8 Garbage Report
- Attachment A-9 Recycling Report
- Attachment A-10 Cemetery Report
- Attachment A-11 Field Supervisor Report – no report at this time

Lake 16 vs. City of Everett Water Supply Comparison

Yearly Totals for Lake 16 and Everett Productions

	2011	2012	2013	2014
Lake 16	55,707,050	146,762,070	163,185,000	93,007,000
Everett	80,360,632	11,943,316	6,154,544	5,455,912
Total Gallons	136,067,682	158,705,386	169,339,544	98,462,912
% Everett	59%	8%	4%	6%



NOTE: ALL NUMBERS ARE IN GALLONS

LAKE 16 ANNUAL PRODUCTION

MONTH	RUN TIME HOURS	FLOW	FLUSHES	BACKWASH	FILTER TO WASTE	TOTAL TO TOWN	CHLORINE POUNDS	FILTER AID/POUNDS	COAGULANT LBS	CAUSTIC LBS	FLUORIDE LBS	SODA ASH LBS
Jan-14	319.1	13,552,000	720,000	1,271,500	663,750	10,896,750	166.0	1.4	1,643	1,390	91.0	0.0
Feb-14	271.1	11,889,000	652,800	1,085,700	585,000	9,565,500	141.0	1.0	1,784	893	65.0	0.0
Mar-14	282.6	11,968,000	681,660	1,219,700	652,500	9,414,140	130.7	1.2	1,859	1,328	77.0	0.0
Apr-14	241.6	10,739,000	585,600	1,005,300	540,000	8,608,100	102.0	1.2	1,745	922	64.0	0.0
May-14	315.7	14,191,000	758,400	1,332,000	686,250	11,414,350	134.4	1.8	1,941	1,356	85.0	1,826.5
Jun-14	313.4	14,036,000	748,800	1,203,000	641,250	11,442,950	313.6	1.8	1,241	1,161	89.0	1,415.0
Jul-14	360.0	16,632,000	864,000	1,650,000	697,500	13,420,500	159.0	1.5	1,900	2,353	120.0	1,822.0
Aug-14						0						
Sep-14						0						
Oct-14						0						
Nov-14						0						
Dec-14						0						
TOTALS	2,103.5	93,007,000	5,011,260	8,767,200	4,466,250	74,762,290	1,147	9.9	12,113	9,403	591.0	5,063.5
AVERAGE	300.5	13,286,714	715,894	1,252,457	638,036		164	1.4	1,730	1,343	84.4	723.4

FLOW/FLUSHES/BACKWASH/FILTER TO WASTE/ TOTAL TO TOWN NUMBERS ARE ALL IN GALLONS

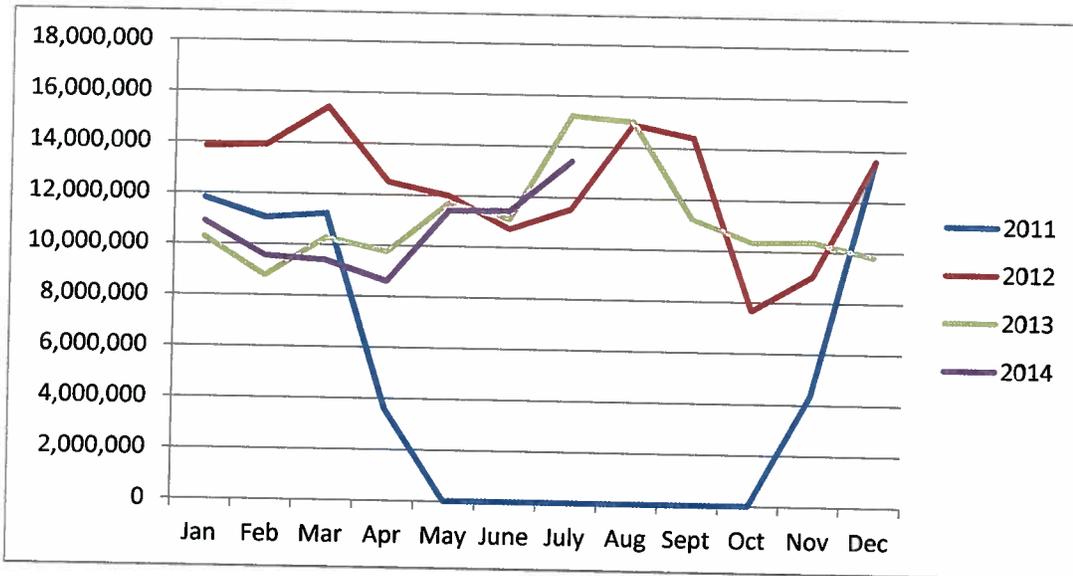
CITY OF SULTAN
Water Plant Production Past 6 years

	2009	2010	2011	2012	2013	2014
JAN	13,042,000	11,986,600	11,816,800	13,837,500	12,695,000	13,552,000
FEB	11,726,500	10,940,800	11,059,100	13,917,500	10,821,000	11,889,000
MARCH	11,707,750	12,070,300	11,246,150	15,413,700	12,453,000	11,968,000
APRIL	10,509,450	11,473,900	3,636,500	12,509,700	12,330,000	10,739,000
MAY	12,026,850	12,080,100	0	11,994,500	14,516,000	14,191,000
JUNE	14,787,200	10,055,300	0	10,721,850	13,654,000	14,036,000
JUL	19,943,900	16,291,400	0	11,536,100	18,270,000	16,632,000
AUG	16,797,000	16,332,850	0	14,897,550	16,369,000	
SEPT	13,457,500	11,716,200	0	14,403,400	13,820,000	
OCT	10,360,700	11,049,000	0	7,669,000	12,901,000	
NOV	10,534,300	11,755,700	4,359,500	9,048,000	13,074,000	
DEC	12,921,100	11,397,000	13,589,000	10,813,600	12,282,000	
AVG	13,151,188	12,262,429	4,642,254	12,230,200	13,598,750	
TOTAL	157,814,250	147,149,150	55,707,050	146,762,400	163,185,000	93,007,000

YEARLY TOTALS TO DISTRIBUTION SYSTEM

	2011	2012	2013	2014
Jan	11,816,800	13,837,500	10,271,500	10,896,750
Feb	11,059,100	13,917,500	8,778,600	9,565,500
Mar	11,246,150	15,413,700	10,295,800	9,414,140
Apr	3,636,500	12,509,700	9,775,750	8,608,100
May	0	11,994,500	11,709,190	11,414,350
June	0	10,721,850	11,106,400	11,442,950
July	0	11,536,100	15,208,100	13,420,500
Aug	0	14,897,550	15,005,000	
Sept	0	14,403,400	11,235,750	
Oct	0	7,669,000	10,349,400	
Nov	4,359,500	9,048,000	10,396,050	
Dec	13,589,000	13,589,000	9,823,500	
TOTAL	55,707,050	149,537,800	133,955,040	74,762,290
AVG	4,642,254	12,461,483	11,162,920	10,680,327

ALL NUMBERS ARE IN GALLONS



2014 WATER METER EXCHANGE SCHEDULE

Month-Year	Actual # Meters Changed	Program Goal	Remaining Meters at Month End
Beginning Balance			275
Jan-14	50	25	225
Feb-14	35	25	190
Mar-14	81	25	109
Apr-14	1	25	108
May-14	0	25	108
Jun-14	0	25	108
Jul-14	0	25	108
Aug-14		25	
Sep-14		25	
Oct-14		25	
Nov-14		25	
Dec-14		25	
TOTAL	167	275	108

Everett Meter Readings for 2014

DATE	PREVIOUS READING	CURRENT READING	TOTAL CUBIC FEET	TOTAL GALLONS	AVERAGE PER DAY
1/3/2014	161,275	162,945	167,000	1,249,160	40,295
1/4/2014	162,945	163,120	17,500	130,900	4,223
3/6/2014	163,120	164,221	110,100	823,548	29,412
4/2/2014	164,221	165,614	139,300	1,041,964	33,612
5/5/2014	165,614	167,881	226,700	1,695,716	56,524
6/5/2014	167,881	168,070	18,900	141,372	4,560
7/9/2014	168,070	168,906	83,600	625,328	20,844
8/13/2014	168,906	170,414	150,800	1,127,984	36,387
			0	0	0
			0	0	0
			0	0	0
			0	0	0
TOTALS			913,900	6,835,972	225,857

CITY OF SULTAN
Wastewater Treatment Plant
Operational Report
2013 - 2014

MONTH	Influent Flow (Max High allowed 0.72 MGD)				Total Rainfall Inches	Effluent PH (Range allowed 6.0 - 9.0)		Biological Oxygen Demand (Range allowed 85% to 100%)	Avg Suspended Solids (Range allowed 85% to 100%)	Sludge Wasted Gallons	Hauled Wet Tons
	Total (MG)	Avg (MGD)	High (MGD)	Low (MGD)		PH Low	PH High				
Jan-13	12,675	0.409	1.093	0.237	10.3	6.1	6.6	95.0	92.4	83,787	34.82
Feb-13	8,804	0.314	0.395	0.260	5.25	6.3	6.7	96.0	93.1	72,960	35.17
Mar-13	10,701	0.345	0.485	0.27	7.09	6.2	6.5	96.6	95.5	64,315	23.23
Apr-13	11,602	0.387	0.628	0.217	11.28	6.3	6.4	97.6	97.7	58,980	23.98
May-13	9,415	0.304	0.377	0.259	4.27	6.2	6.5	98.2	98.0	79,250	35.77
Jun-13	7,892	0.263	0.341	0.234	4.61	6.2	6.5	98.5	98.4	82,452	23.23
Jul-13	6,815	0.220	0.245	0.195	0.14	6.3	6.7	98.9	98.9	99,922	18.08
Aug-13	6,484	0.209	0.278	0.189	3.13	6.4	6.7	98.8	98.5	88,730	35.58
Sep-13	7,342	0.245	0.415	0.204	10.79	6.5	6.8	98.7	99.1	72,494	24.48
Oct-13	8,320	0.268	0.397	0.226	3.2	6.3	6.7	98.4	98.5	73,875	36.92
Nov-13	10,252	0.342	0.484	0.235	10.66	6.3	6.6	97.4	97.5	61,570	25.58
Dec-13											

Jan-14	11,255	0.363	0.683	0.278,000	7.83	6.3	6.5	97.3	97.8	95,399	49.06
Feb-14	9,055	0.323	0.448	0.263	7.39	6.2	6.6	97.5	97.9	95,954	36.67
Mar-14	16,208	0.523	1.181	0.292	16.49	6.3	6.6	96.9	98.3	81,701	36.87
Apr-14	10,541	0.351	0.533	0.282	7.06	6.3	6.6	97.9	98.8	119,782	49.36
May-14	10,397	0.335	0.500	0.259	5.76	6.3	6.5	98.3	98.5	97,025	37.52
Jun-14	7,328	0.244	0.289	0.217	2.42	6.3	6.5	98.9	98.6	81,570	24.93
Jul-14	6,661	0.215	0.292	0.195	2.46	6.2	6.7	97.9	95.9	51,333	25.08
Aug-14											
Sep-14											
Oct-14											
Nov-14											
Dec-14											

2014 GARBAGE REPORT

	2013 TONS	2013 COST	2014 TONS	2014 COST
January	141.21	\$14,830.00	154.42	\$16,216.00
February	130.45	\$13,702.00	121.97	\$12,809.00
March	140.42	\$14,750.00	147.69	\$15,509.00
April	148.68	\$15,613.00	126.11	\$13,248.00
May	153.33	\$16,103.00	161.18	\$16,930.00
June	124.58	\$13,083.00	151.83	\$15,943.00
July	126.67	\$13,301.00	142.83	\$15,001.00
August	152.30	\$15,537.00		
September	147.71	\$15,512.00		
October	138.09	\$14,503.00		
November	130.16	\$13,671.00		
December	144.60	\$15,187.00		
TOTALS	1,678.20	\$ 175,792.00	1,006.03	\$105,656.00



**City of Sultan
Customer Counts**

<u>Sector</u>	<u>Commodity</u>	<u>Jan-14</u>	<u>Feb-14</u>	<u>Mar-14</u>	<u>Apr-14</u>	<u>May-14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>Oct-14</u>	<u>Nov-14</u>	<u>Dec-14</u>	<u>Total</u>
Residential Commercial Multifamily	Recycle	1,475	1,476	1,479	1,483	1,484	1,489	1,486	-	-	-	-	-	10,372
	Recycle	18	18	18	18	18	18	18	-	-	-	-	-	126
	Recycle	4	4	4	4	4	4	4	-	-	-	-	-	28
Residential Commercial Multifamily	Yardwaste	314	314	314	331	346	353	353	-	-	-	-	-	2,325
	Yardwaste	3	3	3	3	3	3	3	-	-	-	-	-	21
	Yardwaste	1	1	2	2	2	2	2	-	-	-	-	-	12

**City of Sultan
Tonnage**

<u>Sector</u>	<u>Commodity</u>	<u>Jan-14</u>	<u>Feb-14</u>	<u>Mar-14</u>	<u>Apr-14</u>	<u>May-14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>Oct-14</u>	<u>Nov-14</u>	<u>Dec-14</u>	<u>Total</u>
Commercial Multifamily Residential	Recycle	3.39	4.07	4.96	4.50	5.14	4.54	4.79	-	-	-	-	-	31.39
	Recycle	2.48	2.91	2.95	2.35	2.08	2.96	2.50	-	-	-	-	-	18.23
	Recycle	36.29	35.99	41.92	32.83	29.78	41.69	35.50	-	-	-	-	-	254.00
Total Recycle		42.16	42.97	49.83	39.68	37.00	49.19	42.79	-	-	-	-	-	303.62
Commercial Multifamily Residential	Yardwaste	0.19	0.14	0.57	0.52	0.68	0.87	0.45	-	-	-	-	-	3.42
	Yardwaste	0.04	0.03	0.11	0.10	0.14	0.17	0.09	-	-	-	-	-	0.68
	Yardwaste	13.16	9.30	38.68	35.61	46.29	59.39	30.38	-	-	-	-	-	232.81
Total Yardwaste		13.39	9.47	39.36	36.23	47.11	60.43	30.92	-	-	-	-	-	236.91

CEMETERY REPORT
BURIALS

103 Cemetery Operating Fund

Description	2014 BUDGET	2014 ACTUAL
Revenue		
Beginning Balance	0	6,405
Cemetery Fees	25,000	17,907
Investment Interest	100	0
Total Resources	25,100	24,312
Expenditures		
Total Expenditures	23,440	14,538
Ending Fund Balance	1,660	9,774

Burials	YTD 2014
Ash	5
Full	3

These numbers are January 2014 through July 2014

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: H-1

DATE: August 28, 2014

SUBJECT: Public Hearing on proposed amendment to Title 19, Land Division Code.

