

**CITY OF SULTAN  
COUNCIL MEETING – COMMUNITY CENTER  
September 25, 2014**

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

**CHANGES/ADDITIONS TO THE AGENDA**

**PRESENTATIONS**

- 1) Bob Knuckey Park Trail Sign Dedication
- 2) Volunteer Spotlight – Crosswater Church FLAME
- 3) Business Spotlight – Sky Valley Natural Health Clinic

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

**COUNCILMEMBER COMMENTS**

**POLICE CHIEF COMMENTS**

**CITY ADMINISTRATOR COMMENTS**

**PUBLIC HEARING**

- 1) Public Hearing on proposed amendment to Title 22, Sign Regulations

**STAFF REPORTS** – Written Reports Submitted

- 1) Code Enforcement/Animal Control
- 2) Public Works

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

- 1) Approval of the September 11, 2014 Council Meeting Minutes
- 2) Approval of Vouchers
- 3) Meeting Dates for November and December 2014

**ACTION ITEMS:**

- 1) Ordinance 1199-14 Title 18
- 2) Ordinance 1202-14 Gateway Signs
- 3) Tourism Grant

**DISCUSSION:** Time Permitting

**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](mailto:cityhall@ci.sultan.wa.us) or visit our web site at [www.ci.sultan.wa.us](http://www.ci.sultan.wa.us)

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

ITEM #: P-1  
DATE: August 28, 2014  
SUBJECT: Presentation  
CONTACT PERSON: Carolyn Eslick, Mayor

**SUMMARY:**

Bob Knuckey organized the CITYWIDE PRIDE Adopt a Street and Adopt a Park Program and was the Volunteer Coordinator for both programs for several years.

In 2013, Bob suddenly passed away and tonight Mayor Eslick will present the sign to be placed in Osprey Park, naming the trail the "**Bob Knuckey Memorial Trail**".

CITY OF SULTAN  
AGENDA ITEM COVER SHEET

Agenda Item : Presentation –2  
Date: September 25, 2014  
SUBJECT: Volunteer Spotlight

**FLAME Missions**

CONTACT PERSON: Donna Murphy Grants and  
Volunteer Coordinator



ISSUE:

The issue before the Council is to recognize FLAME Missions as the City of Sultan's Business Spotlight for September 25, 2014.

SUMMARY STATEMENT:

“FLAME ~ Following the Lord and Ministering Everywhere” started in 2005 as a ministry for youth and families. Program Directors, Tina and Pete Hutchinson joined in 2007. Their focus at that time was to teach youth about God through summer outreaches. Over the past five years, FLAME has redirected its focus to become a family ministry, learning about how to serve God and incorporating regular local community based projects throughout the year. They are based out of Snohomish Faith Assembly Church, and will begin to meet every other month at Mountainview Christian Fellowship in Sultan. About half their membership lives in and around Sultan.



At Shindig this year 35 FLAME Volunteers worked 12 hours per day for 5 days serving free family dinners and providing outdoor games as a way for outreach for FLAME.

FLAME also volunteered weeding, landscaping and cleaning inside and out at the Volunteers of America., the Senior Center, Food Bank and serving free lunches to local

children. They cut blackberries, weeded, cut and edged the grass at the High School.

“We would like to send the FLAME group the BIGGEST thank you for the amazing work they did for us these last few days! In my 6 years of being with VOA here in Sky Valley, our flower beds have never been as nice and beautiful as this. Can't thank these

gorgeous individuals for their community service with us! Thank you from the bottom of our hearts”.....Jen, Calei and the Senior Center posted on the VOA facebook page.

They also kept the entire Downtown Sultan clear of litter and garbage for the duration of the festival. They cleaned and wiped down tables and hauled garbage bags to the dumpsters, making their rounds every half hour. “For the first time in 30 years I didn’t have to scrub picnic tables or pick up garbage at Shindig”, commented Debbie Copple, Chamber Director and Shindig Organizer.

***Collectively the 35 FLAME volunteers gave 2,100 hours to the community the week of Shindig!***

They continue to meet monthly to learn more about serving God by serving the community around them. FLAME is always looking for volunteer opportunities.

CITY OF SULTAN  
AGENDA ITEM COVER SHEET

Agenda Item: Presentation – P-3

Date: September 25, 2014

SUBJECT: Business Spotlight

**Sky River Natural Health Center**

CONTACT PERSON: Donna Murphy Grants and Economic Development Coordinator

ISSUE:

The issue before the Council is to recognize Sky River Natural Health Center as the City of Sultan's Business Spotlight for September 2014.

SUMMARY STATEMENT:

Sky River Natural Health is located at 33405 US 2 in Sultan and owned by Dr. Brandy Rose Lipscomb.

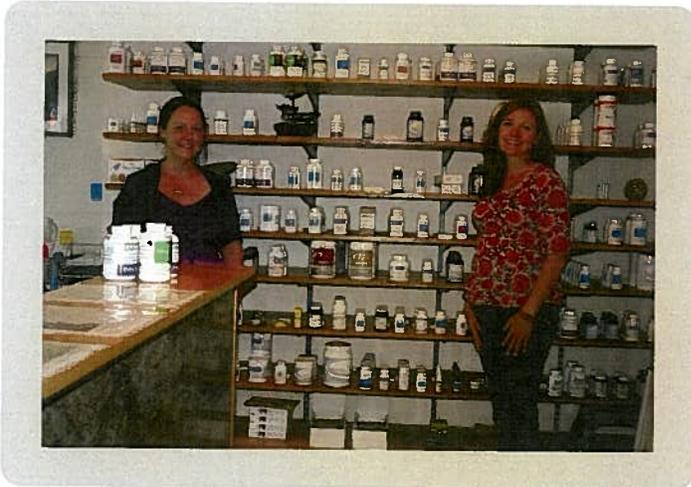
Dr. Brandy Rose Lipscomb was born a coal miner's daughter in West Virginia. After completing her undergraduate studies at University of Kentucky, she came to Washington to study Naturopathy at Bastyr University in 2000. She was drawn to the Sky Valley's beautiful white water rivers and the recreation opportunities in the area, and Dr. Lipscomb spent many weekends as a raft guide on the Skykomish River.

In 2003, the United States Army deployed her National Guard unit to Iraq where she served 18 months as an Infantry Combat Medic. Dr. Lipscomb put her education on hold to serve in the physical therapy department, ICU, and pharmacy - gaining a lot of valuable experience in conventional medicine.

In 2006, after completing her doctorate degree, Dr. Lipscomb moved to Index. She chose her home in the Sky Valley because of her connections with the rafting community.

Dr. Lipscomb met Brian and Debbie Cople at their Chiropractic Clinic and things just fell together. It was a perfect fit for six years. In 2013, Dr. Lipscomb moved to her current location on US 2 near Werner Paddles.





Currently, Dr. Lipscomb employs an office manager, medical assistant, a doctor and a massage therapist.

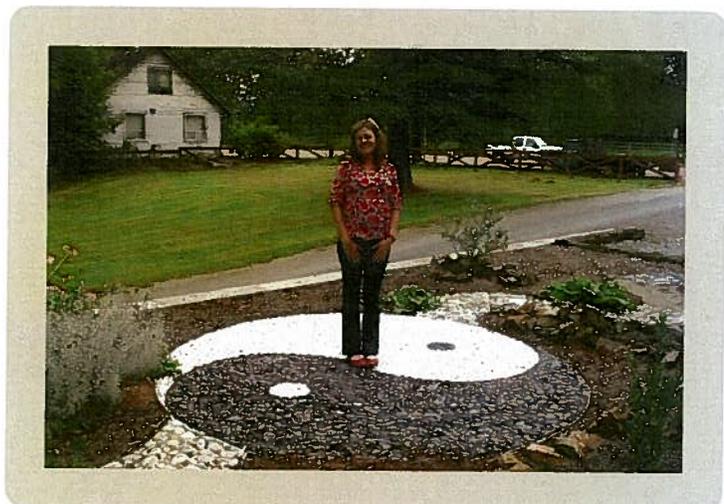
Dr. Lipscomb performs mostly primary care for all ages. Recently, she has become a certified instructor teaching doctors and other health professionals to utilize non-invasive neuromodulation with a Russian medical device called SCENAR (which she will talk about during her presentation).

As a doctor, she is a conservative Naturopathic Practitioner; using herbs and nutrients rather than pharmaceuticals whenever possible. She promotes lifestyle changes and uses common sense when deciding to use a natural or pharmaceutical remedy. She avoids products that do not have sound science behind them.

Dr. Lipscomb is very proud that the clinic is now contracted with Medicaid. She has always offered a sliding fee scale for low-income and this is another way that she ensures truly affordable healthcare for all of her patients.



Dr. Brandy's future plans include: continued growth of the clinic and becoming a mom in 2015.



**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

**ITEM NO:** H-1

**DATE:** September 25, 2014

**SUBJECT:** Public Hearing on Proposed amendment to Title 22, Sign Regulations.

**CONTACT PERSON:** Stacy MacGregor, Senior Planner

**ISSUE:**

Conduct a public hearing on a proposed amendment to Title 22, Sign Regulations, which creates a definition of Gateway Signs and provides an exemption from the sign permitting requirements for Gateway Signs.

**PLANNING BOARD RECOMMENDATION:**

The Planning Board, after conducting a public hearing on the matter, unanimously recommended that the Council conduct a public hearing on an ordinance amending Title 22, Sign Regulations as incorporated into Ordinance 1202-14.

**STAFF RECOMMENDATION:**

Staff recommends that the Board conduct a public hearing. No action taken under this agenda item.

**BACKGROUND:**

The City of Sultan applied for and won a grant to erect two signs to promote community events, tourism, and shopping opportunities in and around the city. The proposed signs will provide a place to hang banners, promote community events, and will provide an area for multiple smaller banners to promote local businesses. Local businesses will have the opportunity to purchase banner space to advertise their business. For the purposes of this discussion, these signs will be referred to as "gateway signs". A portion of the grant application is included as Attachment A.

**ISSUE:**

Business advertisement that occurs at a location other than where the business is physically located is called an off-site sign. City staff identified two possible locations for the gateway signs. One location is within public right of way and the other is on a parcel zoned moderate density (residential). Any location would render at least some of the business promotion signs off-site. The current sign code has a prohibition against off-site signs, commercial signs in residential zones, and signs in right of way. The purpose of this code amendment is to allow the gateway signs within Sultan City limits to fulfill the expectations of the grants.

The grant application states that the city will establish design standards and policies regarding content and conditions to place banners within the sign standard. City staff is working on drafting these standards and the requirement that these standards are to apply to gateway signs is included in the proposed code changes.

To keep the code as straightforward as possible and to avoid inadvertent prohibitions to gateway signs, the proposed code change is extremely simple. Changes include a new definition for gateway signs that mirrors the intent described in the grant application and a change to the definition of "signs" to exclude gateway signs. The effect of removing gateway signs from the definition of signs is to remove the sign permitting and location restrictions placed on gateway signs. (Gateway signs may still be subject to building permit requirements for initial installation which will be determined once the final sign construction is proposed.)

Attachment B provides the proposed changes to Title 22 that will accomplish the proposed change. Changes consist of creating a definition for Gateway Signs that mirrors the definition of the grant application and removing gateway signs from the definition of "signs" generally which removes them from the permitting requirements. Changes are highlighted in ~~strike-out~~ for removal and underline for new text.

**Compliance with the Comprehensive Plan:**

The comprehensive plan represents the city's adopted vision for long-term growth and development. It consists of policies and programs that support and implement that vision while meeting state, regions, and county expectations for future development. Changes to development regulations need to be consistent with the comprehensive plan. This proposal will provide a forum to promote community events, activities and local businesses and is supported by the following comprehensive plan policies:

**ED 2.2 Property revitalization (part)**

Support local marketing efforts, parking and building improvements, special management organizations such as downtown business groups, and other actions that may revitalize projects.

**PK 2.2 Community Connections**

Emphasis should be given to connecting people to destinations such as neighborhoods, parks, water resources, schools, and work.

**ACTION:**

Council action at this time is to conduct a public hearing on Ordinance 1202-14, an ordinance adopting the amending Title 22, Sign Regulations, which creates a definition of Gateway Signs and provides an exemption from the sign permitting requirements for Gateway Signs.

No further action is conducted under this agenda item. Action to consider adoption of Ordinance 1202-14 is addressed in agenda item A-2.

