

CITY COUNCIL AGENDA
City Hall, 833 South Spruce Street
7:00 p.m. November 22, 2022

MEETING TO BE HELD IN-PERSON & REMOTELY
ZOOM WEBINAR LINK: <https://zoom.us/j/97859681042>
ZOOM DIAL-IN: +1-253-215-8782
WEBINAR ID: 978 5968 1042

Workshop: November 22, 2022 6PM-7PM – Final Draft City-Wide Budget and CIP for 2023

CALL TO ORDER:

MINUTES: [City Council Meeting November 10, 2022](#)

AUDIT OF BILLS:

PUBLIC COMMENTS:

MAYOR'S UPDATE:

COUNCIL COMMENTS:

COMMITTEE & BOARD REPORTS:

OFFICER'S REPORTS:

PROCLAMATIONS:

PRESENTATIONS:

CONSENT AGENDA:

- 1) [Appointment of Edith Edmundson to Civil Service Commission](#)
 - 2) [Appointment of Robby Eckroth to Planning Commission](#)
-

OLD BUSINESS:

- 1) [Shoreline Master Program \(SMP\) Update](#)
-

PUBLIC HEARING:

- 2) [Public Hearing on 2023 Budget \(Final\)](#)
-

NEW BUSINESS:

- 3) [Street Department Used 2021 F-550 Dump with Snow Plow and Sander](#)
 - 4) [Year 2023 Property Tax Levy](#)
 - 5) [2023 Budget Adoption](#)
-

DISCUSSION:

FUTURE WORKSHOP:

EXECUTIVE SESSION:

ADJOURNMENT:

MEETINGS:

- 1) AUDIT & FINANCE COMMITTEE:

Tuesday November 22, 2022 4:00 PM
MEETING TO BE HELD REMOTELY
VIA TELEPHONE: 1-774-777-4255
CONFERENCE ID No.: 589-8786



FUTURE COUNCIL AGENDA

November 22, 2022 Council Meeting - TUESDAY

6PM Workshop - Final Draft City-Wide Budget and CIP for 2023

Ordinance Setting 2023 Property Tax Levy

Final Public Hearing – 2023 Budget

Ordinance Adopting 2023 Budget

December 8, 2022 Council Meeting

Presentation – Thru-November Financial Data

Discussion – Potential Road and Access Improvements to Skagit River Park

Discussion – Ordering of Bathroom for Rotary Park

Discussion – Arts Commission Creation

Ordinance Amending 2022 Budget

Ordinance Related to Water Utility Tax

2023 Indigent Defense Conflict Counsel Contract Extensions

Cara Lorenzo

Alexander Ransom

Purchase of Replacement Tables for Library and Senior Center

Professional Service Agreement – DOE Boat Launch Maintenance Permit

Consolidated Fee Schedule Resolution

December 22, 2022 Council Meeting

Potentially Cancelled



January 12, 2023 Council Meeting

Presentation – 2022 Year In Review – Accomplishments, Challenges, & Opportunities

Municipal Court

Legal Department & Indigent Defense

Human Resources

Presentation – Preliminary Year End 2022 Financial Results for City

Discussion – Setting Council Retreat

Discussion – The “Treeing” of Fairhaven

January 26, 2023 Council Meeting

Presentation – 2022 Year In Review – Accomplishments, Challenges, & Opportunities

Finance Department

Community Development

Facilities Maintenance

Presentation - Options for New City Gateway Entrance Signage

Discussion – Preferred Use of Carnegie Library Building & Parks/Rec Building

February 9, 2023 Council Meeting

Presentation – 2022 Year In Review – Accomplishments, Challenges, & Opportunities

Information Technology & Fiber

Police Department

Library

Presentation – Thru-January Financial Data

February 23, 2023 Council Meeting

Presentation – 2022 Year In Review – Accomplishments, Challenges, & Opportunities

Parks Department & Cemetery

Recreation Department & Festivals

Street Department

FUTURE COUNCIL AGENDA

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March 9, 2023 Council Meeting

Presentation – 2022 Year In Review – Accomplishments, Challenges, & Opportunities

Fire/EMS

Wastewater

Storm Drainage

March 23, 2023 Council Meeting

Presentation – Thru-February Financial Data

[Return to Agenda](#)

December 2022

December 2022							January 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
4	5	6	7	8	2	3	1	2	3	4	5	6	7
11	12	13	14	15	9	10	8	9	10	11	12	13	14
18	19	20	21	22	16	17	15	16	17	18	19	20	21
25	26	27	28	29	23	24	22	23	24	25	26	27	28
				30	30	31	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 27	28	29	30	Dec 1	2	3
4	5	6 6:00pm Library Board (Library Meeting Room)	7	8 4:00pm Audit & Finance Committee (Telephonic) 7:00pm Council Meeting (Council Chambers)	9	10
11	12	13 4:00pm Public Safety Committee (via Zoom) 5:30pm Parks Board (Zoom)	14	15	16	17
18	19	20 4:00pm Public Works Committee (Telephonic)	21 1:00pm SKAT Board (Burlington City Hall) 5:30pm Planning Commission (Council Chambers)	22 4:00pm Audit & Finance Committee (Telephonic) 7:00pm Council Meeting (Council Chambers)	23	24
25	26	27	28	29	30	31

January 2023

January 2023							February 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14		5	6	7	8	9	10
15	16	17	18	19	20	21		12	13	14	15	16	17
22	23	24	25	26	27	28		19	20	21	22	23	24
29	30	31						26	27	28			

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 1, 23	2	3 9:00am Wellness Committee Meeting (Council Chambers)	4 10:00am Technical Review Committee (Conference Room) 1:00pm Department Heads Meeting (Room 218)	5 2:30pm Chamber of Commerce Legislative Sendoff (COUNCIL CHAMBERS) - Amber Robinson	6	7
8	9	10	11 1:00pm Leadership Team Meeting (Room 218)	12 4:00pm Finance Committee (City Hall) 7:00pm City Council (Council Chambers)	13	14
15	16	17	18 10:00am Technical Review Committee 11:00am SKAT (Council Chambers w/TABLES) 5:30pm Planning Commission (Council)	19	20	21
22	23 4:00pm Community Task Force (Room 132)	24	25	26 4:00pm Finance Committee (Finance Department) 7:00pm City Council (Chambers)	27	28
29	30	31	Feb 1	2	3	4

MINUTES

CITY OF BURLINGTON, WA

November 10, 2022

Following the 6 p.m. 2023 Budget Workshop, **Mayor Steve Sexton** called the meeting to order at 7:12 p.m. with the Pledge of Allegiance. Councilmembers present: Bill Aslett, Keith Chaplin, Anna Chotzen, Scott Green, James Stavig, and Jamie Weiss. Staff present: John Abenroth, Jenny Cole, Don Erickson, Leif Johnson, Katrina Kallio, Mike Luvera, Marv Pulst, Jim Rabenstein, Travis Schwetz, Joe Stewart, Rob Toth, Sarah Ward, Greg Young.

MINUTES:

With a few corrections to the previous council meeting minutes, a motion was made by **Councilors Green/Aslett** to approve the minutes of the October 27, 2022 City Council meeting. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Scott Green updated Council regarding the Audit & Finance meeting and proceeded to present City Expenses including payments of note for the November 10, 2022 AP cycle: approximately \$19K to the City of Sedro Woolley for 2nd 2022 payment for EMS Billing Prep, \$8K to Gray & Osborne for Sewer and Storm Water comp plans.

A motion was made by **Councilors Green/Chaplin** to approve Accounts Payable invoices to be paid as of November 10, 2022 in the amount of \$286,719.94 and Payroll Expenses for Pay Period ending October 31, 2022 in the amount of \$569,653.85. All in favor; motion carried.

PUBLIC COMMENTS:

No Public Comments.

Members of the public may submit comments or questions by mail to City Hall at 833 S. Spruce Street, ATTN: Greg Young, or by email to badministration@burlingtonwa.gov. Contact information for all the City Departments is available at www.burlingtonwa.gov.

MAYOR'S UPDATE:

No Mayor's Update.

COUNCIL COMMENTS:

Councilor Chaplin encouraged residents of Burlington to more closely observe and participate in local elections. **Councilor DeGloria** congratulated Cocusa Hotel for 80 years of business in the City of Burlington. **Councilor Aslett** talked about the importance of flood control management for the City and to check out the dike improvements East of the boat launch in Burlington.

November 10, 2022

Chaplin reminded Council of the 2021 Council Retreat list in which Flood Control was highly ranked as a Council priority. **Councilor Stavig** inquired whether a Councilmember or City Staff were involved in Dike District meetings. **Mayor Sexton** explained the ongoing conversation that exists between the City of Burlington and the Dike District.

COMMITTEE & BOARD REPORTS:

Councilor Jamie Weiss provided updates on the Parks & Rec committee wherein there were lengthy budget conversations, an upcoming board vacancy, projected fee changes, park signage replacements, pop up sprinkler project updates, and the upcoming Veteran's Day parade.

Councilor Bill Aslett updated Council on the Public Safety meeting wherein topics included the Fire Hall remodel preparations, department ideas for changes or staffing variations, and grants awarded to the Burlington PD.

OFFICER'S REPORTS:

Chief Mike Luvera informed Council of the Burlington Police Department's \$12K wellness grant that will include new exercise equipment and online health certificates with a focus on holistic health. **Councilor Stavig** congratulated the department on the grant.

City Administrator Greg Young updated Council on the Fire Hall Remodel Project wherein the Notice to Proceed was given to Tiger Construction and the contract duration has begun. There would be a penalty if the project is not completed to satisfaction within the agreed upon contract timeline. **Young** elaborated on the 3 phases with the 1st including a temporary dorm in the current workout zone, then the 2nd phase to gut and remodel the bathrooms and kitchen, then the 3rd involving a permanent relocation into the new dorms and the workout/health zone would be revamped. Materials for the project will be collected and staged in the parking lot during the construction. The project will last approximately one year wherein there will be weekly construction meeting updates.

Additionally, **Greg Young** shared updates on behalf of Fire Marshall Kelly Blaine, reporting that PPE protection equipment, potentially in the \$40-60K range, was fully reimbursed by a FIMA grant. There is a hazard report underway with a consultant that should be finalized in January or February, and Council can expect a briefing once the project is completed. Once the report is compiled the City will engage in simulations to test the safety plans. It was noted that there is an existing disaster preparedness plan that is many years old and that the new one will include a broader range of disasters and training. **Young, Mayor Sexton, and Chief's Toth & Luvera**

November 10, 2022

explained to Council some of the trainings available like NIMS and the benefits of doing routine testing of a disaster preparedness plans both to capture existing knowledge and to have materials already prepared like call lists.

Regarding Finance and the Budget, **Councilor Chaplin** read a statement from the auditor complimenting the thoroughness of Finance Director Joe Stewart in his work managing the City Finances.

PROCLAMATION:

No Proclamation.

PRESENTATION:

No Presentation.

CONSENT AGENDA:

Councilors Aslett/DeGloria made a motion to approve the Consent Agenda Item #1 and authorize the Mayor's signature on appropriate documents. All in favor; motion carried.

Councilmembers had some questions about the amount and source of funding, timeline since it is a very short contract, and correlation of funds and non-city resident's children library card program to the interlocal contract.

UNFINISHED BUSINESS:

No Unfinished Business.

PUBLIC HEARING:

Shoreline Master Program (SMP) Update

City Administrator Greg Young announced the Agenda Item on behalf of Community Development Director Brad Johnson. Whereas cities need to plan for development and mitigation, therefore City Code and manuals must align. State regulations are a factor in local development plans and the City of Burlington needs to make updates to be in compliance.

The Public Hearing was opened by **Mayor Sexton** at 7:57 p.m. No comments were made.

Councilors Aslett/Green made a motion to close the Public Hearing. All in favor; motion carried.

November 10, 2022

Councilors Green/DeGloria made a motion to approve the proposed Shoreline Master Program Update and authorize the Mayor to sign the attached ordinance. All opposed; motion failed.

The motion was denied by all other Councilors to allow for further discussion and review of the Agenda Item. **Councilor Weiss** had questions about the document with specific page references, questions about low impact areas, and clarification to the document edits shown in supporting exhibits. City Administrator Greg Young clarified that the Agenda Item was not required to be approved or rejected and could be allowed further reflection.

Councilors Weiss/Chotzen made a motion to table the Agenda Item for the Shoreline Master Program (SMP) Update and to bring it back to Council at the next meeting to be held on November 22, 2022. All in favor; motion carried.

Public Hearing on Proposed 2023 (Draft) Budget

Finance Director Joe Stewart introduced the Agenda Item noting that it was the second Public Hearing in a series of three.

Mayor Sexton opened the Public Hearing. No public comments were made. **Councilors Aslett/Green** made a motion to close the Public Hearing on the Proposed 2023 (Draft) Budget. All in favor; motion carried.

The final public hearing will be held on November 22, 2022 during the Burlington City Council Meeting.

NEW BUSINESS:

Community Action of Skagit County Agreement

Finance Director Joe Stewart introduced the proposed agreement with the City and Community Action that generated many questions from Councilmembers. **Councilor Stavig** observed a variance between budgeted funds of \$15K and the agreement of \$7K and had several corresponding questions. The contract brought before Council was a collaborative effort drafted between the City of Burlington and Community Action staff, and as such it was advised by City staff to not change any amounts or figures in the wording of the agreement during a Council Meeting. **Councilor Aslett** also expressed caution if any wording was to be changed. **Councilor Stavig** commented that he would directly contact Community Action to discuss this topic in more detail.

November 10, 2022

Councilors Chaplin/Stavig made a motion to approve the agreement between Burlington and Community Action, and authorize the Mayor's signature. All in favor; motion carried.

Amendment of BMC 10.24.050 (D) (1)

City Attorney Leif Johnson introduced a possible amendment to the City of Burlington Municipal Code Chapter 10.24 that establishes rules for the operation of things like scooters, bicycles, and other small motorized vehicles. **Councilors Weiss, Chaplin, Stavig, Chotzen, Aslett, and Green** along with the **Mayor** and **City Attorney** engaged in discussion wherein specific perimeter changes were suggested, it was noted that parallel parking poses a safety risk for biking, and there was the proposal of a greater discussion for code changes that would involve additional stakeholders such as law enforcement, the Public Works & Planning departments, and local business owners.

No action was taken and no motion was made.

OTHER BUSINESS:

Wastewater and Storm Drainage Personnel Requests

Public Works Director Marv Pulst introduced the personnel request along with **Wastewater Supervisor Don Erickson** and **Streets Supervisor Travis Schwetz** who outlined what the positions would entail within each department. Council had an extensive list of questions and comments ranging from the planned staggering of new hires, the benefit of hiring more than one newly hired employee at once, and the value of redundancy and cross-training in an organization. **Don Erickson** responded to Council questions pertaining to the Wastewater Treatment Facility. Council discussion then focused on the requested Storm Drainage personnel requests wherein Council asked questions or shared comments such as what the schedule of the sweeper currently or would operate, varying views on the importance of street sweeping, the amount of funding surplus available in the City Enterprise fund for a grant funded position, and citizen comments emphasizing street maintenance, and for clarification on what half Streets/half Storm positions look like. **Travis Schwetz** responded to Council questions pertaining to the Storm personnel. **City Administrator Greg Young** clarified there are 2 different funds, Streets and Storm, and that the Storm positions would not be funded from the General Fund. Council and City staff discussion continued with correlations made between flood prevention and storm drainage, the storm water system being an asset that benefits from maintenance, and questions pertaining to storm fees.

November 10, 2022

Councilors Chotzen/Green made a motion to approve the addition of two Operators In Training and two Storm Drainage Utility workers in the 2013 budget and authorize the Human Resource Department to begin the hiring process. Motion approved by **Aslett, Chaplin & Weiss**; opposed by **Stavig & DeGloria**. Motion carried.

Councilor Stavig added that his vote would have been in favor if the motion was to approve two sewer and one storm position.

Committee and Board Assignments 2023

There was a memorandum included in the Council Packets for Councilmembers to read with a Committee and Board Assignment list to return to **Mayor Sexton** by Monday November 21, 2022.

DISCUSSION:

No Discussion.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 9:30 p.m.

Joseph Stewart
Finance Director

Steve Sexton
Mayor



CONSENT AGENDA – November 22, 2022

1. **Appointment of Edith Edmundson to Civil Service Commission**
2. **Appointment of Robby Eckroth to Planning Commission**

RECOMMENDATION

Motion to approve Consent Agenda Items #1 and #2, and authorize the Mayor's signature on appropriate documents.



ITEM #: 1

CHECK ONE:

NEW BUS. X

OLD BUS.

CONSENT AGENDA ITEM

Council Date: November 22, 2022 Subject: Appointment of Edith Edmundson to Civil Service Commission

Submitted By: Kristen Morrison, Human Resources & Administrative Manager

Attachments: BMC 2.28 Public Hearing Required: YES () NO (X)
RCW 41.12.030 and RCW 41.08.030
Edith Edmundson CSC Application

HISTORY AND SUMMARY

Pursuant to Burlington Municipal Code 2.28 the Civil Service Commission is to be comprised of three members, appointed by the mayor, who serve without compensation. Edie Edmundson has expressed an interest in serving on the Civil Service Commission to fill the current vacancy.

Ms. Edmundson has served the City as a Councilmember for twelve years, including on the Public Safety Committee. Ms. Edmundson has a desire to be a support for law enforcement. Ms. Edmundson meets the qualification requirements prescribed in RCW 41.08.030 and RCW 41.12.030. It is the recommendation of the Civil Service Examiner to appoint Ms. Edmundson to a term of service on the Civil Service Commission.

ALTERNATIVES CONSIDERED

None.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

None. This is solely a volunteer position.

LEGAL ASPECTS – LEGAL REVIEW

Not Applicable.

STAFF RECOMMENDATION

To appoint Edith Edmundson to the Civil Service Commission

SUGGESTED COUNCIL MOTION LANGUAGE

“I move to appoint Edith (Edie) Edmundson to the Civil Service Commission, effective November 22, 2022, for a term of six years.”

Chapter 2.28

CIVIL SERVICE COMMISSION FOR POLICE AND FIRE

Sections:

- [2.28.010](#) Purpose.
- [2.28.020](#) Created – Membership – Appointment.
- [2.28.030](#) Organization.
- [2.28.040](#) Powers and duties.
- [2.28.050](#) Existing police force.
- [2.28.060](#) Police force – Applicants.
- [2.28.070](#) Police force – Removal of officers – Procedures.

2.28.010 Purpose.

The purpose of this chapter is to establish a civil service commission for the city police and fire departments, provide for the appointment of the commission members, and set forth the powers and duties of said commission, all pursuant to chapters [41.08](#) and [41.12](#) RCW. (Ord. 1464 § 1, 2001; Ord. 816 § 1, 1974).

2.28.020 Created – Membership – Appointment.

Pursuant to chapters [41.08](#) and [41.12](#) RCW, there is created a civil service commission to exercise the powers and to perform the duties established by such state law in connection with the selection, appointment and employment of police and fire department personnel in the city. The commission shall be composed of three members, who shall be appointed by the mayor and who shall serve without compensation. Such commissioners shall be appointed and shall have the qualifications as prescribed in RCW [41.08.030](#) and [41.12.030](#). (Ord. 1464 § 1, 2001; Ord. 816 § 2, 1974).

2.28.030 Organization.

The commission shall organize, hold meetings and conduct themselves as prescribed by chapters [41.08](#) and [41.12](#) RCW. The civil service commission shall meet in a regular open public meeting pursuant to the Open Public Meetings Act, at 6:00 p.m. on the second Tuesday of each month at the Police Training Room, 311 Cedar Street, Burlington. (Ord. 1737 § 6, 2011; Ord. 1464 § 1, 2001; Ord. 816 § 3, 1974).

2.28.040 Powers and duties.

The commission shall have all powers and perform all duties as prescribed in chapters [41.08](#) and [41.12](#) RCW, including but not limited to the adoption of rules and regulations, provide for tests, make investigations, conduct hearings and investigations, hear appeals, provide for, formulate and hold competitive tests, and certify to the appointing authority names of persons and eligible lists for police and fire department personnel, all in accordance with RCW [41.08.040](#) and [41.12.040](#). (Ord. 1464 § 1, 2001; Ord. 816 § 4, 1974).

2.28.050 Existing police force.

All policemen holding a position in the police department of the city, excluding the chief thereof, who shall have served in such position for a period of at least six months prior to August 22, 1974, and not on probation, are declared eligible for permanent appointment under civil service to the offices, places, positions or employment they now hold, without examination or other acts on their part, all in accordance with RCW [41.12.060](#). The position of chief of the police department of the city is specifically excluded from inclusion within the civil service. This exclusion shall apply to individuals appointed as police chief after July 1, 1987. (Ord. 1266 § 3, 1994; Ord. 816 § 6, 1974).

2.28.060 Police force – Applicants.

All applicants for employment with the police force of the city shall be required to have the qualifications, be subject to competitive examination, have a tenure of office and be subject to removal as provided by regulations adopted by the commission, the regulations, to be consistent with chapter [41.12](#) RCW. (Ord. 816 § 5, 1974).

2.28.070 Police force – Removal of officers – Procedures.

Removal, suspension, demotion or discharge of a person classified in the civil service under this chapter, and all investigations, hearings, appeals and procedures shall be in accordance with chapter [41.12](#) RCW, and the commission shall adopt rules and regulations implementing this chapter which shall substantially accomplish the purposes of chapter [41.12](#) RCW. (Ord. 816 § 7, 1974).

The Burlington Municipal Code is current through Ordinance 1817, passed June 25, 2015.

Disclaimer: The City Clerk's Office has the official version of the Burlington Municipal Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

RCW 41.08.030

Civil service commission created—Appointment—Terms—Removal—Quorum.

There is hereby created in every city, town or municipality except those referred to in RCW 41.08.010, having a full paid fire department a civil service commission which shall be composed of three persons.

The members of such commission shall be appointed by the person or group of persons who, acting singly or in conjunction, as a mayor, city manager, council, common council, commission, or otherwise, is or are vested by law with power and authority to select, appoint, or employ the chief of a fire department in any such city, prior to the enactment of this chapter. The members of such commission shall serve without compensation. No person shall be appointed a member of such commission who is not a citizen of the United States, a resident of such city for at least three years immediately preceding such appointment, and an elector of the county wherein he or she resides. The term of office of such commissioners shall be for six years, except that the first three members of such commission shall be appointed for different terms, as follows: One to serve for a period of two years, one to serve for a period of four years, and one to serve for a period of six years. Any member of such commission may be removed from office for incompetency, incompatibility or dereliction of duty, or malfeasance in office, or other good cause: PROVIDED, HOWEVER, That no member of the commission shall be removed until charges have been preferred, in writing, due notice and a full hearing had. The members of such commission shall devote due time and attention to the performance of the duties hereinafter specified and imposed upon them by this chapter. Two members of such commission shall constitute a quorum and the votes of any two members of such commission concurring shall be sufficient for the decision of all matters and the transaction of all business to be decided or transacted by the commission under or by virtue of the provisions of this chapter. Confirmation of said appointment or appointments of commissioners by any legislative body shall not be required. At the time of any appointment not more than two commissioners shall be adherents of the same political party.

[2007 c 218 § 3; 1935 c 31 § 3; RRS § 9558-3.]

NOTES:

Intent—Finding—2007 c 218: See note following RCW 1.08.130.

RCW 41.12.030

Civil service commission—Appointment—Terms—Removal—Quorum.

There is hereby created in every city, town or municipality except those referred to in RCW 41.12.010, having fully paid police officers a civil service commission which shall be composed of three persons.

The members of such commission shall be appointed by the person or group of persons who, acting singly or in conjunction, as a mayor, city manager, council, common council, commission, or otherwise, is or are vested by law with the power and authority to select, appoint, or employ the chief of a police department in any such city, prior to the enactment of this chapter. The members of such commission shall serve without compensation. No person shall be appointed a member of such commission who is not a citizen of the United States, a resident of such city for at least three years immediately preceding such appointment, and an elector of the county wherein he or she resides. The term of office of such commissioners shall be for six years, except that the first three members of such commission shall be appointed for different terms, as follows: One to serve for a period of two years, one to serve for a period of four years, and one to serve for a period of six years. Any member of such commission may be removed from office for incompetency, incompatibility or dereliction of duty, or malfeasance in office, or other good cause: PROVIDED, HOWEVER, That no member of the commission shall be removed until charges have been preferred, in writing, due notice and a full hearing had. The members of such commission shall devote due time and attention to the performance of the duties hereinafter specified and imposed upon them by this chapter. Two members of such commission shall constitute a quorum and the votes of any two members of such commission concurring shall be sufficient for the decision of all matters and the transaction of all business to be decided or transacted by the commission under or by virtue of the provisions of this chapter. Confirmation of said appointment or appointments of commissioners by any legislative body shall not be required. At the time of any appointment not more than two commissioners shall be adherents of the same political party.

[2007 c 218 § 11; 1937 c 13 § 3; RRS § 9558a-3.]

NOTES:

Intent—Finding—2007 c 218: See note following RCW 1.08.130.



November 4, 2022

Edith (Edie) Edmundson
854 Northview Drive
Burlington, WA
98233

RE: Application for Civil Service Commission Vacancy

Ms. Edmundson:

Thank you for your interest in serving on the Civil Service Commission. I am encouraged by your skills, experience, and dedication to civic involvement, and believe you would contribute positively to the Commission's work. Therefore, please accept my nomination for the position. This nomination is subject to confirmation by the City Council at their November 22, 2022 meeting.

If you have any questions regarding the Civil Service Commission, or the City Council confirmation process, please contact Carly Ruacho in the Human Resources Department.

Thank you,

Steve Sexton,
Mayor, City of Burlington



**CIVIL SERVICE COMMISSION
NEW MEMBER APPLICATION**

Member Applicant Contact Information

Name Edith (Edie) Edmundson Date 10/21/22
Home Address 854 NORTHVIEW DRIVE City/St/Zip BURLINGTON WA 98233
(Must be within city limits of Burlington)
Mailing Address (if different) _____
Home Phone _____ Work Phone N/A Cell Phone _____
Email Address _____
Employer Retired Occupation Insurance Agent
Education/Volunteer Experience Skagit Valley College, Western WA University,
Public Speaker to Community Colleges, Burlington Historical Society,
City Council (12 years) Burlington Historic Commission, PARKS & Rec Board

New Member Background Information (attach additional sheets if necessary)

Do you have a connection with law enforcement or fire service?

Public Safety Committee - 12 years

What experience have you had with employee relations including hiring, firing, discipline and/or promotion?

Owned an Insurance office with employees and other agents

Describe your experience with unions/guilds, public process, and government regulations.

Council position 12 years

What skills, knowledge and approach would you bring to the Burlington Civil Service Commission?

Common sense. A willingness to listen and thoughtful reasoning

Have you been a resident of the City of Burlington for 3 years immediately preceding application? ☒ Yes ☐ No

Are you a citizen of the United States? ☒ Yes ☐ No

Are you eligible to vote in Skagit County? ☒ Yes ☐ No

Do you adhere to a particular political party? ☒ Yes ☐ No

If yes, please indicate party name Republican

References not Related to Applicant

Name _____ Phone _____ Years Known 9 years
Description of relationship friend

Name _____ Phone _____ Years Known 60+ years
Description of relationship friend

Name _____ Phone _____ Years Known 1 year
Description of relationship friend - also serves on Parks & Rec. Committee

Any Other Relevant Information

Community Service Agreement

The undersigned volunteer understands the nature and content of their duties, and in consideration of being permitted to participate in the volunteer program, agrees as follows:

1. To waive and release any and all claims for injuries or damages against the City of Burlington, it's officers, agents or employees which may arise out of, or in any way connected with the manner in which the duties are conducted; and,
2. To defend, indemnify, and hold harmless the City of Burlington, it's officers, agents and employees, from any liability for damage or claims for damage for personal injury, including death, and property damage, which may arise out of in in any way be connected with the manner in which the duties of a civil service commissioner are carried out.

I authorize the City of Burlington, it's agents at the time of my application for volunteer, or anytime during my service, to verify the information contained in this application as it relates to the volunteer position. I certify my statements in this application are true, complete and correct to the best of my knowledge and belief. I understand any falsification or omission of information may bar me from continued volunteerism.

Signature: Edith Edmondson Date 10/21/22

Email or deliver your application along with a letter of interest to:

carlyr@burlingtonwa.gov

City of Burlington
ATTN: Carly Ruacho
833 S. Spruce Street
Burlington WA 98233

Please call (360) 755-2338 with any questions

[Return to Agenda](#)



ITEM #: 2

CHECK ONE:

NEW BUS. X

OLD BUS.

CONSENT AGENDA ITEM

Council Date: November 22, 2022 Subject: Appointment of Robby Eckroth to Planning Commission

Submitted By: Kristen Morrison, Human Resources & Administrative Manager

Attachments: BMC 17.115 Public Hearing Required: YES () NO (X)
RCW 35.63.020
Robby Eckroth Planning Commission Application

HISTORY AND SUMMARY

Pursuant to Burlington Municipal Code 17.115 the Planning Commission is to be comprised of seven members, appointed by the mayor, who serve without compensation. Robby Eckroth has expressed an interest in serving on the Planning Commission to fill the current vacancy for a term which expires in three years. Mr. Eckroth is currently employed as a Land Use Planner in Whatcom County. It is the recommendation of the Community Development Director to appoint Mr. Eckroth to a term of service on the Planning Commission.

ALTERNATIVES CONSIDERED

None.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

None. This is solely a volunteer position.

LEGAL ASPECTS – LEGAL REVIEW

Not Applicable.

STAFF RECOMMENDATION

To appoint Robby Eckroth to the Planning Commission

SUGGESTED COUNCIL MOTION LANGUAGE

"I move to appoint Robby Eckroth to the Planning Commission, effective November 22, 2022, for a term of three years."

Chapter 17.115 PLANNING COMMISSION

Sections:

- 17.115.010 Title.**
- 17.115.020 Application.**
- 17.115.030 Purpose.**
- 17.115.040 Authority.**
- 17.115.050 Created – Membership – Appointment – Tenure – Compensation.**
- 17.115.060 Organization – Meetings – Rules and records.**
- 17.115.070 Quorum.**
- 17.115.080 Powers and duties – Statutory authority.**
- 17.115.090 Powers and duties – Designated.**
- 17.115.100 Recommendation to city council.**

17.115.010 Title.

This chapter shall be called “Planning Commission.” (Ord. 1857 § 2 (Exh. B), 2018).

17.115.020 Application.

The provisions of this chapter shall be applicable to all actions of the planning commission as defined herein. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.030 Purpose.

The purpose of this chapter is to establish the planning commission for proposed developmental action as specified in this title. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.040 Authority.

This chapter is adopted pursuant to the authority set forth in chapters [35.63](#) and [35A.63](#) RCW allowing the creation of a planning commission and other applicable laws and regulations. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.050 Created – Membership – Appointment – Tenure – Compensation.

The commission shall consist of seven in number, who shall be selected as follows:

- A. The seven members shall be selected and appointed by the mayor and confirmed by the city council.
- B. The term of office of the seven commissioners first appointed shall be designated from one to six years in such manner as to provide that the fewest possible terms will expire in any one year. Thereafter the term of office for each appointed member shall be six years. The terms of the first seven members appointed shall be fixed and designated by the mayor at the time of the appointment.
- C. Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired term.
- D. The members shall be selected without respect to political affiliations and they shall serve without

compensation. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.060 Organization – Meetings – Rules and records.

The commission shall elect its own chair and create and fill such other offices as it may determine it requires. Planning commission meetings shall be open to the public in accordance with the provisions of the Open Public Meetings Act and the time and date of each meeting shall be published in advance of the meeting. It shall adopt rules for transaction of business and shall keep a written record of its meetings, regulations, transactions, findings and determinations, which records shall be a public record. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.070 Quorum.

A majority of the commission shall constitute a quorum for the transaction of business. Any action taken by a majority of those present at any regular or special meeting of the commission shall be taken as the action of the commission. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.080 Powers and duties – Statutory authority.

The planning commission shall have the powers and perform the duties specified in chapter [35.63](#) RCW, including amendments enacted after the effective date of the ordinance. (Ord. 1857 § 2 (Exh. B), 2018).

17.115.090 Powers and duties – Designated.

A. The commission may act as the research and fact finding agency of the municipality. To that end it may make such surveys, analyses, researches and reports as are generally authorized or requested by the council.

B. The commission shall review proposed development projects for compliance with ordinances and plans for the physical development of the city, in such measure as is reasonably necessary or requisite in the interest of the general public and as further specified in the zoning and subdivision codes.

C. The commission shall make recommendations to the council on adopting area-wide rezoning and development code text changes and subdivision ordinances.

D. The commission shall make recommendations to the council on the adoption of a comprehensive plan and amendments to the plan.

E. The commission shall make recommendations to the council as specified in BMC [17.115.100](#). (Ord. 1857 § 2 (Exh. B), 2018).

17.115.100 Recommendation to city council.

A. The city council shall refer to the planning commission for its recommendation and report on:

1. All recommendations as required by the city zoning ordinance;
2. Adoption of the comprehensive plan and any amendments to the plan.

B. The commission shall make its written recommendation within 30 days subsequent to the date it has completed its public hearing or public meeting as required by ordinance. (Ord. 1857 § 2 (Exh. B), 2018).

RCW 35.63.020 Commissioners—Manner of appointment. If any council or board desires to avail itself of the powers conferred by this chapter it shall create a city or county planning commission consisting of from three to twelve members to be appointed by the mayor or chair of the municipality and confirmed by the council or board: PROVIDED, That in cities of the first class having a commission form of government consisting of three or more members, the commissioner of public works shall appoint the planning commission, which appointment shall be confirmed by a majority of the city commissioners. Cities of the first class operating under self-government charters may extend the membership and the duties and powers of its commission beyond those prescribed in this chapter. [2009 c 549 § 2113; 1965 c 7 § 35.63.020. Prior: (i) 1935 c 44 § 2, part; RRS § 9322-2, part. (ii) 1935 c 44 § 12; RRS § 9322-12.]



November 4, 2022

Robby Eckroth
1504 E Rio Vista Ave
Burlington, WA
98233

RE: Application for Planning Commission Vacancy

Mr. Eckroth:

Thank you for your interest in serving on the Burlington Planning Commission. I am encouraged by your skills, experience, and dedication to civic involvement, and believe you would contribute positively to the Planning Commission's work. Therefore, please accept my nomination for the position. This nomination is subject to confirmation by the City Council at their November 22, 2022 meeting.

If you have any questions regarding the Planning Commission, or the City Council confirmation process, please contact Kim O'Hara or Brad Johnson in the Community Development Department.

Thank you,

Steve Sexton,
Mayor, City of Burlington



PLANNING COMMISSION MEMBER APPLICATION

(360) 755-0531 or badmin@burlingtonwa.gov

New Member Contact Information

Name Robert (Robby) Eckroth Date 10/31/2022
Home Address 1504 E Rio Vista Ave City/St/Zip Burlington
(Must be within city limits of Burlington)
Mailing Address (if different) _____
Home Phone _____ Work Phone _____ Cell Phone _____
Email Address _____
Employer Whatcom County Planning and Development Services Occupation Land Use Planner (Current Planning)

Education/Volunteer Experience

BA: Western Washington University, Urban Planning and Development (2014)

Minor: Disaster Risk Reduction

High School Degree: South Kitsap High School (2010)

New Member Background Information *(attach additional sheets if necessary)*

Do you have a connection with land use or community planning?

Yes, I have more than 7 years of experience working for 2 jurisdictions as a land use planner. I have mostly worked as a current planner reviewing land use application and subdivisions. I also have some experience in long-range planning. I have written new code and have brought it to the Whatcom County Planning Commission and Whatcom County Council which voted to approve the amendment.

What skills, knowledge and approach would you bring to the Burlington Planning Commission?

As an experienced land use planner, I can use my knowledge to review proposed development projects, code amendments, and comprehensive plan amendments with the lens of planner. As a Burlington resident, I would use my experience living in Burlington to also inform my decisions. As a Planning Commissioner, I would use my role to make recommendations to Burlington City Council that encourage smart growth, protect neighborhoods, retain Burlington's small-town character, and promote commercial development.

Specify your main area of interest (if any, feel free to select more than one):

- ☒ Long-Range Planning: why? As Burlington grows we also need to retain small-town character.
- ☒ Residential/Urban Planning: why? We need affordable and diverse housing as demand grows.
- ☒ Commercial/Industrial Planning: why? Tax revenue, employment, and business opportunity.
- ☒ Downtown Planning: why? The downtown core has made a lot of process and still has a lot of opportunity.

How would your involvement in the Planning Commission help to promote the goals, policies and objectives set for in the City's adopted Comprehensive Plan?

When reviewing development applications, I would look to the Community Development Department's (CDD) recommendations, review the applications for consistency with the Burlington Municipal Code and Comprehensive Plan, and make decisions that are consistent with both the code and Comprehensive Plan.

Burlington is tasked with updating the Comprehensive Plan in 2024. As Planning Commissioner, I would make recommendations that align with the Washington Growth Management Act, promote smart growth (as it is inevitable), and retain Burlington's character. In order to do that, I would look at Burlington CDD's recommendations for Comprehensive Plan updates, analyze their recommendations, ask questions, and make recommendations that can improve the Comprehensive Plan in the future.

References not Related to Applicant

Name _____ Phone _____ Relationship _____
Name _____ Phone _____ Relationship _____

Any Other Relevant Information**Community Service Agreement**

The undersigned volunteer understands the nature and content of their duties, and in consideration of being permitted to participate in the volunteer program, agrees as follows:

1. To waive and release any and all claims for injuries or damages against the City of Burlington, it's officers, agents or employees which may arise out of, or in any way connected with the manner in which the duties are conducted; and,
2. To defend, indemnify, and hold harmless the City of Burlington, it's officers, agents and employees, from any liability for damage or claims for damage for personal injury, including death, and property damage, which may arise out of in in any way be connected with the manner in which the duties of a planning commissioner are carried out.

I authorize the City of Burlington, it's agents at the time of my application for volunteer, or anytime during my service, to verify the information contained in this application as it relates to the volunteer position. I certify my statements in this application are true, complete and correct to the best of my knowledge and belief. I understand any falsification or omission of information may bar me from continued volunteerism.

Signature: _____

Date 10/31/2022

Email your New Member Application along with your Letter of Interest to badmin@burlingtonwa.gov

or drop off/mail your information to the address below:

**City of Burlington
ATTN: Mayor Steve Sexton
833 S. Spruce Street
Burlington WA 98233**

Please call (360) 755-0531 with any questions.

[Return to Agenda](#)

OLD BUSINESS



ITEM #: 1

CHECK ONE:

NEW BUS.

OLD BUS. X

AGENDA ITEM

Council Date: November 22, 2022 Subject: **Shoreline Master Program (SMP) Update**

Submitted By: Brad Johnson, Community Development
Director

Attachments: 1. Ordinance Adopting SMP Update Public Hearing Required: YES () NO (**X**)
2. (Exhibit A) SMP Amendments and Changes to Title 18 BMC
3. (Exhibit B) Department of Ecology (DOE) Periodic Update Checklist
4. (Exhibit C) Planning Commission Recommendation
5. State Environmental Policy Act (SEPA) Checklist
6. State Environmental Policy Act (SEPA) Determination of Non-Significance (DNS)

HISTORY AND SUMMARY

The Washington State Shoreline Management (SMA) establishes planning and regulatory requirements for local governments. The SMA applies to certain areas associated with major bodies of water. In the City of Burlington, the SMA generally applies to the Skagit River, a strip of land extending inland from the Skagit River levee system, and Gages Slough.

The SMA requires that local governments adopt plans and development regulations for their shoreline areas. These plans and regulations are called “Shoreline Master Programs” (SMP). SMPs must be periodically reviewed and updated for consistency with changes to state laws, Department of Ecology (DOE) regulations, and current scientific and technical information. Changes to a local government’s SMP must be reviewed and approved by DOE.

The Community Development Department recently completed a required update of the City’s SMP. The update proposes a number of changes necessary to comply with current DOE regulations. The proposed changes have been reviewed and approved by the Planning Commission and preliminarily approved by DOE. During their preliminary review DOE identified a number of additional required and recommended changes (attachment 3). The

additional required and recommended changes identified by DOE have been incorporated into the final draft of the updated SMP (attachment 2).

The recommendation adopted by the Planning Commission on January 19, 2022 contains detailed findings in support of the proposed changes and thorough summary of the SMP update process and requirements. The Community Development Department recommends Council adopted the SMP update.

ALTERNATIVES CONSIDERED

None. The City is required by law to complete and SMP update. The SMP update must include certain changes in order to be consistent with state law, DOE regulations, and current scientific and technical information.

BID REQUIREMENTS

None. This project does not involve bidding.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

None. This project imposes no additional costs on the City and will not affect revenue.

LEGAL ASPECTS – LEGAL REVIEW

STAFF RECOMMENDATION

Approve the Shoreline Master Program update.

SUGGESTED COUNCIL MOTION LANGUAGE

“I make a motion to approve the proposed Shoreline Master Program Update and authorize the Mayor to sign the attached ordinance”.

ORDINANCE NO. XX-2022

AN ORDINANCE OF THE CITY OF BURLINGTON, WASHINGTON IN THE MATTER OF UPDATING THE BURLINGTON SHORELINE MASTER PROGRAM AND TITLE 18 OF THE BURLINGTON MUNICIPAL CODE

WHEREAS, the City of Burlington, Washington, (the "City") is a non-charter code city organized under the laws of Title 35A RCW now in effect; and

WHEREAS, the City is subject to the requirements of the Washington State Shoreline Management Act (SMA); and

WHEREAS, pursuant to the SMA the City is required to adopt, and periodically update, a Shoreline Master Program (SMP); and

WHEREAS, at a public hearing on January 19, 2022 the Burlington Planning Commission reviewed a completed Washington State Department of Ecology (DOE) periodic SMP update checklist; and

WHEREAS, based on the DOE checklist and comments from DOE and the City of Burlington Community Development Department the Planning Commission determined that a number of changes were necessary in order to bring the City's SMP into compliance with Washington State law and DOE regulations;

WHEREAS, the Planning Commission reviewed amendments to the City's SMP and Title 18 of the Burlington Municipal Code prepared by the City's Community Development Department and determined the proposed amendments were necessary to address changes required by Washington State law and DOE regulations;

WHEREAS, at the conclusion of the January 19, 2022 public hearing the Planning Commission voted to recommend the draft SMP changes be adopted by the Burlington City Council pending final approval by DOE; and

WHEREAS, on April 26, 2022 the City's State Environmental Policy Act (SEPA) Responsible Official issued a Determination of Non-Significance (DNS) for the proposed SMP amendments, provided public notification; and initiated a 60 comment period; and

WHEREAS, on April 27, 2022 the City transmitted the proposed SMP amendments and SEPA DNS to the Department of Commerce as required by the Washington State Growth Management Act (GMA) under RCW 36.70A.106; and

WHEREAS, on May 4, 2022 the City transmitted the proposed SMP amendments and supporting documents to DOE for review and an Initial Determination as required by WAC 173-26-104; and

WHEREAS, on August 23, 2022 DOE issued an Initial Determination concurring with the City's proposed SMP amendments and identifying a number of required and recommended changes; and

WHEREAS, the City Council has reviewed the required and recommended changes identified by DOE; and

WHEREAS, the City Council finds that the required and recommended changes identified by DOE are logical, will aid in the administration of the City's SMP, and are consistent with the recommendation issued by the Planning Commission on January 19, 2022; and

WHEREAS, the City's Community Development Department has prepared a revised draft of Title 18 BMC incorporating the required and recommended changes identified by DOE;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

1. The text of Title 18 of the Burlington Municipal Code is hereby amended as shown on attached exhibit "A" for the purpose of implementing all of the required and recommended changes identified in the Initial Determination issued by the Washington State Department of Ecology on August 23, 2022 (exhibit "B"); and,
2. The amendments to Title 18 of the Burlington Municipal Code adopted by this ordinance shall only become effective after final approval by the Washington State Department of Ecology and the conclusion of any associated appeal periods or proceedings; and,
3. The City Council hereby adopts the detailed findings of fact and background information contained in the Planning Commission's recommendation dated January 19, 2022 (exhibit "C").

INTRODUCED AND PASSED at a regular meeting of the City Council of the City of Burlington on this 22nd day of November, 2022.

THE CITY OF BURLINGTON

Steve Sexton, Mayor

ATTEST:

Finance Director

APPROVED AS TO FORM:

Leif Johnson, City Attorney

Published: xx/xx/2022

Exhibit "A"	Amendments to Title 18 of the Burlington Municipal Code (Shoreline Master Program)
Exhibit "B"	DOE Initial Determination dated August 23, 2022
Exhibit "C"	Planning Commission Recommendation dated January 19, 2022

Exhibit "A"

Title 18

SHORELINE MASTER PROGRAM

Chapters:

- 18.03 Definitions**
- 18.06 Purpose**
- 18.07 Shorelines Environment Designations**
- 18.09 Administrative Provisions**
- 18.12 Master Program Policy Goals**
- 18.14 General Provisions**
- 18.16 Regulations**

Appendix A ~~Shoreline~~ Wetlands, Fish and Wildlife Habitat Conservation Areas, and General
Critical Area Regulations

Appendix B Shoreline Restoration Report

Note: Text marked with a strike-through shall be deleted and text marked with an underline shall be added.

Chapter 18.03

DEFINITIONS

Sections:

18.03.005	Application of definitions.
18.03.010	"A."
18.03.020	"B."
18.03.030	"C."
18.03.040	"D."
18.03.045	"E."
18.03.050	"F."
18.03.060	"G."
18.03.070	"H."
18.03.080	"I."
18.03.110	"L."
18.03.120	"M."
18.03.130	"N."
18.03.140	"O."
18.03.150	"P."
18.03.160	"R."
18.03.170	"S."
18.03.180	"T."
18.03.190	"U."
18.03.200	"V."
18.03.210	"W."

18.03.005 Application of definitions.

These definitions are adapted and/or taken from the Shoreline Management Act (chapter 90.58 RCW), from the Washington Administrative Code regulations (chapters 173-22, 173-26, and 173-27 WAC), and from the Skagit County shoreline master program. In addition to these definitions, the definitions and concepts set forth in RCW 90.58.030, as amended, and implementing rules shall also apply as used herein. (Ord. 1786 § 1, 2013).

18.03.010 "A."

"Accessory development or use" means any structure or use incidental and subordinate to a primary shoreline development or use.

"Act" means the Shoreline Management Act of 1971 (chapter 90.58 RCW), as amended.

"Adjacent lands" means lands adjacent to the shorelines of the state, located outside of shoreline jurisdiction.

"Administrator" means the city of Burlington planning director or his/her designated representative.

"Agricultural activities" means agricultural uses and practices including, but not limited to: producing, breeding, or increasing agricultural products; rotating and changing agricultural crops; allowing land used for agricultural activities to lie fallow in which it is plowed and tilled but left unseeded; allowing land used for agricultural activities to lie dormant as a result of adverse agricultural market conditions; allowing land used for agricultural activities to lie dormant because the land is enrolled in a local, state, or federal conservation program, or the land is subject to a conservation easement; conducting agricultural operations; maintaining, repairing, and replacing agricultural equipment; maintaining, repairing, and replacing agricultural facilities; provided, that the replacement facility is no closer to the shoreline than the original facility; and maintaining agricultural lands under production or cultivation.

"Agricultural equipment and agricultural facilities" includes, but is not limited to:

1. The following used in agricultural operations: equipment; machinery; constructed shelters, buildings and ponds; fences; upland finfish rearing facilities; water diversion, withdrawal, conveyance, and use equipment and facilities including, but not limited to, pumps, pipes, tapes, canals, ditches, and drains;
2. Corridors and facilities for transporting personnel, livestock, and equipment to, from, and within agricultural lands;
3. Farm residences and associated equipment, lands, and facilities; and
4. Roadside stands and on-farm markets for marketing fruit or vegetables.

“Agricultural land” means those specific land areas on which agricultural activities are conducted as of the date of adoption of a local master program pursuant to these guidelines as evidenced by aerial photography or other documentation. After the effective date of the master program, land converted to agricultural use is subject to compliance with the requirements of the master program.

“Agricultural products” includes, but is not limited to, horticultural, viticultural, floricultural, vegetable, fruit, berry, grain, hops, hay, straw, turf, sod, seed, and apiary products; feed or forage for livestock; Christmas trees; hybrid cottonwood and similar hardwood trees grown as crops and harvested within 20 years of planting; and livestock including both the animals themselves and animal products including, but not limited to, meat, upland finfish, poultry and poultry products, and dairy products.

“Aquaculture” means the culture or farming of fish, shellfish, or other aquatic plants and animals excluding upland finfish. Aquaculture does not include the harvest of wild geoduck associated with the state managed wildstock geoduck fishery.

“Aquatic” means pertaining to those areas waterward of the ordinary high water mark.

“Archaeological, historic, and cultural resources” means having to do with the scientific study of material remains of past human life and activities.

“Archaeological object” means an object that comprises the physical evidence of an indigenous and subsequent culture including material remains of past human life including monuments, symbols, tools, facilities, graves, skeletal remains and technological by-products.

“Archaeological resource/site” means a geographic locality in Washington, including, but not limited to, submerged and submersible lands and the bed of the sea within the state’s jurisdiction, that contains archaeological objects.

“Associated wetlands” means those wetlands which are in proximity to and either influence or are influenced by tidal waters or a lake or stream subject to the Shoreline Management Act.

“Average grade level” means the average of the natural or existing topography of the portion of the lot, parcel, or tract of real property which will be directly under the proposed building or structure: in the case of structures built over water, average grade level shall be the elevation of the ordinary high water mark. Calculation of the average grade level shall be made by averaging the ground elevation at the midpoint of all exterior walls of the proposed building or structure. (Ord. 1786 § 1, 2013).

18.03.020 “B.”

“Best available science” means that the policies and development regulations designed to protect the functions and values of critical areas are in conformance with RCW 36.70A.172 and 90.58.100(1) and the procedural criteria established in Part Nine, Best Available Science, WAC 365-195-900 through 365-195-925.

“Boating facilities,” for the purpose of this shoreline master program, means publicly accessible launch sites for hand-carried watercraft (kayak, canoe, etc.) or boats hauled by trailers; piers and docks suitable for temporary moorage of small watercraft; boat storage or rental facilities; vehicle and trailer parking areas; accessory structures such as maintenance buildings and public restrooms. Such facilities may include auxiliary, related functions such as swimming, fishing, and observation of wildlife. May also include commercially run facilities for larger vessels, such as tour boats, cruise ships, ferries, and special-interest watercraft.

“Breakwaters” are offshore structures generally built parallel to shore and may or may not be connected to land. They are built to protect harbors, moorages, navigation, and shorelines to retard or prevent wave action. Breakwaters may be fixed, i.e., made of quarry rock, floating, or submerged.

“Buffer area” means a parcel or strip of land that is designed and designated to permanently remain vegetated in an undisturbed and natural condition to protect an adjacent aquatic or wetland site from upland impacts, to provide habitat for wildlife and to afford limited public access.

“Building” means any structure designed for or used for the support, shelter, or enclosure of persons, animals, or personal property, and which is used in a fixed location on land, shorelines, or tidelands.

“Bulkheads” are wall-like structures generally constructed parallel to shore and near the high water mark and are for protecting the shore and uplands from erosion by current and wave action; they may also be for retaining uplands and fills that are prone to sliding, mass movement, or erosion. (Ord. 1786 § 1, 2013).

18.03.030 “C.”

“Channel migration zone (CMZ)” means the area along a river within which the channel(s) can be reasonable predicted to migrate over time as a result of natural and normally occurring hydrological and related processes when considered with the characteristics of the river and its surroundings.

“Channelization” is the straightening, deepening or lining of stream channels, and/or prevention of natural meander progression of streamways, through artificial means such as relocation of channels, dredging, and/or placement of continuous levees or bank revetments along significant portions of the stream. Dredging of sediment or debris alone is excluded.

“Conditional use” means a use, development, or substantial development which is classified as a conditional use or is not classified within the master program (WAC 173-27-030).

“Current deflector” is an angled “stub-dike,” groin, or sheet-pile structure which projects into a stream channel to divert flood currents from specific areas, or to control downstream current alignment; can be used as an alternative to direct streambank riprap. (Ord. 1786 § 1, 2013).

18.03.040 “D.”

“Department” means the Burlington planning department, unless otherwise noted.

“Department of Ecology” is the Washington State Department of Ecology.

“Development” means a use consisting of the construction or exterior alteration of structures; dredging; drilling; dumping; filling; removal of any sand, gravel, or minerals; bulkheading; driving of piling; placing of obstructions; or any project of a permanent or temporary nature which interferes with the normal public use of the surface of the waters overlying lands subject to this title at any state of water level. “Development” does not include dismantling or removing structures if there is no other associated development or re-development. (RCW 90.58.030).

Commented [DM1]: Periodic Checklist, 2017b

“Development regulations” means the controls placed on development or land uses by a county or city, including but not limited to zoning ordinances, critical areas ordinances, all portions of a shoreline master program other than goals and policies approved or adopted under chapter 90.58 RCW, planned unit development ordinances, subdivision ordinances, and binding site plan ordinances together with any amendments thereto.

“Director” means the planning director.

“Dock” means a structure which abuts the shoreline and is used as a landing or moorage place for craft. A dock may be built either on a fixed platform or float on the water. See also “development” and “substantial development.”

“Dredge spoil” is the material removed by dredging.

“Dredging” is the removal or displacement of earth such as gravel, sand, mud, or silt and/or other materials or debris from any stream, river, lake, or marine water body and associated shorelines and wetlands. Dredging is normally done for specific purposes or uses such as for constructing and maintaining canals, navigation channels, turning

basins, harbors and marinas, submarine pipeline or cable crossings, for obtaining material for fill or construction, as part of an aquacultural operation, or dike repair and maintenance. (Ord. 1786 § 1, 2013).

18.03.045 “E.”

“Ecological functions or shoreline functions” means the work performed or role played by the physical, chemical, and biological processes that contribute to the proper maintenance of the aquatic and terrestrial environments that constitute the shoreline’s natural ecosystem.

“Ecosystem-wide processes” means the suite of naturally occurring physical and geologic processes of erosion, transport, and deposition and specific chemical processes that contribute to the maintenance of the aquatic and terrestrial environments that constitute the shoreline’s natural ecosystem.

“Exempt developments” are those set forth in WAC 173-27-040 and RCW 90.58.030(3)(e), 90.58.147, 90.58.355 and 90.58.515 which are not required to obtain a substantial development permit but which must otherwise comply with applicable provisions of the Act and the master program. (Ord. 1786 § 1, 2013).

18.03.050 “F.”

“Feasible” means, for the purpose of this title, that an action, such as a development project, mitigation, or preservation requirement, meets all of the following conditions:

1. The action can be accomplished with technologies and methods that have been used in the past in similar circumstances, or studies or tests have demonstrated in similar circumstances that such approaches are currently available and likely to achieve the intended results;
2. The action provides a reasonable likelihood of achieving its intended purpose; and
3. The action does not physically preclude achieving the project’s primary intended legal use.

In cases where these guidelines require certain actions unless they are infeasible, the burden of proving infeasibility is placed on the applicant. In determining an action’s infeasibility, the reviewing agency may weigh the action’s relative public costs and public benefits, considered in the short- and long-term time frames.

“Fill” means the addition of soil, sand, rock, gravel, sediment, earth retaining structure, or other material to an area waterward of the OHWM, in wetlands, or on shorelands in a manner that raises the elevation or creates dry land.

“Float” is an anchored, buoyed object.

“Flood control works and flood protection” means all structures and works on streams designed to retard bank erosion, to reduce flooding of adjacent lands, to control or divert stream flow, or to create a reservoir, including but not limited to revetments, dikes, levees, channelization, dams, vegetative stabilization, weirs, flood and tidal gates. Excluded are water pump apparatus.

“Flood protection” includes the above structural devices but may also include various techniques of floodplain, river basin, and watershed management which may be applied in lieu of or complementary to structural measures.

“Flood hazard reduction” means the city of Burlington’s program to reduce flood damages to life and property and to minimize public expenses due to floods through a comprehensive system of planning, development regulations, building standards, structural works, and monitoring and warning systems.

“Floodplain” is synonymous with “100-year floodplain” and means that land area susceptible to inundation with a one percent chance of being equaled or exceeded in any given year. The limit of this area shall be based upon the Burlington critical areas code, chapter 14.15 BMC, and FEMA flood regulations maps.

“Floodway” means the area, as identified in a master program, that either: (1) has been established in Federal Emergency Management Agency (FEMA) flood insurance rate maps (FIRM) or floodway maps; or (2) consists of those portions of a river valley lying waterward-streamward from the outer limits of a watercourse upon which flood waters are carried during periods of flooding that occur with reasonable regularity, although not necessarily annually, said floodway being identified, under normal conditions, by changes in surface soil conditions or changes

in types or quality of vegetative ground cover condition, topography, or other indicators of flooding that occurs with reasonable regularity, although not necessarily annually. ~~Regardless of the method used to identify the floodway, the~~The floodway shall not include those lands that can reasonably be expected to be protected from flood waters by flood risk reduction devices maintained by or maintained under license from the federal government, the state, or a political subdivision of the state. (Ord. 1786 § 1, 2013).

Commented [DM2]: Periodic Checklist, 2007a
City prefers SMA definition.

18.03.060 “G.”

“Gabions” are shore defense works made up of rock, rubble, masonry or other suitable material, such as vinyl, enclosed to form massive blocks to act as walls on shorelines to prevent wave erosion, as foundations for breakwaters or jetties, or as a form of bank stabilization.

“Geotechnical report” or “geotechnical analysis” means a scientific study or evaluation conducted by a qualified expert that includes a description of the ground and surface hydrology and geology, the affected land form and its susceptibility to mass wasting, erosion, and other geologic hazards or processes, conclusions and recommendations regarding the effect of the proposed development on geologic conditions, the adequacy of the site to be developed, the impacts of the proposed development, alternative approaches to the proposed development, and measures to mitigate potential site-specific and cumulative geological and hydrological impacts of the proposed development including the potential adverse impacts to adjacent and down-current properties. Geotechnical reports shall conform to accepted technical standards and must be prepared by professional engineers (or geologists) who have professional expertise about the regional and local shoreline geology and processes.

“Grading” means the movement or redistribution of the soil, sand, rock, gravel, sediment, or other material on a site in a manner that alters the natural contour of the land. (Ord. 1786 § 1, 2013).

18.03.070 “H.”

“Habitat” means the place or type of site where a plant or animal naturally or normally lives and grows.

“Hearings Board” means the State Shoreline Hearings Board established by the Act in RCW 90.58.170.

“Height” is measured from average grade level to the highest point of a structure; provided, that television antennas, chimneys, and similar appurtenances shall not be used in calculating height, except where such appurtenances obstruct the view of the shoreline of a substantial number of residences on areas adjoining such shorelines.

“Historic preservation professional” means those individuals who hold a graduate degree in architectural history, art history, historic preservation, or closely related field, with coursework in American architectural history, or a bachelor’s degree in architectural history, art history, historic preservation or closely related field plus one of the following:

1. At least two years of full-time experience in research, writing, or teaching in American architectural history or restoration architecture with an academic institution, historical organization or agency, museum, or other professional institution; or
2. Substantial contribution through research and publication to the body of scholarly knowledge in the field of American architectural history.

“Historic site” includes both archaeological and historic sites, structures, or development which provide knowledge about our cultural heritage, including but not limited to Indian and pioneer settlements, old buildings, forts, trails, landings, bridges, or the sites thereof together with interpretative facilities.

“Hydric soil” means soil that formed under conditions of saturation, flooding, or ponding long enough during the growing season to develop anaerobic conditions in the upper part.

“Hydrophytic vegetation” is the sum total of macrophytic plant life growing in water or on a substrate that is at least periodically deficient in oxygen as a result of excessive water content. When hydrophytic vegetation comprises a community where indicators of hydric soils and wetland hydrology also occur, this area has wetland vegetation. (Ord. 1786 § 1, 2013).

18.03.080 “I.”

“In-stream structure” is placed by humans waterward of the ordinary high water mark and either causes or has the potential to cause water impoundment or the diversion, obstruction, or modification of water flow. (Ord. 1786 § 1, 2013).

18.03.110 “L.”

“Launch ramp” means an enclosed slab, set of pads, planks, or graded slope used for launching boats with trailers or occasionally by hand; extensive parking and turnaround areas are usually accessory to launch ramps.

“Levee” means a natural or man-made embankment on the bank of a stream for the purpose of keeping floodwaters from inundating adjacent land. Some levees have revetments on their sides. (Ord. 1786 § 1, 2013).

18.03.120 “M.”

“Master program” means the comprehensive use plan for the Skagit River and Gages Slough shorelines, and the use regulations together with maps, diagrams, charts, or other descriptive material and text, a statement of desired goals and standards developed in accordance with the policies enunciated in RCW 90.58.020 (RCW 90.58.030).

“May” means the action is acceptable, provided it conforms to the provisions of this title.

“Mitigation” or “mitigation sequencing” means the following sequence of steps listed in order of priority, with subsection (1) of this definition being top priority:

1. Avoiding the impact altogether by not taking a certain action or parts of an action;
2. Minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
3. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;
4. Reducing or eliminating the impact over time by preservation and maintenance operations;
5. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and
6. Monitoring the impact and the compensation projects and taking appropriate corrective measures (WAC 173-26-020).

“Must” means a mandate; the action is required. (Ord. 1786 § 1, 2013).

18.03.130 “N.”

“Natural or existing topography” means the topography of the lot, parcel, or tract of real property immediately prior to any site preparation or grading, including excavation or filling.

“Nonconforming development or use,” for the purpose of this program, means a development in lawful use at the effective date of adoption or amendment, as appropriate, of this program, and which no longer conforms to the applicable shoreline provisions.

“Nonpoint pollution” means pollution that enters any water of the state from any dispersed land-based or water-based activities, including, but not limited to, atmospheric deposition, surface water runoff from agricultural lands, urban areas, or forest lands, subsurface or underground sources or discharges from boats or marine vessels not otherwise regulated under the National Pollutant Discharge Elimination System program.

“Non-water-oriented uses” mean those uses that are not water-dependent, water-related, or water-enjoyment. (Ord. 1786 § 1, 2013).

18.03.140 “O.”

“Open space” means public and private land and natural wetlands which retain their natural or semi-natural character because they have not been developed with structures and paving. It may include lands in agricultural use,

outdoor recreation land, or other land that may be required to be reserved in open space as part of a development project under this master program.

“Ordinary high water mark” on all lakes, streams and tidal water means that mark that will be found by examining the bed and banks and ascertaining where the presence and action of waters are so common and usual, and so long continued in all ordinary years, as to mark upon the soil a character distinct from that of the abutting upland, in respect to vegetation as that condition exists on June 1, 1971, as it may naturally change thereafter, or as it may change thereafter in accordance with permits issued by a local government or the Department of Ecology. Where the ordinary high water mark cannot be found on a stream, it shall be the line of mean high water. (Ord. 1786 § 1, 2013).

18.03.150 “P.”

“Permit” means any substantial development, variance, conditional use permit, or revision authorized under chapter 90.58 RCW.

“Planning commission” means the Burlington planning commission.

“Planning department” means the city of Burlington department of planning and community development.

“Priority habitat” means a habitat type with unique or significant value to one or more species. An area classified and mapped as priority habitat must have one or more of the following attributes:

1. Comparatively high fish and wildlife density;
2. Comparatively high fish and wildlife species diversity;
3. Fish spawning habitat;
4. Important wildlife habitat;
5. Important fish and wildlife seasonal ranges;
6. Important fish and wildlife movement corridors;
7. Rearing and foraging habitat;
8. Important marine mammal haul-out;
9. Refugia habitat;
10. Limited availability;
11. High vulnerability to habitat alteration;
12. Unique or dependent species; or
13. Shellfish bed.

A priority habitat may be described by a unique vegetation type or by a dominant plant species that is of primary importance to fish and wildlife (such as oak woodlands or eelgrass meadows). A priority habitat may also be described by a successional stage (e.g., old growth and mature forests). Alternatively, a priority habitat may consist of a specific habitat element (e.g., consolidated marine/estuarine shorelines, talus slopes, caves, snags) of key value to fish and wildlife. A priority habitat may contain priority and/or nonpriority fish and wildlife.

“Priority species” means fish and wildlife species requiring protective measures and/or management guidelines to ensure their persistence at genetically viable population levels. Priority species are those that meet any of the criteria listed below:

1. Criterion 1. State-listed or state proposed species. State-listed species are those native fish and wildlife species legally designated as endangered (WAC 232-12-014), threatened (WAC 232-12-011), or sensitive (WAC 232-12-011). State proposed species are those fish and wildlife species that will be reviewed by the department of fish and wildlife (POL-M-6001) for possible listing as endangered, threatened, or sensitive according to the process and criteria defined in WAC 232-12-297.
2. Criterion 2. Vulnerable aggregations. Vulnerable aggregations include those species or groups of animals susceptible to significant population declines, within a specific area or statewide, by virtue of their inclination to congregate. Examples include heron colonies, seabird concentrations, and marine mammal congregations.
3. Criterion 3. Species of recreational, commercial, and/or tribal importance. Native and nonnative fish, shellfish, and wildlife species of recreational or commercial importance and recognized species used for tribal ceremonial and subsistence purposes that are vulnerable to habitat loss or degradation.
4. Criterion 4. Species listed under the Endangered Species Act as either threatened or endangered.

“Professional archaeologist” means a person with qualifications meeting the federal Secretary of the Interior’s standards for a professional archaeologist. Archaeologists not meeting this standard may be conditionally employed by working under the supervision of a professional archaeologist for a period of four years provided the employee is pursuing qualifications necessary to meet the federal Secretary of the Interior’s standards for a professional archaeologist. During this four-year period, the professional archaeologist is responsible for all findings. The four-year period is not subject to renewal.

“Provisions” means policies, regulations, standards, guideline criteria or environment designations. (Ord. 1786 § 1, 2013).

18.03.160 “R.”

“Recreation development” means the development of the natural or existing environment to accommodate commercial and public recreation facilities. This includes clearing land, earth modifications, structures and other facilities such as parks, camps, campgrounds, camping clubs, golf courses, and other outdoor recreation areas.

“Residential development” includes single-family residences, multifamily development, the creation of new lots through subdivision and floating homes and live-aboard vessels.

“Restore, restoration or ecological restoration” means the reestablishment or upgrading of ecological shoreline functions through measures such as revegetation, removal of intrusive shoreline structures and removal or treatment of toxic materials. Restoration does not necessarily imply returning the shoreline area to aboriginal or pre-European settlement conditions.

“Revetments” are sloped walls constructed of riprap or other substantial material, placed on stream banks to retard bank erosion from high velocity currents.

“Riprap” means hard, angular quarry rock used for stream bank stabilization or other flood control works.

“Riverine” means pertaining to a river or stream system, including associated lakes and wetlands.

“River delta” means those lands formed as an aggradational feature by stratified clay, silt, sand and gravel deposited at the mouths of streams where they enter a quieter body of water. The upstream extent of a river delta is that limit where it no longer forms distributary channels. (Ord. 1786 § 1, 2013).

18.03.170 “S.”

“Shorelands or shoreland areas” (RCW 90.58.030) means those lands extending landward for 200 feet in all directions as measured on a horizontal plane from the ordinary high water mark; floodways and contiguous floodplain areas landward 200 feet from such floodways; and all wetlands and river deltas associated with the streams, lakes, and tidal waters which are subject to the provisions of this title; the same to be designated as to location by the Department of Ecology. Any county or city may determine that portion of a 100-year-floodplain to be included in its master program as long as such portion includes, as a minimum, the floodway and the adjacent land extending landward 200 feet therefrom. In the city of Burlington, the shorelands include the Skagit River and

an area extending 200 feet landward from the floodway, the floodway being the waterward top of levee until established on a case-by-case basis.

“Shoreline areas” and “shoreline jurisdiction” means all “shorelines of the state” and “shorelands” as defined in RCW 90.58.030.

Shoreline Management Zone (SMZ). In the city of Burlington, this includes the Skagit River and an area extending 200 feet landward from the floodway, the floodway being the waterward top of levee until established on a case-by-case basis. The SMZ also includes Gages Slough but not its buffer.

“Shoreline master program” or “master program” means the comprehensive land use plan for a described area, and the use regulations together with maps, diagrams, charts, or other descriptive material and text, a statement of desired goals, and standards developed in accordance with the policies enunciated in RCW 90.58.020.

As provided in RCW 36.70A.480, the goals and policies of a shoreline master program for a county or city approved under chapter 90.58 RCW shall be considered an element of the city’s comprehensive plan. All other portions of the shoreline master program for a city adopted under chapter 90.58 RCW, including use regulations, shall be considered a part of the county’s or city’s development regulations.

“Shoreline modifications” means those actions that modify the physical configuration or qualities of the shoreline area, usually through the construction of a physical element such as a dike, breakwater, pier, weir, dredged basin, fill, bulkhead, or other shoreline structures. They can include other actions, such as clearing, grading, or application of chemicals.

“Shoreline stabilization” means structural and nonstructural methods to address erosion impacts to property and dwellings, businesses, or structures caused by natural processes, such as current, flood, tides, wind, or wave action. The definition of “new stabilization measures” includes enlargement of existing structures.

“Shorelines” means all of the water areas of the state, including reservoirs, and their associated shorelands, together with the lands underlying them; except (1) shorelines of statewide significance; (2) shorelines on segments of streams upstream of a point where the mean annual flow is 20 cubic feet per second or less and the wetlands associated with such upstream segments; and (3) shorelines on lakes less than 20 acres in size and wetlands associated with such small lakes (RCW 90.58.030).

“Shorelines of the state” are the total of all “shorelines” and “shorelines of statewide significance” within the state.

“Shorelines of statewide significance” includes any natural river or segment thereof west of the crest of the Cascade range downstream of a point where the annual flow is measured at 1,000 cubic feet per second or more. In the city of Burlington this means the Skagit River shoreline and an area extending landward 200 feet from the floodway and the Gages Slough wetlands.

“Should” means that the particular action is required unless there is a demonstrated, compelling reason, based on policy of the Shoreline Management Act and this title, against taking the action.

“Significant ecological impact” means an effect or consequence of a human caused action if any of the following apply:

1. The action degrades or changes an ecological function or ecosystem-wide process to such a degree that the ecosystem can no longer perform the function at levels within its natural range of variability or that the performance of the function falls outside the range needed to maintain the integrity of other ecological processes in shoreline areas. As used in this definition, the normal range of variability does not include alterations caused by catastrophic events.
2. Scientific evidence or objective analysis indicates that the action could cause degradation or change to those ecological functions or ecosystem-wide processes described in subsection (1) of this definition under foreseeable conditions.

3. Scientific evidence indicates that the action could contribute to degradation or change to ecological functions or ecosystem-wide processes described in subsection (1) of this definition as part of cumulative impacts, due to similar actions that are occurring or are likely to occur.

“Significant ecological impacts” do not include impacts that are inconsequential to attaining the objectives of the Act or to the protection and restoration of shoreline ecological functions or ecosystem-wide processes.

“Significant vegetation removal” means the removal of trees, shrubs, and/or ground cover by clearing, grading, cutting, burning, chemical means, or other activity that causes significant ecological impacts to functions provided by such vegetation. The removal of invasive or noxious weeds does not constitute significant vegetation removal. Tree pruning, not including tree topping, where it does not affect ecological functions, does not constitute significant vegetation removal.

“Stream” means a naturally occurring body of periodic or continuously flowing water where:

1. The mean annual flow is greater than 20 cubic feet per second; and
2. The water is contained within a channel. A channel is an open conduit either naturally or artificially created. This definition does not include artificially created irrigation, return flow, or stockwatering channels.

“Structure” means a permanent or temporary edifice or building, or any piece of work artificially built or composed of parts joined together in some definite manner, whether installed on, above, or below the surface of the ground or water, except for vessels.

“Substantial development” shall mean any development of which the total cost or fair market value exceeds ~~\$8,504,704~~ ~~\$5,781~~, or as adjusted for inflation by the Washington Office of Financial Management (OFM) every five years, effective September 24, 2016, or any development which materially interferes with the normal public use of the water or shorelines of the state. (See RCW 90.58.030(3)(e) for details.) See BMC 18.09.020 for exemptions from substantial development permits.

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“Substantially degrade” means to cause significant ecological impact.

“Surface or open-pit mining” involves either the removal of surface material (overburden) to enable the underlying mineral resources to be exposed and extracted (quarried) or the direct extraction of naturally occurring surface minerals and materials such as rock, sand, gravel, and aggregate. Removal of sand from river bars is considered a surface mining activity. (Ord. 1786 § 1, 2013).

18.03.180 “T.”

“Threatened and endangered species or T&E species” means those native species that are listed in rule WAC 232-12-297 by the Washington State Department of Fish and Wildlife pursuant to RCW 77.12.020 as threatened (WAC 232-12-011) or endangered (WAC 232-12-014), or that are listed as threatened or endangered species under the federal Endangered Species Act, 16 U.S.C. 1533.

“Transportation facilities” are those structures and developments that aid in land and water surface movement of people, goods, and services, including roads, trails, bikeways, parking areas, bridges and rail transportation. (Ord. 1786 § 1, 2013).

18.03.190 “U.”

“Upland” means those shoreline areas landward of the ordinary high water mark except backshores, natural wetlands, and floodplains. (Ord. 1786 § 1, 2013).

18.03.200 “V.”

“Variance” is a means to grant relief from the specific bulk, dimensional or performance standards set forth in the applicable master program and not a means to vary a use of a shoreline. (Ord. 1786 § 1, 2013).

18.03.210 “W.”

“Water-dependent use” means a use or portion of a use which cannot exist in a location that is not adjacent to the water but is dependent on the water by reason of the intrinsic nature of its operations. Examples of water-dependent

uses include ship cargo terminal loading areas, fishing, ferry and passenger terminals, barge loading facilities, ship building and dry docking, marinas, aquaculture, float plane facilities, hydroelectric dams, surface water intake, and sewer outfalls.

“Water-enjoyment use” means a recreational use, or other use that facilitates public access to the shoreline as a primary characteristic of the use; or a use that provides for recreational use or aesthetic enjoyment of the shoreline for a substantial number of people as a general characteristic of the use and which through the location, design, and operation assures the public’s ability to enjoy the physical and aesthetic qualities of the shoreline. In order to qualify as a water-enjoyment use, the use must be open to the general public and the shoreline-oriented space within the project must be devoted to the specific aspects of the use that fosters shoreline enjoyment. Primary water-enjoyment uses are as defined in WAC 173-26-020(40).

“Water-oriented use” means a use that is a water-dependent, water-related, or water-enjoyment use, or a combination of such uses.

“Water quality” means the physical characteristics of water within shoreline jurisdiction, including water quantity, hydrological, physical, chemical, aesthetic, recreation-related, and biological characteristics. Where used in this title, the term “water quantity” refers only to development and uses regulated under this title and affecting water quantity, such as impermeable surfaces and storm water handling practices. Water quantity, for purposes of this title, does not mean the withdrawal of ground water or diversion of surface water pursuant to RCW 90.03.250 through 90.03.340.

“Water-related use” means a use or portion of a use which is not intrinsically dependent on a waterfront location but whose economic viability is dependent upon a waterfront location because:

1. The use has a functional requirement for a waterfront location such as the arrival or shipment of materials by water or the need for large quantities of water; or
2. The use provides a necessary service supportive of the water-dependent activities and the proximity of the use to its customers makes its services less expensive and/or more convenient.

Water-related uses include manufacturers of ship parts large enough that transportation becomes a significant factor in the product’s cost, professional services serving primarily water-dependent uses and storage of water-transported foods. Other examples of water-related uses include the warehousing of goods transported by water, seafood processing plants, hydroelectric generating plants, gravel storage when transported by barge, oil refineries where transport is by tanker, and upland log storage for waterborne transportation.

“Wetlands or wetland areas” means areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs and similar areas. Wetlands do not include those artificial wetlands intentionally created from nonwetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street or highway. Wetlands may include those artificial wetlands intentionally created from nonwetland areas to mitigate the conversion of wetlands. (Ord. 1786 § 1, 2013).

Chapter 18.06

PURPOSE

Sections:

- 18.06.010 Authority.
- 18.06.020 Findings.
- 18.06.030 Purpose.
- 18.06.040 Title and short title.

18.06.010 Authority.

Authority for development, enactment and administration of this program is the Shoreline Management Act of 1971, chapter 90.58 RCW. (Ord. 1786 § 1, 2013).

18.06.020 Findings.

A. The city council concurs with the State Legislature in finding that the shorelines of the state are among the most valuable and fragile of our natural resources and that there is great concern throughout the state relating to their utilization, protection, restoration and preservation. In addition, ever increasing pressures of additional uses are being placed on the shorelines, necessitating increased coordination in their management and development. Furthermore, much of the shorelines and uplands adjacent thereto are in private ownership; that unrestricted construction on the privately owned or publicly owned shorelines is not in the best public interest; and, therefore, coordinated planning is necessary in order to protect the public interest associated with shorelines while, at the same time, recognizing and protecting private property rights consistent with the public interest. There is, therefore, a clear and urgent demand for a planned, rational and concerted effort, jointly performed by local, state, and federal governments, to prevent the inherent harm in uncoordinated and piecemeal development of shorelines.

B. The city council finds that there are two areas of shorelines within the city of Burlington and its urban growth area, consisting of the Skagit River floodway and contiguous floodplain areas landward 200 feet from such floodways; and the Gages Slough wetland associated with the Skagit River.

C. The city council finds that the Gages Slough wetland has been substantially altered and degraded as a result of the influence of urbanization, lack of best management practices in both urban and agricultural areas and that a restoration, monitoring and maintenance plan shall be included as part of this master program.

D. The city council deems the goals, shoreline area designations, policies, regulations, and procedures set forth in this shoreline management master program to be essential to the protection of the public health, safety and general welfare of the people of the city of Burlington and its urban growth area.

E. Adaptive management shall be applied to the shoreline conditions by means of on-going monitoring of water quality, water levels, review of restoration activities relative to the wetland functional assessment, analysis of data relative to total maximum daily load (TMDL) standards for the wastewater treatment plant, review of the practices of Dike District No. 12 relative to vegetation management, and review and analysis of watershed planning activities occurring in water resource inventory areas 3 and 4.

F. The city council finds that many of the environmental protection issues facing the city can only be addressed on a regional level and the city shall participate actively in those regional efforts. (Ord. 1786 § 1, 2013).