CONTACT PERSON: Stacy MacGregor, Senior Planner 

ISSUE:

Conduct a public hearing on a proposed amendment to Title 19, Land Division Code, which will increase the maximum number of lots allowed to be created under a short subdivision process or small-scale binding site plan process to 9 lots from 4 lots.

PLANNING BOARD RECOMMENDATION:

The Planning Board, after conducting a public hearing on the matter, unanimously recommended revisions to the draft ordinance to requiring posted notice of application on the site and a provide for a comment period on all land division applications and then unanimously recommended that the Council proceed with a public hearing followed by adoption of the ordinance amending Title 19, Land Division Code with the Planning Board's suggested revisions as incorporated into Ordinance 1200-14

STAFF RECOMMENDATION:

Staff recommends that Council conduct a public hearing on Ordinance No. 1200-14, an amendment to Title 19, Land Division Code.

BACKGROUND:

Under Sultan Municipal Code, a Short Subdivision (also referred to as a Short Plat) is the division of land from one or more parcels into four or fewer parcels. Long-Plats (also referred to as Subdivisions) are the division of one or more parcels of land into five or more lots. The review and approval process for short plats, as compared to subdivisions, allows for a simpler, potentially quicker, less costly process with a lesser level of public notice than Long Plats.

Binding Site Plans are an alternative to subdivisions (short or long) that allow for the division of land into lots or tracts that do not conform to the specific code standards but allow for land to be leased or sold, as detailed under RCW 58.17.030. Binding site plans are typically used to create lots for sale or lease as condominiums, mobile home parks, and commercial and industrial development.

Sultan Municipal Code assigns review types to short plats, "small-scale" binding site plans, subdivisions and "large-scale" binding site plans. Short plats and small-scale binding site plans go through administrative Level II review process with limited public notice. Subdivisions and large-scale binding site plans go through a Level III preliminary approval process with the Hearing Examiner and final approval by the City Council as a Level IV approval process.

The State Environmental Policy Act (SEPA) provides a means to identify the possible environmental impacts of most government decisions. SEPA review is exempt from certain projects and actions that are deemed to not have an environmental impact due to their small size and scale; exempt actions are called Categorical Exemptions and are detailed in the SEPA rulemaking (WAC 197-11-800). The SEPA rules allow cities to adopt exemption levels on

certain categorical exemptions within a defined range to a level that is appropriate for the jurisdiction.

Prior to 2002, Washington State platting statutes limited short plats to 4 lots (RCW 58.17 Short Subdivisions). In 2002, the definition of Short Subdivisions was amended to allow local jurisdictions to apply the short plat process for land divisions of up to 9 lots¹. The State Environmental Policy Act (SEPA) continued to require land divisions of 5 lots or more to go through SEPA review. During the 2014 legislative session, the SEPA exemption limit was raised to include a SEPA categorical exemption for land division up to 9 lots to coincide with RCW 58.17 and to apply the same exemption to binding site plans up to the same number of lots allowed as a short subdivision (WAC 197-11-800²).

Sultan Municipal Code Title 19: Land Division was adopted on May 10, 2012 by Ordinance 1144-12. The code limited short subdivisions to a maximum of 4 lots. With the Platting Statute and the SEPA Code coordinated, it is appropriate for the City to consider enacting the standard allowed under RCW 58.17.020(6), Definition of Short Subdivision to allow a short plat process to apply to plats up to nine lots and to define a small-scale binding site plan to mean nine or fewer lots.

Effect of Change:

The change only impacts the division of land into five to nine lots. A short subdivision is codified as a simpler, quicker, and less expensive process than a long subdivision. The effects of the change is to the level of notice, review, appeal and fees when the division of land is a short plat review rather than a long plat review. Short Subdivisions are subject to Level II review as provided by SMC Chapter 19.24. Notice of Application is provided only to the applicant. Notice of Decision is provided via the city website and to parties who have individually requested notice. Approval or denial is at the staff level based on findings that address code standards and considers any public input. Decisions are appealable to the Hearing Examiner. Long Subdivisions are decided by the Hearing Examiner based on a detailed staff report and considers public input received during the comment period or at the public hearing. Notices of Application and Hearing are mailed to property owners within 300' the proposal, posted on site, and mailed to all property owners within 300' of the proposed project. Notice of Decision is mailed to property owners within 300' of the site, posted on the city website, and sent to the County Assessor's Office. Appeals are to a court beyond City jurisdiction. An application for a Subdivision will always require a review of the potential environmental impacts through the SEPA process which will also require Notice of Application to agencies with jurisdiction and Notice of Decision to agencies with jurisdiction, the Department of Ecology, affected tribes,

¹ RCW 58.17.020(6) "Short subdivision" is the division or redivision of land into four or fewer lots, tracts, parcels, sites, or divisions for the purpose of sale, lease, or transfer of ownership. However, the legislative authority of any city or town may by local ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine. The legislative authority of any county planning under RCW 36.70A.040 that has adopted a comprehensive plan and development regulations in compliance with chapter 36.70A RCW may by ordinance increase the number of lots, tracts, or parcels to be regulated as short subdivisions to a maximum of nine in any urban growth area.

² WAC 197-11-800 Categorical exemptions.

The proposed actions contained in Part Nine are categorically exempt from threshold determination and EIS requirements, subject to the rules and limitations on categorical exemptions contained in WAC 197-11-305.

(6) Land use decisions. The following land use decisions shall be exempt:

(d) Except upon lands covered by water, the approval of short plats or short subdivisions pursuant to the procedures required by RCW 58.17.060, and short plats or short subdivisions within the original short subdivision boundaries provided the cumulative divisions do not exceed the total lots allowed to be created under RCW 58.17.020. This exemption includes binding site plans authorized by RCW 58.17.035 up to the same number of lots allowed by the jurisdiction as a short subdivision.

impacted agencies, interested parties, posted on site, and mailed to property owners within 300'.

Currently, the short plat process does not provide individual notification of surrounding property owners or posting on site for division of land into four or fewer lots; (however, the code does require short plat applicants to provide addresses of surrounding property owners--apparently a code drafting error). The result of this code adoption would be the lack of mailed notification to surrounding property owners and lack of posting on site when land is proposed for division of up to nine lots. There is no change to the development standards that the proposals must design and construct; short plats and subdivisions must meet the same development standards. A short plat process will be faster and take less staff resources than the same project reviewed as a subdivision. Under the 2014 fee schedule, the base fee for a subdivision and SEPA analysis is \$3,950 more than a short plat.

The net positive effect of the proposed change is that a development proposal has a reduced timeline and reduced cost to go through the review process when the development is five to nine lots. The possible negative effect of the proposed change is that less notice of the proposed project and less environmental review occurs for proposals of five to nine lots.

Planning Board Recommended Code Changes

The Planning Board had a thoughtful deliberation on this proposed code change. The Board supported a less expensive and faster process but had concerns about lack of notice with any land division. The Board unanimously recommends Council adopt the proposed code amendment with the addition of a requirement for public notice of application posted on the site and to provide a comment period. The Board recommends the Notice apply to all short plats regardless of size. (A comment period of fourteen days is already provided in the code with Notice of Application so no change to the code to accommodate this is necessary.)

Attachment A provides the proposed changes to Title 19 that will accomplish the proposed change. Changes consist of increasing the limitation on Short Subdivisions from four lots to nine lots and creating a definition for small-scale Binding Site Plans to mean binding site plans up to nine lots. The Planning Board's recommendation to require posted notice on site for all short plats is also incorporated. Changes are highlighted in ~~strike-out~~ for removal and underline for new text.

Additional code changes

Revisions to Title 19 include a new definition of Binding Site Plan to mirror RCW 58.17.020. This definition removes the requirement that a Binding Site Plan include a Developer's Agreement-a process that is redundant to a binding site plan, requires another level of process, and, while allowed by state statute, is not included in Sultan Municipal Code.

Compliance with the Comprehensive Plan:

The comprehensive plan represents the city's adopted vision for long-term growth and development. It consists of policies and programs that support and implement that vision while meeting state, regional, and county expectations for future development. Changes to development regulations need to be consistent with the comprehensive plan. This proposal will reduce the cost and review time of small-scale housing development and in doing so, are supported by the 2011 comprehensive plan.

Goal H 5.2 Permit Streamlining: Streamline and simplify development regulations to minimize the cost of housing development. (Sultan 2040 Mission Statement) and Program H 5.2.1: Review and update, if necessary, permit processing procedures and development regulations related to housing development.

ACTION:

Council action at this time is to conduct a public hearing on Ordinance 1200-14, an ordinance adopting the amending Title 19, Land Division Code, which will increase the maximum number of lots allowed to be created under a short subdivision process or small-scale binding site plan process to 9 lots from 4 lots.

No further action is conducted under this agenda item. Action to consider adoption of Ordinance 1200-14 is addressed in agenda item A-2.

ATTACHMENTS:

Attachment A: Draft Ordinance 1200-14

ATTACHMENT A

**PLANNING BOARD RECOMMENDED DRAFT OF AMENDMENTS TO TITLE 19, LAND
DIVISION CODE**

**CITY OF SULTAN
WASHINGTON**

ORDINANCE 1200-4

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SULTAN,
WASHINGTON AMENDING VARIOUS PARTS OF ORDINANCE NO. 1144-12
RELATED TO THE DEFINITION OF SHORT PLATS AND SUBDIVISIONS;
RAISING THE LIMIT ON SHORT PLATS TO LAND DIVISIONS OF UP TO
NINE LOTS, ESTABLISHING A DEFINITION FOR SMALL-SCALE AND
LARGE-SCALE BINDING SITE PLANS; CLARIFYING THAT BINDING SITE
PLANS ARE SUBJECT TO SMC TITLE 19; PROVIDING FOR SEVERABILITY,
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, the city code formerly allowed for short plats up to four lots to coincide with the State Environmental Policy Act (SEPA) categorical exemptions; and

WHEREAS, the SEPA exemption limit on plats was raised to include a SEPA categorical exemption for land division up to 9 lots and to apply the same exemption to binding site plans up to the same number of lots allowed as a short subdivision; and

WHEREAS, the City Council wishes to raise the limits on short plats to up to nine lots to coincide with the raised SEPA categorical exemption threshold; and

WHEREAS, the municipal code describes "small-scale" and "large-scale" binding site plans and does not provide a definition for either; and

WHEREAS, the SEPA Responsible Official issued a threshold decision for this draft ordinance on 11 August, 2014, which was not appealed; and

WHEREAS, the Washington State Department of Commerce received this draft amendment meeting the procedural requirement under RCW 36.70A.106 and granted expedited review; and

WHEREAS, on August 19, 2014, the Planning Board held a public hearing on the draft ordinance; and

WHEREAS, the Planning Board recommended approval of the draft ordinance to the City Council; and

WHEREAS, on 28 August, 2014, the City Council held a hearing on the draft ordinance, after proper notice, during its regular meeting; and

WHEREAS, the City Council after due consideration believes that certain amendments to the City's Land Division Code are necessary; and

WHEREAS, the City Council decided to adopt an amendment to the land division code; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. SMC Section 19.02 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Chapter 19.02 General Provisions, is hereby amended to read as follows:

**Chapter 19.02
GENERAL PROVISIONS**

Sections:

- 19.02.010 Purpose.
- 19.02.020 Applicability of provisions.
- 19.02.030 Preapplication conference.
- 19.02.040 Scope and Exceptions.
- 19.02.050 Replats.
- 19.02.060 Correction of platting errors.
- 19.02.070 Time limitations and expiration of preliminary plat approval.
- 19.02.080 Placing lots or parcels on assessment rolls.
- 19.02.090 Administrative authority.
- 19.02.100 Transaction prior to final plat approval.
- 19.02.110 Appeal.