**ATTACHMENTS:**

Attachment A: 2012 Tourism Grant Application (part)

Attachment B: Title 22 Excerpt, Draft Ordinance in underline/~~strikeout~~

ATTACHMENT A

# **Snohomish County**

## **Tourism Promotion Projects Assistance Program**

### **Application for 2012 Funds**

#### ***City of Sultan Community Promotion Signs***



---

**Snohomish County**

**Office of Economic Development  
3000 Rockefeller Avenue, M/S #411  
Everett, WA 98201  
(425) 388-3186 FAX (425) 388-7230**

P-10-\_\_\_\_\_ (For office use)

*Snohomish County*

## Tourism Promotion Projects Assistance Program

**PROJECT SPONSOR**

Project Title: Community Promotion Signs

---

Project Sponsor: City of Sultan

---

Address: PO Box 1199

---

City: Sultan

State: WA

Zip: 98294-1199

---

Contact Person: Donna Murphy, Grants & Economic Development Coordinator

---

Address: PO Box 1199

---

City: Sultan

State: WA

Zip: 98294-1199

---

Phone: 360.793.1811 Fax: 360.793.3344 Email: Donna.murphy@ci.sultan.wa.us

---

Sponsor is:

Non-Profit

Public agency

Requested: \$ ?????

Match: \$ ?????

Total Project Budget: \$ ?????

---

Estimated visitors drawn: \_??\_ Estimated overnight stays generated: \_??\_

**Completed application packages are due by 5:00 p.m., Monday, November 24, 2011.**

Only projects that can be completed by December 15, 2012 will be considered for funding.

Responses must be limited to the spaces provided.

## PROJECT SUMMARY

In the space below, provide a concise, one paragraph summary of your proposed project and what tourism expansion objectives it will accomplish. If your request is part of a larger project, you may briefly describe the over-all project. However, please focus the majority of your answer on the specific element for which you are requesting funding.

The City of Sultan is applying to Snohomish County for a Tourism Assistance Program Grant to construct two Community Promotion Signs.

The signs will be 14 feet tall and 12 feet wide steel frame with 7 openings to hang vinyl banners. The banners may be designed and purchased by businesses and community event coordinators advertising the many events and opportunities to shop in Sultan.

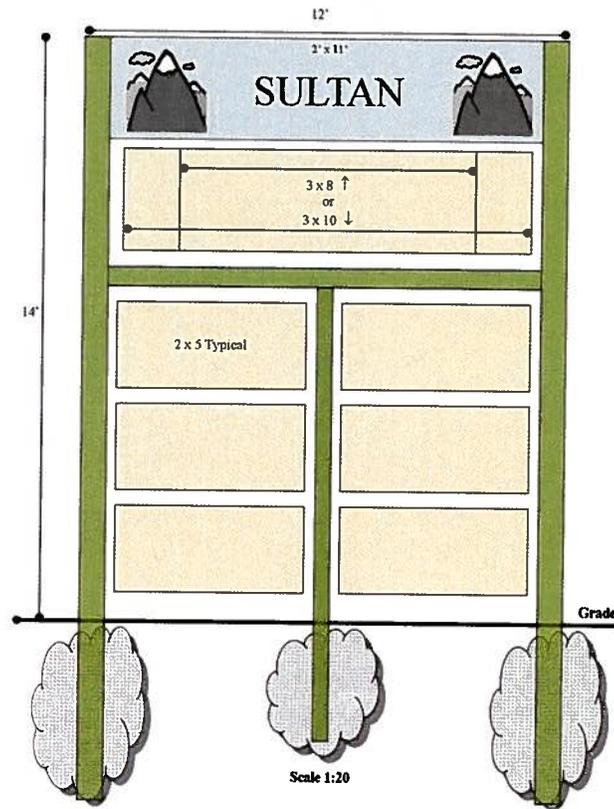
A policy will be put in place as to what information will be allowed on the signs and the length of time they can be up.

These signs will be placed at key points and very visual locations in Sultan to advertise upcoming community events and promote local businesses.

## PROJECT SCOPE OF WORK

Fully describe the project. Expand your summary paragraph from page one to address such issues as: what it is you wish to do; who will benefit and why and how; beginning and ending dates of your project; and what measures you will apply to evaluate its success. If you are requesting funds for a specific portion of a larger project, please so state but focus your response on the element for which you are requesting funding assistance. This section requires that you to establish, in a clear and quantifiable way, that your project will sustain or enhance one or more aspects (to be identified by you) of tourism in Snohomish County. Proposals from projects that can prove they will generate overnight stays are preferred. Please coordinate your project's milestones with the time line on page 9 of this package.

The City of Sultan has designed a permanent community sign that will accommodate local businesses and community events for promotion and advertising. The mainframe of the sign will be constructed using metal ?????????? In the center of the mainframe will be 7 locations to hang vinyl banners that will promote local businesses and upcoming community events. The banners will easily change out to provide the most current information to the community and visitors to the Sky Valley.



### Artist Conception

This is an innovative approach to promote attractions and East Snohomish County's assets. The cross-promotion will enliven and extend the visitor experience as well as facilitate cross-sector collaboration. Information is shared with the stakeholders (Visitors).

It is a creative way to make people stop, ponder and get excited about an adventure and will encourage their involvement.

**ATTACHMENT B**

**CITY OF SULTAN  
WASHINGTON**

**ORDINANCE 1202-14**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF SULTAN, WASHINGTON AMENDING VARIOUS PARTS OF ORDINANCE NO. 806-03 RELATED TO THE DEFINITION OF GATEWAY SIGNS; AMENDING THE DEFINITION OF SIGNS TO NOT INCLUDE GATEWAY SIGNS; PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE.**

---

**WHEREAS**, the city sought and was awarded a grant to construct and administer two signs to promote community events, tourism, and shopping opportunities in and around the city; and

**WHEREAS**, one of the two locations identified for these signs is a residential zone; and

**WHEREAS**, one of the two locations identified for these signs is public right of way; and

**WHEREAS**, these signs would meet the definition of off-site signs at any location in the city, and

**WHEREAS**, the municipal code does not allow off-site signs, signs in residential zones, or signs in right of way; and

**WHEREAS**, the City Council wishes to fulfill the terms of the awarded grant, and

**WHEREAS**, the City Council wishes to create a definition for "Gateway signs", and

**WHEREAS**, the City Council wishes to amend the definition and therefore the permitting requirements for signs to remove "gateway signs" from the definition of "signs", and

**WHEREAS**, the City Council wishes to apply the city-wide standard prohibiting signs that create a hazard or include moving parts to gateway signs; and

**WHEREAS**, the SEPA Responsible Official issued a threshold decision for this draft ordinance on 22 September, 2014, which was not appealed; and

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

**WHEREAS**, on September 16, 2014, the Planning Board held a public hearing on the draft ordinance; and

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

**WHEREAS**, on 25 September, 2014, the City Council held a hearing on the draft ordinance, after proper notice, during its regular meeting; and

**WHEREAS**, the City Council after due consideration believes that certain amendments to the City's Sign Regulation code are necessary; and

**WHEREAS**, the City Council decided to adopt an amendment to the sign regulation code; and

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

**Section 1. SMC Section 22.06.020 Amended. Ordinance No. 806-03 § 1 (part), as codified at SMC Chapter 22.06.020 Definitions, is hereby amended to read as follows:**

**22.06.020 Definitions.**

For the purpose of this chapter, the terms set out in this section shall have the meanings indicated:

1. "Abandoned sign" is a sign which represents or displays any reference to a business or use which has been discontinued for more than six months or for which no valid business license has been issued by the city.
2. "A-board, sandwich board, and similar signs" means small type signs, either single or double face, portable or permanently installed, upon which is generally placed advertising copy denoting products being offered upon the premises on which such signs are placed.
3. "Advertising copy" means any letters, figures, symbols, logos, trademarks or similar devices which identify or promote the sign user or any product or service; or which provides information about the sign user, the premises, the building or the products or services available.
4. "Animated sign" means a sign which contains wind, electronic, or mechanically operated moving parts or which flashes or simulates motion by the use of electric lights.
5. "Awning – retractable" means a hood or cover projecting from, but not a permanent part of, an exterior wall of a building and supported by that wall and that is collapsible, retractable, or capable of being folded against the face of the supporting building.
6. "Awning – fixed" means a hood or cover projecting from, but not a permanent part of, an exterior wall of a building and supported by that wall, and is held in place with rigid frames and covered with a flexible material.

7. "Banner" means a temporary sign made of cloth, fabric, paper, and non-rigid plastic or similar types of material and displayed from a building or structure.
8. "Bench sign" means any sign which is painted or affixed to any portion of a bench and shall be no larger than the area reasonably necessary to accommodate a functional bench.
9. "Billboard" means a preprinted or hand painted changeable advertising copy sign which directs attention to businesses, commodities, services, or facilities which are not primarily sold, manufactured, or distributed from the property on which the sign is located. The term "billboard" includes both the structural framework which supports a billboard and any billboard faces attached thereto.
10. "Canopy" means any structure, other than an awning, made of cloth or metal with metal framework attached to a building or carried by a framed supported by the ground.
11. "Campaign/political sign" is a noncommercial temporary sign displaying a message relating to a candidate, political party, or public issue.
12. "Changeable copy/message sign" means a sign designed to allow the changing of copy through manual, mechanical, or electrical means including time and temperature and date sign, message center or reader board where different copy changes of a public service or commercial nature are shown on the same lamp bank.
13. "Change" means a change of a sign which consists of relocating the sign, or replacing 25 percent or more of the advertising copy or sign face and structural material in the sign. Normal maintenance is not a change which requires a permit.
14. "Commercial sign" means a sign displayed for the purpose of identifying a commercial use, or advertising any good, product, service, business, or other enterprise that is regularly offered for trade or sale.
15. "Directional sign" means a sign permanently erected and permitted by the city or state which serves solely to designate the direction to or location of any place, area, or to direct and regulate traffic. "Directional sign" also means a sign providing notice about the time and place of regular civic meetings and religious activities and services. "Directional sign" also means a sign which has only information (informational directional sign) on exit and entrance or parking and contains no form of advertising copy, or the name of the advertiser, is not greater than four square feet in area and does not exceed three feet in height.
16. "Display sign" means a case or cabinet or other device having a window or transparent material and which is either freestanding or mounted on the exterior of a building structure.
17. "Electrical sign" means a sign or sign fixture in which electrical wiring and connections for fixtures are used as part of the sign.

18. "Existing sign" means a sign in existence prior to the enactment of this chapter.
19. "Exterior/wall sign" means a sign attached to and supported by a wall or facade of a building or structure, with the exposed face of the sign parallel to the wall or facade and extending no more than 18 inches from the wall or facade. Any sign placed behind glass, or affixed to a window of a building and located in such a manner as to have an obvious intent to capture interest of persons outside the building, shall be considered a wall sign and shall be treated in the same manner.
20. "Facade" means the entire building front or the street sidewall of a building from the grade of the building to the top of the parapet or eaves and the entire width of the building elevation.
21. "Flashing sign" means an illuminated sign which changes intensity of lighting and/or switches on and off in a constant pattern or in which lighting is not maintained stationary and with constant intensity and color.
22. "Freestanding sign" means an exterior sign which is self-supported by use of poles, uprights, or braces in a fixed location, and in or on the ground, and is not attached to a building, but not including A-board or sandwich board signs.
23. "Frontage – primary" means as follows:
- a. In a building containing only one business, primary frontage shall be the width of that side of the building which contains the main public entrance to that business.
  - b. In a building containing more than one business, all of which businesses have their main public entrances on the same side, primary frontage shall be the width of that side of the building which contains those public entrances.
  - c. In a building containing more than one business, where those businesses have their main public entrances on more than one side of the building, each side shall constitute a primary frontage. Each primary frontage shall be the width of that frontage.
24. "Frontage – secondary" means as follows, in a building containing one or more businesses, and having all main public entrances on one side, one secondary frontage may be designated by the building owner. That frontage shall be the width of that side of the building as designated.
25. "Gas station price sign" means a sign advertising the price of fuel and containing no other business advertising.
26. "Gateway sign" is a sign posted and displayed on city-owned property or right-of-way by a governmental agency for the purpose of promoting community events, tourism, and shopping opportunities in and around the city of Sultan. Gateway signs are not considered off-premise signs under this title regardless of content.

**2627.** "Governmental sign" is a sign posted and displayed by a governmental agency that is necessary to protect and regulate the public health and safety. Governmental signs include traffic signs, directional and informational signs for public health and safety facilities and public safety warning or hazard signs.

**2728.** "Grade" means the elevation as measured at relative level from the top-of-curb or center of the street, whichever is greater in the immediate vicinity of the sign.

**2829.** "Ground sign" means a type of freestanding sign which is erected on the ground and which contains no free air space between the ground and top of the sign.

**2930.** "Hanging sign" means a sign suspended from an awning, canopy, or marquee.

**3031.** "Identification sign" means a sign limited to the name, address, and number of a building, institution, or person or activity carried on in the building.

**3132.** "Incidental sign" means a small information sign not exceeding four square feet in area indicating goods, services, products, credit cards, hours of operation, or facilities which are available on the premises and is primarily intended for the convenience of the public.

**3233.** "Illegal sign" is a sign which was erected without first complying with all ordinances and regulations in effect at the time of its erection and use.

**3334.** "Illuminated sign" means a sign designed to give forth an artificial light, or designed to reflect light from an external source.

