

**CITY OF SULTAN
COUNCIL MEETING – COMMUNITY CENTER
July 10, 2014**

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

CHANGES/ADDITIONS TO THE AGENDA

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

STAFF REPORTS – Written Reports Submitted

- 1) Code Enforcement
- 2) Police Report

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

- 1) Approval of the June 26, 2014 Council Meeting Minutes
- 2) Approval of the June 26, 2014 Public Hearing Minutes on the 6-Year Street Program
- 3) Approval of the June 26 2014 Public Hearing Minutes on Title 18.
- 4) Approval of Vouchers

ACTION ITEMS:

- 1) CIAW – Change of Fiscal Year

DISCUSSION: Time Permitting

- 1) Signs on Public Right of Ways

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: July 1, 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	Violations										1st	2nd	most recent	Final		
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Waste	Over-Growth/Infringement	Sight Obstruction/ROW	Vehicle Disassembly	Accumulation of rubbish / Trash	No permits/Business License	Illegal building structure	ADU's Inhabited trailer coaches					Other	
Bob	3.26.2012	12-423	14006 339th St SE	Wolter**													4.3.2012	10.16.2012	1.3.2013	
	1.15.2013	13-300	402 5th Place	Sunquist/pending repo													1.22.2013	3.18.2013		
???	2.5.2013	13-305	707 Alder Ave	Jordan													2.12.2013			6.10.2014
Bob	3.26.2013	13-317	Willow Run East	HOA													4.7.2013	4.16.2013	5.7.2013	No sign permit
Council	11.22.2011	2011-365	32821 Cascade View	Pearson	x		x										11.22.2011	11.28.2011		
Council	4.16.2013	13-321	Cemetery Road	Swezey	x												5.7.2013	5.14.2013		
	8.6.2013	13-380	Steen Park	Green			x	x									8.6.2013	9.6.2013	10.15.2013	3.25.2014
	8.12.2013	13-381	311 4th street	pending repo	X												8.20.2013			see 13-408
	8.20.2013	13-384	208 Skywall Drive	Beuhler			x	x												see 14.282
	9.3.2013	13-386	913 Fir Ave	Fed National Mortgage	x		x	x									9.10.2013			1.7.2014
	9.30.2013	13-393	Ixtapa building	AGM inc													x	9.30.2013	10.21.2013	4.22.2014
	9.30.2013	13-394	33818 SR2	Eastate Motors inc													x	10.4.2013	11.12.2013	11.20.2013
	9.30.2013	13-395	Marcus Street duplex	Jessup		x											9.27.2013	10.21.2013		1.7.2014
	11.19.2013	13-403	912 1st Street	Rogers/pending repo													11.19.2013	4.22.2014		
	11.19.2013	13-404	516 Stevens Ave	Turner																1.7.2014
	12.16.2013	13-407	716 Main Street	Moats													12.17.2013	3.24.2014		4.15.2014
	12.18.2013	13-408	311 4th Street	foreclosure	x												4.2.2014	4.22.2014	5.12.2014	5.28.2014
	1.1.2014	14-400	107 Birch	Forrest		x											12.31.2013			1.6.2013
	1.7.2014	14-401	401 8th Street	rental mngmt co.													1.7.2014			1.13.2014
	1.7.2014	14-402	106 6th Street	Jerden													1.7.2014	3.24.2014		4.5.2014
	1.13.2014	14-403	719 Junction Lane	PennyMac Corp													2.18.2014	3.24.2014	6.2.2014	
	1.27.2014	14-404	207 Date Ave	Wiediger													2.25.2014			3.24.2014
	1.27.2014	14-405	209 Date Ave	Wiediger													2.25.2014			3.24.2014
	1.27.2014	14-406	Skywall Dirt/ROMAC	Residents													1.28.2014			2.2014
	1.27.2014	14-407	Barnon Lumber/ROMAC	Barnon													1.28.2014			2.2014

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	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																4.22.2014
	1.13.2014	14-412	810 Pine Street	Glidewell/pending Repo																
	1.13.2014	14-413	406 Bell Street	Marshall		x														
	2.25.2014	14-414	466 Marilyn Lane	Thompson																5.6.2014
	2.25.2014	14-415	484 Marilyn Lane	Keijsompop																3.24.2014
	2.18.2014	14-416	717 Junction Lane	Shisler																
	2.18.2014	14-417	721 Junction Lane	French																
	2.18.2014	14-418	710 Murphy Lane	Whitt																4.22.2014
	3.11.2014	14-419	812 Dyer Rd	Giese																4.07.2014
	3.11.2014	14-420	100 Birch Ave	Meadows																
	3.24.2014	14-421	413 Cedar Ave	Lewis																3.25.2014
	3.24.2014	14-422	718 Junction Lane	Haaland																4.15.2014
Bob	3.24.2014	14-423	32822 132nd St SE	Wright																
	3.24.2014	14-424	13896 Beech Court	Mariano																4.15.2014
	3.24.2014	14-425	4th/Fir	Seigel																
	3.31.2014	14-256	707 Alder Ave	Jordan																7.1.2014
	4.15.2014	14-257	212 Skywall Drive	HUD																4.2.2014
	4.21.2014	14-258	219 Alder Ave	Valley																4.22.2014
	4.21.2014	14-259	13014 311th Ave SE																	4.21.2014
	4.21.2014	14-260	32340 142nd Ave SE	Altisource property mngmt																
	4.15.2014	14-261	Marcus Street Mobile Park	Maxwell																

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

Project lead	Start Date	Case #	Property Address	Owner Name											1st	2nd	most recent	Final		
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Overgrown Weeds	Overgrown/Invasive Hazard	Slight Obstruction (ROW)	Vehicle Dismantling	No permits/Business License	Illegal building structure	ADU's / Inhabited trailer coaches	Other						
	5.28.2014	14.286	401 8th Street	rental mngmt Co.			x										6.2.2014			
	5.28.2014	14.287	310 Main Street	Robbins			x	x									6.2.2014	6.17.2014		
	5.28.2014	14.288	511 Main Street	Kreps			x										6.2.2014	6.10.2014		
	5.28.2014	14.289	312 Date Street	Larson			x										6.2.2014			
	5.28.2014	14.290	810 Pine Street	Mortgage Cont. Services							x						6.2.2014			
	5.28.2014	14.291	107 Ash Avenue	Hazel			x	x									6.2.2014			6.23.2014
	5.28.2014	14.292	111 3rd Street	Kohl							x						6.2.2014			
	5.28.2014	14.293	107 5th Street	Chittick							x						6.2.2014			6.3.2014
	5.28.2014	14.294	vacant lot 10th Street	Clark Family Trust			x	x									6.2.2014			
	5.28.2014	14.295	932 Perkins Way	Osterkamp			x										6.3.2014			
	5.28.2014	14.296	926 Bryant Road	Kesler	x												6.3.2014			
	5.28.2014	14.297	Skoglund Estates	Management Co.			x	x									6.3.2014			
	5.28.2014	14.298	Cascade View Ball Park	City of Sultan			x	x									5.28.2014			6.10.2014
	5.28.2014	14.299	405 High Street	Mason	x						x	x					6.2.2014			
	5.28.2014	14.300	706 Salmon Run	Waltman			x	x									6.3.2014			
	5.28.2014	14.301	704 Salmon Run	Robertson								x					6.16.2014			
	6.3.2014	14.302	1215 Loves Hill Drive	Hemingway							x						6.3.2014			
	6.3.2014	14.303	108 8th Street	Federal National													6.3.2014			
	5.28.2014	14.304	602 Walnut Ave	Blair							x									6.3.2014
	6.3.2014	14.305	714 Depot Lane	Holmes			x	vehicle moved									6.3.2014			6.16.2014
	6.5.2014	14.306	718 Depot Lane	Miller			x	preparing for sale									6.3.2014	6.10.2014		6.16.2014

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 Nuisance	Overgrown/Invasive	Stump/Obstruction/ROW issue	Vehicle Dismantling	Accumulation of rubbish / Trash	No permit/Business License	Illegal building structure	ADU's Inhabited trailer coaches					Other
	6.3.2014	14.307	1220 Loves Hill Drive	Guterrez			x									6.3.2014			
	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									6.10.2014			6.16.2014
	6.10.2014	14.315	503 Lois Lane	pending repo	x	x	x									6.10.2014	6.23.2014		
	6.10.2014	14.316	407 High Avenue	Buchanan									x			6.10.2014	6.23.2014		
	6.23.2014	14.317	409 Alder Avenue	US National Bank	x	x	x									6.24.2014			
	6.23.2014	14.318	202 Birch Avenue	Methodist Church			x			x						6.24.2014	07.01.2014		
	6.24.2014	14.319	1054 5th Street	Mosey			x												
	6.24.2014	14.32	304 Woodwind Place	Allen															Fence permit O
	6.24.2014	14.321	13974 Cedar Court	Woods						x									
	6.24.2014	14.322	14511 323rd Ave SE	Houvener									x						
	6.24.2014	14.323	704 & 706 Alder Avenue	Gurbax/Sarbjit			x									6.24.2014			



Sheriff Ty Trenary

*City of Sultan
In Partnership With
Snohomish County
Sheriff's Office*



Mayor Carolyn Eslick

Notable Events of June 2014

In the numbers this month, we can see there is still reportable crime taking place in Sultan. We had three reported Burglaries, that is slightly above the average of 2.7 burglaries per month reported each month for the year. The numbers of Malicious Mischief, Theft, Vehicle Prowl and Vehicle Theft reports and Vehicle Recovery reports are all down from a year ago. This is good but doesn't mean we can let our guard down and leave valuables in our vehicles or out where someone has access. The numbers on this attached report are different from the numbers of these same crimes as given on "Crime Mapping". The reason the differences is that on Crime Mapping, it shows reports as called into the 911 dispatcher. The numbers I am showing you on this report are incidents that generated a report being taken and not just the call to 911. Often reports to 911 are not crimes; they are civil matters where a family member took something and it's not a crime. It may also be a situation where the victim knows the person who took the item and the victim doesn't want them prosecuted; so the numbers are different. In law enforcement, we take reports when we are trying to get someone entered into the system and before a judge. We also take reports for insurance claims.

The numbers of Collisions, DUI's, Traffic Hazard Complaints and Traffic Stops are all up. We're making more stops and being more attentive to the traffic issues in town. That is a direct result of my requests to increase our traffic related activity in Sultan. I personally issued a \$1,224.00 infraction when I witnessed a driver run a stop sign while talking on their cell phone. Upon contact, they did not have a driver's license or insurance for their vehicle.

In town recently, we've had an increase in interest in Block Watch and in a Citizen's Patrol. I turned the two police patrol bicycles over to our citizens to utilize for citizen's patrol. The goal is have people interested in being good witnesses and in bringing attention to the areas of town and the people who need police attention, it is not to engage people who are behaving badly or to contact them in any way. If this program works properly, those who are engaged in bad behavior will not even know who is alerting police to their behavior. We need good citizens to call 911 to give us information about where to focus our efforts.

I hope that everyone will have a very happy and safe July 4th in the Skykomish Valley. Please don't forget what the celebration is all about.

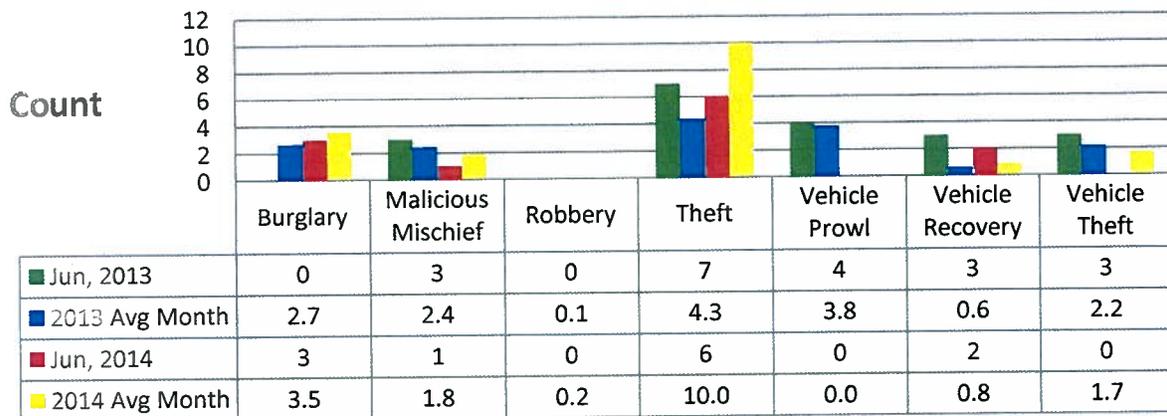
Be good,

Lt. Monte Beaton

The following charts compare calls for service in the reporting month to the same month in the previous year and provide a monthly average (Typical Month) in each category. Data displayed is for all dispatch groups provided service by the Sultan (PP) Police agency.