Section 2. SMC Section 19.02.040 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.02.040, Exceptions, is hereby amended to read as follows:

19.02.040 Scope and Exceptions.

A. SCOPE:

1. The division of land within the city of Sultan shall comply with Chapter 58.17 RCW.
2. Where this code imposes greater restrictions or higher standards upon the development of land than other laws, ordinance or restrictive covenant, the provisions of the code shall prevail.

B. EXCEPTIONS: This provision shall not apply to divisions and activities described as inapplicable in RCW 56.17.040; provided that boundary line adjustments and lot consolidations are subject to the provisions contained in SMC Chapter 19.06; provided further that binding site improvement plans are subject to the provisions contained in SMC Chapter 19.18 and 19.20.

~~The provisions of this title do not apply to the following:~~

~~A. Cemeteries and other burial plots while used for that purpose;~~

~~B. Division of lands into lots or tracts each of which is one one-hundred twenty-eighth of a section of land or larger or five acres or larger if the land is not capable of description as a fraction of a section of land; provided, that for purposes of computing the size of any lot under~~

~~this subsection which borders on a street or road, the lot size shall be expanded to include that area which would be bound by the centerline of the road or street and the side lot lines of the lot running perpendicular to the centerline;~~

~~C. Divisions made by testamentary provisions, or the laws of descent;~~

~~D. A division for the purpose of lease when no residential structure other than mobile homes or travel trailers is permitted to be placed upon the land when the city has approved a binding site plan for the use.~~

Section 3. SMC Section 19.04.020 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.02.040, Definitions, is hereby amended to read as follows:

19.04.020 Definitions.

A. As used in this code, the following words and phrases shall mean:

1. "Access" means the right to cross between public and private property allowing pedestrians and vehicles to enter and leave property.
2. "Adjacent" means having a common boundary and is not to be construed as that which is across a street or alley.
3. "Alley" means a service way providing a secondary means of public access to abutting property and not intended for general traffic circulation.
4. "Approving authority" means the hearing examiner, city council of the city of Sultan, director, city administrator, or other entity as used in this code.
5. "Binding site plan" means an improvement plan processed in accordance with Chapters 19.18 and 19.20, which is legally binding on the land owner, his heirs, successors and assigns. ~~means a survey together with a developer agreement which, when approved and recorded as required by this code, provides a method of land division for the purpose of sale or lease of commercial, industrial or public property, including condominiums and mobile home parks (Chapters 19.18 and 19.20 SMC).~~
6. "Binding site plan, small-scale" means a binding site plan as defined under SMC 19.04.020 (5) that involves nine or fewer lots, tracts or parcels.
7. "Binding site plan, large-scale" means a binding site plan as defined under SMC 19.04.020 (5) that involves ten or more lots, tracts or parcels
68. "Block" means a group of lots, tracts or parcels within well-defined and fixed boundaries.
79. "Boundary line adjustment" means modification of the size or alignment of adjacent parcels through relocation of their common boundary where an additional parcel is not created and where the existing parcel which is being reduced in size is not reduced

below the minimum lot size established by the zone which applies to the property.
(Chapter 19.16 SMC.)

~~8~~10. "Common open space" means an area or areas within a development designed, developed, dedicated and maintained for the use or enjoyment of all residents of the development, or of the public in general as specified on the applicable plat documents.

~~9~~11. "Comprehensive plan" means the current urban area comprehensive plan of the city of Sultan adopted by the council pursuant to state law.

~~10~~12. "Condominium" means a building, or group of buildings, in which dwelling units are owned individually and common areas and facilities are owned by all the owners in various ways as provided by state statute.

~~11~~13. "Contiguous land" means two or more parcels or units of land under a single ownership which are not separated by an intervening parcel of land under different ownership. Intervening ownership includes limited access right-of-way which would deny access between the two parcels under single ownership.

~~12~~14. "Council" means the legislative authority of the city of Sultan.

~~13~~15. "Critical areas" means lands with environmentally sensitive characteristics, or lands which present constraints to development as addressed in the city of Sultan critical areas regulations, the city of Sultan shoreline management program, the city of Sultan flood damage prevention code and/or the FEMA Biological Opinion implementation provisions.

~~14~~16. "Cul-de-sac" means a street closed at one end by a circular area of sufficient size for convenient reversal of traffic movement.

~~15~~17. "Dedication" means the deliberate appropriation of land by an owner for any general and public uses, reserving for him no other rights than such as are compatible with the full exercise and enjoyment of the public uses to which the property has been devoted. Acceptance by the public shall be evidenced by council approval of the dedication document for filing.

~~16~~18. "Developer" means any person, corporation, partnership or other legal entity who creates a "subdivision," or "short subdivision," "binding site plan," "boundary line adjustment," or other procedural or structural improvement of land as defined herein and Chapter 58.17 RCW.

~~17~~19. "Development authorization" means authorization issued by the director that authorizes the recipient to make use of property in accordance with the requirements of this code.

~~18~~20. "Development review team" means the director, the public works director, the city administrator (at the administrator's discretion) and such other staff members as the administrator and/or the directors determine to be appropriate to participate in preapplication conferences and other development review processes as provided by this title.

~~19~~21. "Director" means the person to whom the city administrator assigns the primary responsibility of administering and enforcing this code. The terms "administrator," "zoning administrator," "staff" or "planning staff" are sometimes used interchangeably with the term "director." "Director" includes his/her designee.

~~20~~22. "Sultan annual fee schedule" means the then-current version of the Sultan fee schedule adopted annually by the city council to establish permit fees, deposits, impact fees and other charges for services and facilities provided by the city.

~~21~~23. "Grade (ground level)" means the average of the finished ground level on each exterior wall of the building.

~~22~~24. "Hearing examiner" means the hearing examiner appointed by the city council to hear quasi-judicial applications and render decisions on those applications.

~~23~~25. "Improvements" means street grading or graveling, permanent street and corner monuments, street pavement, curbs and sidewalks, pedestrian ways, water mains, storm and sanitary sewers and other required or necessary facilities.

~~24~~26. "Lot" means a designated parcel, tract, or area of land established by plat, subdivision or as otherwise permitted by law, to be used, developed or built upon as a unit.

~~25~~27. Lot, Corner. "Corner lot" means a lot with two adjacent sides fronting on public right-of-way. A corner lot has one primary front yard which will be the address assignment frontage and shall be subject to a full front yard setback as provided for the applicable zone in SMC Title 16. The secondary front yard is on the other frontage side of the property and shall be subject to a secondary setback for corner lots as provided in the applicable zone in SMC Title 16.

~~26~~28. Lot, Double-Frontage. "Double-frontage lot" means a lot which fronts upon two parallel streets, or which fronts upon two streets which do not intersect at the boundaries of the lot. Also known as a through-lot.

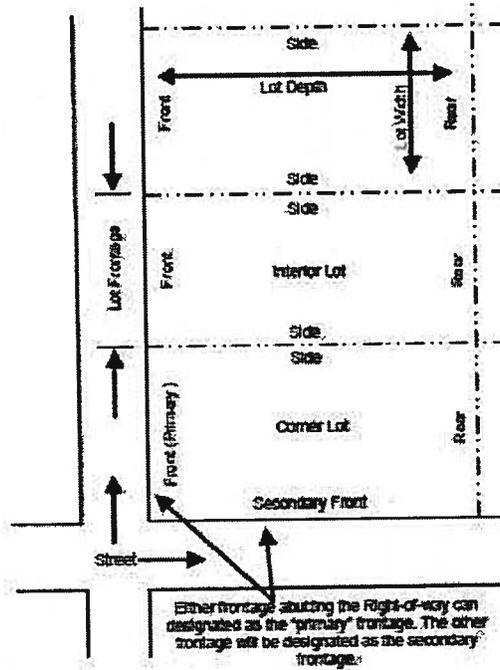


Figure 19.04.020-1 Lot Terminology

2729. Lot, Flag. "Flag lot" means a lot only a narrow portion of which fronts on a public/private street and where access to that street is across that narrow portion for the exclusive use of that lot only.

2830. "Lot frontage" means that portion of a lot nearest the street. For the purpose of determining yard requirements on corner lots and through lots, all sides of a lot adjacent to public streets shall be considered frontage.

2931. Lot, Interior. "Interior lot" means a lot other than a corner lot.

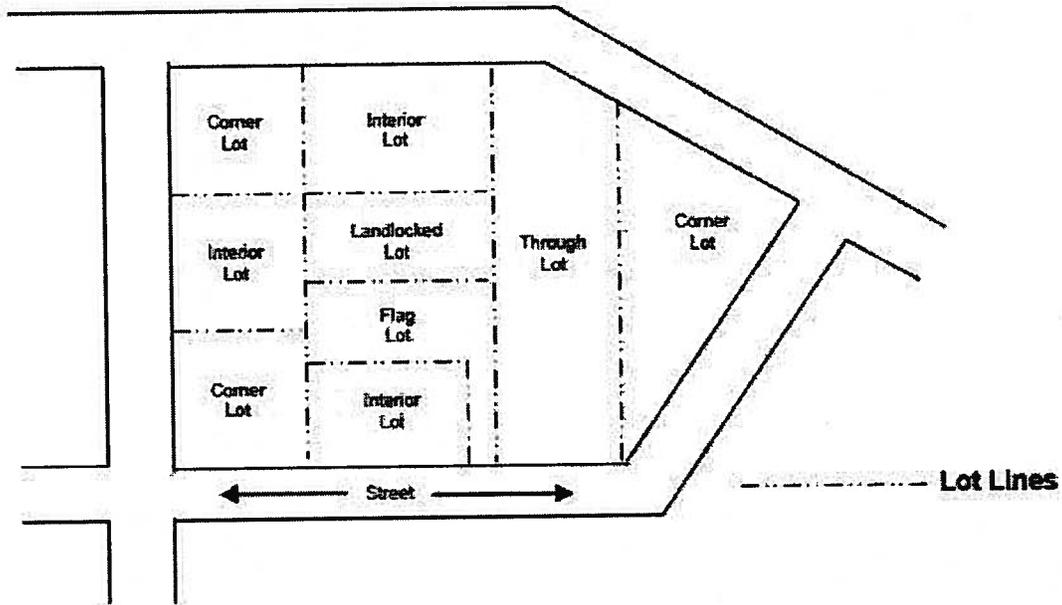


Figure 19.04.020-2 Lot Types Depicted

3032. "Monument" means an object used to permanently mark a surveyed location. The size, shape and design of the monument are to be in accordance with standards specified by the Washington State Director of Natural Resources as authorized by Chapter 58.17 RCW.

3133. "Parcel" is synonymous with "lot."

3234. "Person" means every natural person, firm, partnership, association or corporation.

3335. "Plat" means a map or graphic representation of a short subdivision, a subdivision, or binding site plan showing thereon the division of a tract or parcel of land into lots, blocks, streets, alleys, easements or other divisions and dedications.

3436. "Private lane" means a privately owned and maintained access to property from a public right-of-way.

3537. "Right-of-way" means the platted portion of a development for purposes of a street or alley for vehicular and/or pedestrian traffic.

3638. "SEPA" means State Environmental Policy Act.

3739. "Short subdivision" means the division of land into nine or fewer lots, tracts or parcels for the purpose of sale or lease or transfer of ownership, as defined in Chapter 58.17 RCW.

3840. "Street" means the entire width between the boundary lines of every way for the purposes of vehicular and pedestrian traffic and including the terms "road," "highway," "lane," "place," "avenue" or other similar designations.

3941. Street, Arterial. "Arterial street" means a street primarily for fast through and heavy traffic, minimizing intersecting streets and direct access to abutting properties and primarily for the purpose of accommodating general traffic circulation of the community. Arterial streets are designated in the Sultan comprehensive plan.

4042. Street, Collector. "Collector street" means a street which carries traffic from residential streets to one or more arterial streets. Collector streets are designated in the Sultan comprehensive plan.

4143. Street, Residential. "Residential street" means a street which primarily provides the principal means of access to abutting property.

4244. "Subdivision" means the division of land into ten or more lots, tracts, parcels, sites or divisions for the purpose of sale, lease or transfer of ownership and shall include all re-subdivision of land.

4345. "Turnaround" means the turnaround area of a cul-de-sac having sufficient size and shape for convenient reversal of traffic movement.

4446. "Utility" means an agency or business which provides necessary services to the public and includes services such as telephone, gas, electric power, railroad, television cable, water and sewer.

4547. "Utility facilities" means any structure operated by a utility for the purpose of distributing services to customers including switching or secondary transmission facilities. Utility facility does not include administrative offices, fleet parking lots or other support services not directly connected with service delivery.

4648. "Wetlands" means lands with environmentally sensitive characteristics related to permanent or transient presence of water as addressed in the city of Sultan critical areas regulations and/or the city of Sultan shoreline management program.