**3435.** "Illumination – external" means an exterior lighting source located away from a sign which lights the sign, but is not readily visible.

**3536.** "Illumination – internal" means a light source concealed or contained within the structure which becomes visible in darkness through a translucent surface.

**3637.** "Joint use sign" means a sign which is designed and constructed to be used by more than one business.

**3738.** "Mansard roof sign" means signs which are structurally incorporated into a sloped roof or roof-like facade architecturally capable of being treated as a building wall.

**3839.** "Marquee" means a permanent roof or hood structure attached to, supported by, and projecting from a building over the public right-of-way or public place. It provides protection from weather elements, but does not include a projecting roof.

**3940.** "Mural" is a picture painted directly on a building, or to surfaces mounted on the building, or its appurtenances.

**4041.** "Multiple tenant building" means a single structure housing more than one retail business, office or commercial venture.

**4142.** "Noncommercial sign" means a sign which is devoted to religious, charitable, cultural, political, artistic, governmental or educational messages, and that is not primarily associated with a good, product, or service offered for sale or trade. Noncommercial signs include, but are not limited to, signs advertising incidental and temporary commercial activities conducted by governmental agencies, schools, churches, and nonprofit civic or service clubs, and residential property owners and tenants.

**4243.** "Nonconforming" means a sign or sign structure legally erected prior to this code that does not conform to the provisions as contained in this chapter.

**4344.** "Obsolete sign" means a sign advertising a business no longer conducted or product no longer sold.

**4445.** "Off-premises or remote sign" means a sign, including a billboard, which is not located on the property where the business depicted by the sign is located, and which is not directly related to the use or activity operated on the site of the sign.

**4546.** "On-premises sign" means a sign which displays only advertising copy strictly incidental to the lawful use of the premises on which it is located and shall, depending upon the zoning district in which it is located, contain any of the following:

- a. The name of the owner, occupant, management, or firm occupying the premises;
- b. The address and use;
- c. The kind or name of the business and/or the brand name of the principal commodities sold or produced on the premises;
- d. Other information relative to a service or activity involved in the conduct of the business (also includes owner identification or business sign). Any commercial or noncommercial sign which advertises or relates to a good, product, service, place, thing, event, or meeting that is lawfully offered, sold, traded, provided, located or conducted at the location upon which the sign is posted or displayed.

**4647.** "Permanent sign" is a fixed or portable sign intended for continuous use or intermittent display for periods exceeding 60 days in any calendar year.

**4748.** "Pole sign" means an exterior sign which is self-supported by use of a single supporting structure or single pole, in a fixed location, and in or on the ground, and is not attached to a building.

**4849.** "Portable sign" means any sign which is readily capable of being moved or removed, whether attached or affixed to the ground or any structure, that is designed, constructed, and typically intended for temporary display. Portable signs include, but are not limited to:

- a. Signs posted or displayed upon a movable chassis or support with or without wheels;
- b. A-frame signs;
- c. Wooden, cardboard, metal, or plastic "stake" or "yard" signs;
- d. Posters or banners affixed to windows, railings, overhangs, trees, hedges, or other structures or vegetation;
- e. Signs mounted on vehicles parked and visible from the public right-of-way, except signs mounted upon vehicles that are being primarily used for normal day to day commercial or noncommercial transportation purposes, and not primarily for advertising or display purposes, and except for signs advertising for sale the vehicle upon which the sign is posted;
- f. Searchlights;
- g. Balloons or inflatable signs over 24 inches in diameter and similar devices of a carnival nature.

**4950.** "Projecting sign" means a two-sided sign projecting more than 15 inches from a structure or building which is supported by a wall of the structure.

**5051.** "Real estate sign" means a temporary sign erected by the owner or his agent advertising the real estate upon which the signs are located for rent, for lease or for sale.

**5152.** "Roof sign" means a sign erected upon or above the parapet of a building or structure. Mansard roof signs shall not be included.

**5253.** "Sign" means any communication device, structure, fixture, illuminated or nonilluminated, which is visible from any public right-of-way, and using graphics, pictures, symbols or written copy, that is intended to direct attention to and to promote the sale of products, goods, services, events, or to identify a building. The term "signs" shall not include the following:

- 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 the urban center, highway oriented development or economic development zoning districts.
- 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 a determination that the proposed sign(s) fall within the definition of a special event sign.
  - ii. No such sign shall include moving parts or flashing lights.
  - 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. Gateway sign; provided, that all of the following conditions are met:

- i. Any message is subject to design standards and policies regarding content and length of display as established by this department;
- ii. Any message may be subject to fees as set forth in the city of Sultan latest adopted fee scheduled;
- iii. No such sign shall include moving parts or flashing lights;
- iv. May be located in any zone or in public right of way; and
- v. No such sign shall create a hazard.

54. "Sign area" means the entire area of the structure on which advertising copy is to be placed. It shall include the total height and width of the structure. Sign supporting structures which are part of the sign display shall be included in the area rectangle. Architectural embellishments and decorative features which contain no written or advertising copy shall be included in determining the sign area. Where a sign is affixed to or otherwise displayed on a structure which is not in itself a sign, such as a wall, marquee, canopy, or awning, the sign area shall be a rectangle formed by the greatest height and width of the advertising copy. The area of all ground signs shall be measured by determining the sum of the area of the advertising copy as noted above, and that portion of the sign structure which exceeds one and one-half times the area of the sign face.

5455. "Sign face" means the area of display surface used for the message.

5556. "Sign height" means the vertical distance measured from the adjacent street grade or upper surface of the nearest street curb, other than elevated roadways, which permits the greatest height to the highest point of the sign.

5657. "Sign package review" means a process by which building design, commercial development design, and signs are integrated into one architectural set of plans that are submitted for planning review and/or building permits.

5758. "Special event sign" means a sign that displays information concerning a special event, festivals, carnivals, grand openings, or annual sales occurring no more than twice within any 12-month period.

5859. "Temporary sign" is an allowed portable sign intended for short-term use, not to exceed 60 days in a calendar year.

5960. "Window sign" means a sign affixed to a window for advertising purposes.

**Section 2. Adoption of Findings of Fact.** The City Council adopts as its preliminary findings the recitals set forth above. The City Council may adopt additional finding in the event that additional evidence is presented to the City Council.

**Section 3: Corrections by the City Clerk or Code Reviser.** Upon approval of the City Attorney, the City Clerk and the code reviser are authorized to make necessary corrections o this ordinance, including the correction of clerical errors, reference to other local, state or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering.

**Section 4. Severability.** If any section, subsection, paragraph, sentence, clause or phrase of this ordinance or its application to any person or situation should be held to be invalid or unconstitutional for any reason by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of the remaining portions of this ordinance or its application to any other person or situation and the same shall remain in full force and effect.

**Section 5. Effective Date.** The ordinance or a summary thereof shall be published in the official newspaper of the City, and shall take effect and be in full force five days after passage and publication as provided by law.

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

APPROVED:

\_\_\_\_\_  
Carolyn Eslick, Mayor

APPROVED AS TO FORM:

\_\_\_\_\_  
Danielle Evans, City Attorney

ATTEST/AUTHENTICATED:

\_\_\_\_\_  
Laura Koenig, City Clerk

Introduction:

Final Action:

Posted:

Published:

**SULTAN CITY COUNCIL  
AGENDA COVER SHEET**

---

**ITEM NO:** SR-1  
**DATE:** September 25, 2014  
**SUBJECT:** Staff Report  
**CONTACT PERSON:** Victoria Forte', Community Service Officer

**STAFF RECOMMENDATION:**  
Receive Report, no action required

**BACKGROUND:**  
Code Enforcement Report  
Animal Control Stats

VP

Animal Control Statistics

	Sent to rescue	Euthanized	Dog at Large/ leash law violation	Barking Dog/Crowing Rooster Complaints	Dead on arrival (DOA)	Domestic and Wildlife	Abandoned Animal Complaints	Aggressive Animal Complaint	Bite Dogs/Cats	Cruelty/Neglect	Investigation Complaints	Cat Complaints and/or Calls	Other.... i.e. horses and chickens
January	0	0	19	3	2	1	1	0	4	0	5		
February	2	0	14	2	0	0	1	0	5	0	5		
March	0	0	13	3	0	0	1	0	0	0	5		
April	0	0	13	1	0	0	3	0	1	1	3		
May	0	0	15	5	1	0	3	0	0	0	1		
June	0	0	19	1	2	0	2	0	2	4	2		
July (14th)	0	0	16	5	1	4	1	0	3	3	4		
August	2	0	10	2	1	2	1	0	2	2	2		
September (12th)	0	0	6	2	0	1	0	0	0	1	2		
October													
November													
December													
<b>Yearly Totals</b>													



Project lead	Start Date	Case #	Property Address	Owner Name	Issues										1st	2nd	most recent	Final			
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Growth/Flora hazard	Slight Obstruction(s) ROW	Vehicle Dismantling	Accumulation of rubbish / Trash	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	7.13.2014
	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			7.8.2014
	5.12.2014	14.266	303 4th Street	Secrest							x							5.12.2014	7.8.2014		
	5.13.2014	14.267	910 Pine Avenue	foreclosure			x	x										5.13.2014			5.19.2014
	5.13.2014	14.268	102 2nd Street/Loggers	Houvenier/Moreno								x						5.13.2014	6.10.2014		7.9.2014
	5.13.2014	14.269	107 Main Street	Beahrn	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	7.9.2014	07.22.2014
	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	pending further investigation	
	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	7.13.2014		8.25.2014
	5.28.2014	14.280	205 Birch Avenue	HUD Home				x	x									6.2.2014	6.24.2014		7.9.2014
	5.28.2014	14.281	204 Skywall Drive	Martin				x	x									6.2.2014			
	5.28.2014	14.282	208 Skywall Drive	Buehler/repo				x	x									6.2.2014	08.05.2014		
	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														6.2.2014			7.8.2014
	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	Issues										1st	2nd	most recent	Final			
					Unsafe Structure, building or fence	Parked Cars/Trailers on Property/Street	Noxious Weeds	Over-Growth/Flora hazard	Slight Obstruction(s) ROW	Vehicle Dismantling	Accumulation of rubbish / Trash	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			08.05.2014
	5.28.2014	14.287	310 Main Street	Robbins				x	x									6.2.2014	6.17.2014	7.8.2014	8.4.2014
	5.28.2014	14.288	511 Main Street	Kreps					x									6.2.2014	6.10.2014		7.9.2014
	5.28.2014	14.289	312 Date Street	Larson					x									6.2.2014			8.4.2014
	5.28.2014	14.290	810 Pine Street	Mortgage Cont. Services								x						6.2.2014			7.9.2014
	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														6.2.2014			7.8.2014
	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			8.4.2014
	5.28.2014	14.295	932 Perkins Way	Osterkamp														6.3.2014			7.9.2014
	5.28.2014	14.296	926 Bryant Road	Kesler	x													6.3.2014			08.04.2014
	5.28.2014	14.297	Skoglund Estates	Management Co.				x	x									6.3.2014			7.8.2014
	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			08.05.2014
	5.28.2014	14.301	704 Salmon Run	Robertson														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					x									6.3.2014			7.8.2014
	5.28.2014	14.304	602 Walnut Ave	Blair																	6.3.2014
	6.3.2014	14.305	714 De pot Lane	Holmes				x	vehicle moved									6.3.2014			6.16.2014
	6.3.2014	14.306	718 De pot Lane	Miller				X	preparing for sale									6.3.2014	6.10.2014		6.16.2014



## SULTAN CITY COUNCIL AGENDA ITEM COVER SHEET

---

ITEM NO: SR – 2  
DATE: September 25, 2014  
SUBJECT: Public Works Monthly Report  
CONTACT PERSON: Mick Matheson, P.E., Public Works Director



**ISSUE:**

Provide monthly reports to Council regarding:

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

**SUMMARY:**

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

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

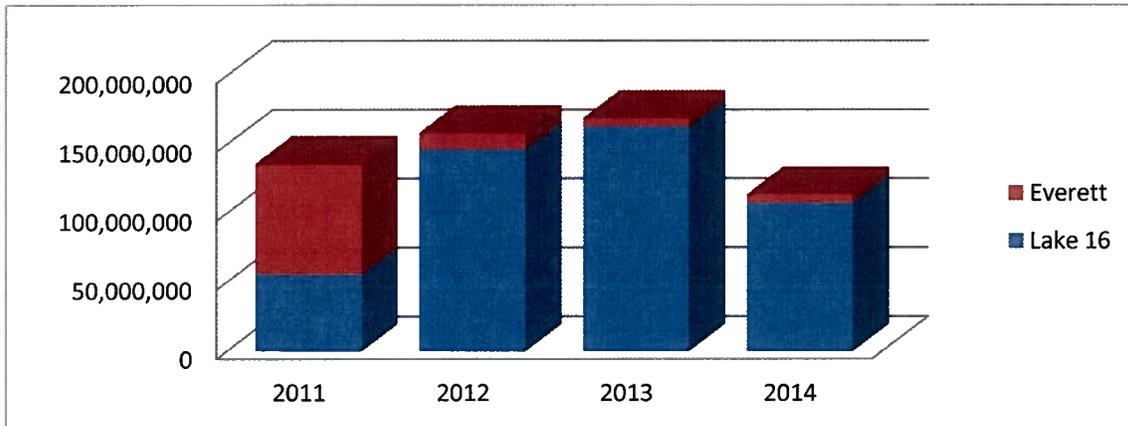
**ATTACHMENTS:**

Attachment A-1 Lake 16 vs. City of Everett Water Supply Comparison  
Attachment A-2 Lake 16 Production for 2014  
Attachment A-3 City of Sultan Water Plant Production Past 6 Years  
Attachment A-4 Yearly Totals to Distribution System  
Attachment A-5 2014 Water Meter Replacement Schedule  
Attachment A-6 Everett Meter Readings for 2014  
Attachment A-7 City of Sultan Wastewater Treatment Plant Operational Report  
Attachment A-8 Garbage Report  
Attachment A-9 Recycling Report  
Attachment A-10 Cemetery Report  
Attachment A-11 Field Supervisor Report

# Lake 16 vs. City of Everett Water Supply Comparison

Yearly Totals for Lake 16 and Everett Productions

	2011	2012	2013	2014
Lake 16	55,707,050	146,762,070	163,185,000	108,102,000
Everett	80,360,632	11,943,316	6,154,544	5,732,672
Total Gallons	136,067,682	158,705,386	169,339,544	113,834,672
% Everett	59%	8%	4%	5%



NOTE: ALL NUMBERS ARE IN GALLONS

**LAKE 16 ANNUAL PRODUCTION**

MONTH	RUN TIME HOURS	FLOW	FLUSHES	BACKWASH	FILTER TO WASTE	TOTAL TO TOWN	CHLORINE POUNDS	FILTER AID/POUNDS	COAGULANT LBS	CAUSTIC LBS	FLUORIDE LBS	SODA ASH LBS
Jan-14	319.1	13,552,000	720,000	1,271,500	663,750	10,896,750	166.0	1.4	1,643	1,390	91.0	0.0
Feb-14	271.1	11,889,000	652,800	1,085,700	585,000	9,565,500	141.0	1.0	1,784	893	65.0	0.0
Mar-14	282.6	11,968,000	681,660	1,219,700	652,500	9,414,140	130.7	1.2	1,859	1,328	77.0	0.0
Apr-14	241.6	10,739,000	585,600	1,005,300	540,000	8,608,100	102.0	1.2	1,745	922	64.0	0.0
May-14	315.7	14,191,000	758,400	1,332,000	686,250	11,414,350	134.4	1.8	1,941	1,356	85.0	1,826.5
Jun-14	313.4	14,036,000	748,800	1,203,000	641,250	11,442,950	313.6	1.8	1,241	1,161	89.0	1,415.0
Jul-14	360.0	16,632,000	864,000	1,650,000	697,500	13,420,500	159.0	1.5	1,900	2,353	120.0	1,822.0
Aug-14	342.1	15,095,000	806,400	1,328,000	686,250	12,274,350	163.0	1.5	1,143	1,880	112.0	1928.0
Sep-14						0						
Oct-14						0						
Nov-14						0						
Dec-14						0						
<b>TOTALS</b>	<b>2,445.6</b>	<b>#####</b>	<b>5,817,660</b>	<b>10,095,200</b>	<b>5,152,500</b>	<b>87,036,640</b>	<b>1,309.7</b>	<b>11.4</b>	<b>13,256</b>	<b>11,283</b>	<b>703.0</b>	<b>6,991.5</b>
<b>AVERAGE</b>	<b>305.7</b>	<b>13,512,750</b>	<b>727,208</b>	<b>1,261,900</b>	<b>644,063</b>		<b>163.7</b>	<b>1.4</b>	<b>1,657</b>	<b>1,410</b>	<b>87.9</b>	<b>873.9</b>

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

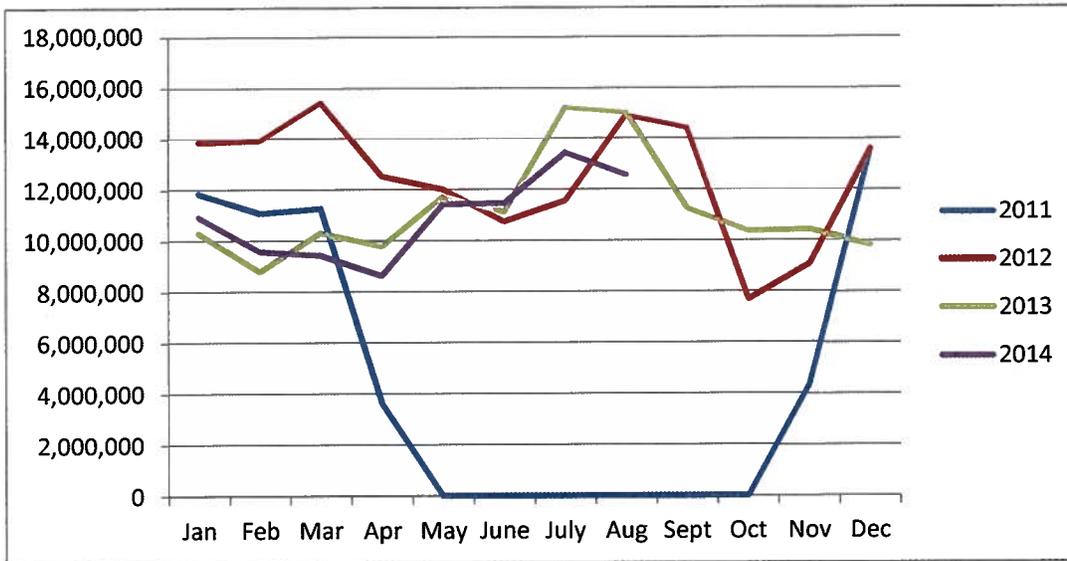
**CITY OF SULTAN**  
**Water Plant Production Past 6 years**

	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
<b>JAN</b>	13,042,000	11,986,600	11,816,800	13,837,500	12,695,000	13,552,000
<b>FEB</b>	11,726,500	10,940,800	11,059,100	13,917,500	10,821,000	11,889,000
<b>MARCH</b>	11,707,750	12,070,300	11,246,150	15,413,700	12,453,000	11,968,000
<b>APRIL</b>	10,509,450	11,473,900	3,636,500	12,509,700	12,330,000	10,739,000
<b>MAY</b>	12,026,850	12,080,100	0	11,994,500	14,516,000	14,191,000
<b>JUNE</b>	14,787,200	10,055,300	0	10,721,850	13,654,000	14,036,000
<b>JUL</b>	19,943,900	16,291,400	0	11,536,100	18,270,000	16,632,000
<b>AUG</b>	16,797,000	16,332,850	0	14,897,550	16,369,000	15,095,000
<b>SEPT</b>	13,457,500	11,716,200	0	14,403,400	13,820,000	
<b>OCT</b>	10,360,700	11,049,000	0	7,669,000	12,901,000	
<b>NOV</b>	10,534,300	11,755,700	4,359,500	9,048,000	13,074,000	
<b>DEC</b>	12,921,100	11,397,000	13,589,000	10,813,600	12,282,000	
<b>AVG</b>	13,151,188	12,262,429	4,642,254	12,230,200	13,598,750	
<b>TOTAL</b>	<b>157,814,250</b>	<b>147,149,150</b>	<b>55,707,050</b>	<b>146,762,400</b>	<b>163,185,000</b>	<b>108,102,000</b>

**YEARLY TOTALS TO DISTRIBUTION SYSTEM**

	2011	2012	2013	2014
Jan	11,816,800	13,837,500	10,271,500	10,896,750
Feb	11,059,100	13,917,500	8,778,600	9,565,500
Mar	11,246,150	15,413,700	10,295,800	9,414,140
Apr	3,636,500	12,509,700	9,775,750	8,608,100
May	0	11,994,500	11,709,190	11,414,350
June	0	10,721,850	11,106,400	11,442,950
July	0	11,536,100	15,208,100	13,420,500
Aug	0	14,897,550	15,005,000	12,551,110
Sept	0	14,403,400	11,235,750	
Oct	0	7,669,000	10,349,400	
Nov	4,359,500	9,048,000	10,396,050	
Dec	13,589,000	13,589,000	9,823,500	
<b>TOTAL</b>	<b>55,707,050</b>	<b>149,537,800</b>	<b>133,955,040</b>	<b>87,313,400</b>
<b>AVG</b>	<b>4,642,254</b>	<b>12,461,483</b>	<b>11,162,920</b>	<b>10,914,175</b>

ALL NUMBERS ARE IN GALLONS



## 2014 WATER METER EXCHANGE SCHEDULE

Month-Year	Actual # Meters Changed	Program Goal	Remaining Meters at Month End
<b>Beginning Balance</b>			<b>275</b>
Jan-14	50	25	225
Feb-14	35	25	190
Mar-14	81	25	109
Apr-14	1	25	108
May-14	0	25	108
Jun-14	0	25	108
Jul-14	0	25	108
Aug-14	6	25	102
Sep-14		25	
Oct-14		25	
Nov-14		25	
Dec-14		25	
<b>TOTAL</b>	<b>173</b>	<b>275</b>	<b>102</b>



**CITY OF SULTAN**  
Wastewater Treatment Plant  
Operational Report  
2013 - 2014

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

Jan-14	11,255	0.363	0.683	3,278,000	7.83	6.3	6.5	97.3	97.8	95,399	49.06
Feb-14	9,055	0.323	0.448	0.263	7.39	6.2	6.6	97.5	97.9	95,954	36.67
Mar-14	16,208	0.523	1.181	0.292	16.49	6.3	6.6	96.9	98.3	81,701	36.87
Apr-14	10,541	0.351	0.533	0.282	7.06	6.3	6.6	97.9	98.8	119,782	49.36
May-14	10,397	0.335	0.500	0.259	5.76	6.3	6.5	98.3	98.5	97,025	37.52
Jun-14	7,328	0.244	0.289	0.217	2.42	6.3	6.5	98.9	98.6	81,570	24.93
Jul-14	6,661	0.215	0.292	0.195	2.46	6.2	6.7	97.9	95.9	51,333	25.08
Aug-14	6,305	0.203	0.247	0.185	2.19	6.4	6.9	98.0	97.8	34,551	9.79
Sep-14											
Oct-14											
Nov-14											
Dec-14											

## 2014 GARBAGE REPORT

	2013 TONS	2013 COST	2014 TONS	2014 COST
January	141.21	\$14,830.00	154.42	\$16,216.00
February	130.45	\$13,702.00	121.97	\$12,809.00
March	140.42	\$14,750.00	147.69	\$15,509.00
April	148.68	\$15,613.00	126.11	\$13,248.00
May	153.33	\$16,103.00	161.18	\$16,930.00
June	124.58	\$13,083.00	151.83	\$15,943.00
July	126.67	\$13,301.00	142.83	\$15,001.00
August	152.30	\$15,537.00	143.13	\$15,030.00
September	147.71	\$15,512.00		
October	138.09	\$14,503.00		
November	130.16	\$13,671.00		
December	144.60	\$15,187.00		
<b>TOTALS</b>	<b>1,678.20</b>	<b>\$ 175,792.00</b>	<b>1,149.16</b>	<b>\$120,686.00</b>



**City of Sultan  
Customer Counts**

<u>Sector</u>	<u>Commodity</u>	<u>Jan-14</u>	<u>Feb-14</u>	<u>Mar-14</u>	<u>Apr-14</u>	<u>May-14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>Oct-14</u>	<u>Nov-14</u>	<u>Dec-14</u>	<u>Total</u>
Residential Commercial Multifamily	Recycle	1,475	1,476	1,479	1,483	1,484	1,489	1,486	1,488	-	-	-	-	11,860
	Recycle	18	18	18	18	18	18	18	19	-	-	-	-	145
	Recycle	4	4	4	4	4	4	4	4	-	-	-	-	32
Residential Commercial Multifamily	Yardwaste	314	314	314	331	346	353	353	357	-	-	-	-	2,682
	Yardwaste	3	3	3	3	3	3	3	3	-	-	-	-	24
	Yardwaste	1	1	2	2	2	2	2	2	-	-	-	-	14

