

Meet your City Council



The 2012-13 Arlington City Council: (L-R) Randy Tendering, Debora Nelson, Dick Butner, Marilyn Oertle, Chris Raezer, Mayor Barb Tolbert, Ken Klein, Steve Baker (Photo courtesy of Scott Stedman)

A new Arlington City Council with a number of new faces was introduced to a packed Council Chambers on January 3, 2012. "This is your Council" Mayor Barb Tolbert said at the opening to the meeting.

Re-elected Councilmembers Dick Butner and Marilyn Oertle once again recited their oaths of office, while newly elected Council members Randy Tendering and Ken Klein took their oaths for the first time. Council member Debora Nelson, appointed in November to serve the unexpired term of Scott Solla, looked on with Council members Steve Baker and Chris Raezer.

All of the newly elected and appointed Councilmember remarked on the steep learning curve to become a seasoned Councilmember "I knew it would be a steep learning curve for the first six months, and I was right," Council member Nelson said. Council members Tendering and Klein echoed those comments and added their appreciation to City staff and their fellow Council members for their patience and their insights into the process of local government.

Since that first meeting in January, the City Council has been hard at work discussing the City financial condition, utility rates, upcoming road construction projects, staffing within public safety departments, and more. If you're interested in the activities of your Council, please visit arlingtonwa.gov/CityCouncil to learn more, view agendas and minutes, and listen to your Council in action. You can even sign up to receive Council agenda packets in your email!

City Council Email Addresses

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Message from the Mayor

The first three months as your Mayor have been a whirlwind of meetings, updates and education on issues impacting Arlington — economic development, utility service, transportation improvements and partnership opportunities. I've met with citizens, service clubs, neighborhood leaders, city staff and local businesses to discuss Arlington's future and what we can do better. I thoroughly enjoy the process and am excited about the opportunities we have for our City.

While the news of the economic recovery we hear around the nation is encouraging, we at the City are cautiously optimistic. We are starting to see some glimmers of hope on our local economic horizon. We've approved over 30 new business licenses in the first 3 months of the year and anticipate approving more as the Arlington Advanced Manufacturing Park fills up. Our city revenues are not necessarily reflecting this recovery, with retail sales tax collections from December that were lower than anticipated. The rising fuel prices that are impacting your pocketbook are impacting the City as well. We will be continuing to keep our belt tight and making continual adjustments to our expenditures throughout the year.

On a happier note, I am proud that we will be completing a number of construction projects in Arlington in 2012. You can read more about the Legion Park / Centennial Trail Restroom and Visitors Information Center that will be opening on April 28th inside, as well information on the reconstruction of 67th Avenue between 204th St NE and Lebanon and the construction of Phase I of Airport Blvd. All of these projects are funded either entirely or mostly through grants. Without this grant funding, we would not be breaking ground on these projects in 2012.

It's been a great three months, and it's only promising to get better. I am always looking for your input, so please pass along your comments, questions, or concerns. You can contact me at 360-403-3441, by email at btolbert@arlingtonwa.gov, or on Facebook at [facebook.com/MayorTolbert](https://www.facebook.com/MayorTolbert). I look forward to hearing from you.



"The Facebook Mayor"

A huge advocate for technology and social media to allow better interface with elected officials, Mayor Tolbert has started her own Facebook page: [facebook.com/MayorTolbert](https://www.facebook.com/MayorTolbert).

"Facebook is just one way to allow our local businesses and residents to connect with their elected leaders. We need their input to do the best job possible for Arlington." Mayor Barb, as she's fond of being called, has over 100 followers so far, and would love to have another 1,000 by the end of the year.

So far, Mayor Barb has been able to share information about local businesses, a tour of the USS Nimitz, Arlington's Relay for Life, and answer questions on local developments.

If you're not on Facebook, Mayor Barb would still love to hear from you with your comment, question, or concern. You can contact her at 360-403-3441 or btolbert@arlingtonwa.gov.

Hearing from you is our priority

The Arlington City Council recognizes the importance of two-way communication with our residents and businesses. There are opportunities for public comment at the beginning of every Council meeting. In addition, the Council has added a comment opportunity at the end of every Council workshop to allow for input on items that were discussed that evening. Anyone can comment on agenda items prior to Council meetings without having to give in-person testimony. Visit arlingtonwa.gov/CityCouncil and click the "email the council" link. Your comment will be received by the Mayor, City Administrator, and the entire Council. If you would like to communicate more generally with the Council, you can find contact information for every Councilmember on this page.