Section 4. SMC Section 19.06.020 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.06.020, Applicability of Provisions, is hereby amended to read as follows:

19.06.020 Applicability of provisions.

Unless excepted by SMC 19.02.040, every division of land for the purpose of sale, lease or transfer into ~~five-ten~~ or more parcels or tracts within the city shall proceed in compliance with Chapters 19.08 and 19.10 SMC except if the land division proposal is applied for and qualifies for review as a large-scale binding site plan under provisions of Chapters 19.18 and 19.20 SMC.

Section 5. SMC Section 19.08.020 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.08.020, Application, submittal and contents, is hereby amended to read as follows:

19.08.020 Application, submittal and contents.

A. Preapplication Conference.

1. Prior to the filing of a preliminary subdivision application, the developer shall apply for a preapplication conference as provided in SMC 19.02.030.
2. The development review team shall advise the developer as to procedure, conformity to applicable ordinances and comprehensive plan policies.
3. Attendance and participation in a preapplication conference shall not vest an application. Vesting of an application shall only occur when a complete application has been submitted and accepted for review along with the applicable fee as provided by the city of Sultan annual fee schedule.

B. Development Authorization Required.

1. Preliminary subdivision applications require a Level III review and decision process as provided by Chapter 19.26 SMC.
2. As provided in Chapter 197-11 WAC, State Environmental Policy Act checklist shall be submitted along with supporting materials as required to fully analyze the environmental impacts of the proposed subdivision.

C. Application for Preliminary Subdivision. Application for preliminary subdivision approval shall consist of the following:

1. Two completed preliminary subdivision applications forms signed by the property owner(s) or authorized agent;
2. Five copies and one reproducible copy each of the preliminary subdivision map, utility and/or road plan, profile and cross-section drawings in accordance with currently adopted engineering standards;
3. The appropriate filing fee as provided by the city of Sultan annual fee schedule; any city engineering or inspection time incurred as part of the review and approval of the subdivision shall be paid for prior to final approval according to the city of Sultan annual fee schedule;
4. Two copies of the plat certificate in accordance with currently adopted subdivision specifications; and
5. A SEPA environmental checklist application and accompanying fee if the project is not exempt from SEPA.

6. A mailing list of property owners within 300 feet of the subject property shall be provided based on documented current title company records along with the mailing list review fee as provided by the city of Sultan annual fee schedule.

7. Surveyor/Engineer Required. The preliminary subdivision plat shall be prepared by a professional engineer or professional land surveyor registered or licensed by the state of Washington. The preparer shall, by placing his or her signature and stamp upon the face of the plat, certify that all information is portrayed accurately and that the preparer believes the proposed subdivision complies with the standards and requirements of this title, the Sultan zoning ordinance and any other applicable land use and development controls.

Section 6. SMC Section 19.12.010 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.12.010, Applicability of Provisions, is hereby amended to read as follows:

19.12.010 Applicability of provisions.

Every division of land for the purpose of sale, lease or transfer into ~~four~~nine or fewer lots, parcels or tracts within the city shall proceed in compliance with this chapter and Chapter 19.14 SMC.

Section 7. SMC Section 19.12.030 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.12.030, Redivision of platted lots, is hereby amended to read as follows:

19.12.030 Redivision of platted lots.

A. Redivision of Short Plat Prohibited. As provided in RCW 58.17.060, a parcel of land in a short subdivision shall not be further divided by short subdivision procedures for a period of five years, except as provided in subsection (B) or (C) of this section.

B. Original Short Plat to Be Increased to ~~Four~~Nine Lots. When the original short subdivision contains fewer than ~~four~~nine lots, filing of an additional short subdivision application within a five-year period to create up to a total of ~~four~~nine lots within the original short subdivision boundaries is permitted when consistent in all respects with the then-current regulations of the city.

C. Original Short Subdivision to Be Increased to ~~Five~~Ten Lots or More. Land within an approved short subdivision shall not be further divided into more than ~~four~~ten lots for a period of five years from the date of approval of the short subdivision without the submission and approval of a final long subdivision pursuant to all provisions of this title concerning the subdivision of land into ~~four~~ten or more lots, tracts, or parcels as required by the then-current Chapters 19.08 and 19.10 SMC.

Section 8. SMC Section 19.14.020 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.14.020, Application requirements, is hereby amended to read as follows:

19.14.020 Application requirements.

A. Preapplication Conference.

1. Prior to the filing of a short subdivision application, the developer shall apply for a preapplication conference as provided in SMC 19.02.030.
2. The development review team shall advise the developer as to procedure, conformity to applicable ordinances and comprehensive plan policies.
3. Attendance and participation in a preapplication conference shall not vest an application. Vesting of an application shall only occur when a complete short subdivision application has been submitted and accepted for review along with the applicable fee as provided by the city of Sultan annual fee schedule.

B. Development Authorization Required.

1. Short plats require a Level II review and decision process as provided by Chapter 19.24 SMC.
2. As provided in WAC 197-11-800(6), short subdivisions dividing land into fewer than ~~ten~~ five lots, tracts, parcels, sites or division for the purpose of sale, lease, or transfer of ownership shall be categorically exempt from SEPA threshold determination requirements, except as otherwise provided in WAC 197-11-305 and 197-11-800 as determined by the director.

C. Application for Short Subdivision. Application for short subdivision approval shall consist of the following:

1. Two completed short subdivision application forms signed by the property owner(s) or authorized agent;
2. Five copies and one reproducible copy each of the short subdivision map, supplementary map, utility and/or road plan, profile and cross-section drawings in accordance with currently adopted engineering standards;
3. The appropriate filing fee as provided by the city of Sultan annual fee schedule; any city engineering or inspection time incurred after tentative approval has been granted as part of the review and approval of the short subdivision shall be paid for prior to final approval according to the city of Sultan annual fee schedule;
4. Two copies of the short plat certificate in accordance with currently adopted short subdivision specifications; and
5. A SEPA environmental checklist and accompanying fee, as provided by the city of Sultan annual fee schedule, is required for short subdivision applications in cases where the director determines that the short subdivision is not categorically exempt from SEPA review. A determination of SEPA applicability to a short subdivision application by the

director shall be made in writing with findings indicating the basis for requirement of a SEPA environmental checklist.

~~6. A mailing list of property owners within 300 feet of the subject property shall be provided based on documented current title company records along with the mailing list review fee as provided by the city of Sultan annual fee schedule.~~

Section 9. SMC Section 19.18.100 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.18.100, Application Submittal, is hereby amended to read as follows:

19.18.100 Application submittal.

Each application for binding site plan approval shall contain five copies of all complete application forms, plans and reports. A complete application must include:

A. Application form and declaration of ownership.

B. A draft "development agreement" incorporating the conditions of approval, the timeline for development, limitation for the use of the land and improvement guarantees to ensure compliance of all conditions of approval for the binding site plan.

C. Fees as set forth in the city of Sultan annual fee schedule.

D. Title report (dated within the last 30 days).

E. Vicinity map of the area where the site is located.

F. Environmental checklist. A SEPA environmental checklist application and accompanying fee if the project is not exempt from SEPA.

G. Landscape plan.

H. Parks and open space plan.

I. Binding site plan design constructed in conformance with SMC 19.18.110.

J. A preliminary site plan to a scale of 30 feet to one inch, or appropriate multiple, stamped and signed by a registered engineer, architect or land surveyor illustrating the proposed development of the property and including, but not limited to, the following:

1. Name or title of the proposed binding site plan;
2. Date, scale and north arrow;
3. Boundary lines and dimensions including any platted lot lines within the property;
4. Total acreage;

5. Property legal description;
6. Existing zoning;
7. Location and dimensions of all existing and proposed:
 - a. Buildings, including height in stories and feet and including total square feet of ground area coverage;
 - b. Parking stalls, access aisles and total area of lot coverage of all parking areas;
 - c. Off-street loading area(s);
 - d. Driveways and entrances;
 - e. Density of residential uses;
8. Proposed building setbacks in feet;
9. Location of any regulated sensitive areas such as wetlands, steep slopes, wildlife habitat or floodplain and required buffers;
10. Location and height of fences, walls (including retaining walls) and the type or kind of building materials or planting proposed to be used;
11. Location of any proposed signs;
12. Location, dimension and basic layout of parking lots and access ways including landscaping;
13. Proposed surface stormwater management system;
14. Location of all rights-of-way and easements and uses indicated;
15. Location of existing and proposed utility service;
16. Existing and proposed grades shown in five-foot interval topographic contour lines;
17. Fire hydrant locations.

K. Any other information as required by the director to determine that the application is in compliance with the Sultan Municipal Code, including but not limited to:

1. Traffic studies;
2. Wetland reports;
3. Critical areas analysis;

4. Elevations;

5. Profiles and perspectives of buildings and site layout.

Section 10. SMC Section 19.34.060 Amended. Ordinance No. 1144 12 § 2 (part), as codified at SMC Section 19.34.060 Notice of application – Level II applications and Level I applications nonexempt from SEPA review, is hereby amended to read as follows:

19.34.060 Notice of application – Level II applications and Level I applications nonexempt from SEPA review.

A. The director shall deliver or mail notice for application of Level II proposals and Level I applications that are not categorically exempt under SEPA to parties that have filed a special notification request in accordance with SMC 19.34.110.

B. The director shall ~~additionally post, or cause to be posted, conspicuous notice at the proposal site~~ and post notice on the city Internet website containing the following information:

1. The identity of the applicant;
2. The date of the application and the date of the determination of completeness;
3. A brief description of the proposed action;
4. If a preliminary determination has been made, a statement that the proposal is subject to threshold determination requirements and the preliminary threshold determination that it expects to issue;
5. A statement identifying the public comment period and where comments may be made and a statement that the application comment period may be the only opportunity to comment on the environmental impacts of the proposal;
6. A statement explaining how interested parties may request special notice.

Section 10. Adoption of Findings of Fact. The City Council adopts as its preliminary findings the recitals set forth above. The City Council may adopt additional finding in the event that additional evidence is presented to the City Council.

Section 11: Corrections by the City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections to this ordinance, including the correction of clerical errors, reference to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

Section 12. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation and the same shall remain in full force and effect.

Section 13. Effective Date. The ordinance or a summary thereof shall be published in the official newspaper of the City, and shall take effect and be in full force five days after passage and publication as provided by law.

ADOPTED BY THE CITY COUNCIL OF SULTAN, WASHINGTON THIS ____ DAY OF _____, 2014, AND SIGNED INTO AUTHENTICATION THIS ____ DAY OF _____ 2014.

APPROVED:

Carolyn Eslick, Mayor

APPROVED AS TO FORM:

Danielle Evans, City Attorney

ATTEST/AUTHENTICATED:

Laura Koenig, City Clerk

Introduction:

Final Action:

Posted:

Published:

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: August 28, 2014
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the August 14, 2014 regular Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – August 14, 2014

Mayor Eslick called the regular meeting of the Sultan City Council to order in the Sultan Community Center. Councilmembers present: McCarty, Seehuus, Walker, Davenport-Smith, Neigel, Naslund and Beeler.

CHANGES/ADDITIONS TO THE AGENDA:

On a motion by Councilmember Seehuus, seconded by Councilmember Nichols, Move A-3 Purchase Options for a Vactor Truck to D-1

PRESENTATIONS:

Dave Somers, Snohomish County Council, Chairman, for District 5 presented an update on local and County issues.

COMMENTS FROM THE PUBLIC:

Al Wirta: Commented that he feels the Vactor truck is not a fiscally responsible usage of ratepayers funds.

Kay George: Gave explanation of why she is not responding to a records request from the city on behalf of a third party by saying that her attorney has advised her to disregard the request. She gave information to council about garbage rate comparison between Republic and the City.

Ray George: He has concerns about the enforcement of the removal of the signs on Hwy 2. It appears that all of them have not been removed per the letter that was sent out to owners of all the signs placed on Hwy 2.

Bart Dalmasso: His comment that he noticed that the City of Sultan did not use a local real estate company to assist in the purchase of the property at 317 W. Stevens.

COUNCILMEMBER COMMENTS

Councilmember Beeler: Thanked everyone for coming and appreciated Al Wirta's insight to the Vactor truck purchase but disagrees with his assessment of the cost and approves the purchase.

Councilmember Naslund: She commented that the budget for the school board did pass. She has been assigned a board position on the Snohomish County Human Services Housing Policy Advisory Board for Cities under 10,000. From this meeting she learned that grants will be harder to get since the priority of help will be going to Oso landslide operation.

Councilmember Nigel: He thanked everyone for coming and contributing their comments.

Councilmember Davenport-Smith: There is a bill before the legislature to continue that school lunch program.

Councilmember Walker: Very impressed with the work that SRV are doing. They have been very courteous and accommodating to him and the neighbors.

Councilmember McCarty: The community courts are looking promising. He is looking into putting together a water park. He is looking with Connie's assistants in to having directional arrows for our park signs. Connie will check with MUTC for rules.

POLICE CHIEF COMMENTS

Gave a report on the status of break-ins and the park cleanups.

STAFF REPORTS – Written Reports Submitted and are on file in the Office of the City Clerk.