18.06.030 Purpose.

A. To promote the public health, safety and general welfare by providing long-range, comprehensive policies and effective, reasonable regulations for development and use of the city of Burlington shorelines; and

B. To implement this program in a positive, effective and equitable manner; and

C. To further assume and carry out the responsibilities established by the Act for the city of Burlington, and to foster by adoption the policy contained in RCW 90.58.020 for shorelines of the state;

D. In implementing the policy of the Shoreline Management Act, this master program pursues the following objectives:

1. Plan for and foster reasonable and appropriate uses.
2. Promote and enhance the public interest.
3. Protect against adverse effects to public health, the land and its vegetation and wildlife, and the waters of the state and their aquatic life.
4. Protect the rights of navigation and public access.
5. Enhance the public's opportunity to enjoy the physical and aesthetic qualities of the natural shorelines of the state.
6. Protect and enhance shoreline resources, particularly those that cross jurisdictional boundaries within the state, those that are used by residents throughout the state and those that affect shoreline conditions outside a local jurisdiction's boundaries. Ensure that the cumulative effects of individual actions do not irreparably damage or diminish shoreline resources.
7. Protect the rights of ownership, including those of the state and other public entities, consistent with the public interest.
8. Achieve planning and regulatory consistency between jurisdictions in the implementation of shoreline management objectives.
9. Provide for equal and fair treatment of all parties with respect to shoreline resources.
10. Ensure that the long-term interests of the state's current and future citizens are favored over short-term interests. Maintain shoreline management options and resources for future generations.
11. Ensure consistency with other state laws and regulations and that the state is able to meet other laws and responsibilities, including the Federal Endangered Species Act;

E. The Legislature declares that the interest of all of the people shall be paramount in the management of shorelines of statewide significance (the Skagit River shoreline in the city of Burlington). The Department of Ecology, in adopting guidelines for shorelines of statewide significance, and local government, in developing master programs for shorelines of statewide significance, shall give preference to uses in the following order of preference which:

1. Recognize and protect the statewide interest over local interest;
2. Preserve the natural character of the shoreline;
3. Result in long-term over short-term benefit;
4. Protect the resources and ecology of the shoreline;
5. Increase public access to publicly owned areas of the shorelines;
6. Increase recreational opportunities for the public in the shoreline;
7. Provide for any other element as defined in RCW 90.58.100 deemed appropriate or necessary.

In the implementation of this policy the public's opportunity to enjoy the physical and aesthetic qualities of natural shorelines of the state shall be preserved to the greatest extent feasible consistent with the overall best interest of the state and the people generally. To this end, uses shall be preferred which are consistent with control of pollution and prevention of damage to the natural environment or are unique to or dependent upon use of the state's shoreline. Alterations of the natural condition of the shorelines of the state, in those limited instances when authorized, shall be

given priority for single-family residences, ports, shoreline recreational uses including but not limited to parks, marinas, piers, and other improvements facilitating public access to shorelines of the state, industrial and commercial developments which are particularly dependent on their location or on use of the shorelines of the state and other development that will provide an opportunity to substantial numbers of the people to enjoy the shorelines of the state.

Permitted uses in the shorelines of the state shall be designed and conducted in a manner to minimize, insofar as practical, any resultant damage to the ecology and environment of the shoreline area and any interference with the public's use of the water. (Ord. 1786 § 1, 2013).

18.06.040 Title and short title.

This document shall be known and may be cited as the master program for the Skagit River shorelines and Gages Slough in the city of Burlington. This document may refer to itself internally as "this master program" or "program." (Ord. 1786 § 1, 2013).

Chapter 18.07

SHORELINES ENVIRONMENT DESIGNATIONS

Sections:

18.07.010 General.

18.07.040 Shorelines area designations.

18.07.010 General.

A. Shoreline Environment – Applicability.

1. Burlington's shorelines under the shoreline master program are limited to those portions of the Skagit River, corresponding shorelands and the Gages Slough wetlands that occur within the city's corporate limits, as detailed in BMC 18.09.060. For the purpose of this SMP the floodway is at the waterward top of the levee as depicted in Figure 1.

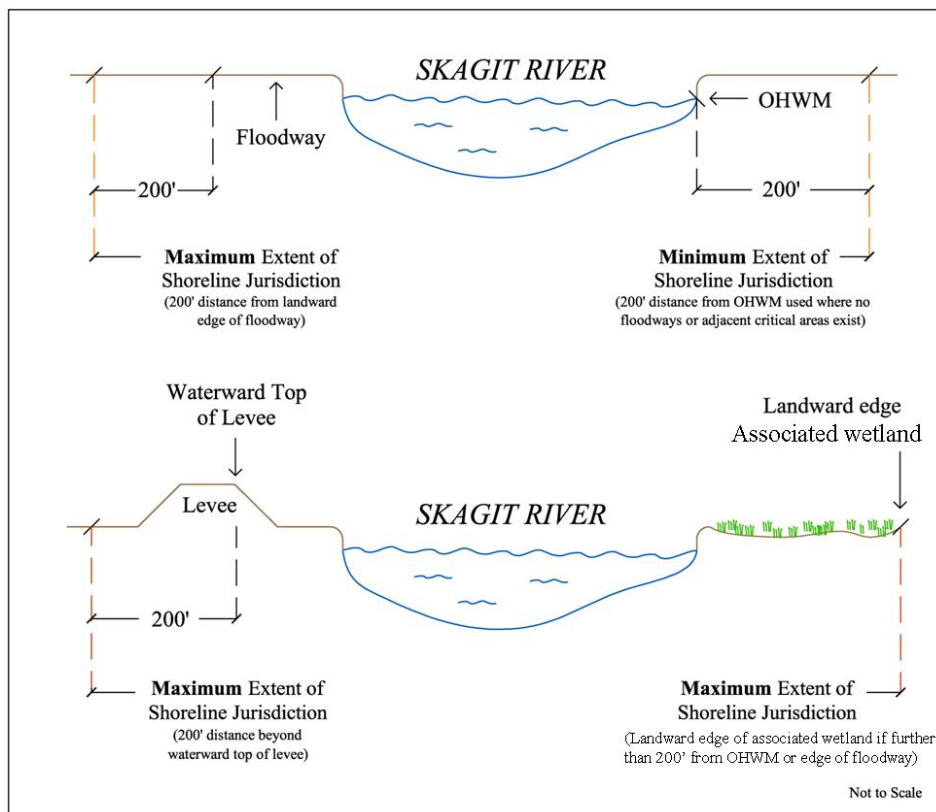


Figure 1. Shoreline Management Zone

(Note: This is a conceptual diagram only, and not a specific description of particular river locations. True floodway and jurisdictional extent will be determined at the time of permitting.)

B. Environmental Designations.

1. The Shoreline Management Act requires that each identified shoreline environment be given a designation, based on its physical condition and development pattern. The environmental designations provide a framework for implementing shoreline policies and regulations specific to each shoreline environment.
2. The Burlington shoreline master program has environmental designations based on the following:
 - a. Ecosystem characteristics and environmental functions;
 - b. Restoration potential;
 - c. Existing uses;
 - d. Development and redevelopment potential; and

- e. Public and private plans.

3. Shorelines not found to be mapped or designated, such as through an annexation, will be assigned an urban conservancy environmental designation until such time that the SMP is updated to include analysis and appropriate designation of those shorelines.

C. Mapping.

1. An up-to-date and accurate map of the shoreline area, delineating the environmental designations, is maintained at the planning and community development department.
2. A list of shoreline properties, identified by Skagit County tax assessor parcel number, with their environmental designations, is maintained at the planning and community development department.
3. In the event of a mapping error, the designation criteria in conjunction with specific locational descriptions contained in this section shall prevail. The environmental designation boundaries, physical features, explicit criteria, or "common" boundary descriptions that define and distinguish the environments are included in BMC 18.07.040. (Ord. 1786 § 1, 2013).

18.07.040 Shorelines area designations.

A. Urban Conservancy Environment.

1. Purpose. The purpose of the urban conservancy environment is to protect and restore ecological functions of open space, floodplain, and other sensitive lands where they exist in developed shoreline settings, while allowing for compatible uses and public access.
2. Designation Criteria. The urban conservancy environmental designation has been assigned to the shorelines that meet the following criteria:
 - a. Existing open space within the floodplain including riverfront levees;
 - b. Existing and/or restored shoreline habitat including wetland sites;
 - c. Potential for ecological restoration;
 - d. Existing or potential for water-related recreation and public access.
3. Location of Environment.
 - a. Skagit River shoreline management zone upland from ordinary high water.
 - b. Gages Slough delineated wetland corridor extending from the east city limits to, and including, the Goldenrod Bridge corridor west of Interstate 5.
4. Management Guidelines.
 - a. Uses that preserve the natural character of the area or promote preservation of open space, floodplain, or sensitive lands either directly or over the long term should be the primary allowed uses.
 - b. Public utilities, including the city of Burlington wastewater treatment plant, are allowed in the urban conservancy environmental designation.
 - c. Where levees are located within the urban conservancy environmental designation, additional new flood risk reduction measures may be constructed.
 - d. New residential, commercial, or industrial uses should not be allowed in the urban conservancy environmental designation.

- e. Public access and public recreation objectives should be implemented whenever feasible and where significant ecological impacts can be mitigated.
- f. During development and redevelopment, all reasonable efforts should be taken to restore ecological functions.

B. Natural Environment.

1. Purpose. The purpose of the natural environment is to protect those shoreline areas that either currently provide intact ecological functions or represent opportunities where these functions can be largely restored.
2. Designation Criteria. The natural environment has been assigned to those shoreline areas that meet the following criteria:
 - a. The shoreline is relatively undeveloped with structures and roads;
 - b. The shoreline has not historically been in recreation or urban uses; and
 - c. There is existing or the potential for restoration of ecological functions and connectivity to the adjacent floodplain and associated wetlands.
3. Location of Environment. The natural environment applies to the following location: Gages Slough wetland area west of Goldenrod Bridge corridor, extending to the city limits.
4. Management Guidelines.
 - a. Residential, commercial, industrial, and active recreation (sport fields) uses should not be allowed.
 - b. Passive recreation uses such as trails and viewpoints and low-intensity water dependent recreational access may be allowed where feasible and ecological impacts can be mitigated.
 - c. Scientific, historical, cultural, educational, and research uses may be allowed; provided, that no significant ecological impact on the area would result.
 - d. Additional wetland areas may be reclassified to natural as restoration projects are implemented, monitored and maintained.

C. Aquatic Environment.

1. Purpose. The purpose of the aquatic environment is to protect, restore, and manage the unique characteristics and resources of the area waterward of the ordinary high water mark (OHWM) in the Skagit River corridor.
2. Designation Criteria. The aquatic environment designation has been assigned to shoreline areas waterward of the OHWM.
3. Location of Environment. In Burlington, the aquatic environment is applicable only to the main stem of the Skagit River waterward of the OHWM. The city limit line is the midpoint of the river, and the shoreline management zone extends to that line.
4. Management Guidelines.
 - a. New over-water structures should be prohibited except for water-dependent uses, recreation, public access, critical infrastructure or ecological restoration.
 - b. The size of new over-water structures should be limited to the minimum necessary to support the structure's intended use.
 - c. Provisions for the aquatic environment should be directed towards maintaining and restoring habitat for priority aquatic species.

- d. Uses that cause significant ecological impacts to Skagit River habitats should be discouraged.
- e. Shoreline uses and development should be designed and managed to prevent degradation of water quality and alteration of existing hydrographic conditions.
- f. All developments and activities using navigable waters or their beds should be located and designed to minimize interference with surface navigation, to minimize adverse visual impacts, encourage multiple uses and to allow for the safe, unobstructed passage of fish whose life cycles are dependent on such migration. (Ord. 1786 § 1, 2013).

Chapter 18.09

ADMINISTRATIVE PROVISIONS

Sections:

- 18.09.010 Applicability to development.
- 18.09.020 Applicability to substantial development.
- 18.09.030 Statement of exemption.
- 18.09.040 Nonconforming uses and structures.
- 18.09.050 Enforcement.
- 18.09.060 Geographical jurisdiction.
- 18.09.070 Applicability to persons.
- 18.09.080 Applicability to federal agencies (WAC 173-27-060).
- 18.09.090 Applicability to other local, state, and federal laws.
- 18.09.100 Applicability to and conflicts with other local and state policies and regulations.
- 18.09.120 Liberal construction.

18.09.010 Applicability to development.

A. A development or use shall not be undertaken on the shorelines in the city of Burlington unless it is consistent with the master program and the policies of the Act, whether or not a shoreline permit is required for such development or use. See definition of “development” in BMC 18.03.040.

B. Existing development is required to comply with the master program at the time of expansion or change of use or initiation of new forms of activity.

C. If use or development is nonconforming, change of ownership will not require compliance with the master program unless the new owner/operator significantly expands the operations or initiates new forms of activity.

D. The city will periodically review the cumulative effect of actions taken within the shoreline to ensure that the goal of no net loss of shoreline environmental functions is being met.

E. The city, for the purposes of making administrative decisions and processing permits as may be required by the SMP, means the department of planning and community development and its director.

F. The process of reviewing proposals shall be designed to assure that regulatory or administrative actions do not unconstitutionally infringe upon private property rights in accordance with WAC 173-26-186(5). (Ord. 1786 § 1, 2013).

18.09.020 Applicability to substantial development.

A. Shoreline Substantial Development Permits.

1. A substantial development permit is not required for projects that are below the threshold levels established in WAC 173-27-040(2), Developments Exempt from Substantial Development Permit Requirement, as follows (see WAC citation for complete list):

a. Any development of which the total cost or fair market value, whichever is higher, does not exceed ~~\$5,718,504~~ **7,0478,504**, if such development does not materially interfere with the normal public use of the water or shorelines of the state. (Note: The state of Washington requires that every five years the dollar threshold for this exemption be adjusted for inflation by the Washington Office of Financial Management (OFM). The adjustment is based upon changes in the Consumer Price Index during that time period (see chapter 18.03 BMC, Definitions). The OFM must calculate the new dollar threshold and transmit it to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new dollar threshold is to take effect. WAC 173-27-040(2)(a).) For purposes of determining whether or not a permit is required, the total cost or fair market value shall be based on the value of development that is occurring on shorelines of the state as defined in RCW 90.58.030(2)(c). The total cost or fair market

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value of the development shall include the fair market value of any donated, contributed or found labor, equipment or materials;

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b. Normal maintenance or repair of existing structures or developments, including damage by accident, fire, or elements;

c. Construction of the normal protective bulkhead common to single-family residences;

d. Emergency construction necessary to protect property from damage by the elements;

e. Construction and practices normal for farming, irrigation, and ranching activities, including agricultural service roads and utilities on shorelines, and the construction and maintenance of irrigation structures including but not limited to head gates, pumping facilities, and irrigation channels. A feedlot of any size, all processing plants, other activities of a commercial nature, alteration of the contour of the shorelines by leveling or filling other than that which results from normal cultivation, shall not be considered normal or necessary farming or ranching activities. A feedlot shall be an enclosure or facility used or capable of being used for feeding livestock hay, grain silage, or other livestock feed, but shall not include land for growing crops or vegetation for livestock feeding and/or grazing, nor shall it include normal livestock wintering operations;

f. Construction or modification of navigational aids such as channel markers and anchor buoys;

g. Construction on shorelines by an owner, lessee, or contract purchaser of a single-family residence for his own use or for the use of his family, which residence does not exceed a height of 35 feet above average grade level and which meets all the requirements of the state agency or local government having jurisdiction thereof, other than requirements imposed pursuant to this title;

h. Construction of a dock, including a community dock, designed for pleasure craft only, for the private noncommercial use of the owner, lessee, or contract purchaser of single- and multiple-family residences. A dock is a landing and moorage facility for watercraft and does not include recreational decks, storage facilities or other appurtenances. This exception applies if the fair market value of the dock does not exceed \$10,000 or \$22,500 for docks that are constructed to replace existing docks, are of equal or less square footage than the existing dock being replaced, or \$11,200 for all other docks constructed in freshwaters.; but However, if subsequent construction occurs within five years of completion of the prior construction, and the combined fair market value of the subsequent and prior construction exceeds the amount specified above, having a fair market value exceeding \$2,500 occurs within five years of completion of the prior construction, the subsequent construction shall be considered a substantial development for the purpose of this title;

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i. Operation, maintenance, or construction of canals, waterways, drains, reservoirs, or other facilities that now exist or are hereafter created or developed as a part of an irrigation system for the primary purpose of making use of system waters, including return flow and artificially stored ground water for the irrigation of lands;

j. The marking of property lines or corners on state owned lands, when such marking does not significantly interfere with normal public use of the surface of the water;

k. Operation and maintenance of any system of levees, ditches, drains, or other facilities existing on September 8, 1975, which were created, developed, or utilized primarily as a part of an agricultural drainage or diking system;

l. Site exploration and investigation activities that are prerequisite to preparation of an application for development authorization under this title, if:

i. The activity does not interfere with the normal public use of the surface waters;

ii. The activity will have no significant adverse impact on the environment including, but not limited to, fish, wildlife, fish or wildlife habitat, water quality, and aesthetic values;

iii. The activity does not involve the installation of a structure, and upon completion of the activity the vegetation and land configuration of the site are restored to conditions existing before the activity;

iv. A private entity seeking development authorization under this section first posts a performance bond or provides other evidence of financial responsibility to the city of Burlington to ensure that the site is restored to preexisting conditions; and

v. The activity is not subject to the permit requirements of RCW 90.58.550 (oil or gas exploration);

m. The process of removing or controlling an aquatic noxious weed, as defined in RCW 17.26.020, through the use of an herbicide or other treatment methods applicable to weed control that are recommended by a final environmental impact statement published by the Department of Agriculture or the Department jointly with other state agencies under chapter 43.21C RCW;

n. Watershed restoration projects as defined in RCW 89.08.460 are exempt from the requirement to obtain a substantial development permit. Gages Slough is part of the watershed project approved by the Department of Ecology and its restoration is exempt from the permit requirement;

o. Consistent with WAC 173-27-040, aA public or private project that is designed to improve fish or wildlife habitat or fish passage, that conforms to the provisions of RCW 77.55.181, shall be exempt from the substantial development permit requirements of this chapter when all of the following apply:

i. The project has been approved by the Department of Fish and Wildlife;

ii. The project has received hydraulic project approval by the Department of Fish and Wildlife;

iii. The city has determined that the project is substantially consistent with the master program.

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p. The external or internal retrofitting of an existing structure with the exclusive purpose of compliance with the Americans with Disabilities Act of 1990 or to otherwise provide physical access to the structure by individuals with disabilities.

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2. A shoreline substantial development permit application is a Type II permit, as per chapter 14A.05 BMC.

3. The "effective date of a substantial development permit" is the date of filing. The date of filing is the date Ecology receives the city's final decision. The date of filing for a shoreline variance or conditional use permit is the date the decision of Ecology is transmitted by Ecology to the city. For -substantial development permits simultaneously mailed with a CUP or Variance to Ecology, the date of filing is the date that Ecology's decision on the CUP or Variance is transmitted to the applicant and the city. The date of filing starts the two-year clock for beginning of construction and establishes the twenty-one day appeal period of the permit to the Shoreline Hearings Board. The two-year time period does not include periods of pendency for other related permits or legal actions.

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4. Appeal procedures for land use actions are outlined in chapter 14A.05.190 BMC. After all local permit administrative appeals or reconsideration periods are complete and the permit documents are amended to incorporate any resulting changes, the city will mail the permit using return receipt requested mail to the Department of Ecology regional office and the Office of the Attorney General. Projects that require both Conditional Use Permits and or Variances shall be mailed simultaneously with any Substantial Development Permits for the project.

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5. The permit and documentation of the final local decision will be mailed together with the complete permit application; a findings and conclusion letter; a permit data form (cover sheet); and applicable SEPA documents.

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64. Time requirements for shoreline permits are as follows (see WAC 173-27-090 for complete language):

a. Construction activities shall commence, or where no construction activities are involved, the use or activity shall commence within two years of the effective date of a substantial development permit.

b. The period for commencement of construction or use may be extended once for a one-year period, if a request based on reasonable factors is filed before the expiration date and notice of the proposed extension is given to parties of record.

c. The authorization to conduct development activities shall terminate five years after the effective date of a substantial development permit.

d. The authorization period to conduct development activities may be extended once for a one-year period, if a request based on reasonable factors is filed before the expiration date and notice of the proposed extension is given to parties of record.

e. The time periods in subsections (A)(4)(a) and (c) of this section do not include the time during which a use or activity was not actually pursued due to the pendency of administrative appeals or legal actions or due to the need to obtain any other government permits and approvals for the development that authorize the development to proceed, including all reasonably related administrative or legal actions on any such permits or approvals.

f. It is the applicant's responsibility to inform local government of any legal actions or permits that may affect time periods established herein. The city may terminate the shoreline permit if the applicant fails to demonstrate good faith in obtaining all other necessary permits or resolve any legal actions in a timely manner.

75. Permit review procedures shall be as follows:

a. The planning and community development department maintains records of project review actions resulting in issuance of permits, including shoreline substantial development permits.

b. Copies of Shoreline Management Act permit data sheet and transmittal letters forwarded to the Department of Ecology shall be utilized for evaluation of the potential cumulative effects of previous and proposed actions in shoreline areas.

86. Appeals to the Shorelines Hearings Board shall be consistent with RCW 90.58.140.

B. Conditional Use Permits.

1. The purpose of a conditional use permit is to allow greater flexibility in administering the use regulations of the master program in a manner consistent with the policies of the SMA. Conditional use permits may also be granted in circumstances where denial of the permit would result in a thwarting of the policy enumerated in the SMA.

2. A shoreline conditional use permit is a Type III permit, as per chapter 14A.05 BMC.

3. The planning commission shall, following an open record public hearing, make a recommendation to the city council, who has the authority to make the final local decision.

4. The application for a shoreline conditional use permit shall be processed pursuant to the legislative policies stated in the Shoreline Management Act, RCW 90.58.020 (Legislative Findings – State Policy Enunciated – Use Preference) and the shoreline master program of the city of Burlington.

5. The criteria for approving conditional uses shall be consistent with WAC 173-27-160 (Review Criteria for Conditional Use Permits) and include the following:

a. That the proposed use is consistent with the policies of RCW 90.58.020, the master program, and the BMC;

b. That the proposed use will not interfere with the normal public use of public shorelines;

- c. That the proposed use of the site and design of the project is compatible with other authorized uses within the area and with uses planned for the area under the comprehensive plan and the SMP;
- d. That the proposed use will cause no significant adverse effects to the shoreline environment in which it is to be located; and
- e. That the public interest suffers no substantial detrimental effect.

6. Other uses that are not classified or set forth in the master program may be authorized as conditional uses; provided, that the applicant can demonstrate, in addition to the criteria set forth in subsection (B)(5)(a) of this section and RCW 90.58.020, that extraordinary circumstances preclude reasonable use of the property in a manner consistent with the permitted use regulations of the master program.

7. When reviewing conditional use permit applications, consideration shall be given to the cumulative impact of like actions in the area. For example, if conditional use permits were granted for other developments in the area where similar circumstances exist, the total of the conditional uses shall also remain consistent with the policies of RCW 90.58.020 and shall not produce substantial adverse effects to the shoreline environment.

8. Uses which are specifically prohibited or not allowed by the master program may not be authorized pursuant to either subsection (B)(5) or (6) of this section.

C. Variances.

1. The purpose of a variance permit is strictly limited to granting relief from specific bulk, dimensional or performance standards set forth in the applicable master program where there are extraordinary circumstances relating to the physical character or configuration of property. Shoreline variances should be granted in a circumstance where strict implementation of the master program would impose unnecessary hardships on the applicant or where denial of the permit would result in a thwarting of the policy enumerated in the SMA. In all instances, extraordinary circumstances should be shown, and the public interest shall suffer no substantial detrimental effect.

2. A shoreline variance permit is a Type II permit, as per chapter 14A.05 BMC. The board of adjustment shall, following an open record public hearing, make a final local decision on the permit application.

3. Variances for development that will be located landward of the ordinary high water mark may be authorized provided the applicant can demonstrate all of the following:

- a. That the strict application of the bulk, dimensional, or performance standards as set forth in the master program precludes or significantly interferes with a reasonable permitted use of the property.
- b. That the hardship is specifically related to the property and is the result of unique conditions, such as irregular lot shape, size, or natural features, in the application of the master program and not, for example, from deed restrictions or the applicant's own actions.
- c. That the design of the project will be compatible with other permitted activities in the area and will not cause adverse effects to adjacent properties or the shoreline environmental designation.
- d. That the variance authorized does not constitute a grant of special privilege not enjoyed by other properties in the area, and will be the minimum necessary to afford relief.
- e. That the public interest will suffer no substantial detrimental effect.

4. Variances for development that will be located waterward of the OHWM may be authorized, provided the applicant can satisfy all of the criteria specified in subsections (C)(3)(b) through (e) of this section. The applicant must also demonstrate that the public rights of navigation and that the strict application of the bulk, dimensional, or performance standards set forth in the master program precludes all reasonable use of the property.

5. In granting of all shoreline variances, consideration shall be given to the cumulative impact of additional requests or like actions in the area.

6. Variances from the use regulations of the master program are prohibited.

D. Developments not required to obtain shoreline permits or local reviews. Requirements to obtain a Substantial Development Permit, Conditional Use Permit, Variance, letter of exemption, or other review to implement the Shoreline Management Act do not apply to the following:

1. Remedial actions. Pursuant to RCW 90.58.355, any person conducting a remedial action at a facility pursuant to a consent decree, order, or agreed order issued pursuant to Chapter 70.105D RCW, or to the Department of Ecology when it conducts a remedial action under Chapter 70.105D RCW.

2. Boatyard improvements to meet NPDES permit requirements. Pursuant to RCW 90.58.355, any person installing site improvements for storm water treatment in an existing boatyard facility to meet requirements of a national pollutant discharge elimination system storm water general permit.

3. WSDOT facility maintenance and safety improvements. Pursuant to RCW 90.58.356, Washington State Department of Transportation projects and activities meeting the conditions of RCW 90.58.356 are not required to obtain a Substantial Development Permit, Conditional Use Permit, Variance, letter of exemption, or other local review.

4. Projects consistent with an environmental excellence program agreement pursuant to RCW 90.58.045.

5. Projects authorized through the Energy Facility Site Evaluation Council process pursuant to chapter 80.50 RCW.

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ED. Revisions to Permits.

1. When an applicant seeks to revise a shoreline substantial development permit, conditional use permit, or variance, whether such permit or variance was granted under this SMP, or under the Skagit County SMP in effect prior to adoption of the Burlington SMP, the planning and community development department shall request from the applicant detailed plans and text describing the proposed changes to the project. If the staff determines that the proposed changes are within the general scope and intent of the original substantial development permit, conditional use permit or variance, as the case may be, the revision may be approved by the planning director, without the need for the applicant to file a new substantial development permit application, provided the development is consistent with the SMA, WAC 173-27-100 (Revisions to Permits), and the master program.

2. Within the scope and intent of the original permit means the following:

a. No additional over-water construction will be involved, except that pier, dock, or float construction may be increased by 500 square feet or 10 percent from the provisions of the original permit, whichever is less.

b. Lot coverage and height may be increased a maximum of 10 percent from the provisions of the original permit.

c. Additional or revised landscaping is consistent with the conditions attached to the original permit and with the shoreline master program.

d. The use authorized pursuant to the original permit is not changed.

e. No adverse environmental impact will be caused by the project revision.

f. The revised permit shall not authorize development to exceed height, lot coverage, setback, or any other requirements of the master program except as authorized under a variance granted as the original permit or a part thereof.

3. If the revision, or the sum of the revision and any previously approved revisions, will violate the criteria specified above, the planning and community development department shall require the applicant to apply for a new shoreline substantial development or conditional use permit or variance, as appropriate, in the manner provided for herein.

4. If proposed revisions to the original permit involve a conditional use or variance, the city shall submit the proposed revision to the DOE for review. The DOE shall respond with its final decision on the proposed revision request within 15 days of the date of receipt by the DOE (WAC 173-27-100(6)). The city shall notify parties of record of the DOE's final decision.

5. Revisions to permits may be authorized after original permit authorization has expired under RCW 90.58.143. The purpose of such revisions shall be limited to authorization of changes which are consistent with this section and which would not require a permit for the development or change proposed under the terms of chapter 90.58 RCW, this regulation and the local master program. If the proposed change constitutes substantial development then a new permit is required; provided, this subsection shall not be used to extend the time requirements or to authorize substantial development beyond the time limits of the original permit.

6. The revision approval, including the revised site plans and text consistent with the provisions of WAC 173-27-180 as necessary to clearly indicate the authorized changes, and the final ruling on consistency with this section shall be filed with the DOE. In addition, the city shall notify parties of record of their action.

7. The revised permit is effective immediately upon final decision by the city or, when appropriate under subsection (D)(4) of this section, upon final action by the DOE.

8. Appeals shall be in accordance with RCW 90.58.180 and shall be filed within 21 days from the date of receipt of the city's action by the DOE or, when appropriate under subsection (D)(4) of this section, the date the DOE's final decision is transmitted to the city and the applicant. Appeals shall be based only upon contentions of noncompliance with the provision of subsection (D)(2) of this section. Construction undertaken pursuant to that portion of a revised permit not authorized under the original permit is at the applicant's own risk until the expiration of the appeals deadline. If an appeal is successful in proving that a revision is not within the scope and intent of the original permit, the decision shall have no bearing on the original permit. (Ord. 1786 § 1, 2013).

18.09.030 Statement of exemption.

A. Whenever a development falls within the exemptions stated in BMC 18.09.020(A)(1) and the development is subject to a U.S. Corps of Engineers Section 10 permit under the Rivers and Harbors Act of 1899, or a Section 404 permit under the Federal Water Pollution Control Act of 1972, the city shall prepare a letter addressed to the applicant and the department, exempting the development from the substantial development permit requirements of chapter 90.58 RCW. This exemption shall be in the form prescribed by WAC 173-27-050.

B. A statement of exemption is also required for exempt work on levees.

C. Exemptions shall be construed narrowly. Only those developments that meet the precise terms of one or more of the listed exemptions may be granted exemption from the substantial development permit process.

D. An exemption from the substantial development permit process is not an exemption from compliance with the Act or the local master program, or from any other regulatory requirements. To be authorized, all uses and developments must be consistent with the policies and provisions of the applicable master program and the Shoreline Management Act. A development or use that is listed as a conditional use pursuant to the local master program or is an unlisted use must obtain a conditional use permit even though the development or use does not require a substantial development permit. When a development or use is proposed that does not comply with the bulk, dimensional and performance standards of the master program, such development or use can only be authorized by approval of a variance.

E. The burden of proof that a development or use is exempt from the permit process is on the applicant.

F. If any part of a proposed development is not eligible for exemption, then a substantial development permit is required for the entire proposed development project.

G. Local government may attach conditions to the approval of exempted developments and/or uses as necessary to assure consistency of the project with the Act and the local master program. (Ord. 1786 § 1, 2013).

18.09.040 Nonconforming uses, ~~and~~ structures and lots.

A. The following definitions and standards shall apply to nonconforming structures and uses regulated by this master program:

1. "Nonconforming use or development" means a shoreline use or development that was lawfully constructed or established prior to the effective date of the city of Burlington shoreline master program or amendments thereto, but does not conform to current regulations or standards of the program.
2. Structures that were legally established and are used for a conforming use but are nonconforming with regard to shoreline setback requirements may be maintained and repaired and may be enlarged or expanded; provided, that any such enlargement or expansion:
 - a. Will not extend the footprint of the structure any closer to the shoreline or wetland than the current design;
 - b. Will not interfere with or obstruct dedicated public access routes to the shoreline, per applicable requirements set out herein;
 - c. Will meet any construction standards enacted by the city to protect adjacent flood risk reduction structures;
 - d. Will be consistent with the current, or another authorized, conforming use; and
 - e. Will adhere to underlying municipal code and building regulations.

3. A "nonconforming lot" means a lot that met dimensional requirements of the applicable master program at the time of its establishment but now contains less than the required width, depth, or area due to subsequent changes to the master program. A nonconforming lot may be developed if permitted by other land use regulations of the city and so long as such development conforms to all other requirements of this master program and the act.

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43. Uses and development that were legally established and are nonconforming with regard to the use regulations of the master program may continue as legal nonconforming uses. Such uses shall not be enlarged or expanded unless otherwise permitted by this SMP.

54. A use that is listed as a shoreline conditional use but existed prior to adoption of the master program or any relevant amendment and for which a conditional use permit has not been obtained shall be considered a nonconforming use.

65. A use that is listed as a shoreline conditional use but existed prior to the applicability of the master program to the site and for which a conditional use permit has not been obtained shall be considered a nonconforming use.

76. A structure for which a variance has been issued shall be considered a legal nonconforming structure and the requirements of this section shall apply as they apply to preexisting nonconformities.

87. A structure that is being used, or has been used, for a nonconforming use may be used for a different nonconforming use only upon the approval of a shoreline conditional use permit. A shoreline conditional use permit for any such new nonconforming use may be approved only upon a finding that:

- a. No reasonable alternative conforming use is practical; and

- b. The proposed use will be at least as consistent with the policies and provisions of the SMA and the master program and as compatible with the uses in the area as the preexisting use.

In addition, such conditions may be attached to the permit as are deemed necessary to assure compliance with the above findings, the requirements of the master program and the Shoreline Management Act, and to assure that the use will not become a nuisance or a hazard.

98. A nonconforming structure that is moved within the SMZ must be brought into conformance with the master program, unless such relocation is expressly authorized through previous agreement between the city and the property owner.

109. If a nonconforming structure is damaged or partially destroyed to an extent not exceeding 50 percent of the assessed valuation of such structure as established by the most current Skagit County assessor's tax roll, it may be restored to its original condition, as authorized by the city's building official, and its immediately preceding or existing use at the time of partial destruction may be continued or resumed. Such damaged or destroyed building may be reconstructed to a size not to exceed the existing footprint at the time of the damage or destruction and within the height at the time of the damage or destruction, and except for the shoreline setback provision in subsection (A)(2) of this section, must conform to those specifications required by the current building code and applicable zoning requirements for reconstruction of nonconforming structures; provided, that:

- a. Application is made for the permits necessary to restore the development within six months of the date the damage occurred;
- b. All permits are obtained; and
- c. The restoration is started within one year and completed within two years of permit issuance.

1140. If a nonconforming use is discontinued for 12 consecutive months or for 12 months during any two-year period, the rights to such use shall expire and any subsequent use of such structure shall be conforming. A use authorized pursuant to subsection (A)(87) of this section shall be considered a legal nonconforming use for purposes of this section.

1244. An undeveloped lot, tract, parcel, site, or division of land located landward of the OHWM that was established in accordance with local and state subdivision requirements prior to the effective date of the city of Burlington shoreline master program, but does not conform to the present lot size standards or is not configured to allow for reasonable use that would meet current shoreline setback requirements, may be developed if permitted by other land use regulations of the BMC and so long as such development conforms to all other requirements of the master program and the SMA. In this case, a SMP variance shall be required. (Ord. 1786 § 1, 2013).

18.09.050 Enforcement.

A. In the event of failure to comply with the plans approved by the city or with any conditions imposed upon the shoreline development permit, the permit shall immediately become void and any continuation of the use activity shall be construed as being in violation of BMC Title 17.

B. Any person failing to conform to the terms of a permit issued in accordance with the SMP or who undertakes development on the shorelines of the state without first obtaining any permit required by the SMP shall be subject to a civil penalty as per RCW 90.58.210 and WAC 173-27-280. (Ord. 1786 § 1, 2013).

18.09.060 Geographical jurisdiction.

This master program shall apply to all lands and waters as defined by RCW 90.58.030 for the city of Burlington including the Skagit River Shoreline District and associated Gages Slough wetland corridor.

The shoreline management zone extends a minimum of 200 feet upland from the line of the ordinary high water mark (OHWM) of the Skagit River or 200 feet from the edge of the floodway within the floodplain, whichever is greater. The floodway may be the area established by FEMA maps or by identifying the contiguous land upon which

flood waters may be carried during periods of flooding that can occur with reasonable regularity, although not necessarily annually. These areas prone to flooding have been identified, under normal conditions, by changes in surface soil conditions or changes in types or quality of vegetative ground cover condition, topography, or other indicators of flooding. As of the date of writing of this shoreline master program, the jurisdictional map shall utilize the waterward top of levee as the edge of the floodway. The actual extent of shoreline jurisdiction will be determined on a case by case basis as needed. The shoreline management zone includes associated wetlands, but not wetland buffers beyond 200 feet of the floodway. (Ord. 1786 § 1, 2013).

18.09.070 Applicability to persons.

This master program shall apply to every person, individual, firm, partnership, association, organization, corporation, local or state government agency, public or municipal corporation, or other entity which develops, owns, leases or administers lands, wetlands, and waters which fall under the jurisdiction of the Shoreline Management Act. Nothing in this management program shall be construed as allowing any abridgment of private property rights. (Ord. 1786 § 1, 2013).

18.09.080 Applicability to federal agencies (WAC 173-27-060).

A. Direct federal agency activities in or affecting Washington's coastal zone shall be consistent to the maximum extent practicable with the enforceable policies of the most recent federally approved Washington State Coastal Zone Management Program pursuant to the Federal Coastal Zone Management Act, 16 U.S.C. 1451 et seq. (CZMA) and federal regulations adopted pursuant thereto.

Washington's coastal zone, as established in the state's approved Coastal Zone Management Program, includes the following coastal counties: Whatcom, Skagit, San Juan, Island, Snohomish, King, Pierce, Thurston, Mason, Kitsap, Jefferson, Clallam, Grays Harbor, Pacific and Wahkiakum.

The Shoreline Management Act is incorporated into the Washington State Coastal Zone Management Program and, thereby, those direct federal agency activities affecting the uses or resources subject to the Act must be consistent to the maximum extent practicable with the enforceable provisions of the Act, regulations adopted pursuant to the Act and the local master program.

When the Department of Ecology receives a consistency determination for an activity proposed by the federal government, it shall request that local government review the proposal and provide the Department of Ecology with its views regarding the consistency of the activity or development project with the enforceable policies of the local master program.

The CZMA federal consistency decision-making process for federal agency activities is prescribed in the Coastal Zone Management Act (16 U.S.C. 1456 (c)(1) and (2)), in federal regulations at 15 CFR Part 930, Subpart C, and in Washington's most recent federally approved CZM program document.

B. Federal agency activities may be required by other federal laws to meet the permitting requirements of chapter 90.58 RCW.

C. The policies and provisions of chapter 90.58 RCW, including the permit system, shall apply statewide to all nonfederal developments and uses undertaken on federal lands and on lands subject to nonfederal ownership, lease or easement, even though such lands may fall within the external boundaries of a federal ownership. (Ord. 1786 § 1, 2013).

18.09.090 Applicability to other local, state, and federal laws.

Obtaining a shoreline permit or letter of exemption for a development or use does not excuse the applicant from complying with any other local, regional, state, or federal laws applicable to such development or use. (Ord. 1786 § 1, 2013).

18.09.100 Applicability to and conflicts with other local and state policies and regulations.

In the event that there are conflicts between the master program and other applicable state and local policies, regulations, and ordinances, the provisions of the master program shall prevail. (Ord. 1786 § 1, 2013).

18.09.120 Liberal construction.

This program is exempted from the rule of strict construction, and it shall be liberally construed to give full effect to the objectives and purposes for which it was enacted. (See also RCW 90.58.900, Liberal Construction.) (Ord. 1786 § 1, 2013).

Chapter 18.12

MASTER PROGRAM POLICY GOALS

Sections:

- 18.12.010 Adoption.
- 18.12.020 Master program policy goals.

18.12.010 Adoption.

The following policy goals are adopted to provide an overall, comprehensive foundation and sense of direction upon which the regulations, shoreline area designations, and administrative procedures are based. (Ord. 1786 § 1, 2013).

18.12.020 Master program policy goals.

A. Economic Development Element.

1. Land and shoreline use patterns shall provide for the location of existing and future transportation facilities, utilities, and recreation activities that are dependent on access to the water.
2. Because of the unique floodway and floodplain limitations on the use of the Skagit River shorelines, particularly the levee system, the majority of the shoreline shall be identified and reserved for recreational and open space uses.
3. Existing and projected water-oriented uses shall be accommodated through environment designation policies and regulations based on the inventory of existing shoreline resources and analysis of future demand for water-oriented uses.
4. Because navigation is restricted to small boats, primarily for sports fishing, preference shall be given to those uses that allow a significant number of people to enjoy the shoreline, public access (water-enjoyment) and/or uses that demonstrably pursue shoreline objectives.
5. Preference shall also be given to uses that enhance the ecological viability and enhancement of fisheries habitats along the Skagit River shoreline.

B. Public Access Element.

1. The public access system shall provide for both physical and visual access. The system shall include but not be limited to public lands and shall seek to increase the amount and diversity of public access to the state's shorelines and adjacent areas consistent with the natural shoreline character, property rights, including the public's rights under the public trust doctrine, and public safety.
2. The public's right to use the surface waters of the state for navigation under the public trust doctrine shall be protected.
3. The public's right to view the waters of the state shall be protected, including measures such as maximum height limits, setbacks, and view corridors to minimize the impacts to existing views from public property or substantial numbers of residences.
4. The primary public access area to the Skagit River shall consist of the land that is subject to the interlocal agreement with Dike District No. 12, with motorized public access at Gardner Road Bar and just west of the Railroad Bridge and with nonmotorized public access along the levee adjacent to the Skagit River.
5. Public access to Gages Slough shall include, where appropriate, viewing areas or interpretative trails and publicly owned park lands. Decisions on where to locate public access and the extent of access that is allowed will be based on best scientific information developed specifically for Gages Slough.

C. Recreation Element.

1. Ensure optimal recreational opportunities now and in the future in shoreline areas that can reasonably tolerate, during peak use periods, active, passive, competitive, or contemplative uses without destroying the integrity and character of the shoreline.
2. The Skagit River public recreation area specifically includes the shorelines extending from Gardner Road Bar to the Burlington-Mount Vernon Bridge for fishing, boating, passive and active recreation activities. As the setback levee is constructed through the bridge corridor, opportunities for public access will increase.
3. The Gages Slough recreation opportunities shall be limited based on the best available scientific information developed specifically for Gages Slough.
4. Recreation policies in the parks and recreation comprehensive plan are adopted here by reference and those policies are consistent with growth projections and level-of-service standards.

D. Circulation Element.

1. Existing and planned circulation systems are adequate to serve as access to shorelines.
2. Nonmotorized routes that connect the community with the shorelines and include environmental restoration and interpretative components shall be made whenever feasible.

E. Use Element.

1. It is the goal to protect and restore the Gages Slough wetlands to optimize water quality, habitat, best management practices and ensure that adjacent land use patterns are compatible with the protection and enhancement of the wetlands and take advantage of the unique attributes of the site, allowing no net loss of wetlands, and for Gages Slough, to also increase the size of culverts, remove obstructions, develop and implement specific plans to improve the functions relative to surface water management, and generally improve the flow characteristics to provide for efficient conveyance of water through the city during flood events.
2. It is the goal to allow limited use of the Skagit River and its shoreline compatible with the current edition of the Burlington floodplain management and natural hazard mitigation plan, consistent with the following priorities: recognizing and protecting the state-wide interest over local interests, preserving natural character, realizing long-term over short-term benefit, protecting resources and ecology, increasing public access to publicly owned areas, increasing recreational opportunities, providing for any other element that is appropriate or necessary.

F. Conservation and Restoration Element.

1. The Skagit River riparian corridor shall be managed in accordance with regional watershed planning standards and best management practices, including vegetation management of shoreline areas fronted by levees. Adaptive management techniques shall be employed as additional scientific information and regional mitigation plans are developed.
2. The floodplain shall be managed in accordance with applicable federal, state, regional and local regulations, best management practices and best available science practices, along with the city of Burlington floodplain management and natural hazard mitigation plan.
3. Reclaim and restore areas which are biologically and aesthetically degraded to the greatest extent feasible while maintaining appropriate use of the shoreline. Preserve and protect the natural resources of the shorelines in the public interest and for future generations.
4. Protect ground water aquifers from contamination.
5. Protect native vegetation and wildlife within the protected wetlands and riparian corridors and their buffers, and encourage planned buffer restoration and parks open space enhancement; provided, that, in the case of the

shoreline fronted by levees along the Skagit River, vegetation management standards are established by the Corps of Engineers, as may be amended.

6. Encourage the cleanup and ecological restoration of degraded shorelines, including the Gages Slough corridor.

G. Historic and Cultural Element.

1. Identify, protect, preserve and restore important archaeological, historical and cultural sites located in shorelines for educational and scientific purposes, and enjoyment of the public.
2. Optimize educational opportunities by encouraging interpretative displays and facilities for educational purposes, as part of public access.

H. Flood Damage Reduction Element.

1. Continue to work closely with the Dike Districts, Skagit County, and business and property owners in flood risk reduction planning.
2. Implement the flood risk reduction planning objectives and projects in the city of Burlington as further defined in the Burlington floodplain management and natural hazard mitigation plan.
3. Participate in watershed-wide programs to reduce flood hazards and improve shoreline ecology. (Ord. 1786 § 1, 2013).

Chapter 18.14

GENERAL PROVISIONS

Sections:

- 18.14.010 Introduction.
- 18.14.020 Policies and regulations.

18.14.010 Introduction.

General policies and regulations are applicable to all uses and activities (regardless of master program environment designation) that may occur along a jurisdiction's shorelines. If used properly, they can also reduce redundancy in a master program by eliminating the need to repeat regulations over and over for each environment designation.

BMC 18.14.020 is broken up into 10 different topic headings and is arranged alphabetically. Each topic begins with a discussion of background master program issues and considerations, followed by general policy statements and regulations. The intent of these model provisions is to be inclusive, making them applicable over a wide range of environments as well as particular uses and activities. (Ord. 1786 § 1, 2013).

18.14.020 Policies and regulations.

A. Universally Applicable Policies and Regulations.

1. Applicability. The following regulations describe the requirements for all shoreline uses and development in all environment designations.
2. Policies.
 - a. The city will periodically review conditions on the shoreline and conduct appropriate analysis to determine whether or not other actions are necessary to protect and restore the ecology, protect human health and safety, upgrade the visual qualities, protect property rights and enhance residential and recreational uses on the city's shorelines. Specific issues to address in such evaluations include, but are not limited to:
 - i. Water quality.
 - ii. Conservation of aquatic vegetation (control of noxious weeds and enhancement of vegetation that supports more desirable ecological and recreational conditions).
 - iii. Upland vegetation.
 - iv. Shoreline stabilization and modifications.
 - b. The city will keep records of all project review actions within shoreline jurisdiction, including shoreline permits, letters of exemption, and building permits.
 - c. Where appropriate, the city will pursue the policies of this master program in other land use, development permitting, public construction, and public health and safety activities that may not fall under the authority of the Shoreline Management Act. Specifically, such activities include, but are not limited to:
 - i. Water quality and storm water management activities, including those outside shoreline jurisdiction but affecting the shorelines of the state.
 - ii. Aquatic vegetation management.
 - iii. Health and safety activities, especially those related to sanitary sewage.
 - iv. Public works and utilities development.

- v. Involve affected federal, state, and tribal governments in the review process of shoreline applications.

3. Regulations.

- a. All proposed shoreline uses and development, including those that do not require a shoreline permit, must conform to the Shoreline Management Act, chapter 90.58 RCW, and to the policies and regulations of this master program.
- b. All new shoreline development must be in support of an allowable shoreline use that conforms to the provisions of this master program. Except as otherwise noted, all shoreline developments not associated with a legally existing or an approved shoreline use are prohibited.
- c. Shoreline uses, development, and conditions listed as “prohibited” shall not be eligible for consideration as a shoreline variance or shoreline conditional use permit.
- d. The “policies” listed in this master program will provide broad guidance and direction and will be used by the city in applying the “regulations.” The policies, taken together, constitute the shoreline element of the Burlington comprehensive plan.
- e. Where provisions of this master program conflict, the provisions most directly implementing the objectives of the Shoreline Management Act, as determined by the city, shall apply unless specifically stated otherwise.
- f. All new shoreline use and development shall result in no net loss of shoreline ecological functions necessary to sustain shoreline natural resources by utilizing the mitigation sequencing as outlined in subsection (C)(3) of this section.

B. Archaeological, Historical, and Cultural Resources.

1. Applicability. The archaeological, historical, and cultural resources element provides for protection and restoration of buildings, structures, sites, districts, objects, and areas, hereinafter referred to as “sites,” having known or potential archaeological, historical, cultural, or scientific value or significance.

The following provisions apply to archaeological and historic resources that are either recorded at the Department of Archaeology and Historic Preservation (DAHP) and/or by local jurisdictions or have been inadvertently uncovered.

2. Policies.

- a. Due to the limited and irreplaceable nature of the resource, public or private uses, activities, and development should be prevented from destroying or damaging any site having historic, cultural, scientific or educational value as identified by the appropriate authorities and deemed worthy of protection and preservation.
- b. Site development activity in shoreline areas shall be subject to the policies and regulations of this section and the Burlington comprehensive plan policies related to such resources. The archaeological, historical, and cultural resources element provides for protection and restoration of buildings, structures, sites, districts, objects, and areas, hereinafter referred to as “sites,” having known or potential archaeological, historical, cultural, or scientific value or significance.
- c. Shoreline features should be protected to prevent the destruction of or damage to any site having archaeological, historic, cultural, or scientific value through coordination and consultation with the appropriate local, state, tribal, and federal authorities.
- d. Sites should be protected in collaboration with appropriate tribal, state, federal, and local governments. Cooperation among public and private parties is to be encouraged in the identification, protection, and management of cultural resources.

- e. When or where appropriate, access to such sites should be made available to parties of interest. Access to such sites must be designed and managed in a manner that gives maximum protection to the resource.
- f. Opportunities for education related to archaeological, historical, and cultural features should be provided when or where appropriate and incorporated into public and private management efforts, programs, and development.

3. Regulations – General.

a. All applications for a shoreline development permit, a building permit, a clearing and grading permit, a demolition permit, or a statement of exemption for shoreline development within the jurisdiction of the Burlington SMP shall be reviewed for a determination of whether the site(s) in question:

- i. Is on property within 500 feet of a site known to contain historic, cultural, or archaeological resource(s); or
- ii. Is in an area mapped as having the potential for the presence of archaeological, historic, or cultural resources to be present.

b. All applications meeting these criteria shall require a cultural resource site survey or assessment, unless this requirement is waived or modified by the DAHP. Any required site assessment shall be conducted by a professional archaeologist or historic preservation professional, as applicable, to determine the presence of historic or significant archaeological resources. Buildings or structures over 40 years in age shall be inventoried in a DAHP historic property inventory database entry and archaeological sites shall be recorded on DAHP archaeological site inventory forms. The fee for the services of the professional archaeologist or historic preservationist shall be paid by the applicant.

c. If the cultural resource site assessment identifies the presence of archaeological, significant historic or cultural resources, appropriate recommendations shall be prepared by a professional archaeologist or historic preservation professional, as part of the survey or assessment. The fee for the services of the professional archaeologist or historic preservation professional shall be paid by the applicant. In the preparation of such plans, the professional archaeologist or historic preservation professional shall solicit comments from the Washington State Department of Archaeology and Historic Preservation, and the affected tribe(s). Comments received from these reviewers shall be incorporated into the conclusions and recommended conditions of the survey or assessment to the maximum extent practicable.

d. A cultural resources survey or site assessment shall be prepared in accordance with guidance for such studies approved or promulgated by the DAHP. DAHP shall determine whether the research design or study is adequate.

e. The administrator shall consult with the Washington State Department of Archaeology and Historic Preservation and affected tribe(s) prior to approval and acceptance of the survey or assessment.

f. Based upon consultation with DAHP and affected tribe(s), the administrator may reject or request revision of the conclusions reached in a survey or assessment when the administrator can demonstrate that the assessment is inaccurate or does not fully address the historic or archaeological resource management concerns involved.

g. In the event a cultural resources survey or site assessment is submitted directly to the city of Burlington, the professional archaeologist or historic preservation professional will be advised to submit the materials directly to DAHP.

h. In granting shoreline permits or statements of exemption for such development, the city of Burlington may attach conditions of approval to require consultation with the Washington State Department of Archaeology and Historic Preservation, affected tribe(s), and any local historic preservation authority, to assure that historic or archaeological resources are properly protected, or for appropriate agencies to contact property owners regarding purchase or other long-term arrangements. Provisions for the protection

and preservation of historic or archaeological sites, structures, buildings, districts, objects, or areas shall be incorporated to the maximum extent practicable.

4. Regulations – Inadvertent Discovery.

a. Whenever historic, cultural, or archaeological sites or artifacts are discovered in the process of development on shorelines, work on that portion of the development site shall be stopped immediately and the find reported as soon as possible to the administrator or DAHP.

b. The administrator shall then notify the Washington State Department of Archaeology and Historic Preservation, affected tribe(s), any local historic preservation authority, and any other appropriate agencies and, upon consultation with DAHP, shall require that an immediate site assessment be conducted by a professional archaeologist or historic preservation professional, as applicable, pursuant to subsection (B)(3)(b) of this section to determine the extent of damage to the resource. The site assessment shall be distributed to the Washington State Department of Archaeology and Historic Preservation, the affected tribe(s), and local historic preservation authority for a 15-day review period. If the above listed agencies or governments have failed to respond within the applicable review period following receipt of the site assessment, such stopped work may resume.

c. If human remains are encountered, all activity must cease and the area must be protected and the find reported to local law enforcement and the county coroner or medical examiner.

C. Critical Areas.

1. Applicability.

a. Wetlands and their buffers occurring in the city's shoreline jurisdiction (note: the city is not opting for the expansion of the shoreline jurisdiction, as provided for in RCW 90.58.030(2)(d)(ii)).

b. The main stem of the Skagit River, which is designated an aquatic environment in BMC 18.07.040(C), and its buffer, which provide the critical ecological function of fish passage to upstream spawning and rearing habitats.

c. The language adopted as part of this SMP has been reviewed and determined to meet the standard of no net loss of ecological functions.

~~d. This Shoreline Master Program regulates critical areas within the city's shoreline jurisdiction. See Appendix A~~

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2. Policies.

a. In implementing this master program, the city will take necessary steps to ensure compliance with chapter 43.21 RCW, the Washington State Environmental Policy Act of 1971, and its implementing guidelines.

b. All significant adverse impacts to the shoreline should be avoided or, if that is not possible, minimized to the extent feasible.

~~e. Applicable sections of the critical area ordinance (CAO) pertaining to wetlands have been incorporated into the SMP and have been included as Appendix A, Shoreline Wetlands, Fish and Wildlife Habitat Conservation Areas, and General Critical Area Regulations.~~

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3. Regulations.

a. All project proposals, including those for which a shoreline permit is not required, shall comply with chapter 43.21C RCW, the Washington State Environmental Policy Act.

b. Applicable sections of the city's critical areas ordinance, BMC Chapter 14.15 (Ordinance 1853, passed in 2018) pertaining to critical areas have been embedded into the SMP as Appendix A, Wetlands, Fish and Wildlife Habitat Conservation Areas, and General Critical Area Regulations.

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cb. Projects that cause significant ecological impacts are not allowed unless mitigated according to the sequence in subsection (C)(3)(d) of this section to avoid reduction or damage to ecosystem-wide processes and ecological functions.

de. Projects that cause significant adverse impacts, other than significant ecological impacts, shall be mitigated according to the sequence in subsection (C)(3)(d) of this section.

ed. When applying mitigation to avoid or minimize significant adverse effects and significant ecological impacts, the city will apply the following sequence of steps in order of priority, with (i) being top priority:

- i. Avoiding the impact altogether by not taking a certain action or parts of an action;
- ii. Minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;
- iii. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;
- iv. Reducing or eliminating the impact over time by preservation and maintenance operations;
- v. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and
- vi. Monitoring the impact and the compensation projects and taking appropriate corrective measures.

fe. The city will set mitigation requirements or permit conditions based on impacts identified. In determining appropriate mitigation measures, avoidance of impacts by means such as relocating or redesigning the proposed development will be applied first. Lower priority measures will be applied only after higher priority measures are demonstrated to be not feasible or not applicable.

gf. All shoreline development shall be located and constructed to avoid significant adverse impacts to human health and safety.

hg. All such activities shall be carried out in ways that cause the least impact to critical areas and their buffers. If any damage is caused to a critical area or buffer in connection with such activity, the critical area and its buffer must be restored to the extent feasible. To be exempt does not give permission to destroy a critical area or ignore risk. Proponents of such activities shall be responsible for notifying the director if any damage occurs and shall provide all necessary restoration or mitigation. For information on identifying, protecting or mitigating adverse impacts to critical areas, refer to sections in this title on wetlands, aquifer recharge areas, geologically hazardous areas, fish and wildlife habitat conservation areas, and flood hazard areas Appendix A.

ih. The critical areas buffer, otherwise referred to as a riparian buffer, for the Skagit River, which is designated a Type-S Stream in 14.15.380(B) of Appendix A, shall be waterward-landward of the waterward toe of the levee or 200 feet from the ordinary high water mark of the river where no levee exists.

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D. Flood Hazard Reduction.

1. Applicability. The provisions in this section apply to those areas within the shoreline management zone lying along the Skagit River floodplain corridor, including the river, and associated wetlands in the floodplain.

The provisions in this section are intended to address two concerns especially relevant to river shorelines:

- a. Protecting human safety and minimizing flood hazard to human activities and development.

- b. Protecting and contributing to the restoration of ecosystem-wide processes and ecological functions found in the applicable watershed or sub-basin.

2. Policies.

- a. Implement a comprehensive program to manage the city's floodplain corridor that integrates the following city ordinances and activities:

- i. Regulations of the master program as codified in the BMC.
- ii. The floodplain management standards in BMC 14.15.390 through [14.15.430](#)⁴³².
- iii. The development standards of the underlying zoning district.
- iv. The city storm water management plan and implementing regulations.
- v. The city's participation in flood hazard reduction programs, including the Federal Emergency Management Act and the Washington State Flood Control Assistance Account Program, and the 2008-2013 Floodplain Management and Natural Hazard Mitigation Plan.
- vi. City, county and dike district approved flood risk reduction measures.
- vii. The construction or improvement of new public facilities, including roads, levees, utilities, bridges, and other structures.
- viii. The ecological restoration of selected shoreline areas.

- b. In regulating development on shorelines within SMA jurisdiction, endeavor to achieve the following:

- i. Maintenance of human safety.
- ii. Protection and, where appropriate, the restoration of the physical integrity of the ecological system processes, including wetland buffer restoration and storm water quality restoration.
- iii. Protection of water quality and natural ground water movement.
- iv. Protection of fish, vegetation, and other life forms and their habitat vital to the aquatic food chain.
- v. Protection of recreation resources and aesthetic values.

- c. Undertake flood hazard mitigation planning in a coordinated manner among affected property owners and public agencies and consider the entire Skagit River drainage system.

- d. Manage the existing levee system along the Skagit River shoreline to optimize flood protection and manage levee vegetation as required under the Corps of Engineers PL 84-99 standards as may be amended.

- e. Provide public pedestrian access to the shoreline for low-impact outdoor recreation.

3. Regulations.

- a. New, structural, public flood hazard reduction projects that are continuous in nature, such as levees, shall provide public access to the shoreline unless such access is not feasible or desirable according to the criteria in the public access section of the SMP.

- b. Designs for flood hazard reduction measures and shoreline stabilization measures in the river corridor must be prepared by qualified professional engineers, geologists, and/or hydrologists who have expertise in local riverine processes.

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- c. Existing hydrological connections to the floodplain and associated wetlands shall be maintained where feasible.
- d. Use and development that do not meet the following standards are prohibited in the floodway:
 - i. Minor structures and additions for which a building permit is not required;
 - ii. Fills of less than 12 cubic yards or which will not raise the level of the land above that of the surrounding area;
 - iii. Normal maintenance, resurfacing and rebuilding, at comparable grade of streets, and accessways;
 - iv. Underground improvements and excavations;
 - v. Maintenance and minor repair of existing improvements;
 - vi. Improvements to structures listed on the National or State Register of Historic Places;
 - vii. Other minor developments which cause no significant impoundment or displacement of floodwaters, such as open fences, signs and small unenclosed structures;
 - viii. Utility outfall structures authorized by the Corps of Engineers and levee construction to maintain the structural integrity of critical infrastructure.
- e. New structural flood hazard reduction measures in shoreline jurisdiction are allowed only when it can be demonstrated by a scientific and engineering analysis that they are necessary to protect existing development, that nonstructural measures are not feasible, that impacts on ecological functions and priority species and habitats can be successfully mitigated so as to assure no net loss, and that appropriate vegetation conservation actions are undertaken consistent with WAC 173-26-221(5) or as required under the Corps of Engineers PL 84-99 standards as may be amended.
- f. Structural flood hazard reduction measures shall be consistent with an adopted comprehensive flood hazard management plan approved by the department that evaluates cumulative impacts to the watershed system.

E. Public Access.

1. Applicability. Shoreline public access is the physical ability of the general public to reach and touch the water's edge and/or the ability to have a view of the water and the shoreline from upland locations. Public access facilities may include picnic areas, pathways and trails, floats and docks, promenades, viewing towers, bridges, boat launches, and improved street ends. The city has adopted a plan for nonmotorized public access that extends along the Skagit River frontage on the levees, and connects to a trail system along Gages Slough and through the city to the east to Cascade Trail and to the west.
2. Policies.
 - a. Public access should be considered in the review of all private and public developments as appropriate.
 - b. Developments, uses, and activities on or near the shoreline should not impair or detract from the public's access to the water, or the rights of navigation, or space for water-dependent uses.
 - c. Promote and enhance the public interest with regard to rights to access waters held in public trust by the state while protecting private property rights and public safety.
3. Regulations.
 - a. Except as provided in subsections (E)(3)(b) and (c) of this section, shoreline substantial developments or conditional uses shall provide public access where any of the following conditions are present:

- i. Where a development or use will create increased demand for public access to the shoreline, the development or use shall provide public access to mitigate this impact.
 - ii. Where a development or use will interfere with an existing public access way, the development or use shall provide public access to mitigate this impact. Impacts to public access may include blocking access or discouraging use of existing on-site or nearby accesses.
 - iii. Where a use which is not a priority shoreline use under the Shoreline Management Act locates on a shoreline of the state, the use or development shall provide public access to mitigate this impact.
 - iv. Where a use or development will interfere with a public use of lands or waters subject to the public trust doctrine, the development shall provide public access to mitigate this impact.
 - v. Where the development is proposed by a public entity or on public lands.
 - vi. Where called for under the city's connected open space and nonmotorized public access plan, including completing public access along the levees on the Skagit River and the Gages Slough trail.
- b. The shoreline permit file shall describe the impact, the required public access conditions, and how the conditions address the impact. Mitigation for public access impacts shall be in accordance with the definition of mitigation and mitigation sequence.
- c. An applicant need not provide public access where the city determines that one or more of the following conditions apply:
- i. The adopted city's public access planning indicates that public access is not required;
 - ii. Unavoidable health or safety hazards to the public exist which cannot be prevented by any practical means;
 - iii. Significant ecological impacts will result from the public access which cannot be mitigated; or
 - iv. Significant undue and unavoidable conflict between any access provisions and the proposed use and/or adjacent uses would occur and cannot be mitigated.
- d. In order to meet any of the conditions in subsections (E)(3)(c)(i) through (iv) of this section, the applicant must first demonstrate and the city determine in its findings that all reasonable alternatives have been exhausted, including but not limited to:
- i. Regulating access by such means as maintaining a gate and/or limiting hours of use;
 - ii. Designing separation of uses and activities (e.g., fences, terracing, use of one-way glazings, hedges, landscaping, etc.); and
 - iii. Developing provisions for access at a site geographically separated from the proposal such as a street end, vista or trail system.
- e. Public access provided by shoreline street ends, public utilities and rights-of-way shall not be diminished. (This is a requirement of RCW 35.79.035 and 36.87.130.)
- f. Public access sites shall be connected directly to the nearest public street or public right-of-way and shall include provisions for physically impaired persons, where feasible.
- g. Required public access sites shall be fully developed and available for public use at the time of occupancy of the use or activity unless not feasible.
- h. Public access easements and permit conditions shall be recorded on the deed of title and/or on the face of a plat or short plat as a condition running contemporaneous with the authorized land use, at a minimum.

Said recording with the county auditor's office shall occur at the time of permit approval (RCW 58.17.110).

i. Minimum width of public access easements shall be 20 feet, unless the city determines that undue hardship would result. In such cases, easement width may be reduced only to the minimum extent necessary to relieve the hardship.

j. The standard state approved logo or other approved signs that indicate the public's right of access and hours of access shall be constructed, installed and maintained by the applicant in conspicuous locations at public access sites. In accordance with subsection (E)(3)(a) of this section, signs may control or restrict public access as a condition of permit approval.

k. Future actions by the applicant successors in interest or other parties shall not diminish the usefulness or value of the public access provided.

l. Public access shall be provided as close as feasible to the water's edge without causing significant ecological impacts and should be designed in accordance with the Americans with Disabilities Act.

m. Public access shall be designed to provide for public safety and comfort and to minimize potential impacts to private property and individual privacy. There shall be a physical separation or other means of clearly delineating public and private space in order to avoid unnecessary user conflict.

n. Public views from the shoreline upland areas shall be enhanced and preserved. Enhancement of views should not be construed to mean excessive removal of existing native vegetation that partially impairs views.

o. Public access and interpretive displays should be provided as part of publicly funded restoration projects where significant ecological impacts can be avoided.

p. The adopted connected open space plan and nonmotorized plan in the city's parks and recreation plan shall be implemented to provide a continuous waterfront multi-purpose trail and Gages Slough trail that connects to the Blooming Tree Trail on SR 20 and will connect the community east/west/north/south.

F. Shorelines of Statewide Significance.

1. Applicability. The Shoreline Management Act specifically designates certain areas as shorelines of statewide significance. The interest of all of the people shall be paramount in the management of shorelines of statewide significance. Preference shall be given to uses and developments which are consistent with the principle of statewide over local interest.

Natural rivers or segments thereof lying west of the crest of the Cascade range downstream of a point where the mean annual flow is measured at 1,000 cubic feet per second or more and associated shorelands. The flow of the Skagit River is over 100,000 cubic feet per second and constitutes the shoreline of statewide significance for the city of Burlington.

2. Policies. The City, in adopting guidelines for shorelines of statewide significance, shall give preference to uses in the following order of preference which:

- a. Recognize and protect the state-wide interest over local interest;
- b. Preserve the natural character of the shoreline;
- c. Result in long-term over short-term benefit;
- d. Protect the resources and ecology of the shoreline;
- e. Increase public access to publicly owned areas of the shorelines;

- f. Increase recreational opportunities for the public in the shoreline;
- g. Provide for any other element deemed appropriate or necessary within the context of the policies and use regulations of this program.

G. Signage.

1. Applicability. A sign is defined as a device of any material or medium, including structural component parts, which is used or intended to be used to attract attention to the subject matter for advertising, identification or informative purposes. The following provisions apply to any commercial or advertising sign directing attention to a business, professional service, community, site, facility, or entertainment, conducted or sold either on or off premises.

2. Policies.

- a. Signs should be designed and placed so that they are compatible with the aesthetic quality of the existing shoreline and adjacent land and water uses.
- b. Signs should not block or otherwise interfere with visual access to the water or shorelines.

3. Regulations.

- a. All signs shall be located and designed to avoid interference with vistas, viewpoints and visual access to the shoreline.
- b. Over-water signs, signs on floats or pilings, and signs for goods, services, or businesses not located directly on the site proposed for a sign are prohibited.
- c. Lighted signs shall be hooded, shaded, or aimed so that direct light will not result in glare when viewed from surrounding properties or watercourses.
- d. Signs shall not exceed 32 square feet in surface area. On-site freestanding signs shall not exceed six feet in height. When feasible, signs shall be flush-mounted against existing buildings.
- e. Temporary or obsolete signs shall be removed within 10 days of elections, closures of business, or termination of any other function. Examples of temporary signs include: real estate signs, directions to events, political advertisements, event or holiday signs, construction signs, and signs advertising a sale or promotional event.
- f. Signs that do not meet the policies and regulations of this program shall be removed or conform within two years of the adoption of this master program.
- g. No signs shall be placed in a required view corridor.
- h. Allowable Signs. The following types of signs may be allowed in all shoreline environments:
 - i. Water navigational signs, and highway and railroad signs necessary for operation, safety and direction.
 - ii. Public information signs directly relating to a shoreline use or activity.
 - iii. Off-premises, freestanding signs for community identification, information, or directional purposes.
 - iv. National, site and institutional flags or temporary decorations customary for special holidays and similar events of a public nature.
 - v. Temporary directional signs to public or quasi-public events if removed within 10 days following the event.

i. Prohibited Signs. The following types of signs are prohibited:

- i. Off-premises detached outdoor advertising signs.
- ii. Commercial signs for products, services, or facilities located off site.
- iii. Spinners, streamers, pennants, flashing lights and other animated signs used for commercial purposes. Highway and railroad signs are exceptions.
- iv. Signs placed on trees or other natural features.

H. Utilities (Accessory).

1. Applicability. Accessory utilities are those that affect small-scale distribution services connected directly to the uses along the shoreline. They are addressed in this section because they concern all types of development and have the potential to impact the quality of the shoreline and its waters.

2. Policies.

- a. Accessory utilities should be properly installed so as to protect the shoreline and water from contamination and degradation.
- b. Accessory utility facilities and rights-of-way should be located outside of the shoreline area to the maximum extent possible. When utility lines require a shoreline location, they should be placed underground.
- c. Accessory utility facilities should be designed and located in a manner which preserves the natural landscape and shoreline ecological processes and functions and minimizes conflicts with present and planned land uses.

3. Regulations.

- a. In shoreline areas, accessory utility transmission lines, pipelines and cables shall be placed underground unless demonstrated to be infeasible. Further, such lines shall utilize existing rights-of-way, corridors and/or bridge crossings whenever possible. Proposals for new corridors in shoreline areas involving water crossings must fully substantiate the infeasibility of existing routes.
- b. Accessory utility development shall, through coordination with government agencies, provide for compatible multiple uses of sites and rights-of-way. Such uses include shoreline access points, trails and other forms of recreation and transportation systems, providing such uses will not unduly interfere with utility operations or endanger public health and safety.
- c. Sites disturbed for utility installation shall be stabilized during and following construction to avoid adverse impacts from erosion and, where feasible, restored to pre-project configuration and replanted with native vegetation.
- d. Utility discharges and outfalls should be located, designed, constructed, and operated in accordance with best management practices to ensure degradation to water quality is kept to a minimum.

I. Vegetation Conservation.

1. Applicability.

- a. The following provisions apply to any activity that results in the removal of or impact to shoreline vegetation, whether or not that activity requires a shoreline permit, except as noted herein. Such activities include clearing, grading, grubbing, and trimming of vegetation. These provisions also apply to vegetation protection and enhancement activities.

b. Management of vegetation as a function of flood risk reduction structure maintenance shall comply with standards of the PL 84-99 Rehabilitation and Inspection Program for nonfederal levees conducted by the U.S. Army Corps of Engineers or other agencies with jurisdiction over such structures.

2. Policies.

a. Vegetation within the city shoreline areas, waterward of dikes and levees or where no such structures exist, should be enhanced over time to provide a greater level of ecological function.

b. The master program, in conjunction with other city of Burlington development regulations, should establish a coordinated and effective set of provisions and programs to protect and restore functions provided by shoreline vegetation.

c. Aquatic weed management should stress prevention first. Where active removal or destruction is necessary, it should be the minimum to allow water-dependent activities to continue, minimize negative impacts to native plant communities, and include appropriate handling or disposal of weeds.

3. Regulations.

a. Except for levees, all development, including clearing and grading, shall minimize vegetation removal in areas of shoreline jurisdiction to that necessary to accommodate the proposed development. In order to implement this regulation, applicants proposing development that includes significant vegetation removal, clearing, or grading within areas of shoreline jurisdiction, as a part of a substantial development permit application or a shoreline exemption certificate application, shall submit a site plan drawn to scale, indicating existing and proposed land contours, dimensions and locations of all existing and proposed structures and improvements. The site plan shall also include a general indication of the character of vegetation found on the site, and the extent of proposed clearing and/or grading (see WAC 173-27-180(9)). The city may require that the proposed development or extent of clearing and grading be modified to reduce the impacts to ecological functions. Note that this provision does not apply to the removal of noxious and invasive plant species.

b. Vegetation restoration of disturbed shorelines waterward of levees shall use diverse native plant material similar to that which originally occurred on site, unless the city finds that such material is not appropriate.

c. A condition of all development shall be that those shorelines on the site not occupied by structures, landscaping, accessory uses, or other areas dedicated to human activities shall be revegetated with native vegetation, to the extent feasible given the applicable shoreline conditions and the likelihood of long-term survival of such vegetation if it is reintroduced.

d. The enhancement of vegetation shall be a condition of all development in the shoreline environments, except where the city finds that:

- i. Vegetation enhancement is not feasible on the project site or necessary.
- ii. The restoration of ecological processes and functions can be better achieved through other measures.
- iii. Sufficient native vegetation already exists.

e. Aquatic weed control shall only occur when native plant communities and associated habitats are threatened or where an existing water dependent use is restricted by the presence of weeds. Aquatic weed control shall occur in compliance with all other applicable laws and standards.

f. The control of aquatic weeds by hand pulling, mechanical harvesting, or placement of aqua screens shall be considered normal maintenance and repair and, therefore, exempt from the requirement to obtain a shoreline substantial development permit.

- g. Use of herbicides to control aquatic weeds shall be prohibited, except where no reasonable alternative exists and weed control is demonstrated to be in the public interest. A conditional use permit shall be required in such case.
- h. Selective pruning of trees for purposes of safety and protection of public views of the river is allowed, provided such pruning is the minimum necessary.
- i. Management of vegetation as a function of flood risk reduction structure maintenance shall comply with standards of PL 84-99, Rehabilitation and Inspection Program, for nonfederal levees conducted by the U.S. Army Corps of Engineers or other agencies with jurisdiction over such structures.

J. Water Quality.

1. Applicability. The following section applies to all development and uses in shoreline jurisdiction that may affect water quality.

2. Policies.

- a. All shoreline uses and activities should be located, designed, constructed, and maintained to avoid significant ecological impacts by altering water quality, quantity, or hydrology.
- b. The city should require reasonable setbacks, buffers, and storm water storage basins and encourage low-impact development techniques and materials to achieve the objective of lessening negative impacts on water quality.
- c. All measures for controlling erosion, stream flow rates, or flood waters through the use of stream control works should be located, designed, constructed, and maintained so that net off-site impacts related to water do not degrade the existing water quality.
- d. As a general policy, the city will seek to improve water quality, quantity, and flow characteristics in order to protect and restore ecological functions and ecosystem-wide processes of shorelines within shoreline management zone.

3. Regulations.

- a. All shoreline development, both during and after construction, shall avoid or minimize significant ecological impacts, including any increase in surface runoff, through control, treatment, and release of surface water runoff so that the receiving water quality and shore properties and features are not adversely affected. Control measures include, but are not limited to, dikes, catch basins or settling ponds, oil interceptor drains, grassy swales, planted buffers, and fugitive dust controls.
- b. All development shall conform to local, state, and federal water quality regulations.
- c. The city shall require reasonable setbacks, buffers, and encourage low-impact development techniques and materials to achieve the objective of lessening negative impacts on water quality.
- d. The city has adopted the current edition of the Washington Department of Ecology Stormwater Manual as part of the surface water management regulations.
- e. All measures for the treatment of runoff for the purpose of maintaining and/or enhancing water quality should be conducted on site before shoreline development impacts waters off site. (Ord. 1786 § 1, 2013).

Chapter 18.16 REGULATIONS

Sections:

- 18.16.010 Shoreline use and development tables.
- 18.16.015 Shoreline modifications.
- 18.16.020 Agriculture.
- 18.16.030 Boating facilities.
- 18.16.040 Commercial and industrial development.
- 18.16.050 In-stream structures.
- 18.16.060 Mining.
- 18.16.070 Recreational development.
- 18.16.080 Residential.
- 18.16.090 Transportation and parking – Existing corridors.
- 18.16.100 Transportation and parking – New corridors.
- 18.16.110 Utilities including wastewater treatment plant and accessory utilities.
- 18.16.120 Wetlands and Skagit River shoreline buffer areas – Restoration and maintenance.

18.16.010 Shoreline use and development tables.

The following tables indicate the allowable uses and shoreline development and some of the standards applicable to those uses and development. Where there is a conflict between the chart and the written provisions in this master program, the written provisions shall apply. Please note that the severely limited list of uses is a result of the shoreline fronted by levees and the fact that the land has been and continues to be acquired in public ownership for flood hazard mitigation.

The charts are coded according to the following legend:

- P = May be permitted although a shoreline permit may not be required
- C = May be permitted as a conditional use only
- X = Prohibited; the use is not permitted nor is it eligible for a variance or conditional use permit
- N/A = Not applicable

See also notes to tables following Table 3.

Table 1: Shoreline Use

Shoreline Use	Shoreline Environment		
	Aquatic	Natural	Urban Conservancy
Agriculture	X	X	P – 1
Boating facilities	P – 2,3	X	C – 2,3
Commercial:			
Water-dependent	X – 9	X	X – 9
Water-related, water-enjoyment	X	X	X
Non-water-oriented	X	X	X
Flood hazard reduction	P	X – 11	P – 2

Shoreline Use	Shoreline Environment		
	Aquatic	Natural	Urban Conservancy
Industrial:			
Water-dependent	X	X	X
Water-related, water-enjoyment	X	X	X
Non-water-oriented	X	X	X
Mining	C – 3	X	X
Parking (primary)	X	X	X
Parking (accessory)	X	X	P
Recreation	P – 9	P – 9	P – 9
Residential development	X	X	X
Transportation – existing corridors	P – 2	P – 2	P – 2
Transportation – new corridors	C – 4	C – 4	C – 4
Utilities (accessory)	P	P	P
Utilities including wastewater treatment plant	P – 10	P – 10	P – 10
Wetland restoration and maintenance	P – 2	P – 2	P – 2

Table 2: Shoreline Modifications

Shoreline Modification	Shoreline Environment		
	Aquatic	Natural	Urban Conservancy
Shoreline Stabilization:			
Beach or buffer restoration/enhancement	P – 5	P	P
Bioengineering	P – 5,6	X	P – 5,6
Revetments	P – 5,6	X	P – 1,5,6
Bulkheads	P – 5,6	X	P – 1,5,6
Breakwaters/jetties/rock weirs/groins	P – 5,6	X	P – 1,5,6
Levees	P	X	P – 1
Dredging	C – 5	X	X
Hazardous waste cleanup	P	P	P
Fill	C – 5,6	X	P – 1,6
Piers, docks, buoys, floats	P – 7	X	P

Table 3: Development Standards

Development Standard	Shoreline Environment		
	Aquatic	Natural	Urban Conservancy
Boating facilities			
Water-dependent setback	N/A	N/A	0
Water-related building setback	N/A	N/A	50 – 8
Recreational development			
Water-dependent setback	N/A	N/A	0
Water-related, water-enjoyment setback	N/A	N/A	70 – 8
Non-water-oriented setback	N/A	N/A	70 – 8
Building height limit	N/A	N/A	45 – 8
Parking (accessory)			
Setback	N/A	N/A	70 – 8

Notes to Tables 1, 2 and 3:

1. The use or development is prohibited in Gages Slough urban conservancy, except as part of a transportation improvement, utility installation or water quality enhancement project with mitigation as prescribed in Appendices A and B.
2. Public access, as approved by the city, is a condition of development and substantial development.
3. The use may be allowed provided it does not cause significant ecological impacts that cannot be mitigated on site.
4. The use may be allowed providing there is no other feasible route or location.
5. The shoreline modification may be allowed only for environmental restoration/mitigation or if the city determines that there will be a net increase in desired shoreline ecological functions.
6. Development for which a floodplain approval is required is prohibited in the floodway, other than utility outfall structures authorized by the Corps of Engineers and levee construction to maintain the structural integrity of critical infrastructure.
7. Piers or docks may be allowed only for public access or hand-carried vessels and only if significant adverse ecological impacts are avoided.
8. The setback is measured from the ordinary high water mark and shall include a 50-foot minimum strip of shoreline restoration measures and/or native vegetation plantings as approved by the city plus a 20-foot-wide public access easement running parallel with the shoreline.
9. Commercial recreation facilities may be allowed as a water-dependent use or in support of recreational facilities such as concession stands.
10. New utility production and processing facilities are prohibited unless it can be demonstrated that no other practical option is available. The existing wastewater treatment plant and future expansion is a permitted facility.
11. Only flood control physical elements such as levees or fill are prohibited. Other forms of flood hazard reduction such as planning, monitoring and warning systems are allowed.
(Ord. 1786 § 1, 2013).