City Calendar

April 2, 16 May 7, 21

April 9, 23, May 14, 29

April 10, May 8

April 10, May 8

April 2, May 7

June 21

April 24, May 22 (Park tour)

April 3, April 17, May 1, May 15

City Council Meeting 1st & 3rd Mondays at 7pm Council Chambers 110 E Third St. 360-403-3441

City Council Workshop 2nd & 4th Mondays at 7pm Council Chambers 110 E Third St. 360-403-3441

Airport Commission 2nd Tuesdays at 7pm Airport Office 18204 59th Dr NE. 360-403-3470

Cemetery Board Monthly at 2:30pm Stilly Conference Room 154 Cox Ave 360-403-3428

Civil Service Commission 1st Mondays at 9am Council Library 110 E Third St. 360-403-3439

Library Board Meets quarterly at 5:30pm Council Library 110 E Third St. 360-403-3441

Parks, Arts & Recreation Commission 4th Tuesdays at 7pm Council Chambers 110 Third St. 360-403-3448

Planning Commission 1st and 3rd Tuesdays at 7pm Council Chambers 110 E Third St. 360-403-3435

Businesses moving to Arlington Advanced Manufacturing Park

In December, the City of Arlington approved a binding site plan to redevelop the former home of Meridian Yachts, which shut down in 2008. This allowed Arlington Advanced Manufacturing Park LLC to purchase the nearly 33-acre site and turn it into a manufacturing park that caters to Boeing suppliers. The site sits just across the street from Arlington Municipal Airport and has 14 buildings plus an additional 8 acres that formerly served as a parking lot. The new owners expected to take three years to fill up the site, but they already have 50% of the site under contract and another 40% in negotiations in less than three months. The developers are marketing the buildings to aerospace and emerging technology manufacturers, as well as engineering firms. Most of the buildings are already set up for manufacturing, which has been a huge draw for firms. This is great news for Arlington — buildings that once housed over 800 employees will be filling up in short order!

According to Brent Nicholson, owner of Arlington Advanced Manufacturing Park, LLC, Thain Boatworks, Inc., T E Mini Structures, LLC, and Aerospace Defense, Inc. will be moving into their new spaces in the coming months.

Volunteer News

National Volunteer Week

April 15th through April 21st is National Volunteer Recognition Week in the United States. The City of Arlington will be taking the opportunity to recognize our 50-100 volunteers that have helped make Arlington such a special place over the years. Council will be adopting a special proclamation to recognize their achievements in 2011 on Monday, April 16.



Volunteers learn how to fill sand bags during a training event

Jenft appointed new volunteer coordinator

Maxine Jenft, Arlington Cemetery Advisory Board member and Police Volunteer, has recently accepted Mayor Tolbert's invitation to become the City's new volunteer coordinator. Interested in volunteering for the City? Contact us at volunteer@arlingtonwa.gov or 360-403-4673.

Adopt a Park Program in Full Swing

The City operates 17 parks that include over 183 acres and about 8 miles of trails. Four of those 17 parks, Legion, Terrace, Centennial, and Quake/Evans Ball fields have been adopted by local community groups, businesses and sports leagues. Are you part of a group that would like to adopt-a-park? We'd love to have your help! Contact Paul Ellis at pellis@arlingtonwa.gov or 360-403-4603 to learn more about the program or to adopt your local park.

Restroom & Visitor Information Center Facility Nears Completion



The long wait is almost over! Since the move of the Chamber and Visitors Information Center in the early 2000s, the community has been asking for the City to construct a facility in the downtown corridor to accommodate the some 300,000 annual users of the Centennial Trail and the thousands of tourists that flock to Arlington for our annual events. Over the years, City staff has applied for grants from the state and federal government, Burlington Northern Railroad, and Snohomish County, with little success.

In 2011 the City's luck changed. Representative Kirk Pearson championed the project and secured \$110,000 in grant funds from the State Capital Budget. The City also obtained \$48,000 in Hotel-Motel tax grant funding and \$5,000 from the Burlington Northern Railroad Foundation, plus a \$1,000 private donation.