- 1) Police Report
- 2) Code Enforcement

CONSENT AGENDA: The following items are incorporated into the consent agenda and approved by a single motion of the Council. On a motion by Councilmember Seehuus, seconded by Councilmember Neigel, the consent agenda was approved as presented. McCarty – aye, abstained on the vouchers; Seehuus – aye; Walker – aye; Davenport-Smith – aye, Neigel – aye; Naslund – aye; Beeler - aye.

- 1) Approval of the July 24, 2014 Council Meeting Minutes
- 2) Approval of Vouchers in the amount of \$230,153.62 and payroll through August 1, 2014, in the amount of \$86,819.60 to be drawn and paid on the proper accounts.

ACTION ITEMS:

Approval of the appointment of Student Representative

The issue before the City Council is to appoint Nicholas Sorgen as the Primary Student Representative on the City Council and Renelle Addington as the Alternate Student Representative on Council effective August 14, 2014 through June 30, 2015.

On June 19, 2002 The Sultan City Council passed Ordinance 784-02 adding Chapter 2.21 to the Sultan Municipal Code to provide for a Student Representative at City Council meetings. This ordinance authorizes the appointment of a student from Sultan School District to act as a liaison between the City and the school on matters related to youth in the community.

On a motion by Councilmember Naslund, seconded by Councilmember Davenport-Smith, the Council confirmed the appointment of Nicholas Sorgen as the primary Student Representative on the City Council and Renelle Addington as the alternate Student Representative on Council effective August 14, 2014 through June 30, 2015. All ayes.

Approval of the appointment to the Library Board

The issue before the Council is the confirmation of the appointment of Tony Koenig to the Sultan Library Board. Jackie Personeus, Sultan Library Branch Manager, has submitted a letter of support for the appointment from the Sultan Library Board.

Tony has been a Sultan area resident for over 40 years, is a retired self-employed landscaper, and will bring a wealth of skills and knowledge to his service on the Board. Tony has a lengthy history of community service with the Sultan School District, the Edmonds Park Board and past service as a Council Member of his church. Tony enthusiastically uses the library and its many services regularly and has a long-standing love of books, reading and lifelong learning. The Board is very confident Tony will be a valuable addition and a great Community Ambassador for the Sultan Library and Sno-Isle Libraries.

On a motion by Councilmember Naslund, seconded by Councilmember Walker, the Council confirmed the appointments of Tony Koenig to the Sultan Library Board. All ayes.

Purchase Options for Vector Truck

The issue before the Council is to authorize staff to advertise for bids to purchase a vector truck. At the March 22, 2014 Council Retreat, a discussion was held regarding capital equipment needs for the City. The consensus of the Council was to move forward with process to obtain funding through the State Local Options program to purchase a Vector truck in late 2014. Subsequently, staff believes that the city should purchase a used vector truck with available funds, not borrowing any money to complete the purchase.

Vector Truck Usage: Earlier discussions have elaborated on the past rental of vector trucks for city use, along with potential additional uses that such equipment would provide the city public works department. The actual expenditures for rental of vector truck service for 2009 through 2014 are \$114,010.50.

The most recent rental charges were based on \$160.00 per hour for the equipment and \$30.00 per hour for an operator. The costs covered the time the equipment left its base in Bellevue until it returned. Staff has been advised that the current rental cost of a 10 year old vector truck is between \$10,000 and \$12,000 per month, based on the specific truck.

On a motion by Councilmember Walker, seconded by Councilmember Davenport-Smith it was decided to move the discussion to the Budget Workshop on August 26th and allowing Al Wirta to enter into the discussion.

Adjournment: On a motion by Councilmember Walker seconded by Councilmember Davenport-Smith the meeting adjourned at 8:19 PM. All ayes.

Carolyn Eslick, Mayor

Rosemary Murphy, Utility Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Consent 2
DATE: August 28, 2014
SUBJECT: Voucher Approval - 2014
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the vouchers for approval in the amount of \$534,522.19 and payroll through August 15, 2014 in the amount of \$90,547.52 to be drawn and paid on the proper accounts.

FISCAL IMPACT: \$625,069.71

RECOMMENDATION:

Approve the payment of vouchers as submitted.

**City Of Sultan
Voucher Approval
August 28, 2014**

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 hereon, and that the claim is just, due and an unpaid obligation against the City of Sultan, and that I am authorized to authenticate and certify to said claim.

Laura J. Koenig, Clerk/Deputy Finance Director

We, the undersigned City Council of Sultan Washington, do hereby certify that the merchandise or services hereinafter specified have been received and the claims are approved for payment in the following amounts:

Payroll Check #29629-30	\$ 2,951.26
Direct Deposit #17	\$ 25,776.89
Benefits Check #29624-28,61-34	\$ 38,421.23
Tax Deposit #PR16-17	\$ 23,398.14
Accounts Payable Checks #29635-49	\$ 534,522.19
ACH Transactions - DOR	\$
 TOTAL	 \$ 625,069.71

Bob McCarty, Councilmember

John Seehuus, Councilmember

Rocky Walker, Councilmember

Sarah Davenport-Smith, Councilmember

Joe Neigel, Councilmember

Marianne Naslund, Councilmember

Jeffrey Beeler, Councilmember

Accounts Payable

Check Register Totals Only

User: laura.koenig
Printed: 8/26/2014 - 11:05 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29635	08/26/2014	awc	AWC	300.00	0
29636	08/26/2014	EvtStamp	Everett Stamp Works	111.34	0
29637	08/26/2014	EvDC	Evergreen District Court	480.06	0
29638	08/26/2014	Frontier	Frontier	338.98	0
29639	08/26/2014	GBGeek	Gold Bar Geek	1,348.91	0
29640	08/26/2014	lowes	Lowes	90.52	0
29641	08/26/2014	Pitney	Pitney Bowes	520.99	0
29642	08/26/2014	PUD 1	PUD	2,458.55	0
29643	08/26/2014	PSE	Puget Sound Energy	120.17	0
29644	08/26/2014	SRVConst	SRV Construction Inc.	214,670.47	0
29645	08/26/2014	SRVConst	SRV Construction Inc.	312,792.31	0
29646	08/26/2014	Staples	Staples Credit Plan	1,078.47	0
29647	08/26/2014	USBank	US Bank	74.00	0
29648	08/26/2014	visa	Visa	125.42	0
29649	08/26/2014	visa	Visa	12.00	0
				<hr/> <hr/>	
Check Total:				534,522.19	
				<hr/> <hr/>	

Payroll

ACH Check Register

User: 'julie.addington'
Printed: 08/15/2014 - 1:36PM
Batch: 2-8-2014
Include Partial: FALSE



Check Date	Check Number	Employee No	Employee Name	Amount
08/22/2014	0	001	Laura Koenig	1,925.07
08/22/2014	0	004	Donna Murphy	1,341.24
08/22/2014	0	007	Julie Addington	1,422.47
08/22/2014	0	010	Cindy Sparks	1,486.90
08/22/2014	0	011	Janice Mann	1,121.88
08/22/2014	0	013	Rosemary Murphy	1,196.41
08/22/2014	0	015	Kenneth Walker	2,155.26
08/22/2014	0	016	Stacy MacGregor	1,608.68
08/22/2014	0	019	Michael Matheson	2,704.44
08/22/2014	0	020	Connie Dunn	1,950.74
08/22/2014	0	025	John Harris	1,810.68
08/22/2014	0	028	Todd Strom	1,558.21
08/22/2014	0	049	Victoria Forte	827.41
08/22/2014	0	120	Matthew Wood	2,026.97
08/22/2014	0	121	Jason Strauss	1,319.78
08/22/2014	0	123	John Keller	957.62
08/22/2014	0	124	Dustin Lindahl	363.13
Total Employees:			17	Total: 25,776.89

Payroll

Computer Check Register

User: julie.addington
Printed: 08/15/2014 - 1:34PM
Batch: 00002-08-2014 Computer



Check No	Check Date	Employee Information	Amount
29629	08/22/2014	024 Michael Williams	1,568.82
29630	08/22/2014	029 James Barns	1,382.44
Total Number of Employees: 2		Total for Payroll Check Run:	2,951.26

Accounts Payable

Check Register Totals Only

User: laura.koenig
 Printed: 8/8/2014 - 10:00 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29624	08/08/2014	Retire	Department of Retirement	1,950.00	0
29625	08/08/2014	Retire	Department of Retirement	5,982.67	0
29626	08/08/2014	AWCben	AWC Employee Benefit Trust	19,757.11	0
29627	08/08/2014	AWCben	AWC Employee Benefit Trust	24.00	0
29628	08/08/2014	WATeamTr	Washington Teamsters Welfare Trust	1,890.20	0
Check Total:				29,603.98	

Accounts Payable

Check Register Totals Only

User: laura.koenig
 Printed: 8/25/2014 - 3:05 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29631	08/25/2014	Retire	Department of Retirement	1,950.00	0
29632	08/25/2014	Retire	Department of Retirement	5,883.35	0
29633	08/25/2014	AFLAC	AFLAC	111.90	0
29634	08/25/2014	UNION	Teamsters Local Union #763	872.00	0
Check Total:				8,817.25	

Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29624	08/08/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	74.50
29624	08/08/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	25.50
29624	08/08/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.50
29624	08/08/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	7.50
29624	08/08/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	57.24
29624	08/08/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.00
29624	08/08/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	19.50
29624	08/08/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	21.26
29624	08/08/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	480.50
29624	08/08/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	85.49
29624	08/08/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.00
29624	08/08/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	26.50
29624	08/08/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	342.50
29624	08/08/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	535.00
29624	08/08/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	120.75
29624	08/08/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	105.26
29625	08/08/2014	GENERAL FUND	PERS Payable	Department of Retirement	106.19
29625	08/08/2014	GENERAL FUND	PERS Payable	Department of Retirement	57.65
29625	08/08/2014	GENERAL FUND	PERS Payable	Department of Retirement	412.31
29625	08/08/2014	STREET FUND	PERS Payable	Department of Retirement	118.49
29625	08/08/2014	CEMETERY FUND	PERS Payable	Department of Retirement	19.41
29625	08/08/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	24.57
29625	08/08/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	562.30
29625	08/08/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	468.71
29625	08/08/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	279.03
29625	08/08/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	141.27
29625	08/08/2014	GENERAL FUND	PERS Payable	Department of Retirement	771.79
29625	08/08/2014	STREET FUND	PERS Payable	Department of Retirement	221.85
29625	08/08/2014	CEMETERY FUND	PERS Payable	Department of Retirement	36.34
29625	08/08/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	45.95
29625	08/08/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,052.58
29625	08/08/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	877.45
29625	08/08/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	522.37
29625	08/08/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	264.41
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	55.77
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.65
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.88
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.23

29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.24
29626	08/08/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	25.73
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.13
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.35
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	84.92
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	11.41
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.77
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.83
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	198.05
29626	08/08/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	110.32
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	77.48
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	47.26
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	55.78
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.64
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.88
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.22
29626	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.25
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	25.75
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	13.12
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.34
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	90.87
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	16.40
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	6.43
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1.49
29626	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	200.70
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	110.32
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	94.12
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	47.90
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2,075.94
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	366.34
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	137.15
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.63
29626	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,391.79
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2,783.47
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	2,147.16
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,047.69
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,584.22
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	447.72
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	27.46
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	118.12
29626	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,015.23
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	802.33

29626	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	389.12
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	407.27
29626	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.54
29626	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.03
29626	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.59
29626	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.60
29626	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.23
29626	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	10.85
29626	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	8.55
29626	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.61
29626	08/08/2014	GENERAL FUND	Benefits - Disability Insuranc	AWC Employee Benefit Trust	513.24
29627	08/08/2014	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.04
29627	08/08/2014	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	1.80
29627	08/08/2014	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.88
29627	08/08/2014	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29627	08/08/2014	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29627	08/08/2014	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	1.80
29627	08/08/2014	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.88
29627	08/08/2014	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.04
29627	08/08/2014	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29627	08/08/2014	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29627	08/08/2014	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29628	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	36.35
29628	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	36.35
29628	08/08/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	367.13
29628	08/08/2014	STREET FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	72.69
29628	08/08/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	23.98
29628	08/08/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	7.28
29628	08/08/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	475.44
29628	08/08/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	399.88
29628	08/08/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	357.68
29628	08/08/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	113.42
29631	08/25/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	74.50
29631	08/25/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	25.49
29631	08/25/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.51
29631	08/25/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	7.49
29631	08/25/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	57.24
29631	08/25/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.01
29631	08/25/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	19.50
29631	08/25/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	21.26
29631	08/25/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	480.49
29631	08/25/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	85.48
29631	08/25/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.01