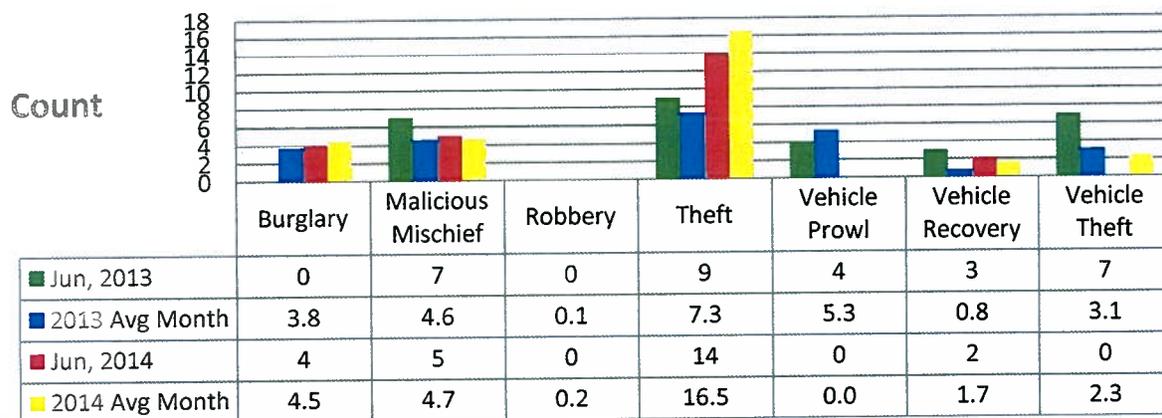
Property Crime - Sultan

Reports and Arrests Made



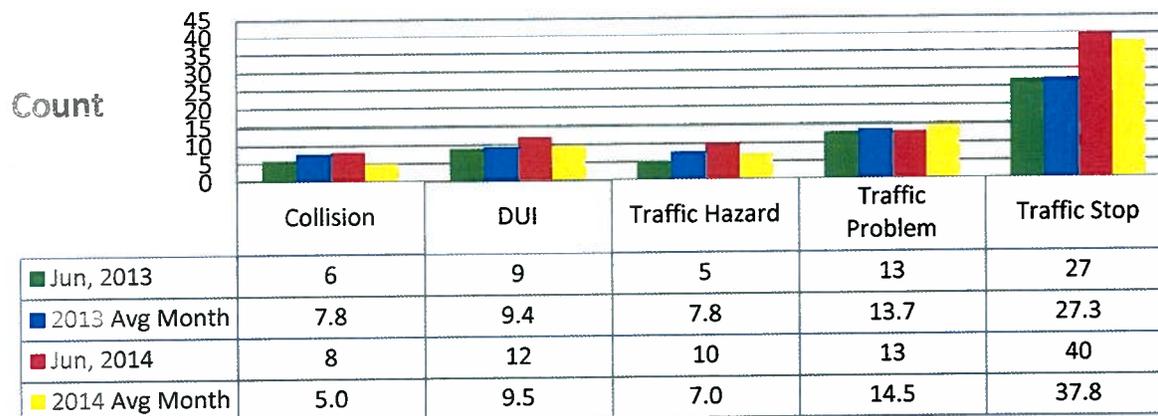
Property Crime - Sultan

All Dispositions



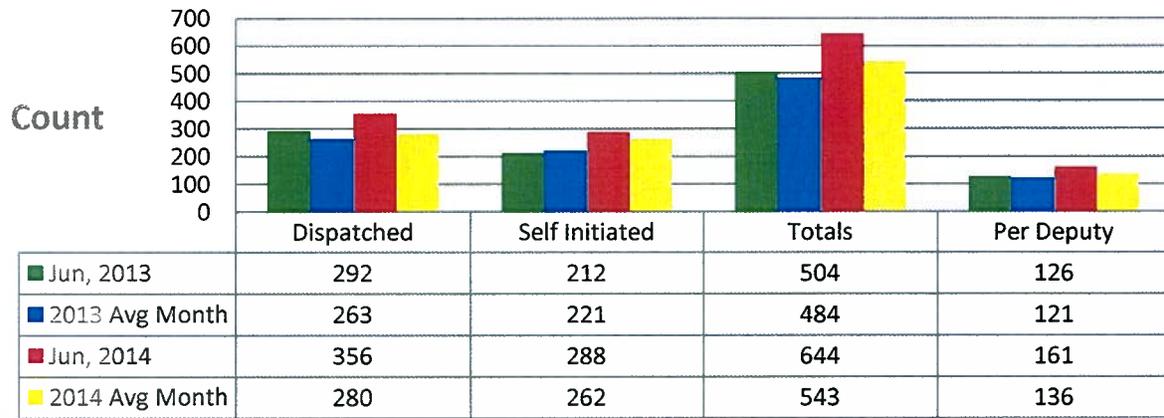
Traffic Calls - Sultan

All Dispositions



Calls By Source - Sultan

All Dispositions



Notes: Dispatched: SNOPAC or Citizen generated – dispatched calls for service
 Self-Initiated: Calls initiated by deputies
 Per Deputy: Total divided by number of assigned personnel (4 deputies)

Report presented by Sultan Chief of Police Lt. Monte Beaton
 Table and charts compiled by Volunteer Ray Coleman

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1
DATE: July 10, 2014
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the June 26, 2014 regular Council meeting as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

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

CHANGES/ADDITIONS TO THE AGENDA:

Consent: Correction to Ordinance 1197-14

Consent: Add excused absence of Councilmember Davenport-Smith

PRESENTATIONS:**Volunteer Spotlight – Sportsman’s Club**

The Volunteer Spotlight is the Sultan Sportsmen’s Club and the many contributions the members have made to the community.

The Sultan Sportsmen’s Club was formed in 1962 by Bob Hazelbrook, Ray Engel, Doyle Downs, Burl Champeaux, Grant Bryson, Bud MacDonald and his son Mack MacDonald, Ray York and Bruce Lorentzen. They began by cleaning up Sportsmen’s Park and hence, how they got their name.

Former Mayor, CH Rowe is the current president and he said their current mission is conservation of the river and its resources, helping youth by sending two students to camp on Orcas Island each year and, awarding scholarships through the Sultan Education Foundation. Their community service includes helping elderly and disabled community members clean up their property, building wheelchair ramps, sponsoring sports teams and shooting clubs.

Other members of the club are LeRoy Jensen, Iris Jensen, Bob McCarty, Jackie Rowe, Dorothy Morris, Alice Reimland, Grant French, John Morgan, Brian and Debbie Copple, Jim Flower and Bart Dalmasso.

Every Shindig you can find the Sultan Sportsmen’s Club members flipping burgers at their booth on 1st Street. Oftentimes they take on the dunk tank as well, both of which are excellent fundraisers. The Sportsmen’s Club sponsors the annual Fishing Derby held at Boucher’s Ponds every year. It began in 1955 at the Mill Pond near the Sultan Basin Road. After the mill closed, the derby eventually moved to its current location. This year there were approximately 80 children between 2 and 14 vying for prizes awarded for the most and biggest fish caught.

The Sportsmen’s Club was the force behind building the All Veteran’s Memorial located at Sultan River Park. They try to keep it groomed, but can always use help. They also repair and replace the flags at the Memorial, which cost approximately \$200 each.

CH Rowe: They are a community service club. The past 18 years, they have helped with the annual cleanup event. They are looking for property to build a community center for events. The community support they receive is appreciated.

Mayor Eslick presented a Certificate of Appreciation to the Sportsman’s Club.

Business Spotlight – Mt View Chevron

The issue before the Council is to recognize Mountain View Chevron as the City of Sultan’s Business Spotlight.

Mountain View Chevron is located at 33902 US 2, Sultan, WA and Rusty and Jana Drivstuen are the owners and sole proprietors. Both Rusty and Jana have strong roots and family ties in the Skykomish Valley. Rusty’s family was born and raised in the valley where his Dad owned the Sno-King Dairy that his grandfather started. His Dad also built the Red Barn Service Station and Convenience Store in Monroe, which was the first in the State of Washington to open a convenience store that sold gas too.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

Mountain View: Rusty's Dad has always been an inspiration to him, challenging Rusty to try new things having a true entrepreneur spirit. Rusty is proud to be part of 3 generations of milkmen and delivered milk all his life until he and Jana built the Mountain View Chevron in Sultan, almost 20 years ago.

Mountain View Chevron has the Chevron Brand gas in the front of the store, and in the back is diesel, unleaded regular and off road diesel. He buys these gasses on an open market and they can be much more competitive than the branded stories. Inside, they sell sandwiches, hot food, coffee and a variety of snacks. During the winter they sell discount ski tickets to Stevens Pass and a shuttle service up the mountain. They also sell Forest Service Hiking Passes year round.

Rusty and Jana live on Sultan Basin Road, right next door to one of their daughters and 3 grand children, starting on the 4th generation.

Rusty Drivstuen: Thanks for the recognition – 20 years goes by quickly. The true heroes are the volunteers that give their time and energy. He has a challenge for the council –he helped work with the annexation, sewer lines and zoning and is disappointed there is not more development. He encouraged the Council to attract business and homes to Sultan. There are good employees and good things in Sultan and we need to figure out how to get people and business here. Roundabout has been an excellent but the landscaping is bad and blocking the view of his business.

Mayor Eslick presented a Certificate of Appreciation.

Bob Martin: Mayor Eslick presented a Certificate of Appreciation for his 6 years of service as the Community Development Director.

Bob Martin: It has been a meaningful experience to work here. The Mayor has provided great leadership and support that is not found in other communities. He has worked for 37 years. He started in Oregon and work on growth management act and the public was not happy with the new rules. He worked 16 years in Walla Walla and there were a lot of closed business and the redevelopment earned them the Great American City award. The reason there has not been a lot of development is due to the economy but interest is building again. Thank you to all.

COMMENTS FROM THE PUBLIC:

Kay George: Went to the water plant and checked out the mower. It should be turned over to Parks Department as it was over purchased.

Gerry Gibson: The city needs more police and everyone wants to know when we will get more. Ordinance 1197-14 needs language included to hold the taxpayers harmless. The Oso incident should be an example of why is need. Ordinance 1199-14 on Title 18 is a large ordinance, does the council understand it all? The 800 Dyer FEMA buyout request puts the neighbors between a rock and a hard place. If grant goes through, they will have vacant lot and access to the river for the public and they will have problem. If it doesn't go through the owner will abandon the home and they will still have problems.

COUNCILMEMBER COMMENTS

Beeler: They have discussed the issue of more police and feels in some aspects we need more but in talking with the police they spend 80% of their time waiting for something to happen. With the Sheriff office here, there are additional officers available. When there is an additional officer – they can be driving around the community and meeting people and being visible. Being visible is a deterrent. Dyer road buyout, the City can help a citizen without costing the citizens money. The property owners can buy him out and own the property.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

Naslund: There were two interesting meetings on the community issues with transits and kids. There were many good comments and resources.

Neigel: Welcome to Stacy, new planner. Thanks to Mr. Gibson for his comments. He has read the code and is not clear on all the code but the city has good resources. Is glad to have Chris at the meeting - reads her articles and appreciates the stories. The Toters have been ordered for the garbage service. Don't agree we need more officers but we do need a strategy to change the perception of the community.

Walker: Agrees the Mr. Neigel on law enforcement. Has not read the entire code is but working on it.

Seehuus: He attended both community meetings and was impressed with the turnout. There were not a lot of complaints, they want to find solutions. Has read the code and will ask staff if he has questions. Welcome to Stacy – looking for to her service. Thanks to Bob for his work.

McCarty: The Sportsman's Club sent two students to the conservation camps this year; a boy and a girl. City should look into getting a bus for Otoberfest in Leavenworth. He is working with the police on the community patrol. They have three bikes available and are working on a volunteer process. People complained about calling 911 on drug houses and there is no action – what do they have to do to get reports.

Ken Walker, City Administrator: 1) The work on Title 18 code change has been a two-year process. Planning Board worked on a couple of chapters each meeting. There is a hearing tonight and a first reading on the ordinance. The second reading will be in a month to allow time for the council and public to review the ordinance. 2) The city is working with the County to clean-up the homeless camps across the river. 3) Vactor truck has been discussed and it is important to own one. Staff recommends setting a maximum amount of \$125,000 for the purchase. 4) WSDOT received complaints about the signs on the highway. At the legislature last season, they changed the rules so state rules over ride the city codes. No signs are allowed on state right of way. All signs, including a-frames must be removed from the right of way or can be subject to a \$100 day penalty. Signs can place on private property. Staff will work with the business to use city right of way or they can get private property owner's permission to place a sign. This will be unfortunate for the community.

Mayor Eslick: The community summit helped and generate a lot of Facebook conversations about police problems in the city. Most people don't know about the community resources available. Both meetings that were well attended and they have formed a list of perceived problems for the task force to address. There are several perceived drug houses and they will need to be dealt with individual and they need to find where the homeless are sleeping. The community is willing to help.

Chief Beaton: Just because someone says it is a drug house does not make it so. If there is evidence to prove there is illegal activity, they can get a warrant. Getting into a home is difficult process. Pictures or videos can be used, however, high traffic activity is not proof of drug sales. He was impressed with the participants at the meetings. This is the definition of leadership from the community. Everyone kept their heads and discussed the resources and the problems. The answer lies with the people in the city to be part of the solution and be observant.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014**STAFF REPORTS** – Written Reports Submitted and are on file in the Office of the City Clerk.

- 1) Animal Control
- 2) Public Works
- 3) Grants

HEARINGS: Minutes are under separate report

- 1) 6 Year Transportation Improvement Plan
- 2) Title 18 – Land Use Code

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 Naslund, seconded by Councilmember Beeler the consent agenda was approved as amended. McCarty – aye, abstain on vouchers; Seehuus – aye; Walker – aye; Davenport-Smith – aye, Neigel – aye; Naslund – aye; Beeler - aye.

- 1) Approval of the June 12, 2014 Council Meeting Minutes
- 2) Approval of Vouchers in the amount of \$493,824.06 and payroll through June 6, 2014 in the amount of \$77,508.25 to be drawn and paid on the proper accounts.
- 3) Ordinance 1197-14 – Geologically Hazardous Areas
- 4) Excused absence of Davenport-Smith from the June 26, 2014 Council meeting.

ACTION ITEMS:**4th & High Project – Construction Management Contract**

The issue before the council is to authorize the Mayor to sign a contract with The Blueline Group, LLC, to provide construction inspection and construction administration services for the 4th Street and High Avenue projects. The fee to complete these services is not to exceed \$130,900 without prior written authorization by the City Council.

The City of Sultan has received grant funding for the design and reconstruction of transportation related improvements of 4th Street from Alder Avenue to Fir Avenue, and High Avenue from 1st Street to 4th Street.