With all the funding now secured through grants and donations, LoneB Construction was awarded the bid and broke ground in December. The facility is now nearing completion and the City is preparing to officially open the building to the public on Saturday, April 28, 2012. For more information on the event, visit www.arlingtonwa.gov/recreation.

Curious about Police Activity?

Are you curious about what types of crimes your Police Department is responding to? Or where crime is occurring in Arlington?

The Arlington Police Department and Public Works GIS staff have teamed up to provide the public with a map of the City that shows where crime is occurring in town. These maps are updated twice a month. You can find this information on our website, visit www.arlingtonwa.gov/CrimeMaps.

Also available on the website is a weekly report produced by the Arlington Police Department. Visit www.arlingtonwa.gov/CrimeReports to view the weekly updates.



Community Development Corner

New Development & Businesses Coming to Arlington

The main development in the City at this time is occurring at Magnolia Meadows located off of 172nd Street near Highway 9. The Building Department has issued 66 new single family home permits for this subdivision in the past few months. This development has 82 lots that have most of the infrastructure already completed. Encore Homes purchased the lots and has maintained a steady pace of building new homes ranging from 1,500 sq. ft. to over 4,000 sq. ft.

The City welcomes the following businesses to Arlington which recently open their doors: Panda Express, Northwest Spa, Jersey Mike's, Razzals Bar & Grill, Hubb's Pizza & Pasta, Sprint, and GameStop. Coming Soon: Radio Shack, Cascade Skagit Health Alliance and JBS Gas Services.

Building Department

The Permit Center has gone paperless! The Building Official is now using an iPad to schedule and complete inspections in the field. By taking advantage of this latest technology the City will be able to save several man hours every day by eliminating the need to hand write inspection slips. The Permit Center will also be connecting the Permit Tracking system to the City's web page so citizens will be able to view and track the progress of their permits online.

West Arlington

The West Arlington Form-Based Codes (WASA FBC) and Transfer of Development Rights Project is moving forward as scheduled. As discussed in a previous edition of Arlington Update, the goal of the FBC/TDR project is create a 'sense of place' for the community, allowing for a variety of well-designed commercial and residential uses, and saving the Stillaguamish River Valley by transferring development rights to the WASA. The first draft of the

FBC was unveiled at a public open house in January, the second of such meetings held to gather public feedback on the new code. The City's consultant from MAKERS Architecture and Urban Design presented visual concepts of what development may look like along Smokey Point Boulevard. The final drafts are expected to be presented this spring, with final adoption of the code later this summer.

Riverfront Master Plan

Community Development staff, along with community members and stakeholders, have formed a subcommittee to discuss the future development potential along the south banks of the Stillaguamish River. The subcommittee will explore various topics during the formation of a Riverfront Master Plan, including but not limited to economic development, zoning/land use, commercial/residential development, design standards, recreational/environmental/art, open spaces and marketing efforts. The subcommittee will be meeting during the initial start-up and public meetings will be scheduled later in the year to gather public input on the Master Plan. Stay tuned!

Sign Code Update

A subcommittee consisting of city officials and local professionals are currently working on an update to the city's sign code. Sign codes regulate the type and size allowance given to signage for local businesses and residential uses. The City is proposing to create 'sign code zones' which would have different regulations based on location within the City. The concept is to have more consistent signage within specific areas of the city, while still allowing flexibility for property owners. In addition, a user friendly handbook is being considered to help non-professionals understand the sign code regulations.

Road Construction Projects Set to Begin

Spring in Washington always means the start of the road construction season. The City is preparing for three major road construction projects in 2012 that will have an impact on our residents and businesses. **Road construction updates will be available online at www.arlingtonwa.gov. To receive them in your email, sign up for updates by clicking on “sign up notification.”**

Roundabout at SR9 and SR531



The first project is the installation of a roundabout at the intersection of SR 9 and SR 531. The Washington State Department of Transportation expects the contractor, Interwest Construction Inc. of Burlington, to break ground on the \$5 million project in May. The

intersection will be converted into a two lane roundabout to help make it easier to turn on and off both highways and keep traffic moving through the intersection. The project is expected to conclude by the end of the construction season. The city of Arlington has installation of water and sewer lines included in the project, so the work will be completed while the roadway is open. The utility lines are needed to bring additional capacity to the City’s system and will allow future development to occur at the SR9 and SR 531 intersection.