29631	08/25/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	26.49
29631	08/25/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	342.50
29631	08/25/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	535.02
29631	08/25/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	120.75
29631	08/25/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	105.26
29632	08/25/2014	GENERAL FUND	PERS Payable	Department of Retirement	98.60
29632	08/25/2014	GENERAL FUND	PERS Payable	Department of Retirement	53.53
29632	08/25/2014	GENERAL FUND	PERS Payable	Department of Retirement	410.42
29632	08/25/2014	STREET FUND	PERS Payable	Department of Retirement	116.11
29632	08/25/2014	CEMETERY FUND	PERS Payable	Department of Retirement	18.50
29632	08/25/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	24.21
29632	08/25/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	550.48
29632	08/25/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	464.65
29632	08/25/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	270.32
29632	08/25/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	140.89
29632	08/25/2014	GENERAL FUND	PERS Payable	Department of Retirement	768.28
29632	08/25/2014	STREET FUND	PERS Payable	Department of Retirement	217.41
29632	08/25/2014	CEMETERY FUND	PERS Payable	Department of Retirement	34.58
29632	08/25/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	45.28
29632	08/25/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,030.47
29632	08/25/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	869.79
29632	08/25/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	506.05
29632	08/25/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	263.78
29633	08/25/2014	STREET FUND	AFLAC Payable	AFLAC	0.12
29633	08/25/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.03
29633	08/25/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.87
29633	08/25/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.03
29633	08/25/2014	STREET FUND	AFLAC Payable	AFLAC	0.31
29633	08/25/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.07
29633	08/25/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.63
29633	08/25/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.89
29633	08/25/2014	STREET FUND	AFLAC Payable	AFLAC	0.12
29633	08/25/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.04
29633	08/25/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.87
29633	08/25/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.02
29633	08/25/2014	STREET FUND	AFLAC Payable	AFLAC	0.33
29633	08/25/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.08
29633	08/25/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.62
29633	08/25/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.87
29634	08/25/2014	GENERAL FUND	AFLAC Payable	AFLAC	114.34
29634	08/25/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	12.28
29634	08/25/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	4.09

29634	08/25/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	1.18
29634	08/25/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	91.35
29634	08/25/2014	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	82.09
29634	08/25/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	60.63
29634	08/25/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	20.04
29634	08/25/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	9.00
29634	08/25/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	7.50
29634	08/25/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	2.50
29634	08/25/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	1.00
29634	08/25/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	4.00
29634	08/25/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	25.00
29634	08/25/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	1.00
29634	08/25/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	1.00
29634	08/25/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	114.35
29634	08/25/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	12.25
29634	08/25/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	4.09
29634	08/25/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	1.18
29634	08/25/2014	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	91.37
29634	08/25/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	82.11
29634	08/25/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	60.61
29634	08/25/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	20.04
29634	08/25/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	9.00
29634	08/25/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	7.50
29634	08/25/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	2.50
29634	08/25/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	1.00
29634	08/25/2014	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	4.00
29634	08/25/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	25.00
29634	08/25/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	1.00
29635	08/26/2014	GENERAL FUND	Travel and Seminars	AWC	300.00
29636	08/26/2014	GENERAL FUND	Office/Operating Supplies	Everett Stamp Works	79.74
29636	08/26/2014	GENERAL FUND	Office/Operating Supplies	Everett Stamp Works	31.60
29637	08/26/2014	GENERAL FUND	Miscellaneous - Court Filing Fee	Evergreen District Court	480.06
29638	08/26/2014	UTILITY SEWER FUND	Communication	Frontier	260.55
29638	08/26/2014	GENERAL FUND	Communication	Frontier	15.69
29638	08/26/2014	STREET FUND	Communication	Frontier	15.68
29638	08/26/2014	UTILITY WATER FUND	Communication	Frontier	15.69
29638	08/26/2014	UTILITY SEWER FUND	Communication	Frontier	15.68
29638	08/26/2014	UTILITY GARBAGE FUND	Communication	Frontier	15.69
29639	08/26/2014	INFORMATION TECHNOLOGY FUND -	Professional Service	Gold Bar Geek	1,348.91
29640	08/26/2014	UTILITY SEWER FUND	Repair and Maintenance	Lowes	98.00
29640	08/26/2014	UTILITY SEWER FUND	Repair and Maintenance	Lowes	-7.48
29641	08/26/2014	GENERAL FUND	Communication	Pitney Bowes	182.35
29641	08/26/2014	GENERAL FUND	Communication	Pitney Bowes	78.15

29641	08/26/2014	STREET FUND	Communication	Pitney Bowes	65.12
29641	08/26/2014	UTILITY WATER FUND	Communication	Pitney Bowes	65.12
29641	08/26/2014	UTILITY SEWER FUND	Communication	Pitney Bowes	65.13
29641	08/26/2014	UTILITY GARBAGE FUND	Communication	Pitney Bowes	65.12
29642	08/26/2014	UTILITY SEWER FUND	Utilities	PUD	2,458.55
29643	08/26/2014	GENERAL FUND	Utilities	Puget Sound Energy	22.49
29643	08/26/2014	STREET FUND	Utilities	Puget Sound Energy	4.50
29643	08/26/2014	UTILITY WATER FUND	Utilities	Puget Sound Energy	4.50
29643	08/26/2014	UTILITY SEWER FUND	Utilities	Puget Sound Energy	4.49
29643	08/26/2014	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	4.50
29643	08/26/2014	GENERAL FUND	Utilities	Puget Sound Energy	4.50
29643	08/26/2014	GENERAL FUND	Utilities	Puget Sound Energy	39.70
29643	08/26/2014	GENERAL FUND	Utilities	Puget Sound Energy	35.49
29644	08/26/2014	STREET IMPROVEMENT FUND	High Ave Project	Puget Sound Energy	214,670.47
29645	08/26/2014	STREET IMPROVEMENT FUND	Alder Avenue Project	SRV Construction Inc.	312,792.31
29646	08/26/2014	GENERAL FUND	Office/Operating Supplies	SRV Construction Inc.	114.02
29646	08/26/2014	STREET FUND	Office Supplies	Staples Credit Plan	28.50
29646	08/26/2014	UTILITY WATER FUND	Office Supplies	Staples Credit Plan	28.50
29646	08/26/2014	UTILITY SEWER FUND	Office Supplies	Staples Credit Plan	28.51
29646	08/26/2014	UTILITY GARBAGE FUND	Office Supplies	Staples Credit Plan	28.50
29646	08/26/2014	GENERAL FUND	Office/Operating Supplies	Staples Credit Plan	402.46
29646	08/26/2014	STREET FUND	Office Supplies	Staples Credit Plan	100.61
29646	08/26/2014	UTILITY WATER FUND	Office Supplies	Staples Credit Plan	100.61
29646	08/26/2014	UTILITY SEWER FUND	Office Supplies	Staples Credit Plan	100.62
29646	08/26/2014	UTILITY GARBAGE FUND	Office Supplies	Staples Credit Plan	100.61
29646	08/26/2014	GENERAL FUND	Office/Operating Supplies	Staples Credit Plan	22.77
29646	08/26/2014	STREET FUND	Office Supplies	Staples Credit Plan	5.69
29646	08/26/2014	UTILITY WATER FUND	Office Supplies	Staples Credit Plan	5.69
29646	08/26/2014	UTILITY SEWER FUND	Office Supplies	Staples Credit Plan	5.69
29646	08/26/2014	UTILITY GARBAGE FUND	Office Supplies	Staples Credit Plan	5.69
29647	08/26/2014	GENERAL FUND	Bank Fees	US Bank	74.00
29648	08/26/2014	GENERAL FUND	Travel and Seminars	Visa	125.42
29649	08/26/2014	UTILITY WATER FUND	Travel and Seminars	Visa	12.00
				TOTAL	<u>572,943.42</u>

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: A-1
DATE: August 28, 2014
SUBJECT: WHPacific Professional Services Contract – Timber Ridge
CONTACT PERSON: Mick Matheson, P.E. Public Works Director

ISSUE:

The issue before the city council is to authorize the mayor to sign a contract with WHPacific to assist the City with civil engineering, surveying, and geotechnical professional services related to the repair of the damaged infrastructure improvements associated with 141st Street SE. The contract amount is not to exceed \$35,000 without prior written authorization from City Council,

STAFF RECOMMENDATION:

Authorize the Mayor to sign a contract with WHPacific to assist the City with civil engineering, surveying, and geotechnical professional services related to the repair of the damaged infrastructure improvements associated with 141st Street SE.

SUMMARY:

WHPacific and their geotechnical engineering subconsultant Robinson Noble have been working with the City since 2011 to study and address issues related to the Timber Ridge subdivision. This previous work has been authorized by Council through addendums to the on-call consultant contract with WHPacific.

As the on-call consultant contract is soon expiring and additional work is needed to address the issues at Timber Ridge, staff believes it is prudent to hire a consultant to press forward. Professional engineers must be hired based on qualifications and not price for public works projects. Staff made the consultant selection using guidance provided by Municipal Research and Services Center. WHPacific was the obvious choice due to their site specific knowledge and expertise. A memorandum outlining the consultant selection process is attached (Attachment A).

Now that the City has adopted a new Geologically Hazardous Areas code and the moratorium on building in Timber Ridge has been lifted, the owner of the unoccupied lots has expressed interest in moving forward with obtaining building permits for lots adjacent to 141st Street SE.

It is the City's obligation to repair the damaged infrastructure improvements associated with 141st Street SE. At this point, the cul-de-sac sidewalk has failed, and there is damage to the storm drainage system. It is also possible that there has been damage to the sanitary sewer system.

City staff has recently been collaborating with WHPacific and Robinson Noble on next steps. The following tasks are proposed to be completed next:

Task 7 – Topographic Survey of 141st Street Cul-de-sac. This is necessary to serve as an engineering base map that depicts the current topography and damaged roadway.

Task 8- Preliminary Engineering Design- This includes coordination with Robinson Noble on design alternatives, coordinating video analysis of the sewer and storm systems that are damaged, meeting with the City, preparation of two concept designs and preliminary construction costs associated with the proposed cul-de-sac repair.

Task 9 – Geotechnical support services. This includes review the existing geotechnical information from Nelson Geotechnical and Terra Associates, completion of one boring to approximately 40 feet in depth, one consolidated drained triaxial test, slope stability analysis of the two options, schematic sketches of the repair options, a summary letter report, and two design meetings.

Task 10 – Pipe Video Analysis – An analysis of the condition of the sewer and storm drainage system in the cul-de-sac area of 141st Street SE.

It is important to note that the above referenced work does not include final engineering, which will be based on the findings and conclusions derived from the work performed in Tasks 7 through 10.

ALTERNATIVES:

1. Authorize the Mayor to sign a contract with WHPacific to provide professional engineering services in the amount not to exceed \$35,000 without prior written authorization by the City Council.
2. Do not authorize the Mayor to sign a contract with WHPacific and direct staff to areas of concern.

FISCAL IMPACT:

The consultant's fee is covered by the Timber Ridge maintenance bond proceeds.

RECOMMENDED ACTION:

Authorize the Mayor to sign a contract with WHPacific to provide professional engineering services in the amount not to exceed \$35,000 without prior written authorization by the City Council.

ATTACHMENTS:

Attachment A – Timber Ridge Consultant Selection Memo
Attachment B - Contract

Memo

To: File
From: Mick Matheson, P.E. Public Works Director
Date: 8/5/2014
Re: Timber Ridge Consultant Selection

I spoke with John Carpita with MRSC regarding the consultant selection process for engineering support related to the road and utility issues in the Timber Ridge subdivision.

Mr. Carpita stated that I could review the qualifications of three firms listed on the MRSC roster and make a determination of who was best qualified for this project based on specific selection criteria. The next step would be to solicit a scope and fee from the selected consultant.

I selected three engineering firms for this project based on their past experience with work in Sultan and my interactions with these firms during my tenure in Sultan.

The three firms selected were:

1. WHPacific
2. The Blueline Group
3. Gray & Osborne

Selection criteria were developed and are outlined below. Each firm was rated on a scale of 5 (excellent) to 1 (poor) based on review of each firm's qualifications and my personal knowledge of each firm's history in working with Sultan.

	WHPacific	The Blueline Group	Gray & Osborne
Recent experience in Sultan	5	5	5
Key staff have direct knowledge of Timber Ridge issues	5	3	3
Key staff's expertise in civil engineering related to road and utility design.	5	5	5
Total Score	15	13	13

Based on this selection criteria, I chose WHPacific.

AGREEMENT FOR SERVICES BETWEEN THE CITY OF SULTAN AND WHPACIFIC, INC.

THIS AGREEMENT, is made by and between the City of Sultan (hereinafter referred to as "City"), a Washington Municipal Corporation, and WHPacific Inc. (hereinafter referred to as "Service Provider"), doing business at 12100 NE 195th Street, Suite 300, Bothell, WA 98011.

WHEREAS, Service Provider is in the business of providing certain services specified herein; and

WHEREAS, the City desires to contract with Service Provider for the provision of such services for professional engineering and surveying services associated with the Timber Ridge development, and Service Provider agrees to contract with the City for same;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Description of Work.** Service Provider shall perform work as described in Exhibit A, Scope of Work, which is attached hereto and incorporated herein by this reference, according to the existing standard of care for such services. Service Provider shall not perform any additional services without the express permission of the City.
2. **Payment.**
 - A. The City shall pay Service Provider at the hourly rate set forth in Exhibit B, but not more than a total of thirty five thousand dollars (\$35,000) for the services described in this Agreement. This is the maximum amount to be paid under this Agreement.
 - B. Service Provider shall submit monthly payment invoices to the City after such services have been performed, and the City shall make payment within four (4) weeks after the submittal of each approved invoice. Such invoice shall detail the hours worked, a description of the tasks performed, and shall separate all charges for clerical work and reimbursable expenses.
 - C. If the City objects to all or any portion of any invoice, it shall so notify Service Provider of the same within five (5) days from the date of receipt and shall pay that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion.