The City selected The Blueline Group to prepare the design of 4th Street and High Avenue projects based on their qualifications. The Blueline Group has completed the design drawings and specifications and the City has gone through the bidding process and is in the process of awarding the contract for construction. The original contract for design services with The Blueline Group did not include construction inspection or administration services.

To address this issue, the City selected three consulting firms from the Municipal Research & Services Center website with experience in construction management and requested a letter of interest. The firms selected were Gray & Osborne, The Blueline Group and Harris & Associates. The \$130,900 fee for construction inspection and construction administration is mostly covered by the Transportation Improvement grants and bond proceeds from the recently acquired sewer and water bond. The City is responsible for five percent of the construction inspection and construction services related to transportation improvements. This cost estimated is approximately \$3,235 to be funded using REET 2.

On a motion by Councilmember Neigel, seconded by Councilmember Walker, the Mayor was authorized to sign a contract with the Blueline Group, LLC to provide construction inspection and construction administration for the 4th Street and High Avenue projects for an amount not to exceed \$130,900 without prior written authorization by the City Council. All ayes.

4th & High Project – Construction Bid Award

The issues before the council are to award Bid Schedules A, B, C, D, E, F, and G (Base Bid) plus a five percent contingency for the High Avenue and 4th Street project to SRV Construction

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

Inc.; and to authorize the Mayor to sign a contract with SRV Construction Inc., not to exceed \$1,676,000 without prior written authorization from City Council.

The City of Sultan has received grant funding for the design and reconstruction of transportation related improvements of 4th Street from Alder Avenue to Fir Avenue, and High Avenue from 1st Street to 4th Street.

The sewer and water systems beneath 4th Street and High Avenue are reaching the end of their useful life. A decision was made to replace the sewer and water systems at the same time the roads were improved. The City pursued grant funding with Community Development Block Grant for these utility improvements but was not successful. Council directed staff to pursue bond funding for the sewer and water improvements, which is now in place.

The City advertised the project for bid in the Everett Herald on May 21, 2014 and May 28, 2014. The public bid opening was held at Sultan City Hall on June 12, 2014. The City received three bids.

Contractor	Bid (Including Tax)
SRV Construction	\$1,596,292.54
Kar-Vel Construction	\$1,617,328.30
Larry Brown Construction	\$1,647,750.81

The lowest responsive, responsible bidder is SRV Construction.

The Road and Storm drainage improvements for High Avenue and 4th Street (Schedules A, D, and E) have adequate funding. The City is required to provide a five percent match for these improvements, and budgeted REET2 funds for this purpose. The sewer and water improvements for both High Avenue and 4th Street are to be funded with bond proceeds. The city will delay some of the proposed I & I projects, however the street projects will help the I & I projects by improving the sewer lines.

On a motion by Councilmember Beeler, seconded by Councilmember Naslund, the Council awarded the base bid plus a five percent contingency for the High Avenue and 4th Street projects to SRV Construction, Inc. and authorize the Mayor sign a contract with SRV Construction, Inc. for an amount not to exceed \$1,676,000 without prior written authorization from the City Council. All ayes.

Resolution 14-07 - 6 Year Transportation Improvement Plan

The issue is to authorize the Mayor to sign Resolution 14-07 approving the 6-year (2015-2020) Transportation Improvement Plan.

Staff recommends the Council consider the public input received under Agenda Item H-1 of this meeting, consider the history of this action as described in Agenda Item H-1, and authorize the Mayor to sign Resolution 14-07 to adopt the 2015-2020 Transportation Improvement Plan.

On a motion by Councilmember Naslund, seconded by Councilmember Seehuus, the Mayor was authorized to sign Resolution 14-07 approving the 6-year (2015-2020) Transportation Improvement Plan. All ayes.

Planning Board Appointment – Lucy Hitchcock

The issue is to appoint Lucy Hitchcock to a second term on the Planning Board. The Mayor received a letter of interest from Ms. Hitchcock for appointment to a second term on the Sultan Planning Board.

Mayor Eslick recommended and requests the Council confirm the appointment.

On a motion by Councilmember Naslund, seconded by Councilmember Walker, the appointment of Luck Hitchcock to the Planning Board was confirmed. All ayes.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014**Ordinance 1199-14 – Title 18 Land Use**

The issue is the introduction and first reading of Ordinance 1199-14, Adopting a new Zoning Code, Title 18, and repealing existing Unified Development Code, Title 16, repealing Title 21, Other Land Uses, and repealing Fence and Manufactured Home provisions of Title 15.

The Planning Board, after conducting a public hearing on the matter, unanimously recommends that the Council proceed with adoption of an ordinance adopting Title 18, Zoning Code.

Staff recommends that Council undertake first reading of Ordinance No. 1199-14, an Ordinance adopting new Title 18, Zoning Code, including housekeeping amendments required in various locations of the Sultan Municipal Code at Titles 15, 16, and 21, as required to prevent and/or eliminate conflicts between the newly-adopted Title 18 and other portions of the existing Sultan Municipal Code.

On a motion by Councilmember Beeler, seconded by Councilmember Naslund, Ordinance 1199-14, Zoning Code, Title 18, and repealing existing Unified Development Code, Title 16, repealing Title 21, Other Land Uses, and repealing Fence and Manufactured Home provisions of Title 15, was introduced for a first reading. All ayes.

Interlocal Agreement – Snohomish County Urban County Consortium (CDBG)

The issue before the Council is the renewal of the Interlocal Cooperation Agreement for “Urban County” Requalification with the U.S. Department of Housing and Urban Development (HUD).

Snohomish County is designated as an “Urban County” under the HUD Block Grant programs and receives direct annual grants from HUD. The cities and towns in the County have joined the Urban County Consortium through Interlocal Cooperation Agreements. The City applies for Community Development Block Grants (CDBG) funds as part of the consortium.

Every three years, HUD requires the County to re-qualify as an “Urban County” for continued receipt of the grant funds by renewing the Interlocal Cooperation Agreements. In order for the city to continue to participate in the Urban County Consortium the Council needs to approve the amendment to the agreement by July 10, 2014. The agreement is for the years 2015-2017.

On a motion by Councilmember Naslund, seconded by Councilmember Seehuus, the Mayor was authorized to sign the renewal of the Interlocal Cooperation Agreement for “Urban County” Requalification with the U.S. Department of Housing and Urban Development (HUD). All ayes except Councilmember Beeler who voted nay.

EXECUTIVE SESSION: On a motion by Councilmember Walker, seconded by Councilmember Seehuus, the Council adjourned to executive session at 9:10 for fifteen minutes to discuss pending litigation. All ayes.

Adjournment: On a motion by Councilmember Walker, seconded by Councilmember Naslund, the meeting adjourned at 9:25 PM. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 2
DATE: July 10, 2014
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the June 26, 2014 Public Hearing on the 6 Year Transportation Plan as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

PUBLIC HEARING:

The Public Hearing on the 6 Year Transportation Program was called to order by Mayor Eslick. Councilmembers present: McCarty, Seehuus, Walker, Neigel, Naslund and Beeler.

Staff Report:

The issues before the City Council are twofold. The first issue is to review the staff recommended changes to the 2015-2020 Transportation Improvement Plan (TIP). The second issue is to hold the public hearing to take comment on the 2015-2020 Transportation Improvement Plan.

State and Regional Transportation Planning

State law (RCW 35.77.010) mandates that all local jurisdictions annually adopt and submit to the state a six-year program of transportation improvements known as the Local TIP. The six-year local TIP serves as a work plan for the development of local transportation systems and, as such, represents an important planning component under the State's Growth Management Act.

The Washington State Department of Transportation (WSDOT) and the Puget Sound Regional Council (PRSC) use Local TIPs as a tool for coordinating the transportation programs of local jurisdictions with those of regional agencies.

Local Transportation Planning

In 2011, the City updated its Comprehensive Plan which includes a Capital Facilities Element and Transportation Element. Transportation capital projects are a subset of the 2011 Capital Facilities Element. Transportation capital projects are generated out of the 20-year list of projects included in the Transportation Element. The funded projects included in the six-year TIP are included in the six-year Capital Improvement Plan adopted by the City Council during the budget process.

The importance of the City of Sultan TIP is that, in most cases, projects must be included on the Local TIP to be eligible for state and federal grant programs. The proposed Local TIP includes several projects that would compete well against state and federal grant program criteria.

Sultan Six-Year TIP

The proposed City of Sultan 2015-2020 Local TIP carries forward several of the projects from the 2014-2019 TIP:

1. T-39 Pavement Overlay Program
2. T-67 4th Street Overlay
3. T-68 High Avenue Reconstruction
4. T-70 1st Street Sidewalk
5. NM-3 Sidewalk Spot Improvements
6. NM-4 Sidewalk/Trail Improvements/Enhancements
7. NM-8 US-2 Pedestrian Crossing

The following projects were deleted from the 2015-2020 TIP due to completion or anticipated completion by the end of 2014.

1. T-23 Alder Avenue Reconstruction and Improvements
2. T-66 Sultan Basin Road Overlay
3. T-69 Alder Avenue Sidewalk

New projects proposed for the 2015-2020 TIP include:

1. T-45 5th Street Reconstruction
2. T-46 Date Avenue Reconstruction
3. NM-9 Sultan River Trail

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

The City's TIP is predominantly grant driven. Transportation Impact Fees may only be used for projects that add capacity, and may not be used for preservation, maintenance, or reconstruction. Excise Tax (REET) is a revenue resource, but is a minor component of available funding and is partially dedicated to paying the debt service on the community center. The Street Fund (also a minor component of available funding) has historically been used for road preservation projects that are strategically selected annually to address street maintenance for those roadways that have not broken down to the point of requiring a total re-build.

Public Input

None

On a motion by Councilmember Neigel, seconded by Councilmember Naslund, the public hearing was closed. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 3
DATE: July 10, 2014
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the June 26, 2014 Public Hearing on the Title 18, Land Use Code as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted.

CITY OF SULTAN COUNCIL MEETING – June 26, 2014**PUBLIC HEARING:**

The Public Hearing on Title 18, Land Use, of the Sultan Municipal Code was called to order by Mayor Eslick. Councilmembers present: McCarty, Seehuus, Walker, Neigel, Naslund and Beeler.

Staff:

Staff recommends the Council hold a public hearing on Ordinance 1199-14, Adopting a new Zoning Code, Title 18; and repealing existing Unified Development Code, Title 16; repealing Variance Criteria, Section 2.26.190; repealing Title 21, Other Land Uses; and repealing Fence and Manufactured Home provisions of Title 15. The Planning Board, after conducting a public hearing on the matter, unanimously recommends that the Council proceed with adoption of an ordinance adopting Title 18, Zoning Code.

Zoning Codes as a Legal Concept:

Zoning is the main and most basic system used to manage day-to-day land use processes in a city or county. Zoning was established as the standard legal land use tool for local government in the 1926 U.S. Supreme Court Case of *Village of Euclid v. Ambler Realty*. Zoning was ruled to be a valid exercise of the “Police Power” of local government and has been the mainstay of land use management ever since.

Zoning Implements Comprehensive Plan:

The zoning code establishes the zones that the community chooses typically based on various categories of residential commercial and industrial uses. The code then sets the standards that development in each of the zones will be required to meet so that the development accomplishes the policies and goals of the community. The mandatory companion to the written text of the zoning code is the Zoning Map.

Notable Changes from Existing Title 16:

Following is a list of differences between the existing Unified Development Code, Title 16, and the proposed Zoning Code, Title 18. The Code Chapter containing these items is shown as (18.XX)

- Land use application processing based on Level I through VII process descriptions to consolidate and streamline the amount of text needed to explain application process. (18.19 through 18.28)
- Required pre-application conferences for higher level applications so that staff and applicants can work together to get applications through the process as quickly as possible. (18.32)
- Addition of “Mixed Use Centers Zone” to allow development that combines residential, service commercial, and employment opportunities in a walkable distance as encouraged by the Puget Sound Regional Council. 18.62)
- Addition of the “Airport Approach Overlay Zone” on the Sky Harbor general aviation airport east of Sultan Basin Road as required by State Aeronautics Division. (18.68)
- Use of a “Table of Permitted Uses” so that uses don’t need to be repeated in each zone in text format, and so that the public can compare uses across zones. (18.70)
- Use of a “Table of Height, Setback, Area Dimensional Standards” consolidating complicated text descriptions into a single table for ease of reference. (18.82)

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

- Upgraded Landscape Standards so that commercial and industrial facilities are developed with landscaped parking lots and vegetative buffers from adjacent residential uses. (18.84)
- Accessory Dwelling Units are re-included in this code after being recently repealed from Title 16. The new language places appropriate restrictions on ADU's including additional minimum lot size, and owner of property must reside on the property. (18.92.040)
- Inclusion of recently adopted Marijuana Business regulations (18.118)
- Specific standards for a range of conditional uses so that the applicant and the Hearing Examiner know what conditions need to be met in the conditional use process. (18.120 through 18.132)
- New provisions to allow Electric Vehicle Infrastructure (charging stations etc.). (18.134)
- New provisions to allow Wineries, Breweries, Distilleries. (18.136)
- Upgraded Wireless Communication Facilities standards. This Chapter is moved from Title 21. It still needs some additional amendments to conform to recent changes in Federal standards. (18.138)
- Consolidation, clarification, and upgrading of mobile home and mobile home park development standards. This involves repeal of several sections of Title 15 so that all provisions are located together in Zoning Code. (18.160 through 18.168)
- Inclusion of Conditional Use Permit procedures in Zoning Code instead of in Title 21. This involves repeal of Title 21, as there is no reason to have a Title addressing "Other Land Uses" outside of the Zoning Code. (18.180)
- Inclusion of Variance Procedures as a properly described land use process instead of just a listing of criteria in Chapter 2.26.190, Hearing Examiner. (18.182)
- Clarification and streamlining of Nonconforming Situations chapter. Existing chapter in Title 16 has been analyzed by planning and legal staff, and is not able to be understood or administered in any legally supportable fashion. (18.190)
- Inclusion of a new chapter allowing Special Use Permits to reuse buildings that have lost nonconforming use permission. (18.192)
- Clarification and streamlining of procedures for Zone Code and Zone Map amendment applications. (18.200 through 18.204)
- Inclusion of Pre-zone procedures in the Zoning Code for public awareness of the zoning process in the Urban Growth Area. These procedures are all established by State Statute. The City does not need to include them in the Zoning Code to act on these procedures. The Planning Board determined to include the procedures in the Code so that residents and applicants for annexation can find and understand them instead of leaving them "hidden" in the RCW where residents are unlikely to ever find them. Pre-zoning does not annex property, and it does not change the zone of a property that is in the county. It provides the City a means to do the job of pre-zoning, which is a required step in the annexation process, so that property owners wanting to annex don't have to bear the time and expense of a Comprehensive Plan Amendment and a Zoning Map Amendment before they can petition for annexation. Pre-zoning does not enact annexation and has nothing to do with overriding established procedures for Annexation. (18.206)

Zoning Map:

The Zoning Map is updated to include the Airport Approach Overlay Zone (AA, Chapter 18.68). The change will be adopted as part of the adoption of Title 18. This zone requires development

CITY OF SULTAN COUNCIL MEETING – June 26, 2014

consultation to ensure that proposed structures do not intrude into the imaginary line that defines the approach path of an airplane landing at the field. This is a required zone as long as the airfield remains active. If it is sold for development and the airfield decommissioned, the AA Zone will be repealed.