67th Avenue NE Reconstruction Project—204th St NE to Downtown



The second project is reconstructing the last remaining segment of the highly traveled 67th Ave NE. The project will be a mile long, full reconstruction of 67th Ave NE with curb, gutter, sidewalk, stormwater improvements and installation of the final leg of the Centennial Trail within the Arlington City limits. The City has recently completed acquiring all of the right-of-way and easements needed to begin

construction. The project will go to bid in April and construction should begin in May. The City was awarded \$6 million from the state Transportation Improvement Board to construct the project. Combined with additional mitigation dollars from local development projects means the City can construct this critical project in 2012. Those that travel 67th Ave NE daily are encouraged to sign up for regular construction updates from the City by going to the City’s website at www.arlingtonwa.gov and click on “sign up notification”. Regular updates will also be posted to the City’s Facebook page, [facebook.com/ArlingtonWA](https://www.facebook.com/ArlingtonWA) and Twitter feed, twitter.com/ArlingtonWA.

Airport Boulevard, Phase I



The third project will install the first phase of Airport Boulevard which will eventually provide a north-south connector on the Westside of the Arlington Municipal Airport. The development of this road is crucial to development of the Arlington Business Park and alleviating pressure on SR 531 (172nd St. NE). This project is being made possible by a \$450,000 grant from PSRC and an additional \$600,000 from Arlington Municipal Airport and Transportation Improvement funds. If additional funds are secured, Phase II of the project will also be completed by the end of the construction season.

The project will be bid in April and construction will begin in May. The construction should be concluded by August, as the contractor will need to take a two week break at the start of July to accommodate the Arlington Fly-In, which starts July 11th. The project should not have much impact on the general traveling public.. Regular construction updates from the City will be available on the City’s website at www.arlingtonwa.gov, the City’s Facebook page, [facebook.com/ArlingtonWA](https://www.facebook.com/ArlingtonWA) and Twitter feed, twitter.com/ArlingtonWA.

2012 Water Rates Remain at 2011 Levels

In March 2010, the City of Arlington approved the purchase of 150 acres of lowlands adjacent to the Stillaguamish River to establish the Country Charm Recreation and Conservation area. This was a rare occasion for a small city to get a huge area of green space for a long list of uses, including nature trails, an off-leash pet area, a campground, and water rights. The water rights from the property, combined with recent additional purchases from the Neunzig farm, the Arlington Cemetery, and others has translated into additional water that the City can pull from the Stillaguamish River. In addition, thanks to the incredible amount of research and work by our staff, the City was able to have a 1939 water right restored by the Department of Ecology. With the restoration and purchase of water rights the City will be reducing its water purchasing from PUD and saving an estimated \$180,000 annually. The City also paid off a loan it had received in 1998 to build the Burn Road water pipeline to draw water from the PUD, saving an additional \$40,000.

In February, the City Council was able to pass along the savings to our utility customers, and unanimously voted to not increase water rates. The savings is directly credited to an increase in the amount of water produced by city wells and the resulting reduction in the amount of water Arlington buys from the Snohomish County Public Utility District and the early repayment of a loan. The city has been working for several years to buy more rights to water in the Stillaguamish River watershed. These savings, combined with reduced water usage from you, our utility customers, were passed on beginning in the February 2012 water bill.

“This is great news for the citizens of Arlington and it’s wonderful that we can pass that savings along to you“ Mayor Tolbert stated after the vote.



Country Charm Recreation & Conservation area. Water rights from this area means lower utility rates for our customers..

Budget Reductions Force Changes to Street Sweeping Schedule

Due to recent reductions in city staffing, all city streets will be swept once every two months. The City has been divided up into nine distinct areas and sweeping occurs on a regular schedule within each area. For instance, our major arterials (67th Ave NE, 59th Ave NE, Smokey Point Blvd.) are all swept on the same day. On a different day, crews will sweep residential streets in Smokey Point, or the streets in Crown Ridge. Sidewalks will also be swept as part of our sidewalk maintenance, blowing any sand into the street for collection by the street sweeper. This maintenance is usually done within a day or two of the street being swept.



Arlington’s street sweeper heads up Woodlands Way as crews sweep the streets of Gleneagle.