3. **Relationship of Parties.** The parties intend that an independent contractor - client relationship will be created by this Agreement. No agent, employee, representative or subcontractor of Service Provider shall be or shall be deemed to be the employee, agent, representative or subcontractor of the City. None of the benefits provided by the City to its employees, including, but not limited to, compensation, insurance and unemployment insurance, are available from the City to the Service Provider or his employees, agents, representatives or subcontractors. Service Provider will be solely and entirely responsible for his acts and for the acts of Service Provider's agents, employees, representatives and subcontractors during the performance of this Agreement. The City may, during the term of this Agreement, engage other independent contractors to perform the same or similar work that Service Provider performs hereunder.
4. **Project Name.** Timber Ridge
5. **Duration of Work.** Service Provider shall complete the work described in Exhibit A on or before August 1, 2015.
6. **Termination.**
 - A. Termination Upon the City's Option. The City shall have the option to terminate this Agreement at any time. Termination shall be effective upon ten (10) days written notice to the Service Provider.
 - B. Termination for Cause. If Service Provider refuses or fails to complete the tasks described in Exhibit A, or to complete such work in a manner unsatisfactory to the City, then the City may, by written notice to Service Provider, give notice of its intention to terminate this Agreement. After such notice, Service Provider shall have ten (10) days to cure, to the satisfaction of the City or its representative. If Service Provider fails to cure to the satisfaction of the City, the City shall send Service Provider a written termination letter which shall be effective upon deposit in the United States mail to Service Provider's address as stated below.
 - C. Rights upon Termination. In the event of termination, the City shall only be responsible to pay for all services satisfactorily performed by Service Provider to the effective date of termination, as described in the final invoice to the City. The City Administrator shall make the final determination about what services have been satisfactorily performed.
7. **Nondiscrimination.** In the hiring of employees for the performance of work under this Agreement or any subcontract hereunder, Service Provider, its subcontractors or any person acting on behalf of Service Provider shall not, by reason of race, religion, color, sex, marital status, national origin or the presence of any sensory, mental, or physical disability, discriminate against any person who is qualified and available to perform the work to which the employment relates.

8. **Indemnification / Hold Harmless.** The Service Provider shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Service Provider and the City, its officers, officials, employees, and volunteers, the Service Provider's liability hereunder shall be only to the extent of the Service Provider's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Service Provider's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

9. **Insurance.** The Service Provider shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Service Provider, their agents, representatives, employees or subcontractors.

A. **Minimum Scope of Insurance.** Service Provider shall obtain insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The City shall be named as an insured under the Service Provider's Commercial General Liability insurance policy with respect to the work performed for the City using ISO additional insured endorsement GC 20 10 10 01 and GC 20 37 10 01 or substitute endorsements providing equivalent coverage.

3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
 4. Professional Liability insurance appropriate to the Contractor's profession.
- B. Minimum Amounts of Insurance. Service Provider shall maintain the following insurance limits:
1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
 2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate and \$2,000,000 products-completed operations aggregate limit.
 3. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.
- C. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:
1. The Service Provider's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Service Provider's insurance and shall not contribute with it.
 2. The Service Provider's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
- D. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.
- E. Verification of Coverage. Service Provider shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Service Provider before commencement of the work.
- F. Subcontractors. Service Provider shall include each subcontractor as insured under its policies or shall furnish separate certifications and endorsements for each subcontractor. All coverage shall be subject to all of the same insurance requirements as stated herein for the Service Provider.

10. **Entire Agreement.** The written provisions and terms of this Agreement, together with all documents attached hereto, shall supersede all prior verbal statements of any officer or other representative of the City, and such statements shall not be effective or be construed as entering into or forming a part of, or altering in any manner whatsoever, this Agreement.
11. **City's Right of Supervision, Limitation of Work Performed by Service Provider.** Even though Service Provider works as an independent contractor in the performance of his or her duties under this Agreement, the work must meet the approval of the City and be subject to the City's general right of inspection and supervision to secure the satisfactory completion thereof. In the performance of work under this Agreement, Service Provider shall comply with all federal, state and municipal laws, ordinances, rules and regulations that are applicable to Service Provider's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.
12. **Work Performed at Service Provider's Risk.** Service Provider shall be responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be responsible for any loss of or damage to materials, tools, or other articles used or held for use in connection with the work.
13. **Ownership of Products and Premises Security.**
 - A. All reports, plans, specifications, data maps, and documents produced by the Service Provider in the performance of services under this Agreement, whether in draft or final form and whether written, computerized, or in other form, shall be the property of the City.
 - B. While working on the City's premises, the Service Provider agrees to observe and support the City's rules and policies relating to maintaining physical security of the City's premises.
14. **Modification.** No waiver, alteration or modification of any of the provisions of this Agreement shall be binding unless in writing and signed by a duly authorized representative of the City and Service Provider.
15. **Assignment.** Any assignment of this Agreement by Service Provider without the written consent of the City shall be void.
16. **Written Notice.** All communications regarding this Agreement shall be sent to the parties at the addresses listed below, unless notified to the contrary. Any written notice hereunder shall become effective as of the date of mailing by registered or certified mail, and shall be deemed sufficiently given if sent to the addressee at the address stated in this Agreement or such other address as may be hereafter specified in writing.

- 17. Non-Waiver of Breach.** The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements or options, and the same shall be and remain in full force and effect.
- 18. Resolution of Disputes, Governing Law, Venue.** Should any dispute, misunderstanding or conflict arise as to the terms and conditions contained in this Agreement, the matter shall be referred to the City Administrator, whose decision shall be final. In the event of any litigation arising out of this Agreement, the prevailing party shall be reimbursed for its reasonable attorney fees from the other party. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. In the event any suit, arbitration or other proceeding is instituted to enforce any term of this Agreement, the parties specifically understand and agree that venue shall be exclusively in Snohomish County, Washington.
- 19. Severability.** Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the City and Service Provider, who agree that the Agreement shall be reformed to replace such stricken provision or part with a valid and enforceable provision that comes as close as reasonably possible to expressing the intent of the stricken provision.

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year above written.

Dated this 28th day of August, 2014

CITY OF SULTAN

By: _____
Carolyn Eslick, Mayor

SERVICE PROVIDER

By: _____
Title: _____
Taxpayer ID #: _____

CITY CONTACT

City of Sultan
319 Main Street, Suite 200
Sultan, WA 98294
Phone: 360-793-2231
Fax: 360-793-3344

SERVICE PROVIDER CONTACT

Phone: _____
Fax: _____

ATTEST/AUTHENTICATED

By: _____
City Clerk

APPROVED AS TO FORM

By: _____
Office of the City Attorney

Exhibit A

Scope of Work

Task #7 Topographic Survey 141st Street Cul-de-Sac

1. Prepare topographic survey of an area of approximately 120 feet in east-west direction by 180 feet in north-south direction, lying between the northerly side of the cul-de-sac at the easterly end of 141st Street NE on the north to the toe of ravine lying southerly of the cul-de-sac. The topographic survey will delineate:
 - a. existing street and utility improvements,
 - b. Major settlement cracks and sidewalk failure areas
 - c. Significant trees.
2. WHPacific will contract with a private Utility locate service to mark the underground utilities (water, gas, CATV, tel, power) prior to surveying.

Deliverables

- The topographic survey will be prepared in standard WHP CADD standards in “worksheet” form to be used for geo-technical and civil engineering analysis.

Task #8 Engineering

Preliminary Design

1. WHPacific will coordinate with Robinson Noble on the design alternatives.
2. WHPacific will manage and attend the onsite video Analysis the sub-contractor.
3. WHPacific will attend a meeting with the City to review initial alternatives provided by Robinson Noble.
4. Based on the Geotechnical memorandum from Robinson Noble, topographic survey and video analysis, WHPacific will prepare two concept designs and preliminary construction costs associated with the proposed cul-de-sac repair:
 - a. Option #1 will focus on repair the cul-de-sac in its current location. This will include repairs to the damaged utilities, restoration of the slope, sidewalks and pavement. It may include abandonment of one of more lots.

- b. Option #2 will focus on re-locating the cul-de-sac to the west. This may include construction of a new driveway stub to access lots, abandonment of one or more lots, stabilization of the failed slope and repair of the utilities.
5. WHPacific and Robinson Noble will meet with the City to review the proposed repair approach and preliminary construction costs.
6. The preliminary design (Design Memo and Exhibit) will be submitted to the City for review and approval.
7. We have budgeted two follow up meetings and minor plan revisions to one concept following submission of the memo and design and Presentation at Council.

Deliverables / Product:

- Preliminary Engineering Memo with TWO Design options
- Preliminary Plans for each Concept
- Two Preliminary Construction Cost Estimates

Task #9 Geotech Services (Preliminary Design Alternatives & Geotechnical Design Report)

See attached Robinson Noble Proposal

Task #10 Pipe Video Analysis

CCTV inspection of damaged Sewer and Storm systems portal to portal, to include operator & laborer to be performed by:

Puget Construction Services, Inc.

Video Analysis to be provided prior to Engineering Task.

Assumptions

The aforementioned Scope of Services and fees are based on the following assumptions.

1. City will secure necessary rights-of-entry onto private property for consultant's personnel.
2. This scope of work does not include final Construction Drawings. The determination of which option will be built.



August 12, 2014

Marc J. Servizi, P.E.
Director of Land Development
WH Pacific

Subject: Updated Scope of Services
Geotechnical Consultation for the City of Sultan
Timber Ridge

Dear Mr. Servizi

Our preliminary analyses and a previous geotechnical engineer have concluded that the deep-seated global stability will have a factor of safety less than the typical requirement of 1.5. Our intent is to obtain additional soil samples and complete additional laboratory testing in order to evaluate the deep-seated stability. We are hoping the soil parameters are greater than those previously used in the slope stability analyses. The laboratory results will help determine if an economical repair solution could be completed for the cul-de-sac.

Scope of Work

We propose the following scope of services to evaluate the feasibility of Options 1 and 2 as provided by WHPacific. The scope of services to be provided by Robinson Noble, Inc. is for geotechnical evaluation services, including the following:

- Review and use in preliminary design the existing geotechnical information from Nelson Geotechnical and Terra & Associates.
- Complete one-boring to approximately 40 feet in depth. Obtain samples of the native soil for use in our laboratory analyses.
- Complete one consolidated-drained triaxial test to identify the soil parameters.
- Complete slope stability analyses of the different options. Provide preliminary factors of safety with each option.
- Provide schematic sketches of different repair options. These preliminary sketches will be used to evaluate potential costs.
- Provide our recommendations and analyses in a brief letter report.
- Support the consulting team to develop alternatives and project costs.
- We have included time for two design meetings.

Services Agreement

Robinson Noble typically works on a time-and-expense basis according to the attached General Fee Schedule (Exhibit B). We estimate rough budgets for the tasks described above to be approximately \$12,000. The budget includes the cost of the subcontracted driller and the subcontracted soil laboratory that specializes in Triaxial testing. It should be understood that

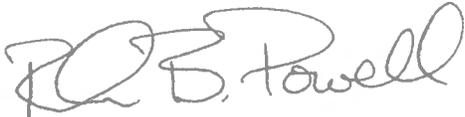
City of Sultan
Timber Ridge
August 12, 2014
Page 2 of 3

these cost are to consult the City on the direction of the project. Additional geotechnical exploration, analyses and laboratory testing may be needed in the design phase of each of these areas based on the course of action taken by the City of Sultan and the chosen alternative.

We trust this scope of work and cost estimate is adequate for your needs. Please contact us if we can provide additional information or modify the scope of work to better assist you.

We look forward to working with you on this project.

Sincerely,
Robinson Noble, Inc.

A handwritten signature in black ink that reads "Rick B. Powell". The signature is written in a cursive style with a large, stylized "R" and "P".

Rick B Powell, PE
Principal Engineer

attachments



CONSULTANT FEE ESTIMATE
Exhibit B

Client: **City of Sultan**
Project: **Timber Ridge**
Date: **8/19/2014**

Charle C

Planner/Sur PM/Eng

Specs Design

RJB/rd

MJS

Darren

Brian

Crew

Deanne

Mult

3

TASK NO.	TASK (Scope of Services)	WHPACIFIC PROJECT TEAM								HOURS	LABOR COST
		Principal in Charge 195.00	Project Manager 135.00	Sr Proj Mgr/Eng 165.00	Profess. II 135.00	Professional III 135.00	Designer II 111.00	2 Man crew 165.00	Project Coord. II 96.00		
7.0	Engineering	0	0	48	0	0	68	0	4	120	\$15,900
	Project Management			8					4		
	External Meet with City and/or Property Owner			4							
	Meeting with Team			4				4			
Optn #1	Preliminary Design plans, memo, Cost Est			16					24		
Optn #2	Preliminary Design plans, memo, Cost Est			16					40		
8.0	Surveying	0	4	0	0	8	0	10	1	23	\$3,400
	Topographic Survey and Mapping of cul-de-sac area		4	0		8		10	1		
\$19,300											
Labor Totals (Hours)		0	4	48	0	8	68	10	5	143	\$19,300

EXPENSES:

ITEM	QUANTITY	UNIT COST	EXPENSES COST
Mileage	200	\$0.550	\$110
Plots	50	\$3.00	\$150
Copies	0	\$0.75	\$0
APS Utility Locates	1	\$1,000.00	\$1,000
Permits	0	\$250	\$0
Expenses Total:			\$1,260

SUBCONSULTANTS:

SUBCONSULTANT	FEE	MARK UP	SUBCONSULTANT COST
Robinson Noble - Scope per Exhibit C		1.00	\$12,000
CCTV inspection Puget Construction Services	1280	1.17	\$1,500
		1.00	\$0
		1.00	\$0
Subconsultants Total:			\$13,500

Contingency \$940
TOTAL PROJECT FEE: \$35,000

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: A-2
DATE: August 28, 2014
SUBJECT: Amendment to Title 19, Land Division Code
CONTACT PERSON: Stacy MacGregor, Senior Planner 

ISSUE:
First reading of Ordinance 1200-14, Amending Title 19, increasing Short Subdivision and Small Scale Binding Site Plan process from 4 lots to 9 lots.