18.16.015 Shoreline modifications.

A. Implementation Policy. Shoreline modifications are generally related to construction of a physical element such as a dike, breakwater, dredged basin, or fill, but they can include other actions such as clearing, grading, application of chemicals, or significant vegetation removal. Shoreline modifications usually are undertaken in support of or in preparation for a shoreline use; for example, fill (shoreline modification) required for a cargo terminal (industrial

use) or dredging (shoreline modification) to allow for a marina (boating facility use). Shoreline modifications in Burlington are limited.

B. Regulations.

1. All new shoreline modifications must be in support or protection of an allowable shoreline use or development that is in danger of loss or substantial damage or is necessary for mitigation or enhancement and conforms to the provisions of this master program. Except as otherwise noted, all shoreline modifications not associated with a legally existing or an approved shoreline use are prohibited. (Ord. 1786 § 1, 2013).

18.16.020 Agriculture.

A. Implementation Policy. Agricultural activities on agricultural land are not regulated by this shoreline master program. Only new agricultural activities on land not meeting the definition of agricultural land, conversion of agricultural lands to other uses, and other development on agricultural land that does not meet the definition of agricultural activities is regulated by this shoreline master program.

Existing and ongoing agriculture shall be required to implement applicable standards and practices through an individual farm plan based on the Field Office Technical Guides (FOTG) administered by the Natural Resources Conservation Service of USDA. An accountability and monitoring program shall be included in each plan. The farm management plan shall be consistent with the Washington State Agricultural Strategy to ensure agricultural practices are not negatively affecting water quality, quantity or salmon habitat.

New development in support of agricultural activities shall be designed to minimize impacts to shoreline environments, specifically, to prevent livestock intrusion into the water; bank erosion; degradation of water quality from fertilizers, pesticides, and manure into the water; and loss of shoreline vegetation. Standards or best management practices, setbacks and vegetation management areas shall be addressed through individual farm plans as above.

B. Regulations by Environment for New Agricultural Activities on Land Currently Not Meeting the Definition of Agricultural Land.

1. Urban Conservancy Environment. Agriculture is prohibited in the Gages Slough urban conservancy. Agriculture is permitted in the Skagit River urban conservancy subject to the following requirements:
 - a. Fencing livestock out of Skagit River, associated wetlands and all buffers;
 - b. Prohibit the practice of spraying liquid manure, the use of pesticides, herbicides and organic fertilizers, and the cultivation of land within the buffers of the Skagit River, associated wetlands and their buffers.
2. Natural Environment. Agriculture is prohibited.
3. Aquatic Environment. Agriculture is prohibited. (Ord. 1786 § 1, 2013).

18.16.030 Boating facilities.

A. Implementation Policy. Provisions shall be included to address potential impacts while providing the public boating opportunities. Facilities shall be restricted to existing locations with suitable environmental conditions, shoreline configuration, access, and neighboring uses. Sewage pumpouts and wash-off stations shall be required where appropriate to meet health requirements. Mitigation of visual and ecological impacts shall be required. Parking impacts shall be mitigated. Live-aboards and covered moorage are prohibited.

At the time of adoption of the SMP, boating facilities in Burlington consist of one floating dock moored by pilings that abuts the shoreline and is used as a landing or moorage place for small water craft utilized for recreational purposes (e.g. private angling club facility), and one public boat launch ramp.

Pier and dock construction should be restricted to the minimum size necessary to meet the needs of the proposed use. Multiple-use and expansion of legally existing piers and docks should be encouraged over the addition of new facilities. Joint-use facilities are preferred over new single-use piers, docks, and floats. Piers and docks should be sited and designed to avoid or minimize potentially significant ecological impacts, including impacts on sediment

movement, water circulation and quality, and fish and wildlife habitat. The proposed size of the structure and intensity of use or uses of any pier or dock should be compatible with the surrounding environment and land and water uses.

B. Regulations.

1. Marinas are prohibited.
2. Live-aboards and covered moorage is prohibited.
3. Sewage pumpouts, restrooms and wash-off stations shall be required where appropriate to meet health requirements.
4. Pier and dock construction shall be restricted to the minimum size necessary to meet the needs of the proposed use. Piers and docks shall be sited and designed to avoid or minimize potentially significant ecological impacts, including impacts on sediment movement, water circulation and quality, and fish and wildlife habitat.

C. Regulations by Environment.

1. Urban Conservancy Environment. Boating facilities are a shoreline conditional use permit along the Skagit River. Boating facilities are prohibited in Gages Slough.
2. Natural Environment. Boating facilities are prohibited.
3. Aquatic Environment. Boating facilities are permitted subject to compliance with applicable state and federal regulations and standards and the implementation policies and regulations of this section. (Ord. 1786 § 1, 2013).

18.16.040 Commercial and industrial development.

A. Implementation Policy. No significant development other than critical infrastructure is allowed along the Skagit River, and no development is allowed in the Gages Slough wetland. Levee maintenance and improvement and transportation upgrades such as replacing bridges are the only potential development activity and mitigation would be required.

As stated in the regulations by environment, there is existing guide service that may utilize the boat launch ramp, but there is no location available for commercial and industrial development along the riverfront.

B. Regulations by Environment.

1. Urban Conservancy Environment. Commercial and industrial development is prohibited except for commercial services related to recreational facilities.
2. Natural Environment. Commercial and industrial development is prohibited.
3. Aquatic Environment. Water-dependent commercial and industrial development is prohibited except for water-taxi or guide service. (Ord. 1786 § 1, 2013).

18.16.050 In-stream structures.

A. Implementation Policies. The guidelines define an in-stream structure as a structure placed by humans within a stream or river waterward of the ordinary high water mark that either causes or has the potential to cause water impoundment or the diversion, obstruction, or modification of water flow. In-stream structures may include those for hydroelectric generation, irrigation, water supply, flood control, transportation, utility service transmission, fish habitat enhancement, or other purpose.

In-stream structures are defined to include structures in wetlands and shall provide for the protection and preservation of natural and cultural resources, including but not limited to fish, wildlife, and water resources; critical areas; geohydrological processes; and natural scenic vistas. The location and planning of in-stream structures shall

give due consideration to the full range of public interests, watershed functions and processes, and environmental concerns, with special emphasis on protecting and restoring priority habitats and species.

The only likely installations in the Skagit River shoreline area would be associated with a transportation facility, data collection, flood control, or fish enhancement.

B. Regulations.

1. In-stream structures shall provide for the protection and preservation of safe surface navigation, ecosystem-wide processes, ecological functions and cultural resources, including but not limited to fish and fish passage, wildlife and water resources, shoreline critical areas, hydrogeologic processes, and natural scenic vistas.
2. The location and planning of in-stream structures shall give due consideration to the full range of public interests, watershed functions and processes, and environmental concerns, with special emphasis on protecting and restoring priority habitats and species.

C. Regulations by Environment.

1. Urban Conservancy Environment. In-stream structures including culverts and similar structures are permitted to be located in Gages Slough.
2. Natural Environment. In-stream structures are permitted as a shoreline conditional use.
3. Aquatic Environment. In-stream structures are permitted. (Ord. 1786 § 1, 2013).

18.16.060 Mining.

A. Implementation Policies. Mining shall not be allowed in unique and fragile areas and excavation of sand, gravel and other minerals shall be done as required by the Washington State Surface Mining Reclamation Act, chapter 78.44 RCW.

B. Regulations.

1. Mining is prohibited in unique and fragile areas. When allowed it shall be in compliance with the Washington State Surface Mining Reclamation Act, chapter 78.44 RCW.

C. Regulations by Environment.

1. Urban Conservancy Environment. Mining is prohibited.
2. Natural Environment. Mining is prohibited.
3. Aquatic Environment. Mining is prohibited except for gravel extraction as a shoreline conditional use for specific quantities and specified locations. The removal of gravel from the Skagit River shall be done only after a biological and geohydrological study shows that sustainable extraction can take place without altering the natural processes of gravel transport and there is no net loss of ecological functions. Fish and wildlife resources shall be protected consistent with the Endangered Species Act and all disturbed areas shall be reclaimed. Removal of gravel for flood management purposes shall be consistent with the flood hazard mitigation plan. (Ord. 1786 § 1, 2013).

18.16.070 Recreational development.

A. Implementation Policies. The public shall be allowed to enjoy the waters of the state through water-oriented recreation. Shoreline recreational facilities should be linked to other recreational attractions by pedestrian and bicycle trails. In order to provide for a spectrum of recreational needs and opportunities, recreational development must be consistent with the parks and recreation comprehensive plan.

Location and design shall minimize environmental damage, and shall be designed to improve natural habitat, whether on the shoreline or upland, to maximize the diversity of habitat opportunities.

B. Regulations by Environment.

1. Urban Conservancy Environment. Recreational development is permitted. All non-water-oriented recreational developments shall make provision for public access to the shoreline.
2. Natural Environment. Only low-intensity, water-oriented recreational development such as public access trails is permitted.
3. Aquatic Environment. Recreational development is permitted. (Ord. 1786 § 1, 2013).

18.16.080 Residential.

A. Implementation Policies. Existing residential development shall be allowed, subject to BMC 18.09.040, Nonconforming uses and structures.

Floating homes, houseboats and live-aboard vessels are not permitted.

B. Regulations by Environment.

1. Urban Conservancy Environment. Residences, floating homes, houseboats and live-aboard vessels are prohibited.
2. Natural Environment. Residences, floating homes, houseboats and live-aboard vessels are prohibited.
3. Aquatic Environment. Residences, floating homes, houseboats and live-aboard vessels are prohibited. (Ord. 1786 § 1, 2013).

18.16.090 Transportation and parking – Existing corridors.

A. Implementation Policies. Existing transportation corridors shall be upgraded as feasible, to comply with the latest edition of the Department of Ecology's Surface Water Manual, for both quantity and quality, and shall further be required to improve public nonmotorized access opportunities when improvements are constructed.

Transportation and parking plans and projects should support circulation system planning for pedestrians, bicycles, and public transportation that in turn supports existing and proposed shoreline uses.

B. Regulations.

1. Existing transportation corridors shall be upgraded as feasible to comply with the latest edition of the Department of Ecology's Surface Water Manual, for both quantity and quality, and shall further be required to improve public nonmotorized access opportunities when improvements are constructed.

C. Regulations by Environment.

1. Urban Conservancy Environment. Existing transportation corridors and related improvements are permitted.
2. Natural Environment. Existing transportation corridors and related improvements are permitted.
3. Aquatic Environment. Existing transportation corridors and related improvements are permitted. (Ord. 1786 § 1, 2013).

18.16.100 Transportation and parking – New corridors.

A. Implementation Policies. New transportation corridors shall only be established when a clear regional need is demonstrated.

Proposed transportation and parking plans and projects need to be planned, located and designed where they will have the least possible adverse effect on unique or fragile shoreline features, and will not result in a net loss of shoreline ecological functions.

They shall comply with the latest edition of the Department of Ecology's Surface Water Manual, for both quantity and quality, and shall further be required to provide public nonmotorized access opportunities when improvements are constructed.

Parking is the temporary storage of automobiles or other motorized vehicles. Except as noted the following provisions apply only to parking that is "accessory" to a permitted shoreline use. Parking as a "primary" use and parking which serves a use not permitted in the shoreline jurisdiction is prohibited. Parking should be planned to achieve optimum use. Where possible, parking should serve more than one use (e.g., serving recreational use on weekends, commercial uses on weekdays). Where feasible, parking for shoreline uses should be provided in areas outside shoreline jurisdiction. Low-impact parking facilities, such as permeable pavements, are encouraged.

Parking as a primary use or that serves a use not permitted in the applicable shoreline environment designation shall be prohibited over water and within shoreline jurisdiction. Parking in shoreline jurisdiction must directly serve a permitted shoreline use.

Parking facilities shall be designed and landscaped to minimize adverse impacts upon the adjacent shoreline and abutting properties. Landscaping shall consist of native vegetation and/or plant materials approved by the city and planted before completion of the parking area in such a manner that plantings provide effective screening within three years of project completion.

Parking facilities serving individual buildings on the shoreline shall be located landward from the principal building being served, except when the parking facility is within or beneath the structure and adequately screened, or in cases when an alternate location would have less environmental impact on the shoreline.

Parking facilities for shoreline activities shall provide safe and convenient pedestrian circulation within the parking area and to the shorelines.

Parking facilities shall provide adequate facilities to prevent surface water runoff from contaminating water bodies, using best available technologies, and include a maintenance program that will assure proper functioning of such facilities over time.

B. Regulations, General.

1. New transportation corridors and related improvements are permitted when there is no feasible route or location outside shoreline jurisdiction, when a clear regional need is demonstrated and as a shoreline conditional use permit.
2. Proposed transportation and parking plans and projects shall be planned, located and designed where they will have the least possible adverse effect on unique or fragile shoreline features, and will not result in a net loss of shoreline ecological functions.
3. Transportation and parking shall comply with the latest edition of the Department of Ecology's Surface Water Manual, for both quantity and quality, and shall further be required to provide public nonmotorized access opportunities when improvements are constructed.
4. Transportation and parking shall comply with the latest edition of the Department of Ecology's Surface Water Manual, for both quantity and quality, and shall further be required to provide public nonmotorized access opportunities when improvements are constructed.
5. Parking as a primary use or that serves a use not permitted in the applicable shoreline environment designation shall be prohibited within shoreline jurisdiction.
6. Parking facilities shall be designed and landscaped to minimize adverse impacts upon the adjacent shoreline and abutting properties. Landscaping shall consist of native vegetation and/or plant materials approved by the city and be planted before completion of the parking area in such a manner that plantings provide effective screening within three years of project completion.

7. Parking facilities serving individual buildings on the shoreline shall be located landward from the principal building being served, except when the parking facility is within or beneath the structure and adequately screened, or in cases when an alternate location would have less environmental impact on the shoreline.

8. Parking facilities for shoreline activities shall provide safe and convenient pedestrian circulation within the parking area and to the shorelines.

9. Parking facilities shall provide adequate facilities to prevent surface water runoff from contaminating water bodies, using best available technologies and include a maintenance program that will assure proper functioning of such facilities over time.

C. Regulations by Environment.

1. Urban Conservancy Environment. Parking areas shall be designed to minimize the environmental and visual impacts.

2. Natural Environment. Parking areas are prohibited in the natural environment.

3. Aquatic Environment. Parking areas are prohibited in the aquatic environment. (Ord. 1786 § 1, 2013).

18.16.110 Utilities including wastewater treatment plant and accessory utilities.

A. Implementation Policies. These facilities include utility production and processing as well as large transmission facilities. It does not include accessory utilities found in BMC 18.14.020(H). Design and location of utilities shall minimize harm to the shoreline, preserve the natural landscape, and minimize conflicts with present and planned land and shoreline uses.

B. Regulations.

1. The existing wastewater treatment plant and future expansion is a permitted facility; new utility production and processing facilities are prohibited unless it can be demonstrated that no other practical option is available.

2. Transmission facilities for the conveyance of services, such as pipelines and power wires, shall be located to assure no net loss of shoreline ecological functions, cause minimum harm to the shoreline and be located outside the shoreline area where feasible, and shall be consistent with the master program environment designation. Locate utilities in existing rights-of-way and corridors wherever possible.

C. Regulations by Environment.

1. Urban Conservancy Environment. Utilities are permitted. Transmission facilities for the conveyance of services, such as pipelines and power wires, shall be located to assure no net loss of shoreline ecological functions, cause minimum harm to the shoreline and be located outside the shoreline area where feasible.

2. Natural Environment. Utilities are permitted. Transmission facilities for the conveyance of services, such as pipelines and power wires, shall be located to assure no net loss of shoreline ecological functions, cause minimum harm to the shoreline and be located outside the shoreline area where feasible.

3. Aquatic Environment. Utilities are permitted. Transmission facilities for the conveyance of services, such as pipelines and power wires, shall be located to assure no net loss of shoreline ecological functions, cause minimum harm to the shoreline and be located outside the shoreline area where feasible. (Ord. 1786 § 1, 2013).

18.16.120 Wetlands and Skagit River shoreline buffer areas – Restoration and maintenance.

A. Implementation Policies. The plans and implementation of restoration and maintenance of wetlands and shoreline buffers shall be designed, installed, monitored and maintained in accordance with best available science practices.

B. Regulations by Environment.

1. Urban Conservancy Environment. Wetland and Skagit River shoreline buffer restoration and maintenance is permitted and shall be designed, installed, monitored and maintained in accordance with best available science practices.
2. Natural Environment. Wetland and Skagit River shoreline buffer restoration and maintenance is permitted and shall be designed, installed, monitored and maintained in accordance with best available science practices.
3. Aquatic Environment. Wetland and Skagit River shoreline buffer restoration and maintenance is permitted and shall be designed, installed, monitored and maintained in accordance with best available science practices. (Ord. 1786 § 1, 2013).

Appendix A

WETLANDS, FISH AND WILDLIFE HABITAT CONSERVATION AREAS, AND GENERAL CRITICAL AREA REGULATIONS

Note to reviewer: Appendix A is taken directly from the current CAO (BMC Chapter 14.15). Text which has been added or deleted from the CAO is shown in underline/strikethrough.

Commented [DM21]: Checklist Item # 3

I. Introduction and Overview

The city of Burlington is somewhat unique in that the entire Skagit River shoreline is fronted by a levee. There are few identified or delineated wetlands located on the waterward side of the levee system. Limited development such as recreation and restoration are allowed waterward of the levees which establish the floodway.

Gages Slough is a series of connected wetlands that cross the city and the wetland area itself is subject to the shoreline master program. As allowed by RCW 90.58.030(2)(d)(ii), the city has chosen not to place the wetland buffer into shoreline jurisdiction. The Gages Slough wetland buffer area is established through the city's critical area ordinance and is gradually being restored through implementation of a series of buffer restoration, maintenance and monitoring projects that do not extend into the wetland itself. There may be the need to obtain a shoreline permit for upgrades to the wetlands themselves in the future if it is determined that sediment buildup has an effect on flood hazard mitigation.

For these reasons, standards for wetland buffers and widths are handled by direct reference to the appropriate literature, rather than providing details that are unlikely to be utilized. If, at a future date, decisions are made to remove riverine levees, because of installation of planned setback levees to increase the channel migration zone, there may be the potential for wetlands to form, and the appropriate best available science standards will already be addressed in the shoreline master program. (Ord. 1786 § 1, 2013).

Applicable sections of the City's Critical Areas Regulations found within BMC Chapter 14.15 have been adopted/embedded into the SMP, here as Appendix A. Those All references to BMC Chapter 14.15, (Ordinance 1853, passed in 2018), are contained within this appendix. Where there are provisions in Chapter 14.15 that are less restrictive than the SMP, do those provisions will not apply be applied and as such are not embedded incorporated into this aAppendix A. However, where there are pProvisions that are more restrictive than the SMP, they will generally be applied. The intent is to ensure the provision providing the most protection is always applied.

Commented [DM22]: Checklist Item # 4

Throughout this appendix, references to "this title" refer to the Shoreline Master Program, BMC Title 18. References to "this chapter" refer to provisions contained in Appendix A.

Commented [BJ23]: BJ – 10-31-202 – DOE ID "Rec-5" and "Req-4"

II. Purpose

The purpose of these regulations is to ensure no net loss of ecological functions in wetlands and riparian corridors, including Gages Slough and wetlands along the Skagit River. Wetlands serve many important ecological and environmental functions and help to protect public health, safety and welfare by providing flood storage and conveyance, erosion control, fish and shellfish production, fish and wildlife habitat, recreation, water quality protection, water storage, education, scientific research and other public benefits. It is the purpose of this shoreline master program to protect these functions to prevent the continual loss of wetlands, and where practical to enhance or restore wetlands functions and values.

It is also the purpose of these regulations to protect, restore where practical, and enhance fish and wildlife populations and their associated habitats. In addition to their intrinsic value, certain species of fish and wildlife represent important historic, cultural, recreational and economic resources. Many species serve as indicators of the condition of the environment and the quality of life that local residents have invested in, enjoy and respect. (Ord. 1786 § 1, 2013).

III. Definitions

“Habitats of local importance” include a seasonal range or habitat element with which a given species has a primary association, and which, if altered, may reduce the likelihood that the species will maintain and reproduce over the long term. These might include areas of high relative density or species richness, breeding habitat, winter range, and movement corridors. These might also include habitats that are of limited availability or high vulnerability to alteration, such as cliffs, talus, and wetlands.

“Priority habitats” are habitat types or elements with unique or significant value to a diverse assemblage of species based on the current and updated definitions by the Washington Department of Fish and Wildlife (WDFW). A priority habitat may consist of a unique vegetation type (e.g., shrub-steppe) or dominant plant species (e.g., juniper savannah), a described successional stage (e.g., old-growth forest), or a specific habitat feature (e.g., cliffs). In the case of the Skagit River, priority habitats include areas for migration, nesting, and rearing of juveniles.

“Priority species” require protective measures for their survival due to their population status, sensitivity to habitat alteration, and/or recreational, commercial, or tribal importance. Priority species include state endangered, threatened, sensitive, and candidate species; animal aggregations (e.g., heron colonies, bat colonies) considered vulnerable; and species of recreational, commercial, or tribal importance that are vulnerable. In the case of the Skagit River, these include Chinook salmon, native cutthroat, and native steelhead fish.

“Wetland” or “wetlands” means areas that are inundated or saturated by surface water or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, bogs, and similar areas. Wetlands do not include those artificial wetlands intentionally created from nonwetland sites, including, but not limited to, irrigation and drainage ditches, grass-lined swales, canals, detention facilities, wastewater treatment facilities, farm ponds, and landscape amenities, or those wetlands created after July 1, 1990, that were unintentionally created as a result of the construction of a road, street, or highway. Wetlands may include these artificial wetlands intentionally created from nonwetland areas created to mitigate conversion of wetlands (EHB 1653.PL). (~~Ord. 1786 § 1, 2013~~).

IV. Wetlands

14.15.180 Wetlands identification and rating.

A. Identification and Delineation. Identification of wetlands and delineation of their boundaries pursuant to this chapter shall be done in accordance with the approved federal wetland delineation manual and applicable regional supplements. All areas within the city meeting the wetland designation criteria in that procedure are hereby designated critical areas and are subject to the provisions of this chapter. Wetland delineations are valid for five years; after such date the city shall determine whether a revision or additional assessment is necessary.

B. Rating. Wetlands shall be rated according to the Washington Department of Ecology wetland rating system, as set forth in the Washington State Wetland Rating System for Western Washington: 2014 Update (Ecology Publication No. 14-06-029, effective January 2015) or as revised and approved by Ecology, which contains the definitions and methods for determining whether the criteria below are met.

1. Category I. Category I wetlands are: (a) relatively undisturbed estuarine wetlands larger than one acre; (b) wetlands of high conservation value that are identified by scientists of the Washington Natural Heritage Program/DNR; (c) bogs; (d) mature and old-growth forested wetlands larger than one acre; (e) wetlands in coastal lagoons; (f) interdunal wetlands that score eight or nine habitat points and are larger than one acre; and (g) wetlands that perform many functions well (scoring 23 points or more). These wetlands: (a) represent unique or rare wetland types; (b) are more sensitive to disturbance than most wetlands; (c) are relatively undisturbed and contain ecological attributes that are impossible to replace within a human lifetime; or (d) provide a high level of functions.

2. Category II. Category II wetlands are: (a) estuarine wetlands smaller than one acre, or disturbed estuarine wetlands larger than one acre; (b) interdunal wetlands larger than one acre or those found in a mosaic of wetlands; or (c) wetlands with a moderately high level of functions (scoring between 20 and 22 points).

3. Category III. Category III wetlands are: (a) wetlands with a moderate level of functions (scoring between 16 and 19 points); (b) can often be adequately replaced with a well-planned mitigation project; and (c) interdunal wetlands between 0.1 and one acre. Wetlands scoring between 16 and 19 points generally have been disturbed in some ways and are often less diverse or more isolated from other natural resources in the landscape than Category II wetlands.

4. Category IV. Category IV wetlands have the lowest levels of functions (scoring fewer than 16 points) and are often heavily disturbed. These are wetlands that we should be able to replace, or in some cases to improve. However, experience has shown that replacement cannot be guaranteed in any specific case. These wetlands may provide some important functions, and should be protected to some degree. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.185 Wetland buffers.

A. Standard Wetland Buffer Widths. The standard buffer widths in Table 14.15.185-1 have been established in accordance with the best available science. They are based on the category of wetland and the habitat score as determined by a qualified wetland professional using the Washington State wetland rating system for western Washington.

1. Buffer Conditions.

a. These buffer widths assume that the buffer is vegetated with a native plant community appropriate for the ecoregion. If the existing buffer is unvegetated, sparsely vegetated, or vegetated with invasive species that do not perform needed functions, the buffer should either be planted to create the appropriate plant community or the buffer should be widened to ensure that adequate functions of the buffer are provided.

b. Measurement of Wetland Buffers. All buffers shall be measured perpendicular from the wetland boundary as surveyed in the field. The buffer for a wetland created, restored, or enhanced as compensation for approved wetland alterations shall be the same as the buffer required for the category of the created, restored, or enhanced wetland. Only fully vegetated buffers will be considered. Lawns, walkways, driveways, and other mowed or paved areas will not be considered buffers or included in buffer area calculations.

c. Buffers on Mitigation Sites. All mitigation sites shall have buffers consistent with the buffer requirements of this chapter to the extent feasible. Buffers shall be based on the expected or target category of the proposed wetland mitigation site.

d. Overlapping Critical Area Buffers. If buffers for two contiguous critical areas overlap (such as buffers for a stream and a wetland), the wider buffer applies.

e. Buffer Maintenance. Except as otherwise specified or allowed in accordance with this chapter, wetland buffers shall be retained in an undisturbed or enhanced condition. In the case of compensatory mitigation sites, removal of invasive nonnative weeds is required for the duration of the required maintenance and monitoring timeline, which ranges from five to 10 years depending on location.

Table 14.15.185-1. Width of buffers needed to protect wetlands in western Washington-considering impacts of proposed land uses.

Category of Wetland	Land Use with Low Impact ²	Land Use with Moderate Impact ²	Land Use with High Impact ² Required Buffer
IV	25 ft	40 ft	50 ft
III	75 ft	110 ft	150 ft
II	150 ft	225 ft	300 ft
I	150 ft	225 ft	300 ft

Commented [BJ24]: BJ – 10-31-2022 – amended for consistency with revisions to CAO currently in adoption process. In practice the City has few, if any, low or moderate impact land uses. Most urban land uses are high impact. This section was probably copied from Skagit County and creates confusion in an urban area.

² See Table 14.15.185-2 below for types of land uses that can result in low, moderate, and high impacts to wetlands.

Table 14.15.185-2. Types of proposed land use that can result in high, moderate, and low levels of impacts to adjacent wetlands

Level of Impact from Proposed Change in Land Use	Types of Land Use Based on Common Zoning Designations
High	<ul style="list-style-type: none"> Commercial Urban Industrial Institutional Retail sales Residential (more than 1 unit/acre) Conversion to high intensity agriculture (dairies, nurseries, greenhouses, growing and harvesting crops requiring annual tilling and raising and maintaining animals, etc.) High intensity recreation (golf courses, ball fields, etc.) Hobby farms
Moderate	<ul style="list-style-type: none"> Residential (1 unit/acre or less) Moderate intensity open space (parks with biking, jogging, etc.) Conversion to moderate intensity agriculture (orchards, hay fields, etc.) Paved trails Building of logging roads Utility corridor or right of way shared by several utilities and including access/maintenance road
Low	<ul style="list-style-type: none"> Forestry (cutting of trees only) Low intensity open space (hiking, bird watching, preservation of natural resources, etc.) Unpaved trails Utility corridor without a maintenance road and little or no vegetation management

B. Increased Wetland Buffer Widths. Buffer widths shall be increased on a case-by-case basis when a larger buffer is necessary to protect wetland functions and values. This determination shall be supported by appropriate documentation showing that it is reasonably related to protection of the functions and values of the wetland. The documentation must include but not be limited to the following criteria:

1. The wetland is used by a plant or animal species listed by the federal government or the state as endangered, threatened, candidate, sensitive, monitored or documented priority species or habitats, or essential or outstanding habitat for those species or has unusual nesting or resting sites such as heron rookeries or raptor nesting trees; or
2. The adjacent land is susceptible to severe erosion, and erosion-control measures will not effectively prevent adverse wetland impacts; or
3. The adjacent land has minimal vegetative cover or slopes greater than 30 percent.

C. Decreased Wetland Buffer Widths. Buffer widths shall be decreased on a case-by-case basis as determined by the city. This determination shall be supported by appropriate documentation showing that it still protects the functions and values of the wetland. The documentation must include but not be limited to the following criteria:

1. Buffer averaging to improve wetland protection may be permitted when all of the following conditions are met:
 - a. The wetland has significant differences in characteristics that affect its habitat functions, such as a wetland with a forested component adjacent to a degraded emergent component or a “dual-rated” wetland with a Category I area adjacent to a lower-rated area.
 - b. The buffer is increased adjacent to the higher-functioning area of habitat or more-sensitive portion of the wetland and decreased adjacent to the lower-functioning or less-sensitive portion as demonstrated by a critical areas report from a qualified wetland professional.
 - c. The total area of the buffer after averaging is equal to the area required without averaging.
 - d. The buffer at its narrowest point is never less than either three-quarters of the required width or 75 feet for Category I and II, 50 feet for Category III, and 25 feet for Category IV, whichever is greater.
2. Buffer averaging to allow reasonable use of a parcel may be permitted when all of the following are met:
 - a. ~~There are no feasible alternatives to the site design that could be accomplished without buffer averaging.~~
 - b. ~~The averaged buffer will not result in degradation of the wetland’s functions and values as demonstrated by a critical areas report from a qualified wetland professional.~~
 - c. ~~The total buffer area after averaging is equal to the area required without averaging.~~
 - d. ~~The buffer at its narrowest point is never less than either three quarters of the required width or 75 feet for Category I and II, 50 feet for Category III and 25 feet for Category IV, whichever category is applicable.~~

D. Allowed Buffer Uses. The following uses may be allowed within a wetland buffer in accordance with the review procedures of this chapter; provided they are not prohibited by any other applicable law and they are conducted in a manner so as to minimize impacts to the buffer and adjacent wetland:

1. Conservation and Restoration Activities. Conservation or restoration activities aimed at protecting the soil, water, vegetation, or wildlife.
2. Passive recreation. Passive recreation facilities designed and in accordance with an approved critical area report, including:

a. Walkways and trails; provided, that those pathways are limited to minor crossings having no adverse impact on water quality. They should be generally parallel to the perimeter of the wetland, located only in the outer 25 percent of the wetland buffer area, and located to avoid removal of significant trees. They should be limited to pervious surfaces no more than five feet in width for pedestrian use only. Raised boardwalks utilizing nontreated pilings may be acceptable.

b. Wildlife-viewing structures.

3. Educational and scientific research activities.

4. Normal and routine maintenance and repair of any existing public or private facilities within an existing right-of-way; provided, that the maintenance or repair does not increase the footprint or use of the facility or right-of-way.

5. The harvesting of wild crops in a manner that is not injurious to natural reproduction of such crops and provided the harvesting does not require tilling of soil, planting of crops, chemical applications, or alteration of the wetland by changing existing topography, water conditions, or water source.

6. Drilling for utilities/utility corridors under a buffer, with entrance/exit portals located completely outside of the wetland buffer boundary; provided, that the drilling does not interrupt the ground water connection to the wetland or percolation of surface water down through the soil column. Specific studies by a hydrologist are necessary to determine whether the ground water connection to the wetland or percolation of surface water down through the soil column is disturbed.

7. Enhancement of a wetland buffer through the removal of nonnative invasive plant species. Removal of invasive plant species shall be restricted to hand removal. All removed plant material shall be taken away from the site and appropriately disposed of. Plants that appear on the Washington State Noxious Weed Control Board list of noxious weeds must be handled and disposed of according to a noxious weed control plan appropriate to that species. Revegetation with appropriate native species at natural densities is allowed in conjunction with removal of invasive plant species.

8. Storm water management facilities. Storm water management facilities are limited to storm water dispersion outfalls and bioswales. They may be allowed within the outer 25 percent of the buffer of Category III or IV wetlands only; provided, that:

a. No other location is feasible; and

b. The location of such facilities will not degrade the functions or values of the wetland; and

c. Storm water management facilities are not allowed in buffers of Category I or II wetlands.

9. Nonconforming Uses. Repair and maintenance of nonconforming uses or structures, where legally established within the buffer, provided they do not increase the degree of nonconformity.

E. Signs and Fencing of Wetlands and Buffers.

1. Temporary Markers. The outer perimeter of the wetland buffer and the clearing limits identified by an approved permit or authorization shall be marked in the field with temporary "clearing limits" fencing in such a way as to ensure that no unauthorized intrusion will occur. The marking is subject to inspection by the community development director prior to the commencement of permitted activities. This temporary marking shall be maintained throughout construction and shall not be removed until permanent signs, if required, are in place.

2. Permanent Signs. As a condition of any permit or authorization issued pursuant to this chapter, the city may require the installation of permanent signs along the boundary of a wetland or buffer.

a. Permanent signs shall be made of an enamel-coated metal face and attached to a metal post or another nontreated material of equal durability. Signs must be posted at an interval of one per lot or every 50 feet,

whichever is less, and must be maintained by the property owner in perpetuity. The signs shall be worded as follows or with alternative language approved by the community development director:

Protected Wetland Area

No Dumping - Do Not Disturb

Thank you

b. The provisions of subsection (E)(2)(a) of this section may be modified as necessary to assure protection of sensitive features or wildlife.

3. Fencing.

a. The applicant shall be required to install a permanent fence around the wetland or buffer when domestic grazing animals are present or may be introduced on site.

b. Fencing installed as part of a proposed activity or as required in this subsection shall be designed so as to not interfere with species migration, including fish runs, and shall be constructed in a manner that minimizes impacts to the wetland and associated habitat. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.190 Wetlands initial project review.

A. A site visit shall be conducted to confirm the presence of wetland indicators listed in the critical areas checklist or identified on critical areas map references as being within 300 feet of a proposed project or activity. A positive confirmation by the community development director that site indicators are present or that the proposed project may impact the wetland area will then require a professional site assessment.

B. The following map references shall be used to assist in making a determination:

1. Wetlands mapped under the National Wetland Inventory by the U. S. Department of Interior, Fish and Wildlife Service;
2. Areas mapped as hydric soils under the Soil Survey of Skagit County Area, Washington, by the United States Department of Agriculture, Soil Conservation Service;
3. A water of the state as defined under WAC 222-16-030 and maintained in the Washington State Department of Natural Resources Stream Type Maps; and
4. Wetlands previously identified through the methodology specified under this title for another project. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.200 Wetlands site assessment requirements.

If a wetlands site assessment is required, it shall meet the following requirements:

A. A wetland reconnaissance shall be performed by a qualified wetlands professional. The reconnaissance shall identify the presence of wetlands within 300 feet of the project or activity area. If this wetland reconnaissance demonstrates no wetlands within 300 feet of the activity area, then no further study is required.

B. A wetland delineation shall be performed as part of a site assessment where a wetland reconnaissance confirms the presence of a wetland or the applicant chooses to perform delineation instead of a wetland reconnaissance. The delineation shall be performed by a qualified wetland professional trained in conducting delineations in accordance with the methodology specified under this title.

C. If the site of a proposed development includes, is likely to include, or is adjacent to a wetland, a wetland report, prepared by a qualified professional, shall be required. The expense of preparing the wetland report shall be borne by the applicant.

D. Minimum Standards for Wetland Reports. The written report and the accompanying plan sheets shall contain the following information, at a minimum:

1. The written report shall include at a minimum:

- a. The name and contact information of the applicant; the name, qualifications, and contact information for the primary author(s) of the wetland critical area report; a description of the proposal; identification of all the local, state, and/or federal wetland-related permit(s) required for the project; and a vicinity map for the project.
- b. A statement specifying the accuracy of the report and all assumptions made and relied upon.
- c. Documentation of any fieldwork, performed on the site, including field data sheets for delineations, rating system forms, baseline hydrologic data, etc.
- d. A description of the methodologies used to conduct the wetland delineations, rating system forms, or impact analyses including references.
- e. Identification and characterization of all critical areas, wetlands, water bodies, shorelines, floodplains, and buffers on or adjacent to the proposed project area. For areas off site of the project site, estimate conditions within 300 feet of the project boundaries using the best available information.
- f. For each wetland identified on site and within 300 feet of the project site provide: the wetland rating, including a description of and score for each function, per wetland ratings of this title; required buffers; hydrogeomorphic classification; wetland acreage based on a professional survey from the field delineation (acreages for on-site portion and entire wetland area including off-site portions); Cowardin classification of vegetation communities; habitat elements; soil conditions based on site assessment and/or soil survey information; and to the extent possible, hydrologic information such as location and condition of inlet/outlets (if they can be legally accessed), estimated water depths within the wetland, and estimated hydroperiod patterns based on visual cues (e.g., algal mats, drift lines, flood debris, etc.). Provide acreage estimates, classifications, and ratings based on entire wetland complexes, not only the portion present on the proposed project site.
- g. A description of the proposed actions, including an estimation of acreages of impacts to wetlands and buffers based on the field delineation and survey and an analysis of site development alternatives, including a no-development alternative.
- h. An assessment of the probable cumulative impacts to the wetlands and buffers resulting from the proposed development.
- i. A description of reasonable efforts made to apply mitigation sequencing pursuant to mitigation sequencing to avoid, minimize, and mitigate impacts to critical areas.
- j. A discussion of measures, including avoidance, minimization, and compensation, proposed to preserve existing wetlands and restore any wetlands that were degraded prior to the current proposed land use activity.
- k. A conservation strategy for habitat and native vegetation that addresses methods to protect and enhance on-site habitat and wetland functions.
- l. An evaluation of the functions of the wetland and adjacent buffer. Include reference for the method used and data sheets.

2. A copy of the site plan sheet(s) for the project must be included with the written report and must include, at a minimum:

- a. Maps (to scale) depicting delineated and surveyed wetland and required buffers on site, including buffers for off-site critical areas that extend onto the project site; the development proposal; other critical

areas; grading and clearing limits; areas of proposed impacts to wetlands and/or buffers (include square footage estimates).

b. A depiction of the proposed storm water management facilities and outlets (to scale) for the development, including estimated areas of intrusion into the buffers of any critical areas. The written report shall contain a discussion of the potential impacts to the wetland(s) associated with anticipated hydroperiod alterations from the project. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.210 Alteration of wetlands.

A. A regulated wetland or its required buffer can only be altered if the wetlands site assessment shows that the proposed alteration does not degrade the quantitative and qualitative functioning of the wetland, or any degradation can be adequately mitigated to protect the wetland function. Any alteration approved pursuant to this section shall include mitigation necessary to mitigate the impacts of the proposed alteration on the wetland as described in BMC 14.15.220, Wetland mitigation standards.

B. Storm water discharges to wetlands shall be controlled and treated to provide all known and reasonable methods of prevention, control, and treatment as mandated in the State Water Quality Standards, chapter 173-201A WAC, as required by state law and implemented in chapter 14.05 BMC, Surface Water Management. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.220 Wetland mitigation standards.

A. Mitigation Sequencing. Before impacting any wetland or its buffer, an applicant shall demonstrate that the following actions have been taken. Actions are listed in the order of preference:

1. Avoid the impact altogether by not taking a certain action or parts of an action.
2. Minimize impacts by limiting the degree or magnitude of the action and its implementation, by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts.
3. Rectify the impact by repairing, rehabilitating, or restoring the affected environment.
4. Reduce or eliminate the impact over time by preservation and maintenance operations.
5. Compensate for the impact by replacing, enhancing, or providing substitute resources or environments.
6. Monitor the required compensation and take remedial or corrective measures when necessary.

B. Requirements for Compensatory Mitigation.

1. Compensatory mitigation for alterations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater biologic functions. Compensatory mitigation ~~plans~~ requirements shall be consistent with Washington State Department of Ecology, U.S. Army Corps of Engineers Seattle District, and U.S. Environmental Protection Agency Region 10 (2021) Wetland Mitigation in Washington State – Part 1: Agency Policies and Guidance (Version 2) (Ecology Publication #21-06-003) or as revised. Compensatory mitigation plans shall be consistent with Wetland Mitigation in Washington State: Part 2 – Developing Mitigation Plans Version 1, March 2006, Publication #06-06-011b, or as revised, Wetland Mitigation in Washington State – Part 2: Developing Mitigation Plans—Version 1 (Ecology Publication No. 06-06-011b, Olympia, WA, March 2006 or as revised), and Selecting Wetland Mitigation Sites Using a Watershed Approach (Western Washington) (Publication No. 09-06-32, Olympia, WA, December 2009).

2. Mitigation ratios shall be consistent with subsection (G) of this section.

3. Mitigation requirements may also be determined using the credit/debit tool described in Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report (Ecology Publication No. 10-06-011, Olympia, WA, March 2012, or as revised) consistent with subsection (H) this section.

Commented [BJ25]: BJ – 10-31-2022 – DOE ID – Rec-7

C. Compensating for Lost or Affected Functions. Compensatory mitigation shall address the functions affected by the proposed project, with an intention to achieve functional equivalency or improvement of functions. The goal shall be for the compensatory mitigation to provide similar wetland functions as those lost, except when either:

1. The lost wetland provides minimal functions, and the proposed compensatory mitigation action(s) will provide equal or greater functions or will provide functions shown to be limiting within a watershed through a formal Washington state watershed assessment plan or protocol; or
2. Out-of-kind replacement of wetland type or functions will best meet watershed goals formally identified by the city, such as replacement of historically diminished wetland types.

D. Preference of Mitigation Actions. Mitigation for lost or diminished wetland and buffer functions shall rely on the types below in the following order of preference:

1. Restoration (reestablishment and rehabilitation) of wetlands:

- a. The goal of reestablishment is returning natural or historic functions to a former wetland. Reestablishment results in a gain in wetland acres (and functions). Activities could include removing fill material, plugging ditches, or breaking drain tiles.
- b. The goal of rehabilitation is repairing natural or historic functions of a degraded wetland. Rehabilitation results in a gain in wetland function but does not result in a gain in wetland acres.

2. Creation (establishment) of wetlands on disturbed upland sites such as those with vegetative cover consisting primarily of nonnative species. Establishment results in a gain in wetland acres. This should be attempted only when there is an adequate source of water and it can be shown that the surface and subsurface hydrologic regime is conducive to the wetland community that is anticipated in the design.

- a. If a site is not available for wetland restoration to compensate for expected wetland and/or buffer impacts, the approval authority may authorize creation of a wetland and buffer upon demonstration by the applicant's qualified wetland scientist that:
 - i. The hydrology and soil conditions at the proposed mitigation site are conducive for sustaining the proposed wetland and that creation of a wetland at the site will not likely cause hydrologic problems elsewhere;
 - ii. The proposed mitigation site does not contain invasive plants or noxious weeds or that such vegetation will be completely eradicated at the site;
 - iii. Adjacent land uses and site conditions do not jeopardize the viability of the proposed wetland and buffer (e.g., due to the presence of invasive plants or noxious weeds, storm water runoff, noise, light, or other impacts); and
 - iv. The proposed wetland and buffer will eventually be self-sustaining with little or no long-term maintenance.

3. Enhancement of significantly degraded wetlands in combination with restoration or creation. Enhancement should be part of a mitigation package that includes replacing the altered area and meeting appropriate ratio requirements. Enhancement is undertaken for specified purposes such as water quality improvement, flood water retention, or wildlife habitat. Applicants proposing to enhance wetlands or associated buffers shall demonstrate:

- a. How the proposed enhancement will increase the wetland's/buffer's functions;
- b. How this increase in function will adequately compensate for the impacts; and
- c. How all other existing wetland functions at the mitigation site will be protected.

4. Preservation. Preservation of high-quality, at-risk wetlands as compensation are generally acceptable when done in combination with restoration, creation, or enhancement; provided, that a minimum of 1:1 acreage replacement is provided. Ratios for preservation in combination with other forms of mitigation generally range from 10:1 to 20:1, as determined on a case-by-case basis, depending on the quality of the wetlands being altered and the quality of the wetlands being preserved.

Preservation of high-quality, at-risk wetlands and habitat may be considered as the sole means of compensation for wetland impacts when the following criteria are met:

- a. The area proposed for preservation is of high quality. The following features may be indicative of high-quality sites:
 - i. Category I or II wetland rating (using the wetland rating system for western Washington).
 - ii. Rare wetland type (for example, bogs, mature forested wetlands, estuarine wetlands).
 - iii. The presence of habitat for priority or locally important wildlife species.
 - iv. Priority sites in an adopted watershed plan.
- b. Wetland impacts will not have a significant adverse impact on habitat for listed fish, or other ESA listed species.
- c. There is no net loss of habitat functions within the watershed or basin.
- d. Mitigation ratios for preservation as the sole means of mitigation shall generally start at 20:1. Specific ratios should depend upon the significance of the preservation project and the quality of the wetland resources lost.
- e. Permanent preservation of the wetland and buffer will be provided through a conservation easement or tract held by a land trust, or land in public ownership.
- f. The impact area is small (generally less than one-half acre) and/or impacts are occurring to a low-functioning system (Category III or IV wetland).

All preservation sites shall include buffer areas adequate to protect the habitat and its functions from encroachment and degradation.

E. Location of Compensatory Mitigation. Compensatory mitigation actions shall be conducted within the same subdrainage basin and on the site of the alteration except when all of subsections (E)(1) through (4) of this section apply. In that case, mitigation may be allowed off site within the subwatershed of the impact site. When considering off-site mitigation, preference should be given to using alternative mitigation, such as a mitigation bank, an in-lieu fee program, or advanced mitigation.

1. There are no reasonable opportunities on site or within the subdrainage basin (e.g., on-site options would require elimination of high-functioning upland habitat), or opportunities on site or within the subdrainage basin do not have a high likelihood of success based on a determination of the capacity of the site to compensate for the impacts. Considerations should include: anticipated replacement ratios for wetland mitigation, buffer conditions and proposed widths, available water to maintain anticipated hydrogeomorphic classes of wetlands when restored, proposed flood storage capacity, and potential to mitigate riparian fish and wildlife impacts (such as connectivity).
2. On-site mitigation would require elimination of high-quality upland habitat.
3. Off-site mitigation has a greater likelihood of providing equal or improved wetland functions than the altered wetland.
4. Off-site locations shall be in the same subdrainage basin unless:

- a. Established watershed goals for water quality, flood storage or conveyance, habitat, or other wetland functions have been established by the city and strongly justify location of mitigation at another site; or
- b. Credits from a state-certified wetland mitigation bank are used as compensation, and the use of credits is consistent with the terms of the certified bank instrument; or
- c. Fees are paid to an approved in-lieu fee program to compensate for the impacts.

The design for the compensatory mitigation project needs to be appropriate for its location (i.e., position in the landscape). Therefore, compensatory mitigation should not result in the creation, restoration, or enhancement of an atypical wetland. An atypical wetland refers to a compensation wetland (e.g., created or enhanced) that does not match the type of existing wetland that would be found in the geomorphic setting of the site (i.e., the water source(s) and hydroperiod proposed for the mitigation site are not typical for the geomorphic setting). Likewise, it should not provide exaggerated morphology or require a berm or other engineered structures to hold back water. For example, excavating a permanently inundated pond in an existing seasonally saturated or inundated wetland is one example of an enhancement project that could result in an atypical wetland. Another example would be excavating depressions in an existing wetland on a slope, which would require the construction of berms to hold the water.

F. Timing of Compensatory Mitigation. It is preferred that compensatory mitigation projects be completed prior to activities that will disturb wetlands. At the least, compensatory mitigation shall be completed immediately following disturbance and prior to use or occupancy of the action or development. Construction of mitigation projects shall be timed to reduce impacts to existing fisheries, wildlife, and flora.

1. The community development director may authorize a one-time temporary delay in completing construction or installation of the compensatory mitigation when the applicant provides a written explanation from a qualified wetland professional as to the rationale for the delay. An appropriate rationale would include identification of the environmental conditions that could produce a high probability of failure or significant construction difficulties (e.g., project delay lapses past a fisheries window, or installing plants should be delayed until the dormant season to ensure greater survival of installed materials). The delay shall not create or perpetuate hazardous conditions or environmental damage or degradation, and the delay shall not be injurious to the health, safety, or general welfare of the public. The request for the temporary delay must include a written justification that documents the environmental constraints that include implementation of the compensatory mitigation plan. The justification must be verified and approved by the city.

G. Wetland Mitigation Ratios¹:

Category and Type of Wetland	Creation or Reestablishment	Rehabilitation	Enhancement
Category I: Bog, Natural Heritage Site	Not considered possible	Case by case	Case by case
Category I: Mature Forested	6:1	12:1	24:1
Forested I: Based on Functions	4:1	8:1	16:1
Category II	3:1	6:1	12:1
Category III	2:1	4:1	8:1
Category IV	1.5:1	3:1	6:1

H. Credit/Debit Method. To more fully protect functions and values, and as an alternative to the mitigation ratios found in the joint guidance “Wetland Mitigation in Washington State Parts I and II” (Ecology Publication No. 06-06-011a and b, Olympia, WA, March 2006), the community development director may allow mitigation based on the “credit/debit” method developed by the Department of Ecology in “Calculating Credits and Debits for Compensatory Mitigation in Wetlands of Western Washington: Final Report” (Ecology Publication No. 10-06-011, Olympia, WA, March 2012, or as revised).

I. Compensatory Mitigation Report. The report must include a written report and plan sheets that must contain, at a minimum, the following elements. Full guidance can be found in Wetland Mitigation in Washington State – Part 2: Developing Mitigation Plans (Version 1) (Ecology Publication No. 06-06-011b, Olympia, WA, March 2006, or as revised).

1. The written report must contain, at a minimum:

- a. The name and contact information of the applicant; the name, qualifications, and contact information for the primary author(s) of the compensatory mitigation report; a description of the proposal; a summary of the impacts and proposed compensation concept; identification of all the local, state, and/or federal wetland-related permit(s) required for the project; and a vicinity map for the project.
- b. Description of how the project design has been modified to avoid, minimize, or reduce adverse impacts to wetlands.
- c. Description of the existing wetland and buffer areas proposed to be altered. Include acreage (or square footage), water regime, vegetation, soils, landscape position, surrounding land uses, and functions. Also describe impacts in terms of acreage by Cowardin classification, hydrogeomorphic classification, and wetland rating, based on wetland ratings of this chapter.
- d. Description of the compensatory mitigation site, including location and rationale for selection. Include an assessment of existing conditions: acreage (or square footage) of wetlands and uplands, water regime, sources of water, vegetation, soils, landscape position, surrounding land uses, and functions.
- e. A description of the proposed actions for compensation of wetland and upland areas affected by the project. Include overall goals of the proposed mitigation including a description of the targeted functions, hydrogeomorphic classification, and categories of wetlands.
- f. A description of the proposed mitigation construction activities and timing of activities.
- g. A discussion of ongoing management practices that will protect wetlands after the project site has been developed, including proposed monitoring and maintenance programs (for remaining wetlands and compensatory mitigation wetlands).
- h. A bond estimate for the entire compensatory mitigation project, including the following elements: site preparation, plant materials, construction materials, installation oversight, maintenance twice per year for up to five years, annual monitoring field work and reporting, and contingency actions for a maximum of the total required number of years for monitoring.
- i. Proof of establishment of notice on title for the wetlands and buffers on the project site, including the compensatory mitigation areas.

2. The scaled plan sheets for the compensatory mitigation must contain, at a minimum:

- a. Surveyed edges of the existing wetland and buffers, proposed areas of wetland and/or buffer impacts, location of proposed wetland and/or buffer compensation actions.
- b. Existing topography, ground-proofed, at two-foot contour intervals in the zone of the proposed compensation actions if any grading activity is proposed to create the compensation area(s). Also existing cross-sections of on-site wetland areas that are proposed to be altered, and cross-section(s) (estimated one-foot intervals) for the proposed areas of wetland or buffer compensation.
- c. Surface and subsurface hydrologic conditions, including an analysis of existing and proposed hydrologic regimes for enhanced, created, or restored compensatory mitigation areas. Also, illustrations of how data for existing hydrologic conditions were used to determine the estimates of future hydrologic conditions.

- d. Conditions expected from the proposed actions on site, including future hydrogeomorphic types, vegetation community types by dominant species (wetland and upland), and future water regimes.
- e. Required wetland buffers for existing wetlands and proposed compensation areas. Also, identify any zones where buffers are proposed to be reduced or enlarged outside of the standards identified in this chapter.
- f. A plant schedule for the compensation area, including all species by proposed community type and water regime, size and type of plant material to be installed, spacing of plants, typical clustering patterns, total number of each species by community type, timing of installation.
- g. Performance standards (measurable standards reflective of years post-installation) for upland and wetland communities, monitoring schedule, and maintenance schedule and actions by each biennium.

J. Buffer Mitigation Ratios. Impacts to buffers shall be mitigated at a 1:1 ratio. Compensatory buffer mitigation shall replace those buffer functions lost from development.

K. Protection of the Mitigation Site. The area where the mitigation occurred and any associated buffer shall be located in a critical area tract or a conservation easement or land in public ownership.

L. Monitoring. Mitigation monitoring shall be required for a period necessary to establish that performance standards have been met, but not for a period less than five years. If a scrub-shrub or forested vegetation community is proposed, monitoring may be required for 10 years or more. The project mitigation plan shall include monitoring elements that ensure certainty of success for the project's natural resource values and functions. If the mitigation goals are not obtained within the initial five-year period, the applicant remains responsible for restoration of the natural resource values and functions until the mitigation goals agreed to in the mitigation plan are achieved.

M. Wetland Mitigation Banks.

1. Credits from a wetland mitigation bank may be approved for use as compensation for unavoidable impacts to wetlands when:

- a. The bank is certified under state rules;
- b. The city determines that the wetland mitigation bank provides appropriate compensation for the authorized impacts; and
- c. The proposed use of credits is consistent with the terms and conditions of the certified bank instrument.

2. Replacement ratios for projects using bank credits shall be consistent with replacement ratios specified in the certified bank instrument.

3. Credits from a certified wetland mitigation bank may be used to compensate for impacts located within the service area specified in the certified bank instrument. In some cases, the service area of the bank may include portions of more than one adjacent drainage basin for specific wetland functions.

4. The use of wetland mitigation banks shall only be authorized after fully complying with the mitigation sequencing requirements of this section. Wetlands provide critical and localized water quality functions and flood storage capacity. As such, wetland mitigation banks shall only be used to offset unavoidable impacts associated with large scale public facilities, transportation projects, utilities, or essential facilities. Projects utilizing wetland mitigation banks shall demonstrate that all local impacts to flood water storage and stormwater flows have been fully mitigated.

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N. In-Lieu Fee. To aid in the implementation of off-site mitigation, the city may develop an in-lieu fee program. This program shall be developed and approved through a public process and be consistent with federal rules, state policy on in-lieu fee mitigation, and state water quality regulations. An approved in-lieu fee program sells compensatory mitigation credits to permittees whose obligation to provide compensatory mitigation is then

transferred to the in-lieu program sponsor, a governmental or nonprofit natural resource management entity. Credits from an approved in-lieu fee program may be used when subsections (N)(1) through (6) of this section apply:

1. The approval authority determines that it would provide environmentally appropriate compensation for the proposed impacts.
2. The mitigation will occur on a site identified using the site selection and prioritization process in the approved in-lieu fee program instrument.
3. The proposed use of credits is consistent with the terms and conditions of the approved in-lieu fee program instrument.
4. Land acquisition and initial physical and biological improvements of the mitigation site must be completed within three years of the credit sale.
5. Projects using in-lieu fee credits shall have debits associated with the proposed impacts calculated by the applicant's qualified wetland scientist using the method consistent with the credit assessment method specified in the approved instrument for the in-lieu fee program.
6. Credits from an approved in-lieu fee program may be used to compensate for impacts located within the service area specified in the approved in-lieu fee instrument.

O. Advance Mitigation. Mitigation for projects with pre-identified impacts to wetlands may be constructed in advance of the impacts if the mitigation is implemented according to federal rules, state policy on advance mitigation, and state water quality regulations.

P. Exceptions to Mitigation Requirements. Requirements for mitigation do not apply ~~under the following circumstances:~~

~~1. When a wetland alteration is intended exclusively for the enhancement or restoration of an existing regulated wetland and the proposal will not result in a loss of wetland function and value, subject to the following conditions:~~

- ~~a. The enhancement or restoration project shall not be associated with a development activity.~~
- ~~b. An enhancement or restoration plan shall be submitted for site plan review. The restoration or enhancement plan must include the information required under this title.~~

~~2. When a wetland is a part of a development activity that is permitted by the Corps of Engineers NWP permitting crossing of wetlands as part of road construction. (Ord. 1853 § 2 (Exh. B), 2018).~~

V. Fish and Wildlife Habitat Conservation Areas

14.15.350 Fish and wildlife habitat conservation area designations.

A. Fish and wildlife habitat conservation areas (HCAs) shall be designated and classified as provided for in the definition section of this chapter. The map and species references indicated are intended to serve only as a guide during development review. In all cases, actual presence or absence for the listed species or habitat shall prevail.

B. In addition to the HCAs, additional species and habitats of local importance may be designated by the community development director based on declining populations, sensitivity to habitat manipulation or special value including but not limited to commercial, game or public appeal.

C. In order to nominate an area or a species to the category of habitats and species of local importance, an individual or organization must:

1. Demonstrate a need for special consideration based on:
 - a. Declining population,

- b. Sensitivity to habitat manipulation, or
- c. Commercial or game value or other special value, such as public appeal.

2. Propose relevant management strategies considered effective and within the scope of this chapter; and

3. Provide species habitat location(s) on a map (scale 1:24,000). Submitted proposals will be reviewed by the community development director and forwarded to the Departments of Fish and Wildlife, Natural Resources, and/or other county and state agencies or experts for comments and recommendations regarding accuracy of data and effectiveness of proposed management strategies. A public hearing will be held for proposals found to be complete, accurate, and potentially effective and within the scope of this chapter. Approved nominations will become designated "Habitats/Species of Local Importance" and will be subject to the provisions of this chapter.

D. The following species and habitats have been designated on a site-specific basis according to the official Species and Habitats of Local Significance Map:

- 1. Great blue heron nest sites;
- 2. Vaux's swifts communal roosts;
- 3. Pileated woodpecker nest sites;
- 4. Osprey nest sites;
- 5. Townsend big-eared bat communal roosts;
- 6. Cavity nesting ducks breeding areas;
- 7. Trumpeter swan concentrations;
- 8. Harlequin duck breeding areas;
- 9. Waterfowl concentrations. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.360 Fish and wildlife habitat conservation areas initial project review.

A. A site visit shall be conducted to determine whether HCAs identified on a critical area checklist or on available map resources or whether a HCA not previously identified are present within 200-300 feet of the project or activity site.

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B. Habitat conservation areas are designated by definition in this title and are referenced as follows:

- 1. An area with which anadromous fish, endangered, threatened or sensitive species have a primary association and/or their habitat such as those designated and mapped by the Washington State Department of Fish and Wildlife, Priority Habitats and Species Program;
- 2. A water of the state as defined under WAC 222-16-030;
- 3. A Critical Biological Area as designated and mapped by the Department of Ecology Coastal Zone Atlas dated June 1978 and/or the maps;
- 4. Designated species and habitats of local importance;
- 5. Naturally occurring ponds under 20 acres and their submerged aquatic beds that provide fish or wildlife habitat;
- 6. Lakes, ponds, streams, and rivers planted with game fish by a government or tribal entity;

7. Areas with which anadromous fish species have a primary association; and

8. State Natural Arm Preserves and Natural Resource Conservation Areas.

C. If the director determines through the site visit described in subsection (A) of this section that a fish and wildlife habitat conservation area (HCA) may be present within 300 feet of the proposed project or activity area, then a site assessment/habitat management plan shall be required as part of the complete application. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.370 Fish and wildlife habitat conservation area site assessment requirements.

Site assessment/habitat management plans shall be prepared by a qualified fish and wildlife biologist with experience assessing the relevant species and habitats and include, at a minimum, the following requirements:

A. Site plan prepared in accordance with the permit requirements indicating all fish and wildlife habitat conservation areas falling within 300 feet of the subject property. This site plan may be prepared by the applicant subject to review by the qualified fish and wildlife biologist;

B. Project narrative describing the proposal including, but not limited to, associated grading and filling, structures, utilities, adjacent land uses, description of vegetation both within and adjacent to the habitat conservation area, and when deemed necessary by the administrative officer, surface and subsurface hydrologic analysis;

C. Impact analysis identifying and documenting the presence of all habitat conservation areas and discussing the project's effects on the fish and wildlife habitat conservation areas;

D. Regulatory analysis including a discussion of any federal, state, tribal, and/or local requirements or special management recommendations which have been developed for species and/or habitats located on the site;

E. Mitigation report including a discussion of proposed measures of mitigating adverse impacts of the project and an evaluation of their potential effectiveness. Measures may include but are not limited to: establishment of buffer zones, preservation of critically important plants, and trees, limitation of access to habitat area, seasonal restrictions of construction activities, establishment of a timetable for periodic review of the plan and/or establishment of performance or maintenance bonds;

F. Management and maintenance practices including a discussion of ongoing maintenance practices that will assure protection of all fish and wildlife habitat conservation areas on site after the project has been completed. This section should include a discussion of proposed monitoring criteria, methods and schedule;

G. Approval of any activity that can adversely affect fish and wildlife habitat conservation areas shall conform to the requirements set forth in this title. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.380 Fish and wildlife habitat conservation area mitigation standards.

Fish and wildlife habitat conservation areas shall be protected in accordance with local determination of appropriate conditions considering the site-specific recommendations from agencies with jurisdictions over the specific area, which may include but not be limited to the Washington State Department of Fish and Wildlife (WDFW), Department of Ecology, federally recognized Indian tribes located within Skagit County, WDFW Management Recommendations for Washington Priority Habitats and Species, and site-specific information supplied by the applicant.

Development proposals shall be reviewed for potential impacts to fish and wildlife habitat conservation areas. The determination of potential impacts shall be dictated by site conditions and be made in consultation with the Washington State Departments of Ecology, Fish and Wildlife and Natural Resources and federally recognized Indian tribes located in Skagit County. If it is determined that a proposed project may have an adverse effect on a fish and wildlife habitat conservation area, the applicant shall implement a habitat management plan including mitigation measures in conformity with the performance standards outlined below.

A. Riparian Performance Standards. Riparian buffer areas shall be established from the ordinary high water mark. The intent of riparian buffers is to protect five basic riparian forest functions that influence in-stream and near-stream habitat quality. These are:

1. Recruitment of large woody debris (LWD) to the stream: LWD recruitment creates habitat structures necessary to maintain salmon/trout productive capacity and species diversity.
2. Shade. Shading by the forest canopy maintains cooler water temperatures and influences the availability of oxygen for salmon/trout.
3. Bank Integrity (Root Reinforcement). Bank integrity helps maintain habitat quality and water quality by reducing bank erosion and creating habitat structure and instream hiding cover for salmon and trout.
4. Runoff Filtration. Filtration of nutrients and sediments in runoff (surface and shallow subsurface flows) helps maintain water quality.
5. Wildlife Habitat. Functional wildlife habitat for riparian-dependent species is based on sufficient amounts of riparian vegetation to provide protection for nesting and feeding.

B. Standard Riparian Buffers. Riparian areas have the following standard buffer requirements (Note: Riparian areas do not extend beyond the toe of the slope on the landward side of existing dikes or levees unless specifically exempt from Federal Vegetation Management requirements):

Water Type	Riparian Buffer
Type 1 and 2 "S"	200 feet
Type 3 "F"	100 feet
Type 4 and 5 "Np" and "Ns"	50 feet

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Once buffers are established, they shall not be altered except as allowed below. Riparian buffers not currently meeting the minimum standards shall be restored; provided, that such restoration does not conflict with other provisions of this chapter. In implementing buffer widths other than the standard riparian buffers identified above, the director shall provide opportunity for review and comment from appropriate federal, state or tribal natural resource agencies to ensure the use of best available science. These comments shall be included in the public record along with the basis and rationale for requirement or approval of any such nonstandard buffers.

1. Increasing Buffer Widths. The city may increase the standard buffer widths on a case-by-case basis, or to establish nonriparian buffer widths, when such buffers are necessary to protect priority fish or wildlife (e.g., great blue heron nesting colonies, osprey or cavity nesting ducks) using the HCA. This determination shall be supported by appropriate documentation from the Departments of Ecology and Fish and Wildlife, showing that the increased buffer width is reasonably related to the protection of the fish and/or wildlife using the HCA.
2. Decreasing Buffer Widths. Decreasing standard buffers will be allowed only if the applicant demonstrates that all of the following criteria are met:
 - a. A decrease is necessary to accomplish the purposes of the proposal and no reasonable alternative is available other feasible options exist; and
 - b. Decreasing width will not adversely affect the fish and wildlife habitat functions and values; and
 - c. If a portion of a buffer is to be reduced, the remaining buffer area will be enhanced, using native vegetation, artificial habitat features, vegetative screening and/or barrier fencing as appropriate to improve the functional attributes of the buffer and to provide equivalent or better protection for fish and wildlife habitat functions and values; and

d. The buffer width shall not be reduced below ~~50-25~~ percent of the standard buffer width unless no other ~~reasonable alternative feasible options~~ exists and that no net loss of HCA riparian functional values will result, based on a functional assessment provided by the applicant utilizing a methodology approved by the city.

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e. A demonstration is provided to ensure that the goal of no net loss of shoreline environmental functions is being met.

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C. Allowed Uses in HCAs or Buffers.

1. Docks. Docks designed to facilitate low-impact uses, such as education and/or private, noncommercial recreation may be permitted within fish and wildlife HCAs under the following conditions:

- a. The activity will have minimum adverse impact to the fish and wildlife habitat conservation area;
- b. The activity will not significantly degrade surface water or ground water;
- c. The intrusion into the fish and wildlife habitat conservation area and its buffers is fully mitigated; and
- d. An opportunity for review and comment by federal, state and tribal natural resource agencies shall be provided.

2. Limited park or recreational access to a fish and wildlife habitat area or its required buffer; provided, that all of the following are satisfied:

- a. The access is part of a public park or a recreational resort development that is dependent on the access for its location and recreational function;
- b. The access is limited to the minimum necessary to accomplish the recreational function;
- c. The access and the balance of the development is consistent with other requirements of the Burlington Municipal Code and the Burlington shoreline master program; and
- d. The proponent obtains a written approval from the city council for the limited access and associated mitigation.

3. Low impact uses and activities which are consistent with the purpose and function of the habitat buffer and do not detract from its integrity may be permitted within the buffer depending on the sensitivity of the habitat involved; provided, that such activity shall not result in a decrease in riparian functional values and shall not prevent or inhibit the buffer's recovery to at least prealterd condition or function. Examples of uses and activities which may be permitted in appropriate cases, as long as the activity does not retard the overall recovery of the buffer, include removal of noxious vegetation, pedestrian trails, viewing platforms, and ~~storm-water management facilities such as grass-lined swales, dispersion outfalls and bioswales.~~

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4. In the riparian buffer, removal of hazardous ~~trees that pose a threat to existing structures, as determined by a certified arborist, diseased or dead trees and vegetation when necessary to control fire, or to halt the spread of disease or damaging insects consistent with the State Forest Practices Act, chapter 76.09 RCW, or when the removal is necessary to avoid a hazard such as landslides or pose a threat to existing structures~~ may be permitted with prior written approval. Any removed tree or vegetation shall be replaced with appropriate species. Replacement shall be performed consistent with accepted restoration standards for riparian areas within one calendar year. The community development director may approve alternative tree species to promote fish and wildlife habitat.

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Prior to commencement of tree or vegetation removal and/or replacement, the landowner must obtain written approval from the director.

Performance-Based Riparian Standards*

~~(These standards must be exceeded before additional activity can be permitted within the riparian zone)~~

~~Watertype Performance standards~~

~~Type 1 & 2~~

~~(Fish Bearing)~~

~~Maintain 95 percent of total LWD recruitment expected to enter the stream from a mature stand; and~~

~~Maintain 85 percent of the trees which are greater than 24-inch DBH within 100 feet of stream; and~~

~~Maintain an average of 75 percent canopy cover (based on canopy densitometer readings at stream edge)~~

~~The applicant may further request some limited timber harvest of up to 30 percent of the merchantable timber within the outer 100 feet of any 200-foot required buffer provided the harvest:~~

~~a. Does not reduce the LWD and canopy requirements; and~~

~~b. The applicant will increase the total buffer size by 50 feet to mitigate for the limited timber harvest in the required buffer to provide additional wildlife habitat. The additional 50-foot buffer shall retain a minimum of 50 percent of the total number of trees with 25 percent of the total trees left having a diameter at breast height (DBH—4 1/2 feet) greater than 12 inches; and~~

~~c. No more than 50 percent of the dominant trees in the outer 100 feet may be harvested.~~

~~Type 3~~

~~(Fish Bearing)~~

~~Maintain 85 percent of total LWD recruitment expected to enter the stream from a mature stand; and~~

~~Maintain 85 percent of the trees which are greater than 18-inch DBH within 100 feet of stream; and~~

~~Maintain an average of 75 percent canopy cover (based on canopy densitometer readings at stream edge).~~

~~Type 4 & 5~~

~~(Non-fish Bearing)~~

~~Maintain 50 percent of total LWD recruitment expected to enter the stream from a mature stand; and~~

~~Maintain 85 percent of the trees which are greater than 24-inch DBH within 50 feet of stream; and~~

~~Maintain an average of 75 percent canopy cover (based on canopy densitometer readings at stream edge).~~

~~*Note: Applicants electing to employ performance-based mitigation in accordance with the above matrix shall include appropriate analysis and justification in their site assessment/habitat management plan.~~

D. Bald eagle habitats shall be protected pursuant to the Washington State Bald Eagle Protection Rules (WAC 232-12-292); a cooperative habitat management plan shall be developed in coordination with the Department of Fish and Wildlife whenever activities that alter habitat are proposed near a verified nest territory or communal roost.

E. Wetlands that are identified as a fish and wildlife habitat conservation area shall be protected according to the provisions in this title, referencing increasing buffer widths. If the wetland buffer widths, standard buffer widths conflict with this section, the buffer widths providing the greatest protection shall apply.

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F. All other fish and wildlife habitat conservation area, including habitats/species of local significance, shall be protected on a case-by-case basis by means of a habitat management plan based on the PHS program, initial project review and site assessment/habitat management plan.

G. Approval of any activity that can adversely affect fish and wildlife habitat conservation areas shall conform to the requirements set forth in this title. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

VI. Critical Area Standards

14.15.070 General requirements and authorizations required.

A. In addition to any other requirements identified in this chapter, or otherwise imposed by the Burlington Municipal Code, all development occurring in critical areas, or critical area buffers, shall meet the following general requirements:

1. Site. Complete stabilization of all portions of a site which are disturbed or impacted by the proposed development, including all development coverage and construction activity areas, shall be required. Complete stabilization of all portions of a site refers to the process and actions necessary to ensure that existing and proposed site improvements are stabilized, and that all on-site areas and adjacent properties which are disturbed or impacted are stabilized. The proposed development shall be limited and controlled to avoid adverse impacts and potential harm and ensure safe, stable and compatible development appropriate to site conditions. Other reasonable and appropriate solutions to solve site stability problems may be required by the director.

2. Adjacent Site, Surrounding Area, and Drainage Basin. The proposed development shall ensure safe, stable and compatible development which avoids adverse environmental impacts and potential harm to adjacent sites, the surrounding neighborhood, and the drainage basin. Detailed analysis of impacts of the development upon wetlands, riparian corridors, native vegetation and wildlife habitats, water quality, natural water temperature, slope and soil conditions, and surface water drainage may be required at the request of the director when site and area conditions indicate the need for this analysis. Supplemental technical reports may be required by the director to specify measures to preserve, protect, and maintain adjacent sites and the drainage basin and ensure safe, stable and compatible development.

~~B. With the exception of activities identified as exempt under BMC 14.15.120, any land use activity that can impair the functions and values of critical areas or their buffers through a development activity or by disturbance of the soil or water, and/or by removal of, or damage to, existing vegetation shall require critical areas review and written authorization pursuant to this chapter. Vegetation destruction or removal, other than the normal maintenance of existing landscaping identified as exempt under BMC 14.15.120, shall be prohibited within a critical area or its required buffer, unless there is an approved buffer management plan pursuant to the requirements of the particular critical area that demonstrates there will be no adverse impact to the critical area with the proposed vegetation removal and disturbance of the soil or water and includes any mitigation or buffer enhancement necessary to address critical areas impacts. Authorizations required under this chapter overlay other permit and approval requirements of the Burlington Municipal Code. Regardless of whether a development permit or approval is required, any proposed alteration that can adversely affect a critical area or its standard buffers' functions must comply with the substantive and procedural requirements of this chapter. Critical areas review pursuant to this chapter shall be conducted as part of the underlying permit or approval, where applicable. It is the responsibility of the landowner, or designee, who conducts or proposes to undertake land use activities that can adversely impact critical areas or their buffers to obtain authorization prior to commencing such activities. In some cases, the typical thresholds that trigger review and permits have been reduced to zero for any development activity located within a critical area or its required buffer.~~

B. Procedures. No land use development permit, land division, development approval, or other authorization required shall be granted until the applicant has demonstrated compliance with the applicable provisions of this chapter.

1. The applicant shall demonstrate that the proposal submitted conforms to the purposes and standards of this chapter, assesses impacts on the critical area from activities and uses proposed, and identifies protective mechanisms adequate to meet the requirements of this chapter.

2. Each proposal shall be reviewed by the director for consistency with the applicable regulations identified in this chapter and to ensure the protective mechanisms proposed are sufficient to protect the critical area, public health, safety and welfare. If not, conditions of approval shall be specified as necessary to ensure compliance with the provisions of this chapter. If there are no conditions under which the proposal could be approved, then the proposal shall be denied.

C. All land use actions shall be conditioned as necessary to mitigate impacts to critical areas as required by this chapter and any project that cannot adequately mitigate its impacts to critical areas shall be denied.

D. Conflicts with Other Provisions. If any provision of this chapter conflicts with any other applicable code provision, the more restrictive shall apply unless specifically accepted in this chapter.

E. Satisfaction of the requirements of this chapter shall also be sufficient to satisfy the requirement for critical areas analysis and mitigation pursuant to chapter 43.21C RCW, State Environmental Policy Act, and chapter 14.10 BMC, Environmental Policy.

F. SEPA Compliance. The goals, policies and purposes set forth in this chapter shall be considered policies of the State Environmental Policy Act. When applicable the applicant must meet SEPA requirements.

G. Other Permits Required. It is recognized that many local, state, and/or federal permit conditions may apply to the proposed action, and that compliance with the provisions of this chapter may not necessarily constitute compliance with other such requirements. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.080 Public notice and records.

~~Public notice for projects subject to the provisions of this chapter shall be provided pursuant to the requirements of BMC Title 14A, land-use permit process. (Ord. 1853 § 2 (Exh. B), 2018).~~

~~Public notice for projects subject to the provisions of this chapter shall be provided pursuant to the requirements of BMC Title 14A, land-use permit process. (Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.090 Application submittal requirements.

In addition to the application submittal requirements specified in other codes, a complete application for development subject to this chapter shall include the following additional information:

A. Surveyed Site Plan. A surveyed site plan shall be prepared by a state of Washington licensed surveyor and shall include the following, when required by the community development director:

1. Existing topography at two-foot contour intervals on site, within 25 feet of the site's abutting boundaries, and within the full width of abutting public and private rights-of-way and easements;
2. Terrain and drainage flow characteristics within the site, within 25 feet of the site's abutting boundaries, and within the full width of abutting public and private rights-of-way and easements;
3. Proposed location and boundaries of all required undisturbed fenced areas and buffers on site and on adjacent lands;
4. Location of all vegetation, including location and description of all trees over six inches in diameter measured five feet above the base of the trunk, shrubs over eight feet tall or six feet wide, and noting their species;
5. Location and boundaries of all existing and proposed site improvements on the site and within 25 feet of the site's property boundaries, and the full width of abutting public and private rights-of-way and easements. This

shall include the limits of development coverage, impervious surfaces and construction activity areas (noting total square footage and percentage of site occupied);

6. Location of all grading activities in progress or proposed, and all drainage control facilities or systems in existence, in progress or proposed within 25 feet of the site's property boundaries, and the full width of abutting public and private rights-of-way and easements;

7. Location of all existing and proposed utilities (water, sewer, gas, electric, phone, cable, etc.), both above and below ground, on site, on adjacent lands within 25 feet of the site's property lines, and in the full width of abutting public rights-of-way, and proposed methods and locations for the proposed development to hook up to these services;

8. Such other additional site plan information as necessary to complete review of a project or waive specific submittal requirements when not necessary for project review.

B. Technical Reports. Technical reports shall be prepared and submitted as required by this chapter. (~~Ord. 1853 § 2- (Exh. B), 2018~~).

14.15.100 Administration.

A. The director shall be responsible for the administration of this chapter, including:

1. Review applications for land use actions to verify compliance with this chapter, issue permit decisions, or make recommendations to the hearing examiner in accordance with the permit processing procedures identified in BMC Title 14A;
2. Review applications for land use actions to assure that all necessary permits have been obtained from those federal, state or local government agencies from which prior approval is required;
3. Recording and maintaining records of:
 - a. As-built elevation above mean sea level of the lowest floor including basement of all new and substantially improved structures requiring a floodplain approval and whether same structure contains a basement,
 - b. Certification by registered professional engineer or architect as required by this chapter,
 - c. Floodplain approvals and other actions pursuant to the administration of this chapter;
4. Notification to adjacent communities and the Department of Ecology prior to any alteration or relocation of a watercourse with copy to FEMA, and maintenance within the altered or relocated portion of said watercourse so that flood-carrying capacity is not diminished;
5. When base flood elevation data has not been provided, obtaining, reviewing, and reasonably utilizing any base flood elevation and floodway data that should become available from a federal, state or other source in order to administer standards and floodways;
6. Issuance of development permits pursuant to BMC Title 14A, Land Use Decisions, and chapter 15.04 BMC, Uniform Codes, before construction or development begins within the city limits.