**City of Sultan  
Tonnage**

<u>Sector</u>	<u>Commodity</u>	<u>Jan-14</u>	<u>Feb-14</u>	<u>Mar-14</u>	<u>Apr-14</u>	<u>May-14</u>	<u>Jun-14</u>	<u>Jul-14</u>	<u>Aug-14</u>	<u>Sep-14</u>	<u>Oct-14</u>	<u>Nov-14</u>	<u>Dec-14</u>	<u>Total</u>
Commercial Multifamily Residential	Recycle	3.39	4.07	4.96	4.50	5.14	4.54	4.79	3.44	-	-	-	-	31.39
	Recycle	2.48	2.91	2.95	2.35	2.08	2.96	2.50	2.48	-	-	-	-	20.71
	Recycle	36.29	35.99	41.92	32.83	29.78	41.69	35.50	35.86	-	-	-	-	289.86
<b>Total Recycle</b>		<b>42.16</b>	<b>42.97</b>	<b>49.83</b>	<b>39.68</b>	<b>37.00</b>	<b>49.19</b>	<b>42.79</b>	<b>38.34</b>	-	-	-	-	<b>341.96</b>
Commercial Multifamily Residential	Yardwaste	0.19	0.14	0.57	0.52	0.68	0.87	0.45	0.42	-	-	-	-	3.84
	Yardwaste	0.04	0.03	0.11	0.10	0.14	0.17	0.09	0.08	-	-	-	-	0.76
	Yardwaste	13.16	9.30	38.68	35.61	46.29	59.39	30.38	28.91	-	-	-	-	261.72
<b>Total Yardwaste</b>		<b>13.39</b>	<b>9.47</b>	<b>39.36</b>	<b>36.23</b>	<b>47.11</b>	<b>60.43</b>	<b>30.92</b>	<b>29.41</b>	-	-	-	-	<b>266.32</b>

CEMETERY REPORT  
BURIALS

**103 Cemetery Operating Fund**

Description	2014 BUDGET	2014 ACTUAL
<b>Revenue</b>		
Beginning Balance	0	6,405
Cemetery Fees	25,000	18,062
Investment Interest	100	0
Total Resources	25,100	24,467
<b>Expenditures</b>		
Total Expenditures	23,440	15,579
<b>Ending Fund Balance</b>	<b>1,660</b>	<b>8,888</b>

Burials	YTD 2014
Ash	6
Full	3

These numbers are January 2014 through August 2014

**SULTAN CITY COUNCIL**

**AGENDA ITEM**

---

**DATE:** September 25, 2014  
**SUBJECT:** Public Works Projects-Update  
**CONTACT PERSON:** Connie Dunn, Public Works Field Supervisor

---

**ISSUE:**

The Public Works projects list and status report.

**SUMMARY:**

**WATER:**

It has been a busy summer for the Water Department with High Avenue, 4<sup>th</sup> Street and Alder Avenue construction projects. There were a number of leaks along with replacing AC pipes with ductile iron pipes. These were in addition to their everyday duties at the Sultan and Startup water plants.

**PARKS:**

Jason Strauss received his WA State Spray License so this summer staff has been spraying in the parks, curbs, gutters, and sidewalks following all regulations as required by WA State. Staff has been concentrating on all noxious weeds located on city property or the right of ways and it will take some time to catch up with all the weeds. Thank you for your patience.

**GARBAGE:**

The new garbage truck should be here the first half of October. Staff is gearing up for the change in garbage service. Toters are being assembled; changes are upcoming with routes and efficiency along with public education. We are anticipating having the new truck up and running January 2015.

**STAFF:**

Thank you for your kindness to me while I was out for a medical procedure.

Thank you,  
Connie Dunn

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

ITEM NO: Consent C 1  
DATE: September 25, 2014  
SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director



**SUMMARY:**

Attached are the minutes of the September 11, 2014 regular Council meeting as on file in the office of the City Clerk.

**RECOMMENDED ACTION:**

Approve as submitted.

**CITY OF SULTAN COUNCIL MEETING – September 11, 2014**

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

Student Representatives: Nicholas Sorgen and Renelle Addington

**CHANGES/ADDITIONS TO THE AGENDA**

- 1) Add – Action 6 – Change Order for Siren Contract
- 2) Add – Executive Session – Pending Litigation
- 3) Add – Consent – Excused Absence of Councilmember Walker

**PRESENTATIONS****Craig Young – Return of the Salmon Proclamation**

The Return of the Salmon Celebration Committee held the first celebration on October 4, 2009 and the City of Sultan proclaimed that day “Return of the Salmon Celebration Day”.

The purpose of the celebration is to remember Chief John T’soul-Ted, honoring Sultan’s vision and celebration of the return of the salmon every autumn. “Celebrating the Return of the Salmon” is about inspiring, recognizing and encouraging people to understand the importance of the salmon’s life cycle and their presence in the Sultan River. It’s about respecting the trees, animals, water and air as habitants on the planet earth; not as isolated individuals, but as members of a true community working together. September 27, 2014 marks the 6<sup>th</sup> year of the celebration proclaiming the 4<sup>th</sup> Saturday in September as the “Return of the Salmon Celebration Day”.

The Proclamation was read into the record by Craig Young and Mayor Eslick proclaimed September 27, 2014 as Return of the Salmon Celebration day.

**COMMENTS FROM THE PUBLIC**

Lucy Hitchcock: Submitted a letter to the Council regarding the City’s request to the County to amend the Urban Growth boundaries. Attended County Planning Commission meeting on the proposed changes. Agrees with the need to remove the Trout Farm but recommends the City leave the area north of city out as the residents oppose the inclusion. The area near Rice Road should be left in the request as it is projected to be Urban center. Requested the City consider changing request to the County.

Elizabeth Azmitia: Works with Washington healthplanfinder to help people find health care insurance to comply with the new law. Requested space to meet with people with health care needs.

Gerry Gibson: Provided written comments regarding the Timber Ridge development.

**COUNCILMEMBER COMMENTS**

McCarty: Advised there is a knotweed problem at the County park and there may be assistance for the city to get rid of weeds in the parks and along the roads – can help on public property but not on private property. Researching splash parks as there is a lot of interest in the County to install more parks. Working on a list of youth activities needed for the city and looking for mentors.

Davenport-Smith: Excited about the Salmon festival. Street closures around the schools have created problems and it would be nice to have updates posted. Great to have all the streets under repair. Need to send out information out about emergency locations and a siren update. Rob Biedler advised that mental health is an issue in the state and right now the jails are being used as the solution. The Police would like the city to help lobby to the change process. September 11<sup>th</sup> moment of silence requested.

**CITY OF SULTAN COUNCIL MEETING – September 11, 2014**

Neigel: The courts ruled that emergency rooms could not be used as holding cells and it makes it a harder for police dealing with mental health issues.

Naslund: Wednesday September 24<sup>th</sup> the evacuation drill with the schools will be held. Citizens need to be reminded to obey the road closed signs.

Beeler: Ms. Hitchcock made a positive statement about the roundabout and it has made it safer and provides better access to the area. Glad it went in even with all the controversy. Health care provider services were very helpful when he had to change over to the new system. Evacuation trail – working with Eagle Ridge on the danger trees. The agreement allows the city to maintain the trail without liability to homeowners.

City Administrator: The ticket for going past the road-closed sign into the construction zone is \$850. The signs are there for a good reason – safety of workers and public. The City needs a Planning Board member. Audit exit conference is September 12<sup>th</sup>. Community Task Force is working on dealing with homeless, youth and crime issues and meets on Tuesday from 10 AM to 12 PM to walk through the parks and clean. They are also going out on Saturday and have picked up 10-15 tons of trash. They hope to encourage people to go elsewhere and community services have housed several of the people already. County Planning Board open house park plan includes the shooting range but Steelhead park is not on their plan and needs to be included. The City and public can make comments on the EIS for the next 30 days. The public hearing is set for October 7<sup>th</sup>.

Mayor Eslick: Held a minute of silence in memory of the 911 victims and families.

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

- 1) Police Report

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

- 1) Approval of the August 28, 2014 Council Meeting Minutes
- 2) Approval of the August 28, 2014 Public Hearing minutes on Title 19 amendment
- 3) Approval of Vouchers in the amount of \$195,988.26 and payroll through August 29, 2014 in the amount of \$28,889.21 to be drawn and paid on the proper accounts.
- 4) Resolution 14-08 CIAW Fiscal Year Change – Amendment to Interlocal/Bi-laws
- 5) Amendment to Insurance Broker Agreement – Sultan Insurance
- 6) Excused absence of Councilmember Walker from September 11, 2014 meeting.

**ACTION ITEMS****Republic Services – Recycle Rates**

The issue before the City Council is to approve Republic Services proposed 2.07% recycle rate increase effective October 1, 2014 in accordance with Section 6.2(b) of the contract with the City of Sultan and to introduce Ordinance 1201-14, Recycle Rates (city).

The council renewed the contract to Republic Services (Allied Waste) in June 2014. The contract will go into effect in September 2014. Ordinance 1131-12 established the rates for residential recycling which includes an administrative fee for the City's handling the customer billing. In accordance with the franchise agreement Section 6.2(b), rates "may increase or decrease annually based on the change in the 12 previous months (April through April)

**CITY OF SULTAN COUNCIL MEETING – September 11, 2014**

*Consumer Price Index (CPI-U) for US Cities Average – All Items, each September 1, beginning in 2015”.*

The proposed CPI increase is 2.07% and the rate increase is \$0.17 per month for a residential account.

The city is responsible for billing the customers for recycle services and remittance of payment to Republic Services on a monthly basis. The recommended administrative cost to the city is 7.26% (\$0.62 rounded to make the rate \$0.915). The amount charged by Allied Waste will be \$8.53 per residential unit -  $\$8.53 \times 1.0726\% = \$9.15$ .

The current monthly rate billed to the customer would increase by 1.46% per month for a new rate of \$9.15. This amounts to \$3.60 per year increase to customers. Staff recommends the rate change occur in October 2014.

On a motion by Councilmember Beeler, seconded by Councilmember Naslund, the Council approved the 2.07% CPI increase for Republic Services. All ayes  
Councilmember Naslund, seconded by Councilmember Beeler to adopt Ordinance 1201-14, Recycle Rates on first reading. All ayes,

**WWTP – Tree Removal Contract**

The issue before the council is to authorize the Mayor to sign a contract with Selective Tree Removal for the removal of two (2) large clumps of maple trees on city owned property at the Wastewater Treatment Plant (WWTP).

This will include:

- Removal of two (2) large maple trees on the northwest corner of city owned property at WWTP.
  - Cut down the trees, without damaging the fence or WWTP structures
  - Chip the brush and leave on site
  - Haul wood away
  - Leave the stumps

On a motion by Councilmember Neigel, seconded by Councilmember Davenport-Smith, the Council accepted the bid and authorized the Mayor to sign a contract with Selective Tree Removal for an amount not to exceed \$8,100.00 that includes sales tax and 10% contingency, without prior written authorization from the Council. All ayes, except Councilmember Beeler who voted nay.

**PRV Contract for Repair – Puget Construction Company**

The issue before the city council is to authorize the Mayor to sign a contract with Puget Construction Services for an amount not to exceed \$3,486.60 including tax to seal the Swanson Pressure Reducing Valve (PRV) vault that is experiencing excessive groundwater inflow.

City staff has been dealing with excessive groundwater inflow at the Swanson PRV vault since 2011. An infiltration trench was constructed by City staff in 2011, however this has proved ineffectual. Puget Construction Services completed the work on August 19, 2014. The City received an invoice (Attachment D) on August 26, 2014. The invoice was higher than the quote because fourteen (14) gallons of DeNeef Sealform were required to seal the vault compared to the quote estimate of four (4) gallons.

Discussion: The work was done prior to Council approval and exceeded the estimated amounts. The other bidder advised he would have used a different process but his bid was higher. The signed contract would have prevented the overrun prior to the event. Staff will follow process in the future

On a motion by Councilmember Naslund, seconded by Councilmember Beeler, the Mayor was authorized to sign a contract with Puget Construction Services in an amount not to exceed \$3,486.60 including tax to seal the Swanson Pressure Reducing Valve (PRV) vault that is experiencing excessive groundwater inflow. All ayes.

**CITY OF SULTAN COUNCIL MEETING – September 11, 2014****WWTP Grant Application**

The issue before the city council is to authorize staff to work with Trane to apply for a Washington State Department of Enterprise Services grant to help fund Energy Conservation Measures 2, 3 and 4 for the Wastewater Treatment Plant with a proposed match of 28 percent.

The city council authorized staff to request the Department of Enterprise Services to initiate the contracting process with Trane to prepare Investment Grade Audits for the Wastewater Treatment Plant and the Potable Water Booster Pump Station on May 22, 2014.

Trane has been working with Gray & Osborne and RH2 Engineering to complete the Investment Grade Audit for energy Conservation Measures. The Investment Grade Audit is complete and the Potable Water Booster Station does not produce the energy conservation requirements needed to meet the grant criteria. Projects for the Wastewater plant will meet the grant criteria.

On a motion by Councilmember Beeler, seconded by Councilmember Davenport-Smith, staff was authorized staff to work with Trane to apply for a Washington State Department of Enterprise Services grant to help fund Energy Conservation Services Measures for the Wastewater Treatment Plant with a proposed match of 28 percent. All ayes, except Councilmember Naslund who voted nay.