PLANNING BOARD RECOMMENDATION:

The Planning Board, after conducting a public hearing on the matter, suggested revisions to the draft ordinance adding a notice on site and comment period and then unanimously recommended that the Council proceed with adoption of an ordinance amending Title 19, Land Division Code with the Planning Board's suggested revisions as incorporated into Ordinance 1200-14.

STAFF RECOMMENDATION:

Staff recommends that Council, after considering the staff report and input received at the public hearing under Agenda Item H-1 of this agenda packet, undertake the first reading of Ordinance No. 1200-14, an Ordinance amending Title 19.

DISCUSSION:

The Council is directed to Agenda Item H-1 for a full presentation of the background on this proposal. Attachment A to Agenda Report H-1 provides the text of the Ordinance under consideration and the body of amendments to Title 19.

ACTION:

Council action at this time is to consider the public input received at the hearing for Agenda Item H-1 and address the first reading of Ordinance 1200-14.

ALTERNATIVES:

Council alternatives on this proposal are as follows:

1. Move for first reading of the adoption ordinance 1200-14, which will schedule it for second reading on the Consent Agenda for the Council Meeting of September 11, 2014.
2. Direct staff to make changes to the proposed amendments to Title 19, and return at a later date for consideration of the adoption ordinances.
3. Suspend action on the proposal and retain the existing Sultan Municipal Code provisions relating to land division.

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

Agenda Item #: Action A 3
Date: August 28, 2014
SUBJECT: Vactor Truck Purchase – Advertisement for Bids
CONTACT PERSON: Ken Walker, City Administrator

ISSUE:

The issue before the Council is to authorize staff to advertise for bids to purchase a vactor truck.

SUMMARY STATEMENT:

At the March 22, 2014 Council Retreat, a discussion was held regarding capital equipment needs for the City. The consensus of the Council was to move forward with process to obtain funding through the State Local Options program to purchase a Vactor truck in late 2014. Subsequently, staff believes that the city should purchase a used vactor truck with available funds, not borrowing any money to complete the purchase.

Vactor Truck Usage:

Earlier discussions have elaborated on the past rental of vactor trucks for city use, along with potential additional uses that such equipment would provide the city public works department. The actual expenditures for rental of vactor truck service are as follows:

2009	\$19,078.04
2010	23,904.60
2011	25,972.44
2012	10,034.51
2013	26,756.51
2014 (6 months)	<u>8,264.40</u>
TOTAL	\$114,010.50

The most recent rental charges were based on \$160.00 per hour for the equipment and \$30.00 per hour for an operator. The costs covered the time the equipment left its base in Bellevue until it returned. Staff has been advised that the current rental cost of a 10 year old vactor truck is between \$10,000 and \$12,000 per month, based on the specific truck.

Staff believes that the equipment can be acquired with available funds.

RECOMMENDED ACTION:

Authorize staff to advertise for bids to purchase a used vactor truck.

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: D-1
DATE: August 28, 2014
SUBJECT: Third Street Repair Alternatives
CONTACT PERSON: Mick Matheson, P.E. – Public Works Director

ISSUE:

The issue before the Council is to hear a presentation on alternatives to repair the dip in Third Street located north of Alder Avenue and provide staff direction on which alternative Council prefers.

ALTERNATIVES:

1. Direct staff to proceed with planning to complete either Alternative A, B, or C as outlined in Robinson Noble's 3rd Street Evaluation (Attachment A)..
2. Do not proceed and direct staff to areas of concern.

STAFF RECOMMENDATION:

Proceed with planning for completing Alternative B, but do not proceed with the construction until we have a clearer picture of the Transportation Budget for 2015.

SUMMARY:

The City of Sultan requested that Robinson Noble examine the dip located in 3rd Street just north of Alder Avenue and provide recommendations and estimated costs to complete a repair.

The slow settlement appears to be an indicator that the area is underlain by loose soil or soft organics, which are typically in alluvial deposits. It is likely that this was an old shallow stream area that was filled in during the initial development in Sultan.

Robinson Noble presented City staff with two geotechnical exploration options. Geotechnical Exploration Option 1 involves retaining a drill rig which is expensive. Geotechnical Exploration Option 2 involves City public works staff excavating a test pit which is significantly less expensive. I am recommending Geotechnical Exploration Option 2.

Robinson Noble also presented three alternatives to repair the problem.

Alternative A involves replacement of an area approximately 11'x18' in the northbound lane using City public works staff and rental equipment at an approximate cost of \$4,000, which includes geotechnical services.

Alternative B involves replacement of an area approximately 11'x36' (the entire street width) using City public works staff and rental equipment at an approximate cost of \$6,500, which includes geotechnical services.

Alternative C involves completing Alternative B, but in addition would include grinding and overlaying the asphalt, and adding a geogrid fabric. This would require bidding the work and hiring an asphalt contractor. The estimated cost is \$28,000, and includes geotechnical services.

FISCAL IMPACT:

As outlined in the summary section above, Alternative A is estimated to be \$4,000, Alternative B is estimated to be \$6,500, and Alternative C is estimated to be \$28,000.

The City's transportation budget is unclear at this time due to uncertainty about whether or not the City will receive Transportation Improvement Board funding for the 5th Street and Date Avenue projects. If we are successful in receiving those funds, the City will be responsible for a ten percent match (\$24,882 and \$26,000 respectively). It is also unclear at this time whether a Comprehensive Plan transportation plan update will be required in 2015 or if it may be deferred to 2016. The estimated cost for the update is \$25,000 to \$30,000.

RECOMMENDED ACTION:

Proceed with planning for completing Alternative B, but do not proceed with the construction until we have a clearer picture of the Transportation Budget for 2015.

Attachment A – Robinson Noble letter and cost estimate

Client **City of Sultan**
 Project **3rd Avenue**
Rough Cost Estimate
 Project No. **cg3453**
 Date **8/6/2014**
 By **RBP**

Option A		Area		198 SF	
Item	Depth (in)	Unit price	Units	Qty	Cost
Yard Area					
HMA 8"	8	\$85.00 Tons		11	\$914
Crack Sealing		\$0.50 LF		58	\$29
Excavation and Haul	24	\$25.00 cy		15	\$367
CSTC	24	\$30.00 cy		15	\$440
Sawcut		\$2.00 LF		58	\$116
Sub-Total					1,866
Sales Tax 8.6%					160
Sub-Total					2,026
Inspection, Observation and testing					2,000
Total					4,026

Option B		Area		396 SF	
Item	Depth (in)	Unit price	Units	Qty	Cost
Yard Area					
HMA 8"	8	\$85.00 Tons		22	\$1,828
Crack Sealing		\$0.50 LF		94	\$47
Excavation and Haul	24	\$25.00 cy		29	\$733
CSTC	24	\$30.00 cy		29	\$880
Sawcut		\$2.00 LF		94	\$188
Sub-Total					3,677
Sales Tax 8.6%					316
Sub-Total					3,993
Inspection, Observation and testing					2,500
Total					6,493

Option C		Area		396 SF	
		Area of Overl		1260 SF	
Item	Depth (in)	Unit price	Units	Qty	Cost
Yard Area					
HMA 8"	8	\$85.00 Tons		22	\$1,828
Crack Sealing		\$0.50 LF		94	\$47
Excavation and Haul	24	\$25.00 cy		29	\$733
CSTC	24	\$30.00 cy		29	\$880
Fine Grading		\$2.50 sy		94	\$235
Sawcut		\$2.00 LF		108	\$216
GlasPave 50		\$10.00 sy		140	\$1,400
Planing - Area - 2 areas 10 feet x 36 feet		\$12.00 sy		80	\$960
HMA 1 - 1/2" overlay	1.5	\$85.00 tons		13	\$1,091
Sub-Total					7,391
Small Job Premium for Subcontractor				200%	14,781
Sub-Total					22,172
Sales Tax 8.6%					1,907
Sub-Total					24,079
Inspection, Observation and testing					3,500
Total					27,579



DATE: August 6, 2014

TO: Mr. Mick Matheson, City of Sultan

FROM: Rick B. Powell, PE

RE: 3rd Street Evaluation
3rd Street just north of Alder Street
Sultan, Washington

This document provides our brief initial comments regarding the current undulation (dip) in 3rd Street just north of Alder Street. We met on-site with you to observe the distress in the roadway on July 18th, 2014. We understand the dip in the roadway is getting deeper, and is approximately 3 to 4 inches deep. You and the City public works representative have indicated that the dip has been visible for many years but it appears to be growing in the past year. The main area of settlement is roughly 11 feet wide by 18 feet long and is in the north-bound lane of 3rd Street. The south-bound lane directly west of the settlement indicates some distress but it is not pronounced. We also identified that the entire area has some undulation and is approximately 35 feet in the north to south direction and encompasses both lanes that area 36 feet wide in the east to west direction.

Typically localized dips like this correlate to a broken utility system. You provided us with the water and sewer plans for the area and there does not appear to be utilities in the area of the dip. Typically roadway sink holes occur quickly when the pipe is breaking or already failed. Therefore, it does not appear to be associated with a known utility.

We also observed that the localized paved area around the dip is undergoing distress and is undulating. The aerial distress and the slow settlement seems to be an indicator that the

area is underlain by loose soil or soft organics, which are typically in alluvial deposits. It is possible that this was an old shallow stream area that was filled in during the initial development of Sultan.

Geotechnical Exploration Option 1

We could explore the site to evaluate the subsurface conditions. A drill rig would need to be retained to explore the soils by drilling through the pavement. A report would be prepared addressing the encountered conditions and recommendations made to repair it. We expect our cost to complete an investigation with cost of the subcontracted drill rig and a couple construction observations visits would be approximately \$6,000.

Geotechnical Exploration Option 2

Another option would be to have City of Sultan maintenance crews complete a test pit in the area of the worst pavement settlement. After we identify the problem subsurface conditions, the City crews would complete Alternative A or B below and possibly portions of Alternative C. We expect our cost would be approximately \$2,000 to \$3,500 for this type of exploration. We would expect cost savings in our fees if you chose to complete the project at the same time.

We foresee a few options to help improve the roadway performance, however, upon excavation and findings these recommendations may change:

Alternative A:

- Remove the 11' x 18' area of asphalt only in the area of the worst settlement.
- Excavate with the City Workers to a depth identified by the geotechnical engineer. Our intent would be to remove as much of the loose soil or organics as possible without undermining other portions of the roadway.
- Refill the excavation with rockspalls or crushed rock compacted to 90% of the Maximum Dry Density (MDD) and 95% MDD in the top 2 feet.

- Repatch the asphalt roadway with ½ inch HMA Asphalt PG64-22. The pavement section will be replaced slightly thicker than the existing pavement.

Alternative B:

- Remove the 11' x 36' area of asphalt in the area of the worst settlement and extend the orientation across the entire roadway.
- Excavate with the City Workers to a depth identified by the geotechnical engineer. Our intent would be to remove as much of the loose soil or organics as possible without undermining other portions of the roadway. The main focus of the overexcavation would be in the area of the worst settlement; however we would replace at least the upper 2 feet.
- Refill the excavation with rock spalls or crushed rock compacted to 90% of the MDD and 95% MDD in the top 2 feet.
- Repatch the asphalt roadway with ½ inch HMA Asphalt PG64-22. The pavement section will be replaced slightly thicker than the existing pavement.

Alternative C:

- Complete Alternative B.
- Also install a 1½ inch HMA Asphalt PG64-22 overlay over a 35' x 36' area.
- The overlaying will be tapered in with the old asphalt by grinding two edges.
- Prior to placing the HMA install GlasPave 50 over the existing asphalt and repaired patches. GlasPave 50 would be installed per manufacture's recommendations.
- The City will need to retain an asphalt contractor to complete the grind, GlasPave and resurfacing, or complete then entire project.

All asphalt shall be placed in accordance with the Current WSDOT Standard Specifications.

You have also asked us to roughly estimate costs of doing the work for the options above. We have included Table A showing our rough estimates on costs. Options A and B could be completed by City crews and could be a significant cost savings.