Street sweeping is done for three distinct reasons: reducing pollutants in stormwater, reducing repair costs, and enhancing our quality of life. Street sweeping is becoming increasingly recognized as a first – and very important – step to removing storm water runoff pollution. Sweeping and cleaning is proven to reduce pollutants in downstream receiving waters, like Portage Creek and the Stillaguamish River by more than 75% . In addition, when sand, grit and other smaller debris is allowed to accumulate on roadways, the road surface becomes more slippery and can contribute to a higher risk of accidents. This debris is also abrasive and can shorten the useful life of pavement, as well as the length of service time of any sealcoating, patching, or striping. Finally, it encourages citizens take more pride of ownership in their locale and tend to throw less litter from their vehicles.

For more information on the new street sweeping schedule or to find the route in your neighborhood, visit www.arlingtonwa.gov/streets.

Arlington Recreation Guide

April-June 2012

What's Happening... Special Events

Easter Egg Hunt

Saturday April 7, 11am
For children 12 years old and younger. Prizes for winning eggs in each age category. Bring your Easter basket and camera for photos with the Easter Bunny! The hunt will take place at the Arlington Airport, behind the Stillaguamish Athletic Club (4417 172nd St NE). Sponsored by the City of Arlington, Cascade Valley Hospital and Clinics, with help from Arlington United Church, and Youth Dynamics.

Arbor Day!

Saturday, April 14, 10am
Help plant a raingarden at Legion Park! Snohomish Conservation District will be demonstrating the benefits of raingardens, and you will be able to help install one at our new restroom facility! Celebrate Arbor Day and Arlington's commitment to being a Tree City. For more information call 360-403-3448.

Arlington Airport Appreciation Day

Saturday, May 5, 9am-2pm
Hosted by the Arlington Airport Office at 18204 59th Dr NE. Fun activities for all ages-fire trucks & aircraft displays, face painting, crafts, games, and more. Free airplane rides available for youth, through the Young Eagles Program. If you have an interest in aviation, this event is for you. Events are subject to cancellation, dependent on weather. 360-403-3470.

April 28	noon	Grand opening restroom project, Legion Park
May 5	9am-4pm	Stilly Valley Little League Jamboree, Ouake Park
May 12	9am-4pm	May Hunt swap meet/outdoor garage sale. Downtown
May 19	9:30am-5:30pm	Blood Drive, downtown parking lot
May 19	10am-1pm	Garden Club Plant Sale, City Hall Plaza
May 19	10am	Walk & Roll event, Centennial Trail at Haller Park
May 28	10am	Memorial Day Parade, Olympic Ave
June 9	9am-5pm	Show & Shine Car Show, on Olympic Ave.



Recreation Goes On-line

In an effort to make our programs more accessible to the community, and to lower costs, the Arlington Parks & Recreation Department has new ways for you to receive information. As you may have noticed, this newsletter is smaller and less detailed than previous versions. To view the complete Recreation Guide, visit our website at www.arlingtonwa.gov/recreation. You may also stop by City Hall for a full copy.

The recreation office now distributes a monthly e-newsletter. If you would like to sign up for monthly recreation news sent through email, please call 360-403-3448 or email recreation@arlingtonwa.gov. We also are active on Facebook, please "friend" us! You can view our calendar of events on the city website at www.arlingtonwa.gov.

We are also in the process of adding online registration to our registration options. This service should be available for the fall quarter.

If you have any questions, or would like to register for a program, please call 360-403-3448.

Featured Community Classes www.arlingtonwa.gov/recreation Call 360-403-3448 to register