B. This chapter shall be administered in accordance with chapter 86.16 RCW and chapter 508-60 WAC. This chapter shall be revised as necessary to conform with any changes in state rules pertaining to flood control zones which may be adopted by the State Department of Ecology subsequent to the effective date of delegation of the state's permit program to the city.

C. The administrative procedure for critical areas review shall be as follows:

1. Determination that an Activity Requires Standard Review. All applications for approval of activities requiring written authorization pursuant to BMC 14.15.070 shall require the submission of a critical areas checklist completed and filed by the applicant on the forms provided by the planning department. If not otherwise required, all applications for critical areas review shall include a description of the proposed activity and a site plan showing the location of the proposed activity and associated area of disturbance in relation to all known critical areas or critical area indicators. Upon receipt of the application, a determination shall be made as to whether or not the proposed activity fits within any of the exempt activities found in BMC 14.15.12018.09.020. If the proposed activity is classified as exempt, and meets the associated conditions for such an allowance, no other critical areas review shall be required, except as necessary to ensure that any conditions for such an allowance are met in practice. This determination shall be made in writing and included in the application file.

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Proposed activities identified under BMC 14.15.12018.09.020 that do not meet the conditions for such an allowance or that may result in significant adverse impacts to a critical area or its buffer shall be subject to standard critical areas review.

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2. Method for Initial Determination of Critical Areas. Upon determination that the proposed activity requires detailed critical areas review, and upon receipt of a completed critical areas checklist, the following method shall be used to determine whether critical areas or their required buffers will possibly be affected by the proposed activity:

- a. Review the critical areas checklist together with the maps and other critical areas resources identified in the relevant sections of this chapter; and
- b. Complete the critical areas staff checklist; and
- c. Inspect the site; and
- d. Complete the critical areas field indicator form.

3. Determination that Critical Areas Are Not Affected. If critical area indicators are not present within 200 feet of the proposed activity or within a distance otherwise specified in this chapter, then the review required pursuant to this chapter is complete, except as necessary to ensure that the proposed activity is undertaken as described in the application and as shown on the site plan. This determination shall be noted in the application file and provide written authorization shall be provided for the project or activity to proceed as proposed in the application or, where applicable, with any specific conditions of approval. This determination shall not constitute approval of any use or activity or its compliance with the requirements of this chapter, outside the scope of that stated in the application. Any proposed change in use or scope of activity from that contained in the application shall be subject to further review under this chapter. The applicant shall acknowledge in writing that the determination regarding the apparent absence of critical area indicators and the likelihood that critical areas will not be affected is not intended as an expert certification regarding the presence or absence of critical areas and that the critical areas review process is subject to possible reopening if new information is received as described in subsection (C)(4) of this section. If the applicant wants greater assurance of the accuracy of any such critical area indicators determination, the applicant shall hire a qualified critical areas expert to provide such assurances.

4. Reopening of Review Process.

- a. If at any time prior to completion of the public input process on the associated permit or approval, the city receives new evidence that a critical area may be present within 200 feet of the project area or within a distance otherwise specified in this chapter, then the critical areas review process shall be reopened pursuant to this chapter and shall require whatever level of critical areas review and mitigation as is required by this chapter.
- b. Once the public input process on the associated permit or approval is completed and the record is closed, then the city's determination regarding critical areas pursuant to this chapter shall be final; provided, however, that the critical areas review process may be reopened if it is determined that

incomplete or incorrect information was provided by the applicant in the application or checklist. For the purposes of this subsection, “incomplete or incorrect information” means information regarding the nature and/or location of the proposed activity as presented in the application or regarding the presence of a critical area or critical area indicators on the subject property which the applicant knew or should have known was relevant at the time of the submittal of the checklist. Prior to reopening a critical areas review under this subsection, the city shall conduct a site visit. No critical areas review shall be reopened under this section unless it is determined, after the site visit, that incomplete or incorrect information was provided.

5. Determination that Critical Areas Are Affected. If the city determines that critical area indicators are present within 200 feet of the proposed activity or within a distance otherwise specified in this chapter, then the determination shall be recorded in the project file and the applicant shall provide a critical areas site assessment as specified in this chapter. Development of a site assessment may precede a site visit; provided, that no disturbance of vegetation or land surface occurs prior to authorization.

6. Critical Areas Determination and Conditions of Approval. Based on the critical areas site assessment report and other available critical areas information, the city shall make a determination on the proposed activity. A determination to approve a proposed activity shall include designation of protected critical areas (PCAs) pursuant to this chapter and stipulation of binding conditions and required mitigation, monitoring, maintenance or other conditions of approval pursuant to this chapter. If there are no conditions under which the proposed activity could be approved, then the community development director shall deny the proposal. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.110 Critical areas checklist, site assessment and conditions of approval.

A. Critical Areas Checklist. Every application for an activity that might alter or adversely affect a critical area or critical area buffer shall include a critical area checklist on a form provided by the director. The checklist shall identify all critical area indicators and/or all known critical areas within 200 feet of the proposed activity or within a distance otherwise specified in this chapter. The checklist shall be signed by the applicant and shall inform the applicant that if the information on the checklist is later determined incorrect, then any permit or approval issued based on information provided may be rescinded and the site restored to its original, predevelopment, condition.

B. Site Assessment Required. If, after a site visit, the city determines that the proposed activity area is within 200 feet, or within a distance otherwise specified in this chapter, of an area that may contain critical area indicators, or if the city determines that the proposed activity will adversely impact a critical area or its associated buffer, then a complete critical areas site assessment shall be required. Critical areas site assessments, as described in more detail in the various sections for each type of critical area, shall be submitted as part of a complete application for a development permit, or other approval of land use activities having the potential to impact critical areas or their buffers, by a qualified expert.

C. Site Assessment Preparation. The critical area site assessment shall be prepared by a qualified expert for the type of critical area or areas involved and shall contain the information specified for each type of critical area. In general, the site assessment shall include critical area inventory, assessment of impacts and, where applicable, proposed mitigation, land use restrictions and landowner management, maintenance and monitoring responsibilities. The city may require peer review or review by personnel from state and federal agencies with expertise.

D. Any site plans required by this chapter may be combined into a single site plan wherever possible.

E. Critical Areas Determination and Conditions of Approval. After receiving a complete site assessment report, the city shall determine whether or not the proposed activity meets the requirements of this chapter and under what conditions. This determination shall utilize the information provided in the site assessment report and all other resource information available.

Critical area determinations shall be made in writing, contain findings addressing the requirements of this chapter, and shall identify any conditions of approval, land use prohibitions, and mitigation, management, monitoring and maintenance requirements. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.120 Application of standards.

This chapter shall apply to all public and private land use actions and development including, but not limited to, new structures, additions, land divisions, grading, and filling located on either public or private property. Projects may be exempted from the detailed critical area review requirements of this chapter when the following situations and/or conditions apply:

A. Emergencies that threaten the public health, safety and welfare. An emergency is an unanticipated and imminent threat to the public health or safety or to the environment which requires immediate action within a period of time too short to allow full compliance with this chapter. Emergency actions that create an impact to a critical area or its buffer shall use reasonable methods that can address the emergency but also that have the least possible impact to the critical area or its buffer. The responsible party (property owner or agent) shall restore the critical area and buffer after the emergency to the extent feasible. The person or agency undertaking such action shall notify the director within one working day or as soon as practical following commencement of the emergency activity. Following such notification, the director shall determine if the action taken was within the scope of the emergency actions allowed in this subsection. If the director determines that the action taken or any part of the action taken was beyond the scope of allowed emergency actions, then the enforcement provision shall apply.

B. Normal and routine maintenance or repair of existing structures, utilities, sewage disposal systems, potable water systems, drainage facilities, ponds, or public and private roads and driveways associated with preexisting residential or commercial development, provided any maintenance or repair activities shall use reasonable methods with the least amount of potential impact to the critical areas and any impact to a critical area or its buffer shall be restored after the maintenance to the extent feasible.

C. Normal maintenance, repair, or operation of existing structures, facilities, and improved areas accessory to a single-family residential use, provided any maintenance or repair activities shall use reasonable methods with the least amount of potential impact to the critical area and any impact to a critical area or its buffer shall be restored after the maintenance to the extent feasible.

D. Modification of an existing single-family residence that does not change the use from residential, does not expand the building footprint or increase septic effluent, and does not adversely impact critical areas or their buffers.

E. Modification of other than a single-family use which does not expand the building footprint, alter the use or increase septic effluent, pursuant to the requirements of the nonconforming use and structure provisions, and does not adversely impact critical areas or their buffers.

F. Outdoor recreational activities which do not adversely impact critical areas or their buffers.

G. The harvesting of wild crops in a manner that is not injurious to natural reproduction of such crops and provided the harvesting does not require tilling soil, planting crops, or changing existing topography, water conditions or water sources and provided further that the activity does not adversely impact critical areas or their buffers.

H. The operation and maintenance, construction and reconstruction of diking and drainage systems which protect life and property along the Skagit River.

I. Education and scientific research activities which do not adversely impact critical areas or their buffers.

J. Construction or modification of navigational aids and channels markers.

K. Site investigation work necessary for land use applications such as surveys, soil logs, percolation tests and other related activities which do not adversely impact critical areas or their buffers. In every case, critical area impacts shall be minimized and disturbed areas shall be immediately restored.

L. Maintenance activities such as mowing and normal pruning; provided, that such maintenance activities are limited to existing landscaping improvements and do not expand into critical areas or associated buffers, do not expose soils, do not alter topography, do not destroy or clear native vegetation, and do not diminish water quality or quantity.

~~M. Fish, wildlife, wetland and/or riparian enhancement activities not required as mitigation; provided, that the project is approved by the U. S. Department of Fish and Wildlife, the Washington State Department of Fish and Wildlife or the Washington State Department of Ecology.~~

N. Developments in the floodplain other than the following shall require a floodplain approval:

- ~~1. Minor structures and additions for which a building permit is not required and which create no new residence such as a slab on grade, or a storage building less than 120 square feet in area, or other structures exempt from permits in the International Building Code;~~
- ~~2. Fills of less than 12 cubic yards or which will not raise the level of the land above that of the surrounding area;~~
- ~~3. Normal maintenance, resurfacing and rebuilding, at comparable grade of streets, and accessways;~~
- ~~4. Underground improvements and excavations;~~
- ~~5. Maintenance and minor repair of existing improvements;~~
- ~~6. Improvements to structures listed on the National or State Register of Historic Places;~~
- ~~7. Other minor developments which cause no significant impoundment or displacement of floodwaters, such as open fences, signs and small unenclosed structures.~~

~~All such activities shall be carried out in ways that cause the least impact to critical areas and their buffers. If any damage is caused to a critical area or buffer in connection with such activity, the critical area and its buffer must be restored to the extent feasible. To be exempt does not give permission to destroy a critical area or ignore risk. Proponents of such activities shall be responsible for notifying the community development director if any damage occurs and shall provide all necessary restoration or mitigation. For information on identifying, protecting or mitigating adverse impacts to critical areas, refer to sections in this chapter on wetlands, aquifer recharge areas, geologically hazardous areas, fish and wildlife habitat conservation areas, and flood hazard areas. (Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.130 General construction and maintenance standards.

All land use actions and development activities located in critical areas or critical area buffers shall be subject to the following general construction and maintenance standards:

- A. All buffer areas and other designated protected areas shall be fenced with a highly visible and durable protective barrier during construction to prevent access and protect critical areas.
- B. All disturbed areas on the site, including development coverage and construction activity areas, shall be controlled in a manner sufficient to control drainage and prevent erosion during construction, and revegetated to promote drainage control and prevent erosion after construction. In cases where erosion potential is severe, a vegetation and revegetation report prepared by a qualified professional with landscaping, plant ecology and botany education and experience may be required. All revegetation shall consist of trees, shrubs, and ground cover that is suitable for the location and does not require permanent irrigation systems for long-term survival.
- C. When development is proposed in a critical area or critical area buffer, grading activities shall be strictly limited to areas located on the most environmentally suitable portion of the site.
- D. All drainage associated with the development shall be managed using an approved drainage control system in accordance with the provisions of this title.
- E. Land use actions and development shall comply with the seismic design requirements identified in the building code adopted by, or referenced in, BMC Title 15.

F. All grading in critical areas shall not occur prior to March 31st and shall be stabilized by October 31st unless demonstrated to the satisfaction of the director based on approved technical analysis that no environmental harm or safety issues would result from grading between November 1st and March 31st.

G. Construction activities shall adhere to a prepared schedule approved by the city prior to issuance of a building or development permit. This schedule shall include, but not be limited to, a schedule for compliance with project conditions, limits of construction and work activities, equipment to be used, start and duration of each phase, and work sequencing.

H. Dumping or filling is prohibited in wetlands and special flood risk areas. Dumping includes deposit of yard waste, trash, litter, refuse, dirt, concrete, asphalt, rocks or similar materials, but shall not include work authorized by approved plans and permits. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.150 Critical area and buffer mitigation requirements – General provisions.

A. Buffers.

1. As described in more detail in each relevant section, buffers have in some cases been determined necessary and appropriate to protect critical areas and their functions or to prevent risk from a critical area hazard. In those sections of this chapter where specific buffers are identified, those buffers are deemed “required” or “standard” buffers. If a project or activity does not propose any alteration of those buffers or of the associated critical area and the city determines that these buffers are adequate to protect the critical area or to prevent risk of a hazard from the critical area, then subject to the provisions of this section, no additional mitigation will be required. Once the critical area and its buffer have properly been delineated through a critical areas assessment and any conditions of approval have been established to ensure protection of the critical area function, no further critical areas mitigation assessment is required, except as necessary to ensure that long-term protection of critical areas and buffers is met in practice through compliance with the provisions of this section. The applicant shall ensure the protection of critical area by performing a site assessment on the entire parcel.

2. If, however, based on a site assessment by a qualified expert, unique features of the particular critical area or its buffer or of the proposed development, the qualified expert determines that additional buffers and/or mitigation measures beyond these buffers are necessary to adequately protect the function of the critical area or to prevent risk of a hazard from the critical area, such additional mitigation requirements may be imposed, provided the qualified expert can demonstrate, based on best available science, why that additional mitigation or buffering is required to adequately protect the critical area function or to prevent hazard from a critical area.

3. If the applicant proposes to reduce buffers or to alter the critical area or its required buffer, then the applicant shall demonstrate, based on best available science, why such buffer and/or critical area modification, together with such alternative mitigation proposed in the critical areas assessment, is sufficient to provide equal or better protection of the critical area function or provide no increased risk of a hazard from the critical area.

4. The critical areas assessment and the conditions of approval shall make adequate provision for long-term protection related to critical areas and buffers, and shall fully address the requirements of this chapter.

However, critical areas and/or buffers identified as protected critical areas (PCAs) as defined in this chapter do not require any provisions for public access, and appropriate restrictions may be included in the easement or title documents. Critical areas and/or buffers identified as PCAs are, however, subject to periodic inspection by the director, upon prior notification to the landowner, to ensure long-term protection.

5. Protected Critical Areas (PCAs).

a. For proposed land divisions, critical areas and their associated buffers identified through the site assessment and city review process shall be designated as PCAs and placed in separate tracts or easements and protected through protective covenants shown on the face of the recorded plat. (See BMC 14.15.160, Protected critical area (PCA) requirements.)

b. For development projects or land use activities not involving a new land division, the critical area and its associated buffer identified through the site assessment process shall instead be identified as a PCA by either easement, open space designation or permit conditions, all including restrictive covenants and recorded with the auditor on a site plan to ensure long-term protection. Critical areas and/or buffers identified as PCAs are subject to periodic inspection, upon prior notification to the landowner, to ensure long-term protection.

6. Open Space – Protected Area. If a portion of a parcel contains a proposed development project that triggers a development permit, and has not had its critical areas and associated buffers delineated because it was outside the project or area affected by the project, then further critical areas assessment may be required in the future prior to any change of use, or new development permit for that portion of the site.

B. Mitigation. All proposed alterations to critical areas or associated buffers shall require mitigation sufficient to provide for and maintain the functional values of the critical area or to prevent risk from a critical area hazard and shall give adequate consideration to the reasonable economically viable use of the property. Mitigation of one critical area impact should not result in unmitigated impacts to another critical area. Mitigation may include, but is not limited to: buffers, setbacks, limits on clearing and grading, best management practices for erosion control and maintenance of water quality, or other conditions appropriate to avoid or mitigate identified adverse impacts.

C. Preferred Mitigation Sequence. Mitigation includes avoiding, minimizing or compensating for adverse impacts to regulated critical areas or their buffers. The preferred sequence of mitigation is defined [in BMC 18.14.020.](#)

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- ~~1. Avoid the impact altogether by not taking a certain action or parts of an action;~~
- ~~2. Minimize the impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology, or by taking affirmative steps to avoid or reduce impacts;~~
- ~~3. Rectify the impact by repairing, rehabilitating or restoring the affected environment to the conditions existing at the time of the initiation of the project or activity;~~
- ~~4. Reduce or eliminate the impact over time by preservation and maintenance operations during the life of the action;~~
- ~~5. Compensate for the impact by replacing, enhancing, or providing substitute resources or environments;~~
- ~~6. All proposed mitigation shall be included in the critical areas assessment. The critical areas mitigation shall include the following:~~
 - ~~a. Description of proposed mitigations (critical areas lost/critical areas gained);~~
 - ~~b. Analysis of avoidance, minimization, reduction, and compensation;~~
 - ~~c. Functional analysis of mitigation/analysis of prevention of risk hazard;~~
 - ~~d. Proposed applicant or landowner monitoring or inspection measures and schedule, including specification of method and frequency of submittal of reports on results; and~~
 - ~~e. Contingency plan.~~

D. Mitigation requirements shall be identified in written conditions of approval and shall be included in an approved mitigation plan.

E. Financial Assurance. The approved mitigation plan shall be completed prior to final approval of the development permit. For all projects with an estimated mitigation cost of \$4,000 or over, the financial assurance may be required to assure compliance with the mitigation plan if the complete mitigation proposed in the site assessment cannot be completed prior to final approval of the development permit. Financial assurance shall be in the form of either a surety bond, performance bond, assignment of savings account or an irrevocable letter of credit guaranteed by an acceptable financial institution with terms and conditions acceptable to the city attorney, shall be in the amount of

125 percent of the estimated cost of the uncompleted actions or construction, and shall be assigned in favor of the city of Burlington. The term of the financial assurance shall remain in place until the required mitigation is complete.

F. Monitoring of Critical Areas Mitigation. On a regular basis, but no less frequently than once every two years, the city shall survey a sampling of projects and activities for which critical area site assessments were required, including mitigation plans, potentially impacting fish-bearing streams and/or Category I, II or III wetlands. The sample shall be taken from permits or approvals issued more than 10 months prior to the sampling date. The selected sites shall be inspected for critical area and buffer size and condition and for compliance with any required mitigation or other conditions of approval. Results of such sampling shall be included in the permanent record for the project or activity, shall be reported to the city council, and shall also be utilized for enforcement purposes. ~~(Ord. 1853 § 2 (Exh. B), 2018).~~

14.15.160 Protected critical area (PCA) requirements.

A. PCA Identification and Recording.

1. PCA Identification. Approval of development projects which trigger a development permit and other land use activities that can cause adverse impacts to critical areas and/or their buffers shall require the identification and designation of PCAs by the community development director. This section is intended to apply to unique critical area elements such as buffers or wellhead protection areas that can cause adverse impacts; location in the floodplain unless adjacent to a wetland or riparian corridor does not require recording of a PCA. PCAs shall include all critical areas and associated buffers on the proposed project site which have been identified through the site assessment process.

2. PCA Recording. All PCAs shall be recorded with the county auditor in accordance with the procedures established under this section. The applicant shall be responsible for all fees and other costs associated with recording of PCAs.

3. For each project or activity that requires recording of PCAs, the following information shall be recorded with the auditor and be readily available to the public upon request:

- a. Recorded documents signed by the landowner and the director which stipulates any special conditions of approval, protective covenants, binding conditions, or other requirements such as use restrictions, required mitigation, and/or landowner maintenance or monitoring requirements established at the time of approval;
- b. Required final plat map or site plan clearly showing the locations of PCAs, existing vegetation and permanent buffer edge markers;
- c. Additional information necessary to document the critical areas inventory at the time of approval, including descriptions of identified critical areas, their locations, functions and values, and existing critical areas or buffer vegetation;
- d. Identification of any local responsibilities beyond those required by this chapter;
- e. Reference to the file containing the complete record of information pertaining to approval of the project or activity.

4. Permanent Buffer Edge Markers. Except as provided under subsection (A)(4)(a) of this section, the outer edges of all PCAs, with the exception of aquifer recharge areas, may be required, and if required shall be clearly marked on site by the applicant or landowner with permanent rebar stakes and critical area markers. Critical area markers may be either approved critical area signs or inexpensive steel posts painted a standard color approved by the director that is clearly identifiable as a critical area marker. Installation of permanent markers shall be the responsibility of the landowner.

- a. The director may waive or modify the requirement for permanent buffer edge markers; provided, that any such decision shall be based on a site-specific determination that future verification of PCA locations

will not be substantially more difficult without the placement of permanent markers and that such waiver or modification will not result in reduced long-term protection of critical areas. The determination shall be included in the permanent record.

b. Where such permanent markers are required, the director shall specify their frequency of placement and general location. Permanent markers shall be placed to locate the edge of the PCA to an approximate accuracy of within five percent of the specified buffer width or within five feet, whichever is larger. The spacing intervals of the markers shall be such as to provide comparable accuracy of line-of-sight determination of buffer edges. The locations of all required stakes/markers shall be shown on the plat map or site map recorded with the auditor.

B. Protected Critical Area (PCA) Designations for New Land Divisions.

1. For land divisions where site assessments have occurred pursuant to this chapter, all PCAs shall be placed into separate tracts or easements, whose uses shall be regulated by the provisions of this chapter and any conditions of approval, including protective covenants and binding agreements as provided for under subsection (A) of this section. Area within a PCA can be included in total acreage for development purposes and may be used in lot area or density calculations. PCAs may be owned and maintained by the owner of the lot of which they are a part or transferred to the homeowners association or land trust. Wetlands and buffers in the Gages Slough corridor may be donated to the city in exchange for park impact fee credit.

2. Recording. PCA designations shall be recorded with the auditor as part of the plat approval process.

The auditor file number referencing the agreement shall be on the face of the plat and its provisions shall run with the land.

3. PCA Descriptions. The location of PCAs shall be clearly identified on site plans and on preliminary and final plat maps. PCAs shall be labeled using the letters A through Z, or another labeling system approved by the community development director. Where more than one lot is involved, each lot shall carry independent labeling as described in subsection (D)(1) of this section.

4. Ingress, Egress and Use. Owners of PCAs shall grant ingress and egress by the community development director or his or her agent for monitoring and evaluation of compliance with established conditions of approval, binding conditions or any required mitigation. As part of an approved land division, the use limitations required of a designated and regulated critical area according to the provisions of this chapter, including the conclusions of the critical areas site assessment report and any conditions of approval, protective covenants and other binding conditions, shall be clearly stated on the face of the recorded plat.

C. PCAs on Preexisting Lots.

1. For development proposals and other land use activities that can adversely impact critical areas on preexisting lots, not part of a proposed land division or other form of multiple lot development, PCAs shall be identified on a scaled site plan showing the location of the PCA, structures (existing and proposed) and their distances from the PCA and lot lines to show relative location within the subject parcel(s). The project or activity shall be conditioned for critical area protection and the resulting information recorded with the auditor as defined under subsection (A) of this section. The site plan may be prepared by the applicant and all distances and locations of structures may be measured from the established PCA boundary to within plus or minus five feet.

2. Ingress and Egress. The city shall be granted access to PCAs for monitoring and evaluation of compliance with established conditions of approval, binding conditions or any required mitigation.

D. PCA Mapping, Labeling, and Area Calculations.

1. All PCAs shall be mapped. The area shall be delineated on the final plat map or on a site plan to an accuracy of plus or minus five feet horizontal and monumented in the field by a qualified expert.

2. During construction phases of development, clear temporary marking using flagging and staking shall be maintained along the outer limits of the delineated PCA or the limits of the proposed site disturbance outside of the PCA. Prior to the start of construction activity, and as necessary during construction, temporary markings shall be inspected and approved by the community development director or designee. The person responsible for inspecting the temporary flagging shall provide written confirmation to be included in the record as to whether or not the flagging has been installed consistent with the permit requirements prior to commencement of the permitted activity.

3. All PCAs shall include the necessary labeling to show calculated area (in square feet or acreage), and type and/or class of critical area within each lot. This information shall be noted on the face of the approved plat or site plan.

4. Sign, Marker and Fence Maintenance. It is the responsibility of the landowner to maintain the required PCA markers, signs or fences in working order throughout the duration of the development project or land use activity. Maintenance includes any necessary replacement. Removal of required signs, markers or fences without prior written approval of the director shall be considered a violation of this chapter. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

14.15.170 Incentives.

The following incentives are intended to minimize the burden to individual property owners from application of the provisions of this chapter and assist the city in achieving the goals of this chapter:

A. Open Space. Any property owner on whose property a critical area or its associated buffer is located and who proposes to put the critical area and buffer in a separate open space tract may apply for current use property tax assessment on that separate tract pursuant to chapter 84.34 RCW.

B. Conservation Easement. Any person who owns an identified critical area or its associated buffer may place a conservation easement over that portion of the property by naming a qualified designee under RCW 64.04.130 as beneficiary of the conservation easement. This conservation easement can be used in lieu of the creation of a separate critical areas tract to qualify for open space tax assessment described in subsection (A) of this section.

The purpose of the easement shall be to preserve, protect, maintain, restore and limit future use of the property affected. The terms of the conservation easement may include prohibitions or restrictions on access and shall be approved by the property owner and the qualified designee. (~~Ord. 1853 § 2 (Exh. B), 2018~~).

Appendix B

SHORELINE RESTORATION REPORT

I. Shoreline Management Act Restoration Principles

The Shoreline Management Act makes protection of shoreline environments an essential statewide goal, with an emphasis on maintenance, protection, restoration, and preservation.¹ Local shoreline master programs include goals and policies for restoration of impaired shoreline ecological functions that are consistent with the principles embodied in WAC 173-26-186(8)(c) and (d).² These principles include the following:

- For cities containing any shorelines with impaired ecological functions, master programs shall include goals and policies that provide for restoration of such impaired ecological functions.
- These master program provisions shall identify existing policies and programs that contribute to planned restoration goals and identify any additional policies and programs that local government will implement to achieve its goals.
- These master program elements regarding restoration should make real and meaningful use of established or funded nonregulatory policies and programs that contribute to restoration of ecological functions.
- These components should appropriately consider the direct or indirect effects of other regulatory or nonregulatory programs under other local, state, and federal laws, as well as any restoration effects that may flow indirectly from shoreline development regulations and mitigation standards.
- Local master programs shall evaluate and consider cumulative impacts of reasonably foreseeable future development on shoreline ecological functions and other shoreline functions fostered by the policy goals of the Act.

The Act also recognizes that restoration planning will vary dramatically between jurisdictions based on the jurisdiction's size, extent and condition of its shorelines, availability of funding and restoration tools, and the nature of the ecological functions to be restored.

A. Opportunities for Protection and Restoration. In Burlington, potential areas of meaningful restoration are organized as follows:

1. Shorelines fronted by an extensive levee system along the Skagit River.

- Locations where there is significant open space between the levee and the river's edge on land owned by the city or Dike District No. 12, including land outside the city limits. Johnson Bar is the major site as identified in the Skagit River Big Bend Reach Habitat Restoration Feasibility Study.³
- Future locations where the Dike District plans to build setback levees farther from the shoreline.

2. Gages Slough wetland corridor.

- Wetland buffer restoration sites identified through scientific study; 15 sites identified, three restored and in maintenance and monitoring phase, as spelled out in the Gages Slough management plan and related technical studies.⁴
- Opportunities for public access.
- Locations for water quality enhancement projects to achieve the result of clean water coming out of Gages Slough into the Skagit River to protect priority habitats and species.
- Listing ID 7124 (Bacteria – Category 4A) for Gages Slough was moved off the 303(d) List on September 1, 2000, when EPA approved the cleanup plan known as a TMDL.⁵ Category 4A indicates that EPA has approved a cleanup plan that is thought to be capable of returning the waters to Category 1 (meets tested standard). The water is

still considered “impaired” until effectiveness monitoring shows the conditions have been resolved. The TMDL is very broad and does not include any specific program for Gages Slough management and cleanup. The adopted Gages Slough management plan will be evaluated and work program components prioritized to enhance efforts to meet standards.

- The Gages Slough management plan calls for getting the Slough into public ownership from Anacortes Street to the Skagit River. The Gages Slough Survey 2012 reinforces the need to make this happen as property owners are for the most part not interested in granting easements. Condemnation action is likely necessary.

B. Shoreline Management Program Restoration and Enhancement Goals.

1. Reestablish, rehabilitate, and/or otherwise improve impaired shoreline ecological functions and/or processes through actions that are consistent with this master program and guidelines provided in other local and regional restoration plans.
2. Encourage and facilitate cooperative restoration and enhancement programs between the city and state and federal public agencies, tribes, nonprofit organizations, developers, and landowners to address shorelines with impaired ecological functions and/or processes.
3. Restore and enhance shoreline ecological functions and processes as well as shoreline features through voluntary and incentive-based public and private programs.
4. Target restoration and enhancement with the goal of improving habitat requirements of priority and/or locally important wildlife species.
5. Ensure restoration and enhancement is consistent with and, where practicable, prioritized based on the biological recovery goals for salmon populations and other species and/or populations for which a recovery plan is available.
6. Integrate restoration and enhancement with parallel natural resource management efforts such as the 2005 Skagit Chinook Recovery Plan⁶ and Department of Ecology Water Resource Inventory Area (WRIA) No. 3 watershed planning activities.

C. Biological Goals and Objectives. These are the goals for the habitat conservation plan of the city so that any proposed activity does not appreciably reduce the likelihood of survival and recovery of the listed species under the Endangered Species Act⁷, and that the plan minimizes and mitigates the impact of the taking of any listed species or habitat to the maximum extent practical.

1. Preservation means acquiring a site, using conservation easements, donations, etc., to protect its current values. Land acquisition is in process for both the Skagit River and Gages Slough corridors.
2. Enhancement of a habitat means improving an existing site in some way that will encourage and retain fish and wildlife, such as increasing pond size or improving buffer. Following land acquisition, habitat enhancement is feasible. Public education is in process for encouraging land owners to use best management practices on their own property and to enhance habitat areas and values in their own backyards. Along the Skagit River, enhancement areas are Johnson Bar with potential for a major project, and the forested buffer at Whitmarsh fields, where evergreen trees and maples are being planted to improve the buffer.
3. Restoration means a damaged or degraded site will in some manner be improved.
 - a. The Gages Slough corridor is the prime target for restoration projects. There are a total of 15 sites in the Gages Slough corridor that have been identified and a reconnaissance level plan has been prepared for each one, including locations for installation of bioswales adjacent to the wetlands for water quality enhancement. The wetland restoration demonstration project in the Jack Doyle Memorial Neighborhood Park is the first example. The Goldenrod Bridge restoration project is in the fifth year of maintenance and monitoring, located west of Interstate 5 in a very visible location. The Unit 10 former city dump restoration site is in year two of monitoring and maintenance. Public/private partnerships are strongly encouraged.

b. Along the Skagit River, the three-bridge corridor levee setback area is a long-term future restoration project opportunity.

4. Long-term management of priority habitat sites includes strategies to protect the habitat values of the sites. Every site in the urban wildlife habitat designation has a monitoring and management plan that is tailored to the specific requirements of the location. This work includes removal of invasive species and replanting as necessary in a timeline based on the season.

5. To not appreciably reduce the likelihood of survival and recovery is the statutory goal for permit issuance under the Endangered Species Act. In Burlington, this includes a strategy that will keep floodwaters out of the developed urban area so that pollution from the city does not enter the Skagit River, and prevent fish stranding in polluted areas with no potential for survival. The city and Dike District No. 12 are working together to develop a plan for levee certification and accreditation by FEMA, to prevent or at least severely restrict urban flooding in flood events up to the 100-year base flood. This project is the topic of an environmental impact statement.⁸

D. Restoration and Enhancement Policies.

1. The city of Burlington has determined priority restoration sites.
2. This master program recognizes the importance of restoration of shoreline ecological functions and processes and encourages cooperative restoration efforts and programs between the city, county, state, and federal public agencies, tribes, nonprofit organizations, and landowners to address shorelines with impaired ecological functions and/or processes.
3. Additional opportunities for restoration may be created when Dike District No. 12 completes plans to construct a setback levee along the Skagit River through the three-bridge corridor.
4. Restoration actions should restore shoreline ecological functions and processes as well as shoreline features and should be targeted towards meeting the needs of sensitive and/or locally important plant, fish, and wildlife species as well as the biological recovery goals for early Chinook, bull trout populations, and other salmonid species and populations.
5. Restoration should be integrated with other natural resource management efforts such as the 2005 Skagit Chinook Recovery Plan and the Skagit River Big Bend Reach Habitat Restoration Feasibility Study 2004.
6. Priority should be given to restoration actions that:
 - a. Create dynamic and sustainable ecosystems.
 - b. Restore connectivity between river channels, floodplains, and hyporheic zones.
 - c. Restore historic back-channels to create refugia for migrating fish.
 - d. Mitigate peak flows and associated impacts caused by high storm water runoff volume.
 - e. Reduce sediment input to the Skagit River and associated impacts.
 - f. Improve Skagit River water quality through storm water facility upgrades.
 - g. Restore native vegetation and natural hydrologic functions of degraded and former wetlands to the extent practical.
 - h. Replant native vegetation in shoreline areas to restore functions where such actions are meaningful and consistent with this SMP and dike district guidelines.
 - i. Where practical, restore riverine ecosystem processes, such as sediment transport and creation of sandbars and accumulation of large woody debris that create and sustain fish habitat.

The Skagit is the only river system in Washington that supports all five species of salmon, containing some of the largest and healthiest wild Chinook salmon runs in Puget Sound and the largest pink salmon stock in the state. In all, there are 10 species of salmonids within the Skagit River basin. These include six Chinook stocks (spring, summer, and fall), pink salmon, chum salmon, sockeye salmon, summer and winter run steelhead, sea run cutthroat trout, Dolly Varden, and bull trout. Three of these, Puget Sound Chinook salmon, Puget Sound steelhead, and Coastal Puget Sound bull trout, are Endangered Species Act (ESA) listed.⁹

As a result, restoration planning in the Skagit River watershed has had a focus on policies and actions intended to aid in the recovery of migratory fish populations, in particular ESA listed species.

E. Adaptive Management Plan. An adaptive management strategy is used to address significant uncertainty associated with a particular habitat conservation plan, but it is not practicable (or possible) to require that all adaptive management strategies impose an elaborate experimental design, but rather to overcome data gaps. As foreseeable circumstances change, a contingency plan must be in place to address the issues. An example here might be changes in the Corps of Engineers levee vegetation maintenance standards, or a flood event that changes a planned restoration project.

F. Monitoring Program. Monitoring types include compliance monitoring, effect monitoring, and effectiveness monitoring. Today, water quality monitoring is a TMDL and NPDES II requirement and there is ongoing monitoring at the sewer plant and at storm water outfall locations, as well as in the Gages Slough corridor. Restoration planting projects have an initial five-year intense maintenance and monitoring program, with less frequent visits as the sites mature. Mitigation projects will each have a specific monitoring plan. (~~Ord. 1786 § 1, 2013).~~

II. Watershed Planning

In 1998, the State Legislature passed chapter 90.82 RCW, which sets forth a framework for developing local solutions to water resource issues on a watershed basis. Chapter 90.82 RCW states:

The legislature finds that the local development of watershed plans for managing water resources and for protecting existing water rights is vital to both state and local interests. ... The development of such plans serves the state's vital interests by ensuring that the state's water resources are used wisely, by protecting existing water rights, by protecting in-stream flows for fish and by providing for the economic well-being of the state's citizenry and communities.

Chapter 90.82 RCW recognizes that watersheds are the logical planning unit for addressing water resource issues and the protection and restoration of fish and wildlife habitats. The RCW establishes general criteria and guidelines for state agencies and local jurisdictions to follow in developing and implementing watershed plans. The primary purpose of these plans is to equitably manage water resources between the competing demands of human use, protection of existing water rights, and the maintenance of in-stream flows for resident fish. Habitat restoration is an optional element in the development of local watershed plans under the RCW. However, given the requirements of the GMA relative to the SMA for shorelines, restoration would be an expected component for those watersheds that have experienced significant development and historically supported significant fish populations and riparian habitats.

Watershed planning is necessarily hierarchical in nature. Each major watershed is composed of smaller sub-basins that may differ substantially in the intensity of development, level of water resource use, types and extent of habitats, and functional characteristics. Federal and state agencies, tribes, and local governments have varying degrees of authority over watershed issues, resulting in a hierarchy of plans and regulations. Major watershed boundaries and tributaries also cross jurisdictional boundaries, requiring coordination between local communities, tribes, and private parties engaged in planning and restoration activities.

A. Watershed Resource Inventory Area No. 3. The state's major watersheds have been mapped into 62 Water Resource Inventory Areas (WRIA), with each further divided into sub-basins based on the physical extent of primary tributaries. Burlington is located within WRIA No. 3 – Lower Skagit River. As a planning unit, the boundaries of WRIA No. 3 represent the upper tier of the watershed hierarchy for the Lower Skagit.

The Department of Ecology (DOE) is the agency responsible for coordinating and overseeing the development of watershed plans under chapter 90.82 RCW. The DOE further supports these efforts by conducting research and preparing studies on specific watershed issues, reporting on watershed planning activities, and maintaining a database of information specific to each WRIA.

B. Skagit Chinook Recovery Plan 2005. The Skagit Chinook Recovery Plan (plan) was completed in 2005 as a joint effort between the Skagit River System Cooperative (SRSC) and the Washington Department of Fish and Wildlife (WDFW). The process began in 1994, in response to the listing of Puget Sound Chinook salmon as threatened under the Endangered Species Act and during its development included the involvement of a variety of interested and affected parties. The plan document is intended to provide the basis for the Skagit Basin chapter of the Greater Puget Sound Chinook recovery effort.

The purposes of the plan are to:

- Define biologically based recovery goals.
- Identify what is known or assumed about factors that limit production of Skagit River Chinook.
- Propose scientifically based actions that will restore Skagit River Chinook to optimum levels, including fisheries management, artificial production, habitat protection, habitat restoration, effectiveness monitoring, and applied research.

The plan is built around the identification of four different juvenile Chinook salmon life history strategies in the Skagit: yearlings, parr migrants, tidal delta rearing migrants, and fry migrants. Due to the differences in habitat use, yearlings and parr migrants depend more on freshwater habitat, while tidal delta rearing migrants and fry migrants depend more on estuarine habitats.

This difference in habitat utilization by individual life history strategies shapes the habitat recovery actions proposed in the plan. Habitat recovery actions are recommended that benefit each life history strategy in an effort to maintain and strengthen Chinook population diversity and ensure spatial connectivity and abundance. The restoration strategy for the plan is based on an understanding of the limiting factors for each of the Skagit Chinook salmon stocks and the specific location of existing or potentially restorable habitat.

Relevant to Burlington are the plan's recommended restoration actions for freshwater rearing habitat in large river floodplains, tributaries, and nontidal deltas. Large river floodplain restoration actions in the plan seek to improve freshwater conditions for all Chinook salmon fry, but in particular for those life history strategies that depend on freshwater habitat for extended rearing. Intact floodplain areas are especially important for freshwater rearing because the availability of complex main-stem edge habitat, backwaters, and off-channel habitat is essential for the foraging and refugia of all phases of freshwater life history. For example, stream type Chinook salmon spend over one year in freshwater habitat before migrating further downstream.

C. Burlington Wetland Restoration Program. Part of the flood hazard mitigation plan includes improving Gages Slough so that water can flow more readily during and after a flood event, specifically considering sediment removal and culvert installations. This planning effort will be more focused over the next few years and will comply with the shoreline master program.

Technical studies have been completed for Gages Slough with important information about the existing conditions. These include water quality monitoring as part of the Lower Skagit River Water Quality Study completed in 1993, the comprehensive surface water management plan adopted in 1992, and the Surface Water Management Plan Update and Facilities Pre-Design Report completed in 1996. Out of these initial studies, three major actions took shape. A coastal zone management grant provided funding for in-depth technical studies of Gages Slough in 1998, to set up a long-range management plan to facilitate removal of Gages Slough from its current listing as a 303(d) site, in violation of the Clean Water Act. Gages Slough was moved off the 303(d) List on September 1, 2000, when EPA approved the cleanup plan known as a TMDL. Category 4A indicates that EPA has approved a cleanup plan that is thought to be capable of returning the waters to Category 1 (meets tested standard). Concurrently, a new pump station was designed and constructed to provide for storm water management as the city grows and to facilitate management of the hydroperiod of Gages Slough, in response to the clear need for wetland restoration

activities and the forecast demands of the comprehensive surface water plan. A citizen's advisory committee was formed to develop the shoreline master program for Gages Slough and the Skagit River shorelines.

The problems associated with the degraded series of connected wetlands, Gages Slough, that crosses the community, and concerns about the need for very costly storm water management facilities in the floodplain, became the focus of every neighborhood meeting in the 1990s. Gages Slough had become a combination sewer and garbage dump. City staff was not aware of the history of Gages Slough and made the assumption that the upriver end of Gages Slough had some sort of direct connection via culvert into Hart Slough, and reported that as a fact to the technical consultants. However, the culvert connects only to Brickyard Creek, which is the ditched stream connected to the culvert/fish passage. There are no piped connections to Gages Slough. The recent history of the area began with the construction of the Sterling Dam blocking any above-grade connections to Gages Slough in 1899 because there were numerous floods that were affecting the railroad tracks. The Sterling Dam is owned and maintained by Dike District No. 12. It is located north of SR 20 adjacent to Holtcamp Road.

In 1998, a wetlands ecological study was completed for Gages Slough including delineation, a functional assessment using the Department of Ecology hydrogeomorphic modeling approach, along with a water level and water quality analysis, and a management and restoration plan has been designed and integrated into this master program. Existing uses along Gages Slough include single-family residential, commercial, agriculture and industrial use.

The first survey of all the property owners along Gages Slough (both in and outside the city limits) was taken in the winter of 1995-96, and the results were mailed to all property owners in March of 1996. Grave concerns about the future of the wetlands were expressed, particularly in light of the fact that there was a significant flood event on the Skagit River in the winter of 1995 and there was a lot of discussion about turning Gages Slough into a backup flood control channel. These activities and issues led to creation of the citizen's advisory committee and to the request for the grant funding to get the essential elements of the long-range management plan established.

A second survey of Gages Slough property owners was conducted in the spring of 2012. Preliminary results have been tallied, but results will still be coming in following publication of this report.

Today, the Gages Slough management plan has been adopted as part of the overall comprehensive plan, the parks and recreation comprehensive plan and the comprehensive surface water management plan.¹⁰ The plan was completed in the spring of 1999, updated September 1999, August 2006, February 2007, and followed by a 2009 Gages Slough reconnaissance report identifying a series of restoration project sites. There are two wetland buffer restoration projects that are five years or older and there is one wetland buffer restoration project that was planted in 2011, at the site of an old city burn dump.

As a participant in the NPDES II municipal permit system, the public works department is actively increasing the focus on improvements to the Gages Slough corridor that enhance its ability to process storm water and return clean water to the Skagit River system. New improved water level monitoring instruments have been installed in Gages Slough. Bi-monthly water quality monitoring is completed by the public works department. In addition, the Skagit Conservation District Stream Team has a committed team of volunteers that also does regular water quality monitoring in Gages Slough for temperature, turbidity, and fecal coliform, the TMDL standards. (~~Ord. 1786 § 1, 2013~~).

III. Restoration Opportunities and Actions

A. Big Bend Reach Habitat Restoration Feasibility Study, 2004. The primary goal of the Skagit River Big Bend Reach Habitat Restoration Feasibility Study, prepared for the city of Mount Vernon in 2004, was to identify opportunities for improving the quality and quantity of rearing habitat available to juvenile salmon at various opportunity sites located in the Big Bend Reach of the Skagit River. There are remnant pockets of habitat to be found between the river and the existing levees. Some of these are actively engaged with the river. Most are currently isolated from river actions, except during high water events.

Thirteen opportunity sites were identified and analyzed for their existing habitat values and their ability to provide additional habitat benefits, extending from Johnson Bar downstream to Britt Slough. Johnson Bar is mostly owned by the city of Burlington, and this is the only significant restoration site along the Skagit River that the city has the potential to restore.

B. Gages Slough Restoration Plans, 2009 Update. This report provides an update on the identified restoration sites and sets a priority ranking for each site. Most of the sites have lots of invasive species including Himalayan blackberry and reed canary grass, and the need for shade and water quality improvement. The drainage utility is committed to funding the five-year and ongoing monitoring and maintenance program since 80 to 90 percent of the city's storm water enters Gages Slough. The sites are available as mitigation sites to compensate for decreased wetland buffers and for off-site mitigation under the critical areas standards.

C. Implementation Timelines, Benchmarks and Strategies.

Identify timelines and benchmarks for implementing restoration projects and programs and achieving local restoration goals:

1. The NPDES II storm water cleanup program is focused on public education, water quality monitoring, and source control through annual maintenance. This program is partially funded by the drainage utility and through state-administered grant funds, along with a dedicated team of volunteers from the conservation district. The overall water quality is monitored by the Department of Ecology as part of the TMDL that includes Gages Slough. The program is a permanent component; whether or not the water quality meets standards at some point, the need for education and source control is critical. As part of the FEMA community rating system program, every drainage facility has annual inspection and maintenance requirements. The city is committed to deliver clean water to Puget Sound; the benchmarks are set, timelines are ongoing.
2. Construction of water quality treatment bioswales in Gages Slough corridor for increased capacity to treat storm water. This program is a top priority for storm water grant applications. Grant match funds are from the drainage utility. The restoration sites have been prioritized based on water pollution and the first key location has a pending grant application. All projects include five to 10 years of monitoring and maintenance; once mature, maintenance needs decrease, but there is ongoing maintenance and removal of invasive species.
3. Wetland Buffer Restoration Projects. Fifteen sites identified; three have been constructed and the remaining sites are available for public and private restoration opportunities. This includes land development that requires wetland mitigation anywhere in this area. Two sites were constructed using donations to the Burlington Parks Foundation. The drainage utility has committed funds for the five-to-10-year maintenance and monitoring program. To date, restoration activity has occurred at the rate of approximately one site every five years. The commitment to permanent maintenance and monitoring is funded by the drainage utility.
4. Skagit River – Johnson Bar Restoration Project. This is a regional project located adjacent to the city limits on the waterward side of the levee. It is a high priority by police, fire and parks to get rid of a place that is an ongoing problem site used to dump trash, stolen cars, junk, and allowing on- and off-road vehicles to speed around and tear up the dirt road. The plan of action is to coordinate the project with levee upgrade work in process by Dike District No. 12. Additional land acquisition is in process by the Dike District; schedule to be set in the next year.
5. Skagit River – Levee Upgrades and Maintenance. Burlington levees are in the Corps of Engineers PL 84-99 maintenance program and levee vegetation standards have been set through an ESA Section 7 consultation. This program is ongoing with annual inspection by the Corps of Engineers.¹¹

Provide for mechanisms or strategies to ensure that restoration projects and programs will be implemented according to plans and to appropriately review the effectiveness of the projects and programs in meeting the overall restoration goals:

1. Uniquely situated in the floodplain adjacent to the Skagit River on the south and east, with long-term agricultural resource lands to the north and west, Burlington has a comprehensive plan in place that is monitored not only by the city, but by the FEMA Community Rating System program where everyone in the city now receives a 25 percent reduction in flood insurance rates through the continued monitoring, maintenance and protection of environmentally sensitive sites and critical areas. This program has intensive federal monitoring.

2. Burlington is required to participate in NPDES II, a national pollution discharge elimination system program that applies citywide, focused on clean water.

3. As a result of concerns over how the National Flood Insurance Program is managed, every project in Burlington is reviewed for compliance with the Endangered Species Act biological opinion that is focused on habitat restoration.¹²

4. Burlington is also a participant in the Skagit County natural hazards mitigation plan that is updated every five years countywide.¹³ (~~Ord. 1786 § 1, 2013~~).

¹ Washington State Shoreline Management Act, chapter 90.58 RCW.

² Washington Administrative Code regulations; chapter 173-26 WAC, Shoreline Master Program Guidelines.

³ Skagit River Big Bend Reach Habitat Restoration Feasibility Study, prepared by Miller Consulting, Skagit River System Cooperative, Pentec Environmental, and Wildlands of Washington, Inc., December 20, 2004.

⁴ City of Burlington, Shoreline Analysis Report and Shoreline Inventory 2012 – Appendix D. Gages Slough management plan including history of Sterling Dam, history of the Gages Slough management plan, technical studies, restoration sites, Puget Sound Partnership Watershed Characterization, and water quality monitoring data.

⁵ Lower Skagit River Fecal Coliform Total Maximum Daily Load Submittal Report Water Cleanup Plan, Publication No. 00-10-010, June 2000.

⁶ Skagit Chinook Recovery Plan, 2005, prepared by Skagit River System Cooperative and Washington Department of Fish and Wildlife; and Appendix C, Linking Freshwater Rearing Habitat to Skagit Chinook Salmon Recovery, November 4, 2005, prepared by Eric M. Beamer, Bob Hayman, and Devin Smith.

⁷ Endangered Species Act (ESA) of 1973, as amended.

⁸ City of Burlington Draft EIS February 2009, and Final EIS July 16, 2010, to Adopt a Strategic Program for Comprehensive Flood Hazard Mitigation in the Burlington Urban Area and Adjacent Land with a Range of Structural and Non-Structural Components.

⁹ Department of Commerce National Oceanic and Atmospheric Administration, 50 CFR Part 226, Designated Critical Habitat: Critical Habitat for 19 Evolutionarily Significant Units of Salmon and Steelhead in Washington, Oregon, Idaho, and California, Federal Register February 16, 2000, and Federal Register September 2, 2005.

¹⁰ City of Burlington 2005 comprehensive plan, 2009 parks and recreation comprehensive plan with urban wildlife habitat plan, 2005 comprehensive surface water management plan and related planning documents.

¹¹ Biological Opinion, Consultation for Skagit River Levee Repair Projects, Skagit County, Washington: Flood Damage Repairs to Numerous Levees in Diking Districts 1, 3, 12, 17, and 22, prepared by U.S. Fish and Wildlife Service, Reference No. 13410-2010-F-0254, Agency U.S. Army Corps of Engineers Seattle District, May 27, 2011; and

Endangered Species Act (ESA) Section 7(a)(2) Biological Opinion and Magnuson-Stevens Fishery Conservation and Management Act Essential Fish Habitat (EFH) Consultation, Skagit River – Diking Districts 1, 3, 12, 17 and 22, Levees Rehabilitation of Flood Control Works Project in Skagit County, Washington; NMFS Consultation Number: 2011/0033, October 24, 2011.

¹² Endangered Species Act – Section 7, Consultation Final Biological Opinion and Magnuson-Stevens Fishery Conservation and Management Act Essential Fish Habitat Consultation, September 22, 2008, regarding National Flood Insurance Program and FEMA.

¹³ Skagit County Natural Hazards Mitigation Plan, September 2008.



Exhibit "B"

STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

Northwest Regional Office • PO Box 330316 • Shoreline, Washington 98133-9716 • (206) 594-0000
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Initial Determination of Consistency for the City of Burlington Periodic Review

Prepared by Stephanie Barney on August 23, 2022

Use of this Document

This *Determination of Initial Concurrence* provides our review of the proposed amendment to the City of Burlington (City) Shoreline Master Program (SMP) prior to local adoption. We divide this document into two sections: **Findings of Fact**, which provides findings related to the City's proposed amendment, amendment history, and the review process and **Initial Determination** of the proposed amendment with next steps identified for the City's consideration.

Attachment 1 itemizes outstanding issues that the City must address for Ecology's final approval of the proposed amendment.

Brief Description of Proposed Amendment

The City submitted the Shoreline Master Program (SMP) amendments to Ecology for our initial determination of concurrence to comply with periodic review requirements. The City's amendment of their SMP includes a number of locally initiated items. WAC 173-26-104(3)(b) requires Ecology to make an initial determination of consistency with applicable laws and rules.

The City's shoreline consists of the Skagit River floodway and contiguous floodplain areas landward 200 feet from such floodway; and the Gages Slough wetland associated with the Skagit River. Levees front the Skagit River; therefore, strict limits exist on what development can occur along the shoreline. Two public fishing areas exist on either side of the regional Waste Water Treatment Plant (WWTP) and its outfall into the river. A local sports club moor their boats at an existing pier, located on land leased from Dike District #12. Other than the WWTP, no commercial or industrial activity of any kind occurs along the shoreline. Gages Slough consists of a series of connected wetlands that receive groundwater from the Skagit River. The Sterling Dam eliminates a surface water connection between Gages Slough and the Skagit River. The City regulates the buffers of Gages Slough through their critical areas ordinance. Existing uses along Gages Slough include single-family residential, commercial, agriculture, and industrial use.

FINDINGS OF FACT

Need for amendment

The City's comprehensive update to their SMP went into effect in 2013. The proposed amendment is a result of the City's periodic review of the 2013 Shoreline Master Program, as required by the review timeline listed in RCW 90.58.080(4).

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SMP provisions to be changed by the amendment as proposed

The City prepared a checklist and analysis documenting the proposed amendments. The City proposes the amendments to bring the SMP into compliance with requirements of the Shoreline Management Act (SMA) or state rules that have been added or changed since the City's last SMP amendment. This ensures the SMP remains consistent with local amended comprehensive plans and regulations, and incorporate amendments deemed necessary to reflect changed circumstances, new information, or improved data. In addition to editorial changes modifying terms used and general edits to correct or update syntax, formatting, citations, and references throughout the SMP, the City identified the following amendments:

18.03.040 "D" Definitions

- Revises the definition for "development" and "substantial development"
- Revises the definition for "floodway" to reflect SMA definition

18.09.20 Applicability to substantial development

- Adjusts the new substantial development threshold dollar amount and new freshwater dock threshold dollar amount
- Adds substantial development exemptions for fish habitat enhancement projects pursuant to RCW 77.55.181, and retrofits of existing structures pursuant to Americans with Disabilities Act
- Updates the permit filing procedures, adding language about simultaneous permit filing, complete permit application submittal, and the "date of filing" of final decisions, in accordance with WAC 173-27
- Inserts reference to the City's appeal procedures found in BMC 14A.05.190
- Adds substantial development exceptions to include all statutory exceptions to local review identified in WAC 173-27-044 and -045

18.09.040 Nonconforming uses, structures, and lots

- Adds standards for development on nonconforming lots

Appendix A Wetlands, Fish and Wildlife Habitat Conservation Areas, and General Critical Area Regulations

Embeds the current version of the City's Critical Areas Ordinance (CAO) BMC 14.15 as Appendix A, excluding all provisions in conflict with the SMA and its associated rules.

- Updates the wetland rating provision to require Ecology's 2014 Wetlands Rating System
- Establishes standard buffer widths for wetlands based on category and level of impact
- Specifies the standards applied to wetland buffers, including allowed uses, and criteria for increasing and decreasing wetland buffer widths
- Includes additional standards for site assessment and updates references to Ecology guidance and maps used for assessment and mitigation of impacts to wetlands and HCAs, and their required buffers
- Revises the wetland mitigation standards, including requirements for order of preference, mitigation ratios for impacts to wetlands and wetland buffers, and allows the use of wetland mitigation banks

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- Includes an exception to mitigation requirements for development activity permitted by the Army Corp of Engineers Nationwide Permit, permitting crossing of wetlands as part of road construction
- Replaces the permanent water typing system with the interim water typing system
- Eliminates buffer averaging as an option for decreasing HCA buffer widths, increases the allowed reduction of buffer widths to 50 percent the standard, and requires demonstration of no net loss
- Inserts Performance-Based Riparian Standards
- Updates administrative, general construction, and maintenance standards

Amendment History, Review Process

As part of the periodic review and SMP amendment, the City prepared a public participation program in accordance with WAC 173-26-090(3)(a) to inform, involve, and encourage participation of interested persons and private entities, tribes, and applicable agencies having interests and responsibilities relating to shorelines.

The City used Ecology's checklist of legislative and rule amendments to review amendments to chapter 90.58 RCW and department guidelines that have occurred since the master program was last amended, and determine if local amendments were needed to maintain compliance in accordance with WAC 173-26-090(3)(b)(i). The City also reviewed changes to the comprehensive plan and development regulations to determine if the SMP policies and regulations remain consistent with them in accordance with WAC 173-26-090(3)(b)(ii). The City considered whether to incorporate any amendments needed to reflect changed circumstances, new information, or improved data in accordance with WAC 173-26-090(3)(b)(iii). The City consulted with Ecology and solicited comments throughout the review process.

The City held a joint local and state comment period on the proposed amendments following procedures outlined in WAC 173-26-104. The comment period began on December 13, 2021 and continued through January 13, 2022. The City held a joint public hearing by phone on January 19, 2022.

The City provided notice to local parties, including a statement that the hearings were intended to address the periodic review in accordance with WAC 173-26-090(3)(c)(ii). Ecology distributed notice of the joint comment period to state interested parties on December 6, 2021. The City did not receive any public comments. Ecology received the proposed SMP amendments for initial state review on May 4, 2022 and verified the submission as complete on May 20, 2022.

Summary of Issues Identified by Ecology as Relevant to Its Decision

Ecology is required to review all SMP amendments to ensure consistency with the SMA and implementing rules including WAC 173-26, State Master Program Approval/Amendment Procedures and Master Program Guidelines. WAC 173-26-186(11) specifies that Ecology "shall insure that the state's interest in shorelines is protected, including compliance with the policy and provisions of RCW 90.58.020."

The following issues remain relevant to our final decision on the City's proposed amendments to the Burlington SMP. We list our findings specific to each issue, identifying amendments needed for compliance with the SMA and applicable guidelines, below. We based the findings on our review of the

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proposed amendments to the SMP for consistency with applicable SMP Guidelines requirements and the SMA, and consideration of supporting materials in the record submitted by the City.

Critical Area Regulations

The City updated their CAO with adoption of BMC Chapter 14.15 in 2018. They embedded the new CAO into Appendix A with this amendment, replacing Appendix A in its entirety. Our review found the City must clarify that while some of the substantive requirements in the City's CAO and SMP remain the same, Appendix A contains the regulations that apply to critical areas in shoreline jurisdiction and the City does not incorporate BMC Chapter 14.15 by reference (Ordinance 1853, passed in 2018). The changes address an inconsistency with the SMP and RCW 30.58.610 and RCW 36.70A.480, which govern the relationship between SMPs and CAOs. The changes also address an inconsistency with WAC 173-26-191(2)(a)(ii)(A), which states the SMP regulations need to "be sufficient in scope and detail to ensure the implementation of the Shoreline Management Act, statewide shoreline management policies of this chapter, and local master program policies".

Finding. Ecology finds that necessary revisions to critical area general regulations provisions in 18.14.020(C)(1)-(3) of the SMP, and the Introduction and Overview section of Appendix A, must occur to demonstrate consistency with RCW 30.58.610 and RCW 36.70A.480, and WAC 173-26-191(2)(a)(ii)(A). Ecology has identified changes necessary for consistency (Attachment 1, Required 1-4).

Mitigation Exception

The City's amendment includes a new provision 14.15.220(P)(2), which provides exception from mitigation requirements for development activity involving a wetland that is permitted by the Corps of Engineers Nationwide Permit (NWP), permitting the crossing of wetlands as part of road construction. Our review found this exception inconsistent with WAC 173-26-186(8)(i). Pursuant to WAC 173-26-186(8)(i), the SMP "shall include regulations and mitigation standards ensuring that each permitted development will not cause a net loss of ecological functions of the shoreline".

Finding. Ecology finds that providing an exception from wetland mitigation requirements inconsistent with WAC 173-26-186(8)(i). Ecology has identified a change necessary for consistency with WAC 173-26-186(8)(i) (Attachment 1, Required 5).

Habitat Conservation Areas (HCAs)

The Appendix A update includes a number of changes to allowable uses in HCAs or their buffers. The City's did not document these changes to Appendix A on the Periodic Review checklist, or provide amend their shoreline inventory and characterization or cumulative impacts analysis to reflect the changes. For each of the changes described below, our review found it necessary for the City to demonstrate the change will not results in a loss of ecological function.

The revision to provision 14.15.380(B)(2) increases the allowable reduction of riparian buffers from 25 percent to 50 percent.

The current SMP specifically allows storm water dispersion outfalls and bioswales within HCAs or buffers. The revision to provision 14.15.380(C)(2 broadens this allowance to "stormwater management facilities" citing grass lined swales as an example.

The revision to provision 14.15.380(C)(3) allows hazard tree removal in HCAs or buffers when necessary to control fire, halt the spread of disease or damaging insects, or avoid landslides or threats to existing

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structures. The revision removes the requirement for evaluation of the trees by a certified arborist prior to removal.

The updated critical area regulations include performance-based riparian standards. Based on the formatting, it is unclear how the City intends to apply these standards in HCAs or buffers.

Finding. Ecology finds it necessary for the City to demonstrate the changes will not result in a loss of ecological function, pursuant to the 'no net loss' provisions in WAC 173-26-186(8)(b). Ecology finds the changes inconsistent with WAC 173-26-201(2)(a) which requires the use of the most current scientific and technical information. Provisions of the SMP must align with the City's characterization of their shoreline's functions and apply ecosystem-wide, pursuant to WAC 173-26-201(3)(d)(i), and consistent with a Cumulative Impact Assessment per WAC 173-26-201(3)(d)(iii). Ecology has identified changes necessary for consistency with these provisions (Attachment 1, Required 6-9).

Recommended Changes

Ecology has also identified a number of recommend changes to provide clarity, and improved implementation (Attachment 1, Recommended 1-10).

INITIAL DETERMINATION

After review by Ecology of the complete record submitted and all comments received, Ecology has determined that the City's proposed amendments, subject to and including Ecology's required changes (itemized in Attachment 1), comply with the policy and standards of RCW 90.58.020 and RCW 90.58.090 and the applicable SMP guidelines (WAC 173-26-171 through 251 and .020 definitions).

Next Steps

- Consider the changes found in Attachment 1 to resolve the issues described above. Please contact me to discuss alternative language or different approaches for resolving these issues.
- If the City resolves these issues prior to local adoption, we anticipate our approval of your SMP Periodic Review amendment promptly after the City provides the formal submittal, consistent with WAC 173-26-110.

Attachment 1: City of Burlington - Ecology Required and Recommended Changes

The changes in **red are required** for consistency with the SMA (RCW 90.58) and the SMP Guidelines (WAC 173-26, Part III). Changes in **blue are recommended** and consistent with SMA (RCW 90.58) policy and the SMP Guidelines (WAC 173-26, Part III). Note that all references to SMP Provisions are based on the proposed SMP numbering and naming conventions.

ITEM	PROVISION	BILL FORMAT CHANGES (underline = additions; strikethrough = deletions)	RATIONALE
Rec-1 Rec-2	18.03 Definitions 18.09.020(A)(1)(a)	<p>“Substantial development” shall mean any development of which the total cost or fair market value exceeds \$<u>8,5047,047</u>, or as adjusted for inflation by the Washington Office of Financial Management (OFM) every five years, effective September 2, 2017, or any development which materially interferes with the normal public use of the water or shorelines of the state. (See RCW 90.58.030(3)(e) for details.) See BMC 18.09.020 for exemptions from substantial development permits.</p> <p>a. Any development of which the total cost or fair market value, whichever is higher, does not exceed \$<u>8,5047,047</u>, if such development does not materially interfere with the normal public use of the water or shorelines of the state. (Note: The state of Washington requires that every five years the dollar threshold for this exemption be adjusted for inflation by the Washington Office of Financial Management (OFM). The adjustment is based upon changes in the Consumer Price Index during that time period (see chapter 18.03 BMC, Definitions). The OFM must calculate the new dollar threshold and transmit it to the Office of the Code Reviser for publication in the Washington State Register at least one month before the new dollar threshold is to take effect. WAC 173-27-040(2)(a).) For purposes of determining whether or not a permit is required, the total cost or fair market value shall be based on the value of development that is occurring on shorelines of the state as defined in RCW 90.58.030(2)(c). The total cost or fair market value of the development shall include the fair market value of any donated, contributed or found labor, equipment or materials;</p>	<p>Recommended change 1 & 2: Update the cost threshold/dollar in the definition of “Substantial development” and BMC 18.09.020(A)(1)(a) for consistency and accuracy</p> <p>Ecology recommends revising the “Substantial development” to update the cost threshold/dollar amount, as the new value became effective on July 1, 2022.</p> <p>Update the threshold/dollar amount listed in BMC 18.09.020(A)(1)(a) to ensure consistency with the definition. The updated amount applies in the City’s shoreline regardless, but we recommend the City’s SMP match the correct amount for better implementation.</p>
Rec-3	18.09.040(A)(3) Nonconforming uses, structures and lots	<p>3. A “nonconforming lot” means a lot that met dimensional requirements of the applicable master program at the time of its establishment but now contains less than the required width, depth or area due to subsequent changes to the master</p>	<p>Recommended change 3: Define “nonconforming lot”</p> <p>Ecology’s Periodic Checklist guidance for item 2017g recommends defining the terms “nonconforming uses”, “nonconforming structures”, and “nonconforming lots”. The City’s checklist includes a recommendation to</p>

		<p>program. A nonconforming lot may be developed if permitted by other land use regulations of the city and so long as such development conforms to all other requirements of this master program and the act.</p>	<p>define “nonconforming lot” as the SMP contains no definition or description. The SMP contains a definition for “nonconforming use or development” but only a description for “nonconforming structure”. The inclusion of the definition for “nonconforming lot” clarifies which lots the nonconforming provisions of BMC 18.09.040 applies.</p>
<p>Req-1 Req-2 Req-3 Rec-4</p>	<p>18.14.020(C)(1)-(3) Regulations – General Critical Areas</p>	<p>1. Applicability.</p> <p class="list-item-l1"><u>a.</u> Wetlands and their buffers occurring in the city’s shoreline jurisdiction (note: the city is not opting for the expansion of the shoreline jurisdiction, as provided for in RCW 90.58.030(2)(d)(ii)).</p> <p class="list-item-l1"><u>b.</u> The main stem of the Skagit River, which is designated an aquatic environment in BMP 18.07.040(C), and its buffer, which provide the critical ecological function of fish passage to upstream spawning and rearing habits.</p> <p class="list-item-l1"><u>c.</u> The language adopted as part of this SMP has been reviewed and determined to meet the standard of no net loss of ecological function.</p> <p class="list-item-l1"><u>d.</u> <u>This Shoreline Master Program regulates critical areas within the city’s shoreline jurisdiction. See Appendix A.</u></p> <p>2. Policies.</p> <p class="list-item-l1"><u>a.</u> In implementing this master program, the city will take necessary steps to ensure compliance with chapter 43.12 RCW, the Washington State Environmental Policy Act of 1971, and its implementing guidelines.</p> <p class="list-item-l1"><u>b.</u> All significant adverse impacts to the shoreline should be avoided or, if that is not possible, minimized to the extent feasible.</p> <p class="list-item-l1"><u>c.</u> Applicable sections of the critical area ordinance (CAO) pertaining to wetlands have been incorporated into the SMP and have been</p>	<p>Required change 1-3: Clarify Appendix A contains the critical area regulations that apply to critical areas in shoreline jurisdiction</p> <p>A change is necessary for consistency with RCW 90.58.610 and RCW 36.70A.480, which govern the relationship between SMPs and CAOs. This change clarifies that while some of the substantive requirements in the City’s CAO and SMP remain the same, the City does not incorporate by reference BMC Chapter 14.15 (Ordinance 1853, passed in 2018). The changes also address an inconsistency with WAC 173-26-191(2)(a)(ii)(A), which states the SMP regulations need to “be sufficient in scope and detail to ensure the implementation of the Shoreline Management Act, statewide shoreline management policies of this chapter, and local master program policies”.</p> <p>Add a provision under 18.14.020(C)(1) to state Appendix A applies to critical areas within shoreline jurisdiction (Required 1).</p> <p>Move provision 18.14.020(C)(2)(c) from the Policies provisions to the Regulations provisions, and revise to include all critical areas (Required 2). Reformat provisions as necessary.</p> <p>Revise provision 18.14.020(C)(3)(h) to cite Appendix A for applicable regulations (Required 3)(Formerly 18.14.020(C)(3)(g)).</p> <p>Recommended change 4: Correct description of the riparian buffer for the Skagit River and clarify the critical area buffer for the river is the same as the riparian buffer provisions found in Appendix A.</p> <p>This change clarifies the description of where the riparian buffer begins, in relation to the waterward toe of the levee or ordinary high water mark. This</p>

		<p>included as Appendix A, Wetlands, Fish and Wildlife Habitat Conservation Areas, and General Critical Area Regulations.</p> <p>3. Regulations.</p> <p><u>a.</u> All project proposals, including those for which a shoreline permit is not required, shall comply with chapter 43.21C RCW, the Washington State Environmental Policy Act.</p> <p><u>b.</u> Applicable sections of the city’s critical area ordinance, BMC Chapter 14.15 (Ordinance 1853, passed in 2018) the critical area ordinance (CAO) pertaining to wetlandscritical areas have been incorporatedembedded into the SMP and have been included as Appendix A, Wetlands, Fish and Wildlife Habitat Conservation Areas, and General Critical Area Regulations.</p> <p><u>c.</u> Projects that cause significant ecological impacts are not allowed unless mitigated according to the sequence in subsection (C)(3)(d) of this section to avoid reduction or damage to ecosystem-wide processes and ecological functions.</p> <p><u>d.</u> Projects that cause significant adverse impacts, other than significant ecological impacts, shall be mitigated according to the sequence in subsection (C)(3)(d) of this section.</p> <p><u>e.</u> When applying mitigation to avoid or minimize significant adverse effects and significant ecological impacts, the city will apply the following sequence of steps in order of priority, with (i) being top priority:</p> <p>i. Avoiding the impact altogether by not taking a certain action or parts of an action;</p> <p>ii. Minimizing impacts by limiting the degree or magnitude of the action and its implementation by using appropriate technology or by taking affirmative steps to avoid or reduce impacts;</p>	<p>change also connects the terms critical area buffer and riparian buffer, as it applies to the stream type that the Skagit River is classified.</p>
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		<div>iii. Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;</div> <div>iv. Reducing or eliminating the impact over time by preservation and maintenance operations;</div> <div>v. Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and</div> <div>vi. Monitoring the impact and the compensation projects and taking appropriate corrective measures.</div> <div>f. The city will set mitigation requirements or permit conditions based on impacts identified. In determining appropriate mitigation measures, avoidance of impacts by means such as relocating or redesigning the proposed development will be applied first. Lower priority measures will be applied only after higher priority measures are demonstrated to be not feasible or not applicable.</div> <div>g. All shoreline development shall be located and constructed to avoid significant adverse impacts to human health and safety.</div> <div>h. All such activities shall be carried out in ways that cause the least impact to critical areas and their buffers. If any damage is caused to a critical area or buffer in connection with such activity, the critical area and its buffer must be restored to the extent feasible. To be exempt does not give permission to destroy a critical area or ignore risk. Proponents of such activities shall be responsible for notifying the director if any damage occurs and shall provide all necessary restoration or mitigation. For information on identifying, protecting or mitigating adverse impacts to critical areas, refer to Appendix Asections in this title on wetlands, aquifer recharge areas, geologically hazardous areas, fish and wildlife habitat conservation areas, and flood hazard areas.</div>	
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		<p>i. The critical areas buffer, <u>otherwise referred to as a riparian buffer</u>, for the Skagit River, <u>which is designated a Type-S Stream in 14.15.380(B) of Appendix A</u>, shall be landward<u>waterward</u> of the waterward toe of the levee or 200 feet from the ordinary high water mark of the river where no levee exists.</p>	
Rec-5	Appendix A I. Introduction and Overview	<p>Applicable sections of the City’s Critical Areas Regulations found within BMC Chapter 14.15 have been embedded<u>adopted</u> into the SMP, <u>here</u> as Appendix A. All references to BMC Chapter 14.15, (Ordinance 1853, passed in 2018), are contained within this appendix. Where there are Those provisions in Chapter 14.15 that are less restrictive than the SMP, <u>do</u> not be <u>applied</u> and as such are not embedded<u>incorporated</u> into this Appendix A. However, where there are <u>p</u>rovisions that are more restrictive than the SMP, they will generally be applied. The intent is to ensure the provision providing the most protection is always applied.</p>	<p><u>Recommended change 5: Same rationale as Required changes 1-3 above</u></p> <p>This change carries forward the clarification that the City does not incorporate by reference BMC Chapter 14.15 (Ordinance 1853, passed in 2018).</p>
Req-4	Appendix A I. Introduction and Overview	<p><u>Throughout this appendix, references to this title refer to the Shoreline Master Program, BMC Title 18. References to this chapter refer to provisions contained with Appendix A.</u></p>	<p><u>Required change 4: Find all references to “title” and replace with “shoreline master program” and all references to “chapter” and replace with “appendix”</u></p> <p>Alternatively, insert the proposed language within the body of the Introduction and Overview of Appendix A.</p> <p>A change is necessary for consistency with RCW 90.58.610 and RCW 36.70A.480, and WAC 173-26-191(2)(a)(ii)(A), for reasons stated in Required changes 1-3.</p>
Rec-6	Throughout Appendix A	<p>Example: For these reasons, standards for wetland buffers and widths are handled by direct reference to the appropriate literature, rather than providing details that are unlikely to be utilized. If, at a future date, decisions are made to remove riverine levees, because of installation of planned setback levees to increase the channel migration zone, there may be the potential for wetlands to form, and the appropriate best available science standards will already be addressed in the shoreline master program. (Ord. 1786 § 1, 2013).</p> <p>Example: 14.15.180(B)(4)</p>	<p><u>Recommended change 6: Same rationale as required changes 1-3 and 5 above</u></p> <p>This change carries forward the clarification that the City does not incorporate by reference BMC Chapter 14.15 (Ordinance 1853, passed in 2018) and removes reference to Ordinance 1786, passed in 2013.</p>

		4. Category IV. Category IV wetlands have the lowest levels of functions (scoring fewer than 16 points) and are often heavily disturbed. These are wetlands that we should be able to replace, or in some cases to improve. However, experience has shown that replacement cannot be guaranteed in any specific case. These wetlands may provide some important functions, and should be protected to some degree. (Ord. 1853 § 2 (Exh. B), 2018).	
Rec-7	Appendix A 14.15.220(B)(1) Wetland mitigation standards	Compensatory mitigation for alternations to wetlands shall be used only for impacts that cannot be avoided or minimized and shall achieve equivalent or greater biologic functions. Compensatory mitigation requirements plans shall be consistent with Washington State Department of Ecology, U.S. Army Corps of Engineers Seattle District, and U.S. Environmental Protection Agency Region 10 (2021) Wetland Mitigation in Washington State—Part 1: Agency Policies and Guidance (Version 2) (Ecology Publication #21-06-003), or as revised. Compensatory mitigation plans shall be consistent with Wetland Mitigation in Washington State: Part 2 – Developing Mitigation Plans Version 1, March 2006, Publication #06-06-011b, or as revisedWetland Mitigation in Washington State—Part 2: Development Mitigation Plans—Version 1 (Ecology Publication No. 06-06-011b, Olympia, WA, March 2006 or as revised), and Selecting Wetland Mitigation Sites Using a Watershed Approach (Western Washington) (Publication No. 09-06-32, Olympia, WA, December 2009).	Recommended Change 7: Update reference to Ecology’s mitigation guidance A newer version of this guidance is available. Updating this reference ensures those pursuing wetland mitigation have access to, and knowledge of, our most current recommendations.
Req-5	Appendix A 14.15.220(P)(2) Exceptions to Mitigation Requirements	When a wetland is part of a development activity that is permitted by the Corps of Engineers NWP permitting crossing of wetlands as part of road construction. (Ord. 1853 § 2 (Exh. B), 2018).	Required change 5: Remove wetland mitigation exception for road construction that is part of an Army Corp of Engineers NWP. A change is required for consistency with WAC 173-26-186(8)(i). The SMA requires local master programs to include regulations and mitigation standards to ensure that each permitting development will not cause a net loss of ecological functions of the shoreline.
Rec-8	Appendix A 14.15.360(A) Fish and wildlife habitat conservation areas	A site visit shall be conducted to determine whether HCAs identified on a critical area checklist or on available map resources or whether a HCA not previously identified are present within 300 200 feet of the project or activity site.	Recommended change 8: Revise for consistency The following provisions in this section refer to the updated 300 feet. This change creates consistency with the rest of this section.

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Rec-9	Appendix A 14.15.380(C) Standard Riparian Buffers	<div>€B. Standard Riparian Buffers. Riparian areas have the following standard buffer requirements (Note: Riparian areas do not extend beyond the toe of the slope on the landward side of existing dikes or levees unless specifically exempt from Federal Vegetation Management requirements):</div> <table><tr><td>Water Type</td><td>Riparian Buffer</td></tr><tr><td>Type “S”Type 1 and 2</td><td>200 feet</td></tr><tr><td>Type “F”Type 3</td><td>100 feet</td></tr><tr><td>Type “Np” and “Ns”Type 4 and 5</td><td>50 feet</td></tr></table>	Water Type	Riparian Buffer	Type “S”Type 1 and 2	200 feet	Type “F”Type 3	100 feet	Type “Np” and “Ns”Type 4 and 5	50 feet	Recommended change 9: Revise for consistency Provisions 14.15.190(B)(3) and 14.15.360(B)(2) reference WAC 222-16-030, the permanent water typing system. This change reverts to the original text that also uses the permanent typing system. (WAC 222-16-031 is the interim typing system.) This change creates consistency within the Appendix. It also corrects a formatting issue.
Water Type	Riparian Buffer										
Type “S”Type 1 and 2	200 feet										
Type “F”Type 3	100 feet										
Type “Np” and “Ns”Type 4 and 5	50 feet										
Req-6 Rec-10	Appendix A 14.15.380(B)(2) Fish and wildlife habitat conservation area mitigation standards	<div>2. Decreasing Buffer Widths. Decreasing standard buffers will be allowed only if the applicant demonstrates that all of the following criteria are met:</div> <div><div>a. A decrease is necessary to accomplish the purposes of the proposal and no other feasible options exists reasonable alternative is available; and</div><div>b. Decreasing width will not adversely affect the fish and wildlife habitat functions and values; and</div><div>c. If a portion of a buffer is to be reduced, the remaining buffer area will be enhanced, using native vegetation, artificial habitat features, vegetative screening and/or barrier fencing as appropriate to improve the functional attributes of the buffer and to provide equivalent or better protection for fish and wildlife habitat functions and values; and</div><div>d. The buffer width shall not be reduced below 2550 percent of the standard buffer width unless no other feasible options reasonable alternative exists and that no net loss of HCA riparian functional values will result, based on a functional assessment provided by the applicant utilizing a methodology approved by the city.</div><div>e. A demonstration is provided to ensure that the goal of no net loss of shoreline environmental functions is being met.</div></div>	Required change 6: The allowed decrease in riparian buffer width should remain 25 percent. This change is necessary to ensure no net loss pursuant to WAC(s) 173-26-186(8)(b), and ensures the use of most recent and accurate scientific and technical information as required under WAC 173-26-201(2)(a). Provisions of the SMP must align with the City’s characterization of their shoreline’s functions and apply ecosystem-wide, pursuant to WAC 173-26-201(3)(d)(i). Also, provisions of the SMP need to be consistent with a Cumulative Impact Assessment per WAC 173-26-201(3)(d)(iii). To ensure consistency with the no net loss requirement the City must: <ul style="list-style-type: none">Provide justification prior to Ecology’s final action on the amendment, demonstrating the need for reducing riparian buffer widths by 50 percent of the standard buffer, consistent with the cumulative impacts analysis, or a cumulative impacts analysis addendum documenting how this revision still meets the no net loss criteria (WAC 173-26-186(8)(b)); or –Retain the existing 25 percent reduction language Recommended change 10: Replace “reasonable” for “feasible” This change uses the defined term “feasible” whereas the SMP does not define the term “reasonable”. The definition of “feasible” incorporates the term “reasonable” in its definition.								