Council Comments:

Beeler: The Council has reviewed the issues over the past 18 months and this is just the final packet.

Neigel: The tables are great for reference and information. Thanks to the Planning Board for all their work. He has reviewed the mobile home section carefully and learned a lot. Under the vegetation and tree requirements if appears a permit is required to remove a tree over 5 inches in diameter on private property.

McCarty: Were other city codes as a framework for the code

Bob Martin: He did use codes from similar cities in the state. There are standards included in the code for tree removal that are not as strict as the Tree USA standards. The code will apply to existing development if there is a public safety issue or a non-conforming use.

Public Input

Lucy Hitchcock: It was a pleasure and relief for the Planning Board to pass the document on to the Council. They went through the code with a fine tooth comb and there were discussions and challenges during the process. The Board represents a variety of views. Commended Bob Martin for his knowledge and patience with the Planning Board. Trusts the code is compliant with comp plan and helpful to the developers and improves the quality of life.

On a motion by Councilmember Naslund, seconded by Councilmember Walker, the public hearing was closed. All ayes.

Carolyn Eslick, Mayor

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM #: Consent 4
DATE: July 10, 2014
SUBJECT: Voucher Approval - 2014
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the vouchers for approval in the amount of \$128,536.39 and payroll through June 20, 2014 in the amount of \$51,256.95 to be drawn and paid on the proper accounts.

FISCAL IMPACT: \$179,793.34

RECOMMENDATION:

Approve the payment of vouchers as submitted.

**City Of Sultan
Voucher Approval
July 10, 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 #29446-48,54-59	\$	5,477.14
Direct Deposit #13/CM	\$	25,055.79
Benefits Check #29450-53	\$	9,156.72
Tax Deposit #PR13/CM	\$	11,567.30
Accounts Payable Checks #29449,461-496	\$	128,536.39
ACH Transactions - DOR	\$	
TOTAL	\$	179,793.34

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: 7/2/2014 - 1:24 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
29461	07/10/2014	agsupply	AG Supply Co	141.17	0
29462	07/10/2014	amtest	AM Test	300.00	0
29463	07/10/2014	APP	Associated Petroleum Products Inc	1,043.61	0
29464	07/10/2014	bony	Bank of New York	131.51	0
29465	07/10/2014	bravo	Bravo Environmental	3,857.28	0
29466	07/10/2014	SDavnS	Sarah Davenport-Smith	721.84	0
29467	07/10/2014	dynacco	Dynacco	3,419.04	0
29468	07/10/2014	EnvRes	Environmental Resource Associates	481.08	0
29469	07/10/2014	Eylander	Eylanders Sales & Service Inc	198.41	0
29470	07/10/2014	fedex	FedEx	6.28	0
29471	07/10/2014	Frontier	Frontier	305.54	0
29472	07/10/2014	hbjaeger	H.B. Jaeger	242.18	0
29473	07/10/2014	herbus	Herald Business Journal	9.00	0
29474	07/10/2014	dkoenig	Darnell Koenig	130.00	0
29475	07/10/2014	Lakeside	Lakeside Industries	506.09	0
29476	07/10/2014	napa	Monroe Parts House	1,481.04	0
29477	07/10/2014	MotorTru	Motor Trucks Inc	7,404.07	0
29478	07/10/2014	NWCas	Northwest Cascade Inc	124.50	0
29479	07/10/2014	OfcDepot	Office Depot	66.99	0
29480	07/10/2014	PUD 1	PUD	1,848.68	0
29481	07/10/2014	QBS	Quality Buisness Systems	64.56	0
29482	07/10/2014	RedApl	Red Apple Market	75.77	0
29483	07/10/2014	AllWaste	Republic Services	11,928.22	0
29484	07/10/2014	ServiceM	ServiceMaster Superb Cleaning	485.00	0
29485	07/10/2014	SNOPLAN	Snohomish County Planning and Deve	925.46	0
29486	07/10/2014	SNOPLAN	Snohomish County Planning and Deve	2,100.00	0
29487	07/10/2014	SRDTF	Snohomish County Sheriff	72,886.00	0
29488	07/10/2014	Snopac	Snopac	5,372.63	0
29489	07/10/2014	SoundPub	Sound Publishing Inc	20.64	0
29490	07/10/2014	SoundT	Sound Tractor Co	343.14	0
29491	07/10/2014	Stanpoor	Standard & Poor's	9,750.00	0
29492	07/10/2014	Staples	Staples Credit Plan	73.91	0
29493	07/10/2014	Sunbelt	Sunbelt Rentals Inc.	298.60	0
29494	07/10/2014	BluBook	USA Blue Book	601.96	0
29495	07/10/2014	VerizonW	Verizon Wireless	614.47	0
29496	07/10/2014	KWalker	Kenneth Walker	181.44	0
Check Total:				128,140.11	

Payroll

Computer Check Register

User: julie.addington
 Printed: 06/30/2014 - 2:30PM
 Batch: 00003-06-2014 Computer



Check No	Check Date	Employee Information		Amount
29454	06/30/2014	073	Sarah Davenport-Smith	346.31
29455	06/30/2014	074	John Seehuus	353.25
29456	06/30/2014	092	Jeffrey Beeler, Sr	415.57
29457	06/30/2014	094	Joseph Neigel	323.22
29458	06/30/2014	095	Marianne Naslund	392.49
29459	06/30/2014	099	Rocky Walker	392.49
Total Number of Employees: 6		Total for Payroll Check Run:		2,223.33

Payroll

Computer Check Register

User: julie.addington
 Printed: 06/24/2014 - 11:44AM
 Batch: 00002-06-2014 Computer

PK 13



Check No	Check Date	Employee Information		Amount
29446	06/27/2014	024	Michael Williams	1,476.78
29447	06/27/2014	029	James Barns	1,372.31
29448	06/27/2014	124	Dustin Lindahl	404.72
Total Number of Employees: 3		Total for Payroll Check Run:		3,253.81

Accounts Payable

Check Register Totals Only

User: laura.koenig
 Printed: 6/27/2014 - 2:42 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29450	06/27/2014	Retire	Department of Retirement	2,600.00	0
29451	06/27/2014	Retire	Department of Retirement	5,795.32	0
29452	06/27/2014	UNION	Teamsters Local Union #763	649.50	0
29453	06/27/2014	AFLAC	AFLAC	111.90	0
Check Total:				9,156.72	

Payroll

ACH Check Register

User: 'julie.addington'
Printed: 06/24/2014 - 12:01PM
Batch: 2-6-2014
Include Partial: FALSE



PK13

Check Date	Check Number	Employee No	Employee Name	Amount
06/27/2014	0	001	Laura Koenig	1,925.74
06/27/2014	0	004	Donna Murphy	1,341.65
06/27/2014	0	005	Robert Martin	1,704.89
06/27/2014	0	007	Julie Addington	1,422.51
06/27/2014	0	010	Cindy Donk	1,486.38
06/27/2014	0	011	Janice Mann	1,122.92
06/27/2014	0	013	Rosemary Murphy	1,195.22
06/27/2014	0	015	Kenneth Walker	2,154.07
06/27/2014	0	019	Michael Matheson	2,693.34
06/27/2014	0	020	Connie Dunn	1,961.15
06/27/2014	0	025	John Harris	1,790.15
06/27/2014	0	028	Todd Strom	1,569.32
06/27/2014	0	049	Victoria Forte	585.25
06/27/2014	0	120	Matthew Wood	2,271.40
06/27/2014	0	121	Jason Strauss	1,462.40
Total Employees:			15	Total: 24,686.39

Payroll

ACH Check Register

User: 'julie.addington'
Printed: 06/30/2014 - 2:32PM
Batch: 3-6-2014
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CP 2nd Qtr

Check Date	Check Number	Employee No	Employee Name	Amount
06/30/2014	0	098	Robert McCarty	369.40
Total Employees:			1	Total: 369.40

Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29449	06/27/2014	UTILITY WATER FUND	Communication	USPS	396.28
29450	06/27/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	19.51
29450	06/27/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	21.26
29450	06/27/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	1,044.51
29450	06/27/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	97.50
29450	06/27/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	3.99
29450	06/27/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	26.51
29450	06/27/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	354.48
29450	06/27/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	547.02
29450	06/27/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	120.75
29450	06/27/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	105.24
29450	06/27/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	121.50
29450	06/27/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	26.50
29450	06/27/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.51
29450	06/27/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	7.50
29450	06/27/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	58.23
29450	06/27/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	43.99
29451	06/27/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	69.35
29451	06/27/2014	GENERAL FUND	PERS Payable	Department of Retirement	37.65
29451	06/27/2014	GENERAL FUND	PERS Payable	Department of Retirement	424.10
29451	06/27/2014	STREET FUND	PERS Payable	Department of Retirement	109.50
29451	06/27/2014	CEMETERY FUND	PERS Payable	Department of Retirement	15.65
29451	06/27/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	23.10
29451	06/27/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	561.02
29451	06/27/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	466.25
29451	06/27/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	241.27
29451	06/27/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	139.77
29451	06/27/2014	GENERAL FUND	PERS Payable	Department of Retirement	793.88
29451	06/27/2014	STREET FUND	PERS Payable	Department of Retirement	205.02
29451	06/27/2014	CEMETERY FUND	PERS Payable	Department of Retirement	29.25
29451	06/27/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	43.27
29451	06/27/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,050.18
29451	06/27/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	872.76
29451	06/27/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	451.67
29451	06/27/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	261.63
29452	06/27/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	51.36
29452	06/27/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	12.24
29452	06/27/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	4.11

29452	06/27/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	1.18
29452	06/27/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	91.37
29452	06/27/2014	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	82.08
29452	06/27/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	60.60
29452	06/27/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	20.06
29452	06/27/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	4.51
29452	06/27/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	3.75
29452	06/27/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	1.24
29452	06/27/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	0.50
29452	06/27/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	2.00
29452	06/27/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	12.50
29452	06/27/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	0.50
29452	06/27/2014	GENERAL FUND	Union Dues Payable	Teamsters Local Union #763	47.44
29452	06/27/2014	STREET FUND	Union Dues Payable	Teamsters Local Union #763	9.04
29452	06/27/2014	CEMETERY FUND	Union Dues Payable	Teamsters Local Union #763	3.04
29452	06/27/2014	BUILDING MAINTENANCE FUND	Union Dues Payable	Teamsters Local Union #763	0.74
29452	06/27/2014	UTILITY WATER FUND	Union Dues Payable	Teamsters Local Union #763	89.65
29452	06/27/2014	UTILITY SEWER FUND	Union Dues Payable	Teamsters Local Union #763	82.06
29452	06/27/2014	UTILITY GARBAGE FUND	Union Dues Payable	Teamsters Local Union #763	49.90
29452	06/27/2014	STORMWATER UTILITY FUND	Union Dues Payable	Teamsters Local Union #763	19.63
29453	06/27/2014	STREET FUND	AFLAC Payable	AFLAC	0.11
29453	06/27/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.02
29453	06/27/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.89
29453	06/27/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.03
29453	06/27/2014	STREET FUND	AFLAC Payable	AFLAC	0.32
29453	06/27/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.08
29453	06/27/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.63
29453	06/27/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.87
29453	06/27/2014	STREET FUND	AFLAC Payable	AFLAC	0.12
29453	06/27/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.03
29453	06/27/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	5.87
29453	06/27/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	8.03
29453	06/27/2014	STREET FUND	AFLAC Payable	AFLAC	0.32
29453	06/27/2014	CEMETERY FUND	AFLAC Payable	AFLAC	0.08
29453	06/27/2014	UTILITY WATER FUND	AFLAC Payable	AFLAC	15.62
29453	06/27/2014	UTILITY SEWER FUND	AFLAC Payable	AFLAC	25.88
29460	07/02/2014	UTILITY WATER FUND	Communication	USPS	224.94
29460	07/02/2014	UTILITY SEWER FUND	Communication	USPS	224.94
29460	07/02/2014	UTILITY GARBAGE FUND	Communication	USPS	224.94
29460	07/02/2014	STORMWATER UTILITY FUND	Communication	USPS	74.98
29461	07/10/2014	STREET FUND	Office/Operating Supplies	AG Supply Co	81.36
29461	07/10/2014	GENERAL FUND	Office/Operating Supplies	AG Supply Co	44.46

