



Sumas City Council Meeting

Sumas City Hall, 433 Cherry Street, Sumas, WA 98295

Monday, August 25, 2025, at 7:00 PM

Minutes

PRESENT

Mayor Bruce Bosch

Council Member Jesse Clawson

Council Member Josh Clawson

Council Member Richard Postma

Council Member Todd Daniels

Council Member Jessica Koehler

1. **Opening Meeting - Pledge of Allegiance**
2. **Review/Correct and/or Approve Minutes**

- a. August 11, 2025, Draft Minutes

Councilmember Koehler made a motion to approve August 11, 2025, Minutes, Councilmember Jesse Clawson seconded; all were in favor the motion carried.

3. **Public Hearing**

- a. Draft Report of Decision - 1116 Sumas Avenue
Conditional Use Permit Application

Carson Cortez, City Planner started the continued public hearing for the Conditional Use Permit Application on 1116 Sumas Avenue with applicant Andy White.

Carson advised the public works committee met with the applicant Andy White to discuss the tri-plex project. The discussion was to add a condition and request the project go down to two units, no formal decision was made at the meeting.

Andy White, Lynden, WA applicant stated his project has met all the Sumas Municipal Codes and he should be able to build the tri-plex.

Ryan Wittig, Sumas Avenue stated again he is concerned about the parking situation with the proposed tri-plex.

Councilmember Jesse Clawson made a motion to close the public hearing, Councilmember Daniels seconded; all were in favor the motion carried. No decision was made at the time.

Carson will bring back a revised report of decision to the next council meeting on September 08, 2025, for the council's consideration.

4. New Business

a. City of Abbotsford System Capacity Contributions & Payment Proposal

Mollie Bost, Finance Director, explained that the City was notified that in 2023 & 2024 the total system contributions to Abbotsford were more than contractual agreement. The City of Abbotsford sent an invoice for the excess discharge in the amount \$375,598.65 CAD, totaling \$270,145 in U.S. Funds and a letter explaining the overage. The City of Abbotsford is willing to accept a payment plan with an interest rate of the current prime rate in Canada for 4.95%.

Mollie presented a proposed payment plan for three years. The payment terms are \$50,000.00 down and then three annual payments to be paid in full by 2028.

Councilmember Josh Clawson made a motion to authorize the staff to present the proposal payment plan to the City of Abbotsford, Councilmember Jesse Clawson seconded; all were in favor the motion carried.

b. Ordinance No. 1823 - Amending Section 4.04.030 & 4.04.060 SMC regarding Business Licenses

Mollie Bost, Finance Director, explained that Washington State Legislature amended RCW chapter 35.90. This requires the City to adopt a one-time increase to a higher threshold of \$4,000.00 to out-of-city business licenses effective January 1, 2026. The chapter also requires that every four years the threshold would automatically increase based on the cumulative inflation.

Councilmember Koehler made a motion to adopt Ordinance No. 1823 Amending Section 4.04.030 & 4.04.060 of the Sumas Municipal Code regarding Business licenses, Councilmember Jesse Clawson seconded; all were in favor the motion carried.

c. Cowling & Co. LLC dba Widener & Associates Services Agreement

Mollie Bost, Finance Director, introduced a contract amendment for Widener & Associates professional consulting services, who assist with our FEMA Public Assistance for DR-4635 Projects. The current service agreement is effective through December 31, 2027, for \$102,881.28. Widener and Associates have requested an increase to the agreement to accommodate the additional work as described in Exhibit A. The additional funds requested are \$34,775.50.

Councilmember Daniels made a motion to authorize the Mayor to sign the First Amendment to Services Agreement with Cowling & Co. dba Widener & Associates, Councilmember Josh Clawson seconded; all were in favor the motion carried.

d. Preliminary Draft Review Comprehensive Land Use Plan 2025-2045
Chapters 4 - 10

Carson Cortez, City Planner, provided an overview of chapters four through ten for the council to review.

Chapter 4 - Capital Facilities Element is an overview of the facilities that are owned and operated by the City.

Chapter 5 - Housing Element provides information on Sumas' current housing as well as affordability and availability data. Then, using the population and growth projections an estimate of the number of homes that will be needed over the next twenty years is created.

Chapter 6 - Transportation Element, Carson explained this chapter is not currently finalized. He is still waiting for results from a model analysis from Whatcom Council of Governments.

Chapter 7 - Utilities Element provides an overview of the utilities available in the City of Sumas.

Chapter 8 - Economic Development Element examines our businesses and overall economic development of the community. Sumas is projecting an increase of 500 jobs based on a proactive goal established by the City to reflect increases in industrial and commercial businesses.

Chapter 9 - Climate Change and Resiliency Element, Carson explained this is a new chapter that is being added to the Comprehensive Plan. This requirement by Washington State is for the development of a new element dedicated to highlighting and addressing the jurisdiction's current and future climate change conditions.

Chapter 10 - Shoreline Management Element, this chapter connects to the Shoreline Master Program which was updated in 2023.

e. Review of Draft Ordinances-Development Regulations, Critical Areas, Floodplain Development and Accessory Dwelling Units

Carson Cortez, City Planner stated the initial draft of the proposed amendments to the City's development regulations is part of the overall update to the Comprehensive Plan.

Critical Areas Ordinance will address and ensure that areas of the local environment that are vulnerable to development can be protected.

Floodplain Development Ordinance is a follow-up to Ordinance No. 1801, correcting an error. This ordinance will ensure that all new developments are at least two feet above the base flood elevation.

Accessory Dwelling Units Ordinance is permitting of construction of Accessory Dwelling Units (ADUs) as part of Washington State House Bill 1337 passed in 2023. The ADU ordinance will need to be adopted by December 31, 2025, per Washington State Senate Bill 5558.

5. Staff Reports

Chief of Police

Daniel DeBruin stated thar Officer Gimmaka was off FTO and on his own and doing a good job. Also, he reminded everyone of the retirement party for Officer Chris Fuhrman on Wednesday from 12.00-2.00 pm. Daniel stated that Officer Sinclair assisted in a swift water rescue which was success.

Finance Director

Mollie Bost advised that we are starting a CETA Audit regarding Clean Energy Transformation Act. Mollie asked the council if they would be interested in having a budget retreat prior to the budget process; there was some interest, Mollie will send out a few dates for consideration. The finance committee did meet, they reviewed the bank reconciliation, credit cards and reviewed possible rate increases.

City Clerk

1. Whatcom Demo Derby Club Request for a Beer Garden

Councilmember Jesse Clawson made a motion allowing the Whatcom Demo Derby Club to have a Beer Garden on September 13, 2025, from 4.00 pm - 9.00 pm, Councilmember Postma seconded; all were in favor the motion carried.

6. Voucher Approvals

The bills were presented for approval and payment. Check numbers 44496 through 44507 for \$17,435.60 and EFTs for \$129,690.60 Councilmember Postma made a motion to pay the bills, Councilmember Daniels seconded; all were in favor the motion carried.

7. Adjournment

Councilmember Koehler made a motion to adjourn the meeting, Councilmember Jesse Clawson seconded; all were in favor the motion carried.

_____, Mayor

ATTEST:

_____, City Clerk