**Vector Truck Purchase**

The issue before the Council is to authorize staff to purchase a 1998 vector truck for an amount not to exceed \$101,565 from Owen Equipment.

Council authorized staff to advertise for bids to purchase a vector truck on August 28, 2014. An advertisement for bids for the purchase of a used vector truck was published in the Herald on September 1, 2014. The City received four bids:

1. Owen Equipment Bid for 1997 Vector Truck – \$71,370 including sales tax
2. Owen Equipment Bid for 1998 Vector Truck – 101,565 including sales tax
3. EnviroClean Equipment Inc. Bid for 2001 Vector Truck – \$125,000 without sales tax
4. EnviroClean Equipment Inc. Bid for 2004 Vector Truck – \$165,000 without sales tax

The 1997 Vector Truck did not meet the specifications as it did not include a digging package. The 2001 and 2004 vector trucks exceeded the desired budget. The public works crew and management have inspected and received demonstrations on the Owen Equipment 1998 Vector Truck and the Enviroclean Equipment 2001 Vector Truck.

On a motion by Councilmember Naslund, seconded by Councilmember Beeler, staff was authorized staff to purchase a 1998 Vector truck for an amount not to exceed \$101,565 from Owen Equipment. All ayes, except Councilmember McCarty who voted nay.

**Siren Contract Addendum No. 1**

The issue is to authorize the Mayor to sign Addendum No. 1 with Integrated Notification Systems, LLC to increase the contract amount from \$55,000.00 to an amount not to exceed \$61,995.23. The purpose of the contract amendment is to provide additional funding to bring AC power to the three siren poles, to provide additional training, and to repair a key siren component due to a short circuit during activation.

The original contract amount was set not to exceed \$55,000.00. The contract did not include bringing AC power to the siren poles because it was unclear at that time where the sirens would be located. As bringing power to the siren sites is a required component of the work, it is necessary to add this cost to the contract amount.

The City and Snohomish County Fire District No. 5 have also requested additional training in addition to that provided per the contract. The contractor is located in Michigan and must travel to accommodate this request. The contractor also needs to repair a key siren component due to a short circuit during activation.

**CITY OF SULTAN COUNCIL MEETING – September 11, 2014**

**Siren Contact:** On a motion by Councilmember Naslund, seconded by Councilmember Davenport-Smith, the Mayor was authorized to sign Contract Addendum No. 1 with Integrated Notification Systems, LLC to increase the contract amount from \$55,000.00 to an amount not to exceed \$61,995.23. All ayes.

**PUBLIC COMMENTS**

**Kay George:** Read Lucy Hitchcock's comments and agrees with her. The process was not very democratic as the people were not notified by city prior to submittal to the County. They should have been included in the process.

**COUNCIL RESPONSE TO COMMENTS**

**Mayor Eslick:** The comment was well thought out and the City was not a good neighbor during the process.

**EXECUTIVE SESSION:** On a motion by Councilmember Seehuus, seconded by Councilmember Davenport-Smith, the Council adjourned to executive session for thirty minutes at 8:30 PM to discuss pending litigation. All ayes.  
The council returned to regular session at 9:00 PM.

**Adjournment:** On a motion by Councilmember Naslund, seconded by Councilmember Davenport-Smith, the meeting adjourned at 9:00 PM. All ayes.

---

Carolyn Eslick, Mayor

---

Laura J. Koenig, City Clerk

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

**ITEM #:** Consent 2

**DATE:** September 25, 2014

**SUBJECT:** Voucher Approval - 2014

**CONTACT PERSON:** Laura Koenig, Clerk/Deputy Finance Director 

**SUMMARY:**

Attached are the vouchers for approval in the amount of \$585,901.88 and payroll through September 12, 2014 in the amount of \$29,324.57 to be drawn and paid on the proper accounts.

**FISCAL IMPACT:** \$615,226.45

**RECOMMENDATION:**

Approve the payment of vouchers as submitted.

---

**City Of Sultan  
Voucher Approval  
September 25, 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 #	\$ 0
Direct Deposit #	\$ 0
Benefits Check #29694-98	\$ 29,324.57
Tax Deposit #	\$ 0
Accounts Payable Checks #29693,99-742	\$ 585,901.88
ACH Transactions - DOR	\$
<b>TOTAL</b>	<b>\$ 615,226.45</b>

\_\_\_\_\_  
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: 9/12/2014 - 3:31 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29699	09/12/2014	Alfa	Alfa Laval	5,718.41	0
29700	09/12/2014	amtest	AM Test	620.00	0
29701	09/12/2014	APP	Associated Petroleum Products Inc	834.03	0
29702	09/12/2014	blueline	Blueline	1,042.50	0
29703	09/12/2014	blueline	Blueline	19,521.75	0
29704	09/12/2014	Comcast	Comcast	258.97	0
29705	09/12/2014	TCox	Thomas Cox	640.00	0
29706	09/12/2014	PWTF	Department of Commerce	68,576.54	0
29707	09/12/2014	dynacco	Dynacco	2,478.26	0
29708	09/12/2014	EvUtil	Everett Utilities	3,024.15	0
29709	09/12/2014	EvDC	Evergreen District Court	1,172.04	0
29710	09/12/2014	eylander	Eylanders Sales & Service Inc	219.37	0
29711	09/12/2014	Frontier	Frontier	499.84	0
29712	09/12/2014	IntNotSy	Integrated Notification Systems LLC	53,637.54	0
29713	09/12/2014	Kenyon	Kenyon Disend PLLC	4,684.98	0
29714	09/12/2014	NWCas	Northwest Cascade Inc	113.45	0
29715	09/12/2014	OASYS	Oasys Office Automation Systems	13.62	0
29716	09/12/2014	Pitney	Pitney Bowes	573.55	0
29717	09/12/2014	pugetcon	Puget Construction Services Inc	3,233.84	0
29718	09/12/2014	PSE	Puget Sound Energy	35.49	0
29719	09/12/2014	QBS	QualityBusinesss Systems	58.75	0
29720	09/12/2014	SCpubwor	Snohomish County Finance	15,030.00	0
29721	09/12/2014	SoundPub	Sound Publishing Inc	32.68	0
29722	09/12/2014	SRVConst	SRV Construction Inc.	267,753.16	0
29723	09/12/2014	tsi	Technical Systems, Inc.	1,390.08	0
29724	09/12/2014	USBank	US Bank	34.00	0
29725	09/12/2014	UULC	Utilities Underground Location Center	24.64	0
29726	09/12/2014	wfoa	Washington Finance Officers Associat	250.00	0
29727	09/12/2014	CWater	Courtney Waterhouse	3,860.73	0
29728	09/12/2014	wh	WH Pacific	771.50	0
29729	09/12/2014	wh	WH Pacific	4,078.21	0
				<hr/> <hr/>	
Check Total:				460,182.08	
				<hr/> <hr/>	

# Accounts Payable

## Check Register Totals Only

User: laura.koenig  
 Printed: 9/15/2014 - 3:21 PM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29730	09/15/2014	Aramark	Aramark Uniform Services - AUS We:	497.51	0
29731	09/15/2014	DOE	Department of Ecology - Cashiering S	1,330.91	0
29732	09/15/2014	ExpressP	Express Employment Professionals	641.16	0
29733	09/15/2014	groco	Groco, Inc	626.56	0
29734	09/15/2014	lowes	Lowe's	304.57	0
29735	09/15/2014	Mailfin	Mail Finance	732.66	0
29736	09/15/2014	northsta	Northstar Chemical, Inc.	988.00	0
29737	09/15/2014	OASYS	Oasys Office Automation Systems	39.42	0
29738	09/15/2014	OfcDepot	Office Depot	784.46	0
29739	09/15/2014	owene	Owen Equipment	101,565.00	0
29740	09/15/2014	PSE	Puget Sound Energy	117.01	0
29741	09/15/2014	Auditor	State Auditor's Office	15,638.60	0
29742	09/15/2014	atrua	Aimee Lou Trua	1,700.00	0
Check Total:				124,965.86	

# Accounts Payable

## Check Register Totals Only

User: laura.koenig  
Printed: 9/9/2014 - 10:04 AM



Check	Date	Vendor No	Vendor Name	Amount	Voucher
29694	09/09/2014	Retire	Department of Retirement	1,950.00	0
29695	09/09/2014	Retire	Department of Retirement	5,703.26	0
29696	09/09/2014	AWCben	AWC Employee Benefit Trust	19,757.11	0
29697	09/09/2014	AWCben	AWC Employee Benefit Trust	24.00	0
29698	09/09/2014	WATeamTr	Washington Teamsters Welfare Trust	1,890.20	0
				<hr/> <hr/>	
				Check Total:	
				29,324.57	
				<hr/> <hr/>	

# Checks for Approval

Check Number	Check Date	Fund Name	Account Name	Vendor Name	Amount
29693	09/05/2014	UTILITY WATER FUND	Communication	USPS	226.18
29693	09/05/2014	UTILITY SEWER FUND	Communication	USPS	226.18
29693	09/05/2014	UTILITY GARBAGE FUND	Communication	USPS	226.19
29693	09/05/2014	STORMWATER UTILITY FUND	Communication	USPS	75.39
29694	09/09/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	26.49
29694	09/09/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	342.50
29694	09/09/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	535.01
29694	09/09/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	120.74
29694	09/09/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	105.25
29694	09/09/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	74.50
29694	09/09/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	25.50
29694	09/09/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	1.51
29694	09/09/2014	BUILDING MAINTENANCE FUND	Deferred Comp Payable	Department of Retirement	7.49
29694	09/09/2014	UTILITY WATER FUND	Deferred Comp Payable	Department of Retirement	57.27
29694	09/09/2014	UTILITY SEWER FUND	Deferred Comp Payable	Department of Retirement	42.99
29694	09/09/2014	UTILITY GARBAGE FUND	Deferred Comp Payable	Department of Retirement	19.49
29694	09/09/2014	STORMWATER UTILITY FUND	Deferred Comp Payable	Department of Retirement	21.25
29694	09/09/2014	GENERAL FUND	Deferred Comp Payable	Department of Retirement	480.50
29694	09/09/2014	STREET FUND	Deferred Comp Payable	Department of Retirement	85.51
29694	09/09/2014	CEMETERY FUND	Deferred Comp Payable	Department of Retirement	4.00
29695	09/09/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	443.00
29695	09/09/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	261.22
29695	09/09/2014	GENERAL FUND	PERS Payable	Department of Retirement	56.47
29695	09/09/2014	GENERAL FUND	PERS Payable	Department of Retirement	398.07
29695	09/09/2014	STREET FUND	PERS Payable	Department of Retirement	106.28
29695	09/09/2014	STORMWATER UTILITY FUND	PERS Payable	Department of Retirement	139.58
29695	09/09/2014	GENERAL FUND	PERS Payable	Department of Retirement	745.12
29695	09/09/2014	STREET FUND	PERS Payable	Department of Retirement	198.98
29695	09/09/2014	CEMETERY FUND	PERS Payable	Department of Retirement	28.25
29695	09/09/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	42.78
29695	09/09/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	1,006.74
29695	09/09/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	886.72
29695	09/09/2014	CEMETERY FUND	PERS Payable	Department of Retirement	15.10
29695	09/09/2014	BUILDING MAINTENANCE FUND	PERS Payable	Department of Retirement	22.84
29695	09/09/2014	UTILITY WATER FUND	PERS Payable	Department of Retirement	537.80
29695	09/09/2014	GENERAL FUND	PERS Payable	Department of Retirement	104.02
29695	09/09/2014	UTILITY SEWER FUND	PERS Payable	Department of Retirement	473.68
29695	09/09/2014	UTILITY GARBAGE FUND	PERS Payable	Department of Retirement	236.61

29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	55.78
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.65
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.25
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.23
29696	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	25.74
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.12
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.35
29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	81.91
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	369.24
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	138.17
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.99
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4,393.36
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,015.23
29696	09/09/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	802.36
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	389.11
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	407.26
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	12.97
29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2.60
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.42
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.54
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	12.98
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	10.85
29696	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	7.09
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.55
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	2,783.47
29696	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	2,156.92
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,048.11
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,683.56
29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	447.71
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	27.47
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	118.11
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.86
29696	09/09/2014	CEMETERY FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	110.32
29696	09/09/2014	UTILITY SEWER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	69.18
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	46.92
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	1,995.40
29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	55.78
29696	09/09/2014	STREET FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	13.66
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.87
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.20
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	31.25
29696	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	25.77