29461	07/10/2014	BUILDING MAINTENANCE FUND	Operating Supply	AG Supply Co	15.35
29462	07/10/2014	UTILITY WATER FUND	Water - Testing	AM Test	300.00
29463	07/10/2014	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	312.04
29463	07/10/2014	GENERAL FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	521.80
29463	07/10/2014	UTILITY SEWER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	38.10
29463	07/10/2014	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	143.49
29463	07/10/2014	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	9.40
29463	07/10/2014	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	9.39
29463	07/10/2014	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	9.39
29464	07/10/2014	WATER REVENUE BOND FUND	Professional Services	Bank of New York	131.51
29465	07/10/2014	UTILITY WATER FUND	Repair and Maintenance	Bravo Environmental	3,857.28
29466	07/10/2014	GENERAL FUND	Travel and Seminars	Sarah Davenport-Smith	721.84
29467	07/10/2014	UTILITY WATER FUND	Operating Supply	Dynacco	2,724.00
29467	07/10/2014	UTILITY WATER FUND	Operating Supply	Dynacco	695.04
29468	07/10/2014	UTILITY SEWER FUND	Sewer - Testing	Environmental Resource Associates	481.08
29469	07/10/2014	BUILDING MAINTENANCE FUND	Repair and Maintenance	Eylanders Sales & Service Inc	198.41
29470	07/10/2014	GENERAL FUND	Communication	FedEx	6.28
29471	07/10/2014	GENERAL FUND	Communication	Frontier	11.00
29471	07/10/2014	STREET FUND	Communication	Frontier	11.00
29471	07/10/2014	UTILITY WATER FUND	Communication	Frontier	10.99
29471	07/10/2014	UTILITY SEWER FUND	Communication	Frontier	11.00
29471	07/10/2014	UTILITY GARBAGE FUND	Communication	Frontier	11.00
29471	07/10/2014	GENERAL FUND	Communication	Frontier	15.47
29471	07/10/2014	STREET FUND	Communication	Frontier	15.47
29471	07/10/2014	UTILITY WATER FUND	Communication	Frontier	15.47
29471	07/10/2014	UTILITY SEWER FUND	Communication	Frontier	15.47
29471	07/10/2014	UTILITY GARBAGE FUND	Communication	Frontier	15.47
29471	07/10/2014	GENERAL FUND	Communication	Frontier	13.06
29471	07/10/2014	STREET FUND	Communication	Frontier	13.07
29471	07/10/2014	UTILITY WATER FUND	Communication	Frontier	13.06
29471	07/10/2014	UTILITY SEWER FUND	Communication	Frontier	13.07
29471	07/10/2014	UTILITY GARBAGE FUND	Communication	Frontier	13.06
29471	07/10/2014	UTILITY WATER FUND	Communication	Frontier	107.88
29472	07/10/2014	UTILITY WATER FUND	Operating Supply	H.B. Jaeger	242.18
29473	07/10/2014	GENERAL FUND	Economic Development	Herald Business Journal	9.00
29474	07/10/2014	GENERAL FUND	Office/Operating Supplies	Darnell Koenig	130.00
29475	07/10/2014	UTILITY WATER FUND	Operating Supply	Lakeside Industries	168.70
29475	07/10/2014	UTILITY SEWER FUND	Operating Supplies	Lakeside Industries	168.70
29475	07/10/2014	STORMWATER UTILITY FUND	Operating Supplies	Lakeside Industries	168.69
29476	07/10/2014	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	528.48
29476	07/10/2014	STREET FUND	Vehicle Operation/Maintenance	Monroe Parts House	45.47
29476	07/10/2014	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	171.00

29476	07/10/2014	UTILITY WATER FUND	Vehicle Operation/Maintenance	Monroe Parts House	180.46
29476	07/10/2014	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Monroe Parts House	378.08
29476	07/10/2014	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	54.15
29476	07/10/2014	UTILITY SEWER FUND	Vehicle Operation Maintenance	Monroe Parts House	86.05
29476	07/10/2014	UTILITY WATER FUND	Operating Supply	Monroe Parts House	7.47
29476	07/10/2014	UTILITY SEWER FUND	Operating Supplies	Monroe Parts House	7.47
29476	07/10/2014	UTILITY GARBAGE FUND	Operating Supplies	Monroe Parts House	7.47
29476	07/10/2014	GENERAL FUND	Office/Operating Supplies	Monroe Parts House	7.47
29476	07/10/2014	STREET FUND	Office/Operating Supplies	Monroe Parts House	7.47
29477	07/10/2014	UTILITY GARBAGE FUND	Vehicle Repair	Motor Trucks Inc	7,404.07
29478	07/10/2014	UTILITY SEWER FUND	Rentals	Northwest Cascade Inc	124.50
29479	07/10/2014	UTILITY WATER FUND	Office Supplies	Office Depot	6.35
29479	07/10/2014	UTILITY WATER FUND	Office Supplies	Office Depot	6.35
29479	07/10/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	6.35
29479	07/10/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	6.36
29479	07/10/2014	STREET FUND	Office Supplies	Office Depot	25.40
29479	07/10/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	3.24
29479	07/10/2014	UTILITY WATER FUND	Operating Supply	Office Depot	3.23
29479	07/10/2014	UTILITY SEWER FUND	Operating Supplies	Office Depot	3.24
29479	07/10/2014	UTILITY GARBAGE FUND	Operating Supplies	Office Depot	3.23
29479	07/10/2014	STREET FUND	Office/Operating Supplies	Office Depot	3.24
29479	07/10/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	3.23
29479	07/10/2014	STREET FUND	Office/Operating Supplies	Office Depot	3.24
29480	07/10/2014	STREET FUND	Utilities	PUD	1,848.68
29481	07/10/2014	GENERAL FUND	Office/Operating Supplies	Quality Buissness Systems	12.91
29481	07/10/2014	STREET FUND	Office Supplies	Quality Buissness Systems	12.91
29481	07/10/2014	UTILITY WATER FUND	Office Supplies	Quality Buissness Systems	12.92
29481	07/10/2014	UTILITY SEWER FUND	Office Supplies	Quality Buissness Systems	12.91
29481	07/10/2014	UTILITY GARBAGE FUND	Office Supplies	Quality Buissness Systems	12.91
29482	07/10/2014	GENERAL FUND	Office/Operating - Mayor	Red Apple Market	10.37
29482	07/10/2014	UTILITY SEWER FUND	Operating Supplies	Red Apple Market	65.40
29483	07/10/2014	UTILITY GARBAGE FUND	Intergovernmental - Recycle	Republic Services	11,928.22
29484	07/10/2014	UTILITY SEWER FUND	Repair and Maintenance	ServiceMaster Superb Clearing	485.00
29485	07/10/2014	UTILITY WATER FUND	Operating Supply	Sno Cty Planning/Development	925.46
29486	07/10/2014	GENERAL FUND	SnoCty Plan/Building Service	Sno Cty Planning/Development	2,100.00
29487	07/10/2014	GENERAL FUND	Professional Service - SnoCty	Snohomish County Sheriff	72,886.00
29488	07/10/2014	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	5,124.71
29488	07/10/2014	GENERAL FUND	Intergovernmental - SNOPAC	Snopac	247.92
29489	07/10/2014	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	20.64
29490	07/10/2014	GENERAL FUND	Vehicle Maintenance	Sound Publishing Co	343.14
29491	07/10/2014	WATER REVENUE BOND FUND	Professional Services	Standard & Poor's	9,750.00
29492	07/10/2014	GENERAL FUND	Office/Operating Supplies	Staples Credit Plan	36.96
29492	07/10/2014	STREET FUND	Office Supplies	Staples Credit Plan	9.23
29492	07/10/2014	UTILITY WATER FUND	Office Supplies	Staples Credit Plan	9.24

29492	07/10/2014	UTILITY SEWER FUND	Office Supplies	Staples Credit Plan	9.24
29492	07/10/2014	UTILITY GARBAGE FUND	Office Supplies	Staples Credit Plan	9.24
29493	07/10/2014	UTILITY WATER FUND	Operating Supply	Sunbelt Rentals Inc.	298.60
29494	07/10/2014	UTILITY WATER FUND	Operating Supply	USA Blue Book	601.96
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	11.00
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	36.97
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	54.96
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	36.97
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	36.97
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	11.00
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	4.49
29495	07/10/2014	GENERAL FUND	Office/Operating Supplies	Verizon Wireless	54.96
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	11.00
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	11.00
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	11.00
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	10.99
29495	07/10/2014	UTILITY WATER FUND	Communication	Verizon Wireless	7.39

29495	07/10/2014	UTILITY SEWER FUND	Communication	Verizon Wireless	7.40
29495	07/10/2014	UTILITY GARBAGE FUND	Communication	Verizon Wireless	7.39
29495	07/10/2014	STREET FUND	Communication	Verizon Wireless	7.40
29495	07/10/2014	GENERAL FUND	Communication	Verizon Wireless	7.39
29496	07/10/2014	GENERAL FUND	Travel and Seminars	Kenneth Walker	181.44

138,442.91

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

Agenda Item #: Action A 1
Date: July 10, 2014
SUBJECT: CIAW – Change in Fiscal Year
CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

ISSUE:

The issue before the Council is to approve the change in the CIAW fiscal year from September 1st to December 1st. (Attachment A – Letter from CIAW).

SUMMARY STATEMENT:

The Cities Insurance Association of Washington (CIAW) Board of Directors has elected, at their June 9th, 2014 Board meeting, to change the fiscal year (Renewal Date) from September 1st to December 1st. The primary motivation for this change is to better align the CIAW fiscal year with the city's fiscal calendar year.

This will make forecasting, budgeting and planning easier for the members as they work through their budgeting process. As per the recent WAC change, we have enclosed a ballot for you to vote on the proposed change.

The current year would be extended an additional three (3) months until the new date of December 1st. An endorsement will be issued to all members with a pro-rated invoice based on the expiring 13/14 rates. Essentially, coverage and pricing will stay the same for another three (3) months, if the vote passes.

The Interlocal Agreement and By-laws will be amended to reflect the date change. The city needs to cast a ballot prior to June 21st to accept or reject the change. If the change is approved, the city will need to pass a resolution confirming the fiscal year change in accordance with WAC 200-100-02021.

RECOMMENDED ACTION:

Approve the change in the CIAW fiscal year from September 1st to December 1st.

Attachments: A. Letter from CIAW



June 20, 2014

TO: CIAW MEMBERS

REFERENCE: Change of Fiscal Year

The Cities Insurance Association of Washington (CIAW) Board of Directors has elected, at their June 9th, 2014 Board meeting, to change the fiscal year (Renewal Date) from September 1st to December 1st. The primary motivation for this change is to better align the CIAW fiscal year with your fiscal calendar year. This will make forecasting, budgeting and planning easier for the members as they work through their budgeting process. As per the recent WAC change, we have enclosed a ballot for you to vote on the proposed change.

The current year would be extended an additional three (3) months until the new date of December 1st. An endorsement will be issued to all members with a pro-rated invoice based on the expiring 13/14 rates. Essentially, coverage and pricing will stay the same for another three (3) months, if the vote passes.

Proposed Changes:

1. Article 14 of the By-Laws is amended to read as follows:

Article 14
Fiscal Year

The fiscal year of the corporation shall be from September 1st through August 31st, to **December 1st through November 30th**, of the next calendar year, or as set by the Board of Directors.

2. Section 3.8.11 of the Interlocal Agreement is amended to read as follows:

3.8.11 The Board of Directors shall establish an annual budget for the Association. The Administrator shall submit a proposed budget for the following fiscal year 60 days prior to the end of each fiscal year to the Board of Directors. Fiscal years for the Association shall be from September 1st through August 31st **December 1st through November 30th** of the next calendar year. The Board of Directors shall determine the estimated expenses and cost to be incurred by the Association for the next fiscal year and shall adopt a budget derived from the Administrator's proposed budget. The budget shall be in a form to provide the following information for the Association as a whole: (1) beginning and ending unreserved fund balance, (2) anticipated revenues in detail, and (3) appropriations in detail. The Board

of Directors shall apportion that budget cost among the Members and Associates. All payments due the Association from Members or Associates upon the basis of each budgeted assessment shall be paid as invoiced for the fiscal year for which the assessment is made.

3. Section 3.13 withdrawal. A Member may withdraw only at the end of the Associations fiscal year (August 31st) (**November 30th**) and only after it has given the Association written notice prior to September **December 1** of the preceding calendar year of its decision to withdraw from this Agreement.

There are three ways you can elect to cast your vote, please choose one:

1) Attend the CIAW Board Meeting on July 21st, 2014 at 10:00 a.m. Meeting will be held at the Canfield Office located at:

451 Diamond Drive, Ephrata, WA 98823

OR

2) Complete your ballot and return it by US Mail. Address completed ballot to read:

BALLOT @ CIAW
451 Diamond Drive Ephrata, WA 98823

OR

- 3) Print off the ballot provided herein
- Scan and Email the ballot to election@canfieldsolutions.com

All emailed ballots will be printed off and opened at the next CIAW public meeting on July 21st, 2014. Ballots that are mailed will remain unopened until the same board meeting.

Ballots must be received by **10:00 a.m. on July 21st, 2014.**

If the proposed amendments pass, we will send out a "Sample Resolution" your entity will be required to pass for your membership in the CIAW.
Thank you for your participation.

CIAW Coverage Period & Fiscal Year Date Change Frequently Asked Questions

Objective: The CIAW Board is proposing to change the coverage period of September 1st through August 31st to December 1st through November 30th. The fiscal year/renewal date used in the pool's foundational documents and Memorandum of Coverage (MOC) would be effective December 1st.