Req-7	Appendix A 14.15.380(C)(2) Allowed Uses in HCA's or Buffers	<p>2. Low impact uses and activities which are consistent with the purpose and function of the habitat buffer and do not detract from its integrity may be permitted within the buffer depending on the sensitivity of the habitat involved; provided, that such activity shall not result in a decrease in riparian functional values and shall not prevent or inhibit the buffer's recovery to at least prealtered condition or function. Example of uses and activities which may be permitted in appropriate cases, as long as the activity does not retard the overall recovery of the buffer, include removal of noxious vegetation, pedestrian trails, viewing platforms, and storm water <u>dispersion outfalls and bioswales management facilities such as grass-lined swales.</u></p>	<p>Required change 7: Limit allowable stormwater facilities in HCAs or buffers to those previously listed.</p> <p>This change is necessary to ensure no net loss pursuant to WAC(s) 173-26-186(8)(b), and ensure the use of most recent and accurate scientific and technical information as required under WAC 173-26-201(2)(a). This change reverts to the original text that specifically allows stormwater dispersion outfalls and bioswales.</p> <p>If the City seeks a specific allowance, please provide justification how it meets the no net loss provisions of the SMA. To ensure consistency with the no net loss requirement the City must:</p> <ul style="list-style-type: none"> • Provide justification prior to Ecology's final action on the amendment, demonstrating the need for not specifying which stormwater management facilities the City allows within HCAs or buffers, consistent with the cumulative impacts analysis, or a cumulative impacts analysis addendum documenting how this revision still meets the no net loss criteria (WAC 173-26-186(8)(b)); or – • Remove the proposed language
Req-8 Req-9	Appendix A 14.15.380(C)(3) Allowed Uses in HCA's or Buffers	<p>3. In the riparian buffer, removal of hazardous, diseased or dead trees <u>that pose a threat to existing structures, as determined by a certified arborist, and vegetation when necessary to control fire, or to halt the spread of disease or damaging insects consistent with the State Forest Practices Act, chapter 76.09 RCW, or when the removal is necessary to avoid a hazard such as landslides or pose a threat to existing structures</u> may be permitted with prior written approval. Any removed tree or vegetation shall be replaced with appropriate species. Replacement shall be performed consistent with accepted restoration standards for riparian areas within one calendar year. The community development director may approve alternative tree species to promote fish and wildlife habitat.</p> <p>Prior to commencement of tree or vegetation removal and/or replacement, the landowner must obtain written approval from the director.</p> <p>Performance Based Riparian Standards*</p>	<p>Required change 8: Require a certified arborist to qualify threats to existing structures</p> <p>This change is necessary to ensure no net loss pursuant to WAC(s) 173-26-186(8)(b), and ensure the use of most recent and accurate scientific and technical information as required under WAC 173-26-201(2)(a). The City proposes to elaborate on the reasons for hazardous tree removal, while removing the requirement for evaluation by a certified arborist to qualify threats to existing structures.</p> <p>If the City seeks a specific allowance, please provide justification how it meets the no net loss provisions of the SMA. To ensure consistency with the no net loss requirement the City must:</p> <ul style="list-style-type: none"> • Provide justification prior to Ecology's final action on the amendment, demonstrating the need for elaborating on conditions for hazard tree removal without professional evaluation, consistent with the

	<p>(These standards must be exceeded before additional activity can be permitted within the riparian zone)</p> <p>Watertype Performance standards Type 1 & 2</p> <p>(Fish Bearing)</p> <p>Maintain 95 percent of total LWD recruitment expected to enter the stream from a mature stand; and</p> <p>Maintain 85 percent of the trees which are greater than 24 inch DBH within 100 feet of stream; and</p> <p>Maintain an average of 75 percent canopy cover (based on canopy densitometer readings at stream edge)</p> <p>The applicant may further request some limited timber harvest of up to 30 percent of the merchantable timber within the outer 100 feet of any 200-foot required buffer provided the harvest:</p> <p class="margin-left: 40px;">a. Does not reduce the LWD and canopy requirements; and</p> <p class="margin-left: 40px;">b. The applicant will increase the total buffer size by 50 feet to mitigate for the limited timber harvest in the required buffer to provide additional wildlife habitat. The additional 50-foot buffer shall retain a minimum of 50 percent of the total number of trees with 25 percent of the total trees left having a diameter at breast height (DBH—4 ½ feet) greater than 12 inches; and</p> <p class="margin-left: 40px;">c. No more than 50 percent of the dominant trees in the outer 100 feet may be harvested.</p> <p>Type 3</p> <p>(Fish Bearing)</p>	<p>cumulative impacts analysis, or a cumulative impacts analysis addendum documenting how this revision still meets the no net loss criteria (WAC 173-26-186(8)(b)); or –</p> <ul style="list-style-type: none">Remove the proposed language. <p>Required change 9: Provide justification and formatting for Performance-Based Riparian Standards</p> <p>The City proposes a change to insert performance-based riparian standards. Based on the formatting, it is unclear how the City intends to apply these standards in HCAs or buffers. A change is necessary to ensure the use of most recent and accurate scientific and technical information as required under WAC 173-26-201(2)(a). Provisions of the SMP must align with the City’s characterization of their shoreline’s functions and apply ecosystem-wide, pursuant to WAC 173-26-201(3)(d)(i). To ensure consistency with the no net loss requirement the City must:</p> <ul style="list-style-type: none">Provide justification prior to Ecology’s final action on the amendment, demonstrating the need for performance-based riparian standards, consistent with the cumulative impacts analysis, or a cumulative impacts analysis addendum documenting how this revision still meets the no net loss criteria (WAC 173-26-186(8)(b)); or –Remove the proposed language
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		<p>Maintain 85 percent of total LWD recruitment expected to enter the stream from mature stand; and</p> <p>Maintain 85 percent of trees which are greater than 18-inch DBH within 100 feet of stream; and</p> <p>Maintain an average 75 percent canopy cover (based on canopy densitometer readings at stream edge).</p> <p>Type 4 & 5</p> <p>(Non-fish Bearing)</p> <p>Maintain 50 percent of total LWD recruitment expected to enter the stream from mature stand; and</p> <p>Maintain 85 percent of trees which are greater than 18-inch DBH within 100 feet of stream; and</p> <p>Maintain an average 75 percent canopy cover (based on canopy densitometer readings at stream edge).</p> <p>*Note: Applicants electing to employ performance-based mitigation in accordance with the above matrix shall include appropriate analysis and justification in their site assessment/habitat management plan.</p>	
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Planning Commission Recommendation

To: Burlington City Council

From: Burlington Planning Commission

Project: Shoreline Master Program (SMP) Update

Date: January 19, 2022

Summary:

The Washington State Shoreline Management Act (SMA) regulates planning and development in shoreline areas. In addition to coastal areas, the SMA also applies to large rivers (such as the Skagit) and to wetlands and frequently flooded areas associated with such large rivers. The SMA requires that local governments adopt local plans and regulations to implement the SMA and manage shoreline development. The package of policies and regulations adopted by a local government to implement the SMA is referred to as a Shoreline Master Program (SMP).

Local governments, such as the City of Burlington, are required to periodically review, and if necessary, update their SMPs to address changes in State law or regulations, and to account for changes in the natural environment. The Community Development Department retained a consultant (The Watershed Company) to review the City's SMP and identify necessary changes. The Planning Commission has reviewed the information prepared by the consultant, including an SMA compliance checklist and proposed amendments to the City's SMP (Title 18 BMC), and finds the proposed changes will fully address the periodic update requirements of the SMA.

The Planning Commission notes that the proposed SMP changes are minor and apply only to the Skagit River, portions of the City within 200 feet of a dike or levee, and wetland areas of Gages Slough. The Planning Commission recommends the City Council adopt the proposed SMP amendments. The Planning Commission further notes that under Washington State law, SMPs and revisions to SMPs must be approved by the Washington State Department of Ecology (DOE) before taking effect. As such, if the City Council chooses to adopt the Planning Commission's recommendation, the effective date of the ordinance should be tied to DOE's approval and the expiration of any associated appeal periods.

Findings:

The Planning Commission has reviewed the requirements of the Shoreline Management Act (SMA), particularly with respect to periodic update requirements, administrative procedures, riverine systems, wetlands, and floodplains. Based on this information the Planning Commission makes the following findings:

1. The Washington State Shoreline Management Act (SMA) was adopted in 1972 and applies to all “shorelines of the state”. Shorelines of the state are defined as including the Skagit River and the wetlands, floodplains, floodways and shore land areas associated with the Skagit River (RCW 90.58.040 and RCW 90.58.030(2)(d) & (e)). The jurisdiction of the SMA does not extend to floodways and contiguous floodplains that are protected by a dike or other flood protection system maintained by a diking district (RCW 90.58.030(2)(b)). The City of Burlington is physically separated from the Skagit River by a system of dikes maintained by a local diking district, meaning that within the City of Burlington the SMA applies to the Skagit River, areas between the dikes and the Skagit River, areas extending inland 200 feet from the dikes, and associated wetland areas such as Gages Slough. Therefore, the Planning Commission finds that the City of Burlington contains shorelines of the State and is subject to the requirements of the SMA.
2. The SMA requires that SMPs be periodically reviewed, and if necessary, revised on an eight-year cycle (RCW 90.58.080(4)). During the periodic review the City’s SMP must be evaluated to ensure it incorporates changes to the SMA, is consistent with other City policies and regulations, and addresses environmental changes and scientific and technical advances. Following the enactment of the SMA the City of Burlington adopted an SMP which was last updated in 2013. As such the City of Burlington’s SMP must reviewed, and if necessary, revised.
3. In order to address the periodic update requirements of the SMA, the City retained a consultant (The Watershed Company) to audit the City’s SMP and identify necessary changes. The Watershed Company completed an audit of the City’s SMP and produced a checklist, dated June 2021, identifying necessary changes and recommended amendments. The Planning Commission has reviewed the checklist prepared by The Watershed Company and finds that it fully addresses the periodic update requirements of the SMA. The Planning Commission further finds that the mandatory and recommended changes identified in the checklist should be adopted.
4. Using the checklist prepared by The Watershed Company as a guide, the Watershed Company and the City’s Community Development Department prepared an amended draft of Title 18 of the Burlington Municipal Code (the City’s SMP) which is attached to this recommendation. The Planning Commission has reviewed the proposed amendments to Title 18 BMC and finds that all of the items identified in the audit checklist have been

included and that that the proposed amendments fully address the periodic update requirements of the SMA.

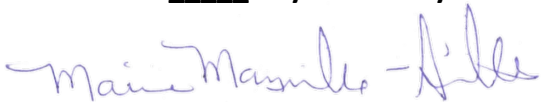
5. Under the SMA the City is required to adopt, and utilize, a public participation plan to encourage early and continuous public participation throughout the periodic update process. In accordance with the requirements of the SMA, a public participation plan was developed and posted on the City's website along with a "frequently asked questions" document providing basic information on the period update process. The Planning Commission finds that all applicable public participation requirements have been met and that adequate opportunities have been provided for public comment and participation.
6. Before the City's updated SMP becomes effective it must be reviewed and approved the Department of Ecology (DOE). DOE will not review or approve an updated SMP that has not been approved by the legislative body of the jurisdiction proposing the update. In addition, DOE must hold a public hearing prior to approving an SMP update. As a result, both the City and the DOE must hold a public hearing on the SMP update. DOE regulations allow the City and DOE to conduct a single joint hearing and public comment period (WAC 173-26-104). The City and DOE agreed to use the joint hearing and public comment period process and a public comment period was provided from December 13, 2021 to January 13, 2022. During this time the City received no comments on the propose SMP update. A joint hearing was held by the Burlington Planning Commission and Washington State Department of Ecology on January 19, 2021. The Planning Commission finds that all applicable public comment and hearing requirements have been addressed.

Recommendation:

Based on the findings above the Planning Commission makes the following recommendations:

1. The City Council should adopt amendments to the City's SMP (Title 18 BMC) zones substantially in the form of attached exhibit "A";
2. The proposed SMP updates shall only become effective following final approval by DOE;

Dated this 19th day of January 2022



Marianne Manville-Ailles
Chair, City of Burlington Planning Commission

Attachments: "A" Proposed changes to Title 18 BMC

FOR MORE INFO: <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-D-Non-project-actions>

SEPA ENVIRONMENTAL CHECKLIST

ENVIRONMENTAL REVIEW IS REQUIRED BY THE STATE ENVIRONMENTAL POLICY ACT - KNOWN AS "SEPA"

INTRODUCTION

Every major land use action requires environmental review. Environmental review is done at the same time as the review of all other land use permit components, such as plan review, conditional use permit or subdivision. All public hearings and meetings are consolidated so that the total proposal is considered at one time, rather than trying to artificially separate one issue from another.

The state mandated checklist is being revised, but until that lengthy process is complete, any project for which environmental review is required must complete the checklist form attached to this bulletin.

For new construction projects, a 4' by 4' Large Sign must also be posted on the property. See the Large Sign Standards for detailed posting requirements:

<https://www.burlingtonwa.gov/DocumentCenter/View/1364>

Purpose of checklist:

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants:

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. You may use "not applicable" or "does not apply" only when you can explain why it does not apply and not when the answer is unknown. You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to all parts of your proposal, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for Lead Agencies:

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals:

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B plus the [SUPPLEMENTAL SHEET FOR NONPROJECT ACTIONS \(part D\)](#). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in Part B - Environmental Elements –that do not contribute meaningfully to the analysis of the proposal.

A. Background [\[HELP\]](#)

1. Name of proposed project, if applicable:

City of Burlington Shoreline Master Program (SMP) Update

2. Name of applicant:

City of Burlington

3. Address and phone number of applicant and contact person:

Brad Johnson, Community Development Director

City of Burlington

833 South Spruce Street, Burlington, WA, 98233

360-755-9717

bradmj@burlingtonwa.gov

4. Date checklist prepared:

April 25, 2022

5. Agency requesting checklist:

City of Burlington, Community Development Department

6. Proposed timing or schedule (including phasing, if applicable):

Proposal is a non-project action. Adoption of updated SMP is expected to occur 60 – 120 days from the date of the SEPA threshold determination.

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

Proposal is a non-project action. Future plans related to updated SMP involve ongoing implementation activities such as permit review, code enforcement, and monitoring.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

1. ***2012 City of Burlington Shoreline Master Program (including associated appendices and supporting documents)***
2. ***Washington State Department of Ecology (DOE) SMP Periodic Review Checklist***

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

None

10. List any government approvals or permits that will be needed for your proposal, if known.

SMP update must be approved by the Department of Ecology prior to final adoption

11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)

The City of Burlington is completing a “periodic review” of the City’s SMP as required by the Washington State Shoreline Management Act (SMA) and DOE regulations under RCW 90.58.080(4) and WAC 173-26-090. Only minor changes to SMP are being considered as minimally necessary to address changes to the SMA and DOE regulations since the adoption of Burlington’s SMP in 2012.

12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.

Non-project action. The updated SMP will apply to all areas of the City within the jurisdiction of the SMA as defined by Chapter 90.58 RCW and Title 173 WAC.

B. Environmental Elements [\[HELP\]](#)

1. Earth [\[help\]](#)

a. General description of the site:

(circle one): **Flat, rolling**, hilly, steep slopes, mountainous, other _____ **Non-project action – applies throughout the jurisdiction of the SMA. Applies to areas adjacent to Skagit River and Gages Slough. Land within SMA jurisdiction is predominantly flat with gentle slope. Small area of steep slope exist adjacent to water bodies.**

b. What is the steepest slope on the site (approximate percent slope)?

Non-project action – applies throughout the jurisdiction of the SMA. Applies to areas adjacent to Skagit River and Gages Slough. Land within SMA jurisdiction is predominantly flat with gentle slope. Small area of steep slope exist adjacent to water bodies.

c. What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.

N/A – non-project action

d. Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.

Non-project action – applies throughout the jurisdiction of the SMA. Applies to areas adjacent to Skagit River and Gages Slough. Land within SMA jurisdiction is predominantly flat with gentle slopes. Soils with liquefaction potential are common throughout the jurisdiction of the City's SMP.

e. Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.

Non-project action – this action does not authorize any fill or grading. Substantive requirements of the SMP related to clearing, grading, and fill are not being altered.

f. Could erosion occur as a result of clearing, construction, or use? If so, generally describe.

Non-project action – this action does not authorize any fill or grading. Substantive requirements of the SMP related to clearing, grading, and fill are not being altered.

- g. About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?

Non-project action – this action does not authorize any fill or grading. Substantive requirements of the SMP related to clearing, grading, and fill are not being altered.

- h. Proposed measures to reduce or control erosion, or other impacts to the earth, if any:

Non-project action – this action does not authorize any fill or grading. Substantive requirements of the SMP related to clearing, grading, and fill are not being altered.

2. Air [\[help\]](#)

- a. What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.

Non-project action – this action does not authorize any development or emissions. Substantive requirements of the SMP related to development and emissions are not being altered.

- b. Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.

Non-project action – this action does not authorize any development or emissions. Substantive requirements of the SMP related to development and emissions are not being altered.

- c. Proposed measures to reduce or control emissions or other impacts to air, if any:

Non-project action – this action does not authorize any development or emissions. Substantive requirements of the SMP related to development and emissions are not being altered.

3. Water [\[help\]](#)

- a. Surface Water: [\[help\]](#)

- 1) Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.

Non-project action – Yes, the Skagit River and associated wetland areas, including Gages Slough, are within the jurisdiction of the City's SMP. This action does not authorize any development. Substantive requirements of the SMP related to development and water quality are not being altered.

- 2) Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.

***Non-project action –This action does not authorize any development.
Substantive requirements of the SMP related to development and water quality
are not being altered.***

- 3) Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

***Non-project action –This action does not authorize any development.
Substantive requirements of the SMP related to development, wetland
protection, and water quality are not being altered.***

- 4) Will the proposal require surface water withdrawals or diversions? Give general description, purpose, and approximate quantities if known.

***Non-project action –This action does not authorize any development.
Substantive requirements of the SMP related to development, surface water
use are not being altered.***

- 5) Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

***Non-project action –Yes, the jurisdiction of the City's SMP includes 100-year
floodplain areas. No site plan for non-project action.***

- 6) Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

***Non-project action –This action does not authorize any development.
Substantive requirements of the SMP related to development and water quality
are not being altered.***

b. Ground Water: [\[help\]](#)

- 1) Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give general description, purpose, and approximate quantities if known.

***Non-project action –This action does not authorize any development.
Substantive requirements of the SMP related to development and groundwater
use are not being altered.***

- 2) Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (for example: Domestic sewage; industrial, containing the following chemicals. . . ; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

Non-project action –This action does not authorize any development.

Substantive requirements of the SMP related to development and groundwater protection are not being altered.

c. Water runoff (including stormwater):

- 1) Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.

Non-project action –This action does not authorize any development.

Substantive requirements of the SMP related to development and water quality are not being altered.

- 2) Could waste materials enter ground or surface waters? If so, generally describe.

Non-project action –This action does not authorize any development. Substantive requirements of the SMP related to development and water quality are not being altered.

- 3) Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.

Non-project action –This action does not authorize any development.

Substantive requirements of the SMP related to development and water quality are not being altered.

d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:

4. **Plants** [\[help\]](#)

Non-project action –This action does not authorize any development.

Substantive requirements requirements of SMP relatd to vegetation management, critical area protection, and development are not being altered.

A variety of plant types exist within the jurisdiction of the City's SMP.

a. Check the types of vegetation found on the site:

- ☐ deciduous tree: alder, maple, aspen, other
- ☐ evergreen tree: fir, cedar, pine, other
- ☐ shrubs
- ☐ grass
- ☐ pasture
- ☐ crop or grain
- ☐ Orchards, vineyards or other permanent crops.
- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation

b. What kind and amount of vegetation will be removed or altered?

c. List threatened and endangered species known to be on or near the site.

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any:

e. List all noxious weeds and invasive species known to be on or near the site.

5. Animals [\[help\]](#)

Non-project action –This action does not authorize any development.

Substantive requirements requirements of SMP relatd to fish and wildlife habitat are not being altered. A variety of species have habitat within the jurisdiction of the City's SMP.

a. List any birds and other animals which have been observed on or near the site or are known to be on or near the site.

Examples include:

birds: hawk, heron, eagle, songbirds, other:
mammals: deer, bear, elk, beaver, other:
fish: bass, salmon, trout, herring, shellfish, other _____

b. List any threatened and endangered species known to be on or near the site.

- c. Is the site part of a migration route? If so, explain.
- d. Proposed measures to preserve or enhance wildlife, if any:
- e. List any invasive animal species known to be on or near the site.

6. **Energy and Natural Resources** [\[help\]](#)

Non-project action –This action does not authorize any development. No impact on energy use. Proposed action makes minor amendments necessary to implement changes to State law and DOE regulations only. No changes are proposed that would impact energy use.

- a. What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.
- b. Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.
- c. What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any:

7. **Environmental Health** [\[help\]](#)

Non-project action –This action does not authorize any development. No impact on energy use. Proposed action makes minor amendments necessary to implement changes to State law and DOE regulations only. No changes are proposed that could impact environmental health.

- a. Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur as a result of this proposal? If so, describe.
 - 1) Describe any known or possible contamination at the site from present or past uses.
 - 2) Describe existing hazardous chemicals/conditions that might affect project development

and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.

- 3) Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.
- 4) Describe special emergency services that might be required.
- 5) Proposed measures to reduce or control environmental health hazards, if any:

b. Noise

- 1) What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?
- 2) What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site.
- 3) Proposed measures to reduce or control noise impacts, if any:

8. Land and Shoreline Use [\[help\]](#)

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

Non-project action – Most areas within the jurisdiction of the City's SMP are undeveloped or used for park/open space purposes. Developed properties along Gages Slough exist are are used for a variety of commerical and residential purposes. City streets, State highways, and the BNSF rail line all cross Gages Slough.

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses as a result of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

Non-project action –Areas within the jurisdiction of the City's SMP have been used for agricultural purposes in the past and scatterd aricultural uses may still exist. The proposed SMP update changes will not alter regulations related to agriculture.

- 1) Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how:

Non-project action –Areas within the jurisdiction of the City’s SMP have been used for agricultural purposes in the past and scatterd aricultural uses may still exist. The proposed SMP update changes will not alter regulations related to agriculture.

- c. Describe any structures on the site.

Non-project action –No development authorized by this action. Future uses could include park/open space, residential, commercial, or industrial.

- d. Will any structures be demolished? If so, what?

Non-project action –No development authorized by this action.

- e. What is the current zoning classification of the site?

Non-project action –No development authorized by this action.

- f. What is the current comprehensive plan designation of the site?

All zoning designations are present within SMP.

- g. If applicable, what is the current shoreline master program designation of the site?

All shoreline designations are present within SMP.

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

Non-project action –Yes.

- i. Approximately how many people would reside or work in the completed project?

Non-project action –No development authorized by this action.

- j. Approximately how many people would the completed project displace?

Non-project action –No development authorized by this action.

- k. Proposed measures to avoid or reduce displacement impacts, if any:

Non-project action –No development authorized by this action.

- L. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any:

Non-project action –No development authorized by this action.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:

The proposed SMP update changes will not alter regulations related to agriculture.

9. Housing [\[help\]](#)

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.

Non-project action –No development authorized by this action. No changes to housing policies/regulations proposed.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.

Non-project action –No development authorized by this action. No demo proposed. No changes to housing policies/regulations proposed.

- c. Proposed measures to reduce or control housing impacts, if any:

Non-project action –No development authorized by this action.

10. Aesthetics [\[help\]](#)

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?

Non-project action –No development authorized by this action.

- b. What views in the immediate vicinity would be altered or obstructed?

Non-project action –No development authorized by this action. No changes to height or development regulations.

- b. Proposed measures to reduce or control aesthetic impacts, if any:

- c. ***Non-project action –No development authorized by this action. No changes to height or development regulations. No impacts. No mitigation.***

11. Light and Glare [\[help\]](#)

Non-project action –No development authorized by this action. No changes to outdoor lighting policies/regulations.No changes to development regulations. No additional lighting impacts are anticipated and no mitigation is proposed.

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

- c. What existing off-site sources of light or glare may affect your proposal?
- d. Proposed measures to reduce or control light and glare impacts, if any:

12. Recreation [\[help\]](#)

Non-project action –No development authorized by this action. No changes to recreation policies, regulations, or plans. No changes to development regulations. Proposed SMP update will not increase or decrease park land and will not impact any recreational facilities.

- a. What designated and informal recreational opportunities are in the immediate vicinity?
- b. Would the proposed project displace any existing recreational uses? If so, describe.
- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

13. Historic and cultural preservation [\[help\]](#)

Non-project action –No development authorized by this action. No changes to historic and cultural preservation, regulations, or plans. No changes to historic and cultural preservation regulations, plans, or policies. Proposed SMP update will not change how historic resources and managed.

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers ? If so, specifically describe.
- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.
- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

14. Transportation [\[help\]](#)

Non-project action –No development authorized by this action. No transportation related changes proposed

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.
- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?
- c. How many additional parking spaces would the completed project or non-project proposal have? How many would the project or proposal eliminate?
- d. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).
- e. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.
- f. How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?
- g. Will the proposal interfere with, affect or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.
- h. Proposed measures to reduce or control transportation impacts, if any:

15. Public Services [\[help\]](#)

Non-project action –No public service impacts anticipated. No changes proposed related to public services.

- a. Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.
- b. Proposed measures to reduce or control direct impacts on public services, if any.

16. Utilities [\[help\]](#)

Non-project action –No utility impacts anticipated. No changes proposed related to utilities.

- a. Circle utilities currently available at the site:
electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system,
other _____
- d. Describe the utilities that are proposed for the project, the utility providing the service,
and the general construction activities on the site or in the immediate vicinity which might
be needed.

C. Signature [\[HELP\]](#)

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Signature: _____

Name of signee _____

Brad Johnson

Position and Agency/Organization _____

Community Development Director, City
of Burlington

Date Submitted: _____

April 25, 2022

D. Supplemental sheet for nonproject actions [\[HELP\]](#)

(IT IS NOT NECESSARY to use this sheet for project actions)

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or

at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?

The proposed changes to the City's SMP are extremely minor and are not anticipated to materially impact discharges or emissions. Changes are limited to minor amendments necessary to implement changes to State law and DOE regulations.

Proposed measures to avoid or reduce such increases are:

No impacts anticipated and no mitigation proposed.

2. How would the proposal be likely to affect plants, animals, fish, or marine life?

The proposed changes to the City's SMP are extremely minor and are not anticipated to materially impact fish and wildlife habitat.

Proposed measures to protect or conserve plants, animals, fish, or marine life are:

No impacts anticipated and no mitigation proposed.

3. How would the proposal be likely to deplete energy or natural resources?

The proposed changes to the City's SMP are extremely minor and are not anticipated to materially impact energy or natural resources.

Proposed measures to protect or conserve energy and natural resources are:

No impacts anticipated and no mitigation proposed.

4. How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection; such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?

The proposed changes to the City's SMP are extremely minor and are not anticipated to materially impact critical areas, parks, or other open space areas..

Proposed measures to protect such resources or to avoid or reduce impacts are:

No impacts anticipated and no mitigation proposed.

5. How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?

The proposed changes will not allow additional development or change the way development is regulated.

Proposed measures to avoid or reduce shoreline and land use impacts are:

No impact and no mitigation proposed.

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

No impacts

Proposed measures to reduce or respond to such demand(s) are:

None

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.

Proposal is intended to comply with SMA requirements.



SEPA Determination of Non-Significance (DNS)

Date:

April 26, 2022

Description:

The City of Burlington is adopting an updated Shoreline Master Program (SMP). The SMP is being updated to comply with the periodic review requirements of the Washington State Shoreline Management Act (SMA). The proposed changes are minor and are solely intended to address changes to state laws and Department of Ecology regulations adopted since the City's comprehensive SMP update was completed in 2012. The proposed changes are not expected to increase the amount, or alter the type, of shoreline development occurring in the City.

Proponent:

City of Burlington, Community Development Department

Location:

N/A – non-project action

Lead Agency:

City of Burlington, Community Development Department, 833 South Spruce Street, Burlington, Washington 98233

Threshold Determination:

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement (EIS) is not be required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public on request.

Comments and Appeals:

This DNS is being issued using the integrated SEPA/GMA process identified in WAC 197-11-230. Public comments will be received for a 60 day period following the issuance of this determination. This determination was issued on April 26, 2022; therefore, comments must be submitted, in writing, by June 26, 2022. The Burlington City Council will hold a public hearing on the Shoreline Master Program update. The hearing has not been scheduled at this time. Notice of the hearing will be posted on the City's website, published in the Skagit Herald, and posted in the Burlington City Hall. This determination may be appealed by submitting an appeal, in writing, to the Community Development Department no later than 14 calendar days from the date of this determination.

PUBLIC HEARING

2023 Budget
City of Burlington
November 22, 2022

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001	General Fund						
311	General Property Tax						
001-000-311-10-00-00	Real & Personal Property Tax	\$ 2,769,745	\$ 2,788,561	\$ 1,609,906	\$ 2,833,540	\$ 2,888,609	1.94%
001-000-311-10-00-01	Prop Tax - New Construction	\$ -	\$ -	\$ -	\$ 50,000	\$ 29,556	-40.89%
311	General Property Tax	\$ 2,769,745	\$ 2,788,561	\$ 1,609,906	\$ 2,883,540	\$ 2,918,165	1.20%
313	Retail Sales & Use Tax						
001-000-313-11-00-00	Sales & Use Tax	\$ 8,316,630	\$ 9,617,591	\$ 7,114,792	\$ 9,328,960	\$ 9,400,000	0.76%
001-000-313-15-00-00	Special Purp Tax - Pub Safety	\$ 411,445	\$ 486,243	\$ 402,924	\$ 420,000	\$ 500,000	19.05%
001-000-313-61-00-00	Natural Gas Use Tax	\$ 7,230	\$ 9,080	\$ 8,552	\$ 10,000	\$ 10,000	0.00%
001-000-313-71-00-00	Local Sales Tax Criminal Just	\$ 215,167	\$ 253,185	\$ 206,884	\$ 250,000	\$ 265,000	6.00%
313	Retail Sales & Use Tax	\$ 8,950,472	\$ 10,366,099	\$ 7,733,152	\$ 10,008,960	\$ 10,175,000	1.66%
316	Business & Occupation Taxes						
001-000-316-40-00-00	B&O Tax	\$ -	\$ 1,202,676	\$ 692,218	\$ 707,000	\$ 800,000	13.15%
001-000-316-41-00-00	Electricity Utility Tax	\$ 375,936	\$ 748,521	\$ 635,261	\$ 808,000	\$ 950,000	17.57%
001-000-316-43-00-00	Natural Gas Utility Tax	\$ 104,132	\$ 208,690	\$ 243,133	\$ 207,050	\$ 375,000	81.12%
001-000-316-47-00-00	Telephone Utility Tax	\$ 178,671	\$ 136,159	\$ 101,675	\$ 222,200	\$ 140,000	-36.99%
001-000-316-49-00-00	Cable TV Utility Tax	\$ -	\$ 125,571	\$ 93,181	\$ 126,250	\$ 140,000	10.89%
001-000-316-81-00-00	Gambling Tax Pnch Bds Pull Tab	\$ 15,651	\$ 22,245	\$ 18,987	\$ 21,000	\$ 30,000	42.86%
316	Business & Occupation Taxes	\$ 674,391	\$ 2,443,862	\$ 1,784,456	\$ 2,091,500	\$ 2,435,000	16.42%
317	Excise Taxes						
001-000-317-20-00-00	Leasehold Excise Tax	\$ 7,674	\$ 6,737	\$ 1,309	\$ 5,000	\$ 3,000	-40.00%
317	Excise Taxes	\$ 7,674	\$ 6,737	\$ 1,309	\$ 5,000	\$ 3,000	-40.00%
318	Other Taxes						
001-000-318-11-00-00	Admissions Tax	\$ 60,799	\$ 34,191	\$ 69,798	\$ 100,000	\$ 100,000	0.00%
318	Other Taxes	\$ 60,799	\$ 34,191	\$ 69,798	\$ 100,000	\$ 100,000	0.00%
321	Business Licenses & Permits						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-000-321-70-00-15	Amusements Licenses	\$ 1,650	\$ 2,875	\$ -	\$ 2,500	\$ 2,000	-20.00%
001-000-321-91-00-00	Comcast Blackrock Franchise	\$ 109,677	\$ 112,277	\$ 84,973	\$ 115,000	\$ 135,000	17.39%
001-000-321-91-00-05	Waste Mgmt Franchise Fee	\$ 144,164	\$ 157,006	\$ 129,343	\$ 140,000	\$ 200,000	42.86%
001-000-321-99-00-00	Business Licenses & Permits	\$ 104,197	\$ 112,561	\$ 92,056	\$ 140,000	\$ 110,000	-21.43%
001-000-321-99-00-15	Vendor Licenses & Permits	\$ -	\$ -	\$ -	\$ -	\$ -	
321	Business Licenses & Permits	\$ 359,688	\$ 384,719	\$ 306,373	\$ 397,500	\$ 447,000	12.45%
322	Non-Bus Licenses & Permits						
001-000-322-10-00-00	Building Permits	\$ 161,763	\$ 94,706	\$ 73,903	\$ 150,000	\$ 130,000	-13.33%
001-000-322-10-00-01	Plumbing & Mechanical Permits	\$ 40,883	\$ 37,350	\$ 20,557	\$ 45,000	\$ 40,000	-11.11%
001-000-322-10-00-02	Miscellaneous Permits	\$ 17,324	\$ 18,257	\$ 14,905	\$ 20,000	\$ 20,000	0.00%
001-000-322-10-00-03	Technology Fee	\$ 45,503	\$ 18,984	\$ 8,983	\$ 25,000	\$ 18,000	-28.00%
001-000-322-30-00-00	Animal License Fees	\$ 2,665	\$ 450	\$ 411	\$ 1,000	\$ 250	-75.00%
001-000-322-90-00-00	Gun Permits	\$ 2,321	\$ 2,289	\$ 1,642	\$ 1,700	\$ 1,700	0.00%
322	Non-Bus Licenses & Permits	\$ 270,458	\$ 172,035	\$ 120,400	\$ 242,700	\$ 209,950	-13.49%
331	Direct Federal Grants						
001-000-331-16-60-02	Natl Inst of Justice Vests	\$ -	\$ 2,842	\$ -	\$ -	\$ -	
001-000-331-16-60-03	DOJ Drug Task Force	\$ 130	\$ -	\$ -	\$ -	\$ -	
331	Direct Federal Grants	\$ 130	\$ 2,842	\$ -	\$ -	\$ -	
332	Federal Revenues						
001-000-332-92-10-00	COVID-19 Non Grant Assistance	\$ 411,300	\$ 1,288,687	\$ 1,288,688	\$ 1,287,430	\$ -	-100.00%
332	Federal Revenues	\$ 411,300	\$ 1,288,687	\$ 1,288,688	\$ 1,287,430	\$ -	-100.00%
333	Indirect Federal Grants						
001-000-333-16-00-01	Dept of Justice/SkCty Grant	\$ -	\$ -	\$ 4,835	\$ -	\$ -	
001-000-333-20-60-02	WASPC Traffic Safety Intx/Rdar	\$ 1,454	\$ 1,454	\$ -	\$ -	\$ -	
001-000-333-20-60-03	WA Traffic Safety-Fed DOT,TZT	\$ 1,004	\$ 1,004	\$ -	\$ -	\$ -	
001-000-333-21-00-01	AOC Cares Act Court	\$ -	\$ 7,543	\$ 2,853	\$ -	\$ 67,000	
001-000-333-45-00-04	IMLS Cares Act Grant Library	\$ 5,497	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-000-333-45-00-05	Coronavirus Relief Funds	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-333-97-00-01	FEMA/WASStMilitary Assist Grant	\$ -	\$ 61,632	\$ -	\$ -	\$ -	
333	Indirect Federal Grants	\$ 7,954	\$ 71,633	\$ 7,687	\$ -	\$ 67,000	
334	State Grants						
001-000-334-01-20-00	State Grant from Jud. Agencies	\$ 80	\$ -	\$ -	\$ -	\$ -	
001-000-334-03-10-00	DOE Shoreline MP Review Grant	\$ -	\$ 11,575	\$ -	\$ -	\$ -	
001-000-334-03-50-00	WA Traffic Safety Comm	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-334-04-20-00	Dept of Commerce GMA Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-334-04-90-10	DNU WA State Trauma Care Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
334	State Grants	\$ 80	\$ 11,575	\$ -	\$ -	\$ -	
335	Law Enf Legislation Assistance						
001-000-335-04-01-00	Law Enf Legislation Assistance	\$ -	\$ 37,676	\$ -	\$ -	\$ -	
335	Law Enf Legislation Assistance	\$ -	\$ 37,676	\$ -	\$ -	\$ -	
336	State Shared Revenues						
001-000-336-00-99-00	Streamlined Mitigation	\$ 10,245	\$ -	\$ -	\$ -	\$ -	
001-000-336-01-29-02	State Judicial Salary Contrib	\$ 7,888	\$ 7,884	\$ 5,921	\$ 6,000	\$ 6,000	0.00%
001-000-336-06-20-00	Crim Justice Cities High Crime	\$ 35,304	\$ -	\$ -	\$ -	\$ -	
001-000-336-06-21-00	Crim Just Violent Crimes/Popul	\$ 2,863	\$ 3,031	\$ 2,369	\$ 2,600	\$ 3,528	35.69%
001-000-336-06-26-00	Crim Just Special Programs	\$ 10,248	\$ 10,792	\$ 8,408	\$ 10,000	\$ 12,446	24.46%
001-000-336-06-41-00	Marijuana Enforcement	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-336-06-42-00	Marijuana Excise Tax Dist	\$ 10,459	\$ 12,185	\$ 11,065	\$ 10,000	\$ 12,000	20.00%
001-000-336-06-51-00	DUI & Other Crim Just Assist	\$ 1,328	\$ 1,508	\$ 757	\$ 1,300	\$ 1,300	0.00%
001-000-336-06-94-00	Liquor/Beer Excise Tax	\$ 57,610	\$ 64,483	\$ 48,071	\$ 52,000	\$ 67,228	29.28%
001-000-336-06-95-00	Liquor Control Board Profits	\$ 73,366	\$ 73,241	\$ 54,042	\$ 72,000	\$ 74,970	4.13%
336	State Shared Revenues	\$ 209,313	\$ 173,123	\$ 130,633	\$ 153,900	\$ 177,472	15.32%
337	Interlocal Grants & Other						
001-000-337-00-00-00	Skagit Co Econ Dev Funding	\$ -	\$ -	\$ -	\$ -	\$ -	

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001-000-337-00-00-20	Local Gov't Grants & Reimb	\$ 1,268	\$ 3,019	\$ 3,755	\$ 500	\$ 3,500	600.00%
001-000-337-15-00-00	Public Safety Tax Rebate	\$ 296,178	\$ 299,676	\$ 355,111	\$ 325,000	\$ 500,000	53.85%
001-000-337-72-00-04	Skagit County Contribution	\$ -	\$ 19,052	\$ -	\$ 15,000	\$ 18,000	20.00%
001-000-337-72-00-05	Evergreen Consortium Reimb	\$ 14,115	\$ 1,592	\$ -	\$ 1,500	\$ 1,500	0.00%
337	Interlocal Grants & Other	\$ 311,561	\$ 323,339	\$ 358,866	\$ 342,000	\$ 523,000	52.92%
341	General Government						
001-000-341-32-00-00	Court Records Services	\$ 84	\$ 116	\$ 112	\$ 200	\$ 200	0.00%
001-000-341-33-00-01	City Diversion Program	\$ 67	\$ -	\$ -	\$ 900	\$ 900	0.00%
001-000-341-33-02-00	Warrant Admin Costs	\$ 4,644	\$ 3,566	\$ 2,868	\$ -	\$ 3,500	
001-000-341-33-03-00	Deferred Prosecution	\$ 252	\$ 239	\$ 286	\$ 250	\$ 250	0.00%
001-000-341-33-06-00	IT Time Pay Fees	\$ 603	\$ 303	\$ 306	\$ 1,000	\$ 500	-50.00%
001-000-341-62-00-00	Court Tape Duplicating Fees	\$ 2	\$ -	\$ -	\$ -	\$ -	
001-000-341-62-00-01	Printing & Duplication	\$ 713	\$ 927	\$ 679	\$ 500	\$ 700	40.00%
001-000-341-70-00-15	Sales of Merchandise	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-341-81-00-04	Printing & Duplication Library	\$ 1,563	\$ 1,368	\$ 2,808	\$ 5,000	\$ 4,000	-20.00%
001-000-341-91-00-00	Election Candidate Filing Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-341-95-00-00	Legal Services incl Notary	\$ -	\$ 9	\$ -	\$ -	\$ -	
001-000-341-95-00-01	Public Def Prog Cost Share MV	\$ 12,102	\$ 8,269	\$ 3,081	\$ 15,455	\$ 15,455	0.00%
001-000-341-99-00-00	Passport & Naturalization Fees	\$ 4,165	\$ 12,250	\$ 9,275	\$ 12,000	\$ 11,000	-8.33%
341	General Government	\$ 24,193	\$ 27,047	\$ 19,415	\$ 35,305	\$ 36,505	3.40%
342	Public Safety						
001-000-342-10-00-00	Special Patrol Services	\$ -	\$ 5,267	\$ 1,414	\$ 1,500	\$ 1,500	0.00%
001-000-342-10-00-01	Fingerprints	\$ 310	\$ 645	\$ 480	\$ 500	\$ 500	0.00%
001-000-342-10-11-01	DNA Collector Fee	\$ -	\$ 2	\$ 29	\$ -	\$ -	
001-000-342-21-00-10	Fire Protection Services	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-342-33-00-00	Adult Probation Services	\$ 11,925	\$ 6,156	\$ 9,144	\$ 6,000	\$ 8,000	33.33%
001-000-342-38-01-00	Pretrial Sup CLJ	\$ 1,310	\$ 1,780	\$ 1,225	\$ 1,200	\$ 1,400	16.67%
001-000-342-40-00-00	Protective Inspection Services	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
001-000-342-40-00-04	Fire Plan Review	\$ 12,375	\$ 12,375	\$ 10,850	\$ 7,500	\$ 12,000	60.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-000-342-50-00-01 342	Disaster Prep Service/Recovery Public Safety	\$ - \$ 25,920	\$ 216 \$ 26,442	\$ 1,089 \$ 24,231	\$ - \$ 17,200	\$ 800 \$ 24,700	 43.60%
343	Utilities						
001-000-343-20-00-00 343	DNU Fiber Service Utilities	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
345	Natural & Economic Environment						
001-000-345-29-00-00	Other Environmental Svc/Rebate	\$ -	\$ -	\$ 1,844	\$ -	\$ -	
001-000-345-81-00-00	Zoning & Subdivision Fees	\$ 10,275	\$ 20,675	\$ 11,425	\$ 17,000	\$ 17,000	0.00%
001-000-345-83-00-00	Plan Checking Fees	\$ 103,779	\$ 63,124	\$ 46,874	\$ 105,000	\$ 80,000	-23.81%
001-000-345-89-00-00	Other Planning & Development	\$ 55,696	\$ 31,644	\$ 14,158	\$ 50,000	\$ 35,000	-30.00%
345	Natural & Economic Environment	\$ 169,750	\$ 115,442	\$ 74,301	\$ 172,000	\$ 132,000	-23.26%
347	Culture & Recreation						
001-000-347-20-00-04	Library Service Fees	\$ 7,640	\$ 9,555	\$ 7,151	\$ 17,000	\$ 12,000	-29.41%
001-000-347-60-00-15 347	Program Fees Culture & Recreation	\$ - \$ 7,640	\$ - \$ 9,555	\$ - \$ 7,151	\$ - \$ 17,000	\$ - \$ 12,000	 -29.41%
352	Civil Penalties						
001-000-352-30-00-00 352	Proof of MV Insurance Civil Penalties	\$ 60 \$ 60	\$ 98 \$ 98	\$ 66 \$ 66	\$ 350 \$ 350	\$ 150 \$ 150	 -57.14%
353	Civil Infraction Penalties						
001-000-353-10-00-00	Traffic Infraction Penalties	\$ 44,421	\$ 31,833	\$ 25,454	\$ 50,000	\$ 30,000	-40.00%
001-000-353-70-04-00 353	Non-Traffic Infractions Civil Infraction Penalties	\$ 125 \$ 44,545	\$ 637 \$ 32,470	\$ 132 \$ 25,586	\$ 600 \$ 50,600	\$ 250 \$ 30,250	 -40.22%
354	Civil Parking Infraction Fines						
001-000-354-00-00-00 354	Civil Parking Infrac Penalties Civil Parking Infraction Fines	\$ 780 \$ 780	\$ 1,355 \$ 1,355	\$ 987 \$ 987	\$ 1,100 \$ 1,100	\$ 1,250 \$ 1,250	 13.64%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
355	Criminal Traffic Misdemeanor						
001-000-355-20-00-00	DUI Fines	\$ 3,349	\$ 4,479	\$ 7,172	\$ 6,000	\$ 5,300	-11.67%
001-000-355-20-01-00	DUI DP Acct	\$ 833	\$ 758	\$ 822	\$ 1,000	\$ 1,100	10.00%
001-000-355-80-01-00	Criminal Traffic Misdemeanor	\$ 6,501	\$ 5,883	\$ 5,664	\$ 8,000	\$ 7,600	-5.00%
355	Criminal Traffic Misdemeanor	\$ 10,683	\$ 11,119	\$ 13,658	\$ 15,000	\$ 14,000	-6.67%
356	Criminal Non-Traffic Fines						
001-000-356-90-04-00	Other Criminal Non Traffic	\$ 6,792	\$ 6,829	\$ 8,501	\$ 4,000	\$ 9,000	125.00%
356	Criminal Non-Traffic Fines	\$ 6,792	\$ 6,829	\$ 8,501	\$ 4,000	\$ 9,000	125.00%
357	Criminal Costs						
001-000-357-35-00-00	Court Interpreter Cost	\$ -	\$ 1,812	\$ 7,862	\$ -	\$ 19,744	
357	Criminal Costs	\$ -	\$ 1,812	\$ 7,862	\$ -	\$ 19,744	
359	Non-Court Fines & Penalties						
001-000-359-90-00-00	Misc Fines & Penalties Lib	\$ 861	\$ 867	\$ 1,324	\$ 1,000	\$ 1,400	40.00%
001-000-359-90-00-01	Misc Fines & Penalties Pol	\$ -	\$ 125	\$ -	\$ 500	\$ 500	0.00%
359	Non-Court Fines & Penalties	\$ 861	\$ 992	\$ 1,324	\$ 1,500	\$ 1,900	26.67%
361	Interest & Other Earnings						
001-000-361-11-00-00	Investment Earnings	\$ 28,479	\$ 42,193	\$ 53,765	\$ 14,162	\$ 56,300	297.55%
001-000-361-40-00-00	Sales & Use Tax Interest	\$ 10,258	\$ 5,018	\$ 5,203	\$ 3,500	\$ 4,400	25.71%
001-000-361-40-01-00	D/M Interest Income General	\$ 636	\$ 144	\$ 132	\$ 100	\$ 100	0.00%
001-000-361-40-03-00	D/M Interest Income Court	\$ 636	\$ 144	\$ 132	\$ 100	\$ 100	0.00%
361	Interest & Other Earnings	\$ 40,009	\$ 47,498	\$ 59,233	\$ 17,862	\$ 60,900	240.95%
362	Rents, Leases & Concessions						
001-000-362-00-00-00	Rents and Leases	\$ 302	\$ 300	\$ -	\$ -	\$ -	
362	Rents, Leases & Concessions	\$ 302	\$ 300	\$ -	\$ -	\$ -	