29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.11
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	13.34
29696	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	84.95
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	11.41
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	4.79
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.83
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	198.01
29696	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	AWC Employee Benefit Trust	110.26
29696	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	77.53
29696	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	47.26
29696	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	8.91
29696	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	3.94
29696	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	0.50
29696	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	AWC Employee Benefit Trust	196.72
29696	09/09/2014	GENERAL FUND	Benefits - Disability Insuranc	AWC Employee Benefit Trust	531.24
29697	09/09/2014	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	1.81
29697	09/09/2014	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.87
29697	09/09/2014	GENERAL FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	1.80
29697	09/09/2014	UTILITY WATER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.88
29697	09/09/2014	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.04
29697	09/09/2014	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.65
29697	09/09/2014	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.63
29697	09/09/2014	UTILITY GARBAGE FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.65
29697	09/09/2014	UTILITY SEWER FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.03
29697	09/09/2014	STORMWATER UTILITY FUND	Miscellaneous Payroll Ded	AWC Employee Benefit Trust	2.64
29698	09/09/2014	STREET FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	72.73
29698	09/09/2014	CEMETERY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	23.96
29698	09/09/2014	BUILDING MAINTENANCE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	7.25
29698	09/09/2014	UTILITY WATER FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	475.46
29698	09/09/2014	UTILITY SEWER FUND	Med/Dental/Vis Payable	Washington Teamsters Welfare Trust	399.85
29698	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	36.35
29698	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	367.13
29698	09/09/2014	UTILITY GARBAGE FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	357.70
29698	09/09/2014	STORMWATER UTILITY FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	113.42
29698	09/09/2014	GENERAL FUND	Med/Den/Vision/Life Payable	Washington Teamsters Welfare Trust	36.35
29699	09/12/2014	UTILITY SEWER FUND	Repair and Maintenance	Alfa Laval	5,718.41
29700	09/12/2014	UTILITY WATER FUND	Water - Testing	AM Test	180.00
29700	09/12/2014	UTILITY WATER FUND	Water - Testing	AM Test	440.00
29701	09/12/2014	UTILITY GARBAGE FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	249.37
29701	09/12/2014	GENERAL FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	417.02
29701	09/12/2014	UTILITY SEWER FUND	Vehicle Operation Maintenance	Associated Petroleum Products Inc	30.44
29701	09/12/2014	UTILITY WATER FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	114.68

29701	09/12/2014	CEMETERY FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	7.51
29701	09/12/2014	STREET FUND	Vehicle Operation/Maintenance	Associated Petroleum Products Inc	7.50
29701	09/12/2014	GENERAL FUND	Vehicle Maintenance	Associated Petroleum Products Inc	7.51
29702	09/12/2014	STREET IMPROVEMENT FUND	4th Street Project	Blueline	1,042.50
29703	09/12/2014	STREET IMPROVEMENT FUND	High Ave Project	Blueline	19,521.75
29704	09/12/2014	STREET FUND	Communication	Comcast	51.79
29704	09/12/2014	UTILITY WATER FUND	Communication	Comcast	51.80
29704	09/12/2014	UTILITY SEWER FUND	Communication	Comcast	51.79
29704	09/12/2014	UTILITY GARBAGE FUND	Communication	Comcast	51.80
29704	09/12/2014	STORMWATER UTILITY FUND	Communication	Comcast	51.79
29705	09/12/2014	GENERAL FUND	Public Defender Attorney	Thomas Cox	640.00
29706	09/12/2014	WATER SYSTEM DEBT FUND	State Revolving Fund Principal	Department of Commerce	57,147.12
29706	09/12/2014	WATER SYSTEM DEBT FUND	State Revolving Fund Interest	Department of Commerce	11,429.42
29707	09/12/2014	UTILITY WATER FUND	Operating Supply	Dynacco	-480.00
29707	09/12/2014	UTILITY WATER FUND	Operating Supply	Dynacco	2,958.26
29708	09/12/2014	UTILITY WATER FUND	Utilities	Everett Utilities	3,024.15
29709	09/12/2014	GENERAL FUND	Miscellaneous - Court Filing F	Evergreen District Court	1,172.04
29710	09/12/2014	BUILDING MAINTENANCE FUND	Repair and Maintenance	Eylanders Sales & Service Inc	219.37
29711	09/12/2014	UTILITY SEWER FUND	Communication	Frontier	259.26
29711	09/12/2014	GENERAL FUND	Communication	Frontier	48.12
29711	09/12/2014	GENERAL FUND	Communication	Frontier	48.11
29711	09/12/2014	UTILITY WATER FUND	Communication	Frontier	48.12
29711	09/12/2014	UTILITY SEWER FUND	Communication	Frontier	48.11
29711	09/12/2014	UTILITY GARBAGE FUND	Communication	Frontier	48.12
29712	09/12/2014	COMMUNITY IMPROVEMENT FUND	Capital Outlay	Integrated Notification Systems LLC	53,637.54
29713	09/12/2014	GENERAL FUND	Legal - Litigation Fees	Kenyon Disend PLLC	4,684.98
29714	09/12/2014	UTILITY SEWER FUND	Rentals	Northwest Cascade Inc	113.45
29715	09/12/2014	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	2.27
29715	09/12/2014	UTILITY SEWER FUND	Repair and Maintenance	Oasys Office Automation Systems	2.27
29715	09/12/2014	UTILITY GARBAGE FUND	Repair and Maintenance	Oasys Office Automation Systems	2.27
29715	09/12/2014	STORMWATER UTILITY FUND	Repair and Maintenance	Oasys Office Automation Systems	2.27
29715	09/12/2014	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	2.27
29715	09/12/2014	GENERAL FUND	Office/Operating Supplies	Oasys Office Automation Systems	2.27
29716	09/12/2014	GENERAL FUND	Communication	Pitney Bowes	86.04
29716	09/12/2014	STREET FUND	Communication	Pitney Bowes	71.69
29716	09/12/2014	UTILITY WATER FUND	Communication	Pitney Bowes	71.69
29716	09/12/2014	UTILITY SEWER FUND	Communication	Pitney Bowes	71.70
29716	09/12/2014	UTILITY GARBAGE FUND	Communication	Pitney Bowes	71.69
29716	09/12/2014	GENERAL FUND	Communication	Pitney Bowes	200.74
29717	09/12/2014	UTILITY WATER FUND	Repair and Maintenance	Puget Construction Services Inc	3,233.84
29718	09/12/2014	GENERAL FUND	Utilities	Puget Sound Energy	17.75
29718	09/12/2014	STREET FUND	Utilities	Puget Sound Energy	3.54

29718	09/12/2014	UTILITY WATER FUND	Utilities	Puget Sound Energy	3.55
29718	09/12/2014	UTILITY SEWER FUND	Utilities	Puget Sound Energy	3.55
29718	09/12/2014	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	3.55
29718	09/12/2014	GENERAL FUND	Utilities	Puget Sound Energy	3.55
29719	09/12/2014	GENERAL FUND	Office/Operating Supplies	Quality/Business Systems	11.75
29719	09/12/2014	STREET FUND	Office Supplies	Quality/Business Systems	11.75
29719	09/12/2014	UTILITY WATER FUND	Office Supplies	Quality/Business Systems	11.75
29719	09/12/2014	UTILITY SEWER FUND	Office Supplies	Quality/Business Systems	11.75
29719	09/12/2014	UTILITY GARBAGE FUND	Office Supplies	Quality/Business Systems	11.75
29720	09/12/2014	UTILITY GARBAGE FUND	Intergovernmental - Recycle	Snohomish County Finance	15,030.00
29721	09/12/2014	GENERAL FUND	Advertising and Legal Notices	Sound Publishing Inc	32.68
29722	09/12/2014	STREET IMPROVEMENT FUND	Alder Avenue Project	SRV Construction Inc.	267,753.16
29723	09/12/2014	UTILITY WATER FUND	Repair and Maintenance	Technical Systems, Inc.	1,390.08
29724	09/12/2014	GENERAL FUND	Bank Fees	US Bank	34.00
29725	09/12/2014	UTILITY WATER FUND	Miscellaneous	Utilities Underground Location Center	12.32
29725	09/12/2014	UTILITY SEWER FUND	Miscellaneous	Utilities Underground Location Center	12.32
29726	09/12/2014	UTILITY WATER FUND	Travel and Seminars	Washington Finance Officers Association	62.50
29726	09/12/2014	UTILITY SEWER FUND	Travel and Seminars	Washington Finance Officers Association	62.50
29726	09/12/2014	UTILITY GARBAGE FUND	Travel and Seminars	Washington Finance Officers Association	62.50
29726	09/12/2014	STREET FUND	Travel and Seminars	Washington Finance Officers Association	31.25
29726	09/12/2014	GENERAL FUND	Travel and Seminars	Washington Finance Officers Association	31.25
29727	09/12/2014	UTILITY WATER FUND	Operating Supply	Washington Finance Officers Association	31.25
29728	09/12/2014	STORMWATER IMPROVEMENT FUND	Storm Infrastructure Project	Courtney Waterhouse	3,860.73
29728	09/12/2014	TIMBER RIDGE SETTLEMENT FUND	Professional - Legal	WH Pacific	117.50
29729	09/12/2014	STREET IMPROVEMENT FUND	Sultan River Bridge Project	WH Pacific	654.00
29730	09/15/2014	STORMWATER UTILITY FUND	Uniforms	WH Pacific	4,078.21
29730	09/15/2014	UTILITY WATER FUND	Uniforms	Aramark Uniform Services	0.88
29730	09/15/2014	UTILITY SEWER FUND	Uniforms	Aramark Uniform Services	4.11
29730	09/15/2014	UTILITY GARBAGE FUND	Uniforms	Aramark Uniform Services	4.12
29730	09/15/2014	STREET FUND	Uniforms	Aramark Uniform Services	3.82
29730	09/15/2014	GENERAL FUND	Uniforms	Aramark Uniform Services	0.88
29730	09/15/2014	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	0.88
29730	09/15/2014	UTILITY WATER FUND	Operating Supply	Aramark Uniform Services	1.24
29730	09/15/2014	UTILITY SEWER FUND	Operating Supplies	Aramark Uniform Services	11.09
29730	09/15/2014	UTILITY GARBAGE FUND	Operating Supplies	Aramark Uniform Services	11.09
29730	09/15/2014	GENERAL FUND	Office/Operating Supplies	Aramark Uniform Services	11.08
29730	09/15/2014	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	11.09
29730	09/15/2014	STORMWATER UTILITY FUND	Uniforms	Aramark Uniform Services	11.09
29730	09/15/2014	UTILITY WATER FUND	Uniforms	Aramark Uniform Services	0.88
29730	09/15/2014	UTILITY SEWER FUND	Uniforms	Aramark Uniform Services	4.11
29730	09/15/2014	UTILITY GARBAGE FUND	Uniforms	Aramark Uniform Services	4.12
29730	09/15/2014	STREET FUND	Uniforms	Aramark Uniform Services	3.82
29730	09/15/2014	GENERAL FUND	Uniforms	Aramark Uniform Services	0.88



29730	09/15/2014	STREET FUND	Office/Operating Supplies	Aramark Uniform Services	11.03
29731	09/15/2014	UTILITY SEWER FUND	Miscellaneous	Department of Ecology - Cashiering Section	1,330.91
29732	09/15/2014	UTILITY GARBAGE FUND	Repair and Maintenance	Express Employment Professionals	641.16
29733	09/15/2014	UTILITY SEWER FUND	Services - Sludge Hauling	Groco, Inc	626.56
29734	09/15/2014	UTILITY SEWER FUND	Repair and Maintenance	Lowes	304.57
29735	09/15/2014	UTILITY WATER FUND	Rentals	Mail Finance	202.87
29735	09/15/2014	UTILITY SEWER FUND	Rentals	Mail Finance	147.85
29735	09/15/2014	UTILITY GARBAGE FUND	Miscellaneous	Mail Finance	186.76
29735	09/15/2014	STORMWATER UTILITY FUND	Rentals	Mail Finance	195.18
29736	09/15/2014	UTILITY WATER FUND	Operating Supply	Northstar Chemical, Inc.	445.50
29736	09/15/2014	UTILITY WATER FUND	Operating Supply	Northstar Chemical, Inc.	542.50
29737	09/15/2014	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
29737	09/15/2014	UTILITY SEWER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
29737	09/15/2014	UTILITY GARBAGE FUND	Repair and Maintenance	Oasys Office Automation Systems	6.57
29737	09/15/2014	STORMWATER UTILITY FUND	Repair and Maintenance	Oasys Office Automation Systems	6.58
29737	09/15/2014	UTILITY WATER FUND	Repair and Maintenance	Oasys Office Automation Systems	6.56
29737	09/15/2014	GENERAL FUND	Office/Operating Supplies	Oasys Office Automation Systems	6.57
29738	09/15/2014	UTILITY WATER FUND	Operating Supply	Office Depot	72.71
29738	09/15/2014	UTILITY SEWER FUND	Operating Supplies	Office Depot	72.72
29738	09/15/2014	UTILITY GARBAGE FUND	Operating Supplies	Office Depot	72.71
29738	09/15/2014	STREET FUND	Office/Operating Supplies	Office Depot	72.72
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	72.71
29738	09/15/2014	UTILITY WATER FUND	Operating Supply	Office Depot	13.90
29738	09/15/2014	UTILITY SEWER FUND	Operating Supplies	Office Depot	13.90
29738	09/15/2014	UTILITY GARBAGE FUND	Operating Supplies	Office Depot	13.90
29738	09/15/2014	STREET FUND	Office/Operating Supplies	Office Depot	13.90
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	13.90
29738	09/15/2014	UTILITY WATER FUND	Office Supplies	Office Depot	2.52
29738	09/15/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	2.52
29738	09/15/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	2.52
29738	09/15/2014	STREET FUND	Office Supplies	Office Depot	2.53
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	10.08
29738	09/15/2014	UTILITY WATER FUND	Office Supplies	Office Depot	24.23
29738	09/15/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	24.24
29738	09/15/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	24.23
29738	09/15/2014	STREET FUND	Office Supplies	Office Depot	24.23
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	96.93
29738	09/15/2014	UTILITY WATER FUND	Office Supplies	Office Depot	6.77
29738	09/15/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	6.78
29738	09/15/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	6.77
29738	09/15/2014	STREET FUND	Office Supplies	Office Depot	6.77