Why is the CIAW changing this date?

- A December 1st renewal date will bring renewal more in line with the members' fiscal year. Most members operate on a January 1st fiscal year, so this change will make forecasting, budgeting and planning easier for the members as they work through their budgeting process in December.
- It allows the insurance markets to spread out their public entity renewals and provide additional time and attention to the CIAW in the quoting process. The current renewal timeframe is common for other public entities and can be a busy time for the insurance industry.

How does this affect the September 1, 2014 Renewal?

An Extension Endorsement from September 1st to December 1st of the expiring MOC will be issued to all members with a pro-rated invoice based on the expiring 13-14 rates. Essentially coverage and pricing will stay the same for another 90 days.

How will the extension be handled?

Underwriting will issue an Extension Endorsement in August with a follow-up cover memo explaining the change in detail and a pro-rated invoice. (It will be sent to brokers first, and then a copy will be sent to members a week later to allow them time to discuss it with their insured.)

Do I have to complete another renewal application for December 1st?

No, the renewal application currently being collected will be used for the December 1, 2014 Renewal. The next renewal applications will be sent out the following summer.

Why do I have to pass a Resolution?

This renewal date change also changes the fiscal year dates used in the CIAW's membership agreements. The state requires (WAC 200-100-02021 (2)) that all members pass a resolution (see sample) confirming the fiscal year change. Signed resolution shall be returned to our office by December 1, 2014, if possible.

What if an entity did not budget for an additional insurance payment in their 2014 fiscal year? Payment for the extension can be made in December of 2014 or January of 2015.

SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

ITEM NO: D-1

DATE: July 10, 2014

SUBJECT: Summary of WSDOT sign regulations and enforcement option

CONTACT PERSON: Stacy MacGregor,  Senior Planner

ISSUE:
The issue before the City Council is to summarize the rules and regulations concerning signage on US 2 and a request to Council to provide policy direction to staff regarding enforcement of Washington State Department of Transportation (WSDOT) sign regulations outside city limits.

BACKGROUND:
The Washington Department of Transportation (WSDOT) has received a complaint regarding signage visible from US 2. Within the city limits, the City's sign code applies while WSDOT regulates signage along US 2 outside the city limits. State statute says that any sign in violation Chapter 47.42 RCW shall be declared a public nuisance, removed, and may be subject to fees. Generally, the signs in violation of state statute are off-site signs and have been an ongoing issue. The state statute was amended in 2014 to provide financial penalties for violations.

DISCUSSION:
Signage within city limits is subject to the City of Sultan sign code (Title 22); signage outside the city limits is regulated by WSDOT under the provisions of Chapter 47.42 RCW HIGHWAY ADVERTISING CONTROL ACT — SCENIC VISTAS ACT. Signage along US 2 that may be subject to enforcement action includes off-site signs, specifically signs depicting commercial speech located on a different parcel than the location where the commercial activity is taking place, and political campaign signs. The signs in question are located outside of city limits but are signs for businesses

located within the City, political campaigns within the local voting district, and signs for the farm stand to the southwest of city limits.

WSDOT has notified the City of signs that appear to be in violation. State statute assigns enforcement authority to WSDOT, the chief of the Washington state patrol, the county sheriff, or *the chief of police of any city or town* to notify the permittee or, if no permit was obtained, the property owner on which the sign is located, that the sign constitutes a public nuisance and must comply with the chapter or be removed. If notice does not result in compliance within fifteen days, fines of \$100 per day shall be levied against the property owner (or permittee) until the sign is brought into compliance or removed. The fines collected are credited to the state motor vehicle fund.

The three general types of signs potentially in violation are each subject to different rules. The political signs are allowed under WSDOT rules subject to location and size restrictions under WAC 468-66-050(3)(d) and require permission from the underlying property owner where they are located. The off-site signs depicting commercial business activities within the City are not allowed under WSDOT rules. The farm stand signs are allowed subject to location and size restrictions, require a permit, and require permission from the underlying property owner where they are located. The farm stand signs are located on BNSF property.

Staff is requesting direction from council regarding enforcement of WSDOT sign regulations.

ALTERNATIVES:

Do nothing. The application of WSDOT code and collection of fees can be left to WSDOT. WSDOT made no specific request of the city to enforce the RCW.

Direct the Chief of Police to notify the underlying property owners of violations. This would seem to be a viable option however the signs in question are in WSDOT right-of-way and BNSF right-of-way. WSDOT made the City aware of the violation and cannot issue a permit for an off-site sign therefore the signs need to be removed. BNSF is

aware of the farm stand signs and was in communication with the farm stand in 2013 to permit the signs and bring them into compliance. As a courtesy, the farm stand manager was reminded by city staff on July 1st, 2014 of the potential violation and remediation.

Provide a courtesy notice to Sultan business with off-site signs. Staff can notify current and future business within the city limits when an off-site sign is placed. Staff can provide clarity to business owners of both the state and local code and guidelines to obtain and maintain compliance. WSDOT can be notified that the business owners of the signs currently in question have been directed to remove their signs to become compliant and can be notified if and when the signs are removed.

STAFF RECOMMENDATION:

Provide a courtesy notice to Sultan business with off-site signs.

FISCAL IMPACT:

None

ATTACHMENTS:

- A – Excerpt of City of Sultan Sign Code, Title 22
- B- First email series between WSDOT and City of Sultan
- C- Second email series between WSDOT and City of Sultan
- D- Sign Types defined by WAC 468-66-050

ATTACHMENT A – Excerpt of City of Sultan Sign Code, Title 22

22.06.030 Sign classifications and permitted signs.

A. Exempt Signs. The following types of signs and devices shall be exempt from the permit requirements of this chapter; provided, that all applicable standards or conditions are met:

1. Political signs; provided, that such of these signs that relate to a particular 7/2/2014 Sultan, Washington

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election shall be removed no later than 10 days after the election to which the signs pertain and do not exceed 32 square feet in area.

2. Those signs identified as exempt in the definition of "sign," which are as follows:

a. Flags, pennants or insignia of nations, or an organization of nations, states or cities, or fraternal, religious and civic organizations or any educational institutions except when such flags are used in connection with a commercial promotion or as an advertising device.

b. Placards, banners, pennants, merchandise, pictures or models of products or services incorporated into a window display.

c. Works of fine art and painted murals which in no way identify a product or business and which are not displayed in conjunction with a commercial enterprise, which enterprise may benefit or realize direct commercial gain from such display.

d. One nameplate per public entrance per business of no more than two square feet per face which is suspended under a canopy or mounted on the face of the building.

e. Temporary decorations or displays clearly incidental and customary and commonly associated with national, local or religious holiday celebrations if erected entirely on private property and not displayed for a period of more than 10 days (40 days for the Christmas/New Year holiday) coinciding with that holiday; provided, however, there shall be no flashing lights permitted in commercial areas.

f. Signs not visible beyond the boundaries of the lot or parcel upon which they are located or from any public thoroughfare or right-of-way.

g. Traffic and other official signs of any public or governmental agency.

h. Commemorative plaques and historical site or structure signs.

i. Billboards signs located on the outfield fence of the Mariner's Field located at the Sultan High School.

j. Special event signs; provided, that all of the following conditions are met:

i. The promoter of the event or grand opening shall have met with the city to obtain approval for the proposed sign(s) to ensure they fall within the definition of a special event sign.

ii. No such sign shall include moving parts or flashing lights. 7/2/2014 Sultan, Washington

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iii. No such sign shall create a hazard.

- iv. No such sign shall be erected or displayed more than 30 days before the special event or grand opening it announces or 14 days thereafter.
- v. All such signs shall be removed within 14 days following the conclusion of the special event or grand opening.
- k. Temporary, nonilluminated real estate signs, limited to one in all residential zones, and not exceeding six feet in area per sign face.
- l. Temporary, nonilluminated construction signs, limited to one sign in residential areas, not exceeding 32 square feet in area per face; and two signs in commercial and industrial zoning district, not exceeding 32 square feet in area per face per street frontage.
- m. Real estate directional signs in all zoning districts not exceeding six square feet in area per face or four feet in height.
- B. Prohibited Signs. It is unlawful to erect or maintain:
 - 1. Abandoned signs.
 - 2. Signs which interfere with the view of traffic signs, signals or devices and approaching or merging traffic.
 - 3. Animated signs. No sign shall be animated, revolve or rotate either mechanically or by illumination, except the movement of the hands of a clock, electronic message displays, and barber poles.
 - 4. Signs which are significantly distracting to vehicle operators, such as those containing flashing, moving or intermittent lights, or signs with a concentrated light source or reflecting frames or surface(s) of such intensity or glare that it may create a safety hazard to motorists or pedestrians.
 - 5. Signs erected, maintained, or painted upon trees, rocks, or other natural features.
 - 6. Signs which are structurally unsafe, or improperly maintained or otherwise in violation of the Uniform Building Code, other city ordinances, and state codes.
 - 7. Private signs on utility poles as prohibited by RCW 70.54.100.
 - 8. Pinwheels, twirlers, propellers, and flashing or blinking lights; flares.
 - 9. Portable temporary signs of the following types:
 - a. Signs posted or displayed upon a movable chassis or support, with or without wheels. 7/2/2014 Sultan, Washington
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 - b. Posters outside of the business establishment.
 - c. Signs mounted upon vehicles as specified in SMC 22.06.020(48) of the definition for portable signs, of a commercial nature.
 - d. Searchlights.
 - e. Inflatable signs and balloons over 12-inch in diameter, and similar devices of a carnival nature.
 - f. Billboards.
 - g. Signs which by reason of their size, location, movement, content, shape, coloring or manner of illumination obscure, imitate, or may be confused with lawfully posted governmental signs such as traffic control signs, signals, or devices.
 - 11. Signs in dilapidated or hazardous condition.
 - 12. Roof signs.

C. Permitted Signs.

1. Signs in the residential districts (low/moderate density (LMD), moderate density (MD), and high density (HD)) may include and shall be limited to the following:

- a. No off-premises signs are permitted except for real estate directional signs in conjunction with subsection (C)(1)(b) of this section.
- b. Real estate signs shall be limited to one per street frontage not exceeding six square feet in area per face or four feet in height.
- c. One identification sign per multifamily dwelling, manufactured home park, and subdivision, not exceeding 25 square feet in area per face, provided it has only indirect illumination and does not exceed a height of five feet.
- d. One identification sign per public or semi-public use, provided such sign does not exceed 35 square feet in area per face or five feet in height and has only indirect illumination.
- e. Conditional uses within the above zoning districts may be allowed one wall or ground sign, as part of the conditional use approval process (Chapter 21.04 SMC), providing the size of the sign does not exceed 25 square feet in area or five feet in height and has only indirect illumination.
- f. Home occupation or commercial nameplate identification signs, or combination nameplate and street identification signs, not exceeding four7/2/2014 Sultan, Washington

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square feet. Signs larger than four square feet shall be allowed if the owner can show burden of proof that site is unique and a larger sign is needed due to topography of property or access to site. No sign shall exceed eight square feet.

g. Internally illuminated signs are prohibited.

2. Signs in the urban center (UC) zone may include and shall be limited to the following:

- a. Off-premises signs are prohibited.
- b. On-premises signs shall include wall signs, marquee signs, and projecting signs only. A mansard roof sign shall be considered a wall sign in this district. Projecting signs shall be limited to one per street frontage and shall not exceed an area of 25 square feet per sign face.
- c. Wall and marquee signs shall not exceed a total sign area of two square feet per lineal foot of building frontage; except that in no event shall the sign allowance for any one building be less than 60 square feet regardless of frontage.
- d. Signs attached to marquees projecting over public property shall be constructed on noncombustible materials.
- e. Wall signs and projecting signs shall be constructed of noncombustible materials, or wood of one-inch nominal thickness. Approved plastics may be used in the construction of electric signs.
- f. One freestanding sign per business or complex may be permitted for properties with street frontage on Highway No. 2, provided the area of the sign does not exceed one square foot per lineal foot of street frontage not to

exceed 150 square feet in area and not to exceed 20 feet in height.

g. Portable signs as defined in SMC 22.06.035.

h. Public directory/directional signs located in the public right-of-way, established by the city, not exceeding 25 square feet in area and eight feet in height.

3. Signs in the highway-oriented development (HOD) zone may include and shall be limited to the following:

a. Only on-premises signs are permitted, except that off-premises directional signs with a sign area of 40 square feet per face and eight feet in height, limited to four square feet of signage for each individual business or advertiser and outdoor advertising signs not exceeding 100 square feet in area per sign face and 20 feet in height are permitted. 7/2/2014 Sultan, Washington <http://www.codepublishing.com/wa/sultan/> 13/20

b. Single-Tenant Building.

i. One freestanding sign with a total sign area of one square foot per lineal foot of street frontage not to exceed 100 square feet in area per sign face and 20 feet in height;

ii. A projecting sign may be used in lieu of a freestanding sign, but shall be limited to one-half of the area allowed for a freestanding sign on that frontage, and in no case shall exceed 36 square feet in area per sign face;

iii. Wall or marquee signs shall not exceed a total sign area of two square feet per lineal foot of building frontage, but at least 60 square feet of sign area shall be permitted, but each business in the complex/building shall be allowed at least 32 square feet in sign area regardless of their location or building frontage;

iv. Portable signs as stated in SMC 22.06.035.

c. Multibuilding Complexes or Multitenant Buildings.

i. One freestanding sign with a total sign area of one and one-half square feet of sign area per one foot of street frontage not to exceed 150 square feet in area per sign face and 20 feet in height;

ii. There shall be not more than one freestanding or projecting sign per street frontage, except that if a complex has more than 300 lineal feet of street frontage, they shall be allowed one additional freestanding sign, not to exceed 100 square feet in area per sign face and 20 feet in height. The signs must be located at least 150 feet apart;

iii. A projecting sign may be used in lieu of a freestanding sign, but shall be limited to one-half the area allowed for the freestanding sign on that frontage, and in no case shall exceed 36 square feet in area per sign face. A projecting sign and a freestanding sign shall not be permitted along the same street frontage;

iv. The total allowable sign area for wall and marquee signs shall not exceed three square feet per lineal foot of building frontage, but each business shall be allowed at least 60 square feet regardless of the length of the building frontage;

v. Changing message center signs or other similar electrically or

electronically controlled sign with advertising are allowed;

vi. Portable signs as stated in SMC 22.06.035.