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
367	Nongvt Contribution Donations						
001-000-367-11-00-00	Donations, Grants from Non Govt	\$ -	\$ 6,270	\$ -	\$ -	\$ -	
001-000-367-11-00-02	Private Grant Proj Lifesaver	\$ 392	\$ 1,372	\$ 392	\$ -	\$ 700	
367	Nongvt Contribution Donations	\$ 392	\$ 7,642	\$ 392	\$ -	\$ 700	
369	Other Miscellaneous Revenues						
001-000-369-10-00-00	Sale of Surplus	\$ 854	\$ 9,505	\$ 570	\$ -	\$ 1,000	
001-000-369-20-00-00	Proceeds - Sale Unclaimed Prop	\$ 2,457	\$ 2,440	\$ 564	\$ -	\$ -	
001-000-369-40-00-00	Judgements & Settlements	\$ 11,069	\$ 4,128	\$ 500	\$ 12,000	\$ 6,000	-50.00%
001-000-369-81-00-00	Cash Adjustments	\$ (2,893)	\$ (60)	\$ 43	\$ -	\$ -	
001-000-369-91-00-00	Miscellaneous Other	\$ 36,491	\$ 18,422	\$ 61,418	\$ 5,000	\$ 20,000	300.00%
369	Other Miscellaneous Revenues	\$ 47,978	\$ 34,434	\$ 63,095	\$ 17,000	\$ 27,000	58.82%
381	Interfund Loan						
001-000-381-20-00-00	Interfund Loan Repayment Rec'd	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 288,000	-61.60%
381	Interfund Loan	\$ -	\$ -	\$ 750,000	\$ 750,000	\$ 288,000	-61.60%
388	Prior Period Adjustment						
001-000-388-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-388-80-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
388	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets						
001-000-395-20-00-00	Comp for Capital Asset Loss	\$ 1,000	\$ 17,478	\$ 1,578	\$ -	\$ 3,000	
395	Disposition of Capital Assets	\$ 1,000	\$ 17,478	\$ 1,578	\$ -	\$ 3,000	
397	Transfers In						
001-000-397-00-01-01	Transfer In - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-397-00-03-01	Transfer In - 301 REET	\$ -	\$ -	\$ 75,000	\$ 100,000	\$ -	-100.00%
001-000-397-00-04-01	Transfer In - Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	
001-000-397-00-04-25	Transfer In - Storm	\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
397	Transfers In	\$ -	\$ -	\$ 75,000	\$ 100,000	\$ -	-100.00%
588	Prior Period Adjustment						
001-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Temporary-Holding Account						
001-000-999-99-99-99	Temporary-Holding Account	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Temporary-Holding Account	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ (14,414,470)	\$ (18,445,593)	\$ (14,543,648)	\$ (18,711,447)	\$ (17,716,686)	-5.32%
511	Legislative						
001-010-511-60-10-00	Legis Salaries & Wages	\$ 66,640	\$ 67,200	\$ 50,800	\$ 67,200	\$ 67,200	0.00%
001-010-511-60-22-00	Legis L & I	\$ 60	\$ 68	\$ 50	\$ 58	\$ 98	69.69%
001-010-511-60-23-00	Legis FICA	\$ 3,202	\$ 3,171	\$ 2,516	\$ 5,141	\$ 5,141	0.00%
001-010-511-60-24-00	Legis Medical Insurance	\$ 50,225	\$ 56,970	\$ 38,257	\$ 50,310	\$ 52,975	5.30%
001-010-511-60-26-00	Legis ESD	\$ 99	\$ 99	\$ 81	\$ 99	\$ 146	48.44%
001-010-511-60-31-00	Legis Office Supplies	\$ 339	\$ 574	\$ 1,649	\$ 500	\$ 500	0.00%
001-010-511-60-35-00	Legis Small Tools & Equip	\$ -	\$ -	\$ -	\$ 250	\$ 250	0.00%
001-010-511-60-41-00	Legis Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	
001-010-511-60-41-90	Legis Public Notices	\$ 5,686	\$ 8,013	\$ 3,276	\$ 2,000	\$ 2,000	0.00%
001-010-511-60-43-00	Legis Travel	\$ -	\$ -	\$ -	\$ 500	\$ 250	-50.00%
001-010-511-60-45-00	Legis Rentals	\$ 280	\$ 214	\$ 170	\$ 250	\$ 150	-40.00%
001-010-511-60-45-52	Legis Transfer to CR&R	\$ -	\$ -	\$ 12,414	\$ 16,552	\$ 21,660	30.86%
001-010-511-60-48-00	Legis Repair & Maintenance	\$ 865	\$ 824	\$ 522	\$ 250	\$ 250	0.00%
001-010-511-60-49-00	Legis Miscellaneous	\$ -	\$ 268	\$ 8,788	\$ 250	\$ 250	0.00%
001-010-511-60-49-10	Legis Dues & Subscriptions	\$ 45,709	\$ 48,500	\$ 46,011	\$ 46,000	\$ 48,000	4.35%
001-010-511-60-49-20	Legis Training & Education	\$ -	\$ 25	\$ -	\$ 1,000	\$ 1,000	0.00%
001-010-511-60-49-90	Legis Code Publishing	\$ 2,283	\$ 3,043	\$ 660	\$ 3,200	\$ 3,500	9.38%
001-010-511-60-49-95	Legis GMA Admin Support	\$ 1,042	\$ 1,472	\$ 676	\$ 1,000	\$ 1,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
511	Legislative	\$ 176,429	\$ 190,441	\$ 165,869	\$ 194,559	\$ 204,370	5.04%
514	Financial, Recording & Elect						
001-010-514-40-49-00	Legis Election Services	\$ 25,627	\$ 27,578	\$ 5,745	\$ 18,500	\$ 20,000	8.11%
514	Financial, Recording & Elect	\$ 25,627	\$ 27,578	\$ 5,745	\$ 18,500	\$ 20,000	8.11%
523	Detention / Correction Service						
001-010-523-50-40-00	Legis Public Safety Tax - Jail	\$ 411,445	\$ 486,243	\$ 354,409	\$ 420,000	\$ 500,000	19.05%
523	Detention / Correction Service	\$ 411,445	\$ 486,243	\$ 354,409	\$ 420,000	\$ 500,000	19.05%
594	Capital Expenditures						
001-010-594-11-64-00	Legis Emergency Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
001-010-594-18-60-00	Legis Regulatory Actions	\$ -	\$ -	\$ 100	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ 100	\$ -	\$ -	
010	Legislative Services	\$ 613,500	\$ 704,263	\$ 526,124	\$ 633,059	\$ 724,370	14.42%
512	Judicial						
001-020-512-50-10-00	Court Salaries & Wages	\$ 185,233	\$ 216,849	\$ 172,313	\$ 226,631	\$ 237,547	4.82%
001-020-512-50-11-00	Court Overtime	\$ -	\$ -	\$ 36	\$ 150	\$ 150	0.00%
001-020-512-50-21-00	Court Retirement	\$ 22,885	\$ 24,411	\$ 17,061	\$ 23,245	\$ 24,697	6.25%
001-020-512-50-22-00	Court L & I	\$ 517	\$ 659	\$ 401	\$ 824	\$ 1,398	69.67%
001-020-512-50-23-00	Court FICA	\$ 14,052	\$ 16,441	\$ 13,041	\$ 17,349	\$ 18,184	4.81%
001-020-512-50-24-00	Court Medical Insurance	\$ 36,971	\$ 40,823	\$ 35,081	\$ 42,870	\$ 52,448	22.34%
001-020-512-50-25-00	Court Life Insurance	\$ 38	\$ 41	\$ 31	\$ 41	\$ 41	0.00%
001-020-512-50-26-00	Court ESD	\$ 285	\$ 318	\$ 276	\$ 333	\$ 518	55.59%
001-020-512-50-31-00	Court Office Supplies	\$ 2,088	\$ 2,070	\$ 1,630	\$ 3,925	\$ 3,925	0.00%
001-020-512-50-31-10	Court Operating Supplies	\$ 1,915	\$ 480	\$ 138	\$ 500	\$ 500	0.00%
001-020-512-50-35-00	Court Small Tools & Equip	\$ 3,608	\$ 621	\$ 31	\$ 500	\$ 67,500	13400.00%
001-020-512-50-35-10	Court Furnishings	\$ 1,571	\$ 500	\$ -	\$ 500	\$ 500	0.00%
001-020-512-50-41-00	Court Professional Services	\$ 10	\$ 5,857	\$ 11,027	\$ 20,000	\$ 20,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-020-512-50-41-50	Court Interpreter	\$ 5,545	\$ 17,614	\$ 27,201	\$ 12,000	\$ 25,000	108.33%
001-020-512-50-41-70	Court Confidential Shredding	\$ 112	\$ 112	\$ 183	\$ 120	\$ 672	460.00%
001-020-512-50-42-20	Court Postage	\$ 5,373	\$ 4,857	\$ 3,556	\$ 7,000	\$ 7,000	0.00%
001-020-512-50-42-30	Court Telephone	\$ 439	\$ 439	\$ 330	\$ 685	\$ 685	0.00%
001-020-512-50-43-00	Court Travel	\$ -	\$ -	\$ -	\$ 950	\$ 950	0.00%
001-020-512-50-45-00	Court Rentals	\$ 2,765	\$ 2,720	\$ 1,850	\$ 2,500	\$ 2,500	0.00%
001-020-512-50-45-52	Court Trsf to CR&R	\$ -	\$ 3,570	\$ 2,678	\$ 3,570	\$ 5,606	57.03%
001-020-512-50-48-00	Court Repair & Maintenance	\$ 816	\$ 840	\$ 494	\$ 960	\$ 960	0.00%
001-020-512-50-49-10	Court Dues & Subscriptions	\$ 468	\$ 100	\$ 251	\$ 355	\$ 355	0.00%
001-020-512-50-49-20	Court Training & Education	\$ 110	\$ 150	\$ -	\$ 2,000	\$ 2,000	0.00%
001-020-512-50-49-50	Court Recording Service	\$ 2,591	\$ 2,591	\$ -	\$ 2,600	\$ 2,600	0.00%
001-020-512-50-49-55	Court Jury Supplies	\$ -	\$ 123	\$ 173	\$ 250	\$ 300	20.00%
001-020-512-50-49-90	Court Skagit County Judicial	\$ 119,102	\$ 118,022	\$ 87,446	\$ 116,594	\$ 123,519	5.94%
001-020-512-50-49-91	Court Skagit County Probation	\$ 23,650	\$ 18,325	\$ 13,150	\$ 30,000	\$ 60,000	100.00%
001-020-512-50-49-93	Community Court Services	\$ -	\$ 10,983	\$ 5,491	\$ 11,000	\$ 11,700	6.36%
512	Judicial	\$ 430,144	\$ 489,518	\$ 393,867	\$ 527,451	\$ 671,254	27.26%
020	Municipal Court	\$ 430,144	\$ 489,518	\$ 393,867	\$ 527,451	\$ 671,254	27.26%
515	Legal						
001-025-515-91-10-00	Ind Def Salaries & Wages	\$ 11,138	\$ 12,401	\$ 12,853	\$ 13,720	\$ 15,088	9.97%
001-025-515-91-11-00	Ind Def Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	
001-025-515-91-21-00	Ind Def Retirement	\$ 1,436	\$ 1,347	\$ 1,318	\$ 1,760	\$ 1,936	9.97%
001-025-515-91-22-00	Ind Def L & I	\$ 43	\$ 57	\$ 57	\$ 69	\$ 116	69.67%
001-025-515-91-23-00	Ind Def FICA	\$ 817	\$ 914	\$ 949	\$ 1,050	\$ 1,154	9.97%
001-025-515-91-24-00	Ind Def Medical Insurance	\$ 7,689	\$ 7,858	\$ 6,975	\$ 7,292	\$ 7,900	8.33%
001-025-515-91-26-00	Ind Def ESD	\$ 16	\$ 18	\$ 21	\$ 20	\$ 33	63.26%
001-025-515-91-31-00	Ind Def Office Supplies	\$ -	\$ -	\$ -	\$ 200	\$ 200	0.00%
001-025-515-91-35-00	Ind Def Small Tools & Equip	\$ -	\$ -	\$ -	\$ 250	\$ 250	0.00%
001-025-515-91-41-00	Ind Def Professional Services	\$ 34,604	\$ 11,207	\$ -	\$ -	\$ -	
001-025-515-91-41-10	Ind Def Advertising	\$ -	\$ -	\$ -	\$ 400	\$ 400	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-025-515-91-41-60	Ind Def Indigent Screening	\$ -	\$ -	\$ -	\$ 3,500	\$ 3,500	0.00%
001-025-515-91-41-65	Ind Def Public Defenders	\$ 366,678	\$ 409,669	\$ 295,173	\$ 380,000	\$ 380,000	0.00%
001-025-515-91-42-10	Ind Def Cell Phone	\$ -	\$ 175	\$ 235	\$ -	\$ 200	
001-025-515-91-42-20	Ind Def Postage	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
001-025-515-91-43-00	Ind Def Travel	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
515	Legal	\$ 422,421	\$ 443,647	\$ 317,580	\$ 408,461	\$ 410,977	0.62%
025	Indigent Defense	\$ 422,421	\$ 443,647	\$ 317,580	\$ 408,461	\$ 410,977	0.62%
513	Executive						
001-030-513-10-10-00	Exec Salaries & Wages	\$ 160,105	\$ 212,655	\$ 175,514	\$ 254,068	\$ 282,284	11.11%
001-030-513-10-10-10	Exec Part Time Salaries & Wage	\$ 5,502	\$ 32,389	\$ 28,943	\$ -	\$ -	
001-030-513-10-11-00	Exec Overtime	\$ -	\$ 113	\$ -	\$ -	\$ -	
001-030-513-10-19-00	Exec - Salaries Indirect Cost	\$ (95,888)	\$ (127,982)	\$ (95,987)	\$ (82,718)	\$ (127,982)	54.72%
001-030-513-10-21-00	Exec Retirement	\$ 21,365	\$ 28,724	\$ 19,906	\$ 26,042	\$ 29,329	12.62%
001-030-513-10-22-00	Exec L & I	\$ 252	\$ 405	\$ 291	\$ 438	\$ 743	69.67%
001-030-513-10-23-00	Exec FICA	\$ 12,235	\$ 17,516	\$ 15,512	\$ 19,436	\$ 21,595	11.11%
001-030-513-10-24-00	Exec Medical Insurance	\$ 55,615	\$ 51,970	\$ 41,283	\$ 53,930	\$ 58,328	8.15%
001-030-513-10-26-00	Exec ESD	\$ 243	\$ 334	\$ 329	\$ 373	\$ 615	64.93%
001-030-513-10-31-00	Exec Office Supplies	\$ 509	\$ 535	\$ 261	\$ 350	\$ 350	0.00%
001-030-513-10-32-00	Exec Fuel Consumed	\$ 30	\$ -	\$ -	\$ 250	\$ 250	0.00%
001-030-513-10-35-00	Exec Small Tools & Equip	\$ 43	\$ 130	\$ 18	\$ 200	\$ 200	0.00%
001-030-513-10-41-00	Exec Professional Services	\$ 76,177	\$ 600	\$ 435	\$ 2,000	\$ 2,000	0.00%
001-030-513-10-41-01	Exec Advertising	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
001-030-513-10-41-19	Exec - Service Indirect Cost	\$ (31,385)	\$ (2,865)	\$ (2,149)	\$ (32,954)	\$ (2,865)	-91.31%
001-030-513-10-42-10	Exec Cell Phone	\$ 1,366	\$ 1,294	\$ 1,082	\$ 750	\$ 500	-33.33%
001-030-513-10-42-20	Exec Postage	\$ 45	\$ 3	\$ 14	\$ 500	\$ 500	0.00%
001-030-513-10-42-30	Exec Telephone	\$ 308	\$ 308	\$ 231	\$ 250	\$ 250	0.00%
001-030-513-10-43-00	Exec Travel	\$ 507	\$ -	\$ 349	\$ 2,000	\$ 2,000	0.00%
001-030-513-10-45-00	Exec Rentals	\$ 2,765	\$ 2,720	\$ 1,767	\$ 1,500	\$ 1,000	-33.33%
001-030-513-10-45-52	Exec Trsf to CR&R	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-030-513-10-48-00	Exec Repair & Maintenance	\$ 875	\$ 831	\$ 414	\$ 500	\$ 300	-40.00%
001-030-513-10-49-00	Exec Miscellaneous	\$ 418	\$ 894	\$ 206	\$ 1,000	\$ 500	-50.00%
001-030-513-10-49-10	Exec Dues & Subscriptions	\$ 526	\$ 390	\$ 214	\$ 750	\$ 750	0.00%
001-030-513-10-49-20	Exec Training & Education	\$ -	\$ -	\$ 770	\$ 1,000	\$ 1,000	0.00%
513	Executive	\$ 211,614	\$ 220,963	\$ 189,404	\$ 250,164	\$ 272,147	8.79%
030	Executive	\$ 211,614	\$ 220,963	\$ 189,404	\$ 250,164	\$ 272,147	8.79%
517	Employee Benefit Programs						
001-035-517-70-26-00	HR Unemployment Compensation	\$ 73,645	\$ 45,453	\$ -	\$ 50,000	\$ 35,000	-30.00%
517	Employee Benefit Programs	\$ 73,645	\$ 45,453	\$ -	\$ 50,000	\$ 35,000	-30.00%
518	Centralized Services						
001-035-518-10-10-00	HR Salaries & Wages	\$ 68,243	\$ 85,100	\$ 68,644	\$ 90,210	\$ 100,637	11.56%
001-035-518-10-10-10	HR Part Time Wages	\$ 7,503	\$ 7,039	\$ 6,404	\$ 21,365	\$ 23,888	11.81%
001-035-518-10-19-00	HR Salaries Indirect Cost	\$ (41,104)	\$ (50,321)	\$ (37,741)	\$ (36,096)	\$ (50,321)	39.41%
001-035-518-10-21-00	HR Retirement	\$ 4,451	\$ 9,969	\$ 7,041	\$ 9,247	\$ 10,456	13.08%
001-035-518-10-22-00	HR L & I	\$ 99	\$ 267	\$ 187	\$ 353	\$ 600	69.67%
001-035-518-10-23-00	HR FICA	\$ 5,658	\$ 6,591	\$ 5,407	\$ 8,536	\$ 9,526	11.61%
001-035-518-10-24-00	HR Medical Insurance	\$ 10,086	\$ 27,688	\$ 20,315	\$ 29,169	\$ 21,002	-28.00%
001-035-518-10-26-00	HR ESD	\$ 111	\$ 135	\$ 120	\$ 164	\$ 271	65.68%
001-035-518-10-29-00	HR Salary Schedule Adj	\$ -	\$ -	\$ -	\$ 47,576	\$ -	-100.00%
001-035-518-10-29-01	HR Personnel Reductions	\$ -	\$ -	\$ -	\$ -	\$ -	
001-035-518-10-31-00	HR Office Supplies	\$ 850	\$ 652	\$ 390	\$ 600	\$ 600	0.00%
001-035-518-10-32-00	HR Fuel Consumed	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
001-035-518-10-35-00	HR Small Tools & Equip	\$ -	\$ 39	\$ -	\$ 250	\$ 250	0.00%
001-035-518-10-41-00	HR Professional Services	\$ 989	\$ 875	\$ 2,871	\$ 2,000	\$ 2,000	0.00%
001-035-518-10-41-19	HR Service Indirect Cost	\$ (13,559)	\$ (23,016)	\$ (17,262)	\$ (14,237)	\$ (23,016)	61.66%
001-035-518-10-41-60	HR Recruitment Advertising	\$ 8,977	\$ 5,971	\$ 5,943	\$ 5,000	\$ 5,000	0.00%
001-035-518-10-41-62	HR Background Checks	\$ 849	\$ 2,506	\$ 8,498	\$ 3,000	\$ 3,000	0.00%
001-035-518-10-41-64	HR Physicals & Psychologicals	\$ 6,276	\$ 12,722	\$ 16,314	\$ 8,000	\$ 8,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-035-518-10-41-66	HR Testing	\$ 3,622	\$ 1,980	\$ 1,908	\$ 3,000	\$ 3,000	0.00%
001-035-518-10-41-68	HR Labor Negotiations	\$ 1,980	\$ 1,365	\$ 1,044	\$ 3,000	\$ 3,000	0.00%
001-035-518-10-41-69	HR Recruitment Services	\$ 2,456	\$ 2,860	\$ 2,902	\$ 2,500	\$ 2,500	0.00%
001-035-518-10-42-10	HR Cell Phone	\$ 154	\$ 646	\$ 514	\$ 750	\$ 750	0.00%
001-035-518-10-42-20	HR Postage	\$ 233	\$ 125	\$ 162	\$ 400	\$ 400	0.00%
001-035-518-10-42-30	HR Telephone	\$ 4	\$ 44	\$ 33	\$ 200	\$ 200	0.00%
001-035-518-10-43-00	HR Travel	\$ -	\$ 662	\$ -	\$ 1,000	\$ 1,000	0.00%
001-035-518-10-43-60	HR Candidate Travel	\$ -	\$ -	\$ -	\$ -	\$ -	
001-035-518-10-45-00	HR Rentals	\$ 280	\$ 214	\$ 170	\$ 200	\$ 20	-90.00%
001-035-518-10-45-52	HR Trsf to CR&R	\$ -	\$ 16,328	\$ 1,125	\$ 1,500	\$ 1,500	0.00%
001-035-518-10-48-00	HR Maint & Repairs	\$ 865	\$ 824	\$ 522	\$ 750	\$ 750	0.00%
001-035-518-10-49-10	HR Dues & Subscriptions	\$ 1,881	\$ 448	\$ 930	\$ 1,175	\$ 8,175	595.74%
001-035-518-10-49-20	HR Training & Education	\$ -	\$ 496	\$ -	\$ 1,675	\$ 1,675	0.00%
001-035-518-10-49-50	HR Wellness Program Expenses	\$ 6,616	\$ 9,653	\$ 4,427	\$ 10,000	\$ 10,000	0.00%
001-035-518-10-49-60	HR Gen Recruitment Expenses	\$ 614	\$ 668	\$ 621	\$ 1,350	\$ 6,850	407.41%
518	Centralized Services	\$ 78,134	\$ 122,532	\$ 101,490	\$ 202,737	\$ 151,813	-25.12%
035	Human Resources	\$ 151,779	\$ 167,985	\$ 101,490	\$ 252,737	\$ 186,813	-26.08%
514	Financial, Recording & Elect						
001-040-514-20-10-00	Finance Salaries & Wages	\$ 367,776	\$ 396,062	\$ 313,571	\$ 433,381	\$ 462,506	6.72%
001-040-514-20-11-00	Finance Overtime	\$ 2,041	\$ 1,321	\$ 1,854	\$ 2,000	\$ 2,000	0.00%
001-040-514-20-19-00	Finance - Salaries Indirect	\$ (241,637)	\$ (255,470)	\$ (191,602)	\$ (217,860)	\$ (255,470)	17.26%
001-040-514-20-21-00	Finance Retirement	\$ 45,435	\$ 44,490	\$ 31,332	\$ 44,422	\$ 48,262	8.65%
001-040-514-20-22-00	Finance L & I	\$ 1,055	\$ 782	\$ 908	\$ 1,378	\$ 2,339	69.67%
001-040-514-20-23-00	Finance FICA	\$ 27,752	\$ 29,836	\$ 23,755	\$ 33,154	\$ 35,535	7.18%
001-040-514-20-24-00	Finance Medical Insurance	\$ 86,789	\$ 90,870	\$ 72,707	\$ 94,699	\$ 89,646	-5.34%
001-040-514-20-25-00	Finance Life Insurance	\$ 41	\$ 41	\$ 30	\$ 41	\$ 41	0.00%
001-040-514-20-26-00	Finance ESD	\$ 562	\$ 634	\$ 1,521	\$ 636	\$ 1,012	59.11%
001-040-514-20-31-00	Finance Office Supplies	\$ 1,398	\$ 2,094	\$ 1,266	\$ 2,500	\$ 2,500	0.00%
001-040-514-20-31-10	Finance Operating Supplies	\$ 1,586	\$ 494	\$ 689	\$ 1,200	\$ 1,200	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-040-514-20-32-00	Finance Fuel Consumed	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
001-040-514-20-35-00	Finance Small Tools & Equip	\$ 493	\$ -	\$ 751	\$ 2,000	\$ 2,000	0.00%
001-040-514-20-41-00	Finance Professional Services	\$ 13,574	\$ 8,979	\$ 8,572	\$ 15,000	\$ 15,000	0.00%
001-040-514-20-41-19	Finance - Service Indirect	\$ (43,327)	\$ (37,403)	\$ (28,052)	\$ (45,493)	\$ (37,403)	-17.78%
001-040-514-20-41-70	Finance Confidential Shredding	\$ -	\$ 695	\$ -	\$ 1,000	\$ 1,200	20.00%
001-040-514-20-41-80	Finance Software Maintenance	\$ 29,547	\$ 21,459	\$ 19,649	\$ 26,400	\$ 28,400	7.58%
001-040-514-20-41-85	Finance Caselle Software Maint	\$ 4,513	\$ 2,400	\$ 1,800	\$ 2,400	\$ 2,400	0.00%
001-040-514-20-42-10	Finance Cell Phone	\$ 703	\$ 646	\$ 514	\$ 710	\$ 710	0.00%
001-040-514-20-42-20	Finance Postage	\$ 2,704	\$ 1,453	\$ 1,318	\$ 3,200	\$ 3,400	6.25%
001-040-514-20-42-30	Finance Telephone	\$ 483	\$ 483	\$ 363	\$ 780	\$ 800	2.56%
001-040-514-20-43-00	Finance Travel	\$ 12	\$ 75	\$ 596	\$ 2,500	\$ 3,500	40.00%
001-040-514-20-45-00	Finance Rentals	\$ 280	\$ 215	\$ 1,409	\$ 500	\$ 500	0.00%
001-040-514-20-45-52	Finance Trsf to CR&R	\$ -	\$ 5,280	\$ 5,092	\$ 6,790	\$ 6,004	-11.58%
001-040-514-20-48-00	Finance Repair & Maintenance	\$ 2,609	\$ 4,800	\$ 2,001	\$ 2,600	\$ 2,600	0.00%
001-040-514-20-49-00	Finance Miscellaneous	\$ 389	\$ 1,365	\$ -	\$ 500	\$ 500	0.00%
001-040-514-20-49-10	Finance Dues & Subscriptions	\$ 246	\$ 175	\$ 390	\$ 700	\$ 700	0.00%
001-040-514-20-49-20	Finance Training & Education	\$ 872	\$ 210	\$ 892	\$ 2,000	\$ 3,000	50.00%
001-040-514-20-49-90	Finance State Auditor Fees	\$ 52,577	\$ 46,816	\$ 1,496	\$ 60,000	\$ 72,000	20.00%
001-040-514-20-49-95	Finance Bank Service Charges	\$ 3,485	\$ 2,928	\$ 2,127	\$ 2,600	\$ 2,700	3.85%
514	Financial, Recording & Elect	\$ 361,956	\$ 371,729	\$ 274,950	\$ 479,837	\$ 497,681	3.72%
040	Financial Services	\$ 361,956	\$ 371,729	\$ 274,950	\$ 479,837	\$ 497,681	3.72%
515	Legal						
001-050-515-30-19-00	XLegal Salaries Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ -	
001-050-515-30-26-00	Legal ESD	\$ -	\$ -	\$ -	\$ -	\$ -	
001-050-515-30-41-19	Legal Service Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$ -	
001-050-515-30-42-00	Legal Communications	\$ -	\$ -	\$ -	\$ -	\$ -	
001-050-515-31-10-00	Legal Salaries & Wages	\$ 180,547	\$ 198,546	\$ 165,540	\$ 214,657	\$ 246,463	14.82%
001-050-515-31-10-10	Legal Part Time Wages	\$ 31,018	\$ 36,663	\$ 33,124	\$ 42,193	\$ 46,946	11.26%
001-050-515-31-11-00	Legal Overtime	\$ 23	\$ -	\$ -	\$ 1,800	\$ 1,800	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-050-515-31-19-00	Legal Salaries Indirect Cost	\$ (111,494)	\$ (120,849)	\$ (90,637)	\$ (100,106)	\$ (120,849)	20.72%
001-050-515-31-21-00	Legal Retirement	\$ 27,279	\$ 27,506	\$ 20,378	\$ 26,512	\$ 30,672	15.69%
001-050-515-31-22-00	Legal L & I	\$ 524	\$ 627	\$ 470	\$ 856	\$ 1,452	69.67%
001-050-515-31-23-00	Legal FICA	\$ 15,955	\$ 17,750	\$ 14,950	\$ 19,787	\$ 22,583	14.13%
001-050-515-31-24-00	Legal Medical Insurance	\$ 41,228	\$ 43,489	\$ 34,236	\$ 45,784	\$ 33,683	-26.43%
001-050-515-31-26-00	Legal ESD	\$ 311	\$ 345	\$ 318	\$ 380	\$ 643	69.43%
001-050-515-31-31-00	Legal Office Supplies	\$ 578	\$ 319	\$ 494	\$ 700	\$ 700	0.00%
001-050-515-31-32-00	Legal Fuel Consumed	\$ -	\$ -	\$ -	\$ 75	\$ 50	-33.33%
001-050-515-31-35-00	Legal Small Tools & Equip	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
001-050-515-31-41-00	Legal Professional Services	\$ 373	\$ 657	\$ 74	\$ 1,000	\$ 1,000	0.00%
001-050-515-31-41-19	Legal Service Indirect Cost	\$ (16,341)	\$ (3,673)	\$ (2,755)	\$ (17,158)	\$ (3,673)	-78.59%
001-050-515-31-42-00	Legal Communications	\$ 2	\$ -	\$ -	\$ -	\$ -	
001-050-515-31-42-20	Legal Postage	\$ 119	\$ 125	\$ 217	\$ 400	\$ 400	0.00%
001-050-515-31-42-30	Legal Telephone	\$ 176	\$ 184	\$ 528	\$ 400	\$ 500	25.00%
001-050-515-31-43-00	Legal Travel	\$ -	\$ -	\$ 1,449	\$ 4,000	\$ 4,000	0.00%
001-050-515-31-45-00	Legal Rentals	\$ 280	\$ 214	\$ 170	\$ 300	\$ 300	0.00%
001-050-515-31-45-52	Legal Trsf to CR&R	\$ -	\$ 3,595	\$ 2,760	\$ 3,680	\$ 6,006	63.20%
001-050-515-31-48-00	Legal Repair & Maintenance	\$ 904	\$ 824	\$ 522	\$ 500	\$ 400	-20.00%
001-050-515-31-49-10	Legal Dues & Subscriptions	\$ 3,763	\$ 3,306	\$ 2,188	\$ 3,200	\$ 3,200	0.00%
001-050-515-31-49-20	Legal Training & Education	\$ 738	\$ 650	\$ 1,769	\$ 2,250	\$ 2,250	0.00%
001-050-515-41-41-00	Legal Prof Svcs-External	\$ 36,579	\$ 69,195	\$ 55,043	\$ 60,000	\$ 94,200	57.00%
515	Legal	\$ 212,562	\$ 279,472	\$ 240,841	\$ 311,309	\$ 372,827	19.76%
518	Centralized Services						
001-050-518-30-43-00	Risk Mgt Travel	\$ -	\$ -	\$ -	\$ -	\$ 2,000	
001-050-518-30-46-00	Risk Mgt Prop & Liab Insurance	\$ 183,523	\$ 198,813	\$ 234,095	\$ 234,095	\$ 300,000	28.15%
001-050-518-30-49-10	Risk Mgt Dues & Subscriptions	\$ 200	\$ -	\$ -	\$ 400	\$ 400	0.00%
001-050-518-30-49-20	Risk Mgt Training & Education	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	0.00%
001-050-518-30-49-95	Risk Mgt Risk Management	\$ -	\$ -	\$ -	\$ -	\$ -	
518	Centralized Services	\$ 183,723	\$ 198,813	\$ 234,095	\$ 235,995	\$ 303,900	28.77%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
050	Legal/Risk Management Services	\$ 396,284	\$ 478,285	\$ 474,936	\$ 547,304	\$ 676,727	23.65%
524	Protective Inspection Services						
001-060-524-20-10-00	Inspect Salaries & Wages	\$ 119,094	\$ 106,513	\$ 156,671	\$ 232,501	\$ 276,657	18.99%
001-060-524-20-10-10	Inspect Part Time Wages	\$ 33,814	\$ 37,894	\$ 42,638	\$ 37,865	\$ 41,963	10.82%
001-060-524-20-11-00	Inspect Overtime	\$ 119	\$ -	\$ 220	\$ -	\$ -	
001-060-524-20-21-00	Inspect Retirement	\$ 19,514	\$ 16,862	\$ 20,186	\$ 27,722	\$ 33,105	19.42%
001-060-524-20-22-00	Inspect L & I	\$ 2,694	\$ 2,849	\$ 3,418	\$ 5,903	\$ 7,056	19.52%
001-060-524-20-23-00	Inspect FICA	\$ 11,550	\$ 10,906	\$ 15,088	\$ 20,690	\$ 24,374	17.81%
001-060-524-20-24-00	Inspect Medical Insurance	\$ 35,082	\$ 30,542	\$ 43,135	\$ 69,287	\$ 64,177	-7.37%
001-060-524-20-25-00	Inspect Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
001-060-524-20-26-00	Inspect ESD	\$ 224	\$ 212	\$ 320	\$ 397	\$ 694	74.88%
001-060-524-20-31-00	Inspect Office Supplies	\$ 185	\$ 590	\$ 485	\$ 800	\$ 856	7.00%
001-060-524-20-31-50	Inspect Public Educ Supplies	\$ 2,178	\$ -	\$ -	\$ 1,000	\$ 1,070	7.00%
001-060-524-20-32-00	Inspect Fuel Consumed	\$ 626	\$ 1,467	\$ 1,341	\$ 2,500	\$ 2,675	7.00%
001-060-524-20-35-00	Inspect Small Tools & Equip	\$ 486	\$ 240	\$ 39	\$ 1,000	\$ 1,070	7.00%
001-060-524-20-42-00	Inspect Communications	\$ -	\$ -	\$ -	\$ 1,050	\$ 1,124	7.05%
001-060-524-20-42-10	Inspect Cell Phone	\$ 1,910	\$ 1,799	\$ 1,431	\$ 1,410	\$ 1,509	7.02%
001-060-524-20-42-20	Inspect Postage	\$ 158	\$ 166	\$ 144	\$ 500	\$ 535	7.00%
001-060-524-20-42-30	Inspect Telephone	\$ 88	\$ 88	\$ 66	\$ 630	\$ 630	0.00%
001-060-524-20-43-00	Inspect Travel	\$ -	\$ 809	\$ 760	\$ 2,500	\$ 2,675	7.00%
001-060-524-20-45-51	Comm Dev Trsf to ER&R	\$ -	\$ 8,500	\$ 6,375	\$ 8,500	\$ 8,500	0.00%
001-060-524-20-48-00	Inspect Repairs & Maint	\$ 3,302	\$ 949	\$ 1,165	\$ 2,500	\$ 2,675	7.00%
001-060-524-20-49-10	Inspect Dues & Subscriptions	\$ 4	\$ 1,920	\$ 166	\$ 200	\$ 214	7.00%
001-060-524-20-49-20	Inspect Training & Education	\$ -	\$ 1,200	\$ 1,100	\$ 1,200	\$ 1,284	7.00%
001-060-524-60-10-00	CodeEnf Salaries & Wages	\$ 29,396	\$ 31,459	\$ -	\$ -	\$ -	
001-060-524-60-10-10	CodeEnf Part Time Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
001-060-524-60-11-00	CodeEnf Overtime	\$ 98	\$ -	\$ -	\$ -	\$ -	
001-060-524-60-21-00	CodeEnf Retirement	\$ 3,625	\$ 3,682	\$ -	\$ -	\$ -	
001-060-524-60-22-00	CodeEnf L & I	\$ 536	\$ 713	\$ -	\$ -	\$ -	
001-060-524-60-23-00	CodeEnf FICA	\$ 2,201	\$ 2,346	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-060-524-60-24-00	CodeEnf Medical Insurance	\$ 11,564	\$ 12,460	\$ -	\$ -	\$ -	
001-060-524-60-25-00	CondeEnf Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
001-060-524-60-26-00	CodeEnf ESD	\$ 43	\$ 46	\$ -	\$ -	\$ -	
001-060-524-60-31-00	CodeEnf Office Supplies	\$ -	\$ -	\$ -	\$ 150	\$ 161	7.33%
001-060-524-60-35-00	CodeEnf Small Tools & Equip	\$ -	\$ -	\$ -	\$ 100	\$ 107	7.00%
001-060-524-60-42-10	CodeEnf Cell Phone	\$ 648	\$ 646	\$ 514	\$ 780	\$ 780	0.00%
001-060-524-60-42-30	CodeEnf Telephone	\$ 88	\$ 88	\$ 66	\$ 630	\$ 630	0.00%
001-060-524-60-43-00	CodeEnf Travel	\$ -	\$ -	\$ -	\$ 200	\$ 214	7.00%
001-060-524-60-45-00	CodeEnf Rentals	\$ -	\$ -	\$ -	\$ 100	\$ 107	7.00%
001-060-524-60-48-00	CodeEnf Repair & Maint	\$ -	\$ -	\$ -	\$ 150	\$ 161	7.33%
001-060-524-60-49-10	CodeEnf Dues & Subscriptions	\$ -	\$ -	\$ -	\$ 50	\$ 54	8.00%
001-060-524-60-49-20	CodeEnf Training & Education	\$ -	\$ -	\$ -	\$ 100	\$ 107	7.00%
524	Protective Inspection Services	\$ 279,228	\$ 274,943	\$ 295,329	\$ 420,414	\$ 475,164	13.02%
558	Comm. Planning & Economic Dev.						
001-060-558-50-10-00	Permit Salaries & Wages	\$ 116,154	\$ 108,209	\$ 67,655	\$ 88,054	\$ 98,728	12.12%
001-060-558-50-11-00	Permit Overtime	\$ 1,148	\$ 1,972	\$ 713	\$ -	\$ -	
001-060-558-50-21-00	Permit Retirement	\$ 14,980	\$ 12,753	\$ 6,913	\$ 9,025	\$ 10,258	13.65%
001-060-558-50-22-00	Permit L & I	\$ 1,273	\$ 1,184	\$ 303	\$ 233	\$ 396	69.67%
001-060-558-50-23-00	Permit FICA	\$ 8,861	\$ 8,339	\$ 5,183	\$ 6,736	\$ 7,553	12.12%
001-060-558-50-24-00	Permit Medical Insurance	\$ 21,647	\$ 16,406	\$ 7,909	\$ 14,471	\$ 11,191	-22.67%
001-060-558-50-26-00	Permit ESD	\$ 172	\$ 162	\$ 109	\$ 129	\$ 215	66.45%
001-060-558-50-31-00	Permit Office Supplies	\$ 696	\$ 397	\$ 1,077	\$ 800	\$ 856	7.00%
001-060-558-50-31-10	Permit Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	
001-060-558-50-32-00	Permit Fuel Consumed	\$ 385	\$ 594	\$ 765	\$ 1,250	\$ 1,338	7.04%
001-060-558-50-35-00	Permit Small Tools & Equip	\$ 261	\$ 157	\$ 174	\$ 200	\$ 214	7.00%
001-060-558-50-41-80	Permit Tracking Software	\$ 10,300	\$ -	\$ -	\$ -	\$ -	
001-060-558-50-42-10	Permit Cell Phone	\$ 703	\$ 646	\$ 376	\$ 805	\$ 805	0.00%
001-060-558-50-42-20	Permit Postage	\$ -	\$ -	\$ 167	\$ 500	\$ 535	7.00%
001-060-558-50-42-30	Permit Telephone	\$ 88	\$ 88	\$ 66	\$ 680	\$ 680	0.00%
001-060-558-50-43-00	Permit Travel	\$ -	\$ -	\$ -	\$ 800	\$ 856	7.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-060-558-50-45-00	Permit Rentals	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,070	7.00%
001-060-558-50-48-00	Permit Repair & Maint	\$ 4,051	\$ 1,422	\$ 139	\$ 3,000	\$ 3,210	7.00%
001-060-558-50-49-10	Permit Dues & Subscriptions	\$ 230	\$ 95	\$ 366	\$ 200	\$ 214	7.00%
001-060-558-50-49-20	Permit Training & Education	\$ 625	\$ 1,725	\$ 1,168	\$ 1,000	\$ 1,070	7.00%
001-060-558-50-49-95	Permit Bank Service Charges	\$ 3,613	\$ 4,102	\$ 3,249	\$ 3,000	\$ 3,000	0.00%
001-060-558-60-10-00	Planning Salaries & Wages	\$ 180,257	\$ 195,587	\$ 142,944	\$ 200,160	\$ 225,165	12.49%
001-060-558-60-11-00	Planning Overtime	\$ 3,443	\$ 5,714	\$ 2,138	\$ 3,400	\$ 3,400	0.00%
001-060-558-60-21-00	Planning Retirement	\$ 22,903	\$ 22,808	\$ 14,300	\$ 20,865	\$ 23,748	13.82%
001-060-558-60-22-00	Planning L & I	\$ 382	\$ 479	\$ 301	\$ 554	\$ 940	69.67%
001-060-558-60-23-00	Planning FICA	\$ 13,934	\$ 15,270	\$ 10,980	\$ 15,572	\$ 17,485	12.28%
001-060-558-60-24-00	Planning Medical Insurance	\$ 22,959	\$ 24,720	\$ 15,194	\$ 27,381	\$ 28,153	2.82%
001-060-558-60-26-00	Planning ESD	\$ 270	\$ 295	\$ 232	\$ 299	\$ 498	66.68%
001-060-558-60-31-00	Planning Office Supplies	\$ 439	\$ 507	\$ 270	\$ 2,000	\$ 2,140	7.00%
001-060-558-60-31-10	Planning Operating Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	
001-060-558-60-35-00	Planning Small Tools & Equip	\$ 485	\$ 590	\$ 149	\$ 800	\$ 856	7.00%
001-060-558-60-41-00	Planning Professional Services	\$ 17,347	\$ 49,868	\$ 54,695	\$ 70,000	\$ 70,000	0.00%
001-060-558-60-41-90	Planning Public Notices	\$ 1,517	\$ 4,926	\$ 2,179	\$ 3,118	\$ 3,337	7.02%
001-060-558-60-42-10	Planning Cell Phone	\$ 703	\$ 646	\$ 514	\$ 705	\$ 705	0.00%
001-060-558-60-42-20	Planning Postage	\$ 245	\$ 543	\$ 216	\$ 3,000	\$ 3,000	0.00%
001-060-558-60-42-30	Planning Telephone	\$ 176	\$ 176	\$ 132	\$ 655	\$ 655	0.00%
001-060-558-60-43-00	Planning Travel	\$ -	\$ 642	\$ -	\$ 2,000	\$ 2,140	7.00%
001-060-558-60-45-00	Planning Rentals	\$ 2,765	\$ 2,720	\$ 2,234	\$ 3,500	\$ 3,745	7.00%
001-060-558-60-45-52	Comm Dev Trsf to CR&R	\$ -	\$ 8,240	\$ 6,180	\$ 8,240	\$ 8,240	0.00%
001-060-558-60-48-00	Planning Repair & Maint	\$ 5,343	\$ 415	\$ 527	\$ 3,000	\$ 3,210	7.00%
001-060-558-60-49-10	Planning Dues & Subscriptions	\$ 951	\$ 833	\$ 936	\$ 1,000	\$ 1,070	7.00%
001-060-558-60-49-20	Planning Training & Education	\$ 35	\$ -	\$ -	\$ 3,500	\$ 3,745	7.00%
558	Comm. Planning & Economic Dev.	\$ 459,339	\$ 493,230	\$ 350,451	\$ 501,632	\$ 544,420	8.53%
060	Comm Plan & Econ Developent	\$ 738,567	\$ 768,173	\$ 645,780	\$ 922,047	\$ 1,019,584	10.58%
518	Centralized Services						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-080-518-31-10-00	Fac Maint Salaries & Wages	\$ 224,215	\$ 226,146	\$ 178,291	\$ 244,451	\$ 261,098	6.81%
001-080-518-31-10-10	Fac Maint Part Time Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
001-080-518-31-10-15	Fac Maint Seasonal Wages	\$ -	\$ 8,247	\$ 4,311	\$ 27,732	\$ 30,103	8.55%
001-080-518-31-11-00	Fac Maint Overtime	\$ 1,811	\$ 2,693	\$ 1,288	\$ 4,500	\$ 4,500	0.00%
001-080-518-31-21-00	Fac Maint Retirement	\$ 25,263	\$ 26,157	\$ 17,986	\$ 25,517	\$ 27,596	8.14%
001-080-518-31-22-00	Fac Maint L & I	\$ 4,155	\$ 6,296	\$ 4,474	\$ 8,790	\$ 10,505	19.52%
001-080-518-31-23-00	Fac Maint FICA	\$ 16,947	\$ 17,849	\$ 13,848	\$ 21,166	\$ 22,621	6.87%
001-080-518-31-24-00	Fac Maint Medical Insurance	\$ 76,097	\$ 62,970	\$ 60,338	\$ 65,280	\$ 85,838	31.49%
001-080-518-31-25-00	Fac Maint Life Insurance	\$ 72	\$ 79	\$ 60	\$ 82	\$ 82	0.00%
001-080-518-31-26-00	Fac Maint ESD	\$ 365	\$ 348	\$ 246	\$ 406	\$ 644	58.65%
001-080-518-31-27-00	Fac Maint Prot Clothing	\$ 450	\$ 1,454	\$ 554	\$ 1,500	\$ 1,500	0.00%
001-080-518-31-31-00	Fac Maint Office Supplies	\$ 275	\$ 254	\$ -	\$ 1,000	\$ 1,050	5.00%
001-080-518-31-31-05	Fac Maint Seasonal Supplies	\$ -	\$ -	\$ 105	\$ 2,986	\$ 3,135	4.98%
001-080-518-31-31-10	Fac Maint Operating Supplies	\$ 18,297	\$ 43,124	\$ 25,013	\$ 50,000	\$ 52,500	5.00%
001-080-518-31-31-40	Fac Maint Janitor Supplies	\$ 19,497	\$ 11,549	\$ 12,697	\$ 20,000	\$ 21,000	5.00%
001-080-518-31-32-00	Fac Maint Fuel Consumed	\$ 1,869	\$ 4,280	\$ 3,880	\$ 5,000	\$ 5,250	5.00%
001-080-518-31-35-00	Fac Maint Small Tools & Equip	\$ 1,615	\$ 3,726	\$ 1,632	\$ 5,000	\$ 5,250	5.00%
001-080-518-31-41-00	Fac Maint Professional Svcs	\$ 135	\$ -	\$ 143	\$ -	\$ -	
001-080-518-31-41-10	Fac Maint Alarm Montrg Svcs	\$ 12,106	\$ 9,428	\$ 10,315	\$ 7,500	\$ 7,500	0.00%
001-080-518-31-42-10	Fac Maint Cell Phone	\$ 3,223	\$ 3,143	\$ 2,535	\$ 3,200	\$ 3,200	0.00%
001-080-518-31-42-30	Fac Maint Telephone	\$ 1,552	\$ 1,582	\$ 1,197	\$ 3,000	\$ 3,000	0.00%
001-080-518-31-43-00	Fac Maint Travel	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
001-080-518-31-45-00	Fac Maint Rentals	\$ 39	\$ 2,116	\$ -	\$ 2,500	\$ 2,600	4.00%
001-080-518-31-45-51	Fac Maint Trsf to ER&R	\$ -	\$ 18,385	\$ 13,789	\$ 18,385	\$ 18,385	0.00%
001-080-518-31-45-52	Fac Maint Trsf to CR&R	\$ -	\$ 2,630	\$ 1,973	\$ 2,630	\$ 2,394	-8.97%
001-080-518-31-47-00	Fac Maint Util City Hall	\$ 34,647	\$ 37,883	\$ 28,731	\$ 38,000	\$ 39,000	2.63%
001-080-518-31-47-01	Fac Maint Util Byways Center	\$ 16,027	\$ 15,112	\$ 12,131	\$ 15,000	\$ 15,500	3.33%
001-080-518-31-47-02	Fac Maint Util Library	\$ 12,506	\$ 24,842	\$ 23,863	\$ 35,000	\$ 35,500	1.43%
001-080-518-31-47-03	Fac Maint Util Pks & Rec	\$ 16,328	\$ 17,252	\$ 13,782	\$ 16,000	\$ 16,500	3.13%
001-080-518-31-47-04	Fac Maint Util Comm Hall	\$ 14,841	\$ 17,136	\$ 9,795	\$ 21,000	\$ 21,500	2.38%
001-080-518-31-47-05	Fac Maint Util Police	\$ 23,630	\$ 42,629	\$ 34,373	\$ 45,675	\$ 46,500	1.81%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-080-518-31-47-06	Fac Maint Util Storage	\$ 4,283	\$ 4,836	\$ 3,989	\$ 5,000	\$ 5,025	0.50%
001-080-518-31-47-08	Fac Maint Util Fire	\$ 28,123	\$ 31,506	\$ 23,158	\$ 30,000	\$ 30,600	2.00%
001-080-518-31-48-00	Fac Maint Repair & Maint	\$ 19,622	\$ 69,613	\$ 29,253	\$ 150,000	\$ 50,000	-66.67%
001-080-518-31-48-02	Fac Maint Vehicle Maint	\$ 610	\$ 143	\$ 388	\$ 3,000	\$ 3,150	5.00%
001-080-518-31-49-10	Fac Maint Dues & Subscription	\$ 34	\$ 278	\$ 176	\$ 100	\$ 100	0.00%
001-080-518-31-49-20	Fac Maint Training & Educ	\$ 215	\$ 3,711	\$ -	\$ 2,000	\$ 2,100	5.00%
001-080-518-31-49-50	Fac Maint Uniforms & Mats	\$ 1,319	\$ 858	\$ 585	\$ 1,500	\$ 1,575	5.00%
001-080-518-31-49-60	Fac Maint Regulatory Fees	\$ 415	\$ 248	\$ 1,248	\$ 250	\$ 250	0.00%
001-080-518-31-49-99	Fac Maint Dike Assessment	\$ 25,421	\$ 19,192	\$ 17,100	\$ 32,000	\$ 32,000	0.00%
518	Centralized Services	\$ 606,003	\$ 737,697	\$ 553,244	\$ 915,651	\$ 869,551	-5.03%
594	Capital Expenditures						
001-080-594-18-64-01	Fac Maint Equipment	\$ -	\$ -	\$ 3,823	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ 3,823	\$ -	\$ -	
080	Facilities Maintenance	\$ 606,003	\$ 737,697	\$ 557,067	\$ 915,651	\$ 869,551	-5.03%
518	Centralized Services						
001-085-518-81-10-00	IT Salaries & Wages	\$ 164,360	\$ 184,317	\$ 151,652	\$ 193,872	\$ 196,307	1.26%
001-085-518-81-11-00	IT Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-81-19-00	IT - Salaries Indirect Cost	\$ (46,568)	\$ (51,409)	\$ (38,557)	\$ (41,680)	\$ (51,409)	23.34%
001-085-518-81-21-00	IT Retirement	\$ 21,193	\$ 21,374	\$ 15,416	\$ 19,872	\$ 20,396	2.64%
001-085-518-81-22-00	IT L & I	\$ 336	\$ 484	\$ 338	\$ 555	\$ 942	69.67%
001-085-518-81-23-00	IT FICA	\$ 12,323	\$ 13,858	\$ 11,408	\$ 14,831	\$ 15,018	1.26%
001-085-518-81-24-00	IT Medical Insurance	\$ 51,016	\$ 51,961	\$ 41,090	\$ 54,689	\$ 52,917	-3.24%
001-085-518-81-26-00	IT ESD	\$ 241	\$ 271	\$ 243	\$ 285	\$ 428	50.31%
001-085-518-81-31-00	IT Office Supplies	\$ 182	\$ 906	\$ 316	\$ 500	\$ 500	0.00%
001-085-518-81-31-10	IT Operating Supplies	\$ 393	\$ 3,812	\$ 4,220	\$ 9,000	\$ 9,000	0.00%
001-085-518-81-32-00	IT Fuel Consumed	\$ 141	\$ 269	\$ 80	\$ 250	\$ 250	0.00%
001-085-518-81-35-00	IT Small Tools & Equipment	\$ -	\$ -	\$ -	\$ 150	\$ 150	0.00%
001-085-518-81-35-10	IT Computer Hardware	\$ 1,601	\$ 6,464	\$ -	\$ 20,000	\$ -	-100.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-085-518-81-41-00	IT Professional Services	\$ 163	\$ 799	\$ -	\$ -	\$ -	
001-085-518-81-41-19	IT - Service Indirect Cost	\$ (8,118)	\$ (16,980)	\$ (12,735)	\$ (8,524)	\$ (16,980)	99.20%
001-085-518-81-41-60	IT Web Site Hosting	\$ 6,411	\$ 5,802	\$ 6,092	\$ 7,500	\$ 7,500	0.00%
001-085-518-81-41-64	IT Software Support	\$ -	\$ 1,322	\$ -	\$ 5,000	\$ 5,000	0.00%
001-085-518-81-42-10	IT Cell Phone	\$ 1,911	\$ 1,799	\$ 1,431	\$ 2,100	\$ 2,100	0.00%
001-085-518-81-42-20	IT Postage	\$ -	\$ 48	\$ 33	\$ 25	\$ 25	0.00%
001-085-518-81-42-30	IT Telephone	\$ 128	\$ 88	\$ 66	\$ 725	\$ 725	0.00%
001-085-518-81-42-50	IT Network Communications	\$ 1,252	\$ 2,010	\$ 800	\$ 15,000	\$ -	-100.00%
001-085-518-81-43-00	IT Travel	\$ 358	\$ -	\$ -	\$ 2,000	\$ -	-100.00%
001-085-518-81-45-00	IT Rentals	\$ 280	\$ 214	\$ 170	\$ 50	\$ 50	0.00%
001-085-518-81-45-52	IT Trsf to CR&R	\$ -	\$ 7,062	\$ 5,297	\$ 7,063	\$ 5,112	-27.62%
001-085-518-81-48-00	IT Repairs & Maintenance	\$ 119	\$ 642	\$ 1,241	\$ 4,500	\$ 4,500	0.00%
001-085-518-81-49-10	IT Dues & Subscriptions	\$ 443	\$ 513	\$ 176	\$ 250	\$ 250	0.00%
001-085-518-81-49-20	IT Training & Education	\$ -	\$ -	\$ -	\$ 4,000	\$ -	-100.00%
001-085-518-81-49-60	IT Sftwre Licensing & Support	\$ 30,106	\$ 58,165	\$ 32,764	\$ 87,608	\$ 87,608	0.00%
001-085-518-82-31-60	DNU Fiber Conduit	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-31-62	DNU Fiber Spools	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-31-64	DNU Fiber Parts	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-31-65	DNU Fiber Vaults	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-35-00	DNU Fiber Small Tools & Equip	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-41-00	DNUFiber Professional Services	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-41-01	DNU Fiber Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-42-60	DNUFiber InternetCommunication	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-43-00	DNU Fiber Travel	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-48-00	DNUFiber Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	
001-085-518-82-49-20	DNU Fiber Training & Education	\$ -	\$ -	\$ -	\$ -	\$ -	
518	Centralized Services	\$ 238,272	\$ 293,791	\$ 221,543	\$ 399,620	\$ 340,390	-14.82%
085	Information Technology	\$ 238,272	\$ 293,791	\$ 221,543	\$ 399,620	\$ 340,390	-14.82%
521	Law Enforcement						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-090-521-20-10-00	Police Salaries & Wages	\$ 2,582,536	\$ 2,776,805	\$ 2,099,830	\$ 2,987,440	\$ 3,252,256	8.86%
001-090-521-20-11-00	Police Overtime	\$ 86,757	\$ 109,232	\$ 118,129	\$ 120,000	\$ 120,000	0.00%
001-090-521-20-11-01	Police Outside Overtime	\$ 7,390	\$ 1,013	\$ -	\$ 4,100	\$ 4,100	0.00%
001-090-521-20-12-00	Police Holiday	\$ 79,813	\$ 85,950	\$ 42,682	\$ 98,585	\$ 108,670	10.23%
001-090-521-20-21-00	Police Retirement	\$ 157,650	\$ 167,539	\$ 123,042	\$ 189,487	\$ 206,141	8.79%
001-090-521-20-22-00	Police L & I	\$ 57,180	\$ 70,237	\$ 47,528	\$ 87,643	\$ 101,062	15.31%
001-090-521-20-23-00	Police FICA	\$ 209,119	\$ 224,566	\$ 171,190	\$ 245,775	\$ 266,862	8.58%
001-090-521-20-24-00	Police Medical Insurance	\$ 627,276	\$ 619,724	\$ 432,580	\$ 674,899	\$ 681,712	1.01%
001-090-521-20-24-10	Police Retired LEOFF I Med Ins	\$ 28,544	\$ 32,017	\$ 23,028	\$ 22,000	\$ 32,000	45.45%
001-090-521-20-25-00	Police Life Insurance	\$ 10	\$ -	\$ -	\$ 61	\$ 102	66.67%
001-090-521-20-26-00	Police ESD	\$ 1,733	\$ 4,331	\$ 3,592	\$ 4,712	\$ 7,595	61.16%
001-090-521-20-27-00	Police Det Clothing Allowance	\$ 2,292	\$ 2,167	\$ -	\$ 2,000	\$ 2,000	0.00%
001-090-521-20-31-00	Police Office Supplies	\$ 4,058	\$ 3,330	\$ 3,017	\$ 3,500	\$ 3,500	0.00%
001-090-521-20-31-10	Police Proj Lifesaver Supplies	\$ -	\$ 1,232	\$ 731	\$ 2,000	\$ 3,000	50.00%
001-090-521-20-31-20	Police General Oper Supplies	\$ 11,933	\$ 22,499	\$ 9,846	\$ 33,000	\$ 33,000	0.00%
001-090-521-20-31-30	Police Oper Supplies Firearms	\$ 8,996	\$ 11,964	\$ 7,710	\$ 12,500	\$ 12,500	0.00%
001-090-521-20-31-40	Police Oper Supplies Training	\$ 1,381	\$ 1,337	\$ 5,019	\$ 5,000	\$ 5,000	0.00%
001-090-521-20-31-50	Police Oper Supplies Veh Maint	\$ 2,248	\$ 2,110	\$ 585	\$ 3,000	\$ 3,000	0.00%
001-090-521-20-31-60	Police Op Supplies Less Lethal	\$ 3,235	\$ 246	\$ 1,543	\$ 1,800	\$ 1,800	0.00%
001-090-521-20-31-70	Police Oper Supplies Unif & Eq	\$ 50,843	\$ 52,017	\$ 21,171	\$ 66,500	\$ 66,500	0.00%
001-090-521-20-32-00	Police Fuel Consumed	\$ 27,974	\$ 41,063	\$ 35,518	\$ 35,000	\$ 55,000	57.14%
001-090-521-20-35-00	Police Small Tools & Equipment	\$ 546	\$ 3,603	\$ 2,283	\$ 3,350	\$ 3,350	0.00%
001-090-521-20-35-10	Police Youth Outreach Supplies	\$ 1,168	\$ 4,810	\$ 4,746	\$ 8,000	\$ 8,000	0.00%
001-090-521-20-35-20	Less Lethal/Firearms	\$ 8,150	\$ 4,793	\$ 16,754	\$ 18,000	\$ 23,000	27.78%
001-090-521-20-35-30	Police Small Tools	\$ -	\$ 4,701	\$ -	\$ -	\$ -	
001-090-521-20-35-40	Police Small Tools Trning Eqp	\$ 10,382	\$ 682	\$ 125	\$ 1,900	\$ 1,900	0.00%
001-090-521-20-35-50	Police Small Tools Radios	\$ 19,917	\$ 32,323	\$ 7,199	\$ 35,000	\$ 35,000	0.00%
001-090-521-20-41-00	Police Professional Services	\$ 10,689	\$ 4,677	\$ 2,638	\$ 13,250	\$ 13,250	0.00%
001-090-521-20-41-70	Police Confidential Shredding	\$ -	\$ -	\$ -	\$ -	\$ -	
001-090-521-20-42-10	Police Cell Phone	\$ 18,066	\$ 17,165	\$ 15,596	\$ 18,000	\$ 18,000	0.00%
001-090-521-20-42-20	Police Postage	\$ 14	\$ 8	\$ 7	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-090-521-20-42-30	Police Telephone/Communication	\$ 2,468	\$ 2,681	\$ 1,589	\$ 3,700	\$ 3,700	0.00%
001-090-521-20-43-00	Police Travel	\$ 2,423	\$ 8,019	\$ 8,520	\$ 20,000	\$ 24,000	20.00%
001-090-521-20-45-00	Police Rentals	\$ 13,253	\$ 9,684	\$ 9,030	\$ 11,000	\$ 11,000	0.00%
001-090-521-20-45-51	Police Trsf to ER&R	\$ 152,000	\$ 128,867	\$ 79,250	\$ 105,667	\$ 65,500	-38.01%
001-090-521-20-45-52	Police Trsf to CR&R	\$ -	\$ 51,875	\$ 23,651	\$ 31,535	\$ 46,273	46.74%
001-090-521-20-48-00	Police Equip Repair & Maint	\$ 7,637	\$ 4,507	\$ 1,489	\$ 18,500	\$ 18,500	0.00%
001-090-521-20-48-01	Police Vehicle Maint	\$ 38,121	\$ 49,144	\$ 29,933	\$ 50,000	\$ 50,000	0.00%
001-090-521-20-49-10	Police Dues & Subscriptions	\$ 78,750	\$ 103,488	\$ 43,341	\$ 72,060	\$ 72,060	0.00%
001-090-521-20-49-20	Police Training & Education	\$ 8,076	\$ 29,221	\$ 15,288	\$ 45,000	\$ 45,000	0.00%
001-090-521-20-49-55	Police Car Washes	\$ -	\$ -	\$ -	\$ -	\$ -	
001-090-521-20-49-57	Police Dry Cleaning	\$ -	\$ -	\$ -	\$ -	\$ -	
001-090-521-20-49-60	Police Regulatory Fees	\$ -	\$ 300	\$ -	\$ -	\$ -	
001-090-521-20-49-90	Enhanced 911	\$ -	\$ -	\$ 170,472	\$ 222,129	\$ 289,572	30.36%
521	Law Enforcement	\$ 4,322,629	\$ 4,689,927	\$ 3,578,653	\$ 5,276,093	\$ 5,693,905	7.92%
523	Detention / Correction Service						
001-090-523-60-49-90	Police Care & Cust of Prisoner	\$ 70,299	\$ 64,077	\$ 45,176	\$ 100,000	\$ 100,000	0.00%
001-090-523-60-49-91	Police Care & Cust-Jail	\$ -	\$ -	\$ -	\$ -	\$ -	
523	Detention / Correction Service	\$ 70,299	\$ 64,077	\$ 45,176	\$ 100,000	\$ 100,000	0.00%
554	Environmental Services						
001-090-554-30-31-00	Animal Control Supplies	\$ 83	\$ 302	\$ 1,264	\$ 1,000	\$ 1,000	0.00%
001-090-554-30-41-00	Animal Control Prof Services	\$ 14,486	\$ 7,824	\$ 6,072	\$ 12,000	\$ 12,000	0.00%
001-090-554-30-48-00	Animal Control Maint	\$ -	\$ -	\$ -	\$ -	\$ -	
554	Environmental Services	\$ 14,569	\$ 8,125	\$ 7,335	\$ 13,000	\$ 13,000	0.00%
594	Capital Expenditures						
001-090-594-21-64-04	Police WASPC Traf Saf Intox	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	
090	Police	\$ 4,407,497	\$ 4,762,130	\$ 3,631,165	\$ 5,389,093	\$ 5,806,905	7.75%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
572	Libraries						
001-104-572-20-10-00	Library Salaries & Wages	\$ 374,169	\$ 426,917	\$ 302,373	\$ 463,286	\$ 499,540	7.83%
001-104-572-20-10-10	Library Part Time Wages	\$ 119,712	\$ 147,788	\$ 137,063	\$ 190,737	\$ 225,434	18.19%
001-104-572-20-11-00	Library Overtime	\$ 2,548	\$ -	\$ -	\$ -	\$ -	
001-104-572-20-21-00	Library Retirement	\$ 62,544	\$ 65,764	\$ 41,525	\$ 67,037	\$ 75,325	12.36%
001-104-572-20-22-00	Library L & I	\$ 1,605	\$ 2,268	\$ 1,631	\$ 2,881	\$ 5,121	77.75%
001-104-572-20-23-00	Library FICA	\$ 37,377	\$ 43,435	\$ 33,120	\$ 50,033	\$ 55,461	10.85%
001-104-572-20-24-00	Library Medical Insurance	\$ 116,744	\$ 135,801	\$ 87,046	\$ 130,970	\$ 124,966	-4.58%
001-104-572-20-26-00	Library ESD	\$ 729	\$ 844	\$ 700	\$ 960	\$ 1,580	64.55%
001-104-572-20-31-00	Library Office Supplies	\$ 1,068	\$ 2,742	\$ 2,740	\$ 4,000	\$ 4,000	0.00%
001-104-572-20-31-10	Library Operating Supplies	\$ 2,172	\$ 7,256	\$ 3,117	\$ 5,500	\$ 5,500	0.00%
001-104-572-20-35-00	Library Small Tools & Equip	\$ 605	\$ 3,214	\$ 1,146	\$ 3,300	\$ 3,300	0.00%
001-104-572-20-39-00	Library Books & Materials	\$ 22,532	\$ 76,090	\$ 43,180	\$ 85,000	\$ 85,000	0.00%
001-104-572-20-39-50	Library Skagit Co Contrib	\$ 8,976	\$ 9,283	\$ -	\$ 8,000	\$ 8,000	0.00%
001-104-572-20-41-00	Library Professional Services	\$ 152	\$ -	\$ -	\$ 1,100	\$ 1,100	0.00%
001-104-572-20-41-01	Library Advertising	\$ 1,192	\$ 1,060	\$ 373	\$ 2,000	\$ 2,000	0.00%
001-104-572-20-42-10	Library Cell Phone	\$ 703	\$ 646	\$ 514	\$ 750	\$ 750	0.00%
001-104-572-20-42-20	Library Postage	\$ 1,944	\$ 3,118	\$ 8	\$ 3,350	\$ 3,350	0.00%
001-104-572-20-42-30	Library Telephone	\$ 791	\$ 791	\$ 594	\$ 600	\$ 600	0.00%
001-104-572-20-42-50	Library Internet Connection	\$ 2,388	\$ 2,388	\$ 1,393	\$ 2,600	\$ 2,600	0.00%
001-104-572-20-43-00	Library Travel	\$ -	\$ -	\$ 997	\$ 1,000	\$ 1,000	0.00%
001-104-572-20-45-00	Library Rentals	\$ 1,646	\$ 2,364	\$ 1,807	\$ 3,200	\$ 3,200	0.00%
001-104-572-20-45-52	Library Trsf to CR&R	\$ -	\$ 52,900	\$ 29,153	\$ 38,870	\$ 32,321	-16.85%
001-104-572-20-48-00	Library Repair & Maintenance	\$ 4,219	\$ 6,134	\$ 8,472	\$ 5,000	\$ 5,000	0.00%
001-104-572-20-49-10	Library Dues & Subscriptions	\$ 19,724	\$ 25,395	\$ 25,186	\$ 29,100	\$ 34,000	16.84%
001-104-572-20-49-20	Library Training & Education	\$ 1,742	\$ 1,203	\$ 1,631	\$ 6,000	\$ 6,000	0.00%
001-104-572-20-49-60	Library Software Maintenance	\$ 9,265	\$ 7,645	\$ 6,773	\$ 10,300	\$ 18,000	74.76%
001-104-572-20-49-95	Library Bank Service Charges	\$ 196	\$ 258	\$ 134	\$ 600	\$ 600	0.00%
572	Libraries	\$ 794,745	\$ 1,025,304	\$ 730,675	\$ 1,116,175	\$ 1,203,747	7.85%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
594	Capital Expenditures						
001-104-594-72-64-20	Library WSL ARPA Equipment	\$ -	\$ -	\$ 5,203	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ 5,203	\$ -	\$ -	
104	Library	\$ 794,745	\$ 1,025,304	\$ 735,879	\$ 1,116,175	\$ 1,203,747	7.85%
522	Fire & Emergency Medical						
001-105-522-20-31-10	Fire Inv Operating Supplies	\$ -	\$ -	\$ 22	\$ 1,000	\$ 1,000	0.00%
001-105-522-20-49-90	Enhanced 911	\$ 213,380	\$ 239,092	\$ -	\$ -	\$ -	
001-105-522-30-10-00	Fire Inv Salaries & Wages	\$ 16,594	\$ 17,939	\$ 14,938	\$ 18,960	\$ 21,215	11.90%
001-105-522-30-10-10	Fire Inv Part Time Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
001-105-522-30-21-00	Fire Inv Retirement	\$ 2,139	\$ 2,103	\$ 1,532	\$ 2,433	\$ 2,722	11.90%
001-105-522-30-22-00	Fire Inv L & I	\$ 268	\$ 333	\$ 219	\$ 358	\$ 428	19.52%
001-105-522-30-23-00	Fire Inv FICA	\$ 1,247	\$ 1,351	\$ 1,126	\$ 1,450	\$ 1,623	11.90%
001-105-522-30-24-00	Fire Inv Medical Insurance	\$ 4,880	\$ 4,849	\$ 3,816	\$ 5,104	\$ 5,309	4.02%
001-105-522-30-26-00	Fire Inv ESD	\$ 24	\$ 26	\$ 24	\$ 28	\$ 46	66.12%
001-105-522-30-31-50	Fire Inv Clothing & Uniforms	\$ 771	\$ 4,089	\$ 934	\$ 1,300	\$ 1,391	7.00%
001-105-522-30-41-00	Fire Inv Professional Svcs	\$ -	\$ -	\$ -	\$ -	\$ -	
001-105-522-30-43-30	Fire Inv Travel	\$ -	\$ -	\$ 1,574	\$ 2,000	\$ 2,140	7.00%
001-105-522-30-45-00	Fire Inv Spec Equip Rentals	\$ -	\$ 606	\$ -	\$ 1,500	\$ 1,605	7.00%
001-105-522-30-49-10	Fire Inv Dues & Subscriptions	\$ 4	\$ 100	\$ 101	\$ 200	\$ 214	7.00%
001-105-522-30-49-20	Fire Inv Training & Education	\$ 125	\$ -	\$ 1,292	\$ 2,000	\$ 2,140	7.00%
001-105-522-30-49-30	Fire Inv Specialty Materials	\$ 583	\$ 125	\$ 1,772	\$ 2,000	\$ 2,140	7.00%
522	Fire & Emergency Medical	\$ 240,016	\$ 270,613	\$ 27,348	\$ 38,333	\$ 41,973	9.50%
525	Disaster Services						
001-105-525-20-10-00	Disaster Response Salaries	\$ 167,828	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-10-10	Disaster Response PT Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-11-00	Disaster Response Overtime	\$ -	\$ 126	\$ -	\$ -	\$ -	
001-105-525-20-21-00	Dis Resp Retirement	\$ 18,537	\$ 13	\$ -	\$ -	\$ -	
001-105-525-20-22-00	Dis Resp L & I	\$ 968	\$ 2	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-105-525-20-23-00	Dis Resp FICA	\$ 10,718	\$ 10	\$ -	\$ -	\$ -	
001-105-525-20-24-00	Dis Resp Medical Insurance	\$ 48,935	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-25-00	Dis Resp Life Insurance	\$ 15	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-26-00	PDFMLR	\$ 217	\$ 0	\$ -	\$ -	\$ -	
001-105-525-20-30-00	COVID-19 Sup Mission #20-0265	\$ 74,750	\$ 14,843	\$ 2,007	\$ -	\$ -	
001-105-525-20-30-01	Flood Supplies Mission#21-4321	\$ -	\$ -	\$ 7,298	\$ -	\$ -	
001-105-525-20-30-02	AmRescuePlanAct -ARPA Supplies	\$ -	\$ -	\$ 13,575	\$ 12,000	\$ 12,000	0.00%
001-105-525-20-40-00	COVID-19 Svc Mission #20-0265	\$ 1,744	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-40-01	Flood Services Mission#21-4321	\$ -	\$ 4,096	\$ 27,123	\$ -	\$ -	
001-105-525-20-40-02	AmRescuePlanAct -ARPA Services	\$ -	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-41-00	Emerg Mgt Professional Svcs	\$ 594	\$ -	\$ -	\$ -	\$ -	
001-105-525-20-49-90	Emergency Services	\$ 24,609	\$ 24,609	\$ 23,655	\$ 23,000	\$ 23,000	0.00%
001-105-525-20-60-00	COVID-19 Mission #20-0265	\$ -	\$ -	\$ -	\$ -	\$ -	
001-105-525-60-49-90	NW WA Incident Mgmt Team	\$ 193	\$ -	\$ -	\$ 450	\$ 450	0.00%
525	Disaster Services	\$ 349,109	\$ 43,699	\$ 73,658	\$ 35,450	\$ 35,450	0.00%
594	Capital Expenditures						
001-105-594-72-64-20	Library ARPA Equipment	\$ -	\$ -	\$ 21,824	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ 21,824	\$ -	\$ -	
105	Fire Investigation	\$ 589,124	\$ 314,312	\$ 122,830	\$ 73,783	\$ 77,423	4.93%
544	Roads/Streets Operations						
001-110-544-20-10-00	Eng Salaries & Wages	\$ 232,893	\$ 262,050	\$ 221,825	\$ 300,213	\$ 318,839	6.20%
001-110-544-20-11-00	Eng Overtime	\$ 285	\$ 268	\$ -	\$ -	\$ -	
001-110-544-20-19-00	Eng Salaries Indirect Cost	\$ (126,332)	\$ (130,700)	\$ (98,025)	\$ (114,303)	\$ (130,700)	14.35%
001-110-544-20-21-00	Eng Retirement	\$ 29,278	\$ 30,084	\$ 22,300	\$ 30,772	\$ 33,127	7.65%
001-110-544-20-22-00	Eng L& I	\$ 880	\$ 1,472	\$ 1,216	\$ 754	\$ 1,187	57.33%
001-110-544-20-23-00	Eng FICA	\$ 17,678	\$ 19,912	\$ 16,874	\$ 22,966	\$ 24,391	6.20%
001-110-544-20-24-00	Eng Medical Insurance	\$ 36,796	\$ 38,152	\$ 27,581	\$ 54,822	\$ 36,310	-33.77%
001-110-544-20-26-00	Eng ESD	\$ 342	\$ 385	\$ 356	\$ 441	\$ 695	57.66%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-110-544-20-27-00	Eng Protective Clothing	\$ 69	\$ -	\$ -	\$ 300	\$ 300	0.00%
001-110-544-20-31-00	Eng Office Supplies	\$ 2,393	\$ 1,858	\$ 3,833	\$ 2,000	\$ 5,000	150.00%
001-110-544-20-32-00	Eng Fuel Consumed	\$ 467	\$ 660	\$ 707	\$ 1,000	\$ 1,500	50.00%
001-110-544-20-35-00	Eng Small Tools & Equipment	\$ 30	\$ -	\$ 54	\$ 1,000	\$ 1,100	10.00%
001-110-544-20-41-00	Eng Professional Services	\$ 81	\$ -	\$ -	\$ 3,000	\$ 5,000	66.67%
001-110-544-20-41-05	Eng Consultant Dev Review	\$ -	\$ -	\$ -	\$ 1,000	\$ 2,000	100.00%
001-110-544-20-41-10	Eng Advertising	\$ 237	\$ 870	\$ 129	\$ 1,000	\$ 1,000	0.00%
001-110-544-20-41-19	Eng Service Indirect Cost	\$ (1,472)	\$ (3,880)	\$ (2,910)	\$ (1,546)	\$ (3,880)	151.04%
001-110-544-20-42-10	Eng Cell Phone	\$ 2,816	\$ 2,584	\$ 2,180	\$ 3,000	\$ 3,300	10.00%
001-110-544-20-42-20	Eng Postage	\$ 37	\$ 218	\$ 10	\$ 500	\$ 500	0.00%
001-110-544-20-42-30	Eng Telephone	\$ 527	\$ 527	\$ 396	\$ 720	\$ 720	0.00%
001-110-544-20-43-00	Eng Travel	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
001-110-544-20-45-00	Eng Rentals	\$ 280	\$ 214	\$ 863	\$ 200	\$ 500	150.00%
001-110-544-20-45-51	Engineering Trsf to ER&R	\$ -	\$ 7,300	\$ 5,475	\$ 7,300	\$ 7,300	0.00%
001-110-544-20-45-52	Engineering Trsf to CR&R	\$ -	\$ 9,425	\$ 7,069	\$ 9,425	\$ 17,506	85.74%
001-110-544-20-48-00	Eng Repair & Maint	\$ 2,230	\$ 3,520	\$ 797	\$ 5,000	\$ 6,000	20.00%
001-110-544-20-49-10	Eng Dues & Subscriptions	\$ 1,351	\$ 1,131	\$ 290	\$ 1,000	\$ 1,000	0.00%
001-110-544-20-49-20	Eng Training & Education	\$ -	\$ 170	\$ -	\$ 2,000	\$ 2,000	0.00%
544	Roads/Streets Operations	\$ 200,867	\$ 246,221	\$ 211,020	\$ 333,064	\$ 335,195	0.64%
110	Engineering	\$ 200,867	\$ 246,221	\$ 211,020	\$ 333,064	\$ 335,195	0.64%
564	Mental Health Services						
001-112-564-41-41-00	Mntl Hlth Skagit Domestic Viol	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	0.00%
001-112-564-41-41-01	Mntl Hlth SDV & SAS Crim Just	\$ 4,500	\$ 3,405	\$ 2,214	\$ 3,000	\$ 3,000	0.00%
001-112-564-41-41-02	Mntl Hlth Skagit Co CommAction	\$ -	\$ -	\$ -	\$ 15,000	\$ 7,500	-50.00%
564	Mental Health Services	\$ 4,500	\$ 3,405	\$ 2,214	\$ 19,500	\$ 12,000	-38.46%
566	Chemical Dependency Services						
001-112-566-41-41-00	Mntl Hlth Alcohol Program	\$ 12,906	\$ 13,776	\$ 10,240	\$ 13,526	\$ 14,000	3.50%
566	Chemical Dependency Services	\$ 12,906	\$ 13,776	\$ 10,240	\$ 13,526	\$ 14,000	3.50%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
569	Aging & Disability Services						
001-112-569-10-41-70	Sr Svc Senior Services	\$ 12,968	\$ 16,610	\$ 6,763	\$ 15,000	\$ 17,000	13.33%
569	Aging & Disability Services	\$ 12,968	\$ 16,610	\$ 6,763	\$ 15,000	\$ 17,000	13.33%
112	Mental Health	\$ 30,374	\$ 33,791	\$ 19,217	\$ 48,026	\$ 43,000	-10.47%
573	Cultural & Community Events						
001-114-573-90-10-00	Festivals Salaries & Wages	\$ -	\$ -	\$ 234	\$ -	\$ -	
001-114-573-90-10-10	Festivals Part Time Wages	\$ -	\$ -	\$ -	\$ 686	\$ 745	8.55%
001-114-573-90-10-15	Festivals Seasonal Wages	\$ -	\$ -	\$ -	\$ 431	\$ 468	8.55%
001-114-573-90-11-00	Festivals Overtime	\$ -	\$ 3,080	\$ 3,227	\$ 2,000	\$ 2,000	0.00%
001-114-573-90-21-00	Festivals Retirement	\$ -	\$ 233	\$ 276	\$ 205	\$ 208	1.37%
001-114-573-90-22-00	Festivals L & I	\$ -	\$ 72	\$ 68	\$ 258	\$ 308	19.51%
001-114-573-90-23-00	Festivals FICA	\$ -	\$ 165	\$ 261	\$ 1,294	\$ 1,392	7.54%
001-114-573-90-24-00	Festivals Medical Insurance	\$ -	\$ 236	\$ -	\$ -	\$ -	
001-114-573-90-25-00	Festivals Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
001-114-573-90-26-00	Festivals ESD	\$ -	\$ 5	\$ 6	\$ 5	\$ 7	52.84%
001-114-573-90-31-10	Festivals Operating Supplies	\$ -	\$ 236	\$ -	\$ 2,090	\$ 2,090	0.00%
001-114-573-90-35-00	Festivals Small Tools & Equip	\$ -	\$ -	\$ -	\$ 600	\$ 600	0.00%
001-114-573-90-41-00	Festivals Professional Service	\$ 525	\$ 650	\$ -	\$ 8,000	\$ 9,500	18.75%
001-114-573-90-41-01	Festivals Advertising	\$ 413	\$ 4,116	\$ 2,490	\$ 7,000	\$ 7,000	0.00%
001-114-573-90-42-20	Festivals Postage	\$ 359	\$ -	\$ -	\$ 700	\$ 700	0.00%
001-114-573-90-45-00	Festivals Rentals	\$ -	\$ -	\$ 2,764	\$ 8,000	\$ 8,000	0.00%
001-114-573-90-49-00	Festivals Fireworks BDD	\$ -	\$ 10,000	\$ 15,000	\$ 10,000	\$ 15,000	50.00%
001-114-573-90-49-01	Festivals Miscellaneous	\$ 374	\$ -	\$ -	\$ -	\$ 25,000	
573	Cultural & Community Events	\$ 1,671	\$ 18,792	\$ 24,325	\$ 41,270	\$ 73,018	76.93%
114	Festivals	\$ 1,671	\$ 18,792	\$ 24,325	\$ 41,270	\$ 73,018	76.93%
321	Business Licenses & Permits						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-115-321-99-00-00	PR Vendor Permits	\$ 65	\$ 980	\$ 1,820	\$ 1,000	\$ 1,500	50.00%
321	Business Licenses & Permits	\$ 65	\$ 980	\$ 1,820	\$ 1,000	\$ 1,500	50.00%
337	Interlocal Grants & Other						
001-115-337-00-00-20	Local Grants	\$ -	\$ -	\$ -	\$ -	\$ -	
337	Interlocal Grants & Other	\$ -	\$ -	\$ -	\$ -	\$ -	
341	General Government						
001-115-341-70-00-00	PR Sales of Merchandise	\$ -	\$ 2,355	\$ 1,259	\$ 2,000	\$ 2,000	0.00%
341	General Government	\$ -	\$ 2,355	\$ 1,259	\$ 2,000	\$ 2,000	0.00%
347	Culture & Recreation						
001-115-347-30-00-00	PR Concessions Sales	\$ -	\$ -	\$ -	\$ 200	\$ 200	0.00%
001-115-347-60-00-00	PR Program Fees	\$ 5,782	\$ 42,022	\$ 55,471	\$ 60,000	\$ 65,000	8.33%
001-115-347-90-00-00	PR Sponsorships	\$ -	\$ 7,400	\$ 8,300	\$ -	\$ 8,000	
347	Culture & Recreation	\$ 5,782	\$ 49,422	\$ 63,771	\$ 60,200	\$ 73,200	21.59%
362	Rents, Leases & Concessions						
001-115-362-00-00-11	PR Community/Sr Center Rentals	\$ 1,519	\$ 5,720	\$ 6,310	\$ 13,000	\$ 13,000	0.00%
001-115-362-00-00-15	PR SkRvrPk Field/Event Rental	\$ 2,378	\$ 61,188	\$ 73,471	\$ 50,000	\$ 79,000	58.00%
001-115-362-00-00-18	PR Portable Toilets	\$ 465	\$ 15,907	\$ 26,733	\$ 12,000	\$ 20,000	66.67%
001-115-362-00-00-97	PR Short Term Rentals	\$ 1,662	\$ 5,015	\$ 7,540	\$ 18,000	\$ 20,000	11.11%
001-115-362-00-00-98	PR Long Term Rentals	\$ 720	\$ 1,170	\$ 1,090	\$ 500	\$ 1,500	200.00%
001-115-362-00-00-99	PR Whitmarsh House Rental L/T	\$ 4,567	\$ 12,585	\$ 10,770	\$ 14,340	\$ 14,340	0.00%
362	Rents, Leases & Concessions	\$ 11,310	\$ 101,584	\$ 125,913	\$ 107,840	\$ 147,840	37.09%
367	Nongvt Contribution Donations						
001-115-367-00-00-00	PR Donations	\$ 10,235	\$ -	\$ 600	\$ -	\$ -	
001-115-367-00-00-20	Private Grant NSCDA Hist doors	\$ 2,750	\$ 3,452	\$ -	\$ -	\$ -	
367	Nongvt Contribution Donations	\$ 12,985	\$ 3,452	\$ 600	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
369	Other Miscellaneous Revenues						
001-115-369-91-00-00	Miscellaneous Other	\$ -	\$ 15	\$ 634	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ 15	\$ 634	\$ -	\$ -	
382	PR RefundableCustomer Deposits						
001-115-382-10-00-00	PR RefundableCustomer Deposits	\$ 1,500	\$ 6,800	\$ 9,200	\$ -	\$ 10,000	
382	PR RefundableCustomer Deposits	\$ 1,500	\$ 6,800	\$ 9,200	\$ -	\$ 10,000	
571	Educ & Recreational Activities						
001-115-571-10-10-00	PksRecAdm Salaries & Wages	\$ 77,125	\$ 64,351	\$ 51,475	\$ 68,817	\$ 76,955	11.83%
001-115-571-10-10-10	PksRecAdm Part Time Wages	\$ 17,149	\$ 23,150	\$ 31,670	\$ 40,920	\$ 54,424	33.00%
001-115-571-10-11-00	PksRecAdm Overtime	\$ 1,122	\$ 2,803	\$ 366	\$ 800	\$ 2,800	250.00%
001-115-571-10-21-00	PksRecAdm Retirement	\$ 9,578	\$ 9,886	\$ 8,237	\$ 11,330	\$ 13,941	23.05%
001-115-571-10-22-00	PksRecAdm L & I	\$ 277	\$ 390	\$ 433	\$ 1,657	\$ 1,435	-13.39%
001-115-571-10-23-00	PksRecAdm FICA	\$ 6,789	\$ 6,831	\$ 6,332	\$ 9,085	\$ 10,894	19.91%
001-115-571-10-24-00	PksRecAdm Medical Insurance	\$ 11,488	\$ 19,491	\$ 15,157	\$ 20,263	\$ 28,543	40.86%
001-115-571-10-26-00	PksRecAdm ESD	\$ 131	\$ 133	\$ 134	\$ 174	\$ 310	78.01%
001-115-571-10-27-00	PksRecAdm Uniform & Clothing	\$ -	\$ 498	\$ 275	\$ 200	\$ 200	0.00%
001-115-571-10-31-00	PksRecAdm Office Supplies	\$ 347	\$ 1,287	\$ 396	\$ 3,000	\$ 3,000	0.00%
001-115-571-10-31-10	PksRecAdm Operating Supplies	\$ 691	\$ 93	\$ 153	\$ 400	\$ 400	0.00%
001-115-571-10-32-00	PksRecAdm Fuel Consumed	\$ -	\$ -	\$ -	\$ 100	\$ 100	0.00%
001-115-571-10-35-00	PksRecAdm Small Tools & Equip	\$ 328	\$ 2,933	\$ 1,301	\$ 3,000	\$ 3,000	0.00%
001-115-571-10-41-00	PksRecAdm Professional Service	\$ 2,843	\$ 1,692	\$ -	\$ 4,000	\$ 4,000	0.00%
001-115-571-10-41-01	PksRec Adm Advertising	\$ 1,185	\$ 103	\$ 1,566	\$ 3,000	\$ 3,000	0.00%
001-115-571-10-42-10	PksRecAdm Cell Phone	\$ 1,252	\$ 914	\$ 749	\$ 720	\$ 720	0.00%
001-115-571-10-42-20	PksRecAdm Postage	\$ 496	\$ 28	\$ 56	\$ 350	\$ 350	0.00%
001-115-571-10-42-30	PksRecAdm Telephone	\$ 264	\$ 264	\$ 198	\$ 685	\$ 685	0.00%
001-115-571-10-43-00	PksRecAdm Travel	\$ -	\$ -	\$ 708	\$ 2,015	\$ 2,015	0.00%
001-115-571-10-45-00	PksRecAdm Rentals	\$ -	\$ -	\$ 837	\$ -	\$ -	
001-115-571-10-48-00	PksRecAdm Repair & Maint	\$ 1,310	\$ 2,013	\$ 736	\$ 4,000	\$ 4,000	0.00%
001-115-571-10-49-00	PksRecAdm Miscellaneous	\$ 374	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-115-571-10-49-10	PksRecAdm Dues & Subscriptions	\$ 1,464	\$ 2,495	\$ 2,177	\$ 3,100	\$ 3,100	0.00%
001-115-571-10-49-20	PksRecAdm Training & Education	\$ 468	\$ 35	\$ 289	\$ 2,300	\$ 2,300	0.00%
001-115-571-10-49-60	PksRecAdm Software Maintenance	\$ 1,638	\$ 1,974	\$ 1,465	\$ 2,800	\$ 2,800	0.00%
001-115-571-10-49-95	PksRecAdm Bank Service Charges	\$ 910	\$ 1,954	\$ 3,391	\$ 3,500	\$ 3,500	0.00%
001-115-571-20-10-00	Rec Salaries & Wages	\$ 43,023	\$ 71,489	\$ 58,181	\$ 75,595	\$ 84,499	11.78%
001-115-571-20-10-10	Rec Part Time Wages	\$ 11,252	\$ 16,180	\$ 18,644	\$ 24,008	\$ 35,251	46.83%
001-115-571-20-10-15	Rec Seasonal Wages	\$ -	\$ -	\$ 1,872	\$ 21,173	\$ 22,983	8.55%
001-115-571-20-11-00	Rec Overtime	\$ 429	\$ -	\$ 225	\$ 1,200	\$ 1,200	0.00%
001-115-571-20-21-00	Rec Retirement	\$ 5,847	\$ 10,166	\$ 7,688	\$ 10,332	\$ 12,567	21.63%
001-115-571-20-22-00	Rec L & I	\$ 163	\$ 283	\$ 383	\$ 3,062	\$ 4,889	59.68%
001-115-571-20-23-00	Rec FICA	\$ 3,313	\$ 6,531	\$ 5,900	\$ 9,331	\$ 11,011	18.00%
001-115-571-20-24-00	Rec Medical Insurance	\$ 14,320	\$ 27,539	\$ 21,799	\$ 29,169	\$ 30,354	4.06%
001-115-571-20-26-00	Rec ESD	\$ 67	\$ 129	\$ 124	\$ 179	\$ 314	75.17%
001-115-571-20-27-00	Rec Uniform & Clothing	\$ -	\$ 481	\$ 57	\$ 800	\$ 800	0.00%
001-115-571-20-31-00	Rec Office Supplies	\$ -	\$ -	\$ -	\$ 600	\$ 600	0.00%
001-115-571-20-31-10	Rec Operating Supplies	\$ 251	\$ 12,675	\$ 3,381	\$ 20,000	\$ 20,000	0.00%
001-115-571-20-32-00	Rec Fuel Consumed	\$ 150	\$ -	\$ -	\$ 1,525	\$ 1,525	0.00%
001-115-571-20-34-00	Rec Supplies for Resale	\$ -	\$ -	\$ -	\$ 2,550	\$ 2,550	0.00%
001-115-571-20-35-00	Rec Small Tools & Equipment	\$ -	\$ 294	\$ 935	\$ 2,000	\$ 2,000	0.00%
001-115-571-20-41-00	Rec Professional Services	\$ 4,221	\$ 4,264	\$ 1,030	\$ 19,500	\$ 19,500	0.00%
001-115-571-20-41-01	Rec Advertising	\$ 723	\$ 1,249	\$ 998	\$ 8,100	\$ 8,100	0.00%
001-115-571-20-41-95	Rec YMCA Remittance	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	0.00%
001-115-571-20-42-10	Rec Cell Phone	\$ 1,458	\$ 1,503	\$ 1,251	\$ 1,500	\$ 1,500	0.00%
001-115-571-20-42-20	Rec Postage	\$ 359	\$ -	\$ 3	\$ 1,200	\$ 1,200	0.00%
001-115-571-20-42-30	Rec Telephone	\$ 220	\$ 220	\$ 165	\$ 685	\$ 685	0.00%
001-115-571-20-43-00	Rec Travel	\$ -	\$ -	\$ 1,012	\$ 610	\$ 610	0.00%
001-115-571-20-45-00	Rec Rentals	\$ 52	\$ -	\$ 47	\$ 60	\$ 60	0.00%
001-115-571-20-48-00	Rec Repair & Maintenance	\$ -	\$ 42	\$ -	\$ 1,000	\$ 1,000	0.00%
001-115-571-20-49-00	Rec Miscellaneous	\$ 374	\$ 122	\$ -	\$ -	\$ -	
001-115-571-20-49-10	Rec Dues & Subscriptions	\$ 34	\$ 7,700	\$ 30	\$ 1,000	\$ 7,500	650.00%
001-115-571-20-49-20	Rec Training & Education	\$ 101	\$ 180	\$ 310	\$ 650	\$ 650	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-115-571-20-49-98	Rec Excise Tax	\$ 124	\$ 1,090	\$ 663	\$ 1,000	\$ 1,000	0.00%
571	Educ & Recreational Activities	\$ 223,712	\$ 305,452	\$ 252,802	\$ 433,045	\$ 504,820	16.57%
576	Park Facilities						
001-115-576-80-10-00	Parks Salaries & Wages	\$ 318,429	\$ 350,848	\$ 255,990	\$ 347,005	\$ 341,010	-1.73%
001-115-576-80-10-10	Parks Part Time Wages	\$ 452	\$ 5,565	\$ 10,184	\$ 21,820	\$ 53,914	147.08%
001-115-576-80-10-15	Parks Seasonal Wages	\$ -	\$ -	\$ -	\$ 9,860	\$ 10,703	8.55%
001-115-576-80-11-00	Parks Overtime	\$ 1,730	\$ 2,301	\$ 3,487	\$ 6,000	\$ 6,000	0.00%
001-115-576-80-21-00	Parks Retirement	\$ 40,024	\$ 40,136	\$ 25,860	\$ 37,805	\$ 41,033	8.54%
001-115-576-80-22-00	Parks L & I	\$ 5,434	\$ 7,183	\$ 4,927	\$ 8,980	\$ 13,577	51.18%
001-115-576-80-23-00	Parks FICA	\$ 24,289	\$ 27,169	\$ 20,414	\$ 29,428	\$ 31,490	7.00%
001-115-576-80-24-00	Parks Medical Insurance	\$ 75,859	\$ 83,922	\$ 62,302	\$ 83,036	\$ 85,688	3.19%
001-115-576-80-25-00	Parks Life Insurance	\$ 71	\$ 73	\$ 46	\$ 69	\$ 69	0.00%
001-115-576-80-26-00	Parks ESD	\$ 497	\$ 527	\$ 432	\$ 565	\$ 897	58.84%
001-115-576-80-27-00	Parks Protective Clothing	\$ 945	\$ 2,200	\$ 1,195	\$ 2,250	\$ 2,250	0.00%
001-115-576-80-31-00	Parks Office Supplies	\$ 140	\$ 119	\$ 10	\$ 200	\$ 200	0.00%
001-115-576-80-31-10	Parks Operating Supplies	\$ 3,880	\$ 4,019	\$ 2,359	\$ 4,000	\$ 5,000	25.00%
001-115-576-80-31-12	Parks Oper Supplies - Bldg	\$ 4,866	\$ 6,004	\$ 6,546	\$ 6,000	\$ 6,500	8.33%
001-115-576-80-31-14	Parks Oper Supplies - Grounds	\$ 10,975	\$ 15,813	\$ 15,880	\$ 10,000	\$ 15,000	50.00%
001-115-576-80-31-16	Parks Oper Supplies - Vehicle	\$ 840	\$ 989	\$ 751	\$ 2,150	\$ 2,150	0.00%
001-115-576-80-31-18	Parks Oper Supplies - Equip	\$ 5,924	\$ 9,562	\$ 1,057	\$ 8,000	\$ 8,000	0.00%
001-115-576-80-32-00	Parks Fuel Consumed	\$ 9,000	\$ 13,591	\$ 14,685	\$ 13,500	\$ 19,000	40.74%
001-115-576-80-35-00	Parks Small Tools & Equipment	\$ 967	\$ 4,497	\$ -	\$ 4,500	\$ 4,500	0.00%
001-115-576-80-35-12	Parks Small Tools - Bldg	\$ 715	\$ 1,975	\$ 384	\$ 4,000	\$ 4,000	0.00%
001-115-576-80-35-14	Parks Small Tools - Grounds	\$ 3,886	\$ 2,952	\$ 1,254	\$ 3,900	\$ 3,900	0.00%
001-115-576-80-35-16	Parks Small Tools - Vehicle	\$ 220	\$ 445	\$ -	\$ 1,850	\$ 1,850	0.00%
001-115-576-80-35-18	Parks Small Tools - Equip	\$ 1,389	\$ 199	\$ 2,375	\$ 1,450	\$ 1,450	0.00%
001-115-576-80-41-00	Parks Professional Service	\$ 3,456	\$ 1,102	\$ -	\$ 3,850	\$ 3,850	0.00%
001-115-576-80-42-10	Parks Cell Phone	\$ 3,632	\$ 3,392	\$ 2,658	\$ 3,515	\$ 3,515	0.00%
001-115-576-80-42-20	Parks Postage	\$ 5	\$ -	\$ 23	\$ 45	\$ 45	0.00%
001-115-576-80-42-30	Parks Telephone	\$ -	\$ -	\$ -	\$ 680	\$ 690	1.47%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
001-115-576-80-43-00	Parks Travel	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	0.00%
001-115-576-80-45-00	Parks Rentals	\$ 4,844	\$ 31,892	\$ 30,568	\$ 28,200	\$ 40,000	41.84%
001-115-576-80-45-51	Parks Trsf to ER&R	\$ -	\$ -	\$ -	\$ -	\$ -	
001-115-576-80-45-52	Parks Trsf to CR&R	\$ -	\$ 7,410	\$ 5,348	\$ 7,131	\$ 4,418	-38.05%
001-115-576-80-46-00	Parks Liability Insurance	\$ 46,599	\$ 40,866	\$ 67,190	\$ 67,190	\$ 67,190	0.00%
001-115-576-80-47-00	Parks Misc Utilities	\$ 12,797	\$ 12,696	\$ 12,586	\$ 10,000	\$ 12,500	25.00%
001-115-576-80-47-05	Parks Rotary Utilities	\$ 472	\$ 660	\$ 504	\$ 1,130	\$ 1,130	0.00%
001-115-576-80-47-06	Parks Maiben Utilities	\$ 695	\$ 730	\$ 424	\$ 1,000	\$ 1,000	0.00%
001-115-576-80-47-07	Parks River Pk Utilities	\$ 33,821	\$ 67,457	\$ 55,115	\$ 45,000	\$ 45,000	0.00%
001-115-576-80-47-09	Parks Horseshoe Pits	\$ 1,637	\$ 2,126	\$ 2,167	\$ 1,100	\$ 1,100	0.00%
001-115-576-80-47-10	Parks Water Park	\$ 1,420	\$ 5,257	\$ 4,453	\$ 5,700	\$ 5,700	0.00%
001-115-576-80-48-00	Parks Bldgs Repair & Maint	\$ 255	\$ 1,743	\$ 983	\$ 2,100	\$ 2,100	0.00%
001-115-576-80-48-01	Parks Grds Repair & Maint	\$ 102	\$ 12	\$ -	\$ 1,000	\$ 1,000	0.00%
001-115-576-80-48-02	Parks Vehicle Maint	\$ -	\$ 3,780	\$ 530	\$ 5,000	\$ 5,000	0.00%
001-115-576-80-48-03	Parks Equip Repair & Maint	\$ 648	\$ 2,761	\$ 4,525	\$ 5,000	\$ 5,000	0.00%
001-115-576-80-48-05	Parks Turf Maintenance	\$ 10,865	\$ 33,937	\$ 2,662	\$ 45,000	\$ 50,000	11.11%
001-115-576-80-49-10	Parks Dues & Subscriptions	\$ 199	\$ 280	\$ 140	\$ 400	\$ 400	0.00%
001-115-576-80-49-20	Parks Training & Education	\$ 797	\$ 4,834	\$ 92	\$ 2,500	\$ 3,500	40.00%
001-115-576-80-49-50	Parks Uniforms & Mats	\$ 1,973	\$ 1,908	\$ 1,323	\$ 3,500	\$ 3,500	0.00%
001-115-576-80-49-90	Parks Regulatory Fees	\$ -	\$ -	\$ -	\$ 575	\$ 575	0.00%
001-115-576-80-49-98	Parks Excise Tax	\$ 235	\$ 1,716	\$ 1,224	\$ 2,000	\$ 3,000	50.00%
001-115-576-80-49-99	Parks Dike Assessment	\$ 7,681	\$ 7,146	\$ 6,355	\$ 7,500	\$ 7,500	0.00%
576	Park Facilities	\$ 642,661	\$ 811,795	\$ 629,009	\$ 857,484	\$ 927,893	8.21%
582	Parks Refund of Deposits						
001-115-582-10-00-00	Parks Refund of Deposits	\$ 9,344	\$ 4,600	\$ 6,400	\$ -	\$ -	
582	Parks Refund of Deposits	\$ 9,344	\$ 4,600	\$ 6,400	\$ -	\$ -	
594	Capital Expenditures						
001-115-594-76-62-00	Parks Capital Exp Bldg & Struc	\$ -	\$ -	\$ 6,202	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ 6,202	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
115	Parks & Recreation	\$ 844,074	\$ 957,239	\$ 691,216	\$ 1,119,489	\$ 1,198,172	7.03%
518	Centralized Services						
001-200-518-90-45-52	Transfer to CR&R	\$ 19,479	\$ -	\$ -	\$ -	\$ -	
001-200-518-90-45-53	Gen Fund Trsf to CR&R Backbone	\$ 8,333	\$ -	\$ -	\$ -	\$ -	
518	Centralized Services	\$ 27,813	\$ -	\$ -	\$ -	\$ -	
581	Interfund Loan						
001-200-581-10-00-00	Interfund Loan	\$ -	\$ 288,000	\$ 750,000	\$ 750,000	\$ 1,500,000	100.00%
581	Interfund Loan	\$ -	\$ 288,000	\$ 750,000	\$ 750,000	\$ 1,500,000	100.00%
597	Transfers Out						
001-200-597-00-01-01	Transfer to - Street Fund	\$ -	\$ 50,000	\$ 192,785	\$ 284,046	\$ 529,103	86.27%
001-200-597-00-01-02	Transfer to - Art Street Fund	\$ -	\$ 96,188	\$ -	\$ -	\$ -	
001-200-597-00-01-05	Transfer to - Fiber Fund	\$ -	\$ 50,000	\$ -	\$ -	\$ -	
001-200-597-00-01-16	Transfer to - Cemetery	\$ 8,300	\$ 24,800	\$ 35,611	\$ 47,482	\$ 32,842	-30.83%
001-200-597-00-01-50	Transfer to - EMS	\$ 2,362,000	\$ 3,163,000	\$ 2,401,526	\$ 3,102,035	\$ 2,286,827	-26.28%
001-200-597-00-02-01	Transfer to - Debt Service	\$ 25,889	\$ 25,198	\$ 217,337	\$ 289,782	\$ 264,980	-8.56%
001-200-597-00-03-00	Transfer to - Fund 300	\$ -	\$ -	\$ 164,093	\$ 218,791	\$ 860,000	293.07%
001-200-597-00-03-01	Transfer to - Fund 301	\$ -	\$ -	\$ -	\$ -	\$ -	
001-200-597-00-05-01	X Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
001-200-597-00-05-02	X Transfer to - CR & R	\$ -	\$ -	\$ -	\$ -	\$ -	
001-200-597-00-05-12	X Transfer to CR & R Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 2,396,189	\$ 3,409,186	\$ 3,011,352	\$ 3,942,136	\$ 3,973,753	0.80%
200	Non-Departmental	\$ 2,424,002	\$ 3,697,186	\$ 3,761,352	\$ 4,692,136	\$ 5,473,753	16.66%
588	Prior Period Adjustment						
001-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fund Balance Total	\$ -	\$ -	\$ -	\$ -	\$ -	
	Revenue Total	\$ 14,446,113	\$ 18,610,201	\$ 14,746,844	\$ 18,882,487	\$ 17,951,226	-4.93%
	Expense Total	\$ 13,494,536	\$ 15,895,634	\$ 13,102,940	\$ 18,320,407	\$ 20,115,248	9.80%
	Grand Total	\$ 951,577	\$ 2,714,567	\$ 1,643,904	\$ 562,080	\$ (2,164,022)	-485.00%
001	General Fund	\$ 951,577	\$ 2,714,567	\$ 1,643,904	\$ 562,080	\$ (2,164,022)	-485.00%
101	City Street Fund						
313	Retail Sales & Use Tax						
101-000-313-11-00-00	Sales & Use Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
313	Retail Sales & Use Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
322	Non-Bus Licenses & Permits						
101-000-322-40-00-00	Street & Curb Permits	\$ 22,496	\$ 48,676	\$ 15,435	\$ 40,000	\$ 20,000	-50.00%
322	Non-Bus Licenses & Permits	\$ 22,496	\$ 48,676	\$ 15,435	\$ 40,000	\$ 20,000	-50.00%
336	State Shared Revenues						
101-000-336-00-71-00	Multimodal Trans City	\$ 12,459	\$ 12,371	\$ 9,178	\$ 12,000	\$ 12,740	6.17%
101-000-336-00-87-00	Motor Vehicle Fuel Tax	\$ 168,364	\$ 175,499	\$ 132,591	\$ 175,000	\$ 189,532	8.30%
336	State Shared Revenues	\$ 180,823	\$ 187,869	\$ 141,768	\$ 187,000	\$ 202,272	8.17%
342	Public Safety						
101-000-342-40-00-01	Street Plan Review Fees	\$ 1,340	\$ 1,252	\$ 433	\$ 1,000	\$ 1,000	0.00%
342	Public Safety	\$ 1,340	\$ 1,252	\$ 433	\$ 1,000	\$ 1,000	0.00%
361	Interest & Other Earnings						
101-000-361-11-00-00	Investment Earnings	\$ 12,862	\$ 5,589	\$ 1,937	\$ 2,753	\$ 2,100	-23.72%
101-000-361-40-00-00	Sales & Use Tax Interest	\$ -	\$ 800	\$ -	\$ 1,200	\$ 1,200	0.00%
361	Interest & Other Earnings	\$ 12,862	\$ 6,389	\$ 1,937	\$ 3,953	\$ 3,300	-16.52%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
362	Rents, Leases & Concessions						
101-000-362-00-00-00	Streets Rents and Leases	\$ 31,904	\$ 8,641	\$ -	\$ -	\$ -	
362	Rents, Leases & Concessions	\$ 31,904	\$ 8,641	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues						
101-000-369-10-00-00	Streets Sale of Surplus	\$ 5	\$ 840	\$ -	\$ -	\$ -	
101-000-369-40-00-00	Other Judgements & Settlements	\$ -	\$ -	\$ -	\$ -	\$ -	
101-000-369-81-00-00	Cash Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	
101-000-369-91-00-00	Miscellaneous Other	\$ -	\$ 4	\$ 8	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 5	\$ 845	\$ 8	\$ -	\$ -	
395	Disposition of Capital Assets						
101-000-395-10-00-00	Proceeds-Sale of Capital Asset	\$ -	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
101-000-397-00-00-01	Transfer In - Sales Tax CE	\$ -	\$ 50,000	\$ 192,785	\$ 284,046	\$ 529,103	86.27%
101-000-397-00-03-01	Transfer In - 301 REET	\$ -	\$ -	\$ 187,500	\$ 250,000	\$ 200,000	-20.00%
397	Transfers In	\$ -	\$ 50,000	\$ 380,285	\$ 534,046	\$ 729,103	36.52%
398	Insurance Recoveries						
101-000-398-10-00-00	Insurance Recoveries	\$ -	\$ -	\$ -	\$ -	\$ -	
398	Insurance Recoveries	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment						
101-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ (249,429)	\$ (303,671)	\$ (539,867)	\$ (765,999)	\$ (955,675)	24.76%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
542	Roads/Streets Maintenance						
101-101-542-30-10-00	Street Salaries & Wages	\$ 149,896	\$ 119,955	\$ 146,594	\$ 204,808	\$ 213,348	4.17%
101-101-542-30-10-15	Street Seasonal Wages	\$ -	\$ -	\$ 6,407	\$ 24,651	\$ 26,758	8.55%
101-101-542-30-11-00	Street Overtime	\$ 2,240	\$ 2,594	\$ 2,565	\$ 4,326	\$ 4,326	0.00%
101-101-542-30-19-00	Street Salaries Indirect Cost	\$ 36,228	\$ 38,606	\$ 28,955	\$ 38,039	\$ 38,606	1.49%
101-101-542-30-21-00	Street Retirement	\$ 19,128	\$ 13,998	\$ 14,948	\$ 20,993	\$ 22,167	5.59%
101-101-542-30-22-00	Street L & I	\$ 2,513	\$ 2,388	\$ 2,913	\$ 5,195	\$ 6,229	19.91%
101-101-542-30-23-00	Street FICA	\$ 11,427	\$ 9,220	\$ 11,725	\$ 41,503	\$ 18,699	-54.94%
101-101-542-30-24-00	Street Medical Insurance	\$ 48,900	\$ 36,888	\$ 43,957	\$ 61,614	\$ 64,900	5.33%
101-101-542-30-25-00	Street Life Insurance	\$ 34	\$ 26	\$ 32	\$ 41	\$ 41	0.00%
101-101-542-30-26-00	Street ESD	\$ 242	\$ 180	\$ 250	\$ 343	\$ 533	55.21%
101-101-542-30-27-00	Street Protective Clothing	\$ 1,882	\$ 2,322	\$ 1,093	\$ 3,700	\$ 3,700	0.00%
101-101-542-30-31-00	Street Office Supplies	\$ 295	\$ 231	\$ -	\$ 400	\$ 400	0.00%
101-101-542-30-31-10	Street Operating Supplies	\$ 53,724	\$ 63,167	\$ 15,227	\$ 35,000	\$ 36,750	5.00%
101-101-542-30-31-30	Street Vehicle Maint Supplies	\$ 17,054	\$ 4,984	\$ 4,306	\$ 15,000	\$ 15,000	0.00%
101-101-542-30-31-50	Street Road Repair & Maint Sup	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-31-51	Street Road Striping Paint Sup	\$ 15,428	\$ 7,651	\$ 14,870	\$ 15,000	\$ 15,750	5.00%
101-101-542-30-31-52	Street Snow & Ice Supplies	\$ 6,621	\$ 6,436	\$ 15,889	\$ 10,000	\$ 10,000	0.00%
101-101-542-30-31-70	Street In-House Sm Project Sup	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-31-71	Street In-House Sidewalk Sup	\$ 11,110	\$ 6,168	\$ 4,312	\$ 5,000	\$ 5,250	5.00%
101-101-542-30-32-00	Street Fuel Consumed	\$ 15,095	\$ 26,269	\$ 21,373	\$ 25,000	\$ 30,000	20.00%
101-101-542-30-35-00	Street Small Tools & Equipment	\$ 4,248	\$ 6,410	\$ 1,915	\$ 7,000	\$ 5,500	-21.43%
101-101-542-30-41-00	Street Professional Services	\$ 3,587	\$ 949	\$ -	\$ 3,500	\$ 3,500	0.00%
101-101-542-30-41-01	Street Service Indirect Cost	\$ 8,533	\$ 5,638	\$ 4,228	\$ 8,960	\$ 5,638	-37.07%
101-101-542-30-42-10	Street Cell Phone	\$ 5,343	\$ 5,238	\$ 4,182	\$ 4,000	\$ 4,001	0.03%
101-101-542-30-42-30	Street Telephone	\$ 176	\$ 176	\$ 132	\$ 525	\$ 550	4.76%
101-101-542-30-43-00	Street Travel	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
101-101-542-30-45-00	Street Rentals	\$ 21,293	\$ 26,811	\$ 9,974	\$ 16,000	\$ 19,200	20.00%
101-101-542-30-45-10	Street Contracted Snow Removal	\$ -	\$ -	\$ -	\$ 1,500	\$ 1,500	0.00%
101-101-542-30-45-15	Street ER&R	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-45-51	Street Trsf to ER&R	\$ 25,000	\$ 110,997	\$ 83,248	\$ 110,997	\$ 101,017	-8.99%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
101-101-542-30-45-52	Street Trsf to CR&R	\$ -	\$ 4,530	\$ 3,398	\$ 4,530	\$ 3,394	-25.08%
101-101-542-30-46-00	Street Insurance	\$ 11,670	\$ 12,211	\$ 14,554	\$ 14,554	\$ 14,554	0.00%
101-101-542-30-47-00	Street Utilities	\$ 3,877	\$ 5,531	\$ 4,593	\$ 4,000	\$ 4,200	5.00%
101-101-542-30-47-10	Street Lighting & Signals Util	\$ 137,857	\$ 126,275	\$ 104,743	\$ 125,000	\$ 128,000	2.40%
101-101-542-30-47-20	Street Signals Repair & Maint	\$ 19,103	\$ 22,369	\$ 10,254	\$ 15,000	\$ 15,000	0.00%
101-101-542-30-48-00	Street Flagging Services	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-48-10	Street Vehicle Repair & Maint	\$ 14,623	\$ 4,980	\$ 5,695	\$ 15,000	\$ 15,000	0.00%
101-101-542-30-48-50	Street Contract Repair & Maint	\$ 356	\$ 32,688	\$ 652	\$ 200,000	\$ 200,000	0.00%
101-101-542-30-48-52	Street Contr Vegetation Maint	\$ 4,743	\$ 2,100	\$ 6,788	\$ 4,000	\$ 8,000	100.00%
101-101-542-30-48-55	Street Contracted Sidewalks	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-49-10	Street Dues & Subscriptions	\$ 34	\$ 203	\$ 101	\$ 55	\$ 55	0.00%
101-101-542-30-49-20	Street Training & Education	\$ 402	\$ 738	\$ 150	\$ 1,000	\$ 1,000	0.00%
101-101-542-30-49-50	Street Uniforms & Mats	\$ 2,460	\$ 2,389	\$ 1,128	\$ 2,000	\$ 2,000	0.00%
101-101-542-30-49-70	Street Debris Disposal	\$ 2,156	\$ 3,528	\$ 196	\$ 3,000	\$ 3,000	0.00%
101-101-542-30-49-72	Street Concrete & Asphalt Dis	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-49-75	Street Oil Disposal	\$ 141	\$ 97	\$ -	\$ 500	\$ 500	0.00%
101-101-542-30-49-90	Street Regulatory Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-542-30-49-99	Street Dike Assessment	\$ 5,402	\$ 3,139	\$ 2,833	\$ 6,750	\$ 6,750	0.00%
542	Roads/Streets Maintenance	\$ 662,823	\$ 718,079	\$ 594,176	\$ 1,059,483	\$ 1,055,815	-0.35%
582	Streets Refund of Deposits						
101-101-582-10-00-00	Streets Refund of Deposits	\$ -	\$ 3,000	\$ -	\$ -	\$ -	
582	Streets Refund of Deposits	\$ -	\$ 3,000	\$ -	\$ -	\$ -	
595	Streets Capital Improvements						
101-101-595-63-60-01	Street Lighting Capital Exp	\$ -	\$ 3,731	\$ -	\$ -	\$ -	
595	Streets Capital Improvements	\$ -	\$ 3,731	\$ -	\$ -	\$ -	
597	Transfers Out						
101-101-597-00-00-01	Transfer to - General	\$ -	\$ -	\$ -	\$ -	\$ -	
101-101-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
City of Burlington
November 22, 2022**