29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	27.09
29738	09/15/2014	UTILITY WATER FUND	Office Supplies	Office Depot	2.26
29738	09/15/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	2.25
29738	09/15/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	2.26
29738	09/15/2014	STREET FUND	Office Supplies	Office Depot	2.26
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	9.02
29738	09/15/2014	UTILITY WATER FUND	Office Supplies	Office Depot	8.14
29738	09/15/2014	UTILITY SEWER FUND	Office Supplies	Office Depot	8.14
29738	09/15/2014	UTILITY GARBAGE FUND	Office Supplies	Office Depot	8.14
29738	09/15/2014	STREET FUND	Office Supplies	Office Depot	8.15
29738	09/15/2014	GENERAL FUND	Office/Operating Supplies	Office Depot	32.56
29739	09/15/2014	CR EQUIPMENT FUND	Capital - Equipment	Office Depot	101,565.00
29740	09/15/2014	GENERAL FUND	Utilities	Owen Equipment	40.76
29740	09/15/2014	GENERAL FUND	Utilities	Puget Sound Energy	35.49
29740	09/15/2014	STREET FUND	Utilities	Puget Sound Energy	10.19
29740	09/15/2014	UTILITY WATER FUND	Utilities	Puget Sound Energy	10.19
29740	09/15/2014	UTILITY SEWER FUND	Utilities	Puget Sound Energy	10.19
29740	09/15/2014	UTILITY GARBAGE FUND	Utilities	Puget Sound Energy	10.19
29741	09/15/2014	GENERAL FUND	Audit Costs	Puget Sound Energy	10.19
29741	09/15/2014	STREET FUND	Professional Services	State Auditor's Office	3,127.72
29741	09/15/2014	UTILITY WATER FUND	Professional Service - General	State Auditor's Office	3,127.72
29741	09/15/2014	UTILITY SEWER FUND	Professional Service	State Auditor's Office	3,127.72
29741	09/15/2014	UTILITY GARBAGE FUND	Professional	State Auditor's Office	3,127.72
29742	09/15/2014	GENERAL FUND	Public Defender Attorney	State Auditor's Office	3,127.72
				Aimee Lou Trua	1,700.00
				TOTAL	615,226.45

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

ITEM NO: Consent C 3  
DATE: September 25, 2014  
SUBJECT: Council Meeting Dates

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director 

**ISSUE:**

The issue is to reschedule the Council meetings for November and December 2014.

To avoid the holidays in the months of November and December, the Council will change the regularly scheduled meetings to the first and third Thursday of the month. The revised schedule will be:

November 6, 2014 and November 20, 2014  
December 4, 2014 and December 18, 2014

The Budget retreat is set for October 11, 2014 from 9 AM to 2 PM.

Calendar is attached to show the revised schedule.

Blue highlights are proposed Council meeting dates for the November and December  
 Red highlights are holidays.

## 4<sup>th</sup> Quarter Meeting Schedule

October 2014						
Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

November 2014						
Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December 2014						
Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

**ITEM NO:** A – 1  
**DATE:** September 25, 2014  
**SUBJECT:** Zoning Code, SMC Title 18  
**CONTACT PERSON:** Stacy MacGregor, Senior Planner

**ISSUE:**

The issue before the City Council is the second 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.

**DISCUSSION:**

An update of the current Unified Development Code is appropriate. The current code appears to have not kept current with land use statutes or the 2011 Comprehensive Plan. Noted items include the lack of consolidated permit review, a development agreement process that is absent from the current code, and a convoluted permit process that is neither time-efficient or development friendly. The development code also needs updating because policy direction has been implemented based on an understanding that a new zoning code is under development<sup>1</sup>.

Zoning and development standards evolve over time and reflect a community's unique character, goals, and circumstances. In proposing a new code, that historic code language may be lost. For this reason, it is more common to do a minor or major overhaul, rearrange and update, rather than embark in a total rewrite. The proposed zoning code before you for consideration is a rewrite. In addition to the possible loss of historically-specific code language, the proposed code creates new standards without apparent consideration for the standards currently in place<sup>2</sup>.

---

<sup>1</sup> An example of this is the elimination of the design standards as part of development review. Council approved a resolution to eliminate required design standards and adopt the design standards manual as a recommendation in the future code development. The result is that, at the present time, there are no design standards in place. (The proposed code inadvertently does not implement Council direction and does not include design standards.)

<sup>2</sup> Some examples of changes between the current and proposed codes that need to be carefully considered include:

**Building Height:**

Current code: measured to the midpoint of the roof;

Proposed Code: measured to the top of the roof.

On a residential home with a hip roof, this could result in a reduction of as much as 7-8' in total allowed building height. On a hilly site, a two story home may not be possible.

**Use Table:** In the proposed code,

Restaurants are not permitted in the Urban Center (historical downtown) zone,

Retail sales, when allowed, cannot have outside sales or storage as many of our retail businesses currently do;

Previous staff and the planning board devoted a tremendous amount of time into drafting this code. However, adopting the proposed Title 18 in its current form would create a series of legally non-conforming uses, allow potential land-use incompatibilities, and would be out of compliance with the vision for the city as described in the 2011 comprehensive plan<sup>3</sup>. Failure to amend the development code would leave Sultan with a code that is difficult to administer, inconsistent with Council direction, and lagging behind state statutes.

#### **NEXT STEPS:**

There are at least two paths to take to get this new code ready for adoption.

The first path is to amend the existing development regulations. This will require re-ordering and consolidating code chapters under one title; adding sections and language to address statutes and policies required or allowed from the state code that are currently lacking or incomplete; and, amending the process portion of the code to streamline, define, clarify, and make the code legally defensible. Additional amendments could address content changes discussed under the planning board review process.

An alternative is to continue with the code re-write. This entails two significant steps. First, the proposed code needs to be reordered<sup>4</sup>, numerous typographical errors and incorrect references

---

Multifamily dwellings (apartments) become an outright permitted use without public notice or extensive review in MDR and HDR zones where most of our current and future subdivisions will occur;

Garage Sales require a land use permit which would legally vest a garage sale as a use; and  
Animal (veterinary) Clinics are not allowed anywhere in the cit.

**Accessory Structures** (for example, detached garage, shed, greenhouse accessory to a residence)  
There are standards for accessory structures "where allowed by Chapter 18.70" but Chapter 18.70 does not consider accessory uses; uses are based on review type rather than the typical "permitted, accessory, condition, & unclassified use"

#### **Landscape Standards:**

There is no landscaping required beyond parking lot landscaping. The proposed code should include a table with required site perimeter and building foundation landscaping standards based on zone.

#### **<sup>3</sup> Sultan's Vision (from the 2011 Comprehensive Plan, page 2-28)**

##### The Setting

- Maintain the city's small town character
- Emphasize the recreation opportunities outside the immediate community and within the city
- Improve the visual image (buildings, landscape, and streetscape)

##### The Economy

- Diversity services so the shopping needs of Sultan residents can be met within the city
- Encourage small business
- Seek employment opportunities by accommodating industry and manufacturing

##### Housing

- Maintain the single family character while recognizing the need to provide housing for all income ranges

<sup>4</sup> For example, while the proposed code has a definition section, each chapter also has definitions. From an administrative standpoint, it is impossible to know how a term is defined without an online code search or expending significant time searching for terms. Additionally, numerous terms are defined and then not used in the code.

corrected, redundancy as to process needs to be eliminated, and much of the narrative and information needs to be moved to brochures or handouts rather than codified as law.

The second step is to address the actual content and intent of some portions of the code. The proposed code creates some new standards which have significant impacts to the development patterns in the city. It will take very careful comparison of old and new standards to identify where these changes exist, review the planning board minutes or initiating new discussions with the planning board to determine their intent, and then amend the proposed code as recommended by the board.

Neither path is a quick process but the process is worth the investment in time to do correctly and worthwhile to preserve property values, uses, and long-term development in the city. Either path provides a significant foundation to work from but both paths require a substantial investment of time and resources to complete.

The work plan for the remainder of 2014 is already full with time-sensitive planning projects including SEPA and shoreline for the pedestrian bridge, a 24 unit apartment building, annexation of the "donut hole" and a focus on re-establishing internal processes and roles amongst staff for permit and project review after years of little to no development activity. These immediate needs are in addition to participation in the EIS hearing process for the amended UGA, the 2015 comprehensive plan update, and the 2015 budget process.

Regardless of the path taken towards amending the development code, prior to recommending adoption, the proposed code should be reviewed by other stakeholders to include the fire district and the city's insurance provider. The input of those tasked with administering and defending the code will increase the ability to implement a sound and useable document. After adoption, expect revisions. Drafting of extensive new code language invariably means omissions and unintended consequences. A series of code amendments should be anticipated as part of future annual work plan development.

**RECOMMENDED ACTION:**

Staff recommends that Council undertake the second reading, suspend action on the proposal and move to refer the update of the development regulations back to staff for further updates under the 2015 work plan.

**ALTERNATIVE ACTIONS:**

Council alternatives on this proposal are as follows:

1. Move for the adoption ordinance 1199-14 as written.
2. Suspend action on the proposal, retain the existing Sultan Municipal Code provisions relating to zoning and land development, and revoke direction to staff to update the code.
3. Direct staff to update the development code as part of the 2014 work plan. Amend the 2014 work plan to redirect projects into 2015.

**Attachments:**           A. Ordinance 1199-14

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

---

**ITEM NO:** A-2  
**DATE:** September 25, 2014  
**SUBJECT:** Amendment to Title 22, Sign Regulations  
**CONTACT PERSON:** Stacy MacGregor, Senior Planner

**ISSUE:**

The issue before the City Council is the first reading of Ordinance 1202-14, Amending Title 22, providing a definition of Gateway Signs and clarifying that Gateway Signs are exempt from sign permit requirements.

**DISCUSSION:**

The Council is directed to Agenda Item H-1 for a full presentation of the background on this proposal. Attachment B to Agenda Report H-1 provides the text of the Ordinance under consideration and the body of amendments to Title 22.

**RECOMMENDED ACTION:**

After considering the staff report and input received at the public hearing under Agenda Item H-1 of this agenda packet, undertake the first reading of Ordinance No. 1202-14, an Ordinance amending Title 22.

**ALTERNATIVES:**

Council alternatives on this proposal are as follows:

1. Move for first reading of the adoption ordinance 1202-14, which will schedule it for second reading on the Consent Agenda for the Council Meeting of October 9, 2014.
2. Direct staff to make changes to the proposed amendments to Title 22, and return at a later date for consideration of the adoption ordinances.
3. Suspend action on the proposal and retain the existing Sultan Municipal Code provisions relating to sign regulations.

CITY OF SULTAN  
AGENDA ITEM COVER SHEET

---

ITEM NO.           A-3

DATE:               September 25, 2014

SUBJECT:           Snohomish County Tourism Grant Program

CONTACT PERSON:   Donna Murphy Grants and Economic Development Coordinator

---

**ISSUE:**

Snohomish County Tourism has called for proposals in the 2015 Tourism Promotion Assistance Program Funding Cycle. City staff is seeking Council approval to submit a grant application to fund design and printing City Park and Business Maps for placement at restaurants and convenience stores in the area.

**STAFF RECOMMENDATION:**

Council motion to direct staff to apply for a Snohomish County Promotion Assistance Program Grant to fund design and printing City Park and Business Maps for placement at restaurants and convenience stores in the area.

**SUMMARY STATEMENT:**

Snohomish County Tourism limits the grant request to \$10,000 and the budget will be developed up to \$10,000. The application deadline is October 13, 2014 and requires documentation of Council approval in the City Council minutes.

**FISCAL IMPACTS:**

There is a 25% match that can be met with in-kind labor.