4. Signs in the economic development (ED) zone may include and shall be 7/2/2014
Sultan, Washington

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limited to the following:

a. Only on-premises signs are permitted except that off-premises directional signs with a sign area of 40 square feet per face and eight feet in height and limited to four square feet of signage for each individual business or advertiser and outdoor advertising signs with a sign area of 100 square feet per side are permitted.

b. One freestanding sign shall be permitted with a maximum sign area of one square foot for each one foot of street frontage, not to exceed 50 square feet in area per sign face and 20 feet in height.

c. One wall sign shall also be permitted, in addition to a freestanding sign, with a maximum sign area of one square foot for each one foot of building frontage, not to exceed 50 square feet in area. In lieu of a freestanding sign, one additional wall sign is permitted not to exceed 50 square feet in area.

d. Portable signs as stated in SMC 22.06.035. (Ord. 1149-12 § 2; Ord. 806-03 § 1)

Stacy MacGregor

From: Stacy MacGregor <hrhladystacy@gmail.com>
Sent: Monday, June 30, 2014 5:48 PM
To: stacy.macgregor@ci.sultan.wa.us
Subject: Fwd: FW: Follow up to today's telcon
Attachments: RCW 47_42 for Ken.docx

----- Forwarded message -----

From: Ken Walker <ken.walker@ci.sultan.wa.us>
Date: Mon, Jun 30, 2014 at 4:27 PM
Subject: FW: Follow up to today's telcon
To: Stacy MacGregor <hrhladystacy@gmail.com>

From: O'Leary, Pat [mailto:OLEaryP@wsdot.wa.gov]
Sent: Thursday, June 26, 2014 12:45 PM
To: ken.walker@ci.sultan.wa.us
Subject: Follow up to today's telcon

Hi again Ken, thanks for taking time to chat this morning about signs in Sultan. At your request, I've attached the abatement subpart of RCW 47.42 as a word document. Also, here's the part of the Monroe Code we discussed that recognizes the shared jurisdiction/authority to regulate advertising signs along state highways:

18.80.090 Scenic Vistas Act adopted.

All signs within the city of Monroe visible from SR 2 or SR 203 must be in conformance with the standards of the Scenic Vistas Act (RCW 47.42 and WAC 468-66) that is incorporated herein by this reference as well as the related Washington State Department of Transportation ("WSDOT") rules, regulations, and noncompliance penalties; provided that all signs within the city shall also be subject to any additional restrictions as provided in this chapter.

In the case of conflict between the requirements of the Scenic Vistas Act and this chapter, the more restrictive requirement shall apply.

Today, we discussed the nature of this shared authority/jurisdiction that exists between WSDOT and the city along US 2. On one hand, state law is clear in recognizing the authority of the sultan sign code for any signs

visible to US 2 inside the city. See RCW 47.42.070 And, on the other hand, all citizens must follow the laws of the state of Washington. The more restrictive provisions of the two, state law or local regulations, will have precedence. In perspective, US 2 is unique among your city's roadways because it is the only roadway where state laws are in place regulating signs visible to the state highway.

I know your time is valuable; your consideration is very much appreciated! I'll get back to you later next week if we do not receive Type 8 applications from the Nursery.

Pat O'Leary

WSDOT Highway Advertising Control Program

(360) 705-7296

Stacy MacGregor

From: Stacy MacGregor <hrhladystacy@gmail.com>
Sent: Monday, June 30, 2014 5:48 PM
To: stacy.macgregor@ci.sultan.wa.us
Subject: Fwd: FW: WSDOT & City of Sultan - Highway Advertising Control
Attachments: 224-068-PermitApplication-TemporaryAgriculturalSign.fp7

----- Forwarded message -----

From: Ken Walker <ken.walker@ci.sultan.wa.us>
Date: Mon, Jun 30, 2014 at 8:49 AM
Subject: FW: WSDOT & City of Sultan - Highway Advertising Control
To: Stacy MacGregor <hrhladystacy@gmail.com>, Victoria Forte <victoria.forte@ci.sultan.wa.us>
Cc: Carolyn Eslick <carolyneslick1@msn.com>

Stacy, Vicki

Lets plan to meet about this 07/01, at 10:00.

Thanks

Ken

From: O'Leary, Pat [<mailto:OLearyP@wsdot.wa.gov>]
Sent: Thursday, June 26, 2014 10:53 AM
To: ken.walker@ci.sultan.wa.us
Subject: FW: WSDOT & City of Sultan - Highway Advertising Control

Also to refresh the memory . . .

From: O'Leary, Pat
Sent: Tuesday, October 29, 2013 11:06 AM
To: 'ken.walker@ci.sultan.wa.us'
Subject: WSDOT & City of Sultan - Highway Advertising Control

Thanks again for the phone call this morning Ken,

I apologize in advance for the long-winded email; but I want to take this opportunity to do some informational outreach considering the state laws that regulate advertising signs along US 2 in Sultan.

Here's the link to the WSDOT Highway Advertising Control manual M 22-95:

<http://www.wsdot.wa.gov/publications/manuals/fulltext/M22-95/HighwayAdvertisingControl.pdf>

Please note that the legislature amended RCW 47.42 this year by adding an annual renewal fee for Type 4/5 off-premise advertising sign permits and implementing a 100/day fine for a continued violation. Once the Legislature has compiled/published the amended law I'll revise M 22-95, in the meantime, here's a link to the bill that made the changes: <http://apps.leg.wa.gov/documents/billdocs/2013-14/Pdf/Bills/Session%20Laws/Senate/5761-S.SL.pdf>

So here are the laws of the State of Washington that regulate advertising signs visible to most state highways. The 'RCW' section in the manual provides the statutes as passed by the legislature (exception cited above). The 'WAC' section provides the administrative rules adopted by WSDOT – these rules spell out in detail how the department upholds and enforces the statutes and thereby meets the duties assigned by the legislature.

There are 8 sign types defined in the law. The sign 'type' is mostly determined by the nature of the copy on the sign. Most frequently I deal with Type 4/5 off-premise signs (billboards and other directional business signs), Type 3 on-premise business signs, Type 2 property-for-sale signs and Type 8 Temporary Agricultural Directional signs. WAC 468-66-050 contains specific provisions for each of the 8 sign types; with information about Type 1 signs provided in WAC 468-66-050(1), Type 2 in WAC 468-66-050(2), and so on.

Temporary Political Campaign signs – see WAC 468-66-050(3)(d), these signs are defined as a subtype of the Type 3 on-premise signs. As we discussed, the Type 3(d) sign is allowed to express a property owner's endorsement of a political candidate or ballot issue, and there a few simple rules that should be followed. When placing such signs, step one would require the candidate or his/her sign placers to obtain permission from the underlying property owner prior to placing any signs . . .

Scenic Highway designation and definition – See the definition for 'Scenic System' in WAC 468-66-010(21). In (b) you'll notice the exclusion from the 'Scenic' system inside a city/town.

Primary Highway - So, US 2 inside Sultan is regulated as a 'Primary' highway as defined in WAC 468-66-010(19). Also, the segment of US 2 within the city is a 'nonlimited access highway', so you can refer to WAC 468-66-050(5)(e)(ii) for off-premise sign spacing requirements.

Type 8 Signs – The Temporary Agricultural Directional signs are discussed in WAC 468-66-050(8). I've attached a copy of the Type 8 permit application for your consideration. You may want to make these available to folks removing unlawful signs; it's a viable option in the BNSF case.

Harmony between State Law and Local Agency Ordinance – Per our conversation, the city of Gold Bar and a number of other city/town/county governments across the state have codified language that recognizes purview of state advertising control laws for signs visible to state highways within their jurisdictions. I can send you a number of examples upon request.

Thanks again for your consideration and do not hesitate to give me a call for further discussion or w/ questions.

Best Regards,

Pat O'Leary

WSDOT Highway Advertising Control Program

(360) 705-7296

WAC 468-66-050**Sign classifications and specific provisions.**

Signs shall be classified and restricted to the provisions following:

(1) Type 1—Directional or other official signs and notices. Directional or other official signs and notices may be erected and maintained on private property or public property, other than state highway right of way, for the purposes of carrying out an official duty or responsibility. The signs may only be installed by public offices or public agencies within their territorial or zoning jurisdiction and shall follow federal, state, or local law.

(a) Type 1(a) - Directional sign. A directional sign may only be installed in accordance with the provisions following:

(i) Publicly or privately owned places - Directional signs for publicly or privately owned places that feature natural phenomena; historical, cultural, scientific, or educational opportunities; areas of scenic beauty, or outdoor recreation areas:

- Publicly owned places - Directional signs for public places owned or operated by federal, state, or local government, or their agencies;

- Privately owned places - Directional signs for nonprofit privately owned places that feature scenic attractions. The attractions must be nationally or regionally known, or of outstanding interest to travelers.

(ii) A sign message shall be limited to identification of the activity or attraction and directional information. Directional information is limited to that which helps the motorist locate the activity, such as providing mileage to the activity, highway route or exit numbers.

(iii) Descriptive words, phrases, and photographic or pictorial representations of the activity or attraction are prohibited.

(iv) Type 1(a) signs shall not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area, including border and trim but excluding supports.

(v) The department must approve the proposed installation location.

(vi) Along the interstate system and other limited access highways having grade separations (interchanges), a sign shall not be located within two thousand feet of an interchange or rest area, measured from the ramp physical gore, or within two thousand feet of a parkland or scenic area.

(vii) Type 1(a) signs shall not be spaced closer than one mile apart.

(viii) Visible to a state route approaching an activity or attraction, a maximum of three signs per direction of travel are allowed for each activity or attraction.

(ix) Type 1(a) signs located along the interstate system shall be within seventy-five air miles of the activity or attraction.

(x) Type 1(a) signs located along the primary and scenic systems shall be within fifty air miles of the activity or attraction.

(b) Type 1(b) - Official sign. An official sign may be installed subject to the provisions following:

(i) Type 1(b) signs may only be erected and maintained by public offices or public agencies.

(ii) Type 1(b) signs may only be located within the governing jurisdiction of the public office or public agency.

(iii) Type 1(b) signs shall follow federal, state, or local law.

(iv) Type 1(b) signs have no restrictions on message content, provided the activity being described furthers an official duty or responsibility.

(v) Type 1(b) signs shall not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area, including border and trim but excluding supports.

(vi) Type 1(b) signs may be historical markers authorized by federal, state, and local law.

(vii) Type 1(b) signs are not regulated by the act with regard to visibility to highways, zoning requirements, number of signs, or spacing.

(c) Type 1(c) - Service activity sign. A service activity sign may be installed subject to the provisions following:

(i) Type 1(c) signs shall contain only the name of a nonprofit organization, its address, and the time of its meeting or service.

(ii) Type 1(c) signs shall not exceed eight square feet in area.

(iii) Type 1(c) signs are not regulated by the act with regard to visibility to highways, zoning requirements, number of signs, or spacing.

(2) Type 2—For sale or lease sign. A Type 2 sign may only advertise the sale or lease of the parcel of real property upon which the sign is located. The name of the owner of the property offered for sale or lease, or the owner's agent and phone number shall not be displayed more conspicuously than the words "for sale" or "for lease." No other message may be displayed on the sign.

(a) Type 2 signs shall not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area, including border and trim but excluding supports.

(b) Not more than one Type 2 sign may be installed that is visible to traffic proceeding in any one direction on an interstate, primary, or scenic system highway.

(c) The act does not regulate Type 2 signs with regard to zoning requirements or spacing.

(3) Type 3—On-premise signs.

(a) Type 3(a) - On-premise sign. A Type 3(a) on-premise sign may only advertise an activity conducted on the property upon which the sign is located.

(i) A Type 3(a) on-premise sign shall be limited to advertising the business or the owner, or the products or services offered on the property. A sign consisting mainly of a brand name, trade name, product or service incidental to the main products or services offered on the property, or a sign bringing rental income to the property, is not an on-premise sign.

(ii) A Type 3(a) on-premise sign more than fifty feet from the advertised activity may not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area, including border and trim but excluding supports. The act does not regulate the size of Type 3(a) on-premise signs located within fifty feet of the advertised activity.

(iii) A Type 3(a) on-premise sign located at a shopping center, mall, or business combination is not authorized more than fifty feet from the individual activity it advertises, unless it is installed together with a Type 3(b) business complex on-premise sign as described in (b)(i) of this subsection.

(iv) For the purpose of measuring from the advertised activity, the distance shall be measured from the sign to the nearest portion of that building, storage, or other structure or processing area, which is the most regularly used and essential to the conduct of the advertised activity as determined solely by the department.

(b) Type 3(b) - Business complex on-premise sign. A Type 3(b) business complex on-premise sign may display the name of a shopping center, mall, or business combination.

(i) Where a business complex erects a Type 3(b) on-premise sign, the sign structure may display additional individual business signs identifying each of the businesses conducted on the premises. A Type 3(b) on-premise sign structure may also have attached a display area, such as a manually changeable copy panel, reader board, or electronically changeable message center, for advertising on-premise activities and/or presenting public service information.

(ii) Type 3(b) on-premise signs are not regulated by the act with regard to size. Any Type 3(a) on-premise sign and any display area, installed together with a Type 3(b) on-premise sign, may not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area, including border and trim.