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
101-101-597-00-05-02	Transfer to - CR&R	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	
101	Streets	\$ 662,823	\$ 724,810	\$ 594,176	\$ 1,059,483	\$ 1,055,815	-0.35%
588	Prior Period Adjustment						
101-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 249,429	\$ 303,671	\$ 539,867	\$ 765,999	\$ 955,675	24.76%
Expense Total		\$ 662,823	\$ 724,810	\$ 594,176	\$ 1,059,483	\$ 1,055,815	-0.35%
Grand Total		\$ (413,394)	\$ (421,139)	\$ (54,310)	\$ (293,484)	\$ (100,140)	-65.88%
101	City Street Fund	\$ (413,394)	\$ (421,139)	\$ (54,310)	\$ (293,484)	\$ (100,140)	-65.88%
102	Arterial Street Fund						
313	Retail Sales & Use Tax						
102-000-313-11-00-00	Sales & Use Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
313	Retail Sales & Use Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
333	Indirect Federal Grants						
102-000-333-20-20-50	WSDOT FHWA Geo Hopper East	\$ -	\$ -	\$ -	\$ 60,000	\$ 60,000	0.00%
102-000-333-20-20-51	Pease Rd Cascade Mall Nonmotor	\$ -	\$ -	\$ -	\$ 280,392	\$ 270,000	-3.71%
102-000-333-20-20-52	WSDOT FHWA Skagit St Signal	\$ 13,853	\$ 24,361	\$ 19,028	\$ 1,500,000	\$ 1,480,000	-1.33%
102-000-333-20-20-54	WSDOT FHWA Hopper Signal Grant	\$ -	\$ 10,646	\$ 803,474	\$ 1,250,000	\$ 500,000	-60.00%
102-000-333-20-20-55	WSDOT FHWA Geo Hopper Interchg	\$ -	\$ 37,295	\$ 13,740	\$ 1,725,000	\$ -	-100.00%
102-000-333-20-21-51	WSDOT FHWA CitySafetySgnl Gnt	\$ -	\$ -	\$ -	\$ -	\$ 500,000	
333	Indirect Federal Grants	\$ 13,853	\$ 72,302	\$ 836,243	\$ 4,815,392	\$ 2,810,000	-41.65%

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
334	State Grants						
102-000-334-03-60-01	WSDOT Cherry Fairhaven 5 Way	\$ -	\$ -	\$ 35,033	\$ -	\$ -	
102-000-334-03-80-01	TIB Grant East West Connector	\$ -	\$ 25,730	\$ -	\$ -	\$ -	
102-000-334-03-80-05	TIB Grant Oak St Sidewalks	\$ -	\$ -	\$ -	\$ 200,000	\$ -	-100.00%
102-000-334-03-80-06	TIB Grant East West Connector	\$ -	\$ -	\$ -	\$ 1,970,000	\$ 1,670,000	-15.23%
102-000-334-03-80-09	TIB Grant Overlay Project	\$ 184,659	\$ 359,170	\$ -	\$ 400,000	\$ 400,000	0.00%
334	State Grants	\$ 184,659	\$ 384,900	\$ 35,033	\$ 2,570,000	\$ 2,070,000	-19.46%
337	Interlocal Grants & Other						
102-000-337-00-00-00	DNU SCOG George Hopper Intrchg	\$ -	\$ -	\$ -	\$ -	\$ -	
102-000-337-00-00-03	SC PW Peterson Rd	\$ -	\$ -	\$ -	\$ -	\$ -	
102-000-337-00-00-04	County .09 Grant East West Con	\$ -	\$ -	\$ -	\$ 430,000	\$ -	-100.00%
337	Interlocal Grants & Other	\$ -	\$ -	\$ -	\$ 430,000	\$ -	-100.00%
345	Natural & Economic Environment						
102-000-345-85-00-15	GMA Traffic Impact Fees	\$ 321,470	\$ 79,831	\$ 59,056	\$ 500,000	\$ 700,000	40.00%
345	Natural & Economic Environment	\$ 321,470	\$ 79,831	\$ 59,056	\$ 500,000	\$ 700,000	40.00%
361	Interest & Other Earnings						
102-000-361-11-00-00	Investment Earnings	\$ 4,091	\$ 3,090	\$ 257	\$ 1,789	\$ 340	-81.00%
361	Interest & Other Earnings	\$ 4,091	\$ 3,090	\$ 257	\$ 1,789	\$ 340	-81.00%
369	Other Miscellaneous Revenues						
102-000-369-91-00-00	Miscellaneous Other	\$ -	\$ -	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	
381	Interfund Loan						
102-000-381-10-00-00	Interfund Loan Received	\$ -	\$ 288,000	\$ 750,000	\$ 750,000	\$ -	-100.00%
381	Interfund Loan	\$ -	\$ 288,000	\$ 750,000	\$ 750,000	\$ -	-100.00%
382	Retainage Deposits						

**2023 Budget
City of Burlington
November 22, 2022**

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
102-000-382-20-00-00 382	Retainage Deposits Retainage Deposits	\$ - \$ -	\$ - \$ -	\$ 8,505 \$ 8,505	\$ - \$ -	\$ 25,000 \$ 25,000	
389	Other Nonrevenues						
102-000-389-20-00-00 389	DNU SCOG George Hopper Intrchg Other Nonrevenues	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
397	Transfers In						
102-000-397-00-00-01	Transfer In - Fund 001	\$ -	\$ 96,188	\$ -	\$ -	\$ -	
102-000-397-00-03-01 397	Transfer In - 301 REET Transfers In	\$ 136,750 \$ 136,750	\$ 136,750 \$ 232,938	\$ 136,750 \$ 136,750	\$ 136,750 \$ 136,750	\$ - \$ -	-100.00% -100.00%
582	Refund of Retainage Deposits						
102-000-582-20-00-00 582	Refund of Retainage Deposits Refund of Retainage Deposits	\$ - \$ -	\$ - \$ -	\$ 8,505 \$ 8,505	\$ - \$ -	\$ 25,000 \$ 25,000	
589	Custodial Activities						
102-000-589-20-00-00 589	DNU Retainage Deposits Custodial Activities	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
000	Department	\$ (660,823)	\$ (1,061,061)	\$ (1,817,338)	\$ (9,203,931)	\$ (5,580,340)	-39.37%
542	Roads/Streets Maintenance						
102-102-542-30-41-90 542	Art St Public Notices Roads/Streets Maintenance	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
581	Interfund Loan						
102-102-581-20-00-00 581	Interfund Loan Repayment Interfund Loan	\$ - \$ -	\$ - \$ -	\$ 750,000 \$ 750,000	\$ 750,000 \$ 750,000	\$ 288,000 \$ 288,000	-61.60% -61.60%
582	Refund of Retainage Deposits						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
102-102-582-20-00-00 582	Refund of Retainage Deposits Refund of Retainage Deposits	\$ 41,875 \$ 41,875	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
591	Redemption of Debt						
102-102-591-95-71-00 591	Loan Payment Principal Redemption of Debt	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
592	Interest & Other Debt Svc Cost						
102-102-592-95-83-00 592	Loan Payment Interest Interest & Other Debt Svc Cost	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
595	Streets Capital Improvements						
102-102-595-10-60-01	Art St Geo Hopper East	\$ -	\$ 12,116	\$ -	\$ 60,000	\$ 60,000	0.00%
102-102-595-10-60-02	Art St Roadway Engineering	\$ 35,140	\$ 17,570	\$ 39,742	\$ 500,000	\$ 500,000	0.00%
102-102-595-10-60-04	Art St TIB E-W Connector	\$ 20,359	\$ 226,386	\$ 49,148	\$ 2,500,000	\$ 1,500,000	-40.00%
102-102-595-20-60-09	Art St Land Purch EW Connector	\$ -	\$ 288,000	\$ -	\$ -	\$ -	
102-102-595-30-60-01	Art St Travel Way St Overlays	\$ -	\$ -	\$ 2,709	\$ 300,000	\$ 300,000	0.00%
102-102-595-30-60-02	Art St TIB Overlay	\$ 202,194	\$ 385,261	\$ -	\$ 400,000	\$ 400,000	0.00%
102-102-595-30-60-03	Art St Geo Hopper Intrchg	\$ 3,189	\$ 38,794	\$ 6,017	\$ -	\$ -	
102-102-595-61-60-02	TIB Sidewalk Upgrade Oak St	\$ -	\$ -	\$ 205,869	\$ 200,000	\$ -	-100.00%
102-102-595-64-60-01	Art St SR20/Skagit St Signals	\$ 18,132	\$ 45,455	\$ 47,641	\$ 1,750,000	\$ 1,500,000	-14.29%
102-102-595-64-60-03	Art St Geo Hopper Signal Grant	\$ 8,689	\$ 28,358	\$ 1,279,355	\$ 1,200,000	\$ -	-100.00%
102-102-595-69-60-01	Art St Traffic Safety Program	\$ 3,196	\$ 1,081	\$ -	\$ 30,000	\$ 50,000	66.67%
102-102-595-69-60-02	Pease Rd - Non-motorized	\$ -	\$ -	\$ 19,850	\$ 324,000	\$ 270,000	-16.67%
595	Streets Capital Improvements	\$ 290,901	\$ 1,043,021	\$ 1,650,332	\$ 7,264,000	\$ 4,580,000	-36.95%
597	Transfers Out						
102-102-597-00-02-01	Transfer to - Debt Svc Prin	\$ 239,588	\$ 233,159	\$ -	\$ -	\$ 50,000	
102-102-597-00-02-11	Transfer to - Debt Svc Int	\$ 58,133	\$ 40,430	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 297,721	\$ 273,589	\$ -	\$ -	\$ 50,000	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
102	Arterial Streets	\$ 630,496	\$ 1,316,610	\$ 2,400,332	\$ 8,014,000	\$ 4,918,000	-38.63%
588	Prior Period Adjustment						
102-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 660,823	\$ 1,061,061	\$ 1,825,843	\$ 9,203,931	\$ 5,605,340	-39.10%
Expense Total		\$ 630,496	\$ 1,316,610	\$ 2,408,837	\$ 8,014,000	\$ 4,943,000	-38.32%
Grand Total		\$ 30,327	\$ (255,549)	\$ (582,994)	\$ 1,189,931	\$ 662,340	-44.34%
102	Arterial Street Fund	\$ 30,327	\$ (255,549)	\$ (582,994)	\$ 1,189,931	\$ 662,340	-44.34%
103	First Step Center Operating						
313	Retail Sales & Use Tax						
103-000-313-27-00-00	Afford Housing StateShared Tax	\$ -	\$ 63,556	\$ 52,671	\$ 80,000	\$ 80,000	0.00%
313	Retail Sales & Use Tax	\$ -	\$ 63,556	\$ 52,671	\$ 80,000	\$ 80,000	0.00%
337	Interlocal Grants & Other						
103-000-337-00-01-00	Intergovernmental Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
337	Interlocal Grants & Other	\$ -	\$ -	\$ -	\$ -	\$ -	
343	Utilities						
103-000-343-20-00-00	FSC Service	\$ -	\$ -	\$ -	\$ -	\$ -	
343	Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						
103-000-361-11-00-00	Investment Earnings	\$ -	\$ 284	\$ 532	\$ -	\$ -	
361	Interest & Other Earnings	\$ -	\$ 284	\$ 532	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
367	Nongvt Contribution Donations						
103-000-367-00-00-00	Donations, Grants from NonGovt	\$ -	\$ 900	\$ -	\$ -	\$ -	
367	Nongvt Contribution Donations	\$ -	\$ 900	\$ -	\$ -	\$ -	
397	Transfers In						
103-000-397-00-00-01	Transfer In - Gen Fund	\$ -	\$ -	\$ -	\$ -	\$ -	
103-000-397-00-03-01	Transfer In - Fund 301	\$ -	\$ 32,500	\$ -	\$ -	\$ -	
397	Transfers In	\$ -	\$ 32,500	\$ -	\$ -	\$ -	
565	First Step Professional Svc						
103-000-565-40-41-00	First Step Professional Svc	\$ -	\$ 35,264	\$ 36,711	\$ 79,500	\$ 79,500	0.00%
103-000-565-40-49-95	First Step BankService Charges	\$ -	\$ 259	\$ 2	\$ 500	\$ 500	0.00%
565	First Step BankService Charges	\$ -	\$ 35,524	\$ 36,713	\$ 80,000	\$ 80,000	0.00%
000	Department	\$ -	\$ (61,717)	\$ (16,491)	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ -	\$ 97,240	\$ 53,203	\$ 80,000	\$ 80,000	0.00%
Expense Total		\$ -	\$ 35,524	\$ 36,713	\$ 80,000	\$ 80,000	0.00%
Grand Total		\$ -	\$ 61,717	\$ 16,491	\$ -	\$ -	
103	First Step Center Operating	\$ -	\$ 61,717	\$ 16,491	\$ -	\$ -	
104	1590 Fund						
313	Retail Sales & Use Tax						
104-000-313-25-00-00	Housing and Related Svc Tax	\$ -	\$ -	\$ 646,145	\$ 1,000,000	\$ 1,100,000	10.00%
313	Retail Sales & Use Tax	\$ -	\$ -	\$ 646,145	\$ 1,000,000	\$ 1,100,000	10.00%
361	Interest & Other Earnings						
104-000-361-11-00-00	Investment Earnings	\$ -	\$ -	\$ 2,546	\$ -	\$ -	
361	Interest & Other Earnings	\$ -	\$ -	\$ 2,546	\$ -	\$ -	

2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
397	Transfers In						
104-000-397-00-03-03	Transfer In - Fund 303	\$ -	\$ -	\$ 460	\$ -	\$ -	
397	Transfers In	\$ -	\$ -	\$ 460	\$ -	\$ -	
532	TV/Cable/Internet Utilities						
104-000-532-00-35-00	Small Tools & Equip	\$ -	\$ -	\$ 1,355	\$ -	\$ -	
532	TV/Cable/Internet Utilities	\$ -	\$ -	\$ 1,355	\$ -	\$ -	
565	1590 Professional Svc						
104-000-565-40-41-00	1590 Professional Svc	\$ -	\$ -	\$ -	\$ -	\$ -	
565	1590 Professional Svc	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
104-000-594-65-60-00	1590 Capital Outlay	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,100,000	10.00%
594	Capital Expenditures	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 1,100,000	10.00%
000	Department	\$ -	\$ -	\$ (647,796)	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ -	\$ -	\$ 649,151	\$ 1,000,000	\$ 1,100,000	10.00%
Expense Total		\$ -	\$ -	\$ 1,355	\$ 1,000,000	\$ 1,100,000	10.00%
Grand Total		\$ -	\$ -	\$ 647,796	\$ -	\$ -	
104	1590 Fund	\$ -	\$ -	\$ 647,796	\$ -	\$ -	
105	Fiber Fund						
337	Interlocal Grants & Other						
105-000-337-00-01-00	Fiber County 0.09 Grant	\$ -	\$ 88,900	\$ 25,541	\$ 218,626	\$ 150,000	-31.39%
337	Interlocal Grants & Other	\$ -	\$ 88,900	\$ 25,541	\$ 218,626	\$ 150,000	-31.39%
343	Utilities						
105-000-343-20-00-00	Fiber Service	\$ 53,846	\$ 65,137	\$ 50,623	\$ 65,000	\$ 75,000	15.38%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
343	Utilities	\$ 53,846	\$ 65,137	\$ 50,623	\$ 65,000	\$ 75,000	15.38%
361	Interest & Other Earnings						
105-000-361-11-00-00	Interest Earnings	\$ -	\$ 746	\$ 1,875	\$ -	\$ -	
361	Interest & Other Earnings	\$ -	\$ 746	\$ 1,875	\$ -	\$ -	
397	Transfers In						
105-000-397-00-00-01	Transfer In - Gen Fund	\$ -	\$ 50,000	\$ -	\$ -	\$ -	
397	Transfers In	\$ -	\$ 50,000	\$ -	\$ -	\$ -	
532	TV/Cable/Internet Utilities						
105-000-532-00-10-00	Fiber Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ 19,104	
105-000-532-00-21-00	Fiber Retirement	\$ -	\$ -	\$ -	\$ -	\$ 1,985	
105-000-532-00-22-00	Fiber L & I	\$ -	\$ -	\$ -	\$ -	\$ 466	
105-000-532-00-23-00	Fiber FICA	\$ -	\$ -	\$ -	\$ -	\$ 1,461	
105-000-532-00-24-00	Fiber Medical Insurance	\$ -	\$ -	\$ -	\$ -	\$ 3,982	
105-000-532-00-26-00	Fiber ESD	\$ -	\$ -	\$ -	\$ -	\$ 42	
105-000-532-00-31-00	Fiber Office Supplies	\$ -	\$ 17	\$ 100	\$ 100	\$ 100	0.00%
105-000-532-00-31-60	Fiber Conduit	\$ -	\$ -	\$ 27	\$ 5,000	\$ 7,500	50.00%
105-000-532-00-31-62	Fiber Spools	\$ -	\$ -	\$ -	\$ 5,000	\$ 7,500	50.00%
105-000-532-00-31-64	Fiber Parts	\$ -	\$ -	\$ 239	\$ 1,000	\$ 1,000	0.00%
105-000-532-00-31-65	Fiber Vaults	\$ -	\$ -	\$ -	\$ 5,000	\$ 7,500	50.00%
105-000-532-00-35-00	Fiber Small Tools & Equip	\$ -	\$ 2,494	\$ 609	\$ 11,500	\$ 11,500	0.00%
105-000-532-00-41-00	Fiber Professional Services	\$ -	\$ -	\$ 57	\$ 5,000	\$ 5,000	0.00%
105-000-532-00-41-01	Fiber Advertising	\$ 849	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
105-000-532-00-42-60	Fiber InternetCommunication	\$ -	\$ -	\$ -	\$ 1,800	\$ 1,800	0.00%
105-000-532-00-43-00	Fiber Travel	\$ -	\$ 1,243	\$ -	\$ 1,800	\$ 1,800	0.00%
105-000-532-00-48-00	Fiber Repairs & Maintenance	\$ -	\$ 469	\$ 1,111	\$ 15,000	\$ 15,000	0.00%
105-000-532-00-49-20	Fiber Training & Education	\$ -	\$ 6,236	\$ -	\$ 6,000	\$ 6,000	0.00%
532	TV/Cable/Internet Utilities	\$ 849	\$ 10,458	\$ 2,144	\$ 58,200	\$ 92,740	59.35%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
594	Capital Expenditures						
105-000-594-32-62-00	Fiber Bldg & Structures	\$ -	\$ -	\$ -	\$ 220,000	\$ 150,000	-31.82%
594	Capital Expenditures	\$ -	\$ -	\$ -	\$ 220,000	\$ 150,000	-31.82%
000	Department	\$ (52,997)	\$ (194,325)	\$ (75,895)	\$ (5,426)	\$ 17,740	-426.94%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 53,846	\$ 204,783	\$ 78,039	\$ 283,626	\$ 225,000	-20.67%
Expense Total		\$ 849	\$ 10,458	\$ 2,144	\$ 278,200	\$ 242,740	-12.75%
Grand Total		\$ 52,997	\$ 194,325	\$ 75,895	\$ 5,426	\$ (17,740)	-426.94%
105	Fiber Fund	\$ 52,997	\$ 194,325	\$ 75,895	\$ 5,426	\$ (17,740)	-426.94%
107	Park Endowment Fund						
308	Beginning Cash & Investments						
107-000-308-80-00-00	Unreserved Cash and Inv - Beg	\$ -	\$ -	\$ -	\$ -	\$ -	
308	Beginning Cash & Investments	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						
107-000-361-11-00-00	Investment Earnings	\$ 412	\$ 265	\$ 194	\$ -	\$ -	
361	Interest & Other Earnings	\$ 412	\$ 265	\$ 194	\$ -	\$ -	
576	Park Facilities						
107-000-576-80-31-10	Park Endow Operating Supplies	\$ -	\$ -	\$ -	\$ 350	\$ 350	0.00%
107-000-576-80-47-00	Park Endow Utilities	\$ 1,008	\$ 2,492	\$ 441	\$ 2,500	\$ 2,500	0.00%
107-000-576-80-48-00	Park Endow Repair & Maint	\$ -	\$ -	\$ -	\$ 200	\$ 200	0.00%
576	Park Facilities	\$ 1,008	\$ 2,492	\$ 441	\$ 3,050	\$ 3,050	0.00%
000	Department	\$ 596	\$ 2,227	\$ 247	\$ 3,050	\$ 3,050	0.00%
588	Prior Period Adjustment						
107-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 412	\$ 265	\$ 194	\$ -	\$ -	
Expense Total		\$ 1,008	\$ 2,492	\$ 441	\$ 3,050	\$ 3,050	0.00%
Grand Total		\$ (596)	\$ (2,227)	\$ (247)	\$ (3,050)	\$ (3,050)	0.00%
107	Park Endowment Fund	\$ (596)	\$ (2,227)	\$ (247)	\$ (3,050)	\$ (3,050)	0.00%
116	Cemetery Fund						
343	Utilities						
116-000-343-60-00-01	Grave Openings & Closings	\$ 34,302	\$ 35,250	\$ 39,991	\$ 36,000	\$ 45,000	25.00%
116-000-343-60-00-02	Marker Settings	\$ 5,449	\$ 6,290	\$ 8,487	\$ 5,000	\$ 5,000	0.00%
116-000-343-60-00-03	Lot Sales 60 Percent	\$ 6,141	\$ 5,763	\$ 7,338	\$ 10,000	\$ 10,000	0.00%
116-000-343-60-00-04	Liner & Urn Sales	\$ 3,490	\$ 10,438	\$ 9,970	\$ 4,000	\$ 4,000	0.00%
116-000-343-60-00-15	Lot Sold 15 Percent-Endowment	\$ 1,555	\$ 1,441	\$ -	\$ -	\$ -	
116-000-343-60-00-17	Lots Sold 25 Percent	\$ 2,669	\$ 2,401	\$ 3,058	\$ 4,000	\$ 4,000	0.00%
343	Utilities	\$ 53,606	\$ 61,583	\$ 68,844	\$ 59,000	\$ 68,000	15.25%
361	Interest & Other Earnings						
116-000-361-11-00-00	Investment Interest	\$ 342	\$ 259	\$ 383	\$ 500	\$ 500	0.00%
361	Interest & Other Earnings	\$ 342	\$ 259	\$ 383	\$ 500	\$ 500	0.00%
369	Other Miscellaneous Revenues						
116-000-369-91-00-00	Miscellaneous Other	\$ -	\$ 685	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ 685	\$ -	\$ -	\$ -	
397	Transfers In						
116-000-397-00-00-01	Transfer In - Gen Fund	\$ 8,300	\$ 24,800	\$ 35,611	\$ 47,482	\$ 32,842	-30.83%
397	Transfers In	\$ 8,300	\$ 24,800	\$ 35,611	\$ 47,482	\$ 32,842	-30.83%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
000	Department	\$ (62,247)	\$ (87,328)	\$ (104,838)	\$ (106,982)	\$ (101,342)	-5.27%
536	Cemetery						
116-116-536-20-10-00	Cemetery Salaries & Wages	\$ 24,455	\$ 27,849	\$ 46,480	\$ 42,377	\$ 44,800	5.72%
116-116-536-20-10-10	Cemetery Part Time Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
116-116-536-20-10-15	Cemetery Seasonal Wages	\$ -	\$ 4,170	\$ -	\$ 9,860	\$ 9,860	0.00%
116-116-536-20-11-00	Cemetery Overtime	\$ -	\$ -	\$ 2,076	\$ 1,000	\$ 1,000	0.00%
116-116-536-20-21-00	Cemetery Retirement	\$ 3,153	\$ 3,256	\$ 4,982	\$ 4,446	\$ 4,759	7.03%
116-116-536-20-22-00	Cemetery L & I	\$ 446	\$ 843	\$ 918	\$ 1,525	\$ 1,822	19.52%
116-116-536-20-23-00	Cemetery FICA	\$ 1,840	\$ 2,407	\$ 3,634	\$ 4,073	\$ 3,504	-13.97%
116-116-536-20-24-00	Cemetery Medical Insurance	\$ 7,855	\$ 9,697	\$ 18,139	\$ 15,289	\$ 15,927	4.17%
116-116-536-20-25-00	Cemetery Life Insurance	\$ 8	\$ 8	\$ 11	\$ 12	\$ 12	0.00%
116-116-536-20-26-00	Cemetery ESD	\$ 39	\$ 47	\$ 78	\$ 78	\$ 100	27.72%
116-116-536-20-27-00	Cemetery Uniform & Clothing	\$ -	\$ 206	\$ -	\$ 300	\$ 300	0.00%
116-116-536-20-31-00	Cemetery Office Supplies	\$ 14,573	\$ 372	\$ 76	\$ -	\$ 100	
116-116-536-20-31-10	Cemetery Operating Supplies	\$ 781	\$ 410	\$ 449	\$ 2,000	\$ 2,000	0.00%
116-116-536-20-32-00	Cemetery Fuel Consumed	\$ -	\$ -	\$ -	\$ 300	\$ 300	0.00%
116-116-536-20-34-00	Cemetery Markers Liners Resale	\$ 4,310	\$ 4,260	\$ 2,052	\$ 5,000	\$ 5,000	0.00%
116-116-536-20-34-05	Cemetery Lots Repurchased	\$ -	\$ 780	\$ -	\$ -	\$ -	
116-116-536-20-35-00	Cemetery Small Tools & Equip	\$ 120	\$ 1,504	\$ 98	\$ 1,500	\$ 1,500	0.00%
116-116-536-20-41-00	Cemetery Professional Services	\$ -	\$ 697	\$ 7,053	\$ 11,000	\$ 2,000	-81.82%
116-116-536-20-42-20	Cemetery Postage	\$ 11	\$ 16	\$ 20	\$ 100	\$ 100	0.00%
116-116-536-20-45-00	Cemetery Rentals	\$ -	\$ -	\$ 142	\$ -	\$ -	
116-116-536-20-45-15	Transfer to ER&R	\$ -	\$ -	\$ -	\$ -	\$ -	
116-116-536-20-45-51	Cemetery Trsf to ER&R	\$ 3,742	\$ 1,235	\$ 926	\$ 1,235	\$ 1,235	0.00%
116-116-536-20-46-00	Cemetery Insurance	\$ 1,823	\$ 1,911	\$ 2,198	\$ 2,198	\$ 2,198	0.00%
116-116-536-20-47-00	Cemetery Utilities	\$ 2,873	\$ 2,530	\$ 2,303	\$ 1,500	\$ 1,500	0.00%
116-116-536-20-48-00	Cemetery Bldg & Grounds Maint	\$ -	\$ -	\$ -	\$ 500	\$ 500	0.00%
116-116-536-20-48-01	Cemetery Eqpt Repair Maint	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
116-116-536-20-49-00	Cemetery Miscellaneous	\$ -	\$ 636	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
116-116-536-20-49-95	Cemetery Bank Service Charges	\$ 336	\$ 340	\$ 301	\$ 350	\$ 350	0.00%
116-116-536-20-49-98	Cemetery Excise Tax	\$ 634	\$ 1,272	\$ 855	\$ 1,000	\$ 1,000	0.00%
116-116-536-20-49-99	Cemetery Dike Assessment	\$ 491	\$ 468	\$ 453	\$ 500	\$ 500	0.00%
536	Cemetery	\$ 67,491	\$ 64,914	\$ 93,243	\$ 107,143	\$ 101,368	-5.39%
597	Transfers Out						
116-116-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
116-116-597-00-07-01	Transfer to 701 Lot Sales 15	\$ 1,555	\$ 1,441	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 1,555	\$ 1,441	\$ -	\$ -	\$ -	
116	Cemetery	\$ 69,046	\$ 66,355	\$ 93,243	\$ 107,143	\$ 101,368	-5.39%
588	Prior Period Adjustment						
116-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 62,247	\$ 87,328	\$ 104,838	\$ 106,982	\$ 101,342	-5.27%
Expense Total		\$ 69,046	\$ 66,355	\$ 93,243	\$ 107,143	\$ 101,368	-5.39%
Grand Total		\$ (6,798)	\$ 20,973	\$ 11,595	\$ (161)	\$ (26)	-84.16%
116	Cemetery Fund	\$ (6,798)	\$ 20,973	\$ 11,595	\$ (161)	\$ (26)	-84.16%
119	Substance Abuse Fund						
361	Interest & Other Earnings						
119-000-361-11-00-00	Investment Interest	\$ 358	\$ 250	\$ 203	\$ -	\$ -	
361	Interest & Other Earnings	\$ 358	\$ 250	\$ 203	\$ -	\$ -	
369	Other Miscellaneous Revenues						
119-000-369-30-00-00	Confiscated/Forfeited Property	\$ 500	\$ 600	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
119-000-369-40-00-00	Other Judgements & Settlements	\$ 5,000	\$ 231	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 5,500	\$ 831	\$ -	\$ -	\$ -	
521	Law Enforcement						
119-000-521-21-35-00	SAC Small Tools & Equip	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	0.00%
119-000-521-21-49-00	Investigative Fund Misc	\$ -	\$ -	\$ -	\$ 350	\$ 350	0.00%
521	Law Enforcement	\$ -	\$ -	\$ -	\$ 10,350	\$ 10,350	0.00%
594	Capital Expenditures						
119-000-594-21-64-00	SAC Machinery & Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ (5,858)	\$ (1,081)	\$ (203)	\$ 10,350	\$ 10,350	0.00%
588	Prior Period Adjustment						
119-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 5,858	\$ 1,081	\$ 203	\$ -	\$ -	
Expense Total		\$ -	\$ -	\$ -	\$ 10,350	\$ 10,350	0.00%
Grand Total		\$ 5,858	\$ 1,081	\$ 203	\$ (10,350)	\$ (10,350)	0.00%
119	Substance Abuse Fund	\$ 5,858	\$ 1,081	\$ 203	\$ (10,350)	\$ (10,350)	0.00%
150	Fire						
361	Interest & Other Earnings						
150-000-361-11-00-00	Investment Earnings	\$ 1,435	\$ 1,863	\$ 4,676	\$ 271	\$ 4,000	1376.01%
361	Interest & Other Earnings	\$ 1,435	\$ 1,863	\$ 4,676	\$ 271	\$ 4,000	1376.01%

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
000	Department	\$ (1,435)	\$ (1,863)	\$ (4,676)	\$ (271)	\$ (4,000)	1376.01%
332	Federal Revenues						
150-150-332-92-10-00	COVID-19 Non Grant Assistance	\$ 19,337	\$ -	\$ -	\$ -	\$ -	
150-150-332-93-40-00	GEMT Pmt Prog Federal NonGrant	\$ 221,606	\$ 478,881	\$ 532,975	\$ 550,000	\$ 586,300	6.60%
332	Federal Revenues	\$ 240,943	\$ 478,881	\$ 532,975	\$ 550,000	\$ 586,300	6.60%
334	State Grants						
150-150-334-04-90-10	WA State DOH Trauma Grant	\$ 1,260	\$ 1,260	\$ 1,125	\$ -	\$ -	
334	State Grants	\$ 1,260	\$ 1,260	\$ 1,125	\$ -	\$ -	
337	Interlocal Grants & Other						
150-150-337-00-00-00	Local/Other Gov't Grants	\$ -	\$ -	\$ 10,987	\$ -	\$ -	
150-150-337-00-00-10	Skagit Co EMS Funding	\$ 1,068,772	\$ 1,198,513	\$ 1,130,841	\$ 1,243,523	\$ 1,280,829	3.00%
337	Interlocal Grants & Other	\$ 1,068,772	\$ 1,198,513	\$ 1,141,829	\$ 1,243,523	\$ 1,280,829	3.00%
342	Public Safety						
150-150-342-21-00-00	DNU Skagit Co EMS Funding	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-342-21-00-10	Skagit Co Oxygen Reimb	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	0.00%
150-150-342-21-00-12	Skagit Co FLSE Funding	\$ 29,188	\$ -	\$ -	\$ -	\$ -	
150-150-342-21-00-20	EMS Billings	\$ 600,199	\$ 619,354	\$ 515,749	\$ 610,000	\$ 650,000	6.56%
150-150-342-21-00-30	HUB Training Reimbursements	\$ 20,840	\$ -	\$ -	\$ 15,000	\$ 15,000	0.00%
150-150-342-23-00-00	X Skagit Co FLSE Funding	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-342-25-00-00	X EMS Billings-Governmental	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-342-25-00-01	X EMS Billings-Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-342-25-00-02	X EMS Billings-Private Pay	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-342-27-00-00	X Hub Training Reimbursements	\$ -	\$ -	\$ -	\$ -	\$ -	
342	Public Safety	\$ 650,226	\$ 620,354	\$ 515,749	\$ 626,000	\$ 666,000	6.39%
345	Natural & Economic Environment						
150-150-345-85-00-00	Impact Fees - Fire	\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
345	Natural & Economic Environment	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						
150-150-361-11-00-00	Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	
367	Nongvt Contribution Donations						
150-150-367-00-00-00	Donations, Grants from Non Govt	\$ -	\$ 1,730	\$ 190	\$ -	\$ -	
367	Nongvt Contribution Donations	\$ -	\$ 1,730	\$ 190	\$ -	\$ -	
369	Other Miscellaneous Revenues						
150-150-369-91-00-00	Other Miscellaneous Revenues	\$ -	\$ 25,724	\$ 3,658	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ 25,724	\$ 3,658	\$ -	\$ -	
395	Disposition of Capital Assets						
150-150-395-20-00-00	Insurance Recoveries	\$ 18,099	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ 18,099	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
150-150-397-00-00-00	Transfer In - General	\$ 2,362,000	\$ 3,163,000	\$ 2,401,526	\$ 3,102,035	\$ 2,286,827	-26.28%
397	Transfers In	\$ 2,362,000	\$ 3,163,000	\$ 2,401,526	\$ 3,102,035	\$ 2,286,827	-26.28%
398	Insurance Recoveries						
150-150-398-10-00-00	Insurance Recoveries	\$ -	\$ 7,599	\$ -	\$ -	\$ -	
398	Insurance Recoveries	\$ -	\$ 7,599	\$ -	\$ -	\$ -	
522	Fire & Emergency Medical						
150-150-522-20-10-00	Fire Salaries & Wages	\$ 2,405,631	\$ 2,450,850	\$ 1,840,756	\$ 2,632,283	\$ 2,692,649	2.29%
150-150-522-20-10-10	Fire Part Time Wages	\$ 125,806	\$ 138,437	\$ 149,807	\$ 208,644	\$ 144,540	-30.72%
150-150-522-20-10-20	Fire Hub Training Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-11-00	Fire Overtime	\$ 55,648	\$ 229,744	\$ 428,529	\$ 120,832	\$ 140,000	15.86%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
150-150-522-20-11-05	Fire Overtime - Training	\$ 14,374	\$ 41,434	\$ 16,489	\$ 65,000	\$ 65,000	0.00%
150-150-522-20-11-20	Fire Hub Training Overtime	\$ 1,476	\$ 590	\$ 1,927	\$ 10,000	\$ 10,000	0.00%
150-150-522-20-12-00	EMS Holiday Pay	\$ 109,314	\$ 104,522	\$ 9,059	\$ 124,450	\$ 127,854	2.74%
150-150-522-20-19-00	Fire Salaries Indirect Cost	\$ 258,839	\$ 302,198	\$ 226,649	\$ 271,781	\$ 302,198	11.19%
150-150-522-20-21-00	Fire Retirement	\$ 145,849	\$ 160,859	\$ 134,841	\$ 178,467	\$ 172,363	-3.42%
150-150-522-20-21-10	Fire Retirement - Other	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-22-00	Fire L & I	\$ 92,723	\$ 111,619	\$ 88,555	\$ 182,443	\$ 181,358	-0.59%
150-150-522-20-23-00	Fire FICA/Medicare	\$ 52,075	\$ 59,029	\$ 55,225	\$ 64,132	\$ 64,095	-0.06%
150-150-522-20-24-00	Fire Medical Insurance	\$ 395,985	\$ 453,176	\$ 349,117	\$ 469,992	\$ 522,631	11.20%
150-150-522-20-26-00	Fire ESD	\$ 6,067	\$ 4,481	\$ 3,960	\$ 4,170	\$ 5,868	40.70%
150-150-522-20-28-00	Fire Deferred Comp Match	\$ 72,748	\$ 66,384	\$ 42,617	\$ 148,445	\$ 158,214	6.58%
150-150-522-20-31-00	Fire Office Supplies	\$ 4,574	\$ 7,426	\$ 4,098	\$ 8,000	\$ 8,000	0.00%
150-150-522-20-31-10	Fire Operating Supplies	\$ 4,233	\$ 12,027	\$ 4,235	\$ 10,000	\$ 10,000	0.00%
150-150-522-20-31-15	Fire Medical Operating Supplie	\$ 65,419	\$ 72,636	\$ 44,296	\$ 75,987	\$ 75,000	-1.30%
150-150-522-20-31-20	Fire FLSE Operating Supplies	\$ 282	\$ 1,159	\$ 1,215	\$ 500	\$ 500	0.00%
150-150-522-20-31-25	Fire Supplies-EMS Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-31-30	Fire Uniform & Clothing	\$ 52,259	\$ 57,732	\$ 70,485	\$ 75,000	\$ 80,000	6.67%
150-150-522-20-31-40	Fire FLSE Uniform & Clothing	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-32-00	Fire Fuel Consumed	\$ 16,381	\$ 26,273	\$ 29,052	\$ 28,800	\$ 31,500	9.38%
150-150-522-20-35-10	Fire Small Tools & Equip	\$ 11,901	\$ 8,197	\$ 11,202	\$ 30,000	\$ 30,000	0.00%
150-150-522-20-35-11	Supplies-Ladder Truck	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-35-20	Fire FLSE Small Tools & Equip	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-41-00	Fire Professional Services	\$ 115,971	\$ 111,727	\$ 74,941	\$ 125,000	\$ 125,000	0.00%
150-150-522-20-41-01	Fire Services Indirect Cost	\$ 64,975	\$ 53,389	\$ 40,042	\$ 68,224	\$ 53,389	-21.74%
150-150-522-20-42-00	Fire Communications	\$ 3,655	\$ 1,934	\$ -	\$ 7,000	\$ 16,000	128.57%
150-150-522-20-42-10	Fire Cell Phone	\$ 8,545	\$ 8,233	\$ 6,615	\$ 9,200	\$ 9,200	0.00%
150-150-522-20-42-20	Fire Postage	\$ 121	\$ 28	\$ 67	\$ 100	\$ 125	25.00%
150-150-522-20-42-30	Fire Telephone	\$ 791	\$ 791	\$ 594	\$ 860	\$ 860	0.00%
150-150-522-20-43-00	Fire Travel	\$ 2,105	\$ 2,809	\$ 2,835	\$ 10,000	\$ 14,000	40.00%
150-150-522-20-45-10	Fire Rentals	\$ 1,281	\$ 1,302	\$ 1,396	\$ 1,500	\$ 1,500	0.00%
150-150-522-20-45-15	Fire Transfer to ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
150-150-522-20-45-51	Fire Trsf to ER&R	\$ 30,000	\$ 344,500	\$ 238,500	\$ 318,000	\$ 312,500	-1.73%
150-150-522-20-45-52	Fire EMS Trsf to CR&R	\$ -	\$ 32,864	\$ 15,864	\$ 21,152	\$ 37,340	76.53%
150-150-522-20-46-00	Insurance Premiums	\$ 81,917	\$ 90,139	\$ 85,048	\$ 85,048	\$ 85,048	0.00%
150-150-522-20-47-00	Fire Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-48-00	Fire Repair & Maintenance	\$ 14,138	\$ 8,453	\$ 8,600	\$ 11,000	\$ 12,000	9.09%
150-150-522-20-48-01	Fire Rep & Maint 99 F250	\$ 103	\$ -	\$ 276	\$ 1,000	\$ 1,000	0.00%
150-150-522-20-48-02	Fire Rep & Maint 03 Tahoe	\$ 752	\$ 482	\$ 580	\$ 500	\$ 500	0.00%
150-150-522-20-48-03	Fire Rep & Maint 09 Tahoe	\$ 1,144	\$ 795	\$ 594	\$ 4,000	\$ 4,000	0.00%
150-150-522-20-48-04	Rep & Maint Div Chf EMS	\$ -	\$ -	\$ -	\$ 1,500	\$ 2,000	33.33%
150-150-522-20-48-05	Fire Rep & Maint 13 Tahoe	\$ 908	\$ 612	\$ 1,520	\$ 2,500	\$ 3,000	20.00%
150-150-522-20-48-10	Fire Rep & Maint Hydrants	\$ -	\$ 283	\$ 80	\$ 2,500	\$ 2,500	0.00%
150-150-522-20-48-21	Fire Rep & Maint 03 Pierce	\$ 14,699	\$ 4,267	\$ 13,753	\$ 5,000	\$ 7,500	50.00%
150-150-522-20-48-22	Fire Rep & Mint 09 Crimson	\$ 19,085	\$ 3,755	\$ 14,671	\$ 5,000	\$ 7,500	50.00%
150-150-522-20-48-40	Fire Rep & Maint 96 LTI	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-48-41	Fire Rep & Maint 2018 Pierce	\$ 15,495	\$ 20,838	\$ 28,342	\$ 15,000	\$ 17,000	13.33%
150-150-522-20-48-60	Fire Rep & Maint 97 E350	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-48-61	Rep & Maint Rsv Amb	\$ 1,633	\$ 2,401	\$ 1,007	\$ 2,500	\$ 2,750	10.00%
150-150-522-20-48-62	Fire Rep & Maint BLS	\$ 9,257	\$ 8,729	\$ 2,196	\$ 7,500	\$ 10,000	33.33%
150-150-522-20-48-63	Fire Rep & Maint ALS	\$ 10,103	\$ 5,354	\$ 10,233	\$ 7,500	\$ 10,000	33.33%
150-150-522-20-49-10	Fire Dues & Subscriptions	\$ 36,642	\$ 41,767	\$ 23,623	\$ 40,000	\$ 44,000	10.00%
150-150-522-20-49-20	Fire Training & Education	\$ 17,868	\$ 20,291	\$ 28,306	\$ 45,000	\$ 48,000	6.67%
150-150-522-20-49-50	Fire-EMS Start Up Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-20-49-90	Enhanced 911	\$ -	\$ -	\$ 15,108	\$ 12,822	\$ 15,364	19.83%
150-150-522-20-69-00	EMS Impact Fees Refunds	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-522-50-46-00	Facilities Insurance Premiums	\$ 7,904	\$ 8,734	\$ 15,044	\$ 15,044	\$ 15,044	0.00%
522	Fire & Emergency Medical	\$ 4,350,677	\$ 5,083,248	\$ 4,141,946	\$ 5,533,374	\$ 5,678,889	2.63%
594	Capital Expenditures						
150-150-594-22-60-00	Fire Capital Expenditure	\$ -	\$ -	\$ 52,139	\$ 52,140	\$ -	-100.00%
594	Capital Expenditures	\$ -	\$ -	\$ 52,139	\$ 52,140	\$ -	-100.00%

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
597	Transfers Out						
150-150-597-00-01-50	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
150-150-597-00-05-02	Transfer to - CR & R	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	
150	Fire/EMS	\$ 9,377	\$ (413,813)	\$ (402,966)	\$ 63,957	\$ 858,933	1242.99%
588	Prior Period Adjustment						
150-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 4,342,734	\$ 5,498,924	\$ 4,601,727	\$ 5,521,829	\$ 4,823,956	-12.64%
Expense Total		\$ 4,350,677	\$ 5,083,248	\$ 4,194,085	\$ 5,585,514	\$ 5,678,889	1.67%
Grand Total		\$ (7,943)	\$ 415,676	\$ 407,641	\$ (63,686)	\$ (854,933)	1242.42%
150	Fire	\$ (7,943)	\$ 415,676	\$ 407,641	\$ (63,686)	\$ (854,933)	1242.42%
197	Lodging Tax Fund						
313	Retail Sales & Use Tax						
197-000-313-31-00-00	Hotel Motel Stadium Tax	\$ 278,740	\$ 436,600	\$ 402,639	\$ 400,000	\$ 450,000	12.50%
313	Retail Sales & Use Tax	\$ 278,740	\$ 436,600	\$ 402,639	\$ 400,000	\$ 450,000	12.50%
361	Interest & Other Earnings						
197-000-361-11-00-00	Investment Earnings	\$ 6,525	\$ 4,582	\$ 5,080	\$ 1,833	\$ 5,000	172.78%
361	Interest & Other Earnings	\$ 6,525	\$ 4,582	\$ 5,080	\$ 1,833	\$ 5,000	172.78%
557	Community Services						
197-000-557-30-10-00	Lodging Salaries & Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-10-10	Lodging Part Time Wages	\$ -	\$ -	\$ -	\$ -	\$ -	

2023 Budget
City of Burlington
November 22, 2022

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
197-000-557-30-10-15	Lodging Seasonal Wages	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-11-00	Lodging Overtime	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-21-00	Lodging Retirement	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-22-00	Lodging L & I	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-23-00	Lodging FICA	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-24-00	Lodging Medical Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-25-00	Lodging Life Insurance	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-26-00	Lodging ESD	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-49-00	Lodging Skagit Tulip Festival	\$ 6,500	\$ 6,500	\$ 7,500	\$ 7,500	\$ -	-100.00%
197-000-557-30-49-01	Lodging P&R Skg Rvr Prk Events	\$ 125,820	\$ 53,100	\$ 86,486	\$ 102,250	\$ -	-100.00%
197-000-557-30-49-02	Lodging Chld Museum Win Wond	\$ 670	\$ 55,000	\$ -	\$ 55,000	\$ -	-100.00%
197-000-557-30-49-03	Lodging Chamber VIC	\$ 103,568	\$ 104,793	\$ 76,860	\$ 130,000	\$ -	-100.00%
197-000-557-30-49-04	Lodging McIntyre Hall	\$ 8,049	\$ 8,528	\$ -	\$ 15,000	\$ -	-100.00%
197-000-557-30-49-05	Lodging Skg Fairgrounds Advert	\$ 150,000	\$ -	\$ -	\$ 4,000	\$ -	-100.00%
197-000-557-30-49-06	Lodging Celtic Arts Foundation	\$ 1,500	\$ -	\$ 5,000	\$ 5,000	\$ -	-100.00%
197-000-557-30-49-07	Lodging Skagit Bald Eagle	\$ 3,456	\$ 5,962	\$ 4,393	\$ 6,000	\$ -	-100.00%
197-000-557-30-49-08	Lodging Chld Museum Marketing	\$ 10,418	\$ 17,256	\$ -	\$ 35,000	\$ -	-100.00%
197-000-557-30-49-09	Lodging Lincoln Theatre	\$ 1,543	\$ 10,457	\$ 10,230	\$ 12,000	\$ -	-100.00%
197-000-557-30-49-10	Lodging City P&R Carnegie Libr	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-49-11	Lodging P&R Harvest Festival	\$ 26	\$ 5,395	\$ 5,452	\$ 49,740	\$ -	-100.00%
197-000-557-30-49-12	Lodging P&R Berry Dairy Firewk	\$ -	\$ 6,348	\$ 2,760	\$ 5,930	\$ -	-100.00%
197-000-557-30-49-14	Lodging Chmbr Berry Dairy Days	\$ 59	\$ -	\$ 25,172	\$ 28,000	\$ -	-100.00%
197-000-557-30-49-16	Lodging P&R Veterans Day	\$ -	\$ 3,618	\$ 713	\$ 9,250	\$ -	-100.00%
197-000-557-30-49-19	Lodging P&R Summer Nights	\$ -	\$ -	\$ 11,693	\$ 18,350	\$ -	-100.00%
197-000-557-30-49-26	Lodging Rush Cup	\$ -	\$ 9,000	\$ -	\$ 13,200	\$ -	-100.00%
197-000-557-30-49-28	Lodging Skagit Racing	\$ -	\$ -	\$ -	\$ -	\$ -	
197-000-557-30-49-31	Lodging Unassigned	\$ -	\$ -	\$ -	\$ -	\$ 600,000	
557	Community Services	\$ 411,609	\$ 285,957	\$ 236,259	\$ 496,220	\$ 600,000	20.91%
588	Prior Period Adjustment						
197-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ 126,344	\$ (155,224)	\$ (171,460)	\$ 94,387	\$ 145,000	53.62%
588	Prior Period Adjustment						
197-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 285,265	\$ 441,182	\$ 407,719	\$ 401,833	\$ 455,000	13.23%
Expense Total		\$ 411,609	\$ 285,957	\$ 236,259	\$ 496,220	\$ 600,000	20.91%
Grand Total		\$ (126,344)	\$ 155,224	\$ 171,460	\$ (94,387)	\$ (145,000)	53.62%
197	Lodging Tax Fund	\$ (126,344)	\$ 155,224	\$ 171,460	\$ (94,387)	\$ (145,000)	53.62%
201	Debt Service Fund						
311	General Property Tax						
201-000-311-10-00-00	Real & Personal Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
311	General Property Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						
201-000-361-11-00-00	Investment Earnings	\$ 3,852	\$ 2,404	\$ 2,006	\$ -	\$ -	
361	Interest & Other Earnings	\$ 3,852	\$ 2,404	\$ 2,006	\$ -	\$ -	
397	Transfers In						
201-000-397-00-00-00	Transfer In From Streets 102	\$ 297,721	\$ 273,589	\$ -	\$ -	\$ 50,000	
201-000-397-00-00-01	Transfer In From General	\$ 25,889	\$ 25,198	\$ 217,337	\$ 289,782	\$ 264,980	-8.56%
397	Transfers In	\$ 323,610	\$ 298,787	\$ 217,337	\$ 289,782	\$ 314,980	8.70%
591	Redemption of Debt						

2023 Budget
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November 22, 2022

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
201-000-591-18-71-01 591	Debt Svc 2008 LTGO Principal Redemption of Debt	\$ 264,888 \$ 264,888	\$ 271,035 \$ 271,035	\$ 137,861 \$ 137,861	\$ 277,170 \$ 277,170	\$ 277,170 \$ 277,170	0.00% 0.00%
592	Interest & Other Debt Svc Cost						
201-000-592-18-83-01 592	Debt Svc 2008 LTGO Interest Interest & Other Debt Svc Cost	\$ 50,092 \$ 50,092	\$ 43,946 \$ 43,946	\$ 19,629 \$ 19,629	\$ 37,811 \$ 37,811	\$ 37,811 \$ 37,811	0.00% 0.00%
000	Department	\$ (12,482)	\$ 13,790	\$ (61,853)	\$ 25,198	\$ -	-100.00%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 327,463	\$ 301,191	\$ 219,343	\$ 289,782	\$ 314,980	8.70%
Expense Total		\$ 314,980	\$ 314,980	\$ 157,490	\$ 314,980	\$ 314,980	0.00%
Grand Total		\$ 12,482	\$ (13,790)	\$ 61,853	\$ (25,198)	\$ -	-100.00%
201	Debt Service Fund	\$ 12,482	\$ (13,790)	\$ 61,853	\$ (25,198)	\$ -	-100.00%
300	Genl Govt Capital Reserve Fund						
331	Direct Federal Grants						
300-000-331-97-00-00 331	USDHS AssistFirefighters Grant Direct Federal Grants	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
337	Interlocal Grants & Other						
300-000-337-00-01-00 337	GenCap County 0.09 Grant Interlocal Grants & Other	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	\$ - \$ -	
345	Natural & Economic Environment						
300-000-345-85-00-00 345	Fire Impact Fees Natural & Economic Environment	\$ 68,882 \$ 68,882	\$ 26,971 \$ 26,971	\$ 4,928 \$ 4,928	\$ 30,000 \$ 30,000	\$ 30,000 \$ 30,000	0.00% 0.00%
361	Interest & Other Earnings						
300-000-361-11-00-00 361	Investment Earnings Interest & Other Earnings	\$ 9,564 \$ 9,564	\$ 6,236 \$ 6,236	\$ 4,193 \$ 4,193	\$ 2,829 \$ 2,829	\$ 4,500 \$ 4,500	59.08% 59.08%

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
369	Other Miscellaneous Revenues						
300-000-369-80-00-00	Cash Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
300-000-397-00-00-01	Transfer In - Gen Fund	\$ -	\$ -	\$ 164,093	\$ 218,791	\$ 860,000	293.07%
397	Transfers In	\$ -	\$ -	\$ 164,093	\$ 218,791	\$ 860,000	293.07%
518	Centralized Services						
300-000-518-90-45-15	Transfer to ER&R	\$ -	\$ -	\$ -	\$ -	\$ -	
300-000-518-90-45-51	Gen Cap Trsf to ER&R	\$ 132,000	\$ -	\$ -	\$ -	\$ -	
518	Centralized Services	\$ 132,000	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
300-000-594-18-60-00	GenCap Bldg&Grds Facility Impr	\$ -	\$ 56,482	\$ 118,986	\$ -	\$ -	
300-000-594-18-65-00	GenCap IT Software	\$ -	\$ -	\$ 11,271	\$ -	\$ -	
300-000-594-21-62-00	Police - Capital Exp	\$ -	\$ -	\$ -	\$ 230,000	\$ 560,000	143.48%
300-000-594-22-62-00	Fire/EMS - Capital	\$ -	\$ -	\$ -	\$ 400,000	\$ 300,000	-25.00%
300-000-594-32-60-01	Fiber Expansion .09 Grant	\$ 16,644	\$ 110,041	\$ 15,669	\$ -	\$ -	
300-000-594-32-62-00	Fiber Bldg & Structures	\$ 19,676	\$ 15,532	\$ 3,714	\$ -	\$ -	
300-000-594-72-64-00	Library - Maker Vehicle	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures	\$ 36,320	\$ 182,055	\$ 149,640	\$ 630,000	\$ 860,000	36.51%
597	Transfers Out						
300-000-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ 89,874	\$ 148,848	\$ (23,574)	\$ 378,380	\$ (34,500)	-109.12%
588	Prior Period Adjustment						

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
300-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 78,446	\$ 33,207	\$ 173,214	\$ 251,620	\$ 894,500	255.50%
Expense Total		\$ 168,320	\$ 182,055	\$ 149,640	\$ 630,000	\$ 860,000	36.51%
Grand Total		\$ (89,874)	\$ (148,848)	\$ 23,574	\$ (378,380)	\$ 34,500	-109.12%
300	Genl Govt Capital Reserve Fund	\$ (89,874)	\$ (148,848)	\$ 23,574	\$ (378,380)	\$ 34,500	-109.12%
301	Local Capital Improvement Fund						
313	Retail Sales & Use Tax						
301-000-313-10-00-00	Sales & Use Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
301-000-313-27-00-00	Afford Housing StateShared Tax	\$ 12,943	\$ 19,557	\$ -	\$ -	\$ -	
313	Retail Sales & Use Tax	\$ 12,943	\$ 19,557	\$ -	\$ -	\$ -	
318	Other Taxes						
301-000-318-34-00-00	Real Estate Excise Tax	\$ 266,587	\$ 359,962	\$ 500,993	\$ 350,000	\$ 400,000	14.29%
318	Other Taxes	\$ 266,587	\$ 359,962	\$ 500,993	\$ 350,000	\$ 400,000	14.29%
345	Natural & Economic Environment						
301-000-345-85-00-00	Impact Fees-Fire	\$ -	\$ -	\$ -	\$ -	\$ -	
345	Natural & Economic Environment	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						
301-000-361-11-00-00	Investment Earnings	\$ 29,861	\$ 21,173	\$ 18,144	\$ 9,661	\$ 19,000	96.67%
361	Interest & Other Earnings	\$ 29,861	\$ 21,173	\$ 18,144	\$ 9,661	\$ 19,000	96.67%
367	Nongvt Contribution Donations						
301-000-367-11-00-00	Donations,Grants from Non Govt	\$ 500	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
367	Nongvt Contribution Donations	\$ 500	\$ -	\$ -	\$ -	\$ -	
381	Interfund Loan						
301-000-381-10-00-00	Interfund Loan Received	\$ -	\$ -	\$ -	\$ -	\$ 1,500,000	
301-000-381-20-00-00	Interfund Loan Repayment Rec'd	\$ -	\$ -	\$ 400,000	\$ -	\$ -	
381	Interfund Loan	\$ -	\$ -	\$ 400,000	\$ -	\$ 1,500,000	
397	Transfers In						
301-000-397-00-03-03	Transfer In - First Step Reimb	\$ -	\$ -	\$ -	\$ 400,000	\$ -	-100.00%
301-000-397-00-03-11	Transfer In - Parks Cap Resv	\$ 500,000	\$ -	\$ -	\$ -	\$ -	
397	Transfers In	\$ 500,000	\$ -	\$ -	\$ 400,000	\$ -	-100.00%
518	Centralized Services						
301-000-518-90-45-52	Transfer to CR&R Backbone	\$ 100,000	\$ -	\$ 18,750	\$ 25,000	\$ -	-100.00%
518	Centralized Services	\$ 100,000	\$ -	\$ 18,750	\$ 25,000	\$ -	-100.00%
581	Interfund Loan						
301-000-581-10-00-00	Interfund Loan	\$ -	\$ 400,000	\$ -	\$ -	\$ -	
581	Interfund Loan	\$ -	\$ 400,000	\$ -	\$ -	\$ -	
594	Capital Expenditures						
301-000-594-18-60-01	Capital Outlay - Facilities	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,064,750	964.75%
301-000-594-18-60-02	Capital Outlay - Gen IT	\$ 18,205	\$ 1,839	\$ 39,932	\$ 82,793	\$ -	-100.00%
301-000-594-18-60-03	Capital Outlay - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
301-000-594-21-60-00	Capital Outlay - Police	\$ -	\$ 8,110	\$ 129,981	\$ 320,000	\$ -	-100.00%
301-000-594-22-60-00	Capital Outlay - Fire/EMS	\$ -	\$ 2,465	\$ 10,875	\$ 245,000	\$ 2,440,000	895.92%
301-000-594-72-60-00	Capital Outlay - Library	\$ -	\$ 22,432	\$ 36,681	\$ 40,000	\$ -	-100.00%
594	Capital Expenditures	\$ 18,205	\$ 34,846	\$ 217,469	\$ 787,793	\$ 3,504,750	344.88%
595	Streets Capital Improvements						
301-000-595-10-60-00	Capital Outlay - Engineering	\$ -	\$ -	\$ -	\$ 43,500	\$ -	-100.00%

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
301-000-595-30-60-00	Capital Outlay - Roadway	\$ -	\$ -	\$ -	\$ 100,000	\$ -	-100.00%
301-000-595-63-60-00	Capital Outlay - Street Lights	\$ -	\$ -	\$ -	\$ 236,250	\$ -	-100.00%
301-000-595-69-60-00	Capital Outlay - Traffic & Ped	\$ -	\$ -	\$ -	\$ 93,761	\$ -	-100.00%
595	Streets Capital Improvements	\$ -	\$ -	\$ -	\$ 473,511	\$ -	-100.00%
597	Transfers Out						
301-000-597-00-00-01	Transfer REET to - Facilities	\$ -	\$ -	\$ 75,000	\$ 100,000	\$ -	-100.00%
301-000-597-00-01-01	Transfer REET to - Street Fund	\$ -	\$ -	\$ 187,500	\$ 250,000	\$ 200,000	-20.00%
301-000-597-00-01-02	Transfer REET to - Arterial St	\$ 136,750	\$ 136,750	\$ 136,750	\$ 136,750	\$ -	-100.00%
301-000-597-00-03-03	Transfer to - First Step	\$ -	\$ -	\$ -	\$ -	\$ -	
301-000-597-00-03-33	Transfer to Fund 303	\$ -	\$ 33,000	\$ -	\$ -	\$ -	
301-000-597-00-05-02	Transfer to CR&R Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 136,750	\$ 169,750	\$ 399,250	\$ 486,750	\$ 200,000	-58.91%
000	Department	\$ (554,937)	\$ 203,904	\$ (283,668)	\$ 1,013,393	\$ 1,785,750	76.21%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 809,891	\$ 400,693	\$ 919,137	\$ 759,661	\$ 1,919,000	152.61%
Expense Total		\$ 254,955	\$ 604,597	\$ 635,469	\$ 1,773,054	\$ 3,704,750	108.95%
Grand Total		\$ 554,937	\$ (203,904)	\$ 283,668	\$ (1,013,393)	\$ (1,785,750)	76.21%
301	Local Capital Improvement Fund	\$ 554,937	\$ (203,904)	\$ 283,668	\$ (1,013,393)	\$ (1,785,750)	76.21%
303	First Step Center Construction						
313	Retail Sales & Use Tax						
303-000-313-25-00-00	Housing and Related Svc Tax	\$ -	\$ -	\$ 460	\$ -	\$ -	
313	Retail Sales & Use Tax	\$ -	\$ -	\$ 460	\$ -	\$ -	
318	Other Taxes						
303-000-318-34-00-00	Real Estate Excise Tax	\$ -	\$ -	\$ -	\$ -	\$ -	
318	Other Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
337	Interlocal Grants & Other						
303-000-337-00-01-00	Intergovernmental Grant	\$ -	\$ 407,000	\$ 28,760	\$ 400,000	\$ -	-100.00%
337	Interlocal Grants & Other	\$ -	\$ 407,000	\$ 28,760	\$ 400,000	\$ -	-100.00%
361	Interest & Other Earnings						
303-000-361-11-00-00	Investment Earnings	\$ -	\$ 754	\$ 35	\$ 116	\$ -	-100.00%
361	Interest & Other Earnings	\$ -	\$ 754	\$ 35	\$ 116	\$ -	-100.00%
367	Nongvt Contribution Donations						
303-000-367-00-00-00	Donations, Grants from NonGovt	\$ -	\$ 33,441	\$ 3,542	\$ -	\$ -	
367	Nongvt Contribution Donations	\$ -	\$ 33,441	\$ 3,542	\$ -	\$ -	
381	Interfund Loan						
303-000-381-10-00-00	Interfund Loan Received	\$ -	\$ 400,000	\$ -	\$ -	\$ -	
381	Interfund Loan	\$ -	\$ 400,000	\$ -	\$ -	\$ -	
397	Transfers In						
303-000-397-00-03-01	Transfer In - Fund 301	\$ -	\$ 500	\$ -	\$ -	\$ -	
397	Transfers In	\$ -	\$ 500	\$ -	\$ -	\$ -	
565	First Step Salaries & Wages						
303-000-565-40-10-00	First Step Salaries & Wages	\$ -	\$ 14,514	\$ -	\$ -	\$ -	
303-000-565-40-21-00	First Step Retirement	\$ -	\$ 1,882	\$ -	\$ -	\$ -	
303-000-565-40-22-00	First Step L&I	\$ -	\$ 316	\$ -	\$ -	\$ -	
303-000-565-40-23-00	First Step FICA	\$ -	\$ 1,095	\$ -	\$ -	\$ -	
303-000-565-40-24-00	First Step Medical Insurance	\$ -	\$ 3,987	\$ -	\$ -	\$ -	
303-000-565-40-25-00	First Step Life Insurance	\$ -	\$ 4	\$ -	\$ -	\$ -	
303-000-565-40-26-00	First Step ESD	\$ -	\$ 21	\$ -	\$ -	\$ -	
303-000-565-40-41-00	First Step Professional Svc	\$ -	\$ 2,740	\$ 26,020	\$ 50,000	\$ -	-100.00%
565	First Step Professional Svc	\$ -	\$ 24,561	\$ 26,020	\$ 50,000	\$ -	-100.00%

**2023 Budget
City of Burlington
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
581	Interfund Loan						
303-000-581-20-00-00	Interfund Loan Repayment	\$ -	\$ -	\$ 400,000	\$ -	\$ -	
581	Interfund Loan	\$ -	\$ -	\$ 400,000	\$ -	\$ -	
594	Capital Expenditures						
303-000-594-65-60-00	First Step Capital Outlay	\$ -	\$ 413,952	\$ 187	\$ -	\$ -	
594	Capital Expenditures	\$ -	\$ 413,952	\$ 187	\$ -	\$ -	
597	Transfers Out						
303-000-597-00-01-04	Transfer to - Fund 104	\$ -	\$ -	\$ 460	\$ -	\$ -	
303-000-597-00-03-01	Transfer to - Local Cap Impr	\$ -	\$ -	\$ -	\$ 400,000	\$ -	-100.00%
597	Transfers Out	\$ -	\$ -	\$ 460	\$ 400,000	\$ -	-100.00%
000	Department	\$ -	\$ (403,182)	\$ 393,870	\$ 49,884	\$ -	-100.00%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ -	\$ 841,695	\$ 32,796	\$ 400,116	\$ -	-100.00%
Expense Total		\$ -	\$ 438,513	\$ 426,666	\$ 450,000	\$ -	-100.00%
Grand Total		\$ -	\$ 403,182	\$ (393,870)	\$ (49,884)	\$ -	-100.00%
303	First Step Center Construction	\$ -	\$ 403,182	\$ (393,870)	\$ (49,884)	\$ -	-100.00%
311	Park & Rec Capital Imp Fund						
318	Other Taxes						
311-000-318-35-00-00	Real Estate Excise Tax	\$ 266,587	\$ 359,962	\$ 500,993	\$ 350,000	\$ 400,000	14.29%
318	Other Taxes	\$ 266,587	\$ 359,962	\$ 500,993	\$ 350,000	\$ 400,000	14.29%
345	Natural & Economic Environment						
311-000-345-85-00-00	GMA Impact Fees Parks	\$ 172,482	\$ 66,650	\$ 11,372	\$ 75,000	\$ 75,000	0.00%
311-000-345-85-00-10	GMA Impact Fees Parks - Refund	\$ -	\$ -	\$ -	\$ -	\$ -	
345	Natural & Economic Environment	\$ 172,482	\$ 66,650	\$ 11,372	\$ 75,000	\$ 75,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
361	Interest & Other Earnings						
311-000-361-11-00-00	Investment Earnings	\$ 26,520	\$ 18,478	\$ 17,291	\$ 7,881	\$ 18,000	128.40%
361	Interest & Other Earnings	\$ 26,520	\$ 18,478	\$ 17,291	\$ 7,881	\$ 18,000	128.40%
576	Park Facilities						
311-000-576-80-45-15	DNU Transfer to ER&R	\$ -	\$ -	\$ -	\$ -	\$ -	
311-000-576-80-45-51	Parks Cap Trsf to ER&R	\$ 81,049	\$ 56,653	\$ 40,165	\$ 53,553	\$ 53,416	-0.26%
576	Park Facilities	\$ 81,049	\$ 56,653	\$ 40,165	\$ 53,553	\$ 53,416	-0.26%
589	Custodial Activities						
311-000-589-10-00-00	Impact Fee Refund	\$ -	\$ -	\$ -	\$ -	\$ -	
589	Custodial Activities	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
311-000-594-76-49-90	Professional Services	\$ 2,050	\$ 1,134	\$ 2,214	\$ -	\$ -	
311-000-594-76-61-00	Capital - Park Facilities	\$ 15,241	\$ 120,158	\$ 93,430	\$ 1,520,000	\$ 1,875,000	23.36%
311-000-594-76-62-00	Parks Restricted Bldg & Struc	\$ -	\$ 5,170	\$ -	\$ -	\$ -	
311-000-594-76-64-20	Parks Unrestricted Mach & Eqpt	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures	\$ 17,291	\$ 126,462	\$ 95,644	\$ 1,520,000	\$ 1,875,000	23.36%
597	Transfers Out						
311-000-597-00-03-01	Transfer to - Fund 301	\$ 500,000	\$ -	\$ -	\$ -	\$ -	
311-000-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 500,000	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ 132,751	\$ (261,975)	\$ (393,848)	\$ 1,140,672	\$ 1,435,416	25.84%
588	Prior Period Adjustment						
311-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fund Balance Total	\$ -	\$ -	\$ -	\$ -	\$ -	
	Revenue Total	\$ 465,589	\$ 445,090	\$ 529,656	\$ 432,881	\$ 493,000	13.89%
	Expense Total	\$ 598,340	\$ 183,115	\$ 135,808	\$ 1,573,553	\$ 1,928,416	22.55%
	Grand Total	\$ (132,751)	\$ 261,975	\$ 393,848	\$ (1,140,672)	\$ (1,435,416)	25.84%
311	Park & Rec Capital Imp Fund	\$ (132,751)	\$ 261,975	\$ 393,848	\$ (1,140,672)	\$ (1,435,416)	25.84%
401	Sewer Fund						
322	Non-Bus Licenses & Permits						
401-000-322-10-00-00	Sewer Permits	\$ 15,436	\$ 11,754	\$ 14,850	\$ 15,000	\$ 15,000	0.00%
322	Non-Bus Licenses & Permits	\$ 15,436	\$ 11,754	\$ 14,850	\$ 15,000	\$ 15,000	0.00%
343	Utilities						
401-000-343-50-00-00	Sewer Service	\$ 3,391,024	\$ 3,436,322	\$ 2,901,562	\$ 3,400,000	\$ 4,000,000	17.65%
401-000-343-50-00-01	Septage Disposal	\$ 222,630	\$ 199,923	\$ 222,338	\$ 225,000	\$ 275,000	22.22%
401-000-343-50-00-02	Sewer Plan Review Fees	\$ 4,224	\$ 2,771	\$ 7,564	\$ 5,000	\$ 5,000	0.00%
401-000-343-50-00-10	Operator Services	\$ 1,776	\$ 7,146	\$ 5,566	\$ 6,000	\$ 6,000	0.00%
343	Utilities	\$ 3,619,654	\$ 3,646,162	\$ 3,137,030	\$ 3,636,000	\$ 4,286,000	17.88%
345	Natural & Economic Environment						
401-000-345-29-00-00	Other Environmental Svc/Rebate	\$ 7,773	\$ -	\$ -	\$ -	\$ -	
345	Natural & Economic Environment	\$ 7,773	\$ -	\$ -	\$ -	\$ -	
359	Non-Court Fines & Penalties						
401-000-359-00-00-00	Fines & Penalties	\$ 35,676	\$ 5,165	\$ 16,941	\$ 5,000	\$ 10,000	100.00%
359	Non-Court Fines & Penalties	\$ 35,676	\$ 5,165	\$ 16,941	\$ 5,000	\$ 10,000	100.00%
361	Interest & Other Earnings						
401-000-361-11-00-00	Investment Earnings	\$ 24,225	\$ 17,223	\$ 15,683	\$ 7,324	\$ 16,000	118.46%
361	Interest & Other Earnings	\$ 24,225	\$ 17,223	\$ 15,683	\$ 7,324	\$ 16,000	118.46%