<p>Basic First Aid Saturday June 2 9am-12:30pm Monday June 18 6-9pm Become first aid certified. \$30</p> <p>CPR AED Saturday June 2 1-4pm Tuesday June 19 6-9pm Receive a CPR & AED certification \$30</p> <p>Babysitting Basics Saturdays, June 9 & 16 9am-1pm For youth ages 10-14 that would like to receive a babysitting certification. \$30</p> <p>The Art of Photographing Birds Fridays May 11, 18 & 25 7-9pm Learn field ethics, proper use of equipment, bird behavior and biology. Instructor, Phillip Lane \$75</p> <p>Become Friends with your SLR Camera Saturday, May 19 10am-noon Class covers the basic settings and running of your digital SLR camera. Instructor, Debora Nelson \$55</p> <p>Green Thumb Workshops Saturday, March 31 10-11:30am How to divide perennials. \$4 Saturday, April 7 10-11:30am How to grow better veggies. \$4 Community room 18513 59th Ave. NE.</p>	<p>Ancient Greece & Turkey Lecture Series Wednesdays April 18-May 23 6:30-8:30pm Discover the lost worlds of the Aegean. This is a cultural journey presented by Frank Barden. Free! Located at Olympic Place Retirement.</p> <p>Life Planning for Retirement Thursdays April 26 & May 3 6:30-9:30pm Or Thursday May 1 & 8 6:30-9:30pm Prepare for retirement, explore your objectives and define a long term goal. \$49 per couple.</p> <p>Public Art Field Trip Saturday, May 5 11 am Explore the public art of Arlington. Meet at Fog-Dog Gallery 233 N Olympic Ave. Free!</p> <p>Rag Tag Workshop Thursday, April 26 6-8pm Learn to weave with recycled material. For ages 6 and older. Instructor Caroline Sumpter, Free!</p> <p>Create Cards with Rubber Stamps Last Tuesday of every month 6-9pm Learn tips & techniques, create gorgeous cards. Instructor Carol Wilson \$23</p> <p>Baby Storytime at Arlington Library Tuesdays March 6-27, April 3, 10 at 9:30am Newborns-18 months.</p> <p>Toddler Storytime at the Arlington Library Mondays March 5-26, April 2, 9 10:15 & 11:15 18 months- 3 years</p>	<p>Zumba Fitness Mondays & Thursdays 4:30pm Latin inspired dance fitness. Located at Presidents Elementary. Instructor Reina Quimzon \$55 for 10 class punch card</p> <p>Recreational Adult Volleyball Friday nights 7-9pm (excluding Apr 13 & holidays) Open gym volleyball at Post Middle School. Free.</p> <p>Beginning Run and Circuit Fitness Classes Wednesday Fitness at 6:30 Saturday Run 9am, Fitness 10am Call for details.</p> <p>Real Martial Arts for the Average Person Thursdays April 19-June 7 7:30-8:20pm For adults & teens who want exercise and real self defense skills. \$85</p> <p>Sweetcakes Bike Rides Every Tuesday March-Sept. 6pm Meet at Velo Sport 401 Olympic Ave.</p> <p>Real Martial Arts for the Average Person Thursdays April 19-June 7 7:30-8:20pm Thursdays June 21-August 8 7:30-8:20pm For adults and teens who want real exercise through martial arts and learn self defense moves. Instructor Mitch Mayberry. \$85</p> <p>Teen Night at the Boys & Girls Club Every Friday 8-11pm 7th grade and above.</p>	<p>Story Time Yoga Mondays April 16-May 7 10am-10:45am For ages 3-7. Introduction to yoga poses through stories. Instructor, Dawn Lee \$25 for series</p> <p>Tiger Family Martial Arts Thursdays April 19-June 7 6:15-7pm Thursdays June 21-August 8 6:15-7pm Great program for the whole family to get fit and learn some martial arts moves. Instructor, Mitch Mayberry. \$85</p> <p>Skyhawks Summer Sports Camps www.skyhawks.com Basketball (ages 6-12) June 25-29 \$129 Multisport (ages 4-7) July 9-13 \$109 Tennis (ages 6-12) July 23-27 \$109 Golf (ages 5-9) July 30- Aug 3</p> <p>Basics of Yoga Workshop Saturday, April 21 10:30am-noon Open to all levels. \$40 call 360-435-9404</p> <p>Spring Outdoor Bootcamps Wednesdays, April 4-May 9 9:30-10:15am Wednesdays, May 16- June 20 9:30-10:15am Saturdays April 7-May 12 7:15-8am Saturdays May 19-June 23 7:15-8am Make the outdoors your exercise playground! \$45 per session. Call 360-435-9404.</p>
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360-403-3470	Airport
360-403-3428	Cemetery
360-403-3551	Community Development
360-403-3421	Finance Dept
360-403-3600	Fire business line
360-403-3439	Human Resources
360-403-3441	Mayor's Office
360-403-3440	Natural Resources
360-403-3448	Parks & Recreation
360-403-3526	Public Works Utilities
360-403-3459	Street/Park Maintenance
360-403-3421	Utility Billing

City Phone numbers