(c) Type 3(c) - Future site on-premise sign. A Type 3(c) future site on-premise sign may only display the name of a business activity, or other activity of interest to motorists, planned for the property upon which the sign is located and the anticipated opening date of such activity.

(i) The owner, or owner's representative, shall by letter notify the department at least thirty days prior to the installation of the proposed Type 3(c) future site on-premise sign. Said notice shall include the location, sign message, and installation date.

(ii) Type 3(c) future site on-premise signs may remain until the business activity is operational, but shall not exceed one year from the planned installation date. The sign must be removed at the end of one year after the planned installation date if the business activity is not yet operational.

(iii) Type 3(c) future site on-premise signs shall not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area.

(d) Type 3(d) - Temporary political campaign sign. A Type 3(d) temporary political campaign sign may express a property owner's endorsement of a political candidate or ballot issue.

(i) Type 3(d) temporary political campaign signs are limited to a maximum size of thirty-two square feet.

(ii) Type 3(d) temporary political campaign signs must be removed within ten days after an election. After primary elections, temporary political campaign signs endorsing a successful candidate may remain up to ten days after the succeeding general election.

(e) Not more than one Type 3(a) or 3(b) sign, visible to traffic proceeding in any one direction on an interstate system highway; on a primary system highway outside an incorporated city or town or commercial or industrial area; or on a scenic system highway, may be permitted more than fifty feet from the advertised activity. Not more than one Type 3(c) sign may be installed visible to traffic proceeding in any one direction on an interstate system highway; on a primary system highway outside an incorporated city or town or commercial or industrial area; or on a scenic system highway. The act does not regulate Type 3(d) signs with regard to the number of signs installed, visibility from highways, zoning requirements, or spacing.

(i) For Type 3(a) on-premise signs, the fifty-foot distance from the advertised activity shall be measured from the sign to the nearest portion of that building, storage, or other structure or processing area, which is the most regularly used and essential to the conduct of the advertised activity as determined solely by the department.

(ii) For Type 3(b) on-premise signs, the fifty-foot distance from the advertised activity may be measured in the same manner as for Type 3(a) on-premise signs, or may be measured fifty feet from the nearest portion of a combined parking area.

(f) A Type 3(a) or 3(b) on-premise sign more than fifty feet from the advertised activity shall not be erected or maintained at a greater distance from the advertised activity than one of the options following, as applicable, selected by the owner of the business being advertised:

(i) One hundred fifty feet measured along the edge of the protected highway from the nearest edge of the main entrance to the activity advertised;

(ii) One hundred fifty feet from any outside wall of the main building of the advertised activity; or

(iii) Fifty feet from any outside edge of a regularly used parking lot maintained by, and contiguous to, the advertised activity.

(g) Electronic signs may be used only as Type 3 on-premise signs and/or to present public service information, as follows:

(i) Advertising messages on electronic signboards may contain words, phrases, sentences, symbols, trademarks, and logos. A single message or a message segment must have a static display time of at least two seconds after moving onto the signboard, with all segments of the total message to be displayed within ten seconds. A one-segment message may remain static on the signboard with no duration limit.

(ii) Displays may travel horizontally or scroll vertically onto electronic signboards, but must hold in a static position for two seconds after completing the travel or scroll.

(iii) Displays shall not appear to flash, undulate, or pulse, or portray explosions, fireworks, flashes of light, or blinking or chasing lights. Displays shall not appear to move toward or away from the viewer, expand or contract, bounce, rotate, spin, twist, or otherwise portray graphics or animation as it moves onto, is displayed on, or leaves the signboard.

(iv) Electronic signs requiring more than four seconds to change from one single message display to another shall be turned off during the change interval.

(v) No electronic sign lamp may be illuminated to a degree of brightness that is greater than necessary for adequate visibility. In no case may the brightness exceed 8,000 nits or equivalent candelas during daylight hours, or 1,000 nits or equivalent candelas between dusk and dawn. Signs found to be too bright shall be adjusted as directed by the department.

(h) The act does not regulate Type 3(a), 3(b), 3(c), and 3(d) on-premise signs located along primary system highways inside an incorporated city or town or a commercial or industrial area.

(4) Type 4—Off-premise signs; and

(5) Type 5—Off-premise signs. Type 4 off-premise signs are distinguishable from Type 5 off-premise signs only by message content. Type 4 off-premise sign messages are those that do not qualify as Type 5 sign messages described in (b) of this subsection.

(a) A Type 4 sign shall be located within twelve air miles of the advertised activity. A Type 4 sign that displays any trade name which refers to or identifies any service rendered or product sold, used, or otherwise handled more than twelve air miles from such sign shall not be permitted unless the name of the

advertised activity, which is within twelve air miles of such sign, is displayed as conspicuously as such trade name.

(b) A Type 5 sign displays a message of specific interest to the traveling public. On Type 5 signs, only information about public places operated by federal, state, or local governments, natural phenomena, historic sites, areas of natural scenic beauty or outdoor recreation, and places for lodging, camping, eating, and vehicle service and repair is deemed to be in the specific interest of the traveling public. A trade name is authorized on a Type 5 sign only if it identifies or represents a place of specific interest to the traveling public; or identifies vehicle service, equipment, parts, accessories, fuels, oils, or lubricants being offered for sale at such place. The display of any other trade name is not permitted on Type 5 signs.

(c) Type 4 and Type 5 signs are restricted in size to the following:

(i) Visible to interstate highways, signs may not exceed twenty feet in length, width, or height, or one hundred fifty square feet in area including border and trim but excluding supports.

(ii) Visible to primary highways, the maximum area for any one sign, except as provided in (c)(iii) of this subsection, shall be six hundred seventy-two square feet with a twenty-five-foot maximum height and a fifty-foot maximum length, including the border and trim but excluding the base or apron, supports, and structural members. Cut-outs and extensions may add up to twenty percent of additional sign area.

(iii) Each sign face of a double-faced (flanking and side-by-side) sign may not exceed three hundred twenty-five square feet.

(d) The spacing of Type 4 and Type 5 signs along interstate highways and visible to traffic traveling in one direction shall be restricted as follows:

(i) Type 4 and Type 5 signs visible to traffic approaching an intersection of the main-traveled way of an interstate highway and an exit roadway may not exceed the number following:

Distance from intersection	Number of signs
0 - 2 miles	0
2 - 5 miles	6
More than 5 miles	Average of one sign per mile

The specified distances shall be measured to the nearest point of intersection of the traveled way of the exit roadway and the main-traveled way of the interstate highway.

(ii) Not more than two such signs may be permitted within any mile distance and no such signs may be permitted less than one thousand feet apart.

(iii) Type 1, 2, and 3 signs shall not be considered in determining compliance with the above spacing requirements.

(iv) Type 4 and Type 5 signs may not be permitted adjacent to interstate highway right of way within the limits of an interchange, including its entrance or exit roadways.

(v) Type 4 and Type 5 signs visible to interstate highway traffic, which has passed an entrance roadway, may not be permitted within one thousand feet of the point where the entrance roadway intersects with the interstate highway. The distance shall be measured from the intersection point farthest from the preceding interchange.

(vi) Not more than one Type 4 or Type 5 sign, advertising activities conducted as a single enterprise or giving information about a single place, may be erected or maintained in such manner as to be visible to traffic moving in any one direction on any one interstate highway.

(e) The spacing of Type 4 and Type 5 signs visible to primary highways shall be restricted as follows:

(i) On limited access highways, no two signs may be spaced less than one thousand feet apart, and no sign may be located within three thousand feet of the center of a grade separated interchange, a safety rest area, or an information center, or within one thousand feet of an at-grade intersection. Not more than a total of five sign structures may be permitted per mile, including both sides of the highway. Double-faced (flanking or side-by-side) signs are prohibited.

(ii) On nonlimited access highways inside the boundaries of incorporated cities or towns, not more than a total of four sign structures, including both sides of the highway, may be permitted within a space of six hundred sixty feet or between platted intersecting streets or highways. There shall also be a minimum of one hundred feet between sign structures, including both sides of the highway.

(iii) On nonlimited access highways outside the boundaries of incorporated cities or towns, the minimum spacing between sign structures on each side of the highway shall be five hundred feet.

(iv) Back-to-back signs and V-type signs shall be considered one sign structure.

(f) The minimum space between sign structures located on the same side of the highway shall be measured between two points along the nearest edge of pavement. The measurement points are established at the origin of lines extending perpendicular from the edge of pavement to the apparent centers of the sign structures.

(g) The minimum space between sign structures located on opposite sides of the highway shall be measured in the applicable manner following:

(i) Along tangent sections, sign spacing is measured between two points along the edge of pavement in the increasing milepost direction of travel. One measurement point is established at the origin of a line extending perpendicular from the edge of pavement to the apparent center of the sign structure located in the increasing direction of travel. The second measurement point is established at the origin of a line extending perpendicular from the edge of pavement to the apparent center of the sign structure located in the decreasing direction of travel.

(ii) Along horizontal curve sections, sign spacing is measured between two points on the edge of pavement along the arc on the inside of the curve. One measurement point is established at the origin of a line extending perpendicular from the edge of pavement to the apparent center of the sign structure located along the highway in the increasing milepost direction of travel. The second measurement point is established at the origin of a line extending perpendicular from the edge of pavement to the apparent center of the sign structure located along the highway in the decreasing milepost direction of travel.

(h) Type 1, 2, 3, 7, and 8 signs shall not be considered in determining compliance with the above spacing requirements.

(i) Type 4 and Type 5 signs may be permitted within commercial and industrial areas adjacent to interstate and primary highways, provided that spacing is available as specified in (d) and (e) of this subsection.

(j) Type 4 and Type 5 signs are not permitted visible to the scenic system.

(k) Pursuant to the 1991 Intermodal Surface Transportation Efficiency Act, a National Scenic Byway Demonstration Project is established on State Route 101, from the Astoria/Megler Bridge to Fowler Street in Raymond and from the junction with State Route 109 near Queets to the junction with State Route 5 near Olympia. No new Type 4 or Type 5 signs may be permitted within the limits of this project. Type 4 or Type 5 signs installed prior to July 25, 1993, may remain as nonconforming signs.

(6) Type 6—Landmark signs.

(a) Type 6 signs shall have been lawfully in existence on October 22, 1965, and have historic or artistic significance, including signs on farm structures or natural surfaces.

(b) Historic or artistic significance shall be determined by the department and approved by the Federal Highway Administration.

(c) Within the limits of the National Scenic Byway Demonstration Project identified in (5)(h) of this subsection, Type 6 signs may remain as nonconforming signs.

(7) Type 7—Public service signs located on school bus stop shelters. Type 7 signs may display safety slogans or messages, and identify the donor, sponsor, or contributor of a school bus stop shelter. No other message(s) may be displayed.

(a) Safety slogans or messages must occupy at least sixty percent of the sign area, and appear more predominant than the name of the donor, sponsor, or contributor.

(b) Type 7 signs may be located on school bus stop shelters only as authorized or approved by state law or regulation, or city or county ordinance or resolution, and may be installed visible to primary and scenic system highways.

(c) Type 7 signs may not exceed thirty-two square feet. A sign shall not protrude above the roofline or beyond the sides of the school bus stop shelter.

(d) Not more than one sign on each shelter may face in any one direction.

(e) The act does not regulate Type 7 signs with regard to zoning requirements or spacing between Type 7 signs and other types of signs.

(8) Type 8—Temporary agricultural directional signs. Type 8 signs provide directional information to

places of business having seasonal agricultural products for sale.

(a) Type 8 signs may display the business name, product(s) for sale, travel direction, and travel distance to the nearest mile from the state highway to the business.

(b) Type 8 signs may not exceed thirty-two square feet.

(c) There shall be at least three hundred feet spacing between Type 8 signs.

(d) Not more than two signs advertising a place of temporary agricultural business may be installed visible to traffic proceeding in one direction of travel on any one state route.

(e) Premises on which the seasonal agricultural products are sold must be within fifteen air miles of the state highway.

(f) Type 8 signs may be posted only during the period of time the seasonal agricultural product(s) is being sold.

(g) Any necessary supplemental follow-through signs along city streets or county roads must be installed before the Type 8 signs may be installed visible to the state highway.

(h) The signs may be installed visible to primary system highways outside incorporated cities or towns, and scenic system highways.

(i) Type 8 signs may not be installed visible to interstate highways, including interstate highways that are also part of the scenic system, or visible to primary system highways within incorporated cities or towns.

(j) The act does not regulate Type 8 signs with regard to zoning requirements or spacing between Type 8 signs and other types of signs.

[Statutory Authority: Chapter 47.42 RCW and Title 23 Code of Federal Regulations part 750. WSR 06-03-005, § 468-66-050, filed 1/4/06, effective 2/4/06. Statutory Authority: Chapter 34.05 RCW and RCW 47.42.060. WSR 99-24-083 (Order 195), § 468-66-050, filed 11/30/99, effective 12/31/99. Statutory Authority: Chapter 47.42 RCW and RCW 47.01.101(5). WSR 94-12-049 (Order 144), § 468-66-050, filed 5/27/94, effective 6/27/94. Statutory Authority: RCW 47.42.060. WSR 88-22-002 (Order 116), § 468-66-050, filed 10/20/88. Statutory Authority: Chapter 47.42 RCW. WSR 85-17-012 (Order 96), § 468-66-050, filed 8/12/85. Statutory Authority: RCW 47.42.060. WSR 80-05-055 (Order 55), § 468-66-050, filed 4/18/80. Statutory Authority: 1977 ex.s. c 151. WSR 79-01-033 (DOT Order 10 and Comm. Order 1, Resolution No. 13), § 468-66-050, filed 12/20/78. Formerly WAC 252-40-040.]