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
369	Other Miscellaneous Revenues						
401-000-369-10-00-00	Sewer Sale of Surplus	\$ 248	\$ 507	\$ 14	\$ -	\$ -	
401-000-369-91-00-00	Miscellaneous Other	\$ 1,628	\$ 4,456	\$ 1,700	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 1,876	\$ 4,963	\$ 1,715	\$ -	\$ -	
380	Unreserved Cash and Inv - Beg						
401-000-380-80-00-00	Unreserved Cash and Inv - Beg	\$ -	\$ -	\$ -	\$ -	\$ -	
380	Unreserved Cash and Inv - Beg	\$ -	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets						
401-000-395-20-00-00	Comp on Capital Asset Loss	\$ 1,747	\$ 1,729	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ 1,747	\$ 1,729	\$ -	\$ -	\$ -	
588	Prior Period Adjustment						
401-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ (3,706,387)	\$ (3,686,996)	\$ (3,186,218)	\$ (3,663,324)	\$ (4,327,000)	18.12%
501	Depreciation Expense						
401-401-501-00-00-00	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
501	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
535	Sewer Utilities						
401-401-535-00-10-00	Sewer Salaries & Wages	\$ 749,284	\$ 780,111	\$ 627,204	\$ 807,152	\$ 972,361	20.47%
401-401-535-00-10-15	Sewer Seasonal Wages	\$ -	\$ 4,082	\$ -	\$ 13,178	\$ 14,305	8.55%
401-401-535-00-11-00	Sewer Overtime	\$ 6,759	\$ 10,287	\$ 6,292	\$ 12,000	\$ 12,000	0.00%
401-401-535-00-19-00	Sewer Salaries Indirect Cost	\$ 232,958	\$ 249,979	\$ 187,484	\$ 244,606	\$ 249,979	2.20%
401-401-535-00-21-00	Sewer Retirement	\$ 96,812	\$ 91,585	\$ 64,083	\$ 85,314	\$ 103,761	21.62%
401-401-535-00-22-00	Sewer L & I	\$ 13,482	\$ 14,560	\$ 10,323	\$ 18,782	\$ 26,744	42.39%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
401-401-535-00-23-00	Sewer FICA	\$ 57,060	\$ 59,979	\$ 47,837	\$ 63,673	\$ 76,398	19.98%
401-401-535-00-24-00	Sewer Medical Insurance	\$ 186,580	\$ 189,629	\$ 148,960	\$ 205,116	\$ 219,947	7.23%
401-401-535-00-25-00	Sewer Life Insurance	\$ 183	\$ 178	\$ 137	\$ 184	\$ 224	22.22%
401-401-535-00-26-00	Sewer ESD	\$ 1,189	\$ 1,166	\$ 1,015	\$ 1,222	\$ 2,176	78.11%
401-401-535-00-27-00	Sewer Protective Clothing	\$ 2,203	\$ 1,892	\$ 1,462	\$ 4,000	\$ 4,000	0.00%
401-401-535-00-31-10	Sewer ADMIN Operating Supplies	\$ 656	\$ 674	\$ 19	\$ 7,500	\$ 7,500	0.00%
401-401-535-00-32-00	Sewer ADMIN Fuel Consumed	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-535-00-41-01	Sewer Indirect Cost	\$ 29,375	\$ 21,197	\$ 15,898	\$ 30,844	\$ 21,197	-31.28%
401-401-535-00-42-10	Sewer ADMIN Cell Phone	\$ 7,740	\$ 7,108	\$ 5,652	\$ 4,000	\$ 4,000	0.00%
401-401-535-00-42-20	Sewer ADMIN Postage	\$ 6,180	\$ 5,476	\$ 3,774	\$ 8,500	\$ 8,500	0.00%
401-401-535-00-42-30	Sewer ADMIN Telephone	\$ 1,422	\$ 1,448	\$ 2,761	\$ -	\$ -	
401-401-535-00-42-99	Sewer ADMIN Billing Services	\$ 2,776	\$ 2,437	\$ 1,595	\$ -	\$ -	
401-401-535-00-45-00	Sewer ADMIN Rentals	\$ 1,413	\$ 1,373	\$ 1,047	\$ -	\$ -	
401-401-535-00-45-15	Sewer Transfer to ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-535-00-45-51	Sewer Trsf to ER&R	\$ 94,267	\$ 80,767	\$ 53,825	\$ 71,767	\$ 65,550	-8.66%
401-401-535-00-45-52	Sewer Transfer to CR&R	\$ 1,838	\$ 5,790	\$ 4,343	\$ 5,790	\$ 4,782	-17.41%
401-401-535-00-45-55	Transfer to CR&R Backbone	\$ 10,000	\$ -	\$ -	\$ -	\$ 4,000	
401-401-535-00-48-00	Sewer ADMIN Rep & Maint	\$ 1,310	\$ 591	\$ 641	\$ -	\$ -	
401-401-535-00-49-95	Sewer ADMIN Bank Svc Charges	\$ 14,237	\$ 15,417	\$ 9,387	\$ 12,000	\$ 12,000	0.00%
401-401-535-00-49-98	Sewer ADMIN Excise Tax	\$ 74,349	\$ 87,447	\$ 60,994	\$ 60,000	\$ 60,000	0.00%
401-401-535-00-49-99	Sewer ADMIN Dike Assessment	\$ 156	\$ -	\$ -	\$ -	\$ -	
401-401-535-10-31-10	Sewer COLL Operating Supplies	\$ 53,167	\$ 49,930	\$ 31,274	\$ 68,000	\$ 72,000	5.88%
401-401-535-10-32-00	Sewer COLL Fuel Consumed	\$ 6,600	\$ 6,559	\$ 6,780	\$ 13,000	\$ 13,000	0.00%
401-401-535-10-35-00	Sewer COLL Small Tools & Equip	\$ 5,510	\$ 2,721	\$ 1,005	\$ 8,500	\$ 8,500	0.00%
401-401-535-10-41-00	Sewer COLL Professional Svcs	\$ 11,666	\$ 4,983	\$ 9,078	\$ 4,500	\$ 8,000	77.78%
401-401-535-10-42-30	Sewer COLL Telephone	\$ 736	\$ 483	\$ 81	\$ 6,000	\$ 6,000	0.00%
401-401-535-10-43-00	Sewer COLL Travel	\$ 48	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
401-401-535-10-45-00	Sewer COLL Rentals	\$ -	\$ -	\$ -	\$ 2,000	\$ 2,000	0.00%
401-401-535-10-45-52	Sewer Trsf to CR&R Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-535-10-46-00	Sewer COLL Insurance	\$ 35,274	\$ 40,192	\$ 57,282	\$ 57,282	\$ 57,282	0.00%
401-401-535-10-47-00	Sewer COLL Utilities	\$ 41,431	\$ 50,264	\$ 43,802	\$ 75,000	\$ 75,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
401-401-535-10-48-00	Sewer COLL Contr Repair & Main	\$ 28,512	\$ 12,287	\$ 605	\$ 55,000	\$ 55,000	0.00%
401-401-535-10-49-10	Sewer COLL Dues & Subscription	\$ 799	\$ 1,091	\$ 1,028	\$ 1,000	\$ 1,000	0.00%
401-401-535-10-49-20	Sewer COLL Training & Educ	\$ 210	\$ 2,084	\$ 136	\$ 3,500	\$ 3,500	0.00%
401-401-535-10-49-50	Sewer COLL Uniforms & Mats	\$ 1,706	\$ 388	\$ 422	\$ 2,500	\$ 2,500	0.00%
401-401-535-10-49-99	Sewer COLL Dike Assessment	\$ -	\$ 840	\$ 760	\$ 1,000	\$ 1,000	0.00%
401-401-535-20-31-10	Sewer WWTP Operating Supplies	\$ 218,733	\$ 207,590	\$ 152,982	\$ 290,000	\$ 305,000	5.17%
401-401-535-20-32-00	Sewer WWTP Fuel Consumed	\$ 4,998	\$ 6,200	\$ 6,439	\$ 4,500	\$ 6,500	44.44%
401-401-535-20-35-00	Sewer WWTP Small Tools & Equip	\$ 3,659	\$ 6,359	\$ 2,051	\$ 9,500	\$ 9,500	0.00%
401-401-535-20-41-00	Sewer WWTP Professional Svcs	\$ 34,730	\$ 24,044	\$ 18,125	\$ 18,000	\$ 21,000	16.67%
401-401-535-20-41-50	Sewer WWTP Solids Disposal	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
401-401-535-20-42-30	Sewer WWTP Telephone	\$ 654	\$ 398	\$ 138	\$ 7,500	\$ 7,500	0.00%
401-401-535-20-43-00	Sewer WWTP Travel	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
401-401-535-20-45-00	Sewer WWTP Rentals	\$ 602	\$ 7,064	\$ 6,581	\$ 4,000	\$ 4,000	0.00%
401-401-535-20-46-00	Sewer WWTP Insurance	\$ 30,685	\$ 37,740	\$ 52,384	\$ 52,384	\$ 52,384	0.00%
401-401-535-20-47-00	Sewer WWTP Utilities	\$ 207,403	\$ 217,842	\$ 171,635	\$ 250,000	\$ 250,000	0.00%
401-401-535-20-48-00	Sewer WWTP Contr Repair & Main	\$ 24,585	\$ 19,802	\$ 269	\$ 55,000	\$ 55,000	0.00%
401-401-535-20-49-10	Sewer WWTP Dues & Subscription	\$ 1,464	\$ 1,229	\$ 1,417	\$ 5,000	\$ 5,000	0.00%
401-401-535-20-49-20	Sewer WWTP Training & Educ	\$ 1,029	\$ 5,168	\$ 42	\$ 3,500	\$ 3,500	0.00%
401-401-535-20-49-50	Sewer WWTP Uniforms & Mats	\$ 2,406	\$ 3,256	\$ 1,381	\$ 2,500	\$ 2,500	0.00%
401-401-535-20-49-90	Sewer WWTP Regulatory Fees	\$ 20,463	\$ 18,008	\$ 16,306	\$ 17,000	\$ 17,000	0.00%
401-401-535-20-49-95	Sewer WWTP Lien Release Fees	\$ 1,287	\$ 1,021	\$ 546	\$ 1,500	\$ 1,500	0.00%
401-401-535-20-49-99	Sewer WWTP Dike Assessment	\$ -	\$ 4,606	\$ 4,128	\$ 2,500	\$ 2,500	0.00%
535	Sewer Utilities	\$ 2,330,584	\$ 2,365,324	\$ 1,841,404	\$ 2,678,794	\$ 2,920,090	9.01%
597	Transfers Out						
401-401-597-00-00-01	Transfer to - General	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-597-00-04-02	Transfer to - Sewer Capital	\$ 1,200,000	\$ 1,200,000	\$ 900,000	\$ 1,200,000	\$ 1,200,000	0.00%
401-401-597-00-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-597-00-05-02	Transfer to - CR&R	\$ -	\$ -	\$ -	\$ -	\$ -	
401-401-597-00-05-12	Transfer to CR&R Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 1,200,000	\$ 1,200,000	\$ 900,000	\$ 1,200,000	\$ 1,200,000	0.00%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
401	Sewer	\$ 3,530,584	\$ 3,565,324	\$ 2,741,404	\$ 3,878,794	\$ 4,120,090	6.22%
588	Prior Period Adjustment						
401-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 3,706,387	\$ 3,686,996	\$ 3,186,218	\$ 3,663,324	\$ 4,327,000	18.12%
Expense Total		\$ 3,530,584	\$ 3,565,324	\$ 2,741,404	\$ 3,878,794	\$ 4,120,090	6.22%
Grand Total		\$ 175,803	\$ 121,671	\$ 444,813	\$ (215,470)	\$ 206,910	-196.03%
401	Sewer Fund	\$ 175,803	\$ 121,671	\$ 444,813	\$ (215,470)	\$ 206,910	-196.03%
402	Sewer Capital Reserve Fund						
343	Utilities						
402-000-343-50-00-00	Sewer Connection Fees	\$ 701,207	\$ 332,463	\$ 256,011	\$ 350,000	\$ 350,000	0.00%
343	Utilities	\$ 701,207	\$ 332,463	\$ 256,011	\$ 350,000	\$ 350,000	0.00%
361	Interest & Other Earnings						
402-000-361-11-00-00	Sewer Cap Invest Earnings	\$ 49,796	\$ 43,738	\$ 43,108	\$ 18,009	\$ 45,000	149.88%
361	Interest & Other Earnings	\$ 49,796	\$ 43,738	\$ 43,108	\$ 18,009	\$ 45,000	149.88%
369	Other Miscellaneous Revenues						
402-000-369-91-00-00	Miscellaneous Other	\$ 2,469	\$ -	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ 2,469	\$ -	\$ -	\$ -	\$ -	
382	Retainage Deposits						
402-000-382-20-00-00	Retainage Deposits	\$ 1,861	\$ -	\$ 29,318	\$ -	\$ -	
382	Retainage Deposits	\$ 1,861	\$ -	\$ 29,318	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
389	Other Nonrevenues						
402-000-389-20-00-00	DNU Sewer - Retainage Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	
389	Other Nonrevenues	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
402-000-397-00-04-01	Transfer In Sewer	\$ 1,200,000	\$ 1,200,000	\$ 900,000	\$ 1,200,000	\$ 1,200,000	0.00%
397	Transfers In	\$ 1,200,000	\$ 1,200,000	\$ 900,000	\$ 1,200,000	\$ 1,200,000	0.00%
582	Sewer -Refund of Retainage Dep						
402-000-582-20-00-00	Sewer -Refund of Retainage Dep	\$ 1,861	\$ -	\$ -	\$ -	\$ -	
582	Sewer -Refund of Retainage Dep	\$ 1,861	\$ -	\$ -	\$ -	\$ -	
589	Custodial Activities						
402-000-589-20-00-00	DNU Sewer- Refund of Retainage	\$ -	\$ -	\$ -	\$ -	\$ -	
589	Custodial Activities	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
402-000-594-35-41-94	Sewer Capital Engineering	\$ 102,423	\$ 113,177	\$ 81,372	\$ 215,000	\$ -	-100.00%
402-000-594-35-64-00	Sewer I & I Mitigation	\$ 2,423	\$ 76,395	\$ 56,722	\$ 125,000	\$ -	-100.00%
402-000-594-35-64-10	Sewer Capital Improvements	\$ 767,041	\$ 181,955	\$ 17,997	\$ 1,090,000	\$ 1,010,000	-7.34%
402-000-594-35-64-20	Sewer Machinery & Equipment	\$ 104,794	\$ 30,045	\$ 119,337	\$ 450,000	\$ -	-100.00%
402-000-594-35-64-30	Sewer Line Replacement	\$ 114,007	\$ 77,670	\$ 601,474	\$ 300,000	\$ -	-100.00%
594	Capital Expenditures	\$ 1,090,688	\$ 479,243	\$ 876,903	\$ 2,180,000	\$ 1,010,000	-53.67%
000	Department	\$ (862,784)	\$ (1,096,957)	\$ (351,534)	\$ 611,991	\$ (585,000)	-195.59%
588	Prior Period Adjustment						
402-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fund Balance Total	\$ -	\$ -	\$ -	\$ -	\$ -	
	Revenue Total	\$ 1,955,333	\$ 1,576,200	\$ 1,228,437	\$ 1,568,009	\$ 1,595,000	1.72%
	Expense Total	\$ 1,092,550	\$ 479,243	\$ 876,903	\$ 2,180,000	\$ 1,010,000	-53.67%
	Grand Total	\$ 862,784	\$ 1,096,957	\$ 351,534	\$ (611,991)	\$ 585,000	-195.59%
402	Sewer Capital Reserve Fund	\$ 862,784	\$ 1,096,957	\$ 351,534	\$ (611,991)	\$ 585,000	-195.59%
425	Storm Drain Fund						
334	State Grants						
425-000-334-03-10-01	DOE Stormwater Capacity Grant	\$ 36,031	\$ 58,969	\$ 30,214	\$ 42,500	\$ 80,000	88.24%
334	State Grants	\$ 36,031	\$ 58,969	\$ 30,214	\$ 42,500	\$ 80,000	88.24%
342	Public Safety						
425-000-342-40-00-00	Storm Inspection Fee	\$ 12,214	\$ 7,430	\$ 4,542	\$ 8,000	\$ 8,000	0.00%
342	Public Safety	\$ 12,214	\$ 7,430	\$ 4,542	\$ 8,000	\$ 8,000	0.00%
343	Utilities						
425-000-343-10-00-00	Storm Plan Review Fees	\$ 2,542	\$ 1,506	\$ 3,296	\$ 5,000	\$ 5,000	0.00%
425-000-343-10-00-01	Storm Fees & Charges	\$ 1,238,923	\$ 1,214,289	\$ 887,570	\$ 1,220,000	\$ 1,220,000	0.00%
425-000-343-10-00-02	Storm Connection Fees	\$ 76,556	\$ 28,545	\$ 5,353	\$ 20,000	\$ 20,000	0.00%
343	Utilities	\$ 1,318,021	\$ 1,244,340	\$ 896,219	\$ 1,245,000	\$ 1,245,000	0.00%
353	Civil Infraction Penalties						
425-000-353-40-00-00	Storm Inspection Fee	\$ -	\$ -	\$ -	\$ -	\$ -	
353	Civil Infraction Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	
359	Non-Court Fines & Penalties						
425-000-359-00-00-00	Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	
359	Non-Court Fines & Penalties	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
361	Interest & Other Earnings						
425-000-361-11-00-00	Investment Earnings	\$ 26,701	\$ 17,804	\$ 13,913	\$ 7,645	\$ 14,000	83.13%
361	Interest & Other Earnings	\$ 26,701	\$ 17,804	\$ 13,913	\$ 7,645	\$ 14,000	83.13%
369	Other Miscellaneous Revenues						
425-000-369-81-00-00	Cash Adjustments	\$ -	\$ -	\$ -	\$ -	\$ -	
425-000-369-91-00-00	Miscellaneous Other	\$ -	\$ -	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	
379	Capital Contributions						
425-000-379-10-00-00	DNU Storm Connection Fees	\$ -	\$ -	\$ -	\$ -	\$ -	
379	Capital Contributions	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment						
425-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
000	Department	\$ (1,392,966)	\$ (1,328,543)	\$ (944,887)	\$ (1,303,145)	\$ (1,347,000)	3.37%
501	Depreciation Expense						
425-425-501-00-00-00	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
501	Depreciation Expense	\$ -	\$ -	\$ -	\$ -	\$ -	
531	Storm Drainage Utilities						
425-425-531-00-10-00	Storm Salaries & Wages	\$ 380,059	\$ 444,952	\$ 295,269	\$ 390,849	\$ 543,057	38.94%
425-425-531-00-11-00	Storm Overtime	\$ 2,240	\$ 7,782	\$ 4,186	\$ 4,300	\$ 4,300	0.00%
425-425-531-00-19-00	Storm Salaries Indirect Cost	\$ 134,998	\$ 145,948	\$ 109,461	\$ 141,748	\$ 145,948	2.96%
425-425-531-00-21-00	Storm Retirement	\$ 48,529	\$ 52,013	\$ 30,215	\$ 40,503	\$ 56,870	40.41%
425-425-531-00-22-00	Storm L & I	\$ 5,600	\$ 7,618	\$ 4,214	\$ 6,928	\$ 12,714	83.53%
425-425-531-00-23-00	Storm FICA	\$ 28,459	\$ 33,876	\$ 22,373	\$ 30,229	\$ 41,873	38.52%
425-425-531-00-24-00	Storm Medical Insurance	\$ 126,622	\$ 137,525	\$ 88,032	\$ 120,743	\$ 167,133	38.42%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
425-425-531-00-25-00	Storm Life Insurance	\$ 64	\$ 77	\$ 48	\$ 61	\$ 102	66.67%
425-425-531-00-26-00	Storm ESD	\$ 581	\$ 665	\$ 479	\$ 580	\$ 1,193	105.63%
425-425-531-00-31-00	Storm Office Supplies	\$ 1,169	\$ -	\$ -	\$ 1,200	\$ 1,200	0.00%
425-425-531-00-31-10	Storm Operating Supplies	\$ 24,384	\$ 7,879	\$ 12,356	\$ 38,505	\$ 40,000	3.88%
425-425-531-00-35-00	Storm Small Tools & Equipment	\$ 1,260	\$ 6,421	\$ 37	\$ 14,500	\$ 15,000	3.45%
425-425-531-00-41-00	Storm Professional Services	\$ 57,872	\$ 33,831	\$ 20,133	\$ 105,000	\$ 75,000	-28.57%
425-425-531-00-41-01	Storm Service Indirect Cost	\$ 11,319	\$ 7,593	\$ 5,695	\$ 11,885	\$ 7,593	-36.11%
425-425-531-00-41-90	Storm NPDES Engineering	\$ 17,490	\$ 19,942	\$ 11,215	\$ 25,000	\$ 80,000	220.00%
425-425-531-00-42-20	Storm Postage	\$ 4,035	\$ 3,651	\$ 2,526	\$ 5,000	\$ 5,000	0.00%
425-425-531-00-42-30	Storm Telephone	\$ 571	\$ 582	\$ 588	\$ 500	\$ 500	0.00%
425-425-531-00-42-99	Storm Billing Services	\$ 1,851	\$ 1,625	\$ 1,063	\$ 2,500	\$ 2,500	0.00%
425-425-531-00-43-00	Storm Travel	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	0.00%
425-425-531-00-45-00	Storm Rentals	\$ 5,766	\$ -	\$ 142	\$ 10,000	\$ 10,000	0.00%
425-425-531-00-45-15	Storm Transfer to ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
425-425-531-00-45-51	Storm Trsf to ER&R	\$ 175,266	\$ 70,267	\$ 52,700	\$ 70,267	\$ 70,267	0.00%
425-425-531-00-46-00	Storm Insurance	\$ 8,627	\$ 11,677	\$ 14,165	\$ 14,165	\$ 14,165	0.00%
425-425-531-00-47-00	Storm Utilities	\$ 18,291	\$ 18,825	\$ 21,431	\$ 23,000	\$ 23,000	0.00%
425-425-531-00-48-00	Storm Contr Repair & Maint	\$ 1,693	\$ -	\$ 30	\$ 10,000	\$ 10,000	0.00%
425-425-531-00-48-10	Storm Equip Repair & Maint	\$ 11,019	\$ 12,055	\$ 8,400	\$ 10,000	\$ 10,000	0.00%
425-425-531-00-48-11	Storm Equip Repair & Maint	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000	0.00%
425-425-531-00-49-10	Storm Dues & Subscriptions	\$ 1,481	\$ 1,627	\$ 836	\$ 250	\$ 250	0.00%
425-425-531-00-49-20	Storm Training & Education	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000	0.00%
425-425-531-00-49-70	Storm Debris Disposal	\$ 14,424	\$ -	\$ 16,369	\$ 10,000	\$ 10,000	0.00%
425-425-531-00-49-95	Storm Bank Service Charges	\$ 9,491	\$ 10,278	\$ 6,258	\$ 9,000	\$ 9,000	0.00%
425-425-531-00-49-98	Storm Excise Tax	\$ 19,606	\$ 20,071	\$ 14,151	\$ 20,000	\$ 20,000	0.00%
425-425-531-00-49-99	Storm Dike Assessment	\$ 2,212	\$ 134	\$ 120	\$ 200	\$ 200	0.00%
531	Storm Drainage Utilities	\$ 1,114,979	\$ 1,056,912	\$ 742,492	\$ 1,132,913	\$ 1,392,865	22.95%
534	Indirect Cost						
425-425-534-00-41-01	Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$ -	
534	Indirect Cost	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
595	Streets Capital Improvements						
425-425-595-40-41-00	Storm Drain Engineering	\$ -	\$ -	\$ -	\$ -	\$ -	
595	Streets Capital Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out						
425-425-597-15-00-01	Transfer to - General	\$ -	\$ -	\$ -	\$ -	\$ -	
425-425-597-15-04-26	Transfer to - Storm Capital	\$ 250,000	\$ 250,000	\$ 187,500	\$ 250,000	\$ 250,000	0.00%
425-425-597-15-05-01	Transfer to - ER & R	\$ -	\$ -	\$ -	\$ -	\$ -	
597	Transfers Out	\$ 250,000	\$ 250,000	\$ 187,500	\$ 250,000	\$ 250,000	0.00%
425	Storm Drain	\$ 1,364,979	\$ 1,306,912	\$ 929,992	\$ 1,382,913	\$ 1,642,865	18.80%
588	Prior Period Adjustment						
425-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 1,392,966	\$ 1,328,543	\$ 944,887	\$ 1,303,145	\$ 1,347,000	3.37%
Expense Total		\$ 1,364,979	\$ 1,306,912	\$ 929,992	\$ 1,382,913	\$ 1,642,865	18.80%
Grand Total		\$ 27,988	\$ 21,632	\$ 14,895	\$ (79,768)	\$ (295,865)	270.91%
425	Storm Drain Fund	\$ 27,988	\$ 21,632	\$ 14,895	\$ (79,768)	\$ (295,865)	270.91%
426	Storm Capital Reserve Fund						
334	State Grants						
426-000-334-03-10-03	WA DOE LID Grant	\$ -	\$ -	\$ -	\$ -	\$ -	
334	State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	
361	Interest & Other Earnings						

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
426-000-361-11-00-00	Storm Cap Investment Earnings	\$ 16,913	\$ 13,541	\$ 12,953	\$ 5,647	\$ 13,000	130.20%
361	Interest & Other Earnings	\$ 16,913	\$ 13,541	\$ 12,953	\$ 5,647	\$ 13,000	130.20%
369	Other Miscellaneous Revenues						
426-000-369-91-00-00	Miscellaneous Other	\$ -	\$ -	\$ -	\$ -	\$ -	
369	Other Miscellaneous Revenues	\$ -	\$ -	\$ -	\$ -	\$ -	
382	Retainage Deposits						
426-000-382-20-00-00	Retainage Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	
382	Retainage Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
426-000-397-00-04-25	Transfer In - Storm	\$ 250,000	\$ 250,000	\$ 187,500	\$ 250,000	\$ 250,000	0.00%
397	Transfers In	\$ 250,000	\$ 250,000	\$ 187,500	\$ 250,000	\$ 250,000	0.00%
582	Storm Refund of Retainage Dep						
426-000-582-20-00-00	Storm Refund of Retainage Dep	\$ -	\$ -	\$ -	\$ -	\$ -	
582	Storm Refund of Retainage Dep	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
426-000-594-31-60-10	Storm Cap Bldgs & Structures	\$ -	\$ -	\$ -	\$ -	\$ -	
426-000-594-31-60-50	Storm Cap Construction	\$ 2,106	\$ -	\$ -	\$ 150,000	\$ 220,000	46.67%
426-000-594-31-60-70	Storm Gages Slough Outfall	\$ -	\$ -	\$ -	\$ 50,000	\$ -	-100.00%
594	Capital Expenditures	\$ 2,106	\$ -	\$ -	\$ 200,000	\$ 220,000	10.00%
000	Department	\$ (264,807)	\$ (263,541)	\$ (200,453)	\$ (55,647)	\$ (43,000)	-22.73%
588	Prior Period Adjustment						
426-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
	Fund Balance Total	\$ -	\$ -	\$ -	\$ -	\$ -	
	Revenue Total	\$ 266,913	\$ 263,541	\$ 200,453	\$ 255,647	\$ 263,000	2.88%
	Expense Total	\$ 2,106	\$ -	\$ -	\$ 200,000	\$ 220,000	10.00%
	Grand Total	\$ 264,807	\$ 263,541	\$ 200,453	\$ 55,647	\$ 43,000	-22.73%
426	Storm Capital Reserve Fund	\$ 264,807	\$ 263,541	\$ 200,453	\$ 55,647	\$ 43,000	-22.73%
501	Equipment Rental & Repair Fund						
348	Internal Service Fund Services						
501-000-348-00-00-01	DNU ER&R General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-11	DNU ER&R City Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-15	DNU ER&R Fire EMS	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-16	DNU ER&R Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-30	DNU ER&R General Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-31	DNU ER&R Parks Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-41	DNU ER&R Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-00-42	DNU ER&R Storm	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-45-01	ER&R General Fund	\$ 152,000	\$ 163,052	\$ 104,889	\$ 139,852	\$ 99,685	-28.72%
501-000-348-00-45-11	ER&R City Streets	\$ 25,000	\$ 110,997	\$ 83,248	\$ 110,997	\$ 101,017	-8.99%
501-000-348-00-45-15	ER&R Fire EMS	\$ 30,000	\$ 344,500	\$ 238,500	\$ 301,167	\$ 312,500	3.76%
501-000-348-00-45-16	ER&R Cemetery	\$ 3,742	\$ 1,235	\$ 926	\$ 1,235	\$ 1,235	0.00%
501-000-348-00-45-30	ER&R General Capital	\$ 132,000	\$ -	\$ -	\$ -	\$ -	
501-000-348-00-45-31	ER&R Parks Capital	\$ 81,049	\$ 56,653	\$ 40,165	\$ 53,553	\$ 53,416	-0.26%
501-000-348-00-45-41	ER&R Sewer	\$ 94,267	\$ 80,767	\$ 53,825	\$ 71,767	\$ 65,550	-8.66%
501-000-348-00-45-42	ER&R Storm	\$ 175,266	\$ 70,267	\$ 52,700	\$ 70,267	\$ 70,267	0.00%
348	Internal Service Fund Services	\$ 693,324	\$ 827,471	\$ 574,253	\$ 748,838	\$ 703,670	-6.03%
361	Interest & Other Earnings						
501-000-361-11-00-00	ER&R Investment Earnings	\$ 14,435	\$ 14,595	\$ 17,026	\$ -	\$ 17,000	
361	Interest & Other Earnings	\$ 14,435	\$ 14,595	\$ 17,026	\$ -	\$ 17,000	

**2023 Budget
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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
362	Rents, Leases & Concessions						
501-000-362-00-00-01	ER&R General Fund	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-362-00-00-11	ER&R City Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
362	Rents, Leases & Concessions	\$ -	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets						
501-000-395-10-00-00	ER&R Proceeds Sales of Capital	\$ 18,500	\$ -	\$ -	\$ -	\$ -	
395	Disposition of Capital Assets	\$ 18,500	\$ -	\$ -	\$ -	\$ -	
397	Transfers In						
501-000-397-00-01-00	Transfer In - General	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-02-00	Transfer In - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-03-00	Transfer In - Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-04-00	Transfer In - Storm	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-05-00	Transfer In - EMS-Fire	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-06-00	Transfer In - Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-07-00	Transfer In - General Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-397-00-08-00	Transfer In - Parks Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment						
501-000-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
501-000-594-18-60-02	ER&R IT Equipment	\$ 995	\$ -	\$ -	\$ -	\$ -	
501-000-594-21-60-01	ER&R Police Vehicles	\$ -	\$ 168,885	\$ 6,192	\$ 180,000	\$ 128,000	-28.89%
501-000-594-21-60-02	ER&R Police Equip Replacement	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-594-22-60-02	ER&R EMS Fire Mach & Equip	\$ -	\$ 73,614	\$ 45,160	\$ 265,000	\$ 265,000	0.00%
501-000-594-35-60-02	ER&R Sewer Mach & Equip	\$ 76,736	\$ -	\$ -	\$ 75,500	\$ 35,000	-53.64%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
501-000-594-42-60-01	ER&R Streets Mach & Equip	\$ -	\$ -	\$ -	\$ 155,000	\$ 155,000	0.00%
501-000-594-59-60-01	ER&R Bldg & Grds Mach & Equip	\$ 3,590	\$ -	\$ -	\$ -	\$ 59,000	
501-000-594-72-60-01	ER&R Library Mach & Equip	\$ -	\$ -	\$ -	\$ -	\$ -	
501-000-594-76-60-01	ER&R Parks Mach & Equip	\$ 24,841	\$ 20,958	\$ -	\$ 20,709	\$ 57,221	176.31%
594	Capital Expenditures	\$ 106,162	\$ 263,457	\$ 51,352	\$ 696,209	\$ 699,221	0.43%
000	Department	\$ (620,097)	\$ (578,608)	\$ (539,926)	\$ (52,629)	\$ (21,449)	-59.24%
588	Prior Period Adjustment						
501-999-588-10-00-00	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
588	Prior Period Adjustment	\$ -	\$ -	\$ -	\$ -	\$ -	
999	Department	\$ -	\$ -	\$ -	\$ -	\$ -	
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 726,259	\$ 842,066	\$ 591,279	\$ 748,838	\$ 720,670	-3.76%
Expense Total		\$ 106,162	\$ 263,457	\$ 51,352	\$ 696,209	\$ 699,221	0.43%
Grand Total		\$ 620,097	\$ 578,608	\$ 539,926	\$ 52,629	\$ 21,449	-59.24%
501	Equipment Rental & Repair Fund	\$ 620,097	\$ 578,608	\$ 539,926	\$ 52,629	\$ 21,449	-59.24%
502	Computer Rental & Replacement						
348	Internal Service Fund Services						
502-000-348-00-00-01	Transfer In - General	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-00-02	Transfer In - 001 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-03-01	Transfer In - 301 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-04-01	Transfer In - Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-04-11	Transfer In - 401 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-45-01	CR&R General Fund	\$ 19,479	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-45-02	CR&R Court	\$ -	\$ 3,570	\$ 2,678	\$ 3,570	\$ 5,606	57.03%
502-000-348-00-45-04	CR&R Human Resources	\$ -	\$ 16,328	\$ 1,125	\$ 1,500	\$ -	-100.00%
502-000-348-00-45-05	CR&R Finance	\$ -	\$ 5,280	\$ 5,092	\$ 6,790	\$ 6,004	-11.58%

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Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
502-000-348-00-45-06	CR&R Legal	\$ -	\$ 3,595	\$ 2,760	\$ 3,680	\$ 6,006	63.20%
502-000-348-00-45-08	CR&R Comm Dev	\$ -	\$ 8,240	\$ 6,180	\$ 8,240	\$ 7,219	-12.39%
502-000-348-00-45-09	CR&R Fac Maint	\$ -	\$ 2,630	\$ 1,973	\$ 2,630	\$ 2,394	-8.97%
502-000-348-00-45-10	CR&R IT	\$ -	\$ 7,062	\$ 5,297	\$ 7,062	\$ 5,112	-27.61%
502-000-348-00-45-11	CR&R Police	\$ -	\$ 51,875	\$ 23,651	\$ 31,535	\$ 46,273	46.74%
502-000-348-00-45-12	CR&R Library	\$ -	\$ 52,900	\$ 29,153	\$ 38,870	\$ 32,321	-16.85%
502-000-348-00-45-14	CR&R Engineering	\$ -	\$ 9,425	\$ 7,069	\$ 9,425	\$ 17,506	85.74%
502-000-348-00-45-15	CR&R Parks	\$ -	\$ 7,410	\$ 5,348	\$ 7,131	\$ 4,418	-38.05%
502-000-348-00-45-16	CR&R Streets	\$ -	\$ 4,530	\$ 3,398	\$ 4,530	\$ 3,394	-25.08%
502-000-348-00-45-17	CR&R Legis	\$ -	\$ -	\$ 12,414	\$ 16,552	\$ 21,660	30.86%
502-000-348-00-45-18	CR&R EMS Fire	\$ -	\$ 32,864	\$ 15,864	\$ 21,152	\$ 37,340	76.53%
502-000-348-00-45-20	CR&R - 001 Backbone	\$ 8,333	\$ -	\$ -	\$ -	\$ -	
502-000-348-00-45-30	CR&R - 301 Backbone	\$ 100,000	\$ -	\$ 18,750	\$ 25,000	\$ -	-100.00%
502-000-348-00-45-40	CR&R - Sewer	\$ 1,838	\$ 5,790	\$ 4,343	\$ 5,790	\$ 4,782	-17.41%
502-000-348-00-45-41	CR&R - 401 Backbone	\$ 10,000	\$ -	\$ -	\$ -	\$ -	
348	Internal Service Fund Services	\$ 139,650	\$ 211,499	\$ 145,093	\$ 193,457	\$ 200,033	3.40%
361	Interest & Other Earnings						
502-000-361-11-00-00	CR&R Investment Earnings	\$ 823	\$ 1,415	\$ 2,277	\$ -	\$ 2,300	
361	Interest & Other Earnings	\$ 823	\$ 1,415	\$ 2,277	\$ -	\$ 2,300	
397	Transfers In						
502-000-397-00-01-00	XTransfer In - General	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-01-01	XTransfer In - 001 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-02-00	XTransfer In - Streets	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-03-00	XTransfer In - Sewer	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-03-01	XTransfer In - 401 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-04-00	XTransfer In - Storm	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-05-00	XTransfer In - EMS-Fire	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-06-00	XTransfer In - Cemetery	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-07-00	Transfer In - General Capital	\$ -	\$ -	\$ -	\$ -	\$ -	

2023 Budget
City of Burlington
November 22, 2022

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
502-000-397-00-07-01	Transfer In - 301 Backbone	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-00-08-00	Transfer In - Parks Capital	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-12-00-00	Transfer In - Court	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-15-00-00	Transfer In - Legal	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-18-00-00	Transfer In - HR	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-48-00-00	Transfer In - Public Works	\$ -	\$ -	\$ -	\$ -	\$ -	
502-000-397-58-00-00	Transfer In - Comm Dvlp	\$ -	\$ -	\$ -	\$ -	\$ -	
397	Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	
594	Capital Expenditures						
502-000-594-11-60-01	CR&R Admin Council Computer	\$ -	\$ -	\$ 1,126	\$ 16,552	\$ 21,660	30.86%
502-000-594-12-60-01	CR&R Court Computer	\$ -	\$ -	\$ 1,180	\$ 3,880	\$ 5,606	44.48%
502-000-594-14-60-01	CR&R Financial Services	\$ -	\$ 1,185	\$ 5,674	\$ 6,790	\$ 6,004	-11.58%
502-000-594-15-60-01	CR&R Legal & Risk Mgmt	\$ -	\$ 1,101	\$ 1,770	\$ 3,680	\$ 6,006	63.20%
502-000-594-18-60-02	CR&R IT Computer	\$ 1,233	\$ 1,073	\$ 995	\$ 6,905	\$ 5,112	-25.97%
502-000-594-18-60-03	CR&R HR	\$ -	\$ 2,752	\$ -	\$ 1,500	\$ 1,500	0.00%
502-000-594-18-60-12	CR&R Centralized Backbone	\$ 31,714	\$ 24,940	\$ 6,133	\$ 127,560	\$ 112,500	-11.81%
502-000-594-21-60-02	CR&R Police Computer	\$ -	\$ 8,280	\$ 8,696	\$ 43,255	\$ 46,273	6.98%
502-000-594-22-60-01	CR&R EMS Fire Computer	\$ -	\$ 5,948	\$ 7,776	\$ 32,704	\$ 37,340	14.17%
502-000-594-35-60-02	CR&R Sewer Computer	\$ -	\$ -	\$ 3,725	\$ 5,490	\$ 4,782	-12.90%
502-000-594-42-60-01	CR&R Streets Computer	\$ -	\$ 1,013	\$ -	\$ 5,017	\$ 3,394	-32.34%
502-000-594-48-60-01	CR&R Public Works	\$ -	\$ 3,622	\$ 3,570	\$ 6,458	\$ 17,506	171.09%
502-000-594-58-60-00	CR&R Community Developement	\$ -	\$ 3,449	\$ 3,122	\$ 5,925	\$ 7,220	21.85%
502-000-594-59-60-01	CR&R Bldg & Grds Computer	\$ -	\$ -	\$ -	\$ 2,930	\$ 2,394	-18.29%
502-000-594-72-60-01	CR&R Library Computer	\$ 2,122	\$ 19,224	\$ 10,122	\$ 41,946	\$ 32,321	-22.95%
502-000-594-76-60-01	CR&R Parks Computer	\$ -	\$ 818	\$ 739	\$ 982	\$ 4,418	349.92%
594	Capital Expenditures	\$ 35,069	\$ 73,404	\$ 54,629	\$ 311,574	\$ 314,034	0.79%
000	Department	\$ (105,404)	\$ (139,510)	\$ (92,740)	\$ 118,117	\$ 111,701	-5.43%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	

**2023 Budget
City of Burlington
November 22, 2022**

Account Number	Description	2020 Year End Actuals	2021 Year End Actuals	2022 YTD Actuals Through September 30	2022 Budget After Amendments	2023 Proposed	% Increase/Decrease from 2022 Budget
Revenue Total		\$ 140,473	\$ 212,914	\$ 147,370	\$ 193,457	\$ 202,333	4.59%
Expense Total		\$ 35,069	\$ 73,404	\$ 54,629	\$ 311,574	\$ 314,034	0.79%
Grand Total		\$ 105,404	\$ 139,510	\$ 92,740	\$ (118,117)	\$ (111,701)	-5.43%
502	Computer Rental & Replacement	\$ 105,404	\$ 139,510	\$ 92,740	\$ (118,117)	\$ (111,701)	-5.43%
701	Cemetery Endowment Fund						
343	Utilities						
701-000-343-60-00-00	Lots Sold 15 Percent	\$ -	\$ -	\$ 1,835	\$ 1,200	\$ 1,200	0.00%
343	Utilities	\$ -	\$ -	\$ 1,835	\$ 1,200	\$ 1,200	0.00%
361	Interest & Other Earnings						
701-000-361-11-00-00	Investment Earnings	\$ 5,337	\$ 3,606	\$ 2,884	\$ 1,577	\$ 3,000	90.23%
361	Interest & Other Earnings	\$ 5,337	\$ 3,606	\$ 2,884	\$ 1,577	\$ 3,000	90.23%
397	Transfers In						
701-000-397-00-01-16	Transfer in Lots Sold 15%	\$ 1,555	\$ 1,441	\$ -	\$ -	\$ -	
397	Transfers In	\$ 1,555	\$ 1,441	\$ -	\$ -	\$ -	
000	Department	\$ (6,892)	\$ (5,047)	\$ (4,718)	\$ (2,777)	\$ (4,200)	51.24%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 6,892	\$ 5,047	\$ 4,718	\$ 2,777	\$ 4,200	51.24%
Expense Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Grand Total		\$ 6,892	\$ 5,047	\$ 4,718	\$ 2,777	\$ 4,200	51.24%
701	Cemetery Endowment Fund	\$ 6,892	\$ 5,047	\$ 4,718	\$ 2,777	\$ 4,200	51.24%
Fund Balance Total		\$ -	\$ -	\$ -	\$ -	\$ -	
Revenue Total		\$ 29,983,340	\$ 36,242,918	\$ 31,185,135	\$ 46,115,943	\$ 43,378,223	-5.94%
Expense Total		\$ 27,089,088	\$ 30,832,687	\$ 26,829,548	\$ 48,345,445	\$ 48,744,817	0.83%
Grand Total		\$ 2,894,252	\$ 5,410,231	\$ 4,355,587	\$ (2,229,502)	\$ (5,366,594)	140.71%

NEW BUSINESS



ITEM #: 3

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: 11-22-2022

Subject: **Street Department Used 2021 F-550 Dump w/
Snow Plow and Sander**

Submitted By: Travis Schwetz

Attachments: Rallye Auto and Truck Sales Vehicle info Sheet

Public Hearing Required: YES () NO (**X**)

Five comparable trucks from other dealers new and
used

F550 Dealership Agreement

HISTORY AND SUMMARY

The Street/Storm Department has forgone scheduled vehicle additions and replacements since 2019. Currently our two most used trucks are our two F450 dump units. Both are at the 20 year mark. Both are still functional for much of what we do with them but both are tired and continued heavy use is resulting in more downtime and expensive repairs. We are in need of an everyday heavy duty truck to take over most of the heavy hauling and trailer pulling.

ALTERNATIVES CONSIDERED

Since surplussing the 1991 Chevy 1 ton dump in 2019 we have researched and looked into the right upgrade to our fleet. This being said various issues came up. 1. New truck prices went through the roof 2. Dealerships stopped pricing through the state contract due to supply chain issues and market volatility 3. During Covid we decided that we would rather keep our jobs as opposed to purchasing new equipment. 4. Purchase of a new truck now could result in delivery as far out as 2024. Alternatives are as follows; Purchase an older used truck which is a temporary fix at best, Purchase an out of state truck for slightly less – pay to ship which will be a wash, or purchase a brand new truck from Bickford (no 4X4, no Dump Bed) 80,000 + Dump 25,000 = 105,000 + tax (no 4X4 = worthless). Sander and Plow options would have to be added to all options.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

I have been assured that we have funding in the ER&R fund for this purchase. The cost of this truck will burn up most of the cost that was budgeted for two trucks in 2019. Foregoing the expense at this time will save money now, but will definitely hasten the demise of our existing trucks, including more repair costs and the potential of a less than par performance during a future snow event, in the event of one or both of our small plows going down. During the last snow storm, we lost a truck, fortunately it stopped snowing the next day and we were able to limp by.

LEGAL ASPECTS – LEGAL REVIEW

N/A

STAFF RECOMMENDATION

At this time it is the recommendation of staff to purchase the 2021 Ford F550 to replace the Chevy Dump Truck (Surplussed 2019) in order to lighten the load on our 20 year old F450 dumps, thus enhancing and lengthening the lifespan of our quickly aging fleet.

SUGGESTED COUNCIL MOTION LANGUAGE

I move to approve the purchase the 2021 Ford F550 dump truck from Rallye Auto for the purchase price of \$94,876.20 including Sales Tax and Fees. Also I move to approve the purchase of Snow Plow and Sand equipment to be installed, not to exceed \$25,000.00. Grand Total \$119,876.20 and authorize the mayor to sign the purchase agreement.

2021 Ford Super Duty F-550 DRW Dump



Price: ~~XXXXXX~~ **\$86,950⁰⁰**

VIN: 1FDUF5HT2MEC93674

Stock No: 22277

Mileage: 8,152

Exterior Color: Oxford White

Engine: Intercooled Turbo Diesel V-8 6.7 L/406

Interior Color: Medium Earth Gray

Transmission: 10-Speed Automatic w/OD

Comments:

2021 FORD F550 XL DUMP 10FT, 6.7L DIESEL, 4WD, AUTOMATIC, AIR CONDITIONING, AM/FM RADIO, CLOTH UPHOLSTERY, CRUISE CONTROL, DUAL WHEELS, KEYLESS ENTRY, POWER LOCKS/ MIRRORS/ WINDOWS, RUNNING BOARDS, TILT WHEEL, TRAILER TOWING PACKAGE *A negotiable documentary service fee of up to \$200 may be added to the sale price or capitalized cost.

Vehicle Features:

ENGINE: 6.7L 4V OHV POWER STROKE V8 TURBO DIESEL B20 -inc: Diesel Exhaust Fluid (DEF) tank intelligent oil-life monitor and manual push-button engine-exhaust braking 240 Amp Alternator 4.10 Axle Ratio Dual 78-AH 750 CCA Batteries • Four Wheel Drive • Power Steering • Dual Rear Wheels • ABS • 4-Wheel Disc Brakes • Brake Assist • Steel Wheels • Tires - Front All-Season • Tires - Rear All-Season • Tow Hooks • Intermittent Wipers • Variable Speed Intermittent Wipers • Daytime Running Lights • Automatic Headlights • AM/FM Stereo • MP3 Player • Steering Wheel Audio Controls • Bluetooth Connection • Telematics • Auxiliary Audio Input • Smart Device Integration • Requires Subscription • Adjustable Steering Wheel • Trip Computer • WiFi Hotspot • A/C • Vinyl Seats • Split Bench Seat • Driver Adjustable Lumbar • Passenger Vanity Mirror • Remote Engine Start • Requires Subscription • Trip Computer • Traction Control • Front Side Air Bag • Driver Air Bag • Passenger Air Bag • Passenger Air Bag On/Off Switch • Front Head Air Bag

Dealership Information:

Rallye Auto and Truck Sales
(360)757-7770
1010 Old Highway 99 North Rd
Burlington, WA 98233



2022 Ford Super Duty F-550 DRW Monroe Upfit

6.7L 8 CYLINDER, Monroe Upfit, 10-Speed Automatic, 1FDUF5GT1NDA14028

Stock: 22-0909



Sale Price

\$79,995

Commercial Sales Number: (866) 508-5555

ABOUT THIS VEHICLE

2022 FORD F550 XL 660A Stock #22-0909 VIN # 1FDUF5GT1NDA14028 MSRP \$61,140.00 Upfit - Monroe \$13,855.00 ADM \$5,000.00 Total Retail \$79,995.00 Bickford Discount \$0.00 Must Finance with Ford Motor Credit 2022 Commercial Upfit Bonus Cash \$0.00 F-Series Retail Customer Cash \$0.00 Total Discount \$0.00 Sale Price \$79,995.00 Prices valid for Washington residents. - Contact Sales Department at 425-334-4045 or sales@bickford.net for more information. - This one. -



DETAILS

Stock	22-0909
VIN	1FDUF5GT1NDA14028
Dealer	Bickford Motors
Type	New
Year	2022
Make	Ford
Model	Super Duty F-550 DRW
Certified	No
Trim	Monroe Upfit
Body	Truck



Go Further

ford.com

VEHICLE DESCRIPTION

SUPER DUTY

2022 F550 4X2 REG CHASSIS
XL 193" WB CHASSIS CAB
6.7L POWER STROKE V8 DIESEL
10-SPEED AUTOMATIC

EXTERIOR
OXFORD WHITE
INTERIOR
MEDIUM EARTH GRAY VINYL

ND A14028

EPA
DOT Fuel-Eco

FUEL REC

STANDARD EQUIPMENT INCLUDED AT NO EXTRA CHARGE

EXTERIOR

- HEADLAMPS - AUTOLAMP (ON/OFF)
- HEADLAMPS - WIPER ACTIVATED
- ROOF CLEARANCE LIGHTS
- TOW HOOKS
- TRAILER SWAY CONTROL
- TRAILER TOW WIRE HARNESS
- WIPERS- INTERMITTENT

INTERIOR

- AIR COND, MANUAL FRONT
- BLACK VINYL FLOOR COVERING
- OUTSIDE TEMP DISPLAY
- PARTICULATE AIR FILTER
- STEERING - TILT/TELESCOPIC WHEEL WITH AUDIO
- UPFITTER SWITCHES
- VINYL SUN VISORS

FUNCTIONAL

- 4-WHEEL ANTILOCK BRAKE SYS
- FORDPASS™ CONNECT 4GWI-FI HOTSPOT TELEMATICS MODEM
- HILL START ASSIST
- JEWEL EFFECT HEADLAMPS
- MONO BEAM COIL SPRING FRT SUSPENSION W/STAB BAR
- STABILIZER BAR, FRONT/REAR
- SYNC® WITH APPLINK®

SAFETY/SECURITY

- ADVANCETRAC® WITH RSC®
- AIRBAGS - SAFETY CANOPY®
- BELT-MINDER CHIME
- DRIVER/PASSENGER AIR BAGS
- SOS POST-CRASH ALERT SYS™

WARRANTY

- 3YR/36,000 BUMPER / BUMPER
- 5YR/60,000 POWERTRAIN
- 5YR/60,000 ROADSIDE ASSIST
- 5YR/100,000 DIESEL ENGINE

INCLUDED ON THIS VEHICLE

(MSRP)

OPTIONAL EQUIPMENT/OTHER

PREFERRED EQUIPMENT PKG.660A	9,325.00
6.7L POWER STROKE V8 DIESEL	NO CHARGE
10-SPEED AUTOMATIC	395.00
4.88 RATIO LIMITED SLIP AXLE	1,155.00
PAYLOAD PLUS PACKAGE UPGRADE	1,100.00
POWER EQUIPMENT GROUP	
TELESCPNG TT MIRR-POWR/HTD SIG	
FRONT LICENSE PLATE BRACKET	NO CHARGE
XL DECOR PACKAGE	NO CHARGE
PLATFORM RUNNING BOARDS	320.00
TIRE INFLATION MONITOR DELETE	
19500# GVWR PACKAGE	
ENGINE BLOCK HEATER	100.00
50 STATE EMISSIONS	NO CHARGE
110V/400W OUTLET	175.00
SPARE TIRE AND WHEEL DELETE	85.00
TRAILER BRAKE CONTROLLER	300.00
HIGH CAPACITY TRAILER TOW PKG	580.00
JACK	55.00
TRANS POWER TAKE-OFF PROVISION	NO CHARGE
UTILITY LIGHTING SYSTEM	160.00
40 GAL AFT OF AXLE FUEL TNK	NO CHARGE
332 AMP ALTERNATOR	NO CHARGE
REAR VIEW CAMERA & PREP KIT	415.00
DAYTIME RUNNING LIGHTS	45.00
XL VALUE PACKAGE	395.00
.CRUISE CONTROL	

PRICE INFORMATION

BASE PRICE	\$44,910.00
TOTAL OPTIONS/OTHER	14,435.00
TOTAL VEHICLE & OPTIONS/OTHER	59,345.00
DESTINATION & DELIVERY	1,795.00

fuelecono

Calculate personalized es



This vehicle has many great features, but we understand that you still may have questions. Please use the form below to request additional information and we will respond with all the answers you need.

All pricing and details are believed to be accurate, but we do not warrant or guarantee such accuracy. The prices shown above, may vary from region to region, as will incentives, and are subject to change. Vehicle information is based off standard equipment and may vary from vehicle to vehicle. Call or email for complete vehicle specific information.

Disclosure:

All Vehicles are one of each. A dealer documentary service fee of up to \$200 may be added to the sale price or capitalized cost. Prices exclude tax, title, and license. All transactions are negotiable including price, trade allowance, interest rate (of which the dealer may retain a portion), term, and documentary service fee. Any agreement is subject to execution of contract documents. Customer is requested to verify the existence and condition of any equipment listed. All offers expire at the end of business today.

- Front Map Lights

- Front Map Lights
- Front Splash Guards
- Front Splash Guards
- Front Suspension w/Coil Springs
- Full Cloth Headliner
- Full Cloth Headliner
- GVWR: 18
- Hydraulic Power-Assist Steering
- Illuminated Locking Glove Box
- Illuminated Locking Glove Box
- Intermittent Wipers
- Leaf Rear Suspension w/Leaf Springs
- Manual Extendable Trailer Style Mirrors
- Manual Extendable Trailer Style Mirrors
- Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters
- Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters
- Outside Temp Gauge
- Outside Temp Gauge
- Rear-Wheel Drive
- Side Airbags
- Side Impact Beams
- Side Impact Beams
- Smart Device Remote Engine Start
- Smart Device Remote Engine Start
- Systems Monitor
- Systems Monitor
- Tachometer
- Tilt Steering Wheel
- Traction Control
- Trailer Wiring Harness
- Upfitter Switches
- Urethane Gear Shifter Material
- Urethane Gear Shifter Material
- Vinyl Interior Surface






▲ Show less

SIMILAR VEHICLES

- 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
- 4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
- 4.88 Axle Ratio
- 40 Gal. Fuel Tank
- 50-State Emissions System



- 6.7l 4v ohv power stroke v8 turbo diesel b20
- 78-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
- ABS Brakes
- Air Conditioning
- Air Filtration
- Air Filtration
- Aluminum Panels
- Aluminum Panels
- Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
- Autolamp Auto On/Off Aero-Composite Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
- Black Door Handles
- Black Door Handles
- Black Fender Flares
- Black Fender Flares
- Black Side Windows Trim and Black Front Windshield Trim
- Black Side Windows Trim and Black Front Windshield Trim
- Cab Clearance Lights
- Cab Clearance Lights
- Clearcoat Paint
- Clearcoat Paint
- Day-Night Rearview Mirror
- Day-Night Rearview Mirror
- Digital Info Center
- Dual Rear Wheels
- Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
- Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
- Fade-To-Off Interior Lighting
- Fade-To-Off Interior Lighting
- Firm Suspension
- Fixed Rear Window
- Fixed Rear Window
- Front And Rear Anti-Roll Bars
- Front Map Lights

11/14/22, 11:07 AM		New 2022 Ford SUPER DUTY F-550 DRW MONROE UPFIT in Snohomish WA	
Body Style	Truck		
Transmission	10-Speed Automatic		
Transmission Description	  		
Doors	2		
Cylinders	8		
Displacement	6.7L 8 CYLINDER		
Description	6.7L 8 CYLINDER		
Drivetrain	Rear Wheel Drive		
Fuel Type	Diesel		
Exterior Color	Oxford White		
Interior Color	Medium Earth Gray		

EQUIPMENT DETAIL

Installed Packages & Accessories	Total \$9,325
<ul style="list-style-type: none"> Engine: 6.7L 4V Ohv Power Stroke V8 Turbo Diesel B20 	\$9,325

Standard Equipment

Generic

- 3 12V DC Power Outlets
- 3 12V DC Power Outlets
- 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
- 4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement



PROMO



Used 2020 Ford Dump Truck, Landscape Truck, Flatbed Dump
F-550SD

60 Miles #41931

\$82,995

Pacific Auto Center

Popularity Stats

Seen 125 times (last 30 days)

Saved by 2 people

The price has not decreased recently

Description

#41931 60 Miles

2020 Ford F-550SD, 2D Standard Cab, **CLEAN ONE OWNER CARFAX**XL VALUE PACKAGE**POWER EQUIPMENT PACKAGE**TOW PACKAGE**POWERSTROKE 6.7L V8 TURBO-DIESEL**AUTOMATIC 10-SPEED TRANSMISSION**STANDARD CAB**8 FOOT DUMP TRUCK**DUMP BED**4WD**BACK-UP CAMERA**TRAILER BRAKE CONTROL**EXHAUST BRAKE**UPFITTER SWITCHES**4X4**LIKE NEW**LOW MILEAGE**NO ACCIDENTS**NO ISSUES**NO SURPRISES**DRW 10-Speed Automatic Power Stroke 6.7L V8 DI 32V OHV Turbodiesel Power Stroke 6.7L V8 Diesel, Power Windows, Power Door Locks, Back-Up Camera, 4X4, Tow Package, Utility/Service Truck, Trailer Brake Control, Exhaust Brake, 2D Standard Cab, Power Stroke 6.7L V8 DI 32V OHV Turbodiesel, 10-Speed Automatic, 4WD, 4 Speakers, ABS brakes, Advanced Security Pack, Air Conditioning, AM/FM radio: SiriusXM, AM/FM Stereo w/MP3 Player, Folding Trailer Tow Mirrors w/Power Heated Glass, MyKey, Power Equipment Group, Power Front Side Windows, Power Locks, Power steering, Remote Keyless Entry, Steering wheel mounted audio controls, Steering Wheel-Mounted Cruise Control, Traction control, XL Value Package.

PLEASE DO NOT HESITATE TO CONTACT ANY OF OUR WELL QUALIFIED SALES ASSOCIATES FOR MORE INFORMATION ON THIS VEHICLEPACIFIC AUTO

CENTER HAS THE LARGEST SELECTION OF TRUCKS IN CALIFORNIA**PLEASE VISIT US AT PACIFICAUTOCENTER.COM.

All prices plus government fees and taxes, any finance charges, any dealer document processing charges (\$85), any electronic filing charge, and any emission testing charge. The Advertised Price for any vehicle does not include dealer-installed accessories. These accessories can be purchased for an additional cost; WHEELS, LIFT KITS, LOWERING KITS, TINT, PRE-INSTALLED ETCH THEFT DETERRENT, 3M DOOR EDGE GUARDS, GPS DEVICE. PLEASE CALL TO SPEAK TO A SALES ASSOCIATE FOR MORE INFORMATION!

2020 Ford F-550 F550 XL Standard Cab Dump Bed Diesel 4WD #41931, XL, DRW, Stock Number: 41931, VIN Number: 1FDUF5HTXLED87834

Message From Pacific Auto Center

CALL US TODAY AT (909)429-1100 FOR YOUR COMMERCIAL NEEDS! WE HAVE OVER 200 PRE-OWNED COMMERCIAL TRUCKS WITH UP-FITED COMMERCIAL BODIES FOR ALL COMMERCIAL APPLICATIONS.BIGGEST DEALS OF THE YEAR ON A HUGE SELECTION OF WORK TRUCKS, UTILITY SERVICE TRUCKS, CONTRACTOR TRUCKS, CARGO VANS, BOX TRUCKS, FLATBEDS AND STAKE BED TRUCKS.

**WE CAN PERFORM ALL SALES REMOTELY AND DELIVERIES CAN BE MADE NATIONWIDE!!
FREE DELIVERY WITHIN 10 MILES OF OUR ZIP CODE. CALL FOR INFO.**

WE HAVE FINANCING AND WARRANTIES AVAILABLE ON ALL VEHICLES.

Details

Condition:	Used
Year:	2020
Make:	Ford
Model:	F-550SD
Class:	CLASS 5 (GVW 16001 - 19500)
Category:	Dump Truck
Cab Type:	STANDARD CAB
Location:	Fontana, CA
Fuel Type:	Diesel
Stock Number:	41931
VIN:	1FDUF5HTXLED87834
Engine Model:	Power Stroke 6.7L V8 DI 32V OHV Turbodiesel
Engine Size:	6.7L
Transmission Speed:	10
Transmission Type:	Automatic
Color:	Oxford White
Interior Color:	Medium Earth Gray
Doors:	2
Mileage:	60

Pacific Auto Center

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Call 1-855-530-9019

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PROMO



New 2022 FORD Dump Truck F550

🔞 308 Miles # F15230C

\$90,995

Hoblit Motors Ford

Popularity Stats

👁 Seen 60 times (last 30 days)

♥ Be the first user to .

📉 The price has not decreased recently

Description

F15230C 🔞 308 Miles

2022 Ford F-550SD, 2D Standard Cab, All of our new vehicles come with a complimentary year of Scheduled Maintenance. See dealer for details. If we do not have a vehicle you specifically want, let us know and if it's out there, we can get it for you.

2022 Ford F-550SD XL DRW Oxford White Power Stroke 6.7L V8 DI 32V OHV Turbodiesel

Scelzi 11'6" Dump Body with Fold Down Sides, Tarp and Under Body Tool Boxes, 332 Amp Alternators, Advanced Security Pack, Chrome Front Bumper, Folding Trailer Tow Mirrors w/Power Heated Glass, Front License Plate Bracket, GVWR: 19,500 lb Payload Plus Upgrade Package, HD Vinyl 40/20/40 Split Bench Seat, High Capacity Trailer Tow Package, Limited Slip w/4.88 Axle Ratio, MyKey, Order Code 660A, Platform Running Boards, Power Equipment Group, Power Front Side Windows, Power Locks, Rear View Camera & Prep Kit, Remote Keyless Entry, Steering Wheel-Mounted Cruise Control, SYNC

Message From Hoblit Motors Ford

Please ask for a Commercial Fleet Specialist

Details

Condition:	New
Year:	2022
Make:	FORD
Model:	F550
Class:	CLASS 5 (GVW 16001 - 19500)
Category:	Dump Truck
Location:	Colusa, CA
Fuel Type:	Diesel
Brake Type:	HYDRAULIC
Stock Number:	F15230C
VIN:	1FDUF5GT9NEE52435
Drivetrain:	Rear Wheel Drive
Engine Model:	Power Stroke 6.7L V8 DI 32V OHV Turbodiesel
Engine Size:	6.7L
Weight:	16,001 - 19,500#
Transmission Speed:	10
Transmission Type:	Automatic
Color:	Oxford White
Interior Color:	Gray
Doors:	2
Mileage:	308

Hoblit Motors Ford

Please ask for a Commercial Fleet Specialist

Call 1-888-349-3492

Disclaimers

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New 2022 FORD Dump Truck, Landscape Truck, Plow Truck - Spreader Truck
F550

📍 198 Miles 💎 11/10 NEW ARRIVAL!! EMAIL US TODAY!! # F22185

\$74,013

Siemans in Bridgman

Popularity Stats

- 👁 **Seen 37 times** (last 30 days)
- ♥ Be the first user to .
- 💎 The price has not decreased recently

Description

💎 11/10 NEW ARRIVAL!! EMAIL US TODAY!! # F22185 📍 198 Miles

Gas, Snow Plow Prep Package 2022 Ford F-550 XL 4WD Reg Cab Equipped with a 11ft L x 7ft W Duraclass Drop-Side Steel Dump Body. 3.5/4.5 Yard Capacity, 14in Sides with Center Lever Release, 20in Dual Action Tailgate, 11.6 Ton Scissors Lift Hoist double acting Electric Over Hydraulic with Push Button Controls in Cab, 1/4in Cab Shield, 15ft X 7ft Manual Turbo Mesh Tarp Roller with Aluminum Wind Deflector. Installed 3/4in Steel Hitch Plate, Combination 2-5/16in Ball Pintle Hook with Mounted D-Rings and 7-Pin Trailer Plug. 40 Gallon Fuel Tank MAX PAYLOAD 0,000LBS. The 2022 Ford Super Duty Chassis Cab is more productive and versatile than ever, featuring the available 7.3-liter V8 engine and the standard 10-speed transmission. And with the F-600, you'll be prepared to tow and haul more weight than ever before. Chassis Cab also offers exciting available technology features such as Pre-Collision Assist with Automatic Emergency Braking to keep you in command, as well Ford Telematics and Ford Data Services and SYNC to keep you connected. LARIAT models now feature the available 12-inch screen with SYNC 4, giving you cutting edge-technology to match your hauling and towing power. *Prices excludes taxes,

title, license and \$230.00 documentation fee. Prices include all applicable manufacture rebates, incentives and cash back offers. Customer must meet manufactures qualifications. Not all customers will qualify for all rebates. Some discount packages have residency requirements. Manufacturer reserves the right to change incentives without notice. Certificate Rebates are while supplies last. Not all rebates are compatible with manufactures special APR financing. Some rebates may have residency requirements and/or require financing with Ford Credit.

Message From Siemans In Bridgman

Call us at (877) 920-7244. Berrien County's Largest RAM and Ford Commercial Truck Dealer in Southwest Michigan. Come See us today!

Details

Condition:	New
Year:	2022
Make:	FORD
Model:	F550
Class:	CLASS 5 (GVW 16001 - 19500)
Category:	Dump Truck
Cab Type:	STANDARD CAB
Location:	Bridgman, MI
Fuel Type:	Gas
Axles:	4x4
Wheelbase:	169
Brake Type:	HYDRAULIC
Stock Number:	F22185
VIN:	1FDUF5HN0NDA14053
Drivetrain:	Rear Wheel Drive w/4x4
Engine Model:	Regular Unleaded V-8 7.3 L
Engine Size:	7.3L
Weight:	16,001 - 19,500#
Transmission Speed:	10
Transmission Type:	Automatic
Color:	Oxford White
Interior Color:	Medium Earth Gray
Doors:	2
Mileage:	198

Options: 4x4, Air Conditioning, AM/FM Radio, Anti-Lock Braking System, Backup Camera, Bluetooth, Cruise Control, Dual Airbags, Dually, Electric Brake Controller, Heated Mirrors, Heavy Duty Transmission, Heavy Specs, Hitch, Locking Differential, Power Locks, Power Mirrors, Power Steering, Power Windows, Rear-view Camera, Shift on the fly, Snow Plow Prep, Steel Wheels, Tilt Steering Wheel, Trip Odometer

Upfit Details

Upfit Body Type:	DUMP BODIES
Upfit Make:	DURACCLASS
Upfit Model:	Duraclass Standard Dump Body

Upfit With Duraclass Standard Dump Body

Equipped with a 11ft L x 7ft W Duraclass Drop-Side Steel Dump Body. 3.5/4.5 Yard Capacity, 14in Sides with Center Lever Release, 20in Dual Action Tailgate, 11.6 Ton Scissors Lift Hoist double acting Electric Over Hydraulic with Push Button Controls in Cab, 1/4in Cab Shield, 15ft X 7ft Manual Turbo Mesh Tarp Roller with Aluminum Wind Deflector. Installed 3/4in Steel Hitch Plate, Combination 2-5/16in Ball Pintle Hook with Mounted D-Rings and 7-Pin Trailer Plug. 40 Gallon Fuel Tank MAX PAYLOAD 0,000LBS

Siemens In Bridgman

Call us at (877) 920-7244. Berrien County's Largest RAM and Ford Commercial Truck Dealer in Southwest Michigan. Come See us today!

Call 1-877-920-7244

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Washington State Vehicle Order

Page 1 of 2

Seller (Dealer)

Stkno: 22277

RALLYE AUTO SALES

1010 OLD HWY 99

BURLINGTON, WA 98233

PH: (360) 757-7770 FAX: (360) 757-7607

Buyer..... CITY OF BURLINGTON

Co-Buyer:

Address.... 833 S. SPRUCE ST

C S Z..... BURLINGTON WA 98233

Home Ph.: (360) 755-0531

Work Ph: () -

I herby agree to purchase from you, under the terms and conditions specified here and on associated documents signed by me, the following:

Vin...: 1FDUF5HT2MEC93674	Year: 21	Make: FORD
Model: F550 REG CAB	Trim: DUMP	Color: WHITE
Miles...: 8152	Plate:	Tabs.: / /

Description of Trade # 1	
Vehicle: STKNO> 0	
Vin # : _____	
Miles...: 0	License Pl#: _____
Allowance...: 0.00	*Payoff Amt: 0.00
Lien Holder: _____	

Description of Trade # 2	
Vehicle: STKNO> 0	
Vin # : _____	
Miles...: 0	License Pl#: _____
Allowance...: 0.00	*Payoff Amt: 0.00
Lien Holder: _____	

* Purchaser acknowledges that the payoff and/or lien balances on each of the trade-in vehicles as described above is only an estimate figure, subject to the verification and confirmation from the lien holder as to the exact dollar amount, in the event the payoff/lien balance exceeds the above stated amount, each additional amount shall be added to the total cash price of the vehicle and shall be paid to the dealer on request or added to the amount being financed.

Buyer Signature: _____

The Owner of the vehicle may be required to spend up to \$150.00 for repairs if the vehicle does not meet the vehicle emission standards. Unless expressly warranted by the motor vehicle dealer. The dealer is not warranting that this vehicle being purchased will pass emission test required by federal or state laws.

Buyer Signature: _____

Arbitration Clause: Please read page 2 paragraph 1 for more information. The arbitration clause greatly effects your rights in any dispute with us. Please read page 2 carefully before signing this Agreement.

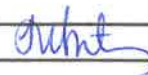
Adjusted Negotiated Price.....	86950.00
	0.00
Trade #1 Allowance.....	0.00
Trade #2 Allowance.....	0.00
Taxable Subtotal.....	86950.00
Sales Tax On Subtotal @ 8.60	7477.70
Other State Sales Taxes	0.00
Title Fees. Estimated vehicle tax, license, title and registration fees. Bank title lien release	242.00
Fee of Trauma Care Fee of.....	6.50
Service Contract	0.00
Service Contract Tax @ 8.60	0.00
Gap Insurance	0.00
	0.00
Negotiable Documentary Service Fee.	200.00
Trade Payoff #1 (Estimated).....	0.00
Trade Payoff #2 (Estimated).....	0.00
NEGATIVE TRADE EQUITY	0.00
Net Trade Equity (if negative show as 0)	0.00
Down Payment \$: 0.00	
\$:	
\$:	
\$:	0.00
Balance Due / Amount Financed.....	94876.20

Financing Condition: If a retail installment contract or note and security agreement is signed in conjunction with this buyers order (collectively the "AGREEMENT"), The agreement is binding upon execution, provided however, that the dealer will hereafter assess the buyer's credit worthiness and if a dealer does not hereafter approve financing on account of the credit worthiness and subsequently notifies buyer of such disapproval. This agreement is void, except as provided in paragraph 7 on page 2 hereof as provided by law.

Buyer agree that this agreement includes all of the terms and conditions on the front and page 2 hereof, that this agreement cancels and supersedes any prior agreement including oral agreements and, as of the date below, comprises, with any retail installment contract, service contract, insurance contract, and other agreements and acknowledgements signed contemporaneous herewith, the complete and exclusive of the terms of the agreement relating to the subject matters covered by this agreement. By signing this agreement, buyer acknowledges that buyer has read its terms and has received a true copy of this agreement. If this order is for a used vehicle, the information on the window form of the vehicle is also apart of this order and overrides any contrary provisions of this order.

Buyer's Signature: _____

Co-Buyer's Signature: _____

Accepted By: 

Date: 11/17/2022

Date: 11/17/2022

Date: 11/17/2022

Salesperson (s)

ROBERT GUFFIE



ITEM #: 4

CHECK ONE:

NEW BUS. X

OLD BUS.

AGENDA ITEM

Council Date: November 22, 2022 Subject: **Year 2023 Property Tax Levy**

Submitted By: Joe Stewart – Finance Director

Attachments: Ordinance Setting 2023 Property Tax Levy Public Hearing Required: YES () NO (X)

HISTORY AND SUMMARY

Washington State law sets two limitations on city property taxes. There is a maximum *Levy Rate* (\$3.375 per \$1,000 in valuation) and an annual maximum *Levy Amount* increase (1% more dollars than the previous year). If a city does not take the annual 1%, it is “banked” (saved for potential use later). In the year 2022, Burlington’s levy rate was \$1.4477 per \$1,000 in valuation, we levied a total of \$2,888,609 in property taxes. Currently, the City has \$284,376 in banked property tax authority.

The dollar value of the banked capacity varies between cities since the 1% represents 1% of what the City could have lawfully levied beginning with the 1985 levy – put another way, in Burlington, every 1% in property tax authority equals approximately \$30,000 – in other cities the 1% amount would be different.

Annually every Council is asked to set their property tax levy for the following year. Cities can decide to not take their annual 1% (as Burlington has done), can take the 1% (as most cities do) or can take the 1% and any or all of their banked capacity (which some cities do periodically).

Another wrinkle to property taxes is that every year, new construction occurs which adds to the overall tax assessed valuation of the city. To fairly have new construction contribute to property taxes in the year that the construction occurred (but after the city has set their property tax levy), the County keeps track of new construction each year and in the following year, cities receive what the new construction would have paid if they had been on the tax rolls in the prior year.

So, annually Cities decide how much property taxes they want in the next year, possibly including their annual 1% increase and possibly using banked capacity. In addition to these

amounts, cities also receive the prior year's new construction levied at the prior year's tax levy rate.

Despite no property tax increase, the City needs to adopt a resolution in order to bank its capacity.

ALTERNATIVES CONSIDERED

The alternatives are no increase to property tax or an increase greater than 1% using banked capacity.

CURRENT AND FUTURE BUDGET RAMIFICATIONS

Either taking or not taking the annual 1% property tax amount has (sometimes) drastic consequences for not only the next year's budget but subsequent years as well. This is because taking the 1% increase in one year (assume \$30,000) means that you do not get this money in future years as well. So, deciding to forego \$30,000 in the year 2023 means that by the year 2033, you will be collecting \$300,000 less (10 years of \$30,000). Due to the continuous nature of the 1% property tax collection in future years means that most cities take their annual 1% because over time, this small increase compounds and allows property taxes to keep pace with increasing expenses.

LEGAL ASPECTS – LEGAL REVIEW

None identified

STAFF RECOMMENDATION

Staff recommends that the Council decide on what is best for the financial health of the City.

SUGGESTED COUNCIL MOTION LANGUAGE

"I move to approve the year 2023 Property Tax Ordinance with a X% increase in from the previous year" and authorize the Mayor to sign the ordinance and pass on the property tax levy amount to the County for collection in the year 2023."

ORDINANCE NO _____

**AN ORDINANCE FIXING THE AMOUNT OF PROPERTY TAXES TO
BE LEVIED IN 2022 FOR COLLECTION IN 2023**

WHEREAS, the Burlington City Council has properly given notice of the public hearing held at 7:00PM on Thursday, October 13, 2022 to consider the tax revenues for the 2023 calendar year, and increases in property tax revenues, all pursuant to RCW 84.55.120; and,

WHEREAS, the City Council after the hearing, and after duly considering all relevant evidence and testimony presented, has determined that the *City* of Burlington does not require an increase in property tax revenue from the previous year. The City will receive an increase from the addition of New Construction, a reassessment of the Refund Levy, and any increase in the value of state assessed property, in order to discharge the expected expenses and obligations of the City of Burlington and in its best interest; and,

WHEREAS, the City Council of the City of Burlington has met and considered its budget for the calendar year 2023; and,

WHEREAS, the City's actual levy amount from the previous year was \$2,888,609; and,

WHEREAS, the population of this City is less than 10,000; and,

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF BURLINGTON DO ORDAIN AS
FOLLOWS:**

No increase in the regular property tax levy is hereby authorized for the levy to be collected in the 2023 tax year.

The increase is exclusive of additional revenue resulting from new construction, improvements to property, newly constructed wind turbine, solar, biomass, and geothermal facilities, and any increase in the value of state assessed property, any annexations that have occurred and refunds made.

Adopted this 22nd day of November, 2022.

This ordinance shall be in full force and effect five (5) days after its passage and publication as required by law.

THE CITY OF BURLINGTON

Steve Sexton, Mayor

ATTEST:

Joe Stewart, Finance Director

APPROVED AS TO FORM:

Leif Johnson, City Attorney

Filed with the City Clerk:

Passed by the City Council:

Signed by the Mayor:

Published:

"I move to approve the 2023 budget."

ORDINANCE NO. _____

AN ORDINANCE ADOPTING THE YEAR 2023 BUDGET

Whereas, the City Council has held numerous public Budget Workshops during 2022; and

Whereas, the Council has discussed, debated, and refined the proposed 2023 city budget; and

Whereas, the Council has held the required public hearings on the proposed 2023 budget; and

Whereas, the City has included the detailed 2023 budget in the Council packets for the required public hearings; and

Whereas, the Council desires to adopt the 2023 budget for the City of Burlington; and

NOW THEREFORE, the City Council of the City of Burlington does hereby adopt the 2023 budget as follows:

Section I A summary of 2023 beginning balances, revenues, expenditures, and ending balances for all funds of the City.

Beginning Fund Balance		
Fund No.	Fund Name	Beginning Bal
001	General Fund	\$8,402,380
101	Street	\$200,000
102	Arterial Street	\$288,000
103	First Step Center Operating	\$83,704
104	1590	\$863,728
105	Fiber	\$295,519
107	Park Endowment	\$25,360
116	Cemetery	\$55,625
119	Substance Abuse	\$26,877
150	Fire/EMS	\$963,744
197	Lodging Tax	\$813,151
201	Debt Service	\$298,370
300	General Reserve	\$550,753
301	Capital Improvement	\$2,471,272
303	First Step Center Construction	\$0
311	Park Capital Improvement	\$2,578,356
401	Sewer	\$2,406,502
402	Sewer Reserve	\$5,651,927
425	Storm	\$1,855,260
426	Storm Reserve	\$1,844,165
501	ER&R	\$2,631,030
502	CR&R	\$368,567

701	Cemetery Endowment	\$380,000
	TOTAL:	<u>\$33,054,290</u>

Revenues

Fund No.	Fund Name	Revenues
001	General Fund	\$17,951,226
101	Street	\$955,675
102	Arterial Street	\$5,605,340
103	First Step Center Operating	\$80,000
104	1590	\$1,100,000
105	Fiber	\$225,000
107	Park Endowment	\$0
116	Cemetery	\$101,342
119	Substance Abuse	\$0
150	Fire/EMS	\$4,823,956
197	Lodging Tax	\$455,000
201	Debt Service	\$314,980
300	General Reserve	\$894,500
301	Capital Improvement	\$1,919,000
303	First Step Center Construction	\$0
311	Park Capital Improvement	\$493,000
401	Sewer	\$4,327,000
402	Sewer Reserve	\$1,595,000
425	Storm	\$1,347,000
426	Storm Reserve	\$263,000
501	ER&R	\$720,670
502	CR&R	\$202,333
701	Cemetery Endowment	\$4,200
	TOTAL:	<u>\$43,378,222</u>

Expenditures

Fund No.	Fund Name	Expenditures
001	General Fund	\$20,115,248
101	Street	\$1,055,815
102	Arterial Street	\$4,943,000
103	First Step Center Operating	\$80,000
104	1590	\$1,100,000
105	Fiber	\$242,740
107	Park Endowment	\$3,050
116	Cemetery	\$101,368
119	Substance Abuse	\$10,350
150	Fire/EMS	\$5,678,889
197	Lodging Tax	\$600,000
201	Debt Service	\$314,980

300	General Reserve	\$860,000
301	Capital Improvement	\$3,704,750
	First Step Center	
303	Construction	\$0
311	Park Capital Improvement	\$1,928,416
401	Sewer	\$4,120,090
402	Sewer Reserve	\$1,010,000
425	Storm	\$1,642,865
426	Storm Reserve	\$220,000
501	ER&R	\$699,221
502	CR&R	\$314,034
701	Cemetery Endowment	\$0
TOTAL:		<u>\$48,744,816</u>

Ending Fund Balance

Fund No.	Fund Name	Ending Bal
001	General Fund	\$6,238,358
101	Street	\$99,860
102	Arterial Street	\$950,340
103	First Step Center Operating	\$83,704
104	1590	\$863,728
105	Fiber	\$277,779
107	Park Endowment	\$22,310
116	Cemetery	\$55,599
119	Substance Abuse	\$16,527
150	Fire/EMS	\$108,811
197	Lodging Tax	\$668,151
201	Debt Service	\$298,370
300	General Reserve	\$585,253
301	Capital Improvement	\$685,522
	First Step Center	
303	Construction	\$0
311	Park Capital Improvement	\$1,142,940
401	Sewer	\$2,613,412
402	Sewer Reserve	\$6,236,927
425	Storm	\$1,559,395
426	Storm Reserve	\$1,887,165
501	ER&R	\$2,652,479
502	CR&R	\$256,866
701	Cemetery Endowment	\$384,200
TOTAL:		<u>\$27,687,696</u>

Section II A summary of the BARS line item changes are attached to this ordinance and made a part thereof.

Section III This Ordinance shall take effect five (5) days following its publication as required by law.

Introduced and Passed and approved at a regular meeting of the City Council this 22th day of November, 2022.

The City of Burlington

Steve Sexton, Mayor

ATTEST:

Greg Young, City Administrator

APPROVED AS TO FORM:

Leif Johnson, City Attorney